

MINUTES OF A SPECIAL MEETING OF
THE BOARD OF DIRECTORS OF THE
BOWLES METROPOLITAN DISTRICT (THE “DISTRICT”)
HELD
JANUARY 9, 2025

A special meeting of the Board of Directors of the Bowles Metropolitan District (referred to hereafter as the “Board”) was convened on Thursday, January 9, 2025, at 4:30 p.m., at The Village Center, 7255 Grant Ranch Blvd, Littleton, Colorado 80123. This District Board meeting was also held via Microsoft Teams. The meeting was open to the public.

ATTENDANCE

Directors in attendance were:

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

Also, In Attendance Were:

Nicholas Carlson and Ashley Heidt; CliftonLarsonAllen LLP (“CLA”)
Michael Sundberg; The Davey Tree Expert Company
Debra Rodarte; Grant Ranch Village Center
Pilar Hoyos and Steve Stith; Members of the public

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 Lefever, seconded by Director Lee and, upon vote, unanimously carried, the Board approved the Agenda, as amended.

Disclosures of Potential Conflicts of Interest:

The Board discussed the requirements of Colorado law to disclose any potential conflicts of interest or potential breaches of fiduciary duty of the Board of Directors to the Secretary of State. The members of the Board were requested to disclose any potential conflicts of interest with regard to any matters scheduled for discussion at this meeting and incorporated for the record those applicable disclosures made by the Board members prior to this meeting in accordance with statute. It was noted that disclosures of potential conflicts of interest were filed with the Secretary of State for all directors, and no additional conflicts were disclosed at the meeting.

Quorum, Location of Meeting, Posting of Meeting Notice:

The Board 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. 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. Stith noted that the Grant Ranch Board agreed to have the District take lead on the streetscape project.

Ms. Rodarte commented on the owner whose dog was attacked by a coyote. The owner wanted the District to be made aware of the event and requested signs be put in place.

Mr. Pilar presented the Audubon sponsorship request to 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 Audubon sponsorship request at the Osprey level of \$2,500.00, as presented.

Minutes of December 10, 2024 Regular Meeting:

The Board reviewed the Minutes of the December 10, 2024 Regular Meeting. Following review and discussion, upon a motion duly made by Director Lutz-Ryan, seconded by Director Lefever and, upon vote, unanimously carried, the Board approved the December 10, 2024 Regular Minutes, as amended, to correct the spelling of Mr. Stith's name.

MANAGER MATTERS

Landscape:

General Update:

No update was provided.

Davey Tree:

General Update:

Mr. Sundberg noted that he plans to take a deeper look into the parks this winter to see if anything needs to be limbed up. Director LaPan stated there is a Cottonwood tree in Tract O that is leaning severely which may need removed. There are also trees on South Jay Street, South Jay Circle and South Gray Street that need to be limbed up.

ENGINEERING MATTERS

Playground Project:

Mr. Carlson noted that this project was republished last week, and Livable City Studios is finalizing the bid packets and plans to distribute them to vendors tomorrow.

Wrought Iron Fence:

Mr. Carlson noted that this project has been on hold during the holiday season, but will now be progressing. Most of the owners are aware of what needs to be done in their backyards to get the project underway. The materials for the fence have been ordered with a 12–14-week lead time.

FINANCIAL MATTERS

November 30, 2024 Unaudited Financial Statements:

Mr. Carlson reviewed the Unaudited Financial Statements with the Board. Discussion ensued regarding the annual water assessment fee and how to better re-coup the costs from the sub HOAs during irrigation season.

Mr. Carlson also stated that the accounting team can do an analysis on all water-related costs incurred by the District to aid in a discussion for a potential raise in irrigation rates.

Following discussion, upon a motion duly made by Director Lefever, seconded by Director Korte and, upon vote, unanimously carried, the Board accepted the November 30, 2024 Unaudited Financial Statements, as presented.

Prior Claims:

The Board reviewed the prior claims. Following review and discussion, upon a motion duly made by Director Korte, seconded by Director Lee and, upon vote, unanimously carried, the Board ratified approval of prior claims in the amount of \$98,039.10, as presented.

LEGAL MATTERS

Proposal from Merrick & Company for GIS Review of Landscape Areas:

Mr. Carlson reviewed the proposal with the Board. Following review, upon a motion duly made by Director Lefever, seconded by Director Korte and, upon vote, unanimously carried, the Board ratified approval of the proposal from Merrick & Company for GIS review of landscape areas in the amount of \$3,100.00, as presented.

Proposal from Architerra Group for Streetscape Design:

Director Lefever noted that he would like to have a Capital Improvement Agreement with the HOA for cost sharing efforts of the streetscape design. Discussion ensued regarding

controlling costs associated and the timeline of getting the agreement drafted to not hold up the streetscape work. The Board directed CLA to begin working on the contract details with legal counsel and Mr. Hewitt.

Director LaPan reviewed the proposal with the Board. Following review, upon a motion duly made by Director Korte, seconded by Director Lefever and, upon vote, unanimously carried, the Board approved the proposal from Architerra Group and the conceptual streetscape design in the amount of \$25,770.00, as presented.

OTHER BUSINESS

Costs for Trash Can and Pet Station at the North End of Tract that Crosses Entrance to Heron Estates:

Ms. Heidt discussed the costs with the Board. Following discussion, upon a motion duly made by Director Korte, seconded by Director Lutz-Ryan and, upon vote, unanimously carried, the Board approved the costs for the trash can and pet station at the North end of the tract that crosses the entrance to Heron Estates, as presented.

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 meeting was adjourned at 5:28 p.m.

Respectfully submitted,

By _____

Secretary for the Meeting