

RECORD OF PROCEEDINGS

MINUTES OF A SPECIAL MEETING
OF THE BOARD OF DIRECTORS OF THE
ROXBOROUGH VILLAGE METROPOLITAN DISTRICT
HELD
TUESDAY, SEPTEMBER 21, 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, September 21, 2021 at 6:00 p.m. at the Roxborough Library, 8375 N. Rampart Range Road #200, Littleton, Colorado 80125. The meeting was open to the public.

ATTENDANCE

In Attendance were Directors:

Calvin Brown, President
Debra Prysby, Vice President
Ephram Glass, Treasurer
Ed Wagner, Secretary
Garry Cook, Assistant Secretary

Also in Attendance were:

Anna Jones and Nic Carlson; CliftonLarsonAllen LLP (“CLA”)
Katie James, Esq.; Folkestad Fazekas Barrick & Patoile, P.C.
Scott Barnett; Mulhern MRE, Inc.
George Biedenstein; Bailey Tree LLC
Todd Wenskoski; Livable Cities Studio
Susan Beckman, Denise Hogenes, and Brock Smethills; Sterling Ranch Development Company
Travis Jensen; Resident at 7434 Eagle Rock Drive
Mark & Marcy Rubic; Residents at 7735 Verandah Court
Pam & Jim Burke; Residents at 7236 Red Mesa Court
Mat Hart; Resident at 7783 Verandah Court
Kristen Scott; Resident
Miles

CALL TO ORDER

Director Brown called the meeting 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

Ms. Jones reviewed the agenda with the Board. Following discussion, upon a motion duly made by Director Glass, seconded by Director Prysby and, upon vote, unanimously carried, the

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Board approved the agenda, as amended to move the Environmental Committee to the end of the agenda.

PUBLIC COMMENT and/or GUESTS

Kristen Scott, resident, spoke about the dugout and requested a plaque be dedicated to the two gentlemen for whom it was built as a memorial. Ms. James indicated there is a naming policy for certain memorial items currently in place. Ms. Scott requested the Board to consider allowing a five inch by five inch plaque.

Mark Rubic, resident, addressed the Board and requested the Board reconsider the proposed playground, including location and using funds elsewhere.

Jim Burke, resident, asked regarding status of the Cottonwood tree removal.

CONSENT AGENDA

August 17, 2021 Special Meeting Minutes:

Cash Position and Property Tax Schedule for August:

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

Ms. Jones reviewed the Consent Agenda with the Board. Following discussion, 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

Review 2022 Budget Season Schedule: Upon a motion duly made by Director Prysby, seconded by Director Glass and, upon vote, unanimously carried, the Board set the budget hearing for November 16, 2021. Director Glass requested a five-year categorical chart to display historical spending by the District.

Other: None.

DIRECTOR MATTERS

Environmental Committee: The Environmental Committee's updates and discussions were tabled. No action was taken.

Greenhouse Process and Next Steps:

Crystal Lake Tree Plan:

Other: Director Glass requested a sign outlining District boundaries be installed on open space. Following discussion,

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Director Glass will provide an example of what he has in mind and staff will research its viability.

Directors Glass and Prysby asked about acquiring apparel with the District logo for Board members. They will pursue further.

BAILEY TREE UPDATE

Recommendations Regarding Cottonwood Trees: Mr. Biedenstein discussed the Cottonwood trees and indicated one has approximately three to four years of life left and another has approximately 12 years of life left. The trees are on Haley's Way on Village Center West. The more mature tree is located on Jared Way. Following discussion, upon a motion duly made by Director Prysby, seconded by Director Cook and, upon vote unanimously carried, the Board determined to remove the Cottonwood tree in greater decline, replace it with a Linden tree and leave the other Cottonwood as it is.

Status of Dead Tree Replacements: Following discussion, the Board determined to wait until the spring to plant the new trees.

Approval of Tree Service Proposal: Following discussion, upon a motion duly made by Director Prysby, seconded by Director Glass and, upon vote, unanimously carried, the Board approved the proposal to clear the area near Eagle Rock along the asphalt path, in an amount not to exceed \$10,500.00 for seven days of work.

Director Glass asked about removing and replacing trees at the same time, as previously discussed.

MANAGER MATTERS

Sterling Ranch Update: Susan Beckman, Denise Hogenes, and Brock Smethills of Sterling Ranch Development Company provided an overview of the recent Sterling Ranch development to the Board. The Board asked questions regarding traffic movement, timing and potential for a shared effort to connect the Waterton Canyon and Chatfield pedestrian and bike trails.

At this point in the meeting, following discussion, upon a motion duly made by Director Prysby, seconded by Director Glass and, upon vote, unanimously carried, the Board amended the agenda to only review critical action items.

New Playground: Mr. Wenskoski reviewed the revised playground plans per the landscape walk and feedback provided by the Board. The main concern expressed by the Board was separation between the park and Rampart Range Road. Director Prysby recommended installing a fence to provide a safety buffer.

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Following discussion, the Board requested Mr. Wenskoski provide a phasing and costing schedule for the Board's review at the October Board meeting.

Proposal from CDR Construction to Replace Edging at Volleyball Court: This item was not discussed.

EcoResources Proposal for Weed and Algae Treatments at North and South Ponds: This item was not discussed.

Mosquito Mitigation: This item was not discussed.

Resident Correspondence: This item was not discussed.

Softball League and Resident/League Interaction: This item was not discussed.

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.

Code of Conduct at District Board Meetings: This item was not discussed.

Amendment to Resolution regarding Colorado Open Records Act Rules and Policy (CORA): This item was not discussed.

Other: None.

ENGINEERING MATTERS

Spillway Follow-Up:

Status and Water Levels: Mr. Barnett reported the on the status of the project, noting that the pond has been drained and the concrete box culvert will be poured in the next week or so.

Backflow Preventer: This item was not discussed.

Budgetary Estimate Sections One and Two from Chavez Services LLC: Mr. Barnett reviewed the budgetary estimates regarding a concrete replacement program with the Board. Following discussion, upon a motion duly made by Director Wagner, seconded by Director Glass and, upon vote, unanimously carried, the Board approved adding the concrete

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replacement program proposed to the existing work performed by Chavez Services LLC in an amount not to exceed \$65,000.00

Other: None.

LANDSCAPING MATTERS

Landscaping Walk Action Items and Course of Action: This item was not discussed.

Metco Landscape Report: This item was not discussed.

Review and Consider Approval of Proposals:

Mulch Trees, Refresh Playground chips and Install Dog Station: No action taken.

Remove Silt and Debris from Drainage Channel: No action taken.

Other: None.

OTHER BUSINESS

Quorum for October 19, 2021 Special Meeting via Zoom: A quorum was confirmed. The Board requested CLA schedule two additional landscape walks.

ADJOURNMENT

There being no further business to come before the Board, upon a motion duly made by Director Prysby, seconded by Director Wagner and, upon vote, unanimously carried, the Board adjourned the meeting at 8:02 p.m.

Respectfully submitted,

By: Calvin Brown
Calvin Brown, President

Attest: Ed Wagner
Ed Wagner, Secretary

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Envelope Id: FC0ACA4025064FEFAB0948369611F91E	Status: Completed
Subject: Please DocuSign: RVMD - Minutes 09-21-2021.pdf	
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Client Number: 011-070155	
Source Envelope:	
Document Pages: 5	Signatures: 2
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 CalvinBrown@roxboroughmetrodistrict.org
 Board President
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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

Envelope Summary Events	Status	Timestamps
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Certified Delivered	Security Checked	2/22/2022 6:02:04 PM
Signing Complete	Security Checked	2/22/2022 6:02:09 PM
Completed	Security Checked	2/22/2022 6:02:09 PM

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