

RECORD OF PROCEEDINGS

MINUTES OF A REGULAR MEETING
OF THE BOARD OF DIRECTORS OF THE
ROXBOROUGH VILLAGE METROPOLITAN DISTRICT
HELD
APRIL 19, 2011

A regular meeting of the Board of Directors of the Roxborough Village Metropolitan District (referred to hereafter as "Board") was convened on Tuesday, April 19, 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
Scott Pfeffer
Bob Clinard
Judi Holden

Also in Attendance were:

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

CALL TO ORDER

The meeting was called to order by Director Lorman. Upon a motion duly made by Director Lorman, 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 Lorman and, upon vote, unanimously carried, the Board approved the minutes of the March 15, 2011 regular meeting as presented.

PUBLIC COMMENT

None.

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FINANCIALS

- A. Review and Approve Claims through March 2011 Totaling \$75,132.51, Represented by Check Numbers 4570 through 4591

Mr. Peak reviewed the claims through March 2011 totaling \$75,132.51, represented by check numbers 4570 through 4591. Upon a motion duly made by Director Lorman, seconded by Director Clinard and, upon vote, unanimously carried, the Board approved the claims as presented.

- B. Review and Approval of Financial Statements as of March 31, 2011

Ms. Soendker reviewed the financial statements as of March 31, 2011 with the Board. Following review and discussion, upon a motion duly made by Director Clinard, seconded by Director Goodrich and, upon vote, unanimously carried, the Board accepted the financial statements as presented.

- C. Review and Consider Approval of 2010 Draft Audit

Ms. Soendker reviewed the 2010 draft audit with the Board. Following review and discussion, upon a motion duly made by Director Pfeffer, seconded by Director Clinard and, upon vote, unanimously carried, the Board accepted the 2010 draft audit as presented, subject to final revisions by the District Accountant and District Manager.

LEGAL MATTERS

None.

MANAGER'S ITEMS

- A. Status of Commercial Property Owners of the Shopping Center to Pay the District for Irrigation Water

Mr. Peak gave the Board a status of installation of the meters. He indicated that he is waiting for a final cost estimate of the meters before starting discussions with management of the shopping center.

- B. Review and Ratify 2010 Chatfield Farms Annual Accounting Report and Letter to Alan Fishman

Following review and discussion, upon motion duly made by Director Clinard, seconded by Director Holden and, upon vote, unanimously carried, the Board ratified approval of the 2010 Chatfield Farms Annual Accounting Report and letter to Alan Fishman, and requested Mr. Peak to respond to Mr. Fishman's response letter.

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C. E-mail from Larry Moore Regarding Irrigation Water

Mr. Peak distributed an email from Larry Moore regarding the purchase of irrigation water from Roxborough Water and Sanitation District. The Board requested that Mr. Peak send a letter to Mr. Moore indicating it is the intention of the District to purchase 45 acre feet of non potable water annually. The Board is receptive to negotiating terms for payment over time.

D. E-mail from Resident Regarding Informal Trail

Mr. Peak distributed an email from a resident inquiring on future status of the informal trail in the open space. The Board declined to take action at this time.

LANDSCAPE MAINTENANCE

A. Landscape Maintenance Report – April 22, 2011

Mr. Bartley discussed the landscape maintenance report as of April 22, 2011 with the Board.

Turf: Fertilization has been completed and aeration is on hold due to dryness. Mowing will start this week.

Shrub Beds: Spring cleanup is complete and new mulch has been installed.

Trees: There is a need to remove about five dead pine trees.

Irrigation: All pump work has been completed. Irrigation system is on and running to get water down before construction shuts system down. There have been numerous mainline leaks throughout that have been repaired. Crews are currently running on the booster and #1 pump. The #1 pump is running but not sure for how long.

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: Douglas County is working on getting ready to dredge the detention pond at the corner of Village Circle East and Rampart Range Road. Some hold up of testing is due to possible contamination. The curb line drain on Village Circle East is on hold due to construction of water lines in the area. This may be on hold until 2012. The rock wall around Crystal Lake should be evaluated as it appears to have a lot more erosion.

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B. Review and Ratify Approval of Work Order with The Brickman Group to Replace Ball Valve and Check Valve for an Amount Not to Exceed \$3,565

Following discussion, upon a motion duly made by Director Clinard, seconded by Director Pfeffer and, upon vote, unanimously carried, the Board ratified approval a work order to replace ball valve and check valve for an amount not to exceed \$3,565.

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

1. #1 Pump Replacement / \$22,476
2. Marmot Park Booster Pump Replacement / \$2,263
3. #2 Pump Cleaning / \$985
4. Install Variable Speed Drive Pump #2 / \$11,031
5. Add River Rock to South Side Village Circle East / \$4,940
6. Rock between Sidewalk & Curb Village Circle E. / \$2,040
7. Remove Grass near House West of Elmwood / \$3,300
8. Mainline Project / \$2,360-Remove Trees Only
9. Meter from Commercial Area

Following review and discussion, upon a motion duly made by Director Clinard, seconded by Director Goodrich and, upon vote, unanimously carried, the Board approved work order numbers 1 through 8. Work order number 9 was not considered at this time.

ENGINEERING MATTERS

Mr. Barnett reviewed the bidding process for the irrigation system improvements with the Board. He plans to re-advertise and bid the project later this summer.

DIRECTOR ITEMS

Mr. Pfeffer showed the Board pictures of the concrete slab where the MHO Network had their equipment. The Board asked Mr. Peak and Mr. Bartley to look at the site and recommend a final use or removal of the slab.

OTHER BUSINESS

A. Confirm Quorum for May 17, 2011 Regular Meeting

The Board confirmed a quorum for the next board meeting and plan to meet at the pavilion by 7 acre pond in May.

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ADJOURNMENT


There being no other business to come before the Board, upon a motion duly made by Director Holden, seconded by Director Clinard and, upon vote, unanimously carried, the Board adjourned the meeting at 8:30 p.m.


Respectfully submitted,

By: 
Secretary for the Meeting

THESE MINUTES ARE APPROVED AS THE OFFICIAL APRIL 19, 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