

# ROXBOROUGH VILLAGE METROPOLITAN DISTRICT

8390 E. Crescent Pkwy, Suite 300  
Greenwood Village, CO 80111  
303-779-5710  
www.roxboroughmetrodistrict.org

## **NOTICE OF SPECIAL BOARD MEETING AND AGENDA**

**DATE:** December 7, 2021

**TIME:** 6:00 p.m.

**LOCATION:** Given current events and current advice and directives from local, state and federal jurisdictions related to COVID-19, this meeting is being held by teleconference and virtual meeting only.

**Board members, consultants and members of the public may participate by teleconference or by computer/tablet by utilizing the following information:**

To attend via Zoom Videoconference, use the link:

<https://us02web.zoom.us/j/85735110189?pwd=cWNHU2o4Vm90WVFFL1B2RVBmdGtEUT09>

**ACCESS:** 1. To attend via telephone, dial 346-248-7799 and enter the following additional information:

- a. Meeting ID: 857 3511 0189
- b. Passcode: 911586

<b><u>Board of Directors</u></b>	<b><u>Office</u></b>	<b><u>Term Expires</u></b>
Calvin Brown	President	May, 2023
Debra Prysby	Vice President	May, 2022
Ephram Glass	Treasurer	May, 2023
Edward Wagner	Secretary	May, 2022
Garry Cook	Assistant Secretary	May, 2022

- I. CALL TO ORDER**
- II. DECLARATION OF QUORUM/DIRECTOR QUALIFICATIONS/DISCLOSURE MATTERS**
- III. APPROVE AGENDA (10 minutes)**
- IV. PUBLIC COMMENT and/or GUESTS (15 minutes)**

*(Note: Members of the public may express their views to the Board on matters that affect the District. Comments will be limited to three (3) minutes. Please sign in. Questions may be asked of the Board but will not be answered at this time.)*

**V. CONSENT AGENDA (5 minutes)**

*(Note: All items listed under the Consent Agenda are considered to be routine and will be enacted by one motion and vote. There will be no separate discussion of these items unless a Board member or a member of the audience so requests.)*

- A. Review and Consider Approval of the November 16, 2021 Minutes (enclosed)
- B. Review and Accept the Cash Position and Property Tax Schedule for November (enclosed)
- C. Review and Consider Approval of Current Claims, Approve Transfer of Funds, and Ratify Payment of Autopay Claims and Ratify Approval of Previous Claims (enclosed)
- D. Review Bailey Tree Update (enclosed)
- E. Review Metco Landscaping Update (enclosed)
- F. Ratify Approval of Code of Conduct at District Board Meetings (to be distributed)
- G. Review and Consider Approval of Resolution No. 2021-11-\_\_, Approving 2022 Metco Service Agreement (enclosed)
- H. Review and Consider Approval of Resolution No. 2021-11-\_\_, Approving 2022 Metco Snow Removal Agreement
- I. Review and Consider Approval of Resolution No. 2021-11-\_\_, Approving 2022 Mulhern Service Agreement (enclosed)
- J. Approve Pay Application Number 1 for Spillway/ Boulder Installation from 53 Corporation, LLC in the amount of \$39,240.00 (enclosed)
- K. Review and Consider Approval of Resolution No. 2021-11-\_\_, Approving 2022 Election Resolution (enclosed)

**VI. FINANCIAL MATTERS (5 minutes)**

- A. Other

**DISCUSSION AGENDA**

*(Note: Some items are included in the packet for the Board's information and if not discussed at a Board meeting, may not be included in future packets.)*

**VII. ACTION ITEMS (30 minutes)**

- A. Review and Consider Approval of Resolution No. 2021-11-\_\_, Approving 2022 Maintenance Agreement with Bailey Tree, LLC (enclosed)
  - i. Review and Consider Approval of Bailey Tree Proposal for Emerald Ash Borer/ Ash Bark Beetle Premier Tree Injection Treatment in the amount of \$21,360.00 (enclosed)

- ii. Review and Consider Approval of Bailey Tree Proposal for Tree Service and Fertilizer Program in the amount of \$28,130.00 (enclosed)
- B. Review and Consider moving playground planning ahead; Consider a motion to approve consultants to move forward with public bid preparation and related tasks
- C. Review and Consider approval of Amendment to Resolution regarding Colorado Open Records Act Rules and Policy (CORA) (to be distributed)
- D. Review and Consider Approval of Open Space Management Proposal from Ark Ecological Services, LLC in the amount of \$35,750 (enclosed)
- E. Review and Consider Approval of Metco Winter Water Proposal in the amount of \$7,200 (enclosed)

**VIII. DIRECTOR MATTERS (10 minutes)**

- A. Environmental Committee Update (to be distributed)
- B. Other

**IX. MANAGER MATTERS (20 minutes)**

- A. Discussion regarding landscape maintenance and future planning
- B. Consider exploration of frisbee golf course
- C. Other

**X. LEGAL MATTERS (5 minutes)**

- 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
- B. Other

**XI. ENGINEERING MATTERS (5 minutes)**

- A. Discussion on scope of 53 Corporation, LLC spillway project
- B. Consider Phase 2 of Northside spillway
- C. Other

**XII. LANDSCAPING MATTERS (10 minutes)**

- A. Other

**XIII. OTHER BUSINESS (5 minutes)**

- A. Confirm Quorum for January 18, 2022 Regular Meeting

**XIV. EXECUTIVE SESSION (15 minutes)**

- A. 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

**XV. ADJOURNMENT**