

RECORD OF PROCEEDINGS

**MINUTES OF A REGULAR MEETING
OF THE BOARD OF DIRECTORS OF THE
BANNING LEWIS RANCH METROPOLITAN DISTRICT NO. 2
HELD
NOVEMBER 21 2019**

A regular meeting of the Board of Directors of the Banning Lewis Ranch Metropolitan District No. 2 (referred to hereafter as the "Board") was held on November 21, 2019 at 10:00 a.m. at the North Tree Ranch House, 6885 Vista del Pico, Colorado Springs, CO 80927. The meeting was open to the public.

Attendance

Directors in attendance:

Don Knechtel
Jason Brockman
C. Dallas Pierce
Dave Duman

Also in attendance:

Josh Miller & Carrie Bartow; CliftonLarsonAllen LLP
Matt Ruhland; District Attorney, Collins Cockrel & Cole
Brian Carey, Resident
Tara Carey, Resident
Jason Carey, Resident

Call to Order/Approve
Agenda

Director Knechtel called the meeting to order at 10:00 a.m.

Following review, upon a motion duly made by Director Duman, seconded by Director Brockman and, upon vote, unanimously carried, the Board approved the agenda with the addition of the following item: Discussion and Possible Action on Eagle Scout Project for Dog Stations following the Community Comments.

Confirm
Quorum/Disclosure of
Potential Conflicts of
Interest

All Directors are homeowners in the District and file annual conflict of interest disclosures with the Secretary of State. There were no conflicts of interest related to specific agenda items on the agenda and the Directors present verbally reaffirmed such disclosures on the record of the meeting.

Community Comments

None.

Discussion and Possible
Action on Eagle Scout
Project for Dog Stations

Following presentation, Director Knechtel moved to contribute \$1,000 to the project. Following discussion, upon a motion duly made by Director Brockman, seconded by Director Duman and, upon vote, unanimously carried, the

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Administrative Matters

Board approved contributing \$500 to the Eagle Scout project for dog stations.

A. Review and Consider Approving Minutes of the August 2, 2019 Special Meeting and July 18, 2019 Special Meeting

Upon a motion duly made by Director Duman, seconded by Director Brockman and, upon vote, unanimously carried, the Board approved the August 2, 2019 and July 18, 2019 meeting minutes.

Financial Matters

A. Review and Accept Unaudited Financial Statements as of September 30, 2019

Ms. Bartow reviewed the financial statements with the Board. Upon a motion duly made by Director Knechtel, seconded by Director Brockman and, upon vote, unanimously carried, the Board approved the unaudited financial statements as of September 30, 2019.

B. Consider Transfer of Collected Property Taxes to District No. 1

Upon a motion duly made by Director Knechtel, seconded by Director Duman and, upon vote, unanimously carried, the Board approved the transfer of collected property taxes to District No. 1.

C. Conduct Public Hearing to Consider Amending 2019 Budget; Consider Adopting Resolution 2019-11-01; Amending 2019 Budget, if necessary

None.

D. Conduct Public Hearing to Consider Adoption of 2020 Budget, Appropriate Expenditures, and Certify Mill Levy; Consider Adoption of Resolution 2019-11-02 to Adopt 2020 Budget, Appropriate Expenditures and Certify Mill Levy

Upon a motion duly made by Director Knechtel, seconded by Director Brockman and, upon vote, unanimously carried the Board opened the public hearing to consider the proposed 2020 budget at 10:30 a.m.

Ms. Bartow reviewed the 2020 budget with the Board.

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No public comments were received and upon a motion duly made by Director Knechtel, seconded by Director Brockman and, upon vote, unanimously carried, the Board closed the public hearing at 10:32 a.m.

Following discussion, upon a motion duly made by Director Brockman, seconded by Director Knechtel and, upon vote, unanimously carried, the Board adopted Resolution No. 2019-11-02 to adopt the 2020 budget, appropriate expenditures, and certify the mill levy.

E. Other

None

Manager Matters

A. Acknowledge Continuing Engagements for 2020

- a. CliftonLarsonAllen; Management and Accounting Services
- b. Collins, Cockrel & Cole; Legal Counsel

Upon a motion duly made by Director Brockman, seconded by Director Duman and, upon vote, unanimously carried, the Board acknowledged the continuing engagements of CliftonLarsonAllen and Collins, Cockrel & Cole for 2020.

B. Review and Consider Adoption of Resolution 2019-11-03; Annual Administrative Matters for 2020

Upon a motion duly made by Director Pierce, seconded by Director Duman and, upon vote, unanimously carried, the Board adopted Resolution No. 2019-11-03.

C. Review and Consider Approval of Pet Waste Stations Proposal

Discussion ensued on transferring \$500 to the Banning Lewis Ranch Community Foundation for the proposal. Upon a motion duly made by Director Brockman, seconded by Director Duman and, upon vote, unanimously carried, the Board approved the \$500.00 transfer for pet waste stations.

D. Other

None.

Attorney Matters

A. Review and Consider Adoption of Resolution No. 2019-11-04; Designating Location to Post 24 Hours Prior to Meeting

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Upon a motion duly made by Director Duman, seconded by Director Knechtel and, upon vote, unanimously carried, the Board approved Resolution No 2019-11-04 Designating Location to Post 24 Hours Prior to Meeting.

B. Discuss Designated Election Official (“DEO”) Services and Consider Engagement of Collins Cockrel & Cole P.C. for DEO Services. Review and Consider Adoption of Resolution No. 2019-11-05; Calling May 5, 2020 Regular Election

Upon a motion duly made by Director Brockman, seconded by Director Knechtel and, upon vote, unanimously carried, the Board adopted Resolution No. 2019-1105 Calling May 5, 2020 Regular Election.

C. Review and Consider Adoption of Resolution 2019-11-06; Designating the Official Custodian of Records and Adopting a Policy on Responding to Open Records Request

Upon a motion duly made by Director Duman, seconded by Director Pierce and, upon vote, unanimously carried, the Board approved Resolution No. 2019-11-06 Designating the Official Custodian of Records and Adopting a Policy on Responding to Open Records Request.

Director Matters

A. Confirm Quorum for Next Meeting Date – Thursday January 16, 2020

The Board confirmed a quorum for the next meeting date – Thursday January 16, 2020.


B. Other

Director Knechtel and Duman shared positive remarks on the meeting held on October 10, 2019 in regards to the cooperation agreement with District No. 1.

Adjournment

With no further items to come before the Board, upon a motion duly made by Director Duman seconded by Director Brockman and, upon vote, unanimously carried, the Board adjourned.

Respectfully submitted,

DocuSigned by:


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Secretary for the Meeting

Certificate Of Completion

Envelope Id: A636723393264201934FEC55020847CC	Status: Completed
Subject: Please DocuSign: 4. 11-21-2019 DRAFT MINUTES_2019 - CCC Edits(00769870_xAF7F5)).docx	
Client Name: BLR 2	
Client Number: N/A	
Source Envelope:	
Document Pages: 5	Signatures: 1
Certificate Pages: 5	Initials: 0
AutoNav: Enabled	Envelope Originator:
Envelopeld Stamping: Enabled	Kimbrie Garcia
Time Zone: (UTC-06:00) Central Time (US & Canada)	220 South 6th Street
	Suite 300
	Minneapolis, MN 55402
	Kimbrie.Garcia@claconnect.com
	IP Address: 24.9.248.117

Record Tracking

Status: Original 10/7/2020 10:55:14 AM	Holder: Kimbrie Garcia Kimbrie.Garcia@claconnect.com	Location: DocuSign
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Signer Events

Dave Duman
dave.duman@gmail.com
Security Level: Email, Account Authentication (None)

Signature



Signature Adoption: Drawn on Device
Using IP Address: 104.37.31.136
Signed using mobile

Timestamp

Sent: 10/7/2020 10:59:58 AM
Viewed: 10/7/2020 1:55:07 PM
Signed: 10/7/2020 1:56:05 PM

Electronic Record and Signature Disclosure:
Accepted: 10/7/2020 1:55:07 PM
ID: 05f10972-c59a-40e3-8f65-1015ebe4e6f9

In Person Signer Events

Signature

Timestamp

Editor Delivery Events

Status

Timestamp

Agent Delivery Events

Status

Timestamp

Intermediary Delivery Events

Status

Timestamp

Certified Delivery Events

Status

Timestamp

Carbon Copy Events

Status

Timestamp

Chelsea Gondeck
Chelsea.Gondeck@claconnect.com
CLA



Sent: 10/7/2020 10:59:58 AM

Security Level: Email, Account Authentication (None)

Electronic Record and Signature Disclosure:
Not Offered via DocuSign

Witness Events

Signature

Timestamp

Notary Events

Signature

Timestamp

Envelope Summary Events

Status

Timestamps

Envelope Sent	Hashed/Encrypted	10/7/2020 10:59:58 AM
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Envelope Summary Events	Status	Timestamps
Certified Delivered	Security Checked	10/7/2020 1:55:07 PM
Signing Complete	Security Checked	10/7/2020 1:56:05 PM
Completed	Security Checked	10/7/2020 1:56:05 PM

Payment Events	Status	Timestamps
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