

RECORD OF PROCEEDINGS

MINUTES OF A SPECIAL MEETING
OF THE BOARD OF DIRECTORS OF THE
ROXBOROUGH VILLAGE METROPOLITAN DISTRICT
HELD
Tuesday, June 15, 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, June 15, 2021 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
Ed Wagner, Secretary
Garry Cook, Assistant Secretary

Also in Attendance were:

Anna Jones, Nic Carlson, Gina Karapetyan & Joyce Stiles;
CliftonLarsonAllen LLP (“CLA”)
Katie James, Esq.; Folkestad Fazekas Barrick & Patoile, P.C.
Scott Barnett;
Bill Barr; Metco Landscaping
Kimberly Armitage; Evolution Builders
Todd Wenskoski; Livable Cities Studio
Jason Simmons; Hilltop Financial Advisors
Bob Pasicznyuk; Douglas County Libraries
Barbara Biggs; Roxborough Water and Sanitation District
Tiffany Leichman; Sherman & Howard LLC
Kim Crawford; Butler Snow
Mark & Marcy Rubic; Residents at 7735 Verandah Court
Gloria Gearhart; Resident at 7392 Eagle Rock Drive
Travis Jensen; Resident at 7434 Eagle Rock Drive
Greg Clemens; Resident at 10470 Stable Lane
Joanna Waldenmyer; Resident at 8106 Eagleview Drive
Lois Bill; Resident at 7633 Rampart Way
Matthew Hart; Resident at 7783 Verandah Court
Robert Hampton; Resident at 10163 Westside Circle
Steve Hibbard; Resident at 9666 Fox Den Drive
Hannah Snyder; Resident

CALL TO ORDER

The meeting was called to order at 6:03 p.m.

RECORD OF PROCEEDINGS

DECLARATION OF
QUORUM/DIRECTOR
QUALIFICATIONS/
DISCLOSURE MATTERS

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

APPROVE AGENDA

Ms. Jones reviewed the agenda and requested the following amendments: include bond counsel presentation and interviews, include a presentation by Douglas County Libraries with Bob Pasicznyuk, include a presentation by the public affected by District landscaping encroachment and the review and consideration of Patriot Pest contract with the Environmental Committee. Following discussion, upon a motion duly made by Director Prysby, seconded by Director Glass and, upon vote, unanimously carried, the Board approved the agenda, as amended.

Presentation of Bond Counsel: Ms. James introduced Anastasia Khokhrayakova from Ballard Spahr to the Board. Ms. Khokhrayakova was unable to join the meeting, so Ms. James reviewed her resume and professional background with the Board.

Ms. James presented Tiffany Leichman from Sherman Howard to the Board. Ms. Leichman introduced herself and gave a brief overview of her professional background and experience as well as a history of her firm.

Ms. James presented Kim Crawford from Butler Snow. Ms. Crawford attended the Board meeting last week but returned to answer any question the Board may have.

Following discussion, upon a motion duly made by Director Wagner, seconded by Director Brown and, upon vote, unanimously carried, the Board selected to engage Kim Crawford with Butler Snow as Bond Counsel.

Douglas County Libraries Presentation: Bob Pasicznyuk, Executive Director of Douglas County Libraries, presented to the Board some potential opportunities for the Douglas County Library and the recreation center, if it were placed on the ballot and if it were approved by voters in November. Mr. Pasicznyuk answered questions the Board had. Following discussion, upon a motion duly made by Director Wagner, seconded by Director Glass and, upon vote, unanimously carried, the Board authorized staff to continue exploring a potential partnership with Douglas County Libraries.

RECORD OF PROCEEDINGS

PUBLIC COMMENT and/or
GUESTS

Travis Jensen, resident, addressed the Board regarding landscaping encroachment improvements and expressed his preference for a hardscaped theme. Upon a motion duly made by Director Cook, seconded by Director Glass and, upon vote, majority carried, the Board tabled all improvement options until staff discusses further with landscapers. It was noted that Director Prysby abstained from the vote. CLA will schedule a landscaping meeting in the coming weeks.

Gloria Gearhart, resident, expressed her disapproval of the recreation center. Ms. Gearhart expressed concern for dead wood throughout the District, poor turf conditions, and concrete in need of repair.

Mark Rubic, resident, expressed his dissatisfaction with the recreation center planning process and indicated that he was offended by Board members' use of the term "nay sayers" in reference to general public who are not in favor of potentially building a recreation center. Mr. Rubic is concerned that the Board is not able to respond to all questions at every meeting and believes all Board members should resign immediately.

Marcy Rubic, resident, expressed concern regarding the proposed playground across Rampart Range Road from Community Park, originally budgeted for \$350,000. Ms. Rubic said she was concerned that traffic and power lines could cause safety issues.

Mr. Jensen expressed concern that the recreation center might adversely affect property values in the District. He clarified that he is not supportive of the proposed recreation center.

Robert Hampton, resident, noted that he has been looking forward to a reduction in property taxes with the retirement bonds at the end of the year.

CONSENT AGENDA

May 18, 2021 and May 24, 2021 Special Meeting Minutes:

Cash Position and Property Tax Schedule for April:

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

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

RECORD OF PROCEEDINGS

FINANCIAL MATTERS

Draft 2020 Audit: Ms. Stiles reviewed the draft 2020 audit with the Board. Following discussion, upon a motion duly made by Director Prysby, seconded by Director Wagner and, upon vote, unanimously carried, the Board approved the draft 2020 audit, subject to final review by the District Accountant and Legal Counsel.

Other: None.

DIRECTOR MATTERS

Environmental Committee: The Board reviewed the Environmental Committee's monthly report included in the packet.

Director Glass reported that he sent a letter to Arrowhead Shores HOA Manager soliciting feedback from residents adjacent to the location where trees are proposed to be installed.

Director Glass noted that the Smooth Brome has been mowed. Ray Sperger with Ark Ecological Services will perform select herbicide treatments.

Director Glass discussed changes in the District's contract with Patriot Pest noting that only BTI will be used moving forward. Following discussion, upon a motion duly made by Director Prysby, seconded by Director Glass and, upon vote, unanimously carried, the Board accepted the changes and drop in price reflecting such to the Patriot Pest contract.

Aqua Sierra Update: No update was provided.

Greenhouse Process and Next Steps:

Anticipated Overall Project Budget (2021 Budgeted Amount for \$30,000): Director Glass updated the Board on available greenhouse options noting that the foundation will be cement and Director Glass will coordinate the permitting with Douglas County as well as solicit proposal from contractors. Following discussion, upon a motion duly made by Director Wagner, seconded by Director Brown and, upon vote, unanimously carried, the Board approved the greenhouse project in an amount not to exceed \$40,000.

Chavez Services Proposal for Greenhouse Foundation in the amount of \$11,930: Following discussion, upon a motion duly made by Director

RECORD OF PROCEEDINGS

Prysby, seconded by Director Glass and, upon vote, unanimously carried, the Board approved the Chavez Services proposal for the greenhouse foundation in the amount of \$11,930.

Greenhouse Water Meter Installation: This item was not discussed.

Community Celebrations:

Partnership with Roxborough Music Festival: No update was provided.

In Person Meetings: Director Brown reviewed the location for future Board meetings, proposing a hybrid meeting schedule so that quarterly meetings be held in person and the other meetings be held virtually. Following discussion, upon a motion duly made by Director Cook, seconded by Director Wagner and, upon vote, unanimously carried, the Board approved meeting in person in August 2021 and September 2021 as well as March, June, September and December of 2022 and otherwise virtually.

Other: None.

BAILEY TREE UPDATE

Proposal to Mitigate Road Salt Damage: Upon a motion duly made by Director Prysby, seconded by Director Glass and, upon vote, unanimously carried, the Board tabled this proposal.

Proposal to Remove Cottonwood Tree: Upon a motion duly made by Director Prysby, seconded by Director Glass and, upon vote, unanimously carried, the Board tabled this proposal.

MANAGER MATTERS

Master Plan Feasibility Study Follow-Up: This is addressed below.

Special Meeting Follow-Up: This item was not discussed.

Design Updates / Follow-Up: This item was not discussed.

Communications Schedule, Feasibility Study Follow-Up: Ms. Jones provided an update to the Board regarding upcoming community outreach events on June 26th, July 10th and July 15th.

District Resident Use of Foothills Parks and Recreation Facilities: Ms. Armitage reviewed District resident use at Foothills, noting that approximately 20% of District

RECORD OF PROCEEDINGS

households routinely use Foothills Parks and Recreation Facilities. Ms. Armitage answered questions from the Board.

Restrooms: Mr. Carlson provided an update to the Board noting that the restrooms in Community Park are open, functional and clean, following a quick repair.

Master Plan Spillway Design Updates, Douglas County Follow-Up/Next Steps and Final Budget: Mr. Barnett provided an update to the Board regarding the water levels below.

Status and Water Levels: Mr. Barnett reported that the spillway is still full, preventing concrete and cement work until it can be drained.

New Playground Design: Mr. Wenskoski reviewed the updated playground design with the Board and will provide additional updates at the July Board meeting. Following discussion, upon a motion duly made by Director Brown, seconded by Director Cook and, upon vote, majority carried, the Board approved Mr. Wenskoski to contact Xcel regarding approval of use within the Xcel easement and begin work on technical drawings. It was noted that Director Glass abstained.

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 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 Glass and, upon vote, unanimously carried, the Board ratified the Continuation of the Emergency Disaster Declaration.

Other: None.

ENGINEERING MATTERS

Proposal for New Fence Installation: Following review, the Board requested Mr. Barnett have Jay Fells revise the proposal and bring the updated proposal to the July Board meeting.

Rampart Range Road Median Work by Sterling Ranch: Mr. Barnett provided an update to the Board. He and Director Prysby will meet on-site to review.

RECORD OF PROCEEDINGS

Staging Area for Roxborough Water and Sanitation District Water Transmission Line Replacement: Mr. Barnett and Mr. Barr reviewed the staging area. Barbara Biggs, Executive Director of Roxborough Water and Sanitation District added additional comments. Following discussion, upon a motion duly made by Director Wagner, seconded by Director Glass and, upon vote, unanimously carried, the Board accepted the proposed staging area for the upcoming water transmission line replacement.

Dugout: Mr. Barnett provided an update to the Board, noting that the dugouts have been completed and that the contractor incurred additional expenses in completion. Following discussion, upon a motion duly made by Director Wagner, seconded by Director Cook and, upon vote, unanimously carried, the Board approved the payment of the additional expenses in the amount of \$750.

The Board discussed a request to name the dugout and noted the District has a memorial policy for trees and benches only. The Board discussed that a ceremony honoring the person or people by the public would be acceptable, however.

Other: None.

LANDSCAPING MATTERS

Metco Landscape Report: Mr. Barr reviewed the update provided by Metco Landscape with the Board.

Imperial Park Turf Restoration: This was discussed under Engineering Matters.

Review and Consider Approval of Proposals:

Reparations to Resident Landscaping in District Right of Way: Discussion regarding this proposal was previously noted under Public Comment.

Other: None.

OTHER BUSINESS

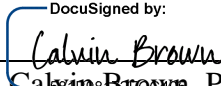
Quorum for July 20, 2021 Special Meeting via Zoom: A quorum was confirmed.



ADJOURNMENT

Upon a motion duly made by Director Prysby, seconded by Director Wagner and, upon vote, unanimously carried, the Board adjourned the meeting at 10:15 p.m.

RECORD OF PROCEEDINGS

Respectfully submitted,

By:  _____
Calvin Brown, President

Attest:  _____
By:  _____
Ed Wagner, Secretary