

RECORD OF PROCEEDINGS

MINUTES OF A SPECIAL MEETING
OF THE BOARD OF DIRECTORS OF THE
ROXBOROUGH VILLAGE METROPOLITAN DISTRICT
HELD
Tuesday, February 16, 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, February 16, 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, Janece Soendker & Joyce Stiles;
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

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

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

**PUBLIC COMMENT and/or
GUESTS**

Ms. Soendker announced her retirement and introduced Ms. Stiles as the new accountant for the District.

CONSENT AGENDA

Consider Approval of the January 12, 2021 and January 19, 2021
Special Meeting Minutes:

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Review and Accept the Cash Position and Property Tax Schedule for December:

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

The Board suggested two changes to the January 19, 2021 meeting minutes. 53 Corporation LLC needs to be added and the reference to Waterton Road should be Waterton Canyon Road. Upon a motion duly made by Director Glass, seconded by Director Wagner, and upon vote unanimously carried, the Board approved the Consent Agenda, as amended.

FINANCIAL MATTERS

Review and Consider Approval of December 31, 2020 Unaudited Financial Statements:

Ms. Soendker reviewed the unaudited financial statements with the Board. The Board had questions regarding developer reimbursements. Ms. Soendker indicated she will work with Ms. James to develop a memo along with the explanation of the Chatfield Farms financials.

Other: None.

DISCUSSION AGENDA

DIRECTOR MATTERS

Environmental Committee Update:

Director Glass reviewed the Environmental Committee report with the Board.

Update on Open Space Management from Ark Ecological Services:

Director Glass reviewed the memos from Ark Ecological with the Board. Director Prysby requested a map to accompany the information provided. Mr. Carlson will follow up with Ray Sperger to obtain a map.

Discuss Greenhouse Planning:

Director Glass discussed his plans to build a greenhouse and requested the Board's approval to officially move forward with the greenhouse efforts. Upon a motion duly made by Director Glass, seconded by Director Cook and, upon vote unanimously carried, the Board approved moving forward with planning the

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greenhouse, including for Ms. James to work with the school district to develop a license agreement as necessary.

Other: None.

MANAGER MATTERS

Master Plan:

Feasibility Follow-Up:

Feasibility Study Follow-Up:

Ms. Armitage provided an update to the Board regarding the conceptual design and process with the Rec Center Task Force. She indicated staff is working on financial modeling for the March Task Force Meeting.

Communications Follow-Up by Ben Kelly:

Mr. Kelly provided an update to the Board regarding the task force process, indicating high level themes are emerging.

Spillway Follow-Up:

Spillway Schedule, Douglas County Follow-Up and Budget:

Mr. Barnett provided an update to the Board indicating his team has provided Douglas County with the additional information they requested.

Update on New Playground Design:

No update was provided. No action was taken.

Baseball Field Deposit Checks:

Mr. Carlson reviewed the memo included in the packet with the Board.

Other:

The Board had questions about reserving the playing field and managing their use. Ms. James clarified that teams could use the fields without a permit, but not exclusively. The public may not understand such non-exclusive use if teams are seen on fields. Director Glass will try to identify the soccer teams currently using the Chatfield soccer fields. District staff will encourage such teams to use the permitting process.

LEGAL MATTERS

Update Regarding Final Water Due Diligence Filing and Executive Session Pursuant to C.R.S. Section 24-6-402(4)(B) and

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for the Purpose of Receiving Legal Advice on Special Legal Questions, if requested:

No action taken.

Update on 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.

Update on Water Line Project for Roxborough Water and Sanitation District:

Ms. James provided an update to the Board noting that the District is waiting for the executed agreement from Roxborough Water and Sanitation District regarding the potholing.

Update on Other Encroachment Issues:

Staircase

Pebble Path

Other

Ms. James provided an update to the Board on the letters to homeowners on Eagle Rock Drive to address the encroachment issues listed previously. Two responses were received, which both indicated homeowners wanted District landscaping when personal landscaping was removed. The Board inquired what the District should do in those areas to rehabilitate them and directed Mr. Barr to offer options at the next meeting.

Other:

Ms. James indicated there is an easement with Arrowhead HOA to access Crystal Lake Park. The developer has now deeded the tract to the HOA. The HOA asked if Mr. Barnett can work with the HOA to develop an engineering analysis of the pathway. Ms. James and Mr. Barnett feel Mr. Barnett may provide input but may not be contracted by the HOA for the work to avoid any possible conflict of interest.

ENGINEERING MATTERS

Update on RWSD Sanitary Sewer Repair Within RVMD Property:

Mr. Barnett reported the repairs are complete and some small areas of disturbance need to be restored. He noted Director Glass will help to provide native seeds to restore the area in the spring.

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Review and Consider Approval of Proposal from Aqua Sierra to Stock Carp:

Director Glass expressed some concerns regarding Aqua Sierra’s approach. Following discussion, the Board would like Aqua Sierra to attend the March Board meeting to discuss possible options for the proposal. It was noted yard fertilizers and other toxins make their way to the ponds and create imbalances in the environment. No action taken.

Other: None.

LANDSCAPING MATTERS

Bailey Tree Update via Written Enclosure:

The Board reviewed the update provided by Bailey Tree.

Metco Landscape Report:

Mr. Barr reported that the controllers are being upgraded.

Review and Consider Approval of Proposals:

Mr. Barr reported that he is working on a proposal for tree planting.

Other: None.

OTHER BUSINESS

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

A quorum was confirmed.

ADJOURNMENT

Upon a motion duly made by Director Prysby, seconded by Director Cook and, upon vote unanimously carried, the Board adjourned the meeting at 7:58 p.m.

Respectfully submitted,

By: Calvin Brown
Calvin Brown, President

Attest:

By: Ed Wagner
Ed Wagner, Secretary

Certificate Of Completion

Envelope Id: F75C190740384C60A6F24E3ECD1BBD4C	Status: Completed
Subject: Please DocuSign: RVMD - 2-16-2021 Minutes.pdf	
Client Name: Roxborough Village Metro District	
Client Number: 011-070155	
Source Envelope:	
Document Pages: 5	Signatures: 2
Certificate Pages: 5	Initials: 0
AutoNav: Enabled	Envelope Originator:
Envelopeld Stamping: Enabled	Natalie Herschberg
Time Zone: (UTC-06:00) Central Time (US & Canada)	220 South 6th Street
	Suite 300
	Minneapolis, MN 55402
	Natalie.Herschberg@claconnect.com
	IP Address: 73.153.120.72

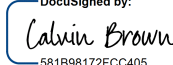
Record Tracking

Status: Original	Holder: Natalie Herschberg	Location: DocuSign
3/19/2021 10:28:20 AM	Natalie.Herschberg@claconnect.com	

Signer Events

Calvin Brown
 cbrown8556@hotmail.com
 Board President
 Security Level: Email, Account Authentication (None)

Signature

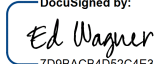
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 Signature Adoption: Pre-selected Style
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 Signed: 3/21/2021 9:02:39 PM

Electronic Record and Signature Disclosure:
 Accepted: 3/21/2021 8:57:53 PM
 ID: 5d0ac7b3-467b-4589-a8bd-63756d4c037a

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

DocuSigned by:

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 Using IP Address: 174.198.144.141
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 Signed: 3/25/2021 7:28:13 AM

Electronic Record and Signature Disclosure:
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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	3/25/2021 7:28:05 AM
Signing Complete	Security Checked	3/25/2021 7:28:13 AM
Completed	Security Checked	3/25/2021 7:28:13 AM

Payment Events	Status	Timestamps
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