

# RECORD OF PROCEEDINGS

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MINUTES OF A REGULAR MEETING  
OF THE BOARD OF DIRECTORS OF THE  
ROXBOROUGH VILLAGE METROPOLITAN DISTRICT  
HELD  
January 20, 2015

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

Also in Attendance were:

David Peak; CliftonLarsonAllen LLP.  
Katie James, Esq.; Folkestad Fazekas Barrick & Patoile, P.C.  
Eric Keesen; Scott Stoddard; Brickman Group  
Scott Barnett; Mulhern MRE, Inc.  
Robert Clinard; Resident

**CALL TO ORDER**

The meeting was called to order by Director Goodrich. Upon a motion duly made by Director Prysby, seconded by Director Sherman and, upon vote, unanimously carried, the Board approved the agenda as presented.

**PUBLIC COMMENT**

None.

**ADMINISTRATIVE  
MATTERS**

A. Approval of Minutes of the December 16, 2014 Regular Meeting

Following review and discussion, upon a motion duly made by Director Holden, seconded by Director Sherman and, upon vote, unanimously carried, the Board approved the minutes of the December 16, 2014 meeting.

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**FINANCIAL ITEMS**    A.    Review and Consider Approval of Claims through December, 2014

Following review, upon a motion duly made by Director Prysby, seconded by Director Holden and, upon vote, unanimously carried, the Board approved claims through December, 2014 and the transfer of funds to pay the claims.

B.    Review and Consider Approval of Cash Position Updated as of January 20, 2015

Mr. Peak presented the Cash Position and the Board accepted.

C.    Other

None.

**DIRECTOR ITEMS**

A.    Relocation of Easter Egg Hunt

Director Goodrich reviewed the request from Ed Yeats to use the ball field. The Board approved the request to change location of Easter egg hunt to north of the open space and making a \$200 donation to the special event.

B.    Other

None.

**LEGAL MATTERS**

A.    Update on Approval of Amended Service Plan by County (approval schedule enclosed)

Ms. James reviewed the County's map for storm drainage within the District boundaries. It appears that the review/approval process for the amended service plan is on schedule with Douglas County.

B.    Review and Consider Approval of License Agreement re: Tract E, Roxborough Village Filing No. 16B, for Maintenance by the District

Ms. James briefed the Board on the license agreement accepting Tract E. Upon a motion duly made by Director Sherman, seconded by Director Prysby and, upon vote, unanimously carried, the Board approved the license agreement for Tract E subject to approval by the HOA and the addition of an exhibit. Ms. James was directed to contact the HOA.

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C. Other – Status on Preparation of Revised Easement Agreements in Filing 15.

Ms. James is making the final revisions to the easement agreements in Filing 15.

LANDSCAPE  
MAINTENANCE

A. Review Landscape Maintenance Monthly Report – January 13, 2015

Mr. Keesen reviewed the landscape report with the Board. The Board reviewed the schematic design for the monument sign on the corner of Rampart Range Rd. and Village Circle West. Mr. Stoddard explained the design concepts for the monument sign, which attempt to keep it in the same mode as the other improved medians.

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

Upon a motion duly made by Director Prysby, seconded by Director Sherman and, upon vote, unanimously carried, the Board approved the Option 1 work order to remove the vegetation that is blocking the sign in the amount of \$650.

Upon a motion duly made by Director Prysby, seconded by Director Sherman and, upon vote, unanimously carried, the Board approved the work order to replace the autumn blaze maple that was hit by a car on the west side of Dovetail at a cost of \$825.

Upon a motion duly made by Director Sherman, seconded by Director Holden and, upon vote, unanimously carried, the Board approved the work order to enhance the Chatfield Park soccer field for \$3,750.

C. Other

None.

ENGINEERING  
MATTERS

A. Engineering Report

1. Chatfield Park Drainage Project - Update

Mr. Barnett reported that the project was on hold until the weather improves and crews can get into the park to complete the drainage work.

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2. Digital Aerial Photo Map of the Entire District – Update

Nothing further to report.

3. Drainage Outfall from The School Property – Erosion Issues – Update

Mr. Barnett said the County was considering partnering with the District to make the necessary repairs to correct the erosion issues.

4. Monument Sign Easement and Location – Update

Discussion occurred earlier in the meeting.

5. Request for Additional Snow Removal -- Rampart Way Cul-de-sac

The Board approved adding the 100' sidewalk that connects to the school property at the SW corner of the primary school located on Rampart Way cul-de-sac.

MANAGER  
ITEMS

A. Other

None.

OTHER BUSINESS

A. Confirm Board Dinner – February 3<sup>rd</sup> – Tuesday

Confirmed a quorum for the dinner.

B. Quorum for Next Meeting – February 24, 2015 at 6:30 p.m. at the Roxborough Library

A quorum was confirmed.

ADJOURNMENT

The Board adjourned the meeting at 8:45 p.m.

Respectfully submitted,

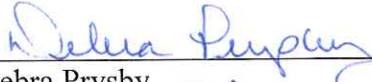
By: 

Secretary for the Meeting

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THESE MINUTES ARE APPROVED AS THE OFFICIAL JANUARY 20, 2015 MINUTES OF THE ROXBOROUGH VILLAGE METROPOLITAN DISTRICT BY THE BOARD OF DIRECTORS SIGNING BELOW:

  
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Debra Prysby

  
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Linda Goodrich

  
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Judi Holden

  
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Steven Sherman

  
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Ronald Bendall