

RECORD OF PROCEEDINGS

MINUTES OF A REGULAR MEETING OF
THE BOARD OF DIRECTORS OF THE
BANNING LEWIS RANCH METROPOLITAN DISTRICT NO. 4 (THE
“DISTRICT”)
HELD
NOVEMBER 28, 2022

A regular meeting of the Board of Directors of the Banning Lewis Ranch Metropolitan District No. 4 (referred to hereafter as the “Board”) was convened on Monday, November 28, 2022, at 1:00 p.m. This District Board meeting was held via Microsoft Teams. The meeting was open to the public.

ATTENDANCE

Directors In Attendance Were:

Ronald Dodolak, President
Jerde Quattlebaum, Assistant Secretary
Scott Smith, Assistant Secretary

Director Aric Jones, Assistant Secretary, was absent and excused.

Also, In Attendance Were:

Lisa Mayers, Esq.; Spencer Fane LLP
Josh Miller, Courtney Hoff and Rob Lange; CliftonLarsonAllen LLP (“CLA”)

ADMINISTRATIVE MATTERS

Call to Order and Agenda: The meeting was called to order at 1:02 p.m.

The Board reviewed the agenda for the meeting. Following discussion, upon a motion duly made by Director Smith, seconded by Director Dodolak and, upon vote, unanimously carried, the Board approved the agenda, as presented.

Disclosures of Potential Conflicts of Interest: Some of the Directors present noted for the record that they have financial interests in entities active in developing property within the boundaries of the District, or are employed by such entities, and that such interests may be affected from time to time by actions of the District Board of Directors. In accordance with state law, the Directors have filed written disclosures describing such potential conflicts of interest with the Secretary of State, and the Directors present verbally reaffirmed such disclosures on the record of this meeting.

Quorum, Location of Meeting and Posting of Meeting Notices: A quorum of the Board was confirmed. Following discussion, the Board confirmed the location of the meeting and posting of the meeting notices.

Public Comment: There was no public comment.

RECORD OF PROCEEDINGS

Minutes from October 25, 2021 Special Board Meeting: Attorney Mayers reviewed the minutes of the October 25, 2021 special Board meeting with the Board. Following review and discussion, upon a motion duly made by Director Smith, seconded by Director Dodolak and, upon vote, unanimously carried, the Board approved the minutes from the October 25, 2021 Board meeting, as presented.

Results of May 3, 2022 Regular Director Elections: Attorney Mayers reviewed the results of the May 3, 2022 Regular Director Elections with the Board. Discussion ensued. No action taken.

Filing of Oaths of Directors: Mr. Miller confirmed the filing of Oaths of Directors with the Board. No action taken.

Appointment of Officers: Mr. Miller reviewed the appointment of officers with the Board. Discussion ensued. Following review and discussion, upon motion duly made by Director Smith seconded by Director Quattlebaum and, upon vote unanimously carried, the Board appointed the following slate of officers for the District:

President: Scott Smith
Secretary: Jerde Quattlebaum
Treasurer: Ronald Dodolak

Resolution Regarding 2023 Annual Administrative Matters: Mr. Miller reviewed the Resolution Regarding 2023 Annual Administrative Matters with the Board. Following review and discussion, upon a motion duly made by Director Smith, seconded by Director Dodolak and, upon vote, unanimously carried, the Board adopted the Resolution Regarding 2023 Annual Administrative Matters, as presented.

2023 Insurance Renewal: Mr. Miller reviewed the 2023 Insurance Renewal with the Board. Following review, upon a motion duly made by Director Smith, seconded by Director Dodolak and, upon vote, unanimously carried, the Board approved the 2023 Insurance Renewal and authorized membership in the Special District Association for 2023.

Other: None.

FINANCIAL MATTERS

September 30, 2022 Unaudited Financial Statements: Mr. Lange reviewed the September 30, 2022 Unaudited Financial Statements with the Board. Following review, upon a motion duly made by Director Smith, seconded by Director Dodolak and, upon vote, unanimously carried, the Board accepted September 30, 2022 Unaudited Financial Statements, as presented.

RECORD OF PROCEEDINGS

Public Hearing to Consider Amendment of the 2022 Budget: Mr. Lange reviewed the 2022 Budget with the Board. It was determined that an amendment to the 2022 Budget is not needed. No action taken.

Public Hearing on the Proposed 2023 Budget and Resolution to Adopt the 2023 Budget and Appropriate Sums of Money and Resolution to Set Mill Levies: Director Dodolak opened the public hearing to consider the proposed 2023 budget at 1:41 p.m.

Mr. Lange reviewed the proposed 2023 Budget with the Board. It was noted that publication of Notice stating that the Board would consider adoption of the 2023 Budget and the date, time and place of the public hearing was made in a newspaper having general circulation within the District. No written objections were received prior to the public hearing. No public comments were received.

Director Smith closed the public hearing at 1:42 p.m.

Following discussion, upon a motion duly made by Director Smith, seconded by Director Dodolak and, upon vote, unanimously carried, the Board approved the 2023 budget and adopted the Resolution to Adopt the 2023 Budget and Appropriate Sums of Money and adopted the Resolution to Set Mill Levies, as presented.

Board Member to Sign the DLG-70 Certification of Tax Levies: Following discussion, upon a motion duly made by Director Dodolak, seconded by Director Quattlebaum and, upon vote, unanimously carried, the Board appointed Director Smith to sign the DLG-70 Certification of Tax Levies.

Engagement Letter with BiggsKofford to Prepare the 2022 Audit: Mr. Miller reviewed the engagement letter with BiggsKofford with the Board. Following review, upon a motion duly made by Director Smith, seconded by Director Dodolak and, upon vote, unanimously carried, the Board engaged BiggsKofford to prepare the 2022 Audit.

Other: None.

LEGAL MATTERS

Resolution Calling a Regular Election for Directors on May 2, 2023, DEO and DEO to Perform All Tasks Required for the Conduct of a Mail Ballot Election: Attorney Mayers reviewed the Resolution Calling a Regular Election for Directors on May 2, 2023 with the Board. Following review, upon a motion duly made by Director Smith, seconded by Director Dodolak and, upon vote, unanimously carried, the Board adopted the Resolution Calling a Regular Election for Directors on May 2, 2023, appointed Courtney Linney as the Designated Election Official (“DEO”) and authorized the DEO to perform all tasks required for the conduct of a mail ballot election.

RECORD OF PROCEEDINGS

Other: None.

**MANAGER
MATTERS**

CliftonLarsonAllen LLP Statements of Work for 2023: Mr. Miller reviewed the CLA Statements of Work for 2023 with the Board. The Board discussed. Following discussion, upon a motion duly made by Director Smith, seconded by Director Dodolak and, upon vote, unanimously carried, the Board approved the CliftonLarsonAllen LLP Statements of Work for 2023.

Other: None.

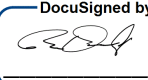
OTHER BUSINESS

Other: Following discussion, upon a motion duly made by Director Smith, seconded by Director Dodolak and, upon vote, unanimously carried, the Board excused the absence of Director Jones.

ADJOURNMENT

There being no further business to come before the Board at this time, Director Smith adjourned the meeting at 1:58 p.m.

Respectfully submitted,

By  _____
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Secretary