

RECORD OF PROCEEDINGS

**MINUTES OF A REGULAR MEETING
OF THE BOARD OF DIRECTORS OF THE
BOWLES METROPOLITAN DISTRICT
HELD
OCTOBER 9, 2018**

A regular meeting of the Board of Directors of Bowles Metropolitan District (“Board” or “BMD”) was held Tuesday, October 9, 2018, 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 (via phone)
Donald W. Korte
Leigh C. Chaffee
Timothy LaPan

David Hobart was absent and excused

Also in attendance were:

Rod Curry; Resident
John Whitehill; Resident
Paul LeFever; Grant Ranch Master HOA
Lori Huffman; MSI
Melissa Hurich and Rob Massengale; Colorado Designsapes, Inc.
Chuck Reid and Patrick Shannon; CliftonLarsonAllen LLP

Administrative
Matters

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

Director Chaffee called the meeting to order at 4:30 p.m. and declared a quorum present and excused Director Hobart’s absence.

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 discussion, Director Chaffee moved and Director Korte seconded approval of the agenda. The motion passed unanimously.

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Review and Approval of the September 11, 2018 Regular Board Meeting Minutes

Following discussion, Director Dougherty moved and Director LaPan seconded approval of the September 11, 2018 Regular Board Meeting Minutes as presented. The motion passed unanimously.

Review and Accept August 31, 2018 Unaudited Financial Statements

The Board reviewed the August 31, 2018 Unaudited Financial Statements. Following discussion, Director Dougherty moved and Director LaPan seconded the acceptance of the August 31, 2018 Unaudited Financial Statements as presented. The motion passed.

Review and Approve Current Claims

Ratify check Nos. 1335 to Xcel Energy and No. 1336 to TGA Masonry. Payment to Director Hobart was held, as he was not present. Following review and discussion, Director Korte moved and Director Chaffee seconded approval and ratification of the current claims. The motion passed unanimously.

Update on 2019 Budget

Mr. Reid provided the Board with an update on the proposed 2019 Budget, stating that the Board will receive the Draft 2019 Budget by Monday, October 15, 2018. He further stated that he will be distributing a worksheet explaining the Gallagher adjustment for 2020.

Community Matters

A. Other

Mr. LeFever reported that there is a lock on the gate in Tract A. The Board instructed that it be cut off. Mr. LeFever further reported that the spraying in Tract A has been completed. Lastly, Mr. LeFever informed the Board that there will be a change in the bulletin board, with one for postings and one for the community.

Mr. Whitehill informed the Board about standing water at the North path in Blue Heron Park. He expressed concerns about the water freezing and thawing and how that was a potential hazard this winter. Mr. Whitehill also proposed to the Board, raising the sidewalk and cutting the turf to the South & North, along with a turf drain. Director LaPan stated that a turf drain was more than likely not necessary. The Board directed Mr. Reid to walk the area in questions with Mr. Armijo from TGA Concrete and Ms. Hurich.

Operations Updates and Action Items

A. Designscapes

1. General Update

Mr. Massengale informed the Board that the Lumley's trees had been planted and that the Lumley's were pleased.

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He further reported that winterization for the irrigation system will begin on November 5, 2018.

2. Work Orders (2018 Work Order Summary)

Ms. Hurich provided the Board with an update on the current Work Orders, which included the enhancements for bollards at Blue Heron Park and Tract N1. She also noted that the sign behind providence has fallen over, Designscares has submitted a Work Order to re-concrete to stabilize the sign. The Board doesn't think this is necessary.

Ms. Hurich noted that the Benches are assembled and ready for install. Mr. Reid stated that there is a delay in concrete due to the vendor not having his ROW License at that time. He now has the License and is currently waiting for permits.

B. Davey Tree Update

1. 7175 W. Belmont Drive – Tree Removal & Replacement Update

Mr. Reid reported that the trees and been removed and replaced.

C. 2018 Fence Projects Update

Mr. Reid reported that the staining was near completion.

D. 2018 Concrete Project Update

Mr. Reid reported that the concrete work was done, with the exception of the pads that will need to get poured for the bus benches. Director LaPan noted that the concrete for the bus benches will need to get covered at night to set up correctly.

E. Grant Water & Sanitation District

1. Blue Heron Park North Path Planting

Mr. Reid reported that he would schedule a walk around the area with Grant Water & Sanitation District representatives and Ms. Hurich, to determine final locations for shrubbery.

2. Amended Easement Update

Mr. Reid reported that the Easement is in process.

F. Other – None.

Legal Matters

A. None.

Directors Matters

A. Confirm Quorum for Special Meeting/ Dinner Part – October 18, 2018 at 5:30 p.m.

The Board confirmed a quorum for the Special Meeting/ Dinner Party scheduled for Thursday, October 18, 2018 at 5:30 p.m.

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B. Confirm Quorum for BUDGET HEARING – November 13, 2018 at 4:30 p.m.

The Board confirmed a quorum for the Budget Hearing scheduled for Tuesday, November 13, 2018 at 4:30 p.m.

Adjournment

As there was no further business, the Board adjourned the meeting at 5:05 p.m.

Respectfully submitted,

By 
Secretary for the Meeting