

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

**NOTICE OF REGULAR MEETING AND AGENDA**

**DATE:** Tuesday, November 9, 2021

**TIME:** 4:30 p.m.

**LOCATION** The Village Center  
7255 Grant Ranch Blvd.  
Littleton, CO 80123

<b><u>Board of Directors</u></b>	<b><u>Office</u></b>	<b><u>Term Expires</u></b>
Thomas Dougherty	President	May, 2023
Donald W. Korte	Treasurer	May, 2022
Leigh C. Chaffee	Assistant Secretary	May, 2023
Timothy LaPan	Assistant Secretary	May, 2023
Linda Lutz-Ryan	Assistant Secretary	May, 2022

**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 October 12, 2021 and November 4, 2021 regular Board meetings (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.

- F. Discuss business to be conducted in 2022 and schedule regular Board meetings. Consider adoption Resolution Establishing Regular Meeting Dates, Time and Location and Designating Location for Posting of 24-Hour Notices (enclosure).

- G. Discuss District insurance renewals for 2022.

**II. FINANCIAL MATTERS**

- A. Conduct Public Hearings on the proposed 2022 Budget and consider adoption of Resolution to Adopt the 2022 Budget and Appropriate Sums of Money and Resolution to Set Mill Levies (enclosures – preliminary assessed valuation, draft budget and resolutions). (enclosure).
- B. Authorize District Accountant to prepare and sign the DLG-70 Certification of Tax Levies form for certification to the Board of County Commissioners and other interested parties.
- C. Consider appointment of District Accountant to prepare 2023 Budget.
- D. Consider approval of the engagement letter with Schilling & Company, Inc. to prepare the 2021 Audit.
- E. Review and consider approval of August 31, 2021 and September 30, 2021 Financial Statements (enclosure).
- F. Review and consider approval of claims in the amount of \$111,682.15 (enclosure).
- G. Other.

**III. MANAGER MATTERS**

- A. Operational Updates and Action Items –
  - 1. Landscape:
    - a. Work Order Summary.
    - b. Update on Hydro Systems KDI project and irrigation mapping.
    - c. Review and consider approval of Designscares proposal to change out valves at Sunset Park in the amount of \$53,958.50 (enclosure).
    - d. Review and consider approval of Designscares proposal to change out valves at Blue Heron Park in the amount of \$26,616.75 (enclosure).
  - 2. Davey Tree:
    - a. General Update (enclosure).

- b. Review and consider approval of Tract H Aspen Removal Proposal in the amount of \$1,890.00 (enclosure).
  - c. Review and consider approval of Isthmus Park Beautification Project Proposal in the amount of \$1,260.00 (enclosure).
  - d. Review and consider approval of 2022 Annual Plant Health Care Program in the amount of \$27,520.00 and Proposal for Fertilization of Street Trees in the amount of \$14,860 (enclosure).
  - e. Review and consider approval of 2022 Tree Pruning Proposal in the amount of \$65,835.00 (enclosure).
  - f. Review and consider approval of tree pruning at Blue Heron Park in the amount of \$6,600.00 (enclosure).
  - g. Review and consider approval of tree pruning at community entrances in the amount of \$13,610.00 (enclosure).
3. Pond Management
- a. Update on Water Quality Monitoring
  - b. Updated proposal for 2022 Monthly Pond Management of Blue Heron Park in the amount of \$9,026.78 (enclosure)
  - c. Proposal for Cattail Stand Reduction and Shoreline Improvement in the amount of \$10,078.00 (enclosure)
4. Homestead Painting
- a. Update on ongoing work
5. Park Update:
- a. Review and consider approval of CDR Construction LLC updated proposal to replace gazebo deck and structure in an amount of \$45,6000 (enclosure).
  - b. Review and discuss potential Denver Water Alternative Pipeline feed in Isthmus Park (enclosure).
6. Signage Update:
- a. Review and consider updated proposal from MFish Graphics for Park Regulation Signage in the amount of \$1,998.00 (enclosure).
  - b. Isthmus Park informational signage update.

- B. Review and consider approval of the following engagement letters/service agreements with District consultants:
  - 1. CliftonLarsonAllen LLP Master Service Agreement and related statement(s) of work (enclosure).
- C. Other.

**IV. LEGAL MATTERS**

- A. Consider adoption of Resolution Calling a Regular Election for Directors on May 3, 2022, appointing the DEO and authorizing the DEO to perform all tasks required for the conduct of a mail ballot election (enclosure).
- B. Other.

**V. DIRECTOR MATTERS**

- A. Update on Joint Easement committee with GWSD.
- B. Confirm quorum for next regular Board meeting – December 14, 2021 at 4:30 p.m.

**VI. OTHER BUSINESS**

- A. Other.

**VII. ADJOURNMENT**

**The next regular meeting is scheduled for December 14, 2021 at 4:30 p.m.**