

ROXBOROUGH VILLAGE METROPOLITAN DISTRICT

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<https://www.roxboroughmetrodistrict.org/>

NOTICE OF A REGULAR MEETING AND AGENDA

<u>Board of Directors:</u>	<u>Office:</u>	<u>Term/Expires:</u>
Mat Hart	President	2025/May 2025
Ephram Glass	Vice President	2023/May 2023
Mark Rubic	Treasurer	2025/May 2025
Travis Jensen	Secretary	2025/May 2025
Calvin Brown	Assistant Secretary	2023/May 2023

DATE: November 15, 2022
TIME: 6:30 p.m.
LOCATION: West Metro Fire Protection District
6220 N. Roxborough Park Road
Littleton, CO 80125

You may also join via Zoom:

<https://us02web.zoom.us/j/86267550643?pwd=V3RnRGRtWkRyUIZZc1VMWTJFZjFHdz09>

Meeting ID: 862 6755 0643

Passcode: 987572

Call in Number: 1 (719) 359-4580

** Agenda is preliminary and subject to change by majority vote of the Board at the meeting.*

** Individuals requiring special accommodation to attend and/or participate in the meeting please advise the District Manager (pripko@sdmsi.com or 303-987-0835) of their specific need(s) before the meeting.*

I. ADMINISTRATIVE MATTERS

A. Disclosure of Potential Conflicts of Interest.

B. Additions/Deletions/Approval of Agenda; confirm meeting notice posting and meeting location.

C. Discuss business to be conducted in 2023 and location (**virtual and/or physical location**) of meetings. Consider regular meeting dates for 2023 (suggested dates are the 4th Tuesday of each month at 6:00 p.m.). Review and consider approval of Resolution No. 2022-11-___ Establishing Regular Meeting Dates, Time and Location, and Designating Location for Posting of 24-Hour Notices (enclosure).

- D. Discuss §32-1-809, C.R.S., Transparency Notice reporting requirements and mode of eligible elector notification (2023 SDA Website).
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- E. Consider and possible action on establishing a process for giving direction to consultants between meetings.
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II. PUBLIC COMMENTS/HOMEOWNER REQUESTS

- A. Members of the public may express their views to the Board on matters that affect the District. Comments will be limited to three (3) minutes. Please sign in. Questions may be asked of the Board but will not be answered at this time. Please refer to the Code of Conduct for additional guidelines:
<https://www.roxboroughmetrodistrict.org/2022-meetings>
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III. **CONSENT AGENDA** – These items are considered to be routine and will be approved and/or ratified by one motion. There will be no separate discussion of these items unless a Board Member so requests, in which event, the item will be removed from the Consent Agenda and considered on the Regular Agenda.

- Minutes of the October 19, 2022 Regular Meeting (to be distributed).
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IV. FINANCIAL MATTERS

- A. Review and ratify approval of the payment of claims for the periods ending as follows (to be distributed):

Fund	Period Ending _____, 2022
General	\$ _____
Debt Service	\$ -0-
Capital Projects	\$ _____
Total Claims	\$ _____

- B. Review and accept unaudited financial statements for the period ending _____, 2022 and accept Cash Position Schedule, dated _____, 2022, updated _____, 2022 and Operations Fee Report (to be distributed).
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- C. Consider engagement of Wipfli for preparation of 2022 Audit, for an Not To Exceed \$5,775.
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- D. Conduct Public Hearing to consider Amendment to 2022 Budget (if necessary) and consider adoption of Resolution to Amend the 2022 Budget and to Appropriate Funds and Authorize Expenditures as set forth therein.
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- E. Conduct Public Hearing on the proposed 2023 Budget and consider adoption of Resolution to Adopt the 2023 Budget and Appropriate Sums of Money and Set Mill Levies for General Fund _____, Debt Service Fund _____, and Other Fund(s) _____ for a total mill levy of _____ (enclosures – preliminary AV, draft 2023 Budget, and Resolutions).
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- F. Consider authorizing the District Accountant to prepare and sign the DLG-70 Mill Levy Certification form for certification to the Board of County Commissioners and other interested parties.
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V. OPERATION AND MAINTENANCE MATTERS

- A. Ratify approval of proposal from CDI Environmental Contractor for landscape and snow services (enclosure).
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- B. Other.
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VI. ENGINEERING MATTERS

- A. Update regarding engineering RFP (enclosure)
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VII. LEGAL MATTERS

- A. Discuss May 2, 2023 Regular Director Election and consider adoption of Resolution No. 2022-11-__ Calling a Regular Election for Directors on May 2, 2023, appointing the Designated Election Official (“DEO”), and authorizing the DEO to perform all tasks required for the conduct of mail ballot election (enclosure). Self-Nomination forms are due by February 24, 2023. Discuss the need for ballot issues and/or questions.
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B. Update on insurance claim for tree damage/loss in storm.

C. Update on reimbursement from Sturgeon Electric for main line repairs.

D. Consider options for addressing homeowners' encroachments on District property.

E. Discuss proposal to amend service plan and consider ballot question to allow the District to explore improved broadband for resident use.

F. Discussion potential homeowner survey regarding ranked choice voting

G. Update on Conflict-of-Interest Questionnaire.

H. Other

VIII. DIRECTOR MATTERS

A. Update regarding greenhouse progress.

IX. OTHER MATTERS

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X. ADJOURNMENT **THE NEXT REGULAR MEETING IS SCHEDULED FOR
DECEMBER 20, 2022**

Additional Enclosure:

- Notice of rate increase from Special District Management Services, Inc.