

RECORD OF PROCEEDINGS

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MINUTES OF A SPECIAL MEETING  
OF THE BOARD OF DIRECTORS OF THE  
ROXBOROUGH VILLAGE METROPOLITAN DISTRICT  
HELD  
THURSDAY, AUGUST 17, 2022

A special meeting of the Board of Directors of the Roxborough Village Metropolitan District (referred to hereafter as the “Board”) was convened on Tuesday, August 17, 2022 at 6:00 p.m. via Zoom. The meeting was open to the public.

**ATTENDANCE**

**In Attendance were Directors:**

Mat Hart, President  
Ephram Glass, Vice President  
Mark Rubic, Treasurer  
Travis Jensen, Secretary

Calvin Brown was absent and excused.

**Also in Attendance were:**

Katie James, Esq.; Folkestad Fazekas Barrick & Patoile, P.C. and  
Debbie Prysby, resident at 7722 Kyle Way, Littleton, Co 80125

**ADMINISTRATIVE  
MATTERS**

**Call to Order:** The meeting was called to order at 6:04 p.m by  
Director Glass.

**Quorum, Director Qualifications, Disclosure Matters:** A quorum  
was declared present by Director Glass. No new conflicts were  
disclosed.

**Agenda:** Attorney James reviewed the Agenda with the Board.  
Following discussion, upon a motion duly made by Director Jensen,  
seconded by Director Rubic and, upon vote, unanimously carried, the  
Board approved the agenda, as presented, and excused the absence of  
Director Brown.

**Public Comment and/or Guests:** There were no members of the  
pubic in attendance until Debbie Prysby joined late and she did not  
have public comment.

**DISCUSS PROPOSALS  
RECEIVED AND  
DETERMINE COURSE  
OF ACTION**

**Management Services, Accounting Services, Payroll Services and  
Engineering Services:** The Board received proposals for 3 firms to  
do management only and 2 firms that did management and  
accounting, and 1 firm that did only accounting discussed the  
proposals received for these services in depth.

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The Board determined to interview Cherry Creek HOA Professionals, Community Resource Services of Colorado, LLC and Special District Management Services, Inc. for management services.

The Board determined to interview Gemsbok Consulting, Inc., Community Resource Services of Colorado, LLC and Special District Management Services, Inc. for accounting and payroll services.

These interviews will take place at the special Board meeting on August 23, 2022.

**ANY BUSINESS**  
**CONTINUED FROM**  
**AUGUST 16, 2022**  
**REGULAR MEETING**

Following discussion, the Board determined to engage Dino Ross with Ireland Stapleton Pryor & Pascoe, PC per his follow up offer to have an associate to attend regular Board meetings starting in November, with him attending other special Board meetings, and have Attorney James transition to the same.

Following discussion, the Board determined to hire Attorney James with Folkestad Fazekas Barrick & Patoile, P.C. to help transition from September through November or December with the last month up to Attorney Ross, as needed and for Attorney James to attend only the regular Board meetings in September, October and November.

The Board requested follow up information about Patriot Pest's new scope of work, the services provided by Game Set Match, and the status of pickleball court striping.

The Board directed CLA to follow up with Keesen regarding their proposal for the swale enhancement to remove sales tax.

Following discussion, upon a motion duly made by Director Jensen, seconded by Director Rubic, and upon vote unanimously carried, the Board determined not to pay Scott Snow for the disc golf services provided.

The Board discussed their donation to the Roxborough One festival and permitted them to use the District posts for signage, if needed.

**OTHER BUSINESS**

Ms. James reviewed the 16B HOA request for the District to take over maintenance of several Tracts. She reviewed the history and previous discussions with a previous Board and the HOA and also reviewed Mr. Barnett's input on the condition of the Tracts. The Board determined to only accept Tract C for maintenance at this time. The Board might consider taking over Tract E in the future and might consider charging a fee from the HOA for it.

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The Board discussed the hogback work with the dead tree removal and the proposal from Bailey Tree to remove it. The Board determined that it wanted to get a quote from both Brightview and Bailey Tree for just removing the top of the tree branches that overhang the trail.

The Board discussed revising the snow removal map when hiring a new contractor and creating the RFP.

The Board discussed with Ms. James her draft of a conflict disclosure form. Director Rubic has revised her proposed form into a question and answer format. Ms. James will review his suggestions and will revise her draft as may be appropriate.

**ADJOURNMENT**

There being no further business to come before the Board, upon a motion duly made by Director Glass, seconded by Director Jensen and, upon vote, unanimously carried, the Board adjourned the meeting at 8:20 p.m.

Respectfully submitted,

By: \_\_\_\_\_  
Mat Hart, President

Attest:

By: \_\_\_\_\_  
Travis Jensen, Secretary