

RECORD OF PROCEEDINGS

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**MINUTES OF A SPECIAL MEETING  
OF THE BOARDS OF DIRECTORS OF THE  
BANNING LEWIS RANCH METROPOLITAN DISTRICT NOS. 4 & 5  
HELD  
APRIL 23, 2020**

A special meeting of the Boards of Directors of the Banning Lewis Ranch Metropolitan District Nos. 4 & 5 (referred to hereafter as the “Boards”) was held on April 23, 2020 at 9:00 a.m. via telephone. Phone Number: 1-844-286-0635; Participant Code: 536613752. The meeting was open to the public.

Attendance

Directors in attendance:

Bruce Rau  
Michael Townsend  
Kelly Leid  
Aric Jones

Absent but excused:

Charles P. Leder

Also in attendance:

Josh Miller, Chelsea Gondeck, Kimbrie Garcia, Seef Le Roux & Carrie Bartow; CliftonLarsonAllen LLP  
Pat Hrbacek; Spencer Fane LLP  
Robert Beacon, BrightView  
Corey Calcote and Melissa Rousseau, YMCA  
Corey Pilato, MSI  
Thomas Garmong, Oakwood Homes  
Alan Hoekman, Resident  
Floyd Petty, Resident

Call to  
Order/Approve  
Agenda

Director Rau called the meeting to order at 10:18 a.m.

Following review, upon a motion duly made by Director Jones, seconded by Director Leid and, upon vote, unanimously carried, the Boards approved the agenda as amended to include financial statements through March 31, 2020.

Declaration of  
Quorum/Disclosure  
of  
Potential Conflicts  
of Interest

The Directors present noted for the record that they have financial interests in entities active in developing property within the boundaries of the Districts, or are employed by such entities, and that such interests may be affected from time to time by actions of the District’s Boards 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

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record of this meeting.

Consent Agenda

The items listed below are a group of items to be acted on with a single motion and vote by the Board to expedite the handling of limited routine matters. The Boards has received the information on these matters prior to the meeting. An item may be moved from the consent agenda to the discussion agenda, if desired. Items on the consent agenda are then voted on by a single motion, second, and vote by the Boards.

- A. Review and Consider Approval of Minutes of the November 21, 2019 Regular Meeting
- B. Review and Accept Unaudited Financial Statements as of March 31, 2020
- C. Review, Ratify and Approve Claims

Upon a motion duly made by Director Jones, seconded by Director Leid and, upon vote, unanimously carried, the Board approved the Consent Agenda, as presented.

Community  
Comments

None.

Financial Matters

- A. Other

None.

Manager Matters

- A. Other

None.

Attorney Matters

- A. Provide Update on System Development Fees Collection Regarding Districts 4 and 5 and Discuss and Consider Documentation Regarding Same and Ratification of Necessary Responsive Actions

Director Rau reviewed an error in the processing and collection of system development fees and the payments made. Ms. Bartow noted future reporting will be included in financial statements.

- B. Review and Approve Disclosure Addendum for Village 3, District No. 5

Mr. Hrbacek reviewed the Disclosure Addendum for Village 3, District No. 5 with the Boards. Following discussion upon a motion duly made by Director Leid, seconded by Director

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Jones and, upon vote, unanimously carried, the Board approved the Disclosure Addendum for Village 3, District No. 5.

C. Other

None.

Director Matters

A. Appointment of Officers

Mr. Hrbacek noted Director Townsend and Director Leid will be remaining after the May 5, 2020 election. Following discussion upon a motion duly made by Director Jones, seconded by Director Leid and, upon vote, unanimously carried, the Boards approved the appointment of officers with Kelly Leid as President, Michael Townsend as Secretary and Treasurer, and Aric Jones as Assistant Secretary.

Other Business

A. Confirm Quorum for Next Meeting Date – July 23, 2020

Not Discussed.

Adjournment

With no further items to come before the Board, upon a motion duly made by Director Leid seconded by Director Jones and, upon vote, unanimously carried, the Boards adjourned the meeting 10:23 a.m.

Respectfully submitted,

DocuSigned by:  
  
6D3BDC6AB677454  
Secretary for the Meeting

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Client Number: 43190	
Source Envelope:	
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Michael Townsend  
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 Assistant Secretary  
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Agent Delivery Events	Status	Timestamp
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Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	11/13/2020 2:57:33 PM
Certified Delivered	Security Checked	11/13/2020 3:04:18 PM
Signing Complete	Security Checked	11/13/2020 3:04:38 PM
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