

**ROXBOROUGH VILLAGE FILING 16-A HOMEOWNERS' ASSOC., INC.
BOARD OF DIRECTORS MEETING MINUTES**

DECEMBER 7, 2004

CALL TO ORDER

The meeting was called to order at 7:05 p.m. In attendance for the Board of Directors were Monica Stevens, Bev Switala, Nathan Hamm, Kristen Wilkening and Leo Chavez. David Lynn was in attendance from Management Specialists, Inc.

OPEN FORUM

Kirk Haptonstall from American Civil Constructors was present to discuss snow removal operations in Roxborough Village. He acknowledged that some spaces, sidewalks and postal pedestals were missed during the last storm. He indicated he had a new crew on the community and these problems would be resolved before the next snow.

Homeowner Keith Segura was present to discuss the lack of a viable website for the community. Monica indicated that she would be contacting the website provider to ensure that changes were made more quickly. Keith also mentioned the house across the street from him and at Mule Deer Park was still providing power to the sprinkler valves. Dave was given until the first of March of 2005 to have this problem resolved. Keith also volunteered to be on the Social Committee for the community.

Homeowners John and Margo Brucklier discussed the condition of the lake. It was mentioned to them that the lake was not the property of the Homeowner Association and the proper individual to discuss this with was with the Roxborough Village Metropolitan District. Mrs. Brucklier also mentioned that there was a lot of trash around the lake. She was also advised that the trash was the responsibility of the Roxborough Village Metropolitan District.

APPROVAL OF AGENDA

The agenda was approved with some minor additions to the New Business section.

APPROVAL OF PREVIOUS MEETING MINUTES

The minutes of the November 1, 2004 Meeting were approved with no changes.

MANAGER'S UPDATE

Financials – Dave presented the Financials from November 11, 2004. They were discussed at length.

Delinquencies – The Board reviewed the Delinquencies and the Status Report from Orten & Hindman and had no questions.

Grounds – Dave indicated that American Civil Constructors was accomplishing grounds maintenance in a satisfactory manner.

Covenant Enforcement – Dave mentioned that the majority of violations currently being recorded were still for trashcans being left in front of homes.

Architectural Control Committee – Dave mentioned the ACC process is working satisfactorily.

OLD BUSINESS

Pet Stations - Kirk Haptonstall from ACC was instructed to advise Dave when the dog feces bags have been depleted by approximately 50% so he could reorder more bags from the provider.

Annual Meeting – The agenda for the Annual Meeting was discussed. It was agreed to invite a representative from American Civil Constructors, Suburban Trash and the Roxborough Village Metropolitan District to the meeting. In that it was expected that the meeting might last longer than the two hours authorized for the school, Nathan Hamm agreed to contact the Fire Station in the neighborhood to see if there was a room that would accommodate approximately 125-seated individuals. The Annual Meeting is set for January 31, 2005.

Bids for Additional Monument Sign – Bids for the additional monument sign were not completed as of this meeting because of the complexity of ordering stonework and a sign manufacturer for the unit. This issue was tabled until the next meeting.

Bids for Replacement of Walkway – It was moved, seconded and approved to award a contract to the Barnum Asphalt Services, Inc. in the amount of \$3,235.65 to complete the walkway between Little Fawn Court and Marmot Ridge Circle. Dave was instructed to contact Barnum Asphalt Services and indicate that more verbiage concerning the sizes of acceptable cracks in the sidewalks would be added to the contract itself.

Board Member Replacement/Board of Directors Terms – It was decided that Beverly Switala would be serving a term that expires in January 2006 and that both Leo Chavez and Kristen Wilkening were filling un-expired terms of members whose terms expire in January 2005. Lee and Kristen would run for office at the January meeting.

NEW BUSINESS

It was agreed to wait to receive a second bid for insurance for Roxborough Village. Dave would receive the second bid and email the results of both bids to all Board members and a decision will be made prior to the expiration date of December 21, 2004.

Member Nathan Hamm indicated he had information that taxes for residents in Roxborough Village would be decreasing anywhere from \$100 to \$300 depending on the value of the property. This is due to a recent re-negotiation of the long-term debt.

It was moved, seconded and approved to authorize the expenditure for up to \$250 for signs for winners of the Holiday Lighting Contest. Leo Chavez agreed to obtain the signs and submit his invoices to Dave.

Food Tray for Fire Department – It was moved, seconded and approved to spend up to \$50 for a food tray for the South Metro Fire District that serves the Roxborough Village. Member Nathan Hamm agreed to take responsibility for this action.

New Amenities from County – Bev Switala indicated that she thought the County should be responsible for providing some amenities and it was agreed to invite Melanie Worley, County Commissioner for Douglas County, to the February Meeting.

NEWSLETTER ITEMS

It was mentioned that the current newsletter was in the mail at this time and the next newsletter would be coming out in February. There were no items added to the agenda for the February newsletter at this meeting.

ADJOURNMENT

The meeting adjourned at 9:22 p.m.

DL/ras/ROX