

**CONSOLIDATED BELL MOUNTAIN RANCH METROPOLITAN  
DISTRICT 8390 E. CRESCENT PKWY., STE. 300  
GREENWOOD VILLAGE, CO  
80111 Phone: 303-779-5710 Fax:  
303-779-0348  
[www.BMRmetro.org](http://www.BMRmetro.org)**

**NOTICE OF REGULAR MEETING AND AGENDA**

**DATE:** Tuesday, August 2, 2022  
**TIME:** 6:30 p.m.  
**PLACE:** Lowell Ranch  
2330 S. I-25, East Frontage Road  
Castle Rock, CO 80104

<u>Board of Directors</u>	<u>Office</u>	<u>Term Expires</u>
Russell Grant	President	May 2025
Calvin Bills	Vice President	May 2023
Frank Strand	Secretary/Treasurer	May 2023
Stephen Vrabel	Assistant Secretary/Treasurer	May 2025
Edward Ammon	Assistant Secretary/Treasurer	May 2023

**I. CALL TO ORDER**

**II. DECLARATION OF QUORUM / DIRECTOR QUALIFICATIONS /  
DISCLOSURE OF CONFLICTS**

- A. Present disclosures of potential conflicts of interest
- B. Confirm quorum and location of meeting

**III. APPROVAL OF AGENDA**

**IV. COMMUNITY COMMENTS**

- A. 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.

**V. APM MONTHLY REPORT – John McKillip, Jr.**

**VI. MANAGER’S REPORT / ADMINISTRATIVE MATTERS**

- a. Review and Consider Approval of the Minutes of the July 6, 2022

- Regular Meeting (enclosure)
- b. Review and Consider acceptance of the Bill.com claims report for July 2022 Totaling \$36,316.95 including BMR Water Usage Totaling \$1,770.00 (enclosed)
- c. Review and Accept July 31, 2022 Unaudited Financial Statements (to be distributed)
- d. Review and Accept Cash Position Schedule as of August 2022 (to be distributed)

## **VII. DIRECTOR DISCUSSION – ACTION**

- a. Update on Comcast Cable Install – Director Strand
- b. Metro District Materials Management/Laydown Yard Location Update – Directors Bills, Strand & Vrabel
- c. Status of Chip Seal Paving Project – Director Grant
- d. Equestrian Trails Update – Director Bills
- g. Other

## **VIII. ATTORNEY ITEMS**

- a. Other

## **IX. OTHER BUSINESS**

- a. Confirm Quorum for September 6, 2022 Board Meeting

## **X. ADJOURNMENT**

**The next regular meeting is scheduled for September 6, 2022**

## RECORD OF PROCEEDINGS

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MINUTES OF A SPECIAL MEETING OF  
THE BOARD OF DIRECTORS OF THE  
CONSOLIDATED BELL MOUNTAIN RANCH METROPOLITAN  
DISTRICT (THE “DISTRICT”)  
HELD  
JULY 6, 2022

A special meeting of the Board of Directors of the Consolidated Bell Mountain Ranch Metropolitan District (referred to hereafter as the “Board”) was convened on Wednesday, July 6, 2022, at 6:30 p.m. at Lowell Ranch, 2330 S. I-25, East Frontage Road, Castle Rock, CO 80104 and Microsoft TEAMS.

### ATTENDANCE

Directors In Attendance Were:

Russell Grant, President  
Calvin Bills; Vice President  
Frank Strand; Secretary/Treasurer  
Steve Vrabel; Assistant Secretary/Treasurer (virtual)  
Edward Ammon; Assistant Secretary/Treasurer (virtual)

Also, In Attendance Were:

Josh Miller; CliftonLarsonAllen LLP  
Tim Flynn; Collins Cole Flynn Winn & Ulmer, PLLC  
John McKillip, Jr. ; APM

### I. CALL TO ORDER

Director Grant called the meeting to order at 6:43 p.m.

### II. DECLARATION OF QUORUM/ DIRECTOR QUALIFICATIONS/ POTENTIAL CONFLICTS OF INTEREST

**Potential Conflicts of Interest:** All Directors previously filed Potential Conflict of Interest Disclosure Statements with the Board and the Secretary of State. Such disclosures were filed because: (i) each Director is a Director of the BMR Metropolitan District (“BMRMD”); and (ii) the functions of each District overlap at times, and there are now and may be in the future intergovernmental agreements between the two Districts. All Potential Conflict of Interest Disclosures whether filed for this meeting or previously filed are deemed continuing in nature and are incorporated into the record of this meeting.

**Confirm Quorum and Location of Meeting:** All Directors stated that the participation of at least three (3) Board members in the meeting was necessary to obtain a quorum of the Board or otherwise enable the Board to act. The Board confirmed a quorum and the location of the meeting.

### III. APPROVAL OF AGENDA

Upon a motion duly made by Director Strand, seconded by Director Bills and, upon vote, unanimously carried, the Board approved the Agenda as

## RECORD OF PROCEEDINGS

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presented.

### IV. COMMUNITY COMMENTS

**Public Comment:** None.

### V. APM PROJECT STATUS REPORT

Mr. McKillip presented a report to the Board.

- a. The existing speed limit signs have been replaced. A few additional signs are needed at cul-de-sac entries where none now exist.
- b. Finishing up riprap at new concrete gutter installations.
- c. Irrigation lines were cut during the installation of the Tot playground equipment. New lines will be installed.
- d. Repairs for several drainage ditches bordering homeowner properties are yet to be assigned to APM. Director Bills stated that letters to the affected homeowners are being finalized.
- e. Fire hydrant reflectors will be replaced as needed.

### VI. MANAGER'S REPORT/ ADMINISTRATIVE MATTERS

**A. Review and Consider Approval of the Minutes of June 7, 2022 Regular Meeting:** Following review, upon a motion duly made by Director Bills, seconded by Director Strand and, upon vote, unanimously carried, the Board approved the June 7, 2022 Regular Meeting Minutes as presented.

**B. Review and Consider Acceptance of June 2022 Bill.com claims report totaling \$91,364.54 including BMR Water Usage Totaling \$315.00:** Director Grant reviewed the Bill.com claims with the Board. Following review, upon a motion duly made by Director Bills, seconded by Director Strand and, upon vote, unanimously carried, the Board accepted the June 2022 Bill.com claims report totaling \$91,364.54 including the BMR water usage totaling \$315.00 as presented.

**C. Consider Approval of 2021 Audit Extension:** Upon a motion duly made by Director Bills, seconded by Director Strand and, upon vote, unanimously carried, the Board approved the 2021 Audit Extension.

**D. Review and Accept Cash Position Schedule as of July 2022:** Director Grant reviewed the July 2022 Cash Position Schedule with the Board. Following review, upon a motion duly made by Director Strand, seconded by Director Bills and, upon vote, unanimously carried, the Board accepted the July 2022, Cash Position Schedule as presented.

### VII. DIRECTOR ITEMS

**A. Update on Comcast Cable Install – Director Strand:** Director Strand updated the Board. Comcast is finalizing their construction routing plan, most recently performing “pot holing” to locate gas lines. Drawings will be forthcoming for Board approval.

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**B. Pave Existing Loop Road for School Bus Stop:** Director Vrabel provided an update on the bids that were received. Bids were solicited to pave the existing loop road; however, the bids received were excessive due to the unprecedented recent increase in oil prices. After discussion, the Board decided to defer paving at this time and leave the bus stop at its current location on Autumn Sun Circle. Upon a motion duly made by Director Grant, seconded by Director Vrabel and, upon vote, unanimously carried, the Board rejected all bids received.

**C. Metro District Materials Management/Laydown Yard Location Updates – Directors Bills, Strand & Vrabel:** This item was deferred.

**D. Status of Chip Seal Paving Project – Director Grant:** Director Grant updated the Board stating that in accordance with Board approval at the June Board meeting, the project has been awarded to the A-1 Chipseal Company for \$119,587.50. The work is being scheduled to be done in mid August.

**E. Status of Turf Replacement at Front Gate – Director Bills:** Director Bills stated that after repair of irrigation lines at the front gate and the resumption of regular watering, the grass that was thought to be dead is making a recovery. Hence, any replacement of turf will be delayed for the time being.

**F. Update on Stevens Ranch Turnover – Director Ammon:** Director Ammon provided an update on open items, and stated several items still need to be addressed. Open items include:

- All storm water drop inlets need to be cleaned (e.g. remove gravel bags, clean out mud and debris).
- Remove silt fencing.
- Clean and flow test all storm drain structures.
- Two large shipping containers marked “SW Mobile Storage need to be removed from the roadway right-of-way.
- Grass restoration does not seem to be complete, and is very spotty.
- Streets need to be cleaned. This will be a continuing issue as long as homes are still under construction on the Stevens Ranch parcel.
- Streets should be checked for appropriate drainage. It appears water is standing in the curb gutters in places and not draining properly.
- All access roads leading to the major drainage structures need to be constructed per plan. The access road to the southern storm drainage is not complete, and the top section needs to be completed as it is only dirt at this time.

## RECORD OF PROCEEDINGS

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- The drainage problem with dirt being washed into the Riva Rose Circle cul-de-sac still exists.

The Douglas County Planning Division needs to be made aware of the outstanding construction discrepancies.

**G. Equestrian Trails Update - Director Bills:** Director Bills provided an update and will report back with more updates at the August meeting.

**H. Other:** None.

### VIII. ATTORNEY MATTERS

**A. Review and Consider Approval of Resolution 2022-07-01, Calling for a November 8, 2022 Special Election, Authorizing an Election on the Question of a Property Tax Increase and Appointing a Designated Election Official:** Mr. Flynn reviewed the resolution with the Board and revisions were discussed. Following review, upon a motion duly made by Director Grant, seconded by Director Bills and, upon vote, unanimously carried, the Board approved Resolution 2022-07-01, Resolution Calling for a November 8, 2022 Special Election, Authorizing an Election on the Question of a Property Tax Increase and Appointing a Designated Election Official” as amended.

**B. Update of Erosion Mitigation Letters – Director Bills and Mr. Flynn:** Mr. Flynn and Director Bills presented multiple options until the Rules and Regulations are finalized. Action was deferred to a future meeting.

**C. Other:** None.

### IX. OTHER BUSINESS

**A. Confirm Quorum for August 2, 2022 Board Meeting Date:** The Board confirmed that a quorum should be available for the August 2, 2022 Board meeting.

### X. ADJOURNMENT

There being no further business to come before the Board at this time, Director Grant adjourned the meeting at 8:25 p.m.

Respectfully submitted,

\_\_\_\_\_  
Secretary for the Meeting

**Unpaid Bills  
CBMRMD**

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VENDOR	INVOICE #	DATE	DUE DATE	AGING	APPROVAL STATUS	PAYMENT STATUS	OPEN BALANCE
Advanced Property Maintenance, Inc	39339	07/15/22	07/26/22	2	Approved	Unpaid	3150.77
Advanced Property Maintenance, Inc	39338	07/15/22	07/26/22	2	Approved	Unpaid	5489.25
Advanced Property Maintenance, Inc	39340	07/15/22	07/26/22	2	Approved	Unpaid	440.00
Advanced Property Maintenance, Inc	39341- A	07/15/22	07/26/22	2	Approved	Unpaid	2231.44
Advanced Property Maintenance, Inc	39344	07/19/22	07/26/22	2	Approved	Unpaid	500.00
Advanced Property Maintenance, Inc	39341	07/20/22	07/26/22	2	Approved	Unpaid	1137.54
BMR MD	35407 06 27 22	06/27/22	07/26/22	2	Approved	Unpaid	505.00
BMR MD	35408 06 27 22	06/27/22	07/26/22	2	Approved	Unpaid	1265.00
CliftonLarsonAllen, LLP	3345188	06/30/22	07/26/22	2	Approved	Unpaid	3721.71
Collins Cole Flynn Winn & Ulmer, PLLC	2014	07/07/22	07/26/22	2	Approved	Unpaid	6737.40
Core Electric Cooperative	21897701 06.15.22	06/15/22	07/26/22	2	Approved	Unpaid	34.46
Core Electric Cooperative	24034901 06 15 22	06/15/22	07/26/22	2	Approved	Unpaid	22.35
Ferguson & Son Paving, Inc	06 30 22	06/30/22	07/26/22	2	Approved	Unpaid	10159.50
Simmons & Wheeler, P.C.	33295	06/30/22	07/26/22	2	Approved	Unpaid	922.53
<b>Grand Total</b>							<b>36,316.95</b>