

RECORD OF PROCEEDINGS

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**MINUTES OF A SPECIAL MEETING  
OF THE BOARD OF DIRECTORS OF THE  
BOWLES METROPOLITAN DISTRICT  
HELD  
DECEMBER 8, 2015**

A special meeting of the Board of Directors of Bowles Metropolitan District ("Board") was duly held Tuesday, December 8, 2015, 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:

Leigh Chaffee  
Donald W. Korte  
Thomas Dougherty  
Timothy LaPan  
David A. Hobart

Also in attendance were:

Chuck Reid: CliftonLarsonAllen LLP  
Rob Massengale, Phil Steinhauer and Mike Bockh; Colorado Designscapes, Inc.  
Lori Huffman, MSI  
Carolyn Augusta; Grant Ranch HOA  
Rod Curry; Resident

Administrative

Matters

Call to Order / Disclosure of Conflicts of Interest

Upon a motion duly made by Director Chaffee, the meeting was called to order at 4:30 p.m.

The Board discussed the requirements of Colorado law to disclose any potential conflicts of interest or potential breaches of fiduciary duty of the Board of Directors and 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.

Approval of Agenda / Confirm Location of Meeting and Postings of Meeting Notices / Declaration of Quorum

The Board entered into a discussion regarding the requirements of Section 32-1-903(1), C.R.S., concerning the location of the District's Board meeting. It was noted that the meeting location is within the District's boundaries and further noted that notices for this meeting were posted pursuant to statute.

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Following discussion, upon a motion duly made by Director Korte, seconded by Director Dougherty and, upon vote, unanimously carried, the Board declared a quorum present, notice was posted and approved the agenda as presented.

### Review and Consider Approval of the November 10, 2015 Special Board Meeting Minutes

The Board reviewed minutes of the November 10, 2015 special board meeting. Following discussion, upon a motion duly made by Director Dougherty, seconded by Director Korte and, upon vote, unanimously carried, the Board approved the minutes of the November 10, 2015 special meeting as amended with the amendment noting that Director Dougherty is not on the Grant Ranch HOA Board of Directors.

### Discussion Regarding Grant Ranch Water and Sanitation District Easement Request

Mr. Reid provided a brief update on the meeting with the Grant Ranch Water and Sanitation District. Discussion ensued regarding the most effective was for the two Boards to meet, , and a potential role for the HOA as this is a community-wide issue.

#### 1. Colorado Designsapes Estimate

Designsapes estimated the existing landscape value at \$387,280, and provide an estimate to that removal and replacement of the existing landscape would cost approximately \$212,000. Various options were discussed.

The Board determined that Directors Chaffee and Hobart will attend the Grant Ranch Water and Sanitation District meeting on December 16<sup>th</sup> at 9:00 a.m.

#### 2. Executive Session Determining Positions Relative to Matters That May be Subject to Negotiations, Developing Strategy for Negotiations and Instructing Negotiators Regarding the Grant Ranch Water and Sanitation District Easement Pursuant to C.R.S. Section 24-6-402 (4)(e)

Not needed.

### Other

There were no other administrative matters.

### Community Issues

Carolyn Augusta, Board President of the Grant Ranch HOA asked how the May 2016 election will be advertised. Mr. Reid stated that formal notice will be published and that an article in the HOA newsletter would be appropriate.

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### Legal Matters

None.

### Financial Matters

#### Review and Approval of Claims through November 2015

Mr. Reid presented the claims. Following review and discussion, upon a motion unanimously carried, the Board approved claims represented by check numbers 7340 through 7358 totaling \$38,026.03.

#### Review and Accept Unaudited Financial Statements as of October 31, 2015

Mr. Reid presented the unaudited financial statements to the Board. After review and discussion, upon a motion duly made by Director Korte, seconded by Director Hobart and, upon vote, unanimously carried, the Board accepted the unaudited financial statements as presented.

### Other

None.

### Operations and Maintenance Update on Landscape Maintenance

Mr. Bockh noted that five new irrigation system controllers were installed. Discussion ensued regarding how the controllers access power and how their placement effects the overall system's telemetry. Designscapes noted that they are able to address these issues on a case-by-case basis.

#### Review and Consider Approval of Work Orders, If any

There were no work orders.

### Other

Mr. Bockh distributed the 2016 Maintenance Schedule. There was discussion regarding snow removal, noting removal begins when there is 4 inches of accumulation. It was noted that ice was evident at several locations. The Board approved additional ice removal.

The Board did not change the 4" accumulation and decided to address areas on an as needed basis with additional removal. The Board requested identifying high impacted areas or high risk issues and plowing in these areas.

### Director Matters

#### Discuss Management Services

Mr. Reid provided a sample Request for Proposal. The board deferred this item to the next meeting.

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Other

Business

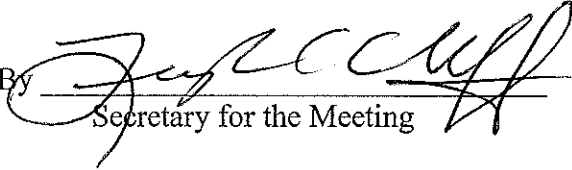
Confirm Quorum for Next Board Meeting – January 12, 2016 at 4:30 p.m.

The Board confirmed a quorum for the next Regular Board meeting scheduled for Tuesday, January 12, 2016 at 4:30 p.m.

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

Respectfully submitted,

By

  
Secretary for the Meeting


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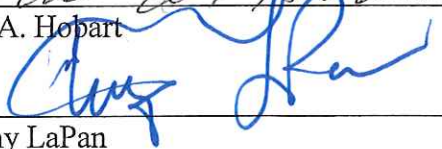
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THESE MINUTES APPROVED AS THE OFFICIAL DECEMBER 8, 2015  
MINUTES OF THE BOWLES METROPOLITAN DISTRICT BY THE BOARD  
OF DIRECTORS SIGNING BELOW.

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Thomas Dougherty

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Donald W. Korte

  
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David A. Hobart

  
\_\_\_\_\_  
Timothy LaPan

  
\_\_\_\_\_  
Leigh C. Chaffee