

**MINUTES OF A SPECIAL MEETING  
OF THE BOARD OF DIRECTORS OF THE  
BOWLES METROPOLITAN DISTRICT  
HELD  
NOVEMBER 18, 2014**

A special meeting of the Board of Directors of the Bowles Metropolitan District (“Board”) was duly held Tuesday, November 18, 2014, 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:

David A. Hobart  
Donald W. Korte  
Thomas Dougherty  
Timothy LaPan  
Leigh C. Chaffee

Also in attendance were:

David Peak; CliftonLarsonAllen LLP  
Robert Massengale; Designscapes  
Donna McNulty; Grant Ranch Master Association  
Rod Curry; Resident

Administrative

Matters

Call to Order

Director Chaffee called the meeting to order.

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. Disclosures of potential conflicts of interest were filed with the Secretary of State for Director Dougherty.

Declaration of Quorum / Approve Agenda

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

RECORD OF PROCEEDINGS

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Review and Consider Approval of the October 14, 2014 Regular Board Meeting Minutes

The Board reviewed minutes of the October 14, 2014 regular board meeting. Following discussion, upon a motion duly made by Director Chaffee, seconded by Director Hobart and, upon vote, unanimously carried, the Board approved the minutes of the October 14, 2014 regular meeting as presented.

Community  
Issues

Review and Consider Approval of a Quit Claim Deed Conveying a Right-of-Way of Property Located Across from the Grant Ranch Middle School from the District to the Grant Ranch Homeowners' Association ("HOA")

Mr. Peak discussed with the Board the potential conveyance of a R.O.W. from the District to the HOA. The HOA will discuss the acceptance of the R.O.W. from the District at its board meeting on November 18, 2014 and will advise the District of its decision.

Legal  
Matters

None.

Financial  
Matters

Review and Approve of Claims through October 2014

Following discussion, upon a motion duly made by Director Korte, seconded by Director Chaffee and, upon vote, unanimously carried, the Board ratified approval of claims totaling \$72,006.17, represented by check numbers 7118 through 7139, and voiding check number 7114 in the amount of \$1,000.00.

Review and Accept Unaudited Financial Statements as of September 30, 2014

Mr. Peak reviewed the Unaudited Financial Statements as of September 30, 2014 with the Board. Following 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 as presented.

Conduct Public Hearing to Consider Amending the 2014 Budget and Consider Adoption of Resolution to Amend 2014 Budget, If Necessary

The President opened the public hearing to consider a 2014 Budget Amendment.

It was noted that publication of Notice stating that the Board would consider a 2014 Budget Amendment and the date, time and place of the public hearing was made in a newspaper having general circulation within the District, in accordance with statutory requirements. No written objections were received prior to the public hearing.

No public comments were received and the public hearing was closed.

It was determined that a 2014 Budget Amendment was not necessary.

## RECORD OF PROCEEDINGS

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### Conduct Public Hearing to Consider Adoption of 2015 Budget, Appropriate Expenditures and Certify Mill Levies; Consider Adoption of Resolution No. 2014-11-01 to Adopt 2015 Budget, Resolution No. 2014-11-02 to Appropriate Expenditures and Resolution No. 2014-11-03 to Certify Mill Levies

Following discussion, upon a motion duly made by Director Chaffee, seconded by Director Korte and, upon vote, unanimously carried, the Board opened the public hearing at 4:42 p.m. Mr. Peak indicated that the public hearing notice had been published in the local newspaper for the 2015 budget. No written objections were received prior to this public hearing. There were no comments from the public in attendance and the public hearing was closed at 4:43 p.m.

Mr. Peak reviewed the proposed 2015 budget with the Board. Following discussion, the Board considered adoption of Resolutions to Adopt the 2015 Budget, Appropriate Sums of Money and Levy Property Taxes for year 2014, for collection in 2015.

Upon a motion duly made by Director Korte, seconded by Director Chaffee and upon vote, unanimously carried, the Board adopted Resolution No. 2014-11-01 Summarizing Expenditures and Revenues for Each Fund and Adopting a Budget for 2015, Resolution No. 2014-11-02 Appropriating Sums of Money to the Various Funds, and Resolution No. 2014-11-03 to Set Mill Levy on Property Taxes for Year 2014 for Collection in 2015. The Board authorized execution of the Certification of Budget, subject to final assessed valuation. Mr. Peak was authorized to file the Mill Levy Certification with the County no later than December 15, 2014 and transmit the Certification of Budget to the Division of Local Government no later than January 30, 2015.

### Review and Consider 2014 Audit Engagement Letter with Schilling & Company, Inc.

Following review and discussion, upon a motion duly made by Director Chaffee, seconded by Director LaPan and, upon vote, unanimously carried, the Board approved the 2014 audit engagement letter with Schilling & Company, Inc. for an amount not to exceed \$6,400.

### Review and Consider Addendum to the Accounting Engagement Letter with Simmons & Wheeler, P.C.

Following review, upon a motion duly made by Director Chaffee, seconded by Director Hobart and, upon vote, unanimously carried, the Board approved the addendum to the accounting engagement letter with Simmons & Wheeler, P.C.

### Operations and Maintenance Update on Landscape Maintenance

Mr. Massengale reported on the landscape maintenance and reported that the irrigation system and pump house have been winterized.

RECORD OF PROCEEDINGS

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Review and Consider Approval of Work Orders

No work orders were presented for approval.

Director  
Matters

The Board asked Designsapes to put a trash can and doggie station on the south side of the west entrance to Grant Ranch.

Directors Korte and Dougherty are planning to attend the annual meeting of the Joseph W. Bowles Reservoir Company in December.

Other  
Business

Review and Discuss the Municipalities Continuing Disclosure Cooperation Initiative Questionnaire for Self Reporting Entities (MCDC Self Reporting Questionnaire needs to be submitted (via email, fax, or regular U.S. Mail) by no later than 5:00 p.m. EST on December 1, 2014) (enclosed)

The Board reviewed and approved the self reporting letter subject to revisions to the information on the report. Director Korte signed the document.

Confirm Quorum for Next Board Meeting – December 9, 2014 at 4:30 p.m.

The Board confirmed a quorum for the next regular board meeting scheduled for Tuesday, December 9, 2014 at 4:30 p.m.

Adjournment Upon a motion duly made by Director Chaffee seconded by Director LaPan and, upon vote, unanimously carried, the Board adjourned the meeting at 5:05 p.m.

Respectfully submitted,

By \_\_\_\_\_  
Secretary for the Meeting

RECORD OF PROCEEDINGS

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THESE MINUTES APPROVED AS THE OFFICIAL NOVEMBER 18, 2014  
MINUTES OF THE BOWLES METROPOLITAN DISTRICT BY THE BOARD  
OF DIRECTORS SIGNING BELOW.

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Thomas Dougherty

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Donald W. Korte

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David A. Hobart

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Timothy LaPan

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Leigh C. Chaffee