

**MINUTES OF A CONTINUED SPECIAL MEETING OF  
THE BOARD OF DIRECTORS OF THE  
ROXBOROUGH VILLAGE METROPOLITAN DISTRICT  
HELD  
DECEMBER 04, 2024**

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 4<sup>th</sup> day of December, 2024 at 6:00 p.m. at via Zoom. The meeting was open to the public.

**CALL TO ORDER**

District Manager Ripko called the meeting to order the 6:05 p.m.

**ATTENDANCE**

**Directors In Attendance Were:**

Ephram Glass, President  
Debra Prysby, Vice President  
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.

**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 Jensen, and, upon vote, unanimously carried, the Board approved the Agenda and excuse the absence of Director Rubic.

**AGENDA  
PRIORITIES**

**Construction Agreement with Chavez Services:** The Board discussed the construction agreement with Chavez Services.

**Playground Equipment:** The Board discussed the playground equipment replacement for the proposed Community Park playground site.

**Agreement with Ace Tree Care:** The Board discussed canceling the agreement with Ace Tree Care for wildfire mitigation and consider an agreement with N&D Tree.

Following discussion, upon motion duly made by Director Glass, seconded by Director Jensen, and, upon vote, unanimously carried, the Board rescinded the agreement with Ace Tree Care for wildfire mitigation and approved an agreement with N&D Tree.

**Chatfield Farms/Marketplace Playground:** The Board discussed the replacement of spinner replacements in Chatfield Farms/Marketplace playground.

Following discussion, upon motion duly made by Director Glass, seconded by Director Jensen, and, upon vote, unanimously carried, the Board approved the estimate from Rocky Mountain Recreation.

**Executive Homes Detention Pond:** Ms. Ripko provided an update to the Board on status of the Executive Homes detention pond.

## **OPERATION AND MAINTENANCE MATTERS**

### **District Management Updates:**

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

*SDMS Monthly Report:* Ms. Ripko presented the monthly report to the Board.

*General Communications to District or CORA Requests:* None.

*Status of District Website:* Ms. Ripko reported the website is 99% compliant; we have a list of items that need to be remediated which will be done prior to the July 2025 deadline.

### **General Update:**

*Chatfield Farms Planter Project:* Ms. Ripko updated the Board on the status Chatfield Farms Planter project.

*General Repairs and Maintenance of Existing Playground Equipment:* Ms. Ripko reported the inspection for Crystal Lake Playground was done in error. A list of needed repairs drafted and an RFP has been sent out to potential vendors for the purpose of pricing repairs.

*Turf Replacement/Xeriscape Contract:* Director Glass provided an update on the turf replacement/xeriscape contract.

**DIRECTOR  
MATTERS**

**Signage Committee:** The Board discussed an update from the Signage Committee.

**Environmental Committee:** The Board discussed an update from the Environmental committee. The Board approved the purchase of hoses and ancillary supplies to water the greenhouse from the school spigot during the winter in an amount not to exceed \$200.

**Other:** The Board discussed the replacement of irrigation box lids, and agreed that they will not have CDI replace irrigation box lids at this time.

**OTHER MATTERS**

**Action Items:** None.

**ADJOURNMENT**

There being no further business to come before the Board at this time, the meeting was adjourned.

Respectfully submitted,

By: Travis C Jensen  
Secretary for the Meeting