

**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**

NOTICE OF REGULAR MEETING AND AGENDA

DATE: Tuesday, September 6, 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 August 2, 2022 Regular Meeting (enclosure)
- b. Review and Consider acceptance of the Bill.com claims report for August 2022 Totaling \$166,068.42 including BMR Water Usage Totaling \$2,495.00 (enclosed)
- c. Review and Accept Cash Position Schedule as of September 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
- e. Update on “C” Zone Fire Mitigation – Director Ammon
- f. Discussion on Mountain Bikes on the Trails – Director Ammon
- g. Other

VIII. ATTORNEY ITEMS

- a. Other

IX. OTHER BUSINESS

- a. Confirm Quorum for October 4, 2022 Board Meeting

X. ADJOURNMENT

The next regular meeting is scheduled for October 4, 2022

RECORD OF PROCEEDINGS

MINUTES OF A REGULAR MEETING OF
THE BOARD OF DIRECTORS OF THE
CONSOLIDATED BELL MOUNTAIN RANCH METROPOLITAN
DISTRICT (THE "DISTRICT")
HELD
AUGUST 2, 2022

A regular meeting of the Board of Directors of the Consolidated Bell Mountain Ranch Metropolitan District (referred to hereafter as the "Board") was convened on Tuesday, August 2, 2022, at 6:30 p.m. at Lowell Ranch, 2330 S. I-25, East Frontage Road, Castle Rock, CO 80104.

ATTENDANCE

Directors In Attendance Were:

Russell Grant, President
Calvin Bills; Vice President
Frank Strand; Secretary/Treasurer

Director Vrael was absent and excused.

Also, In Attendance Were:

Nic Carlson; CliftonLarsonAllen LLP
Tim Flynn; Collins Cole Flynn Winn & Ulmer, PLLC
John McKillip, Jr.; APM
Eric Sztanko; 1756 Wildfire Circle

I. CALL TO ORDER

Director Grant called the meeting to order at 7:11 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.

Upon a motion duly made by Director Strand, seconded by Director Bills and, upon vote, unanimously carried, the Board excused the absence of Director Vrael.

RECORD OF PROCEEDINGS

III. APPROVAL OF AGENDA

Correct Item VII.g. to read VII.e Add Item VIII.a. Resolution No. 2022-7-1. Upon a motion duly made by Director Strand, seconded by Director Bills and, upon vote, unanimously carried, the Board approved the Agenda as amended.

IV. COMMUNITY COMMENTS

Public Comment: None.

V. APM PROJECT STATUS REPORT

Mr. McKillip presented a report to the Board.

- a. Traffic Signs. Completing work for 5 new speed limit signs and “No Outlet” signs.
- b. Grading eroded equestrian trails. Doing extensive work on Ed Young Trail.
- c. Several items waiting for issuance of work orders by CBMRMD.

VI. MANAGER’S REPORT/ ADMINISTRATIVE MATTERS

A. Review and Consider Approval of the Minutes of July 6, 2022 Special Meeting: Following review, upon a motion duly made by Director Strand, seconded by Director Bills and, upon vote, unanimously carried, the Board approved the July 6, 2022 Special Meeting Minutes as presented.

B. Review and Consider Acceptance of July 2022 Bill.com claims report totaling \$36,316.95 including BMR Water Usage Totaling \$1,770.00: Director Grant reviewed the Bill.com claims 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 Bill.com claims report totaling \$36,316.95 including the BMR water usage totaling \$1,770.00 as presented.

C. Review and Accept July 31, 2022 Unaudited Financial Statements: Director Grant reviewed 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 31, 2022, Unaudited Financial Statements as presented.

D. Review and Accept Cash Position Schedule as of August 2022: Director Grant reviewed the August 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 August 2022, Cash Position Schedule as presented.

VII. DIRECTOR ITEMS

A. Update on Comcast Cable Install – Director Strand: Director Strand noted that the design plan submitted by Comcast contained several deficiencies and was returned to Comcast. A work permit will not be issued until the design is approved and easements for road crossings are in place.

RECORD OF PROCEEDINGS

B. Metro District Materials Management/Laydown Yard Location Updates – Directors Bills, Strand & Vrabel: Director Bills presented a draft plan for Board review and will develop a cost estimate for presentation at the September Board meeting.

C. Status of Chip Seal Paving Project – Director Grant: Director Grant updated the Board stating that the gravel for the work has already been stockpiled at the Community Park and that paving work is scheduled to begin on August 5th. Once started, the paving work should not take more than five days. Striping work by Kolbe Striping will follow by mid-September.

D. Equestrian Trails Update - Director Bills: Director Bills informed the Board of modifications needed in trail routings. The Board directed Director Bills to proceed with the proposed modifications.

E. Other: None.

VIII. ATTORNEY MATTERS

A. Resolution No. 2022-7-1. A 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: Mr Flynn explained that an IGA between the Douglas County Clerk and Recorder and the CBMRMD is needed regarding the conduct and administration for this item in General Election on November 8, 2022. Mr. Flynn presented and reviewed the IGA with the Board. Following review and discussion, upon a motion duly made by Director Strand, seconded by Director Bills and, upon vote, unanimously carried, the Board approved Resolution No. 2022-7-1 and the IGA with Douglas County Clerk and Recorder.

B. Other: None.

IX. OTHER BUSINESS

A. Confirm Quorum for September 6, 2022 Board Meeting Date: The Board confirmed that a quorum should be available for the September 6, 2022 Board meeting.

X. ADJOURNMENT

There being no further business to come before the Board at this time, Director Grant adjourned the meeting at 8:16 p.m.

Respectfully submitted,

Secretary for the Meeting

RECORD OF PROCEEDINGS

Unpaid Bills

Consolidated BMR

Payments released 8/24/22

VENDOR	INVOICE #	DATE	DUE DATE	AGING	APPROVAL STATUS	PAYMENT STATUS	OPEN BALANCE
A-1 Chipseal Co.	12155	08/09/22	08/22/22	1	Approving	Unpaid	113608.12
Adossier INC	20220809016	08/09/22	08/22/22	1	Approving	Unpaid	280.00
Advanced Property Maintenance, Inc	39335	07/15/22	08/22/22	1	Approving	Unpaid	6322.86
Advanced Property Maintenance, Inc	39430	08/10/22	08/22/22	1	Approving	Unpaid	15953.60
Advanced Property Maintenance, Inc	39431	08/10/22	08/22/22	1	Approving	Unpaid	6795.36
Advanced Property Maintenance, Inc	39434	08/10/22	08/22/22	1	Approving	Unpaid	711.91
Advanced Property Maintenance, Inc	39433	08/10/22	08/22/22	1	Approving	Unpaid	1190.00
Advanced Property Maintenance, Inc	39432	08/10/22	08/22/22	1	Approving	Unpaid	1200.00
BMR MD	916542	07/26/22	08/22/22	1	Approving	Unpaid	1820.00
BMR MD	35407 07 26 2022	07/26/22	08/22/22	1	Approving	Unpaid	675.00
CliftonLarsonAllen, LLP	3374059	08/11/22	08/22/22	1	Approving	Unpaid	2789.62
Core Electric Cooperative	24034901 07 19 2022	07/19/22	08/22/22	1	Approving	Unpaid	22.15
Core Electric Cooperative	21897701 07 19 2022	07/19/22	08/22/22	1	Approving	Unpaid	33.71
Drc Construction Services	1002	07/26/22	08/22/22	1	Approving	Unpaid	12075.00
Knothead Tree and Lawn Care	9449	06/06/22	08/22/22	1	Approving	Unpaid	901.00
Knothead Tree and Lawn Care	9912	07/14/22	08/22/22	1	Approving	Unpaid	1128.00

VENDOR	INVOICE #	DATE	DUE DATE	AGING	APPROVAL STATUS	PAYMENT STATUS	8 OPEN BALANCE
Simmons & Wheeler, P.C.	33644	07/31/22	08/22/22	1	Approving	Unpaid	562.09
Grand Total							166,068.42