

ROXBOROUGH VILLAGE METROPOLITAN DISTRICT

8390 E. Crescent Pkwy, Suite 300
Greenwood Village, CO 80111
303-779-5710

SPECIAL BOARD MEETING AGENDA

DATE: January 19, 2021
TIME: 6:00 p.m.
LOCATION: Given current events and current advice and directives from local, state and federal jurisdictions related to COVID-19, this meeting is being held by teleconference and virtual meeting only.

Board members, consultants and members of the public may participate by teleconference or by computer/tablet by utilizing the following information:

- ACCESS:**
1. To attend via Zoom Videoconference, use the link: URL:
<https://us02web.zoom.us/j/84178120910?pwd=OWhoVURSODNhRFZiL21DTWlrKzB2UT09>
 2. To attend via telephone, dial 346-248-7799 and enter the following additional information:
 - a. Meeting ID: 841 7812 0910
 - b. Passcode: 379047

<u>Board of Directors</u>	<u>Office</u>	<u>Term Expires</u>
Calvin Brown	President	May, 2023
Debra Prysby	Vice President	May, 2022
Ephram Glass	Treasurer	May, 2023
Edward Wagner	Secretary	May, 2022
Garry Cook	Assistant Secretary	May, 2022

I. CALL TO ORDER

II. DECLARATION OF QUORUM/DIRECTOR QUALIFICATIONS/DISCLOSURE MATTERS

III. APPROVE AGENDA

IV. PUBLIC COMMENT and/or GUESTS

Members of the public may express their views to the Board on matters that affect the District. Comments will be limited to three (3) minutes. Please sign in.

V. CONSENT AGENDA (5 MINUTES)

(Note: All items listed under the Consent Agenda are considered to be routine and will be enacted by one motion and vote. There will be no separate discussion of these items unless a Board member or a member of the audience so requests.)

- A. Consider Approval of the December 15, 2020 Special Meeting Minutes (enclosed)
 - B. Review and Accept the Cash Position and Property Tax Schedule for November (enclosed)
 - C. Review and Consider Approval of Current Claims, Approve Transfer of Funds, and Ratify Payment of Autopay Claims and Ratify Approval of Previous Claims (enclosed)
-
-

VI. FINANCIAL ITEMS

- A. Other
-
-

DISCUSSION AGENDA

VII. DIRECTOR ITEMS (10 minutes)

- A. Environmental Committee Update (enclosed)
-
-

- B. Other
-
-

VIII. MANAGER MATTERS (30 MINUTES)

Master Plan

- A. Feasibility Follow-Up

- i. Feasibility Study Follow-Up (Kim, Rick)
-
-

- ii. Communications Update (Ben, enclosed)
-
-

- B. Spillway Follow-Up

- i. Spillway Design Updates, Douglas County Follow Up/Next Steps and Final Budget (Scott)
-
-

- C. Update on New Playground Design (Todd)

- D. Other

IX. LEGAL MATTERS (10 MINUTES)

- A. 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
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- B. Update on Emergency Disaster Declaration

- C. Drone Use and Rules and Regulations

- D. Update on Water Line Project for Roxborough Water and Sanitation District

E. Update Other Encroachment Issues

- i. Staircase
- ii. Pebble Path (enclosed)
- iii. Other

F. Update on Arrowhead Shores HOA Dispute with Developer over Access Easement to Crystal Lake Park Area

G. Open Space Request from Chatfield Farms 1A HOA (enclosed)

H. Ratify Approval of Roxborough Water and Sanitation District Request to Access Easement for Sewer Repairs (enclosed)

I. Review and Consider Approval of Ark Ecological Services Proposal for 2021 Open Space Management (enclosed)

J. Review and Consider Approval of Resolution Designating Location for Posting of 24-Hour Notice for Year 2021 (enclosed)

K. Other

X. ENGINEERING MATTERS (10 MINUTES) (enclosed)

A. Update on Little Willow Creek Handrail (enclosure)

B. Update on Imperial Park Use and New Fence Installation

C. Other

XI. LANDSCAPING MATTERS (10 MINUTES)

A. Bailey Tree Update via Written Enclosure (enclosed)

B. Metco Landscape Report (enclosed)

C. Review and Consider Approval of Proposals

i. Other

D. Other

XII. OTHER BUSINESS (5 MINUTES)

A. Confirm Quorum for February 16, 2021 Special Meeting via Zoom.

XIII. ADJOURNMENT

RECORD OF PROCEEDINGS

MINUTES OF A SPECIAL MEETING
OF THE BOARD OF DIRECTORS OF THE
ROXBOROUGH VILLAGE METROPOLITAN DISTRICT

HELD

Tuesday, December 15, 2020

A special meeting of the Board of Directors of the Roxborough Village Metropolitan District (referred to hereafter as the “Board”) was convened on Tuesday, December 15, 2020 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; CliftonLarsonAllen LLP (CLA)
Katie James, Esq.; Folkestad Fazekas Barrick & Patoile, P.C.
Judy McNew; Metco Landscaping
Todd Wenskoski; Livable Cities Studio
Scott Barnett; Mulhern MRE, Inc.
Ben Kelly; Strategic Communications Consultant
Haylee Cornett; Resident

CALL TO ORDER

The meeting was called to order at 6:04 p.m.

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

Director Brown declared a quorum was present. No new conflicts were disclosed.

APPROVE AGENDA

Upon a motion duly made by Director Prysby, seconded by Director Wagner, and upon vote unanimously carried, the Board approved the Agenda as amended.

**PUBLIC COMMENT and/or
GUESTS**

There was no public comment.

CONSENT AGENDA

- A. Consider Approval of the November 17, 2020 Special Meeting Minutes

RECORD OF PROCEEDINGS

- B. Review and Accept the Cash Position and Property Tax Schedule for October
- C. Review and Consider Approval of Current Claims, Approve Transfer of Funds, Ratify Payment of Autopay Claims and Ratify Approval of Previous Claims
- D. Insurance Renewals and Dugout Inclusion in the amount of \$10,036

Upon a motion duly made by Director Prysby, seconded by Director Cook, and upon vote unanimously carried, the Board approved the Consent Agenda, as presented.

FINANCIAL ITEMS

- A. Other – None.

DISCUSSION AGENDA

DIRECTOR ITEMS

- A. Environmental Committee Update

Directors Glass and Prysby provided an update according to the report enclosed in the packet and the activities of the Committee since the previous Board meeting. Following discussion, the Board determined to arrange a meeting with Douglas County to review the Willow Creek Crossing designs. Mr. Barnett will arrange the site visit with the County and the Environmental Committee.

Director Glass will work with Mr. Barnett to develop maps of the District boundaries in order to enhance the Environmental Committee's efforts. Director Glass noted there are several encroachments that need addressing. CLA will communicate with the necessary property owners.

- B. Other – None.

MANAGER MATTERS

Master Plan

- A. Feasibility Follow-Up
 - i. Feasibility Study Follow-Up

Ms. Jones provided an update on the feasibility study.

- ii. Communications Follow-Up by Ben Kelly

Mr. Kelly provided an update on the Rec Center Task Force, noting that the Task Force participants had been selected and their participation has been confirmed.

RECORD OF PROCEEDINGS

B. Spillway Follow-Up

i. Spillway Schedule, Douglas County Follow-Up and Budget

Mr. Barnett provided an update to the Board regarding the design work.

C. Update on New Playground Design

Mr. Wenskoski provided an update on the new playground design. The Board requested a special meeting to discuss the playground design prior to the next Board meeting in January.

D. Other - None

LEGAL MATTERS

A. Update Regarding 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.

B. Update on Emergency Disaster Declaration

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

C. Review and Consider Approval of Resolution No. 2020-12-01, Approving Renewal of Management Services with CliftonLarsonAllen LLP

Upon a motion duly made by Director Prysby, seconded by Director Wagner and, upon vote unanimously carried, the Board approved Resolution No. 2020-12-01, renewing Management Services with CliftonLarsonAllen LLP with the revision of expense amount under manager authorization to \$1,000.00.

D. Review and Approve Continuation of Accounting Services with CliftonLarsonAllen LLP

Upon a motion duly made by Director Prysby, seconded by Director Wagner and, upon vote unanimously carried, the Board approved the continuation of Accounting Services with CliftonLarsonAllen LLP.

RECORD OF PROCEEDINGS

- E. Review and Consider Approval of Resolution No. 2020-12-02, Approving 2021 Landscape Maintenance Services Agreement with Metco Landscape, LLC

Following discussion, upon a motion duly made by Director Glass, seconded by Director Prysby and, upon vote unanimously carried, the Board approved Resolution 2020-12-02, Approving 2021 Landscape Maintenance Services Agreement with Metco Landscape, LLC with the agreed upon updated rate schedule (updated pursuant to discussion from the November meeting).

- F. Review and Consider Approval of Resolution No. 2020-12-03, Approving 2021 Snow Removal Services Agreement with Metco Landscape, LLC

Following discussion, upon a motion duly made by Director Glass, seconded by Director Prysby and, upon vote unanimously carried, the Board approved Resolution 2020-12-03, Approving 2021 Snow Removal Services Agreement with Metco Landscape, LLC, with updated rate schedule.

- G. Review and Consider Approval of Resolution No. 2020-12-04 Approving Services with Mulhern MRE

Upon a motion duly made by Director Glass, seconded by Director Brown and, upon vote unanimously carried, the Board approved Resolution No. 2020-12-04, approving services with Mulhern MRE.

- H. Review and Approve Services Agreement with Bailey Tree Trimming

Upon a motion duly made by Director Glass, seconded by Director Prysby and, upon vote unanimously carried, the Board approved the 2021 Services Agreement with Bailey Tree Trimming.

- I. Update on Imperial Park Use and New Fence Installation

The Board discussed the new fence installation. Jay Fells' photos and concerns were presented. Mr. Barnett will meet on site with the Environmental Committee to discuss further. Mr. Barnett will coordinate with Mr. Fells to call in 811 locates.

RECORD OF PROCEEDINGS

J. Update on Drone Use

Ms. James reviewed the memo included in the packet. Following discussion, upon a motion duly made by Director Brown, seconded by Director Glass and, upon a vote in which all other Board members opposed, the motion did not carry. Current regulations remain in place. Ms. James will draft additional language for the Board to consider at the next Board meeting.

K. Update on Water Line Project for Roxborough Water and Sanitation District

Ms. James provided an update to the Board, noting she had approved the License Agreement for the initial post holding and was waiting for confirmation on the correct License Exhibit in order to finalize.

L. Update on Other Encroachment Issues

Ms. James sent a letter to the “pebble path” residence. Ms James will also follow up with the owners of 7573 Jared Way to find out progress or plans depending on return from military duty.

M. Other – None.

ENGINEERING MATTERS

A. Update on Little Willow Creek Handrail

This item was discussed earlier in the meeting and is noted under the Environmental Committee update.

B. Other

Mr. Barnett reviewed the Sterling Ranch Development and associate traffic circulation issues.

LANDSCAPING MATTERS

A. Bailey Tree Update via Written Enclosure

No verbal update was provided.

B. Metco Landscape Report

Ms. McNew reviewed the Metco Landscape Report.

RECORD OF PROCEEDINGS

C. Review and Consider Approval of Proposals

i. Proposal to Install Controllers

Ms. McNew reviewed the proposal to install controllers in the amount of \$84,280. Director Cook asked about the effectiveness of the controllers are to be quantified and requested annual reporting on such. Following discussion, upon a motion duly made by Director Glass, seconded by Director Wagner and, upon vote unanimously carried, the Board approved the proposal to install controllers in the amount of \$84,280.

Other – None.

OTHER BUSINESS

A. Confirm Quorum for January 19, 2021 Special Meeting via ZOOM

A quorum was confirmed.

ADJOURNMENT

The Board adjourned the meeting at 8:34 p.m.

Respectfully submitted,

By: _____
Calvin Brown, President

Attest:

By: _____
Ed Wagner, Secretary

ROXBOROUGH VILLAGE METROPOLITAN DISTRICT
Schedule of Cash Position
September 30, 2020
Updated as of January 9, 2021

	General Fund	Debt Service Fund	Capital Projects Fund	Total
<u>FirstBank - Checking Account</u>				
Balance as of 09/30/20	\$ 52,138.60	\$ -	\$ -	\$ 52,138.60
Subsequent activities:				
10/14/20 - Transfer from Colotrust	105,044.50	300.00	25,655.50	131,000.00
10/19/20 - Bill.com Payment	(102,376.19)	-	(25,655.50)	(128,031.69)
10/22/20 - IREA September	(1,657.38)	-	-	(1,657.38)
10/22/20 - ADP Payroll/taxes- October meeting	(430.60)	-	-	(430.60)
10/27/20 - Wire to Mail Masters, invoice # 57496	(1,669.86)	-	-	(1,669.86)
10/27/20 - Xcel Energy September	(20.63)	-	-	(20.63)
10/29/20 - ADP Payroll/taxes - Budget meeting	(538.25)	-	-	(538.25)
11/12/20 - Bill.com Payment	-	(300.00)	-	(300.00)
11/13/20 - Roxborough water payment- August	(16,496.34)	-	-	(16,496.34)
11/19/20 - ADP Payroll/taxes - November meeting	(538.25)	-	-	(538.25)
11/24/20 - IREA October	(1,517.50)	-	-	(1,517.50)
11/25/20 - Transfer from Colotrust	145,740.24	-	21,259.76	167,000.00
11/27/20 - Bill.com Payment	(126,032.53)	-	(21,259.76)	(147,292.29)
11/30/20 - Xcel Energy October	(21.03)	-	-	(21.03)
12/01/20 - Roxborough water payment- Aug, Sept	(19,257.92)	-	-	(19,257.92)
12/17/20 - Roxborough water payment Oct	(11,719.71)	-	-	(11,719.71)
12/21/20 - ADP Payroll/taxes - December	(538.25)	-	-	(538.25)
12/21/20 - Transfer from Colotrust	91,485.00	-	8,515.00	100,000.00
12/22/20 - IREA November	(839.76)	-	-	(839.76)
12/22/20 - Bill.com Payment	(59,437.34)	-	(8,515.00)	(67,952.34)
12/24/20 - Refund from Mail Masters for duplicate payment	1,669.86	-	-	1,669.86
12/29/20 - Xcel Energy November	(21.13)	-	-	(21.13)
Anticipated ADP Payroll/taxes - January	(538.25)	-	-	(538.25)
Anticipated Payables	(23,404.09)	-	(9,475.50)	(32,879.59)
Anticipated IREA Payment	(813.30)	-	-	(813.30)
Anticipated Roxborough Water payment - Nov	(507.40)	-	-	(507.40)
Anticipated Transfer from Colotrust	30,524.50	-	9,475.50	40,000.00
<i>Anticipated Balance</i>	<u>58,226.99</u>	<u>-</u>	<u>-</u>	<u>58,226.99</u>
<u>Colotrust - Plus</u>				
Balance as of 09/30/20	862,661.63	1,730,517.10	1,569,694.30	4,162,873.03
Subsequent activities:				
10/12/20 - September PTAX	15,224.41	532.98	-	15,757.39
10/14/20 - Transfer to Checking	(105,044.50)	(300.00)	(25,655.50)	(131,000.00)
10/31/20 - Interest Income	189.06	441.15	-	630.21
11/06/20 - Douglas County Libraries	37.50	-	-	37.50
11/10/20 - Insurance Proceeds	66,303.00	-	-	66,303.00
11/10/20 - October PTAX	14,286.73	521.40	-	14,808.13
11/23/20 - December 1 D/S Payment	-	(898,649.50)	-	(898,649.50)
11/25/20 - Transfer to Checking	(145,740.24)	-	(21,259.76)	(167,000.00)
11/30/20 - Interest Income	129.02	301.06	-	430.08
12/10/20 - November PTAX	14,787.94	561.42	-	15,349.36
12/11/20 - CTF Q4	-	-	9,628.46	9,628.46
12/21/20 - Transfer to Checking	(91,485.00)	-	(8,515.00)	(100,000.00)
12/21/20 - Transfer to UMB	-	(187,480.08)	-	(187,480.08)
12/31/20 - Interest Income	92.38	215.55	-	307.93
Anticipated PTAX December	14,012.63	-	-	14,012.63
Anticipated Transfer to Checking	(30,524.50)	-	(9,475.50)	(40,000.00)
<i>Anticipated Balance</i>	<u>614,930.06</u>	<u>646,661.08</u>	<u>1,514,417.00</u>	<u>2,776,008.14</u>
<u>UMB - 1993 A & B Bond Fund</u>				
Balance as of 09/30/20	-	1,365,133.01	-	1,365,133.01
Subsequent activities:				
10/31/20 - Interest Income	-	11.10	-	11.10
11/30/20 - Interest Income	-	11.47	-	11.47
12/21/20 - Transfer from ColoTrust	-	187,480.08	-	187,480.08
12/31/20 - Debt Service Payment	-	(969,697.23)	-	(969,697.23)
12/31/20 - Interest Income	-	11.10	-	11.10
<i>Anticipated Balance</i>	<u>-</u>	<u>582,949.53</u>	<u>-</u>	<u>582,949.53</u>
<i>Anticipated Balances</i>	<u>\$ 673,157.05</u>	<u>\$ 1,229,610.61</u>	<u>\$ 1,514,417.00</u>	<u>\$ 3,417,184.66</u>

Yield information (as of 12/31/20):

First Bank - 0.0%

Colotrust Plus - 0.1219%

ROXBOROUGH VILLAGE METRO DISTRICT
Property Taxes Reconciliation
2020

	Current Year							Prior Year			
	Property Taxes	Delinquent Taxes, Rebates and Abatements	Specific Ownership Taxes	Interest	Treasurer's Fees	Net Amount Received	% of Total Property Taxes Received		Total Cash Received	% of Total Property Taxes Received	
							Monthly	Y-T-D		Monthly	Y-T-D
January	\$ 36,897.20	\$ -	\$ 15,073.46	\$ -	\$ (553.44)	\$ 51,417.22	2.04%	2.04%	\$ 107,497.35	2.53%	2.53%
February	771,470.09	-	10,716.77	-	(11,572.05)	770,614.81	42.57%	44.61%	1,366,897.70	42.52%	45.05%
March	60,864.98	-	10,431.17	6.03	(913.07)	70,389.11	3.36%	47.97%	138,944.83	3.52%	48.57%
April	144,308.02	-	9,813.05	-	(2,164.64)	151,956.43	7.96%	55.93%	242,363.71	6.87%	55.44%
May	127,842.92	-	10,840.72	65.81	(1,918.64)	136,830.81	7.06%	62.99%	319,919.86	9.23%	64.67%
June	644,839.65	-	13,678.06	191.48	(9,675.48)	649,033.71	35.59%	98.57%	1,092,289.73	33.79%	98.46%
July	16,440.90	-	15,590.90	422.42	(252.93)	32,201.29	0.91%	99.48%	60,808.27	0.96%	99.42%
August	3,876.58	-	13,540.16	152.46	(60.44)	17,508.76	0.21%	99.69%	40,946.33	0.35%	99.78%
September	1,081.11	-	14,647.26	45.92	(16.90)	15,757.39	0.06%	99.75%	31,451.65	0.05%	99.83%
October	1,023.15	-	13,740.70	60.62	(16.34)	14,808.13	0.06%	99.81%	18,662.53	-0.26%	99.57%
November	1,064.50	-	14,220.71	82.73	(18.58)	15,349.36	0.06%	99.87%	26,396.63	-0.06%	99.51%
December	-	-	14,012.63	-	-	14,012.63	0.00%	99.87%	32,171.88	0.00%	99.51%
Total	\$ 1,809,709.10	\$ -	\$ 156,305.59	\$ 1,027.47	\$ (27,162.51)	\$ 1,939,879.65	99.87%	99.87%	\$ 3,478,350.47	99.51%	99.51%

Taxes Levied	% of Levied	Property Taxes Collected	% Collected to Amount Levied
\$ 982,751	54.23%	\$ 981,466.81	99.87%
829,326	45.77%	828,242.29	99.87%
\$ 1,812,077	100.00%	\$ 1,809,709.10	99.87%

Chatfield Farms
\$ 261,722.00
-
\$ 261,722.00

Property Tax

General Fund
 Debt Service Fund

Specific Ownership Tax

General Fund
 Debt Service Fund

Treasurer's Fees

General Fund
 Debt Service Fund

**Roxborough Village Metro District
Claims Listing
01.09.2021**

Vendor	Invoice #	Description	Balance	Account
ACH				
*Intermountain Rural Electric Association	85350300Dec	Utilities	\$ 21.23	107701
*Intermountain Rural Electric Association	26129901Dec	Utilities	21.00	107701
*Intermountain Rural Electric Association	85311000Dec	Utilities	81.50	107701
*Intermountain Rural Electric Association	25782000Dec	Utilities	43.91	107701
*Intermountain Rural Electric Association	21367302Dec	Utilities	21.68	107701
*Intermountain Rural Electric Association	85210100Dec	Utilities	98.08	107701
*Intermountain Rural Electric Association	85311102Dec	Utilities	504.00	107701
*Intermountain Rural Electric Association	25968000Dec	Utilities	21.90	107701
			813.30	
*Roxborough Water & Sanitation District	7122381Nov	Nonpotable water purchase usage	106.60	107702
*Roxborough Water & Sanitation District	7121316Nov	Nonpotable water purchase usage	101.60	107702
*Roxborough Water & Sanitation District	7124611Nov	Nonpotable water purchase usage	96.30	107702
*Roxborough Water & Sanitation District	7122027Nov	Nonpotable water purchase usage	197.90	107702
			502.40	
Check or Epayment				
General				
Aqua Sierra, Inc	Apr-32	Landscape irrigation maintenance	4,130.00	107593
CliftonLarsonAllen, LLP	2694646	Accounting	3,877.63	107000
CliftonLarsonAllen, LLP	2717452	Accounting	2,330.55	107000
Folkestad Fazekas Barrick & Patoile, P.C	37740	Legal services	4,370.50	107460
Folkestad Fazekas Barrick & Patoile, P.C	37189	Legal services	101.50	107460
Foothills Park & Recreation District	SALES000000033551	Foothills Park and Recreation fees	594.91	107600
Metco Landscape, LLC	558548	Landscape irrigation maintenance	390.00	107593
Metco Landscape, LLC	557574	Snow removal	3,795.00	107596
Metco Landscape, LLC	557325	Snow removal	1,747.50	107596
Mulhern MRE Inc.	MMRE62282	Engineering	1,564.00	107584
Mulhern MRE Inc.	MMRE62283	Engineering	136.00	107584
United Site Services	114-11342866	Portable restrooms	185.75	107599
United Site Services	114-11342867	Portable restrooms	185.75	117599
			23,409.09	
Capital				
Ben Kelly	008.12.2020.1	Master plan	2,925.00	307862
Folkestad Fazekas Barrick & Patoile, P.C	37190	Legal services	1,558.00	307460
HydroSystems	20709	Master plan	912.50	307862
LRE Water	15614	Water rights enhancements	2,750.00	307859
Mulhern MRE Inc.	MMRE62285	Spillway	1,058.00	307584
Mulhern MRE Inc.	MMRE62284	Engineering	272.00	307584
			9,475.50	
		TOTAL Checks/Epayment	\$ 32,884.59	

Environmental Committee Updates

Native Plant Nursery:

We have initiated efforts to build the greenhouse. We're gathering quotes and working with Jay Fells to find the most economical solutions. We're still waiting for official permission from the school district to place a greenhouse on their property.

Crystal Lake Lilies:

We're planning on planting *Nuphar lutea ssp. polysepala* (Rocky Mountain Pond Lily) and *Nymphaea odorata* (American White Water Lily) in the calmer corners of Crystal Lake. Those two species are native to Colorado (though not locally native). We've asked Western States Reclamation to see if they could track down growers of those species.

Seed collection:

We're still collecting native plant seeds in preparation for the native plant nursery. Carrie is attempting to get us permission to collect seeds on Lockheed grounds which would be an excellent seed source no one else has access to.

Bat Box Update:

Due to the need to do a locate on the bat box location, Jay missed the window to install the foundation before the ground froze. He hopes to get the foundation done sometime in March when the ground thaws. (Bats normally migrate in April).

M E M O R A N D U M

JANUARY 12, 2021

TO: ROXBOROUGH VILLAGE METRO DISTRICT; CALVIN JONES, ED WAGNER – METRO DISTRICT REC CENTER COMMITTEE; ANNA JONES

FR: BEN KELLY

RE: UPDATE ON REC CENTER TASK FORCE & COMMUNICATIONS

A brief update on the formation of the Rec Center Task Force and communications

TASK FORCE

- The Rec Center Task Force kicked off its five-month process on January 11 with a 90-minute meeting. The session was conducted virtually and all participants were familiar with the Zoom technology.
- This is a great group of neighbors who have volunteered their time for this effort, and it is exciting to get underway. They are going to contribute significant insights, expertise and feedback in their role as an advisory group to the Board. Below is a roster of the Task Force members with brief profile information.
- We had three goals for this meeting:
 1. Provide a basic orientation and introduction to the Task Force process.
 2. Present a summary of the Roxborough Village Metro District Master Plan so that Task Force members understand the data that reflects the community interest in exploring a rec center/community facility.
 3. Present the history and data points on the mill levies that Roxborough Village residents pay—including the Metro District’s general operating and debt service mill levies—so that Task Force members have a foundation in the potential main revenue source for a rec center.
- The meeting included presentations on the above topics from Todd Wenskoski (Master Plan), Kimberly Armitage (Feasibility Study) and Anna Jones (Mill Levy).
- A quick sampling of questions from the Task Force that came to the foreground:
 - Would Roxborough Village voters be asked to approve a potential mill levy increase for both capital construction and to support operating costs, or just the former?
 - Are the appropriate zoning and entitlements in place for this proposed use?
 - What is the status of recreation and pool facilities at Sterling Ranch, and how do Sterling Ranch plans factor into Roxborough Village’s planning?

- The next Task Force meeting is scheduled for February 8. We will work on scheduling the meetings for the March, April and May meetings over the next couple weeks.
- The presentation information from the January 11 and future meetings will be posted on the Metro District’s website at <https://www.roxboroughmetrodistrict.org/rec-center-task-force>.
- We encouraged the Task Force members to engage with their neighbors about the process and relay feedback to the group and consultant team members. Questions and comments on the Rec Center Task Force can be sent to info@roxboroughmetrodistrict.org and we will respond within one business day.
- There will be many opportunities for the community to engage and provide feedback during the Task Force process. Task Force information and background materials will be posted on the Metro District website at <https://www.roxboroughmetrodistrict.org/rec-center-task-force>, and regular updates will be provided to the community through Metro District communications.

Task Force Member	Notes
Kevin Lovelace	Civil engineer with background in land use and development. Volunteers with outdoor and mountain trails organizations.
Shelly Stephens	Active in several community volunteer groups. Retired with a professional background in affordable housing development and management.
Aaron Spratling	Pastor in Roxborough-area community church, also works at Sterling Ranch.
Michael McGlynn	New to Roxborough Village (June 2020). Metallurgical engineer and experienced in planning/capital projects.
Mariel Quevado	Civil engineer with expertise in soils and foundations. Active volunteer at kids’ school.
Joanna Waldenmyer	Landscape architect with experience in metro districts. Member of HOA board, Co-President of Roxborough Parent Teacher Involvement Committee.
Marcy Rubic	Non-profit executive, background in marketing and management. Lives on Verandah Court near Community Park.
Cheryl Lorenz	Volunteer organizer of popular Roxborough-area softball league, and administrator of Roxborough Community Forum on Facebook.
Jason Ryan	Serves on board for Arrowhead Shores HOA. Owns company that provides management and administration services for HOAs.
Brian Jordan	Volunteers on HOA board, Leadership Douglas County and other community groups. Active biker and runner.
Christopher Longo	Business experience in real estate, vendor management, permitting, city planning. Volunteer experience includes HOA boards and committees.
Holly Nicholson-Kluth	Deputy in Douglas County Sheriff’s Department. Active in process that led to Community Park skate park.
Calvin Brown and Ed Wagner – RVMD board members, <i>ex officio</i> Task Force members	

Rec Center Task Force Meeting #1 - January 11, 2021



AGENDA

6:00 (5 mins)	Welcome – Calvin Brown, Metro District Board Chairman
6:05 (20 mins)	Introductions <ul style="list-style-type: none"> • Project team • Task Force members
6:25 (10 mins)	Task Force process overview – Ben Kelly
6:35 (15 mins)	Background: Roxborough Village Master Plan & Feasibility Study – Todd Wenskoski and Kimberly Armitage
6:50 (15 mins)	Background: Metro District Finance – Anna Jones
7:05 (10 mins)	Background: Additional Rec Center Fact-finding – Ben Kelly
7:15 (5 mins)	Next Steps & Task Force Roles – Ben Kelly
7:20 (10 mins)	Additional Questions & Comments



INTRODUCTIONS

Part 1: Project Team

- Ben Kelly – Task Force coordination
- Anna Jones, Nic Carlson, Natalie Herschberg – Clifton Larsen Allen (District operations)
- Todd Wenskoski, Livable Cities – Roxborough Village Master Plan
- Kimberly Armitage, YMCA Denver – Project Feasibility Study
- Rick Stanzyk, Evolution Builders – Project Feasibility Study
- Scott Barnett – Mulhern MRE (District Engineer)
- Katie James, Folkestad Fazekas Barrick & Patoile – District Legal
- Don Dethlefs, Perkins & Will – Architecture & Design



INTRODUCTIONS

Part 2: Task Force Members

Brian Jordan

Chris Longo

Cheryl Lorenz

Kevin Lovelace

Mike McGlynn

Holly Nicholson-Kluth

Mariel Quevado

Marcy Rubic

Jason Ryan

Aaron Spratling

Shelly Stephens

Joanna Waldenmyer

Calvin Brown

Ed Wagner



TASK FORCE PROCESS

Overview & Orientation	Programming & Facility Options	Design	Financing	Wrap-up & Recommendations
<p><i>Introductions</i></p> <p><i>Background</i></p> <p><i>Work-to-Date</i></p>	<p><i>Facility components</i></p> <p><i>Costs</i></p> <p><i>Revenue opportunities</i></p>	<p><i>Conceptual design and architecture</i></p> <p><i>Two sessions</i></p>	<p><i>Construction costs and operating costs</i></p> <p><i>Mill Levy</i></p> <p><i>Revenue</i></p>	<p><i>Summary</i></p> <p><i>Recommendations to RVMD Board</i></p>
<p>JANUARY 11</p>	<p>FEBRUARY 8</p>	<p>MARCH</p>	<p>APRIL</p>	<p>MAY</p>


 We are here

BACKGROUND

Roxborough Village Master Plan

Metro District Financing Tools

Rec Center Fact-finding



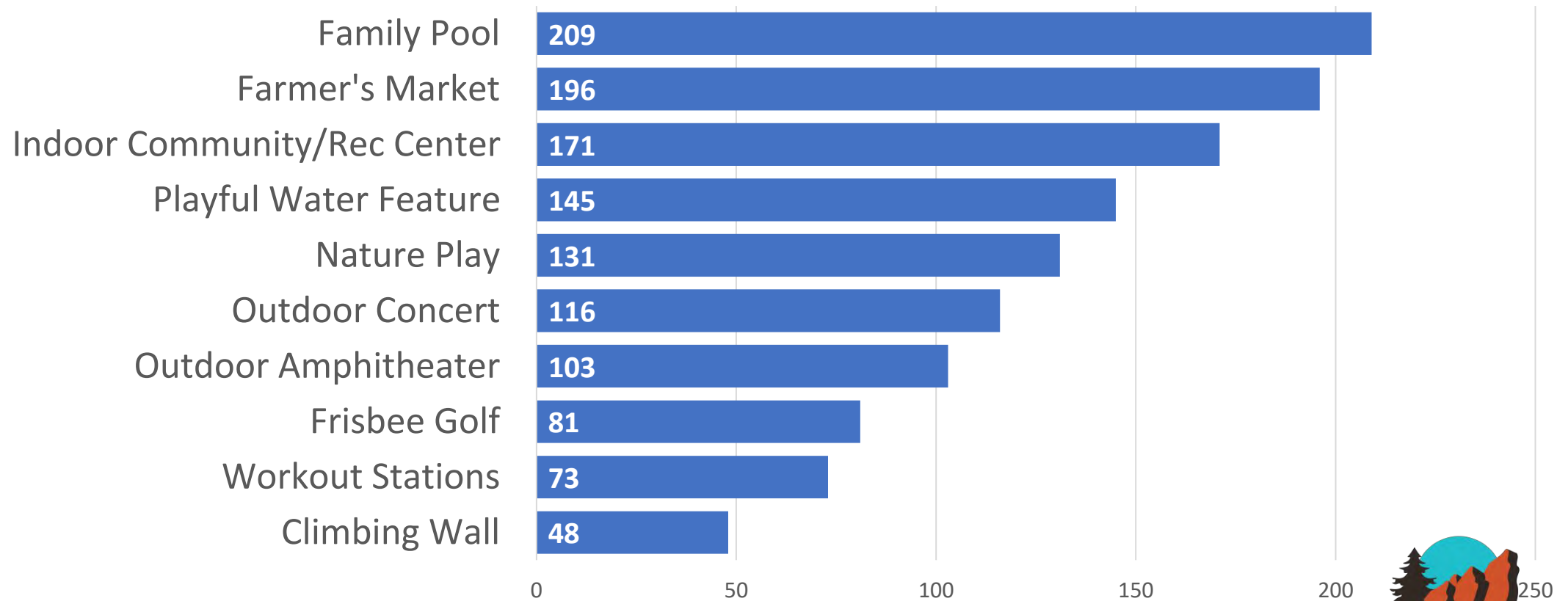


Master Plan Highlights

- Community center, pool, and gathering place were identified as highly desired amenities
- Master Plan in-depth analysis was conducted on two potential sites for a new community center and pool
 - Community Park
 - Open space south of Safeway
- Facility combinations reviewed:
 - Pool with a Small Building
 - Pool and Full Community Center
 - Splash Pad and Full Community Center (No Pool)
 - Full Community Center (no pool)

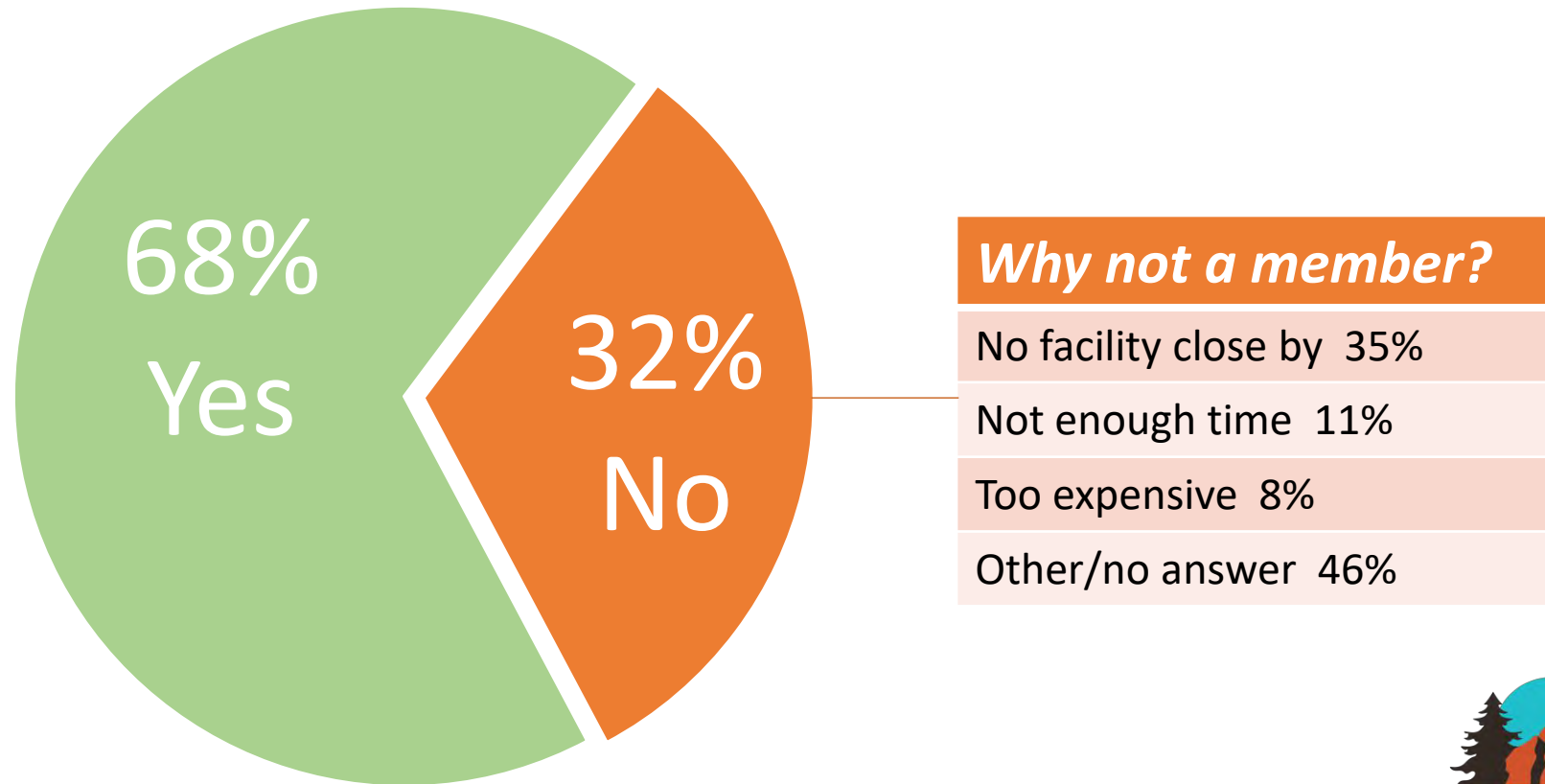


From Master Plan Survey: Participants identified their top-rated open space amenities, facilities, and programming for Roxborough Village's future



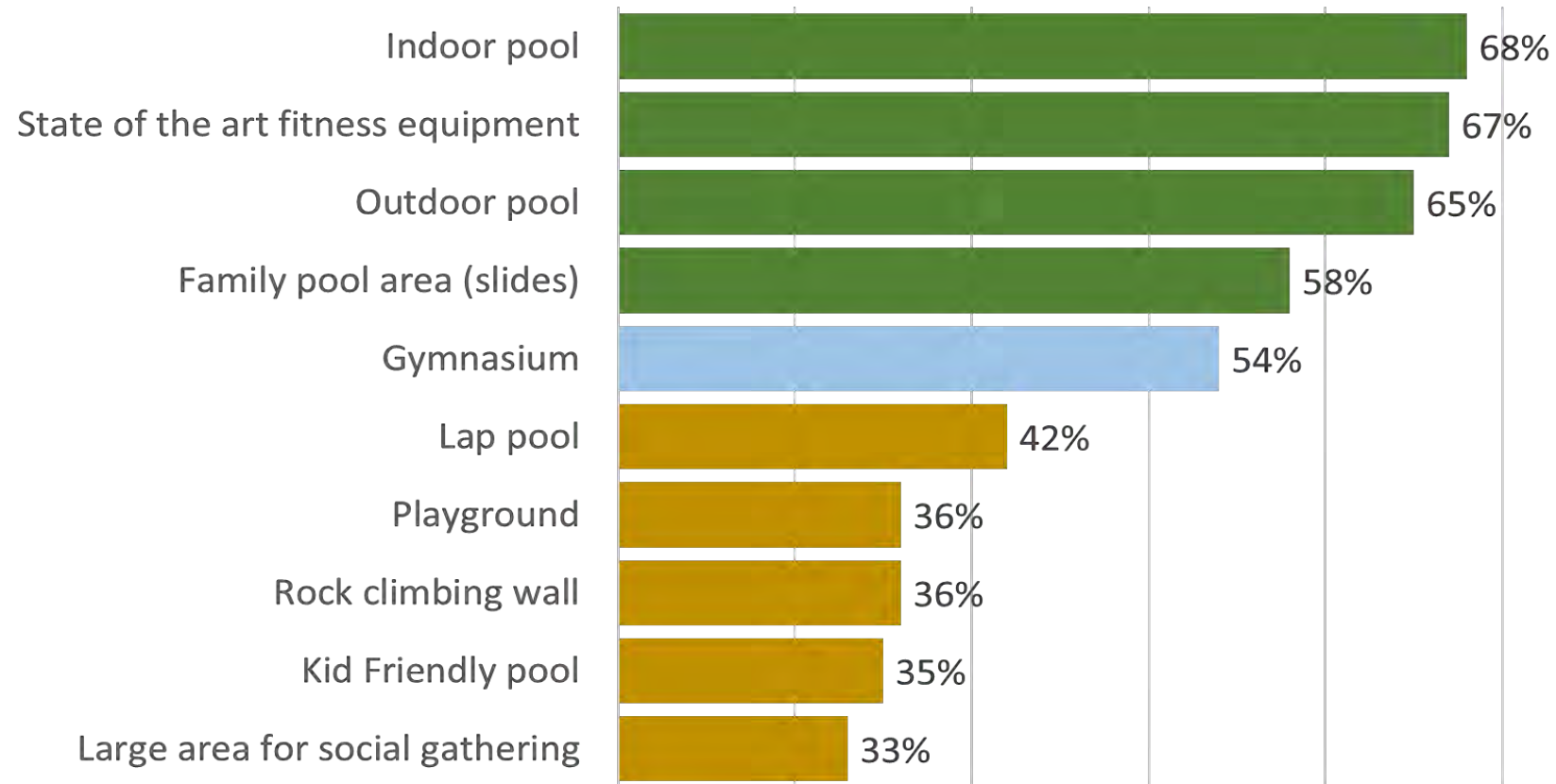
Feasibility Study Community Survey: Key Findings

Q: Are you currently a member of a health & wellness or fitness facility?



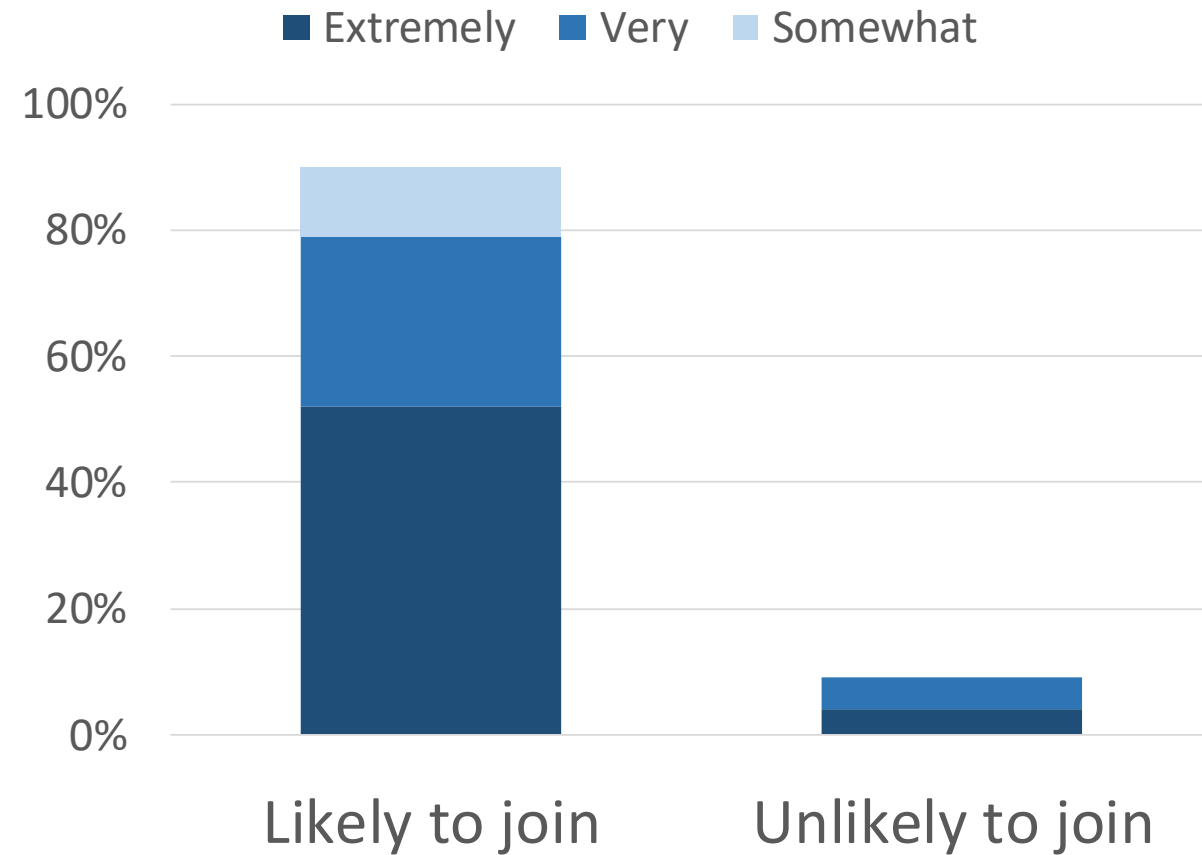
Feasibility Study Community Survey: Key Findings

Survey respondents identified their most desired amenities for community/rec center



Feasibility Study Community Survey: Key Findings

Interest in membership in a new Roxborough community/rec center



4 out of 5 survey respondents in Roxborough Village said they are “very likely” or “extremely likely” to join as a member

Also: 34% of respondents outside of Roxborough Village said they are likely to join

BACKGROUND

Roxborough Village Master Plan

Metro District Mill Levy

Rec Center Fact-finding



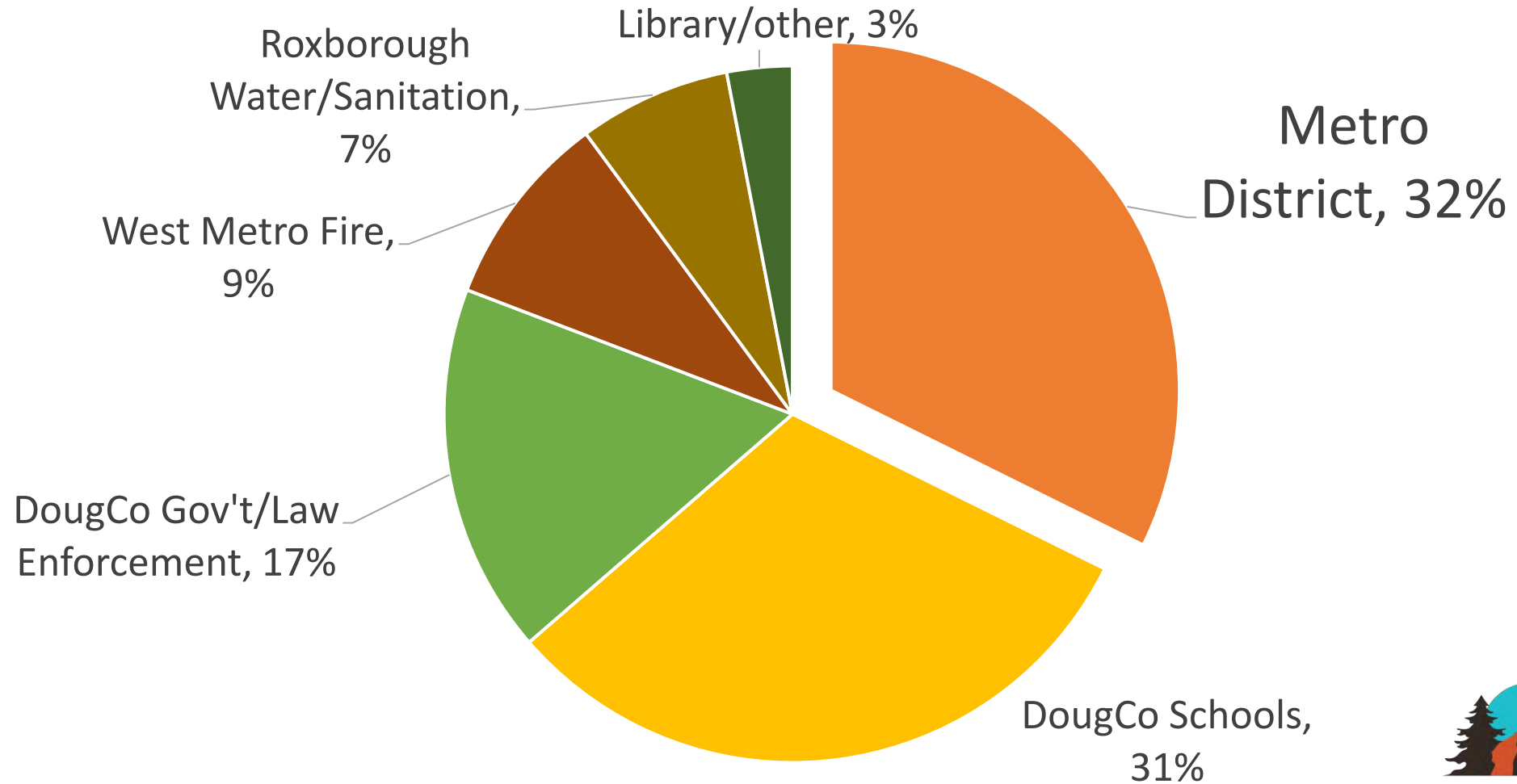
Metro District Mill Levy History

- 1985: Metro District formed to finance Roxborough Village infrastructure, and provide street improvements, parks and recreation facilities, and drainage maintenance
- 1993: Refinanced bonds after District went into bankruptcy
- 2004: Refinanced after bringing Chatfield Farms into Metro District
- 2014: Refinanced to accelerate debt service payments
- 2019: Reduced debt service mill levy
- 2021: District debt service retired (12/31/2021)



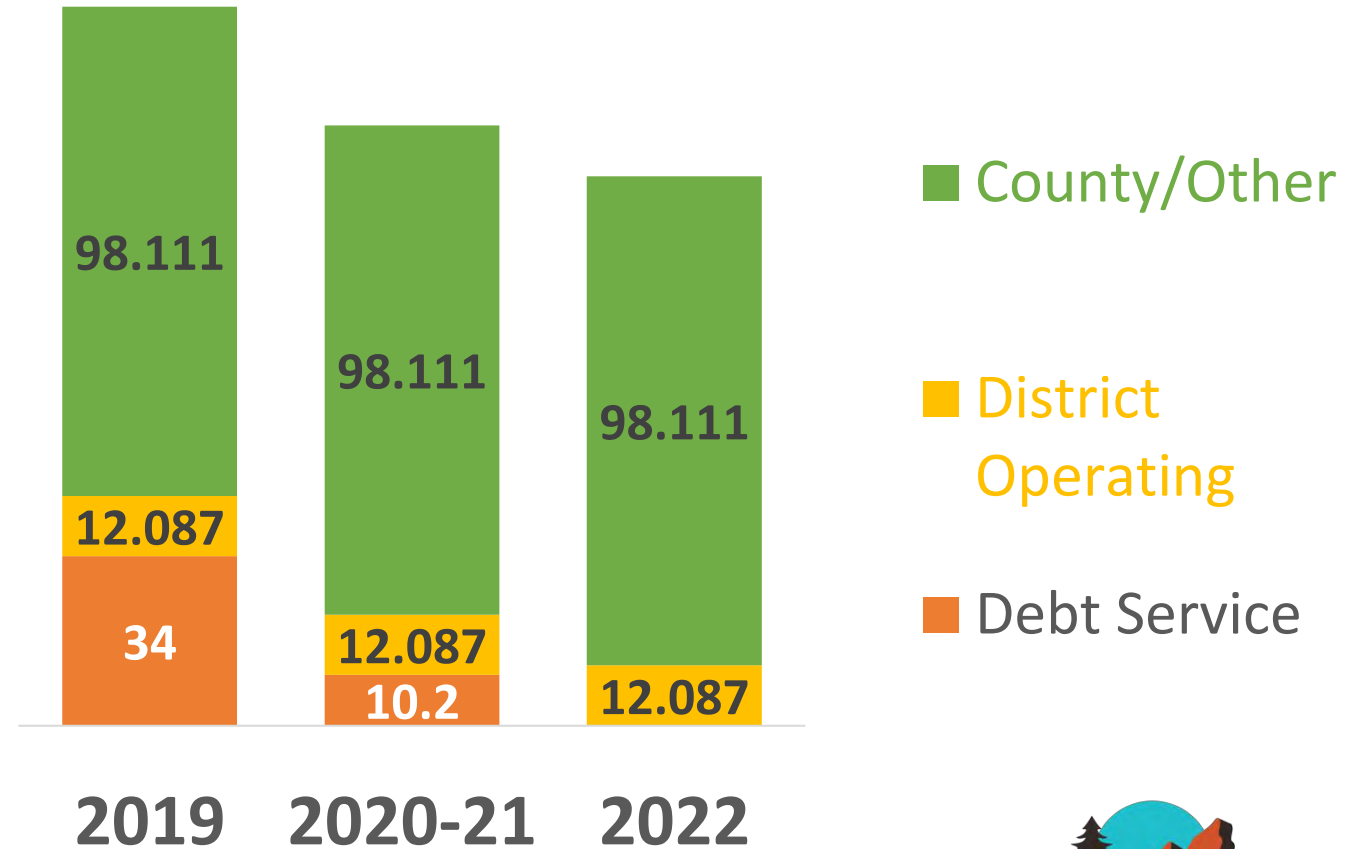
Roxborough Village Mill Levy Components

Current mill levy rates. Metro District's share includes debt service mill levy—which will be eliminated in 2022.



Roxborough Village Mill Levy Amounts

- District general operating mill levy has been set at 12.087 since 1985
- District mill levy for debt service decreased from 34 mills in 2019 to 10.2 mills in 2020 & 2021
- District's mill levy for District debt service is scheduled to be fully eliminated in 2022
- A recreation and community center would be financed through a dedicated mill levy, requiring approval of Roxborough Village Metro District voters



BACKGROUND

Roxborough Village Master Plan

Metro District Financing Tools

Rec Center Fact-finding



Fact-finding Steps by Metro District Board

- Commissioning Feasibility Study (early 2020)
- Board tour of facilities (October 2020)
- Selection of Perkins & Will - conceptual design (November 2020)
- Formation of Task Force (January – May 2021)



NEXT STEPS

- Meeting feedback and follow-up
 - Feedback tool for Task Force after each meeting
- Schedule meetings for March, April & May
- Team will send agenda & preliminary information one week in advance of meetings



NEXT STEPS cont'd

Your roles:

- Talk with your neighbors
- Tell us about opportunities to convey information to the community
- Refer neighbors to Roxborough Village Metro District website for information →
- Community questions & Comments: send email to info@RoxboroughMetroDistrict.org



Roxborough Village Metropolitan District

ABOUT RESIDENT RESOURCES MEETINGS MASTER PLAN DISTRICT DOCUMENTS CONTACT US

Recreation Center Task Force

The application period for the Roxborough Village Rec Center Task Force closed on November 13th. The community-based Recreation Center Task Force will meet several times between January-May 2021, and provide their recommendations on a rec center that meets the community's needs and vision.

Background:

The Roxborough Village Metro District completed a long-range Master Plan process in 2019-2020. There was a great deal of interest from the community in exploring a recreation facility, and surveys were conducted that also indicated strong community support. Read more here in the recent [Metro District Newsletter](#).

The Metro District board of directors has authorized preliminary studies to explore options and see what's possible and feasible for a recreation center to serve the community. The Metro District board has



Questions & Comments





+1 (303) 888-3064 >

ase advise the District Manager, Anna Jones, or me, as to the purpose of the people pau
ated behind your fence on the District's property so the District can evaluate how to proceed.
District Board of Directors wanted to evaluate your intention ahead of requesting removal of
encroachment.

3.3045 • fax. 303.688.3189

Thx! Sorry I missed your call. I'm in a meeting that's going way over. Now I know the issue. What's the purpose of the pebble path behind your house? The Board meets tonight, FYI.

We did some fence work this summer. Its not a path, more like a fire break. You can see it because I cleared out the debris behind the fence. Less than a foot wide...runs the length of the fence



Text Message



Q W E R T Y U I O P

A S D F G H J K L

↑ Z X C V B N M ↵

123

space

return



Memorandum

To: Roxborough Village Metropolitan District Board of Directors
From: Katie James
Re: Chatfield Farms Filing No. 1-A HOA
Date: 1/13/2021

Katie James was contacted by counsel for the Chatfield Farms Filing No. 1-A HOA, Kelly Morrow, requesting whether the District would be willing to reinstate the license to maintain Tract G and potentially agree to take on the additional maintenance of Tract H-1 Chatfield Farms 1-A, 3rd Amendment, Tract I-1 Chatfield Farms 1-A, 3rd Amendment, and Tract O, Chatfield Farms 1-A.

The accompanying maps show where the Tracts are located, and Katie will further discuss the background and additional information at the meeting.

R0440062 ; Tract G




Source: Esri, Maxar, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community, 2019 Photometry, Douglas County GIS Services, Eagle View

Real Property


 Parcel

Public Land Survey System

 Township

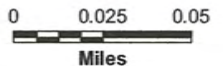
 Section

General Features

 School

 Private Road

 Railroad



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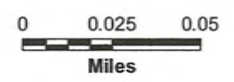
Douglas County GIS Division
Philip S. Miller Bldg., 100 Third St.
Castle Rock, Colorado 80104

R0461076; Tract H-1, 3rd Am.



- Real Property**
 - Parcel
- Public Land Survey System**
 - Township
 - Section
- General Features**
 - School
 - Private Road
 - Railroad

Source: Esri, Maxar GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community, 2019 Photography, Douglas County GIS Services, Eagle View



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R0461073; Tract I-1 3rd Am.




Source: Esri, Maxar, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community, 2019 Pictometry, Douglas County GIS Services, Eagle View

Real Property


 Parcel

Public Land Survey System

 Township

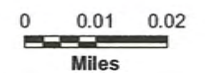
 Section

General Features

 School

 Private Road

 Railroad



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Castle Rock, Colorado 80104

R0439948; Tract O




Source: Esri, Maxar, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community, 2019 Pictometry, Douglas County GIS Services, Eagle View

Real Property


 Parcel

Public Land Survey System

 Township

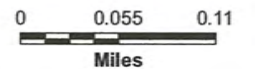
 Section

General Features

 School

 Private Road

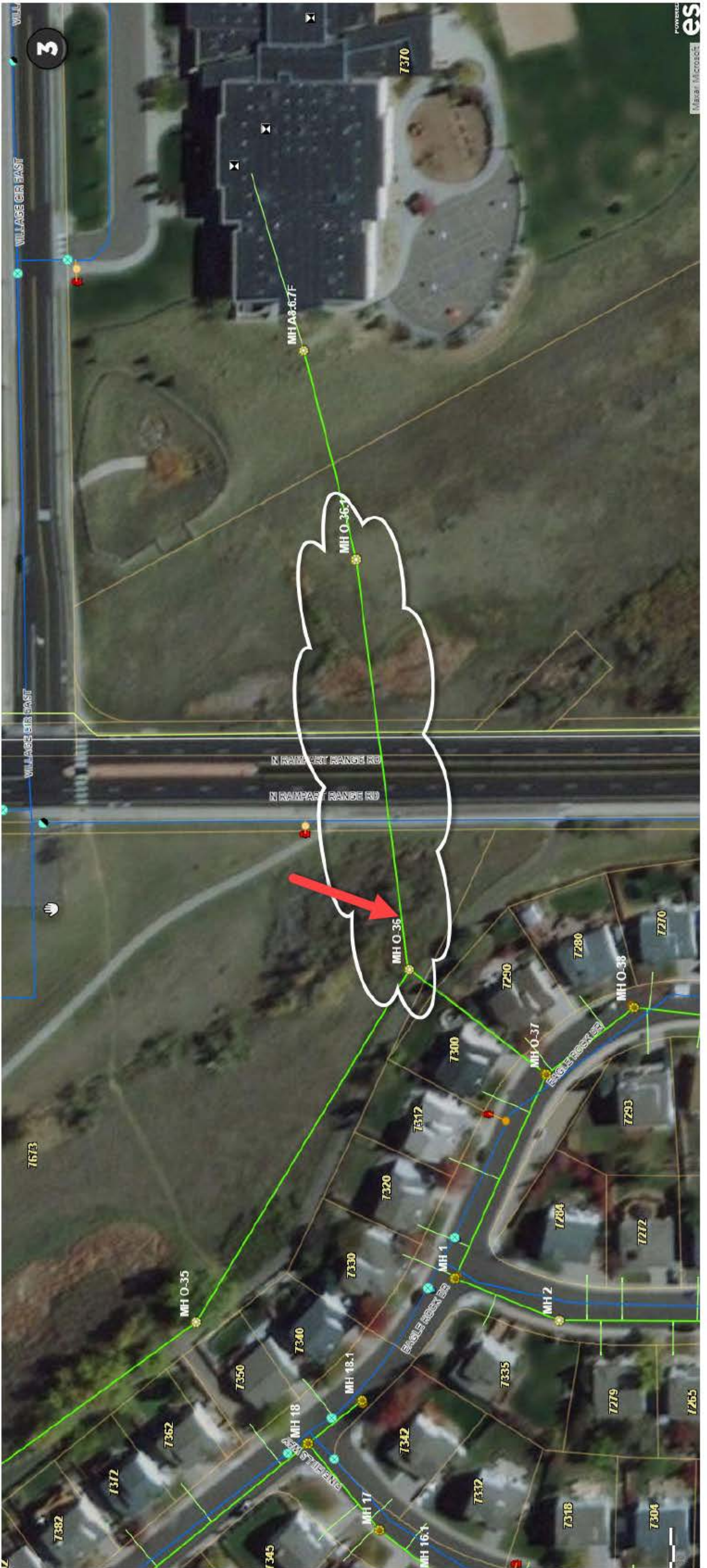
 Railroad



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Douglas County GIS Division
Philip S. Miller Bldg., 100 Third St.
Castle Rock, Colorado 80104



3

Herschberg, Natalie

To: Jones, Anna
Subject: RE: [External] Sewer Repair

From: Barbara Biggs <Barbara@ROXWATER.ORG>
Sent: Monday, January 11, 2021 12:45 PM
To: Jones, Anna <Anna.Jones@claconnect.com>
Cc: Alan Pogue <apogue@isp-law.com>
Subject: RE: [External] Sewer Repair

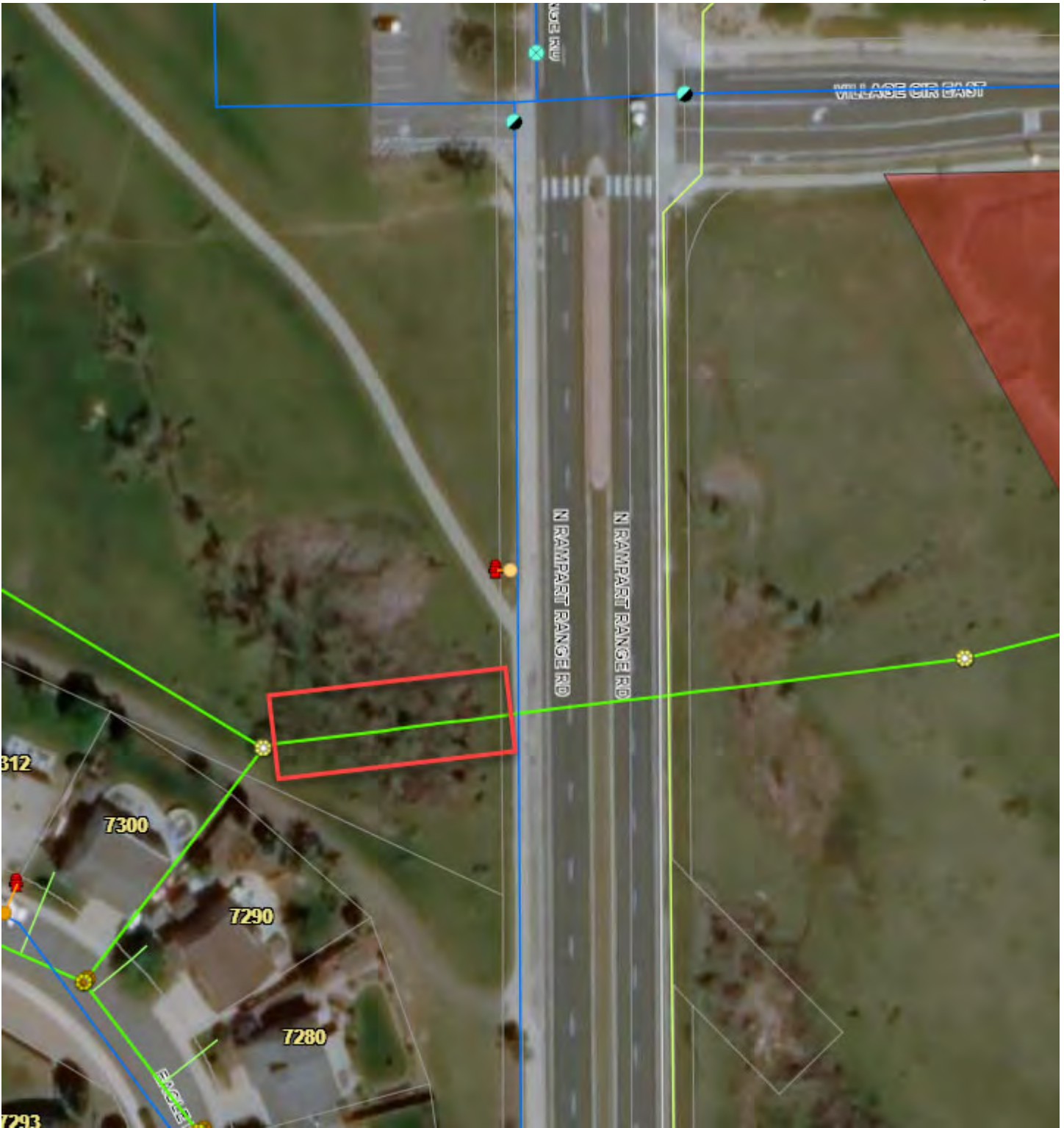



Think Security
at CLA

This email originated from an external source.

Anna,

I'm not sure exactly what you're looking for, but here is a view of the impacted area from RWSD's GIS system. We have a sewer with an offset joint that needs to be repaired as soon as possible. Failure to repair the sewer could result in an interruption of sewer service to the residents and a discharge of raw wastewater to the environment and RVMD open space. RWSD will complete the repair and restore the disturbance area to its pre-construction condition.



Barbara J Biggs 
 General Manager

303.979.7286
 www.roxwater.org
 barbara@roxwater.org
 6222 N Roxborough Park Rd
 Littleton CO 80125

Roxborough Water & Sanitation District

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From: Jones, Anna <Anna.Jones@claconnect.com>
Sent: Saturday, January 9, 2021 12:50 PM
To: Barbara Biggs <Barbara@ROXWATER.ORG>
Subject: FW: [External] Sewer Repair

Hi Barbara – Plz see below form Scott....Can you please provide your accurate updated map along with any updated language?

Much appreciate it –

Anna



Anna Jones, Public Manager

Outsourcing, CliftonLarsonAllen LLP

Direct 303-793-1478, Mobile 303-931-6134

anna.jones@CLAconnect.com

Main 303-779-5710 x31478, Fax 303-779-0348

8390 E Crescent Parkway, Suite 500, Greenwood Village, CO 80111

CLAconnect.com

WEALTH ADVISORY | OUTSOURCING | AUDIT, TAX, AND CONSULTING



Investment advisory services are offered through CliftonLarsonAllen Wealth Advisors, LLC, an SEC-registered investment advisor.

From: Scott Barnett <scott@mulhernmre.com>
Sent: Friday, January 8, 2021 4:30 PM
To: Jones, Anna <Anna.Jones@claconnect.com>; Katie James <james@ffcolorado.com>
Subject: RE: [External] Sewer Repair

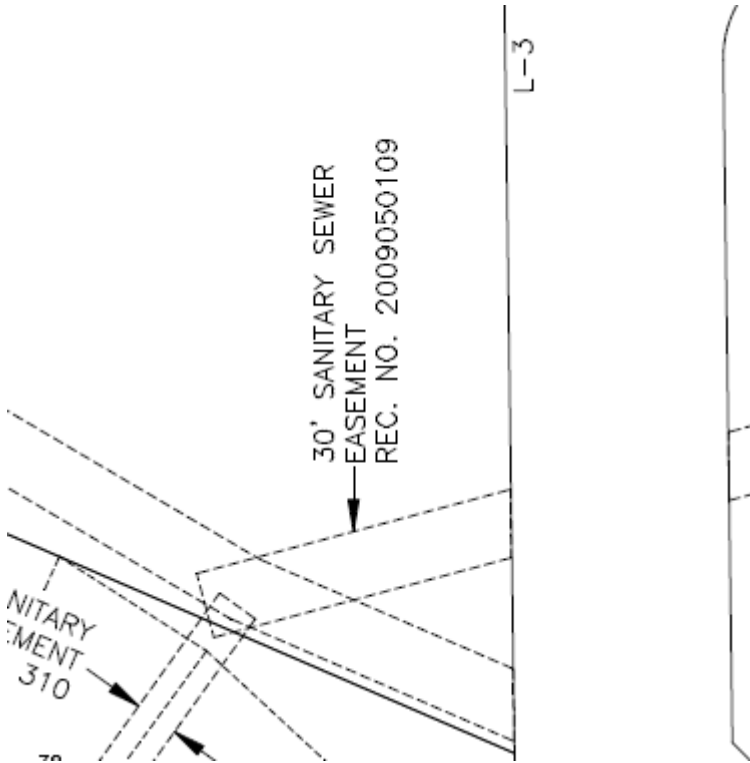


Think Security
at CLA

This email originated from an external source.

Correct, this document does not cover the area we are talking about, but there were likely multiple easements created in different parcels. I read through the easement for this one and it is basically saying we need to provide permission to access and use our trails and parking areas and that we will not unreasonable withhold that...and they will restore it back to existing condition right after. Typical language. But this is not exactly the correct easement. But probably the same language.

Below is the reception number on the correct easement document. I have just zoomed in on Parcel I on the property transfer documents. I have also attached that document showing the overall Parcel I, part 2. We just need the corresponding document. But it will probably be the same language anyway.



Scott Barnett P.E.
scott@mulhernmre.com
 188 Inverness Drive West, Suite 140
 Englewood, CO 80112
 303-649-9857 office
 303-263-3699 mobile

From: Jones, Anna <Anna.Jones@claconnect.com>
Sent: Friday, January 8, 2021 3:26 PM
To: Katie James <james@ffcolorado.com>; Scott Barnett <scott@mulhernmre.com>
Subject: FW: [External] Sewer Repair

Is this the wrong document then? We just need the correct location...?



Anna Jones, Public Manager
 Outsourcing, CliftonLarsonAllen LLP

Direct 303-793-1478, Mobile 303-931-6134
anna.jones@CLAconnect.com

Main 303-779-5710 x31478, Fax 303-779-0348
 8390 E Crescent Parkway, Suite 500, Greenwood Village, CO 80111
CLAconnect.com

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Open Space Management Proposal for 2021

Weed and Native Plant Management Program
for the
Roxborough Village including Chatfield Farms
and the South Hogback

Prepared
by

Raymond H. Sperger

Ark Ecological Services, LLC

Conserving and restoring native species and landscapes for future generations

6560 Dover Street
Arvada, CO 80004
303-985-4849

January 11, 2021

Open Space Management Proposal for 2021 Weed and Native Plant Management Program for the Roxborough Village

Introduction

Roxborough Village is a beautiful integration of residential homes surrounded with substantial areas of open space including prairies, riparian woodlands, ponds and wetland habitats. Many of these native open spaces have high quality natural areas with an abundance of plant and animal life. Recreation opportunities including several miles of trail, wildlife viewing, and aesthetic beauty abound in the large, diverse, greenbelts and wild spaces. These natural amenities are worth cherishing and conserving for future generations, but this can only happen through sound ecological planning, through the commitment of homeowners and community leaders, and through proper stewardship practices (See Addendum 1 for a list of reasons why we should manage and restore native open spaces). Due to the development of the community and past management practices, many of the natural treasures need a helping hand to restore much of their former beauty and diversity, and to serve the needs and desires of Roxborough Village Residents.

The following is a compilation of weed management, ecological restoration, and land management actions that will help to ensure ecologically sound stewardship of these diverse open lands. There is purpose and statement of need that will help the property owners to establish its priorities for open space management. Please consider these items for 2021 or in the future to help you meet the communities' goals. With the support of the community and board of directors, Ark Ecological Services can help you keep your native open spaces beautiful and healthy for future generations.

Weed and Native Plant Management Program

Purpose: To contain, suppress, control, and eventually eliminate state and county-listed noxious weeds and other aggressive non-native plants within the Roxborough Village Open Space. This program will focus on the noxious weeds including Canada Thistle, Diffuse Knapweed, Scotch Thistle, Musk Thistle, Poison Hemlock, Mullein, Leafy Spurge, Redstem Filaree, Bindweed, Kochia and other weeds found within and adjacent to these infestations. This proposal will help the community comply with state and county weed ordinances. And, to encourage the growth and sustain the populations of the many native plants which are currently found within the Open Space. We will identify areas that need to be restored and seeded to provide competition with the noxious weeds.

Statement of Need: Currently, there are several species of noxious weed growing in the Roxborough Village Open Space and some areas in the Chatfield Farms Open Space, previously-unmanaged areas that are degraded by more dense infestations of Canada Thistle, Diffuse Knapweed, Scotch Thistle, Poison Hemlock, Mullein and other invasive exotic species. Other

parts of the Open Space in the southern upland areas that have been previously managed have few or no weeds and need to be protected from future weed invasions. Lowland areas with willows and cottonwood riparian woodlands have not been managed for noxious weeds as well as the upland areas, and need to be more intensively managed for noxious weeds. Without actively managing these weeds using integrated weed management practices, (chemical treatment, mechanical treatments like mowing, cutting, pulling, and biological controls), weeds will continue to multiply in the areas where infestations exist, will spread into new areas, and will reduce native plant and animal populations. **Prevention, early detection, containment, suppression, and control of noxious weeds are the most efficient and cost effective methods of any weed management strategy.**

Weed and Native Plant Management Program Options and Costs for 2021

<i>Weed and Native Plant Management Program</i>		
Southern Open Space Areas* (52.4 land acres)	2 broadcast or 3 spot herbicide applications using the best available management practices for the selected weeds being sprayed. See image below.	\$16,990
Chatfield Farms Open Space Areas* (31.0 land acres + 7.3 acres)	2 broadcast or 3 spot herbicide applications using the best available management practices for the selected weeds being sprayed. See image below. Price increase due to the addition of 7.3 acres adjacent to Campfire St. and additional work on Cereal Rye infestation.	\$7,500
Southern Hogback Open Space Area* (63.7 land acres)	2 spot herbicide applications using the best available management practices for the selected weeds being sprayed. See image below. Price increase due to wet weather and subsequent Mullein and Poison Hemlock infestation increases.	\$6,750
Roxborough Village East Side Pond	3 spot herbicide applications using the best available management practices for the selected weeds being sprayed. (Added to scope in 2014)	\$1,500
Roadside Berm on N. Rampart Range Road	2 spot herbicide applications using the best available management practices for the selected weeds being sprayed. (Added to scope in 2015)	\$750
Total		\$33,490

*To the extent possible, native wildflower and shrub populations that are susceptible to broadleaf herbicides will not be sprayed.

Estimated Weed Management Costs Over Time. As weeds are controlled through time the seed bank in the soil is depleted and fewer weeds come up each year. Selective applications of herbicides give **both** native grasses and native wildflowers a competitive advantage, thereby increasing the beauty of the area and crowding out space for weeds. In highly infested sites or areas with extensive disturbance, ecological restoration is teamed with weed control to encourage the replacement of weeds with natives. With 2-3 herbicide application per year and a program to restore highly degraded areas, the costs for future control efforts will decline quickly

and it will cost the homeowner's association less money in the long-term than with an less aggressive management program.

No weed control in 2021 has the following negative ramifications:

1. Populations of weeds will increase.
2. The number of seeds in the soil seed bank will continue to grow making future weed control and restoration more expensive.
3. Desirable native vegetation will decline and wildlife will decrease.
4. The aesthetic beauty of the area is marred and the desirability to recreate in weed-infested areas is reduced.
5. Weeds may spread off-site to other parks and private property.
6. Possible violations of county weed ordinances and state weed laws may be enforced.

It is, therefore, prudent to continue to control weeds and prevent their spread.

Ecological Restoration Projects

Purpose: To restore native plants as well as environmental conditions to areas that have been disturbed beyond the short-term natural recovery cycle or to enhance the natural recovery cycle.

Statement of Need: Several native common areas in Roxborough Village are in need of restoration due to past construction of homes, utilities, trails, or other facilities, due to poor revegetation practices, improper or lack of management, or neglect. These areas will continue to be weed problem areas unless they are restored and revegetated so that there is competition between native plants and weeds. Restoration will enhance the beauty of these areas, reduce long-term management costs, and restore important ecosystem functions. Assessment of areas that need to be reseeded will be conducted and recommendations for future areas that may need to be reseeded.

<i>Recommended Actions:</i>	<u>Cost</u>
<p><u>Restoration Projects</u> Assess the need to revegetate areas where weeds are controlled and bare ground is left.</p>	No charge

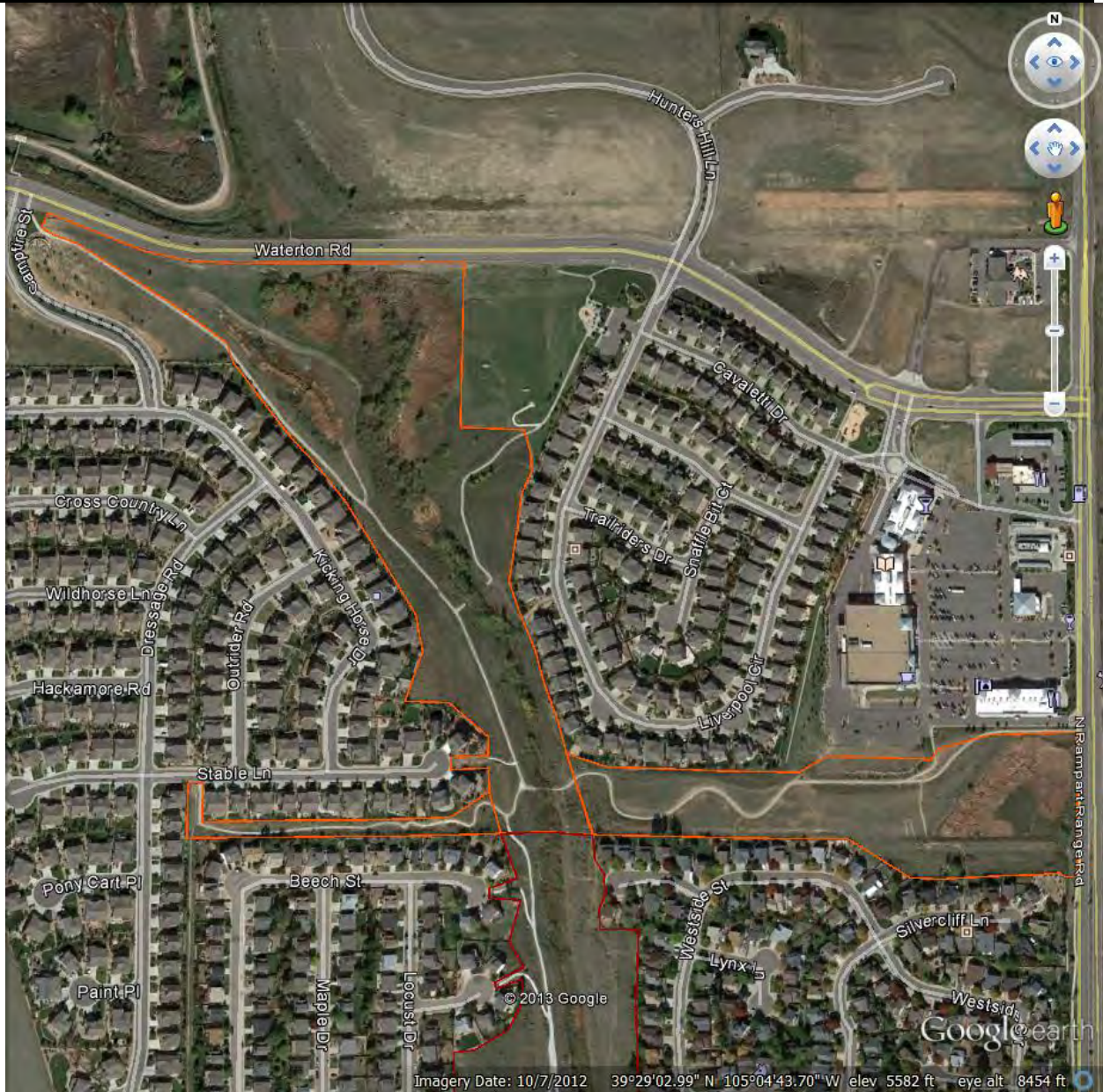
Debris Clean-up Projects and Encroachment Notification

Purpose: To improve the aesthetics of the property and to keep people from dumping yard debris, construction debris, and other foreign items into the open space. To prepare the site, if needed, for proper restoration actions. To assist with the notification of other encroachments into the open space.

Statement of Need: There may be a few small areas in Roxborough Village that are in need of debris clean-up due to homeowners, contractors, or others dumping concrete, yard debris, and fencing material in the open space. There are likely more areas that need cleaned up. Notify the management company of homeowners who are violating various covenants in the open space

including dumping, placing personal items like play equipment into the open space, unauthorized mowing of open space, or planting non-native ornamental plants in the open space.

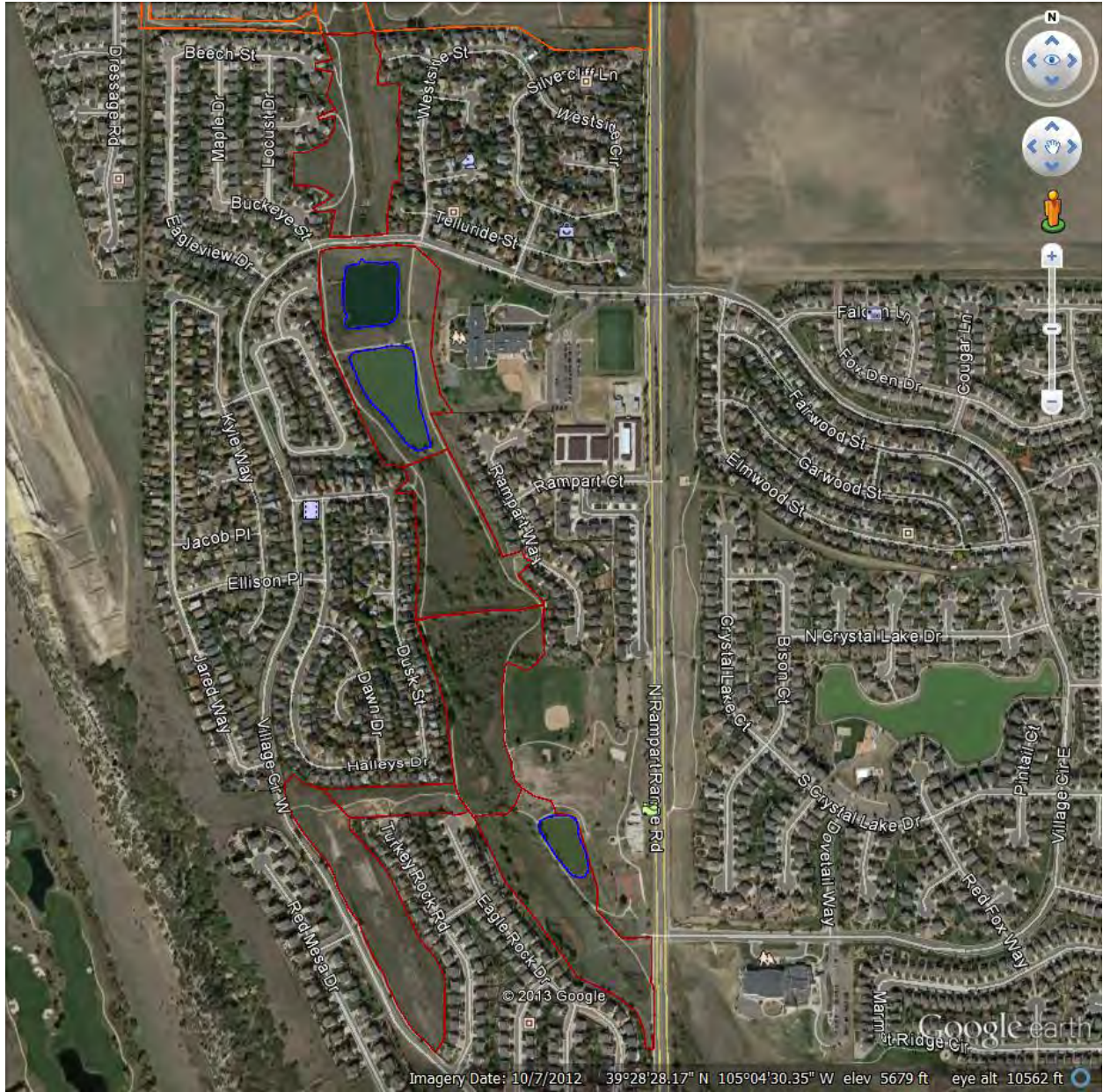
<u>Recommended Actions:</u>	<u>Cost</u>
<p>Clean-up Projects</p> <p>One area behind homes in the Chatfield Farms open space and miscellaneous seeding in various open space areas.</p>	<p>Time and materials plus disposal fees</p>



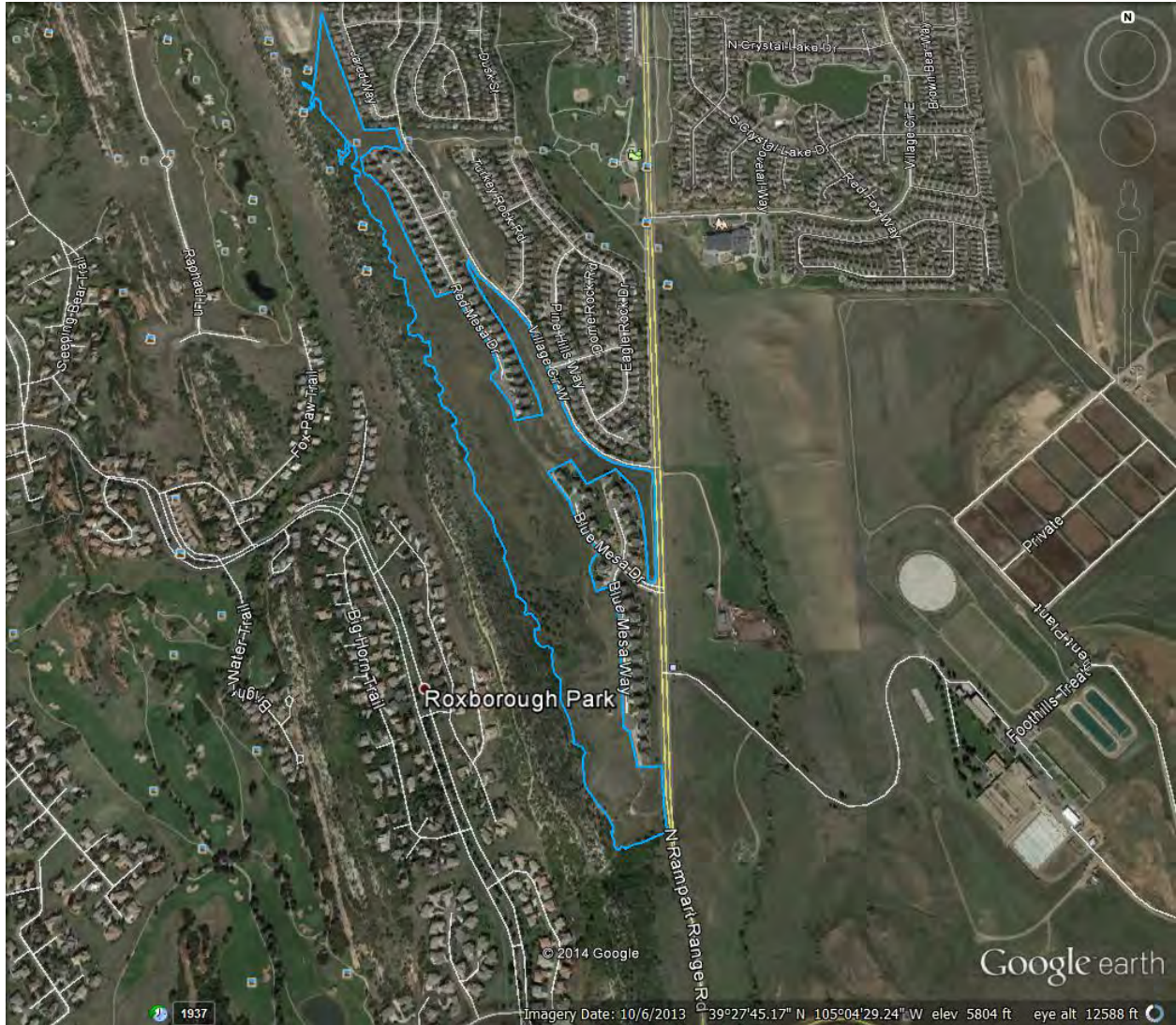
Chatfield Farms Open Space Areas (31 land acres) - Outlined in Orange.



Chatfield Farms - Campfire Street Additional Area - 7.3 acres (Outlined in Red)
First managed for noxious weeds in 2015.



Roxborough Village Open Space (52.4 land acres) - Outlined in Red



South Hogback Open Space (63.7 land acres) - Outlined in Light Blue

Proposed Schedule: (Based on three herbicide applications and on typical weather patterns)

April	Conduct the first herbicide application with an emphasis on early season weeds like Poison Hemlock, Whitetop, Redstem Filaree, and trailside Kochia.
May	Begin second herbicide application with a focus on Diffuse Knapweed, Mullein, Musk Thistle, and Scotch Thistle in open areas.
June	Continue second herbicide application with a focus on Canada Thistle and other weeds in the willow and cottonwood riparian areas, as well as Mullein and Bindweed.
July- August	Complete second herbicide application with a focus on Canada Thistle, Mullein, and Bindweed.
October – November	Complete third herbicide application. Develop a list of potential restoration sites for future budget consideration.
September - Dec.	Complete Open Space Management Proposal for 2021

This proposal is acknowledged and accepted by:

Date: _____

Signed: _____

Board President; Roxborough Village Metro District

Date: _____

Signed: _____

Raymond H. Sperger; Business Manager and Principal Ecologist; Ark Ecological Services, LLC

Addendum 1

Reasons to Manage and Restore Native Open Space

Because we want to:

Open Space -The Benefits are Endless

- Cleans and purifies our water
- Cleans the air and produces oxygen we need to breathe
- Reduces air temperatures on hot summer days
- Provides habitat for the animals and plants that we enjoy seeing
- Provides children and adults an opportunity to learn about the environment
- Provides artistic, written, and photographic inspiration
- Provides a place for spiritual and emotional renewal
- Defines, identifies, and separates regions, communities, neighborhoods, and neighbors
- Provides a sense of history – what the landscape may have looked like prior to settlement
- Provides recreational space for walking, jogging, bicycling, and other outdoor activities.

Because we need to:

It is a part of the planning and guiding documents for most communities.

- Planned Unit Development Plan
- Design Review Philosophy and Guidelines
- Covenants

It maintains property values.

It protects other investments made into the community (infrastructure, lot premiums, etc.).

Because we have to:

It is a part of the laws of the land.

- Douglas County Weed Ordinance
- Colorado Noxious Weed Law – Revised Statute 35-5.5-115

Addendum 2

Possible Goals for Resource and Weed Management in Roxborough Village Open Space

Resource Management Goal for the Open Spaces

- To conserve and restore the native biological diversity of the Roxborough Village Open Space through sound land management including aggressive weed control and active ecological restoration for the benefit and enjoyment of the Roxborough Village Homeowners.

Weed Control Mission Statement

- Work cooperatively to prevent the invasion and manage the spread of noxious weeds in order to conserve and restore the native biological diversity of the open space properties.

Weed Management Goals

1. Prevent the introduction of noxious weeds not already present in the Open Space.
2. Eradicate noxious weeds which are not well established in the Open Space.
3. Contain the spread of noxious weeds which are so well established that they cannot be easily and quickly eradicated.
4. Implement appropriate weed management actions within weed containment areas.
5. Restore Open Space that has become infested with weeds.
6. Coordinate weed management actions to maximize effectiveness and minimize economic and environmental costs of weed control.
7. Inform homeowners and adjacent landowners within the Roxborough Village about noxious weeds and provide support for their weed management and restoration efforts.

RESOLUTION 2021-01-____

**RESOLUTION OF THE BOARD OF DIRECTORS OF
ROXBOROUGH VILLAGE METROPOLITAN DISTRICT
DESIGNATING LOCATION FOR
POSTING OF 24-HOUR NOTICE FOR YEAR 2021**

WHEREAS, pursuant to C.R.S. §24-6-402(2)(c), the District must designate a public place or places for posting any notice of meeting required to comply with C.R.S. §24-6-402(2)(c), which notice shall include specific agenda information where possible. Such posting place or places shall be designated annually by the Board at its first regular meeting of the calendar year.

NOW, THEREFORE BE IT RESOLVED BY THE BOARD OF DIRECTORS OF ROXBOROUGH VILLAGE METROPOLITAN DISTRICT, DOUGLAS COUNTY, COLORADO THAT:

Effective August 2, 2019, C.R.S. §32-1-903 and §24-6-402(2)(c), provide for electronic posting of Notices of Meetings 24 hours prior to a public meeting.

Notices of meetings pursuant to C.R.S. §24-6-402(2)(c), will be posted at least twenty-four (24) hours prior to such meetings at www.roxboroughmetrodistrict.org.

APPROVED AND ADOPTED, this ____ day of January, 2021 by a vote of ____ for, ____ against.

RATIFIED this ____ day of _____, 2021.

ROXBOROUGH VILLAGE METROPOLITAN
DISTRICT, a quasi-municipal corporation and political
subdivision of the State of Colorado

By: _____
Calvin Brown, President

ATTEST:

By: _____
Edward Wagner, Secretary



Managing Resources thru Engineering

To: Roxborough Village Metropolitan District Board

From: Scott Barnett P.E., District Engineer

CC: Project File

Date: 1/13/2021

Re: Little Willow Creek Sidewalk Crossing Upgrade project

During the December 2020 Board meeting the topic was discussed at length with the Environmental Committee bringing several very good options to the table to discuss. The current condition of the crossing is certainly not good, and it clearly warrants time being spent to consider all possible options for a better solution. This type of project will have difficult equipment access issues; cause serious temporary disturbance to the trees, shrubs, grass in the immediate vicinity; and have a somewhat complicated permitting process. It is easy to underestimate the complexity of a project like this as it does not appear to be very difficult at face value. During the last meeting, it was the Boards wish to have me meet with the Douglas County Drainage Engineer on site as it related to our Spillway Enhancement project and then open up the discussion with them at that time about how best to go about permitting this sidewalk crossing project. Normally I would agree with this approach, but I am of the opinion that there is some uncertainty in Douglas County's mind right now about the Spillway Enhancement project altogether. I believe we are already in a very gray area when it comes to what they have already defined as our review, permitting, and inspection process. As things stand right now, we do not fully understand what will be needed for that project to be constructed. It is my opinion that trying to open up further discussion, even in the vicinity of our site of the Spillway project or even nearby, might open up a channel for further scrutiny by their engineering staff. While I believe that an improvement project for this sidewalk crossing of Little Willow Creek is a good idea, it is my recommendation that we not have any on site discussions about this, or any other drainage related issues, with Douglas County Engineering Staff until our Spillway Enhancement project is complete.



Bailey Tree LLC

1801 W Union Ave
Englewood, Co 80110

720-940-6519
baileytreetrimming@gmail.com

Roxborough Metro District Arborist Report 1/12/2021

We have pruning scheduled for the beginning of March. We will be saving a few pruning days after spring realizing there may be a bit of snow damage later in the spring.

Other than that, the trees are looking pretty good at the present time.

George Biedenstein

ISA Board Certified Master Arborist #RM 0756B

Email: baileytreetrimming@gmail.com



METCO LANDSCAPE, INC.

Monthly Maintenance Report for Roxborough Village Metropolitan District

Submitted by: **Bill Barr** Jan-21 Recipients: **Anna Jones, Public Manager**

REVIEW OF GANTTED OPERATIONS

Turf

Dormant for the Winter no notable dessication

Shrub Beds

Domant for the winter

Trees

Continue to winter water new trees planted in 2020

Irrigation

Closed for the winter season

Site Policing

Continue to police for winter trash on Mondays and Thursdays and porter for all doggy waste stations

Overall Site

Looks good - try to stay on task for litter patrol due to frequent windy conditions

Review of Operatons for Upcoming Month:

Schedule, Gantt, special Needs, Concerns, Areas of Focus

Receiving new Controllers on the 18th of this month and will install and complete installation in February