

RECORD OF PROCEEDINGS

**MINUTES OF A REGULAR MEETING
OF THE BOARD OF DIRECTORS OF THE
BOWLES METROPOLITAN DISTRICT
HELD
NOVEMBER 13, 2018**

A regular meeting of the Board of Directors of Bowles Metropolitan District (“Board” or “BMD”) was held Tuesday, November 13, 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
Donald W. Korte
Leigh C. Chaffee
Timothy LaPan
David Hobart

Also in attendance were:

Larry Bron; Resident
Paul LeFever, Grant Ranch Master HOA
Lori Huffman; MSI
Melissa Hurich; Colorado Designscapes, Inc.
Chuck Reid; 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 discussion, Director Korte moved and Director Dougherty seconded approval of the agenda. The motion passed unanimously.

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Review and Approval of the October 9, 2018 Regular Board Meeting Minutes and the October 18, 2018 Special Board Meeting/ Event Minutes

Following discussion, Director Dougherty moved and Director Chaffee seconded approval of the October 9, 2018 Regular Board Meeting Minutes and the October 18, 2018 Special Board Meeting/ Event Minutes as presented. The motion passed unanimously.

Review and Approve Current Claims

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

Review and Accept September 30, 2018 Unaudited Financial Statements

The Board reviewed the September 30, 2018 Unaudited Financial Statements. Following discussion, Director Dougherty moved and Director Hobart seconded the acceptance of the September 30, 2018 Unaudited Financial Statements as presented. The motion passed.

Discuss CO8011 – Converting from Tier One to Tier Two

Mr. Reid reviewed the notice regarding CO8011 and discussed the requirement to convert from Tier One to Tier Two with the Board. Following discussion, the Board directed Mr. Reid to move forward with the conversion.

Community Matters

A. Other

The Board was pleased with the joint community dinner with the Grant Water and Sanitation District and Grant Ranch Master HOA Boards. They would like to make this an annual event, held in September.

Mr. LeFever updated the Board on 6420 W. Sumac. The homeowners are awaiting permits from Denver to rebuild after their fire. The Board encouraged Mr. LeFever to address Denver Council Member Kevin Flynn to request his assistance to hasten the permit process.

Operations Updates and Action Items

A. Designscapes

1. General Update

Ms. Hurich provided the Board with a General Update.

2. Work Orders (2018 Work Order Summary)

Ms. Hurich provided the Board with an update on the current Work Orders, which included the following:

- a. Blue Heron Park Drywell Bed
- b. Backflow Cages
- c. San Marino Native Tract Edging
- d. 2018 Work Order Summary

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Following review and discussion, Director Dougherty moved Director Chaffee seconded a motion approving the work orders, subject to Director LaPan authorizing the finalization of the dry well bed installation with any needed changes.

B. Davey Tree Update

No Update at this time

C. 2018 Fence Projects Update

Mr. Reid reported that the final walk through would take place after November 30, 2018

D. 2018 Concrete Project Update

Mr. Reid reported that the concrete work was done, with the exception of the bus bench pads, for which TGA Concrete is working on getting right-of-way permits. 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

2. Amended Easement Update

No Update at this time

F. Other

1. 7175 W Belmont Drive

Mr. Bron requested Tree Removal and/or Replacement, offering to pay 50% of the cost. Director Chaffee noted his concerns about setting a precedent. Director Dougherty suggested tabling the decision, requesting that it be brought back on the December Agenda after the Board views.

Public Hearing

A. Conduct Public Hearing to Consider Adoption of 2019 Budget

Upon a motion duly made by Director Chaffee and seconded by Director Dougherty, the Board opened the public hearing at 4:50 p.m. Mr. Reid 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 Dougherty the Board closed the public hearing at 5:08 p.m.

Action Items

A. Resolution No. 2018-11-01, Adopting the 2019 Budget and Appropriate Sums of Money

Director Korte moved and Director Hobart seconded approval of Resolution No. 2018-11-01, Adopting the 2019 Budget and Appropriate Sums of Money, as amended. The motion passed unanimously.

B. Resolution No. 2018-11-02, Certifying Mill Levies

Director Korte moved and Director Hobart seconded approval of Resolution No. 2018-11-02, Certifying Mill Levies. The motion passed unanimously.

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- C. Resolution No. 2018-11-04, Establishing Meeting Dates, Times and Locations, and Designating Locations for Posting of 72-Hour and 24-Hour Notices

Director Korte moved and Director Hobart seconded approval of Resolution No. 2018-11-04, Establishing Meeting Dates, Times and Locations, and Designating Locations for Posting of 72-Hour and 24-Hour Notices. The motion passed.

- D. 2019 Contracts and/or Engagements with the Following, and Authorizing the Manager to Execute Contracts and/ or Engagements
1. Designscapes: Landscaping & Snow Removal
 2. Davey Tree: Trees
 3. JOATA Solutions: Stormwater Monitoring
 4. Schilling & Company: Audit
 5. Simmons & Wheeler: Accounting
 6. McGeady Becher: Attorney
 7. CliftonlarsenAllen: Management

Director Korte moved and Director LaPan seconded approval of the 2019 Contracts and/or Engagements above; D.1. through D.7., authorizing the Manager to Execute Contracts and Engagements.

Legal
Matters

- A. None.

Directors
Matters

- A. Confirm Quorum for Next Regular Board Meeting December 11, 2018 at 4:30 p.m.

The Board confirmed a quorum for the Next Regular Board Meeting scheduled for Tuesday, December 11, 2018 at 4:30 p.m.


- B. Other – None.

Adjournment

As there was no further business, the Board adjourned the meeting at 5:20 p.m.

Respectfully submitted,

By _____


Secretary for the Meeting