

RECORD OF PROCEEDINGS

**MINUTES OF THE SPECIAL MEETING  
OF THE BOARD OF DIRECTORS OF THE  
BANNING LEWIS RANCH METROPOLITAN DISTRICT NOS. 8-11  
AND MINUTES OF THE ORGANIZATIONAL MEETING OF THE BOARD OF  
DIRECTORS OF THE BANNING LEWIS RANCH REGIONAL  
METROPOLITAN DISTRICT NOS. 1 & 2  
HELD  
NOVEMBER 14, 2019**

A special meeting of the Board of Directors of the Banning Lewis Ranch Metropolitan District Nos. 8, 9, 10, & 11 and organizational meeting of the Banning Lewis Ranch Regional Metropolitan District Nos. 1 & 2 (referred to hereafter as the “Boards”) was held on November 14, 2019 at the North Tree Ranch House, 6885 Vista del Pico, Colorado Springs, CO 80927 at 9:00 a.m. The meeting was open to the public.

Attendance

Board of Directors Nos. 8-11 in attendance:

Bruce Rau  
Aric Jones  
Thomas Garmong  
Michael Townsend

Excused Absent: Charles Leder

Board of Directors Regional Nos. 1 & 2 in attendance:

Bruce Rau  
Aric Jones  
Michael Townsend

Excused Absent: Charles Leder & Kelly Leid

Also in attendance were:

Carrie Bartow & Josh Miller; CliftonLarsonAllen LLP  
Pat Hrbacek; Spencer Fane LLP

Call to Order/  
Approve Agenda

Director Rau called the meeting to order at 9:00 a.m.

Upon a motion duly made by Director Jones, seconded by Director Townsend and, upon vote, unanimously carried, the Boards approved the agenda.

Declaration of  
Quorum/Disclosu  
re of Potential  
Conflicts of  
Interest

A quorum was noted. 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’s Boards of Directors. In accordance with state law, the Directors have filed written disclosures describing

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such potential conflicts of interest with the Secretary of State, and the directors present verbally reaffirmed such disclosures on the 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 Boards to expedite the handling of limited routine matters. The Boards have 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 December 13, 2018 Special Meeting for Districts 8,9,10, & 11
- B. Review and Consider Acceptance of Unaudited Financial Statements as of September 30, 2019
- C. Review, Ratify and Approve Claims

Upon a motion duly made by Director Jones, seconded by Director Townsend and, upon vote, unanimously carried, the Boards approved the consent agenda as presented.

Community  
Comments

None.

Financial Matters

- A. Conduct Public Hearing to Consider Amending 2019 Budget; Consider Adopting Resolution 2019-11-01; Amending 2019 Budget

None.

- B. 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 Jones, seconded by Director Townsend and, upon vote, unanimously carried the Boards opened the public hearings to consider the 2020 budgets.

Ms. Bartow reviewed the 2020 budgets with the Boards.

No public comments were received and upon a motion duly made by Director Jones, seconded by Director Townsend and, upon vote, unanimously carried, the Boards closed the public hearings.

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

C. Review and Consider Approval of Engagement Letter from BiggsKofford Certified Public Accountants for 2019 Audit

Upon a motion duly made by Director Jones, seconded by Director Townsend and, upon vote, unanimously carried the Boards approved the engagement of BiggsKofford for the 2019 audit.

D. Other

None.

Manager Matters

A. Discuss District Insurance, Review Renewal Schedule & Authorize Renewal of District Insurance & SDA Membership

Upon a motion duly made by Director Jones, seconded by Director Townsend and, upon vote, unanimously carried the Boards approved the renewal of the District insurance and SDA membership.

B. Acknowledge Continuing Engagement of Spencer Fane LLP as General Counsel and CliftonLarsonAllen LLP as District Accountant and Manager

Upon a motion duly made by Director Jones, seconded by Director Townsend and, upon vote, unanimously carried the Boards acknowledged the continuing engagement of Spencer Fane LLP as General Counsel and CliftonLarsonAllen LLP as District Accountant and Manager.

C. Other

None.

Attorney Matters

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

Upon a motion duly made by Director Jones, seconded by Director Townsend and, upon vote, unanimously carried the

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Boards approved Resolution 2019-11-03 Annual Administrative Matters for 2020.

B. Review and Consider Approval of Resolution 2019-11-04, Concerning Online Notice of Public Meetings

Upon a motion duly made by Director Jones, seconded by Director Townsend and, upon vote, unanimously carried the Boards approved Resolution 2019-11-04 Concerning Online Notice of Public Meetings.

C. Review and Consider Adoption of Resolution 2019-11-05; Calling a Regular Election for Directors on May 5, 2020

Upon a motion duly made by Director Jones, seconded by Director Townsend and, upon vote, unanimously carried the Boards approved Resolution 201-11-05 Calling a Regular Election for Directors on Mya 5, 2020.

D. Review and Consider Approval of Consumer Data Privacy Policy

Upon a motion duly made by Director Jones, seconded by Director Townsend and, upon vote, unanimously carried the Boards approved the Consumer Data Privacy Policy.

E. Review and Consider Approval of Resolution 2019-11-06; Resolution Adopting the Colorado Special District Records Retention Schedule, Appointing an Official Custodian, and Adopting Policies and Fee Schedule for the Handling of Record Requests under the Colorado Open Records Act (“CORA”)

Upon a motion duly made by Director Jones, seconded by Director Townsend and, upon vote, unanimously carried the Boards approved Resolution 2019-11-06; Resolution Adopting the Colorado Special District Records Retention Schedule, Appointing an Official Custodian, and Adopting Policies and Fee Schedule for the Handling of Record Requests under the Colorado Open Records Act (“CORA”).

F. Review and Consider Approval of District Facilities Agreements involving Banning Lewis Ranch MD Nos. 8, 9, 10 and 11, and possibly Banning Lewis Ranch MD No. 1

Upon a motion duly made by Director Jones, seconded by Director Townsend and, upon vote, unanimously carried the Boards approved the District Facilities Agreements involving

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Banning Lewis Ranch MD Nos. 8, 9, 10 and 11, and possibly  
Banning Lewis Ranch MD No. 1.

G. Other

None.

Director Matters

A. Other

None.

Adjournment

With no further items to come before the Boards, upon a motion  
duly made by Director Jones, seconded by Director Townsend and,  
upon vote, unanimously carried, the Boards adjourned the meeting  
at 9:23 a.m.

Respectfully submitted,

DocuSigned by:

*Aric Jones*

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Secretary for the Meeting

## Certificate Of Completion

Envelope Id: C071E3036F214A61835AF814422EF134	Status: Completed
Subject: 11-14-2019 Minutes.pdf	
Client Name: BLR1	
Client Number: 043190	
Source Envelope:	
Document Pages: 5	Signatures: 1
Certificate Pages: 4	Initials: 0
AutoNav: Enabled	Envelope Originator:
Envelope 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: 174.51.146.125

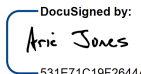
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Status: Original 12/7/2020 4:04:53 PM	Holder: Kimbrie Garcia Kimbrie.Garcia@claconnect.com	Location: DocuSign
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## Signer Events

Aric Jones  
ArJones@OakwoodHomesCO.com  
Secretary/Treasurer  
Security Level: Email, Account Authentication (None)

## Signature

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531E71C19F2644A...  
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Sent: 12/7/2020 4:05:40 PM  
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Signed: 12/7/2020 4:40:22 PM

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Accepted: 12/7/2020 4:40:05 PM  
ID: dd189138-10ce-4187-a205-f75c0b01e9e6

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
Witness Events	Signature	Timestamp
Notary Events	Signature	Timestamp
Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	12/7/2020 4:05:40 PM
Certified Delivered	Security Checked	12/7/2020 4:40:05 PM
Signing Complete	Security Checked	12/7/2020 4:40:22 PM
Completed	Security Checked	12/7/2020 4:40:22 PM
Payment Events	Status	Timestamps
Electronic Record and Signature Disclosure		

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