

**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>
Mark Rubic	President	2025/May 2025
Debra Prysby	Vice President	2027/May 2027
Ephram Glass	Treasurer	2027/May 2027
Travis Jensen	Secretary	2025/May 2025
Mat Hart	Assistant Secretary	2025/May 2025

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

And via Teams Meeting

Video call link: <https://meet.google.com/ods-cwdt-oyy>
Or dial: (US) +1 402-792-8308 PIN: 778 694 794#

** 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 status of replacement of playground equipment including any updates from engineer on accessible areas and footprint (to be distributed).

- B. Discuss status and review of draft survey seeking community response to playground styles and locations (enclosure)

- C. Review and Discuss draft Request and Agreement for Use of Sign/Banner Posts in Roxborough Village Metropolitan District (enclosure)

- D. Review draft graffiti/vandalism messages for placement on District website and dissemination to community (enclosure)

- E. Discuss status of landscape performance, upkeep and condition as well as any changes/alterations to the landscape contract mowing scope, frequency, and criteria that may be needed

- F. Review Game-Set-Match Inc. updated windscreen proposal that includes cost of installation (enclosure)

- G. Discuss where to perform turf replacement under approved grant (any updates on estimates from CDI)

- H. Discuss and review any proposals for repairing damage and issues at Community Park restroom building (enclosure)

- I. Discuss fixing the volleyball court (any updates on new information/estimates)

- J. Discuss any potential projects/repairs to existing District facilities/infrastructure to undertake by end of fiscal year, i.e., Community Park parking lots repair/recoating/restriping, repairs to concrete sections, new bollards, painting or gazebo/restroom buildings, drainage at basketball court, skate park cracks

K. Discuss Chatfield agreements update

L. Safety concerns along Waterton Road update/discussion

M. Discuss any updates on Tree Care proposal

N. Discuss Supervision Zones to include publicizing such zones and seeking community volunteers to assist Board zone assignments

O. Review lists of current approved and requested community permits (Sports Field Use, Park Areas & Gazebo, Food Truck Vendors, etc.) (enclosure)

P. Discuss noxious weed removal grant opportunities

IV. OTHER MATTERS

A. _____

V. ADJOURNMENT **THE NEXT REGULAR MEETING IS SCHEDULED FOR JULY 19, 2023.**

Roxborough Park Playground Survey – Draft

The Roxborough Village Metropolitan District Board of Directors is in the process of updating and repairing several playgrounds throughout the community. As we continue this work, we are hoping to gather additional information and feedback from you to help ensure that we are meeting the needs of the community.

General Use and Preference Questions:

What is the age of the playground user(s) in your care? (Please select all that apply.)

- 0-2
- 2-5
- 5-12
- 12 and Older

For these playground user(s), are you a:

- Parent
- Grandparent
- Babysitter/Nanny/Caregiver
- Other (specify): _____

How often do you (or your family) typically visit a playground in Roxborough Village?

- Daily
- Weekly
- Monthly
- Occasionally
- Rarely

At what time of day do you most often visit a playground in Roxborough Village?

- Morning
- Afternoon
- Weekends/After School
- Evening

What mode of transportation do you use most often to get to a playground in Roxborough Village?

- Walk
- Bike
- Vehicle
- Other (specify): _____

At the park, in general, how often does the child/children you care for:

	Never	Rarely	Sometimes	Always	NA – Too Young
Play on Playground Equipment					
Ride Bike/Scooter/Etc.					
Play Basketball					
Play Baseball/Softball					
Play Tennis/Pickle Ball					
Play Another Sport					
Use the Skatepark					

What do you think is the most important activity to have in the parks/playgrounds?

As a parent/caregiver what would make your visit to the parks/playgrounds more enjoyable for you?

- Shade
- Paths/Opportunities to walk and exercise
- Seating
- Variety of Playground features that appeal to all ages of children
- Other (specify): _____

What makes the playgrounds in Roxborough Village special to you & the children you care for?

What would you change about playgrounds in Roxborough Village? Consider things such as enhanced lighting, ADA accessibility, street crossings, etc.

Community Park Playground Replacement

Last year the playground at Community Park was removed for safety reasons. The Board has been exploring options to replace this playground and would like your input.

Community Park Replacement Questions:

Please tell us your preference for location

- Previous Location
- Closer to the Gazebo
- Behind the Restroom Building
- Closer to the Volleyball Courts

Tell us why you prefer this location: _____

What are the children you care for top 3 favorite things to do while at a playground, in general?

- Climb
- Swing
- Slide
- Sensory Play
- Bounce/Jump
- Spin
- Dig
- Run/Roll
- Bike/Scoot
- Inclusive Play

If something that is not listed above, please specify: _____

What playground elements would you like to see at Roxborough Village playgrounds in the future?

Anything else you'd like for us to take into account as we redesign the Community Park playground?

Community Park Proposed Replacement Options. (NEED TO UPDATE IMAGES AND CLARIFY OPTIONS)

Option A



Option B



Please tell us your favorite option:

- Option A
- Option B

Please tell us why you prefer the design you selected. _____

2023
**REQUEST AND AGREEMENT FOR USE OF SIGN/BANNER
POSTS IN ROXBOROUGH VILLAGE METROPOLITAN DISTRICT**

The Roxborough Village Metropolitan District's sign/banner posts are available for use by local organizations and residents of the Roxborough Village Metropolitan District. ~~In order~~ To request the use of a sign/banner post, complete ~~this~~ entire form and submit it to Roxborough Village Metropolitan District, Attention: Peggy Ripko, 141 Union Blvd., Suite 150 Lakewood, CO 80228 or via email at pripko@sdmsi.com. Incomplete forms will be returned.

Contact Information:

Organization/Resident/Name: _____

Phone Number: _____ Cell Number: _____

Address: _____

E-Mail Address: _____

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Purpose of Use/Request:

Provide a description of your request/use:

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Request Details:

Post Requested:

Community Park Rampart Range Road Chatfield Farms

Start Date: _____ End Date: _____

Request/Use Requirements:

~~In order~~ To use the District's sign/banner posts a request and approval is required by the use of this form. The District may order the immediate removal or remove any banner and/or mounting which has not been approved or installed in accordance with these requirements. The District shall not be liable or responsible for the removal or disposal of any such sign.

Banners may only convey a non-commercial message and promote community activities, celebrations, or events. Political or social advocacy signs are not permitted.

The permit holder is responsible for arranging installation and removal of all banners and for bearing the associated costs. Safe working conditions measures must be followed during installation and removal. Banners and mounting must be designed so that they will not scar or damage poles. Mountings may not be permanently attached to poles. The permit holder or any unauthorized user shall be responsible for any costs, damage, or repair related to their use.

The permit holder agrees to ~~hold harmless,~~ defend and indemnify the ~~Roxborough Village Metropolitan~~ District from and against any and all claims of liability ~~and/or damages~~ arising from ~~or relating to~~ the installation, maintenance, use ~~and/or removal failure in any manner~~ of the sign/banner ~~or the content and/or image(s) on the sign/banner.~~

~~**Rules and Regulations.** I understand and agree to abide by the terms of this Agreement and the "Rules and Regulations for Roxborough Village Metropolitan District Parks and Open Spaces." I understand that I am responsible for any loss or damage of the facility or surrounding areas which may occur as a result of this function and agree to hold the Roxborough Village Metropolitan District harmless from any and all liability or damage resulting from the actions of myself, my family, or any attendees at the function. I acknowledge that I have read this Agreement and the "Rules and Regulations for Roxborough Village Metropolitan District Parks and Open Spaces," which are incorporated herein by this reference.~~

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~~**Non-Waiver.** No waiver of any of the provisions of this Agreement shall be deemed to constitute a waiver of any other provision of this Agreement, nor shall such waiver constitute a continuing waiver unless otherwise expressly provided herein, nor shall the waiver of any default hereunder be deemed to be a waiver of any subsequent default hereunder. Notwithstanding any provision to the contrary in this Agreement, no term or condition of this Agreement shall be construed or interpreted as a waiver, either expressed or implied, of any of the immunities, rights, benefits or protection provided to the District under the Colorado Governmental Immunity Act.~~

~~**Vehicles/Parking:**~~

~~I understand that it is prohibited to operate any motorized vehicle within any Parks or Open Space, except on public roads or within public parking areas. Emergency, maintenance, and patrol vehicles are specifically excluded. I further understand that it is prohibited to park vehicles, trailers, or campers within any Parks or Open Space except within designated parking lots, and only between the hours of 6:00 a.m. and 10:00 p.m. I understand that vehicles that do not abide by the rules may be towed at the owner's expense and agree to inform guests of these rules and prohibitions.~~

Signature of Organization/Resident: _____ Date: _____

~~-----The Remainder of this Form to be completed by District Management-----~~

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Reviewed by ~~Board of Directors~~Management on (Date): _____

Approved Denied More Information Requested

This agreement entered into on (date): _____

Accepted by: _____

For questions about this form or the request process please contact Michelle Gardner at mgardner@sdmsi.com or call 303-987-0835.

(Website Message)

Community Vandalism and Graffiti Problem

In recent months we have seen an increase in vandalism and graffiti in our community. This includes damage to fields and common areas from vehicles, graffiti in the skate park and other areas, and port-o-lets being tipped over. Graffiti has a significant negative impact on the community. Vandalism increases the community's perception of crime, reduces community pride and displaces funds which could be spent elsewhere.

- *Since 2022 the [Metro](#) District has spent more than \$13,000 removing graffiti and repairing or replacing damaged property in our community. This does not include the recent graffiti at the skate park area or damage at the Community Park bathroom structure. For reference, the \$13,000 represents approximately thirteen new trees that could have been planted.*

Your Metro District is asking for your help.

- If you see vandalism happening, call 911 to report [it](#).
 - The police need to know when vandalism is happening so they can increase patrols in impacted areas and catch those responsible.
- If you see vandalism after it has happened call our Business Manager at 303-987-0835.
 - Reporting allows us to quickly address vandalism and remove graffiti
 - Rapid removal is a “best practice” in reducing graffiti and can take away the thrill that vandals get in seeing their vandalism on display.

Metro District property is community property. The parks, playgrounds, ballfields, and open space are for our enjoyment. Help us protect our shared property. We are committed to reducing the occurrence of this destruction as well as increasing the likelihood of detection and apprehension. The Metro District will work [together](#) with law enforcement to ensure those persons identified as committing these offenses within the [Metro](#) District will be prosecuted to the fullest extent permitted by law.

If you **SEE** something, **SAY** something. Your awareness is very important in the preservation of our parks and community.

(Email Message)

Subject: Community Vandalism and Graffiti Problem

Dear Roxborough Village Metro District Resident,

The Community needs your help. In recent months we have seen an increase in vandalism and graffiti in our community. This includes damage to fields and common areas from vehicles, graffiti in the skate park and other areas, and port-o-lets being tipped over. Graffiti has a significant negative impact on the community. Vandalism increases the community's perception of crime, reduces community pride and displaces funds which could be spent elsewhere.

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If you **SEE** something, **SAY** something. Your awareness is very important in the preservation of our parks and community.

Thank you for your assistance,
The Roxborough Village Metropolitan District Board of Directors



GAME-SET-MATCH, INC.

RACQUET SPORTS

From :
Clayton Emmerich
2480 S Colorado Blvd,
Denver, CO 80222
gsmit@gamesetmatchinc.com
[9703933989](tel:9703933989)

To :
Roxborough Village Park Distr.
Larry Loften
US
lloften@sdmsi.com
+1 303 987 0835

Quote # QUO-0257
Date: June 21, 2023
Expiration Date: July 21, 2023

Roxborough Windscreen Quote-6/21/23

1 ×	P-Dura Leno-Dark Green	\$4,541.56
96 ×	AVR AIR Vent RE-Inforced	\$696.00
2 ×	D-Polypro Gate	\$50.00
2 ×	D-Polypro Transom	\$40.00
1 ×	Shipping & Handling	\$394.12
4 ×	hog Rings	\$120.00
12 ×	Tie Wrap 120lb/100PC UV Zip Tie	\$479.88
1 ×	Install Labor	\$720.00

Subtotal	\$7,041.56
Total	\$7,041.56

Terms and Conditions

Offer valid for 30 days. Payment required within 30 days from delivery and installation of product(s). Payment can be made by check or credit card. Credit card payments over \$2,500 will incur a 2.5% processing fee. Warranty is limited to manufacturer defect for all custom windcreens and backdrops. Warranty for commercial Playmate ball machines is a 3 year limited warranty.

Quote status : Proposed



GAME-SET-MATCH, INC.

RACQUET SPORTS

From :
Clayton Emmerich
2480 S Colorado Blvd,
Denver, CO 80222
gsmit@gamesetmatchinc.com
[9703933989](tel:9703933989)

To :
Roxborough Village Park Distr.
Larry Loften
US
lloften@sdmsi.com
+1 303 987 0835

Quote # QUO-0257-2
Date: June 21, 2023
Expiration Date: July 21, 2023

Roxborough Tennis Net Quote-6/21/23

2 ×	Douglas-Net 30DM-TN Double Mesh	\$529.98
2 ×	Douglas Center Net Strap ACS ADJ.	\$31.98
2 ×	Install net	\$130.00

Subtotal	\$691.96
Total	\$691.96

Terms and Conditions

Offer valid for 30 days. Payment required within 30 days from delivery and installation of product(s). Payment can be made by check or credit card. Credit card payments over \$2,500 will incur a 2.5% processing fee. Warranty is limited to manufacturer defect for all custom windscreens and backdrops. Warranty for commercial Playmate ball machines is a 3 year limited warranty.

Quote status : Proposed



PROPOSAL SUBMITTED TO: Special District Management Services, Inc.
ADDRESS: 141 Union Blvd. Lakewood, CO 80228
CONTACT: Larry Lofton
PHONE: 303-987-0835
EMAIL: lloften@sdmsi.com

DATE: Friday, June 09, 2023
JOB NAME AND ADDRESS: Roxborough Park
7671 N Rampart Range Rd, Littleton, CO 80125

Window Replacement Option #1 \$1,300

- Replace 1 broken skylite at the community restrooms.
.150 White Polycarbonate
It is recommended that both panels are replaced at the same time for matching purposes.
Pricing for 2nd panel is only good if work is completed at the same time.
Due to unprecedented price increases, pricing is subject to change if approved at a later date.
Pricing is based on work being performed during regular business hours.

Option #2 \$1,515

- Replace 1 broken skylite at the community restrooms.
.250 DP32 Textured Acrylic
It is recommended that both panels are replaced at the same time for matching purposes.
Pricing for 2nd panel is only good if work is completed at the same time.
Due to unprecedented price increases, pricing is subject to change if approved at a later date.
Pricing is based on work being performed during regular business hours.

Lighting \$1,550

- Replace three (3) lights (mens/womens/rear of building)

Replace Trim \$750

- The back of building lower trim all rotted from water damage, will dig out rocks and remove the damaged left side of trim and install new trim piece and caulk and paint to match.
The possibility of more wood rot once pulling trim piece off will advise sales person if that's the case once onsite.

Accepted by;

SDMS (print name & sign)

Date

initial

Upon signing above, I issue my personal guarantee of payment, which will be remitted upon invoice. Additional charges of 3.5% for credit card usage. All invoices are due and payable upon receipt. In the event the amount of an invoice is not paid within 30 days from the date of the invoice, the account shall be deemed to be in default and Contractor reserves the right to cease any further work until the account is brought current. Any invoice not paid within 30 days from the date of the invoice shall accrue interest at the maximum lawful rate of 1-1/2% per month, not to exceed 19% per annum. Owner/Customer agrees to indemnify the Contractor harmless from any costs or expenses incurred in the collection of the defaulted account, or in any part thereof, including all reasonable attorney fees, court cost, etc. All services in Denver County subject to Denver County Tax



Catalog Number
Notes
Type

Contractor Select™
TWX LED ALO
 Adjustable Light Output Wall Pack



TWX LED wall pack family is a ground design that has the low initial cost customers demand while providing superior performance and a traditional form. The Adjustable Light Output (ALO) feature allows the contractor to set the light output during installation, to a level perfectly suited for the job site.

FEATURES:

- Replaces 70W to 400W HID luminaires, providing up to 83% in energy savings.
- Same footprint as a standard HID wall pack, to easily cover the stain
- Expected service life of more than 20 years.



Catalog Number	UPC	Description	Replaces Up To	Lumens	Wattage	Photocell	CCT	Voltage	Finish	Pallet qty.
TWX1 LED P2 40K MVOLT PE DDBTXD	194995034444	Wall Packs	CFL - 100W Metal Halide	2,950	22W	Yes	4000K	120-277V	TEXTURED DARK BRONZE	98
TWX1 LED ALO 40K MVOLT DDBTXD	194994620464	Wall Packs	CFL - 100W Metal Halide	600 - 2,950	22W	No	4000K	120-277V	TEXTURED DARK BRONZE	98
TWX1 LED ALO 50K MVOLT DDBTXD	194994620457	Wall Packs	CFL - 100W Metal Halide	600 - 2,950	22W	No	5000K	120-277V	TEXTURED DARK BRONZE	98
TWX2 LED ALO 40K MVOLT DDBTXD	194994620488	Wall Packs	70W - 250W Metal Halide	1,450 - 6,950	54W	No	4000K	120-277V	TEXTURED DARK BRONZE	77
TWX2 LED ALO 50K MVOLT DDBTXD	194994620495	Wall Packs	70W - 250W Metal Halide	1,450 - 6,950	54W	No	5000K	120-277V	TEXTURED DARK BRONZE	77
TWX3 LED ALO 40K MVOLT DDBTXD	194994620594	Wall Packs	100W - 400W Metal Halide	2,900 - 13,850	108W	No	4000K	120-277V	TEXTURED DARK BRONZE	42
TWX3 LED ALO 50K MVOLT DDBTXD	194994620549	Wall Packs	100W - 400W Metal Halide	2,900 - 13,850	108W	No	5000K	120-277V	TEXTURED DARK BRONZE	42

More configurations are available. [Click here](#) or visit www.acuitybrands.com and search for TWX LED.



Specifications

INTENDED USE:

The TWX LED is an energy-efficient, low maintenance LED wall pack family for replacing 70W to 400W HID luminaires, providing the same footprint on the wall. TWX2 is ideal for applications such as carports, loading areas, storage units, warehouses and parking areas.

CONSTRUCTION:

Two-piece die-cast aluminum housing to optimize thermal management through conductive and convective cooling. The door is hinged on the side and can be removed for easy installation. The housing is completely sealed against moisture and environmental contaminants (IP65) and is suitable for the hose-down applications.

FINISH:

Exterior painted parts are protected by a zinc-infused Super Durable TGIC thermoset powder coat finish that provides superior resistance to corrosion and weathering. A tightly controlled multi-stage process ensures a 3 mils thickness for a finish that can withstand extreme climate changes without cracking or peeling.

OPTICS:

The advanced optical design uses both reflector and refractor technologies that work together to create superior illumination and further throw, getting the light where it is needed. The US-made borosilicate glass refractor is specifically designed to maximize light extraction and create a fully luminous luminaire for a better nighttime look.

ELECTRICAL:

Light engine consists of high-efficacy LEDs mounted to housing to maximize heat dissipation and promote long-life (up to L81/100,000 hours at 25°C). The electronic driver has a power factor of >90%, THD <20%. Luminaire is 0-10V dimmable.

INSTALLATION:

Designed for wall mounting above four feet from the ground. Housing is configured for mounting directly over a standard junction box (by others) or for surface wiring via any of 1/2" threaded entry hubs.

LISTINGS:

CSA certified to U.S. and Canadian standards. IP65 rated for outdoor applications. Rated for -40°C minimum ambient.

DesignLights Consortium® (DLC) qualified product. Not all versions of this product may be DLC qualified. Please check the DLC Qualified Products List at www.designlights.org/QPL to confirm which versions are qualified.

WARRANTY:

5-year limited warranty. Complete warranty terms located at:

www.acuitybrands.com/support/customer-support/terms-and-conditions

Note: Actual performance may differ as a result of end-user environment and application. All values are design or typical values, measured under laboratory conditions at 25 °C. Specifications subject to change without notice.

Dimensions

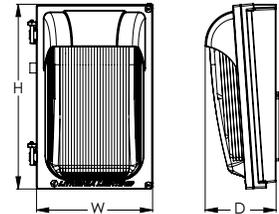
TWX1:

Width: 7.5"

Height: 12.0"

Depth: 5.0"

Weight: 9 lbs



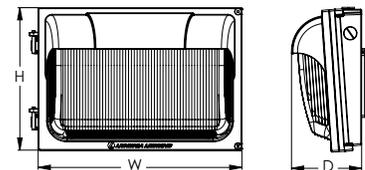
TWX2:

Width: 13.0"

Height: 9.0"

Depth: 4.5"

Weight: 11 lbs



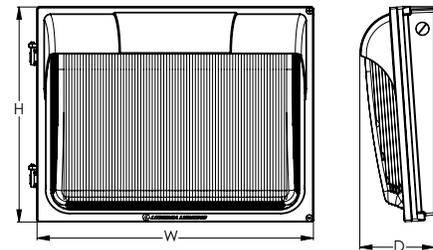
TWX3:

Width: 18.0"

Height: 14.0"

Depth: 5.0"

Weight: 21 lbs



Location	Date	Time	Name	Contact info	Approved?	Deposit \$100	Deposit Returned	Fee	In Binder?	Voided/ Cashed?	Date Permit Issued	Notes
Community Park	5/27/2023	1-4pm	Angela Lujan	303.941.9787/ angelalujan@comcast.net	Yes	Received						
Softball Field	4/8/2023	10am-2pm	John Norris	303.717.9664/ norris4homes@gmail.com	Yes	Received	6/28/2023					
Community Park Gazebo and parking	4/1/2023	10am-1pm	Kelly Pickering	303.944.3480/ kpdenverhomes@gmail.com	Yes	Received						
Community Park/Baseball field	4/13/23-6/15/23	4:30pm-8:30pm	Brian Jordan	303.478.0090/ JordVP@yahoo.com	Yes	Received \$500		\$2,200		Mailed to Gemsbok	3.2.2023	
Community Park/ Baseball Field	4/18/2023 & 5/2/2023 or 4/25/23 & 9am-2:30pm		Chantel Estes	303.916.0348/pcestes@dcsdk12.org	Yes	Waived						
Chatfield Farms	6/7/2023, 6/21/2023, 7/5/2023 and	8:30 am- 10:30	Lisa Casper	720.339.6061/lcasper@dclibraries.org	Yes	Received						
Softball Field	3/30/2024	930-3:30p	John Norris	303.717.9664/ norris4homes@gmail.com	Yes	Received						
Community Park	7/22/2023	11am-7pm	Danial Gold	720.560.0712/danial.gold5@gmail.com	Yes	Received						