

# RECORD OF PROCEEDINGS

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MINUTES OF A REGULAR MEETING  
OF THE BOARD OF DIRECTORS OF THE  
ROXBOROUGH VILLAGE METROPOLITAN DISTRICT  
HELD  
July 15, 2014

A regular meeting of the Board of Directors of the Roxborough Village Metropolitan District (referred to hereafter as "Board") was convened on Tuesday, July 15, 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  
Judi Holden  
Steven Sherman

Director Bendall was absent and excused.

Also in Attendance were:

David Peak; CliftonLarsonAllen LLP.  
Ernie Fazekas, Esq. and Katie James, Esq.; Folkestad Fazekas Barrick & Patoile, P.C.  
Bob Clinard; 7218 Red Mesa Ct.  
Marcia Pryor; Brickman Group

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. Director Goodrich presented an award of service to Director Pfeffer and on behalf of the Board thanked Scott for his 8 years of service to the community.

PUBLIC COMMENT

None

ADMINISTRATIVE  
MATTERS

A. Approval of Minutes

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

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carried, the Board approved the minutes of the June 17, 2014 regular meeting and July 1, 2014 special meeting as amended.

B. Other

None.

### FINANCIAL ITEMS

A. Review and Consider Approval of Claims through June 2014

Mr. Peak presented the claims to the Board. After discussion, the Board approved the claims totaling \$84,168.86 and the transfer of funds to pay the claims.

B. Review and Consider Approval of Cash Position as of March 31, 2013, Updated as of July 15, 2014

Mr. Peak presented the cash position to the Board. The Board accepted the cash position as presented

C. Other

None.

### DIRECTOR ITEMS

Director Holden asked why the water was very low at the 7 acre pond? Ms. Pryor said she would check with the irrigation foreman to see why and what was the status on ordering additional water for Roxborough Water and Sanitation District.

### LEGAL MATTERS

A. Consider Approving Chatfield Farms Estates HOA Agreement

Attorney Fazekas briefed the Board on the Agreement and handed out missing page 2.

Following review and discussion, upon a motion duly made by Director Sherman, seconded by Director Holden and, upon vote, unanimously carried, the Board approved the Chatfield Farms Estates HOA Agreement

B. Ratify Contract with Tru Blue Construction

Following review and discussion, upon a motion duly made by Director Prysby, seconded by Director Sherman and, upon vote, unanimously carried, the Board approved the Service Agreement with Tru Blue Construction.

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### C. Review and Approve Chatfield Farms IB HOA Letter

Attorney Fazekas briefed the Board on the correspondence with the County. Following review and discussion, upon a motion duly made by Director Prysby, seconded by Director Holden and, upon vote, unanimously carried, the Board authorized the District management and legal counsel to draft a letter to the Chatfield Farms IB HOA regarding Tract E and future maintenance by the District.

### D. Review and Approve CORA Policy Resolution

Ernie distributed the Colorado Open Records Act Policy Resolution to the Board. Following review and discussion, upon a motion duly made by Director Sherman, seconded by Director Prysby and, upon vote, unanimously carried, the Board approved the Colorado Open Records Act Policy Resolution.

## LANDSCAPE MAINTENANCE

### A. Review Landscape Maintenance Monthly Report – July 9, 2014

Marcia reviewed the landscape maintenance report with Board.

### B. Review and Consider Approval of Work Orders from The Brickman Group, If Any

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 ¼” meter for Chatfield Estates work order.

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 work order to remove the rabbit brush between Cougar Lane and Bighorn Way in Arrow Shores subdivision.

Following review and discussion, upon a motion duly made by Director Holden, seconded by Director Prysby and, upon vote, unanimously carried, the Board approved the work order to install 1 ½” river rock over fabric between fence and concrete curbing along Village Circle East.

The Board tabled work order to repair the raised planter at the Chatfield Farms Park. Director Sherman volunteered to contact a contractor that he knew for a proposal to make the needed repairs

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**ENGINEERING  
MATTERS**

A. Engineering Report

Mr. Peak briefed 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 approved the Chatfield Farms Park drainage work order with Pase Contracting, Inc. for \$7,750.

**OTHER BUSINESS**

A. Confirm Quorum for Next Meeting – August 19, 2014 at 6:30 p.m. at the Roxborough Library

A quorum was confirmed.

**MANAGER  
ITEMS**

A. Walk Through on August 8<sup>th</sup> – Community Park at 3:00 p.m.

**ADJOURNMENT**

There being no other business to come before the Board, upon a motion duly made by Director Prysby, seconded by Director Sherman and, upon vote, unanimously carried, the Board continued the meeting to August 8<sup>th</sup> at Community Park at 3:00 p.m.

Respectfully submitted,

By: David Peak  
Secretary for the Meeting

THESE MINUTES ARE APPROVED AS THE OFFICIAL JULY 15, 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

Steven Sherman  
Steven Sherman

Ronald Bendall  
Ronald Bendall