

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, OCTOBER 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, October 19, 2021 at 6:00 p.m. via ZOOM. 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, Nic Carlson, Gina Karapeytan; CliftonLarsonAllen  
LLP (“CLA”)  
Katie James, Esq.; Folkestad Fazekas Barrick & Patoile, P.C.  
Scott Barnett; Mulhern MRE, Inc.  
Todd Wenskoski; Livable Cities Studio  
Bill Barr; Metco Landscape Inc.  
Travis Jensen; Resident at 7434 Eagle Rock Drive  
Mark Rubic; Residents at 7735 Verandah Court  
Mat Hart; Resident at 7783 Verandah Court  
Larry Nelson; Roxborough Park Resident

CALL TO ORDER

Director Brown called the meeting to order at 6:03 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 and requested the addition of a discussion regarding the installation of a plaque on the dugouts. Following discussion, upon a motion duly made by Director Glass, seconded by Director Prysby and, upon vote, unanimously carried, the Board approved the agenda, as amended.

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PUBLIC COMMENT and/or GUESTS

Mark Rubic, resident, addressed the Board.

Mat Hart, resident, addressed the Board.

CONSENT AGENDA

**August 25, 2021, September 1, 2021 and September 21, 2021 Special Meeting Minutes:**

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

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

**Review Bailey Tree Update:**

Ms. Jones reviewed the Consent Agenda with the Board. Following discussion, upon a motion duly made by Director Glass, seconded by Director Wagner and, upon vote, unanimously carried, the Board approved the Consent Agenda, as presented.

FINANCIAL MATTERS

**Draft 2022 Budget Distributed:** The Board acknowledged receipt of the 2022 draft budget.

**Motion to Hold Budget Hearing on November 16, 2021:** Following discussion, upon a motion duly made by Director Prysby, seconded by Director Glass and, upon vote, unanimously carried, the Board voted to hold the budget hearing on November 16, 2021.

**Other:** None.

ACTION ITEMS

**Code of Conduct at District Board Meetings:** The Board discussed the Code of Conduct presented. Director Glass indicated he would prefer to allow public comment throughout meetings. The Board discussed and tabled the item. No action was taken.

**Amendment to Resolution regarding Colorado Open Records Act (CORA) Rules and Policy:** This item was tabled. No action was taken.

**Landscaping Walk Action Items & Course of Action:** This matter will be reviewed during the next landscape walk. No action was taken.

**Metco Proposal to Mulch Trees, Refresh Playground Chips and Install Dog Station:** The Board discussed the proposal and

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noted the dog station was incorrectly priced in the proposal. It was also noted the mulch be installed next spring and the playground chips be installed now.

Mr. Barr will submit a revised proposal with the correct price for the dog station for the Board to review at the next Board meeting.

Upon a motion duly made by Director Prysby, seconded by Director Wagner and, upon vote, unanimously carried, the Board approved the Metco proposal to mulch trees and refresh playground chips in the amount of \$14,465.

**Metco Proposal to Remove Silt and Debris from Drainage Channel:** Mr. Barnett provided input regarding the proposal. Following discussion, the Board tabled action on this proposal until Douglas County provides input.

**Metco Proposal to Install 2021 Holiday Lighting:** Following review, upon a motion duly made by Director Wagner, seconded by Director Glass and, upon vote, unanimously carried, the Board approved the Metco proposal to install 2021 holiday lighting in the amount of \$8,850.00.

**Proposal for Phase 1 Asphalt Replacement:** Mr. Barnett reviewed the proposal with the Board. The Board discussed coordinating with Bailey Tree to perform trail clearing work along with the trail work. Following review, upon a motion duly made by Director Brown, seconded by Director Cook and, upon vote, unanimously carried, the Board approved the proposal for Phase 1 Asphalt Replacement in the amount of \$64,905.50.

**Amendments to Youth and Adult Sports Teams Applications and Revocable Park Use Permit for Sports Fields:** Mr. Carlson reviewed the proposed changes with the Board. Following discussion, upon a motion duly made by Director Prysby, seconded by Director Cook and, upon vote, unanimously carried, the Board approved the amendments to the Youth and Adult Sports Teams Applications and Revocable Park Use Permit for Sports Fields.

**Towing Agreement with Wyatts Parking Management:** Mr. Carlson reviewed the agreement with the Board. Following discussion, the Board tabled action on this item.

**Rescheduling December 21, 2021 Board Meeting:** Following discussion, the Board rescheduled to the December 21, 2021 Board meeting to December 7, 2021 at 6:00 p.m.

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**Plaque at Dugout:** Ms. James reviewed the District policy regarding the installation of trees and benches in memorial. Following discussion, upon a motion duly made by Director Wagner, seconded by Director Glass and, upon vote, unanimously carried, the Board determined to make an exception to the policy for the dugout and permitted the installation of a plaque similar to what would be on a tree or bench.

DIRECTOR MATTERS

**Environmental Committee:** Director Glass reported that he would like to start looking at potential trails along the hogback as well as to partner with Parent Teacher Involvement Committee and Chatfield Farms Community Supported Agriculture. The Board provided direction for him to explore these items.

Director Glass would like to form a committee to gather information for regular meetings. Following discussion, the Board declined to form such committee.

**Greenhouse Process and Next Steps:** This item was not discussed.

**Crystal Lake Tree Plan:** This item was not discussed.

**Other:** None.

MANAGER MATTERS

**New Playground:**

**Phasing and Costing Schedule:** Mr. Wenskoski reviewed the design costing and phasing with the Board. Following discussion, Director Prysby indicated she would like to see a community outreach component.

Ms. Jones suggested Mr. Wenskoski reach out to Xcel to work through easement issues. Mr. Wenskoski will follow up and coordinate with Ms. Jones.

**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.

**Other:** None.

ENGINEERING MATTERS

**Spillway Follow-Up:**

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**Spillway Construction Status Update:** Mr. Barnett reported that the spillway is under construction.

**Imperial Park Fence Construction Update:** Mr. Barnett reported the Imperial Park fence project is complete.

**Concrete Trail Repairs Update:** Mr. Barnett reported the concrete trail repairs are underway.

**Other:** None.

LANDSCAPING MATTERS

**Metco Landscape Report:** This item was not discussed.

**Discuss Soil Sample Results:** Mr. Barr reported on the soil sample results. Director Glass noted that control samples were not taken. The Board discussed that the elevated salt levels were not sufficient to warrant salt countering treatments.

**Water Usage between 2020 and 2021:** This item was not discussed.

**Other:** None.

OTHER BUSINESS

**Quorum for November 16, 2021 Special Meeting via Zoom:** A quorum was confirmed.

EXECUTIVE SESSION

**Executive Session Pursuant to C.R.S. Section 24-6-402(4)(B) for the Purposes of Receiving Legal Advice on the Specific Legal Question of CORA Requests and Responses by District Custodian**

Upon a motion duly made by Director Brown, seconded by Director Wagner and, upon vote, unanimously carried, the Board entered into executive session at 8:45 p.m.

Upon a motion duly made by Director Prysby, seconded by Director Wagner and, upon vote, unanimously carried, the Board exited from executive session at 9:39 p.m.

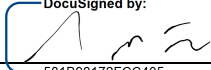
ADJOURNMENT

There being no further business to come before the Board, upon a motion duly made by Director Prysby, seconded by Director Glass and, upon vote, unanimously carried, the Board adjourned the meeting at 9:41 p.m.

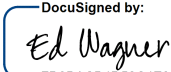
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Respectfully submitted,

By:   
581B98172FCC405  
Calvin Brown, President

Attest:

By:   
7D9BACB4D52CAE3  
Ed Wagner, Secretary