

# RECORD OF PROCEEDINGS

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MINUTES OF A REGULAR MEETING OF  
THE BOARD OF DIRECTORS OF THE  
BOWLES METROPOLITAN DISTRICT (THE "DISTRICT")  
HELD  
AUGUST 10, 2021

A regular meeting of the Board of Directors of the Bowles Metropolitan District (referred to hereafter as the "Board") was convened on Tuesday, August 10, 2021, at 4:30 p.m., at The Village Center, 7255 Grant Ranch Blvd., Littleton, Colorado 80123. 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

The absence of Director Chaffee was noted and excused below.

### **Also, In Attendance Were:**

Anna Jones and Nic Carlson; CliftonLarsonAllen LLP ("CLA")  
Paul LeFever; Grant Ranch Master HOA Manager  
Rob Massengale, Justin Ketner & Johnny Jimenez; Designsapes Colorado Inc.  
Derek Fox; Davey Tree  
Nicki Simonson; Grant Water and Sanitation District  
Jack Pritchett; EcoResource Solutions, Inc.  
Karen LeFever; Resident  
John Whitehill; Resident  
Carolyn Alexander; Resident

## ADMINISTRATIVE MATTERS

### **Call to Order & Agenda:** The meeting 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 LaPan and, upon vote, unanimously carried, the Board approved the Agenda, as amended.

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

**Quorum/Confirmation of Meeting Location/Posting of Notice:** Ms. Jones 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.

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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.

**Absence of Director Chaffee:** Upon a motion duly made by Director Korte, seconded by Director Dougherty and, upon vote, unanimously carried, the absence of Director Chaffee was noted and excused.

**Minutes from the July 13, 2021 Regular Board Meeting:** Director LaPan noted the amount itemized for the rock work in several tracts was incorrect and it should be \$35,218.00. CLA indicated they will make that change. Following discussion, upon a motion duly made by Director Korte, seconded by Director LaPan and, upon vote, unanimously carried, the Board approved the Minutes from the July 13, 2021 regular Board meeting, as amended.

**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.

Karen LeFever, resident, addressed the Board regarding the new trash cans, park signage and indicated park usage has improved.

John Whitehill, resident, addressed the Board regarding the Blue Heron Pond detention area and the blue green algae.

Nicki Simonson of Grant Water and Sanitation District indicated she would like to schedule a meeting in October regarding an easement.

Carolyn Alexander, resident, lives near Isthmus Park and requested trees to be installed to conceal the Denver Water outlet facility. The Board determined to discuss this issue at the September Board meeting.

Paul Lefever, Grant Ranch Master HOA Manager, discussed the van that had been parked in the District and asked what preventive measures can be taken. He asked about the heaved sidewalk near the northwest entrance to Reflections. He also addressed the trees in front of the Camden Apartments, indicating the HOA would like to cut down the dead trees in front of the apartment building. He will provide additional information at the September Board meeting.

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### FINANCIAL MATTERS

**Claims in the amount of \$181,285.42:** Following discussion, upon a motion duly made by Director Korte, seconded by Director Dougherty and, upon vote, unanimously carried, the Board approved the claims in the amount of \$181,285.42.

**June 30, 2021 Financial Statements:** Following review, upon a motion duly made by Director Dougherty, seconded by Director LaPan and, upon vote, unanimously carried, the Board accepted the June 30, 2021 Financial Statements.

**Other:** None.

### MANAGEMENT MATTERS

#### **Operational Updates and Action Items:**

**Proposals from EcoResource Solutions:** Mr. Pritchett reviewed the three proposals provided to the Board. The Board discussed replacing the damaged enclosure case for the testing box using a case the District already owns. Following discussion, upon a motion duly made by Director Dougherty, seconded by Director Korte and, upon vote, unanimously carried, the Board approved the EcoResources Solutions proposal to replace the Water Sampler in the amount of \$1,886.00.

Mr. Carlson reviewed the proposal for the testing box equipment. Following discussion, upon a motion duly made by Director Korte, seconded by Director Dougherty and, upon vote, unanimously carried, the Board approved the Teledyne ISCO proposal to replace the 3700 Sampler Housing in the amount of \$1,762.08.

The Board discussed the proposed Blue Heron Park pond algae treatment. Mr. Carlson will determine if there are any downstream impacts the treatment may affect and report back to the Board next month. Following review, upon a motion duly made by Director Dougherty, seconded by Director Korte and, upon vote, unanimously carried, the Board approved the EcoResources proposal for pond algae treatment at Blue Heron Park in the amount of \$5,003.35.

The Board discussed implementing a management plan. Mr. Pritchett will develop a proposal and CLA will provide it for the Board's review at the September Board meeting. This will include solar panel powered aeration and other strategies to improve the water health.

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### **Landscape:**

**Work Order Summary:** Mr. Massengale reviewed the proposals he provided to the Board. He noted that he has installed rock in Tracts H and I and is moving north to complete the entire area.

Mr. Jimenez discussed the maintenance of the trash cans with new bags with the Board.

**Irrigation Mapping:** Mr. Massengale provided an update to the Board.

**Hydro Systems KDI Proposal:** Director LaPan reviewed the proposal, noting that Hydro Systems KDI would begin with Mr. Massengale's base map to create a map book and get the process started. His goal is to develop the plan in 2021. Director LaPan will work with KDI and Designscales to coordinate the effort and provide a report at the September Board meeting. Following discussion, upon a motion duly made by Director LaPan, seconded by Director Dougherty and, upon vote, unanimously carried, the Board approved the Hydro Systems KDI proposal for additional site inventory and ACAD base updates in the amount of \$3,840.00.

**Resident Request to Remove Russian Olive Plants near 5520 W. Prentice Circle:** The Board discussed this area and determined the District will no longer maintain the area as it was confirmed this is not located within the District and therefore not the District's responsibility. It was further discussed that the area is the responsibility of Bow Mar. The Board directed Designscales and all other District vendors to cease mowing and any other maintenance activities.

**Resident Request to Remove Four Cottonwood Trees Near 6287 W. Prentice Ave.:** The Board discussed and determined the cottonwood trees were not on District property and the request should be directed to JW Bowles Reservoir for consideration.

**Pressure Washing Tables in Sunset Park:** This item was discussed by the Board below. The Board directed CLA to have the tables pressure washed.

**Purchasing Trash Bags:** Following discussion, Mr. Jimenez will work with Mr. Lefever to order the right bags for the new trash cans.

**Designscales Proposal for Shrub Removal in Native Drainage Area in San Marino in the amount of \$7,245.00:** Following review, upon a motion duly made by Director LaPan, seconded by Director Korte and, upon vote, unanimously carried, the Board approved the Designscales

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proposal for shrub removal in the native drainage area in San Marino in the amount of \$7,245.00.

**Designscapes Proposal for Tree Replacements along Grant Ranch Blvd. in the amount of \$12,599.00:** Following review, upon a motion duly made by Director LaPan, seconded by Director Korte and, upon vote, unanimously carried, the Board approved the Designscapes proposal for tree replacements along Grant Ranch Blvd. in the amount of \$12,599.00.

**Designscapes Proposal to Replace Mulch with Rock in Tracts O, K and I in the amount of \$35,218.00:** The Board reviewed and accepted the updated proposal from Designscapes, which was previously approved at the July Board meeting.

### **Davey Tree:**

**General Update:** Mr. Fox provided a general update to the Board. He asked the Board if all stump grinding can be invoiced at one time. The Board did not have concerns doing so since the work was already approved.

The Board discussed and requested a proposal to determine if any trees in Tract K need to be replaced.

**Proposal to Thin Trees North of Blue Heron Park:** Mr. Fox reviewed the proposal to thin the trees in the amount of \$7,155.00 with the Board. The Board asked Mr. Fox to agree to any necessary spring touch ups, in the case the trees are pruned in winter after the leaves have fallen. Mr. Fox agreed.

Following review, upon a motion duly made by Director Dougherty, seconded by Director Korte and, upon vote, unanimously carried, the Board approved the Davey Tree proposal to thin trees north of Blue Heron Park in the amount of \$7,155.00.

### **Homestead Painting Update:**

**Wrought Iron Fence Update:** Mr. Carlson provided the Board with an update. CLA will follow up to verify if the benches at Isthmus Park have been painted per previous Board direction.

**Fence Repair Proposals:** No proposals were reviewed by the Board.

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### **Park Update:**

#### **General Update:**

##### **Mustang Sports Club (“MSC”) Lacrosse Request to Reserve Park:**

Mr. Carlson reviewed this request with the Board. Following discussion, upon a motion duly made by Director Dougherty, seconded by Director Korte and, upon vote, unanimously carried, the Board approved the MSC Lacrosse request to reserve Blue Heron Park.

##### **Resident Request to Reserve Park:**

Mr. Carlson reviewed this request with the Board. Following discussion, upon a motion duly made by Director Dougherty, seconded by Director Korte and, upon vote, unanimously carried, the Board approved the resident request to reserve Sunset Park.

##### **Resident Request to Reserve Park:**

Mr. Carlson reviewed this request with the Board. Following discussion, upon a motion duly made by Director Dougherty, seconded by Director Korte and, upon vote, unanimously carried, the Board conditionally ratified approval of the resident request to reserve Blue Heron Park and will review further at the September meeting.

**Proposal to Install Trash Cans:** Mr. Carlson provided an update to the Board, informing them that the trash cans were installed by CDR Construction.

**EcoResource Solutions Inc. Proposal for Weed and Algae Treatments at Blue Heron Park Pond in the amount of \$5,003.35:** This item was previously addressed under Manager Matters.

#### **Discuss Park Concerns:**

**Drainage Issues – Debris and Water on Sidewalk:** The Board discussed that the northeast corner of Blue Heron Park gets icy in the winter. Director LaPan will have a look and provide input.

**Encampments:** The Board tabled discussion on this item.

**Permitting for Food Trucks:** The Board tabled discussion on this item.

**Contractor Vehicle Signs:** The Board tabled discussion on this item.

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**Signage Update:** Director Lutz-Ryan reviewed the signage language regarding basketball. The Board agreed to continue Director Lutz-Ryan's efforts.

**Isthmus Park Informational Signs:** Director Lutz-Ryan reviewed the draft interpretive signage with the Board.

**Updated Park Language:** The Board discussed the ability to meet with a sheriff to address overnight camping or parking illegally and determined any Board member or member of the District Management team are authorized to meet with a sheriff to address similar incidents in the future.

Following discussion, upon a motion duly made by Director Korte, seconded by Director LaPan and, upon vote, unanimously carried, the Board appointed Directors Lutz-Ryan and Dougherty to a Committee in order to review the draft park language and provide recommendations at the September Board meeting.

### **Other:**

#### **Water Monitoring Box Damaged by Tree:**

**EcoResource Solutions, Inc. Proposal for installation of water sampler replacement in the amount of \$1,174.00:** This item was discussed previously under Manager Matters.

**Teledyne proposal to replace sampler housing in the amount of \$1,762.08:** This item was discussed previously under Manager Matters.

**Triacom proposal to install water monitoring enclosure in the amount of \$3,400.00:** This item was discussed previously under Manager Matters.

Mr. Jimenez discussed the barbeque fixtures that need replacing due to water damage and wear and tear with the Board. The Board discussed keeping water away from the barbeques and maintaining them. CLA will find options to replace the barbeques and provide a proposal, including replacement and installation costs, at the September Board meeting for the Board to review. CLA will also have the benches under the gazebo cleaned and replace the broken benches.

### **LEGAL MATTERS**

**Intergovernmental Agreement by and between Bowles Metropolitan District and Grant Water and Sanitation District for Removal of Plantings and Use of Joint Easement:** There are no updates regarding this matter.

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**Other:** None.

**DIRECTOR  
MATTERS**

**District Logo:** Director Lutz-Ryan presented a proposal to the Board to develop a District logo. Following discussion, upon a motion duly made by Director Dougherty, seconded by Director Korte and, upon vote, unanimously carried, the Board approved the proposal to develop a District logo in the amount of \$500.00.

**Quorum for Next Board Meeting:** The Board confirmed quorum for the next Board Meeting on September 14, 2021 at 4:30 p.m.

**OTHER BUSINESS**

None.

**ADJOURNMENT**

There being no further business to come before the Board at this time, upon a motion duly made by Director Dougherty, seconded by Director Korte and, upon vote, unanimously carried, the meeting was adjourned at 6:26 p.m.

Respectfully submitted,

By Anna Jones  
Secretary for the Meeting