

**MINUTES OF A SPECIAL MEETING
OF THE BOARD OF DIRECTORS OF THE
BOWLES METROPOLITAN DISTRICT
HELD SEPTEMBER 8, 2020**

A special meeting of the Board of Directors of Bowles Metropolitan District (“Board” or “BMD”) was held Tuesday, September 8, 2020, at 4:30 p.m. This meeting was held in person and via Conference Call. The meeting was held at The Village Center – 7255 W. Grant Blvd., Littleton, CO 80123 and via Microsoft Teams. The meeting was open to the public.

In attendance were Directors:

Don Korte
Leigh Chaffee
Timothy LaPan

Director Dougherty was absent and excused.

Also in attendance were:

Paul LeFever; Grant Ranch Master HOA
Andrew Williams; CliftonLarsonAllen LLP
Rob Massengale, Justin Ketner, Johnny Jimenez; Designsapes
Taylor Goertz; IMEG Corp.
Residents: Karen LeFever, Allen Sweet and John Whitehall

Administrative
Matters

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

Director Chaffee 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 via Conference Call due to concerns of spreading the Corona Virus (COVID-19) and that notices for this meeting were posted pursuant to statute.

Approval of Agenda

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

August 11, 2020 Special Board Meeting Minutes

Following review and discussion, Director Chaffee moved and Director Korte seconded approval of the August 11, 2020 Special Board Meeting Minutes as presented. The motion passed unanimously.

Current Claims and Ratify Previous Claims

Mr. Williams reviewed the current claims with the Board. Following review and discussion, Director Chaffee moved and Director Korte seconded approval of the current claims and ratification of previous claims. The motion passed unanimously.

RECORD OF PROCEEDINGS

July 31, 2020 Financial Statements

Mr. Williams reviewed the July 31, 2020 Financial Statements with the Board. Following review and discussion, Director Korte moved and Director LaPan seconded approval of the July 31, 2020 Financial Statements. The motion passed unanimously.

Other – None.

Community Matters

Resident Karen LeFever discussed a memo to Management and the Board from her husband Paul LeFever and herself.

Residents discussed the basketball courts and asked the District to consider hiring a security guard to enforce the park rules and noted the bathrooms in the park need additional attention.

Mr. LeFever addressed the Board about the trees in the District, noting that the HOA is requesting that Mr. Williams review the cost of trimming and fertilization. The Board directed Mr. Williams to work to Mr. LeFever to gather information for cost and services from Davey Tree.

Operations Updates and Action Items

A. Designscapes

1. General Update

Mr. Massengale provided an update on the ongoing work in the District, noting that the sun sail shades in Lolly Park were taken down due to the weather. The sun sail shades will be put back up when the weather clears. The Board directed Mr. Williams to research the amount of snow the sails can tolerate without accruing damage.

2. Work Orders

a. 2020 Work Order Summary (to be provided by Designscapes)

Mr. Massengale reviewed the work order summary with the Board.

B. Davey Tree

1. 2020 Tree Pruning Work Update

Mr. Williams notified the Board that he will work with Mr. Fox to create a plan for 2021, reevaluating total cost of tree treatments due the that amount of dead and dying trees.

Management Matters

A. Blue Heron Park Dredging Project

Mr. Goertz updated the Board on the project, noting that he will send an RFP to known contractors to solicit bids for the October Board meeting. Mr. Williams noted that the Blue Heron Park Dredging Project does not meet the public bidding requirements as it is a maintenance item and not a Capital Project.

B. September 1, 2020 Irrigation Meter Reading (Handout)

Mr. Williams discussed the District's total water usage, noting that the District has used nearly 2/3's of its allotted shares of water. He added that cooler temperatures and shorter days will further decrease the water usage, noting that District is not expected to exceed its allotter shares.

RECORD OF PROCEEDINGS

Mr. Ketner noted that Designsapes will decrease water usage throughout the District as the season changes.

C. August 25, 2020 Meeting Regarding the Basketball Courts

Mr. Williams discussed the August 25, 2020 Meeting regarding the basketball courts with the Board. The Board directed Mr. Williams to purchase an additional trash can to be installed at the basketball courts. The Board further instructed Mr. Williams to reach out to United Site Services of Colorado, Inc. to replace the portable restrooms and address the ongoing issues with the restroom cleanliness.

Director Chaffee discussed the August 25, 2020 Community Meeting and how to reduce the basketball court usage, noting that if the sprinklers were programmed to begin watering in that area at 9:00 p.m. that it could assist in vacating the courts past the permitted time. Director Chaffee asked staff to look into bollards and chain to assist in prohibiting full-court play.

The Board instructed Mr. Williams to research hiring a security guard from 4:00 p.m. to 8:00 p.m. to patrol the basketball courts.

D. 2021 Budget Discussion with the Board

Mr. LeFever addressed the Board, noting that there are shared-costs for tree maintenance and any increase in those costs will not result in an adjustment to HOA dues. Mr. LeFever added that additional review of the Maintenance Agreement between the District and the HOA would be beneficial, noting that the HOA would like to have additional input on shared maintenance responsibilities and costs as well as tree replacement.

Mr. LeFever declared that the HOA would like the District to review the winter watering, adding that they believe the District would have lost less trees had they increased the winter watering. The HOA would like to look into a phased approach for tree health, adding that they will be attending the District's October Board Meeting.

Legal
Matters

A. Update on Water Rights Objection Case No. 19CW3256 with Raccoon Creek Golf Course

Mr. Williams provided the Board with an update regarding the ongoing Water Rights Objection Case No. 19CW3256 with Raccoon Creek Golf Course, noting that it is now entering into the next phase of the case.

Director
Matters

A. Confirm Quorum for Next Board Meeting – October 13, 2020 at 4:30 p.m.


The Board confirmed a quorum for the next Board meeting, scheduled for October 13, 2020 at 4:30 p.m.

B. Other – None.

Adjournment

As there was no further business, upon a motion duly made by Director Chaffee, seconded by Director Korte, the Board adjourned the meeting at 5:45 p.m.

Respectfully submitted,

By 
Secretary for the Meeting