

RECORD OF PROCEEDINGS

MINUTES OF A REGULAR MEETING
OF THE BOARD OF DIRECTORS OF THE
ROXBOROUGH VILLAGE METROPOLITAN DISTRICT
HELD
FEBRUARY 18, 2014

A regular meeting of the Board of Directors of the Roxborough Village Metropolitan District (referred to hereafter as "Board") was convened on Tuesday, February 18, 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; CliftonLarsonAllen LLP
Ernie Fazekas, Esq.; Folkestad Fazekas Barrick & Patoile, P.C.
Scott Barnett; Mulhern MRE
Eric Keesen and Marcia Pryor; The Brickman Group
Steve Sherman; Resident
Ron Burden; Patriot Pest Control
Ray Sperger; Ark Ecological Services, LLC
Shanen Weber; Design Concepts

CALL TO ORDER

The meeting was called to order 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

Mr. Sperger of Ark Ecological Services, LLC handed out an aerial map of the open space area that he sprays for the District. The area the Board asked about was west of the Red Mesa subdivision. Mr. Sperger estimated it would cost an additional \$9,000 to spray that area. The Board will consider his additional work order at the March board meeting.

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ADMINISTRATIVE MATTERS

A. Approval of Minutes

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 minutes of the January 21, 2104 regular meeting as amended.

B. Review and Consider Approval of the Revised Master Plan / Shanen Weber

Ms. Weber reviewed the project matrix with the Board. She had prepared the draft matrix in chronological order based on minimal water consumption per the direction given by the Board in July. After extensive discussion, the Board requested Ms. Weber to revise the master plan project matrix to list in chronological order based on Board priorities over the next five years. The revised matrix will be prepared for the Board's review at the next meeting.

The Board asked Mr. Barnett to solicit proposals to engineer the repair of the retaining walls and to survey the pond for future dredging. The Board would like to review the proposals at the March meeting.

DIRECTORS ITEMS

Director Goodrich reported on the following:

- Chatfield Farms horse property and undeveloped parcels were purchased by Century Homes.
- State land was bought by Sterling Ranch Development.
- A donation for the Annual Easter Egg Hunt was discussed and the Board approved a donation of \$200 towards the special event.

FINANCIAL ITEMS

A. Review and Consider Approval of Claims through January 2014

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 \$51,183.92, represented by check numbers 5255 through 5266.

B. Review and Consider Approval of Unaudited Financial Statements as of December 31, 2013

Mr. Peak presented the unaudited financial statements to the Board. Following review and discussion, upon a motion duly made by Director

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Prysby, seconded by Director Bendall and, upon vote, unanimously carried, the Board accepted as presented.

LEGAL MATTERS

A. Review and Consider Approval of Resolution Changing the Memorial Programs Offered in the District

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 Changing the Memorial Programs Offered in the District as presented.

B. Review and Consider Adoption of Amended Resolution Regarding the 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 Amended Resolution Regarding the May 6, 2014 Regular Special District Election as presented.

LANDSCAPE MAINTENANCE

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

Mr. Keesen introduced Ms. Pryor as the new supervisor with The Brickman Group for the District. Mr. Keesen will be carrying out other duties for the company and will no longer be overseeing the landscape maintenance.

Mr. Keesen and Ms. Pryor reviewed the monthly landscape report with the Board.

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

1. Chatfield Farms Controller / \$4,190
2. Crystal Lake Play Area Controller / \$2,670
3. Imperial Park and Streetscape / \$2,670
4. Imperial Park / \$2,670
5. Marmot Park / \$2,670
6. Elk Mountain Park / \$2,250
7. Mule Deer Park / \$2,250
8. Pump Station / \$2,865

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 all work orders listed above from Brickman as presented for a revised total amount of \$19,656.

The Board approved an additional work order for \$2,290 to remove the trees from the median at Community Park parking lot.

C. Discussion with Ron Burden of Patriot Pest Control Regarding Details of the 2014 Mosquito Control Program

Mr. Burden of Patriot Pest Control discussed the 2014 mosquito control program that he provides for the District. The areas that his company treats are the three ponds in the open space, the banks along the ponds and creeks, the 7 Acre Pond in Arrowhead, the small swamp area south of the shopping center parking lot and the small waterway along Rampart Range Road. He treats these areas twice a month starting in March and continuing through October.

ENGINEERING
MATTERS

None.

MANAGER'S
ITEMS

A. Reschedule the Quarterly Field Inspection with The Brickman Group and the Board

Mr. Peak discussed scheduling for field inspections with the Board on the following dates in 2014:

- Friday, April 11th / Arrowhead Shores at the 7 Acre Pond
- Friday, June 13th / Chatfield Farms Park
- Friday, August 8th / Community Park

OTHER BUSINESS

A. Confirm Quorum for Next Meeting – March 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 March 18, 2014 at the Roxborough Library.

ADJOURNMENT

There being no other business to come before the Board, upon a motion duly made by Director Prysby, seconded by Director Pfeiffer and, upon vote, unanimously carried, the Board adjourned the meeting at 8:40 p.m.

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Respectfully submitted,

By: David Park
Secretary for the Meeting

THESE MINUTES ARE APPROVED AS THE OFFICIAL FEBRUARY 18, 2014 MINUTES OF THE ROXBOROUGH VILLAGE METROPOLITAN DISTRICT BY THE BOARD OF DIRECTORS SIGNING BELOW:

Debra Prysby
Debra Prysby

Linda Goodrich

Judi Holden
Judi Holden

Scott Pfeffer
Scott Pfeffer

Ronald Bendall
Ronald Bendall