

RECORD OF PROCEEDINGS

MINUTES OF A REGULAR MEETING OF
THE BOARD OF DIRECTORS OF THE
BOWLES METROPOLITAN DISTRICT (THE "DISTRICT")
HELD
APRIL 9, 2024

A regular meeting of the Board of Directors of the Bowles Metropolitan District (referred to hereafter as the "Board") was convened on Tuesday, April 9, 2024 at 4:30 p.m., at the Village Center, 7255 Grant Ranch Blvd, Littleton, CO 80123. The meeting was open to the public.

ATTENDANCE

Directors In Attendance Were:

Timothy LaPan, President
Paul Lefever, Secretary
Donald W. Korte, Treasurer
Alan R. Lee, Assistant Secretary

Linda Lutz-Ryan, Assistant Secretary, was absent and excused.

Also, In Attendance Were:

Nic Carlson and Ashley Heidt; CliftonLarsonAllen LLP ("CLA")
Johnny Jimenez; Designsapes Colorado Inc.
Derek Fox; The Davey Tree Expert Company
Tom Hewett; Grant Ranch Village HOA

ADMINISTRATIVE MATTERS

Call to Order and Agenda: The meeting was called to order at 4:30 p.m.

The Board reviewed the agenda for the meeting. Following discussion, upon a motion duly made by Director Korte, seconded by Director Lee and, upon vote, unanimously carried, the Board approved the agenda, as amended, to move Item 2B to Item 2A, add "Pump House Painting and Roof Repair in the amount of \$4350.36" as Item F and add "Juniper Proposal in the amount of \$3,025.00" as Item B2 under "Manager Matters."

Upon a motion duly made by Director Korte, seconded by Director Lefever and, upon vote, unanimously carried, the Board excused the absence of Director Lutz-Ryan.

Disclosures of Potential Conflicts of Interest: It was confirmed that any disclosures of potential conflicts of interest were filed.

Quorum, Location of Meeting and Posting of Meeting Notices: The presence of a quorum was confirmed.

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.

Public Comment: Mr. Hewett shared that there's public interest in hosting a 5K race in the community on August 17, 2024, starting at the school. The Board took no issue with the event and asked that the HOA pursue a permit and waive fees.

Minutes from the March 12, 2024 Special Board Meeting: Following review, upon a motion duly made by Director Korte, seconded by Director Lee and, upon vote, unanimously carried, the Board approved the March 12, 2024 special Board meeting minutes, as presented.

MANAGER MATTERS

Davey Tree:

General Update: Mr. Fox provided an update to the Board. Discussion ensued regarding the fallen tree behind the monument sign. It was noted that it's removal would cost \$3,000.00 and stump grinding would cost \$605.00.

Juniper Proposal in the amount of \$3,025.00: Director LaPan noted that Mr. Fox should speak to both neighbors that would be impacted prior to beginning work. It was determined that the work is on HOA property.

Landscape:

General Update: Mr. Jimenez provided an update to the Board, noting that the rock at the round-about near Home Depot was hit again. Director LaPan stated that he would like to reach out to the City of Lakewood to add bollards. Discussion ensued. Mr. Jimenez added that when they move the boulders back, they could try securing them into the ground with concrete.

Irrigation Rates for 2025: Director Lefever provided context regarding a projection he found from the 1997 agreement and requested further discussion on irrigation rates.

Xcel Update: Ms. Heidt provided an update to the Board, noting that Xcel will be out to check on the meter within the next 30 days.

RECORD OF PROCEEDINGS

Permission Letter and Proposal for Fence Installation: Mr. Carlson reviewed the permission letter and proposal with the Board. Following review, upon a motion duly made by Director Korte, seconded by Director Lee and, upon vote, unanimously carried, the Board approved the permission letter and proposal for fence installation, as presented.

Pump House Painting and Roof Repair in the amount of \$4350.36: Mr. Carlson provided an update to the Board. The Board asked if the color could be something close to what it currently is.

ENGINEERING MATTERS

Playground: Mr. Carlson provided an update to the Board. The community meeting is scheduled for April 11, 2024. Livable City Studios will be at the May meeting to review feedback solicited at the community meeting.

Stormwater Enhancements: Mr. Carlson provided an update to the Board, noting that the engineer was onsite yesterday looking at the two detention ponds requested by the Board. They will bring suggestions to the May meeting.

Wrought Iron Fence Replacement:

Community Meeting Scheduled for May 6, 2024: The Board asked if the impacted owners had been notified yet. It was decided that CLA will notify owners.

Homeowner License Agreement Template: Mr. Carlson reviewed the template with the Board. The Board decided to remove the notary requirement. Following review and discussion, upon a motion duly made by Director Korte, seconded by Director Lee and, upon vote, unanimously carried, the Board approved the Homeowner License Agreement Template, as presented.

FINANCIAL MATTERS

Claims in the amount of \$152,110.05: Following review, upon a motion duly made by Director Korte, seconded by Director Lee and, upon vote, unanimously carried, the Board approved the payment of claims in the amount of \$152,110.05, as presented.

February 29, 2024 Unaudited Financial Statements: Mr. Carlson reviewed the Unaudited Financial Statements with the Board. Following review, upon a motion duly made by Director Korte, seconded by Director Lee and, upon vote, unanimously carried, the Board accepted the February 29, 2024 Unaudited Financial Statements, as presented.

LEGAL MATTERS

None.

RECORD OF PROCEEDINGS

MINUTES OF A SPECIAL MEETING OF
THE BOARD OF DIRECTORS OF THE
BOWLES METROPOLITAN DISTRICT (THE "DISTRICT")
HELD
APRIL 25, 2024

A special meeting of the Board of Directors of the Bowles Metropolitan District (referred to hereafter as the "Board") was convened on Thursday, April 25, 2024 at 4:30 p.m., at the Village Center, 7255 Grant Ranch Blvd, Littleton, CO 80123 and via Microsoft Teams. The meeting was open to the public.

ATTENDANCE

Directors In Attendance Were:

Timothy LaPan, President
Paul Lefever, Secretary
Donald W. Korte, Treasurer
Alan R. Lee, Assistant Secretary
Linda Lutz-Ryan, Assistant Secretary

Also, In Attendance Were:

Nic Carlson and Ashley Heidt; CliftonLarsonAllen LLP ("CLA")
Todd Wenskoski; Livable Cities Studio

ADMINISTRATIVE MATTERS

Call to Order and Agenda: The meeting was called to order at 4:33 p.m.

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

Disclosures of Potential Conflicts of Interest: It was confirmed that any disclosures of potential conflicts of interest were filed.

Quorum, Location of Meeting and Posting of Meeting Notices: The presence of a quorum was confirmed.

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.

RECORD OF PROCEEDINGS

Public Comment: There was no public comment.

ENGINEERING
MATTERS

Community Feedback and Next Steps on Playground Project: Mr. Wenskoski reviewed the community engagement summary with the Board. Discussion ensued regarding lead time on items, quality of existing play structure and the next steps of the project.

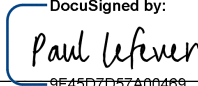
OTHER BUSINESS

None.

ADJOURNMENT

There being no further business to come before the Board at this time, upon a motion duly made by Director Lefever, seconded by Director Lutz-Ryan and, upon vote, unanimously carried, the Board adjourned the meeting at 5:17 p.m.

Respectfully submitted,

By  _____
Secretary for the Meeting

DocuSigned by:
9F45D7D57A00469...

Certificate Of Completion

Envelope Id: C0DC559C8B8A40F58CB17323D67EF181	Status: Completed
Subject: Complete with DocuSign: 1F. Minutes 04-09-2024.pdf, 1Fi. Minutes 04-25-2024.pdf	
Client Name: Bowles MD	
Client Number: A515731	
Source Envelope:	
Document Pages: 6	Signatures: 2
Certificate Pages: 5	Initials: 0
AutoNav: Enabled	Envelope Originator:
Enveloped Stamping: Enabled	Chelsea Bojewski
Time Zone: (UTC-06:00) Central Time (US & Canada)	220 S 6th St Ste 300
	Minneapolis, MN 55402-1418
	Chelsea.Bojewski@claconnect.com
	IP Address: 73.3.248.184

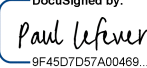
Record Tracking

Status: Original	Holder: Chelsea Bojewski	Location: DocuSign
5/16/2024 3:37:23 PM	Chelsea.Bojewski@claconnect.com	

Signer Events

Paul Lefever
 lefeverbmd@gmail.com
 Secretary
 Security Level: Email, Account Authentication (None)

Signature

DocuSigned by:

 9F45D7D57A00469...
 Signature Adoption: Pre-selected Style
 Using IP Address: 198.44.128.34

Timestamp

Sent: 5/16/2024 3:39:27 PM
 Viewed: 5/21/2024 7:42:36 AM
 Signed: 5/21/2024 7:43:17 AM

Electronic Record and Signature Disclosure:
 Accepted: 5/21/2024 7:42:36 AM
 ID: dca7f3e6-6427-42ea-b307-585ccc58ccee

In Person Signer Events	Signature	Timestamp
-------------------------	-----------	-----------

Editor Delivery Events	Status	Timestamp
------------------------	--------	-----------

Agent Delivery Events	Status	Timestamp
-----------------------	--------	-----------

Intermediary Delivery Events	Status	Timestamp
------------------------------	--------	-----------

Certified Delivery Events	Status	Timestamp
---------------------------	--------	-----------

Carbon Copy Events	Status	Timestamp
--------------------	--------	-----------

Records sdrecordsretention@claconnect.com Security Level: Email, Account Authentication (None)	COPIED	Sent: 5/16/2024 3:39:27 PM Viewed: 5/21/2024 8:43:07 AM
--	---------------	--

Electronic Record and Signature Disclosure:
 Accepted: 10/5/2023 9:27:44 AM
 ID: 2eeab7cf-9041-488d-bed0-8baedf289723

Witness Events	Signature	Timestamp
----------------	-----------	-----------

Notary Events	Signature	Timestamp
---------------	-----------	-----------

Envelope Summary Events	Status	Timestamps
-------------------------	--------	------------

Envelope Sent	Hashed/Encrypted	5/16/2024 3:39:27 PM
Certified Delivered	Security Checked	5/21/2024 7:42:36 AM
Signing Complete	Security Checked	5/21/2024 7:43:17 AM

Envelope Summary Events	Status	Timestamps
Completed	Security Checked	5/21/2024 7:43:17 AM
Payment Events	Status	Timestamps
Electronic Record and Signature Disclosure		

ELECTRONIC RECORD AND SIGNATURE DISCLOSURE

From time to time, CliftonLarsonAllen LLP (we, us or Company) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through the DocuSign system. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to this Electronic Record and Signature Disclosure (ERSD), please confirm your agreement by selecting the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system.

Getting paper copies

At any time, you may request from us a paper copy of any record provided or made available electronically to you by us. You will have the ability to download and print documents we send to you through the DocuSign system during and immediately after the signing session and, if you elect to create a DocuSign account, you may access the documents for a limited period of time (usually 30 days) after such documents are first sent to you. After such time, if you wish for us to send you paper copies of any such documents from our office to you, you will be charged a \$0.00 per-page fee. You may request delivery of such paper copies from us by following the procedure described below.

Withdrawing your consent

If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

Consequences of changing your mind

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. Further, you will no longer be able to use the DocuSign system to receive required notices and consents electronically from us or to sign electronically documents from us.

All notices and disclosures will be sent to you electronically

Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through the DocuSign system all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

How to contact CliftonLarsonAllen LLP:

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

To contact us by email send messages to: BusinessTechnology@CLAconnect.com

To advise CliftonLarsonAllen LLP of your new email address

To let us know of a change in your email address where we should send notices and disclosures electronically to you, you must send an email message to us at BusinessTechnology@CLAconnect.com and in the body of such request you must state: your previous email address, your new email address. We do not require any other information from you to change your email address.

If you created a DocuSign account, you may update it with your new email address through your account preferences.

To request paper copies from CliftonLarsonAllen LLP

To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an email to BusinessTechnology@CLAconnect.com and in the body of such request you must state your email address, full name, mailing address, and telephone number. We will bill you for any fees at that time, if any.

To withdraw your consent with CliftonLarsonAllen LLP

To inform us that you no longer wish to receive future notices and disclosures in electronic format you may:

i. decline to sign a document from within your signing session, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;

ii. send us an email to BusinessTechnology@CLAconnect.com and in the body of such request you must state your email, full name, mailing address, and telephone number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

Required hardware and software

The minimum system requirements for using the DocuSign system may change over time. The current system requirements are found here: <https://support.docusign.com/guides/signer-guide-signing-system-requirements>.

Acknowledging your access and consent to receive and sign documents electronically

To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please confirm that you have read this ERSD, and (i) that you are able to print on paper or electronically save this ERSD for your future reference and access; or (ii) that you are able to email this ERSD to an email address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format as described herein, then select the check-box next to ‘I agree to use electronic records and signatures’ before clicking ‘CONTINUE’ within the DocuSign system.

By selecting the check-box next to ‘I agree to use electronic records and signatures’, you confirm that:

- You can access and read this Electronic Record and Signature Disclosure; and
- You can print on paper this Electronic Record and Signature Disclosure, or save or send this Electronic Record and Disclosure to a location where you can print it, for future reference and access; and
- Until or unless you notify CliftonLarsonAllen LLP as described above, you consent to receive exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you by CliftonLarsonAllen LLP during the course of your relationship with CliftonLarsonAllen LLP.