

RECORD OF PROCEEDINGS

MINUTES OF A REGULAR MEETING
OF THE BOARD OF DIRECTORS OF THE
ROXBOROUGH VILLAGE METROPOLITAN DISTRICT
HELD
MARCH 16, 2010

A regular meeting of the Board of Directors of the Roxborough Village Metropolitan District (referred to hereafter as "Board") was convened on Tuesday, March 16, 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

Absent and excused were Directors Lorman and Clinard.

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.
Jay Jamison; The Brickman Group
John Bartley; The Brickman Group
Linda Goodrich; 10269 Dusk Way, Littleton, CO 80125
Judi Holden; 7578 Bison Court, Littleton, CO 80125
Scott McInnis; 10411 Buckeye, Littleton, CO 80125
John Miller; 6815 Rox Drive, Littleton, CO 80125
Don Rohr; 10113 Sumac Run, Littleton, CO 80125

CALL TO ORDER

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

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ADMINISTRATIVE MATTERS

A. Approval of Minutes

After review and discussion, upon a motion duly made by Director Pfeffer, seconded by Director Petersen and, upon vote, unanimously carried, the Board approved the minutes of the February 16, 2010 regular meeting as presented.

PUBLIC COMMENT

16A HOA Improvements

Ms. Holden presented the proposed 16A HOA improvements to the Board. Following review and discussion, upon a motion duly made by Director Pfeffer, seconded by Director Petersen and, upon vote, unanimously carried, the Board approved the type of landscape improvements in the amount of \$19,000 to be paid for by the HOA. The Board will accept such improvements for maintenance consistent with District's policies.

Proposed Roxborough Park Trail System

Mr. Rohr and Mr. Miller distributed a proposal from Roxborough Park Foundation to possibly connect their trail system with the District. There was general discussion that followed but no decisions were made.

LEGAL MATTERS

A. Status of Approval of Special Warranty Deed by Douglas County Board of County Commissioners – Acquisition of 99 Year Lease Parcels

A public hearing is scheduled for April 13, 2010 before Douglas County Commissioners for the transfer of 99 year lease parcels from the County to the District. Mr. Fazekas will attend the hearing on behalf of the District.

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

Mr. Fazekas reported to the Board that he received the proposed easement from the Roxborough Water and Sanitation District. No action is required at this time.

C. Status of Title to Tracts C & D and Tract E-1, Roxborough Village Commercial Subdivision – 3rd Amendment

Mr. Fazekas informed the Board that title policies have been received and copies were forwarded to Mr. Peak. Upon satisfactory inspection of the

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tracts to be completed this spring, the Board will consider acceptance of the tracts for maintenance by the District.

D. Status of Request to Designate District's Parks and Open Space by Douglas County as Areas in Which it is Unlawful to Discharge Paintball Guns

Mr. Fazekas distributed the response letter from Douglas County. The Board had no comment on the letter.

E. Amend Service Plan

Mr. Fazekas recommended amending the service plan after the transfer of 99 year lease parcels has been completed.

MANAGER'S ITEMS

A. Update on May 4, 2010 Director Election

Mr. Peak updated the Board on the May 4, 2010 directors election. The cost of holding the election has increased significantly due to changes to the election law that went into effect January 1, 2010.

B. Status of Notification of Property Owners – Commercial Right-of-Way Areas in Chatfield Farms – Termination of Landscape Maintenance Services Provided by the District

Mr. Peak informed the Board that he will be sending letters to property owners notifying them that they are responsible for landscape maintenance of their property.

C. District's Due Diligence Application

Mr. Peak reported that he had contacted water attorney, JoAnn Herlihy, who prepared the District's last due diligence application in September 2003, and she will be sending a proposal.

LANDSCAPE MAINTENANCE

A. Landscape Maintenance Report

Mr. Jamison introduced John Bartley to the Board. Mr. Bartley will be replacing Mr. Jamison effective immediately. Mr. Jamison presented the landscape maintenance report as of March 9, 2010 to the Board. He also reported that the first 1,000 feet of the path reclamation project has been completed.

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Turf: Turf is dormant for the winter. Crews are hand watering new turf around the skate park as needed.

Shrub Beds: Shrub beds are being policed for trash and debris. Winter watering as needed. Bed pre-emergent is scheduled for March. Mulch in perennial beds is scheduled for late March into April.

Trees: Trees are being monitored for low hanging and broken branches, especially after snow events. Winter watering as needed. Mulching of tree rings is scheduled for late March into April.

Irrigation: Irrigation system has been winterized. After the preventive maintenance is complete, new pumps and intake pipes are recommended. Estimated annual costs to operate the irrigation controller at Crystal Lake Park is approximately \$14.76 (123 kw hrs. @ \$.12).

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

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

Overall Site: Winter watering is occurring this winter during dry periods, especially on the new plant material in the median.

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

1. Topdress Playground Chips / \$2,381

Following review and discussion, upon a motion duly made by Director Pfeffer, seconded by Director Petersen and, upon vote, unanimously carried, the Board approved the work order for topdressing playground chips for an amount not to exceed \$2,381.

2. Irrigation Pump Replacement / \$3,876

This work order was tabled.

3. Crystal Lake Controller Automation / \$3,876

Following review and discussion, upon a motion duly made by Director Petersen, seconded by Director Pfeffer and, upon vote, unanimously carried, the Board approved the work order for Crystal Lake controller automation for an amount not to exceed \$3,876.

C. Review and Consider Approval of Mosquito Control Contract for 2010 with Patriot Pest Control and Adoption of Resolution

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

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carried, the Board adopted a resolution approving the services agreement with Patriot Pest Control in the amount of \$2,000 per month.

D. Review and Consider Approval of 2010 Lake Treatment Program Agreement with CEM Lake Management and Adoption of Resolution

Following review and discussion, upon a motion duly made by Director Pfeffer, seconded by Director Petersen and, upon vote, unanimously carried, the Board adopted a resolution approving the services agreement with CEM Lake Management in the amount of \$3,000 for all ponds.

E. Review Summary from Design Concepts

Mr. Peak reviewed the summary from Design Concepts with the Board.

ENGINEERING MATTERS

Mr. Barnett reported that he will start the process of preparing construction specifications to bid out trail replacement for later this year.

FINANCIALS

A. Review and Approve Claims through February 2010

Mr. Peak reviewed the claims through February 2010 totaling \$40,217.08 represented by check numbers 4301 through 4310. Upon a motion duly made by Director Pfeffer, seconded by Director Petersen and, upon vote, unanimously carried, the Board approved the claims and the transfer of funds from COLOTRUST in the amount of \$40,217.08 into the District's checking account to pay the claims.

B. Review and Approval of Cash Position as of February 28, 2010

Mr. Peak reviewed the cash position as of February 28, 2010 with the Board. The Board accepted the cash position as presented.

DIRECTOR ITEMS

Nothing to report.

OTHER BUSINESS

A. Confirm Quorum for April 20, 2010 Meeting

The Board confirmed that a quorum would be present for the April 20, 2010 meeting at the Roxborough Library.

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deficiencies. The Board thanked them and indicated they would be making a selection at the next board meeting on April 20th.

ADJOURNMENT


There being no other business to come before the Board, upon a motion duly made by Director Clinard, seconded by Director Petersen and, upon vote, unanimously carried, the Board adjourned the meeting at 8:20 p.m.

Respectfully submitted,

By: 

Secretary for the Meeting

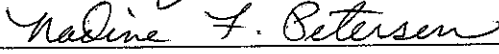
THESE MINUTES ARE APPROVED AS THE OFFICIAL APRIL 8, 2010
MINUTES OF THE ROXBOROUGH VILLAGE METROPOLITAN DISTRICT
BY THE BOARD OF DIRECTORS SIGNING BELOW:



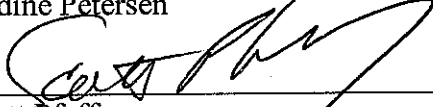
Lisa Lorman



Steve Sherman



Nadine Petersen



Scott Pfeffer



Bob Clinard