

**MINUTES OF A REGULAR MEETING
OF THE BOARD OF DIRECTORS OF THE
BOWLES METROPOLITAN DISTRICT
HELD APRIL 14, 2020**

A regular meeting of the Board of Directors of Bowles Metropolitan District (“Board” or “BMD”) was held Tuesday, April 14, 2020, at 4:30 p.m. This meeting was held via Conference Call. The meeting was open to the public.

In attendance were Directors:

Thomas Dougherty
Don Korte
Leigh Chaffee
Timothy LaPan
David Hobart

Also in attendance were:

Paul Lefever; Grant Ranch Master HOA
Rob Massengale and Justin Ketner; Colorado Designscapes, Inc.
Lori Huffman; MSI
Lisa Johnson and Andrew Williams; CliftonLarsonAllen LLP

Administrative
Matters

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

Director Dougherty called the meeting to order at 4:32 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 Chaffee moved and Director Dougherty seconded approval of the agenda with the addition of Site Study and isthmus Park signage. The motion passed unanimously.

Review and Approval of the March 10, 2020 Regular Board Meeting Minutes

Following review and discussion, Director Chaffee moved and Director Dougherty seconded approval of the March 10, 2020 Regular Board Meeting Minutes as presented. The motion passed unanimously.

Review and Approve Current Claims and Ratify Previous Claims

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

RECORD OF PROCEEDINGS

Review and Approve February 29, 2020 Financial Statements

Mr. Williams reviewed the February 29, 2020 Financial Statements. Following review and discussion, Director Dougherty moved and Director Hobart seconded acceptance of the February 29, 2020 Financial Statements. The motion passed unanimously.

Other - None

Community Matters

Other

Mr. Lefever informed the Board the construction installing manholes associated with the underdrain system will begin soon for Grant Ranch Water Sanitation District, noting that he was unsure if it would impact the parking lot.

Mr. Lefever reported the Movie in the Park event scheduled to take place in June would be cancelled due to COVID-19. He asked the Board if they were interesting in rescheduling the event for August. Following discussion, the Board determined, they would be interested in rescheduling the event for August, as long as restrictions are lifted.

Operations Updates and Action Items

A. Designscapes

1. General Update

Mr. Massengale provided a maintenance schedule to the Board detailing their upcoming work in the District, noting that the aeration was completed last week. Mr. Massengale reported that he should be back to full staff soon and plans to finish the rock work.

2. Work Orders

- a. 2020 work order summary (to be provided by Designscapes)
Mr. Ketner provided an overview of the upcoming 2020 work order summaries.
- b. Update on landscape proposal for Tracts C2 & N1 (enclosed)
Following discussion, it was noted that this work has been completed.
- c. Other – None.

B. Davey Tree

1. Other

Mr. Williams provided the Board with an Update.

C. Other - None.

Management Matters

A. Manager's Memo

Mr. Williams presented his Memo and provided updates to the Board, noting that all benches will be replaced.

RECORD OF PROCEEDINGS

1. Other - None

B. Consider Appointment of Andrew Williams as Secretary

Ms. Johnson presented and reviewed the Appointment of Andrew Williams as Secretary with the Board. Following discussion, Director Chaffee moved and Director Dougherty seconded Appointment of Andrew Williams as Secretary of the District. The motion passed unanimously.

C. Discuss Isthmus Park Tree Replacement Program

Mr. Williams presented the plan for the Isthmus Tree Replacement Program. Director LaPan asked Mr. Massengale if anyone has Plain Cottonwood for purchase and requested him to price 12-15 trees - based on size.

Legal
Matters

A. Other - None

Directors
Matters

A. Discuss contributing and participating in Official Sight Distance Engineering Study with the Master HOA and Poppy Hills HOA for safety and traffic concerns, not to exceed 1/3 of the cost - \$3,000

Director Chaffee presented and reviewed the information with the Board regarding the Official Sight Distance Study, requesting that the District contribute \$1,000 toward the study. The Board will review additional information and bring the issue back to the next meeting.

B. Confirm Quorum for Next Regular Board Meeting May 12, 2020 at 4:30 p.m.

The Board confirmed a quorum for the Next Regular Board Meeting scheduled for Tuesday, May 12, 2020 at 4:30 p.m.

C. Other

Director Dougherty suggested placing a sign at Isthmus Park indicating it is a Bowles Metropolitan District park. Following discussion, the Board agreed that the sign should be replaced, requesting that Mr. Williams obtain a proposal.

Mr. Williams will work with Mr. Lefever to use Zoom for the next Board Meeting.

Adjournment

As there was no further business, the Board adjourned the meeting at 5:31 p.m.

Respectfully submitted,

By 

Secretary for the Meeting