

RECORD OF PROCEEDINGS

---

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

A regular meeting of the Board of Directors of Bowles Metropolitan District (“Board” or “BMD”) was duly held Tuesday, April 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 C. Chaffee  
Donald W. Korte  
Timothy LaPan  
David A. Hobart  
Thomas Dougherty

Also in attendance were:

Dean Gillam; resident  
Rob Curry; resident  
Kurt Schlege; SDS  
Rob Massengale and Mike Bockh; Colorado Designscapes, Inc.  
Lori Huffman; MSI  
Chuck Reid; CliftonLarsonAllen LLP

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 / 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.

## RECORD OF PROCEEDINGS

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

### Review and Consider Approval of the March 8, 2016 Regular Board Meeting Minutes

The Board reviewed the minutes of the March 8, 2016 Regular Board Meeting. Following discussion, upon a motion duly made by Director Dougherty, seconded by Director LaPan and, upon vote, unanimously carried, the Board approved the minutes of the March 8, 2016 Regular Board Meeting as presented.

### Other

There were no other administrative matters.

### Community Issues

Dean Gillam noted that he was disappointed that the BMD election was cancelled. He encouraged additional notification for future elections.

### MSI Update

Ms. Hoffman noted that the metal fence around Heron Shores needs maintenance.

### Legal Matters

None.

### Financial Matters

#### Review and Accept Unaudited Financial Statements as of February 29, 2016

After presentation, review and discussion, upon a motion duly made by Director Chaffee, seconded by Director Hobart and, upon vote, unanimously carried, the Board accepted the unaudited financial statements.

#### Review and Approval of Claims through March 2016

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 7409 through 7425 totaling \$51,316.58 and an autopay payment to Xcel in the amount of \$435.65 for a grand total of \$51,752.50.

### Other

None.

RECORD OF PROCEEDINGS

Operations and Maintenance A.

Designscapes

i. Update on Landscape Maintenance

Mr. Bockh reported:

- The irrigation system has been turned on;
- Aeration has begun early; and
- There have been printer issues in the irrigation control center.

Mr. Bockh discussed the District's 28 irrigation controllers, noting that 5 controllers were purchased and installed, and that 23 controllers still need to be purchased. Mr. Bockh asked if BMD could move forward with purchasing approximately 12 additional controllers, at an estimated cost of \$6,000 per controller. \$90,000 is budgeted for irrigation improvements in 2016, and this expense was planned. Mr. Bockh noted that four additional controllers are owned/controlled by the Belvedere and Belmont Shores sub-associations. The Board asked that information about the controllers be shared with these entities.

After discussion, the Board asked that a quote be brought to the next meeting for additional controllers.

ii. Review and Consider Approval of Work Orders, If any

The Board reviewed the work order for mulch replacement. Director LaPan noted this amount has been budgeted and should be done early in the growing season. He also stated that roll top edging is safer for pedestrians and pets.

Director LaPan requested that mature rabbitbrush that is evident in plant beds be removed prior to mulch replacement and new material being added to the beds. The rabbitbrush is particularly evident in Tract K.

Following discussion, upon a motion duly made by Director LaPan, seconded by Director Dougherty, and upon vote, unanimously carried, the Board approved the work order subject to an agreed upon price not to exceed \$15,000 and which also includes rabbitbrush removal. Designscapes will provide an updated proposal.

B. Davey Tree

1. Update on Landscape Maintenance

- IPS beetle treatment was performed last week;
- Davey Tree removed the tree on Grant Ranch Blvd that was hit last week: the Grant Ranch HOA will pay for this tree removal & replacement.

## RECORD OF PROCEEDINGS

- The homeowner at 7169 W. Belmont Drive requested a BMD pear tree be pruned, noting the tree is too close to the roof. While the Board agreed to have this tree pruned, it is late in the season to prune pear trees (due to Firebright) and the homeowner will be requested to wait until this fall for this work. Mr. Reid will follow-up with the homeowner.
2. Review and Consider approval of Work Orders, If Any
- None.
- C. Asphalt Repair
- The compromised asphalt at Blue Heron Park parking lot has been removed and replaced, and crack sealant and seal coating are expected the first week in May.
- D. Other
- Stormwater – Mr. Reid toured the facilities with John O’Brien, who also explained BMD’s monitoring program. Follow-up will be needed with Urban Drainage & Flood Control District regarding reporting and maintenance, as they no longer maintain the Orchard Detention pond.
- Other items coming out of the tour that need follow-up:
1. Verifying phone lines that were used for telemetry;
  2. Heron Estates Filing 6 detention pond – assess structural dam wall;
  3. The distinction between “dry” and “wet” sampling; and
  4. The need for the program, in general.

### Director

The Board asked for additional branch clean-up throughout the community, especially in ditch areas.

The Board requested that management verify that the port-o-potty be checked twice a week, beginning in May, and requested that “sani-rings” be installed.

Executive Session Pursuant to C.R.S., Section 24-6-402(4)(I), for Purpose of Determining Positions Relative to Matters that may be Subject to Negotiation, Developing a Strategy for Negotiations, and Instructing Negotiations Related to BMD’s Contract for District Management

The Board advised those present that it would need to convene in Executive Session to instruct negotiators related to the District’s contract for management services.

Pursuant to Section 24-6-402(4)(e), C.R.S., and upon a motion duly made by Director Dougherty, seconded by Director LaPan, and with all Directors voting affirmatively, the Board entered into Executive Session at 5:00 p.m.

Only Board Members were present during the Executive Session.

RECORD OF PROCEEDINGS

The Board adjourned the Executive Session at 5:11 p.m. and returned to the regular meeting.

Upon a motion duly made by Director Korte, seconded by Director Dougherty, and, upon vote, unanimously carried, the Board authorized a contract be negotiated with CliftonLarsonAllen LLP for management services.

Mr. Reid stated that he is looking forward to continuing the relationship with the Board and community.

Other  
Business

Confirm Quorum for Next Board Meeting – May 10, 2016 at 4:30 p.m.

The Board confirmed a quorum for the next Regular Board Meeting scheduled for Tuesday, May 10, 2016 at 4:30 p.m.

Adjournment As there was no further business, the Board adjourned the meeting at 5:15 p.m.

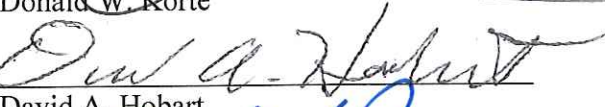
Respectfully submitted,


By   
Secretary for the Meeting

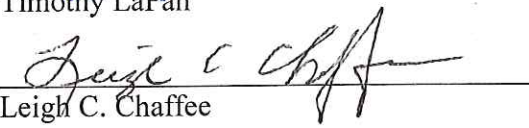
THESE MINUTES APPROVED AS THE OFFICIAL APRIL 12, 2016 MINUTES OF THE BOWLES METROPOLITAN DISTRICT BY THE BOARD OF DIRECTORS SIGNING BELOW.

  
Thomas Dougherty

  
Donald W. Korte

  
David A. Hobart

  
Timothy LaPan

  
Leigh C. Chaffee