

RECORD OF PROCEEDINGS

MINUTES OF A SPECIAL MEETING
OF THE BOARD OF DIRECTORS OF THE
ROXBOROUGH VILLAGE METROPOLITAN DISTRICT

HELD

Tuesday, January 19, 2021

A special meeting of the Board of Directors of the Roxborough Village Metropolitan District (referred to hereafter as the "Board") was convened on Tuesday, January 19, 2021 at 6:00 p.m. via ZOOM. The meeting was open to the public.

ATTENDANCE

In Attendance were Directors:

Calvin Brown
Debra Prysby
Ed Wagner
Ephram Glass
Garry Cook

Also in Attendance were:

Anna Jones & Nic Carlson; CliftonLarsonAllen LLP (CLA)
Katie James, Esq.; Folkestad Fazekas Barrick & Patoile, P.C.
Bill Barr; Metco Landscaping
Scott Barnett; Mulhern MRE, Inc.
Ben Kelly; Strategic Communications Consultant
Kimberly Armitage; YMCA

CALL TO ORDER

The meeting was called to order at 6:04 p.m.

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

A quorum was declared present. No new conflicts were disclosed.

APPROVE AGENDA

Upon a motion duly made by Director Prysby, seconded by Director Glass, and upon vote unanimously carried, the Board approved the Agenda as presented.

**PUBLIC COMMENT and/or
GUESTS**

There was no public comment.

CONSENT AGENDA

- A. Consider Approval of the December 15, 2020 Special Meeting Minutes
- B. Review and Accept the Cash Position and Property Tax Schedule for November

RECORD OF PROCEEDINGS

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

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

FINANCIAL MATTERS

- A. Other – None.

DISCUSSION AGENDA

DIRECTOR MATTERS

- A. Environmental Committee Update

Director Glass reviewed the Environmental Committee report with the Board.

- B. Other

Director Prysby indicated the pedestrian crossing lights have been installed on Waterton Canyon Road.

MANAGER MATTERS

Master Plan

- A. Feasibility Follow-Up

- i. Feasibility Study Follow-Up

Ms. Armitage provided an update on the feasibility roll-out plan.

- ii. Communications Follow-Up by Ben Kelly

Mr. Kelly provided an update on the Rec Center Task Force, referencing the memo he prepared for the packet.

- B. Spillway Follow-Up

- i. Spillway Schedule, Douglas County Follow-Up and Budget

Mr. Barnett provided an update to the Board regarding the spillway, noting the drawings have been submitted to Douglas County.

Mr. Barnett reviewed the Chavez proposal for concrete installation in the amount of \$55,967.00. Mr. Barnett

RECORD OF PROCEEDINGS

reviewed the 53 Corporation LLC proposal for spillway repairs and related services in the amount of \$39,249.00. Mr. Barnett also noted erosion control measures would have to be added to one of the contracts for approximately \$10,000.00.

Following discussion, upon a motion duly made by Director Prysby, seconded by Director Cook and, upon vote unanimously carried, the Board approved the Chavez proposal in the amount of \$55,967.00, the 53 Corporation proposal in the amount of \$39,249.00.

C. Update on New Playground Design

No update was provided. No action was taken.

D. Other

Ms. Jones discussed the issue of Imperial Park and the use of remote-control race cars and dirt bikes. The Board discussed whether offering a different location for the activity would help curb improper use of Imperial Park. Ms. Jones will follow up with Mr. Wenskoski to determine if there is a possible way to include a track for remote control race cars in the new park design. Director Glass will forward information to Ms. Jones to share with Mr. Wenskoski.

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 Purpose of Receiving Legal Advice on Special Legal Questions, if requested

No action taken.

B. Update on Emergency Disaster Declaration

Upon a motion duly made by Director Prysby, seconded by Director Cook and, upon vote unanimously carried, the Board ratified the Continuation of the Emergency Disaster Declaration.

C. Drone Use and Rules and Regulations

Ms. James reviewed the email she sent to the Board prior to the Board meeting with proposed language to address drone use in the rules and regulations. Following discussion, upon a motion duly made by Director Glass, seconded by Director Cook and,

RECORD OF PROCEEDINGS

upon vote unanimously carried, the Board approved option 1 as outlined in Ms. James' memo.

D. Update on Water Line Project for Roxborough Water and Sanitation District

Ms. James provided an update to the Board.

E. Update on Other Encroachment Issues

- i. Staircase
- ii. Pebble Path
- iii. Other

Ms. James provided an update on the encroachment issues listed previously. Ms. James will send another letter to the "pebble path" residence requesting its removal. Ms. James will also send letters addressing the hardscape/staircase and several encroachments identified in a recent Environmental Committee Report.

F. Update on Arrowhead Shores HOA Dispute with Developer over Access Easement to Crystal Lake Park Area

Ms. James reviewed the Arrowhead Shores HOA dispute with the Developer over the access easement to Crystal Lake Park with the Board to keep the Board informed. No action was taken.

G. Open Space Request from Chatfield Farms 1A HOA

Ms. James reviewed the open space request from Chatfield Farms 1A HOA. The HOA requested the District take over maintenance of between 1 and 4 Tracts owned by the HOA, one of which is impacted by upcoming roadwork by the CAB at Rampart Range Road and Waterton Canyon Road. Following discussion with the Board, the Board declined to take action or accept any maintenance responsibility of the Tracts.

H. Ratify Approval of Roxborough Water and Sanitation District Request to Access Easement for Sewer Repairs

Ms. James reviewed the Roxborough Water and Sanitation District request to access an easement for sewer repairs with the Board. Following discussion, upon a motion duly made by Director Prysby, seconded by Director Wagner and, upon vote unanimously carried, the Board ratified approval of the Roxborough Water and Sanitation District request to access an

RECORD OF PROCEEDINGS

easement for sewer repairs which Director Brown had approved on an emergency basis. The Board asked Ms. James to ensure restoration work occurred and in the manner of seeding for native grass as applicable.

I. Review and Consider Approval of Ark Ecological Services Proposal for 2021 Open Space Management

Following review, upon a motion duly made by Director Prysby, seconded by Director Glass and upon vote unanimously carried, the Board approved the Ark Ecological Services Proposal for 2021 Open Space Management. The Board requested Ms. Jones obtain an update on the overall goal of getting native grass to the maintenance stage.

J. Review and Consider Approval of Resolution 2021-01-01 Designating Location for Posting of 24-Hour Notice for Year 2021

Following review, upon a motion duly made by Director Prysby, seconded by Director Wagner and, upon vote unanimously carried, the Board approved Resolution 2020-01-01 Designating Location for Posting of 24-Hour Notice for Year 2021.

K. Other – None.

ENGINEERING MATTERS

A. Update on Little Willow Creek Handrail

Mr. Barnett reviewed the recommendation provided to the Board regarding Little Willow Creek Handrail. Following discussion, the Board agreed to delay efforts per Mr. Barnett's recommendation.

B. Update on Imperial Park Use and New Fence Installation

This item was discussed earlier in the meeting and is noted under the Manager Matters update.

C. Other – None.

LANDSCAPING MATTERS

A. Bailey Tree Update via Written Enclosure

The Board reviewed the update provided by Bailey Tree.

B. Metco Landscape Report

Mr. Barr reviewed the Metco Landscape Report.

RECORD OF PROCEEDINGS

i. Review and Consider Approval of Proposals – None.

C. Other

The Board discussed the roadway work by the Sterling Ranch CAB/Douglas County in the median to the south of Waterton Canyon Road requested that Mr. Barnett let the County know that the Board preferred that stamped concrete be used to provide a buffer.

OTHER BUSINESS

A. Confirm Quorum for February 16, 2021 Special Meeting via ZOOM

A quorum was confirmed.

ADJOURNMENT

Upon a motion duly made by Director Wagner, seconded by Director Prysby, the Board adjourned the meeting at 8:12 p.m.

Respectfully submitted,

By: Calvin Brown
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Calvin Brown, President

Attest:

By: Ed Wagner
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Ed Wagner, Secretary