MINUTES OF REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE ROXBOROUGH VILLAGE METROPOLITAN DISTRICT HELD AUGUST 20, 2025

A regular 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 20th day of August, 2025 at 6:00 p.m. at the Roxborough Library, 8357 N Rampart Range Rd # 200, Littleton, CO 80125 and 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:
Ephram Glass, President
Debra Prysby, Vice President
Clifford Linhardt, Treasurer
Ronald Bendall, Secretary
Stephen Throneberry, Assistant Secretary

Also In Attendance:
Peggy Ripko; Special District Management Services, Inc. ("SDMS")

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

Kara Dunham and Robin Grzegorzewski; Gemsbok Consulting Inc. ("Gemsbok") (for a portion of the meeting)

Damon Barker; Consolidated Divisions, Inc. d/b/a CDI Environmental Contractor ("CDI") (for a portion of the meeting)

Debbie McInnis, Homeowner

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.

ADMINISTRATIVE MATTERS

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

Following discussion, upon motion, duly made by Director Glass, seconded by Director Throneberry, and, upon vote, unanimously carried, the Board approved the Agenda.

PUBLIC COMMENTS

Ms. McInnis, homeowner, requested an update regarding the bridge repairs. District Manager Ripko advised her that the bridge repairs will be addressed later in the meeting.

CONSENT AGENDA

Upon motion, duly made by Director Prysby, seconded by Director Linhardt, and, upon vote, unanimously carried, the Board approved the Consent Agenda with the following items:

- Minutes of the June 20, 2025 Landscape walkthrough.
- Minutes of the July 14, 2025 Board meeting.
- Minutes of the July 16, 2025 Board meeting.
- Minutes of the August 11, 2025 Board meeting.
- Ratification of the First Amendment to the 2025 Agreement for Landscape Maintenance Services with CDI.
- Ratification of the construction agreement with Chavez Services to perform work on the main parking lot in Community Park.
- Approve of the agreement with Arvada Pump to perform work on the Crystal Lake pumps.
- Approve of the N&D Tree agreement for tree removal and pruning.

FINANCIAL MATTERS

Claims: The Board considered the claims paid for the period ending July 31, 2025 for a total of $198,593.76.

Following discussion, upon motion, duly made by Director Throneberry, seconded by Director Glass and, upon vote, unanimously carried, the Board ratified and approved payment of the claims.

Unaudited Financial Report: The Board reviewed the unaudited financial report for the period ending July 31, 2025.

Following discussion, upon motion, duly made by Director Throneberry, seconded by Director Glass, and, upon vote, unanimously carried, the Board accepted the unaudited financial report for the period ending July 31, 2025.

CONTRACTOR/ CONSULTANT REPORTS

Landscaping Updates - CDI Landscape, LLC:

Monthly Report: The Board reviewed the Monthly Report.

Update on Drip Irrigation: The Board discussed the update on adding drip irrigation to the west and east sides of the Community Park parking lot. CDI reported that the work started on the south end of Chatfield Farms west, but the crews stopped work due to main line breaks. CDI will be doing the west side of parking lot once utility locates are completed.

Engineering Updates :

Update on Crystal Lake Intake Work: The Board discussed the update on the Crystal Lake intake work. The parts have been ordered, and work should be done in September.

Proposals for Bridge Work: The Board reviewed the proposals for replacement of the bridge. Following discussion, the Board requested proposals for repairing the bridge, not replacing it.

Farnsworth Group Proposal: The Board reviewed the Farnsworth Group's August 13, 2025 Project Services Proposal for South Creek Crossing Improvements. Following discussion, upon motion, duly made by Director Prysby, seconded by Director Throneberry, and, upon vote, carried with Directors Glass, Throneberry and Bendall voting yes, Director Prysby voting no, and Director Linhardt abstaining from voting, the Board approved the Farnsworth Group's proposal.

Farnsworth Group Invoice Balance: The Board discussed the outstanding balance for work previously performed by the Farnsworth Group. The remaining balance is the hydraulic study.

Following discussion, upon motion, duly made by Director Glass, seconded by Director Linhardt, and, upon vote, unanimously carried, the Board approved payment of the outstanding balance owed the Farnsworth Group.

Other: None.

LEGAL MATTERS

Update on HOA Easement Agreement Form: District Manager Ripko advised the Board that all but one HOA has signed the agreement, and that HOA is planning to approve the agreement at the August Board meeting. District Manager Ripko will be following up with the HOA at the beginning of September.

Executive Homes Detention Pond: The Board discussed requesting Douglas County to share in the cost to dredge the detention pond north of the Executive Homes.

The Board authorized Director Glass to discuss splitting the cost with Douglas County.

Amendment to Rules & Regulations: Attorney Ross discussed with the Board the suggested amendment to the Rules and Regulations. Following discussion, upon motion, duly made by Director Glass, seconded by Director Linhardt, and, upon vote, unanimously carried, the Board approved the amendment to the Rules and Regulations.

Other: None.

AGENDA PRIORITIES

Community Park Playground Update: The Board reviewed the Community Park Playground design.

Following discussion, upon motion, duly made by Director Linhardt, seconded by Director Throneberry, and, upon vote, unanimously carried, the Board approved the playground design.

Status of Hiring Field Supervisor: Ms. Ripko updated the Board on the status of preparing for hiring field supervisor.

Contract for Snow Removal Services: The Board reviewed the proposal for from Chavez Services to perform snow removal services for the 2025-2026 snow season.

Following discussion, upon motion, duly made by Director Bendall, seconded by Director Glass, and, upon vote, unanimously carried, the Board approved the proposal from Chavez Services.

Proposal to Construct Preble's Pond Path: The Board discussed a proposal to construct a path East of Preble's Pond.

Following discussion, upon motion, duly made by Director Throneberry, seconded by Director Linhardt, and, upon vote, carried with Directors Throneberry, Linhardt, Bendall, and Glass voting yes and Director Prysby abstaining from voting, the Board approved the proposal to construct a three (3) foot wide l path East of Preble's Pond.

Retaining Walls and Mulch: The Board reviewed a proposal to add retaining walls and mulch to the trees west of the main parking lot in Community Park. The Board requested the proposal be updated to include using mortar and requested an example of what it would look like.

District Signage: The Board reviewed a proposal to design signage for the District.

Following discussion, upon motion, duly made by Director Glass, seconded by Director Linhardt, and, upon vote, unanimously carried, the Board approved the proposal to design the District's signage, subject to clarification on what is included and what is excluded.

Nursery Pots for Greenhouse: The Board discussed purchasing more nursery pots for the greenhouse at a not-to-exceed amount of $300.00.

Following discussion, upon motion, duly made by Director Throneberry, seconded by Director Bendall, and, upon vote, unanimously carried, the Board approved purchasing more nursery pots for the greenhouse at a not-to-exceed amount of $300.00.

Other: Director Glass discussed modifying the railing in the playground to plan for a bench to be installed in the future. The Board agreed to meet on site to review the options.

The Board and Attorney Ross discussed the proposed license agreement drafted by Attorney Ross that would permit homeowners to perform limited landscaping on District property. The consensus of the Board was to send the license agreement with a cover letter to be prepared by Attorney Ross and the operations committee.

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OPERATION AND MAINTENANCE MATTERS

District Management Updates: The Board discussed the following District Management updates:

Community Permits: The Board reviewed the lists of current approved and requested community permits.

SDMS Monthly Report: District Manager Ripko presented the monthly report to the Board.

General Communications to the District or CORA Requests: No requests were received.

Invoice from Foothills Park & Recreation District: The Board reviewed the monthly invoice from Foothills Park & Recreation District.

General Updates:

Turf Replacement/Xeriscape: None.

Other: None.

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OTHER MATTERS

None.

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PUBLIC COMMENTS/HOME OWNER REQUESTS

None.

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ADJOURNMENT

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

APPROVAL:

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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Ron Bendall, Secretary