

RECORD OF PROCEEDINGS

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**MINUTES OF A REGULAR MEETING  
OF THE BOARD OF DIRECTORS OF THE  
BOWLES METROPOLITAN DISTRICT  
HELD  
JUNE 14, 2016**

A regular meeting of the Board of Directors of Bowles Metropolitan District ("Board" or "BMD") was duly held Tuesday, June 14, 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:

Paul LeFever; resident  
Rob Massengale and Mike Bockh; Colorado Designscapes, Inc.  
Lori Huffman; MSI  
Mathew Mendisco; CliftonLarsonAllen LLP

Administrative

Matters

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

Upon a motion duly made by Director Chaffee, the meeting was called to order at 4:37 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.

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. The Board declared a quorum was present.

## RECORD OF PROCEEDINGS

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### Approval of Agenda

Following discussion, upon a motion duly made by Director Korte, seconded by Director LaPan and, upon vote, unanimously carried, the Board approved the agenda as presented.

### Review and Consider Approval of the May 10, 2016 Regular Board Meeting Minutes

The Board reviewed the minutes of the May 10, 2016 Regular Board Meeting. Following discussion, upon a motion duly made by Director Korte, seconded by Director Dougherty and, upon vote, unanimously carried, the Board approved the minutes of the May 10, 2016 Regular Board Meeting as presented.

### Other

There were no other administrative matters.

### Community Issues

Lori Hoffman noted she had a homeowner call to say that the snow removal was done well. There was a complaint regarding trimming at Isthmus Park. Director Dougherty noted that the District is not responsible for trimming in that area.

Mr. Massengale noted the City of Denver Forester advised that Designscares needs to make sure that the permit is pulled for any tree planting or removal in the ROW. A meeting will be set up with Denver to discuss. There was also discussion regarding conducting an inventory. It was determined to treat any Ash in the ROW that is over 12" in height.

There was discussion regarding Emerald Ash Borer treatment, tree planting diversity, overgrown pine trees at the entrance to Belmont Shores, and mosquito control. Designscares is addressing.

### Legal Matters

None.

### Financial Matters

#### Review and Accept Unaudited Financial Statements as of April 30, 2016

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

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

Following review and discussion, upon a motion duly made by Director Chaffee, seconded by Director Korte and, upon vote unanimously carried, the Board approved claims represented by check numbers 7445 through 7464 totaling \$96,512.25 and an autopay payment to Xcel in the amount of \$1,696.80 for a grand total of \$98,209.05.

RECORD OF PROCEEDINGS

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Other

None.

Operations and  
Maintenance

A. Designscapes

1. Update on Landscape Maintenance

Mr. Bockh noted that Designscapes is mowing the native grasses and is also in the process of conducting a tree inventory. Currently there are seven dead or dying trees and they will obtain proposals for the Board's consideration. The 12 controllers have been installed.

Discussion ensued regarding the mud puddle by the lake due to a leak caused by the irrigation system being damaged by the contractor making concrete improvements throughout the District. Designscapes will follow up with the contractor.

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

a. Planting Material

Upon a motion duly made by Director LaPan, seconded by Director Dougherty and, upon vote, unanimously carried, the Board approved the work order for plantings behind Hillsboro in the amount \$6,589.

b. Other

None.

B. Davey Tree

1. Update on Landscape Maintenance –

Work is continuing on the 2016 tree contract and Davey Tree will soon be removing and grinding stumps throughout the District.

2. Review and Consider approval of Work Orders, If Any

None.

C. Discussion and Direction on 2016 Capital Projects Prioritization Repair

1. Parks

There was discussion regarding the crack seal in Sunset Park. Management was asked to obtain a quote from Rose Asphalt for patch work and bring to the July meeting.

## RECORD OF PROCEEDINGS

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There was discussion regarding installing a fence around Sunset Park. Mr. LeFever will poll the homeowners to see if a fence is wanted. The Board determined that a tennis court and basketball court are not needed at this time.

2. Landscaping

Deferred to the July meeting.

3. Fencing

a. Repairs

The Board discussed the need for fence repairs, noting the poor condition of the fencing at Dorado Greens. Repairs should begin in 2016.

b. Painting

i. Stain Color

The Board determined to start the painting in 2016 at Sunset Park, painting the primary areas and getting back on a three year painting cycle. The Board determined to keep the taupe stain color. Management will bring recommendations for a contractor to the next meeting.

4. Concrete

Deferred to the July meeting.

5. Stormwater

Deferred to the July meeting.

6. Other

None.

Director

The Board discussed the need for paper packets as well as electronic packets, deciding that electronic copies were sufficient.

Director Chaffee discussed the need for pricing on Tract D for replacement of benches, trash cans, etc.

Other

Business

Confirm Quorum for Next Board Meeting – July 12, 2016 at 4:30 p.m.

The Board confirmed a quorum for the next Regular Board Meeting scheduled for Tuesday, July 12, 2016 at 4:30 p.m.

