

RECORD OF PROCEEDINGS

MINUTES OF A REGULAR MEETING
OF THE BOARD OF DIRECTORS OF THE
ROXBOROUGH VILLAGE METROPOLITAN DISTRICT
HELD
FEBRUARY 15, 2011

A regular meeting of the Board of Directors of the Roxborough Village Metropolitan District (referred to hereafter as "Board") was convened on Tuesday, February 15, 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:

Lisa Lorman
Linda Goodrich
Judi Holden
Scott Pfeffer

Also in Attendance were:

David Peak and Mat Mendisco; R.S. Wells L.L.C.
Ernie Fazekas; Folkestad Fazekas Barrick & Patoile, P.C.
Scott Barnett; Mulhern MRE
John Bartley; The Brickman Group
Janet Murley; Roxborough Intermediate School

CALL TO ORDER

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

ADMINISTRATIVE MATTERS

A. Approval of Minutes

After review and discussion, upon a motion duly made by Director Goodrich, seconded by Director Lorman and, upon vote, unanimously carried, the Board approved the minutes of the January 18, 2011 regular meeting as presented.

RECORD OF PROCEEDINGS

B. Discuss Draft Field Reservation Application and Resolution for 2011

Following review and discussion, upon a motion duly made by Director Goodrich, seconded by Director Pfeffer and, upon vote, unanimously carried, the Board adopted the Resolution Amending a Policy with Respect to Reservation of Sport Fields and Establishing a Fee for Use of Sport Fields as amended.

PUBLIC COMMENT

Janet Murley of the Roxborough Intermediate School addressed the Board. She would like to reserve the baseball field on May 3, 2011, with May 5, 2011 as a rain date, to launch rockets with her 4th grade class. This activity is in conjunction with their "Science Week – Space Day". Following discussion, upon a motion duly made by Director Pfeffer, seconded by Director Goodrich and, upon vote, unanimously carried, the Board approved her request, subject to availability and providing a Certificate of Liability to the District.

FINANCIALS

A. Review and Approve Claims through January 2011 Totaling \$55,929.33, Represented by Check Numbers 4527 through 4546

Mr. Peak reviewed the claims through January 2011 totaling \$55,929.33, represented by check numbers 4527 through 4546. Upon a motion duly made by Director Pfeffer, seconded by Director Goodrich and, upon vote, unanimously carried, the Board approved the claims as presented.

B. Review and Approval of Cash Position as of January 31, 2011, Updated as of February 7, 2011

Mr. Peak reviewed the cash position as of January 31, 2011, updated as of February 7, 2011, with the Board. The Board accepted the cash position as presented.

LEGAL MATTERS

A. Status of Site Use License Agreement (2010-2012) with MHO Networks

Mr. Fazekas reported to the Board that MHO Networks elected not to renew a Site Use License Agreement and its equipment would be removed by March 4, 2011.

RECORD OF PROCEEDINGS

B. Chatfield Farms

Mr. Fazekas informed the Board that Chatfield Farms was sent a letter noting which areas are being maintained by the District. Mr. Fazekas informed the Board that a letter to John Dick in response to a map of Chatfield Farms which addresses landscape maintenance responsibilities of the District, HOAs and Roxborough Market Place Property Owners Association, Inc. was sent. Such letter addresses areas not maintained by the District.

MANAGER'S ITEMS

A. Review and Consider Adopting Resolution Approving Court Cleaning & Windscreen Maintenance Agreement for 2011 with Game Set Match, Inc.

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 Services Agreement with Game Set Match, Inc. for court cleaning & windscreen maintenance for 2011 as presented.

LANDSCAPE MAINTENANCE

A. Landscape Maintenance Report – February 18, 2011

Mr. Bartley presented the landscape maintenance report as of February 18, 2011 to the Board.

Turf: Completed for season.

Shrub Beds: Completed for season.

Trees: Completed for season.

Irrigation: Completed for season, and irrigation system & pump station are winterized.

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 once per week and the ponds were checked for debris.

Overall Site: Crews have had four snow events in the past month.

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

1. Path Reclamation Phase III / \$10,200
2. Holiday Light Removal / \$900
3. Annual Pump Preventative Maintenance / \$2,206

RECORD OF PROCEEDINGS

Following review and discussion, upon a motion duly made by Director Lorman, seconded by Director Goodrich and, upon vote, unanimously carried, the Board approve the three work orders submitted by The Brickman Group as presented, with one exception – they are to use native seed in place of the bluegrass for path reclamation.

ENGINEERING MATTERS

A. Discuss Irrigation System Re-Design

Mr. Barnett reviewed the design process with the Board and indicated he would be coordinating with Douglas County to obtain their approval of the District's plan.

DIRECTOR ITEMS

A. Playground for 16A

Director Holden reported to the Board that 16A will present their playground design to the Board for review in coming month. Director Holden also indicated she will not be at the March meeting as well as Director Clinard.

OTHER BUSINESS

A. Confirm Quorum for March 15, 2011 Regular Meeting

The Board confirmed a quorum for the next board meeting.

ADJOURNMENT

There being no other business to come before the Board, upon a motion duly made by Director Holden, 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

RECORD OF PROCEEDINGS

THESE MINUTES ARE APPROVED AS THE OFFICIAL FEBRUARY 15,
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