

RECORD OF PROCEEDINGS

MINUTES OF A REGULAR MEETING
OF THE BOARD OF DIRECTORS OF THE
ROXBOROUGH VILLAGE METROPOLITAN DISTRICT
HELD
July 21, 2015

A regular meeting of the Board of Directors of the Roxborough Village Metropolitan District (referred to hereafter as "Board") was convened on Tuesday, July 21, 2015 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:

Linda Goodrich
Judi Holden
Steven Sherman
Debra Prysby
Ronald Bendall

Also in Attendance were:

Mathew Mendisco; CliftonLarsonAllen LLP.
Katie James, Esq.; Folkestad Fazekas Barrick & Patoile, P.C.
Marcia Pryor and Tom Baldasare; Brickman
Scott Barnett; Mulhern MRE, Inc.
Robert Clinard; Resident

CALL TO ORDER

The meeting was called to order by President Goodrich. Upon a motion duly made by Director Prysby, seconded by Director Bendall and, upon vote, unanimously carried, the Board approved the agenda as amended adding the July 13th Special Meeting Minutes for review and approval to the agenda.

PUBLIC COMMENT

Robert Clinard, resident, addressed the Board regarding an email sent to Mr. Peak about a dark colored SUV that drives all the way down the path at the ballfields, sits there, and drives away every Sunday. There was no damage done but he wanted to bring his concerns to the Board's attention.

Mr. Clinard stated that the general condition of the ballfield was not looking good. Mr. Clinard mentioned that he witnessed a field dragging method where a ladder was used. Brickman will look further into this method.

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Mr. Clinard also reported that he was walking in the morning and on east side of the open space on the walkway, just north of the bridge, there was a tree that was overhanging the sidewalk below the school bridge. Since that time it has been trimmed, but they left branches behind on the ground. Brickman will follow up and get it cleaned up.

ADMINISTRATIVE MATTERS

A. Approval of Minutes of the June 16, 2015 Regular Meeting and the July 13, 2015 Special Meeting

Following review, the Board tabled the minutes of the June 16, 2015 regular meeting until the next meeting so management could review and revise the minutes.

Following review, the Board provided the name of the guest for the public comment section, and management will amend. Upon a motion duly made by Director Prysby, seconded by Director Sherman and, upon vote, unanimously carried, the Board approved the minutes of the July 13, 2015 special meeting as amended to include the name of the resident that commented at the meeting.

B. Discuss Moving Memorial Playground Equipment to Primary School

Directory Prysby suggested talking to the parents to see if they would prefer the District to:

1. Move the rocket to the school location, or
2. Putting in a different rocket/piece of equipment and provide the old one to them.

Ms. Pryor stated that this was the second time this year they have had to repair the rocket. Ms. Goodrich stated that if placed at the school the school would maintain it going forward. Mr. Mendisco will follow up with the family and see what their thoughts are on either options stated above and report at the next meeting.

FINANCIAL ITEMS

A. Review and Consider Approval of Claims through June, 2015

Ms. Prysby asked if the Board was eligible for payment of special meetings. Mr. Mendisco confirmed that they were eligible and payment was based on the maximum dollar amount that a Board member could receive in one given year. The Board stated that they have had two special

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meetings for which directors have not been paid this year. Mr. Mendisco will have checks for these meetings at the August meeting.

Ms. Prysby asked what treatment was being used by Cem-Lake because the algae is still in full bloom and does not look like it's being treated. Mr. Mendisco will request a field service report and have Cem-Lake provide this for the next meeting.

Ms. Prysby stated that on the Brickman invoice, the cost for installing the post should say community signage, not Ed Yeats signage.

The check for \$2,280 to the Roxborough Library is not correct. Mr. Mendisco will hold the check #5588 for further research.

Upon motion duly made by Director Prysby, seconded by Director Sherman and, upon vote, unanimously carried, the Board approved as amended holding check #5588, having Brickman's invoice reflect the proper notation on the post, and having Cem-Lake provide a field service report with their next invoice.

B. Review and Consider Acceptance of Cash Position

Ms. Soendker presented the Cash Position to the Board. Upon motion duly made by Director Sherman, seconded by Director Holden and, upon vote, unanimously carried, the Board accepted the Cash Position.

C. Review and Approve 2014 Draft Audit

Ms. Soendker reviewed the 2014 audit with the Board covering each fund's various ending balances and expenses. She stated that the bottom line numbers were almost identical to the December 31st, 2014 financial statements and there were no major adjustments. The Board asked what the reserve fund was for, and Mr. Mendisco stated that was the TABOR reserve fund which is a State-mandated requirement. The Board asked if the previous reserve study had been updated, and Mr. Mendisco stated that during the 2016 budget process would be a good time to update the study so the Board was budgeting correctly.

Upon motion duly made by Director Sherman, seconded by Director Prysby and, upon vote, unanimously carried, the Board approved the 2014 Audit.

DIRECTOR ITEMS

Directory Prysby asked how to get Douglas County to fix the sidewalk that has buckled at Village Circle West, between Buckley and Eagleview. Mr. Mendisco stated he will contact the public works department to get them out to fix the sidewalk

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Ms. Pryor stated that the drainage pan by Rampart Range Road has willows growing and cattails to trim and mow down. Mr. Mendisco will follow up with Ark Ecological on this issue and copy Marcia.

Director Goodrich reported that the mowing that is supposed to be done by the School District along Rampart Range Road at Village Circle West is not being done. Mr. Mendisco will follow up with the School District on that mowing. Mr. Mendisco will get area from Brickman on a map.

LEGAL MATTERS

A. Update on Minor Development of Parcel in Arrowhead Shores

Ms. James and Mr. Barnett went over the response report and letter with the Board. Director Holden asked how we ensure that the drainage that is pooling is addressed, how we emphasize that this current plan won't support vehicles, and how we make it clear that the District is considering the whole area and the needs of the whole area when requesting these improvements. The Board agreed that we need pictures from East Side of the proposed minor development. The Board asked staff to express to the County and to Mr. Grant that the District is offering to meet with Mr. Grant and to discuss these issues in person.

After discussion, Mr. Barnett said that he will take more pictures and Ms. James and Mr. Barnett said they will revise the letter to be submitted.

B. Other

None.

LANDSCAPE MAINTENANCE

A. Review Landscape Maintenance Monthly Report – July, 2015

Mr. Baldasare reported that everything was taken care of, but the irrigation main lines have been breaking in many areas. Director Sherman asked why all the lines were breaking this year and Mr. Baldasare responded that the system was 30 years old and the system was starting to see the weak spots.

Director Holden stated that there was still a sprinkler on the sidewalk running over, which she had reported. Mr. Baldasare said the irrigation was not on in that area. The Board agreed a site visit with Brickman would be useful to look at the issue as well as the entire park system. The date was set for August 7th, 2015. Management will get the meeting posted.

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The Board discussed the area where the sidewalk was buckling and Mr. Baldasare stated that not only does the sidewalk need to be fixed, the two trees that are there need to be removed. After discussion, upon motion duly made by Director Sherman, seconded by Director Prysby and, upon vote, unanimously carried, the Board approved a not-to-exceed amount of \$6,000 for the total concrete replacement and tree removal (\$4,000 for tree removal, and \$2,000 for sidewalk replacement).

Director Sherman reported that the baseball fields and sod have not been completed, and that there is still an area between 1st and 2nd that is very soft. If people are playing, and they are playing anyway, it's going to be an issue. Mr. Baldasare explained that they have looked for a leak and have not found one yet. Mr. Mendisco suggested that they block the area and just dig until they determine if it's ground water or some other issue. Mr. Baldasare will address this and will let everyone know the issues once discovered.

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

None.

C. Discuss Damage and Recovery Costs to Repair Irrigation Line above Skate Park

Item tabled until the next meeting.

ENGINEERING MATTERS

A. Engineering Report

1. Discussion of Erosion Control Planning Project at 7 Acre Pond

Mr. Barnett spoke with Mr. Sperger about planting around pond, and all he needs to know is when the pond will be down. Mr. Baldasare reported that the irrigation usage has been down and we have not had to use the pond yet. Brickman will let Mr. Barnett know when they start using pond water so Mr. Sperger can get in and do the plantings.

MANAGER ITEMS

None.

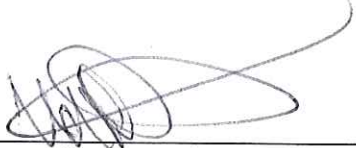
OTHER BUSINESS

A. Quorum for Next Meeting – August 18, 2015 at 6:30 p.m. at the Roxborough Library


Confirmed, as well as special meeting on August 7th at 3:30pm.


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ADJOURNMENT There was no further business. The Board adjourned the meeting at 8:58 p.m. Respectfully submitted,


By: 
Secretary for the Meeting

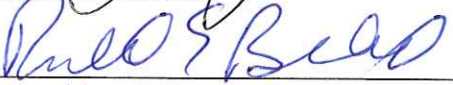
THESE MINUTES ARE APPROVED AS THE OFFICIAL JULY 21, 2015 MINUTES OF THE ROXBOROUGH VILLAGE METROPOLITAN DISTRICT BY THE BOARD OF DIRECTORS SIGNING BELOW:


Debra Prysby


Linda Goodrich


Judi Holden


Steven Sherman


Ronald Bendall