

BANNING LEWIS RANCH METROPOLITAN DISTRICT NO. 5

121 South Tejon St., Suite 1100
Colorado Springs, Colorado 80903
719-365-0330

<http://banninglewisranchmetrodistrict.com>

NOTICE OF SPECIAL MEETING AND AGENDA

DATE: Monday, October 31, 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:

1. To attend via Microsoft Teams Videoconference use the below link:

https://teams.microsoft.com/l/meetup-join/19%3ameeting_ZTQ4N2Y2YWEtNmEzOS00NjI3LWJmNWYtMzA1ZDA1ZDM1NjY0%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

ACCESS:

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

Conference ID: 164 185 227#

<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. Acknowledge revisions to minutes from August 3, 2022 and August 29, 2022 Board meetings.
- F. Review and consider approval of minutes from the September 26, 2022, Regular 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 requirements of Section 32-1-306, C.R.S. and direct staff regarding compliance for 2023 (Annual Map Filing).
- J. 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 or T. Charles Wilson Risk Management and authorize membership in the Special District Association.

II. FINANCIAL MATTERS

- A. Consider acceptance of the Unaudited Financial Statement as of September 30, 2022 (enclosure).
- B. Consider ratification and approval and of payment of Claims (enclosure).
- C. Review of the Special Revenue Fund Balance Sheet and the Special Revenue Fund Statement of Activities as of August 31, 2022 (enclosure).
- D. Review of Schedio Groups Engineer's Report and Verification of Costs No. 5 (enclosure).

- E. Conduct Public Hearing to consider amendment of the 2022 Budget. If necessary, consider adoption of Resolution to Amend the 2022 Budget (enclosure).
- F. Conduct Public Hearing on the proposed 2023 Budget and consider adoption of Resolution Adopt the 2023 Budget and Appropriate Sums of Money and Set Mill Levies (enclosure).
- G. Authorize District Accountant to prepare the DLG-70 Certification of Tax Levies form for certification to the Board of County Commissioners and other interested parties.
- H. Appointment of Board member to sign the DLG-70 Certification of Tax Levies.
- I. Consider appointment of District Accountant to prepare 2024 Budget.
- J. Consider approval of the engagement letter with Biggskofford to prepare the 2022 Audit (enclosure).

III. LEGAL MATTERS

- A. Consider adoption of Resolution Calling a Regular Election for Directors on May 2, 2023, appointing the DEO and authorizing the DEO to perform all tasks required for the conduct of a mail ballot election (enclosure). Self-Nomination and Acceptance Forms are due by February 23, 2023. Discuss need for ballot issues and/or questions.
- B. Discussion regarding FAMILI Act (enclosure)
- C. Update regarding Draft Gate Policy and Community Manual.
- D. Update regarding Landscape Tract review.
- E. Update regarding status of OakwoodLife invoices.
- F. 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 meetings on November 28, 2022 and December 26, 2022.
- C. Update regarding Banning Lewis Ranch Metropolitan District No. 1 2023 Budget from Cooperation Committee.

VI. OTHER BUSINESS

- A. Other

VII. ADJOURNMENT

The next regular meeting is scheduled for November 28, 2022 at 11:00 a.m.