

**MINUTES OF A REGULAR MEETING OF
THE BOARD OF DIRECTORS OF THE
ROXBOROUGH VILLAGE METROPOLITAN DISTRICT
HELD
NOVEMBER 20, 2024**

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 November, 2024 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 the 6:00 p.m.

ATTENDANCE

Directors In Attendance Were:

Ephram Glass, President
Debra Prysby, Vice President
Mark Rubic, Treasurer
Travis Jensen, Secretary
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.

Alisha Bignell; Gemsbok Consulting Inc. (“Gemsbok”) (for a portion of the meeting)

Debbie McInnis, Christine Stahl, Scott Venn, Megan Burch, Joanna, Alan, Kim Dugan, Jessica Martella, and Bill Hallinan; District Residents

Tatiana Kubisa; Member of the Public

**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 there are no Directors’ Disclosure Statements to be filed.

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 Coupe, and, upon vote, unanimously carried, the Board approved the Agenda, as amended to move the discussion regarding N&D Tree Care to Legal Matters, remove the discussion of amended invoices, and move Public Comment to before the Budget Hearing.

PUBLIC COMMENTS

Homeowners Requests/Comments: Ms. Kubisa requested a memorial bench be placed on the hogback in memory of her late husband. The Board expressed their condolences; the bench was not approved as the District does not have a system in place and requests have been denied in the past.

BUDGET HEARING

Homeowners Association (HOA) Cost Allocation for Maintenance: The Board discussed the responses received concerning the HOA cost allocation for maintenance.

Following discussion, upon motion duly made by Director Rubic, seconded by Director Coupe and, upon vote, carried with Directors Rubic, Coupe, and Glass, in favor and Directors Jensen and Prysby opposed, the Board approved moving forward with a 2025 Draft Budget which does not allocate funds for maintenance of HOA areas, stating community meetings will be held in early 2025 to get homeowner input..

Public Hearing on 2025 Budget: Director Glass opened the public hearing to consider the proposed 2025 Budget and to discuss related issues.

It was noted that Notice stating that the Board would consider adoption of the 2025 budget and the date, time and place of the public hearing was published pursuant to statute. No written objections were received prior to the public hearing.

No public comments were received, and the public hearing was closed.

The Board reviewed the estimated 2024 expenditures and the proposed 2025 expenditures.

Upon motion duly made by Director Prysby, seconded by Director Glass, and upon vote unanimously carried, the Board approved the 2025 Budget, as amended, and considered adoption of Resolution No. 2024-11-01 to Adopt the 2025 Budget and Appropriate Sums of Money and Resolution No. 2024-11-02 to Set Mill Levies at 12.087 mills in the General Fund. Following discussion, upon vote unanimously carried, the Board adopted the Resolutions and authorized execution of the Certification of Budget. The District Accountant was directed to transmit the Certification of Tax Levies to the Board of County Commissioners of Douglas County not later than December 15, 2024. District Counsel was directed to

transmit the Certification of Budget to the Division of Local Government no later than January 30, 2025.

CONSENT AGENDA The Board considered the following Board meeting minutes:

- September 10, 2024 Minutes.
- November 12, 2024 Minutes.

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

FINANCIAL MATTERS

Claims: The Board considered ratifying the approval of the payment of claims as follows:

Fund	Period Ending October 31, 2024
Total Claims	\$89,399.38

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

Unaudited Financial Report: The Board reviewed the unaudited financial report for the period ending October 31, 2024.

Following discussion, upon motion duly made by Director Glass, seconded by Director Coupe, and, upon vote, unanimously carried, the Board accepted the unaudited financial report for the period ending October 31, 2024.

CONTRACTOR/CONSULTANT REPORTS

Landscaping Updates- CDI Landscape, LLC:

Monthly Report: The Board reviewed the Monthly Report.

Landscaping Services for 2025: The Board deferred this matter to the continued meeting.

Holiday Lights: The holiday lights will be completed as of November 21, 2024.

Drip Irrigation Repair: The Board deferred this matter to the continued meeting..

Engineering Updates- Farnsworth: District Manager Ripko updated the Board on the approved surveys.

LEGAL MATTERS

DC2's Invoice: The Board deferred this matter to the continued meeting.

Farnsworth Bill Overage: The Board deferred this matter to the continued meeting.

Fences: The Board deferred this matter to the continued meeting.

Memorial Bench: The Board discussed establishing a memorial bench/item policy and a donor's request for a memorial bench on the hogback.

District Employees: The Board deferred this matter to the continued meeting.

Douglas County Zoning Resolution Amendment: The Board deferred this matter to the continued meeting.

District Contracts: The Board deferred this matter to the continued meeting.

Other: None.

**CONTINUATION
OF MEETING**

Upon motion made by Director Prysby, seconded by Director Coupe, and upon vote, unanimously carried, the meeting was continued to Wednesday, December 4, 2024 at 6:00 p.m.

Respectfully submitted,

By: Travis C Jensen
Secretary for the Meeting