

RECORD OF PROCEEDINGS

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

Tuesday, June 19, 2018

A regular meeting of the Board of Directors of the Roxborough Village Metropolitan District (referred to hereafter as the "Board") was convened on Tuesday, May 15, 2018 at 6:30 p.m., at 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:

Calvin Brown
Ronald E. Bendall
Debra Prysby
Steve Sherman
Edward Wagner

Also in Attendance were:

Katie James, Esq.; Folkestad Fazekas Barrick & Patoile, P.C.
Justin Ball and Bill Barr; Metco Landscaping
Scott Barnett; Mulhern Engineering
Anna Jones, Patrick Shannon and Jerel Sangster;
CliftonLarsonAllen LLP
Sara Sayers, 7663 Brown Bear Court
Dana Roepke, 9602 Elk Mountain Circle
Bob Clinard, 7218 Red Mesa Court
Joanna Waldenmyer, 8106 Eagleview Drive
Cheryl Lorenz, 7025 Pine Hills Way
Amanda Dalbey, 10088 Silver Cliff Lane
Theresa Daus-Weber, 7657 Brown Bear Court
Mark Baisley, 10398 Totem Run
Ted & Sheilagh Park-Hatby, 6462 Spotted Fawn Run
Brandon Drescher, 9634 Fox Cen Drive
Connie Tebyani, 7487 Buffalo Court

**CALL TO ORDER AND
APPROVE
AGENDA**

The meeting was called to order at 6:30 p.m. by Director Brown.

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Upon a motion duly made by Director Sherman, seconded by Director Prysby, and upon vote unanimously carried, the Board approved the agenda, as amended, with the addition of GMR discussion and to move Metco items up on the agenda.

PUBLIC COMMENT and/or GUESTS

Randy Pye, of Sterling Ranch, answered questions from residents regarding Sterling Ranch. He noted that the Prospect Village groundbreaking will not start until probably 2020.

Bob Clinard noted that on Sundays the stream is running through Village Circle East and Rampart Range Road. He voiced concerns regarding dead pines along Village Circle and Rampart Range Road. Mr. Clinard also noted concerns about activity at the Community Park after dark. Cars have been parking down on the grass.

Mark Baisley – Introduced himself as candidate for House District 39.

Cheryl Lorenz gave an update on GMR, and delivered a sketch proposal of the dugout plans. Scott Barnett requested a more complete proposal in order to approve the planned work. Ms. Lorenz requested permission to use an ATV or vehicle to maneuver in the park during softball games and tournaments.

After discussion, upon a motion duly made by Director Prysby, seconded by Director Sherman, and upon vote unanimously carried, the Board approved the use of an ATV for the softball games but only upon prior request and upon issuance of a permit for the use.

ADMINISTRATIVE MATTERS

A. Consider Approval of the May 15, 2018 Regular Meeting Minutes

Following discussion, upon a motion duly made by Director Prysby, seconded by Director Bendall, and upon vote unanimously carried, the Board approved the May 15, 2018 regular meeting minutes.

B. Review and Consider Approval of Bailey Tree Proposals

1. High Priority Removal, Stump Grinding Tree Planting and Watering - \$19,560

No action was taken.

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2. Medium Priority Tree Planting - \$25,000

No action was taken.

3. Low Priority Tree Maintenance - \$31,595

No action was taken.

C. Ratify Approval of Bailey Tree Proposals:

1. Removal of Broken Ash Tree Damages Limbs and Damaged Limbs of Cottonwood Tree - \$525

Upon a motion duly made by Director Prysby, seconded by Director Sherman, and upon vote unanimously carried, the Board ratified approval of the Bailey Tree Proposal in the amount of \$525.

D. Ratify Approval of Metco Proposal:

1. Repair of Irrigation Adapter Gate Valves

No action taken.

LANDSCAPE
MAINTENANCE

A. Metco Landscape Report

Bill Barr reviewed the report with the Board noting status of ongoing landscaping.

1. Review and Consider Approval of Metco Proposal for Roxborough Park Edging - \$13,875

This item has been tabled.

2. Review and Consider Approval of Metco Proposal for Topdress and Rake Around Lake; Sod and Curb and Sidewalk Repair on Village East Circle at South End of Lake; Mulch Tree Rings and Stump Removal at Marmot Ridge; Remove Dead Locust at Airplane Park - \$4,085

This item has been tabled.

B. Consider Approval of Time and Materials Costs Regarding Mowing for Fireworks Display

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Mr. Barr confirmed the mowing is within the scope of the agreement with District. Time and Materials for Fireworks Display resulted in \$0 line item.

C. Update on Landscape Tour

Mr. Sangster will coordinate tour dates with the Board, Metco, Mr. Barnett and Bailey Tree.

D. Other

Directly Prysby notified the Board and landscapers of irrigation issues.

FINANCIAL MATTERS

A. Review and Accept Updated Cash Position and Property Tax Schedule

Ms. Jones reviewed the updated Cash Position and Property Tax Schedule with the Board. After discussion, upon a motion duly made by Director Prysby, seconded by Director Brown, and upon vote unanimously carried, the Board accepted the updated Cash Position and Property Tax Schedule.

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

Ms. Jones reviewed the claims with the Board. Following discussion, upon a motion duly made by Director Prysby, seconded by Director Bendall, and upon a vote unanimously carried, the Board approved the current claims in the total amount of \$77,050.71, the transfer of funds and approved Director fees.

C. Other – None.

DIRECTOR ITEMS

A. Discuss SDA Annual Conference on September 12 – 14, 2018 in Keystone

The Board discussed attending the annual conference.

B. Fireworks Update

Director Brown gave an update on the fireworks, noting that it has been rescheduled for September. The District will pay off

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duty Sheriffs a total of \$675, despite that the event did not take place as originally planned, because the fee was still charged by the off-duty Sheriff's.

C. Other

The Board discussed scheduling a Special Meeting to discuss Sterling Ranch on July 2nd and directed Anna Jones to schedule it if Randy Pye is available to attend.

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 or if needed

Ms. James stated this item was not needed.

B. Update on RWSD Letter to Homeowners re Tree Removal on Easement and Filing Status of Easement

Ms. James noted the homeowner requested permission to move trees from the District easement onto their property. Upon a motion duly made by Director Prysby, seconded by Director Brown, and upon vote unanimously carried, the Board denied the homeowner's request and asked Ms. James to inform the homeowner.

C. Discuss 14B Parcel Ownership

Ms. James discussed the 14B ownership and noted it was in process. A video scope is planned per the request of the County Engineer to review the interior of the drainage facilities of the parcels.

D. Discuss Chatfield Farms Meters and Billing

Ms. James reviewed with the Board, noting that the District will begin billing Chatfield Farms for meters. She will contact the HOA managers to alert them.

E. Discuss Softball Field Status

Ms. James reviewed the email from Scott Maynard. The Board declines his offer to submit a proposal for field work.

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F. Other

There was some discussion regarding Easements for Filing 15 with Roxborough Water and Sanitation District. The Easements were from years ago and are being finalized to record. Roxborough Water and Sanitation District have a few changes after the District had approved in 2015. Upon a motion duly made by Director Bendall, seconded by Director Sherman, and upon vote unanimously carried, the Board approved the Easement Agreements for Filing 15 with the new revisions.

ENGINEERING MATTERS

A. 7 Acre Pond Update

Mr. Barnett updated the Board

B. Pump Station Irrigation Controls Systems Update

Mr. Barnett noted that the pump station is functioning well.

C. Water Rights Discussion/Discuss Water Accounting Inventory

Mr. Barnett reviewed this with the Board.

D. Discuss Review of Dugout Drawings

Previously discussed.

E. Mapping Discussion

No update.

F. Other – None.

MANAGER MATTERS

A. Discuss Conservation Trust Monies Available

Mr. Shannon discussed this with the Board.

B. Update on Foothills Park and Recreation Use Numbers Break Out

Ms. Jones reviewed the reports with the Board.

C. Playground Issue Update

1. Inspection Report and Recommendations

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After review and discussion, upon a motion duly made by Director Brown, seconded by Director Sherman, and upon vote unanimously carried, the Board approved amending the approval of the playground structure installation from the "High Rise" play structure to the "Superhero" structure, subject to the accountant's recommended funding.

D. Discuss Fence Repairs

Metco has repaired the fence near the pump station.

E. Other – None.


None.

OTHER BUSINESS

ADJOURNMENT

Upon a motion duly made by Director Prysby, seconded by Director Brown, and upon vote unanimously carried, the Board adjourned the meeting at 9:51 p.m.

Respectfully submitted,

By: 

Calvin Brown, President

Attest:



By: Ronald Bendall, Secretary