

BANNING LEWIS RANCH METROPOLITAN DISTRICT NO. 1

121 S. Tejon Street, Suite 1100
Colorado Springs, Colorado
719-635-0330

<http://banninglewisranchmetrodistrict.com/>

NOTICE OF SPECIAL MEETING AND AGENDA

DATE: Wednesday, November 1, 2023

TIME: 2:00 p.m.

LOCATION: 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:

ACCESS:

https://teams.microsoft.com/l/meetup-join/19%3ameeting_NGI1ZjQxMzEtZmI4Yi00NmJILTk3NGQtODFmZmEzMmFINzcy%40thread.v2/0?context=%7b%22Tid%22%3a%224aaa468e-93ba-4ee3-ab9f-6a247aa3ade0%22%2c%22Oid%22%3a%225b9f6fa2-e9dd-42cc-bfd8-f7dd2ed196a6%22%7d

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

Conference ID: 950 530 378#

<u>Board of Directors</u>	<u>Office</u>	<u>Term Expires</u>
Thomas Garmong	President	May, 2025
Scott Smith	Secretary	May, 2027
Javier Galvan	Treasurer	May, 2027
Don Ferron III	Assistant Secretary	May, 2027
Tyler Jones	Assistant Secretary	May, 2025

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 July 27, 2023, regular Board meeting (enclosure).
- F. Review and consider acceptance of 2022 Audit (enclosure).
- G. Ratify approval of Agreement with Tolin Mechanical Systems Company for Mechanical and Electrical Engineering Services in the amount of \$12,629.00 (enclosure).
- H. Ratify approval of Casco Construction, Corp. Change Order No. 6 for barn door in the amount of \$5,556.98 (enclosure).
- I. Ratify approval of Service Agreement with Tri Lakes Security for security services in the amount of \$7,000.00 (enclosure).
- J. Consider adoption of the Resolution Regarding 2024 Annual Administrative Matters (enclosure).

II. FINANCIAL MATTERS

- A. Review and consider acceptance of August 31, 2023 Unaudited Financial Statements (to be distributed).
- B. Consider ratification and approval of payment of claims (enclosure).
- C. Conduct Public Hearing to consider amendment of the 2023 Budget, if necessary. Consider adoption of Resolution to Amend the 2023 Budget (enclosure).
- D. Conduct Public Hearing on the proposed 2024 Budget and consider adoption of Resolution to Adopt the 2024 Budget and Appropriate Sums of Money (enclosure).
- E. 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.

- F. Consider approval of the engagement letter with BiggsKofford to prepare the 2023 Audit.
- G. Review and consider approval of Banning Lewis Ranch Fee Schedule for 2024 (enclosure).
- H. Review and adopt Resolution Approving Fee Schedule for District No. 8 (enclosure).

III. LEGAL MATTERS

- A. Discussion and possible action to approve agreements and other items regarding planning, design, funding and construction for public improvements and related matters.
- B. Acknowledge receipt of conveyance of Special Warranty Deed from Banning Lewis Ranch Metropolitan District No. 4 to the District (enclosure).
- C. Acknowledge receipt of conveyance of Special Warranty Deed from Banning Lewis Ranch Metropolitan District No. 8 to the District (enclosure).
- D. Acceptance of Retreat Tracts from Oakwood to the District (enclosure).
- E. Consider approval of First Amendment to Agreement between the District and Diversified Association Management (enclosure).
- F. Consider approval of Fifth Amendment to Service Agreement between the District and Home Builders Services (enclosure).
- G. Consider approval of First Amendment to Service Agreement between the District and JAN-PRO Franchise Development of Southern Colorado (enclosure).

IV. MANAGER MATTERS

- A. Managers' Report.
- B. YMCA Operations Report (enclosure).
- C. Retreat Operations Report (enclosure).
 - 1. Discuss onsite presence.
- D. Landscaping Maintenance Operations Report (enclosure).
 - 1. Discuss landscape enhancements throughout community.
- E. Diversified Operations Report (enclosure).
 - 1. Review and consider approval of engagement of towing company for towing services (enclosure).

- F. Consider approval of CliftonLarsonAllen LLP Master Services Agreement and statement(s) of work for 2024 (to be distributed).
- G. Discuss and consider approval of 2024 insurance renewal (to be distributed).
- H. Discuss and consider worker's compensation insurance for 2024.
- I. Consider authorization of renewing membership in the Special District Association for 2024.

V. OTHER BUSINESS

VI. ADJOURNMENT

There are no more regular Board meetings scheduled for 2023.