

## RECORD OF PROCEEDINGS

### MINUTES OF A SPECIAL MEETING OF THE BOARD OF DIRECTORS OF THE ROXBOROUGH VILLAGE METROPOLITAN DISTRICT HELD JULY 14, 2025

A Special Meeting of the Board of Directors (referred to hereafter as the "Board") of Roxborough Village Metropolitan District (the "District") was convened on Monday, the 14<sup>th</sup> day of July, 2025 at 6:00 p.m. at the Roxborough Library, 357 N Rampart Range Rd # 200, Littleton, CO 80125. The meeting was open to the public.

#### **ATTENDANCE**

#### **Directors In Attendance Were:**

Ephram Glass  
Debra Prysby  
Clifford Linhardt  
Stephen Throneberry

#### **Director Absent:**

Ronald Bendall, Secretary

**CALL TO ORDER** At 6:05 p.m. the meeting was called to order.

#### **I. ADMINISTRATIVE MATTERS**

##### **A. 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. Director Glass 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 there are no Directors' Disclosure Statements to be filed.

##### **B. Additions/Deletions/Approval of Agenda**

Following discussion, upon motion duly made by Director Linhardt, seconded by Director

Throneberry, and, upon vote, unanimously carried, the Board approved the agenda as presented.

## **II. PUBLIC COMMENTS/HOMEOWNER REQUESTS**

There were no public comments.

## **III. BOARD DISCUSSION MATTERS**

### **A. Update on Community Park playground.**

The Board reviewed and discussed the updated proposal and drawings from AtoZ Recreation for the Community Park playground. The consensus of the Board was that the new proposal and the color scheme looked good, except that the Sandstone coloring needs to be used on the boulder and the ropes need to be tan. The Board deferred approval to the July 16th meeting.

### **B. Review proposals for Rampart Way bridge repair.**

The Board discussed the bridge replacement proposals for the bridge by Rampart Way. The consensus of the Board was to go with the lower maintenance option with a preference for Ipe decking, however the Board asked Director Glass to see if he could obtain example photos, find out more detail on the non-Ipe wood option, and get a cost estimate from Chavez for the concrete option.

### **C. Review proposal from BioDive Solutions.**

The Board discussed the recent pump failures. Following discussion, upon motion duly made by Director Prysby, seconded by Director Glass, and, upon vote, unanimously carried, the Board approved the \$7,800 proposal from BioDive to extend the intakes of the pumps at Crystal Lake. Director Glass suggested authorizing additional funding to repair or replace at least one pump so the irrigation could be made functional. Following discussion, upon motion duly made by Director Prysby, seconded by Director Glass, and, upon vote, unanimously carried, the Board approved a not-to-exceed amount of \$20,000 to be used to fix the pump issues to get at least one pump functional.

### **D. Discuss whether the District should petition Douglas County to include design**

**funding in 2026 for a path connecting the High Line Canal to Waterton Canyon and for safe pedestrian crossings via an overpass or underpass to reach the High Line Canal from south of Waterton Rd.**

Director Glass requested authorization from the Board to attend an August Board of County Commissioners meeting to request on the District's behalf that the County allocate 2026 funding for design work on a path connecting the High Line Canal to Waterton Canyon and for an overpass or underpass to the High Line Canal from the south side of Waterton Rd. The Board directed Director Glass to make those requests on the District's behalf.

**E. Discuss attending a CORE meeting to petition for better wildfire protection.**

The Board briefly discussed the recent fire near Louviers. Director Glass noted the fire that was immediately adjacent to the District in 2024 was started by CORE power lines and that the safest option would be to have CORE's lines underground. Following discussion, the Board directed Director Glass to attend a CORE meeting to request that their policies change to put more lines underground.

**F. Discuss switching the GIS administrator to another company.**

Director Glass discussed another example of Farnsworth overbilling for GIS work and suggested looking at other companies to support the District's GIS. Following discussion, the Board directed Director Glass to request a proposal from IMEG for GIS administrative support.

**G. Discuss a solution for homeowners landscaping outside their fences in the open space.**

Director Glass relayed his discussion with Attorney Ross about having homeowners landscaping in the District's open space. The concern was that hardscaping installed by homeowners could potentially impose a liability risk to the district. The lower risk option was to allow non-hardscaped landscaping with a signed license agreement. The Board discussed how that might be implemented. The consensus of the Board was to ask Attorney Ross to draft an agreement for the Board to review.

**H. Discuss field supervisor job posting language.**

The Board discussed the supervisor job posting language. Director Glass noted that Attorney Ross said there was an issue with requiring residency. The consensus of the

Board was to strike that line out of the posting and defer final approval for posting the job to the July 16th meeting.

**I. Discuss who should replace irrigation covers and enter GIS mapping data.**

Following a brief discussion, the consensus of the Board was to table this item in case a hired supervisor could perform this task.

**J. Discuss whether to perform tree pruning this year or in a future year.**

Following discussion, the consensus of the Board was to perform tree pruning on a 5-6 year cycle and not to consider general class 2 tree pruning until at least 2028.

**K. Discuss and consider approval of a new dog station on Blue Mesa Way.**

Director Glass noted that there was a request for a dog station on Blue Mesa Way because not everyone was cleaning up after their dog and the nearest dog station was fairly distant. Following discussion, upon motion duly made by Director Throneberry, seconded by Director Prysby, and, upon vote, unanimously carried, the Board approved the \$643.43 proposal from CDI to install a new dog station midway on the west side of Blue Mesa Way.

**L. Discuss Farnsworth proposal for the southern creek crossing.**

Following a brief discussion, the consensus of the Board was to request additional proposals from other engineering firms.

**M. Discuss installing cameras given the recent vandalism in Chatfield Farms and the fire in Community Park.**

Following discussion, the consensus of the Board was to obtain some proposals for camera installations at key areas like playgrounds, parking lots, and the skate park.

**N. Update on turf-removal projects.**

Director Glass noted that with the pumps not working and it being mid-summer, it was best to defer planting anything. Following discussion, the consensus of the Board was to defer

the work.

**O. Review lists of current approved and requested community permits, if any. (Sports Field Use, Park Areas & Gazebo, Food Truck Vendors, etc.) and/or any new resident inquiries or correspondence.**

Director Glass noted there was one request to use Community Park for a birthday party, which was approved.

**P. Discuss whether to approve dumpster events in the future.**

Director Glass discussed whether people should be allowed to hold commercial events on District facilities. The consensus of the Board was that utilizing the District's facilities for group events where the majority of the beneficiaries were residents was ok, but restrictive individual commercial usage like one-on-one tennis lessons should not be allowed. The consensus of the Board was to update the policies and reservation language to include that stipulation and have signs put up on the tennis courts stating it was first come, first served with a 30 minute limit if there were people waiting.

**IV. OTHER MATTERS**

Director Glass noted that the proposal for designing signs for the District came in at nearly \$80,000. The consensus of the Board was that it was too costly and that the District needed to look at other options.

**V. PUBLIC COMMENTS/HOMEOWNER REQUESTS**

There were no public comments.

**VI. ADJOURNMENT**

There being no further business to come before the Board at this time, upon motion duly made by Director Prysby, seconded by Director Linhardt, and upon vote, unanimously carried, the Special Meeting was adjourned at 7:43 p.m.

The foregoing minutes, which have been approved by the affirmative majority vote of the Board of Directors of the Roxborough Village Metropolitan District, are a true and accurate record of the meeting held on the date stated above.



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Secretary

Date