

RECORD OF PROCEEDINGS

**MINUTES OF A REGULAR MEETING
OF THE BOARD OF DIRECTORS OF THE
BOWLES METROPOLITAN DISTRICT
HELD MAY 9, 2017**

A regular meeting of the Board of Directors of Bowles Metropolitan District (“Board” or “BMD”) was held Tuesday, May 9, 2017, 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:

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

Also in attendance were:

Paul Lefever, Grant Ranch Master HOA
Dawn Schilling; Schilling and Company
Mike Bockh, Rob Massengale, Melissa Hurich; Colorado Designscapes, Inc.
Lori Huffiman; MSI
Chuck Reid and Patrick Shannon; 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 Dougherty moved and Director Chaffee seconded approval of the agenda as presented. The motion passed unanimously.

Review and Consider Approval of the April 11, 2017 Regular Board Meeting Minutes

Director Chaffee moved and Director Hobart seconded approval of the minutes of the April 11, 2017 Regular Board Meeting as presented. The motion passed unanimously.

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Review and Accept March 31, 2017 Draft Financial Statements

Following discussion, Director Chaffee moved and Director Korte seconded the acceptance of the March 31, 2017 Draft Financial Statements as presented.

Review and Approve Claims through April 2017

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

Review 2016 Draft Audit

Ms. Schilling presented the 2016 Draft Audit. Following discussion, Director Korte moved and Director Chaffee seconded the approval of the 2016 Draft Audit subject to legal counsel review with the changes as noted by the Board.

Other - None.

Community Matters

Mr. Lefever reported the Master HOA discussed the bus benches that are being considered for placement on Grant Ranch Blvd. While generally supportive, the HOA Board wanted to know:

- Who will pay for the benches? The Board said that the District will pay.
- Will trash cans installed with the benches? After discussion, the Board decided that they would install trash cans if the benches resulted in an increased amount of litter.

Mr. Lefever also noted that the Master HOA does not want advertising on the benches. The Board confirmed that there will not be advertising on the benches.

Mr. Lefever discussed the recent snow storm which resulted in damaged trees throughout the community. After the storm he communicated with Mr. Reid and Designscares cleaned up many of the damaged trees. Director Hobart stated that it took too long for the tree debris to be cleaned off of the streets.

Legal Matters

None.

Operations and Maintenance

Designscapes

1. Update on Landscape maintenance

Mr. Bockh reported that he contacted RainMaster and asked if they would purchase the District's old weather station. RainMaster distributed Mr. Bockh's contact information to parties they thought may be interested, but Mr. Bockh has not received any responses.

2. Review and Consider Approval of Work Orders

There were no new work orders presented for approval.

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3. Other

Director LaPan reported that there are shrubs that were damaged in the storm and need to be pruned. Mr. Bockh will put this work on Designscape's schedule.

Director LaPan reported that shrubs in Tract K have dead tops that need the dead stems to be cut and that there are roses with dead stems that need to be pruned.

Director LaPan reported that there are still open holes in the Districts parks with no turf. He also noted that there are two trees that need to be stumped out.

Davey Tree

1. Update on Tree Maintenance
2. Review and Consider Approval of Work Orders
3. Other

Mr. Reid recommended contracting with Davey Tree to remove and trim the trees behind monument signs that are encroaching on private properties. The Board agreed.

Management Issues

Discuss and Consider Approval of a Proposal from Precision Concrete Cutting for District's 2017 Concrete Shaving/Grinding Project - \$2,502.09

Mr. Shannon reviewed the updated Precision Concrete proposal for concrete shaving and grinding with the Board. After discussion, Director Korte moved and Director Dougherty seconded a motion approving the proposal from Precision Concrete Cutting for the District's 2017 Concrete Shaving/Grinding Project. The motion passed.

Discuss and Consider Approval of a Proposal from TGA Masonry & Concrete for Bowles Metropolitan District's 2017 Concrete Removal & Replacement Project - \$34,245

After discussion, the Board instructed management to rebid the project to allow a cement truck to pour concrete on the path.

Discuss and Consider the Installation of Five Benches and Concrete Pads at Bus Benches along Grant Ranch Blvd, not to exceed \$10,000

This item was deferred to the next meeting.

Fence Project Update

Mr. Shannon provided an update on fence project, noting that Homestead Painting has added two additional homes to its fence repair schedule.

Mr. Shannon noted that Director LaPan reported issues with the fence at a property on S. Harlan Street. Discussion ensued regarding the issues at the property and the need to create design guidelines for future projects.

