

**MINUTES OF SPECIAL MEETING OF  
THE BOARD OF DIRECTORS OF THE  
ROXBOROUGH VILLAGE METROPOLITAN DISTRICT  
HELD  
FEBRUARY 26, 2025**

A special meeting of the Board of Directors (referred to hereafter as the “Board”) of the Roxborough Village Metropolitan District (the “District”) was convened on Wednesday, the 26<sup>th</sup> day of February, 2025 at 6:00 p.m. via Zoom. The meeting was open to the public.

**CALL TO ORDER**

District Manager Ripko called the meeting to order at 6:00 p.m.

**ATTENDANCE**

**Directors In Attendance Were:**

Ephram Glass, President  
Debra Prysby, Vice President  
Mark Rubic, Treasurer  
Travis Jensen, Secretary (left at 7:30 p.m.)  
Brendan Coupe, Assistant Secretary

**Also In Attendance Were:**

Peggy Ripko; Special District Management Services, Inc. (“SDMS”)

Dino Ross, Esq.; Ireland Stapleton Pryor & Pascoe, P.C.

**Homeowners In Attendance Were:**

Alan Savage  
anna’s iPhone  
Barbara Meadows  
Bill Hallinan, Rox 1st Resident  
Bonnie Killin  
Bruce  
Bruce B  
Caitlyn Marsh  
Charla  
Debbie McInnis  
Dottie C .  
Eric L  
Fran Santagata  
Gale Susan Cramer  
glennkirby  
Heidi  
Ian Hughes  
Ian Hughes (Julie Mclaughlin)  
Jack  
Jeanette McClellan

Jeff Leal  
Jeremy Taylor  
Joanna  
Joshua Barnes  
Kelly Nichols  
Ken Keller  
Kim Dugan  
Krystle and Dustin Thomas  
Laura Wagner-Johnson  
Laurie  
Linda  
Linda's iPhone  
Lindsay Hildebrand  
Lisa Jamesson  
Lynn  
Malia & Neil  
Mariah Kelley  
Marianne Schenk  
Marissa S  
Maryann Campbell  
Matt  
Megan  
michaelhruza  
Mike and Kaleigh Hensen  
Patti Johnson  
Paul D.  
Ricky McDonnell  
Ricky's iPhone  
robert fischer  
Ron  
Samsung SM-X210  
Scott & Christine Venn  
Steve Throneberry  
suebeeler  
Terry Zelenak  
Theresa Daus-Weber  
Treg  
Vicki Medina  
Walter's iPhone

**DISCLOSURE OF  
POTENTIAL  
CONFLICTS OF  
INTEREST**

**Disclosure of Potential Conflicts of Interest:** The Board discussed the requirements pursuant to the Colorado Revised Statutes to disclose any potential conflicts of interest or potential breaches of fiduciary duty to the Board of Directors and to the Secretary of State. District Manager Ripko noted that a quorum was present and requested that members of the Board disclose any potential conflicts of interest with regard to any matters scheduled for discussion

at this meeting and incorporated for the record those applicable disclosures made by the Board members prior to this meeting in accordance with the statute. It was noted that all Board members with potential conflicts had filed the Disclosure statements.

Attorney Ross stated that each Board member with potential conflicts have advised him that they have filed a conflict disclosure on this matter with the Colorado Secretary of State.

## **ADMINISTRATIVE MATTERS**

**Agenda:** District Manager Ripko reviewed with the Board the proposed Agenda.

**Amend the agenda to include a Non-Binding Poll:** The Board discussed adding as an agenda item before public comment a non-binding poll of the Board members regarding if a ballot on the landscape and snow removal maintenance matter should be included in the May 2025 election.

Following discussion, upon motion, duly made by Director Coupe, seconded by Director Glass, and, upon vote, carried with Directors Coupe, Glass, and Jensen voting yes, Director Prysby voting no, and Director Rubic abstaining, the Board approved adding the non-binding poll to the agenda before public comment.

**Move Agenda item VI.B. Discuss and consider putting a measure on the May ballot for the District to maintain HOA owned property and determine what language should be utilized, to immediately after the Consent Agenda.**

Following discussion, upon motion, duly made by Director Coupe, seconded by Director Glass, and, upon vote, carried with Directors Coupe, Glass, Prysby and Jensen voting yes and Director Rubic abstaining, the Board approved moving the agenda item VI.B to immediately after the Consent Agenda.

**Extending Public Comment:** The Board discussed extending public comment to 30 minutes.

Following discussion, upon motion, duly made by Director Prysby, seconded by Director Glass, and, upon vote, carried with Directors Prysby, Coupe, Glass, and Rubic voting yes and Director Jensen abstaining from voting, the Board approved extending public comment to 30 minutes.

Following discussion, upon motion, duly made by Director Prysby, seconded by Director Glass, and, upon vote, carried with Directors Prysby, Coupe, Glass, and Jensen voting yes and Director Rubic abstaining, the agenda was approved as amended.

### **Non-Binding Poll**

Per the amended agenda, the Board members stated their current opinion regarding putting the landscape question on the May ballot.

Director Glass- Yes

Director Prysby- Yes  
Director Rubic- no opinion stated  
Director Jensen-Yes  
Director Coupe- Yes

## **PUBLIC COMMENTS**

**Homeowners Requests/Comments:** Public presented to expressed their thoughts regarding the landscape maintenance of the HOAs as well as general District operations.

## **CONSENT AGENDA** The Board considered the following Board meeting minutes:

- October 30, 2024
- November 20, 2024
- December 4, 2024
- December 18, 2024
- January 28, 2024
- February 2, 2024
- February 19, 2024

Following discussion, upon motion, duly made by Director Prysby, seconded by Director Glass, and, upon vote, unanimously carried, the Board approved the Consent Agenda items, subject to adding end time of 8:30 for the February 2, 2025 meeting.

## **LEGALS MATTERS** **May 6, 2025 Election Ballot:** The Board discussed putting a measure on the May 6, 2025 ballot for the District to maintain HOA owned property and determine what language should be utilized.

### **Ballot Language:**

Following discussion, upon motion, duly made by Director Prysby, seconded by Director Glass, and, upon vote, carried with Directors Prysby, Coupe, and Glass, voting yes, Director Jensen voting no and Director Rubic abstaining, any ballot issue will include the maintenance of playgrounds.

Director Rubic stated that his abstaining votes (not voting) on the landscape maintenance and snow removal matter was in accordance with the requirements from the SDA Board Manual that states Board members that file a conflict of interest statement are to refrain from voting absent the need for a quorum.

Following discussion, upon motion, duly made by Director Glass, seconded by Director Jensen, and, upon vote, carried with Directors Prysby, Coupe, Jensen, and Glass voting yes and Director Rubic abstaining, any ballot measure will not include a mill levy increase.

Following discussion, Director Jensen moved that any ballot issue will state the District is “required” to provide services. Director Coupe seconded the motion. Following further discussion, Director Jensen withdrew the motion.

Following discussion, upon motion, duly made by Director Glass, seconded by Director Coupe, and, upon vote, carried with Directors Prysby, Coupe, Jensen, and Glass, voting yes, and Director Rubic abstaining, any ballot measure will include language that if an HOA adds anything to its property that the District did not authorize, the District has no obligation to maintain it.

[Director Jensen left the meeting]

Following discussion, upon motion, duly made by Director Glass, seconded by Director Coupe, and, upon vote, carried with Directors Prysby, Coupe, and Glass, voting yes and Director Rubic abstaining, the ballot issue in the form discussed was approved.

The Board reviewed the language suggested by Director Rubic regarding maintenance priorities; no motion was made.

Following discussion, upon motion, duly made by Director Glass, seconded by Director Prysby, and, upon vote, carried with Directors Prysby, Coupe, and Glass, voting yes and Director Rubic abstaining, the Board adopted the Resolution Setting Ballot Issue for May 6, 2025, Election, with the approved ballot language, subject to final legal review, assuming no substantive changes.

#### **OPERATION AND MAINTENANCE MATTERS**

**Snow Removal:** The Board discussed snow removal services. The Board directed the District Manager to get more information regarding the amount of equipment available from each contractor who submitted a proposal.

Following discussion, upon motion, duly made by Director Glass, seconded by Director Coupe, and, upon vote, carried with Directors Glass, Prysby, and Coupe voting in favor and Director Rubic voting no, the Board approved Chavez Services LLC to do the snow removal in the Priority 2 areas.

**Game-Set Match Tennis Court Maintenance:** No action was taken.

**Mission Communications:** No action was taken.

**Other:** None.

#### **PUBLIC COMMENTS/HOME OWNER REQUESTS**

None.  
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## **LEGAL MATTERS**

**Ratify the 1st Amendment to the N&D Tree Agreement:** The Board discussed the 1st Amendment to the N&D Tree Agreement.

Following discussion, upon motion, duly made by Director Glass, seconded by Director Prysby, and, upon vote, carried with Directors Glass, Prysby, and Coupe voting in favor and Director Rubic abstaining, the Board approved the 1st Amendment to the N&D Tree Agreement.

**Resuming Maintenance Services of HOA Owned Areas for Arrowhead Shores, Roxborough Village 1st, and Filing 14B HOA:** The Board discussed resuming maintenance services of HOA owned areas for the Arrowhead Shores HOA, Roxborough Village 1st HOA, and Filing 14B HOA.

Director Rubic noted that when the Board adopted the 2025 Budget it expressly stated it was not appropriating any funds for landscape maintenance and snow removal services for the areas owned by Arrowhead Shores HOA, Roxborough Village 1st HOA, and Filing 14B HOA. He stated the Board would need to approve an amendment to the 2025 Budget and prior notice of such action would be required. After some discussion and a statement from Attorney Ross that prior notice was required, this matter was deferred.

**Third Amendment to 2024 CDI Landscape Maintenance Contract:** The Board discussed the need to extend the term of the 2024 CDI Landscape Maintenance Contract through March 31, 2025.

Following discussion, upon motion, duly made by Director Glass, seconded by Director Prysby, and, upon vote, carried with Directors Prysby, Coupe, and Glass, voting yes and Director Rubic voting no, the Board approved the Third Amendment to the 2024 CDI Landscape Maintenance Contract, extending the expiration date through March 31, 2025, with the pricing in the 2024 Contract continuing through March 31, 2025.

## **ADJOURNMENT**

There being no further business to come before the Board, upon motion, duly made by Director Prysby, seconded by Director Glass, and, upon vote, unanimously carried, the meeting was adjourned.

Respectfully submitted,

By: Travis C Jensen  
Secretary for the Meeting