

## RECORD OF PROCEEDINGS

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### MINUTES OF A SPECIAL MEETING OF THE BOARD OF DIRECTORS OF THE BOWLES METROPOLITAN DISTRICT HELD MARCH 13, 2018

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

Paul Lefever, Grant Ranch Master HOA  
Rob Massengale; Colorado Designscapes, Inc.  
Lori Huffman; MSI  
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 Hobart seconded approval of the agenda as amended. The motion passed unanimously.

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### Review and Consider Approval of the February 13, 2018 Regular Board Meeting Minutes

Director Hobart moved and Director Korte seconded approval of the minutes of the February 13, 2018 Regular Board Meeting Minutes. The motion passed.

### Review and Approve Current Claims

Following discussion, Director Korte moved and Director Hobart seconded approval of the current claims, which included three months of Designsapes invoices. The motion passed unanimously.

### Review and Accept January 31, 2018 Unaudited Financial Statements

The Board reviewed the January 31, 2018 Unaudited Financial Statements. Following discussion, Director Korte moved and Director Hobart seconded the acceptance of the January 31, 2018 Unaudited Financial Statements as presented. The motion passed.

### Discuss and Approve Closing the Solera National Bank Account for the District

Following discussion, Director Korte moved and Director Hobart seconded approval of closing the Solera National Bank Account for the District. The motion passed unanimously.

### BMD Recreation Survey

After reviewing the BMD Recreation Survey, the Board modified a few questions and authorized the survey to be sent out following the changes.

### Update on Bus Benches

Mr. LaPan provided the Board with an Update on the Bus Benches. The Board expressed their appreciation and gave the approval to move forward as planned and to include trash cans.

### May 2018 Election Cancellation

Mr. Reid informed the Board that at the end of the day Tuesday, March 6<sup>th</sup>, there were not more nominees than there were seats available on the Bowles Metropolitan District, so the election has been cancelled.

### Other

The Board discussed and approved replacing the picnic tables at Sunset Park. Mr. LaPan will provide vendor information to Mr. Reid.

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### Community Issues

Mr. LeFever informed the Board:

- The Grant Ranch Master HOA will be supporting/ advocating for additional traffic calming measures to be installed at the bus stops to help slow traffic.
- A four-way stop is being considered at Grant Ranch Blvd. and Prentice.
- The HOA is concerned about soil moisture content. Mr. Massengale reported that Designscares is monitoring this issue.
- Last, Mr. LeFever requested locations that the District may want included in the Commueity Clean-Up events. He and Mr. Reid will discuss options.

### Action Items

A. Other - None

### Operations & Maintenance

A. Designscapes

#### 1. Blue Heron Gate Valves Work Order

Director Korte moved and Director Chaffee seconded the motion to approve the Blue Heron Gate Valve Work Order, which passed unanimously.

#### 2. Isthmus Park Plans Much Work Order

Director Korte moved and Director Chaffee seconded the motion to approve the Isthmus Park Plans Mulch Work Order, which passed unanimously.

#### 3. City of Lakewood Roundabout at Grant Ranch Blvd & Crestline

The Board reviewed and discussed the plans for the roundabout project. Mr. LaPan informed the Board that he is working with Lakewood and Designscares on the roundabout's final landscape plans. Designscares provided their estimates and costs for Lakewood's design.

The Board expects Lakewood to restore the right-of-way disturbed during the project, with Designscares serving as the contractor. In the center of the traffic circle the Board prefers vegetation to art, and is willing to plant and maintain this area.

Final documents will be created and brought back to the Board for formal approval.

#### 4. Jack Antonin Park Work Order

The Director Korte moved and Director Chaffee seconded the motion to approve the Jack Antonin Park Work Order, which passed unanimously.

B. Davey Tree - None.

C. JOATA Solutions - None.

