

MINUTES OF A REGULAR MEETING OF  
THE BOARD OF DIRECTORS OF THE  
CONSOLIDATED BELL MOUNTAIN RANCH METROPOLITAN DISTRICT HELD  
APRIL 7, 2026

A regular meeting of the Board of Directors (“Board”) of the Consolidated Bell Mountain Ranch Metropolitan District (“Metro District”) was convened on Tuesday, April 7, 2026, at 6:00 p.m., at Lowell Ranch, 2330 South I-25 East Frontage Road, Castle Rock, Colorado 80104. The meeting was open to the public.

ATTENDANCE

**Directors in attendance were:**

John Booth, Treasurer  
Jerry Heberlein, Assist. Secretary/Treasurer  
Molly Rowells, Secretary  
Jay Smith, Vice President  
Steve Vrael, President

**Also, in attendance were:**

Korben Heim & Travis Andrews, CliftonLarsonAllen LLP (“CLA”)  
Tim Flynn; Ireland Stapleton Pryor & Pascoe, PC  
John McKillip, Jr. - APM  
Lance Olson 3220 Glade Gulch Circle  
Richard Friedly 3192 Glade Gulch Circle  
Morris Hansen; 1286 Wintergate Circle  
Gwen Kalvelage; 3983 Bell Mountain Drive  
Ann Molner; 4219 Serenade Road  
Eric Sztanko; 1256 Wildfire

I. ADMINISTRATIVE MATTERS

**A. Call to Order and Agenda:**

The meeting was called to order at 6:01 p.m. by Director Vrael.

Upon a motion duly made by Director Smith, seconded by Director Heberlein and, upon vote, unanimously carried, the Board approved the agenda as amended to add the following items:

- Admin Matters: Item D-1-Earth Day; Item D-2- Northeast Fence; Item D-3- Park Improvements
- Director Matters: Item L- Asphalt Repairs; Item M – Alternate Trails App

**B. Disclosures of Potential Conflicts of Interest:**

The Board acknowledged the requirement of Colorado law to disclose any potential conflicts of interest to the Board of Directors and to the Colorado Secretary of State. It was determined that there were no conflicts of interest to disclose.

**C. Quorum, Location of Meeting Posting of Meeting Notice:**

The Board confirmed the presence of a quorum.

In accordance with the requirements of Section 32-1-903(1), C.R.S., concerning the location of the Metro District's Board meeting, it was noted that notice of the time, date and location were duly posted and that no objections to the location or any requests that the meeting place be changed by taxpaying electors within the Metro District's boundaries have been received.

**D. Community Comments:**

1. Earth Day: Ms. Molner presented the Clean Earth Day Project for 2026. Ms. Molner is looking for volunteers to sign up for cleaning the BMR public spaces mostly owned by MD, and the Frontage Road. Safety video will be shown to all volunteers. The Metro District will split the overall cost with the HOA 50/50. Upon a motion duly made by Director Vrabel, seconded by Director Booth and, upon vote, unanimously carried the Board approved splitting the cost 50/50 with the HOA. The total cost for Earth Day expenses is expected not to exceed \$750.
2. Steve Luthy and Lance Olson presented a new wire fencing proposal for the BMR perimeter wire fencing. Discussion ensued regarding the north, south and west property sides. Director Vrabel noted that there must be further conversations with the northern neighbors about their financial contributions toward this project. As the MD is planning on sponsoring 50% of the total project cost with the affected residents, per the Special district statutory requirements, the MD would become the full owner of this new fence, which would then include the repairs, maintenance and potential future replacements, if needed. The proposed fence would be four-strand wire fence, about 4 ft high with metal posts. It is proposed that this new perimeter fence may be done in two phases. First phase would include the East, North and partial West section. The second phase would complete the North-East portion of the fence (through thick gamble oak areas) and the remainder of the West fence. Director Rowells will assist in getting consensus from perimeter residents on doing this work. Our legal counsel will draft a "notification letter" to the affected residents, with signature space on agreeing to its content. We will also need to get an agreement from Lanterns to take out the old fence that is on their side.
  - a. **To do:** Director Rowells and Steve Luthy will start contacting north property residents and report back at May meeting, but pending the legal letter.
  - b. Steve Luthy will contact Lanterns and Sellers Creek.
  - c. In May, Steve Luthy and Director Rowells will present findings to the Metro District Board.
  - d. Director Vrabel will solicit David E. Archer & Associates for a budget and scope of work proposal for easement legal descriptions for the fence.
  - e. Legal will draft the "notice letter" for the residents asking them to sign the bottom of the letter and agreeing to MD taking over the ownership of the new fence and consenting to the surveyors entering upon their property for purposes of preparing a legal description for that portion of

the fence as it extends across each residents' property.

Upon a motion duly made by Director Vrael, seconded by Director Booth and, upon vote, unanimously carried, the Board approved that the Metro District will fund 50% of year 1 expenditures NTE of \$24,000, including additional 100% of surveying fees on Archer Surveying.

3. Park improvements: Richard Friedly presented two drawings indicating the new pavilion construction options and side elevations. The building will be made of steel to prevent wind swaying. Richard will edit to include one more public restroom. It was noted that this is just in conceptual stages as there is no budget yet. Richard will present the updated drawings to the HOA for their input as well.

## II. MANAGER MATTERS

### **A. Minutes of March 3, 2026:**

Following review, upon a motion duly made by Director Vrael, seconded by Director Booth and, upon vote, unanimously carried, the Board approved the March 3, 2026 regular meeting minutes, as presented.

## III. APM MONTHLY REPORT

### **A. APM Monthly Maintenance Report:**

Mr. McKillip provided an update noting they will continue on the work order for drainage ditches. He is getting a cost estimate for a berm located above Pond C.

### **B. Status of "No Trespassing Signage":**

Director Rowells indicated she will be getting more signs.

## IV. FINANCIAL MATTERS

### **A. Acceptance of Claims Report for February:**

Following review, upon a motion duly made by Director Smith, seconded by Director Booth and, upon vote, unanimously carried, the Board approved the claims report for February in the amount of \$33,050.38.

### **B. April 2026 Cash Position Report:**

Upon a motion duly made by Director Vrael, seconded by Director Booth and, upon vote, unanimously carried, the Board accepted the April 2026 Cash Position Report, as presented.

## V. DIRECTOR DISCUSSION AND UPDATES

### **A. Storm Water Drainage: – Director Smith:**

Director Smith provided updates noting that the Metro District is awaiting the invoice for the culvert cleanouts done by Ramey Environmental, and APM is partially finished with ditch work below the cleaned culverts. The Metro District will restart the concrete gutter project on Glade Gulch Road in April. They will also put a berm along the hillside near Pond C to keep the dirt out. The retaining wall along Glade Gulch Road at Riva Rose was inspected and repairing it will be much less expensive than expected.

**B. Castle Rock Water IGA: April or May, (Fifth) Meeting to be held: – Director Vrabel:**

- TCRW Staff presented the request to BOCC with Douglas County. Awaiting the BOCC response, (\$218,800 design fee reduction in our total financing package may be possible):

Director Vrabel stated that he is waiting on a response from TCRW when the next joint meeting will take place.

**C. Monthly Metro Park Activities – Director Rowells:**

Director Rowells noted that April 25<sup>th</sup> is locked in for Earth Day. The no dogs off leash signs were taken and these will now be replaced and laminated.

**D. Monthly Trail Activities – Director Rowells:**

Director Rowells formally asked for the support of maintenance use with ATVs/tractors on the trails for maintenance work. Director Rowells noted these would only be used but for maintenance purposes. Director Rowells continues to meet with Mr. Bills on a weekly basis to investigate the trail conditions.

**E. Fire Mitigation – Director Booth:**

Director Booth informed the Board that APM has provided raking on a masticated property on Rosewind to determine the viability of this approach prior to seeding. The work turned out to be more difficult than expected due to the weight of the masticated material remaining. It was a good experiment, but an alternative approach of re-masticating with smaller machines to grind up the remaining material may be a better approach.

Another owner of a masticated property explored the idea of using goats to eat down the scrub oak. However, this approach would also cause all the native grass to be eaten. Following discussion, the Board concluded that goats are not an alternative the Metro District will support in C zones.

Director Booth is monitoring the upcoming window for Douglas County fire mitigation grants. We have a limited budget this year and will likely wait for the next anticipated grant window later in the summer to see how we are tracking on our overall budget.

**F. HOA & MD Joint Working Session Update – Director Vrabel:**

Director Heberlein has passed the street sign materials cost estimate to HOA Director Dan Decker for further evaluation. Director Vrabel informed the Metro Board that the HOA will handle the next steps.

**G. Main Entrance Stubs Log Replacement Project – Director Vrabel:**

Director Vrabel presented a budget proposal from a contractor in the amount of \$54,080. He noted that an alternate price for a pyramid structure is an additional \$4,900. He stated that the HOA will review and advise the MD on next steps. Following discussion, upon a motion duly made by Director Smith, seconded by Director Booth and, upon vote, unanimously carried, the Board authorized Director Vrabel to begin discussions with the HOA and prepare a Memorandum of Understanding between the HOA and the MD for the BMR Main Entrance replacement project.

**H. Discussion on the Perimeter Fencing Repairs North Side – Director Rowells:**

Previously discussed, see community comments, item D-2.

**I. East Perimeter Fence – Director Rowells:**

Previously discussed, see community comments, item D-2.

**J. Discussion Park Area Bird Decoy’s Removal and Douglas County Court Hearing – Director Rowells:**

The Metro District Board has completed the request form from the Douglas County District Attorney. Court Hearing is scheduled for May 6.

**K. Discuss April HOA Newsletter and Input – Director Smith**

The Metro District is including information regarding park cleanliness. The rest of the newsletter input is satisfactory.

**L. BMR Road Repairs and Options – Director Heberlein:**

Director Heberlein provided a presentation regarding paving and chipseal options on road repairs with potential rough order of magnitude (ROM) cost for the Metro District to use as a planning tool to manage long-term expectations of residents (for when funds become available). It was noted that chip-sealing the roads generally lasts between 6-10 years, whereas repaving options have a 20-25-year lifespan.

**M. Alternate Trails App – Director Booth:**

Director Booth described a potential new trails app that Mr. Hansen is estimating. This would be a web app instead of a native app which must be maintained in the Apple and Google stores at a cost to the Metro District. The proposed web app would have easier maintenance effort than our current native apps for which we have no one to do regular maintenance. Mr. Hansen would maintain the new web app. This item is just under consideration at this time.

Director Booth asked the Board to revisit the privacy concerns identified with the new fire mitigation website during the joint HOA meeting in January. The website URL is ready to be made available, but once released, its distribution would be uncontrolled which means the

website could be accessed by anyone. This is not what the HOA and Metro District boards want due to privacy concerns for residents. Therefore, the best approach is to control access to the website via authenticated access (user-IDs and passwords). This can be provided by Mr. Hansen for an additional cost of \$4,400. Upon a motion duly made by Director Smith, seconded by Director Rowells and, upon vote, unanimously carried, the Board approved/authorized Mr. Hansen to create website authenticated access controls for \$4,400.

**N. Other Director Matters:**

None.

VI. REVIEW / UPDATE DIRECTOR ACTION ITEMS – SEE APPENDIX A

VII. ATTORNEY MATTERS

**A. Executive Session – Pursuant to Section 24-6-402(4)(b) and (e) C.R.S. to discuss EC Agreement moving forward:**

Upon a motion duly made by Director Vrabel, seconded by Director Rowells and, upon vote, unanimously carried, the Board entered into Executive Session at 9:02 p.m. pursuant to Sections 24-6-402(4)(b) and (e), C.R.S. for the purpose of consulting with legal counsel to discuss EC Agreement moving forward.

Upon a motion duly made by Director Vrabel, seconded by Director Booth and, upon vote, unanimously carried, the Board adjourned out of Executive Session at 9:23 p.m. No action was taken during the Executive Session, and the Executive Session was not recorded because it was an attorney-client privilege communication.

**B. Legal Counsel to contact Douglas County District Court office to get a meeting with Judge to present the positive MD resident survey and ask the Judge to possibly approve the excess water fund use for our road infrastructure:**

Attorney Flynn noted he will follow up with the District Court.

**C. Legal Counsel to Communicate with Archer Surveying Co. to complete the survey replat of the two properties. Then submit the Archer Survey Replat to Douglas County on Tract J Administrative Replat and Quit Claim Deed documentation for IGA with TCRW:**

Attorney Flynn noted that Archer has completed field work and is awaiting new drawings.

III. OTHER BUSINESS

**A. Quorum for May 5th, 2026 Regular Board Meeting at Lowell Ranch:**

The Board decided to move the May 5<sup>th</sup> meeting to May 11<sup>th</sup> at Lowell Ranch at 6:00 p.m. due to a scheduling attendance issue. CLA will request the reservation change.

IX. ADJOURNMENT

There being no further business to come before the Board, upon a motion duly made by Director Vrabel, seconded by Director Booth and, upon vote, unanimously carried, the Board adjourned the meeting at 9:25 p.m.

Respectfully submitted,

By Molly Rowells  
Secretary for the Meeting

**ATTORNEY STATEMENT**

Pursuant to Section 24-6-402(2)(d.5)(II)(B), C.R.S., I, Timothy J. Flynn, state that I am general counsel for Consolidated Bell Mountain Ranch Metropolitan District, and that I was present at the time the Board convened an Executive Session on Tuesday, April 7, 2026 for purpose of obtaining legal advice pursuant to Section 24-6-402(4)(b), C.R.S. regarding the proposed Equestrian Center Agreement at approximately 7:55 p.m. I further state that the Executive Session was not recorded because it constituted an attorney-client privileged communication, and that no electronic recording thereof was necessary. The Board did not adopt any proposed policy, position, rule, regulation, or take any formal action during the Executive Session.

Date: 5/13/2026

Signature: \_\_\_\_\_

Timothy J. Flynn

Signed by:  
Tim Flynn  
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**Appendix A: Director Action Items**

Create Date & #	Who	Action Item	Status
Recurring	Steve	Request Homeowner Contact List from Advance HOA every six months.	Stored on Dropbox Active Working Files – Will contact Advance PM to get the updated resident list.
2/4/25 #1	Tim	Subdivide 3.35-acre parcel across from WTP plus 40k sf at new 400k gal. storage tank to give TCRW the land we owe them.	<b>Archer survey has completed their survey and is in a process of submitting the documents to I &amp; S.</b>
5/6/25 #3	John	Resurrect / Update Park Master Plan, coordinate with HOA as needed to determine the fate of the HOA storage shed.	Reviewing 2020 plan developed between HOA & Metro boards. This will be discussed with the HOA at the upcoming joint meeting.
5/6/25 #8	Steve	Lead finalization of Water Agreement (Metro and Town of Castle Rock), working with Tim and Russ.	<b>MD &amp; TCRW meeting #5 to be held on April/May</b> , also see minutes for updates.
8/5/25 #1	John	Research into why the two monthly billings from Castle Rock Water for the park and common areas seem like they should be reversed.	
8/5/25 #3	John	Complete populating new Projects List spreadsheet based on past / current homeowner projects and move the file to Dropbox.	Spreadsheet design is mostly done, commencing population.
8/5/25 #4	John	Develop a Metro District tracts list with attributes to track the purpose, dead scrub oak and weed management, and any long-range plans.	In progress.
9/2/25 #1	Steve	Contact electronic speed monitoring sign manufacturer for replacement parts and repairs.	<b>Speed limit signs were switched as requested.</b>
10/7/25 #1	Tim	Determine whether Water Fund excess funds can be transferred to the General Fund to be repurposed for road repairs.	In Progress – Survey is completed. Legal is compiling the necessary documentation and will ask for court hearing soon.
10/7/25 #3	John	Update the Homeowner POSPE Request form to use “Metro District” instead of just “Metro.”	
10/7/25 #5	John	Lead development of specialized permits for various types of activities that must be authorized and overseen by the Metro District.	Work with Jerry Heberlein and Tim Flynn.

Create Date & #	Who	Action Item	Status
11/4/25 #2	Molly	Review Trails app and compare to actual trails to determine needed changes to the app or trails.	In progress – Some trails go through B zones and even off BMR land. Work will be needed to realign trails. Contacted app developer to make digital adjustments to changes in trails. Noting movement of trails and awaiting guidance on app to make adjustments.
11/4/25 #4	Tim	Prepare a simple, one-page waiver for volunteers who are helping the Metro District to sign.	In progress – Tim has circulated a draft for review.
12/2/25 #1	John	Provide a picture of erosion on hill where pipeline comes up to tanks for Steve and TCRW.	
12/2/25 #3	Molly	Lead an assessment of trail locations and identify any adjustments necessary to remove trails from B zones, etc. Morris Hansen to adjust the trails on the new Metro website.	Trails are being adjusted as needed. Working with Cal Bills weekly to do trail maintenance and identify eroded areas.
12/2/25 #4	John	Coordinate with the HOA to send out an email blast to the community to notify Metro of any known barbed wire in the interior of the Ranch in their C zones (other than on the exterior boundary of the Ranch).	
12/2/25 #5	Tim	Draft agreement between the Metro District and Morris Hansen for the work he has done and will be doing in the future. Include appropriate IP rights for each party.	Draft has been completed and sent to Morris for review.
1/6/26 #1	Molly / Cal	Order new blades for trails and coordinate installation with APM.	Blades have been delivered and are being installed at no cost by Director Rowells and Cal Bills
1/6/26 #2	John	Visit county zoning to get list of all BMR zone swaps done and provide them to Morris Hansen to update A/B/C zones on new website. Also, research why Metro District tracts do not have identical names for the Metro District.	
2/2/26 #1	Tim	Research statute for extending the Metro District indemnification to homeowners where trails enter the A or B zones.	