

RECORD OF PROCEEDINGS

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MINUTES OF A SPECIAL MEETING  
OF THE BOARD OF DIRECTORS OF THE  
ROXBOROUGH VILLAGE METROPOLITAN DISTRICT  
HELD  
Tuesday, May 18, 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, May 18, 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

**Also in Attendance were:**

Anna Jones, Rebecca Gianarkis & Joyce Stiles;  
CliftonLarsonAllen LLP (CLA)  
Katie James, Esq.; Folkestad Fazekas Barrick & Patoile, P.C.  
Bill Barr & Judy McNew; Metco Landscaping  
Ben Kelly; Strategic Communications Consultant  
Kimberly Armitage; Evolution Builders  
Todd Wenskoski; Livable Cities Studio  
Jason Simmons & Mattie Prodanovic; Hilltop Financial Advisors  
George Bidenstein; Bailey Tree LLC  
Mark & Marcy Rubic; Residents at 7735 Verandah Court  
Gloria Gearhart; Resident at 7392 Eagle Rock Drive  
Dennis & Amy Corneillie; Residents at 7647 Verandah Court  
Robert Stransky; Resident at 7710 Rampart Way  
Tony Delphia; Resident at 7760 Verandah Court  
Greg Clemens; Resident at 10470 Stable Lane  
Robert Zuniga; Resident at 7697 Mule Deer Place  
Travis Jensen; Resident at 7434 Eagle Rock Drive  
Todd, Susan & Luke Jennings; Residents at 7761 Verandah Court  
Erik Turnquist; Resident at 7541 Dusk Street  
Treg Warnsholz; Resident at 8393 Liverpool Circle  
Joanna Waldenmyer; Resident at 8106 Eagleview Drive  
Bob & Carolyn LaDue; Residents at 8455 Liverpool Circle  
Marshall Shelley; Resident at 7721 Rampart Way  
Pam Kramer; Resident at 8351 North Rampart Range Road  
Gale Kramer; Resident at 7733 Rampart Way  
Brian Mungovan; Resident at 7373 Eagle Rock Drive

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CALL TO ORDER

The meeting was called to order at 6:07 p.m. by Director Brown.

DECLARATION OF QUORUM/DIRECTOR QUALIFICATIONS/DISCLOSURE MATTERS

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

APPROVE AGENDA

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

PUBLIC COMMENT and/or GUESTS

Mr. Greg Clemens, resident of Chatfield Farms West, stated he is opposed to the recreation center being built and believes that people in the community cannot afford an increase in fees/taxes due to numbers of families using clothing circle and food bank.

Ms. Gloria Gearhart stated she has been a resident in the community since 1999. She is looking forward to taxes going down. Ms. Gearhart noted that she doesn't want to lose the sledding hill nor green belt area. She asked questions regarding spending on the feasibility study and had concerns about a lack of transparency by the Board.

Mark Rubic, resident, requested to know where the Board members live, reporting that he believes there is a conflict of interest with the consultant, Kimberly Armitage, who is also an employee of the YMCA. He also noted he is skeptical of the cost projections and would like all questions received from the public to be posted with the FAQs for transparency.

CONSENT AGENDA

**April 13, 2021 and April 20, 2021 Special Meeting Minutes:**

**Cash Position and Property Tax Schedule for March:**

**Current Claims, Approve Transfer of Funds, Ratify Payment of Autopay Claims and Ratify Approval of Previous Claims:**

Director Prysby requested a change to the April 20, 2021 meeting minutes changing street light to monument lighting under Other Matters. Following review, upon a motion duly made by Director Prysby, seconded by Director Wagner and, upon vote, unanimously carried, the Board approved the Consent Agenda, as amended.

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FINANCIAL MATTERS

**March 31, 2021 Financial Statements:** Ms. Stiles presented the March 31, 2021 Financial Statements to the Board. She noted that the 2020 Audit should be ready for the Board's review next month. Following discussion, upon a motion duly made by Director Wagner, seconded by Director Prysby and, upon vote, unanimously carried, the Board accepted the March 31, 2021 Financial Statements.

**Other:** None.

DIRECTOR MATTERS

**Environmental Committee:** The Board reviewed the Environmental Committee's monthly report included in the packet and had no further questions.

**Aqua Sierra Update:** The Environmental Committee Report included action items from the meeting the consultants had with Aqua Sierra.

**Greenhouse Process and Next Steps:** Ms. James send a draft Intergovernmental Agreement to the School District. Legal Counsel and the School District requested a contractor to build the greenhouse, not volunteers. Volunteers were not agreed upon by the Board previously and Ms. James reminded the Board that a contractor is needed.

**Community Celebrations:**

**Partnership with Roxborough Music Festival:** Ms. Jones noted Mr. Carlson is working with the Roxborough Music Festival to determine if and how the District can participate.

**Other:** None.

BAILEY TREE UPDATE

Mr. Bidenstein reported that two cottonwood trees and several pine trees were removed. His team will be fertilizing trees in the next few weeks.

The pruning crew noticed damage to trees along Rampart Range Road and Village Circle West due to road salt from the winter so they had to remove some branches, mostly of pine trees. Mr. Bidenstein will provide a proposal at the next meeting to spray trees with film in the fall to help mitigate road salt damage to the trees.

Director Prysby asked about the browning at the tops of the trees. Mr. Bidenstein said a late freeze in April killed the tops of trees.

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He will provide a proposal at the next meeting for a recommended cost of treatment.

### MANAGER MATTERS

**Master Plan Feasibility Study Follow-Up:** This is addressed below.

**Feasibility Study Follow-Up:** Mr. Kelly reviewed the information provided in the packet.

**Task Force Conclusions & Overview:** Mr. Kelly reported the task force facilitated features to be included in the design such as a fitness area, pool, gym and community space in order to support the community.

Director Wagner reported on the gathering that happened on Saturday, May 15, 2021 noting that between 40-50 people were in attendance. He answered questions people had. Most people expressed interest in a community recreation center. The gathering lasted approximately one hour and 15 minutes.

**Communications Update & Proposed Outreach Schedule:** Mr. Kelly reported that the Task Force met for the sixth and final time on May 10<sup>th</sup>.

**Board Design Discussions, Overriding Themes:** Ms. Jones reviewed the Board design discussions that were had individually, noting that the Board members are all in agreement with where we are at in the process and provided valuable feedback regarding the location, design and features.

**Initial Conclusions & Recommendations:** The Board reviewed the latest design which is 10,000 square feet smaller than the previous designs to incorporate feedback from the Task Force and community.

**Ballot Election Question:** Ms. James advised the Board that if the District wants to move forward with the recreation center, it needs to add bond counsel to the team soon. She noted that bond counsel is only paid if debt is issued. Ms. James reviewed the timeline of next steps, noting that if this is to go to ballot, the County needs to know at the beginning of July that a ballot question is being considered. A ballot question must be decided on by August at the latest and the ballot question must be certified by early September.

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Following discussion, upon a motion duly made by Director Brown, seconded by Director Wagner and, upon vote, unanimously carried, the Board directed Ms. James to provide a qualified bond attorney for the Board to consider engaging at the next Board meeting.

**Master Plan Spillway Design Updates, Douglas County Follow-Up/Next Steps and Final Budget:** Mr. Barnett provided an update to the Board indicating that work has been delayed due to rain, but the project is moving forward otherwise.

**New Playground Design:** Mr. Wenskoski reviewed the playground designs provided to the Board. The Board generally noted that the playground was bigger than anticipated and indicated a greater barrier between the playground and road is desirable. Mr. Wenskoski reflected that the designs are a good start but should remove the natural play areas and increase natural barriers. He will bring new designs for the Board to consider at a future meeting.

**Xcel Easement:** Ms. James provided an update to the Board noting that she spoke with Xcel Energy and a new play structure can be built within the easement with the proper encroachment evaluation review.

**Other:** None.

### LEGAL MATTERS

**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.

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

**Encroachments Update:** Following an update provided by Ms. James, the Board decided to leave the stone staircase feature at 6728 Old Ranch Trail due to its prior approval by the Roxborough Park Foundation.

**Referral from Douglas County Regarding Louviers Rural Community:** Ms. James reviewed the referral from Douglas County regarding the Louviers Rural Community with the Board. No action was taken.

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**Other:** None.

ENGINEERING MATTERS

**Imperial Park Use and New Fence Installation:** Following review, upon a motion duly made by Director Prysby, seconded by Director Wagner and, upon vote, unanimously carried, the Board approved the Metco Landscape proposal to reseed necessary areas of Imperial Park in the amount of \$4,050. Mr. Barnett noted that Mr. Jay Fells will have a proposal for the Board to consider at the next regularly scheduled Board meeting regarding the fence at Imperial Park.

**Rampart Range Road Median Work by Sterling Ranch:** Mr. Barnett provided an update to the Board noting that the Rampart Range Road median work by Sterling Ranch will be completed by the next regularly scheduled Board meeting.

**Other:** None.

LANDSCAPING MATTERS

**Metco Landscape Report:** Mr. Barr and Ms. McNew reviewed the update provided by Metco Landscape with the Board.

**Review and Consider Approval of Proposals:**

**Reparations to Resident Landscaping in District Right of Way:** Mr. Barr provided two new proposals for the Board to consider in the packet materials. Director Prysby requested Ms. James and Ms. Jones send letters to the residents these reparations will impact, soliciting their input.

**Spring Tree Plantings:** Following review, upon a motion duly made by Director Prysby, seconded by Director Wagner and, upon vote, unanimously carried, the Board approved the proposal for spring tree plantings in the amount of \$9,525.

**Repair Tire Ruts in Soccer Field:** Following review, upon a motion duly made by Director Prysby, seconded by Director Wagner and, upon vote, unanimously carried, the Board approved the proposal to repair the tire ruts in the soccer field in the amount of \$1,500.

**Other:** The Board requested post-packet items be posted on the website prior to the start of Board meetings.

OTHER BUSINESS

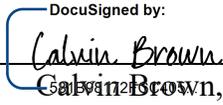
**Quorum for June 15, 2021 Special Meeting via Zoom:** A quorum was confirmed.

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ADJOURNMENT

Upon a motion duly made by Director Brown, seconded by Director Wagner and, upon vote, unanimously carried, the Board adjourned the meeting at 8:40 p.m.

Respectfully submitted,

By:  \_\_\_\_\_  
Calvin Brown, President

Attest:   
By: \_\_\_\_\_  
Ed Wagner, Secretary

**Certificate Of Completion**

Envelope Id: 6819CB1FA63241C39D04221945438593	Status: Completed
Subject: Please DocuSign: RVMD - Minutes 05-18-2021.pdf	
Client Name: Roxborough Village Metro District	
Client Number: 011-070155	
Source Envelope:	
Document Pages: 7	Signatures: 2
Certificate Pages: 5	Initials: 0
AutoNav: Enabled	Envelope Originator:
Enveloped Stamping: Enabled	Natalie Herschberg
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	Minneapolis, MN 55402
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Calvin Brown  
 cbrown8556@hotmail.com  
 Board President  
 Security Level: Email, Account Authentication (None)

**Signature**

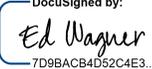
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**Electronic Record and Signature Disclosure:**  
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 ID: 4ec842c8-fe1c-428b-98e4-5401d52b0630

Ed Wagner  
 edward.wagner99@gmail.com  
 Security Level: Email, Account Authentication (None)

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In Person Signer Events	Signature	Timestamp
Editor Delivery Events	Status	Timestamp
Agent Delivery Events	Status	Timestamp
Intermediary Delivery Events	Status	Timestamp
Certified Delivery Events	Status	Timestamp
Carbon Copy Events	Status	Timestamp
Witness Events	Signature	Timestamp
Notary Events	Signature	Timestamp

<b>Envelope Summary Events</b>	<b>Status</b>	<b>Timestamps</b>
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Certified Delivered	Security Checked	6/17/2021 8:39:03 PM
Signing Complete	Security Checked	6/17/2021 8:39:08 PM
Completed	Security Checked	6/17/2021 8:39:08 PM

<b>Payment Events</b>	<b>Status</b>	<b>Timestamps</b>
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