
MINUTES OF A SPECIAL MEETING
OF THE BOARD OF DIRECTORS OF THE
ROXBOROUGH VILLAGE METROPOLITAN DISTRICT
HELD
DECEMBER 29, 2015

A special meeting of the Board of Directors of the Roxborough Village Metropolitan District (referred to hereafter as "Board") was convened on Tuesday, December 29, 2015 at 6:30 p.m., at the Roxborough Library (Roxborough Market Place), 8357 N. Rampart Range Road, Suite 200, Littleton, CO 80125. The meeting was open to the public.

ATTENDANCE

In Attendance were Directors:

Linda Goodrich
Judi Holden
Steven Sherman
Ronald E. Bendall
Debra Prysby

Also in Attendance were:

Mathew Mendisco; CliftonLarsonAllen LLP.
Katie James, Esq.; Folkestad Fazekas Barrick & Patoile, P.C.
Eric Keesen; Brickman Group
Bob Clinard; Resident
Ron Hopp; Foothills Parks and Recreation District

CALL TO ORDER AND

APPROVE AGENDA

The meeting was called to order at 6:32 p.m. by Director Goodrich. Upon a motion duly made by Director Prysby, seconded by Director Holden and, upon vote, unanimously carried, the Board approved the agenda as presented.

PUBLIC COMMENT

None.

ADMINISTRATIVE
MATTERS

A. Approval of Minutes of the November 30, 2015 Special Meeting

Following review and discussion, upon a motion duly made by Director Bendall, seconded by Director Holden and, upon vote, unanimously carried, the Board approved the minutes of the November 30, 2015 Special Meeting.

RECORD OF PROCEEDINGS

- B. Update on Moving Memorial Playground Equipment to Primary School

No new update.

FINANCIAL MATTERS

- A. Review and Consider Approval of Claims through November 2015

Following review, upon a motion duly made by Director Prysby, seconded by Director Sherman and, upon vote, unanimously carried, the Board approved claims totaling \$60,301.05 and the transfer of funds to pay the claims.

- B. Review and Consider Approval of Schedule of Cash Position Updated as of December 15, 2015

Mr. Mendisco reviewed the cash position with the Board. Upon a motion duly made by Director Prysby, seconded by Director Sherman and, upon vote, unanimously carried, the Board approved the Cash Position Updated as of December 15, 2015.

- C. Other

None.

DIRECTOR ITEMS

Discussion ensued regarding the upcoming 2016 May election and the process. Mr. Mendisco noted the costs based on a full election process and a canceled election process. The Board asked when the due date for self nomination forms was to be turned in and Mr. Mendisco stated it was February 26th at 5pm due to CLA.

LEGAL MATTERS

- A. Review and Consider Approval of The Brickman Group, LTD Landscape Maintenance Contract

The Board discussed the proposed changes to the Contract with legal, management and Brickman. Staff stated that they were comfortable moving forward with the agreement if the Board was comfortable with the new credit application and assignment language.

After review and discussion, upon a motion duly made by Director Goodrich, seconded by Director Sherman and, upon vote, unanimously carried, the Board approved the Brickman Group, LTD Landscape Maintenance Contract.

RECORD OF PROCEEDINGS

Director Goodrich noted that the Districts' property is only the median and west side from Waterton Road to the intersection at Village Circle East and West.

- B. Review and Consider Approval of Engagement Letter with CliftonLarsonAllen, LLP for 2016 Accounting Services

Mr. Mendisco stated that this letter was still in process and that CLA would honor the rates and changes currently in place till this was reviewed and discussed with the Board. The Board agreed.

- C. Review and Consider Approval of Resolution No. 2015-12-01; Resolution and Services Agreement Game-Set-Match

After review and discussion, upon a motion duly made by Director Prysby, seconded by Director Bendall and, upon vote, unanimously carried, the Board approved the Resolution No. 2015-12-01; Resolution and Services Agreement with Game-Set-Match.

- D. Review and Consider Approval of Resolution No. 2015-12-02; Resolution and Contract with Ark Ecological

After review and discussion, upon a motion duly made by Director Prysby, seconded by Director Sherman and, upon vote, unanimously carried, the Board approved the Resolution No. 2015-12-01; Resolution and Services Agreement with Ark Ecological.

- E. Other

None.

LANDSCAPE MAINTENANCE

- A. Review Landscape Maintenance Monthly Report – December 2015

Mr. Keesen reviewed the landscape report with the Board. Discussion ensued regarding the timeliness of snow removal and Mr. Keesen said he had been onsite today and noticed some areas that still needed removal from drifting. Director Prysby noted that the lights were out on the southeast tree for the Holiday Lights and that an electrician should check these areas because they have been trouble areas in the past. Director Holden requested more color on the holiday lights and better placement of the lights and some of the trees in 2016.

- B. Review and consider Approval of Work Orders from the Brickman Group, if any

RECORD OF PROCEEDINGS

The Board discussed the tree removal work order, with the work that had already been done. Mr. Keesen explained that it was a miscommunication on the Brickman side with their tree contractor. Director Bendal stated that since the Board had already discussed the issue, and that it was a safety hazard, he was comfortable approving the work order.

After review and discussion, upon a motion duly made by Director Bendal, seconded by Director Presby and, upon vote, unanimously carried, the Board approved the work for tree removal at Stacy Park as submitted.

ENGINEERING MATTERS

A. Engineer Report

1. Discussion on Future Capital Improvement Planning – Reserve Study

This item was tabled until the next meeting.

MANAGER MATTERS

A. Discussion of Possible Foothills Parks and Recreation Partnership.

Mr. Hopp presented three options that could be considered by the Board which would allow residents of Roxborough Village Metro District access to the Foothills Parks and Rec facilities. There could be an intergovernmental agreement (IGA) which both District would enter into which would allow use at residential rates and the District would pay the difference. The second option would be a hybrid which allowed some use of facilities but not all of them. The third option would be an inclusion which would require an election. The Board thanked Mr. Hopp and said they were interested in pursuing option 1 and asked that management work with Mr. Hopp to start the outreach process.

B. Other

OTHER BUSINESS

A. Quorum for Next Meeting – February 16, 2016 at 6:30 p.m. at the Roxborough Library

A quorum was confirmed.

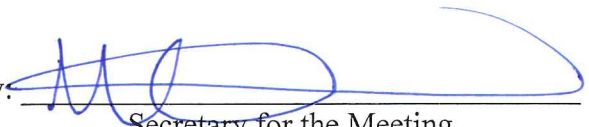
RECORD OF PROCEEDINGS

ADJOURNMENT

The Board adjourned the meeting at 9:35 p.m.


Respectfully submitted,

By: _____



Secretary for the Meeting

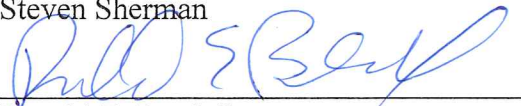
RECORD OF PROCEEDINGS

THESE MINUTES ARE APPROVED AS THE OFFICIAL DECEMBER 29, 2015 MINUTES OF THE ROXBOROUGH VILLAGE METROPOLITAN DISTRICT BY THE BOARD OF DIRECTORS SIGNING BELOW:


Debra Prysby


Linda Goodrich


Judi Holden

Steven Sherman

Ronald E. Bendall