

RECORD OF PROCEEDINGS

MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE ROXBOROUGH VILLAGE METROPOLITAN DISTRICT HELD DECEMBER 20, 2023

A Regular Meeting of the Board of Directors (referred to hereafter as the “Board”) of Roxborough Village Metropolitan District (the “District”) was convened on Wednesday, the 20th day of December, 2023 at 6:00 p.m. at the Roxborough Library, 8375 N. Rampart Range Rd, Littleton, CO 80125 and via Zoom. The meeting was open to the public.

CALL TO ORDER

Chairman Rubic called the meeting to order at 6:00 p.m.

ATTENDANCE

Directors In Attendance Were:

Mark Rubic
Ephram Glass
Travis Jensen
Mat Hart

Absent Directors:

Debra Prysby

Following discussion, upon motion duly made by Director Glass, seconded by Director Rubic and, upon vote, unanimously carried, the absence of Director Prysby was excused.

Also In Attendance Were:

Peggy Ripko; Special District Management Services, Inc. (“SDMS”)

Dino Ross, Esq.; Ireland Stapleton Pryor & Pascoe, P.C.

Brenna Karamigos, Gemsbok (for a portion of the meeting)

DISCLOSURE OF POTENTIAL CONFLICTS OF INTEREST

Disclosure of Potential Conflicts of Interest: The Board discussed the requirements pursuant to the Colorado Revised Statutes to disclose any potential conflicts of interest or potential breaches of fiduciary duty to the Board of Directors and to the Secretary of State. Director Rubic noted that a quorum was present and requested that members of the Board disclose any potential conflicts of interest with

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regard to any matters scheduled for discussion at this meeting, and incorporated for the record those applicable disclosures made by the Board members prior to this meeting in accordance with the statute. It was noted that there are no Directors' Disclosure Statements to be filed.

Director Glass stated that he is running for the Colorado House District 39 and will resign if elected to that position.

ADMINISTRATIVE MATTERS

Agenda: The Board reviewed the proposed Agenda for the regular meeting.

Following discussion, upon motion duly made by Director Glass, seconded by Director Rubic, and, upon vote, unanimously carried, the Board approved the agenda, as presented.

PUBLIC COMMENTS

None.

CONSENT AGENDA

The Board considered the following actions:

- Approve Minutes from November 7, 2023 and December 5, 2023 special meetings.

Following discussion, upon motion duly made by Director Rubic, seconded by Director Glass, and, upon vote, unanimously carried, the Board approved the Consent Agenda, as presented.

CONTRACTOR/CONSULTANT REPORTS

Snow Removal Contract: The Board reviewed the updated Snow Removal Agreement from CDI.

Following discussion, upon motion duly made by Director Glass, seconded by Director Rubic, and, upon vote, unanimously carried, the Board approved the updated Snow Removal Agreement with CDI, pending final review.

Landscape Maintenance Contract: The Board reviewed the updated Landscape Maintenance Contract from CDI.

Following discussion, upon motion duly made by Director Rubic, seconded by Director Glass, and, upon vote, unanimously carried, the Board approved the updated Landscape Contract with CDI, pending final review by Operations Committee.

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CDI Repair Threshold: The Board discussed the CDI repair threshold allowed without prior Board or District Manager authorization. It was noted that the threshold will remain with weekly updates provided regarding repairs.

Proposal to Install Bollards: The Board reviewed the proposal to install bollards. No action was taken at this time.

Proposal for Pump Insulation: The Board reviewed the proposal for pump insulation. No action was taken at this time.

FINANCIAL MATTERS

Claims: The Board considered ratifying the approval of the payment of claims as follows:

Fund	Period Ending November 30, 2023
Total Claims	148,165.22

Following discussion, upon motion duly made by Director Glass, seconded by Director Hart and upon vote, unanimously carried, the Board ratified approval of the claims, as presented.

Unaudited Financial Report: The Board reviewed the unaudited financial report for the period ending November 30, 2023.

Following discussion, upon motion duly made by Director Glass, seconded by Director Hart, and upon vote unanimously carried, the Board accepted the unaudited financial report for the period ending November 30, 2023, as presented

LEGAL MATTERS

Resolution Adopting Rules and Regulations for Property and Improvements Owned, Maintained, and/or Operated by Roxborough Village Metropolitan District: The Board reviewed the Resolution Adopting Rules and Regulations for Property and Improvements Owned, Maintained, and/or Operated by Roxborough Village Metropolitan District.

Following discussion, upon motion duly made by Director Hart, seconded by Director Glass and, upon vote, carried with Directors Hart, Glass and Rubic voting “Yes” and Director Jensen voting “No”, the Board adopted the Resolution Adopting Rules and Regulations for Property and Improvements Owned,

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Maintained, and/or Operated by Roxborough Village Metropolitan District, as amended.

Other: Director Rubic discussed requiring proof of CDI providing 20 hours per week of irrigation on site as required by the contract.

OPERATION AND MAINTENANCE MATTERS

District Management Updates: The Board discussed the District Management updates.

- Lists of current approved and requested community permits (Sports Field Use, Park Areas & Gazebo, Food Truck Vendors, etc.).
- SDMS Monthly Report.
- Monthly Invoice from Foothills Park & Recreation re: August 2023 Roxborough Village Resident Use.
- Update on District's New Website.

General Updates regarding ongoing projects:

- Chatfield Farms planter project. The Board wants to include Director Glass.
- Community Park restroom repairs.

Crystal Lake Landscape Enhancements: The Board discussed the Crystal Lake landscape enhancements. The Board members determined that the District has no say over what landscape enhancements the HOA wants to make to their property; however, the HOA would need approval to hook to the District's irrigation system, with no damage to District property.

Pilot Panel and Space Travel Panel: The Board discussed the Pilot Panel and Space Travel Panel in the amount of \$3,910.00 as additions to equipment purchased for Airplane Park.

Following discussion, upon motion duly made by Director Hart, seconded by Director Rubic, and upon vote unanimously carried, the Board approved the Pilot Panel and Space Travel Panel in the amount of \$3,910.00 as additions to equipment purchased for Airplane Park.

Color Scheme for Airplane:

- Posts: Pine Green
- Clamps: Pine Green
- Rails: Vanilla
- Panels: Limon

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- Decks: Gray
- Tendertuff coatings (wheels): Tan
- Ropes: Tan
- Polyethylene (Tunnels/slides, etc.): Brick
- Fabrics: Pine Green

Following discussion, upon motion duly made by Director Hart, seconded by Director Rubic, and upon vote unanimously carried, the Board approved the color scheme for the Airplane.

OTHER MATTERS

The Board reviewed action items and adding to the spreadsheet.

PUBLIC COMMENTS/HOM EOWNER REQUESTS

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. Questions may be asked of the Board but will not be answered at this time. Please refer to the Meeting Code of Conduct for additional guidelines:
<https://www.roxboroughmetrodistrict.org/2022-meetings>

ADJOURNMENT

There being no further business to come before the Board at this time, upon motion duly made by Director Hart, seconded by Director Rubic, and upon vote, unanimously carried, the regular meeting was adjourned.

Respectfully submitted,

Travis C Jensen

By: _____
Secretary for the Meeting