

RECORD OF PROCEEDINGS

MINUTES OF A REGULAR MEETING
OF THE BOARD OF DIRECTORS OF THE
ROXBOROUGH VILLAGE METROPOLITAN DISTRICT
HELD
TUESDAY, MARCH 15, 2022

A regular meeting of the Board of Directors of the Roxborough Village Metropolitan District (referred to hereafter as the “Board”) was convened on Tuesday, March 15, 2022 at 6:00 p.m. via ZOOM. The meeting was open to the public.

ATTENDANCE

In Attendance were Directors:

Calvin Brown, President
Debra Prysby, Vice President
Ephram Glass, Treasurer
Garry Cook, Assistant Secretary

Director Ed Wagner, Secretary, was absent and excused.

Also in Attendance were:

Anna Jones and Shauna D’Amato; CliftonLarsonAllen LLP (“CLA”)
Katie James, Esq.; Folkestad Fazekas Barrick & Patoile, P.C.
Scott Barnett; Mulhern MRE, Inc.
Bill Barr; Metco Landscape Inc.
Steven Bailey; Bailey Tree
Ray Sperger; Ark Ecological Services, LLC
Jack Pritchett; EcoResource Solutions Inc.
Ed Stein
Mark Rubic; Resident at 7735 Verandah Court
Mat Hart; Resident at 7783 Verandah Court
Brian Jordan; Resident at 8112 Dressage Road
Travis Jensen; Resident at 7434 Eagle Rock Drive
Greg Clemens; Resident at 10470 Stable Lane
Cheryl Lorenz; Resident at 7025 Pine Hills Way
Doug Weiherer; Resident at 8082 Dressage Road

CALL TO ORDER

The meeting was called to order at 6:02 p.m. by Director Brown.

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

A quorum was declared present. No new conflicts were disclosed.

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APPROVE AGENDA

Ms. Jones reviewed the agenda with the Board and requested the discussion items regarding pickleball and disc golf be moved to action items. Following review, upon a motion duly made by Director Cook, seconded by Director Prysby and, upon vote unanimously carried, the Board approved the agenda, as amended.

**PUBLIC COMMENT
and/or GUESTS**

Attorney James reviewed the public comment portion of the meeting and the District’s Code of Conduct.

Ms. Jones read resident Mark Rubic’s comments for the record.

Greg Clemens, resident, inquired about the District Election in May. Attorney James confirmed the election will have mail-in ballots provided to each eligible elector and indicated CLA will develop a questionnaire to distribute to all candidates to post on the website.

Travis Jensen, resident, indicated the Code of Conduct needs to be posted to the website.

CONSENT AGENDA

February 7, 2022 Special Meeting Minutes and February 15, 2022 Regular Meeting Minutes:
Cash Position and Property Tax Schedule for February:
Current Claims, Approve Transfer of Funds, and Ratify Payment of Autopay Claims and Ratify Approval of Previous Claims:
Bailey Tree Monthly Update:
Metco Landscape Inc. Monthly Report:

Following review and discussion, upon a motion duly made by Director Glass, seconded by Director Cook and, upon vote, unanimously carried, the Board approved the Consent Agenda as presented.

**FINANCIAL
MATTERS**

Other: None.

ACTION ITEMS

Resident Request for Pickleball Court Improvements: Doug Weirherer, resident, discussed the need for improvements on the pickleball courts. Director Cook supported striping the second tennis court and Director Glass added the colors should be bold.

Following discussion, upon a motion duly made by Director Cook, seconded by Director Glass and, upon vote, unanimously carried, the Board approved striping the additional court and enhancing the existing court in an amount not to exceed \$2,000.00.

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Community Park Sports Field Use: Brian Jordan, resident, requested permission from the Board to utilize the softball fields for little league games per his proposal included in the packet. He also requested a storage box to hold equipment be placed on the field. Director Glass commented regarding prioritizing resident field use, subject to 30 days' notice.

Following discussion, upon a motion duly made by Director Glass, seconded by Director Cook and, upon vote, unanimously carried, the Board approved Mr. Jordan's request to use the Community Park Sports Field with the applicable permit, and such permit may be terminated by the District with 30 days' notice if a team comprised of a majority of Roxborough Residents requests the same field use.

Proposal for Community Garden: Mr. Stein reviewed the proposal with the Board, indicating his preferred location is Imperial Park. He indicated he would request 20 participants to pay an annual fee of \$75.00. Mr. Stein would also arrange for presentations on gardening by experts. Director Prysby had additional questions and will follow up with Mr. Stein, Director Glass, Mr. Barnett and Ms. D'Amato to bring a more refined plan back to the Board to consider at the April Board meeting.

Pond Health:

EcoResource Solutions Proposal for 2022 Annual Pond Management in the amount of \$15,753.94:

EcoResource Solutions Proposal for PondHawk Solar Aeration System in the amount of \$10,073.14:

Mr. Pritchett reviewed the proposals with the Board. Director Glass and Mr. Barnett requested the testing of inorganic materials and bacteria in the water. Director Glass also recommended undertaking Task 1 regarding pond clean up.

Following discussion, upon a motion duly made by Director Glass, seconded by Director Prysby and, upon vote, unanimously carried, the Board approved Task 1 – Initial Pond Spring Cleanup in the amount of \$385.00 and approved testing for inorganic materials and bacteria in the water.

Ark Ecological Services Proposal for Additional Areas in the amount of \$5,050.00: Mr. Sperger reviewed the proposal with the Board. Following discussion, upon a motion duly made by Director Glass, seconded by Director Prysby and, upon vote, unanimously

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carried, the Board approved the Ark Ecological Services Proposal for additional areas in the amount of \$5,050.00.

Placement of Boulders / Unite Site Services Driving on Glass:

Director Brown indicated the placement of boulders would need to accommodate emergency vehicle access. Mr. Barnett confirmed the route would accommodate those vehicles. Director Cook indicated the boulders are not set deeply enough into the ground. Directors Prysby and Glass will work with Mr. Barr on the specific boulder placement.

Following discussion, upon a motion duly made by Director Glass, seconded by Director Cook and, upon vote, unanimously carried, the Board approved placing boulders by Metco in an amount not to exceed \$8,000.00.

Chavez Services LLC Proposal to Install Bollards in the amount

of \$6,770.00: Mr. Barnett reviewed the proposal with the Board, indicating that they will accommodate a knock box, they are removable, and can be imbedded in concrete. Director Glass indicated he opposed the design and favors knock-down bollards.

The Board requested CLA follow up with Jay Fells of CDR Construction to identify other possible bollards for installation.

Updated Colorado Open Records Act Resolution and Policy:

Attorney James reviewed the resolution and policy with the Board. Following discussion, upon a motion duly made by Director Brown, seconded by Director Cook and, upon vote, unanimously carried, the Board approved the Updated Colorado open Records Act Resolution and Policy.

Metco Landscape Proposal for 2022 Annual Flower Installation

in the amount of \$5,822.00: Following review, upon a motion duly made by Director Glass, seconded by Director Cook and, upon vote, unanimously carried, the Board approved the Metco Landscape Proposal for 2022 Annual Flower Installation in the amount of \$5,822.00.

Metco Landscape Proposal for Mulching Trees in the amount of

\$7,850.00: Following review, upon a motion duly made by Director Glass, seconded by Director Cook and, upon vote, unanimously carried, the Board approved the Metco Landscape Proposal for Mulching Trees in the amount of \$7,850.00.

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Potential Disc Golf Course Planning: Director Cook reviewed the on-site meeting he had with the disc golf course designer and indicated his preference for Item No. 1 of the proposal. The Board discussed the proposal and determined to ask the designer to develop a phased approach to the course to begin with a 9-hole course and, if successful, move into a phase two with the second 9-holes. The Board further determined to keep the course away from the natural habitat and utilize the developed park land.

Upon a motion duly made by Director Cook, seconded by Director Glass and, upon vote, unanimously carried, the Board approved Item #2 pending it being broken down into two phases for the Board to choose elements to incorporate.

DIRECTOR MATTERS

Environmental Committee: Director Glass provided an update to the Board regarding the greenhouse, a request from Douglas County and Smooth Brome management. He also discussed replacing signage. The Board directed CLA to work with Directors Glass and Prysby to coordinate a signage replacement plan, including interpretive signage.

Additionally, Director Glass discussed changes to the landscape map. Following review and discussion, upon a motion duly made by Director Glass, seconded by Director Prysby and, upon vote, unanimously carried, the Board approved incorporating the changes into the landscape maintenance contract with Metco Landscape.

Additional Snow Removal Areas: The Board determined that Mr. Barnett will provide a map with the updates outlined in Director Glass's email included in the packet. Attorney James will weigh in on the changes from a legal perspective and Mr. Barr will create updated pricing.

Other: None.

MANAGER MATTERS

2022 Priority Project List: Ms. Jones reviewed the 2022 priority project list with the Board.

Potential Disc Golf Course Planning: This item was reviewed during Action Items.

Resident Request for Pickleball Court Improvement: This item was reviewed during Action Items.

Other: None.

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LEGAL MATTERS

Final Water Due Diligence Filing and Executive Session Pursuant to C.R.S. Section 24-6-402(4)(B) and for the Purpose of Receiving Legal Advice on Special Legal Questions, if requested: Attorney James explained the reason for having this item on the agenda. No action was taken.

Mulch Letter: Attorney James reviewed the letter from residents at 7240 Red Mesa Court with the Board. The Board provided Attorney James with items to include in the response letter.

Attorney James indicated that she had spoken with the school district council regarding the IGA for the greenhouse and she needs to review the school district's latest changes from their discussion. Director Glass indicated no need to fast track the conversation. Ms. James will provide an update at the April meeting.

Other: None.

ENGINEERING MATTERS

Phase 2 of Northside Spillway: Mr. Barnett noted he is in communication with Douglas County.

Landscape Maintenance Tract Map: Mr. Barnett outlined the two maps for discussion and indicated that, following review of the map and associated agreements by Attorney James and himself, there are some minor changes to be made that he will address.

Shoreline Stabilization: Mr. Barnett reviewed the project with the Board, including the installation and maintenance of the vegetation. Director Prysby suggested that 500 feet of shoreline be done in this phase.

Following discussion, upon a motion duly made by Director Prysby, seconded by Director Glass and, upon vote, unanimously carried, the Board approved Mr. Barnett to provide a proposal for the April meeting.

Other: None.

LANDSCAPING MATTERS

Other: None.

OTHER BUSINESS

Quorum for Aril 19, 2022 Regular Meeting: A quorum was confirmed for the April 19, 2022 Regular Meeting as well as the Special Board Meeting on March 22, 2022.

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ADJOURNMENT

There being no further business to come before the Board, upon a motion duly made by Director Prysby, seconded by Director Cook and, upon vote, unanimously carried, the Board adjourned the meeting at 9:33 p.m.

Respectfully submitted,

DocuSigned by:
By: Calvin Brown
Calvin Brown, President

Attest:

DocuSigned by:
By: Ed Wagner
Ed Wagner, Secretary