

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, September 12, 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>
VACANT	President	May, 2023
Donald W. Korte	Treasurer	May, 2025
Leigh C. Chaffee	Assistant Secretary	May, 2023
Timothy LaPan	Assistant Secretary	May, 2023
Linda Lutz-Ryan	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 August 9, 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 July 31, 2022 Financial Statements (enclosure)
- B. Review and consider approval of claims in the amount of \$57,035.81 (enclosure)
- C. Acknowledge resignation of Simmons and Wheeler and discuss replacement (enclosures)
- D. Other

III. MANAGER MATTERS

- A. Operational Updates and Action Items –
 - 1. Landscape:
 - a. Update on Hydro Systems KDI project and irrigation mapping
 - b. Ratified approval of sidewalk repairs with Chavez Services LLC in the amount of \$38,397.00 (enclosure)
 - 2. Davey Tree:
 - a. General Update (enclosure)
 - 3. Irrigation Water Usage:
 - a. Review Irrigation/ Water Use Spreadsheet (enclosure)
 - b. Review and consider approval of Rocky Mountain Pump and Controls LLC Proposal to refurbish two pumps and motors in the amount of \$29,725 (enclosure)
 - c. Review and consider approval of Rocky Mountain Pump and Controls LLC Proposal provide two new pumps and refurbish the two motors in the amount of \$42,185 (enclosure)
 - 4. Park Update:
 - a. Review and consider approval of Playground Xylophone Proposal in the amount of \$7,171.00 (enclosure)

IV. DISTRICT ENGINEER

- A. Review and consider approval of bid package for parking lot project (to be distributed)
- B. Discuss stormwater detention ponds (enclosure)

V. LEGAL MATTERS

- A. Discuss Board vacancy, review letters of interest, consider appointment and or next steps (enclosure)
- B. Consider appointment of officers
 - President: _____
 - Treasurer: _____
 - Assistant Secretary: _____
 - Assistant Secretary: _____
 - Assistant Secretary: _____
- C. Other

VI. DIRECTOR MATTERS

- A. Confirm budget workshop date
- B. Confirm quorum for next regular Board meeting – October 11, 2022 at 4:30 p.m.

VII. OTHER BUSINESS

- A. Other

VIII. ADJOURNMENT

The next regular meeting is scheduled for October 11, 2022 at 4:30 p.m.

MINUTES OF A REGULAR MEETING OF
THE BOARD OF DIRECTORS OF THE
BOWLES METROPOLITAN DISTRICT (THE “DISTRICT”)
HELD
AUGUST 9, 2022

A regular meeting of the Board of Directors of the Bowles Metropolitan District (referred to hereafter as the “Board”) was convened on Tuesday, August 9, 2022, at 4:30 p.m., at the Village Center. The meeting was open to the public.

ATTENDANCE

Directors In Attendance Were:

- Thomas Dougherty, President
- Donald W. Korte, Treasurer
- Timothy LaPan, Assistant Secretary
- Linda Lutz-Ryan, Assistant Secretary

Director Chaffee was absent and excused.

Also, In Attendance Were:

- Nic Carlson, Anna Jones, and Ashley Heidt; CliftonLarsonAllen LLP (“CLA”)
- Johnny Jimenez; Designscapes Colorado Inc.
- Paul LeFever; Grant Ranch Master HOA Manager
- Derek Fox; Davey Tree
- Scott Barnett; Mulhern MRE
- Jake Morgan; Homestead Painting LLC
- Pilar Huyos, Kern Ferguson, Ruthann Moomy, Alan Lee, Tracy Bolger and Robin Fish; Residents

ADMINISTRATIVE
MATTERS

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

Following discussion, upon a motion duly made by Director Dougherty, seconded by Director LaPan and, upon vote, unanimously carried, the Board excused the absence of Director Chaffee.

The Board reviewed the agenda for the meeting.

Following discussion, upon a motion duly made by Director Korte, seconded by Director Dougherty and, upon vote, unanimously carried, the Board approved the agenda, as amended to add the update of the gazebo project and move up the District Engineer/ Detention Pond item to follow public comment on the agenda.

September Meeting Date Change: Mr. Carlson and Ms. Jones explained the

need to move the September meeting to Monday, September 12 instead of Tuesday, September 13. The Board decided this would be fine.

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 32-1-903(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 July 12, 2022 Regular Board Meeting: Following review, upon a motion duly made by Director Korte, seconded by Director Dougherty and, upon vote, unanimously carried, the Board approved the Minutes from the July 12, 2022 Regular Board Meeting, as presented.

Public Comment: Ms. Bolger expressed to the Board that the detention pond needs attention, specifically the forebay and trickle channels need to be cleared of cattails and sediment as the water is not able to drain.

Mr. LeFever noted that with winter approaching, he would like to obtain a container for Designscares to store their equipment and is asking for the District to share the cost. He noted it would be around \$8,000-10,000. Director Dougherty asked where it would be stored. Mr. LeFever noted it would be stored by the dumpsters. Director Korte asked where it would be stored in the summer. Mr. LeFever noted it would just be a rental for the winter.

Mr. Lee addressed the Board and noted he would like to help out on the Board.

Gazebo Project: Mr. Carlson reviewed photos of the gazebo progress with the Board noting that there might be 1-2 days of work left. Mr. Morgan noted he needs to paint the posts and needs to cover the old framing with metal edging. He noted the work should be wrapped up tomorrow. Director Dougherty asked if Homestead could go out and repair some of the broken slats on the fences.

District Engineer:

Blue Herron and Sunset Park Parking Lot Projects: Mr. Carlson discussed with the Board and noted that legal classifies this project as a capital project with requires it to be bid out. Due to the size and scope of the project, Mr. Carlson noted CLA advises bringing on an engineer.

Maintenance of Detention Ponds and Request from Town of Bow Mar: Mr. Carlson reviewed with the Board noting that legal wants an engineer to look over all documents and bring back a scope of work. Director Korte stated there needs to be long term and short term solutions. Mr. Carlson noted EcoResource Solutions can likely get out and treat the detention ponds next week and could get Designscaapes to clear out some of the sediment. He also stated that cattail removal will have to be done in the spring and EcoResource Solution can treat the water.

Ms. Huyos wanted clarification whether what is being done at the Bow Mar Pond will be done to all ponds in the neighborhood. She addressed the smell and landscape maintenance of weds and Russian Olive trees. Director Korte noted the smell, insects and algae need to be addressed.

Director Dougherty noted that the attorney will review all documents with Bow Mar. He stated that the fence was put in by Bowles but was paid for by Bow Mar. He asked for clarification on what the District is responsible for and what it is not.

Drew, a resident of Heron Shores, mentioned his fence is leaning and is concerned with the bugs from the pond and the fire hazards of the open space behind his house.

Following discussion, upon a motion duly made by Director Korte, seconded by Director Dougherty and, upon vote, unanimously carried, the Board approved a not to exceed amount of \$10,000 to have EcoResource Solutions to treat the detention ponds.

Mulhern MRE Proposal for On Call Engineering Services: Ms. Jones provided some context regarding Mr. Barnett's abilities. Mr. Barnett introduced himself to the Board and noted he could be a good fit to be the on-call engineer for the District. Following review, upon a motion duly made by Director Korte, seconded by Director Lutz-Ryan and, upon vote, unanimously carried, the Board approve the Mulhern MRE proposal for on call engineering services.

FINANCIAL MATTERS

June 30, 2022 Unaudited Financial Statements: Director Dougherty noted that the financials came in late and that the Board is worried with their promptness. He asked CLA to reach out to Simmons and Wheeler.

Claims in the amount of \$155,482.90: Following review, upon a motion duly made by Director Dougherty, seconded by Director Korte and, upon vote, unanimously carried, the Board accepted the Claims, as presented.

Other: None.

**MANAGEMENT
MATTERS**

Operational Updates and Action Items:

Landscape:

Hydro Systems KDI Project and irrigation Mapping: Mr. Jimenez noted that the link is ready for review and revisions. Director LaPan mentioned he asked the vendor to make the map color coded.

Sump Replacement Proposal for Blue Herron Park in the Amount of \$43,256.46: Mr. Jimenez reviewed the proposal with the Board. Director LaPan noted that there are areas that need more help than others. Director Dougherty stated it would just make sense to get it all done at once. Director Korte asked if it was a reasonable price. Mr. Jimenez reviewed the cost breakdown with the Board. Following discussion and review, upon a motion duly made by Director Korte, seconded by Director Dougherty and, upon vote, unanimously carried, the Board approved the Sump Replacement proposal for Blue Herron Park in the amount of \$43,256.46, as presented.

Sump Replacement Proposal for Sunset Park in the Amount of \$26,502.46: Mr. Jimenez reviewed the proposal with the Board. Following discussion and review, upon a motion duly made by Director Korte, seconded by Director Dougherty and, upon vote, unanimously carried, the Board approved the Sump Replacement proposal for Sunset Park in the amount of \$26,502.46, as presented.

Sunset Park Playground Mulch Proposal in the Amount of \$1,285.00: Mr. Jimenez reviewed. Following discussion and review, upon a motion duly made by Director Korte, seconded by Director Dougherty and, upon vote, unanimously carried, the Board approved the Sunset Park Playground Park proposal in the amount of \$1,285.00, as presented.

Seeding Proposal in the Native Grass Area: Mr. Jimenez reviewed with the Board. Following review, upon a motion duly made by Director LaPan, seconded by Director Dougherty and, upon vote, unanimously carried, the Board approved the Seeding Proposal for the Native Grass area in an amount not to exceed \$1,500, subject to Director LaPan's final approval.

Other: Mr. Jimenez asked about helping to remove sediment from the detention ponds and how they can help. Mr. Carlson directed them to start by cleaning out the forebay's.

Director LaPan asked about the radiant crab trees in Sunset Park.

Davey Tree:

General Update: Mr. Fox provided an update and noted they are almost done with the main pruning of the District.

Isthmus Park Tree Removal Proposal in the Amount of \$3,800: Mr. Fox reviewed the proposal with the Board. Following review, upon a motion duly made by Director Dougherty, seconded by Director Korte and, upon vote, unanimously carried, the Board approved the Isthmus Park Tree Removal proposal in the amount of \$3,800.

Tree Removal and Stump Grinding Proposal in the Amount of \$10,200: Mr. Fox reviewed the proposal with the Board. Following review, upon a motion duly made by Director Korte, seconded by Director Lutz-Ryan and, upon vote, unanimously carried, the Board approved the Tree Removal and Stump Grinding proposal in the amount of \$10,200.

Other: Mr. Carlson noted that all tree insurance claims from the May snowstorm damage were approved.

Irrigation Water Usage:

Irrigation/Water Use Spreadsheet: Mr. Carlson reviewed with the Board. Director Korte noted that this is what they were looking for.

Grant Ranch HOA:

Rainmaster 4G Upgrades: Mr. Jimenez reviewed the need for the upgrade for all of the clocks. Following review, upon a motion duly made by Director Dougherty, seconded by Director Lutz-Ryan and, upon vote, unanimously carried, the Board ratified approval of the Rainmaster 4G upgrades.

Park Update:

MFish Graphics Proposal for Dog Leash Signs on Pet Waste Stations in the Amount of \$275: Mr. Carlson reviewed with the Board. Following review, upon a motion duly made by Director Dougherty, seconded by

Director Lutz-Ryan and, upon vote unanimously carried, the Board approved the MFish Graphics Proposal for Dog Leash Signs on Pet Waste Stations in the amount of \$275.

MFish Graphics Proposal for Dog Leash Signs on Existing Park Signs in the Amount of \$423.40: This item was tabled.

Other: None.

LEGAL MATTERS

Resolution Establishing Delegations of Power and Duty to the District Manager in an Amount Not to Exceed \$5,000 Per Occurrence: Mr. Carlson reviewed with the Board. Following review, upon a motion duly made by Director Korte, seconded by Director Dougherty and, upon vote, unanimously carried, the Board approved the Resolution Establishing Delegations of Power and Duty to the District Manager in an amount not to exceed \$5,000 per occurrence, as presented.

Other: None.

DIRECTOR MATTERS

Quorum for Next Board Meeting: The Board confirmed a quorum for the next Board Meeting on September 12, 2022 at 4:30 p.m.

Other: Director Dougherty stated that he is officially resigning from the Board effective immediately.

OTHER BUSINESS

Other: None.

ADJOURNMENT

There being no further business to come before the Board at this time, Director Korte adjourned the meeting at 5:59 p.m.

Respectfully submitted,

By _____
Secretary for the Meeting

ACTION ITEM LOG

Study session with Engineering regarding detention ponds
Radiant crab trees in sunset- Nic to follow up with Davey
BBQ cleaning
Dead branch clean up in open space tracks
Basketball hoop nets
Port-o-potties
Xylophone proposals
Follow up with pump vendor for new pump proposals

Bowles Metropolitan District
Financial Statements

July 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 July 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 seven 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.

August 25, 2022
Englewood, Colorado

Bowles Metropolitan District
Combined Balance Sheet
June 30, 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	\$ 67,869	\$ -	\$ -	\$ -	\$ 67,869
Cash in COLOTRUST	2,562,717	335,205	1,433,174	-	4,331,096
Cash COLOTRUST - Conserv Trust	-	-	-	-	-
Cash in Savings	-	-	-	-	-
Accounts receivable - taxes	79,003	-	(30,745)	-	48,258
Accounts receivable	-	-	-	-	-
Prepaid expenses	-	-	-	-	-
Due from Other Funds	-	-	-	-	-
	<u>2,709,589</u>	<u>335,205</u>	<u>1,402,429</u>	<u>-</u>	<u>4,447,223</u>
Other assets					
Improvements	-	-	-	7,976,731	7,976,731
Amount available in debt service fund	-	-	-	1,402,429	1,402,429
Amount to be provided for retirement of debt	-	-	-	15,602,571	15,602,571
	<u>-</u>	<u>-</u>	<u>-</u>	<u>24,981,731</u>	<u>24,981,731</u>
	<u>\$ 2,709,589</u>	<u>\$ 335,205</u>	<u>\$ 1,402,429</u>	<u>\$ 24,981,731</u>	<u>\$ 29,428,954</u>
Liabilities and Equity					
Current liabilities					
Accounts payable	\$ 155,066	\$ -	\$ -	\$ -	\$ 155,066
Due to Other Funds	-	-	-	-	-
	<u>155,066</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>155,066</u>
GO Bond Payable	-	-	-	17,005,000	17,005,000
Total liabilities	<u>155,066</u>	<u>-</u>	<u>-</u>	<u>17,005,000</u>	<u>17,160,066</u>
Fund Equity					
Investment in improvements	-	-	-	7,976,731	7,976,731
Fund balance	2,554,523	335,205	1,402,429	-	4,292,157
	<u>2,554,523</u>	<u>335,205</u>	<u>1,402,429</u>	<u>7,976,731</u>	<u>12,268,888</u>
	<u>\$ 2,709,589</u>	<u>\$ 335,205</u>	<u>\$ 1,402,429</u>	<u>\$ 24,981,731</u>	<u>\$ 29,428,954</u>

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

See Accountant's Compilation Report

	Annual <u>Budget</u>	Actual	Variance Favorable (Unfavorable)	---Prior YTD---
Revenues				
Property taxes-Jeffco	\$ 678,292	\$ 673,225	\$ (5,067)	\$ 615,254
Property taxes-Denver	677,219	677,188	(31)	627,959
Specific ownership taxes-Jeffco	103,544	45,826	(57,718)	60,047
Specific ownership taxes-Denver	101,600	58,644	(42,956)	42,617
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	3,110	(890)	169
Miscellaneous Income	2,000	-	(2,000)	815
Interest income	2,000	14,555	12,555	1,549
	<u>1,618,655</u>	<u>1,495,746</u>	<u>(122,909)</u>	<u>1,394,581</u>
Expenditures				
Accounting	13,000	9,583	3,417	9,877
Audit	7,000	6,000	1,000	6,000
Directors Fees	6,000	3,000	3,000	3,700
Election expense	50,000	324	49,676	-
Insurance	15,000	28,393	(13,393)	6,921
Legal	25,000	5,846	19,154	9,065
Management	105,000	66,910	38,090	74,570
Office supplies/misc expense	7,000	6,611	389	7,133
SDA Dues/Conferences	1,500	1,005	495	933
Payroll Taxes	600	230	370	283
Snow Removal	20,000	13,295	6,705	7,285
General tree maint/replacement	155,000	72,472	82,528	30,445
General landscape maintenance	435,000	157,595	277,405	178,101
Landscape maintenance -other	-	2,440	(2,440)	-
Foothills Recreation IGA	10,000	4,900	5,100	3,139
Repairs/maintenance/other	70,000	90,166	(20,166)	65,359
Portable restrooms	10,000	7,902	2,098	4,724
Special events	13,000	8,000	5,000	-
Treasurer's fees	20,334	16,819	3,515	15,513
Telephone	3,000	1,348	1,652	1,225
Utilities	24,000	9,514	14,486	10,474
Monument Signs	15,000	23,155	(8,155)	12,478
Storm Water Monitoring	55,000	10,036	44,964	-
Storm Drainage Services	-	-	-	461
Water operations	-	-	-	-
Water pump service (operations)	10,000	-	10,000	6,422
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>585,519</u>	<u>2,750,640</u>	<u>503,736</u>
Excess (deficiency) of revenues over expenditures	(1,717,504)	910,227	2,627,731	
Fund balance - beginning	<u>1,717,504</u>	<u>1,644,296</u>	<u>(73,208)</u>	
Fund balance - ending	\$ <u>-</u>	\$ <u>2,554,523</u>	\$ <u>2,554,523</u>	

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

See Accountant's Compilation Report

	Annual <u>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	-	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Expenditures				
Water Shares	-	-	-	-
Legal	-	-	-	-
District Management	-	-	-	-
Capital Expense-Parks & Trails	-	19,253	(19,253)	49,178
Capital Expense-Landscape improvements	-	-	-	70,436
Capital Expense-Trees	-	-	-	58,690
Capital Expense-Stormwater	-	-	-	1,355
Capital Expense-Fence	-	122,708	(122,708)	57,920
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	-
	<u>566,098</u>	<u>393,516</u>	<u>172,582</u>	<u>414,057</u>
Excess (deficiency) of revenues over expenditures	(566,098)	(393,516)	172,582	
Fund balance - beginning	<u>566,098</u>	<u>728,721</u>	<u>162,623</u>	
Fund balance (deficit) - ending	\$ <u>-</u>	\$ <u>335,205</u>	\$ <u>335,205</u>	

Bowles Metropolitan District
Statement of Revenues, Expenditures and Changes in Fund Balance
Budget and Actual
For Seven Month Ended July 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	812,759	\$ (6,116)	\$ 742,773
Property taxes-Denver	817,580	817,542	(38)	758,111
Transfer from General Fund	100,000	-	(100,000)	-
Interest income	1,500	733	(767)	492
	<u>1,737,955</u>	<u>1,631,034</u>	<u>(106,921)</u>	<u>1,501,376</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	20,304	4,251	18,728
Trustee/paying agent fees	3,000	-	3,000	-
	<u>1,718,518</u>	<u>405,785</u>	<u>1,312,733</u>	<u>417,184</u>
Excess (deficiency) of revenues over expenditures	19,437	1,225,249	1,205,812	
Fund balance - beginning	<u>160,450</u>	<u>177,180</u>	<u>16,730</u>	
Fund balance (deficit) - ending	\$ <u><u>179,887</u></u>	\$ <u><u>1,402,429</u></u>	\$ <u><u>1,222,542</u></u>	

Bowles Metropolitan District
Claims
9/8/2022

Vendor Name	Invoice #	Invoice Date	Description	Amount
CenturyLink	720-283-6976479B	8/1/2022	720-283-6976 479B	224.62
Clifton, Larson, Allen LLP	3371695	7/31/2022	06 management	10,090.05
Designscapes Colorado	116487	8/12/2022	07 maintenance	858.90
Designscapes Colorado	117223	8/9/2022	07 maintenance	5,138.61
Designscapes Colorado	117795	8/9/2022	07 maintenance	1,387.01
Designscapes Colorado	117881	8/9/2022	07 maintenance	2,172.66
Designscapes Colorado	117944	8/12/2022	07 maintenance	319.80
Designscapes Colorado	118015	8/23/2022	07 maintenance	1,018.39
Designscapes Colorado	118016	8/31/2022	07 maintenance	1,285.00
Designscapes Colorado	118033	8/19/2022	07 maintenance	920.63
Designscapes Colorado	118037	8/31/2022	07 maintenance	2,249.39
Designscapes Colorado	118038	8/31/2022	07 maintenance	846.99
Designscapes Colorado	118325	8/1/2022	07 maintenance	22,513.58
Donald W. Korte	Meeting 09-12-22	9/12/2022	09 12 22 Director Fee	(7.65)
Donald W. Korte	Meeting 09-12-22	9/12/2022	09 12 22 Director Fee	100.00
EcoResource Solutions Inc.	15581	7/31/2022	06 monitoring	1,751.33
Foothills Park & Recreation	SALES000000034448	8/31/2022	07 Resident use	578.92
Homestead Painting LLC	5399	8/17/2022		390.00
Icenogle Seaver Pogue	22144	7/31/2022		1,419.50
Leigh C. Chaffee	Meeting 09-12-22	9/12/2022	09 12 22 Director Fee	(7.65)
Leigh C. Chaffee	Meeting 09-12-22	9/12/2022	09 12 22 Director Fee	100.00
Linda Lutz-Ryan	Meeting 09-12-22	9/12/2022	09 12 22 Director Fee	100.00
Linda Lutz-Ryan	Meeting 09-12-22	9/12/2022	09 12 22 Director Fee	(7.65)
McGeady Becher P.C.	388WJul22	7/31/2022	06 legal	882.50
MFish Graphics	1289	8/11/2022	10 services	169.50
Simmons & Wheeler P.C.	33518	7/31/2022	06 accounting	998.03
Thomas Dougherty	Meeting 09-12-22	9/12/2022	09 12 22 Director Fee	100.00
Thomas Dougherty	Meeting 09-12-22	9/12/2022	09 12 22 Director Fee	(7.65)
Timothy LaPan	Meeting 09-12-22	9/12/2022	09 12 22 Director Fee	(7.65)
Timothy LaPan	Meeting 09-12-22	9/12/2022	09 12 22 Director Fee	100.00
UNCC	222080214	8/31/2022	07 transmissions	54.60
United Site Services	114-13057987	4/29/2022	portable restrooms	287.55
United Site Services	114-13282805	8/8/2022	portable restrooms	217.25
United Site Services	114-13308893	8/19/2022	portable restrooms	282.25
United Site Services	INV-00937363	8/19/2022	portable restrooms	517.00
Total				<u>57,035.81</u>

September 7, 2022
Board of Directors
Bowles Metropolitan District

As of September 7, 2022, Simmons & Wheeler, P.C. is providing you 60 days notice that we intend to terminate our professional relationship to provide accounting services for Bowles Metropolitan District.

This should allow you sufficient time to engage a new accounting firm and to assist in the transition of accounting records to a new firm. Upon payment in full of all outstanding invoices through October 31, 2022, we will transfer all accounting records in our possession to your new accounting firm.

We are pleased to have had the opportunity to work with the Board over the past years. Should you have any questions please contact us at your convenience.

Sincerely,

Shareholder



Alex Fink, CPA, Controller

303-779-5710 | alex.fink@claconnect.com

Alex is a BizOps Controller based in Greenwood Village and has seven years experience in public accounting, including four years experience working within our State and Local Government Outsourcing group. Alex has industry specialized knowledge with providing accounting services for metropolitan districts, urban renewal authorities, regional improvement authorities, and towns.

Technical experience

- Financial statement preparation and analysis
- Audit preparation
- Budgeting and forecasting
- Accounting systems implementation and training

Education and professional involvement

- Bachelors of science in accounting and business administration, University of Wisconsin – Stevens Point
- Master of science in accounting, University of Colorado – Denver
- American Institute of Certified Public Accountants (AICPA)
- Colorado Society of Certified Public Accountants (CSCPA)
- Certified Public Accountant

Professional Fees

CLA's policy is to estimate fees that are competitive, yet still enable us to respond quickly to The District's needs and provide you with the quality of service you deserve. Our methodology of leveraging work to the most appropriately skilled staff member provides our clients with exemplary work at a competitive rate. We believe that The District and CLA are perfectly matched for today's needs, but more importantly, for the increased requirements and complexities that may occur down the road.

We propose to bill hourly using our hourly rates below, and will work with you to come up with estimated annual fees during your annual budgeting process.

Professional Level	Hourly Rate
Chief Financial Officer/ Principal	\$220 - \$380
Controller	\$175 - \$220
Assistant Controller	\$155 - \$175
BizOps Staff and Seniors	\$115 - \$155
Administrative Support	\$85 - \$100





Estimate By: Ermilo Chavez
 990 S. Garrison St
 Lakewood, CO 80226
 Cell No. 720-308-2926
ermilo@chavezservicesllc.com

ESTIMATE

Client Name / Address	Date: 09/07/2022	Estimate No. CW2022129R1	
CliftonLarsonAllen Attn: Nicholas Carlson 8390 E. Crescent Parkway, Suite 300 Greenwood Village, CO 80111	Project Location: Sunset Park 5900 W. Grant Ranch Blvd Littleton, CO 80123 (Drainage Improvements)		
Task Description	Qty	Rate	Total
1. Sidewalk Drainage Improvement Repairs - saw cut and remove existing concrete. Compact grade to 95% standard proctor density. Place new concrete per Jefferson County specs, including v-pan. Sprinkler modifications are not included.	2148 square ft	\$12.75	\$27,387.00
2. Excavate and remove 6" of existing soil base material and replace with new CDOT Class 6 base material compacted to 95% standard proctor density. Removed material includes hauling and disposal expenses.		LS	\$7,010.00
3. Pedestrian traffic control barricades.		LS	\$400.00
4. Additional expenses to haul old and new concrete from parking lot to repair area using concrete buggies.		LS	\$2,200.00
5. Mobilization and demobilization.		LS	\$1,400.00
Total			\$38,397.00
<i>Estimate Notes:</i>			
1. Estimate does not include permits .			
2. All quantities are estimated. Invoicing will be based on actual quantities used or installed.			
3. This estimate is valid for 30 days from estimate date.			

Acceptance of this estimate:

 Nicholas Carlson

 Date

9/6/22

Bowles Metro District/Davey Tree Update for September Meeting

General/Normal

- Tree removal is complete.
- There is a lot of stump grinding to complete from all of the contracts. We are lining out the locates this week (wk of 9/5) and should be able to get started fairly soon. Do we coordinate with Johnny and Designsapes as usual?

New

- Checked on newer Crabapple trees planted in Sunset Park. I did not see any obvious evidence of Fire Blight.

Per month nonresettable	
Nov-21	80,832,352.00
Dec-21	82,486,848.00
Jan-22	82,486,848.00
Feb-22	82,486,848.00
Mar-22	82,486,848.00
Apr-22	82,486,848.00
May-22	84,742,688.00
Jun-22	88,870,874.00
Jul-22	100,987,248.00
Aug-22	111,999,232.00
Sep-22	123,039,344.00
Oct-22	
Total in gallons	42,206,992.00
Total in Acrefeet	129.53
Acrefeet remaining	(54.97)
Total percent used	70.21%



QUOTATION PROPOSAL

FROM: **Rocky Mountain Pump & Controls, LLC**
303-524-5844
email: craig@rmpumpcontrols.com

Date: 08/31/2022
Quotation# 0822-09

To: Mr. Nic Carlson
Assistant District Manager-CLA
Bowles Metro District

Delivery: 90-120 days

Proposal to refurbish two Pumps and two Motors

This is a proposal to do a complete refurbishing of 2 pumps in the irrigation pump station at Bowles Metro District. The work would encompass disconnecting of the pumps and motors, removing two of the motors and setting aside, then pulling two of the pumps for refurbishing.

The Pump work would involve disassembling of pumps and inspecting the bowl bushings, bowl shaft, and impellers. Then, replacing all the pump bowl bolts, replacing the bowl shaft, replacing all the line shafting and couplers, replacing all the bowl bushings, replacing all the column pipe and pipe couplers, replacing the spider bearings, and replacing the packing box with a mechanical seal style packing box. After this reassembling of the pumps and painting of the pumps would take place. The pumps would be trailered to the site and reinstalled with the use of a crane. The pumps and motors would be hooked up for final testing. The pump hold down bolts and all copper bleed tubes would be replaced as well.

Total for two pumps: \$25,835

* Additional for each pump possible: **\$575** for intake strainer per pump, only if needed.

Optional Motor work:

The motors could be taken to the motor shop and get refurbished at the same time. This work would involve disassembling and steam cleaning the stator, then dip and bake the stator, reassembling the motor with all new bearings and seals. The motors would be painted then installed at the golf course. The motor work would have to be done while the pump work is done.

Total for 2 Motors: \$3,890

This quote will include all labor for removing and installing the equipment, transportation to and from the site, all crane costs, all material costs, freight charges, hook up, and final testing.

Total for both pumps and motors: \$29,725

Purchase orders should be made out to Rocky Mountain Pump & Controls, LLC. Payment to be made in US Dollars. This quote is good for 90 days from above date. Payment must be made complete Net 30 days upon completion of work. For each 30 days late a charge of 2% will be billed.

QUOTED BY: _____
Craig Gershon, President
Rocky Mountain Pump & Controls, LLC

Date: _____

ACCEPTED BY CUSTOMER:

Signature

Title

Date

End of Quotation # 0822-09



QUOTATION PROPOSAL

FROM: **Rocky Mountain Pump & Controls, LLC**
 303-524-5844
 email: craig@rmpumpcontrols.com

Date: 09/01/2022

Quotation# 0922-01

To: Mr. Nic Carlson
 Assistant District Manager-CLA
 Bowles Metro District

Delivery: 90-120 days

Proposal to provide two New Pumps and refurbish two Motors

This is a proposal to replace the 2 pumps in the irrigation pump station at Bowles Metro District with 2 new pumps rated at 700GPM @ 90 PSI each. These pumps would be provided by Watertronics and would have the special mechanical seal style packing box that would operate dry and keep the floor dry. These pumps would fit the existing 50HP motors and be 21'-6" overall length. The work would encompass disconnecting of the pumps and motors, removing two of the motors and setting aside, then pulling two of the pumps with the use of a crane for scrapping. Rocky Mountain Pump & Controls would do the work and be responsible for scrapping the pumps. Then, the new pumps would be installed and hooked up for rotation check and testing.

Pumps Provided

12ICH- 3 Stage Water Lube Vertical Turbine Assembly

SKU NPN

Conditions: 700 USGPM @ 220 FT, 1780 RPM, 82.9% Efficient, 46.9 BHP
 ~ 261.01" TPL (+/- 1.50")

Head Shaft Assembly Section

- 1.1875" x 36.25" 416SS Head Shaft Assembly
- Bronze Adjusting Nut, Key, Locking Bolt, Water Flinger and Coupling

Discharge Head Assembly Section

- ** 6" Hydroflo Head with FTX adaptor plate, painted WTX Teal, Heat Exchanger Kit.
- Glock, Check Valve, and Gaskets,
- 1 3/16" Mechanical Seal

Column Assembly Section

- 3 Pcs.- 6" x .280" Wall Threaded Steel Column Assembly
- 2 Pcs.- 6" x 2.00" x .75" Drop-In 316SS Bearing Spider(s) with Glide 400 Polymer Bearings
- 3 Pcs.- 1.1875" 416SS Line Shaft Assembly

Vertical Bowl Assembly Section

- Model: 12ICH-3 Stage Open Line Shaft Bowl Assembly
- 1.6875" Dia. 416SS Bowl Shaft with 8.00" x 1.1875" -12 TPI Dia. W/L Projection

-2-

- 6" Ductile Iron Discharge Case with Glide 400 Polymer Bearing
- Ductile Iron Bowls with 201SS Impellers
- * Dynamically Balanced Impellers *
- 8" Ductile Iron Suction Case with Glide 400 Polymer Bearing
- 18-8SS Fasteners
- 304SS Bolt On Basket Strainer

2 x \$18,385.00

One-time subtotal

Labor described above: \$3690

Crane: \$1575

Trailer: \$150

PUMP TOTAL: \$42,185.00

***Freight will be additional from Wisconsin.**

***Optional Motor Work:**

The motors could be taken to the motor shop and get refurbished the similar time as this work is done. The motor refurbishing would include disassembling, and steam cleaning the motor and dip/baking the stator. Then, reassembling with all new bearings and seals, testing the motor, and painting the motor. **Total for 2 motors: \$4,250**

Purchasing of one new motor:

One of the motors is newer and one is older from original. A good option would be to purchase one new 50HP US Electric Premium Efficient Vertical Turbine Hollow Shaft motor. This price would be installed: **Total for 1-New 50HP Motor: \$7,295 + Freight**

Purchase orders to be made in US Dollars made out to: Rocky Mountain Pump & Controls, LLC. The quote is good for 30 Days. The pumps will take approximately 5 weeks to deliver.

Quoted By: _____ Date: _____
Craig F Gershon, President
Rocky Mountain Pump & Controls, LLC

Accepted By Customer:

Signature Title

Date End of Quotation: 0922-01



QUOTATION²⁶

Quote Number: Q11340
 Quote Date: Aug 9, 2022
 Sales Rep: Addie L. Berube
 addie@starplaygrounds.com

*Playground Equipment * Site Furnishings * Shade Structures * Surfacing*

Project:		Proposed For/Bill To:	Contact Name	
Sunset Park 5900-5916 W. Grant Ranch Blvd Denver, CO 80123		CliftonLarsonAllen LLP 8390 E Crescent Parkway Suite 500 Greenwood Village, CO 80111 Cust ID: CLA	Shauna Damato	
			Phone	Email
			303-265-7867	shauna.damato@claconnect.com

Qty	Item	Description	Unit Price	Amount
	EFI	Price includes equipment, freight and factory certified installation.		
1	PW 0666	Playworld Concerto Vibes	\$ 7,171.00	\$ 7,171.00

See Terms & Conditions on last page

Star Playgrounds
 9892 Titan Park Circle, Unit 1, Littleton, CO 80125
 Office: 303.791.7626 www.starplaygrounds.com

Subtotal	\$ 7,171.00
Sales Tax	\$
TOTAL	\$ 7,171.00

TERMS & CONDITIONS

All Quotations and Sales Orders will be subject to the following terms and conditions. Your signature on page one indicates acceptance of these terms.

Purchase Terms

- Prices are valid for 30 days unless otherwise indicated.
- Unless specifically listed, pricing does not include taxes, prevailing wages, payment/performance bonds, permits, 3rd party audits or private locates.
- Any applicable taxes or fees will be added to the final invoice unless a tax-exempt certificate is provided.
- A 50% deposit required at time of order unless expressly waived by Star Playgrounds.
- Orders under \$1,000.00 require payment in full to initiate.
- Balances are due 30 days from date of final completion, or ship date for direct ship orders.
- Late fees/interest at the rate of 18% per annum (1.5% monthly), will be charged on all accounts 60 days past due.
- Pricing is CASH pricing and includes a 3.5% discount. Use of a credit card, or other non-cash basis of payment will remove this discount.
- Pricing quoted is based on our standard insurance certificate. If additional coverages are required, pricing subject to change.
- A 25% restocking fee, plus any return freight charges apply to orders canceled more than 5 business days from date on page one.
- Customer agrees to pay all costs incurred in the collection of this account, including accrued interest, and all fees and costs of collection, with or without suit, including reasonable attorney's fees and other costs.

Delivery

- Pricing does not include unloading, inventory, or storage of equipment prior to installation unless noted.
- After 90 days, a storage fee equal to the trailer storage costs plus \$350 per month will be assessed for all equipment stored.
- Stored equipment or delayed deliveries do not excuse the customer from its obligation to pay under the same terms as the original delivery/installation schedule.

Lead Times

- During these challenging times and due to issues beyond our control, we are facing longer lead times than usual. Ship dates change continuously. Please contact your sales rep for current estimated lead times.
- Star Playgrounds will not be responsible for changes in lead times and will not accept responsibility for damages due to project delays out of their control.

Installation

- Installation is not included unless expressly noted. It is the customer's responsibility to assemble, install and use the products safely and in accordance with the manufacturer's instructions unless expressly agreed otherwise by Star Playgrounds. Customer is responsible for unloading and verifying that the shipment is in complete and good condition if we are not providing installation. Star Playgrounds is not responsible for any shipping damages if they are not noted to the trucking company at the time of delivery. Damaged/short shipments must be reported within 24 hours. Lift-gates are not guaranteed, even if requested and drivers are not required to help unload.
- Pricing excludes turf protection/reparation unless otherwise noted.
- Owner is responsible for providing water, power and direct truck access to site for installation. Failure to properly prepare the site by the scheduled date of installation will result in liquidated damages of \$250 per day.
- Skidsteers and heavy equipment can leave marks on concrete during installation, unloading or tear out. Star Playgrounds will sweep/clean upon completion but is not responsible for repairs. Some marks may remain visible but will fade over time.
- **TRAFFIC CONTROL** Any traffic control that is needed for a project is the customer's responsibility.
- **SITE PREPARATION** Pricing excludes all site preparation, including but not limited to: grading, excavation, curbing, ramps and drainage unless otherwise noted. If customer is preparing site, pricing assumes that site has been prepared to the proper depth, and that grade/slope does not exceed 1-2% in any direction.

- **ROCK** Pricing is based on normal soil conditions. In the event that soil, or rock conditions interfere with normal installation time and procedures, additional fees and change orders may apply. Should the situation arise, problems & solutions will be discussed with the customer prior to incurring any additional costs.
- **LANDSCAPING/IRRIGATION/UTILITY** Star Playgrounds will obtain main utility locates from 811. Owner is responsible for locating private and all other utilities, irrigation and drainage system components. Please turn off sprinkler systems one week prior to installation to avoid site damage due to wet ground. Customer agrees that Star Playgrounds, its employees and/or subcontractors are not liable for any damage done to any type of underground utilities, including but not limited to sewer, electrical, telecommunications, or landscaping sprinkler lines/heads on the site chosen by the customer. The customer further agrees that without properly marked utility and irrigation lines, the customer shall be responsible for costs incurred to repair any damages, all costs for medical treatment in the event of injury, and any related costs due to delay in the project. In the unlikely event that Star Playgrounds damages any utilities, we will help facilitate repair, but will not be solely responsible for any repair costs or held liable for project delays.

Shade

- Footers and required fasteners are included unless otherwise noted.
- Site plan approval, permits, permit fees, plans, engineering drawings, and surveying are specifically excluded unless otherwise noted.
- Electrical, other cutouts and ornamentation are not included unless noted.
- Sealed Engineered Drawings and Calcs are version Colorado IBC 2018 unless otherwise noted.
- Local code requirements are not the responsibility of Star Playgrounds.
- Star Playgrounds will install shade in accordance with the customer's requests. This includes location and height. Note, when determining the location for your shade sail, it is important to keep in mind the movement of the sun across the sky throughout the day. The shade shadow will, of course, move as the sun moves. Star Playgrounds will not move/rotate shade at no cost if desired shadow is not achieved on initial installation.
- Manufacturer recommends removing shade fabric in the winter months.

Surfacing/Drainage

- Customer is responsible for identifying drainage issues before installation.
- Star Playgrounds is not responsible for drainage issues caused by extraordinary weather, natural settling or uncontrollable circumstances.
- **CONCRETE** Concrete forms can leave voids after removal. Gaps between old and new concrete may also occur. Concrete will be poured when weather is appropriate, but we are not responsible for acts of God. Cracking is typical and does not affect the integrity of the concrete.
- **POURED-IN-PLACE (PIP)** Some colors of PIP surfacing are subject to "ambering". Ask your sales rep if your color choice is included. Due to our climate, perimeter gaps and graphic seams are typical and do not affect the integrity of the surfacing and will not be a warranty issue.
- **TURF** Turf will be installed to manufacturer's specifications, however occasionally seams may be visible. This does not affect the integrity of the surfacing and will not be a warranty issue.

General Terms

- Site security includes orange temporary (snow) fence only. Chain link fence and all other security options are available at additional cost.
- Multiple phases/mobilizations are not included unless noted. This includes installing shade fabrics.
- Prices are inclusive of all components listed. If additions/subtractions are made, prices may change.
- Renderings, color choices and custom items are conceptual only and delivered/installed product may vary.

Contact your sales rep named on page one for questions, clarifications or details on any of these Terms & Conditions.









From: BRIAN A PAULSON <PBPAUL489@msn.com>
Sent: Monday, September 5, 2022 5:39 PM
To: LaPan, Tim M. <Tim.Lapan@denverwater.org>
Subject: [EXTERNAL]: Vacancy for BMD

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Tim:

It has been some time since working on traffic issues with you, still in limbo with Denver – maybe a crosswalk is the latest rumor. I am not sure who to contact on BMD and I know that Leigh is out of town (I have been in touch with him) and since I have worked with you on traffic issues and at least you know who I am, I am indicating my interest in being appointed to fill the vacancy.

I have lived in Grant Ranch for 22 years, Poppy Hills. I was on the PH Board for three years, President for one year.

I also have been active in the Grant Ranch Master HOA, being on the Finance Committee for 2 years, a Board Member for 8 years (my final term ends this December), and was Treasurer for six years.

I would count it a privilege to serve on the BMD Board. I would like to attend the Board meetings this fall, but am coaching soccer, making the 4:30 time impossible, but soccer ends October 19 and I would be able to attend after that.

My resume is attached for your consideration.

Sincerely,

Brian Paulson

From: Alan Lee <alalee@gmail.com>
Sent: Monday, August 22, 2022 12:11 PM
To: Carlson, Nicholas <Nicholas.Carlson@claconnect.com>
Subject: [External] Interested in becoming a BMD Board Member

You don't often get email from alalee@gmail.com. [Learn why this is important](#)

Think Security – This email originated from an external source. Be cautious with any links or attachments.

Nic-

I am interested in becoming a BMD Board Member. I have been a resident of Grant Ranch since November 2020 and am a registered voter in the City/County of Denver. I have come to the 2 previous board meetings and voiced my willingness to help out.

Since moving here 2 years ago I have greatly enjoyed the beautiful landscaping, parks and facilities that Grant Ranch offers. I am a retired mechanical engineer and would enjoy donating time to help keep this neighborhood attractive and thriving. I'm a nature and bird lover and would love to organize restoring/building bird nest boxes at the Isthmus Park and throughout Grant Ranch if interest is found.

If more information is needed, please let me know. I understand there is a temporary opening due to Tom's resignation.

Alan Lee
720-474-5514
5548 S Eaton St, Denver, CO 80123

Ps. - I will be traveling from Aug. 31st to Sept. 17th and so will miss the next board meeting.