

RECORD OF PROCEEDINGS

MINUTES OF A REGULAR MEETING
OF THE BOARD OF DIRECTORS OF THE
ROXBOROUGH VILLAGE METROPOLITAN DISTRICT
HELD
SEPTEMBER 20, 2011

A regular meeting of the Board of Directors of the Roxborough Village Metropolitan District (referred to hereafter as "Board") was convened on Tuesday, September 20, 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

Absent and excused was Director 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
Ron Bendall; Resident

CALL TO ORDER

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

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 August 16, 2011 regular meeting as presented.

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PUBLIC COMMENT No comments from the resident in attendance.

ENGINEERING MATTERS

A. Update on Re-Bid of the Irrigation Improvement Project

Following discussion, upon a motion duly made by Director Clinard, seconded by Director Lorman and, upon vote, unanimously carried, the Board awarded the irrigation improvement project to Redline Pipeline.

Following discussion, upon a motion duly made by Director Clinard, seconded by Director Pfeffer and, upon vote, unanimously carried, the Board approved the agreement with Ground Engineering to prepare the elevations for the irrigation improvement project for an amount not to exceed \$4,945.

Following discussion, upon a motion duly made by Director Clinard, seconded by Director Pfeffer and, upon vote, unanimously carried, the Board approved the agreement with Bell Surveying to stake the lines for the irrigation improvement project for an amount not to exceed \$3,850.

Mr. Barnett distributed and reviewed the parking lot estimate with the Board for future budget preparation.

FINANCIALS

A. Review and Approve Claims through August 2011

Mr. Peak distributed and reviewed the claims through August 2011 totaling \$89,678.01, represented by check numbers 4668 through 4688. Due to Ms. Goodrich's absence, her Board compensation check number 4675 was reversed. Upon a motion duly made by Director Pfeffer, seconded by Director Clinard and, upon vote, unanimously carried, the Board approved the claims as presented, with the exception of voiding check number 4675.

B. Review and Approval of Cash Position Schedule as of June 30, 2011, Updated as of September 13, 2011

Mr. Peak reviewed the cash position schedule as of June 30, 2011, updated as of September 13, 2011, with the Board. The Board accepted as presented.

C. Preliminary Assessed Valuation from Douglas County

Mr. Peak reviewed the preliminary assessed valuation with the Board.

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LEGAL MATTERS

A. Status of 7 Acre Pond Access Easement

Mr. Fazekas indicated that he has had contact with Miles Grant. Mr. Grant does not want to grant the easement at this time due to the pending sale of the property.

B. Review and Consider Amendment to Policy Resolution for Providing Water for Irrigation Purposes

Mr. Fazekas reviewed the draft resolution with the Board. Following discussion, upon a motion duly made by Director Clinard, seconded by Director Pfeffer and, upon vote, unanimously carried, the Board adopted the resolution amending the policy for providing water for irrigation purposes as presented.

C. Correspondence Regarding Irrigation to Commercial Property

Mr. Fazekas reviewed his correspondence to Thomas J. Ragonetti, legal counsel for Sunset Management Services, Inc., with the Board. He and Mr. Peak may meet with Mr. Ragonetti and the developer if Mr. Ragonetti produces copies of the correspondence he references in his letter to Mr. Fazekas.

D. Status of Intergovernmental Agreement with Roxborough Water and Sanitation District

Mr. Fazekas reported to the Board that he is in discussion with legal counsel for Roxborough Water and Sanitation District in regards to an intergovernmental agreement between the Districts.

MANAGER'S ITEMS

A. Appoint District Manager, Dave Peak, and District Accountant, Janece Soendker, to Prepare 2012 Budget and Set Public Hearing for November 15, 2011

Following discussion, upon a motion duly made by Director Clinard, seconded by Director Holden and, upon vote, unanimously carried, the Board appointed District Manager, Dave Peak, and District Accountant, Janece Soendker, to prepare the 2012 budget and set the public hearing for November 15, 2011.

LANDSCAPE MAINTENANCE

A. Landscape Maintenance Report – September 20, 2011

Mr. Bartley discussed the landscape maintenance report as of September 20, 2011 with the Board.

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Turf: Crews have been doing the normal mowing.

Shrub Beds: Crews are doing weed control.

Trees: Presented proposal for removing several dead cottonwoods.

Irrigation: Crews have worked on normal operating issues. There have been several mainline breaks. Tech Control came out to check the variable speed operation. Some minor adjustments were made and Tech Control will re-check once all main line leaks have been repaired.

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. Crews have been mowing beauty bands around walks and roads.

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: Native areas have been mowed for the final time with trimming to be completed by the end of the month. Crews painted the concrete planter at Chatfield Farms by soccer field where stone was removed.

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

1. Irrigation Renovation / \$15,536
2. Renovations at Corner of Rampart Range Road and Village Circle West / \$27,892
3. Aerate and Over-seed Right Field of Ball Field / \$645
4. Replace Damaged Sod Areas at Ball Field / \$3,466
5. Aerate, Over-seed & Top-dress Soccer Field / \$9,977
6. Renovate In-Field / \$26,975
7. Replace Concrete for Bike Rack by Ball Field / \$1,575
8. Replace Plant Beds with Two Concrete Pads by Skate Park / \$2,775
9. Remove Eight Cottonwoods / \$4,450

Following review and discussion, upon a motion duly made by Director Holden, seconded by Director Pfeffer and, upon vote, unanimously carried, the Board tabled work order numbers 1 through 8, and approved work order number 9, to remove eight cottonwoods for an amount not to exceed \$4,450. The Board asked Mr. Bartley to re-evaluate the estimated cost for the tabled work orders if the work is performed during the off-season.

DIRECTOR ITEMS

None.

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OTHER BUSINESS

A. Confirm Quorum for October 18, 2011 Regular Meeting

The Board confirmed a quorum for the next Board meeting.

B. Discuss December Board Meeting Date

The Board agreed to cancel the December regular board meeting if there is no urgent business to address at that time.

ADJOURNMENT

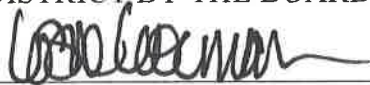
There being no other business to come before the Board, upon a motion duly made by Director Clinard, seconded by Director Holden and, upon vote, unanimously carried, the Board adjourned the meeting at 7:45 p.m.

Respectfully submitted,

By: 

Secretary for the Meeting

THESE MINUTES ARE APPROVED AS THE OFFICIAL SEPTEMBER 20, 2011 MINUTES OF THE ROXBOROUGH VILLAGE METROPOLITAN DISTRICT BY THE BOARD OF DIRECTORS SIGNING BELOW:



Lisa Lorman



Linda Goodrich



Judi Holden



Scott Bfeffer



Bob Clinard