

**ROXBOROUGH VILLAGE METROPOLITAN DISTRICT**  
**REGULAR BOARD MEETING AGENDA**

**Board of Directors:**

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Calvin Brown, President	Term Expires May 2020
Debra Prysby, Vice President	Term Expires May 2022
Ron Bendall, Secretary/Treasurer	Term Expires May 2020
Steven Sherman, Assistant Secretary	Term Expires May 2022
Edward Wagner, Assistant Secretary	Term Expires May 2022

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**Date:**        **November 19, 2019 (Tuesday)**  
**Time:**        **6:30 p.m.**  
**Place:**        **West Metro Fire Station 15**  
                      **6220 N. Roxborough Park Road**  
                      **Littleton, CO 80125**  
                      **Call in Information: Dial 844-286-0635 Code 391046547**

1. CALL TO ORDER
2. DECLARATION OF QUORUM/DIRECTOR QUALIFICATIONS/DISCLOSURE MATTERS
3. APPROVE AGENDA
4. PUBLIC COMMENT and/or GUESTS  
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.

**CONSENT AGENDA** (10 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. Consider Approval of the minutes of the November 4, 2019 Special Meeting (enclosed)
- B. Review and Accept the September 30, 2019 Financial Statements, November 13, 2019 Cash Position and Property Tax Schedule (enclosed)

**DISCUSSION AGENDA**

5. ACTION ITEMS
  - A. Review and Consider Approval of Current Claims, Approve Transfer of Funds, and Ratify Payment of Autopay Claims and Ratify Approval of Previous Claims

- (enclosed)
- B. Update on Bailey Tree Planting and 2020 Plans – George Biedenstein
    - 1. Proposal for 2020 Tree Maintenance - \$83,165 (enclosed)
  - C. Conduct Public Hearing to Consider Adoption of 2020 Budget; Appropriate Sums of Money and Set Mill Levy; Consider Approval of Resolution No. 2019-11-01, Resolution to Adopt 2020 Budget, Resolution No. 2019-11-02 Resolution to Appropriate Sums of Money, and Resolution No. 2019-11-03 Resolution to Set Mill Levy (enclosed)
  - D. Review and Consider Approval of Resolution No. 2019-11-04, 2019 Audit Engagement Letter with Stratagem (enclosed)
  - E. Review 2020 Budget Process
    - 1. December 15, 2019 – Mill Levy Certified
  - F. Discuss Bill.com
6. MANAGER MATTERS (40 MINUTES)
- A. Discuss Master Plan Next Steps and Proposed December Meetings (enclosed)
  - B. Discuss Newsletter
  - C. Discuss Holiday Lights Installation Proposal (enclosed)
  - D. Update on Bathroom (enclosed)
  - E. Discuss Holiday Party
8. LANDSCAPE MAINTENANCE (10 MINUTES)
- A. Metco Landscape Report – Bill Barr (enclosed)
  - B. Review and Consider Approval of Proposals
    - 1. Rampart Range Road and Village Circle West Branch Cutting \$1,850 (enclosed)
  - C. Other
9. DIRECTOR ITEMS (5 MINUTES)
- A. Other
10. ENGINEERING MATTERS (15 MINUTES)
- A. Discuss Enhancement, Spillway and Trail Design
  - B. Update on Water Quality Analysis
  - C. Update on Irrigation Analysis
  - D. Embankment Stabilization/wetlands planting
11. LEGAL MATTERS (20 MINUTES)
- A. Review and Consider Approval of Resolution No. 2019-11-01, 2020 Annual Administrative Matters Resolution (enclosed)
  - B. Review and Consider Approval of Resolution No. 2019-11-05 Engagement Letter with Folkestad Fazekas Barrick & Patoile, P.C. for 2020 Legal Services (enclosed)
  - C. Review and Consider Approval of Resolution No. 2019-11-06, Approving

Roxborough Village Metropolitan District

Agenda – November 19, 2019

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Renewal of Foothills Intergovernmental Agreement for Roxborough Village Metropolitan District Resident Use of Foothills Recreation Amenities for 2020 (enclosed)

- D. Review and Consider Approval of Resolution No. 2019-11-07 Approving Renewal of Management Services with CliftonLarsonAllen LLP (enclosed)
- E. Review and Consider Approval of Resolution No. 2019-11-08 Approving Renewal of Accounting Services with CliftonLarsonAllen LLP (enclosed)
- F. Review and Consider Resolution No. 2019-11-09 Approving the 2020 Landscape Maintenance Services Agreement with Metco Landscape, LLC (agreement enclosed)
- G. Review and Consider Resolution No. 2019-11-10 Approving the 2020 Snow Removal Services Agreement with Metco Landscape, LLC (agreement enclosed)
- H. Review and consider Resolution No. 2019-11-11 Approving Service Agreement with Altitude Athletic Surfaces, LLC for Pickleball Lines Installation (enclosed)
- I. Discussion regarding Possible Fence Encroachment
- J. 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
- K. Executive Session Pursuant to C.R.S. Section 24-6-402(4)(b) for Purposes of Receiving Legal Advice on a Specific Legal Question
- L. Other

12. OTHER BUSINESS (5 MINUTES)

- A. Confirm Quorum for December 17, 2019 Regular Meeting (if necessary)

13. ADJOURNMENT

**SCHEDULED BOARD MEETINGS 6:30 P.M.**

**West Metro Fire Station 15**  
**6220 N. Roxborough Park Road**  
**Littleton, CO 80125**  
**Roxborough Library**  
**8357 N. Rampart Range Road, #200**  
**Littleton, CO 80125**

**2019 Meeting Calendar**

January						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
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February						
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April						
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August						
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November						
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December						
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