

RECORD OF PROCEEDINGS

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**MINUTES OF A REGULAR MEETING  
OF THE BOARD OF DIRECTORS OF THE  
BOWLES METROPOLITAN DISTRICT  
HELD MAY 14, 2019**

A regular meeting of the Board of Directors of Bowles Metropolitan District (“Board” or “BMD”) was held Tuesday, May 14, 2019, at 4:30 p.m., at The Village Center, 7255 Grant Ranch Boulevard, Littleton, Colorado. The meeting was open to the public.

In attendance were Directors:

Thomas Dougherty  
Leigh C. Chaffee  
Don Korte  
Timothy LaPan  
David Hobart

Also in attendance were:

Paul LeFever; Grant Ranch Master HOA (for a portion of the meeting)  
Lori Huffman; MSI  
Rob Massengale; Colorado Designscapes, Inc.  
Rod Curry; Resident  
Chuck Reid, Pat Shannon and Trina Hartman; CliftonLarsonAllen LLP

Administrative  
Matters

Call to Order / Disclosure of Conflicts of Interest/Declaration of Quorum

Director Dougherty called the meeting to order at 4:30 p.m. and declared a quorum present.

The Board discussed the requirements of Colorado law to disclose any potential conflicts of interest or potential breaches of fiduciary duty 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. No additional disclosures were made.

It was noted that the meeting is being held within the District’s boundaries and that notices for this meeting were posted pursuant to statute.

Approval of Agenda

Following review, Director Dougherty moved and Director Hobart seconded approval of the agenda as presented. The motion passed unanimously.

Review and Approval of the April 9, 2019 Regular Board Meeting Minutes

Following discussion, Director Dougherty moved and Director Hobart seconded approval of the April 9, 2019 Regular Board Meeting Minutes as presented. The motion passed unanimously.

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### Review and Approve Current Claims

Following review and discussion, Director Korte moved and Director Hobart seconded approval of the current claims. The motion passed unanimously.

### Community Matters

#### Other

Mr. LeFever thanked the Board for their contributions in the recent community clean-up event, noting that there was a bit of paint left over because it was oil-based.

The Board discussed several options for cleaning up Lolly Park. It was suggested that a shuffle board might be a good option for the space. Director LaPan notes that sail shades would improve the area. Director Dougherty noted that there is not parking for the area, which may challenge the upgrades proposed.

### Operations Updates and Action Items

#### A. Designscapes

##### 1. General Update

Mr. Massengale provided the Board with an update, informing them the irrigation has been turned on. He also noted there is a new spray technician on the District, explaining the new spray will turn weeds on the property - white, there-by killing them.

Director LaPan mentions he and Mr. Reid have discussed through email the water meter in the Pump House being replaced. There were also conversations regarding the accuracy of the flow censor. Director Dougherty noted that he would be in favor of replacement for a new meter.

##### a. Work Orders

###### 1. Tract J Vegetation Clean-Up

The Board deferred action on this Work Order, which will resurface in March 2020.

##### b. 2019 Work Order summary

The Board deferred discussion regarding the 2019 Work Order Summary.

##### c. Miscellaneous Matters

###### 1. Natural Area Herbicides

The Board deferred discussion

###### 2. Sunset Park

###### a. Baseball Diamond mound & bases

Director Dougherty will mark the spots for home plate and the pitching mound. The Board asked Designscapes to mow the lawn short for the baseball diamond.

###### b. Volleyball Court

Director LaPan suggested that Designscapes create a volleyball court in Sunset Park by mowing the lawn short and adding sand to level the area. The Board will look at the potential volleyball court areas in the park.

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### d. Blue Heron Park Tree Replacement Planning

The Board reviewed locations for planting trees outside of the grant Water and Sanitation District easement. Mr. Massengale will continue to try to find appropriate trees to plant in the park.

### e. Other - None

### B. Davey Tree

#### 1. Discuss Tree options at SW corner 5795 W Berry Ave.

Mr. Shannon explained that a resident has reported that roots from a District tree are damaging his front yard. Director LaPan will contact the Denver Arborist for a recommendation on the best way to handle this issue.

#### 2. Other – Work Order for Tree Removal and Stump Grinding in Tract K

Mr. Shannon presented a proposal from Davey Tree to remove a tree that is leaning over the sidewalk in Tract K. Following review and discussion, Director Dougherty moved and Director Korte seconded approval of the Davey Tree Work Order for Tree removal and Stump Grinding in Tract K.

### C. Fence Projects

#### 1. Isthmus Park Fence Estimate

Mr. Shannon presented a proposal to install fence along the proposed Isthmus Park trail. Director Dougherty noted that the Bowles Reservoir Company has asked that the District use their surveyor for this project. The Board will work with Grant Water and Sanitation to determine the actual lengths of fence needed and to determine a cost-sharing plan. Director Korte will contact Twin Shores for permission to open the gate leading to their neighborhood.

#### 2. Other - None

### D. Concrete Projects

#### 1. Other

Mr. Reid provided the Board with an update on the concrete projects The Board directed Mr. Reid to allow TGA four weeks to produce a City Of Denver Permit, if he fails, it was suggested that the Board look at alternative solutions.

### E. Stormwater Monitoring

#### 1. Other - None

### F. Other - None

## Management Matters

### A. Discuss and Consider Approval of a Right-of-Way License Agreement with the City of Lakewood for a Bus Bench

Following review and discussion, Director LaPan moved and Director Korte seconded approval of the Right-of-Way License Agreement with the City of Lakewood.

### B. Discuss and Consider Approval of a Vending Activity Policy and Permit

Following review and discussion, Director Chaffee moved and Director Korte seconded approval of the Vending Activity Policy and Permit, subject to review by Director Dougherty.

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C. Discuss Landscaping Contract and Provide Direction for 2020

Mr. Reid discussed with the Board the existing Landscape Contract with Designsapes and asked for direction, as the contract is going to expire in 2020. Director Chaffee speaks about their fiduciary responsibility to get a few bids. Mr. Shannon offers to get a few comparison reports. Mr. Reid suggests a few revisions to existing contract when/ if renewed to reflect changes within the District.

D. Other - None

Legal  
Matters

A. Other - None.

Directors  
Matters

A. Confirm Quorum for Next Regular Board Meeting June 10, 2019  
at 4:30 p.m.

The Board confirmed a quorum for the Next Regular Board Meeting scheduled for Tuesday, June 10, 2019 at 4:30 p.m.

Adjournment

As there was no further business, the Board adjourned the meeting at 5:57 p.m.

Respectfully submitted,

By 

Secretary for the Meeting