

# INTERQUEST SOUTH BUSINESS IMPROVEMENT DISTRICT

121 S. Tejon St., Suite 1100  
Colorado Springs, CO 80903  
Phone: 719-635-0330  
www.interquestsouthbid.com

## NOTICE OF REGULAR MEETING AND AGENDA

**DATE:** November 14, 2024

**TIME:** 1:00 p.m.

**LOCATION:** Via Microsoft Teams

**ACCESS:** To attend via Microsoft Teams Videoconference, use the below link:

[https://teams.microsoft.com/l/meetup-join/19%3ameeting\\_MmI1OTBIMmMtNGYwMi00OTkwLThkOTctMTA3MDc1NDg3YTk4%40thread.v2/0?context=%7b%22Tid%22%3a%224aaa468e-93ba-4ee3-ab9f-6a247aa3ade0%22%2c%22Oid%22%3a%22d42bab28-fbd8-4e65-a395-965cf9ef152f%22%7d](https://teams.microsoft.com/l/meetup-join/19%3ameeting_MmI1OTBIMmMtNGYwMi00OTkwLThkOTctMTA3MDc1NDg3YTk4%40thread.v2/0?context=%7b%22Tid%22%3a%224aaa468e-93ba-4ee3-ab9f-6a247aa3ade0%22%2c%22Oid%22%3a%22d42bab28-fbd8-4e65-a395-965cf9ef152f%22%7d)

To attend via telephone, dial 720-547-5281 enter Conference ID: 487 746 737#:

### **Board of Directors**

Stacie Tucker  
Bethany Fitzgerald  
Jerry Biggs  
Gregory Tucker  
Andrew Biggs

### **Office**

President  
Secretary  
Treasurer  
Assistant Secretary  
Assistant Secretary

### **Term Expires**

May, 2025  
May, 2025  
May, 2025  
May, 2027  
May, 2027

## **I. ADMINISTRATIVE MATTERS**

- A. Call to order and approval of agenda.
- B. Present disclosures of potential conflicts of interest.
- C. Confirm quorum, location of meeting and posting of meeting notices.
- D. Public Comment.

Members of the public may express their views to the Board on matters that affect the District that are otherwise not on the agenda. Comments will be limited to three (3) minutes per person.

- E. Review and consider approval of minutes from the September 9, 2024, special board meeting (enclosure).

- F. Consider adoption of the Resolution Regarding 2025 Annual Administrative Matters (enclosure).

**2025 Meeting Dates:**

2<sup>nd</sup> Thursday September and November @ 1:30 p.m. via MS. Teams

**Physical Posting Location within the District's Boundaries:**

Utility box at the northwest corner of Republic Drive and Federal Drive.

- G. Consider approval of 2025 insurance renewal (public officials' liability, general liability, workers' compensation, comprehensive crime). Consider adoption of documents needed to obtain or maintain insurance coverage through the Colorado Special Districts Property and Liability Pool and TCW Risk Management, and authorize membership in the Special District Association (to be distributed).

- 1. Review and consider approval of 2025 Resolution of Workers' Comp Coverage Exclusion.

- H. Consider approval of CliftonLarsonAllen LLP Statement(s) of Work (enclosure).

**II. FINANCIAL MATTERS**

- A. PIF Update.
- B. Review and ratify approval of previous claims totaling \$71,042.28 (enclosure).
- C. Review and consider acceptance of September 30, 2024 Unaudited Financial Statements, Schedule of Cash Position, Schedule of Property Tax Collections and current claims (to be distributed).
- D. Conduct Public Hearing to consider amendment of the 2024 Budget. If necessary, consider adoption of Resolution to Amend the 2024 Budget (enclosure).
- E. Conduct Public Hearings on the proposed 2025 Budget and consider adoption of Resolution to Adopt the 2025 Budget, Appropriate Sums of Money and to Set Mill Levies (enclosures).
- F. Discuss statutory requirements for an audit. Consider approval of engagement letter with BiggsKofford P.C. to prepare 2024 Audit (enclosure).
- G. Appointment of Board member to sign the DLG-70 Certification of Tax Levies.

**III. LEGAL MATTERS**

- A. Review and consider the adoption of Resolution Regarding Colorado Open Records Act Requests (enclosure).
- B. Review and consider adoption of Resolution Calling a Regular Election for Directors on May 6, 2025, appointing the Designated Election Official ("DEO"),

notice and authorizing the DEO to perform all tasks required for the conduct of a mail ballot election (enclosures). Self- Nomination and Acceptance Forms are due by February 28, 2025. Discuss need for ballot issues and/or questions.

**IV. MANAGER MATTERS**

- A. Review and consider approval of asphalt maintenance proposal from Seal Coat Solutions (enclosure).
- B. Authorize Board member or committee to work with district staff to transition website to ADA compliant hosting platform (enclosure).

**V. OTHER BUSINESS**

**VI. ADJOURNMENT**

**There are no remaining regular meetings scheduled for 2024.**