

RECORD OF PROCEEDINGS

MINUTES OF A REGULAR MEETING OF
THE BOARD OF DIRECTORS OF THE
BOWLES METROPOLITAN DISTRICT (THE “DISTRICT”)
HELD
JUNE 8, 2021

A regular meeting of the Board of Directors of the Bowles Metropolitan District (referred to hereafter as the “Board”) was convened on Tuesday, June 8, 2021, at 4:30 p.m., at The Village Center, 7255 Grant Ranch Blvd., Littleton, Colorado 80123. The meeting was open to the public.

ATTENDANCE

Directors In Attendance Were:

Thomas Dougherty, President
Donald W. Korte, Treasurer
Leigh C. Chaffee, Secretary
Timothy LaPan, Assistant Secretary

Also, In Attendance Were:

Anna Jones, Nic Carlson and Rebecca Gianarkis; CliftonLarsonAllen LLP (“CLA”)
Paul LeFever, Grant Ranch Master HOA Manager
Rob Massengale, Justin Ketner & Johnny Jimenez; DesignsCAPES
Derek Fox; Davey Tree
Dawn Schilling; Schilling & Company, Inc.
Wayne Forman; Brownstein Hyatt Farber Schreck, LLP (joined via telephone at 5:12 p.m.)
Karen LeFever; Resident

Upon a motion duly made by Director Dougherty, seconded by Director Chaffee and, upon vote, unanimously carried, the absence of Director Lutz-Ryan was noted and excused.

ADMINISTRATIVE MATTERS

Call to Order & Agenda: Director Dougherty called the meeting to order at 4:30 p.m.

The Board reviewed the Agenda for the meeting. Following discussion, upon a motion duly made by Director Chaffee, seconded by Director Korte and, upon vote, unanimously carried, the Board approved the Agenda, as amended to move Attorney Wayne Forman’s items to 5:00 p.m.

Potential Conflicts of Interest: There were no conflicts.

Quorum/Confirmation of Meeting Location/Posting of Notice: Ms. Jones confirmed the presence of a quorum.

RECORD OF PROCEEDINGS

The Board entered into a discussion regarding the requirements of Section 32-1-903(1), C.R.S., concerning the location of the District's Board meeting. Following discussion, it was determined to conduct the meeting at the above-stated date, time and location.

It was further noted that notice of the time, date and location was duly posted and that no objections to the location or any requests that the meeting place be changed by taxpaying electors within the District's boundaries have been received.

Minutes from the May 11, 2021 Regular Board Meeting: Following review, upon a motion duly made by Director Chaffee, seconded by Director Korte and, upon vote, unanimously carried, the Board approved the Minutes from the May 11, 2021 regular Board meeting, as presented.

Attorney Wayne Forman to Sign Stipulation on the Board's Behalf: Attorney Wayne Forman joined the Board meeting by phone at 5:12 p.m. to address the Board. He provided a background of the water rights case. Attorney Forman indicated the net effect of the stipulated settlement will be less water in the Reservoir and no direct adverse impact to the District. The Board asked several questions.

Following review, upon a motion duly made by Director Dougherty, seconded by Director Chaffee and, upon vote, unanimously carried, the Board approved Attorney Forman to sign the stipulation on the Board's behalf.

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.

Ms. LeFever asked about the use of music at the basketball courts by the lacrosse team. Mr. Carlson will follow up with the lacrosse team.

Mr. LeFever asked if the Board would like to move to the small meeting room. It was decided to move to the small meeting room for Board meetings in July.

FINANCIAL MATTERS

Claims in the amount of \$187,728.90: Following discussion, the Board noted an incorrect invoice in the amount of \$6,300 was included. Upon a motion duly made by Director Chaffee, seconded by Director Korte and, upon vote, unanimously carried, the Board approved the claims in the amount of \$181,428.90, having deducted the incorrect invoice.

2020 Audit: Ms. Schilling reviewed the draft 2020 Audit with the Board. She indicated she will issue an unmodified opinion. Following review, upon a motion duly made by Director Chaffee, seconded by Director Korte and, upon

RECORD OF PROCEEDINGS

vote, unanimously carried, the Board approved the 2020 Audit, subject to final legal review.

Other: None.

MANAGEMENT MATTERS

Operational Updates and Action Items:

Landscape:

General Update: Mr. Massengale reviewed his status report with the Board.

Irrigation Mapping: Mr. Massengale and Director LaPan will begin the mapping effort and bring back results to the next Board meeting.

Proposal for Irrigation Gate Valves for \$37,653.80: Director LaPan reviewed this proposal with the Board, indicating DesignScapes will inspect the gate valves in order to map out a systematic approach to replacing the gate valves throughout the District. Directors LaPan and Korte indicated they would like to plan for irrigation upgrades and/or a system replacement during the 2021 budget season. Following discussion, upon a motion duly made by Director LaPan, seconded by Director Chaffee and, upon vote, unanimously carried, the Board approved the proposal for irrigation gate valves in the amount of \$37,653.80, contingent on Director LaPan's oversight.

Proposal for Blue Heron Park Planting 12' Spruce in the amount of \$2,085.00: Following discussion, this was deferred to the next meeting.

Proposal to Replace Trees Along Grant Ranch Blvd. Behind Lowes in the amount of \$10,924.00: Following discussion, upon a motion duly made by Director LaPan, seconded by Director Dougherty and, upon vote, unanimously carried, the Board approved the proposal to replace trees along Grant Ranch Blvd. behind Lowes in an amount not to exceed \$10,924.00, with Director LaPan's approval and oversight.

Proposal for Cobble Work on Roundabout in Blue Heron Park in the amount of \$5,198.00: Following discussion, upon a motion duly made by Director LaPan, seconded by Director Korte and, upon vote, unanimously carried, the Board approved the proposal for cobble work on the roundabout in Blue Heron Park in the amount of \$5,198.00.

Chavez Services LLC Proposal to Install Removable Bollards in the amount of \$1,400.00: Following discussion, no action was taken.

RECORD OF PROCEEDINGS

Additional Proposals distributed at meeting:

Proposal to Add Mulch to Playground Areas in the amount of \$1,285.00: Following discussion, upon a motion duly made by Director Dougherty, seconded by Director LaPan and, upon vote, unanimously carried, the Board approved the proposal to add mulch to playground areas in the amount of \$1,285.00.

Sports Field Mowing: Following discussion, the Board determined to cut the grass to 1.5" moving forward.

Davey Tree:

General Update: Mr. Fox provided a general update to the Board, noting that crews will start pruning this week. He indicated several trees are in poor shape and will instruct crews to prune trees if they are at least 50% healthy. If they are less healthy than that, they will not prune.

Proposals for Sunset Park Tree Removal and Stump Grinding in the amount of \$935.00 and Stump Grinding based on Time and Materials: These two items were previously approved. No action was taken.

Proposal for Tree Removal and Stump Grinding near Retention Pond in the amount of \$1,170.00: Following discussion, upon a motion duly made by Director LaPan, seconded by Director Chaffee and, upon vote, unanimously carried, the Board approved the proposal for tree removal and stump grinding near retention pond in the amount of \$1,170.

Discuss Tree Removal in Tract E in an amount not to exceed \$250.00: Following discussion, upon a motion duly made by Director Chaffee, seconded by Director Dougherty and, upon vote, unanimously carried, the Board approved the removal of two trees in Tract E in an amount not to exceed \$270.00.

Discussion regarding Cottonwood Tree Removal on 5795 W. Berry Ave.: Following discussion, the Board determined to remove the tree furthest southwest and to keep the other two trees as they are.

Other: Director LaPan Reviewed additional dead trees in Tract K: two Cottonwoods are in Tract K and another is across the ditch along the walking path. Mr. Fox also addressed two additional dead oak trees. Mr. Fox will bring a quote to address these trees to the next Board meeting.

Mr. LeFever requested Mr. Fox evaluate a tree that was hit by a car on Jay Street. Mr. Fox will investigate and bring a proposal to the next Board

RECORD OF PROCEEDINGS

meeting.

Homestead Painting Update:

Wrought Iron Fence Update: Mr. Carlson provided the Board with an update.

Fence Repair Proposals:

5795 W. Berry Ave. in the amount of \$1,510.00: Mr. Carlson reviewed the fence proposal with the Board. Following discussion, upon a motion duly made by Director Dougherty, seconded by Director Chaffee and, upon vote, unanimously carried, the Board approved the fence repair proposal at 5795 W. Berry Ave. in the amount of \$1,510.00.

Replace School Rails: \$85.00; 5660 S. Eaton Gate Rebuild \$600.00; 6626 W. Long Drive Gate Rebuild \$800.00: Following discussion, upon a motion duly made by Director Dougherty, seconded by Director Korte and, upon vote, unanimously carried, the Board approved the fence repair proposal to replace school rails in the amount of \$85.00 and the gate rebuild at 6626 W. Long Drive in the amount of \$800.00. The gate at 5660 S. Eaton is not the District's responsibility.

Isthmus Park Fence Rebuild: The Board discussed adding three posts and eight rails in Tract K. Following discussion, upon a motion duly made by Director Dougherty, seconded by Director LaPan and, upon vote, unanimously carried, the Board approved the posts and rails in an amount not to exceed \$2,000.00.

Park Update:

General Update: Mr. Carlson gave a general update.

Mustang Sports Club request for Extension of Reservation for Blue Heron Park: Following discussion, upon a motion duly made by Director Dougherty, seconded by Director Chaffee and, upon vote, unanimously carried, the Board approved the Mustang Sports Club request for an extension of their reservation for Blue Heron Park, under the condition that it must be confirmed the Club is not using the basketball court.

Proposal to Install Trash Cans: Mr. Carlson reviewed the proposal to install trash cans from Rocky Mountain Recreation. Following discussion, the Board did not accept the proposal.

RECORD OF PROCEEDINGS

Chavez Services LLC Proposal for Additional Concrete Work in the amount of \$4,160.00: Following review, upon a motion duly made by Director Korte, seconded by Director Chaffee and, upon vote, unanimously carried, the Board ratified approval of the Chavez Services LLC proposal for additional concrete work in the amount of \$4,160.00.

Repairs to Sunset Park Drainage Gate: Following review, upon a motion duly made by Director Korte, seconded by Director Chaffee and, upon vote, unanimously carried, the Board ratified approval of repairs to Sunset Park drainage grate.

Capital Projects:

Concrete and Asphalt Projects Update: Mr. Carlson provided an update, noting that he will follow up with Chavez Services LLC to ensure there are better barriers at Blue Heron Park where recent work has been completed to prevent cars from driving in the area.

Chavez Services LLC Proposal for Additional Concrete Work in Hillsboro, Sunset Park and Blue Heron Park in an amount to be determined: Following discussion, upon a motion duly made by Director Korte, seconded by Director Chaffee and, upon vote, unanimously carried, the Board approved the Chavez Services LLC proposal for additional concrete work in Hillsboro, Sunset Park and Blue Herron Park.

Signage Update:

Isthmus Park Informational Signs: This item was tabled until Director Lutz-Ryan is in attendance.

MFish Graphics Proposal for Park Rules Signs in the amount of \$238.60: The Board reviewed the proposal and provided recommendations to update the verbiage. Ms. LeFever indicated the City of Englewood may be a good model to follow. She will follow up with suggested language. Ms. LeFever will work with the management team to develop something for the July Board meeting.

New Park Signs: No update was provided.

Other:

Discussion Regarding Pump House Repairs: Mr. Carlson provided an update to the Board.

RECORD OF PROCEEDINGS

LEGAL MATTERS

Intergovernmental Agreement by and between Bowles Metropolitan District and Grant Water and Sanitation District for Removal of Plantings and Use of Joint Easement: This item was tabled until the next Board meeting.

Other: None.

DIRECTOR MATTERS

Quorum for Next Board Meeting: The Board confirmed quorum for the next Board Meeting on July 13, 2021 at 4:30 p.m.

ADJOURNMENT

There being no further business to come before the Board at this time, upon a motion duly made by Director Dougherty, seconded by Director Chaffee and, upon vote, unanimously carried, the meeting was adjourned at 6:05 p.m.

Respectfully submitted,

By Anna Jones
Secretary for the Meeting