

RECORD OF PROCEEDINGS

MINUTES OF A SPECIAL MEETING
OF THE BOARD OF DIRECTORS OF THE
ROXBOROUGH VILLAGE METROPOLITAN DISTRICT
HELD
February 24, 2015

A special meeting of the Board of Directors of the Roxborough Village Metropolitan District (referred to hereafter as "Board") was convened on Tuesday, February 24, 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.
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

Robert Clinard, resident, reported that there are some small pine trees located between the fence on Village Circle West Road that need to be removed. He also reported that the baseball field drainage at Community Park needs to properly drain away excess water collected behind 2nd base.

ADMINISTRATIVE MATTERS

A. Approval of Minutes of the February 24, 2015 Special Meeting

Following review and discussion, upon a motion duly made by Director Sherman, seconded by Director Bendall and, upon vote, unanimously carried, the Board approved the minutes of the February 24, 2015 meeting.

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FINANCIAL ITEMS

- A. Review and Consider Approval of Claims through January, 2015

Following review, upon a motion duly made by Director Prysby, seconded by Director Holden and, upon vote, unanimously carried, the Board approved claims through January, 2015 and the transfer of funds to pay the claims.

- B. Review and Consider Approval of December 31, 2014 Financial Statement and Cash Position Updated as of February 24, 2015

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

- C. Other

None.

DIRECTOR ITEMS

- A. Discuss Ed Yeats' Request for Dumpster for "Annual Clean Up Day"

The Board and Brickman agreed to continue to pick up trash collected by residents from the park and open space areas at the April 18, 2015 special event.

LEGAL MATTERS

- A. Update on Approval of Amended Service Plan by County

Ms. James attended the County Commissioners preliminary hearing and the final hearing date is set for March 10th. County staff is pleased with the District's Amended Service Plan. Ms. James handed out the staff report from Douglas County to the Board.

- B. Update on Acceptance of License Agreement re: Tract E, Roxborough Village Filing No. 16B, for Maintenance by the District

Ms. James briefed the Board regarding the aerial map. The Board agreed to include the map with the agreement.

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C. Consider Adoption of a Resolution Approving Revised Easement Agreements in Filing 15.

Ms. James briefed the Board on the waterline, sewer line, tank site, pumphouse, and access easements. Following review, upon a motion duly made by Director Bendall, seconded by Director Sherman and, upon vote, unanimously carried, the Board adopted the Resolution approving the Easement Agreements as presented.

LANDSCAPE
MAINTENANCE

A. Review Landscape Maintenance Monthly Report – February 18, 2015

Ms. Pryor presented the monthly maintenance report to the Board.

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

Upon a motion duly made by Director Sherman, seconded by Director Bendall and, upon vote, unanimously carried, the Board approved the work order to make drainage improvements at the Community Park ball field in the amount of \$9,400.

Upon a motion duly made by Director Prysby, seconded by Director Bendall and, upon vote, unanimously carried, the Board approved the work order to remove 3 valve boxes at the Community Park ball field in the amount of \$8,848.

Upon a motion duly made by Director Prysby, seconded by Director Holden and, upon vote, unanimously carried, the Board approved the Monument Sign for Village Circle West/Rampart Range Road on the west side in the amount of \$44,500.

Upon a motion duly made by Director Prysby, seconded by Director Holden and, upon vote, unanimously carried, the Board approved the Monument Sign for Village Circle West/Rampart Range Road on the east side in the amount of \$18,500.

C. Review and Consider Adoption of Resolution Approving Services Agreement with Ark Ecological Services, LLC for 2015 Open Space Management

Upon a motion duly made by Director Prysby, seconded by Director Bendall and, upon vote, unanimously carried, the Board approved the Resolution Approving Services Agreement with Ark Ecological Services, LLC for 2015 Open Space Management.

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- D. Review and Consider Adoption of Resolution Approving Services Agreement with Game Set Match, Inc. for 2015 Court Cleaning and Windscreen Maintenance

Upon a motion duly made by Director Prysby, seconded by Director Bendall and, upon vote, unanimously carried, the Board approved the Resolution Approving Services Agreement with Game Set Match, Inc. for 2015 Court Cleaning and Windscreen Maintenance.

- E. Review and Consider Adopting Resolution Approving Services Agreement with CEM Lake Management for 2015 Lake Treatment Program

Upon a motion duly made by Director Prysby, seconded by Director Bendall and, upon vote, unanimously carried, the Board approved the Resolution Approving Services Agreement with CEM Lake Management for 2015 Lake Treatment Program.

- F. Review and Consider Adoption of Resolution Approving Services Agreement with Patriot Pest Control for 2015 Mosquito Control Services

Upon a motion duly made by Director Prysby, seconded by Director Bendall and, upon vote, unanimously carried, the Board approved the Resolution Approving Services Agreement with Patriot Pest Control for 2015 Mosquito Control Services.

- G. Other

None.

ENGINEERING MATTERS

- A. Engineering Report

1. Chatfield Park Drainage Project - Update

Mr. Barnett reported that the project is completed. He also noted that the seeding of the soccer field will occur in April by Brickman.

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

Nothing further to report.

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

Mr. Barnett reported that he has not heard back from the County regarding their ability to participate in a project to correct the drainage problem.

Mr. Barnett also brought up the resident request to remove snow on Verandah Ct. sidewalk. The Board declined.

MANAGER ITEMS

A. Community Park – Ball Field Use Fees

The Board agreed to charge \$100 per day (9am-6pm) with a damage deposit of \$300 for weekend use and \$50 per day (4-8:30pm) for weekday use and the same amount for damage deposit.

OTHER BUSINESS

A. Quorum for Next Meeting – March 17, 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.

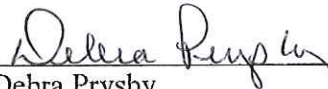
Respectfully submitted,

By: 

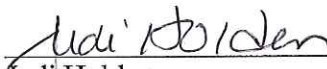
Secretary for the Meeting


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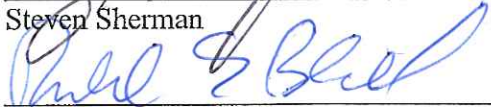
THESE MINUTES ARE APPROVED AS THE OFFICIAL FEBRUARY 24, 2015 MINUTES OF THE ROXBOROUGH VILLAGE METROPOLITAN DISTRICT BY THE BOARD OF DIRECTORS SIGNING BELOW:


Debra Prysby


Linda Goodrich


Judi Holden


Steven Sherman


Ronald Bendall