

RECORD OF PROCEEDINGS

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MINUTES OF A REGULAR MEETING  
OF THE BOARD OF DIRECTORS OF THE  
ROXBOROUGH VILLAGE METROPOLITAN DISTRICT  
HELD  
May 21, 2019

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 21, 2019 at 6:30 p.m., at the Roxborough Library, 8357 N. Rampart Range Road, #200, Littleton, CO 80125. The meeting was open to the public.

**ATTENDANCE**

In Attendance were Directors:

Calvin Brown  
Debra Prysby  
Edward Wagner  
Steven Sherman  
Ron Bendall

Also in Attendance were:

Katie James, Esq.; Folkestad Fazekas Barrick & Patoile,  
P.C.  
Scott Barnett; Mulhern MRE Inc.  
Bill Barr; Metco Landscaping  
Anna Jones and Patrick Shannon; CliftonLarsonAllen LLP  
Mark Brown, 8125 Maple Drive  
Carrie Hanson, 8525 Liverpool Circle

**CALL TO ORDER**

The meeting was called to order at 6:32 p.m. by Director Brown.

**DECLARATION OF  
QUORUM/DIRECTOR  
QUALIFICATIONS/  
DISCLOSURE  
MATTERS**

Director Brown declared a quorum was present, all directors are qualified.

**APPROVE AGENDA**

Ms. James requested including "Review and Consider Approval of Xcel Easement" to the attorney items. Upon a motion duly made by Director Sherman, seconded by Director Bendall, and upon vote unanimously carried, the Board approved the agenda as amended.

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### PUBLIC COMMENT and/or GUESTS

Mr. Mark Brown asked that the Board consider allowing fishing at the ponds in Roxborough. He presented a petition with 50 signatures. Director Sherman noted that the issues with fishing were litter and hooks left around the ponds. Director Sherman suggested implementing a permit program for residents to allow fishing upon receiving the permit. The Board discussed the history of the District's fishing rules. Mr. Barnett noted that the District recently decided to stock the ponds for water quality purposes. Mr. Barnett will seek a recommendation from Aqua Sierra for opinions regarding the water quality impact of fishing.

Ms. Hanson noted that she previously came to the Board to promote an active preservation of open spaces to complement the District's passive preservation. She provided an update on the status of the vegetation planted. Ms. Hanson noted that a number of Junipers that were planted have been mowed over. She asked if there was an effective way to mark the Junipers so that the District's mowers won't hit them. Mr. Barr suggested planting flags for the mowers to see. Director Sherman suggested indicating the trees on a map. Ms. Hanson will provide a marked up map and post wood stakes at the Juniper locations.

Ms. Hanson noted that there is replanted native grasses on either side of the lower bridge in the open space. She noted that the grasses have thrived, however, the rocks around the bridge have disappeared. She suggested adding wildflowers where the rocks were. Ms. Hanson offered to work with Ray Sperger of Ark Ecological regarding the native plants in the former rock beds. She will work with Ark Ecological to develop a scope for the Board's review at the June meeting.

Ms. Hanson noted that milkweed was planted last year and did not grow. She is trying milkweed in one more spot this year to determine if it is possible to grow here.

### CONSENT AGENDA

- A. Consider Approval of the April 16, 2019 Regular Meeting Minutes
- B. Review and Accept March 31, 2019 Financial Statements, Cash Position and Property Tax Schedule
- C. Other

Upon a motion duly made by Director Prysby, seconded by Director Wagner, and upon vote unanimously carried, the Board approved the Consent Agenda.

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**DISCUSSION AGENDA**

**MANAGER MATTERS**

- A. Master Plan Update from May 18<sup>th</sup> Walk the Rox
  - 1. LCS Update
    - a. Review and Consider Approval of Newsletter Proposal

Ms. Jones provided an overview of the Walk the Rox event. She presented a preliminary summary of the Walk the Rox event prepared by Livable Cities Studios (LCS). Discussion ensued. Director Sherman suggested adding a question regarding an indoor rec/community center to the survey. Ms. Jones will ask Mr. Wenskoski to include a question on the survey with regard to access to community/rec center so as not to elevate expectations from the community beyond what can be delivered.

Ms. Jones presented the LCS proposal to create an initial newsletter template and second newsletter in the amount of \$5,800. Discussion ensued regarding the need for a District newsletter. After discussion regarding the importance of outreach to residents, particularly with regard to the master planning process and community engagement, upon a motion duly made by Director Sherman, seconded by Director Bendall, and upon vote unanimously carried, the Board approved the LCS proposal in the amount of \$5,800.

- B. Discuss Community Park Restroom System Issues

Ms. Jones presented a proposal to repair the restroom damaged by vandalism. Discussion ensued regarding the best methods to prevent the vandalism. After discussion, upon a motion duly made by Director Brown, seconded by Director Sherman, and upon vote unanimously carried, the Board approved the purchase of new toilets and approved the restroom repairs in the amount of \$1,000.

- C. Confirm Landscape Tour Dates

The Board discussed potential dates. After discussion, the Board determined to hold the landscape tour on June 7<sup>th</sup> starting at 5:00 p.m. Ms. Jones will coordinate golf carts with Mr. Barr.

- D. Other

None.

**LANDSCAPE  
MAINTENANCE**

- A. Metco Landscape Report

Mr. Barr presented the monthly landscape report, noting that Metco is working with Better Spreaders to install organic seed and mulch. He

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suggested adding organic mulch to the ball field. Mr. Barr noted that the plants throughout the District are in good shape. He suggested adding hardy vegetation to the medians.

Mr. Barr reported the irrigation has started and found just a few small leaks. He noted that they have reduced ET water controllers from 15 to 9. ET billed for 15 controllers but the District will only pay for 9.

B. Review and Consider Approval of Proposals:

1. Infield Striping and Servicing Locates - \$0

Mr. Barr presented a proposal for \$275 per occurrence to stripe the field and \$130 per visit to service the locates.

After review, upon a motion duly made by Director Prysby, seconded by Director Wagner, and upon a vote unanimously carried, the Board approved the proposal for \$275 per occurrence to stripe the field and \$130 per visit to service the locates.

C. Discuss Concert Dates

No discussion.

D. Discuss Landscape Tour in Conjunction with Arrowhead HOA

Mr. Barr noted that Alisa Nixon wanted to do a walk through of the District with him on May 29<sup>th</sup>. None of the Board members can join the tour but authorized Mr. Barr to participate.

E. Other

Ms. Jones noted that Bailey Tree has submitted a proposal for \$1,500 to clean up tree damage from the storm. Director Prysby noted that there are several trees that Bailey removed last year that still need stumps ground. After discussion, upon a motion duly made by Director Bendall, seconded by Director Wagner, and upon vote unanimously carried, the Board approved the proposal from Bailey Tree in the amount of \$1,500.

### FINANCIAL MATTERS

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

After review, upon a motion duly made by Director Bendall, seconded by Director Brown, and upon a vote unanimously carried, the Board approved current claims, approved transfer of funds, ratified payment of autopay claims and ratified approval of previous claims.

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B. Other

None.

**DIRECTOR ITEMS**

- A. Update on Fireworks/Community Event  
1. Fundraising/Sponsorship Update  
2. Community Outreach Strategies

Director Brown provided an update on the planning for the Fall Festival.

- B. Discussion Regarding One Roxborough Request for District Attendee at their June 6<sup>th</sup> Meeting

No discussion.

**LEGAL MATTERS**

- A. Discussion on Official Board Action, Chain of Command and Public Perception

Deferred.

- B. Update on Sterling Ranch Referral

Ms. James noted that Randy Pye will attend the June Board meeting. She noted that Sterling Ranch is requesting an amendment to their PD to allow for a Mud Run.

- C. 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

Deferred.

- D. Update on Denver Water release into Little Willow Creek  
a. Discuss Erosion Issues re Inflow and Outflow Points of the "Triangle" or "Upper Irrigation" Pond

No Update.

- E. Update on 14B Parcel Ownership

No Update.

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F. Update on Chatfield Farms Meters and Billing

No Update.

G. Review and Consider Approval of Xcel Easement

Ms. James reviewed the easement with the Board. After discussion, upon a motion duly made by Director Prysby, seconded by Director Brown, and upon vote unanimously carried, the Board approved the Xcel easement.

H. Follow up on Douglas County Referral Regarding Comprehensive Master Plan

Ms. James reviewed the Comprehensive Master Plan with the Board.

I. Other

None.

**ENGINEERING  
MATTERS**

A. Update Irrigation Coordination

Mr. Barnett updated the Board. After discussion, upon a motion duly made by Director Prysby, seconded by Director Sherman, and upon vote unanimously carried, the Board approved obtaining spare irrigation parts.

B. Update on Water Quality Analysis

Mr. Barnett noted Ms. Holmes with Aqua Sierra will do water sampling this week. Fish are to be stocked in the 3 ponds on June 5<sup>th</sup>.

C. Team Pain Skatepark Maintenance

Mr. Barnett noted that he contacted Team Pain and will get a proposal to make repairs in the skatepark. Upon a motion duly made by Director Wagner, seconded by Director Sherman, and upon vote unanimously carried, the Board approved a proposal with Team Pain for an amount not to exceed \$15,000.

D. 7 Acre Pond Update

No update.

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E. Update Status of Striping

Mr. Barnett noted the striping is to start on May 30<sup>th</sup> to 31<sup>st</sup>.

F. Discussion Regarding Denver Water Project Restoration

Director Sherman and Mr. Barnett met with a Denver Water representative and came up with a restoration plan. Denver Water met with Douglas County and Urban Drainage to determine steps to move forward.

G. Sidewalk Replacement

No update.

H. Spillway Concrete Replacement

Mr. Barnett noted that the spillway should be replaced by the end of the year. He will revisit the proposal.

I. Other

None.

**OTHER BUSINESS**

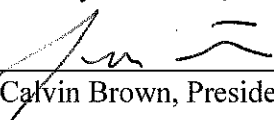
A. Confirm Quorum for June 18, 2019 Regular Board Meeting

A quorum was confirmed for the June 18, 2019 Regular Board Meeting.


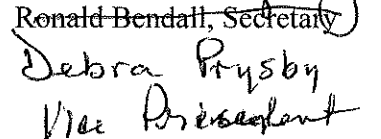
**ADJOURNMENT**

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

Respectfully submitted,

By:   
Calvin Brown, President

Attest:

By:   
Ronald Bendall, Secretary  
  
Debra Prysby  
Vice President