

RECORD OF PROCEEDINGS

MINUTES OF A SPECIAL MEETING
OF THE BOARD OF DIRECTORS OF THE
ROXBOROUGH VILLAGE METROPOLITAN DISTRICT
HELD
JUNE 29, 2010

A special meeting of the Board of Directors of the Roxborough Village Metropolitan District (referred to hereafter as "Board") was convened on Tuesday, June 29, 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:

Scott Pfeffer
Bob Clinard
Lisa Lorman
Linda Goodrich
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, Inc.
John Bartley; The Brickman Group
Dave Zickerman; Avocet Irrigation Design

CALL TO ORDER

The meeting was called to order by Director Lorman. Upon a motion duly made by Director Clinard, seconded by Director Lorman 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 May 18, 2010 regular meeting as amended.

PUBLIC COMMENT

No public was in attendance.

RECORD OF PROCEEDINGS

FINANCIALS

A. Review and Approve Claims through May 2010

Mr. Peak reviewed the claims through May 2010 totaling \$58,145.07, represented by check numbers 4357 through 4381, with check number 4364 being voided. Upon a motion duly made by Director Clinard, seconded by Director Pfeffer and, upon vote, unanimously carried, the Board approved the claims and the transfer of funds from COLOTRUST in the amount of \$58,145.07 into the District's checking account to pay the claims.

B. Review and Approval of Cash Position as of May 31, 2010

Mr. Peak reviewed the cash position as of May 31, 2010 with the Board. The Board accepted the cash position as presented.

LEGAL MATTERS

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

Mr. Fazekas reported to the Board that the revised easement was forwarded to Larry Moore, the District Manager of Roxborough Water and Sanitation District, for review and approval.

B. Discuss Amendment to the Service Plan

Nothing further has been done at this time.

C. Discussion of Proposed Legislation; Amendments 60 and 61, and Proposition 101

Mr. Fazekas distributed and reviewed summaries of the proposed November ballot initiatives with the Board members.

MANAGER'S ITEMS

A. Status of Response to Alan Fishman Regarding 2009 Accounting Report / Chatfield Farms

Nothing further to report at this time.

B. Status of Resolving Issues (Unsatisfactory Inspection of Landscape Improvements) within Tracts C & F, Roxborough Village Commercial Subdivision – 3rd Amendment by Ryland Homes in Order to Accept Tracts for Landscape Maintenance by District

Mr. Peak and Mr. Bartley completed a final walk through with Ryland Homes. There are several trees that need replacing and a couple of irrigation valves that require new parts.

RECORD OF PROCEEDINGS

LANDSCAPE MAINTENANCE

A. Landscape Maintenance Report

Mr. Bartley presented the landscape maintenance report as of June 23, 2010 to the Board. Director Clinard requested that The Brickman Group pick up trash at the Skate Park and mow the access road between Red and Blue Mesa. He also reported that snakes were seen in the long native grass next to the access road where the mowing had not been the full width called for by the contract.

Mr. Bartley took an action to purchase and replace the tennis court nets at the Community Park.

Mr. Bartley also took an action to secure the southeast table in the skate park gazebo.

Turf: Turf mowing is scheduled weekly.

Shrub Beds: Mulching of perennial beds was completed the first part of June. Pruning is scheduled for July.

Trees: Mulching of tree rings was completed the first part of June. Ips spray and Aphid/Mite sprays are scheduled for the last week of June or first week of July, depending on weather.

Irrigation: Irrigation system is fully operational. There are some issues with minor breaks and repairs. Crews are currently working on the heads along the path by the Skate Park damaged by a concrete truck.

Open Space: Crews have been picking up visible trash and other debris as seen from the roads and trails. Native mowing is starting this week and will be completed by July 4th.

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

Overall Site: Weed spraying around Crystal Lake is to be completed by June 25th and the mowing was completed two weeks ago.

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

1. Remove Grass along South Side of Village Circle East / \$21,985

Following review, upon a motion duly made by Director Clinard, seconded by Director Holden and, upon vote, unanimously carried, the Board approved the work order to remove grass along the south side of Village Circle East in the amount of \$21,985 as presented.

RECORD OF PROCEEDINGS

2. Spray Weeds Around Crystal Lake / \$1,500

Following review, upon a motion duly made by Director Clinard, seconded by Director Goodrich and, upon vote, unanimously carried, the Board ratified approval of a work order to spray for weeds around the lake in the amount of \$1,500.

3. Remove Dead-Dying Trees / \$1,580

Following review, upon a motion duly made by Director Clinard, seconded by Director Goodrich and, upon vote, unanimously carried, the Board approved the work order to remove the dead and/or dying trees in the amount of \$1,580 as presented.

Additionally, Director Clinard requested that Mr. Peak and Mr. Bartley make a complete walk of the community and identify all trees that should be removed or have dead branches removed.

4. Install Steps and Railing Per Plan / \$7,750

Following review, upon a motion duly made by Director Goodrich, seconded by Director Lorman and, upon vote, unanimously carried, the Board approved the work order to install steps and railing within Tract D, Chatfield Farms Filing No. 1B per the plan in the amount of \$7,740, subject to Chatfield Farms Filing No. 1B HOA's approval of a License Agreement permitting the District to enter onto the Tract to install steps and railings and the HOA agreeing that it will maintain the improvements.

C. Irrigation Master Plan

Mr. Zickerman presented his preliminary findings of the District's irrigation system to the Board.

ENGINEERING
MATTERS

Mr. Barnett reported that the trail maintenance project has been submitted to Douglas County and that advertising for bids will be done next week. The project should start in late August or early September. Director Clinard asked Mr. Barnett to amend his bid documents to include the handicap ramps at Red Mesa Way and Jared.

DIRECTOR ITEMS

Nothing to report.

OTHER BUSINESS

A. Confirm Quorum for July 20, 2010 Meeting

The Board confirmed a quorum for the next regular meeting.

RECORD OF PROCEEDINGS

ADJOURNMENT

There being no other business to come before the Board, upon a motion duly made by Director Holden, seconded by Director Goodrich and, upon vote, unanimously carried, the Board adjourned the meeting at 8:15 p.m.

Respectfully submitted,

By: _____

David Peak
Secretary for the Meeting

THESE MINUTES ARE APPROVED AS THE OFFICIAL JUNE 29, 2010
MINUTES OF THE ROXBOROUGH VILLAGE METROPOLITAN DISTRICT
BY THE BOARD OF DIRECTORS SIGNING BELOW:

Lisa Lorman

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Linda Goodrich

Linda Goodrich

Judi Holden

Judi Holden

Scott Pfeffer

Scott Pfeffer

Bob Clinard

Bob Clinard