

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

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

John Whitehall; Resident  
Lori Huffman; MSI  
Paul Lefever; Grant Ranch Master HOA  
Rob Massengale; Colorado Designscapes, Inc.  
Nicki Simonson; Grant Water & Sanitation District (GWSD)  
Pat Shannon and Andrew Williams; 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

Mr. Shannon requested that the agenda be amended to include discussion of the Arapahoe Pump project as item B under Directors Matters. 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 November 12, 2019 Regular Board Meeting Minutes

Following review and discussion, Director Chaffee moved and Director Dougherty seconded approval of the November 12, 2019 Regular Board Meeting Minutes as presented. The motion passed unanimously.

Review and Approve Current Claims

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

## RECORD OF PROCEEDINGS

### Review and Approve October 31, 2019 Financial Statements

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

### Other

None.

### Community Matters

### Other

Ms. Huffman reported that a tree in front of Poppy Hill was hit by a car.

Mr. Whitehall inquired about the status of the rail replacement at Blue Heron Park Trail. Ms. Simonson reported she has discussed replacement of the rails with Mr. Shannon, noting that it may not be necessary for the rails to be removable. Director LaPan suggested anchoring the posts in gravel instead of concrete for ease of removal.

Mr. Whitehall noted that there were issues with the snow removal, where snow and ice were left behind on the trails.

Mr. Whitehall asked the Board to consider putting an article in the newsletter detailing the District's debt and repayment plan.

### Operations Updates and Action Items

#### **A. Designscapes**

##### **1. General Update**

Mr. Massengale provided the Board with a general update, noting that Designscapes will continue to work on improving snow removal.

Mr. Massengale reported that Designscapes would like to place six isolation valves and one quick coupler on the irrigation system while it is shut down for the winter. Following review and discussion, Director LaPan moved and Director Chaffee seconded the motion approving DesignScapes to install six isolation valves and one coupler on the irrigation system. The motion passed unanimously.

##### **2. Work Orders**

###### **a. 2019 Work Order Summary**

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

#### **B. Davey Tree**

##### **1. Other**

Mr. Shannon reported that the 2019 tree work has been completed.

#### **C. Other**

##### **1. Discuss Lolly Park Improvements**

Mr. Shannon requested clarification from the Board regarding which tables are to be installed at Lolly Park. The Board directed management to resurface the existing tables that are currently at the park. The Board further instructed management to order the materials needed to get the job done in the Spring when the sun sails get installed.

## RECORD OF PROCEEDINGS

2. Discuss Sunset Park Slide Damage

Mr. Shannon reported that the slide at Sunset Park has been damaged and that it appears to be the result of vandalism.

3. Review and Consider Approval to Repair Damaged Slide

Following review and discussion, Director Chaffee moved and Director Dougherty seconded approval of the Repair to the Damaged Slide for \$2,234.00 Mr. Shannon reported that he would file and insurance claim.

4. Review and Approve Isthmus Trail Extension Meeting Newsletter Ad

The Board reviewed the Draft Newsletter Ad. Mr. Shannon informed the Board that he would send it to Mr. LeFever to include in the January newsletter.

5. Other – None.

### Management Matters

A. Update on Easement Walk

Mr. Shannon provided the Board with an overview of the meeting with Grant Water and Sanitation District to walk the GWSD easements on Bowles Property., reporting that the group collected tree locations and will upload the data to Esri to create a document for the Easement Committee to review.

B. Review and Approve 2020 Insurance Coverage

Upon review and discussion, upon a motion duly made by Director Dougherty and seconded by Director Chaffee, the Board approved the 2020 Insurance Coverage, pending the addition of the bus benches.

C. Other – None.

### Legal Matters

A. Other - None

### Directors Matters

A. Confirm Quorum for Next Regular Board Meeting January 14, 2020 at 4:30 p.m.

The Board confirmed a quorum for the Next Regular Board Meeting scheduled for Tuesday, January 14, 2020 at 4:30 p.m.

B. Arapahoe Pump

Director LaPan informed the Board that he had spoken to Mr. Sciole at Arapahoe Pumping Systems, noting that cell service would cost the District \$600.00 per year. Director LaPan further reported that after speaking to Mr. Sciole, he is of the opinion that it would not make sense for the District to purchase a spare pump at this time, noting that it would be prudent to have a plan in place detailing priority areas in case the pump goes down, in order to allow the most important areas to be irrigated while the system is at half capacity. The Board directed Designsapes to develop a plan for watering in the case of pump failure.

C. Other

Director Dougherty reported that he was reelected to the Bowles Reservoir Company.

RECORD OF PROCEEDINGS

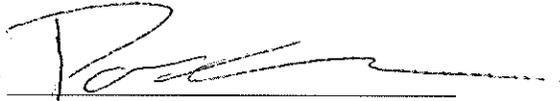
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Adjournment

As there was no further business, the Board adjourned the meeting at 5:14 p.m.

Respectfully submitted,

By



Secretary for the Meeting