

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>
Matt 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: September 20, 2022

TIME: 6:00 p.m.

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

I. ADMINISTRATIVE MATTERS

A. Disclosure of Potential Conflicts of Interest.

B. Approve Agenda; confirm location of the meeting.

II. PUBLIC COMMENTS

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> and attached hereto.)

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.

- Ratify approval of Resolution Adopting Second Amended Code of Conduct (enclosure).
 - Review and consider approval of the Minutes of the August 16, 2022 Regular Meeting, and the Minutes of the August 17, August 23, September 7, and September 8, 2022 Special Meetings (enclosures).
 - Review and Consider Approval of Current Claims, Approve Transfer of Funds, and Ratify Payment of Autopay Claims and Ratify Approval of Previous Claims (to be distributed).
 - Ratify approval of proposal from Bailey Tree to remove trees behind Red Mesa Court, in the amount of \$7,500.00 (enclosure).
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IV. **FINANCIAL MATTERS**

A. Update regarding transition of Accounting Services

B. Discuss and consider approval of adding Christina Griggs and Mellissa Christopher from the District’s accounting firm of Gemsbok Consulting, Inc. to the First Bank account.

C. Discuss and consider approval of adding Christina Griggs and Mellissa Christopher from the District’s accounting firm of Gemsbok Consulting, Inc. to the ColoTrust account.

D. Discuss and consider approval of providing Gemsbok Consulting, Inc. access to Bill.com.

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

F. Update on reimbursement for main line repairs.

G. Other.

V. LEGAL MATTERS

A. Update on Conflict of Interest questionnaire.

B. Other

VI. CAPITAL IMPROVEMENT MATTERS

A.

VII. OPERATION AND MAINTENANCE MATTERS

A. Review Report and Project Planner from Brightview (enclosures)

B. Discuss fence repairs in Roxborough Village First.

C. Discuss status of correcting mulch volcanos on trees.

D. Discuss the supplemental watering for new trees.

E. Discuss forming Playground Committee.

1. Discuss status on playground removal, replacement, repair and maintenance search.

F. Discuss repair/replacement of remaining deteriorated concrete paths (enclosure).

G. Discuss Roxborough Water staging area concerns.

H. Discuss status of revised mosquito contract.

- I. Discuss tennis court cleaning contract renewal.

- J. Review and consider approval of proposal from Mission Communications for Pump Station Controller Cellular Service (enclosure).

- K. Review and consider approval of proposal from BrightView Landscape Services for boulder adjustments (enclosure).

- L. Review and consider approval of Agreement between the District and Acme Fix-It, LLC to assemble green house (enclosure).

- M. Consider approval of Volunteer Water Quality Testing Agreement with Chris Prodis.

- N. Consider approval of RFP for snow removal services (enclosure).

- O. Consider approval of RFP for landscape services (enclosure).

- P. Other.

VIII. OTHER BUSINESS

- A. Review and consider approval of request to plant two memorial trees (enclosure).

- B. Discuss SDA Conference Takeaways (enclosure).

 - 1. Engineering firms.

 - 2. GIS.

3. Website.

4. Ballot measures and surveys.

5. USDA.

6. Broadband

C. Discuss rescheduling the October 18, 2022 Regular Meeting.

IX. ADJOURNMENT **THE NEXT REGULAR MEETING IS SCHEDULED FOR
OCTOBER 18, 2022**