

RECORD OF PROCEEDINGS

**MINUTES OF A REGULAR MEETING
OF THE BOARD OF DIRECTORS OF THE
BOWLES METROPOLITAN DISTRICT
HELD
MAY 8, 2018**

A regular meeting of the Board of Directors of Bowles Metropolitan District (“Board” or “BMD”) was held Tuesday, May 8, 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 and Melissa Hurich; Colorado Designsapes, 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 Chaffee moved and Director Hobart seconded approval of the agenda. The motion passed unanimously.

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Review and Consider Approval of the April 10, 2018 Regular Board Meeting Minutes

Director Chaffee moved and Director Hobart seconded approval of the minutes of the April 10, 2018 Regular Board Meeting Minutes. The motion passed.

Review and Accept February 28, 2018 Unaudited Financial Statements

The Board reviewed the February 28, 2018 Unaudited Financial Statements. Following discussion, Director Dougherty moved and Director Chaffee seconded the acceptance of the February 28, 2018 Unaudited Financial Statements as presented. The motion passed.

Review and Approve Current Claims

Mr. Reid noted that one additional check, in the amount of \$14,770.50 for Homestead Painting, LLC, was added to the current claims. Following discussion, Director Dougherty moved and Director Chaffee seconded approval of the current claims. The motion passed unanimously.

Other - None

Community Matters

A. Other

Mr. LeFever expressed appreciation to the Board for their efforts to save trees in Blue Heron Park, reported that the community clean-up went well and noted that the Movie in the Park event will take place in June.

The Board and others discussed damage that recently occurred in the Grant Water & Sanitation District project area, when (1st) the project area backfill settled and (2nd) when the irrigation was turned-on several leaks were found, which further eroded the project area. After Designsapes shut-off the irrigation at the valve box, an individual opened the valve box and turned-on the system – resulting in additional damage.

Additional backfill was brought-in by GWSD, and a new irrigation system is planned. Following discussion, the Board stated their preference that the irrigation valve boxes **not be locked**. This area/issue will continue to be monitored.

Action Items

A. Other - None

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Operations & Maintenance

A. Designscapes

Mr. Massengale reported that spring start-up is in progress and irrigation is well under-way.

The Board discussed a "New Tree Tract" in Blue Heron Park. Director LaPan will provide a preliminary design that will be brought back to the Board, and recommends the planting **not** be done in a specified vegetation bed. Director LaPan will also work with Designscapes on irrigation plans and head replacement and well as the new layout for the Blue Heron Park north path.

Following review and discussion, work orders a) through d) were approved by the Board, along with the two additional work orders (not in the packet)- e) and f). Director Dougherty moved, Director Korte seconded. The motion passed.

- a. Tract I – Clean-up & Mulch - \$14,375.00
- b. Blue Heron Walkway – Irrigation - \$20,042.20
- c. Isthmus Park – Bench Bed Mulch - \$5,960.00
- d. Blue Heron Walkway Shrub Replacement - \$1,017.00
- e. Blue Heron Park Walkway Sod - \$9,412.80 (not in packet)
- f. Blue Heron Park Walkway Soil - \$4,800.00 (not in packet)

B. Davey Tree

No update.

C. JOATA Solutions

No update.

D. Homestead Painting

Homestead requested a 30% deposit for materials before starting the work: this was the \$14,770.50 check that was added to the claims. The work will now be scheduled.

E. Grant Water & Sanitation District Project Update

Update on 4-18-18 Committee Meeting: it was noted that the project area had been walked with the committee and costs for rehabilitation were to be discussed at the next Committee meeting, to take place in June. To date, GWSD has agreed to pay for the top soil.

F. Other

1. 2018 Concrete Project(s): Director LaPan, Tony Armijo (TGA Concrete) and Mr. Reid walked Sunset Park and Tract K through O last week to look at this year's project area. Designscapes will need to be involved with the Sunset Park concrete project. The proposal from TGA will be discussed at the June meeting.

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2. Bus Bench Project Update
Total project costs were reviewed and the board directed Mr. Reid to move forward with the project.
3. Discuss Food Truck Presence with Park Rental
BMD received a request asking if Food Trucks are allowed at the Parks when reserved by a resident for an event. BMD's existing policies are silent on this issue. Following discussion, the Board consented to allowing Food Trucks at reserved events, and directed Mr. Reid to update the Park Policies, as needed, and bring them back for approval.
4. Other
None

Legal
Matters

- A. Other
None.

Directors
Matters

- A. Confirm Quorum for Next Board Meeting – June 12, 2018 at 4:30 p.m.
The Board confirmed a quorum for the next Regular Board Meeting scheduled for Tuesday, June 12, 2018 at 4:30 p.m.
- B. Other
It was noted that signage at Blue Heron Park needs updating, as evidenced by someone who recently drove their vehicle into the park and set-up a children's activity center (a "bouncing castle" was reported).

Director Korte requested that BMD keep an eye on the Gallagher Ratio, as this is expected to drop in 2019. If dropped, this may affect BMD's property tax revenues.

Adjournment

As there was no further business, the Board adjourned the meeting at 5:16 p.m.

Respectfully submitted,

By 
Secretary for the Meeting