

RECORD OF PROCEEDINGS

MINUTES OF A REGULAR MEETING
OF THE BOARD OF DIRECTORS OF THE
ROXBOROUGH VILLAGE METROPOLITAN DISTRICT
HELD
JANUARY 21, 2014

A regular meeting of the Board of Directors of the Roxborough Village Metropolitan District (referred to hereafter as "Board") was convened on Tuesday, January 21, 2014 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
Debra Prysby
Scott Pfeffer
Judi Holden
Ronald E. Bendall

Also in Attendance were:

Dave Peak & Mathew Mendisco; CliftonLarsonAllen LLP
Ernie Fazekas, Esq.; Folkestad Fazekas Barrick & Patoile, P.C.
Matt Bevill; The Brickman Group
Bob Clinard; 7218 Red Mesa Court
Shannon Steward; 7160 Red Mesa Court

CALL TO ORDER

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

PUBLIC COMMENT

Ms. Steward addressed the Board regarding the donation of playground equipment with warranty, for a two-seat rocking rocket. The Board asked Ms. Steward to meet with playground equipment installer on site at the Community Park to review whether the installation can be done within code. Directors Goodrich and Prysby volunteered to also attend with the manager and engineer.

**ADMINISTRATIVE
MATTERS**

A. Approval of Minutes

Following review and discussion, upon a motion duly made by Director Prysby, seconded by Director Bendall and, upon vote, unanimously

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carried, the Board approved the minutes of the December 17, 2013 regular meeting as presented.

B. Review and Consider Adoption of Resolution Designating Location for Posting of 24 Hour Notice for Year 2014

Following review and discussion, upon a motion duly made by Director Prysby, seconded by Director Bendall and, upon vote, unanimously carried, the Board adopted the Resolution Designating Location for Posting of 24 Hour Notice for Year 2014 as presented.

C. Review and Consider Adoption of Resolution Regarding May 6, 2014 Regular Special District Election

Following review and discussion, upon a motion duly made by Director Prysby, seconded by Director Holden and, upon vote, unanimously carried, the Board adopted the Resolution Regarding the May 6, 2014 Regular Special District Election.

D. Review and Consider Adoption of Resolution Approving Services Agreement with Ark Ecological Services, LLC for 2014 Open Space Management

Following review and discussion, upon a motion duly made by Director Prysby, seconded by Director Pfeffer and, upon vote, unanimously carried, the Board adopted the Resolution approving the Services Agreement with Ark Ecological Services, LLC for 2014 Open Space Management. The Board requested that Mr. Peak obtain an addendum to the contract for Board consideration to extend the weed spraying program up the hill-side west of the Red Mesa subdivision.

E. Review and Consider Adoption of Resolution Approving Services Agreement with Game Set Match, Inc. for 2014 Court Cleaning and Windscreen Maintenance

Mr. Peak presented the 2014 Court Cleaning and Windscreen Maintenance Agreement to the Board. Following review and discussion, upon a motion duly made by Director Prysby, seconded by Director Holden and, upon vote, unanimously carried, the Board adopted the Resolution approving the Services Agreement with Game Set Match, Inc. for 2014 Court Cleaning and Windscreen Maintenance.

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F. Review and Consider Adoption of Resolution Approving Services Agreement with CEM Lake Management for 2014 Lake Treatment Program

Following review and discussion, upon a motion duly made by Director Prysby, seconded by Director Pfeffer and, upon vote, unanimously carried, the Board adopted the Resolution Approving the Services Agreement with CEM Lake Management for the 2014 Lake Treatment Program.

G. Review and Consider Adoption of Resolution Approving Services Agreement with Nichole Kahler for 2014 Park Restroom Maintenance

Following review and discussion, upon a motion duly made by Director Prysby, seconded by Director Holden and, upon vote, unanimously carried, the Board adopted the Resolution approving the Services Agreement with Nichole Kahler for 2014 Park Restroom Maintenance.

H. Review and Consider Adoption of Resolution Approving Services Agreement with Patriot Pest Control for 2014 Mosquito Control Services

Following review and discussion, upon a motion duly made by Director Prysby, seconded by Director Pfeffer and, upon vote, unanimously carried, the Board adopted the Resolution approving the Services Agreement with Patriot Pest Control for 2014 Mosquito Control Services.

The Board asked Mr. Peak to invite Ron Burden of Patriot Pest Control to the next board meeting to discuss the program in detail.

DIRECTORS ITEMS

Director Prysby reported that she tried to contact Denver Water in regards to the release of water in the Little Willow Creek drainage for over a month. The main concern was possible damage to the spillway due to the high volume of water being released by Denver Water. If a storm event should occur at the same time, there is a possibility of losing the spillway.

FINANCIAL ITEMS

A. Review and Consider Approval of Claims through December 2013

Following review and discussion, upon a motion duly made by Director Prysby, seconded by Director Holden and, upon vote, unanimously carried, the Board approved the claims totaling \$28,333.74, represented by check numbers 5235 through 5254, with check numbers 5245 and 5250 being voided.

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- B. Review and Consider Approval of Cash Position as of September 30, 2013, Updated as of January 21, 2014

Mr. Peak presented the Cash Position to the Board. Following review and discussion, the Board accepted the Cash Position as presented.

LEGAL MATTERS

Mr. Fazekas was asked by the Board to revise the policy for donations to the District.

LANDSCAPE MAINTENANCE

- A. Review Landscape Maintenance Monthly Report – January 14, 2014

Mr. Bevill reviewed the monthly landscape report with the Board.

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

1. Wagon Repair - \$1,370
2. Preventative Pump Maintenance – \$3,265
3. Trash Can and Dog Station Repairs - \$4,470

Following review and discussion, upon a motion duly made by Director Prysby, seconded by Director Bendall and, upon vote, unanimously carried, the Board approved the work orders from The Brickman Group as presented.

The Board requested that The Brickman Group replace the rubberized flap on the lids of the dog stations.

ENGINEERING MATTERS

None.

MANAGER'S ITEMS

Mr. Peak contacted the Roxborough Primary Elementary School regarding the snow removal and their responsibility to remove the snow on the sidewalk running from the school parking lot, east to the corner of Rampart Range Road and Village Circle West.

Mr. Peak indicated that Shanen Weber with Design Concepts will be at the February board meeting to present the final draft of the revised Park Master Plan for approval.

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OTHER BUSINESS A. Confirm Quorum for Next Meeting – February 18, 2014 at 6:30 p.m. at the Roxborough Library

The Board confirmed a quorum for the next Board meeting at 6:30 p.m. on February 18, 2014 at the Roxborough Library.

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

Respectfully submitted,

By: David Penk
Secretary for the Meeting

THESE MINUTES ARE APPROVED AS THE OFFICIAL JANUARY 21, 2014 MINUTES OF THE ROXBOROUGH VILLAGE METROPOLITAN DISTRICT BY THE BOARD OF DIRECTORS SIGNING BELOW:

Debra Prysby
Debra Prysby

Linda Goodrich
Linda Goodrich

Judi Holden
Judi Holden

Scott Pfeffer
Scott Pfeffer

Ronald Bendall
Ronald Bendall