RECORD OF PROCEEDINGS

MINUTES OF A SPECIAL MEETING OF THE BOARD OF DIRECTORS OF THE ROXBOROUGH VILLAGE METROPOLITAN DISTRICT HELD SEPTEMBER 8, 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 8th day of September, 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
Ronald Bendall
Stephen Throneberry

Also In Attendance Were:
Debbie McInnis, Resident

CALL TO ORDER At 6:09 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

Director Glass requested adding an agenda item under section IV of the agenda to discuss the Statement of Services and Jurisdictional Boundaries draft. Following discussion, upon motion duly made by Director Glass, seconded by Director Throneberry, and, upon vote, unanimously carried, the Board approved the agenda as amended.

II. PUBLIC COMMENTS/HOMEOWNER REQUESTS

There were no public comments.

III. BOARD DISCUSSION MATTERS

A. Discuss and consider approval of a $4,700 proposal from Chavez Services to relocate and reset the boulders in the north N Ramart Range Rd median.

The Board discussed proposal to fix the toppled boulders on the north median and move the boulders from the nose of the median further back. Director Glass noted that Douglas County had not yet responded to the District's request to relocate the boulders, and the District would need the County's approval before the work could be completed. Following discussion, upon motion duly made by Director Glass, seconded by Director Throneberry, and, upon vote, unanimously carried, the Board approved the $4,700.00 proposal from Chavez Services to relocate and reset the boulders pending approval from Douglas County.

B. Discuss and consider approval of a $450 proposal from Chavez Services to improve drainage southeast of the Chatfield Farms soccer field.

Director Glass noted that the swale Keesen had installed east of the soccer field by the fence line was collecting water prior to the pipe intended to drain stormwater into the detention pond. He noted that Keesen originally had a much more expensive proposal to replace the pipe and the work had been deferred to see if the water drainage was an issue. Following discussion, upon motion duly made by Director Glass, seconded by Director Throneberry, and, upon vote, unanimously carried, the Board approved the $450.00 proposal from Chavez Services to lower the drainage pipe.

C. Discuss and consider approval of a $22,660.80 proposal from Chavez Services to replace a section of the sidewalk immediately west of Preble's Pond to eliminate sliding slabs, eliminate broken slabs, relocate the tilting bench, and to improve safety for emergency vehicles.

Director Glass relayed to the Board that the concrete path to the west of Preble's Pond had several large cracks and portions of the path were listing significantly. He noted that this was a concern for emergency vehicles that use that path and it was not ADA compliant. Following discussion, upon motion duly made by Director Glass, seconded by Director Throneberry, and, upon vote, with Directors Glass, Throneberry, Linhardt, and Bendall in favor and Director Prysby abstaining, the Board approved the $22,660.80 proposal from Chavez Services to make the repairs to the path and relocate the bench to the opposite side of the trail by the pond. Director Prysby had concerns over the specifications to ensure the path didn't continue sliding down the slope. Director Glass noted that Director Prysby would be able to discuss those with Chavez Services prior to construction to ensure the path was installed properly.

D. Discuss and consider approval of a $10,956.90 proposal from Chavez Services to replace broken sidewalk slabs around the district.

Director Glass noted that he had gone through the paths west of Rampart Range Rd with Chavez and identified multiple large breaks in the concrete paths that had occurred within the last two years. He noted the proposal was for those breaks outside of the ones in the prior $22,660.80 proposal for repairs west of Preble's Pond. Director Glass noted that it appeared like a heavy vehicle had gone through and broken the sidewalk. Director Prysby had concerns about how Chavez Services was going to get the concrete to the various sites without breaking more sidewalk panels. Following discussion, upon motion duly made by Director Glass, seconded by Director Throneberry, and, upon vote, unanimously carried, the Board approved the $10,956.90 proposal from Chavez Services to replace various sections of broken sidewalk.

E. Discuss and consider approval of a $30,769.60 proposal from Chavez Services to replace broken concrete entrance to the larger Community Park parking lot.

Director Glass noted that the proposal to fix the parking lot entry concrete was expensive because of the thicker concrete required and the need to meet Douglas County specifications because much of it was on County land. Director Throneberry noted it was in very bad shape. Director Glass remarked that due to a lack of other pathways, children walk through that area on the way to school. In response to a question from Director Prysby, Director Glass noted the proposal included proper curb-and-gutter construction. Following discussion, upon motion duly made by Director Glass, seconded by Director Throneberry, and, upon vote, unanimously carried, the Board approved the $30,769.60 proposal from Chavez Services to replace the broken concrete at the entrance to the larger Community Park parking lot.

F. Discuss and consider approval of proposals from M-MD Electric and Radiant Lighting Services to replace the disconnect switch serving the pumps at Crystal Lake.

Director Glass noted that M-MD Electric had been out on site at the pump meeting back in

August and ascertained that the disconnect switch there had to be replaced. He noted that he had worked with Radiant Lighting before on HOA projects but did not have a preference for either electric company. Director Throneberry suggested using Radiant Lighting because they had other proposals and it would be easier and cheaper to work with a single company. Following discussion, upon motion duly made by Director Glass, seconded by Director Throneberry, and, upon vote, unanimously carried, the Board approved the $2,568.87 proposal from Radiant Lighting Services to replace the broken disconnect switch.

G. Discuss and consider approval of a $2,067.89 proposal from Radiant Lighting Services to install a $4,499.99 solar kit to power the outlets on the southeast corner of N Rampart Range Rd and Village Circle East/West.

The Board discussed installing solar to power the outlets on the southeast corner of N Rampart Range Rd and Village Circle East/West or to repair the power line underneath Rampart Range Rd, which was estimated to cost $15,000. The consensus of the Board was to get new estimates for repairing the power line because it would not be subjected to vandalism or ongoing maintenance.

H. Consider IMEG's proposal to administer the District's GIS.

The Board discussed switching the GIS administration to IMEG from Farnsworth. It was noted that IMEG had fairly low rates and they were well known for their expertise in the GIS arena. Following discussion, upon motion duly made by Director Glass, seconded by Director Throneberry, and, upon vote, unanimously carried, the Board approved switching the GIS administration to IMEG.

I. Review survey results and discuss next steps to implement a follow-up survey.

The Board discussed the survey results. Director Glass recommended that temporary signs with QR codes be placed around the District for the follow-up survey. Following discussion, the consensus of the Board was to have Director Glass draft a follow-up survey and to utilize the temporary signs as recommended.

J. Discuss timing and topics for the next newsletter.

The Board discussed the timing and content of the next newsletter. Based on the survey results, Directors Throneberry and Glass thought it would be good to include a summary of the District's boundaries and scope. The consensus of the Board was to issue a digital newsletter at the end of the year with a possibility of increasing the frequency of the newsletters afterwards.

K. Discuss draft 10-year budget.

Director Glass reviewed his edits to the 10-year budget spreadsheet with the Board. The Board members did not have any questions or concerns about the changes. Director Glass noted that the property tax revenue calculations were not final because the District was waiting for direction from DOLA in interpreting recent property tax legislation. Director Glass requested that the Board provide any requested changes if they thought of any later.

L. Discuss if porta-potties in Crystal Lake Park should be managed and paid for by the District rather than the HOA.

Director Glass noted that the District pays for one porta-potty in Community Park and one in Chatfield Farms Park. With the passage of the recent ballot issue, Director Glass noted it would be fair to pay for one at Crystal Lake Park. Director Throneberry noted the Arrowhead Shores HOA pays for two there presently. Directors Throneberry and Bendall said they would take that idea back to the HOA Board.

M. Discuss possible amendments to the Rules & Regulations.

Director Glass asked the Board if they had any specific changes they would like to make to the Rules & Regulations considering that the District was about to make news signs for them throughout the District. Director Bendall said he would like to see some clarifications on what the HOA could do on its own property. Director Bendall was given direction to provide some details on recommended changes at the meeting next month.

N. Update on field supervisor job posting.

Director Glass noted he had spoken with the District Manager about the prerequisite work needed to post the supervisor job and she said it would be available on September 10th.

O. Update on C&L dig-in in Chatfield Farms.

Director Glass noted that Castle Rock Water agreed to repair the damage caused by C&L or reimburse the District for the repairs. However, they said they wouldn't pay for the repairs to the broken electric line serving Chatfield Farms 1B HOA's monument. Director Glass noted that Ireland Stapleton was going to look at their legal liability.

P. 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 by the PTIC to utilize the banner posts. The consensus of the Board was to approve their usage of them.

IV. OTHER MATTERS

A. Discuss the Statement of Services and Jurisdictional Boundaries draft

The Board reviewed the draft document intended to be supplied to new homeowners through the title companies. Director Glass said he'd prefer to see a map, a shorter description, and a signup sheet for email notifications. The consensus of the Board was to have Director Glass come up with an edited version with those changes and to confirm whether the email sign-up would be returned to the District.

B. Other

Director Glass relayed that SDMS confirmed that they billed the District about $12,000 more than what it would have cost a 3rd party to issue the newsletter. Peggy Ripko, the District Manager, had requested that $1,000 be credited to the District over twelve months. It was discussed that twelve months was an extremely long time period and would span between two fiscal years. Following discussion, upon motion duly made by Director Glass, seconded by Director Throneberry, and, upon vote, unanimously carried, the Board approved allowing SDMS to credit $3,000 in each of the months of September, October, November, and December.

Director Prysby noted that the County had not cleared the vegetation close to the High Line Canal bridge off of Waterton Rd, which made visibility of pedestrians to drivers and vice versa very difficult. Following discussion, the consensus of the Board was to have CDI trim the vegetation in that area after an on-site meeting.

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 7:58 p.m.

Respectfully submitted,

By:____________________________________

Secretary for the Meeting