

RECORD OF PROCEEDINGS

MINUTES OF A REGULAR MEETING
OF THE BOARD OF DIRECTORS OF THE
ROXBOROUGH VILLAGE METROPOLITAN DISTRICT
HELD
June 18, 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, June 18, 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 (arrived at 6:50 p.m.)
Ron Bendall was absent, excused

Also in Attendance were:

Katie James, Esq.; Folkestad Fazekas Barrick & Patoile,
P.C.
Scott Barnett; Mulhern MRE Inc.
Bill Barr; Metco Landscaping
Patrick Shannon and Jerel Sangster; CliftonLarsonAllen LLP
Randy Pye and Mark Kieffer; Sterling Ranch
Judy Hilton, Former Resident
Carlene Harris, 7129 Eagle Rock Drive
Cheryl Lorenz, 7025 Pine Hills Way
Ed Yeats, 8049 Eagle View Drive
Linda Goodrich, 10269 Dusk Way
Fran Strayer, resident no address given

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.

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APPROVE AGENDA

Director Brown requested moving the Sterling Ranch discussion and legal matters before Public Comments. Upon a motion duly made by Director Prysby, seconded by Director Wagner, and upon vote unanimously carried, the Board approved the agenda as amended.

Update on Sterling Ranch – Randy Pye and Mark Kieffer

Ms. James discussed concerns brought up in the letter sent by the District to Sterling Ranch during the Douglas County referral period. Mr. Kieffer provided an overview of the Sterling Ranch park plan, noting that it is still in the process of designing and programming the park space. The next step for park planning would be a Location and Extent Hearing in front of the Douglas County Planning Commission. There is no timetable currently set for such a plan or a hearing. Mr. Pye noted that the Subdivision Improvement Agreement calls for a recreation facility, which may be the case, but it may not necessarily be a rec center. Roxborough residents have the right to use the rec center currently under construction, as well as the parks and trails. Mr. Kieffer noted that each of the larger neighborhoods will have a recreation facility. The Subdivision Improvement Agreement calls for construction of a rec facility upon construction of homes. The Sterling Ranch Community Authority Board is looking at how to manage residents' use from neighborhoods outside of their district. He noted that Plum Valley Heights and Louviers could use the facilities as well.

Ms. James asked if there is a place for the Roxborough Board to be involved in the planning process. That will need to be figured out. Director Wagner noted that it would be good to stay in the loop so that each district can complement each other's facilities.

Mr. Kieffer noted that there will be an IGA with Douglas County to connect Moore Road from Waterton to Louviers within three years.

Mr. Pye noted there is a plan to do improved signalized crosswalks from Waterton to the Village.

Mr. Yeats complimented Sterling Ranch, noting they are very professional, and thanked them for improving public safety with signalized crossings.

Mr. Pye discussed the Sterling Ranch landscaping plans.

Ms. Goodrich asked about a plan for the wetlands along Rampart Range Road. Mr. Kieffer noted he is working with Urban Drainage to determine a wetland preservation plan.

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LEGAL MATTERS

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

Ms. James reviewed the proper procedures for the Board directing consultants and when official action can be taken.

B. 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

No discussion.

C. 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.

D. Update on 14B Parcel Ownership

No Update.

E. Update on Chatfield Farms Meters and Billing

No Update.

F. Review and Consider Approval of Xcel Easement

Ms. James noted that the executed easement was sent to Xcel for recording.

G. Discuss Fishing Rules and Regulations

Mr. Barnett reported that he has spoken with AquaSierra and they said that catch and release fishing would not cause problems in District ponds. Ms. James noted that the biggest legal issue is to ensure that foreign bait is not introduced into the ponds. Director Wagner suggested signs encouraging fishers to pick up trash and to respect to the area. Director Sherman suggested putting these requirements on a permit. He suggested having an online form that could send the permit externally. CLA will look into adding the form online. It was noted that children under the age of 16 would need a parent to sign off on the permit. Ms. James and CLA will work on the language for the permit.

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H. Other

None.

PUBLIC
COMMENT and/or
GUESTS

Ms. Goodrich noted her concerns regarding the reduced watering areas, ADA access to Community Park, the current state of the fences, no dog parks, concerns regarding the fireworks display and the bike path on the hogback.

Ms. Harris discussed concerns with ADA access to Community Park. The Board noted that it would consider the requested action for the next year's budget. Mr. Barnett noted that a striping company has been hired to paint the handicap spots. The Board noted that they will be looking into ADA access in the Master Plan.

Ms. Lorenz asked who was taking care of the ballfield. Mr. Barr noted that Metco will continue performing these duties. Ms. Lorenz noted that she has a tool to drag the field.

Ms. Lorenz also asked if the District would be willing to install fencing in the left field. She asked about being able to drive on the field with the same permit as last year.

Ms. Lorenz reported that her brother has a proposal to repair the bathrooms at the park.

Mr. Yeats stated that he believed the District did not pay enough money for the Easter Egg Hunt, noting that he needs \$300 per year going forward.

Mr. Yeats reported that he spoke with the Fire Department and was told the fireworks need to be 582 feet from open space.

CONSENT AGENDA

- A. Consider Approval of the May 14, 2019 Special Meeting, May 18, 2019 Special Meeting and May 21, 2019 Regular Meeting Minutes
- B. Review and Accept June 12, 2019 Cash Position and Property Tax Schedule
- C. Planet Scuba Inspection
- D. Other

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

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DISCUSSION AGENDA

MANAGER MATTERS

A. Master Plan Update

Mr. Shannon gave an update on the Master Plan, noting that the survey results have been compiled and are being finalized. Livable Cities (LCS) has begun discussions to create a community newsletter. An updated schedule was provided by LCS and the next community event, Visualize the Rox, is expected to take place in mid-August.

B. Update on Basketball Court and Hoop

Mr. Shannon reported that based on feedback from Sport Court of the Rockies, the hoop will need to be replaced. Mr. Sangster will work on obtaining options and estimates and report to the Board.

C. Other

None.

LANDSCAPE
MAINTENANCE

A. Metco Landscape Report

Mr. Barr presented the monthly landscape report, noting that there is a ground water issue in the softball field.

B. Review and Consider Approval of Proposals:

1. Rampart Range Road and Village Circle West seed install, perennial install and tree replacement - \$5,890

Mr. Barr presented the proposal. Discussion ensued. After review and discussion, upon a motion duly made by Director Sherman, seconded by Director Wagner, and upon vote unanimously carried, the Board approved the terra seed blanket install and bio comp blanket over the baseball field in the amount of \$3,375 and approved the install of perennials in north median on Rampart Range Road in the amount of \$1,540.

C. Discuss Concerns Regarding Trees Planted by Bailey

Mr. Barr suggested changing tree types when replacing the dead trees planted by Bailey Tree.

D. Other

None.

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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 Prysby, seconded by Director Sherman, 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.

- B. Status of 2018 Audit

Mr. Shannon noted that the audit is nearing completion and will be presented at the July meeting.

- C. Other

None.

DIRECTOR ITEMS

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

Mr. Sangster reviewed this with the Board. The Board requested to hang the banner in August. Mr. Sangster will reach out to Ms. Lorenz regarding Facebook postings.

- B. Landscape Walk Discussion
1. Divide Landscape Tour in Segments

No discussion.

ENGINEERING MATTERS

- A. Update Irrigation Coordination

Mr. Barnett presented a proposal from Hydrosystems-KDI for Irrigation System Evaluation and Consulting Services. After discussion, upon a motion duly made by Director Sherman, seconded by Director Wagner, and upon vote unanimously carried, the Board approved the proposal from Hydrosystems-KDI for Irrigation System Evaluation and Consulting Services.

- B. Update on Water Quality Analysis

This item was deferred.

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C. Update on Team Pain Skatepark Maintenance

Mr. Barnett reviewed the Team Pain proposal options with the Board. After discussion, upon a motion duly made by Director Sherman, seconded by Director Prysby, and upon vote unanimously carried, the Board approved a proposal with Team Pain in the amount of \$40,000.

D. 7 Acre Pond Update

No update.

E. Update Status of Striping

No update.

F. Discussion regarding Sidewalk Replacement, Trail Replacement and Spillway Concrete Replacement

No update.

G. Community Park Restroom System Issues

No update.

H. Update on Dugout Construction

No update.

I. Other

None.

OTHER BUSINESS

A. Confirm Quorum for July 16, 2019 Regular Board Meeting

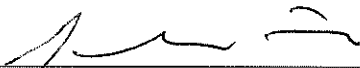
A quorum was confirmed for the July 16, 2019 Regular Board Meeting.

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ADJOURNMENT


Upon a motion duly made by Director Sherman, seconded by Director Prysby, and upon vote unanimously carried, the Board adjourned the meeting at 8:41 p.m.

Respectfully submitted,

By: 

Calvin Brown, President

Attest:

By: 
~~Ronald Bendall, Secretary~~
Debra Prysby, Vice President