

**BANNING LEWIS RANCH METROPOLITAN DISTRICT NO. 5**

121 South Tejon St., Suite 1100  
Colorado Springs, Colorado 80903  
719-635-0330

<http://banninglewisranchmetrodistrict.com>

**NOTICE OF SPECIAL MEETING AND AGENDA**

**DATE:** Monday, November 28, 2022  
**TIME:** 11:00 a.m.  
**LOCATION:** Banning Lewis Ranch – The Barn  
9150 Braemore Heights  
Colorado Springs, CO 80927

And via Microsoft Teams

You can attend the meetings in any of the following ways:

**ACCESS:** 1. To attend via Microsoft Teams Videoconference use the below link:  
[https://teams.microsoft.com/l/meetup-join/19%3ameeting\\_ZGIxZmNjZjQtNWlzMj00YjNiLTg2NWUtMjNmNWVmYjhlMWU5%40thread.v2/0?context=%7b%22Tid%22%3a%224aaa468e-93ba-4ee3-ab9f-6a247aa3ade0%22%2c%22Oid%22%3a%22a05a90a1-fbd3-423d-8e2e-df67c7aa29f5%22%7d](https://teams.microsoft.com/l/meetup-join/19%3ameeting_ZGIxZmNjZjQtNWlzMj00YjNiLTg2NWUtMjNmNWVmYjhlMWU5%40thread.v2/0?context=%7b%22Tid%22%3a%224aaa468e-93ba-4ee3-ab9f-6a247aa3ade0%22%2c%22Oid%22%3a%22a05a90a1-fbd3-423d-8e2e-df67c7aa29f5%22%7d)

2. To attend via telephone, dial 720-547-5281 and enter the following additional information:

Conference ID: 339 579 04#

<u>Board of Directors</u>	<u>Office</u>	<u>Term Expires</u>
Robert Cass	President	May, 2023
George Smith	Vice President	May, 2025
Victoria Niemi	Treasurer	May, 2023
Kathryn Giddens	Secretary	May, 2025
Dawson Hubert	Assistant Secretary	May, 2023

## **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 October 31, 2022 Regular Board meeting (enclosure).
- F. Review and consider approval of minutes from the November 14, 2022 Special Board meeting (enclosure).
- G. Discuss business to be conducted in 2023 and schedule regular Board meetings. Consider adoption of the Annual Administrative Resolution, Establishing Regular Meeting Dates, Time, and Location, and Designating Location for Posting of 24-Hour Notices (enclosure). Appoint representative to post notices within the District.
- H. Discuss requirements of Section 32-1-809, C.R.S. and direct staff regarding compliance for 2023 (District Transparency Notice).
- I. Discuss and consider approval of 2023 insurance renewal. Consider adoption of documents needed to obtain or maintain insurance coverage through the Colorado Special Districts Property and Liability Pool and T. Charles Wilson Risk Management and authorize membership in the Special District Association (enclosure).

## **II. FINANCIAL MATTERS**

- A. Consider ratification and approval and of payment of Claims (enclosure).
- B. Review of the Special Revenue Fund Balance Sheet and the Special Revenue Fund Statement of Activities as of October 31, 2022 (enclosure).
- C. Consider appointment of District Accountant to prepare 2024 Budget.
- D. Other.

**III. LEGAL MATTERS**

- A. Update regarding Draft Gate Policy and Community Manual.
- B. Update regarding Landscape Tract review.
- C. Review status regarding OakwoodLife invoices.
- D. Other.

**IV. MANAGER MATTERS**

- A. Consider approval of CliftonLarsonAllen LLP Master Service Agreement and related statement(s) of work (enclosure).
- B. Other.

**V. DIRECTOR MATTERS**

- A. Committee Reports to include purpose statement, primary responsibilities, and future activities.
- B. Discussion regarding Board meeting on December 26, 2022.
- C. Update regarding Banning Lewis Ranch Metropolitan District No. 1 2023 Budget from Cooperation Committee.
- D. Other.

**VI. OTHER BUSINESS**

- A. Other

**VII. ADJOURNMENT**

**The next regular meeting is scheduled for December 26, 2022 at 11:00 a.m.**