

ROXBOROUGH VILLAGE FILING 16-A HOMEOWNERS' ASSOC., INC.

BOARD OF DIRECTORS MEETING MINUTES

JULY 12, 2005

CALL TO ORDER

The meeting was called to order at 7:05 p.m. In attendance for the Board of Directors were Monica Stevens, Leo Chavez and Kristen Wilkening. Representing Management Specialists, Inc. were Tawny Kersh and David Lynn.

OPEN FORUM

Keith Segura was present to discuss and present letters he had received from his neighbors concerning three homes, two behind their street and one on their street. The addresses were 7845 Mule Deer Place, 9573 Mallard Pond Way and 9571 Mallard Pond Way. After Keith read the letters from his neighbors, the Board discussed these issues and a motion was made, seconded and approved to have Tawny seek an injunction to go onto these properties and clean them up.

The Board also gave the homeowners present a 60-day deadline that they will have these issues resolved.

David Peak from the Roxborough Village Metropolitan District did not show for the meeting. Tawny was requested to follow-up with Mr. Steve Boand and Mr. Peak to attempt to get David Peak to attend the next Board meeting.

NEW COMMUNITY MANAGER INTRODUCTION

David introduced Tawny as the new Community Manager for Roxborough. There was a brief discussion about expectations the Board had for Tawny and Management Specialists, Inc.

APPROVAL OF AGENDA

The Agenda was approved as presented.

APPROVAL OF PREVIOUS MEETING MINUTES

The minutes of the May 3, 2005 meeting were approved as presented.

MANAGER'S REPORT

Financials – Tawny presented the Financials from June 30, 2005. There was no discussion.

Delinquencies – The Board reviewed the Delinquencies and the Status Reports from Management Specialists, Inc. and Orten & Hindman.

Grounds – Tawny indicated that grounds maintenance is being complied with in an adequate manner.

Covenant Enforcement – Tawny reported the number of violations written in Roxborough has peaked during June to approximately 120 violations, almost all of which pertain to lawn maintenance.

Architectural Control Committee – Tawny mentioned the ACC process is working satisfactorily. David also mentioned the Chair of the ACC is actually in violation of the covenants, due to the fact that he has weeds in his backyard. The Board instructed Tawny to send a letter to the ACC Chair for weeds on her next inspection.

Covenant Inspection Report – There was no discussion.

PRESIDENT'S REPORT

Nathan Hamm was not present to report anything at this time, however he did forward some information to Monica. The north monument sign light and the electricity for the sprinklers has been completed. At that time, Monica requested Tawny get a timeframe for a completion of the new monument sign.

It was also reported that construction on a new retaining wall had commenced. This bid was approved and accepted at the last Board of Directors meeting that was held in June where Management Specialists, Inc. was not present. The Board informed Management Specialists, Inc. of this acceptance at this time.

VICE-PRESIDENT'S REPORT

Monica thanked Tawny for her weekly inspection reports.

COMMITTEE REPORTS

Architectural Control Committee – Tawny presented the Board with the information she had received from the resident at 7740 Crystal Lake Drive. This homeowner is requesting from D.R. Horton to have his AC unit relocated. This was just for the Board's information. There was no decision that needed to be made.

Website/Newsletter Committee – Kristen stated she had not had time to learn how to update the website. Tawny volunteered herself to be in charge of sending all updates to the website. She requested Monica send her the information for the web host of the Arrowhead Shores website.

Rules and Regulations Committee – There was nothing to report at this time.

Sunshine/Social Committee – Keith Segura was also present to discuss the upcoming pig roast. He requested signs be made for the pig roast. Leo Chavez volunteered to take care of the signs. Keith also requested \$250.00 for gift certificates for door prizes at the pig roast. A motion was made, seconded and approved for Tawny to get that check to him.

OLD BUSINESS

Bid for Underground Sidewalk Drain – Tawny presented a bid from ACC for the underground sidewalk drain for the area around the Marmot Ridge Circle mailboxes. The Board decided at this time they did not want to accept that bid and they requested for Tawny to send bids to consultants for the sidewalk drain.

7423 Bison Place – Tawny presented the letter she received from this homeowner’s attorney requesting their fees be waived for not completing their landscaping in a timely manner. The Board reviewed this letter and invoices the homeowner sent. A motion was made, seconded and approved to not waive these fees for the homeowner. The Board directed Tawny to draft a letter explaining this and send to the homeowner.

NEW BUSINESS

There was no New Business at this time.

NEWSLETTER ITEMS

Tawny solicited requests for items to be included in the newsletter. They were as follows:

- Website
- Results of Annual Meeting
- Dog Waste
- Ownership of the Lake
- Insurance Information
- New Community Manager

Tawny would prepare the newsletter based on these items.

ADJOURNMENT

With no further business to discuss, the meeting adjourned at 10:15 p.m.