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MINUTES OF A SPECIAL MEETING
OF THE BOARD OF DIRECTORS OF THE
ROXBOROUGH VILLAGE METROPOLITAN DISTRICT
HELD
Tuesday, March 24, 2020

A special meeting of the Board of Directors of the Roxborough Village Metropolitan District (referred to hereafter as the "Board") was convened on Tuesday, March 24, 2020 at 5:30 p.m. via ZOOM at 8390 E. Crescent Parkway, Suite 300, Greenwood Village, Colorado 80111. The meeting was open to the public.

ATTENDANCE

In Attendance were Directors:
Calvin Brown
Debra Prysby
Ron Bendall
Ed Wagner

Also in Attendance were:
Katie James, Esq.; Folkestad Fazekas Barrick & Patoile, P.C.
Scott Barnett; Mulhern MRE Inc.
Bill Barr; Metco Landscaping
Kimberly Armitage; Denver YMCA
Rick Stanzyk; Evolution Builders
Todd Wenskoski and Yishuen Lo; Livable Cities Studio
Anna Jones and Andrew Williams; CliftonLarsonAllen LLP
Ephram Glass; resident
Garry Cook; resident
Ralph Poplawsky; resident
Tara Hamm; resident

CALL TO ORDER

The meeting was called to order at 6:07 p.m. by Director Brown.

DECLARATION OF QUORUM/DIRECTOR QUALIFICATIONS/ DISCLOSURE MATTERS

Director Brown declared a quorum was present, all directors are qualified.

APPROVE AGENDA

Upon a motion duly made by Director Wagner, seconded by Director Prysby, and upon vote unanimously carried, the Board approved the agenda as presented.

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PUBLIC COMMENT and/or GUESTS

Ralph Poplawsky asked a few questions about the Master Plan.

CONSENT AGENDA

A. Consider Approval of the February 16, 2020 Regular Meeting Minutes

B. Review and Accept the March 16, 2020 Cash Position and Property Tax Schedule

After review, upon a motion duly made by Director Prysby, seconded by Director Wagner, and upon vote unanimously carried, the consent agenda was approved.

DISCUSSION AGENDA ACTION ITEMS

A. Review and Consider Approval of Current Claims, Approve Transfer of Funds, Ratify Payment of Autopay Claims and ratify Approval of Previous Claims

Ms. Jones reviewed the claims with the Board. Discussion ensued regarding the Ark Ecological invoice and confirmation that it covered typical annual weed management only.

After discussion, upon a motion duly made by Director Prysby, seconded by Director Wagner, and upon vote unanimously carried, the Board approved current claims, approved the transfer of funds, ratified payment of autopay claims, and ratified approval of previous claims.

B. Board Vacancy

The Board discussed the Board vacancy due to resignation of Steve Sherman. After discussion, upon a motion duly made by Director Prysby, seconded by Director Wagner and upon vote unanimously carried, the Board appointed Garry Cook to the Board. Ms. James will administer the Oath of Office.

DIRECTOR ITEMS

A. Fall Festival Updates

1. Fireworks and DJ Status

Director Brown provided an update about the Fall Festival. The event is currently on schedule for September 12th.

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B. Town Hall Recap
1. Next Steps – Frequency

Director Brown discussed the Town Hall. Director Prysby indicated there were about 40 to 50 attendees. The Board agreed that it was a success. Discussion ensued regarding holding a bi-annual or quarterly Town Hall. It will be coordinated along with the newsletter, depending on when large gatherings can be held again due to COVID-19.

C. Other

None.

MANAGER MATTERS

A. Discuss Master Plan Next Steps

Mr. Wenskoski reviewed the draft. He noted the final version would be out by the end of this week for Board review. Final Board comments will be due by the close of business on April 8th, with the final version completed by the close of business on April 17th so that it can be approved at the April 21 Board meeting. LCS reviewed the web-based version for the Board and provided a demonstration.

B. Discuss and Approve Rec Center Site Feasibility Study Phases 1 & 2
1. Review Initial Site Analysis and Recommendations; Review and Consider Approval of Resolution 2020-03-01, Resolution Approving Services Agreement with Evolution Builders

Rick Stanzyk and Kimberly Armitage reviewed the feasibility study and the five potential sites, highlighting their recommended site as the Community Park. The Board had questions and discussion followed. The Board agreed on the Community Park site recommendation. Ms. James asked the Board if any of the other sites should be studied. The Board agreed site three (Community Park) should be the focus with site four as the backup site as/if needed.

After discussion, upon a motion duly made by Director Bendall, seconded by Director Wagner, and upon vote unanimously carried, the Board approved Phase 2 of the feasibility study which will be a more detailed analysis of the Community Park site. Ms.

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James will prepare an Amendment to the Services Agreement to include Phase 2.

C. Discuss Spillway Design Next Steps

Mr. Wenskoski and Mr. Barnett reviewed the reviewed design efforts to-date.

D. Community Programming Ideas Update and Discussion

Mr. Williams reviewed his recent efforts to conduct some summer community events. All planning is currently on hold due to COVID-19.

E. Discuss Special Meeting re Feasibility Study and Spillway Design

Mr. Wenskoski and Mr. Barnett discussed Douglas County's thoughts regarding the lower and upper ponds. Douglas County noted that if the focus is on the upper pond with adequate detention on the lower pond remaining, they would take a fairly "hands off" approach. A special meeting will likely be scheduled in April or May to review design in more detail with the Board.

F. LCS Task Orders

After review and discussion, upon a motion duly made by Director Prysby, seconded by Director Wagner, and upon vote unanimously carried, the Board approved Task Orders 6, 7, 8 & 9.

G. Other

None.

LEGAL MATTERS

A. Election Related Items

Previously discussed.

B. Update on Funding for Annual Easter Egg Hunt

Ms. James reviewed this with the Board. Discussion ensued. No action was taken and this item was tabled indefinitely. The Board agreed that future financial requests of the Board should be made in person by the requestor.

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C. Update on Possible Encroachments

No action taken.

D. Update Regarding Final Water Due Diligence Filing and Executive Session Pursuant to C.R.S. Section 24-6-402(4)(B) and for the Purpose of Receiving Legal Advice on Special Legal Questions, if requested

No action taken.

E. Review and Consider approval of Resolution 2020-03-02, Resolution Approving Services Agreement with Game-Set-Match, Inc.

Ms. James reviewed with the Board. After review, upon a motion duly made by Director Bendall, seconded by Director Prysby, and upon vote unanimously carried, the Board approved Resolution 2020-03-02, Resolution Approving Services Agreement with Game-Set-Match, Inc.

F. Review and Consider Approval of Resolution 2020-03-03, Resolution Approving Services Agreement with Ark Ecological Services, LLC

Ms. James reviewed with the Board. After review, upon a motion duly made by Director Bendall, seconded by Director Prysby, and upon vote unanimously carried, the Board approved Resolution 2020-03-03, Resolution Approving Services Agreement with Ark Ecological Services, LLC.

G. Review and Consider Approval of Resolution 2020-03-04, Resolution Approving Services Agreement with Patriot Pest Control

Ms. James reviewed with the Board. After review, upon a motion duly made by Director Bendall, seconded by Director Prysby, and upon vote unanimously carried, the Board approved Resolution 2020-03-04. Resolution Approving Services Agreement with Patriot Pest Control.

H. Status of GMR Contract

The Board discussed and determined to move the project ahead. Upon a motion duly made by Director Brown, seconded by

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Director Wagner, and upon a vote of 3 for and 1 abstaining, the Board authorized Mr. Barnett to find a contractor to submit a bid. Ms. James will contact GMR Contracting, Inc. to let them know the Board does not need their assistance.

The Board discussed warning residents regarding social gatherings and reminding that the District is not responsible for cleaning the play equipment or the skatepark. Ms. James will draft some language. CLA will post this on the District website and work with the Board on social media.

I. Other

None.

ENGINEERING MATTERS

A. Embankment Stabilization/Wetlands Planting

Mr. Barnett reviewed the approach. The Board discussed. Mr. Barnett will develop a proposal for the 2020 work which will be a multi-year, phased approach as determined by the Board.

B. Discussion Regarding Leaking 6 Inch Main Line Valve

Mr. Barnett reviewed with the Board, indicating that Metco can repair this prior to the irrigation start-up. Mr. Barr indicated he believes the cost would be less than $4,000 for a time and materials work order.

Upon a motion duly made by Director Prysby, seconded by Director Wagner, and upon vote unanimously carried, the Board approved a Metco work order for time and materials in an amount not to exceed $4,000.

C. Irrigation Plan Updates

No updates at this time.

LANDSCAPE MAINTENANCE

A. Metco Landscape Report

Mr. Barr reviewed the status of landscaping work in the District, noting that he would like to get the irrigation tested and ready for the season in early April.

B. Review and Consider Approval of Proposals:

1. Annual Flower Installation Spring 2020 - $5,482

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After review and discussion, upon a motion duly made by Director Prysby, seconded by Director Wagner, and upon vote unanimously carried, the Board approved the proposal for the annual flower installation for Spring 2020 in the amount of $5,482.

C. Bailey Tree Updates

Ms. Jones will reach out to coordinate a meeting with Bailey Tree and Metco regarding 2019 tree replacement plantings.

D. Other

None.

OTHER BUSINESS

A. Confirm Quorum for April 21, 2020 Regular Meeting at the Library

Upon a motion duly made by Director Prysby, seconded by Director Wagner, and upon vote unanimously carried, the Board confirmed a quorum for the April 21, 2020 Regular Meeting at the Library.

ADJOURNMENT

Upon a motion duly made by Director Prysby, seconded by Director Wagner, Board adjourned the meeting at 9:11 p.m.

Respectfully submitted,

DocuSigned by:
Calvin Brown
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Calvin Brown, President

Attest:

DocuSigned by:
Ed Wagner
7D9BACB4D52C4E3...

Ed Wagner, Secretary

Certificate Of Completion

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Certified Delivery Events	Status	Timestamp

Carbon Copy Events	Status	Timestamp

Witness Events	Signature	Timestamp

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Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	6/26/2020 3:51:50 PM
Certified Delivered	Security Checked	6/28/2020 11:05:11 AM
Signing Complete	Security Checked	6/28/2020 11:11:59 AM
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