

RECORD OF PROCEEDINGS

MINUTES OF A REGULAR MEETING  
OF THE BOARD OF DIRECTORS OF THE  
ROXBOROUGH VILLAGE METROPOLITAN DISTRICT

HELD

Tuesday, March 21, 2017

A regular meeting of the Board of Directors of the Roxborough Village Metropolitan District (referred to hereafter as "Board") was convened on Tuesday, March 21, 2017 at 6:30 p.m., at the West Metro Fire Station 15, 6220 N. Roxborough Park Road, Littleton, CO 80125. The meeting was open to the public.

**ATTENDANCE**

In Attendance were Directors:

Judi Holden  
Calvin Brown  
Ron Bendall  
Linda Goodrich

Also in Attendance were:

Katie James, Esq.; Folkestad Fazekas Barrick & Patoile, P.C.  
Steve Smith; BrightView Landscape  
Scott Barnett; Mulhern Engineering  
Cynthia Beyer; CliftonLarsonAllen, LLP  
Ray Sperger; Ark Ecological  
Ron Burden and Nathan Hitchcock; Patriot Pest Control  
Carrie Hanson; resident-8525 Liverpool Circle, Littleton, CO 80125

**CALL TO ORDER  
AND APPROVE  
AGENDA**

The meeting was called to order at 6:31 p.m. by Director Holden.

The Board excused the absence of Director Clinard.

Upon a motion duly made by Director Brown, seconded by Director Goodrich, and upon vote unanimously carried, the Board approved the agenda as presented.

**PUBLIC  
COMMENT and/or  
GUESTS**

A. ARK Ecological Progress Update – Ray Sperger

Mr. Sperger presented his proposal for the re-seeding of the bare ground areas of the West Arm of the Chatfield Farms. The purpose was to reseed a bare ground area. The proposed cost was \$2,000.00.

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Following discussion, upon a motion duly made by Director Goodrich, seconded by director Holden, and upon vote unanimously carried, the Board approved the re-seeding of the bare ground areas of the West Arm of the Chatfield Farms in the amount of \$2,000.00.

Mr. Sperger updated the Board on his work on the 7-Acre Pond. He has completed 95% of the work on the pond. He was able to add top soil and plant the Bull Rushes and other plants. He has additional plants leftover that can be used in another area. His challenge will be to keep the plants alive.

Following discussion, upon a motion duly made by director Holden, seconded by director Goodrich, and upon vote unanimously carried, the Board approved payment of \$14,500 of the \$15,000 for the project and the balance of the amount to be paid upon verification that the remaining work is completed.

- 1) Mr. Sperger also pointed out to the Board that he located a number of areas where residents have been dumping and/or encroaching on District property. The Board directed the District Manager to inspect these properties and determine who owns the affected properties and to send letters to these homeowners.

### B. Other

Ms. Carrie Hanson from the public was present to provide an update for her Juniper Native Restoration Project. She experienced a 63% success rate. Ms. Hanson presented a proposal for planting native Milkweed for enhancing the Monarch Butterfly Habitat. Ms. Hanson would work with Ray Sperger on the project. Payment for Mr. Sperger would be Ms. Hanson's responsibility.

Following discussion, upon a motion duly made by Director Holden, seconded by Director Brown, and upon vote unanimously carried, the Board approved the Milkweed Project and authorized a work order with Ark Ecological to work with Ms. Hanson in the not to exceed amount of \$300.

Ms. Hanson proposed enhancements for the Bluebird Habitat but it was determined that the District was not responsible for the area where Ms. Hanson desired to do the improvements.

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### ADMINISTRATIVE MATTERS

- A. Consider Approval of the February 21, 2017 Regular Meeting Minutes

Following discussion, upon a motion duly made by Director Goodrich, seconded by Director Brown, and upon vote unanimously carried, the Board approved the February 21, 2017 Regular Meeting Minutes.

- B. Other

None.

### FINANCIAL MATTERS

- A. Review and Accept and Updated Current Cash Position

Ms. Beyer reviewed the updated Current Cash Position with the Board. Following review, upon a motion duly made by director Goodrich, seconded by Director Holden, and upon vote unanimously carried, the Board accepted the Updated Current Cash Position.

- B. Review and Consider Approval of Current Claims, Approve Transfer of Funds, and Ratify Payment of Autopay Claims

Ms. Beyer reviewed and explained the Current Claims, Transfer of Funds and asked the Board to Ratify the Payment of the Autopay Claims. Following review, upon a motion duly made by Director Goodrich, seconded by Director Brown, and upon vote unanimously carried, the Board approved the Current Claims, approved the Transfer of Funds, and ratified Payment of Autopay Claims.

- C. Other

None.

### DIRECTOR ITEMS

- A. Other

Director Goodrich asked the District Manager to verify no work would be done on the ball fields prior to the Easter Egg Hunt. Ms. Beyer confirmed that no work would be done.

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LEGAL  
MATTERS

- 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

An Executive Session was not needed. Ms. James informed the Board that the Water Court Decree had been filed and the attorney is awaiting the final approved Water Court Decree. The court will likely take at least thirty days to rule on the decree and Ms. James had no firm date as to when the District will receive the final decree from the Water Court. Once received she will forward a copy of the final decree via email.

- B. Review and Consider Ratification of Resolution and Services Agreement for Ark Ecological Services, LLC for 2017 7 Acre Pond Restoration

Following review, upon a motion duly made by Director Holden, seconded by Director Goodrich, and upon vote unanimously carried, the Board ratified the Resolution and Services Agreement for Ark Ecological Services, LLC For 2017 7 Acre Pond Restoration.

- C. Review and Consider Approval of Resolution and Services Agreement for Cem-Lake Management

Following review, upon a motion duly made by Director Holden, seconded by Director Goodrich, and upon vote unanimously carried, the Board approved the Resolution and Service Agreement for Cem-Lake Management.

- D. Review and Consider Approval of Resolution and Service Agreement for Game-Set-Match, Inc.

Following review, upon a motion duly made by Director Holden, seconded by Director Bendall, and upon vote unanimously carried, the Board approved the Resolution and Services Agreement for Game-Set-Match, Inc. subject to Legal inserting the new District Manager information.

- E. Review and Consider Approval of Resolution and Services Agreement for Patriot Pest Control, LLC

Ron Burden from Patriot Pest Control presented the proposal for services for 2017. The price would remain the same as the cost of the mosquito

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larvacide had not increased in the past year.

Following discussion, upon a motion duly made by Director Holden, seconded by Director Goodrich, and upon vote unanimously carried, the Board approved the Resolution and Services Agreement for Patriot Pest Control, LLC.

F. Review and Consider Approval of Resolution and Services Agreement with Tonette Romero

Ms. Beyer informed the Board that the District had not received the proposal from Ms. Romero. The Board directed the District Manager to give Ms. Romero two weeks to respond and then look for other professional cleaning companies.

G. Review and Consider Approval of Lights Installation for Chatfield Farms Filings 1A and 1B by Soccer Fields

This item was tabled pending District Manager's review of earlier minutes to determine if this request had been considered in the past.

H. Other

None.

### LANDSCAPE MAINTENANCE

A. BrightView Landscape Report for March - Steve Smith

Mr. Smith presented the March Landscape Report. After discussion, upon a motion duly made by Director Holden, seconded by Director Brown, and upon vote unanimously carried, the Board approved the work order for doing a top dress grey breeze and replacing the edging at Crystal Lake in amount of \$1,979.

B. Mowing Around the 7 Acre Pond Status

Mr. Smith indicated that this mowing was in their contract and BrightView will mow these areas twice a year. BrightView will also be adding mulch to the tree rings and will provide a proposal to rake the mulch in the playgrounds.

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C. Other

None.

### ENGINEERING MATTERS

A. 7 Acre Pond Update

Mr. Barnett reported that the majority of the work by Ark Ecological had been completed. Ark has extra plants that can be used in other areas depending on the Board's direction.

B. Irrigation Pump Station Update

Mr. Barnett ordered a new pump in the amount of \$600 from Applied Ingenuity. Upon a motion duly made by Director Holden, seconded by Director Bendall, and upon vote unanimously carried, the Board approved payment for the new pump from Applied Ingenuity in amount of \$600.

Mr. Barnett was seeking approval of the new VFD for the pump in the amount of \$6,009. Upon a motion duly made by Director Bendall, seconded by Director Holden, and upon vote unanimously carried, the Board approved the new VFD for the pump in the amount of \$6,009.

C. Filing 14B Acceptance Investigation

Mr. Barnett recommended the District not accept the tracts. The Board directed the District Manager to send a letter to the HOA, subject to Legal review and approval, informing them of the District's decision. Also, the District will continue maintenance but if the HOA conveys those tracts, the HOA needs to notify the District of such.

Following discussion, upon a motion duly made by Director Goodrich, seconded by Director Holden, and upon vote unanimously carried, the Board denied the request to take over Filing 14B property from the HOA.

D. Request for Solar Lights at Mail Box Kiosks, Chatfield Farms West (C1B) & Chatfield Farms West 1A

The Board tabled this item until the April meeting and directed District Manager to review previous minutes to determine if this had been discussed by the Board.

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E. Other

Director Holden discussed an issue with a homeowner at 7586 Bison Court who had built a fence which encroaches on the District's property. After discussion, upon a motion duly made by Director Holden, seconded by Director Goodrich, and upon vote unanimously carried, the Board requested Legal send a letter to the HOA regarding the fence encroachment at 7586 Bison Court to get it removed or the District may terminate its maintenance agreements with the HOA.

**MANAGER  
MATTERS**

A. Update on the Dead Trees on Sterling Property

Ms. Beyer informed the Board the Sterling Ranch manager indicated the trees were in the right-of-way and that the District could contact Douglas County or have BrightView remove the trees.

B. Update on \$504 on the IREA Bill

The Board directed the District Manager to review the previous minutes to determine status.

C. Other

None.

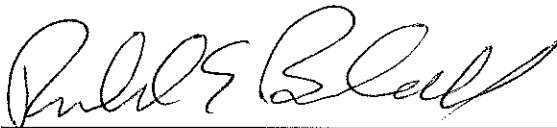
**OTHER  
BUSINESS**

A. Confirm Quorum for Next Meeting – April 18, 2017 at 6:30 p.m. at the West Metro Fire Station 15

A quorum was confirmed.

**ADJOURNMENT** Upon a motion duly made by Director Goodrich, seconded by Director Holden, and upon vote unanimously carried, the Board adjourned the meeting at 9:00 p.m.

Respectfully submitted,

By: 

Ronald E. Bendall/Secretary for the Meeting