

**ROXBOROUGH VILLAGE FILING 16A HOMEOWNERS ASSOCIATION  
BOARD OF DIRECTORS  
MINUTES OF MEETING  
June 5, 2007**

A regular meeting of the Roxborough Village Filing 16A Board of Directors was held on Tuesday, June 4, 2007 in the Roxborough Library located in the Safeway Shopping Center on Rampart Range Road in Littleton, Colorado.

- I. **Roll Call, Call to Order** – President Zaborenko called the meeting to order at 7:00 PM. Members present: Alex Zaborenko, Nate Hamm, and Leo Chavez. Members absent and excused: Pam Arceo and Ronald Bendall. Others present: Homeowners per the attached sign-in sheet, and Kathy Christensen of KC & Associates, financial/covenant manager.

The following officers were ratified to serve until the next Annual Meeting: President – Alex Zaborenko; Vice President – Nate Hamm; Secretary – Ronald Bendall; Treasurer – Pam Arceo; Director at Large – Leo Chavez.

President Zaborenko noted that a quorum was present necessary to conduct the business of the Board and the Association. Introductions were made.

- II. **Review of Minutes** – The regular meeting minutes of April 3, 2007 were approved without objection.

III. **Project Manager Report**

- A. **Landscape Improvements** – Mr. Chavez, Project Manager gave an overview of projects within the community.

1. Valley Circle Project – Bids ranged from \$95,000 - \$115,000. The project will consist of more than one phase with a 5 year warranty. Seeding will be utilized because drought sod was found not to be within existing budget due to cost. New irrigation may extend into private property areas. Benches will be the last item to install. Mr. Chavez has met several times with the Water & Sanitation District, reviewing plans and obtained a 30-day watering permit; discussed ownership responsibility of Tracts and reviewed ownership documents. Cougar to the three-way stop sign is owned by the Roxborough Metro District, however, in the best interests of the Association it is felt that this area be maintained and landscaped by the Association to meet community standards and preserve property values. Dove Tail to the south entrance monument sign is also owned by the Roxborough Metro District. It is hoped that either the Metro District will assume maintenance responsibilities of their areas or enter into an agreement with the Association for reimbursement of landscaping or maintenance costs. Douglas County may also assist in forcing the Metro District to maintain their land. Prior Developers were less than favorable with their common area landscaping.
2. Marmot Ridge fence snow damages caused by Douglas County have been repaired, with trees to be installed at a later date. An insurance claim was filed and working to obtain insurance funding. The Marmot Ridge Park suffered extensive damages to turf, irrigation and sidewalk. The Metro District owns the Park. A meeting with Dave Peak, Metro District Manager, will be scheduled for August.
3. Mule Deer Park has an irrigation problem resulting in several brown spots. Rattlesnakes have also been sighted in the Park with signs displaying caution. Trees are scheduled for replacement.
4. Mulch will be installed throughout the community as budget allows.
5. Wholesale vendors are being sought to reduce overhead and landscape improvement costs.
6. Major dollars would be needed to landscape and tier the hill from Dove Tail to the southern entrance. Tiering of the hill has been suggested so that the hill will hold water. Conceptual drawings would be the next step on this project.
7. Mowing was cancelled the Tuesday before Memorial Day due to lack of available water and excessive heat. The Metro District had not yet turned on their pumps affording the

Association water. It is expected that once the pumps are on, irrigation repairs will take approximately two weeks.

8. Wire around tree roots have caused some to suffer and die. Wires are being removed.
  9. It has been difficult keeping up with doggie bag installations as owners are pulling out large amounts of bags at one time.
  10. Following the report, owner comments included: 1) that the Project Manager submit a detailed written report and hours spent; 2) that the Association enter into an agreement from the Metro District prior to commencement of landscape work on District land; 3) improvements not owned by the Association; 4) prior rate increase was for major capital improvement projects and trash fuel surcharges.
- B. Lake – Native areas will be allowed to go to seed, then will be mowed.
  - C. Playground Signage – Approved for installation at all parks.
  - D. Monument – Nothing new to report.
  - E. Miscellaneous – Nothing new to report.

#### **IV. New Business**

- A. The Board ratified the Valley Crest Landscaping proposal for landscaping improvements along Village Circle to the three-way stop sign.

#### **V. Committee Reports**

- A. Barbecue – Picnic update – Scheduled for Sunday, July 29, 2007 from 3:30 PM – 7:30 PM. Following discussion, upon motion duly made by Director Chavez and seconded by Director Zaborenko to eliminate this years barbecue; following member comment, it was unanimously approved.
- B. Website – Updated. Members indicated that emails to board of directors are not going through.

- #### **VI. Financial Report – Accounts Payable**
- The Board next reviewed the unaudited financial report setting forth the cash deposits, investments and budget analysis through the period ending April 30, 2007. Accounts Payable were approved as submitted.

#### **VII. Manager's Report**

- A. Violations – Updated. The board indicated continued strictness on community violations.
- B. Collections – Updated. Several accounts are at legal in various stages of collection. Foreclosures are up. In addition, several pre-attorney letters were mailed out.

- #### **VIII. Open Forum**
- Discussion items included: 1) Homeowner Holden discussed fountain times and ordinances within Douglas County. The board will research an 8 AM – 8 PM running time; 2) Homeowner Wright suggested: a) that Director Chavez resign his directorship due to his Project Manager role; b) requested a monthly written report be submitted by the Project Manager; c) code of ethics be followed; d) that in future the Project Manager position be an open bid process and that 3 bids be obtained; e) submitted to the Board a petition signed by several owners requesting this same information; 3) Homeowner Elliott Goldman is a new owner in the community and reviewed prior financial Association documents. He suggested a) not entering into any loans for capital improvements; b) suggested establishing a Budget Committee prior to the Annual Meeting; and c) that the barbecue is a benefit to the community and should be continued. Other owner discussion topics included: a) various violations of the covenants including weeds in common areas and lots, a Mule Deer lot owner's lack of maintenance; drop-box for suggestions; website and Rules. The Open Forum was long and extensive taking up a majority of the two hour meeting time.


#### **IX. Miscellaneous Discussion Items**

- A. The next regular meeting is scheduled for August 7, 2007 beginning at 7:00 PM in the Roxborough Village Library.
- B. The Board approved an aggressive stance be taken on all Rule infractions and that after the 4<sup>th</sup> letter on any covenant or non-payment of assessment issue, that the matter be turned over to legal counsel.
- C. The Open Forum will be moved to the beginning of the meeting in the future.

- X. **Adjournment** – There being no further business to come before the board, upon a motion duly made and seconded and without objection, the Board adjourned the meeting at 9:05 PM.

Respectfully submitted by,  
Kathy Christensen, Financial/CCR Manager

**THE FOREGOING IS THE TRUE AND CORRECT MINUTES OF THE MEETING HELD ON THE DATE ABOVE AND WAS APPROVED ON THIS 18<sup>TH</sup> DAY OF SEPTEMBER 2007.**

  
Secretary