

RECORD OF PROCEEDINGS

MINUTES OF A SPECIAL MEETING
OF THE BOARD OF DIRECTORS OF THE
ROXBOROUGH VILLAGE METROPOLITAN DISTRICT
HELD
Tuesday, March 16, 2021

A special meeting of the Board of Directors of the Roxborough Village Metropolitan District (referred to hereafter as the “Board”) was convened on Tuesday, March 16, 2021 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
Ephram Glass
Garry Cook

Also in Attendance were:

Anna Jones, Nic Carlson, Joyce Stiles; CliftonLarsonAllen LLP (CLA)
Katie James, Esq.; Folkestad Fazekas Barrick & Patoile, P.C.
Bill Barr; Metco Landscaping
Scott Barnett; Mulhern MRE, Inc.
Ben Kelly; Strategic Communications Consultant
Kimberly Armitage; Evolution builders
Todd Wenskoski; Livable Cities Studios
Jeff & Amy Boyce; Residents at 7412 Eagle Rock Drive
Travis Jenson; Resident at 4734 Eagle Rock Drive

CALL TO ORDER

The meeting was called to order at 6:01 p.m.

DECLARATION OF
QUORUM/DIRECTOR
QUALIFICATIONS/
DISCLOSURE MATTERS

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

APPROVE AGENDA

The Board discussed amending the agenda to move the encroachment issue discussion so that residents attending the meeting could participate in the conversation. Upon a motion duly made by Director Brown, seconded by Director Prysby and, upon vote, unanimously carried, the Board approved the Agenda as amended.

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PUBLIC COMMENT and/or
GUESTS

Residents who received letters regarding encroachments onto District property spoke to the Board about their concerns to remediate the encroachments. Following discussion, the Board requested Mr. Barr bring proposals for consideration at the April 20, 2021 Board meeting.

CONSENT AGENDA

February 16, 2021 Special Meeting Minutes:

Cash Position and Property Tax Schedule for January:

Current Claims, Approve Transfer of Funds, Ratify Payment of Autopay Claims and Ratify Approval of Previous Claims:

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

FINANCIAL MATTERS

Other: None.

DIRECTOR MATTERS

Environmental Committee: Director Glass reviewed the Environmental Committee report with the Board. Director Glass and Mr. Barnett will discuss water levels in Crystal Lake with Roxborough Water and Sanitation District. Director Glass noted the bird houses need maintenance and the Environmental Committee would like to assume those responsibilities.

Open Space Management Map from Ark Ecological Services: The Environmental Committee recommended Smooth Brome reduction by mowing once annually. Mr. Barr will bring a proposal to the April 20, 2021 Board meeting regarding such. Director Glass will contact Ark Ecological to obtain a proposal to mitigate the Smooth Brome.

Waterton Tree Concepts: Director Glass reviewed the packet enclosures. Mr. Barr will provide a proposal for the tree plantings at the April 20, 2021 Board meeting. Mr. Barnett indicated the suggested planting areas may be in Douglas County right-of-way.

Greenhouse Process and Next Steps: Director Glass provided an update to the Board regarding the status of the project. Attorney James recommended a general contractor be retained to build the greenhouse prior to moving the project ahead. Ms. Jones will look for a contractor to lead the project. Director Glass will discuss the option of the

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school district leading the greenhouse construction and the District funding the project.

Community Celebrations:

Summer Party: Director Brown and Ms. Jones discussed the idea of launching an educational effort regarding the potential Rec Center TABOR vote with the community. Mr. Carlson will begin preparations.

Fall Festival: Director Brown discussed the possibility of planning a Fall Festival for the Community. He noted it may be in partnership with the Roxborough Music Festival.

Other: None.

MANAGER MATTERS

Master Plan:

Feasibility Study Follow-Up: Ms. Armitage provided an update to the Board.

Communications Follow-Up by Ben Kelly: Mr. Kelly provided an update to the Board regarding the task force process. The Board requested a Special meeting so they could review conceptual design ideas created so far. The Special meeting to review will be set in early April.

Spillway Follow-Up:

Spillway Schedule, Douglas County Follow-Up and Budget:

Mr. Barnett provided an update to the Board indicating the drawing his team submitted have been approved by Douglas County and he is beginning to work with the Contractors to get the project underway.

New Playground Design: Mr. Wenskoski provided a report to the Board regarding the latest design concepts. Ms. James indicated she has been in touch with Xcel regarding potential easements and discussed the impact they may have on the project and location.

Other: None.

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

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of Receiving Legal Advice on Special Legal Questions, if requested: No action taken.

Emergency Disaster Declaration: Upon a motion duly made by Director Prysby, seconded by Director Wagner and, upon vote, unanimously carried, the Board ratified the Continuation of the Emergency Disaster Declaration.

Water Line Project for Roxborough Water and Sanitation District (RWSD): Attorney James provided an update to the Board noting that the hard winter ground is preventing any progress.

Chatfield Farms Inclusion and Reimbursement Agreement: Attorney James provided the Board with the history of Chatfield Farms Inclusion via separate email and asked the Board to review the information and let her know of any specific questions, individually.

Encroachment Updates: This item was discussed earlier in the meeting for the properties located along Eagle Rock Drive. Other encroachment letters are being sent this week to property owners located at 6728 Old Ranch Trail, 7595 Jared Way and 7573 Jared Way.

Financial Advisor and Bond Counsel for Possible TABOR Vote: Attorney James and Ms. Jones provided the Board with a report regarding the Financial Advisor role. The Board requested Attorney James and Ms. Jones invite two financial advisors to interview at the April Special Board meeting.

Other: None.

ENGINEERING MATTERS

Resident Landscaping in District Right of Way: Per the amendment to Agenda at the start of the meeting, this item was discussed and noted under Public Comment.

RWSD Sanitary Sewer Repair Within RVMD Property: No update was provided.

Aqua Sierra Regarding Stocking Carp: Director Glass, Director Prysby and Mr. Barnett will meet with Aqua Sierra to discuss the Board's concerns and provide a report to the full Board at the April 20, 2021 Board meeting.

Mapping Update on the Hogback Open Space: Mr. Barnett and Director Glass provided an update on mapping efforts, field

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reconnaissance and efforts to create a mapped trail to the hogback.

Other: None.

LANDSCAPING MATTERS

Bailey Tree Update: The Board reviewed the update provided by Bailey Tree.

Metco Landscape Report: The Board reviewed the update provided by Metco Landscape.

Review and Consider Approval of Proposals:

Proposal to Clean Up Debris: No action was taken.

Proposal to Oversee Ballfield: Upon a motion duly made by Director Prysby, seconded by Director Glass and, upon vote, unanimously carried, the Board approved the proposal to oversee the ballfield.

Proposal for Annual Flower Installation: Upon a motion, second and upon vote, unanimously carried, the Board approved the annual flower installation.

Other: None.

OTHER BUSINESS

Quorum for April 20, 2021 Special Meeting via ZOOM: A quorum was confirmed.

ADJOURNMENT

Upon a motion duly made by Director Prysby, seconded by Director Glass and, upon vote, unanimously carried, the Board adjourned the meeting at 8:38 p.m.

Respectfully submitted,

By: Calvin Brown
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Calvin Brown, President

Attest:

By: Ed Wagner
7D9BACB4D52C4E3...
Ed Wagner, Secretary

Certificate Of Completion

Envelope Id: 571CB202EBA04C73A8CC209871CFF1EA	Status: Completed
Subject: Please DocuSign: RVMD - Minutes 03-16-2021.pdf	
Client Name: Roxborough Village Metro District	
Client Number: 011-070155	
Source Envelope:	
Document Pages: 5	Signatures: 2
Certificate Pages: 5	Initials: 0
AutoNav: Enabled	Envelope Originator:
Envelopeld Stamping: Enabled	Natalie Herschberg
Time Zone: (UTC-06:00) Central Time (US & Canada)	220 South 6th Street
	Suite 300
	Minneapolis, MN 55402
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Calvin Brown
 cbrown8556@hotmail.com
 Board President
 Security Level: Email, Account Authentication (None)

Signature

DocuSigned by:

 581B98172FCC405...
 Signature Adoption: Pre-selected Style
 Using IP Address: 173.160.43.50

Timestamp

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 Viewed: 4/23/2021 4:36:26 PM
 Signed: 4/23/2021 4:37:45 PM

Electronic Record and Signature Disclosure:
 Accepted: 4/23/2021 4:36:26 PM
 ID: 432109d6-9956-4d85-b03b-9eea5e6baf1f

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

DocuSigned by:

 7D9BACB4D52C4E3...
 Signature Adoption: Pre-selected Style
 Using IP Address: 73.153.231.234

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 Signed: 4/24/2021 3:52:48 PM

Electronic Record and Signature Disclosure:
 Accepted: 4/24/2021 3:52:43 PM
 ID: 3dfc5304-8dfc-4083-882a-b972472f2c7f

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

Envelope Summary Events	Status	Timestamps
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Certified Delivered	Security Checked	4/24/2021 3:52:43 PM
Signing Complete	Security Checked	4/24/2021 3:52:48 PM
Completed	Security Checked	4/24/2021 3:52:48 PM

Payment Events	Status	Timestamps
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