

TRUENORTH COMMONS BUSINESS IMPROVEMENT DISTRICT

121 S. Tejon St., Suite 1100
Colorado Springs, Colorado 80903
719-635-0330
www.truenorthcommonsbid.org

NOTICE OF REGULAR MEETING AND AGENDA

DATE: November 21, 2024

TIME: 9:00 a.m.

LOCATION: Via Microsoft Teams

ACCESS: To attend via Microsoft Teams Videoconference, use the below link:

https://teams.microsoft.com/l/meetup-join/19%3ameeting_NjYyZDFmZWQtNzJINy00YTI0LWI3ZjctYzg5ODZhNDE4YjU5%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

To attend via telephone, dial 720-547-5281 and enter Conference ID: 896 082 632#

<u>Board of Directors</u>	<u>Office</u>	<u>Term Expires</u>
Daniel Schnepf	President	May, 2027
Eric Smith	Secretary	May, 2027
Donald Hunt	Treasurer	May, 2027
Vacant	Director	May, 2025
Vacant	Director	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 September 19, 2024 regular Board meeting (enclosure).

- F. Consider adoption of the Resolution Regarding 2025 Annual Administrative Matters (enclosure).

II. CONSENT AGENDA

- A. Ratify approval of the following documents for Series 2022B Visitor Center Funds:
 - 1. Change Order No. 1 to the Short Form of Agreement between the District and Monarch Landscaping & Lawn Care Maintenance LLC for modular block retaining walls in the amount of \$63,158.60.
 - 2. Change Order No. 2 to the Short Form of Agreement between the District and Monarch Landscaping & Lawn Care Maintenance LLC for additional irrigation and landscaping near the north gate in the amount of \$69,287.72.
 - 3. Change Order No. 30 to Contract for Sitewide Infrastructure between the District and Wildcat Construction Co., Inc. for slab, curb, handrail and lighting in the amount of \$160,196.78.

III. FINANCIAL MATTERS

- A. Review and consider acceptance of September 30, 2024 Unaudited Financial Statements (enclosure).
- B. Review and consider acceptance of Schedule of Cash Position (enclosure).
- C. Consider ratification of past claims and approval of current claims (enclosure).
- D. Review and consider approval of requisitions (enclosure).
- E. Conduct Public Hearing to consider amendment of the 2024 Budget. If necessary, consider adoption of Resolution to Amend the 2024 Budget (enclosure).
- F. Conduct Public Hearing on the proposed 2025 Budget and consider adoption of Resolution to Adopt the 2025 Budget, Appropriate Sums of Money and Authorize the Certification of the Tax Levy (enclosure).
- G. Authorize Board member to sign the DLG-70 Certification of Tax Levies form.
- H. Review and consider approval of engagement letter with BiggsKofford to prepare the 2024 Audit (enclosure).

IV. LEGAL MATTERS

- A. Acknowledge contract tracking logs (enclosure).
- B. Review and consider adoption of Resolution Calling a Regular Election for Directors on May 6, 2025, appointing the Designated Election Official (“DEO”), notice and authorizing the DEO to perform all tasks required for the conduct of a

mail ballot election (enclosure). Self- Nomination and Acceptance Forms are due by February 28, 2025. Discuss need for ballot issues and/or questions.

- C. Review and consider the adoption of Resolution Regarding Colorado Open Records Act Requests (enclosure).

V. MANAGER MATTERS

- A. Review and consider approval of Property and Liability Coverage renewal for 2025. Discuss changes needed to property schedule (if any) (enclosure).
- B. Review and consider approval of workers' compensation coverage for 2025.
- C. Authorize Board member or committee to work with district staff to transition website to ADA compliant hosting platform (enclosure).
- D. Review and consider approval of CLA Statements of Work for 2025 (enclosure).

VI. DIRECTOR MATTERS

- A. Construction and contract updates.
- B. Update regarding status of proposed Intergovernmental Agreement with Air Force for Landscape Operation and Maintenance of Visitor Center Property.

VII. OTHER BUSINESS

VIII. ADJOURNMENT

There are no more regular meetings scheduled in 2024.