

RECORD OF PROCEEDINGS

MINUTES OF A REGULAR MEETING
OF THE BOARD OF DIRECTORS OF THE
ROXBOROUGH VILLAGE METROPOLITAN DISTRICT
HELD
May 18, 2010

A regular meeting of the Board of Directors of the Roxborough Village Metropolitan District (referred to hereafter as "Board") was convened on Tuesday, May 18, 2010 at 6:30 p.m., at the Roxborough Library, Roxborough Market Place (Safeway Shopping Plaza), Meeting Room, 8357 N. Rampart Range Road, Suite 200, Littleton, CO 80125. The meeting was open to the public.

ATTENDANCE

In Attendance were Directors:

Steve Sherman
Scott Pfeffer
Nadine Petersen
Bob Clinard
Lisa Lorman

New Directors to be Sworn in:

Judi Holden
Linda Goodrich

Also in Attendance were:

David Peak; R.S. Wells L.L.C.
Ernie Fazekas; Folkestad Fazekas Barrick & Patoile, P.C.
Scott Barnett; Mulhern MRE, Inc.
John Bartley; The Brickman Group
Janece Soendker; Clifton Gunderson LLP
Mary Ann Klimko; Clifton Gunderson LLP

CALL TO ORDER

The meeting was called to order by Director Sherman. Upon a motion duly made by Director Clinard, seconded by Director Petersen and, upon vote, unanimously carried, the Board approved the agenda as presented.

ADMINISTRATIVE MATTERS

A. Approval of Minutes

After review and discussion, upon a motion duly made by Director Petersen, seconded by Director Sherman and, upon vote, unanimously

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carried, the Board approved the minutes of the April 20, 2010 regular meeting as amended.

ADMINISTER OATH OF OFFICE

Director Sherman administered the oath of office to the newly elected Board members; Judi Holden, Linda Goodrich and Scott Pfeffer.

ELECTION OF OFFICERS

Following discussion, upon a motion duly made by Director Goodrich, seconded by Director Clinard and, upon vote, unanimously carried, the Board elected Director Lorman as chairman and President.

Following discussion, upon a motion duly made by Director Clinard, seconded by Director Pfeffer and, upon vote, unanimously carried, the Board elected Director Goodrich as Vice-President.

Following discussion, upon a motion duly made by Director Clinard, seconded by Director Lorman and, upon vote, unanimously carried, the Board elected Director Pfeffer as Treasurer.

Following discussion, upon a motion duly made by Director Pfeffer, seconded by Director Goodrich and, upon vote, unanimously carried, the Board elected Director Clinard as Secretary.

Following discussion, upon a motion duly made by Director Goodrich, seconded by Director Pfeffer and, upon vote, unanimously carried, the Board elected Director Holden as Assistant Secretary.

PUBLIC COMMENT

Steve Sherman reported to the Board that there was a plugged drain in the pond near his residence and requested that the Board consider using a neighborhood contractor to unplug it. Mr. Peak will follow up on this.

FINANCIALS

A. Review and Consider Approval of 2009 Draft Audit

Ms. Soendker presented the 2009 draft audit to the Board. Following review and discussion, upon a motion duly made by Director Clinard, seconded by Director Pfeffer and, upon vote, unanimously carried, the Board approved the 2009 audit as presented, subject to a satisfactory report from the District's auditor.

B. Review and Approve Claims through April 2010

Mr. Peak reviewed the claims through April 2010 totaling \$59,402.29 represented by check numbers 4328 through 4356. Upon a motion duly made by Director Clinard, seconded by Director Lorman and, upon vote, unanimously carried, the Board approved the claims and the transfer of

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funds from COLOTRUST in the amount of \$59,402.29 into the District's checking account to pay the claims. Additionally, Mr. Peak was requested to verify that two utility bills are the District's obligation to pay.

C. Review and Approval of Cash Position as of April 30, 2010

Mr. Peak reviewed the cash position as of April 30, 2010 with the Board. The Board accepted the cash position as presented.

LEGAL MATTERS

A. Discuss Sanitary Sewer Easement to be Granted to Roxborough Water and Sanitation District

Mr. Fazekas reviewed the revised easement to be granted to Roxborough Water and Sanitation District with the Board. No action by the Board is required at this time. Mr. Fazekas will send the revised easement to Roxborough Water and Sanitation District for their review and approval.

B. Discuss Amendment to the Service Plan

Mr. Fazekas reviewed the current Service Plan with the Board. He recommended amending the Service Plan to more accurately reflect the services the District provides.

C. Review and Consider Approval of Services Agreement with Avocet Irrigation Design

Mr. Fazekas reviewed the Services Agreement with Avocet Irrigation Design with the Board. After review and discussion, upon a motion duly made by Director Clinard, seconded by Director Lorman and, upon vote, unanimously carried, the Board adopted the resolution approving the Services Agreement with Avocet Irrigation Design, subject to final clarifications on timeline and water quality testing.

MANAGER'S ITEMS

A. Status of Response to Alan Fishman Regarding 2009 Accounting Report / Chatfield Farms

Mr. Peak reviewed the response letter from Alan Fishman with the Board and Mr. Peak's response letter which has been sent to Mr. Fishman.

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- B. Status of Resolving Issues (Unsatisfactory Inspection of Landscape Improvements) within Tracts C & F, Roxborough Village Commercial Subdivision – 3rd Amendment by Ryland Homes in Order to Accept Tracts for Landscape Maintenance by District

Mr. Peak informed the Board of the unsatisfactory inspection. He will address this matter with Ryland Homes.

LANDSCAPE MAINTENANCE

- A. Landscape Maintenance Report

Mr. Bartley presented the landscape maintenance report as of May 13, 2010 to the Board.

Turf: Turf mowing is scheduled weekly. Aeration is scheduled to be completed by May 14th. Broadleaf weed control is scheduled for late May due to the weather.

Shrub Beds: Installation of mulch in perennial beds is scheduled for May.

Trees: Mulching of tree rings is scheduled for May. Ash borer and Ips beetle sprays are scheduled for the last week of May or first week of June – weather permitting.

Irrigation: Crews are in the process of activating the irrigation system and will complete by May 21st. Minor start-up repairs are needed. Two controllers possibly need to be replaced and one possibly has an electrical problem. The Brickman Group is investigating. The pump was activated for construction by the lake and is working satisfactorily.

Open Space: Crews have been picking up visible trash and other debris as seen from the roads and trails. Native mowing to begin as needed.

Site Policing: Trash was policed weekly and the Dog-I-Pot stations were checked at the same interval. Trash cans are emptied and checked twice per week and the ponds were checked for debris.

- B. Review and Consider Approval of Work Orders from The Brickman Group:

There were no work orders presented at this time.

- C. Review and Consider Approval of Final Master Plan by Design Concepts

Following discussion, upon a motion duly made by Director Clinard, seconded by Director Goodrich and, upon vote, unanimously carried, the Board approved the final master plan by Design Concepts.

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ENGINEERING MATTERS

Mr. Barnett distributed the irrigation repair map updated through 2009 to the Board. He also reported on the trail replacement project. Mr. Barnett will be preparing a bid document package to be reviewed by Mr. Fazekas.

DIRECTOR ITEMS

Nothing to report.

OTHER BUSINESS

- A. Confirm Quorum for June 15, 2010 Meeting / Consider Re-Scheduling the Meeting to June 22nd or 29th

Following discussion, due to the Roxborough Library meeting room not being available until June 29th, the Board approved to move their next regularly scheduled meeting to June 29th at the Roxborough Library. This meeting will be posted as a special meeting.

ADJOURNMENT

There being no other business to come before the Board, upon a motion duly made by Director Pfeffer, seconded by Director Goodrich and, upon vote, unanimously carried, the Board adjourned the meeting at 8:27 p.m.

Respectfully submitted

By: David Peak

Secretary for the Meeting

THESE MINUTES ARE APPROVED AS THE OFFICIAL MAY 18, 2010
MINUTES OF THE ROXBOROUGH VILLAGE METROPOLITAN DISTRICT
BY THE BOARD OF DIRECTORS SIGNING BELOW:

Lisa Lorman

Lisa Lorman

Linda Goodrich

Linda Goodrich

Judi Holden

Judi Holden

Scott Pfeffer

Scott Pfeffer

Bob Clinard

Bob Clinard