

# ROXBOROUGH VILLAGE METROPOLITAN DISTRICT

141 Union Boulevard, Suite 150  
Lakewood, Colorado 80228-1898  
Tel: 303-987-0835 • 800-741-3254  
Fax: 303-987-2032

<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: October 18, 2022

TIME: 6:00 p.m.

LOCATION: Roxborough Library Meeting Room  
8357 North Rampart Range Road #200  
Littleton, Colorado 80125

You may also join via Zoom:

<https://us02web.zoom.us/j/83143360337?pwd=UT11ZWpVSnhkVENoSIBWVGFiL0JYdz09>

Meeting ID: 831 4336 0337

Passcode: 059059

Call in Number 1 719 359 4580

### I. ADMINISTRATIVE MATTERS

- A. Disclosure of Potential Conflicts of Interest.
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- B. Approve Agenda; confirm location of the meeting.
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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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- B. Review and consider approval of request to plant two memorial trees (enclosure).
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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 August 16, 2022 Regular Meeting, August 17, 2022 and August 23, 2022 Special Meetings (to be distributed).
  - Minutes of the September 20, 2022 Regular Meeting (enclosure).
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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<br>_____, 2022 |
|---------------------|------------------------------|
| General             | \$ _____                     |
| Debt Service        | \$ -0-                       |
| Capital Projects    | \$ _____                     |
| <b>Total Claims</b> | <b>\$ _____</b>              |

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- 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. Review draft 2023 Budget (enclosure).
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1. Discuss location of the November 15, 2022 Budget Hearing.
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- D. Discussion regarding Accounts Payable process.

1. Review and approve proposal for Bill.com.
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2. Review and approve addendum to add Accounts Payable to SDMS services agreement (enclosure).
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V. OPERATION AND MAINTENANCE MATTERS

- A. Review Report and Project Planner from Brightview (enclosure).
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1. Review and consider approval of proposal from BrightView Landscape Services for boulder adjustments (enclosure).
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2. Ratify approval of proposal from BrightView Landscape Services for irrigation repair (enclosure).
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3. Review and consider approval of proposal from BrightView Landscape Services for mowing services on Sledding Hill (enclosure).
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4. Review and consider approval of proposal from BrightView Landscape Services for holiday lighting (enclosure).
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- B. Discuss forming Playground Committee.
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1. Discuss status on playground removal, replacement, repair and maintenance search.
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- C. Review and consider approval of proposal from Mission Communications for Pump Station Controller Cellular Service (enclosure).
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- D. Review proposals for snow removal services and consider next steps (enclosure).
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- E. Review proposals for landscape services and consider next steps (enclosure).
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F. Other.

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VI. ENGINEERING MATTERS

A. Discussion regarding engineering RFP for future projects.

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1. Pedestrian bridge

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2. Wildfire Mitigation Permitting

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3. Pipe intake for Crystal Lake (unclogged, preventative measures).

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B. Consider proposal to engage an engineering firm to improve the District's mapping capabilities using GIS.

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VII. LEGAL MATTERS

A. Update on insurance claim for tree damage/loss in storm.

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

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

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

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E. Discussion potential homeowner survey regarding ranked choice voting

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F. Update on Conflict-of-Interest Questionnaire.

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G. Other

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VIII. DIRECTOR MATTERS

A. Website- Discussion and consider proposal regarding transition to SIPA website

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B. Discussion regarding grant/loan opportunities and assistance with Farmer's Market.

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C. Update regarding greenhouse progress

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IX. ADJOURNMENT **THE NEXT REGULAR MEETING IS SCHEDULED FOR  
NOVEMBER 15, 2022 ~ BUDGET HEARING**