

RECORD OF PROCEEDINGS

MINUTES OF A SPECIAL MEETING
OF THE BOARD OF DIRECTORS OF THE
ROXBOROUGH VILLAGE METROPOLITAN DISTRICT
HELD
TUESDAY, APRIL 19, 2022

A special meeting of the Board of Directors of the Roxborough Village Metropolitan District (referred to hereafter as the “Board”) was convened on Tuesday, April 19, 2022 at 6:30 p.m. at Douglas County Library in Roxborough, 8357 N Rampart Range Road #200, Littleton, CO 80125 and by 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 and Shauna D’Amato; CliftonLarsonAllen LLP (“CLA”)
Katie James, Esq.; Folkestad Fazekas Barrick & Patoile, P.C.
Bill Barr; Metco Landscape Inc.
Todd Wenskoski; Livable Cities Studio
Mark Rubic; Resident at 7735 Verandah Court
Cheryl Lorenz; Resident at 7025 Pine Hills Way
Travis and Melissa Jensen; Residents at 7434 Eagle Rock Drive
Michael Hruza; Resident at 8533 Liverpool Circle

CALL TO ORDER

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

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

**PUBLIC COMMENT
and/or GUESTS**

Cheryl Lorenz, resident, thanked Director Wagner for his service to the Board, as Director Wagner is not running for re-election and his term ends in May.

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Mark Rubic, resident, relayed his support of the softball league, CORA requests and Board candidate biographies on the website.

Michael Hruza, resident, commented on the water drainage in Chatfield Farms and his belief that the problem should be a simple fix.

Travis Jensen, resident, commented on the Code of Conduct and requested the Board post recordings and adhere to the code. He also mentioned Section 8 of the Intergovernmental Agreement with Douglas County School regarding entry for repair of emergency water issues and asked for confirmation that the language matched the intent.

CONSENT AGENDA

- March 15, 2022 Regular Meeting Minutes and March 22, 2022 Special Meeting Minutes:**
- Cash Position and Property Tax Schedule for March:**
- Current Claims, Approve Transfer of Funds, and Ratify Payment of Autopay Claims and Ratify Approval of Previous Claims:**
- Bailey Tree Monthly Update:**
- Metco Landscape Inc. Monthly Report:**
- Ratify Approval of Metco Tree Invoice:**
- Resident Report regarding Snow Removal:**
- 2022 Priority Projects List:**

Following review, Director Glass commented on the Metco Landscape tree invoice. Mr. Barr indicated he will add a replacement tree based on Director Glass’s comments.

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

Other: None.

ACTION ITEMS

Updated Playground Options: Mr. Wenskoski reviewed the new playground options, noting the incorporation of comments made by the Board at the March meeting. He reviewed the two concepts included in the packet and addressed the Board comments and questions regarding a phased approach. The Board indicated they like concept one, with a modified shade structure similar to concept two, with phasing and associated costs. No action was taken and Mr. Wenskoski was directed to revise plans in accordance with the new comments.

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Pond Health:

EcoResource Solutions Proposal for 2022 Annual Pond Management in the amount of \$15,368.94:

EcoResource Solutions Proposal for PondHawk Solar Aeration System in the amount of \$10,073.14:

Ms. Jones reviewed the proposals with the Board. The Board discussed the pros and cons of each proposal.

Following discussion, upon a motion duly made by Director Brown, seconded by Director Wagner and, upon vote, majority carried, the Board approved the EcoResource Solutions Proposal for 2022 Annual Pond Management in the amount of \$15,368.94 and the EcoResource Solutions Proposal for PondHawk Solar Aeration System in the amount of \$10,073.14. Directors Brown, Wagner and Cook were in favor. Directors Prysby and Glass were opposed. It was noted the specifics of the proposals could be adjusted if or as needed.

Proposal to Install Bollards in the amount of \$2,700.00: The Board reviewed the proposal to install bollards. Director Glass requested the Fire Captain be consulted. Director Brown will inquire with the Fire Captain.

Following discussion, upon a motion duly made by Director Glass, seconded by Director Wagner and, upon vote, unanimously carried, the Board approved the proposal to install bollards in the amount of \$2,700.00.

Metco Proposal for Chatfield Farms Park Swale Enhancement:

Mr. Barr reviewed the proposal for the swale enhancement with the Board. Following discussion, upon a motion duly made by Director Prysby, seconded by Director Glass and, upon vote, unanimously carried, the Board tabled action until next month.

Metco Proposal to Move Community Park Rocks in an amount not to exceed \$6,000.00: This proposal was approved at the March Board meeting in an amount not to exceed \$8,000.00.

Patriot Pest Control Proposal for Mosquito Control Services:

Following discussion, upon a motion duly made by Director Wagner, seconded by Director Cook and, upon vote, unanimously carried, the Board determined to maintain mosquito control as is, with just BTI.

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Amendment to Code of Conduct: Attorney James reviewed the additional changes to the Code of Conduct with the Board. Following discussion, upon a motion duly made by Director Glass, seconded by Director Prysby and, upon vote, unanimously carried, the Board approved the Amendment to the Code of Conduct.

Additional Snow Removal Areas: Attorney James outlined the criteria for the Board to use when determining which areas to remove snow, indicating snow removal is done on a time and materials basis. Following discussion, upon a motion duly made by Director Prysby, seconded by Director Glass and, upon vote, unanimously carried, the Board tabled action regarding additional snow removal areas. CLA will determine what areas on Director Glass's proposed additions are possibly already covered by homeowner associations.

Proposal for 500 feet of Shoreline Stabilization: Following discussion, upon a motion duly made by Director Wagner, seconded by Director Prysby and, upon vote, majority carried, the Board approved the proposal for 500 feet of shoreline stabilization. Directors Wagner, Prysby, Cook and Brown were in favor. Director Glass was opposed.

Potential Disc Golf Course Planning: Ms. D'Amato reviewed the design proposal with the Board. Director Prysby asked that he work with Mr. Wenskoski on all other pending plans to merge the two efforts.

Upon a motion duly made by Director Wagner, seconded by Director Brown and, upon vote, unanimously carried, the Board approved the Disc Golf Course Planning Proposal.

DIRECTOR MATTERS

Environmental Committee: This item was not discussed.

Other: None.

MANAGER MATTERS

Discuss Signage Replacement:

Interpretive Signs:

Regulatory Signs:

These items were not discussed.

Other: None.

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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: Attorney James explained the reason for having this item on the agenda. No action was taken.

Mulch Letter: This item was not discussed.

HOA Property Inquiry: This item was not discussed.

Other: None.

ENGINEERING MATTERS

Phase 2 of Northside Spillway: This item was not discussed.

Other: None.

LANDSCAPING MATTERS

Other: None.

OTHER BUSINESS

Thank You Ed Wagner: The Board and consultants thanked Director Wagner for his service to the Board and community and he was presented a plaque.

Quorum for May 17, 2022 Regular Meeting: A quorum was confirmed for the May 17, 2022 Regular Meeting.

EXECUTIVE SESSION

Executive Session pursuant to §24-6-402(4)(b), C.R.S., for the specific legal question of formation, use, and authority of Committees in the Special District context: No Executive Session was taken.

ADJOURNMENT

Upon a motion duly made by Director Brown, seconded by Director Prysby and, upon vote, unanimously carried, the Board adjourned the meeting at 8:34 p.m.

Upon a motion duly made by Director Prysby, seconded by Director Brown and, upon vote, unanimously carried, the Board reopened the meeting at 8:35 p.m.

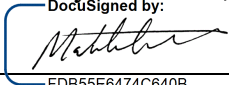
Attorney James reviewed the Intergovernmental Agreement with Douglas County Schools. It was noted that Section 8 of the agreement was not of concern, per the public comment raised earlier in the meeting. Following discussion, upon a motion duly made by Director Prysby, seconded by Director Glass and, upon vote, unanimously carried, the Board approved the Intergovernmental Agreement with

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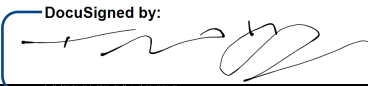
Douglas County Schools, subject to final insurance and legal consideration.

There being no further business to come before the Board, upon a motion duly made by Director Wagner, seconded by Director Glass and, upon vote, unanimously carried, the Board adjourned the meeting at 8:37 p.m.

Respectfully submitted,

By:  _____
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President

Attest:

By:  _____
F598A7875D1048A...
Secretary

Certificate Of Completion

Envelope Id: DB4AFA64D904C44A7D0D31F1C5C95D5	Status: Completed
Subject: Please DocuSign: RVMD - Minutes 04-19-2022.pdf	
Client Name: Roxborough Village Metro District	
Client Number: 011-070155	
Source Envelope:	
Document Pages: 6	Signatures: 2
Certificate Pages: 5	Initials: 0
AutoNav: Enabled	Envelope Originator:
Enveloped 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: 165.225.10.148

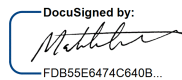
Record Tracking

Status: Original	Holder: Natalie Herschberg	Location: DocuSign
5/19/2022 10:15:55 AM	Natalie.Herschberg@claconnect.com	

Signer Events

Mat Hart
 Matghart@gmail.com
 Security Level: Email, Account Authentication (None)

Signature



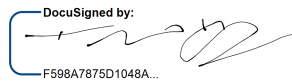
Signature Adoption: Uploaded Signature Image
 Signed by link sent to Matghart@gmail.com
 Using IP Address: 63.224.64.175

Timestamp

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 Viewed: 5/19/2022 10:27:55 AM
 Signed: 5/19/2022 10:44:49 AM

Electronic Record and Signature Disclosure:
 Accepted: 5/19/2022 10:27:55 AM
 ID: 58c0d5f2-2cbd-474f-aaaa-9b4ce5e5037d

TRAVIS JENSEN
 travis_jensen@yahoo.com
 Security Level: Email, Account Authentication (None)



Signature Adoption: Drawn on Device
 Signed by link sent to travis_jensen@yahoo.com
 Using IP Address: 163.116.147.30

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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
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Envelope Summary Events	Status	Timestamps
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Certified Delivered	Security Checked	5/19/2022 10:28:06 AM
Signing Complete	Security Checked	5/19/2022 11:16:27 AM
Completed	Security Checked	5/19/2022 11:16:27 AM

Payment Events	Status	Timestamps
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