

RECORD OF PROCEEDINGS

**MINUTES OF A REGULAR MEETING  
OF THE BOARD OF DIRECTORS OF THE  
BOWLES METROPOLITAN DISTRICT  
HELD SEPTEMBER 12, 2017**

A regular meeting of the Board of Directors of Bowles Metropolitan District ("Board" or "BMD") was held Tuesday, September 12, 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  
Donald W. Korte  
David A. Hobart  
Leigh C. Chaffee

Also in attendance were:

Rod Curry; Resident  
Marlin Hadley; Resident  
Paul Lefever, Grant Ranch Master HOA (GRMHOA)  
Lori Huffman; MSI  
Rob Massengale, Melissa Hurich; Colorado Designscapes, Inc.  
Chuck Reid and Pat Shannon; CliftonLarsonAllen LLP

Administrative  
Matters

Call to Order/Disclosure of Conflicts of Interest/Declaration of Quorum

Chairman 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 amended to include the review of financial statements. The motion passed unanimously.

Review and Consider Approval of the August 8, 2017 Regular Board Meeting Minutes

Director Hobart moved and Director LaPan seconded approval of the minutes of the August 8, 2017 Regular Board Meeting as presented. The motion passed unanimously.

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Consider Approval of Notes from the July 19, 2017 Grant Water & Sanitation District Meeting

Mr. Reid explained that although the Board did not Post Notice for the Meeting, a quorum was present. Following discussion, Director Korte moved and Director Hobart seconded approval of the Notes, as presented.

Review and Accept July 31, 2017 Draft Financial Statements

Mr. Reid presented the July 31, 2017 financial statements, noting that CLA will monitor costs associated with the Grant Water and Sanitation project. Following discussion, Director Korte moved and Director Dougherty seconded the acceptance of the July 31, 2017 Draft Financial Statements as presented.

Review and Approve Claims through August 2017

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

Motion to Ratify Temporary Construction Easement

After discussion, Director Hobart moved and Director Chaffee seconded a motion to ratify the temporary construction easement with Grant Water and Sanitation District. The motion passed.

Other - None.

Community Matters

Mr. LeFever asked if the District maintains the trees in Bowles Reservoir's "finger islands:" BMD does not maintain these trees.

Related to trees, it was noted that GRMHOA recently pruned trees (work that has typically been done by BMD). Mr. Reid reported that Davey Tree provided proposals for 2018: one for pruning and the other for general tree health. Discussion ensued about the 2018 contract and the Board requested that a "request for proposals" be created for the 2018 tree services. Upon receipt, proposals will be reviewed with GRMHOA. As a part of this discussion ownership of common areas was discussed and BMD and GRMHOA will jointly review plats from Denver and Jefferson Counties.

Mr. LeFever noted that he is concerned with damage done by "underground" utility service providers. He requested that the District and HOA work together to get the information of contractors that cause damage.

Mr. LeFever requested that the HOA be notified when additional agreements between the District and Grant Water and Sanitation District are finalized.

Mr. Hadley clarified that the HOA did not authorize maintenance of the walls on Bowles Avenue. Director Dougherty noted that believed there was a decision that the HOA would continue to maintain the walls. Director Dougherty stated that an IGA should be put in place to establish which entity owns and maintains which assets.

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Management Matters

Shared WiFi with GRMHOA

The cost to add an Ethernet connection to connect Bowles' internet service with that of the Village at Grant Ranch was presented - \$1,750. This will allow BMD to disconnect its stand-alone phone and internet service. After discussion, Director Korte moved and Director Chaffee seconded a motion approving the installation of a shared Ethernet connection with the Village at Grant Ranch. The motion passed.

Discuss Draft Neighborhood Entry Monument Signs Policy

Mr. Reid reported that research into recorded plat maps and easements showed maintenance responsibilities have been assigned to BMD and GRMHOA, and that he met with Mr. Lefever and Ms. Huffman to discuss maintenance responsibilities. Following this meeting, the draft policy for how to manage maintenance of the monument signs was created and is intended to serve as a "starting point" for formalizing BMD and GRMHOA's policy on this issue. The draft policy will be presented to GRMHOA and/or its committees for further discussion and changes.

2018 Budget Capital Project Prioritization and Direction for Preparers

Options for potential capital projects for 2018 and their estimated costs were presented and will be discussed in more detail at the October meeting.

Other

Operations and Maintenance Matters

Designscapes

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

Ms. Hurich noted that it will cost about \$1,800 to add surface material to the Sunset Park playground area; the Board approved this expense. It was also noted that work is planned on walkways in Heron Shores and Poppy Hills.

Davey Tree

1. Other

As noted above, Davey Tree submitted 2018 proposals. These proposals will be included with any others received by the request for proposal process.

Joata Solutions

1. Other - None.

Legal Matters

None.

Director Matters

Grant Water & Sanitation District 2017 Project & Committee Update

Director Dougherty noted that he and Director Korte met with members of the Grant Water and Sanitation District Board to discuss the 2017 GWSD Project. Discussions with GWSD are ongoing.

