

ROXBOROUGH VILLAGE METROPOLITAN DISTRICT

141 Union Boulevard, Suite 150
Lakewood, Colorado 80228-1898
Tel: 303-987-0835 • 800-741-3254
Fax: 303-987-2032

<https://www.roxboroughmetrodistrict.org/>

NOTICE OF MEETING AND AGENDA

<u>Board of Directors:</u>	<u>Office:</u>	<u>Term/Expires:</u>
Mat Hart	President	2025/May 2025
Ephram Glass	Vice President	2023/May 2023
Calvin Brown	Treasurer	2023/May 2023
Travis Jensen	Secretary	2025/May 2025
Mark Rubic		2025/May 2025

DATE: April 10, 2023
TIME: 6:00 p.m.
LOCATION: Roxborough Library Meeting Room
8357 North Rampart Range Road #200
Littleton, Colorado 80125

** Agenda is preliminary and subject to change by majority vote of the Board at the meeting.
* Individuals requiring special accommodation to attend and/or participate in the meeting please advise the District Manager (pripko@sdmsi.com or 303-987-0835) of their specific need(s) before the meeting.*

I. ADMINISTRATIVE MATTERS

A. Disclosure of Potential Conflicts of Interest.

B. Additions/Deletions/Approval of Agenda.

II. PUBLIC COMMENTS/HOMEOWNER REQUESTS

A. Members of the public may express their views to the Board on matters that affect the District. Comments will be limited to three (3) minutes. Please sign in. Questions may be asked of the Board but will not be answered at this time. Please refer to the Meeting Code of Conduct for additional guidelines:
<https://www.roxboroughmetrodistrict.org/2022-meetings>

III. BOARD DISCUSSION MATTERS

A. Discuss pursuing a playground grant which may delay the playground’s replacement ([enclosure](#)).

B. Discuss whether the District should pay to shelter CDI's electric UTV and or provide free electricity for it.

C. Discuss having volunteers put up dog station trash can replacements. CDI quoted \$599 for each trash can replacement, but they are available online for only \$170 ([enclosure](#)).

D. Discuss Flock camera installed on Waterton Road.

E. Discuss tree care proposals ([enclosure](#)).

F. Discuss how to equitably maintain the District without causing the District financial hardship.

G. Identify methodologies for prioritizing operational tasks and capital improvement ([enclosure](#)).

H. Discuss 16B HOA easement termination ([enclosure](#)).

IV. OTHER MATTERS

A. _____

V. ADJOURNMENT **THE NEXT REGULAR MEETING IS SCHEDULED FOR APRIL 18, 2023**



PROGRAM PORTFOLIO AND GRANTMAKING

AN OVERVIEW OF GOCO'S GRANT PROGRAMS AND GRANTMAKING PROCESS

GOCO

PROGRAMS OVERVIEW

A summary of GOCO's grant program background and structure.

AN INFORMED FUTURE

Evolved Approach to Grantmaking & Engagement



STRATEGIC PLANNING PROCESS

Planning process informed values -based program model developed with an emphasis on equity.



CUSTOMER SATISFACTION SURVEYS

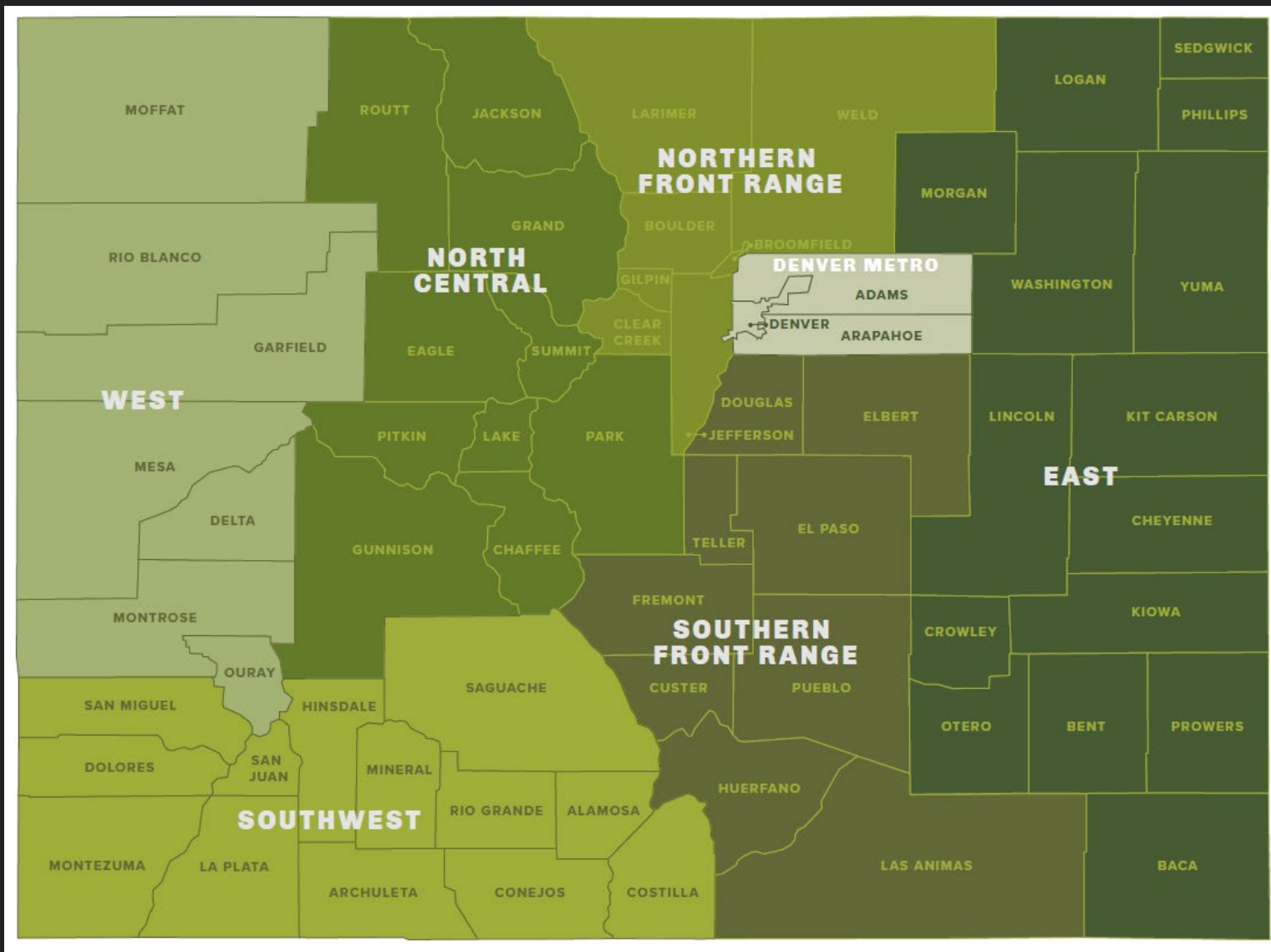
Periodic surveys revealed overall satisfaction with room to improve especially with more opportunities to engage/ apply and local representation.



STAFF TENURE AND EXPERIENCE

Collective experience and tenure among staff led to refinement of processes and procedures with an emphasis on efficiency.

REGIONAL APPROACH



PROGRAM VALUES



RESOURCE CONSERVATION

We value strategic land conservation and resource protection work.



OUTDOOR STEWARDSHIP

We support sustainability and improvements to the state's natural and recreational resources.



COMMUNITY VITALITY

We invest in conservation and outdoor recreation efforts that support communities and quality of life.



EQUITABLE ACCESS

We partner with communities to break down barriers to the outdoors.



YOUTH CONNECTIONS

We support projects and programs that help children and families get outside more often and experience all the benefits of doing so.

GOCO

PROGRAM PORTFOLIO

A summary of GOCO's grant programs.

BASE PROGRAMS

Triannual Grant Cycle



LAND ACQUISITION

Support important landscape, waterway, habitat, and public access land protection priorities.



COMMUNITY IMPACT

Develop and revitalize parks, trails, schoolyards, fairgrounds, environmental education facilities, and other outdoor projects that enhance a community's quality of life and access to the outdoors.



STEWARDSHIP IMPACT

Support collaborative stewardship work that demonstrates meaningful improvements to ecological and recreational amenities.



PLANNING & CAPACITY

Invest in planning, capacity, research, education, and storytelling projects that address opportunities, explore issues, and examine trends in the outdoors.

CENTENNIAL PROGRAM



CENTENNIAL PROGRAM – RFI COMING SOON

High-value, once-in-a-generation visions and projects that will create lasting impacts on the state and future generations.



PARTNER PROGRAMS

Annual Grant Cycle



RESTORE COLORADO - NATIONAL FISH AND WILDLIFE FOUNDATION

Improve and restore Colorado's rivers, wetlands, grasslands, forests, and other critical habitat and wildlife corridors.



CONSERVATION SERVICE CORPS – COLORADO YOUTH CORPS ASSOCIATION

Employ conservation service corps crews, including young people and veterans, on projects like trail building, fire mitigation and restoration, and eradicating invasive species.



EMERGING CONSERVATION OPPORTUNITIES – KEEP IT COLORADO

Offers organizational health, equity development, and transaction support to partners in the land conservation community.

ANNUAL PROGRAMS

Annual Grant Cycle

GENERATION WILD – INVITATION ONLY



Invests in diverse, local coalitions offering culturally relevant programs that provide youth and families with quality outdoor experiences as well as leadership and career opportunities.



FELLOWSHIP PROGRAM – INVITATION ONLY

Supports positions at partner organizations throughout Colorado for young people from diverse backgrounds to prepare for careers in the outdoors, gaining meaningful experience in the fields of conservation, recreation, and stewardship.



COLORADO PARKS AND WILDLIFE DIRECTOR'S INNOVATION FUND

Elevates unique projects by Colorado Parks and Wildlife staff that complement CPW's and GOCO's respective missions.

FUNDING REQUEST



MATCH & LEVERAGE

No predefined match requirements for any programs. Work with regional officers to provide a reasonable match amount based upon availability of local resources and other sources.



AVAILABLE FUNDING & REQUESTS	Available Funding	Request Amount
Land Acquisition	\$8.3M local gov \$5.9M open space	No Cap
Community Impact		\$100K to \$1M
Stewardship Impact		\$100K to \$300K
Planning & Capacity		No Cap
Centennial Program – Visioning	\$1.2M	\$50K to \$150K
Fellowship Program	\$600,000	Up to \$150K
RESTORE	\$3M+	No Cap
Conservation Service Corps	\$900,000	No Cap
Generation Wild	\$5M	NOT AVAILABLE

APPLICANT ELIGIBILITY



WHO CAN APPLY

All programs open to entities eligible to receive GOCO open space AND/OR local government purpose funding:

- > Colorado municipality or county
- > Title 32 special district eligible to receive distributions from the Conservation Trust Fund
- > Political subdivision of the State of Colorado that includes in its mission the identification, acquisition, or management of open space and natural areas
- > 501(c)(3) non-profit land conservation organization that includes in its mission the identification, acquisition, or management of open space and natural areas, e.g., land trusts
- > Colorado Parks and Wildlife



EXCEPTIONS

GOCO will consider awarding funds to ineligible entities on a case-by-case basis; please contact your regional program officer to discuss. As always, GOCO strongly encourages partnerships.

GOCO

GRANTMAKING PROCESS

A summary of GOCO's grantmaking process.

GRANTMAKING PROCESS



CONCEPTING

Applicants work with regional program officer to develop, refine, and submit concepts.



PROGRAMS REVIEW

Programs team reviews concepts regularly and formally upon submission of final concept papers. Programs team invites full applications from competitive concepts.



APPLICATION

Invited applicants perform site visits, provide additional and clarifying information to regional program officers, and submit final applications.



PEER REVIEW

Experienced peer reviewers evaluate proposals and advise GOCO in making funding recommendations to the Programs Committee via a consensus-based process.



PROGRAMS COMMITTEE

Programs staff presents funding recommendation for Programs Committee's consideration and approval. Committee advances recommendation to the board.



BOARD DECISION

Board approves committee funding recommendations via consent agenda or pulls consent agenda items for further discussion and decision making.

ACCESSING RESOURCES



GRANT CALENDAR

Schedule of grant program concept/application releases, decision dates, etc.



PROGRAM MATERIALS

Grant program materials, including all necessary forms for submission.



CONCEPTS & APPLICATIONS

Concept papers available on GOCO.org, applications by invite only. Materials drastically pared down to reduce time and resources spent on applying.

GOCO.ORG

Visit the website for more information.



THANK YOU.

Christopher Aaby
Program Officer, Southern Front Range
caaby@goco.org





303-471-1522
naturesworkforce.com

To: SDMS	Contact: Peggy Ripko
Address: 141 Union Boulevard, Suite 150 Lakewood, CO 80228	Phone: 303-987-0835 Fax: 303-987-2032
Project Name: Roxborough Village Jan '23 - Dec '23 - Replace Trash Cans	Bid Number:
Project Location: Littleton, CO	Bid Date: 3/21/2023
Addendum #: N/a	

Item Description	Estimated Quantity	Unit	Unit Price	Total Price
Pet Waste Station - Replace Trash Can Only	5.00	EACH	\$559.00	\$2,795.00
D25 - Rusted Out Bottom.				
D26 - Broken Lid And Rust Bottom / Brittle And Beginning To Chip Away.				
D27 - Mounting Bolts Rusted And Broke Off. Hanging By 1 Bolt.				
D42 - Rusted Out Bottom.				
D52 - Chatfield Farms Area - Rusted Out Bottom.				

Excludes - Pet Waste Dispenser

Total Bid Price: \$2,795.00

Notes:

- **This proposal will be subject to a change order for material price increases, if material market pricing escalates at the time of installation, from the date of proposal.**
- **This proposal is good for 30 days following the date given on the proposal.**
- **Nature's Workforce, a Consolidated Divisions, Inc. company.**

An Equal Opportunity Employer

Payment Terms:

Payment due 30 days from invoice.

<p>ACCEPTED: The above prices, specifications and conditions are satisfactory and hereby accepted.</p> <p>Buyer: _____</p> <p>Signature: _____</p> <p>Date of Acceptance: _____</p>	<p>CONFIRMED: Nature's Workforce</p> <p>Authorized Signature: _____</p> <p>Estimator: Cory France 303-501-5697 coryf@cdi-services.com</p>
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https://dogwastedepot.com/round-waste-can-depot-030/?gclid=CjwKCAjwg-WgBhBMEiwAzKSH6MmiOPhVrWEytVwnNpaBoHq3kkN-DIK1I12JZGJOHShQAP6IzXhKxoCuLoQAvD_BwE

in -Aluminum with lid



Round Waste Can -Aluminum with lid

\$169.99

SKU: DEPOT-030-GRN

Quantity Discounts

Quantity	Price Each	Savings
1 - 4	\$ 169.99	
5 - 9	\$ 164.99	3 %
10 - 24	\$ 159.99	6 %
25 +	\$ 149.99	12 %



*Color:

Quantity:

ADD TO CART



OVERVIEW

PRODUCT DESCRIPTION

Round Waste Can -Aluminum with lid

Strong, Rustproof, Aluminum – won't ever rust out like competitors' steel cans.

- 10 Gallon Capacity
- *Ventilated Mesh Construction*
- Hinged Lid
- *Built-In Clamps prevent the liner bag from 'slipping in'*
- Mounts to any post
- *Hardware included for post mounting*
- Powder-Coated for extra durability
- Size: 13" w x 26" h
- Uses standard trash can liners (our item: Depot-002)

CHOOSE: Matte Green or **Matte Black**

Order Today. Ships Today. ALWAYS FREE SHIPPING.

Let's protect your community. Together.

Flock Safety Sparrow™ ALPR Camera

The Flock Safety Sparrow is an affordable, discreet ALPR (automatic license plate recognition) camera for communities who want to solve and prevent crime in places they live, work, and play. Unlike traditional security cameras, the Sparrow captures the #1 piece of evidence local police need to solve crime, the license plate.

Not your average security camera

Install anywhere

With solar power and LTE connectivity, we can install the Sparrow where it makes the most impact on crime.

No maintenance required

We install, maintain, and service your cameras for the life of your contract, all for one subscription price.

Vehicle Fingerprint Technology

If an incident occurs, search footage by vehicle type, make, color, license plate state, and other unique features like bumper stickers, decals, and roof racks.



Join 1000+ communities using Flock Safety to eliminate crime



Detect

objective evidence
your police need to
solve crime



Decode

footage with machine
learning so your
police can investigate



Deliver

real-time alerts to police
if a wanted or stolen
vehicle drives by

Trustworthy technology that solves and prevents crime.

90%

Reduction in
reported
package theft

\$40k

Savings per
year vs
installing a gate

60%

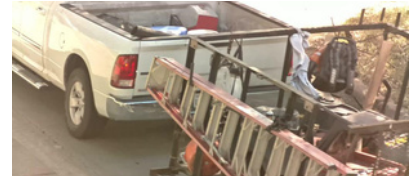
Crime reduction
in Cobb County,
GA

"Flock has proven time and again
to keep us safe. We couldn't ask
for a better system to stop
neighborhood crime."

– Andy Moseley
Conifer Place HOA



Capture the evidence police need 24/7, and help stop crime



Identify vehicle body type, make, color, license plate (partial, missing, or covered plates), temporary plates, license plate state, and unique features like decals, bumper stickers, and accessories.



Solar Panel

- Voltage: 18-20V
- Weight: 9.6lbs (with hardware)
- Length: 21.25"
- Width: 14"
- Depth: 2"
- Mount: atop pole with bolts

Pole

- DOT breakaway pole: 6', 12'
- Material: SCH 40
- Alloy: 6061
- Weight: 32 lbs

Camera

- Length: 8.75"
- Height: 5"
- Width: 2.875"
- Mount: Adjustable band clamps
- Weight: 3lbs
- Footage: Uploads via LTE
- Line of Sight: 15' wide, 30-65' distance
- Assembly: Flock Safety in Atlanta, GA
- Speed Capture: \leq 100MPH

Option 1:

9 Cameras Inbound Only
\$22,500 Annually
\$3150 One-time installation cost

Option 2:

18 Cameras Inbound and Outbound
\$42,750 Annually
\$6,300 One-time installation cost

Annual Subscription Includes

CAMERA HARDWARE

- ✓ Automatic License Plate Reader
- ✓ Solar or DC Power
- ✓ Mounting Equipment
- ✓ Maintenance Warranty

HOSTING & ANALYTICS

- ✓ Cloud Hosting & LTE Connectivity
- ✓ Unlimited User Licenses
- ✓ Hotlist Integration & Alerts
- ✓ Ongoing Software Enhancements



Bailey Tree LLC

1801 W. Union Ave.
Englewood, CO 80110
720-940-6519

Roxborough 2023 Tree Service Proposal.

- 1.) Small Willow, **cut back** along trail behind 8483 Liverpool Cir 80125 **\$75**
- ★ 2.) Village Circle West, **Class 2 Prune** all trees as needed, **\$12,000**
Class 2 Prune: Remove all dead, dying, diseased, cracked or broken branches, crossing and interfering limbs 1" diameter and over, lighten ends as needed. Allow for 13'6" clearance over roadways and 8' of clearance over sidewalks. Also, clear buildings by 2-3 feet on the side and 6 feet over the roof.
- 3.) **Remove** Cottonwood at S.W. corner of Ellison and VCW **\$1200/200** (Removal/grind)
- 4.) Park between VCW and Kyle Way, North of Stacy Pl. (7915 VCW) & Across VCW to park area on East side VCW **Class 2 Prune** all trees **\$3000**, and **remove** Cottonwood in West section **\$1650/400** (Removal/grind)
- 5.) **Class 2 Prune** Cottonwood at the North end of Turkey Rock Rd by 7486 Turkey Rock Rd. **\$500**
- 6.) **Class 2 Prune** Cottonwood at the North end of Eagle Rock Dr. **\$950** (7495 Eagle Rock Dr.)
- 7.) Also, **Class 2 Prune** the Maple in the rocks at the South end of the cul-de-sac (7495 Eagle Rock dr.) **\$600**
- 8.) Chatfield Farms Park, **Class 2 prune** all trees as needed. **\$1200**
- 9.) Chatfield Farms Park, **remove** dead tree by mailboxes **\$300/150** (Removal/grind)
- 10.) Chatfield Farms Park, **remove 2** dead trees North side of park out by pathways close to street. **\$250/200** (Removal/grind)
- 11.) **Class 2 Prune** Cottonwood at North end of Kicking Horse Ct (8517 Kicking Horse Ct. 80125) **\$600**
- 12.) Tennis Court Parking Lot, **Class 2 prune** trees around d parking lot and court. **\$1600**
- 13.) Tennis Court Parking Lot, **Remove** dead Pine **\$150/115** (Removal/grind)
- 14.) South end of RRR, West space between homes and street (6840 Blue Mesa Way 80125 backs the area) **Remove 7** small dead trees and dead trees thrown into area by homeowners. No stump grinding. **\$450**
- 15.) South end of RRR, West space between homes and street (6840 Blue Mesa Way 80125 backs the area) **Class 2 Prune** trees in area. (Not including trees growing into power lines, Xcel will cut these back) **\$1200**
- 16.) Large Parking Lot by Basketball court, **Class 2 Prune** all trees around parking lot, basketball court, volleyball court, and skate park. **\$2400**
- 17.) Large Parking Lot by Basketball court, **remove 5** small dead trees between parking lot and street. **\$200/200** (Removal/grind)

- 18.) West RRR ROW between VCW and Safeway, between fence and street. **Class 2 Prune** all trees as needed. **\$3400**
- 19.) West RRR ROW between VCW and Safeway, between fence and street. Behind home at 10024 Westside Cir 80125. **Remove** dying Pine **\$600/200** (Removal/grind) *We will use a small service truck to access the trees in this task(19) and the previous task(18). We will not replace cracked concrete if we service this area (highly unlikely). However, if this is a concern, we can postpone servicing this area until construction with lane closure on RRR is complete so we can close a lane down for a service truck to work on this area.*
- 20.) **Stumps** on VW, backs 7687 Haleys Dr 80125 **\$150**
- ★ 21.) VCE. **Class 2 Prune** all trees along VCE as needed. **\$8800**
Class 2 Prune: Remove all dead, dying, diseased, cracked or broken branches, crossing and interfering limbs 1" diameter and over, lighten ends as needed. Allow for 13'6" clearance over roadways and 8' of clearance over sidewalks. Also, clear buildings by 2-3 feet on the side and 6 feet over the roof.
- 22.) Green Space along Dove Tail Way, **Prune** out dead branches from small Maples **\$400**
- 23.) **Remove** dead tree at NE corner of VCE & Red Fox Way **\$300/115** (Removal/grind)
- 24.) VCE Across from Elk Mtn Cir by Dog Poo station **\$150/115** (Removal/grind)
- 25.) 2 dead Sumacs on VCE Across from Elmwood St, behind grasses **\$150/115** (Removal/grind)
- 26.) Northside of VCE, West of Cougar Ln, dead Plum **\$150/115** (Removal/grind)
- 27.) Northside of VCE, West of Cougar Ln, tortured Pine **\$200/125** (Removal/grind)
- 28.) Dead Pine behind the Arrowhead Shores sign on the North side of VCE **\$150/115** (Removal/grind)
- 29.) Dead Tree, SW corner of 9840 Fox Den Dr. 80125 in greenspace. **\$350/115** (Removal/grind)
- 30.) Mule Deer Park by 7872 Mule Deer Pl 80125, 2 Ash, **Class 2 Prune**. **\$800**
- 31.) **Stump** in Park in SW corner of Crystal lake. Stump is in Rock area by itself. **\$300**
- 32.) Trees at Crystal Lake park (SW corner of lake) **Class 2 prune** bigger trees as needed(not including shrub trees) **\$1800**
- ★ 33.) Trail around Crystal Lake, including connecting side trails from community areas. **Class 2 prune** all trees as needed, not including scrub willow along lake. **\$6600** (UTV and trailer needed to travel around lake and to haul debris to the service vehicle.)
- 34.) Path between Bison Ct and Crystal Lake Ct by 7611 Bison Ct, 3 Ash **Class 2 Prune** **\$1200**
- 35.) Continuing along the pathway, across the street to the West from #34, **Class 2 Prune** trees on this pathway **\$1200**

Totals:

Class 2 Prunes: **\$45,925**

Removals: **\$6110**

Stump Grinds: **\$2280**

Grand Total: **\$54,315**



Bailey Tree LLC

1801 W. Union Ave.
Englewood, CO 80110
720-940-6519

Roxborough 2023 Tree Service Proposal

The tree mapping company that was out earlier this year recommended disease and pest control for the community trees. He noted damage to the trees and recommended maintaining them rather than letting them die and replacing them with a monoculture of native trees.

Please let me know if the Board agrees with this assessment and would like a proposal for the disease and pest control of their community trees.

Currently the only Plant Health Care service we perform at Roxborough is Spring and Fall fertilization.

The proposal to continue this service in **2023 is \$12,850.00**(Total for both spring and fall **fertilization**)

Additional services we can offer:

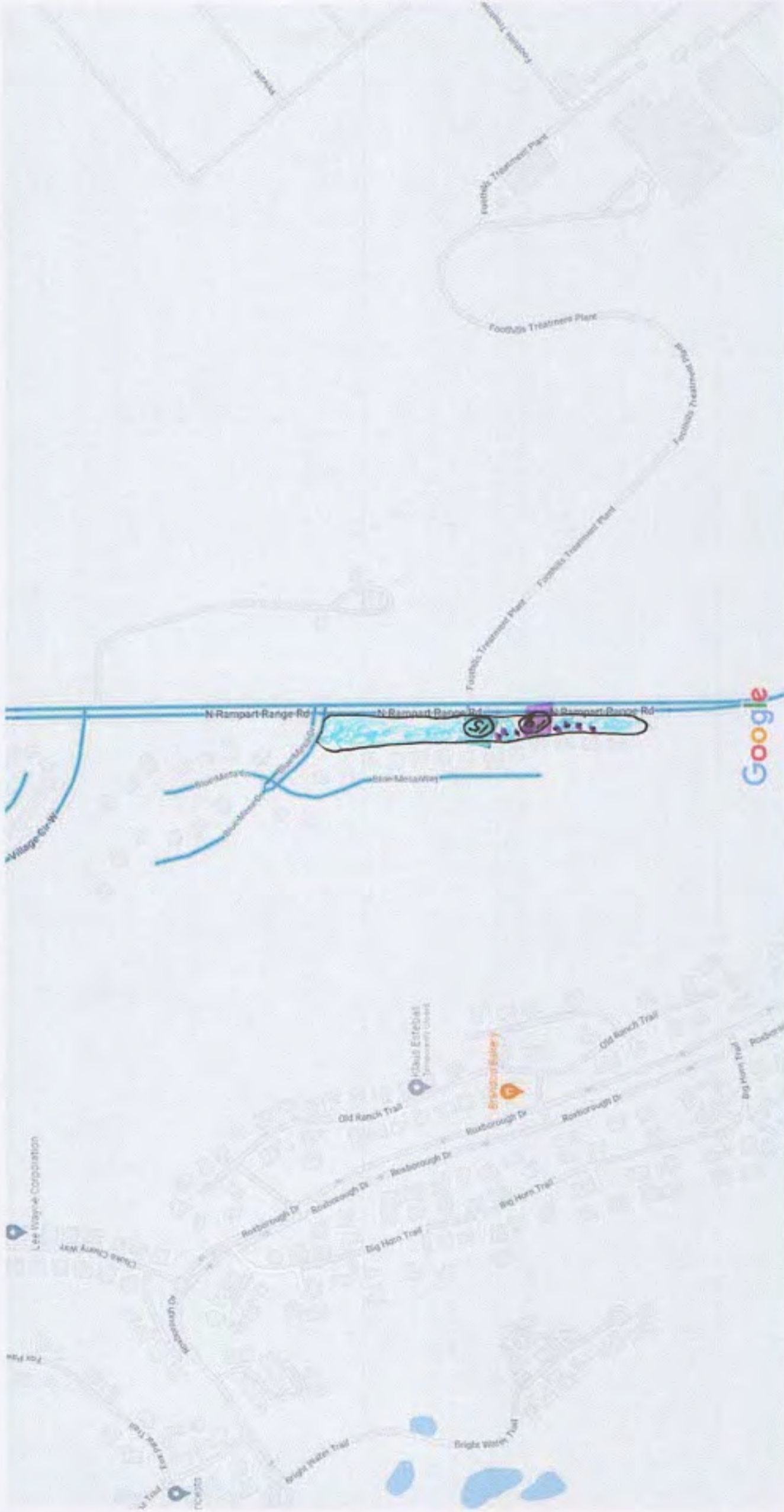
- Leaf/needle eater protection for all trees
- Bark/trunk borer protection for Pines and Ash
- Deep Root Watering for all trees (except Pinion Pines)

Let me know if you want to pursue any of these services or if you just have questions about them.

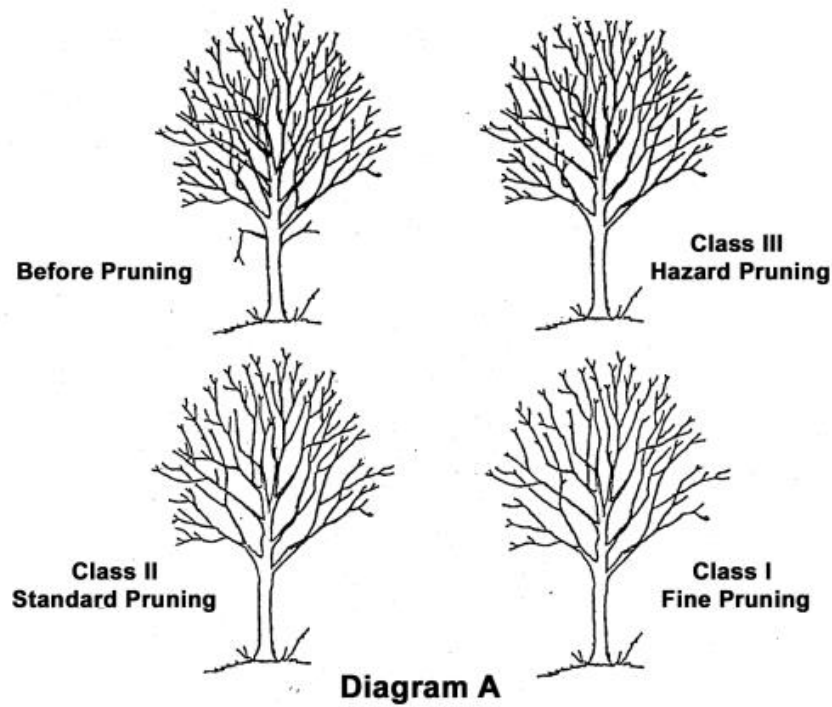








Tree Pruning Information



CLASS II -- STANDARD PRUNING

Standard pruning is recommended where aesthetic considerations are secondary to structural integrity and tree health concerns. Standard pruning shall consist of the removal of dead, dying, diseased, decaying, interfering, objectionable, obstructing, and weak branches, as well as selective thinning to lessen wind resistance. The removal of such described branches is to include those on the main trunks, as well as those inside the leaf area (see Diagram A). An occasional undesirable branch up to one inch in diameter may; remain within the main leaf area where it is not practical to remove it

CLASS III -HAZARD

Hazard Pruning is recommended where safety considerations are paramount. Hazard Pruning shall consist of the removal of dead, diseased, decayed, and obviously weak branches, two inches in diameter or greater (see Diagram A).

Client	3/15/2023
Roxborough Village 7671 N Rampart Range Rd Littleton, CO 80125	Proposal #: 20064090-1678894772 Account #: Mobile: (303) 987-0835 Email: lloften@sdmsi.com

Tree Care	Service Period	Price	Tax	Total
<input type="checkbox"/> Tree Pruning		\$35,000.00		\$35,000.00

Class 2 Prune the following trees:

- All trees along Village Circle West
- All trees in park between Village Circle West and Kyle Way
- Cottonwood at North end of Turkey Rock Road
- Cottonwood at north end of Eagle Rock Drive
- Maple in rocks near 7495 Eagle Rock Drive
- All trees in Chatfield Farms Park
- Cottonwood at North end of Kicking Horse Court
- All trees around Tennis court and associated parking lot
- Trees in South end of Rampart Range Road, the west space between homes and street (6840 Blue Mesa Way back the area)
- All trees around skate park, basketball court, volleyball court, and associated parking lots
- All trees on West side of Rampart Range Road between north end of Village Circle West Safeway (Between fence and street)
- All trees along Village Circle East
- 2 Ash trees in Mule Deer Park
- Larger trees in Southwest corner of Crystal Lake Park
- All trees along trail around Crystal Lake including connecting side trails from community areas
- All trees along path between Bison Ct and Crystal Lake Ct

Remove the following trees by cutting to low stump:

- Cottonwood at Southwest corner of Ellison Village Circle West
- Dead tree by mailboxes at Chatfield Farms Park
- 2 Dead Trees at north side of Chatfield Farms Park by pathways close to street
- Dead Pine by Tennis court parking lot
- 7 small dead trees in South end of Rampart Range Road, the west space between homes and street (6840 Blue Mesa Way back the area) *No Stump Grinding*
- 5 small dead trees near parking lot by basketball court
- Dying Pines along Rampart Range Road behind home at 10024 Westside Circle
- Dead tree at Northeast corner of Village Circle East & Red Fox Way
- Dead tree along Village Circle East across from Elk Mountain Circle
- 2 dead sumacs along Village Circle East across from Elmwood Street
- Dead plum and dying pine along Village Circle East, west of Cougar Ln
- Dead Pine behind the Arrowhead Shores sign on the north side of Village Circle East
- Dead tree in greenspace in south west corner of 9840 Fox Den Drive

Additional work to be done:


- Cut back small willow along trail behind 8483 Liverpool Circle
- Remove dead branches from small maples in green space along Dove Tail way

Client	3/15/2023
Roxborough Village 7671 N Rampart Range Rd Littleton, CO 80125	Proposal #: 20064090-1678894772 Account #: Mobile: (303) 987-0835 Email: lloften@sdmsi.com

	Service Period	Price	Tax	Total
<input type="checkbox"/> Stump Grinding		\$2,500.00		\$2,500.00
Remove stumps in locations listed above as well as: - Stumps along Village Circle West (the back side of 7687 Haleys Drive) - Stump in Southwest corner of Crystal lake park (in the rocks by itself) - Grind to 6-8 inches below grade and some debris is left behind for backfill - *Public utility line locate must be performed prior to work being scheduled to mark underground lines. This is set up through Davey at no additional charge. All private lines are the responsibility of the owner, i.e. sprinkler lines, landscape lighting, fireplace/grill gas lines, etc. Call with any questions.* Davey Tree is not responsible for the repairs needed to irrigation due damage cause by the stump grinding process.				

Yes, please schedule the services marked above.

ACCEPTANCE OF PROPOSAL: The above prices and conditions are hereby accepted. You are authorized to do this work as specified. I am familiar with and agree to the terms and conditions appended to this form. All deletions have been noted. I understand that once accepted, this proposal constitutes a binding contract. This proposal may be withdrawn if not accepted within 30 days.

 <i>Wiley Schatz</i> <hr/> Wiley Schatz CO Applicator Certified # 37363 ISA Certified Arborist RM-8548A	<hr/> Authorization	<hr/> Date
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Client Guarantee

We use quality products that are administered by trained personnel. We guarantee to deliver what we have contracted to deliver. If we do not, we will work with you until you are satisfied, or you will not be charged for the disputed item. Our Client Care Guarantee demonstrates our commitment to creating lifelong client relationships.

Tree Care

PRUNING: Performed by trained arborists using industry and Tree Care Industry Association (TCIA) approved methods.

TREE REMOVAL: Removal to within 6" of ground level and cleanup of debris.

STUMP REMOVAL: Mechanical grinding of the visible tree stump to at or just below ground level. Stump area will be backfilled with stump chips and a mound of remaining chips will be left on site unless otherwise stated in the contract. Chip removal, grading and soil backfill are available.

CLEAN-UP: Logs, brush, and leaves, and twigs large enough to rake are removed. Sawdust and other small debris will not be removed.

CABLING/BRACING: Cabling and bracing of trees is intended to reduce damage potential. It does not permanently remedy structural weaknesses, is not a guarantee against failure and requires periodic inspection.

Tree and Shrub Fertilization/SoilCare

Your arborist will assess your property's overall soil conditions either through physical assessment or through soil testing and will recommend a soil management program to help the soil become a better medium to enable healthy plants to thrive or unhealthy plants to regain their vitality. SoilCare programs will include fertilizers, organic humates, fish emulsions and other organic soil conditioners.

Our advanced formula, Arbor Green PRO, works with nature to fertilize without burning delicate roots, building stronger root systems and healthier foliage. It contains no chlorides or nitrates. It is hydraulically injected into the root zone and the nutrients are gradually released over time. Research and experience shows the dramatic benefits Arbor Green PRO provides: greater resistance to insects and diseases, greater tolerance to drought stress, increased vitality, and healthier foliage.

Tree and Shrub Plant Health Care

PRESCRIPTION PEST MANAGEMENT: Customized treatments to manage disease and insect problems specific to plant variety and area conditions. Due to the short term residual of available pesticides, repeat applications may be required.

INSECT MANAGEMENT: Inspection and treatment visits are scheduled at the proper time to achieve management of destructive pests. Pesticides are applied to label specifications.

DISEASE MANAGEMENT: Specific treatments designed to manage particular disease problems. Whether preventative or curative, the material used, the plant variety being treated, and the environmental conditions all dictate what treatment is needed.

EPA approved materials will be applied in accordance with State and Federal regulations.

Lawn Care

FERTILIZER AND MECHANICAL SERVICES: Balanced fertilizer treatments applied throughout the growing season help provide greener turf color and denser root development. To help bring about a better response to these applications, we also provide aeration, lime, overseeding, and lawn renovation.

WEED CONTROL AND PEST MANAGEMENT: Broadleaf weed control is applied either as a broadcast or a spot treatment. Granular weed management may be broadcast. We also offer pre-emergent crabgrass management in the spring and, if needed, a post emergent application later in the year. Our surface insect management is timed to reduce chinch bugs, sod webworms, and billbugs. We also offer a grub management application. Disease management materials and treatments are matched to particular disease problems. This usually requires repeat applications.

Other Terms and Contract Conditions

INSURANCE: Our employees are covered by Worker's Compensation. The company is insured for personal injury and property damage liability. Proof of insurance can be verified by requesting a copy of our Certificate of Insurance.

WORKING WITH LIVING THINGS: As trees and other plant life are living, changing organisms affected by factors beyond our control, no guarantee on tree, plant or general landscape safety, health or condition is expressed or implied and is disclaimed in this contract unless that guarantee is specifically stated in writing by the company. Arborists cannot detect or anticipate every condition or event that could possibly lead to the structural failure of a tree or guarantee that a tree will be healthy or safe under all circumstances. Trees can be managed but not controlled. When elevated risk conditions in trees are observed and identified by our representatives and a contract has been signed to proceed with the remedial work we have recommended, we will make a reasonable effort to proceed with the job promptly. However, we will not assume liability for any accident, damage or injury that may occur on the ground or to any other object or structure prior to us beginning the work. Site inspections do not include internal or structural considerations unless so noted. Unless otherwise specified, tree assessment will not include investigations to determine a tree's structural integrity or stability. We may recommend a Risk Assessment be conducted for an additional charge.

TREE CARE STANDARDS: All work is to be performed in accordance with current American National Standards Institute (ANSI) Standard Practices for Tree Care Operations.

OWNERSHIP OF TREES/PROPERTY: Acceptance constitutes a representation and warranty that the trees and property referenced in this quote are either owned by the signee or that written permission has been received to work on trees which are not on the signee's property.

TIME & MATERIAL (T&M): Jobs performed on a T&M basis will be billed for the time on the job (not including lunch break), travel to and from the job, and materials used.

BILLING & SALES TAX: All amounts deposited with us will either be credited to your account or applied against any amounts currently due. Our invoices are due net 30 days from invoice date. Services may be delayed or cancelled due to outstanding account balances. Sales tax will be added as per local jurisdiction. Clients claiming any tax exempt status must submit a copy of their official exempt status form including their exemption number in order to waive the sales or capital improvement tax.

PAYMENT: We accept checks and credit cards. Credit card payments may be made online at our web site. Paying by check authorizes us to send the information from your check to your bank for payment.

UNDERGROUND PROPERTY: We are not responsible for any underground property unless we have been informed by you or the appropriate underground location agency.

SCHEDULING: Job scheduling is dependent upon weather conditions and work loads.



SavATree Centennial Office
 15558 East Hinsdale Circle,
 Centennial CO 80112
 P: 303-369-1382
 E: Centennial@savatree.com

Estimate

Prepared By: David Entwistle
 ISA Certified Arborist
 dentwistle@savatree.com

Prepared for

Larry Loften Roxborough Village Metropolitan District C/o Special District Management Services, Inc.

Service Address:

Roxborough Village Metropolitan District
 8375 N Rampart Range Rd, Littleton CO 80125

Account Key:

5760522

Date: 3/3/2023

Estimate #: 879334

Billing Key: 7550477

Recommendations

General Tree Care

Commercial Tree Maintenance - IV

\$60,336.00

Hello Larry, here is the tree care proposal you requested. Please let me know if you have any questions and/or would like to meet on site.

The term Natural pruning used as pruning specs are as follows: Pruning out deadwood 1" in diameter and larger, thin crowns 10-15%

and perform reduction cuts of up to 5" in diameter to reduce weight on lateral limbs, clear from structures and to restore trees to a shape typical of the species. Prices include clean up of resulting debris.

Village circle west

Natural prune the following trees

42 ash trees = 12,655.00

11 locust trees = 4,990.00

7 linden trees = 1,235.00

4 silver maples = 1,080.00

Total = 19,960.00

Park north of 7915 Stacy pl

Natural prune 8 ash trees = 1,935.00

Cut to low stump 1 cottonwood at the SW corner of Village circle west and Ellison = 640.00

Park east side of Village circle west

Natural prune 9 ash trees = 2,340.00

Cut to low stump 1 cottonwood at the north end of Turkey Rd (use 7486 Turkey rock rd) = 390.00

Natural prune 1 cottonwood at the north end of Eagle rock dr = 975.00

Prune out 1 damaged 8" diameter spar and Natural prune 1 autumn blaze maple in rock area north of 7474 Eagle rock rd = 435.00

Chatfield parks farm park

Cut to low stump 1 dead ash tree next to mail kiosk = 55.00

Cut to low stump 1 dead crabapple at north end = 170.00

Natural prune 4 crabapples = 695.00

Natural prune 6 ash trees = 580.00
Natural prune 1 cottonwood next to 8517 Kicking horse Ct = 765.00

Tennis court area
Natural prune 5 ash trees = 1,285.00
Cut to low stump 1 dead pine tree = 45.00

Recreation pkg lot
Natural prune 4 pear trees = 785.00
Natural prune 2 ash trees = 495.00

Basketball and skate park area
Natural prune 2 locust trees = 975.00
Natural prune 1 ash tree = 55.00
Natural prune 2 crabapples = 325.00

Volleyball court area
Natural prune the following trees
5 ash trees = 1,640.00
3 locust trees = 1,295.00
2 maple trees = 355.00
1 cottonwood 170.00

Rampart range road between fence and street, between Safeway shopping center to Village circle west
Natural prune 8 ash trees = 2,690.00
Cut to low stump 1 dead 12" diameter pine next to street = 215.00

East of 7211 Bison Ct
natural prune 3 ash trees = 1,245.00
west side of 7211 Bison ct
Natural prune 2 large hawthorns = 540.00

Trees next to Village circle east
Cut to low stumps 1 dead maple and 2 dead Canadian cherry trees = 185.00
Natural prune the following trees
8 maple trees (some do not need to be pruned) = 1,285.00
16 ash trees (several do not need to be pruned) = 3,690.00
10 hawthorns = 960.00

Prune out deadwood 1/2" in diameter and larger from 7 young maple trees on either side of Dovetail trail = 385.00
Cut to low stumps the following trees
2 sumacs along Village circle east, across from Elmwood street = 65.00
North side of village circle east ,west of Cougar lane, 1 dead pine tree = 60.00
North side of Village circle east, at the corner of fox den dr 1 dead pine behind sign = 65.00
SW corner of 9840 Fox den dr 1 ash tree 265.00

Crystal lake*
Natural prune the following trees
8 ash trees = 1,875.00
2 cottonwoods = 1,780.00
5 locust trees = 2,295.00
6 crabapples = 1,015.00
6 large hawthorns = 1,575.00
Crystal lake park

Natural prune the following trees

4 locust trees = 680.00

7 Canadian cherry trees = 780.00

Total for pruning and removals = \$58,015.00

Hazard: Deadwood

Hazard: Cracks

Hazard: Pedestrians

Obstacle: Busy Street

General Tree Care **\$60,336.00**

TOTAL

General Tree Care \$58,015.00

Fuel Surcharge \$2,321.00

Note: Included in this program is 1 service for a total of \$60,336.00.

This proposal has been provided to you on a confidential basis. We kindly request that neither this proposal nor any of its contents be reproduced or shared with any competitor without the prior written consent of SavATree.

Sales tax, if applicable, will be added to the amounts of this estimate per your local and state tax jurisdiction.

If you wish to pay via credit card, please click link to pay. A deposit of 50% may be required prior to the commencement of General Tree Care work. Thank you!

[\\$29007.5 Pay](#)

By paying a deposit, I authorize the work described above and agree to the [terms and conditions](#).

OUR UNCONDITIONAL GUARANTEE

Should our service fall short of your expectations, please contact us immediately and we will do everything we can to make it right. Rev. 10-01-2021 aso-pdf

Fully Licensed & Insured

Tree Care Industry Accredited



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[VIEW FULL TERMS AND CONDITIONS](#)



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 P: 303-369-1382
 E: Centennial@savatree.com

Estimate

Prepared By: David Entwistle
 ISA Certified Arborist
 dentwistle@savatree.com

Prepared for

Larry Loften Roxborough Village Metropolitan District C/o Special District Management Services, Inc.

Service Address:

Roxborough Village Metropolitan District
 8375 N Rampart Range Rd, Littleton CO 80125

Account Key:

5760522

Date: 3/3/2023

Estimate #: 879541

Billing Key: 7550477

Recommendations

General Tree Care

Stump Grinding Premium

\$4,399.00

Grind and clean 23 designated stumps 4-6" deep = 4,230.00

Hazard: Pedestrians

Obstacle: Busy Street

Obstacle: Rocks

underground utilities

General Tree Care \$4,399.00

TOTAL

Stump Grinding \$4,230.00

Fuel Surcharge \$169.00

Note: Included in this program is 1 service for a total of \$4,399.00.

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Sales tax, if applicable, will be added to the amounts of this estimate per your local and state tax jurisdiction.

If you wish to pay via credit card, please click link to pay. A deposit of 50% may be required prior to the commencement of General Tree Care work. Thank you!

[\\$2115 Pay](#)

By paying a deposit, I authorize the work described above and agree to the [terms and conditions](#).

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Identify Methodologies for Prioritizing Operational Tasks and Capital Improvements

Priority Factor	-1	0	1	2	3	4
Safety		No risk	Indirect risk	Low risk	Medium risk	High risk
Public Request		Not requested	1-5 people	5-20 people	20-50 people	>50 people
Board Member Rank (average)	Not Desired	Indifferent	Nice to have	Desperately want		
Cost Factor		High cost	Medium cost	Low cost	Saves money	
Months to hard deadline		No hard deadline	6	3	2	1 or less

From: [Ephram Glass](#)
To: [Dino A. Ross](#)
Cc: [Kelley B. Duke](#); [Peggy Ripko](#); [Larry Loften](#); [Mathew Hart](#)
Subject: Fwd: [External] RE: Concrete for R16B
Date: Thursday, March 23, 2023 11:23:20 AM
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)
[image004.png](#)
[image005.png](#)

Dino,

See the question below from the 16B HOA. I think an email is ok since they aren't a party to the easement. We just want documentation in case a future HOA board gets angry that we gave it away.

Thanks,
Ephram

----- Forwarded message -----

From: **Brandy Hughes** <Brandy.Hughes@kchoa.com>
Date: Thu, Mar 23, 2023 at 9:48 AM
Subject: RE: [External] RE: Concrete for R16B
To: Ephram Glass <ephramglass@roxboroughmetrodistrict.org>
Cc: Mathew Hart <mathewhart@roxboroughmetrodistrict.org>

Hello Ephram,

The R16B Board would like to eliminate the easement at the monument sign. When you say you need it in writing is an email ok or do you need a letter with Board signatures?

Thank you,

Brandy Hughes

Community Association Manager | KC & Associates, LLC

10106 W. San Juan Way, Suite 210 | Littleton, Colorado 80127

Direct: 303-634-2887 | Office: 303-933-6279 | Fax: 303-933-9299

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From: Ephram Glass <ephramglass@roxboroughmetrodistrict.org>
Sent: Thursday, February 23, 2023 10:39 PM
To: Brandy Hughes <Brandy.Hughes@kchoa.com>
Cc: Mathew Hart <mathewhart@roxboroughmetrodistrict.org>
Subject: Re: [External] RE: Concrete for R16B

Brandy,

Can you clarify which options the HOA wants to move forward with? For Tract C, we can only move forward with an agreement to maintain outside the fences - not to own. For Tract E, the district board will need to deliberate on whether and how to establish a fee. As to the monument sign, the board originally denied the request in May 2020 to shrink the easement mostly due to not having input from the HOA. If the HOA wants the district to eliminate the easement, we'd need that in writing and then the district board would need to approve it at a meeting.

If all of the above is what you want to move forward with, we'll get it on the agenda to get done.

Thanks,

Ephram

On Thu, Feb 23, 2023 at 3:25 PM Brandy Hughes <Brandy.Hughes@kchoa.com> wrote:

Hello Ephram,

If possible, the Board would like to move forward on the Metro District taking on those

tracts.

For the Monument sign, this was approved in 2022 to give the land back to the owner, but no paperwork was received. Please let me know what I need to do to get this completed.

Thank you,

Brandy Hughes

Community Association Manager | KC & Associates, LLC

10106 W. San Juan Way, Suite 210 | Littleton, Colorado 80127

Direct: 303-634-2887 | Office: 303-933-6279 | Fax: 303-933-9299

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From: Ephram Glass <ephramglass@roxboroughmetrodistrict.org>

Sent: Wednesday, February 8, 2023 12:29 AM

To: Brandy Hughes <Brandy.Hughes@kchoa.com>

Cc: Kelley B. Duke <KDuke@irelandstapleton.com>; Peggy Ripko <pripko@sdmsi.com>;

Dino A. Ross <DRoss@irelandstapleton.com>; Larry Loften <lloften@sdmsi.com>;

Mathew Hart <mathewhart@roxboroughmetrodistrict.org>

Subject: Re: [External] RE: Concrete for R16B

Brandy,

It's hard to give you definitive answers without the whole district board discussing each item, but hopefully the information below helps provide some direction.

Tract C:

I've attached a snapshot from the Douglas County Assessor's map. 7695, 7687, and 7677 Rampart Way homes are shown with fence lines projecting into Tract C. Sometimes slopes can cause a misalignment with the online tool, but that doesn't seem to be the case here.

As to maintenance, the district would likely use language similar to other district agreements. These agreements are usually written to say the district will maintain tracts in a similar manner to how the rest of the district is maintained. There are also typically exclusions for mailboxes. At the moment, the district landscaping plan calls for 4-foot beautybands to be mowed on the sides of paths and an 8-foot wide mowed strip by fence lines for wildfire mitigation. Please note that all this has not been discussed by the board or been reviewed by our legal team.

Tract E:

The type of fee has not been discussed by the board, however I personally think a one time fee would be preferred rather than recurring fees. We do not currently charge any HOAs recurring fees.

16B Monument Sign:

This easement was discussed a couple years ago when the homeowner petitioned the district to reduce the size of the easement. At that time, the district's legal counsel recommended against shrinking the easement in case room was needed to maneuver around the monument for maintenance purposes. Our landscaper said they did not maintain it, so I am not sure who has been maintaining it. Based on the discussion with our legal counsel at the time (different from those copied here), while the district had the easement, there was no obligation to maintain anything. We don't maintain any other HOA's signs, so it is a bit strange that the easement is with the metro district. If the HOA does not care about the sign and the property owner wants that corner, I don't think the district board would be against terminating the easement. As an alternative, the district board would probably not be against reassigning the easement to the HOA.

If the 16B board wants to invite one or two of the board members to one of the HOA's meetings to discuss things, we'd be happy to come. Similarly, if an HOA board member wants to come to a district meeting, we could put your items on the agenda.

Thanks,

--

Ephram Glass

Roxborough Village Metropolitan District Director

District Vice President

ephramglass@RoxboroughMetroDistrict.org

On Tue, Feb 7, 2023 at 12:32 PM Brandy Hughes <Brandy.Hughes@kchoa.com> wrote:

Hello,

I have a few questions from the Roxborough 16B Board.

For Tract C: What is meant by the tract does not align with the boundaries and homeowners' fences? What would be maintained, and would it be like now where the grass is cut/trimmed up by only 3 feet? Tract C goes from the mailboxes all the way down and all that would be maintained?

For Tract E: When stating to charge a fee for this tract would this be a monthly fee, annual fee, or a maintenance fee as needed?

Also, there was an easement agreement by the Metro District for the property where the sign for R16B sits. This was to be maintained by the Metro District and last year 2022 it was not. It was stated that this property would be returned to the owner by the Metro District, but no paperwork has been completed. Is the Metro District returning this property or will maintain the property. The Easement is attached here for you. This is the green area on the attached map by 7752.

Please let me know if there needs to be a meeting regarding this between Boards.

Thank you,

Brandy Hughes

Community Association Manager | KC & Associates, LLC

10106 W. San Juan Way, Suite 210 | Littleton, Colorado 80127

Direct: 303-634-2887 | Office: 303-933-6279 | Fax: 303-933-9299

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From: Kelley B. Duke <KDuke@irelandstapleton.com>
Sent: Wednesday, December 14, 2022 11:47 AM
To: Brandy Hughes <Brandy.Hughes@kchoa.com>
Cc: Peggy Ripko <pripko@sdmsi.com>; Dino A. Ross <DRoss@irelandstapleton.com>; Tina Vildibill <vildibill@ffcolorado.com>; Larry Loften <lloften@sdmsi.com>; Ephram Glass <ephramglass@roxboroughmetrodistrict.org>; Mathew Hart <mathewhart@roxboroughmetrodistrict.org>
Subject: RE: [External] RE: Concrete for R16B

Katie – thanks for introducing our firm. Moving you to bcc.

Hi Brandy:

This is the Board direction I have thus far (which is consistent with what Katie told you earlier):

For Tract B: The board will not take on ownership or responsibility for the tract because it has a stormwater drain underneath. The district has a long-standing policy of not taking on any more drainage responsibilities.

For Tract C: The board is open to taking on either ownership or maintenance responsibilities. However, the homeowner fences do not align with a portion of the tract's boundaries. While the district can come to a maintenance agreement to maintain things outside the fence line, it cannot take ownership with the fence lines projecting into the tract. The district would like an agreement that makes clear there will be no maintenance obligations inside a fence line or behind a fence line. If this is acceptable, we will put together an agreement.

For Tract E: The district is open to taking on maintenance responsibility for Tract E, but it will likely charge a fee for doing so. This has yet to be determined, but we will discuss at an upcoming meeting.

If the HOA Board members would like to meet with the District Board members, let us know and we can set that up.

I will be in touch once I know more.

Thank you!

Kelley

Kelley B. Duke
Attorney at Law

Ireland Stapleton Pryor & Pascoe, PC
717 17th Street, Suite 2800
Denver, CO 80202
Direct: (303) 628-3663 | Mobile: (303) 710-5073 | Fax: (303) 623-2062

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From: Katie James <james@ffcolorado.com>
Sent: Tuesday, December 13, 2022 10:19 AM
To: Brandy Hughes <Brandy.Hughes@kchoa.com>
Cc: Peggy Ripko <pripko@sdmsi.com>; Kelley B. Duke <KDuke@irelandstapleton.com>; Dino A. Ross <DRoss@irelandstapleton.com>; Tina Vildibill <vildibill@ffcolorado.com>; Larry Loften <lloften@sdmsi.com>
Subject: RE: [External] RE: Concrete for R16B

[EXTERNAL EMAIL]

Hi, Brandy,

I am copying the District's new legal counsel, Dino Ross and Kelley Duke of Ireland Stapleton, here for future correspondence.

The Board did not get to this item in November and I do not believe it was discussed last night at the December meeting either—but I had to leave early so perhaps Peggy can confirm. There have been many items tabled in recent months due to a full turnover of District staff to new consultants. We still do not have an engineer, so again, we will need that person in place prior to any final decision.

Please let me know any questions. Thank you.

Katie James

From: Brandy Hughes <Brandy.Hughes@kchoa.com>
Sent: Monday, December 12, 2022 1:58 PM
To: Katie James <james@ffcolorado.com>
Cc: Peggy Ripko <pripko@sdmsi.com>

Subject: RE: [External] RE: Concrete for R16B

Hello Katie,

I am checking to see what was decided at the November Board meeting regarding getting the tracts taken over in R16B?

Thank you,

Brandy Hughes

Community Association Manager | KC & Associates, LLC

10106 W. San Juan Way, Suite 210 | Littleton, Colorado 80127

Direct: 303-634-2887 | Office: 303-933-6279 | Fax: 303-933-9299

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From: Katie James <james@ffcolorado.com>

Sent: Tuesday, October 25, 2022 5:51 PM

To: Brandy Hughes <Brandy.Hughes@kchoa.com>
Cc: Tina Vildibill <vildibill@ffcolorado.com>; pripko@sdmsi.com; Dino A. Ross <DRoss@irelandstapleton.com>; Kelley B. Duke <KDuke@irelandstapleton.com>
Subject: RE: [External] RE: Concrete for R16B

Hi, Brandy,

I am taking CLA contacts off this email, as CLA is no longer the manager of the District. The new manager is SDMS and Peggy Ripko specifically, who is copied here.

I am still serving as special legal counsel in an transition period and the new general counsel is Ireland Stapleton with contact as Dino Ross and Kelley Duke, also copied here.

The District does not currently have an Engineer as consultant, and is looking for one since our previous engineer resigned. As such, I expect we will need to wait for a new consultant prior to getting a sign off on the Tract C work. We will discuss with the Board at our November meeting and update you after that.

Thank you,

Katie James

Kathryn T. James

Attorney at Law

FOLKESTAD FAZEKAS BARRICK & PATOILE, P.C.

18 South Wilcox Street, Suite 200

Castle Rock, Colorado 80104-1909

Phone: 303.688.3045

Fax: 303.688.3189

james@ffcolorado.com

www.ffcolorado.com

From: Brandy Hughes <Brandy.Hughes@kchoa.com>
Sent: Monday, October 24, 2022 2:15 PM
To: Katie James <james@ffcolorado.com>
Cc: Tina Vildibill <vildibill@ffcolorado.com>; anna.jones@CLAconnect.com;
Herschberg, Natalie <Natalie.Herschberg@claconnect.com>
Subject: RE: [External] RE: Concrete for R16B

Hello Katie,

All the work for Tract C is completed, and the Board would like to go ahead and transition this over to the Metro District. Please let me know what you need from me to get the process started.

Thank you,

Brandy Hughes

Community Association Manager | KC & Associates, LLC

10106 W. San Juan Way, Suite 210 | Littleton, Colorado 80127

Direct: 303-634-2887 | Office: 303-933-6279 | Fax: 303-933-9299

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From: Katie James <james@ffcolorado.com>
Sent: Wednesday, August 24, 2022 12:28 PM
To: Brandy Hughes <Brandy.Hughes@kchoa.com>
Cc: Tina Vildibill <vildibill@ffcolorado.com>; anna.jones@CLAconnect.com;
Herschberg, Natalie <Natalie.Herschberg@claconnect.com>
Subject: RE: [External] RE: Concrete for R16B

Hi, Brandy,

I think Scott had a typo in his last paragraph....I think he meant to say "Tract C & E are really the ones..." And that was my understanding as well. So, the Board just discussed them both (per my previous email). Once the fence is repaired/replaced, our District Engineer will have to sign off on the retaining wall work which you said was now completed. We don't currently have an engineer so that may have to wait for final approval but perhaps the fence work timing will coincide if we can get someone soon.

The Board is willing to take Tract C once the work is done, for maintenance under a license agreement. No extra fee, just completed work. They were not willing to take Tract E at this time but said they may do so but needed to discuss if they would do it for a fee.

Thank you,

Katie James

Kathryn T. James

Attorney at Law

FOLKESTAD FAZEKAS BARRICK & PATOILE, P.C.

18 South Wilcox Street, Suite 200

Castle Rock, Colorado 80104-1909

Phone: 303.688.3045

Fax: 303.688.3189

james@ffcolorado.com

www.ffcolorado.com

From: Brandy Hughes <Brandy.Hughes@kchoa.com>

Sent: Monday, August 22, 2022 3:27 PM

To: Katie James <james@ffcolorado.com>

Subject: RE: [External] RE: Concrete for R16B

Hello Katie,

This is what Scott the District Engineer stated before he resigned.

The one tract needing concrete repairs and wall repairs (Tract C) has already been reviewed by me. I think I stated in a previous that there was about 700 square feet of concrete needing to be removed and replaced. I am happy to arrange a contractor we use to provide you a proposal. The timber retaining wall, you will have to find someone to do that work. Maybe Metco even. I don't think it is structural, so a landscape contractor may be suitable. I think there is a storm sewer pipe running through the Tract. RVMD will not undertake storm sewer or drainage maintenance responsibility, so whatever agreement is proposed, the HOA would maintain that responsibility. You could always petition Douglas County to do that for you if you like.

Tract B has no surface improvements. There are weeds and erosion and an informal trail. There is also a storm sewer running through it and similarly, RVMD would not undertake the Storm Sewer or Drainage Maintenance responsibility. There is no real interest or reason for RVMD to do anything with Tract B.

Tract E includes a well-maintained concrete trail and gravel mulch. From a glance this area would be eligible to have RVMD maintain it. I do not know for certain if it has any concrete repair issues, but if I recall correctly, everything is in good shape.

Tract D is mainly for communications equipment and would not be eligible for RVMD Maintenance.

Tract A is already owned maintained by RVMD.

So, it appears Tracts B & E are really the ones that need to be discussed. If the repairs are successfully completed, RVMD would enter into a License Agreement to maintain the surface elements on these Tracts. Let me know if you elect to move forward and we will have the Attorney put together DRAFT Agreement language that the HOA Board can review.

The concrete work has been completed and the timbers on the wall replaced. I was not aware of the fence but can get that repaired if necessary. So, has the Board stated they will only take over tract C and tract E for a fee?

I do apologize as I came into this in the middle and want to be sure I am relaying the correct information to the HOA Board.

Thank you,

Brandy Hughes

Community Association Manager | KC & Associates, LLC

10106 W. San Juan Way, Suite 210 | Littleton, Colorado 80127

Direct: 303-634-2887 | Office: 303-933-6279 | Fax: 303-933-9299

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From: Katie James <james@ffcolorado.com>
Sent: Monday, August 22, 2022 11:46 AM
To: Brandy Hughes <Brandy.Hughes@kchoa.com>
Cc: Tina Vildibill <vildibill@ffcolorado.com>; anna.jones@CLAconnect.com
Subject: RE: [External] RE: Concrete for R16B

Hi, Brandy,

The Board discussed this at a meeting last week. They are only willing to take over Tract C, and under a license agreement rather than ownership, as they have concerns about encroachments into the Tract from adjacent properties. They did note that if you wanted to discuss ownership rather than license for maintenance, you could obtain a survey to alleviate the encroachment concerns.

The concrete work is good as completed, but the retaining wall work and some fence work/replacement need to occur and be approved by our District engineer before the District can take over the maintenance.

Although it was agreed a few years ago verbally that the District would take over Tract E, the current Board is evaluating that and discussed they may consider it but might want to discuss a fee to take that over. They did not firmly flesh out the details on that conversation.

Please let me know any questions. If the work is still on track for Tract C, let me know timing on that and I'll work on a license agreement for review.

Thank you,

Katie James

Kathryn T. James

Attorney at Law

FOLKESTAD FAZEKAS BARRICK & PATOILE, P.C.

18 South Wilcox Street, Suite 200
Castle Rock, Colorado 80104-1909

Phone: 303.688.3045

Fax: 303.688.3189

james@ffcolorado.com

www.ffcolorado.com

From: Brandy Hughes <Brandy.Hughes@kchoa.com>
Sent: Friday, August 19, 2022 8:09 AM
To: Katie James <james@ffcolorado.com>
Subject: RE: [External] RE: Concrete for R16B

Good morning Katie,

Please see the emails below. Please let me know what the next step is to get Roxborough 16B transitioned over to the Metro District?

Thank you,

Brandy Hughes

Community Association Manager | KC & Associates, LLC

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From: Jones, Anna <Anna.Jones@claconnect.com>
Sent: Friday, August 19, 2022 7:34 AM
To: Brandy Hughes <Brandy.Hughes@kchoa.com>
Cc: Katie James <james@ffcolorado.com>; Tina Vildibill <vildibill@ffcolorado.com>
Subject: RE: [External] RE: Concrete for R16B

Brandy – there are some complexities to this discussion.

I am connecting you with the District’s attorney, Katie James, here.

Also – please be advised CLA management and accounting teams are resigning from the District effective Sept. 1.

The board is in the process of choosing a new manager.

They have chosen a new legal team also - that transition will be over the next 3 months, so Katie will be able to get this wrapped up before she steps away.

Thanks,

Anna

Anna Jones (she/her/hers)
Public Manager
State and Local Government
CLA (CliftonLarsonAllen LLP)

Direct 303-793-1478
anna.jones@CLAconnect.com

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From: Brandy Hughes <Brandy.Hughes@kchoa.com>
Sent: Thursday, August 18, 2022 4:05 PM
To: Jones, Anna <Anna.Jones@claconnect.com>
Subject: RE: [External] RE: Concrete for R16B

Think Security – This email originated from an external source. Be cautious with any links or attachments.

Hello Anna,

Thank you for referring me to Brightview, I work with them at another HOA I manage. The work that Scott had requested (before the tracts could be transitioned) has been completed. The Association would like to start the process of the transition of the tracks over to the Metro District. What is the next step?

Thank you,

Brandy Hughes

Community Association Manager | KC & Associates, LLC

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From: Jones, Anna <Anna.Jones@claconnect.com>
Sent: Thursday, August 18, 2022 3:07 PM
To: Brandy Hughes <Brandy.Hughes@kchoa.com>
Cc: Marcia Pryor (Marcia.Pryor@brightview.com) <marcia.pryor@brightview.com>;
Dennis Bedford <dennis.bedford@brightview.com>
Subject: RE: [External] RE: Concrete for R16B

Hi Brandy – Marcia and Dennis with BrightView are copied here.

Anna Jones (she/her/hers)
Public Manager
State and Local Government
CLA (CliftonLarsonAllen LLP)

Direct 303-793-1478
anna.jones@CLAconnect.com

[Discover why CLA is a Great Place to Work*](#).

From: Brandy Hughes <Brandy.Hughes@kchoa.com>
Sent: Thursday, August 18, 2022 2:19 PM
To: Jones, Anna <Anna.Jones@claconnect.com>
Subject: [External] RE: Concrete for R16B

Think Security – This email originated from an external source. Be cautious with any links or attachments.

Hello Anna ,

Please see the emails below. Can you refer me to the new landscaper the Metro is using?

Thank you,

Brandy Hughes

Community Association Manager | KC & Associates, LLC

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From: Scott Barnett <scott@mulhernmre.com>
Sent: Thursday, August 18, 2022 8:57 AM
To: Brandy Hughes <Brandy.Hughes@kchoa.com>
Cc: anna.jones@CLAconnect.com
Subject: Re: Concrete for R16B

You will have to talk to the Board. I know they agreed to have METCO mow this one time only. But I resigned from the RVMD as their District Engineer and do not attend meetings any longer. I would recommend asking them directly.

I will point out that I did make the recommendation that once you had the retaining walls repaired, that they could move ahead with some form of maintenance acceptance agreement with 16B for that tract.

Good luck!

Scott Barnett

From: Brandy Hughes <Brandy.Hughes@kchoa.com>
Sent: Wednesday, August 17, 2022 3:53 PM
To: Scott Barnett <scott@mulhernmre.com>
Cc: anna.jones@CLAconnect.com <Anna.Jones@claconnect.com>
Subject: RE: Concrete for R16B

Hello Scott,

I know that Metco is no longer in business, and I was wondering who is now doing the mowing? Roxborough 16B is going to start transitioning the tracts, but do not have a landscaper and it needs some maintenance before the transition.

Thank you,

Brandy Hughes

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From: Scott Barnett <scott@mulhernmre.com>
Sent: Tuesday, July 5, 2022 3:34 PM
To: Ermilo Chavez <ermilo@chavezservicesllc.com>; Brandy Hughes <Brandy.Hughes@kchoa.com>
Subject: RE: Concrete for R16B

Brandy,

Were you able to find a vender to repair your retaining walls?

[Redacted]

Scott Barnett P.E.

scott@mulhernmre.com

188 Inverness Drive West, Suite 140

Englewood, CO 80112

303-649-9857 office

303-263-3699 mobile

From: Ermilo Chavez <ermilo@chavezservicesllc.com>
Sent: Tuesday, July 5, 2022 2:15 PM
To: Brandy Hughes <Brandy.Hughes@kchoa.com>
Cc: Scott Barnett <scott@mulhernmre.com>
Subject: RE: Concrete for R16B

Brandy,

Below is the proposed schedule for your project, weather permitting.

- Monday, 7/11/22 – concrete sawcutting, demolition, and hauling.
- Tuesday, 7/12/22 – earthwork and formwork.
- Wednesday, 7/13/22 – place new concrete.
- Thursday, 7/14/22 – cleanup work.

Please let me know if the proposed schedule is acceptable.

Ermilo Chavez, Owner

CHAVEZ SERVICES LLC

990 S. Garrison St

Lakewood, CO 80226

Cell: 720-308-2926

Email: Ermilo@ChavezServicesLLC.com

From: Brandy Hughes <Brandy.Hughes@kchoa.com>

Sent: Thursday, June 23, 2022 8:52 AM

To: Ermilo Chavez <ermilo@chavezservicesllc.com>

Cc: SBarnett <scott@mulhernmre.com>

Subject: RE: Concrete for R16B

Thank you for the follow up Ermilio, I will be on the lookout for the schedule.

R/Brandy

From: Ermilo Chavez <ermilo@chavezservicesllc.com>
Sent: Thursday, June 23, 2022 8:32 AM
To: Brandy Hughes <Brandy.Hughes@kchoa.com>
Cc: SBarnett <scott@mulhernmre.com>
Subject: RE: Concrete for R16B

Brandy,

I think we can get this project completed sometime next month. As soon I can figure out a detailed schedule I will let you know. I will also coordinate the schedule with Scott.

Thanks for the email!

Ermilo Chavez, Owner

CHAVEZ SERVICES LLC

990 S. Garrison St

Lakewood, CO 80226

Cell: 720-308-2926

Email: Ermilo@ChavezServicesLLC.com

From: Brandy Hughes <Brandy.Hughes@kchoa.com>
Sent: Wednesday, June 22, 2022 11:30 AM
To: Ermilo Chavez <ermilo@chavezservicesllc.com>
Cc: SBarnett <scott@mulhernmre.com>
Subject: Concrete for R16B

Hello Ermilo,

Please find the signed contract for concrete replacement at Roxborough 16B Please let me know when you can schedule the work and if there is anything else you need.

Have a great day. 😊

Thank you,

Brandy Hughes

Community Association Manager | KC & Associates, LLC

10106 W. San Juan Way, Suite 210 | Littleton, Colorado 80127

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CliftonLarsonAllen LLP
