

NOTICE OF SPECIAL MEETING

BOWLES METROPOLITAN DISTRICT

NOTICE IS HEREBY GIVEN that the Board of Directors of Bowles Metropolitan District, Jefferson and Denver Counties, Colorado, will hold a special meeting on Tuesday, November 10, 2020 at 4:30 p.m. at:

- The Village Center – 7255 W. Grant Ranch Blvd., Littleton, CO 80123
- And via teleconference – Microsoft Teams

Join Microsoft Teams Meeting

https://teams.microsoft.com/l/meetup-join/19%3ameeting_OGJhZjMxYzctMjMyMS00OTA5LTg4ZTUtYmFmODA2MTIzNDNj%40thread.v2/0?context=%7b%22Tid%22%3a%224aaa468e-93ba-4ee3-ab9f-6a247aa3ade0%22%2c%22Oid%22%3a%2216b1c71c-d483-4feb-8929-2d72ea1cdf59%22%7d

+1 720-547-5281 United States, Denver (Toll)
Conference ID: 537 962 160#

This meeting is for the purpose of conducting any business which may come before the Board. This meeting is open to the public.

This notice is given by order of the Board of Directors of the District.

**BOWLES METROPOLITAN DISTRICT
JEFFERSON and DENVER COUNTIES, COLORADO**

By: /s/ Andrew Williams
District Manager

Posted at three public places within the District, and at the offices of the Jefferson and Denver County Clerk and Recorder.

BOWLES METROPOLITAN DISTRICT

8390 E CRESCENT PARKWAY, SUITE 300
GREENWOOD VILLAGE, CO 80111

NOTICE OF SPECIAL MEETING AND AGENDA

DATE:	Tuesday, November 10, 2020
TIME:	4:30 p.m.
LOCATION:	The Village Center 7255 Grant Ranch Blvd. Littleton, CO 80123 <u>DUE TO CONCERNS REGARDING THE SPREAD OF THE CORONAVIRUS (COVID-19) AND THE BENEFITS TO THE CONTROL OF THE SPREAD OF THE VIRUS BY LIMITING IN-PERSON CONTACT, THIS DISTRICT'S BOARD MEETING WILL BE ACCESSIBLE BY CONFERENCE CALL. THERE WILL BE FEWER THAN 10 PEOPLE PRESENT AT THE PHYSICAL LOCATION POSTED ON THIS NOTICE AND ALL OTHER ATTENDEES WILL BE VIA TELEPHONE.</u>
ACCESS:	You can attend the meetings in any of the following ways: 1. To attend via Microsoft Teams Videoconference, e-mail Trina Hartman at trina.hartman@claconnect.com to obtain a link to the videoconference. 2. To attend via telephone, dial 720-547-5281 and enter the following additional information: Passcode: 537 962 160#

<u>Board of Directors</u>	<u>Office</u>	<u>Term Expires</u>
Thomas Dougherty	President	May, 2023
Donald W. Korte	Treasurer	May, 2022
Leigh C. Chaffee	Secretary	May, 2023
Timothy LaPan	Assistant Secretary	May, 2023
Vacant	Assistant Secretary	May, 2022

1. ADMINISTRATIVE MATTERS

- A. Call to Order/ Present disclosures of potential conflicts of interest.
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- B. Confirm quorum, location of meeting and posting of meeting notices, designate 24-hour posting location, and approve agenda.

- C. Public Comment.

Members of the public may express their views to the Board on matters that affect the District that are otherwise not on the agenda. Comments will be limited to three (3) minutes per person.

- D. Review and consider approval of minutes from the October 13, 2020, special board meeting (enclosure).

- E. Discuss and Consider Approval for 2021 Contracts and/or Engagements with the Following, and Authorizing the Manager to Execute Contracts and/or Engagements
1. Designscares: Landscaping & Snow Removal Services
 2. Davey Tree: Annual Tree Maintenance (enclosed)
 3. Schilling & Company: 2020 Audit (enclosed)

- F. Operational Updates and Action Items:

- A. Designscares
 1. General Update
 2. 2020 work order summary
- B. Davey Tree Update
- C. Fence Projects Update
- D. Arapahoe Pumping Systems Update

- G. Review and Consider Approval of Park Entryway Signage Proposal from Norris Design not to exceed \$9,000. (enclosed)

- G. Discuss business to be conducted in 2021 and schedule regular Board meetings. Consider adoption of Resolution Establishing Regular Meeting Dates, Time and Location, and Designating Location for Posting of 24-Hour Notices (enclosure).
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- H. Discuss District Insurance Renewals for 2020. (enclosed)
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2. FINANCIAL MATTERS

- A. Review and approve current claims (enclosed)
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- B. Review and Consider Acceptance of Financial Statements – September 30, 2020 (enclosed)
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- C. Consider appointment of Simmons & Wheeler to prepare 2021 budget.
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- D. Conduct Public Hearing to consider amendment of the 2020 Budget. If necessary, consider adoption of Resolution to Amend the 2020 Budget
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- E. Conduct Public Hearings on the proposed 2021 Budget and consider adoption of Resolution to Adopt the 2021 Budget and Appropriate Sums of Money and Resolution to Set Mill Levies (enclosures – preliminary assessed valuation, draft budget and resolutions). (enclosed).
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- F. Discuss and consider adoption of Resolution Authorizing Adjustment of the District Mill Levy in Accordance with the Colorado Constitution, Article X, Section 3 (Gallagher Adjustment)
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- G. Authorize District Accountant to prepare and sign the DLG-70 Certification of Tax Levies form for certification to the Board of County Commissioners and other interested parties.
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- H. Consider appointment of District Accountant to prepare 2022 Budget
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3. LEGAL MATTERS

- A. Discuss requirements of Section 32-1-809, C.R.S. and direct staff regarding compliance for 2021 (District Transparency Notice).
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4. DIRECTOR MATTERS

- A. Discuss renaming Lolly Park
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- B. Discuss Vacant Board Seat
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- C. Confirm Quorum for Next Board Meeting – December 8, 2020 at 4:30 p.m.
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5. ADJOURNMENT

The next regular meeting is scheduled for Tuesday, December 8, 2020 at 4:30 p.m.