

RECORD OF PROCEEDINGS

MINUTES OF A REGULAR MEETING
OF THE BOARD OF DIRECTORS OF THE
ROXBOROUGH VILLAGE METROPOLITAN DISTRICT
HELD
OCTOBER 18, 2011

A regular meeting of the Board of Directors of the Roxborough Village Metropolitan District (referred to hereafter as "Board") was convened on Tuesday, October 18, 2011 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:

Scott Pfeffer
Bob Clinard
Judi Holden
Lisa Lorman
Linda Goodrich

Also in Attendance were:

David Peak; Clifton Gunderson LLP
Ernie Fazekas; Folkestad Fazekas Barrick & Patoile, P.C.
Scott Barnett; Mulhern MRE
John Bartley; The Brickman Group

CALL TO ORDER

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

ADMINISTRATIVE MATTERS

A. Approval of Minutes

After review and discussion, upon a motion duly made by Director Clinard, seconded by Director Holden and, upon vote, unanimously carried, the Board approved the minutes of the September 20, 2011 regular meeting as presented.

PUBLIC COMMENT

No residents were in attendance for comment.

ENGINEERING MATTERS

A. Discuss the Snow Removal Map for 2011-2012 Season

Mr. Barnett reviewed the snow removal map with the Board. No changes were made to the map for the 2011-2012 season.

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FINANCIALS

A. Review and Approve Claims through September 2011

Mr. Peak distributed and reviewed the claims through September 2011 totaling \$50,990.16, represented by check numbers 4689 through 4704. Upon a motion duly made by Director Goodrich, seconded by Director Clinard and, upon vote, unanimously carried, the Board approved the claims as presented.

B. Review and Approval of Unaudited Financial Statements as of September 30, 2011

Mr. Peak reviewed the unaudited financial statements as of September 30, 2011 with the Board. The Board accepted as presented.

LANDSCAPE MAINTENANCE

A. Landscape Maintenance Report – October 18, 2011

Mr. Bartley discussed the landscape maintenance report as of October 18, 2011 with the Board.

Turf: Crews are getting down to the final mows and trims.

Shrub Beds: Crews are doing weed control and have completed final pruning.

Trees: Removal of cottonwoods is being completed this week.

Irrigation: System was winterized early, on October 11th and 12th, to facilitate irrigation upgrade project.

Open Space: Crews have been picking up visible trash and other debris as seen from the roads and trails. This will continue on a weekly basis.

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

Overall Site: The concrete pad in the open space has been removed.

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

1. Install Holiday Lights / \$4,965
2. Irrigation Renovation / \$12,995
3. Renovations to Corner of Rampart Range Rd. and Village Circle West / \$23,985
4. Remove and Replace Turf in Left Field / \$2,966
5. Renovate In-Field / \$22,928
6. Aerate, Over-seed, Top-dress Soccer Field / \$8,500

Following review and discussion, upon a motion duly made by Director Clinard, seconded by Director Pfeffer and, upon vote, unanimously

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carried, the Board tabled work order numbers 2 through 6, and approved work order number 1, to install holiday lights for an amount not to exceed \$4,965. The Board will review the tabled work orders after the first of the year for implementation in the spring.

LEGAL MATTERS

A. Consider Adoption of Resolution Approving Services Agreement With Bell Surveying Company for 2011

Following review and discussion, upon a motion duly made by Director Goodrich, seconded by Director Lorman and, upon vote, unanimously carried, the Board adopted the resolution approving the services agreement with Bell Surveying Company.

B. Consider Adoption of Resolution Approving Services Agreement With Ground Engineering Consultants, Inc. for 2011

Following review and discussion, upon a motion duly made by Director Clinard, seconded by Director Goodrich and, upon vote, unanimously carried, the Board adopted the resolution approving the services agreement with Ground Engineering Consultants, Inc.

C. Executive Session Pursuant to Section §24-6-402(b)(e), C.R.S. to Receive Advice from Legal Counsel Regarding Commercial Property Agreements

Director Goodrich moved and Director Lorman seconded a motion for the Board to go into Executive Session pursuant to C.R.S. §24-6-402(4)(b) and (e), to confer with its legal counsel for the purpose of receiving legal advice on specific legal questions related to irrigation water service and landscape maintenance of property located in the commercial portion of Chatfield Farms. Motion carried unanimously.

The Board went into Executive Session at approximately 7:26 p.m. with Attorney Fazekas.

Upon a motion duly made by Director Goodrich, seconded by Director Lorman and, upon vote, unanimously carried, the Board reconvened in regular session at approximately 7:40 p.m. No policy, position, resolution, rule, regulation, or formal action occurred during the executive session.

D. Update Regarding Irrigation to Commercial Property

Mr. Fazekas reported on the irrigation to commercial property and that documentation was not provided that had been previously discussed. Following the discussion, upon a motion duly made by Director Clinard,

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seconded by Director Goodrich and, upon vote, unanimously carried, the Board approved a motion to charge for meters and water consumption to the commercial properties going forward. This decision was motivated by the water restrictions affecting the District dictated by the water contract between Aurora and the Roxborough Water and Sanitation District.

MANAGER'S ITEMS

None.

DIRECTOR ITEMS

A. Playground at 7 Acre Pond / Arrowhead Shores

Mr. Peak reviewed a proposal for a new playground at the southwest corner of 7 Acre Pond in Arrowhead Shores. The Board gave approval of its installation by the 16A HOA.

OTHER BUSINESS

A. Confirm Quorum for Next Meeting – Public Hearing on 2012 Budget / November 15, 2011

The Board confirmed a quorum for the next Board meeting. The Board will consider cancelling the December meeting at the November meeting.

ADJOURNMENT

There being no other business to come before the Board, upon a motion duly made by Director Clinard, seconded by Director Pfeffer and, upon vote, unanimously carried, the Board adjourned the meeting at 8:00 p.m.

Respectfully submitted,

By: _____


Secretary for the Meeting

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THESE MINUTES ARE APPROVED AS THE OFFICIAL OCTOBER 18, 2011
MINUTES OF THE ROXBOROUGH VILLAGE METROPOLITAN DISTRICT
BY THE BOARD OF DIRECTORS SIGNING BELOW:



Lisa Lorman



Linda Goodrich



Judi Holden



Scott Pfeffer



Bob Clinard