

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, May 3, 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 2022
Calvin Bills	Vice President	May 2023
Frank Strand	Secretary/Treasurer	May 2023
Stephen Vrabel	Assistant Secretary/Treasurer	May 2022
Edward Ammon	Assistant Secretary/Treasurer	May 2022

- I. CALL TO ORDER**
- II. DECLARATION OF QUORUM / DIRECTOR QUALIFICATIONS / DISCLOSURE OF CONFLICTS/ INSTRUCTIONS FOR VIDEO CONFERENCE**
 - A. Present disclosures of potential conflicts of interest
 - B. Confirm quorum and location of meeting
- III. ADMINISTER OATHS OF OFFICE/ELECTION OF OFFICERS**
- IV. APPROVAL OF AGENDA**
- V. 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.
- VI. APM MONTHLY REPORT – John McKillip, Jr.**
- VII. MANAGER’S REPORT / ADMINISTRATIVE MATTERS**

- a. Review and Consider Approval of the Minutes of the April 5, 2022 Regular Meeting (enclosure)
- b. Review and Consider acceptance of the Bill.com claims report for April 2022 Totaling \$35,937.96 including BMR Water Usage Totaling \$110.00 (enclosed)
- c. Review and Accept Cash Position Schedule as of May 2022 (to be distributed)

VIII. DIRECTOR DISCUSSION – ACTION

- a. BMR Fire Mitigation Project – Director Ammon
- b. Roadside /C-Zone violation letters and procedure – Director Bills
- c. Private Open Space Preservation (C-zones) – Director Bills
- d. Metro laydown/materials staging area – Director Bills
- e. School Bus Parking – Director Vrabel
- f. Front entrance grass and irrigation plan – Director Bills
- g. Comcast Cable Install – Director Strand
- h. Metro District Materials Management/Laydown Yard Location Update
- i. Rules & Regulations Update
- j. Update of Erosion Mitigation Letters
- k. Moving BMR Street Signs

IX. ATTORNEY ITEMS

- a. Other

X. ADJOURNMENT

The next regular meeting is scheduled for June 7, 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
APRIL 5, 2021

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, April 5, 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
Frank Strand; Secretary/Treasurer
Steve Vrael; Assistant Secretary/Treasurer
Edward Ammon; Assistant Secretary/Treasurer (via Teams)

Also, In Attendance Were:

Nic Carlson; CliftonLarsonAllen LLP
Tim Flynn; Collins Cole Flynn Winn & Ulmer, PLLC
Jerry Dye; 1443 Cactus Rose
Jim & Carolyn Youngs; 4231 Serenade Road
Dave Martin; 3211 Autumn Sun Circle
Eric Bransky; SEFNCO
John McKillip, Jr.; APM

I. CALL TO ORDER

Director Grant called the meeting to order at 6:48 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.

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III. APPROVAL OF AGENDA

Director Grant requested to add Item VII-K to discuss new time meeting for May meeting. 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, Jr. arrived later in the meeting. For convenience however, the update he provided to the Board and his review of the project list are set forth below as follows:

Stop Sign replacement complete.
 Riprap install at all remaining concrete drainage gutters complete.
 Roadway delineator installation at Steven's Ranch complete.
 Walking path from Old Gate to Mariposa – work begins April 6-8 for road base/ gravel at water treatment plant – May 1st, weather depending.
 Drive around inspection done March 2022.

Future Projects: walking paths maintenance/repair, replace speed limits signs, repair irrigation system at the BMR main entrance.

VI. MANAGER'S REPORT/ ADMINISTRATIVE MATTERS

A. Review and Consider Approval of the Minutes of March 1, 2022

Regular Meeting: Following review, upon a motion duly made by Director Strand, seconded by Director Bills and, upon vote, unanimously carried, the Board approved the March 1, 2022 Regular Meeting Minutes as presented.

B. Review and Consider Acceptance of March 2022 Bill.com claims report totaling \$14,167.85 including BMR Water Usage Totaling \$439.40:

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 March 2022 Bill.com claims report totaling \$14,167.85 including the BMR water usage totaling \$439.40 as presented.

C. Review and Accept February 28, 2022, Unaudited Financial Statements:

The February 28, 2022, Unaudited Financial Statements reflected a December balance sheet. Following discussion and review, upon a motion duly made by Director Strand, seconded by Director Bills and, upon vote, unanimously carried, the Board accepted the February 28, 2022, Unaudited Financial Statements, subject to requested updates.

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D. Review and Accept Cash Position Schedule as of April 1, 2022:

Director Grant reviewed the April 1, 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 April 1, 2022, Cash Position Schedule as presented.

VII. DIRECTOR ITEMS

A. BMR Fire Mitigation Project – Director Ammon: Director Ammon provided an update to the Board noting that drawings have been sent to the Forest Service for plan development for fire mitigation in the C-Zones, and he has been in contact with Molly Rowells (HOA Firewise Committee) regarding fire mitigation. Molly has advised that slash pick up will occur twice in 2022; once in June and once in September. Director Ammon also informed the Board that once the fire mitigation plan is finalized, he will begin working on acquiring grant funding.

B. Roadside C-Zone Violation Letters and Procedure – Director Bills:

Director Bills provided an update to the Board stating he will work with Mr. Flynn to craft the language for the follow up letters to be sent out.

C. Road Signs – Director Bills: Director Bills noted he will test moving the street sign blades from the wooden post at the Community Park to the stop sign metal post prior to moving all of the sign blades. He also stated that when the wooden posts for other traffic signs (speed limit, no outlet, curve ahead) are changed, the existing sign blanks will be reused, wherever possible this year. Director Grant pointed out that there are three sign blades at the Community Park corner, and they are larger than any of the others on BMR. Although Director Grant agreed to a test of relocating sign blades to the top of the new Stop signposts, he is not in favor of moving any of the street signs from the existing signposts at this time.

D. Private Open Space Preservation (C-Zones) – Director Bills:

Director. Bills provided the Board with an update stating that he continues to work on definitions and policies for C-Zones. He noted Mr. Flynn is looking into establishing penalties and fines for non-compliant homeowners. Director Bills will coordinate a Study Session with the Board to review the next steps.

E. Metro Laydown/Materials Staging Area – Director Bills:

Director Bills recommended continued use of the area behind the Community Park. He and Director Strand will draft a design to include moving the existing storage shed to that location, constructing concrete material holding cubicles and constructing a privacy fence to hide the material holding area.

F. School Bus Parking – Director Vrabel: Director Vrabel updated the Board. He stated that he has been in contact with Donna Grattino, Director

RECORD OF PROCEEDINGS

of Transportation for Douglas County k-12 Schools. He said that the bus stop will remain in place for the remainder of the school year. He further stated that he will obtain written requirements from the School District for what they require for a bus stop. Initial indications are that the loop road at the Park will require paving or gravel road base and an area light. More details will follow.

G. Front Entrance Grass and Irrigation Plan – Director Bills: Director Bills discussed the concept of xeriscaping with the Board for this area. A band-aid fix will be used this year for irrigation repair. The Board encouraged Director Bills to look into alternative landscaping designs.

H. BMR Entrance Logs Replacement – Director Vrabel: Director Vrabel updated the Board. He reviewed the results of the Community survey, which showed that the single steel arches option was preferred to replace the existing logs. After discussion on how to proceed with this project, Director Ammon proposed a motion to table the topic for future discussion, which was seconded by Director Bills and, upon a vote, the motion unanimously carried. It is anticipated that the funding allocated in the 2022 budget for this project will be needed to fund higher priority requirements this fiscal year.

I. Update on CBMR Election Schedule for May 3, 2022: Director Grant updated the Board. He stated that he will send a mass email to the Community that will address who is eligible to vote, time/ date & location of the election, how to obtain an absentee ballot and information about candidates. He noted that the election will be held on May 3, 2022, at the main meeting hall located at Lowell Ranch.

J. Comcast Cable Install – Director Grant: Mr. Bransky provided a description of the proposed Comcast new cable installation to increase capacity. The new cable will run the length of Old Gate Road and along Bell Mountain Drive from Starfire Circle to Glade Gulch Rd. He stated that the cabling will be installed by direct bore. No open trenching is planned, although there will be some surface areas disturbed where the boring machine needs to make soil penetrations. Director Strand was appointed the project manager for the CBMRMD. Mr. Bransky will follow up directly with Director Strand regarding permitting.

K. May Meeting Time: Director Grant requested that the Board move the May CBMRMD meeting to 8:00 p.m. due to the meeting date falling on the same day as the May 3, 2022 Election. A motion to that effect was made by Director Strand and seconded by Director Bills and, upon a vote, the motion unanimously carried.

Updated the

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VIII. ATTORNEY MATTERS

A. Consider Approval of Resolution 2022-04-01, Authorizing Integrated Project Delivery for the Bell Mountain Ranch Subdivision Log Entrance Replacement Project: This item was tabled as a result of the discussion held earlier (see Item VII.H).

B. Other: None.

IX. ADJOURNMENT

There being no further business to come before the Board at this time, Director Grant adjourned the meeting at 8:45 p.m.

Respectfully submitted,

Secretary for the Meeting

CBMRMD Unpaid Bills

[DOWNLOAD](#)[BACK](#)

VENDOR	INVOICE #	DATE	DUE DATE	AGING	APPROVAL STATUS	PAYMENT STATUS	OPEN BALANCE
Advanced Property Maintenance, Inc	38849	03/20/22	04/25/22	0	Approving	Unpaid	600.00
Advanced Property Maintenance, Inc	38872	03/22/22	04/25/22	0	Approving	Unpaid	870.00
Advanced Property Maintenance, Inc	38860	03/22/22	04/25/22	0	Approving	Unpaid	1985.00
Advanced Property Maintenance, Inc	38886	03/31/22	04/25/22	0	Approving	Unpaid	511.50
Advanced Property Maintenance, Inc	38891	04/12/22	04/25/22	0	Approving	Unpaid	280.00
Advanced Property Maintenance, Inc	38895	04/12/22	04/25/22	0	Approving	Unpaid	1440.00
BMR MD	35408 03.31.22	03/28/22	04/25/22	0	Approving	Unpaid	55.00
BMR MD	35407 03.31.22	03/28/22	04/25/22	0	Approving	Unpaid	55.00

VENDOR	INVOICE #	DATE	DUE DATE	AGING	APPROVAL STATUS	PAYMENT STATUS	OPEN BALANCE
CALF	2018-2659	04/01/22	04/25/22	0	Approving	Unpaid	540.00
CliftonLarsonAllen, LLP	3220192	04/12/22	04/25/22	0	Approving	Unpaid	3265.63
Collins Cole Flynn Winn & Ulmer, PLLC	1571	04/07/22	04/25/22	0	Approving	Unpaid	4299.00
Core Electric Cooperative	21897701 03.14.22	03/14/22	04/25/22	0	Approving	Unpaid	35.80
Core Electric Cooperative	24034901 03.14.22	03/14/22	03/14/22	42	Approving	Unpaid	21.85
Frank Strand	12-07-22	03/23/22	04/25/22	0	Approving	Unpaid	879.10
Ideal Fencing, Corp LLC	18618	03/22/22	04/25/22	0	Approving	Unpaid	4515.00
Sg Cad Inc.	BMR 1550	04/14/22	04/25/22	0	Approving	Unpaid	7296.00
Simmons & Wheeler, P.C.	32731	03/31/22	04/25/22	0	Approving	Unpaid	1125.50
Special District Association	02282022	02/28/22	04/25/22	0	Approving	Unpaid	763.58

VENDOR	INVOICE #	DATE	DUE DATE	AGING	APPROVAL STATUS	PAYMENT STATUS	OPEN BALANCE
Weed Wranglers	8856	04/04/22	04/25/22	0	Approving	Unpaid	7400.00
Grand Total							35,937.96

**THE FOLLOWING ARE POST PACKET ITEMS:
ITEMS THAT WERE DISTRIBUTED AT THE MEETING
AND NOT IN THE ORIGINAL PACKET**

**Consolidated Bell Mountain Ranch Metro District
Cash Position Schedule
As of May 3, 2022**

		Per 5/3/2022	Per 2/28/2022 Financials
Cash in Checking- First Bank	2/28/2022 Balance - 02/28 Financial Statements	18,526.34	18,526.34
	3/2/2022 Core Electric ACH	(88.85)	
	3/25/2022 Claims released	(13,969.00)	
	3/25/2022 Transfer from Colotrust	15,000.00	
	3/31/2022 Bank Fee	(12.00)	
	4/2/2022 Core Electric ACH (review at 5/3 meeting)	(57.65)	
	4/27/2022 Debit Card purchases	(1,692.57)	
	4/28/2022 Bill.com claims released (review at 5/3 meeting_	(35,770.31)	
	4/28/2022 Transfer from Colotrust	35,000.00	
	5/3/2022 BMR Water payment by ACH (review at 5/3 meeting)	<u>(110.00)</u>	
	5/3/2022 Balance	16,825.96	16,825.96
Cash- Petty Cash Drawer	5/3/2022 Balance	1,000.00	1,000.00
Cash - Colotrust	2/28/2022 Balance - 02/28 Financial Statements	101,241.87	101,241.87
	3/10/2022 Feb taxes	482,761.88	
	3/25/2022 Transfer to checking	(15,000.00)	
	3/31/2022 Interest	106.39	
	4/5/2022 Transfer to PNC for debt	(292,000.00)	
	4/10/2022 March Taxes	104,091.45	
	4/28/2022 Transfer to checking	(35,000.00)	
	4/28/2022 Transfer to PNC for debt	(57,000.00)	
	4/30/2022 Interest	141.80	
	5/3/2022 Balance	<u>289,343.39</u>	289,343.39
Cash - Colotrust - Capital Reserve	2/28/2022 Balance - 02/28 Financial Statements	415,256.52	415,256.52
	3/31/2022 Interest	88.98	
	4/30/2022 Interest	<u>153.36</u>	
	5/3/2022 Balance	415,498.86	415,498.86
Cash - Colotrust Property Tax Delinquency (CBMR)	2/28/2022 Balance - 02/28 Financial Statements	-	-
	3/10/2022 March taxes collected	1,650.04	
	3/31/2022 Interest	0.33	
	4/30/2022 Interest	<u>0.60</u>	
	5/3/2022 Balance	1,650.97	1,650.97
Cash - PNC	2/28/2022 Balance - 02/28 Financial Statements	684,923.80	684,923.80
	3/31/2022 Interest	2.85	
	4/5/2022 Transfer from Colotrust	292,000.00	
	4/28/2022 Transfer from Colotrust	57,000.00	
	5/3/2022 Balance	<u>688,225.74</u>	688,225.74
TOTAL Cash		<u>1,412,544.92</u>	<u>1,220,948.53</u>
Restricted for debt	Loan fund - PNC	688,225.74	
	Reserve Fund	<u>-</u>	688,225.74
	Bond funds with MM cash above		358.15
Total restricted for debt		<u>688,583.89</u>	
Available for operations and capital as of May 3, 2022		<u>723,961.03</u>	



J&D Concrete

QUOTE NO. 2046
DATE: MAY 2, 2022

45777 Coal Creek Rd
Parker CO 80138
Phone 720-280-7223
Jorgetueviano22@yahoo.com

TO

Consolidate Bell Mountain Ranch Metro

Job Site - 8390 E Crescent #500

DESCRIPTION		TOTAL
20 LF – 3' Wide Valley Gutter includes Backfill	6.75 per sq ft	405.00
210 LF – 4' Wide Valley Gutter includes Backfill	6.75 per sq ft	5670.00
180 LF – 5' Wide Valley Gutter includes Backfill	6.75 per sq ft	6075.00
	TOTAL	12,150.00

The total cost includes everything such as haul off, labor, materials, etc.

THANK YOU FOR YOUR BUSINESS!