

# RECORD OF PROCEEDINGS

---

MINUTES OF A REGULAR MEETING OF  
THE BOARD OF DIRECTORS OF  
THE CONSOLIDATED BELL MOUNTAIN RANCH  
METROPOLITAN DISTRICT  
(THE "DISTRICT")

HELD  
JANUARY 2, 2024

A regular meeting of the Board of Directors ("Board") of the Consolidated Bell Mountain Ranch Metropolitan District ("Metro District") was convened on Tuesday, January 2, 2024 at 6:00 p.m. at Lowell Ranch, 2330 S. I-25, East Frontage Road, Castle Rock, CO 80104.

## ATTENDANCE

### Directors In Attendance Were:

Russell Grant, President  
Steve Vrabel, Vice President  
Jeanne Dassel, Treasurer  
John Booth, Assistant Secretary/Treasurer  
Jay Smith, Secretary

### Also, In Attendance Were:

Nic Carlson; CliftonLarsonAllen LLP  
Tim Flynn; Collins Cole Flynn Winn & Ulmer, PLLC  
Gwen Kalvelage, 3983 Bell Mountain Drive  
Jeff Wedgwood, 1520 King Mick Court  
Eric Sztanko, 1756 Wildfire Circle  
Larry Lomison, 501 Chandelle Road

I. CALL TO ORDER Director Grant called the meeting to order at 6:02 p.m.

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

**Disclosure of Conflicts:** Upon polling, no Conflict-of-Interest Disclosures were stated by any of the Directors.

**Quorum and Location of Meeting:** A quorum and location of meeting was confirmed. Upon a motion duly made by Director Dassel, seconded by Director Vrabel and, upon vote, unanimously carried, the Board excused the absence of Director Booth.

## III. APPROVAL OF AGENDA

Upon a motion duly made by Director Vrabel, seconded by Director Dassel and, upon vote, unanimously carried, the Board approved the Agenda, as amended to add under Section VIII Item H - Equestrian Trails and Equestrian Center, and Item I - HOA Study to Gate BMR.

## RECORD OF PROCEEDINGS

---

IV. COMMUNITY COMMENTS      None.

V. APM MONTHLY REPORT      No report provided.

VI. MANAGERS REPORT/ADMINISTRATIVE MATTERS      **A. Review and Consider Approval of the Minutes of December 5, 2023 Regular Meeting:** Following review and discussion, upon a motion duly made by Director Dassel, seconded by Director Smith and, upon vote, unanimously carried, the Board approved the December 5, 2023 Regular Meeting Minutes, as presented.

VII. FINANCIAL MATTERS      **A. Review and Consider Approval of Claims Report/Check Register for December 31, 2023 Totaling \$124,266.10, Including Water Fund Costs:** Director Grant reviewed the claims with the Board. Following review, upon a motion duly made by Director Vrabel, seconded by Director Dassel and, upon vote, unanimously carried, the Board approved the claims report/check register dated December 31, 2023 totaling \$124,266.10, as presented.

**B. Review and Accept Cash Position Schedule as of December 2023:** Director Grant reviewed the December 2023 Cash Position Schedule with the Board. Following review, upon a motion duly made by Director Vrabel, seconded by Director Grant and, upon vote, unanimously carried, the Board accepted the Cash Position Schedule as of December 2023, as presented.

**C. Approval of Proposed 2024 Budget and Adoption of Resolution to Adopt 2024 Budget:** Director Grant reviewed the proposed 2024 Budget with the Board. Following review and discussion, upon a motion duly made by Director Dassel, seconded by Director Vrabel and, upon vote, the Board approved the 2024 proposed budget and Adoption of the associated 2024 Budget Resolutions-as presented.

**D. Appointment of Board Officers:** Upon a motion duly made by Director Grant, seconded by Director Vrabel and, upon vote, unanimously carried, the Board appointed Director Jeanne Dassel as Treasurer and Director Jay Smith as Secretary. The remaining slate of officers is unchanged, i.e. Russell Grant is President, Steve Vrabel is Vice President, and John Booth is Assistant Secretary/Treasurer.

VIII. DIRECTOR DISCUSSION-ACTION      **A. Update on Fire Mitigation Project-Director Grant:** Director Grant reported that Dove Creek Forestry has completed their work and that all but the last contract payment has been made. The second request for funds reimbursement is being prepared. Director Dassel will monitor the funds reimbursement process.

Director Booth will be assuming responsibility for continuing fire mitigation issues. The District does not have any plans for another large scale fire mitigation project in the near future; however, the District is responsible for maintaining the areas that have been cleared during the recent fire mitigation project. If homeowners wish to pursue

## RECORD OF PROCEEDINGS

---

further fire mitigation efforts in their “A” and “B” zones, monetary grants are available from Douglas County.

**B. Update on BMR-TCR Water Main Connector – Director Grant:** Director Grant provided an update noting that the pipeline is complete except for the final connection to the Castle Rock water system in Crystal Valley. The BMR Water Treatment Plant will remain in operation until the pipeline and water storage tank connections are operationally tested.

**C. Update on Comcast Fiber Installation – Director Booth:** Director Booth provided an update to the Board stating that the new cable installation is about 95% complete. Direct boring has been completed and fiber cables have been pulled through the installed buried conduit. Cut over from the old coax cable to the new fiber optic cable will require an all-day service outage of COMCAST service, as 48 separate fiber strands need to be spliced. A 2-3 week advanced notice will be given preceding a planned service interruption. Road shoulder and grass restoration is yet to be completed. After the coax-fiber cut over, the marker flags will be removed.

**D. Acquisition of the Electronic BMR Trail Application – Director Booth:** Director Booth stated that the DUNS number (Dun & Bradstreet credit file number) for the Metro District has been acquired and that responsibility for continuing maintenance of the trail App should be transferred to Shawn Malloy (Metro District contractor) by March or April. When the App is reloaded into the system at that time, users will need to reload the App on their mobile phones.

**E. Update on Roadside Drainage and Road Shoulder Repairs – Director Smith:** Director Smith reported that he has submitted a claim to the Douglas County risk management office for damages to Riva Rose Circle. He is working on identifying the locations where drainage ditches need restoration, where concrete gutters need to be installed and where homeowner hillsides have filled in drainage ditches, requiring homeowner action to stabilize their hillsides to prevent further erosion.

**F. School Bus Parking Signs on Autumn Sun Circle – Director Vrabel:** Director Vrabel informed the Board that he has met with concerned parents regarding where to park adjacent to the defined bus stop. He has also met with APM to review the work that is to be done installing new signage to delineate the bus stop location and reserve parking for parents on Autumn Sun Circle.

**G. Road Repairs at 3891 Windchant Circle – Director Vrabel:** Director Vrabel reported that he received a quote from Ferguson & Sons for \$1,850 to repair the pavement. He authorized the contractor to proceed with temporary repairs. More permanent repair may be required when the weather is warmer.

**H. Equestrian Trails and Equestrian Center Items:** Director Dassel reported that discussions are continuing regarding Tract F and equestrian trail access, trail

## RECORD OF PROCEEDINGS

---

maintenance and use of the BMR trail system by the Equestrian Center Boarders and guests. Currently, the District plans to have APM mow and maintain the Equestrian trails; however, the issues regarding responsibilities for fence maintenance and repair still need to be determined. Director Dassel noted that although the specific portions of fencing needing repair have not yet been specifically identified, some portions abut railroad property. The Board authorized Director Dassel to work with the new owners and have Mr. Calvin Bills help determine signage and repair needs moving forward. Director Dassel will also recommend to the new owners that they contact the railroad regarding maintenance responsibility for the equestrian fences bordering the railroad tracks.

**I. HOA Study to Gate BMR- Director Vrabel:** Director Vrabel exhibited the conceptual designs for gates that he had developed while he was a previous member of the HOA Gate Committee. It was pointed out that there is a significant difference between the conceptual design that Director Vrabel developed and the one the HOA is currently using for cost estimating purposes. If he is invited by the new HOA Board to participate in the HOA's ongoing investigation of the viability of gating BMR, Director Vrabel will be the Metro District's representative. The HOA has yet to sufficiently address all the legal and tax issues associated with potentially gating BMR.

### IX. ATTORNEY MATTERS

None.

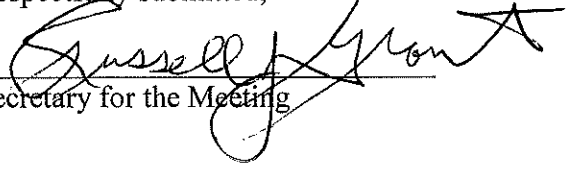
### X. OTHER

**A. Confirm Quorum for February 6, 2024 Board Meeting:** The Board confirmed that a quorum should be available for the February Board meeting.

### XI. ADJOURNMENT

There being no further business to come before the Board at this time, Director Grant adjourned the meeting at 8:58 p.m.

Respectfully submitted,

  
Secretary for the Meeting