

MINUTES OF A REGULAR MEETING OF
THE BOARD OF DIRECTORS OF THE
BANNING LEWIS RANCH METROPOLITAN DISTRICT NO. 5 (THE “DISTRICT”)
HELD
MARCH 20, 2025

A regular meeting of the Board of Directors of the Banning Lewis Ranch Metropolitan District No. 5 (referred to hereafter as the “Board”) was convened on Thursday, March 20, 2025, at 9:00 a.m., at The Barn, 9150 Braemore Heights, Colorado Springs, 80927 and via Microsoft Teams. The meeting was open to the public.

ATTENDANCE

Directors in attendance were:

Steve Langer, President
Dawson Hubert, Vice President
J. Larson, Secretary
Joy Blum, Treasurer

Director Bob Burnett was absent and excused.

Also, In Attendance Were:

Krista Baptist, Carrie Bartow, Ashley Voss and Korben Heim, CliftonLarsonAllen LLP (“CLA”)
Lillian Rigdon, Mark Davis, Chip Jamison, Tom Greulich, Suzanne Qualia, Sherri Pierson, Gerry Cohen, Bonnie McGowan, Rollie Colby, Margaret Mecca, Ginny Beteille, Kevin Bradley, Anne Bradley, Paul Torrez, Dave Seesen, David Puzan, Judith Austin, Phillip Parrish Loretta Pennie, Velma Hendrickson, Steven Miller, Alyce Chermack, Members of the Public

ADMINISTRATIVE MATTERS

Call to Order and Agenda:

The meeting was called to order at 9:01 a.m. by Director Langer. Upon a motion duly made by Director Langer, seconded by Director Hubert and, upon vote, unanimously carried, the Board reviewed and approved the Agenda, as presented.

Disclosures of Potential Conflicts of Interest:

The Board discussed the requirements of Colorado law to disclose any potential conflicts of interest of the Board of Directors to the Secretary of State. The members of the Board were requested to disclose any potential conflicts of interest with regard to any matters scheduled for discussion at this meeting and incorporated for the record those applicable disclosures made by the Board members prior to this meeting in accordance with statute. It was noted by Ms. Baptist that disclosures of potential conflicts of interest were filed

with the Secretary of State for all directors. No additional conflicts were disclosed by the members of the Board at the meeting.

Quorum, Location of Meeting, Posting of Meeting Notice:

Ms. Baptist confirmed the presence of a quorum. Upon a motion duly made by Director Larson, seconded by Director Langer and, upon vote, unanimously carried, the Board excused the absence of Director Burnett.

Public Comment:

Director Langer opened the public comment period for the meeting.

Kevin Bradley – posed a question on snow removal activity when accumulation did not reach threshold; who approved less than threshold; pool maintenance vendor past performance and delay in public info on pool.

David Puzan – pickleball courts resurfacing needed.

Mark Davis – special assessment or fee increase to resolve all improvements & repairs.

Alyce Chermack, on behalf of owners of 6269 Armdale – carriage home paver driveway repair invoice, MD assistance and responses that vary within the community.

Steven Miller – gate access concerns, hope to add phone/app or other ways to access.

Paul Torrez – heard that Oakwood sales may be closing out Retreat soon.

Minutes of January 23, 2025 Special Meeting:

Director Larson noted the minutes are a good representation of the meeting for someone who did not attend. A member of the public asked a question on posting minutes for public review to follow up on meeting comments.

Following review and discussion, upon a motion duly made by Director Langer, seconded by Director Hubert and, upon a vote, unanimously carried, the Board approved the Minutes of the January 23, 2025 Special Meeting, as presented.

FINANCIAL MATTERS

Public Hearing of 2024 Budget Amendment; Adoption of Resolution to Amend 2024 Budget:

Upon a motion duly made by Director Langer, seconded by Director Larson and, upon vote, unanimously carried, the Board opened the public hearing at 9:24 a.m.

It was noted that notice of proper publication had been made in order for the Board to conduct a public hearing for the 2024 budget amendment. No written objections were received prior to the public hearing.

Ms. Bartow reviewed the amendments with the Board noting that engineering costs are shared in the MD 1 and MD 5 Districts.

Public comments were received as follows:

Director Blum for Finance Committee: noted only seeing invoice of \$7,0000/engineering costs, and the Finance Committee's recommendation to amend to \$10,000

Chip Jameson – questioned on two kinds of engineering costs

Suzanne Qualia – Finance Committee review of past engineering costs, any impacts continuing?

Ms. Bartow stated budget is about appropriation, not spend, so specific number is flexible; not going back into prior years with engineering costs & allocation; will review & update agreements re: engineering costs and make the necessary adjustments.

Director Larson noted that the Finance Committee reviewed and audited issues that require amendment, but not anticipating additional costs.

Upon a motion duly made by Director Langer, seconded by Director Larson and, upon vote, unanimously carried, the Board closed the public hearing at 9:31 a.m.

Following review and discussion, upon a motion duly made by Director Larson, seconded by Director Langer and, upon vote, unanimously carried, the Board amended the presented amendment to the 2024 Budget and adopted the Resolution to Amend the 2024 Budget, as amended during the meeting.

December 31, 2024 Unaudited Financial Statements and Cash Position Report:

Ms. Bartow reviewed the December 31, 2024 Unaudited Financials and Cash Position Report with the Board.

Director Larson thanked the public for paying their property taxes as 100% of the taxes were paid.

Upon a motion duly made by Director Langer, seconded by Director Blum and, upon vote, unanimously carried, the Board accepted the December 31, 2024 Unaudited Financial Statements and Cash Position Report, as presented.

LEGAL MATTERS

May 6, 2025 Election Update:

Ms. Baptist provided an update from her prior conversation with legal noting that the Directors' May 6, 2025 Election has been cancelled and the candidates are deemed elected by acclamation.

MANAGER MATTERS

Manager's Report:

Ms. Baptist reviewed her report with the Board covering the follow items:

- Spring landscape items
- Pool maintenance and mechanical check
- Jan-Pro cleaning schedule
- Benches in progress
- Dog stations completed
- Barn roof repairs
- Gate upgrades

Director Larson asked Ms. Baptist about office hours and categorizing/tracking how may visits and what questions/data to pull from these office hours. Ms. Baptist noted she has this and committed to sending this information to Director Larson after the meeting.

Review of OakwoodLife Monthly Report Enhancements:

Ms. Baptist reviewed with the Board and discussion ensued on how to measure OakwoodLife performance, surveying, etc. It was discussed that promised enhancement changes to the OakwoodLife Monthly Report has been in discussion for some time and have not yet been implemented.

DIRECTOR MATTERS

Finance Committee Updates:

Director Larson provided updates and encouraged the public to attend the Finance Committee meeting on April 21st. She provided the following reviews:

- OakwoodLife review
- MD1 budget review
- Request for Jan-Pro contract is still pending
- CLA accounting staff changes
- Forecasting as District development completes
- Reserve study working group being formed
- Finance Committee concerns with possibly paying utility and cleaning cost for Oakwood sales house
- Copy of all Service Contracts/Agreements be obtained by MD 5 Board of Directors

Upon a motion duly made by Director Langer, seconded by Director Blum and, upon vote, unanimously carried, the Board approved all actions listed above including directing the Finance Committee in assisting the Board in obtaining a copy of all service contracts and agreements that relate to services provided in MD 5.

Facilities and Safety Committee Updates:

Director Langer provided an update on LEI activities and bench installations.

Oakwood Life Committee Updates:

Director Hubert provided an update to the Board.

Communications Committee Updates:

Director Lanager provided an update:

- Better communication is needed on meeting activities
- Improvement to residents' BB Service website
- Meeting materials
- FAQ- type information

Update Regarding 2025 Special Projects:

The Board discussed priorities and update on projects: pickleball court AED, fobs, Barn access, pickleball court resurfacing, and gate improvements. The Board further discussed Barn access and gate fob additions.

Director Larson asked Ms. Baptist to update MD1 on meeting the implementation actions needed for Retreat Special Projects and that the 2025 special projects as listed in the 2025 Special Revenue Fund be implemented by the priority set by the MD 5 BOD and be placed on the next MD1 Board meeting agenda. This includes those special projects which remained from the 2024 budget.


OTHER MATTERS

There were no other matters discussed.

ADJOURNMENT

There being no further business to come before the Board at this time, upon a motion duly made by Director Langer seconded by Director Hubert and, upon vote, unanimously carried, the meeting was adjourned at 11:02 a.m.

Respectfully submitted,

Signed by:

By _____
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Secretary for the Meeting

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