

RECORD OF PROCEEDINGS

MINUTES OF A REGULAR MEETING
OF THE BOARD OF DIRECTORS OF THE
ROXBOROUGH VILLAGE METROPOLITAN DISTRICT
HELD
September 17, 2019

A regular meeting of the Board of Directors of the Roxborough Village Metropolitan District (referred to hereafter as the "Board") was convened on Tuesday, September 17, 2019 at 6:30 p.m., at the West Metro Fire Station 15, 6220 N. Roxborough Park Road, Littleton, CO 80125. The meeting was open to the public.

ATTENDANCE

In Attendance were Directors:

Calvin Brown
Debra Prysby (7:10 p.m.)
Edward Wagner
Steven Sherman
Ron Bendall (7:00 p.m.)

Also in Attendance were:

Katie James, Esq.; Folkestad Fazekas Barrick & Patoile,
P.C.
Scott Barnett; Mulhern MRE Inc.
Justin Ball; Metco Landscaping
Anna Jones and Patrick Shannon; CliftonLarsonAllen LLP
Tara Ham; 7565 Brown Bear Way
Bob Clinard; 7218 Red Mesa Court
Ed Yeats; 8049 Eagleveiw Drive
Aaron and Brenda Spratting; 7735 Mule Deer Place
Steve and Levi DeBrer; 6352 Spotted Fawn
Grayson and Michael Crane; 7339 Eaglerock Drive
Hannah Snyder; 9671 Fox Den Drive
Ephran Glass; 10196 Cavaletti Drive

CALL TO ORDER

The meeting was called to order at 6:41 p.m. by Director Brown.

**DECLARATION OF
QUORUM/DIRECTOR
QUALIFICATIONS/
DISCLOSURE MATTERS**

Director Brown declared a quorum was present, all directors are qualified.

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APPROVE AGENDA

Ms. James noted that Kona Ice, Just a Buck and Rachel Nancy Photography need to be added to the Action Items for ratification. Upon a motion duly made by Director Sherman, seconded by Director Wagner, and upon vote unanimously carried, the Board approved the agenda as amended.

PUBLIC COMMENT and/or GUESTS

Tara Ham remarked on the good job done on the Fall Festival and the fireworks display.

Bob Clinard noted there is a tree with a large broken branch on the southeast corner across from Imperial Park. Ms. Jones noted that Bailey Tree will be removing the tree. Mr. Clinard also made the following comments:

- The Board agreed to post locations for signage several years ago, and asked why additional sign locations have been added.
- There was a suggestion at a prior meeting for fencing at the softball field, and he recommended a roll up fence that can be removed.
- Inquired as to how the Master Plan Survey was distributed.
- Pickleball striping proposal may disrupt tennis playing.
- The native area on Blue Mesa Drive up to the last house needs to be mowed.

Mr. Yeats complimented Metco on the field maintenance. He suggested the District get email addresses from the HOA's to enhance communication with residents.

Aaron and Brenda Spratting introduced themselves.

CONSENT AGENDA

- A. Consider Approval of the minutes of the August 15, 2019 Special Meeting, August 20, 2019 Regular Meeting and September 5, 2019 Special Meeting
- B. Review and Accept the September 12, 2019 Cash Position and Property Tax Schedule
- C. Ratify Approval of Service Agreement with Just a Buck Food Truck

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- D. Ratify Approval of Service Agreement with Kona Ice
- E. Ratify Approval of Service Agreement with Rachel Nancy Photography

Upon a motion duly made by Director Sherman, seconded by Director Wagner, and upon vote unanimously carried, the Board approved the Consent Agenda.

DISCUSSION AGENDA ACTION ITEMS

- A. Review and Consider Approval of Current Claims, Approve Transfer of Funds, and Ratify Payment of Autopay Claims and Ratify Approval of Previous Claims

Ms. Jones reviewed the claims with the Board. After review, upon a motion duly made by Director Sherman, seconded by Director Bendall, and upon a vote unanimously carried, the Board approved current claims, approved transfer of funds, ratified payment of autopay claims and ratified approval of previous claims with the exception of the \$500 payment to Bailey Tree as the work has not been done yet.

- B. Consider Two Resolutions Related to Ratifying an Amendment to the Rules and Regulations to Allow Fishing in District Ponds

Ms. James reviewed the Resolutions with the Board. After discussion, upon a motion duly made by Director Brown, seconded by Director Bendall, and upon vote unanimously carried, the Board approved the two resolutions related to ratifying an amendment to the rules and regulations to allow fishing in the District ponds.

- C. Discussion regarding Possible Fence Encroachment

Ms. James explained that a resident reported that there may be another resident fence encroaching on District property. She noted that the only way to take action would be to have an official survey completed. The Board directed Ms. James to send a letter to the homeowner to suggest encroachment and get their initial response.

- D. Discussion regarding Sidewalk Replacement, Trail Replacement, Rip Rap Replacement and Spillway Concrete Replacement

Mr. Barnett noted that he and Director Sherman have been in discussion will meet next month to determine a plan to repair the infrastructure.

Director Wagner noted that there is a social trail through open space on a footpath between Safeway and the neighborhood that appears

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dangerous. He asked if it should be maintained by the District. Mr. Barnett and Ms. James will identify the exact location and the specifics of the District's responsibility to maintain it

E. Update on Algae in Ponds – Scott Barnett

Mr. Barnett provided an update, noting that the first treatment was 50% effective. The District should learn the results of the second treatment by the end of the week.

F. Update on Fencing near Willow Creek – Scott Barnett

Mr. Barnett reported that he is seeking a consultant to install permanent fencing along the sidewalk over Little Willow Creek inlet. He will bring fence options back to the next meeting.

A. Master Plan and Fall Festival Updates

MANAGER MATTERS

Ms. Jones noted that the third community event will be held on November 7th from 5:00 p.m. to 7:00 p.m. She will make sure the newsletter will arrive in ample time to alert the community of the event.

Ms. Jones noted that the Master Plan survey is live and on the website.

Ms. Jones, Mr. Barnett, Ms. Taniwaki and Ms. Armitage, of the YMCA, are having conversations about the basic feasibility for a pool. They hope to have a work session in the Board to discuss realistic costs. A planning session is tentatively scheduled for October 9th.

B. Review 2020 Budget Process

1. October 15- Draft Budget Communicated to the Board
2. November 19, 2019 Board Meeting – Public Hearing to Review and Approve 2020 Budget
3. December 15, 2019 – Mill Levy Certified

Ms. Jones reviewed the 2020 budget process with the Board.

C. Review Pickleball Proposal

After review, upon a motion duly made by Director Prysby, seconded by Director Sherman, and upon vote unanimously carried, the Board approved one pickleball court to be painted on the tennis court closer to the road and requested that the lines be different colors from the existing tennis court lines and that the back line of the pickleball court to match up to the existing tennis service line.

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D. Review Playground Equipment Proposals

Mr. Shannon reviewed the proposal with the Board. He will revisit this with Livable Cities Studio and determine other alternatives.

E. Discuss Attending One Rox Meeting

Ms. Jones reported that she was asked to represent the District at One Rox Meeting. Ms. Jones asked the Board if they would like her to attend. The Board decided that Ms. Jones would not attend the meeting.

**LANDSCAPE
MAINTENANCE**

A. Metco Landscape Report

Mr. Ball presented the monthly landscape report.

B. Review and Consider Approval of Proposals:

1. Proposal to Clean up Drainage Channel - \$4,500

After review, upon a motion duly made by Director Bendall, seconded by Director Prysby, and upon vote unanimously carried, the Board approved the proposal for clean up of the drainage channel in the amount of \$4,500.

C. Update on Baily Tree Planting

Ms. Jones will ask Bailey Tree to attend the next meeting.

D. Other

Mr. Ball distributed the 2020 landscaping proposal.

FINANCIAL MATTERS

A. Other

None.

DIRECTOR ITEMS

A. Recap Fall Festival

Director Brown provided a recap of the Fall Festival.

B. Other

None.

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LEGAL MATTERS

- A. Update Regarding Final Water Due Diligence Filing and Executive Session Pursuant To C.R.S. Section 24-6-402(4)(B) and for the Purposes of Receiving Legal Advice on Specific Legal Questions, if requested

No discussion.

- B. Update on Denver Water release into Little Willow Creek
a. Discuss Erosion Issues re Inflow and Outflow Points of the "Triangle" or "Upper Irrigation" Pond

No update.

- C. 14B Parcel Ownership

No Update.

- D. Update on Chatfield Farms Meters and Billing

No Update.

- E. Update on GMR Contracting for Dugout Design

No Update.

- F. Discuss Online Notice of Public Meetings

Ms. James provided an overview of statute changes. After discussion, upon a motion duly made by Director Sherman, seconded by Director Wagner, and upon vote of 4 approving and 1 against, the Board approved the posting of notices online in accordance with C.R.S. § 24-6-402(2)(c)(III).

- G. Other

None.

**ENGINEERING
MATTERS**

- A. Update on Irrigation Coordination

Mr. Barnett reported that Hydrosystems KDI is continuing work to evaluate the irrigation system.

- B. Update on Water Quality Analysis

No report.

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C. 7 Acres Pond Update

No update.

D. Other

None.

OTHER BUSINESS


A. Confirm Quorum for October 15, 2019 Regular Board Meeting (Roxborough Library)

A quorum was not confirmed. The Board rescheduled the October meeting to October 29, 2019

ADJOURNMENT

Upon a motion duly made by Director Prysby, seconded by Director Wagner, and upon vote unanimously carried, the Board adjourned the meeting at 9:03 p.m.

Respectfully submitted,

By: 
Calvin Brown, President

Attest

By: 

Ronald Bendall, Secretary