

**MINUTES OF A REGULAR MEETING
OF THE BOARD OF DIRECTORS OF THE
BOWLES METROPOLITAN DISTRICT
HELD NOVEMBER 12, 2019**

A regular meeting of the Board of Directors of Bowles Metropolitan District (“Board” or “BMD”) was held Tuesday, November 12, 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:

Don Korte
Leigh Chaffee
Timothy LaPan
David Hobart

Thomas Dougherty was absent and excused

Also in attendance were:

Lori Huffman; MSI
Paul LeFever; Grant Ranch Master HOA (HOA)
Rob Massengale, Johnny Jimenez & Justin Ketner; Colorado Designscapes, Inc.
Derek Fox; Davey Tree
Nicki Simonson; Grant Water & Sanitation District (GWSD)
Pat Shannon and Trina Hartman; 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.

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 and discussion, Director LaPan moved and Director Hobart seconded approval of the agenda as amended. The motion passed unanimously.

Review and Approval of the October 8, 2019 Regular Board Meeting Minutes and October 10, 2019 Special Meeting Minutes

Following review and discussion, Director Hobart moved and Director Korte seconded approval of the October 8, 2019 Regular Board Meeting Minutes and October 10, 2019 Special Meeting Minutes as presented. The motion passed unanimously.

Review and Approve Current Claims

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

RECORD OF PROCEEDINGS

Review and Approve September 30, 2019 Financial Statements

Following review and discussion, Director Korte moved and Director Chaffee seconded acceptance of the September 30, 2019 Financial Statements. The motion passed unanimously.

Other

None.

Community Matters

Other

Mr. LeFever reported that Mike Haan, HOA Maintenance person has vacated his position and the HOA is currently looking for a replacement. Mr. LeFever further reported they hope to have the position filled no later than late February/ early March of 2020.

Operations Updates and Action Items

A. Designscapes

1. General Update

Mr. Massengale provided the Board with a general update, noting Arapahoe Pump is has winterized the District's pumps.

2. Work Orders

a. 2019 Work Order Summary

Mr. Massengale provided a summary report of 2019 work orders.

B. Davey Tree

1. Other

Mr. Fox reviewed the 2020 Proposal. Mr. Fox discussed watering in the spring as opposed to the winter watering, noting that Davey Tree uses an Arbor Green slow release that generally does not leech. The Board requested a FAQ sheet regarding the method. Following review and discussion, Director LaPan moved and Director Chaffee seconded acceptance of the Davey Tree proposal for 2020. The motion passed unanimously.

C. Isthmus Park Trail Extension

Mr. Shannon reported that he, Director Dougherty and Mr. Reid met with a representative from ERO Resources to walk the proposed Isthmus Park trail extension. ERO Resources recommended that the District coordinate with Colorado Parks and Wildlife (CPW). The Board directed Pat to reach out to CPW. Discussion ensued about a February Open house for community input and inviting CPW to answer questions. The Board directed Mr. Shannon to prepare an article for the HOA Newsletter notifying the community of the open house.

D. Fence Project Update

Mr. Shannon reviewed the Homestead proposal with the Board, noting that the wrought iron fences are structurally sound. Following review and discussion, Director Korte moved and Director Hobart seconded acceptance of the Homestead Fence Project Proposal. The motion passed unanimously.

E. Concrete Project Update

None.

RECORD OF PROCEEDINGS

F Arapahoe Pumping Systems Proposal

Mr. Shannon reviewed the Arapahoe Pumping Systems proposal with the Board. Director LaPan added that it is a good system, noting that the online services will serve the District well. Director LaPan will further inquire about the installation process and future cellular fees associated with the system. Following review and discussion, Director Korte moved and Director Hobart seconded acceptance of the Homestead Fence Project Proposal. The motion passed unanimously, subject to Director LaPan's approval.

Public Hearing

A. Conduct Public Hearing to Consider Adoption of 2020 Budget

Upon a motion duly made by Director Korte and seconded by Director Chaffee, the Board opened the public hearing at 5:00 p.m. Mr. Shannon stated that the public hearing notice had been published and presented the budget and proposed mill levy. No written objections were received prior to this public hearing and there were no comments from the public in attendance. Upon a motion duly made by Director Chaffee and seconded by Director Korte the Board closed the public hearing at 5:01 p.m.

Action Items

A. Resolution No. 2019-11-01, Adopting 2020 Budget and Appropriate Sums of Money

Upon review and discussion, upon a motion duly made by Director Chaffee and seconded by Director Korte, the Board approved Resolution No. 2019-11-01, Adopting the 2020 Budget and Appropriating Sums of Money.

B. Resolution No. 2019-11-02, Resolution to Set Mill Levy

Upon review and discussion, upon a motion duly made by Director Korte and seconded by Director Chaffee, the Board approved Resolution No. 2019-11-02, to Set the Mill Levy.

C. Resolution No. 2019-11-03, Resolution to Establish Meeting Dates, Times and Location, Establishing a District Website and Designating Location for Posting 24-Hour Notices

Upon review and discussion, upon a motion duly made by Director Korte and seconded by Director LaPan, the Board approved Resolution No. 2019-11-03, Adopting the 2020 Budget and Appropriating Sums of Money.

D. Section 32-1-809, C.R.S., Reporting Requirements (Transparency Notice) and Mode of Eligible Elector Notification (post on SDA website)

Mr. Shannon reviewed with the Board.

E. Insurance Renewal, Insurance Schedule and Renewal of Special District Association Membership

Mr. Shannon reviewed with the Board.

F. New legislation regarding posting meetings notices and establishment of District Website.

Mr. Shannon reviewed with the Board.

G. Approval for 2020 Contracts and/or Engagements with the Following, and Authorizing the Manager to Execute Contracts and/or Engagements:

1. Designscapes: Landscaping & Snow Removal

Upon review and discussion, upon a motion duly made by Director Korte and seconded by Director Hobart, the Board approved the 2020 Contract for Designscapes.

RECORD OF PROCEEDINGS

2. Davey Tree: Trees

Upon review and discussion, upon a motion duly made by Director Korte and seconded by Director Chaffee, the Board approved the 2020 Contract for Davey Trees.

3. JOATA Solutions: Stormwater Monitoring

Upon review and discussion, upon a motion duly made by Director Korte and seconded by Director Chaffee, the Board approved the 2020 Contract for JOATA Solutions.

4. Schilling & Company: Audit

Upon review and discussion, upon a motion duly made by Director Chaffee and seconded by Director Hobart, the Board approved the agreement with Schilling & Company to provide 2020 Audit services.

5. Simmons & Wheeler: Accounting

No action was taken by the Board.

6. McGeady Becher: Attorney

No action was taken by the Board.

Legal Matters

A. Other - None

Directors Matters

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

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

B. Other

Director Dougherty provided an update on Bowles Res Meeting, noting that the Annual meeting is scheduled for December 2, 2019 at 4:30 p.m. at the Raccoon Creek Golf Course. Bowles Res. Co. will have dam inspector out to inspect the dam for future fence line.

The Board discussed management and requested that Mr. Andrew Williams from CliftonLarsonAllen LLP attend the December meeting so there can be introductions made. The Board stressed the need for CLA to maintain strong service.

Adjournment

As there was no further business, the Board adjourned the meeting at 5:12 p.m.

Respectfully submitted,

By 

Secretary for the Meeting