

RECORD OF PROCEEDINGS

MINUTES OF A SPECIAL MEETING/STUDY SESSION
OF THE BOARD OF DIRECTORS OF THE
ROXBOROUGH VILLAGE METROPOLITAN DISTRICT
HELD
Thursday, May 7, 2020

A special meeting/study session of the Board of Directors of the Roxborough Village Metropolitan District (referred to hereafter as the “Board”) was convened on Thursday, May 7, 2020 at 6:00 p.m. via ZOOM. The meeting was open to the public.

ATTENDANCE

In Attendance were Directors:

Calvin Brown
Debra Prysby
Ed Wagner
Garry Cook

Also in Attendance were:

Katie James, Esq.; Folkestad Fazekas Barrick & Patoile, P.C.
Scott Barnett; Mulhern MRE Inc.
Kimberly Armitage; Evolution Builders Feasibility Team
Rick Stanzyk; Evolution Builders
Todd Wenskoski; Livable Cities Studio
Anna Jones and Andrew Williams; CliftonLarsonAllen LLP
Ephram Glass; resident

CALL TO ORDER

The meeting was called to order at 6:08 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

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

**PUBLIC COMMENT and/or
GUESTS**

None.

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Feasibility Study and Spillway/Pond Study

A. Roxborough Village Feasibility Study – Phase 2 Updates & Discussion

1. Timeline

Rick Stanzyk provided an overview of schedule. He is currently wrapping up the research into utilities in the area. He is analyzing soil reports and solicited geotechnical engineers. He has received two out of four total proposals anticipated for the project.

2. Process of what is being assessed

The Feasibility Study Team is looking into performing market and industry analysis to determine appetite for project type. Two different surveys will be distributed directly to residents. These surveys will include information on what both District residents and nonresidents are willing to pay for the use of the facility and information on other aspects that impact resident life. Using this information, the team will devise three different scenarios for Board review and then devise a strategy of how to communicate the various options available.

3. Review of end product of what will be produced

The Feasibility Study Team will produce a report using a number of different consultants and their related input. The report will include blocking diagrams depicting how the building will sit on the site, logistically. The final product will be a spiral bound notebook that will outline strategies, financial outlooks, and proposals. The report will also provide different options for revenue generation for the recreation center. The team will develop a pro forma that will determine capital costs.

4. Questions

Mr. Stanzyk and Ms. Armitage said that the survey will not indicate or have language that acknowledges Roxborough.

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During discussions, the Board thought that the Survey should acknowledge the District and be understood that survey respondents are answering about a facility in their neighborhood. They were concerned that with ongoing development in the area, decisions made may be swayed based on who they think the survey is coming from.

Ms. Armitage and Mr. Stanzyk will work with their consultants to establish better questions and surveys that are tailored for the District, while still gathering valuable information needed for the surveys. Survey will be clear that it is not Sterling Ranch.

August 18th Board meeting is the target deadline for the final feasibility study package.

B. Spillway and Tadpole Pond Study

1. Schedule and Timeline

Todd Wenskoski reviewed the timeline; consultants are currently developing pond concepts. He will have Mr. Barnett add input for technical review and preference. Once ready, the team will schedule a meeting with Douglas County for review. Mr. Wenskoski reviewed previous studies of pond shape and concepts presented to the Board at the April Board meeting.

2. Review concepts and comments from April Board meeting

Previous feedback included the addition of a middle ground option and to include greater consideration for phasing. Design will be phased with critical improvements first and the full realization overtime. Improvements suggested were to improve aesthetics, including a floating boardwalk, and the naturalization of the area.

3. Review and discuss updated studies

Mr. Wenskoski reviewed the options developed using previous feedback. The Spillway Team will explore additional options for the Heron Park side. They will

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look into aesthetic enhancements that also provide functionality for residents to use.

Option 2 builds upon the natural design option, the later phases of the natural option begin to open up areas for seating areas and shade structures along pond edge. This presented safety concerns due to the inviting nature of the step down into the secondary spill pond. The team noted the concern and assured safety would be a focus.

Later phases of the pond could include dredging which would allow the pond to be shaped to open up more spaces for seating and play areas. The Spillway Team noted that improvements to the area would open up the possibility for more interaction with the community and local educational resources.

4. Order of magnitude cost discussion

The options presented for the spillway improvements and designs are approximately 2-3 times the amount budgeted for the 2020 year, but items at the south end of the general area are smaller ticket items and can be done much more easily and quickly.

5. Next steps

The Board requested that phasing would work best from a cost and accessibility standpoint, trying to avoid improvements that only have to be taken out to complete later projects. The sidewalk needs to be replaced very soon as is it now in dire need of repair.

Mr. Wenskoski will continue to work with Mr. Barnett on technical and engineering elements for spillway design. The Team will come back with information that is more thorough and ideas on how to complete smaller projects sooner without disrupting a long-term project. The Team will come back with more feasible and comprehensive recommendations.

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C. Other Items/Miscellaneous

None.

OTHER BUSINESS

None.

ADJOURNMENT

Upon a motion duly made by Director Prysby, seconded by Director Cook, the Board adjourned the meeting at 8:19 p.m.

Respectfully submitted,

DocuSigned by:
Calvin Brown
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_____ Calvin Brown, President

Attest:

DocuSigned by:
Ed Wagner
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_____ igner, Secretary

RECORD OF PROCEEDINGS

At the April 20, 2021 Special Board Meeting, upon a motion duly made by Director Glass, seconded by Director Cook and, upon vote, unanimously carried, the Board approved the correction and amendment of past minutes regarding Ms. Armitage's consultant capacity to be identified as a member of the Evolution Builder Feasibility Team. Amended minutes are from March 2020 to April 2021.

Respectfully submitted,

DocuSigned by:
By: Calvin Brown
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Calvin Brown, President

Date Signed: 4/29/2021

Attest:

DocuSigned by:
By: Ed Wagner
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Ed Wagner, Secretary

Date Signed: 4/29/2021

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	Minneapolis, MN 55402
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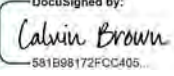
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Ed Wagner
edward.wagner99@gmail.com
Security Level: Email, Account Authentication (None)

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In Person Signer Events	Signature	Timestamp
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Intermediary Delivery Events	Status	Timestamp
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Carbon Copy Events	Status	Timestamp
Witness Events	Signature	Timestamp
Notary Events	Signature	Timestamp

Envelope Summary Events	Status	Timestamps
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Signing Complete	Security Checked	6/28/2020 11:04:03 AM
Completed	Security Checked	6/28/2020 11:04:03 AM

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