

# TRUENORTH COMMONS BUSINESS IMPROVEMENT DISTRICT

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

<https://www.truenorthcommonsbid.org>

## **NOTICE OF SPECIAL MEETING AND AGENDA**

**DATE:** Wednesday, November 15, 2023

**TIME:** 1:30 p.m.

**LOCATION:** Via Microsoft Teams

You can attend the meetings in any of the following ways:

1. To attend via Microsoft Teams Videoconference use the below link:

[https://teams.microsoft.com/l/meetup-join/19%3ameeting\\_Nzk3NjcwZWItNGM4Yy00M2QxLTkyNzYtM2EzODY0NWQwMDBj%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](https://teams.microsoft.com/l/meetup-join/19%3ameeting_Nzk3NjcwZWItNGM4Yy00M2QxLTkyNzYtM2EzODY0NWQwMDBj%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)

**ACCESS:**

2. To attend via telephone, dial 720-547-5281 and enter the following additional information:

Conference ID: 380 498 737#

### **Board of Directors**

### **Office**

### **Term Expires**

Daniel Schnepf

President

May, 2027

Donald Hunt

Treasurer

May, 2027

Eric Smith

Secretary

May, 2027

Vacant

May, 2025

Vacant

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 21, 2023 regular Board meeting (enclosure).
- F. Review and consider adoption of Resolution regarding 2024 Annual Administrative Matters (enclosure).

## **II. CONSENT AGENDA**

- A. Ratify approval of the following documents for Series 2022B Visitor's Center Funds:
  - 1. Change Order No. 11 to CMGC Agreement for construction management services between the District and G.E. Johnson Construction Company, Inc. for additional lettering on monument signage in the amount of \$13,738.00.
  - 2. Change Order No. 12 to CMGC Agreement for construction management services between the District and G.E. Johnson Construction Company, Inc. for cost study log in the amount of \$33,618.00.
  - 3. Agreement between the District and Monarch Landscaping & Construction for landscape maintenance in the amount of \$393,461.00.

## **III. FINANCIAL MATTERS**

- A. Review and consider acceptance of October 31, 2023 Unaudited Financial Statements (enclosure).
- B. Consider ratification of past claims and approval of current claims (enclosure).
- C. Review and consider approval of requisitions (enclosure).
- D. Conduct Public Hearing to consider amendment of the 2023 Budget. If necessary, consider adoption of Resolution to Amend the 2022 Budget (enclosure).
- E. Conduct Public Hearing on the proposed 2024 Budget and consider adoption of Resolution to Adopt the 2024 Budget and Appropriate Sums of Money (enclosure).
- F. Consider approval of engagement letter with BiggsKofford to prepare the 2023 Audit (enclosure).

## **IV. LEGAL MATTERS**

- A. Acknowledge contract tracking logs (enclosure).

- B. Consider adoption of Resolution Regarding B Bond Funds (enclosure).

**V. MANAGER MATTERS**

- A. Consider approval of CliftonLarsonAllen LLP Master Services Agreement and statements of work for 2024 (enclosure).
- B. Discuss and consider approval of 2024 insurance renewal (enclosure).
- C. Discuss and consider adoption of Resolution Excluding Worker's Compensation (enclosure).
- D. Consider authorization of renewing membership in the Special District Association for 2024.

**VI. DIRECTOR MATTERS**

- A. Construction and contract updates.

**VII. OTHER BUSINESS**

**VIII. ADJOURNMENT**

**There are regularly scheduled meetings for the remainder of 2023.**