

RECORD OF PROCEEDINGS

**MINUTES OF A REGULAR MEETING
OF THE BOARD OF DIRECTORS OF THE
BOWLES METROPOLITAN DISTRICT
HELD
SEPTEMBER 13, 2016**

A regular meeting of the Board of Directors of Bowles Metropolitan District ("Board" or "BMD") was held Tuesday, September 13, 2016, 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:

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

Also in attendance were:

Stella Madrid, Provence HOA
Marlin Hadley, Grant Ranch Master HOA
Brian Paulson, Grant Ranch Master HOA
Paul Lefever, Grant Ranch Master HOA
Rob Massengale and Mike Bockh; Colorado Designscapes, Inc.
Lori Huffman; MSI
Chuck Reid; CliftonLarsonAllen LLP

Administrative

Matters

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

President Dougherty called the meeting to order at 4:35 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.

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Approval of Agenda

Following discussion, Director Korte moved, and Director Chaffee seconded approval of the agenda as presented. The motion passed unanimously.

Review and Consider Approval of the August 9, 2016 Regular Board Meeting Minutes

The Board reviewed the minutes of the August 9, 2016 Regular Board Meeting. Following discussion, Director LaPan moved, and Director Dougherty seconded approval of the minutes of the August 9, 2016 Regular Board Meeting as presented. The motion passed unanimously.

Other

There were no other items.

Community Issues

Brian Paulson, Grant Ranch Master HOA Treasurer, noted the standing water in the detention pond at the Blue Heron neighborhood entrance. Discussion ensued noting that the size of the pond was built for the 100 year flood, options to remedy the issue of standing water, and that Denver is not likely to approve changing the pond's grade and volume. The Board explained the additional mosquito control that was done this year. The Board directed that the irrigation water be turned-off in the pond, as well as having the channel cleaned, with sediments removed off-site.

Paul Lefever discussed Grant Ranch's 20th Anniversary Event which will be July 4, 2017. The use of Sunset Park as well as funding assistance was discussed. The Board noted they would consider additional funding as the event gets closer.

Mr. Lefever also inquired about the potentiality of opening the trail in Isthmus Park through the Blue Heron rookery. While there is interest in opening this trail, the rookery is subject to many restrictions. There was no action taken on this request.

Stella Madrid, Provence HOA President, discussed the need for fence improvements sooner than later and has requested working with the District to accomplish this work. When the fence improvement phasing plan is complete, it will be shared with Ms. Madrid and other HOAs. There was additional discussion regarding the southwest entrance of Jay Circle needing asphalt improvements due to deterioration. Ms. Madrid is trying to get the City of Denver to make the improvements.

The Board discussed the fence RFP options, and directed that:

- The Sunset Park fence improvements adjacent to homes be removed from the 2016 program, and added in a future year.
- Completing all fencing adjacent to Raccoon Creek Golf Course.

Legal Matters

None.

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Financial
Matters

Review and Accept Unaudited Financial Statements as of July 31, 2016

After presentation, review and discussion, Director Dougherty moved and Director Chaffee seconded the acceptance of the unaudited financial statements. The motion passed unanimously.

Review and Approval of Claims through August 2016

Photographs of the maintenance issues at the portable restroom at Sunset Park were distributed, and the Board held payment to United Site Services until the issue improves. Following review and discussion, Director Korte moved, and Director Hobart seconded the approval of the claims represented by check numbers 7498 through 7513 and check number 7515 totaling \$55,609.55, along with an autopay payment to Xcel in the amount of \$2,365.06 for a grand total of \$57,974.61. The motion passed unanimously. Check No. 7514 to United Site Services in the amount of \$591.60 was held until service improves.

Other

None.

Operations and
Maintenance

A. Designscapes

1. Update on Landscape Maintenance

Mr. Massengale noted that all of the work orders are almost complete and that the final mulch is being installed.

2. Review and Consider Approval of Work Orders, If any

a. 6626 W. Long Drive

The Board discussed a Work Order for 6626 W. Long Drive, an open space tract that also serves as a stormwater overflow area and has an easement for a large Denver Water line. Following discussion, including the Board's intent to treat this tract as a pocket park and plant pruning will not result in the tracts original designed symmetry, President Dougherty moved and Director Korte seconded a motion approving the \$6,477 work order. The motion passed.

b. Other

It was noted that the last mosquito application will be done this week.

Director Lapan instructed Designscapes to mow the native tracts within the next two weeks.

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B. Davey Tree

1. Update on Landscape Maintenance - None
2. Review and Consider Approval of Work Orders, If Any - None

Mr. Reid noted the Master HOA requested Davey Tree for a tree pruning proposal throughout Grant Ranch, and that the District has a 3 year contract with Davey Tree for the same purpose. Mr. Reid will provide information about the pruning approved by BMD to the Master HOA.

C. ARK Ecological

1. Update on Natural Area Maintenance - None
2. Other – None

Management Items

A. 2016 Capital Projects

1. Concrete Project Update

Requests for Proposals for the 2016 Concrete Project have been requested and the RFP included the requirement that all work be completed in October. Bids will be brought to the October meeting.

2. Blue Heron Park/Bowles Concrete Fence

The Board discussed a request from the Master HOA that BMD paint the concrete fence, as it is on property owned by BMD. The fence has traditionally been maintained by the HOA. Mr. Reid noted that the property ownership is not disputed, and that it is unknown if BMD owns the fence.

Options for the fence include:

- BMD assumes responsibility for the fence;
- BMD “gives” the fence to the HOA;
- Bowles reimburses the HOA for work;
- Keep the status quo until a comprehensive list of facility ownership and/or maintenance is verified.

Following the discussion (which included a review of trees behind monuments), the Board felt it was best if the status quo was maintained and a list of facility ownership and maintenance was completed. Mr. Reid will work with Ms. Huffman and Mr. Lefever on this list. Mr. Hadley will take this information back to the HOA Board.

3. Other - none

B. Isthmus Park – West Boundary

Options for Isthmus Park west boundary were discussed. The District will not add as a long term contract.

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C. Discussion of 2017 Contracts for Services

All contracts were discussed and with the exception of ARK Ecological, requested that 2017 contracts for services be prepared and presented during budget meetings.

D. Other - None

Director
Matters

President Dougherty requested Mr. Reid to draft a letter to shareholders of the Bowles Reservoir Company, asking for their support and/or proxy vote for the BRC Annual meeting.


Other
Business

Confirm Quorum for Next Board Meeting – October 11, 2016 at 4:30 p.m.

The Board confirmed a quorum for the next Regular Board Meeting scheduled for Tuesday, October 11, 2016 at 4:30 p.m.

Adjournment As there was no further business, the Board adjourned the meeting at 6:04 p.m.


Respectfully submitted,


By 
Secretary for the Meeting

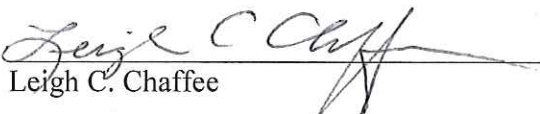
THESE MINUTES ARE APPROVED AS THE OFFICIAL SEPTEMBER 13, 2016 MINUTES OF THE BOWLES METROPOLITAN DISTRICT BY THE BOARD OF DIRECTORS SIGNING BELOW.


Thomas Dougherty

Donald W. Korte


David A. Hobart


Timothy LaPan


Leigh C. Chaffee