

**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, June 6, 2023  
**TIME:** 6:00 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
Steve Vrabel	Vice President	May 2025
Frank Strand	Secretary/Treasurer	May 2027
Jay Smith	Assistant Secretary/Treasurer	May 2027
Vacancy	Assistant Secretary/Treasurer	May 2027

**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. May 2, 2023 Cancelled Election Results /Slate of Officers**

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

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

- A. Review and Consider Approval of the Minutes of the May 2, 2023 Regular Meeting (enclosure).

**VII. FINANCIAL MATTERS**

- A. Review and Consider acceptance of the Bill.com claims report for May 2023 Totaling \$45,591.27 including water fund costs (enclosure).
- B. Review and Accept April 30, 2023 Unaudited Financial Statements (to be distributed).
- C. Review and Accept Cash Position Schedule as of June 2023 (to be distributed).

**VIII. DIRECTOR DISCUSSION – ACTION**

- A. Update on Fire Mitigation Project State & County Grant Awards– Director Ammon.
- B. Update on Replacement of the BMR Entrance Logs- Director Vrael.
- C. Update on Proposal to Repair Overlay Portion of Bell Mountain Dr. - Director Grant.
- D. Update on BMR-TCR Water Main Connector – Director Grant.
- E. Discussion of Operations Budget Cap Spending on Ballot Issue – Director Grant.
- F. Update on Approval of Lighting Project for Park – Director Vrael.
- G. Update on Roadside Drainage Ditch and Shoulder Damage Repairs – Director Smith.

**IX. ATTORNEY MATTERS**

- A. Update on Steven’s Ranch Conveyance conversation with the County.

**X. OTHER BUSINESS**

- A. Confirm Quorum for July 5, 2023 Board Meeting.

**XI. ADJOURNMENT**

**The next regular meeting is scheduled for July 5, 2023**

## RECORD OF PROCEEDINGS

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MINUTES OF A REGULAR MEETING OF  
THE BOARD OF DIRECTORS OF THE  
CONSOLIDATED BELL MOUNTAIN RANCH METROPOLITAN DISTRICT  
(THE "DISTRICT")  
HELD  
MAY 2, 2023

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, May 2, 2023 at 6:00 p.m. at Lowell Ranch, 2330 S. I-25, East Frontage Road, Castle Rock, CO 80104 and MS TEAMS.

### ATTENDANCE

Directors In Attendance Were:

Russell Grant, President  
Steve Vrabel, Vice President  
Frank Strand, Secretary/Treasurer  
Ed Ammon, Assistant Secretary/Treasurer  
Jay Smith, Assistant Secretary/Treasurer (via MS TEAMS)

Also, In Attendance Were:

Nic Carlson, Korben Heim; CliftonLarsonAllen LLP  
Tim Flynn; Collins Cole Flynn Winn & Ulmer, PLLC  
John McKillip, Jr.; APM  
Molly Rowells; 1253 Rosewind  
Fred Rath; 3530 Winterhawk Lane  
Gwen Kalvelage; 3983 Bell Mountain Drive  
Eric Sefanko; 1756 Wilfire

I. CALL TO ORDER Director Grant called the meeting to order at 6:00 p.m.

II. DECLARATION OF QUORUM/ DIRECTOR QUALIFICATIONS/ POTENTIAL CONFLICTS OF INTEREST **Quorum, Disclosure of Conflicts:** A quorum was confirmed. No Conflict-of-Interest Disclosures were necessary.

ADMINISTER OF OATHS Director Grant administered the Oaths of Office to Frank Strand and Edmond Ammon.

III. APPROVAL OF AGENDA Upon a motion duly made by Director Ammon, seconded by Director Strand and, upon vote, unanimously carried, the Board approved the Agenda as presented.

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### IV. COMMUNITY COMMENTS

**Public Comments:** Fred Rath inquired about the park improvements and night use. Molly Rowells informed the Board of trespassing on private property within the District.

### V. APM PROJECT STATUS REPORT

John McKillip (APM) reviewed his report with the Board reviewing the approved to start projects and project waiting on work orders.

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

**A. Review and Consider Approval of the Minutes of April 4, 2023 Regular Meeting:** Director Grant reviewed the April 4, 2023 Regular Meeting Minutes with the Board. Following review, upon a motion duly made by Director Strand, seconded by Director Ammon and, upon vote, unanimously carried, the Board approved the April 4, 2023 Regular Meeting Minutes as presented.

### VII. FINANCIAL MATTERS

**A. Review and Consider Acceptance of April 2023 Bill.com claims report totaling \$35,823.28 including Water Fund costs:** Director Grant reviewed the April 2023 Bill.com claims report with the Board. Following review, upon a motion duly made by Director Vrabel, seconded by Director Strand and, upon vote, unanimously carried, the Board accepted the April 2023 Bill.com claims report totaling \$35,823.28 including Water Fund costs, as presented.

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

### VIII. DIRECTOR ITEMS

**A. Update on Fire Mitigation Project State & County Grant Awards – Director Ammon:** Director Ammon updated the Board noting that a community wide email has been sent along with a newsletter article. individual homeowners whose property will be affected by the fire mitigation project will receive notification delivered to their mailbox. An update regarding the project is also included in the May BMR Newsletter.

**B. Update on Replacement of the BMR Entrance Logs – Director Vrabel:** Director Vrabel provided an update to the Board noting the contract is near completion and Attorney Flynn is conducting a final review. An invitation to bid will be published in the coming weeks and CliftonLarsonAllen LLP (CLA) will be collecting the bids. documents are nearing completion. After a final legal review, a Request for Proposal will be advertised. CLA will receive the proposals and forward them to the Board for review.

**C. Update on Proposal to Repair and Overlay a Portion of Bell Mountain Drive-Director Grant:** Director Grant provided an update to the Board stating that no consulting firm has yet been selected and that he is continuing to research Civil Engineering firms that specialize in pavement design.

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**D. Update on BMR-TCR Water Main Connector – Director Grant:** Director Grant informed the Board noting that the contractor has completed pouring concrete panels, a slab is poured with associated rebar, pump station foundations are complete and pump station piping has been installed. He stated that all homeowner easements have been completed by the Town of Castle Rock and Settlers Creek is the only remaining easement that needs to be obtained before installation of the new pipeline can begin.

**E. Discussion of Operations Budget Cap Spending on Ballot Issue - Director Grant:** Director Grant informed the Board that Attorney Flynn will return in June with the draft ballot questions. addressed the fact that simply raising the Operations spending cap is not a satisfactory solution for future CBMRMD budget needs because in a couple of years the District would find itself needing another increase in the Operations spending cap. He has asked Attorney Flynn to prepare a ballot language that would remove the Operations spending cap and provide the Board flexibility to adjust the mil levy to meet future spending needs.

**F. Update on Approval of Lighting Project for Park – Director Vrabel:** Director Vrabel informed the Board that Doug Deleff is currently installing the lighting at the Park. The work should be completed in the next few weeks in accordance to Mr. Deleff’s park improvement plan.

**G. Discussion of Installation of Maintenance Area Fence at Park Similar to the one Surrounding the Wellhead Equipment and the Estimated Costs including the Moving of the Shed – Director Strand:** Director Grant discussed recapped some previous discussion regarding this topic with the Board. Following discussion, upon a motion duly made by Director Vrabel, seconded by Director Ammon and, upon vote, unanimously carried, the Board approved to place the shed and staging area on the northeast parcel of the park. developing a portion of the District land adjacent to the Park for installation of a fenced area to store maintenance materials and to move the District storage shed to this location from its current location behind the BMR well heads.

**H. Update on Roadside Drainage Ditch and Should Damage Repairs – Director Smith:** Director Smith updated the Board noting that two agreements have been signed and one remains. He stated that work will begin this month on approved projects and that work can move forward at these locations. Several other agreements are still in progress for other locations.

I. Other. Director Strand announced that he will be moving from Bell Mountain Ranch, which will create a second vacancy on the Board.

### IX. ATTORNEY MATTERS

**A. Update on Steven’s Ranch Conveyance Conversation with the County:** Attorney Flynn informed the Board he has determined that CBMR needs to deal

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directly with the Developer. He stated he has been in communication with Andrew and Don Larrick's attorney, and the final walk through will be coordinated by his office through Director Ammon.

### X. OTHER BUSINESS

**A. Confirm Quorum for June 6, 2023 Board Meeting Date:** The Board anticipates that a quorum will be available for the June 6, 2023 Board meeting.

### XI. ADJOURNMENT

There being no further business to come before the Board at this time, Director Grant adjourned the meeting at 7:37 p.m.

Respectfully submitted,

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Secretary for the Meeting

**Unpaid Bills**

General \$38111.77

Released 5/25/23

7

Capital \$382.50

Water \$7097

VENDOR	INVOICE #	DATE	DUE DATE	AGING	APPROVAL STATUS	PAYMENT STATUS	OPEN BALANCE
Advanced Property Maintenance, Inc	39911	04/20/23	05/23/23	0	Assigned	Unpaid	1041.25
							191.25 Capital (April)
Advanced Property Maintenance, Inc	39986	05/19/23	05/23/23	0	Assigned	Unpaid	7663.07
Advanced Property Maintenance, Inc	39981	05/19/23	05/23/23	0	Assigned	Unpaid	350.00
Advanced Property Maintenance, Inc	39985	05/19/23	05/23/23	0	Assigned	Unpaid	7521.25
Advanced Property Maintenance, Inc	39983	05/19/23	05/23/23	0	Assigned	Unpaid	5813.50
Advanced Property Maintenance, Inc	39987	05/19/23	05/23/23	0	Assigned	Unpaid	5468.57
Advanced Property Maintenance, Inc	39982	05/20/23	05/23/23	0	Assigned	Unpaid	1041.25
							\$191.25 (May)
Castle Rock Water	05 08 23 Common	05/08/23	05/23/23	0	Assigned	Unpaid	406.49
Castle Rock Water	05 08 23 Park	05/08/23	05/23/23	0	Assigned	Unpaid	101.33
CliftonLarsonAllen, LLP	3723894	05/15/23	05/23/23	0	Assigned	Unpaid	3071.45
Collins Cole Flynn Winn & Ulmer, PLLC	3524	05/08/23	05/23/23	0	Assigned	Unpaid	5793.00
							\$415 water 5378 CBMR
McDonald Farms Enterprises, Inc	0079076-IN	04/28/23	05/23/23	0	Assigned	Unpaid	514.00 Water
McDonald Farms Enterprises, Inc	0079218-IN	04/28/23	05/23/23	0	Assigned	Unpaid	514.00 water
McDonald Farms Enterprises, Inc	0079692-IN	05/11/23	05/23/23	0	Assigned	Unpaid	514.00 water
McDonald Farms Enterprises, Inc	0079971-IN	05/17/23	05/23/23	0	Assigned	Unpaid	514.00 water
McDonald Farms Enterprises, Inc	0080015-IN	05/18/23	05/23/23	0	Assigned	Unpaid	4626.00 water

VENDOR	INVOICE #	DATE	DUE DATE	AGING	APPROVAL STATUS	PAYMENT STATUS	OPEN BALANCE
Simmons & Wheeler, P.C.	35484	04/30/23	05/23/23	0	Assigned	Unpaid	638.11
<b>Grand Total</b>							<b>45591.27</b>