

RECORD OF PROCEEDINGS

MINUTES OF A SPECIAL MEETING OF THE BOARD OF DIRECTORS OF THE ROXBOROUGH VILLAGE METROPOLITAN DISTRICT HELD February 12, 2024

A Special Meeting of the Board of Directors (referred to hereafter as the "Board") of Roxborough Village Metropolitan District (the "District") was convened on Monday, the 12th day of February, 2024 at 6:00 p.m. at the Roxborough Library, 8375 N. Rampart Range Rd, Littleton, CO 80125. The meeting was open to the public.

ATTENDANCE

Directors In Attendance Were:

Debra Prysby
Ephram Glass
Mark Rubic
Mathew Hart
Travis Jensen

Also In Attendance Were:

Malia Chapman (President of Chatfield Farms 1B HOA)
Neil Chapman (Resident of Chatfield Farms 1B HOA)
Michael Giarratano (Board Member of Chatfield Farms 1B HOA)

CALL TO ORDER At 6:02 p.m. the meeting was called to order.

I. ADMINISTRATIVE MATTERS

A. Disclosure of Potential Conflicts of Interest

The Board discussed the requirements pursuant to the Colorado Revised Statutes to disclose any potential conflicts of interest or potential breaches of fiduciary duty to the Board of Directors and to the Secretary of State. Dir. Rubic noted that a quorum was present and requested that members of the Board disclose any potential conflicts of interest with regard to any matters scheduled for discussion at this meeting, and incorporated for the record those applicable disclosures made by the Board members prior to this meeting in accordance with the statute. It was noted that there are no Directors' Disclosure Statements to be filed.

B. Additions/Deletions/Approval of Agenda

Following discussion, upon motion duly made by Director Prysby, seconded by Director Glass, and, upon vote, unanimously carried, the Board approved the agenda.

II. PUBLIC COMMENTS/HOMEOWNER REQUESTS

The homeowners present from Chatfield Farms 1B HOA commented that the trucks traveling on Waterton Rd were loud because they were using engine braking, and the speeding vehicles on Waterton Rd made left turns from Campfire St dangerous and was dangerous for pedestrians as well. The homeowners requested installation of a 'No Engine Braking' sign and requested looking into moving the speed limit signs so the Campfire St and pedestrian crossing to the High Line Canal were within the 25 MPH zone that currently starts just west of the intersection. The Board agreed to look into inviting a traffic representative from Douglas County to meet with the Metro District Board to discuss making those changes. The homeowners also discussed bushes growing into the path at the entrance to the High Line Canal on the north side of Waterton Rd. The Board noted that area was on Douglas County land and the District doesn't have written permission to maintain that area but was working towards such an agreement. Dir. Rubic said he'd ask the Metro District attorney if the District could cut back the bushes in the interim.

III. BOARD DISCUSSION MATTERS

A. Discuss and Consider Approval, after discussion/action to make an exception to our Board-Only meeting procedures, of the updated Airplane Park Playground installation proposal (enclosures).

Dir. Rubic asked the Board if they were ok making a decision on a cost change in the Airplane Park Playground proposal. The Board unanimously agreed with proceeding. After some discussion, Dir. Rubic made a motion to approve the original Rocky Mountain Recreation proposal of \$39,227.50 that included replacement of the engineered wood chips. The motion was seconded by Dir. Glass, and upon vote, unanimously carried.

B. Update and Status of the engineering ADA Accessibility survey for Community Park for playground placement and installation

Dir. Glass noted Farnsworth was out at Community Park doing the drone surveying on February 1st. Dir. Rubic said he'd follow up with Peggy Ripko to get the surveying report from Farnsworth.

C. Review revised HOA cost allocation for maintenance services and discuss next steps (enclosures).

The Board discussed the quotes from CDI and directed Dir. Rubic to have SDMS draft letters to the respective HOAs, with review from Dino Ross, informing them of the cost to maintain the landscaping and snow removal on land owned by the HOAs. Dir. Rubic was also directed to ask CDI for a cost for performing snow removal for the HOAs on a percentage basis or using another method.

D. Review Audit Proposal for the 2023 Audit (enclosure).

The Board discussed the audit proposal and did not have any objections. The Board agreed to consider approval of the proposal at the regular meeting on February 21st.

E. Discuss snow removal operations as to whether we should have CDI to delay putting out salt if it's going to be at least 10 degrees above zero and sunny in the days following a snowfall.

The Board discussed whether to give more direction to CDI regarding unnecessary salting. The Board was concerned about some areas getting too icy if a broad policy was adopted. After some discussion, the Board agreed to not make any changes but keep an eye out for Calcium Chloride being applied too liberally and bringing up the oversalting issue to CDI at that time.

F. Review and discuss irrigation checks documentation supplied by CDI (enclosure).

The Board discussed the irrigation check hours supplied by CDI. Dir. Rubic noted there was not enough information to show there were additional irrigation technicians for repair work done simultaneously with irrigation checks. The Board agreed to request CDI to provide additional information showing the different employees working on repairs in addition to the irrigation checks. Dir. Glass noted the District has still not received credit for the unmown section in front of Chatfield Farms 1B. The Board agreed it wasn't worth pursuing due to a low dollar amount. Dir. Glass also noted many of the weed grasses were not removed by CDI in 2023 and noted they would be easier to remove in the spring. After some discussion, the Board agreed not to withhold payment for the weeds and tell CDI they must take care of the weed grasses in the spring.

G. Review Ark Proposal for Roxborough and Chatfield Farms for 2024 and discuss the need for coverage for entire district and how to accomplish such (enclosure).

Dir. Glass stated he had discussed the manpower issue with Ark Ecological and was assured the full scope requested by the District could be done. It was noted the missing scope from the proposal could be added before an agreement was signed or added after the fact as a scope change. Dir. Rubic noted he was working with Dino Ross on a new agreement that would be up for approval at the February 21st meeting.

H. Review and Discuss New District Website.

The Board discussed the new website and identified various issues that needed to be fixed. The Board directed Dir. Glass to relay the issues to SDMS to be fixed. The Board also discussed shortening the domain name. After some discussion, the Board agreed to keep RoxVillageMetro.colorado.gov but wanted SDMS to look into getting the RoxVillageMetro.gov domain as well.

I. Update on Homeowner's comments, concerns, and request dealing with trees blocking their view of Crystal Lake in Arrowhead Shores HOA. Roxborough Village Metropolitan District

Dir. Rubic noted he had not heard anything following SDMS responding to the homeowner.

J. Update and Status of Chatfield Farms planter project.

Dir. Glass noted that he was waiting on checking a cap stone sample that PST would provide on February 14th.

K. Update and Status of Community Park restroom repairs.

Dir. Glass said PST was coming February 14th to complete additional bathroom repairs.

L. Update and Status of softball field renovation.

Dir. Rubic stated the field renovation agreement was signed.

M. Update and Status of Handyperson RFP.

Dir. Glass stated Travis Hunsaker found most handymen did not want to take on a large contract but one was interested. Dir. Rubic noted he still hasn't seen the RFP posted on the SDA website and would follow-up with SDMS to get it posted.

N. Signage Committee Update.

Dir. Hart reviewed the various signs and sign content the Signage Committee was considering. The Committee will be sending questions to Dino Ross concerning liability with sign content and is trying to identify a prioritization plan.

O. Environmental Committee Update.

Dir. Glass noted that the Douglas County School District would like to do a ribbon cutting ceremony for the greenhouse in the May timeframe. He noted there was already a lot of germination of the seeds planted.

P. Discuss whether to consider looking into grants for enhancing Preble Mouse habitat (enclosure).

Dir. Glass stated that there were endangered Preble's Mice seen in and around the Roxborough Intermediate School. Given that the Metro District was already planning on planting native plants in the area, Dir. Glass suggested applying for grants related to habitat restoration for endangered species. The Board agreed that it was a good idea to pursue.

Q. Update on Recalculation of Chatfield Farms Capital Contributions.

Dir. Glass noted Gemsbok had all the data but wanted to discuss with the new auditor before implementing changes. Gemsbok would have to make this determination and implementation before the 2023 audit.

R. Discuss use of safety grant funds (enclosure).

Dir. Glass stated he spoke with SDMS and they would apply to receive the remaining safety grant funds based on the installation of the playground fence at Imperial Park that was completed a few years ago.

S. Review lists of current approved and requested community permits, if any. (Sports Field Use, Park Areas & Gazebo, Food Truck Vendors, etc.)

Dir. Rubic noted there were no new requests but had requested SDMS to inform the little league that the softball field would not be available in the spring while the restoration work was taking place.

T. Review proposal for installation of water meters (enclosure)

Dir. Glass reviewed the agreement being drafted to supply raw water to the Roxborough Marketplace. The Board was ok with the terms. Dir. Rubic noted the agreement would be put to a vote at the February 12th meeting.

IV. EXECUTIVE SESSION

A. Executive Session pursuant to C.R.S. 24-6-402(4)(a) and (e) concerning the broker opinion of value for Tracts G, H1, and I-1.

The Board entered Executive Session at 7:46 PM. The Board discussed the broker opinion and exited the executive session at 7:59 PM without making any decisions.

V. OTHER MATTERS

None.

VI. PUBLIC COMMENTS/HOMEOWNER REQUESTS

No homeowners were present.

VII. ADJOURNMENT

There being no further business to come before the Board at this time, upon motion duly made by Director Rubic, seconded by Director Jensen, and upon vote, unanimously carried, the Special Meeting was adjourned at 8:02 p.m.

Travis C Jensen