

TRUENORTH COMMONS BUSINESS IMPROVEMENT DISTRICT

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

NOTICE OF SPECIAL MEETING AND AGENDA

DATE: November 4, 2025

TIME: 11:00 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_YjhiMDMyZmItYmE2NC00MGVmLWI4NTEtOTg3ZWI2NDhhZTFk%40thread.v2/0?context=%7b%22Tid%22%3a%224aaa468e-93ba-4ee3-ab9f-6a247aa3ade0%22%2c%22Oid%22%3a%227b9a9cbe-d14b-4a7e-9aa9-2ec121c95f66%22%7d

To attend via telephone, dial 720-547-5281 and enter Conference ID: 713 747 920#

<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, 2029
Vacant	Director	May, 2029

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 25, 2025 Special Board meeting (enclosure).

- F. Consider adoption of the Resolution Regarding 2026 Annual Administrative Matters (enclosure).

II. CONSENT AGENDA

- A. Ratify approval of the following documents for Series 2022C Infrastructure Funds:
 - 1. Amendment No. 2 to Change Order No. 2 to Standard Short Form of Agreement between the District and Matrix Design Group, Inc. for additional services in the amount of \$2,000.00.

III. FINANCIAL MATTERS

- A. Review and consider acceptance of September 30, 2025 Unaudited Financial Statements and Schedule of Cash Position (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 2025 Budget. If necessary, consider adoption of Resolution to Amend the 2025 Budget.
- E. Conduct Public Hearing on the proposed 2026 Budget and consider adoption of Resolution to Adopt the 2025 Budget, Appropriate Sums of Money and Authorize the Certification of the Tax Levy (enclosures – Draft Budget and Resolution).
- F. Authorize District Accountant to prepare the DLG-70 Certification of Tax levies form (“MLC”) for certification to the Board of County Commissioners and other interested parties.
- G. Review and consider approval of engagement with BiggsKofford to prepare the 2025 Audit.

IV. LEGAL MATTERS

- A. Acknowledge contract tracking logs (enclosure).
- B. Ratify filing of 2026 Operating Plan (enclosure).
- C. Consider approval of updated Spencer Fane LLP Engagement Letter (enclosure).
- D. Review and consider approval of 2026 Landscape Maintenance Agreement with Monarch Landscape Services (to be distributed).

V. MANAGER MATTERS

- A. Review and consider approval of Property and Liability Coverage renewal for 2026. Discuss changes needed to property schedule (if any) (to be distributed).
- B. Review and consider approval of worker's compensation coverage for 2026 (enclosure).
- C. Review and consider approval of CLA Statement(s) of Work for 2026 (enclosure).
- D. Review and acknowledge CLA Cash Access Policy (enclosure).

VI. DIRECTOR MATTERS

- A. Construction and contract updates.

VII. OTHER BUSINESS

VIII. ADJOURNMENT

There are no more regular scheduled meetings for 2025.