

RECORD OF PROCEEDINGS

MINUTES OF A SPECIAL MEETING
OF THE BOARD OF DIRECTORS OF THE
ROXBOROUGH VILLAGE METROPOLITAN DISTRICT
HELD
JANUARY 19, 2010

A special meeting of the Board of Directors of the Roxborough Village Metropolitan District (referred to hereafter as "Board") was convened on Tuesday, January 19, 2010 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:

Steve Sherman
Scott Pfeffer
Nadine Petersen
Lisa Lorman
Bob Clinard

Also In Attendance Were:

David Peak; R.S. Wells L.L.C.
Ernie Fazekas; Folkestad Fazekas Barrick & Patoile, P.C.
Scott Barnett; Mulhern MRE, Inc.
Linda Goodrich; 10269 Dusk Way, Littleton, CO 80125
Judi Holden; 7578 Bison Court, Littleton, CO 80125

CALL TO ORDER

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

ADMINISTRATIVE MATTERS

A. Approval of Minutes

After discussion, upon a motion duly made by Director Clinard, seconded by Director Pfeffer and, upon vote, unanimously carried, the Board approved the minutes of the December 15, 2009 regular meeting as presented.

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B. Review and Consider Adoption of Resolution Establishing Regular Meeting Dates, Time and Location, and Designating Locations for Posting of Meeting Notices and 24 Hour Notice for 2010

Following review, upon a motion duly made by Director Clinard, seconded by Director Pfeffer and, upon vote, unanimously carried, the Board adopted the Resolution Establishing Regular Meeting Dates, Time and Location, and Designating Locations for Posting of Meeting Notices and 24 Hour Notice for 2010 as presented. The regular meetings of the Board will be on the 3rd Tuesday of each month, at 6:30 p.m., at the Roxborough Library, Roxborough Market Place (Safeway Shopping Plaza), Meeting Room, 8357 N. Rampart Range Rd., Suite 200, Littleton, CO 80125.

C. Review and Consider Approval of Resolution Calling for May 2010 Election and Appoint Designated Election Official

Following review and discussion, upon a motion duly made by Director Clinard, seconded by Director Pfeffer and, upon vote, unanimously carried, the Board adopted the resolution calling for the May 4, 2010 election and appointed David Peak as Designated Election Official (DEO).

PUBLIC COMMENT

Ms. Goodrich asked that a self nomination form be sent to her for the May 4, 2010 board of directors election.

LEGAL MATTERS

A. Status of Acquisition of Open Space from Douglas County – 99-Year Lease

Mr. Fazekas distributed the draft of a special warranty deed for the acquisition of open space from Douglas County. Mr. Fazekas hopes to finalize the documents and present to the Board for approval within the next month.

B. Consider Taking Action with Respect to Ceasing Landscape Maintenance of Commercial Right-of-Way Areas in Chatfield Farms

The Board requested that a depiction of commercial right-of-way areas be prepared as well as a description of landscape improvements and deficiencies within such areas. The Board will review it at the next board meeting. Board members discussed pursuing license agreements to continue providing landscape maintenance within such areas or if

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landowners do not wish grant licenses to the District, then the landowners would become responsible for landscape maintenance.

- C. Update on Status of Conveyance of Tracts C & D, Roxborough Village Commercial subdivision – 3rd Amendment from Verandah Court Homeowners Association, Inc., to District, and Status of Title Insurance Policy for Tract E-1, Roxborough Village Commercial Subdivision – 3rd Amendment to be Provided by Ryland Group

Mr. Fazekas reported that he received the title insurance policy just before the board meeting. Mr. Fazekas will report to the Board at the next meeting whether the policy is satisfactory to the District. Mr. Peak will schedule a final walk through this spring before the District accepts Tracts C and D for landscape maintenance.

- D. Paint Ball in Open Space

Mr. Fazekas reported to the Board that he is in contact with Anne Duncan with Douglas County regarding the District's request that the County designate District's parks and open space as areas where it is unlawful to use firearms (including paintball guns). Before designating the District's parks and open space as such areas, the Board of County Commissioners is required to hold a public hearing on this issue. If the County adopts such resolution, the sheriff will be able to cite violations.

LANDSCAPE MAINTENANCE

- A. Landscape Maintenance Interviews

Mr. Jamison presented the landscape maintenance report as of January 12, 2010 to the Board.

Turf: Turf is dormant for the winter. Crews are hand watering new turf around the skate park as needed.

Shrub Beds: Shrub beds are being policed for trash and debris. Winter watering as needed.

Trees: Trees are being monitored for low hanging and broken branches, especially after snow events. Winter watering as needed.

Irrigation: Irrigation system has been winterized. As built for skate park irrigation and year end repair map will be provided to Scott Barnett.

Open Space: Crews have been picking up visible trash and other debris as seen from the roads and trails.

Site Policing: Trash was policed weekly and the Dog-I-Pot stations were checked at the same interval. Trash cans were emptied and checked once per week and the ponds have been checked for debris.

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Overall Site: Winter watering is occurring this winter during dry periods, especially on the new plant material in the median. There were only a couple of reports of the holiday lights not working this season and a couple of photo cells were replaced.

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

No work orders were presented for approval.

ENGINEERING
MATTERS

Mr. Peak reviewed the map for the shoulder work at Community Park. Mr. Barnett inquired of the Board about redesigning of the spill way.

FINANCIALS

A. Review and Approve Claims through December 2009

Mr. Peak reviewed the claims through December 2009 totaling \$60,760.78 represented by check numbers 4267 through 4283. Upon a motion duly made by Director Pfeffer, seconded by Director Petersen and, upon vote, unanimously carried, the Board approved the claims and the transfer of funds from COLOTRUST in the amount of \$60,760.78 into the District's checking account to pay the claims.

B. Review and Approval of Unaudited Financial Statements as of December 31, 2009

Mr. Peak reviewed the unaudited financial statements as of December 31, 2009 with the Board. Upon a motion duly made by Director Pfeffer, seconded by Director Petersen and, upon vote, unanimously carried, the Board approved the unaudited financial statements as presented.

DIRECTOR ITEMS

A. Review District Projects and Schedule Lists

Mr. Peak distributed the District Projects and Schedule Lists to the Board. No comments were made.

B. Set Date for Community Park Master Plan Study Session

Following discussion, upon a motion duly made by Director Clinard, seconded by Director Petersen and, upon vote, unanimously carried, the Board approved the proposal for the Community Park Master Plan with

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Design Concepts for an amount not to exceed \$13,500, as amended. The Board agreed to hold the study session on February 2, 2010.

OTHER BUSINESS

A. Confirm Quorum for February 16, 2010 Meeting

The Board confirmed that a quorum would be present for the February 16, 2010 meeting at the Roxborough Library.

B. Consider Contributing Suggested Donation of \$25 per Meeting to Roxborough Library

Following discussion, upon a motion duly made by Director Clinard, seconded by Director Petersen and, upon vote, unanimously carried, the Board approved a donation of \$25 per meeting held at the Roxborough Library.

C. Annual Easter Egg Hunt

Following discussion, upon a motion duly made by Director Pfeffer, seconded by Director Petersen and, upon vote, unanimously carried, the Board approved a \$200 donation for the Annual Easter Egg Hunt.

ADJOURNMENT

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

Respectfully submitted,

By: 

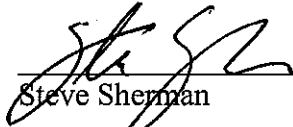
Secretary for the Meeting

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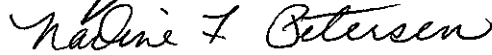
THESE MINUTES ARE APPROVED AS THE OFFICIAL JANUARY 19, 2010
MINUTES OF THE ROXBOROUGH VILLAGE METROPOLITAN DISTRICT
BY THE BOARD OF DIRECTORS SIGNING BELOW:



Lisa Lorman



Steve Sherman



Nadine Petersen



Scott Pfeffer



Bob Clinard