

RECORD OF PROCEEDINGS

**MINUTES OF A REGULAR MEETING
OF THE BOARD OF DIRECTORS OF THE
BOWLES METROPOLITAN DISTRICT
HELD
JANUARY 12, 2016**

A regular meeting of the Board of Directors of Bowles Metropolitan District ("Board" or "BMD") was duly held Tuesday, January 12, 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:

Leigh Chaffee
Donald W. Korte
Timothy LaPan
David A. Hobart

Also in attendance were:

Chuck Reid: CliftonLarsonAllen LLP
Rob Massengale; Colorado Designscapes, Inc.
Lori Huffman, MSI
R. Craig Ewing; President of Grant Ranch HOA

Administrative
Matters

Call to Order / Disclosure of Conflicts of Interest

Upon a motion duly made by Director Chaffee, the meeting was called to order at 4:30 p.m.

The Board discussed the requirements of Colorado law to disclose any potential conflicts of interest or potential breaches of fiduciary duty of the Board of Directors and 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.

Approval of Agenda / Confirm Location of Meeting and Postings of Meeting
Notices / Declaration of Quorum

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. It was noted that the meeting location is within the District's boundaries and further noted that notices for this meeting were posted pursuant to statute.

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Following discussion, upon a motion duly made by Director Chaffee, seconded by Director Korte and, upon vote, unanimously carried, the Board declared a quorum present, notice was posted and approved the agenda as presented.

Upon a motion duly made by Director Korte, seconded by Director Hobart and, upon vote, unanimously carried, the Board excused the absence of Director Dougherty.

Review and Consider Approval of the December 8, 2015 Special Board Meeting Minutes

The Board reviewed the minutes of the December 8, 2015 Special Board Meeting. Following discussion, upon a motion duly made by Director Hobart, seconded by Director Korte and, upon vote, unanimously carried, the Board approved the minutes of the December 8, 2015 Special Board Meeting as presented.

Craig Ewing was introduced as the new Grant Ranch HOA President.

Discussion Regarding Grant Ranch Water and Sanitation District (GRWSD) Easement Request

Director Chaffee and Mr. Reid reported on the meeting. GRWSD has requested that BMD remove all of the landscaping on the north edge of Blue Heron Park as GRWSD holds an easement for their wastewater and stormwater lines, and they want to insure easy access to these lines for general operations and maintenance. GRWSD's sewer line in this easement was cleaned and scoped this past summer, and the stormwater line is to be scoped this summer.

Director Chaffee reported to GRWSD that BMD recognizes the importance of this issue and wants to work with GRWSD on other possible options. GRWSD will put this matter on hold until more is known after this year's scoping. In the meantime, Designscaapes will identify manhole access points located in this easement and will "clear & grub" areas around the manholes to improve access.

Denver Urban Renewal Authority Special District Appointee

A new State Law was adopted last year and BMD has an opportunity to submit a candidate for consideration as the single representative for all Denver Special & Metropolitan Districts on the Denver Urban Renewal Authority Board. Multiple candidates from across Denver are expected to apply for this position. At this time, the Board has no interest in this opportunity.

Other

There were no other administrative matters.

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Community

Issues

Ms. Huffman stated that she has received a few snow removal complaints. Due to long periods of cold, there has been snow pack and ice behind Hillsboro and Reflections. Designscares is to decide when snow is to be removed. Mr. Massengale provided a map of the high impact areas. The Board asked Mr. Massengale and Mr. Reid to execute a change order to the 2016 Designscares contract that identifies the high impact areas (as shown) and add temperature to the criteria when making snow removal decisions.

Legal

Matters

None.

Financial

Matters

Review and Approval of Claims through December 2015

Mr. Reid presented the claims. Following review and discussion, upon a motion duly made by Director Korte, seconded by Director Hobart and, upon vote unanimously carried, the Board approved claims represented by check numbers 7359 through 7373 totaling \$80,158.21.

Review and Accept Unaudited Financial Statements as of December 31, 2015

Mr. Reid presented the unaudited financial statements to the Board. After review and discussion, upon a motion duly made by Director Korte, seconded by Director Hobart and, upon vote, unanimously carried, the Board accepted the unaudited financial statements as presented.

Other

None.

Operations and

Maintenance Update on Landscape Maintenance

Mr. Massengale noted that all of the new controllers have been installed and old one removed. He also stated that the Tract K clean-up is underway. Mr. Massengale noted that Mr. Bockh will be out for 4 to 5 weeks.

Review and Consider Approval of Work Orders. If any

There were no work orders.

Snow Removal Update: Indication of High Impact Areas

This was covered earlier in the meeting.

Other - None.

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Director
Matters

Discuss Management Services

The Board discussed requesting proposals for Management Services and directed Mr. Reid is to draft a Request for Proposal with the basic service requirements and indicating Director Chaffee as the point of contact.

Other
Business

Confirm Quorum for Next Board Meeting – February 9, 2016 at 4:30 p.m.

The Board confirmed a quorum for the next Regular Board Meeting scheduled for Tuesday, February 9, 2016 at 4:30 p.m.

Ms. McNulty noted that a vehicle was in an accident at Grant Ranch Boulevard near the Learning Center. There were no injuries and the vehicle is still in the Sunset Park parking lot and the owner has requested it be allowed to stay there until January 14, 2016. Mr. Reid will follow-up with the vehicle owner if the vehicle is still in the parking lot on 1/15/16.

Adjournment As there was no further business, the Board adjourned the meeting at 4:54 p.m.

Respectfully submitted,

By




Secretary for the Meeting

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THESE MINUTES APPROVED AS THE OFFICIAL JANUARY 12, 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