

**MINUTES OF A REGULAR MEETING
OF THE BOARD OF DIRECTORS OF THE
BOWLES METROPOLITAN DISTRICT
HELD SEPTEMBER 10, 2019**

A regular meeting of the Board of Directors of Bowles Metropolitan District (“Board” or “BMD”) was held Tuesday, September 10, 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
Don Korte
Leigh Chaffee
Timothy LaPan
David Hobart

Also in attendance were:

Lori Huffman; MSI
Paul LeFever; Grant Ranch Master HOA (HOA)
Rob Massengale, Johnny Jimenez & Justin Ketner; Colorado Designsapes, Inc.
John Whitehill; Resident
Chuck Reid and Pat Shannon; 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 Chaffee notified the Board that he would like to discuss the planned improvements at Lolly Park under Director Matters. Following discussion, Director Chaffee moved and Director Korte seconded approval of the agenda as amended. The motion passed unanimously.

Review and Approval of the August 13, 2019 Regular Board Meeting Minutes

Following discussion, Director Chaffee moved and Director LaPan seconded approval of the August 13, 2019 Regular Board Meeting Minutes as presented. The motion passed unanimously.

Review and Approve Current Claims

Following review and discussion, Director LaPan requested that the Board be provided additional information regarding Designsapes and USS Site Services (port-a-potty) invoices. Following additional discussion, Director Chaffee moved and Director Korte seconded approval of the current claims. The motion passed unanimously.

RECORD OF PROCEEDINGS

Review and Approve July 31, 2019 Financial Statements

Following review and discussion, Director Korte moved and Director Chaffee seconded acceptance of the July 31, 2019 Financial Statements. The motion passed unanimously.

Other

Mr. Reid reported preliminary AV's have been received; there was a 13% increase in Denver and a 10% increase in Jefferson County.

Mr. Reid notified the Board that he is working with Mr. LeFever to refine Designscares scope of work, noting that the community paths to open spaces with receive enhances maintenance to match the neighboring homes. There have been two areas identified as high priority.

Mr. Reid reported that he attended the Grant Water Sanitation District Board meeting, where rail replacement was discussed. It was noted that the rails located on the small bridge on the trail North of Blue Heron. It was noted that the railing on the East side will need to be adjustable, in case it need to move to be accessed by a large truck.

Community Matters

Other

Mr. LeFever reported to the Board that it would be beneficial to continue to hold the Second Annual Dinner Party, as was previously discussed. The Bowles Metro District and the HOA all agree to move forward.

Operations Updates and Action Items

A. Designscapes

1. General Update

Mr. Massengale provided the Board with a general update, in particular noting:

- Clean-up at 5538 W Prentice Circle
- An extra picnic table was placed in Sunset Park

2. Work Orders

- a. 2019 Work Order Summary
- b. Proposed Timber-Tie Wall rehabilitation, walkway adjacent to 5538 W Prentice Cir

Mr. Massengale provided a summary report of 2019 work orders and the proposed Timber-Tie Work Order was discussed. Following review and discussion, Director Chaffee moved and Director Korte seconded approval of the Work Order for the Timber-Tie Wall work. The motion passed unanimously.

B. Davey Tree

1. Other

Following a meeting with Derek Fox, Davey Tree, and Mr. Lefever, Mr. Reid reported on Bowles' multi-year tree pruning program, noting that what had started as a 3-year program has now expanded to 5-years, and this is proving to be too long between the scheduled prunings. Mr. Reid noted that the revised plan entails accelerating the pruning by scheduling the pruning scheduled for 2020 in December 2019, doing the scheduled 2021 pruning early next year, and revising the overall schedule to meet a three-year rotation. Following review and discussion, Director Chaffee moved and Director Dougherty seconded acceptance of the Davey Tree proposal for the tree-year tree maintenance program. The motion passed unanimously.

RECORD OF PROCEEDINGS

C. Other

1. Lolly Park Improvements

Mr. Reid noted that he awaiting a proposal from Ground Engineers to do a geotech report for Lolly Park improvements.

2. Isthmus Park Project

Mr. Reid addressed the Board, noting that he had walked the fence line with the contractor, and has received a proposal for environmental evaluation from ERO Resource Corporation.

3. Heron Estates Detention Pond Project

Mr. Reid reported that he contacted Jon Conn, Jefferson County, and Bryan Kohlenberg, Mile High Flood District, about reported improvements at the Heron Estates Detention Pond and its subsequent odor, but has not yet heard back. He will update the Board as more information is available.

4. Bowles Pump house Pumps

A leak has been reported at the Reservoir pump house and Designscares did some preliminary repairs and called Joe Sciole, the District's pump contractor, who inspected the Districts' pumps found them in relatively good shape. Designscares also found a small tube leaking from one of the other pumps (Raccoon Creek or Camden Apartments) onto the floor, which they zip-tied to drain into the wet-well.

5. Other - None

Mr. Reid provided the Board with an update on the Bus Pads and benches.

Management Matters

A. Review and discuss Proposed Scope of work, provided from ERO Resource Corporation

Mr. Reid reviewed the proposed scope of work from ERO with the Board. Director LaPan requested that Management have ERO include wetland delineation and resubmit the proposal. Following review and discussion, Director Korte moved and Director Chaffee seconded acceptance of the proposed Scope of work provided from ERO Resource Corporation, amended to include wetland delineation. The motion passed unanimously.

B. Discuss Draft 2020 Capital Improvements Projects

Mr. Reid reviewed the 2020 Capital Improvements Budget and Projects with the Board and there was specific conversation about:

- The large crack in the concrete near the pump house, and its proximity to a valve under the concrete. Mr. Reid suggests exploring partnerships with Grant Properties and Camden Apartments for the cost of the repair.
- Getting pricing for an updated pump and control system from Arapahoe Pump.
- Clearing the Blue Heron Park pond inlets/ outlets from the cattails.

Director LaPan noted he would like to see:

- Concrete replaced on the trail north of Hillsboro;
- Additional plant material be replaced in the open space (where needed);
- Continuing replacement of mulch with rock in the neighborhood paths and asked for a map with the paths and a cost estimate.

Director LaPan notified the Board that he is creating a program to repair and replace irrigation system components.

Director Korte suggested looking into placing a pavilion in Blue Heron Park.

The items discussed at this meeting will be brought back to the Board as part of the 2020 budget process.

RECORD OF PROCEEDINGS

C. Rules & Regulations Update

Mr. Reid reported the District does have Rules & Regulations, and suggested the Board put them in a more organized format.

D. Other - None

Legal
Matters

A. Other - None

Directors
Matters

A. Confirm Quorum for Next Regular Board Meeting October 8, 2019 at 4:30 p.m.

The Board confirmed a quorum for the Next Regular Board Meeting scheduled for Tuesday, October 8, 2019 at 4:30 p.m.

B. Lolly Park Bocce Court

Director Chaffe noted that the Lolly Park Bocce Ball installation looked like an expensive project, and that he believes the money would be better used elsewhere. Director Chaffee further reported that following discussion with residents in the area, he determined it would not get much use in that location. The Board discussed their reasons for the project, which will move forward as planned.

Adjournment

As there was no further business, the Board adjourned the meeting at 5:40 p.m.

Respectfully submitted,

By _____



Secretary for the Meeting