

BOWLES METROPOLITAN DISTRICT
8390 E. Crescent Parkway, Suite 300
Greenwood Village, CO 80111
Phone: 303-779-5710
www.bowlesmetrodistrict.org

NOTICE OF SPECIAL MEETING AND AGENDA

DATE: Monday, October 10, 2022
TIME: 4:30 p.m.
LOCATION The Village Center
7255 Grant Ranch Blvd.
Littleton, CO 80123

<u>Board of Directors</u>	<u>Office</u>	<u>Term Expires</u>
Tim LaPan	President	May, 2023
Donald W. Korte	Treasurer	May, 2025
Leigh C. Chaffee	Assistant Secretary	May, 2023
Linda Lutz-Ryan	Assistant Secretary	May, 2025
VACANT	Assistant Secretary	May, 2025

I. ADMINISTRATIVE MATTERS

- A. Call to order and approval of agenda
- B. Present disclosures of potential conflicts of interest
- C. Confirm quorum, location of meeting and posting of meeting notice
- D. Approval of the Minutes from the September 12, 2022 special Board meeting (enclosure)
- E. 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.

II. FINANCIAL MATTERS

- A. Review and consider approval of August 31, 2022 Financial Statements (enclosure)
- B. Review and consider approval of claims in the amount of \$159,822.85 (enclosure)
- C. Other

III. MANAGER MATTERS

- A. Review action item list (enclosure)
- B. Operational Updates and Action Items –
 - 1. Landscape:
 - a. General Update
 - b. Update on Hydro Systems KDI project and irrigation mapping
 - 2. Davey Tree:
 - a. General Update (enclosure)
 - b. Review and consider approval of Russian Olive Removal Proposal in the amount of \$2,400 (enclosure)
 - 3. Irrigation Water Usage:
 - a. Review Irrigation/ Water Use Spreadsheet (enclosure)

IV. DISTRICT ENGINEER

- A. Update on stormwater detention ponds
- B. Review Blue Herron and Sunset Park parking lot bids (enclosures)

V. LEGAL MATTERS

- A. Other

VI. DIRECTOR MATTERS

A. Other

VII. OTHER BUSINESS

A. Other

VIII. ADJOURNMENT

The next regular meeting is scheduled for November 8, 2022 at 4:30 p.m.

RECORD OF PROCEEDINGS

MINUTES OF A SPECIAL MEETING OF
THE BOARD OF DIRECTORS OF THE
BOWLES METROPOLITAN DISTRICT (THE “DISTRICT”)
HELD
SEPTEMBER 12, 2022

A regular meeting of the Board of Directors of the Bowles Metropolitan District (referred to hereafter as the “Board”) was convened on Monday, September 12, 2022, at 4:30 p.m., at the Village Center. The meeting was open to the public.

ATTENDANCE

Directors In Attendance Were:

Donald W. Korte, Treasurer
Timothy LaPan, Assistant Secretary
Linda Lutz-Ryan, Assistant Secretary
Leigh Chaffee, Assistant Secretary

Also, In Attendance Were:

Nic Carlson and Anna Jones; CliftonLarsonAllen LLP (“CLA”)
Alicia Corley, Icenogle Seaver Pogue, P.C.
Johnny Jimenez, Juan, Ross Brown and Phil Steinhauer; Designscapes Colorado Inc.
Paul LeFever; Grant Ranch Master HOA Manager
Karen LeFever, Resident
Derek Fox; Davey Tree
Scott Barnett; Mulhern MRE
Mike Segala; EcoResource Solutions
Pilar Huyos and Mike Cavaletti; Resident

ADMINISTRATIVE MATTERS

Call to Order & Agenda: The meeting was called to order at 4:30 p.m. by Director Korte.

The Board reviewed the agenda for the meeting.

Following discussion, upon a motion duly made by Director Chaffee, seconded by Director Lutz-Ryan and, upon vote, unanimously carried, the Board approved the agenda, as presented.

Potential Conflicts of Interest: There were no additional conflicts of interest disclosed.

Quorum/Confirmation of Meeting Location/Posting of Notice: Mr. Carlson confirmed the presence of a quorum.

The Board entered into a discussion regarding the requirements of Section 32-

RECORD OF PROCEEDINGS

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 August 9, 2022 Regular Board Meeting: Following review, upon a motion duly made by Director LaPan, seconded by Director Lutz-Ryan and, upon vote, unanimously carried, the Board approved the Minutes from the August 9, 2022 Regular Board Meeting, as presented.

Public Comment: Mr. Siletti, a resident of Great Rock, asked about the Roundabout maintenance and landscaping.

Resident Karen LeFever commented on the improvement of Isthmus Park.

Paul LeFever commented on the Designscares winter equipment storage and asked for a potential cost share with the District, indicating more information will be forthcoming. He also asked about the maintenance of the fence near Dave's Trail. Mr. Carlson indicated he will follow up.

FINANCIAL MATTERS

July 31, 2022 Unaudited Financial Statements: Following review, upon a motion duly made by Director Chaffee, seconded by Director LaPan and, upon vote, unanimously carried, the Board approved the July 31, 2022 Unaudited Financial Statements, as presented.

Claims in the amount of \$57,035.81: Following review, upon a motion duly made by Director Chaffee, seconded by Director LaPan and, upon vote, unanimously carried, the Board accepted the Claims, as presented.

Acknowledge Resignation of Simmons and Wheeler and Discuss Replacement: Mr. Carlson discussed the resignation of Simmons and Wheeler with the Board. Following discussion and review, upon a motion duly made by Director Chaffee, seconded by Director Lutz-Ryan and, upon vote, unanimously carried, the Board gave direction for CLA to take over accounting for the remainder of the year, with the potential to bid out accounting services for 2023 as/if needed.

Other: None.

MANAGEMENT MATTERS

Operational Updates and Action Items:

RECORD OF PROCEEDINGS

Landscape: Mr. Jimenez provided an update to the Board and introduced Mr. Brown and Mr. Steinhauer from the Designscales team.

Hydro Systems KDI Project and irrigation Mapping: Mr. Jimenez noted that Designscales continues to work with KDI on mapping. Designscales anticipates a final product delivered to the board by the October meeting.

Sidewalk Repairs with Chavez Services LLC in the Amount of \$38,397.00: Following review, upon a motion duly made by Director Chaffee, seconded by Director Lutz-Ryan and, upon vote, unanimously carried, the Board ratified approval of the sidewalk repairs with Chavez Services LLC in the amount of \$38,397.00.

Davey Tree:

General Update: Mr. Fox provided an update and discussed removal of the Russian Olive at 5508 W. Prentice.

Irrigation Water Usage:

Irrigation/Water Use Spreadsheet: Mr. Carlson reviewed with the Board. The Board asked that the starting use number be re-set in order to clearly understand the monthly use.

Review and Consider Approval of Rocky Mountain Pump and Controls LLC Proposal to Refurbish Two Pumps and Motors in the Amount of \$29,725: No action was taken.

Review and Consider Approval of Rocky Mountain Pump and Controls LLC Proposal to Provide Two New Pumps and Refurbish the Two Motors in the Amount of \$42,185: Following review, upon a motion duly made by Director LaPan, seconded by Director Chaffee and, upon vote, unanimously carried, the Board approved the Rocky Mountain Pump and Controls LLC Proposal to Provide Two New Pumps and Refurbish the Two Motors in the Amount of \$42,185. CLA will follow up with Bowles Reservoir Company on possible project coordination.

Park Update:

Playground Xylophone Proposal in the Amount of \$7,171.00: This item was tabled.

Other: None.

RECORD OF PROCEEDINGS

DISTRICT ENGINEER

Bid Package for Parking Lot Project: Mr. Barnett reviewed the bid packaged with the Board and reviewed the process. The Board approved the package with some suggested modifications and indicated to move ahead with this as quickly as possible.

Stormwater Detention Ponds: Mr. Barnett reported out on the detention ponds. Mr. Segala provided an update on the cattail mitigation and the recommended annual maintenance.

LEGAL MATTERS

Board Vacancy, Review Letters of Interest, Consider Appointment and or Next Steps: The Board discussed and determined to leave the seat vacant until the May election.

Appointment of Officers: The following slate of officers was appointed

Tim LaPan, President
Donald Korte, Treasurer
Leigh Chaffee, Assistant Secretary
Linda Lutz-Ryan, Assistant Secretary
Vacant, Assistant Secretary

Other: None.

DIRECTOR MATTERS

Budget Workshop Date: The Board discussed and decided to hold their Budget Workshop on Thursday October 6th at 4:30 p.m.

Quorum for Next Regular Board Meeting- October 11, 2022 at 4:30 p.m.:
The Board decided to move the next meeting to October 10th, at 4:30 p.m.

OTHER BUSINESS

Other: Director Korte asked about the required stormwater maintenance responsibility with Bow Mar.

ADJOURNMENT

There being no further business to come before the Board at this time, Director Korte adjourned the meeting at 5:54 p.m.

Respectfully submitted,

By _____
Secretary for the Meeting

Bowles Metropolitan District
Financial Statements

August 31, 2022

ACCOUNTANT'S COMPILATION REPORT

Board of Directors
Bowles Metropolitan District

Management is responsible for the accompanying financial statements of each major fund of Bowles Metropolitan District, as of and for the period ended August 31, 2022, which are comprised of the Balance Sheet and the related Statement of Revenues, Expenditures and Changes in Fund Balance – Budget and Actual – Governmental Funds and account groups for the eight month then ended in accordance with accounting principles generally accepted in the United States of America. We have performed a compilation engagement in accordance with the Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. We did not audit or review the financial statements nor were we required to perform any procedures to verify the accuracy or completeness of the information provided by management. Accordingly, we do not express an opinion, a conclusion, nor provide any form of assurance on these financial statements.

Management has elected to omit the Statement of Net Position, Statement of Activities, Management Discussion and Analysis and all of the disclosures required by accounting principles generally accepted in the United States of America. If the omitted disclosures were included in the financial statements, they might influence the user's conclusions about the District's financial position and results of operations. Accordingly, the financial statements are not designed for those who are not informed about such matters.

We are not independent with respect to Bowles Metropolitan District because we performed certain accounting services that impaired our independence.

Simmons & Wheeler P.C.

October 5, 2022
Englewood, Colorado

Bowles Metropolitan District
 Combined Balance Sheet
 August 31, 2022

See Accountant's Compilation Report

	<u>General Fund</u>	<u>Capital Fund</u>	<u>Debt Service Fund</u>	<u>Account Groups</u>	<u>Total All Funds</u>
Assets					
Current assets					
Cash in Checking	\$ 110,650	\$ -	\$ -	\$ -	\$ 110,650
Cash in COLOTRUST	2,392,983	334,815	1,459,569	-	4,187,367
Cash COLOTRUST - Conserv Trust	-	-	-	-	-
Cash in Savings	-	-	-	-	-
Accounts receivable - taxes	80,455	-	(51,335)	-	29,120
Accounts receivable	-	-	-	-	-
Prepaid expenses	-	-	-	-	-
Due from Other Funds	-	-	-	-	-
	<u>2,584,088</u>	<u>334,815</u>	<u>1,408,234</u>	<u>-</u>	<u>4,327,137</u>
Other assets					
Improvements	-	-	-	7,976,731	7,976,731
Amount available in debt service fund	-	-	-	1,408,234	1,408,234
Amount to be provided for retirement of debt	-	-	-	15,596,766	15,596,766
	<u>-</u>	<u>-</u>	<u>-</u>	<u>24,981,731</u>	<u>24,981,731</u>
	<u>\$ 2,584,088</u>	<u>\$ 334,815</u>	<u>\$ 1,408,234</u>	<u>\$ 24,981,731</u>	<u>\$ 29,308,868</u>
Liabilities and Equity					
Current liabilities					
Accounts payable	\$ 57,111	\$ -	\$ -	\$ -	\$ 57,111
Due to Other Funds	-	-	-	-	-
	<u>57,111</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>57,111</u>
GO Bond Payable	-	-	-	17,005,000	17,005,000
Total liabilities	<u>57,111</u>	<u>-</u>	<u>-</u>	<u>17,005,000</u>	<u>17,062,111</u>
Fund Equity					
Investment in improvements	-	-	-	7,976,731	7,976,731
Fund balance	<u>2,526,977</u>	<u>334,815</u>	<u>1,408,234</u>	<u>-</u>	<u>4,270,026</u>
	<u>2,526,977</u>	<u>334,815</u>	<u>1,408,234</u>	<u>7,976,731</u>	<u>12,246,757</u>
	<u>\$ 2,584,088</u>	<u>\$ 334,815</u>	<u>\$ 1,408,234</u>	<u>\$ 24,981,731</u>	<u>\$ 29,308,868</u>

Bowles Metropolitan District
Statement of Revenues, Expenditures and Changes in Fund Balance
For Eight Month Ended August 31, 2022
General Fund

See Accountant's Compilation Report

	Annual <u>Budget</u>	<u>Actual</u>	Variance Favorable <u>(Unfavorable)</u>	<u>---Prior YTD---</u>
Revenues				
Property taxes-Jeffco	\$ 678,292	\$ 675,788	\$ (2,504)	\$ 617,766
Property taxes-Denver	677,219	679,346	2,127	630,553
Specific ownership taxes-Jeffco	103,544	53,310	(50,234)	69,928
Specific ownership taxes-Denver	101,600	69,667	(31,933)	50,474
Conservation Trust fund	20,000	23,198	3,198	16,171
HOA Contribution /Water/Landscape	30,000	-	(30,000)	30,000
Sub HOA Contribution/Irrigation	4,000	4,178	178	572
Miscellaneous Income	2,000	-	(2,000)	916
Interest income	2,000	22,718	20,718	1,702
	<u>1,618,655</u>	<u>1,528,205</u>	<u>(90,450)</u>	<u>1,418,082</u>
Expenditures				
Accounting	13,000	10,581	2,419	12,378
Audit	7,000	6,000	1,000	6,000
Directors Fees	6,000	3,800	2,200	4,100
Election expense	50,000	324	49,676	-
Insurance	15,000	28,393	(13,393)	6,921
Legal	25,000	8,148	16,852	10,430
Management	105,000	77,000	28,000	93,051
Office supplies/misc expense	7,000	6,680	320	9,846
SDA Dues/Conferences	1,500	1,005	495	933
Payroll Taxes	600	291	309	314
Snow Removal	20,000	13,295	6,705	8,175
General tree maint/replacement	155,000	72,472	82,528	35,220
General landscape maintenance	435,000	182,484	252,516	173,182
Landscape maintenance -other	-	2,440	(2,440)	-
Foothills Recreation IGA	10,000	5,479	4,521	5,273
Repairs/maintenance/other	70,000	104,158	(34,158)	128,047
Portable restrooms	10,000	9,206	794	6,391
Special events	13,000	8,000	5,000	-
Treasurer's fees	20,334	16,880	3,454	15,577
Telephone	3,000	1,573	1,427	1,638
Utilities	24,000	12,397	11,603	13,041
Monument Signs	15,000	23,155	(8,155)	12,478
Storm Water Monitoring	55,000	11,788	43,212	-
Storm Drainage Services	-	-	-	461
Water operations	-	-	-	-
Water pump service (operations)	10,000	-	10,000	9,187
Water annual assessment	55,000	39,975	15,025	48,380
Engineering / water samples	12,000	-	12,000	1,248
Contingency	2,064,602	-	2,064,602	-
Operating transfers out	100,000	-	100,000	-
Emergency reserve (3%)	34,123	-	34,123	-
	<u>3,336,159</u>	<u>645,524</u>	<u>2,690,635</u>	<u>602,271</u>
Excess (deficiency) of revenues over expenditures	(1,717,504)	882,681	2,600,185	
Fund balance - beginning	<u>1,717,504</u>	<u>1,644,296</u>	<u>(73,208)</u>	
Fund balance - ending	<u>\$ -</u>	<u>\$ 2,526,977</u>	<u>\$ 2,526,977</u>	

Bowles Metropolitan District
Statement of Revenues, Expenditures and Changes in Fund Balance
Budget and Actual
For Eight Month Ended August 31, 2022
Capital Fund

See Accountant's Compilation Report

	<u>Annual Budget</u>	<u>Actual</u>	Variance Favorable <u>(Unfavorable)</u>	<u>---Prior YTD---</u>
Revenues				
Other Income	\$ -	\$ -	\$ -	\$ -
Transfer from debt service fund	-	-	-	-
Transfer from general fund	-	-	-	-
	<hr/>	<hr/>	<hr/>	<hr/>
	-	-	-	-
Expenditures				
Water Shares	-	-	-	-
Legal	-	-	-	-
District Management	-	-	-	-
Capital Expense-Parks & Trails	-	19,253	(19,253)	49,178
Capital Expense-Landscape improvements	-	-	-	84,886
Capital Expense-Trees	-	-	-	58,690
Capital Expense-Stormwater	-	-	-	1,355
Capital Expense-Fence	-	123,098	(123,098)	58,320
Isthmus Park Design	-	-	-	-
Sunset Park	-	-	-	-
Park Facilities	-	-	-	164,949
Blue Heron	-	-	-	-
Lolly Park	-	-	-	-
Capital expense-irrigation improvements	-	-	-	11,529
Asphalt	140,000	-	140,000	-
Drainage	10,000	-	10,000	-
Sidewalks	25,000	-	25,000	-
Trees/shrubs	115,000	61,987	53,013	-
Irrigation ditch improvements	126,000	189,568	(63,568)	-
Tree removal	8,000	-	8,000	-
Contingency	142,098	-	142,098	-
	<hr/>	<hr/>	<hr/>	<hr/>
	566,098	393,906	172,192	428,907
Excess (deficiency) of revenues over expenditures				
	(566,098)	(393,906)	172,192	
Fund balance - beginning				
	<hr/>	<hr/>	<hr/>	
	566,098	728,721	162,623	
Fund balance (deficit) - ending				
	<hr/>	<hr/>	<hr/>	
	\$ -	\$ 334,815	\$ 334,815	

Bowles Metropolitan District
Statement of Revenues, Expenditures and Changes in Fund Balance
Budget and Actual
For Eight Month Ended August 31, 2022
Debt Fund

See Accountant's Compilation Report

	<u>Annual Budget</u>	<u>Actual</u>	<u>Variance Favorable (Unfavorable)</u>	<u>---Prior YTD---</u>
Revenues				
Property taxes-Jeffco	\$ 818,875	815,853	\$ (3,022)	\$ 745,806
Property taxes-Denver	817,580	820,148	2,568	761,243
Transfer from General Fund	100,000	-	(100,000)	-
Interest income	1,500	913	(587)	567
	<u>1,737,955</u>	<u>1,636,914</u>	<u>(101,041)</u>	<u>1,507,616</u>
Expenditures				
2013 Bonds-Principal	910,000	-	910,000	-
2013 Bonds-Interest	770,963	385,481	385,482	398,456
Legal	10,000	-	10,000	-
Treasurer fees	24,555	20,379	4,176	18,806
Trustee/paying agent fees	3,000	-	3,000	-
	<u>1,718,518</u>	<u>405,860</u>	<u>1,312,658</u>	<u>417,262</u>
Excess (deficiency) of revenues over expenditures	19,437	1,231,054	1,211,617	
Fund balance - beginning	<u>160,450</u>	<u>177,180</u>	<u>16,730</u>	
Fund balance (deficit) - ending	<u>\$ 179,887</u>	<u>\$ 1,408,234</u>	<u>\$ 1,228,347</u>	

Bowles Metropolitan District
Claims
10/7/2022

Vendor Name	Invoice #	Invoice Date	Description	Amount
CDR Construction LLC	1223	9/8/2022	Playground repairs	352.02
CenturyLink	720-283-6976479B	9/1/2022	720-283-6976 479B	224.62
Chavez Services LLC	CW-2022-151	9/29/2022	09 concrete repairs	38,397.00
Clifton, Larson, Allen LLP	3405757	8/31/2022	08 management	17,548.17
Colorado Community Media	67112	9/23/2022	Legal Posting	34.92
Colorado Community Media	67144	9/23/2022	Legal Posting	34.92
Colorado Special Districts Property and Liability	23WC-60142-0307	8/26/2022	2023 WC	450.00
Designscapes Colorado	117982	8/31/2022	08 maintenance	1,400.00
Designscapes Colorado	118017	8/31/2022	maintenance	43,256.73
Designscapes Colorado	118304	9/16/2022	Remove Cattails in detention pond	1,498.00
Designscapes Colorado	118705	8/31/2022	Boulder and plants	13,769.78
Designscapes Colorado	118738	9/13/2022	Cutting of branches	1,030.00
Designscapes Colorado	118760	9/15/2022	Irrigation repair	1,424.25
Designscapes Colorado	118834	9/16/2022	07 maintenance	600.00
Designscapes Colorado	118835	9/16/2022	Detention pond cleanup	3,523.00
Designscapes Colorado	118867	9/16/2022	07 maintenance	497.02
Designscapes Colorado	118868	9/15/2022	Ground maintenance	26,502.46
Donald W. Korte	Meeting 10-10-22	10/10/2022	10 10 22 Director Fee	(7.65)
Donald W. Korte	Meeting 10-10-22	10/10/2022	10 10 22 Director Fee	100.00
EcoResource Solutions Inc.	16018	8/31/2022	08 monitoring	1,757.40
Homestead Painting LLC	5424	9/28/2022	Replace 1 rail	166.00
Icenogle Seaver Pogue	22289	8/31/2022	08 Legal	2,743.00
Leigh C. Chaffee	Meeting 10-10-22	10/10/2022	10 10 22 Director Fee	100.00
Leigh C. Chaffee	Meeting 10-10-22	10/10/2022	10 10 22 Director Fee	(7.65)
Linda Lutz-Ryan	Meeting 10-10-22	10/10/2022	10 10 22 Director Fee	(7.65)
Linda Lutz-Ryan	Meeting 10-10-22	10/10/2022	10 10 22 Director Fee	100.00
McGeady Becher P.C.	388WAug22	8/31/2022	08 legal	85.40
MFish Graphics	1285	7/13/2022	06 services	219.00
Mulhern MRE Inc	MMRE63100	8/8/2022	08 Engineering	1,818.00
Rocky Mountain Pump & Controls LLC	3220	9/9/2022	Adjust packing on pump	650.00
Simmons & Wheeler P.C.	33781	8/31/2022	08 accounting	1,254.51
Timothy LaPan	Meeting 10-10-22	10/10/2022	10 10 22 Director Fee	(7.65)
Timothy LaPan	Meeting 10-10-22	10/10/2022	10 10 22 Director Fee	100.00
United Site Services	114-13337074	9/7/2022	portable restrooms	217.25
Total				159,822.85

Bowles MD Action Item Log**Admin**

	Lead	Due Date	Notes
Revisions to final budget	CLA	November meeting	CLA to update with 2023 vendor rates
Pump House Pumps and Motors	CLA	ASAP	Working through contracting and scheduling
Replace bench and trash can by clubhouse	CLA	ASAP	Products on order, insurance claim filed

Landscape

Dead Branch Cleanup in Open Space Tracks	Davey?		
Sidewalk Repairs	Chavez		Completed
Sump project	Designscapes		Completed
Detention pond maintenance	DS/ERS	Ongoing	Monitor detention ponds, treat for cattails
Russian Olives off Prentice	Davey	October meeting	Davey to remove large Russian Olive from Bow Mar tract - investigate willows

Legal

Port-O-Potties			Working on contracting
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10/4/22

Bowles Metro District/Davey Tree Update for October Meeting

New

- Contacted homeowners North side of Heron Estates off W. Prentice Cir. to evaluate Russian Olive trees along the retention pond. There is one larger Russian Olive behind 5508 W. Prentice Cir. There is another smaller Russian Olive behind 5520 W Prentice Cir. Proposal is included to remove these trees. We need permission and access through homeowners property at 5508 W Prentice Cir to facilitate removal of the larger tree.
- ID'd other clump like bushes with lighter green foliage thought to be Russian Olive. These bushes are not Russian Olive and are some type of Willow/Salix species.
- 2023 Pruning and PHC Proposals due in November???

**Denver West
303-761-3052**

4450 S. Windermere St. • Englewood, CO 80110

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The Davey Tree Expert Company
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 Englewood, CO 80110-5540
 Phone: (303) 761-3052 x5430 Fax: (303) 761-3089
 Email: Derek.Fox@davey.com

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Client	Service Location	9/26/2022
CLIFTON ALLEN LARSON 8390 E CRESCENT PKWY STE 500 GREENWOOD VLG, CO 80111-2814	BOWLES METRO DISTRICT C/O CLIFTON ALLEN LARSON 7255 W GRANT RANCH BLVD LITTLETON, CO 80123-0813 Work: (303) 265-7998 Email: AcctPayColo@claconnect.com	Proposal #: 20005890-1664218603 Account #: 3884705 Ship To #: 1516637 Home: (303) 265-7998 Fax: (303) 779-0348 Email: AcctPayColo@claconnect.com

	Service Period	Price	Tax	Total
<input type="checkbox"/> Tree Removal		\$2,400.00		\$2,400.00
Cut off to as low a stump as possible - 1 large Russian Olive tree located at along retention pond North of Heron Estates.				

****Work will need to be performed from backyard of 5508 W Prentice Cir. Bart and Pam Richards are owners (720)353-0825. All wood and debris will need to be brought over the fence and hauled through the backyard to the street here.***

Yes, please schedule the services marked above.

ACCEPTANCE OF PROPOSAL: The above prices and conditions are hereby accepted. You are authorized to do this work as specified. I am familiar with and agree to the terms and conditions appended to this form. All deletions have been noted. I understand that once accepted, this proposal constitutes a binding contract. This proposal may be withdrawn if not accepted within 30 days.

	<p><i>Derek Fox</i></p> <hr/> <p>Derek Fox CO Applicator Certified # 6109 Cert TreeCare Safety Prof 02769</p>	<hr/> <p>Authorization</p>	<hr/> <p>Date</p>
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We use quality products that are administered by trained personnel. We guarantee to deliver what we have contracted to deliver. If we do not, we will work with you until you are satisfied, or you will not be charged for the disputed item. Our Client Care Guarantee demonstrates our commitment to creating lifelong client relationships.

Tree Care

PRUNING: Performed by trained arborists using industry and Tree Care Industry Association (TCIA) approved methods.

TREE REMOVAL: Removal to within 6" of ground level and cleanup of debris.

STUMP REMOVAL: Mechanical grinding of the visible tree stump to at or just below ground level. Stump area will be backfilled with stump chips and a mound of remaining chips will be left on site unless otherwise stated in the contract. Chip removal, grading and soil backfill are available.

CLEAN-UP: Logs, brush, and leaves, and twigs large enough to rake are removed. Sawdust and other small debris will not be removed.

CABLING/BRACING: Cabling and bracing of trees is intended to reduce damage potential. It does not permanently remedy structural weaknesses, is not a guarantee against failure and requires periodic inspection.

Tree and Shrub Fertilization/SoilCare

Your arborist will assess your property's overall soil conditions either through physical assessment or through soil testing and will recommend a soil management program to help the soil become a better medium to enable healthy plants to thrive or unhealthy plants to regain their vitality. SoilCare programs will include fertilizers, organic humates, fish emulsions and other organic soil conditioners.

Our advanced formula, Arbor Green PRO, works with nature to fertilize without burning delicate roots, building stronger root systems and healthier foliage. It contains no chlorides or nitrates. It is hydraulically injected into the root zone and the nutrients are gradually released over time. Research and experience shows the dramatic benefits Arbor Green PRO provides: greater resistance to insects and diseases, greater tolerance to drought stress, increased vitality, and healthier foliage.

Tree and Shrub Plant Health Care

PRESCRIPTION PEST MANAGEMENT: Customized treatments to manage disease and insect problems specific to plant variety and area conditions. Due to the short term residual of available pesticides, repeat applications may be required.

INSECT MANAGEMENT: Inspection and treatment visits are scheduled at the proper time to achieve management of destructive pests. Pesticides are applied to label specifications.

DISEASE MANAGEMENT: Specific treatments designed to manage particular disease problems. Whether preventative or curative, the material used, the plant variety being treated, and the environmental conditions all dictate what treatment is needed.

EPA approved materials will be applied in accordance with State and Federal regulations.

Lawn Care

FERTILIZER AND MECHANICAL SERVICES: Balanced fertilizer treatments applied throughout the growing season help provide greener turf color and denser root development. To help bring about a better response to these applications, we also provide aeration, lime, overseeding, and lawn renovation.

WEED CONTROL AND PEST MANAGEMENT: Broadleaf weed control is applied either as a broadcast or a spot treatment. Granular weed management may be broadcast. We also offer pre-emergent crabgrass management in the spring and, if needed, a post emergent application later in the year. Our surface insect management is timed to reduce chinch bugs, sod webworms, and billbugs. We also offer a grub management application. Disease management materials and treatments are matched to particular disease problems. This usually requires repeat applications.

Other Terms and Contract Conditions

INSURANCE: Our employees are covered by Worker's Compensation. The company is insured for personal injury and property damage liability. Proof of insurance can be verified by requesting a copy of our Certificate of Insurance.

WORKING WITH LIVING THINGS: As trees and other plant life are living, changing organisms affected by factors beyond our control, no guarantee on tree, plant or general landscape safety, health or condition is expressed or implied and is disclaimed in this contract unless that guarantee is specifically stated in writing by the company. Arborists cannot detect or anticipate every condition or event that could possibly lead to the structural failure of a tree or guarantee that a tree will be healthy or safe under all circumstances. Trees can be managed but not controlled. When elevated risk conditions in trees are observed and identified by our representatives and a contract has been signed to proceed with the remedial work we have recommended, we will make a reasonable effort to proceed with the job promptly. However, we will not assume liability for any accident, damage or injury that may occur on the ground or to any other object or structure prior to us beginning the work. Site inspections do not include internal or structural considerations unless so noted. Unless otherwise specified, tree assessment will not include investigations to determine a tree's structural integrity or stability. We may recommend a Risk Assessment be conducted for an additional charge.

TREE CARE STANDARDS: All work is to be performed in accordance with current American National Standards Institute (ANSI) Standard Practices for Tree Care Operations.

OWNERSHIP OF TREES/PROPERTY: Acceptance constitutes a representation and warranty that the trees and property referenced in this quote are either owned by the signee or that written permission has been received to work on trees which are not on the signee's property.

TIME & MATERIAL (T&M): Jobs performed on a T&M basis will be billed for the time on the job (not including lunch break), travel to and from the job, and materials used.

BILLING & SALES TAX: All amounts deposited with us will either be credited to your account or applied against any amounts currently due. Our invoices are due net 30 days from invoice date. Services may be delayed or cancelled due to outstanding account balances. Sales tax will be added as per local jurisdiction. Clients claiming any tax exempt status must submit a copy of their official exempt status form including their exemption number in order to waive the sales or capital improvement tax.

PAYMENT: We accept checks and credit cards. Credit card payments may be made online at our web site. Paying by check authorizes us to send the information from your check to your bank for payment.

UNDERGROUND PROPERTY: We are not responsible for any underground property unless we have been informed by you or the appropriate underground location agency.

SCHEDULING: Job scheduling is dependent upon weather conditions and work loads.

Per month nonresettable		
	Nov-21	1,654,496.00
	Dec-21	-
	Jan-22	-
	Feb-22	-
	Mar-22	-
	Apr-22	2,255,840.00
	May-22	4,128,186.00
	Jun-22	12,116,374.00
	Jul-22	11,011,984.00
	Aug-22	11,040,112.00
	Sep-22	8,047,280.00
	Oct-22	
	Nov-22	
	Total in gallons	50,254,272.00
	Total in Acrefeet	154.22
	Acrefeet remaining	(30.28)
	Total percent used	83.59%

Memo

TO: Bowles Metropolitan District, Board of Directors
CC: CLA - District Manager
FROM: Scott Barnett & Jordan Blue - MMRE
DATE: October 7, 2022
RE: Blue Heron and Sunset Park Parking Lot Improvements – Bid Results.

On behalf of the Bowles Metropolitan District (“District”), Mulhern MRE, Inc. (“MMRE”) opened Bids for the Blue Heron and Sunset Park Parking Lot Improvements Project on October 7, 2022. After the Bid Opening a Bid Breakdown was created. Two Bids were received; the Summary is as follows:

Rocky Mountain Pavement dba A-1 Chipseal Co.:	\$373,704.55
Chavez Services LLC :	\$356,369.00

MMRE Engineers reviewed the bids and confirmed that the bids submitted met the District requirements for this project.

The MMRE Engineers have worked with both of the contractors listed above over the past 10 years and they both have successfully completed several projects to our satisfaction.

With this in mind, we have no concerns with the Bid provided by Chavez Services LLC or their capabilities to complete this project for the District.

MMRE recommends awarding the Blue Heron and Sunset Park Parking Lot Improvements Project to Chavez Services LLC for **\$356,369.00**. This is a Unit Price Bid. MMRE also recommends authorizing a 5% contingency (\$17,818.45) to cover any unforeseen changes to the project that might be required to complete the project as it is sometimes impractical to wait until the next Board meeting for decisions to be made. The detailed Bid Breakdown follows on the next two sheets for informational use.



Bid Schedule

Project: Bowles Metropolitan District - Blue Heron and Sunset Park Parking Lot Improvement
Address: Blue Heron Park - 5491 W. Bowles Ave., Littleton, CO 80123

Item No.	Description	Quantity	Unit	Unit Price (A-1 Chipseal Co.)	Total (A-1 Chipseal Co.)	Unit Price (Chavez Services LLC)	Total (Chavez Services LLC)
1	AC Pavement Remove and properly dispose of existing asphalt. Install 5-inch AC Pavement as per Jefferson County STND-18. Top 2-inches to be Grade SX, bottom 3-inches Grade S, and subgrade compacted to 95%.	350	TONS	\$210.00	\$73,500.00	\$170.00	\$59,500.00
2	6-in Curb w/ 1 ft pan Remove and properly dispose of existing curb and gutter. Replace curb and gutter to match existing as per Jefferson County STND-1.	80	LF	\$39.45	\$3,156.00	\$45.00	\$3,600.00
3	6-in Curb w/ 2 ft pan Remove and properly dispose of existing curb and gutter. Replace curb and gutter to match existing as per Jefferson County STND-1.	500	LF	\$41.67	\$20,835.00	\$48.00	\$24,000.00
4	4-in Concrete Sidewalk Remove and properly dispose of existing concrete/sidewalk. Install 4-in concrete sidewalk.	270	SF	\$12.78	\$3,450.60	\$9.00	\$2,430.00
5	ADA Ramp Remove and properly dispose of existing ramp. Install new Type-1 ramp as per CDOT Std Plan M-608-1.	1	EA	\$7,115.00	\$7,115.00	\$2,300.00	\$2,300.00
6	ADA Sign Install ADA signs at ADA designated parking stalls.	2	EA	\$350.00	\$700.00	\$600.00	\$1,200.00
7	Striping 4-in white parking stall striping and loading zone striping.	425	LF	\$1.50	\$637.50	\$3.00	\$1,275.00
8	Striping ADA ADA parking stall symbol.	2	EA	\$250.00	\$500.00	\$450.00	\$900.00
9	CDOT Class 6 Base Coarse Remove and properly dispose of existing sub base, as necessary, and replace with CDOT Class 6 Base Coarse.	75	TONS	\$60.00	\$4,500.00	\$70.00	\$5,250.00
10	Mobilization	1	EA	\$10,125.00	\$10,125.00	\$12,104.00	\$12,104.00
				Subtotal	\$124,519.10		\$112,559.00
				Total	\$373,704.55		\$356,369.00



Bid Schedule

Project: Bowles Metropolitan District - Blue Heron and Sunset Park Parking Lot Improvement
Address: Sunset Park - 5767 S. Depew Cir., Littleton, CO 80123

Item No.	Description	Quantity	Unit	Unit Price (A-1 Chipseal Co.)	Total (A-1 Chipseal Co.)	Unit Price (Chavez Services LLC)	Total (Chavez Services LLC)
1	AC Pavement Remove and properly dispose of existing asphalt. Install 5-inch AC Pavement as per Jefferson County STND-18. Top 2-inches to be Grade SX, bottom 3-inches Grade S, and subgrade compacted to 95%.	700	TONS	\$193.00	\$135,100.00	\$170.00	\$119,000.00
2	6-in Curb w/ 2 ft pan Remove and properly dispose of existing curb and gutter. Replace curb and gutter to match existing as per Jefferson County STND-1.	875	LF	\$41.67	\$36,461.25	\$48.00	\$42,000.00
3	4-in Concrete Sidewalk Remove and properly dispose of existing concrete/sidewalk. Install 4-in concrete sidewalk.	2040	SF	\$9.73	\$19,849.20	\$9.00	\$18,360.00
4	Drive Approach w/ Detached Sidewalk Remove and properly dispose of existing asphalt. Install new drive approach as per Jefferson County STND-6.	2	EA	\$11,500.00	\$23,000.00	\$9,500.00	\$19,000.00
5	ADA Ramp Remove and properly dispose of existing ramp. Install new Type-2 ramp as per CDOT Std Plan M-608-1.	2	EA	\$3,775.00	\$7,550.00	\$2,300.00	\$4,600.00
6	ADA Sign Install ADA signs at ADA designated parking stalls.	3	EA	\$350.00	\$1,050.00	\$600.00	\$1,800.00
7	Striping 4-in white parking stall striping and loading zone striping.	1200	LF	\$0.75	\$900.00	\$3.00	\$3,600.00
8	Striping ADA ADA parking stall symbol.	3	EA	\$175.00	\$525.00	\$450.00	\$1,350.00
9	CDOT Class 6 Base Coarse Remove and properly dispose of existing sub base, as necessary, and replace with CDOT Class 6 Base Coarse.	150	TONS	\$60.00	\$9,000.00	\$70.00	\$10,500.00
10	Mobilization	1	EA	\$15,750.00	\$15,750.00	\$23,600.00	\$23,600.00
				Subtotal	\$249,185.45		\$243,810.00
				Total	\$373,704.55		\$356,369.00