

ROXBOROUGH VILLAGE METROPOLITAN DISTRICT
REGULAR BOARD MEETING AGENDA

Board of Directors:

Calvin Brown, President	Term Expires May 2020
Debra Prysby, Vice President	Term Expires May 2022
Ron Bendall, Secretary/Treasurer	Term Expires May 2020
Steven Sherman, Assistant Secretary	Term Expires May 2022
Edward Wagner, Assistant Secretary	Term Expires May 2022

Date: February 19, 2019 (Tuesday)
Time: 6:30 p.m.
Place: West Metro Fire Station 15
6220 N. Roxborough Park Road
Littleton, CO 80125
Call in Information: Dial 844-286-0635 Code 391046547

1. CALL TO ORDER
2. DECLARATION OF QUORUM/DIRECTOR QUALIFICATIONS/DISCLOSURE MATTERS
3. APPROVE AGENDA
4. PUBLIC COMMENT and/or GUESTS
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.

CONSENT AGENDA

(Note: All items listed under the Consent Agenda are considered to be routine and will be enacted by one motion and vote. There will be no separate discussion of these items unless a Board member or a member of the audience so requests.)

- A. Consider Approval of the January 15, 2019 Regular Meeting Minutes (enclosed)
- B. Review and Accept Cash Position and Property Tax Schedule (enclosed)
- C. Update on Foothills Park and Recreation Use Numbers Break Out (enclosed)
- D. Other

DISCUSSION AGENDA

5. DIRECTOR ITEMS
 - A. Discuss Fireworks/Community Event

Roxborough Village Metropolitan District

Agenda – February 19, 2019

Page 2 of 3

- B. Discuss Tennis Academy of Colorado Proposal for “Plug and Play” Program (enclosed)

6. MANAGER MATTERS

- A. Master Plan Update
 - 1. Review Process
 - 2. Discuss Submittals
 - 3. Discuss Interview Schedule – Date, Time and Venue (internet access)
- B. Logo Design (enclosed)
- C. Other

8. FINANCIAL MATTERS

- A. Review and Consider Approval of Current Claims, Approve Transfer of Funds, and Ratify Payment of Autopay Claims and Ratify Approval of Previous Claims (enclosed)
- B. Other

9. LANDSCAPE MAINTENANCE

- A. Metco Landscape Report – Bill Barr (enclosed)
- B. Review and Consider Approval of Proposals:
 - 1. Fix, Clean and Secure Trash Cans and Doggie Bag Dispensers - \$1,200 (enclosed)
 - 2. Pipe Outfall Clean Up and Build Channel - \$5,700 (enclosed)
 - 3. Install Breeze Around Baseball Field Benches - \$5,000 (enclosed)
- C. Other

10. LEGAL MATTERS

- A. Update Regarding Final Water Due Diligence Filing and Executive Session Pursuant To C.R.S. Section 24-6-402(4)(B) and for the Purposes of Receiving Legal Advice on Specific Legal Questions, if requested
- B. Update on 14B Parcel Ownership
- C. Update on Chatfield Farms Meters and Billing
- D. Update on Sterling Ranch Referral
- E. Other

11. ENGINEERING MATTERS

- A. Update on Denver Water Release into Little Willow Creek
- B. Update Irrigation Coordination
- C. Update Team Payne Skatepark Maintenance
- D. 7 Acre Pond Update
- E. Update Status of Striping
- F. Update on Water Quality Analysis
- F. Other

Roxborough Village Metropolitan District

Agenda – February 19, 2019

Page 3 of 3

12. OTHER BUSINESS

- A. Confirm Quorum for March 19, 2019 Regular Board Meeting

13. ADJOURNMENT

NEXT SCHEDULED BOARD MEETING

Tuesday, March 19 at 6:30 p.m. at

West Metro Fire Station 15

6220 N. Roxborough Park Road

Littleton, CO 80125

REGULAR MEETING SCHEDULE

Tuesday, April 16, 2019

Tuesday, May 21, 2019

Tuesday, June 18, 2019

Tuesday, July 16, 2019

Tuesday, August 20, 2019

Tuesday, September 17, 2019

Tuesday, October 15, 2019

Tuesday, November 19, 2019

Tuesday, December 17, 2019

RECORD OF PROCEEDINGS

MINUTES OF A REGULAR MEETING
OF THE BOARD OF DIRECTORS OF THE
ROXBOROUGH VILLAGE METROPOLITAN DISTRICT

HELD

January 15, 2019

A regular meeting of the Board of Directors of the Roxborough Village Metropolitan District (referred to hereafter as the "Board") was convened on Tuesday, January 15, 2019 at 6:30 p.m., at West Metro Fire Station 15, 6220 N. Roxborough Park Road, Littleton, CO 80125. The meeting was open to the public.

ATTENDANCE

In Attendance were Directors:

Calvin Brown
Debra Prysby
Steve Sherman
Edward Wagner
Ron Bendall

Also in Attendance were:

Katie James, Esq.; Folkestad Fazekas Barrick & Patoile, P.C.
Scott Barnett; Mulhern MRE Inc.
Bill Barr; Metco Landscaping
Anna Jones and Patrick Shannon; CliftonLarsonAllen LLP
Kendra Holmes; Aqua Sierra

CALL TO ORDER

The meeting was called to order at 6:39 p.m. by Director Brown.

**DECLARATION OF
QUORUM/DIRECTOR
QUALIFICATIONS/
DISCLOSURE MATTERS**

Director Brown declared a quorum was present, all directors are qualified.

APPROVE AGENDA

Upon a motion duly made by Director Sherman, seconded by Director Prysby, and upon vote unanimously carried, the Board approved the agenda as presented.

**PUBLIC
COMMENT and/or
GUESTS**

There were no public comments.

RECORD OF PROCEEDINGS

CONSENT AGENDA

- A. Consider Approval of the December 18, 2018 Regular Meeting Minutes
- B. Resolution Designating Location for Posting of 24 Hour Notice for Year 2019
- C. Other

Director Prysby asked that the wording be clarified on page 4 under Landscape Maintenance, Item B to read, “waterway open space trails from tennis court to Waterton Canyon Road” rather than “spillway”. Upon a motion duly made by Director Prysby, seconded by Director Sherman, and upon vote unanimously carried, the Board approved the Consent Agenda as amended with the changes made to the December 18th minutes.

DISCUSSION AGENDA

Discuss Preliminary Report re Water Quality Analysis from Aqua Sierra – Kendra Holmes

Ms. Holmes reviewed her Dec. 6, 2018 water report and related conclusions. She offered suggestions regarding how to stabilize and improve the water quality throughout the community. Options she reviewed included increased native plantings adjacent to waterways, goose mitigation, and other strategies. She will develop a scope and proposal to advance those strategies in time for the February board meeting.

DIRECTOR ITEMS

- A. Discuss Handyman

The Board discussed the possibility of contracting a community member as an onsite handyman. The board decided to table the discussion and reconsider when appropriate.

- B. Discuss Fireworks

Director Brown introduced the idea of the District leading a fireworks show this year. The Board discussed whether to pursue a fireworks event and potentially expanding such event to include additional community events such as a picnic, musical concert, or other event to expand the reach of the event. The Board asked for more information to discuss further at the next Board Meeting and no action was taken on the matter.

RECORD OF PROCEEDINGS

C. Other

Director Prysby suggested having a tour to look at the District's fire hazards/mitigation and a wildlife representative to examine how the District is performing in regard to wildlife health in the open space. She proposed 3 total tours (including landscape), with one dedicated to fire mitigation. Director Prysby suggested a fire mitigation tour in March. The Board will schedule times at the next meeting.

MANAGER MATTERS

A. Website Update

Ms. Jones reported that the website is live. Efforts to promote the new website to the community were discussed.

B. Logo Design

Deferred to next meeting.

C. Master Plan Update

Ms. Jones provided an update on the RFP dates, with proposals due February 4. Ms. Jones and Mr. Shannon will review submittals and bring a short list of recommended firms to the February meeting.

D. Consider Dates for Landscape Tours in Summer

This item was tabled for a future meeting.

E. Discuss Email and Reservation Requests from El Yeats

Ms. Jones reported that Mr. Yeats did not want to submit an application and deposit for use of the fields to host a community event. The Board directed management to waive the deposit for Mr. Yeats.

F. Other

Mr. Jones reported that CLA asked Lightning Mobile for a quote to remove the graffiti. Lightning Mobile then performed the work and submitted an invoice without obtaining prior approval. Lightning Mobile noted that there was an area that was unreachable due to its height. Mr. Sangster will research options to have that remedied.

RECORD OF PROCEEDINGS

FINANCIAL MATTERS

A. Review and Financial Statements, Cash Position and Property Tax Schedule

Ms. Jones presented the Financial Statements, Cash Position and Property Tax Schedule to the Board. After review, upon a motion duly made by Director Sherman, seconded by Director Wagner, and upon vote unanimously carried, the Board accepted the Financial Statements, Cash Position and Property Tax Schedule.

B. Review and Consider Approval of Current Claims, Approve Transfer of Funds, Ratify Payment of Autopay Claims, and Ratify Approval of Previous Claims

Ms. Jones reviewed the claims with the Board. After review and discussion, upon a motion duly made by Director Sherman, seconded by Director Wagner, and upon a vote unanimously carried, the Board approved the current claims including ACH payments in the total amount of \$56,692.19 and payment of Director fees.

C. Other

None.

**LANDSCAPE
MAINTENANCE**

A. Metco Landscape Report

Mr. Barr reviewed the monthly Landscape Report with the Board.

B. Review and Consider Approval of Proposals:

1. Remove and Reinstall Controller Box - \$450

Mr. Barr presented the proposal to the Board. Upon a motion duly made by Director Sherman, seconded by Director Bendall, and upon vote unanimously carried, the Board approved the proposal to remove and reinstall the controller box in the amount of \$450.

2. Waste Receptacle Lids - \$1,158

Mr. Barr presented the proposal to the Board. Upon a motion duly made by Director Sherman, seconded by Director Wagner,

RECORD OF PROCEEDINGS

and upon vote unanimously carried, the Board approved the proposal for waste receptacle lids in the amount of \$1,158.

C. Other

None.

LEGAL MATTERS

A. Update Regarding Final Water Due Diligence Filing and Executive Session Pursuant to C.R.S. Section 24-6-402(4)(B) and for the Purposes of Receiving Legal Advice on Specific Legal Questions, if requested

None.

B. Review and Consider Approval of Resolution 2019-01-02, Resolution Approving Services Agreement with Moore Preferred Cleaning Services Inc.

Upon a motion duly made by Director Wagner, seconded by Director Brown, and upon vote unanimously carried, the Board approved Resolution 2019-01-02 Approving the Services Agreement with Moore Preferred Cleaning Services Inc.

C. Review and Consider Approval of Resolution 2019-01-03, Resolution Approving Services Agreement with Planet Scuba, LLC

Upon a motion duly made by Director Wagner, seconded by Director Brown, and upon vote unanimously carried, the Board approved Resolution 2019-01-03 Approving the Services Agreement with Planet Scuba, LLC.

D. Review and Consider Approval of Resolution 2019-01-04, Resolution Approving Services Agreement with Patriot Pest Control, LLC

Upon a motion duly made by Director Wagner, seconded by Director Brown, and upon vote unanimously carried, the Board approved Resolution 2019-01-04 Approving the Services Agreement with Patriot Pest Control, LLC

E. Review and Consider Approval of Resolution 2019-01-05, Resolution Approving Services Agreement with Game-Set-Match, Inc.

RECORD OF PROCEEDINGS

Upon a motion duly made by Director Wagner, seconded by Director Brown, and upon vote unanimously carried, the Board approved Resolution 2019-01-05 Approving the Services Agreement with Game-Set-Match, Inc.

F. Update on 14B Parcel Ownership

None.

G. Update on Chatfield Farms Meters and Billing

Ms. James will work with Mr. Barnett and report at a future meeting.

H. Update on Sterling Ranch Referral

Ms. James will continue to monitor and present information as appropriate.

I. Other

None.

ENGINEERING MATTERS

A. Update on Denver Water Release into Little Willow Creek

Mr. Barnett provided an update, noting a resident had reached out regarding a safety concern of kids building a fort near Little Willow creek. Mr. Barr related Metco checked and could not find anything. Mr. Barnett indicated no other concerns or issues to report.

B. Discuss Irrigation Coordination

Mr. Barnett noted he met with Mr. Barr to continue their coordinated efforts to update irrigation maps. More information will be forthcoming at future meetings.

C. Discuss Team Payne Skatepark Maintenance

Mr. Barnett noted he has had intermittent contact with Team Payne and hopes to schedule work this summer.

D. 7 Acres Pond Update

Mr. Barnett noted there was no update.

RECORD OF PROCEEDINGS

E. Discuss Status of Striping

Mr. Barnett noted that Action Striping has not yet started due to the weather conditions.

F. Other

None.

OTHER BUSINESS

A. Confirm Quorum for February 19, 2019 Regular Board Meeting

A quorum was confirmed.

ADJOURNMENT

Upon a motion duly made by Director Prysby Sherman, seconded by Director Wagner, and upon vote unanimously carried, the Board adjourned the meeting at 9:13 p.m.

Respectfully submitted,

By: _____
Calvin Brown, President

Attest:

By: _____
Ronald Bendall, Secretary

ROXBOROUGH VILLAGE METROPOLITAN DISTRICT
Schedule of Cash Position
September 30, 2018
Updated as of February 11, 2019

	General Fund	Debt Service Fund	Capital Projects Fund	Total
FirstBank - Checking Account				
Balance as of 9/30/18	\$ 29,643.91	\$ -	\$ 389.50	\$ 30,033.41
Subsequent activities:				
10/11/18 - Transfer from Colostrust	189,900.00	-	2,100.00	192,000.00
10/16/18 - Check #1165-1178	(92,390.14)	-	(2,100.00)	(94,490.14)
10/18/18 - Check #1179-1180	(409.60)	-	-	(409.60)
Oct ACH - Xcel payments	(37.42)	-	-	(37.42)
Oct ACH - IREA payments	(1,370.75)	-	-	(1,370.75)
Oct ACH - Roxborough Water	(28,651.54)	-	-	(28,651.54)
Nov ACH - Xcel payments	(19.34)	-	-	(19.34)
Nov ACH - IREA payments	(1,063.32)	-	-	(1,063.32)
Nov ACH - Roxborough Water	(1,673.35)	-	-	(1,673.35)
Nov ACH - ADP payroll/taxes	(538.25)	-	-	(538.25)
11/13/18 - Transfer from Colostrust	52,000.00	300.00	-	52,300.00
11/13/18 - Checks #1181-1192	(51,064.65)	(300.00)	-	(51,364.65)
12/17/18 - Transfer from Colostrust	20,800.00	-	4,200.00	25,000.00
12/19/18 - Checks #1193-1208	(70,595.14)	-	(4,200.00)	(74,795.14)
Dec ACH - Xcel payments	(19.46)	-	-	(19.46)
Dec ACH - IREA payments	(890.15)	-	-	(890.15)
Dec ACH - Roxborough Water	(1,225.23)	-	-	(1,225.23)
Dec ACH - ADP payroll/taxes	(1,614.75)	-	-	(1,614.75)
Jan ACH - Xcel payments	(19.63)	-	-	(19.63)
Jan ACH - IREA payments	(835.80)	-	-	(835.80)
Jan ACH - Roxborough Water	(1,025.45)	-	-	(1,025.45)
Jan ACH - ADP payroll/taxes	(538.25)	-	-	(538.25)
01/10/19 - Checks #1209-1219	(53,821.04)	-	(2,100.00)	(55,921.04)
01/23/19 - Checks #1220-1221	(12,218.00)	-	-	(12,218.00)
01/23/19 - Transfer from Colostrust	80,000.00	-	2,100.00	82,100.00
<i>Anticipated payables</i>	(67,656.28)	-	(2,100.00)	(69,756.28)
<i>Anticipated ADP payroll/taxes - Feb</i>	(538.25)	-	-	(538.25)
<i>Anticipated Xcel payment - Feb</i>	-	-	-	-
<i>Anticipated IREA payment - Feb</i>	(940.80)	-	-	(940.80)
<i>Anticipated Roxborough Water payment - Feb</i>	(1,609.25)	-	-	(1,609.25)
<i>Anticipated transfer from Colostrust - Feb</i>	74,289.50	-	1,710.50	76,000.00
<i>Anticipated Balance</i>	<u>55,867.57</u>	<u>-</u>	<u>-</u>	<u>55,867.57</u>
Colostrust - Plus				
Balance as of 9/30/18	846,653.05	1,748,630.28	1,366,944.86	3,962,228.19
Subsequent activities:				
10/10/18 - September Property/SO taxes	30,137.22	1,314.43	-	31,451.65
10/11/18 - Transfer to checking	(189,900.00)	-	(2,100.00)	(192,000.00)
10/31/18 - Interest Income	-	7,595.01	-	7,595.01
10/31/18 - Refund of overpayment to holders	-	40,146.50	-	40,146.50
11/10/18 - October Property/SO taxes	25,386.55	(6,724.02)	-	18,662.53
11/13/18 - Transfer to checking	(52,000.00)	(300.00)	-	(52,300.00)
11/27/18 - 12/1 Debt service payment	-	(810,041.75)	-	(810,041.75)
11/30/18 - Interest Income	-	7,320.91	-	7,320.91
12/10/18 - November Property/SO taxes	27,886.88	(1,490.25)	-	26,396.63
12/11/18 - CTF Distribution	-	-	9,591.51	9,591.51
12/17/18 - Transfer to checking	(25,000.00)	-	-	(25,000.00)
12/31/18 - Interest Income	-	6,379.68	-	6,379.68

ROXBOROUGH VILLAGE METROPOLITAN DISTRICT
Schedule of Cash Position
September 30, 2018
Updated as of February 11, 2019

	General Fund	Debt Service Fund	Capital Projects Fund	Total
01/07/19 - Metco Refund	113.49	-	-	113.49
01/10/19 - December Property/SO taxes	32,407.98	(236.10)	-	32,171.88
01/23/19 - Transfer to checking	(80,000.00)	-	(2,100.00)	(82,100.00)
01/31/19 - Interest Income	-	6,602.75	-	6,602.75
<i>Anticipated transfer to checking</i>	(74,289.50)	-	(1,710.50)	(76,000.00)
<i>Anticipated transfer to UMB</i>	-	(13,782.26)	-	(13,782.26)
<i>Anticipated Balance</i>	<u>541,395.67</u>	<u>985,415.18</u>	<u>1,370,625.87</u>	<u>2,897,436.72</u>
<u>UMB - 1993 A & B Bond Fund</u>				
Balance as of 9/30/18	-	1,907,937.80	-	1,907,937.80
Subsequent activities:				
10/31/18 - Interest Income	-	2,183.96	-	2,183.96
11/30/18 - Interest income	-	2,513.78	-	2,513.78
12/31/18 - Interest income	-	2,507.12	-	2,507.12
12/31/18 - 12/31 DS Payment - Series 1993	-	(954,278.52)	-	(954,278.52)
01/31/19 - Interest income	-	2,700.91	-	2,700.91
<i>Anticipated transfer from Colotrust</i>	-	13,782.26	-	13,782.26
<i>Anticipated Balance</i>	<u>-</u>	<u>977,347.31</u>	<u>-</u>	<u>977,347.31</u>
<i>Anticipated Balances</i>	<u>\$ 597,263.24</u>	<u>\$ 1,962,762.49</u>	<u>\$ 1,370,625.87</u>	<u>\$ 3,930,651.60</u>

Yield information (as of 1/31/19):

First Bank - 0.0%

Colotrust Plus - 2.59%

**ROXBOROUGH VILLAGE METRO DISTRICT
Property Taxes Reconciliation
2018**

	Current Year							Prior Year			
	Property Taxes	Delinquent Taxes, Rebates and Abatements	Specific Ownership Taxes	Interest	Treasurer's Fees	Net Amount Received	% of Total Property Taxes Received		Total Cash Received	% of Total Property Taxes Received	
							Monthly	Y-T-D		Monthly	Y-T-D
January	\$ 80,970.58	\$ -	\$ 27,741.33	\$ -	\$ (1,214.56)	\$ 107,497.35	2.53%	2.53%	\$ 72,439.90	1.99%	1.99%
February	1,361,903.84	-	25,422.45	-	(20,428.59)	\$ 1,366,897.70	42.52%	45.05%	1,288,386.59	43.94%	45.93%
March	112,796.35	-	27,821.74	18.98	(1,692.24)	138,944.83	3.52%	48.57%	157,785.72	1.83%	47.76%
April	220,075.45	-	25,581.01	8.52	(3,301.27)	242,363.71	6.87%	55.44%	193,864.47	7.33%	55.09%
May	295,734.67	-	28,505.51	117.53	(4,437.85)	319,919.86	9.23%	64.67%	362,566.70	9.82%	64.91%
June	1,082,237.07	-	26,158.70	129.45	(16,235.49)	1,092,289.73	33.79%	98.46%	1,030,926.17	33.91%	98.82%
July	30,750.45	-	30,117.91	407.29	(467.38)	60,808.27	0.96%	99.42%	36,475.91	0.66%	99.48%
August	11,370.50	-	29,346.42	406.06	(176.65)	40,946.33	0.35%	99.78%	30,474.99	0.21%	99.70%
September	1,696.45	-	29,699.30	82.59	(26.69)	31,451.65	0.05%	99.83%	25,619.40	0.01%	99.71%
October	(8,354.25)	-	27,544.93	(652.63)	124.48	18,662.53	-0.26%	99.57%	14,748.13	0.04%	99.75%
November	(1,872.74)	-	28,371.61	(126.72)	24.48	26,396.63	-0.06%	99.51%	28,003.40	0.22%	99.97%
December	-	-	32,407.98	(236.10)	-	32,171.88	0.00%	99.51%	23,707.82	0.00%	99.97%
	\$ 3,187,308.37	\$ -	\$ 338,718.89	\$ 154.97	\$ (47,831.76)	\$ 3,478,350.47	99.51%	99.51%	\$ 3,264,999.20	99.97%	99.97%

Taxes Levied	% of Levied	Property Taxes Collected	% Collected to Amount Levied
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Chatfield Farms

Property Tax

General Fund	\$ 840,033	26.23%	\$ 835,919.47	99.51%
Debt Service Fund	2,362,960	73.77%	2,351,388.90	99.51%
	\$ 3,202,993	100.00%	\$ 3,187,308.37	99.51%

\$ 236,721.00
-
\$ 236,721.00

Specific Ownership Tax

General Fund	\$ 320,300	100.00%	\$ 338,718.89	105.75%
Debt Service Fund	-	0.00%	-	0.00%
	\$ 320,300	100.00%	\$ 338,718.89	105.75%

Treasurer's Fees

General Fund	\$ 12,610	26.23%	\$ 12,544.60	99.48%
Debt Service Fund	35,400	73.77%	35,287.16	99.68%
	\$ 48,010	100.00%	\$ 47,831.76	99.63%

\$ 3,671.80
-
\$ 3,671.80

Roxborough Village Metropolitan District
Cash Requirement Report - Detailed

All Dates

GL Account	Description	Gross Open Amount	Discount Available	Net Open Amount	Cash Required
ARK ARK Ecological Services, LLC					
Reference:	3359	Date:	11/30/18	Discount exp date:	
GL AP account:	102500	Due date:	11/30/18	Payment term:	
107592	Landscape weed control - ARK Ecological Services, LLC	<u>7,192.00</u>			
	Totals	7,192.00	0.00	7,192.00	7,192.00
	Totals for ARK Ecological Services, LLC	<u><u>7,192.00</u></u>	<u><u>0.00</u></u>	<u><u>7,192.00</u></u>	<u><u>7,192.00</u></u>
CLA CliftonLarsonAllen, LLP					
Reference:	1994964	Date:	12/31/18	Discount exp date:	
GL AP account:	102500	Due date:	12/31/18	Payment term:	
107440	District management - CliftonLarsonAllen, LLP	<u>9,639.36</u>			
	Totals	9,639.36	0.00	9,639.36	9,639.36
Reference:	2011754	Date:	01/31/19	Discount exp date:	
GL AP account:	102500	Due date:	01/31/19	Payment term:	
107440	District management - CliftonLarsonAllen, LLP	<u>11,059.09</u>			
	Totals	11,059.09	0.00	11,059.09	11,059.09
Reference:	2009235	Date:	01/31/19	Discount exp date:	
GL AP account:	102500	Due date:	01/31/19	Payment term:	
107000	Accounting - CliftonLarsonAllen, LLP	<u>2,476.00</u>			
	Totals	2,476.00	0.00	2,476.00	2,476.00
	Totals for CliftonLarsonAllen, LLP	<u><u>23,174.45</u></u>	<u><u>0.00</u></u>	<u><u>23,174.45</u></u>	<u><u>23,174.45</u></u>
FOLKESTAD Folkestad Fazekas Barrick & Patoile					
Reference:	27139	Date:	01/31/19	Discount exp date:	
GL AP account:	102500	Due date:	01/31/19	Payment term:	
107460	Legal services - Folkestad Fazekas Barrick & Patoile	<u>4,109.00</u>			
	Totals	4,109.00	0.00	4,109.00	4,109.00
	Totals for Folkestad Fazekas Barrick & Patoile	<u><u>4,109.00</u></u>	<u><u>0.00</u></u>	<u><u>4,109.00</u></u>	<u><u>4,109.00</u></u>
FOOTHILLS Foothills Park & Recreation District					
Reference:	SALES00000003256	Date:	01/31/19	Discount exp date:	
GL AP account:	102500	Due date:	01/31/19	Payment term:	
107600	Foothills Park and Recreation fees - Foothills Park & Recreation District	<u>1,332.99</u>			
	Totals	1,332.99	0.00	1,332.99	1,332.99
	Totals for Foothills Park & Recreation District	<u><u>1,332.99</u></u>	<u><u>0.00</u></u>	<u><u>1,332.99</u></u>	<u><u>1,332.99</u></u>
GEOLENS GEOLENS					
Reference:	580	Date:	01/31/19	Discount exp date:	
GL AP account:	102500	Due date:	01/31/19	Payment term:	
107480	Miscellaneous - GEOLENS	<u>156.00</u>			
	Totals	156.00	0.00	156.00	156.00
	Totals for GEOLENS	<u><u>156.00</u></u>	<u><u>0.00</u></u>	<u><u>156.00</u></u>	<u><u>156.00</u></u>
IREA IREA					

**Roxborough Village Metropolitan District
Cash Requirement Report - Detailed**

15

All Dates

GL Account	Description	Gross Open Amount	Discount Available	Net Open Amount	Cash Required
Reference:	21419100	Date:	01/31/18	Discount exp date:	
GL AP account:	102500	Due date:	01/31/18	Payment term:	
107701	Utilities - IREA	48.00			
	Totals	48.00	0.00	48.00	48.00
Reference:	23509300	Date:	01/31/18	Discount exp date:	
GL AP account:	102500	Due date:	01/31/18	Payment term:	
107701	Utilities - IREA	18.00			
	Totals	18.00	0.00	18.00	18.00
Reference:	26129901	Date:	12/24/18	Discount exp date:	
GL AP account:	102500	Due date:	12/24/18	Payment term:	
107701	Utilities - IREA	21.57			
	Totals	21.57	0.00	21.57	21.57
Reference:	21419100	Date:	12/31/18	Discount exp date:	
GL AP account:	102500	Due date:	12/31/18	Payment term:	
107701	Utilities - IREA	48.00			
	Totals	48.00	0.00	48.00	48.00
Reference:	23509300	Date:	12/31/18	Discount exp date:	
GL AP account:	102500	Due date:	12/31/18	Payment term:	
107701	Utilities - IREA	18.00			
	Totals	18.00	0.00	18.00	18.00
Reference:	25782000	Date:	01/15/19	Discount exp date:	
GL AP account:	102500	Due date:	01/15/19	Payment term:	
107701	Utilities - IREA	30.00			
	Totals	30.00	0.00	30.00	30.00
Reference:	85350300	Date:	01/15/19	Discount exp date:	
GL AP account:	102500	Due date:	01/15/19	Payment term:	
107701	Utilities - IREA	21.45			
	Totals	21.45	0.00	21.45	21.45
Reference:	21367302	Date:	01/16/19	Discount exp date:	
GL AP account:	102500	Due date:	01/16/19	Payment term:	
107701	Utilities - IREA	21.57			
	Totals	21.57	0.00	21.57	21.57
Reference:	25968000	Date:	01/16/19	Discount exp date:	
GL AP account:	102500	Due date:	01/16/19	Payment term:	
107701	Utilities - IREA	22.02			
	Totals	22.02	0.00	22.02	22.02
Reference:	85210100	Date:	01/16/19	Discount exp date:	
GL AP account:	102500	Due date:	01/16/19	Payment term:	
107701	Utilities - IREA	129.30			
	Totals	129.30	0.00	129.30	129.30
Reference:	85311000	Date:	01/16/19	Discount exp date:	
GL AP account:	102500	Due date:	01/16/19	Payment term:	
107701	Utilities - IREA	58.89			
	Totals	58.89	0.00	58.89	58.89
Reference:	85311102	Date:	01/22/19	Discount exp date:	
GL AP account:	102500	Due date:	01/22/19	Payment term:	

Roxborough Village Metropolitan District
Cash Requirement Report - Detailed

16

All Dates

GL Account	Description	Gross Open Amount	Discount Available	Net Open Amount	Cash Required
107701	Utilities - IREA	504.00			
	Totals	504.00	0.00	504.00	504.00
	Totals for IREA	<u>940.80</u>	<u>0.00</u>	<u>940.80</u>	<u>940.80</u>
LEONARDRICE	Leonard Rice Engineers, Inc.				
Reference:	12765	Date:	12/31/18	Discount exp date:	
GL AP account:	302500	Due date:	12/31/18	Payment term:	
307859	Water rights enhancements - Leonard Rice Engineers, Inc.	2,100.00			
	Totals	2,100.00	0.00	2,100.00	2,100.00
	Totals for Leonard Rice Engineers, Inc.	<u>2,100.00</u>	<u>0.00</u>	<u>2,100.00</u>	<u>2,100.00</u>
LIGHTINGMOB	Lighting Mobile, Inc.				
Reference:	80687	Date:	01/08/19	Discount exp date:	
GL AP account:	102500	Due date:	01/08/19	Payment term:	
107801	Graffiti removal/ vandalism - Lighting Mobile, Inc.	705.00			
	Totals	705.00	0.00	705.00	705.00
	Totals for Lighting Mobile, Inc.	<u>705.00</u>	<u>0.00</u>	<u>705.00</u>	<u>705.00</u>
METCO	METCO LANDSCAPE, INC.				
Reference:	SM163242	Date:	12/31/18	Discount exp date:	
GL AP account:	102500	Due date:	12/31/18	Payment term:	
107595	Landscape contract - METCO LANDSCAPE, INC.	12,771.33			
	Totals	12,771.33	0.00	12,771.33	12,771.33
Reference:	521283	Date:	01/01/19	Discount exp date:	
GL AP account:	102500	Due date:	01/01/19	Payment term:	
107596	Snow removal - METCO LANDSCAPE, INC.	1,440.00			
	Totals	1,440.00	0.00	1,440.00	1,440.00
Reference:	521543	Date:	01/11/19	Discount exp date:	
GL AP account:	102500	Due date:	01/11/19	Payment term:	
107596	Snow removal - METCO LANDSCAPE, INC.	1,120.00			
	Totals	1,120.00	0.00	1,120.00	1,120.00
Reference:	521597	Date:	01/12/19	Discount exp date:	
GL AP account:	102500	Due date:	01/12/19	Payment term:	
107596	Snow removal - METCO LANDSCAPE, INC.	960.00			
	Totals	960.00	0.00	960.00	960.00
Reference:	521634	Date:	01/13/19	Discount exp date:	
GL AP account:	102500	Due date:	01/13/19	Payment term:	
107596	Snow removal - METCO LANDSCAPE, INC.	960.00			
	Totals	960.00	0.00	960.00	960.00
Reference:	521635	Date:	01/14/19	Discount exp date:	
GL AP account:	102500	Due date:	01/14/19	Payment term:	
107596	Snow removal - METCO LANDSCAPE, INC.	640.00			
	Totals	640.00	0.00	640.00	640.00
Reference:	521648	Date:	01/15/19	Discount exp date:	

Roxborough Village Metropolitan District
Cash Requirement Report - Detailed

17

All Dates

GL Account	Description	Gross Open Amount	Discount Available	Net Open Amount	Cash Required
GL AP account: 107596	102500 Snow removal - METCO LANDSCAPE, INC.	Due date: 01/15/19 <u>240.00</u>		Payment term:	
	Totals	240.00	0.00	240.00	240.00
Reference: GL AP account: 107597	522501 102500 Tree maintenance - METCO LANDSCAPE, INC.	Date: 01/17/19 Due date: 01/17/19 <u>7,935.00</u>		Discount exp date: Payment term:	
	Totals	7,935.00	0.00	7,935.00	7,935.00
Reference: GL AP account: 107596	522238 102500 Snow removal - METCO LANDSCAPE, INC.	Date: 01/22/19 Due date: 01/22/19 <u>800.00</u>		Discount exp date: Payment term:	
	Totals	800.00	0.00	800.00	800.00
Reference: GL AP account: 107596	522239 102500 Snow removal - METCO LANDSCAPE, INC.	Date: 01/23/19 Due date: 01/23/19 <u>560.00</u>		Discount exp date: Payment term:	
	Totals	560.00	0.00	560.00	560.00
Reference: GL AP account: 107596	522565 102500 Snow removal - METCO LANDSCAPE, INC.	Date: 01/24/19 Due date: 01/24/19 <u>800.00</u>		Discount exp date: Payment term:	
	Totals	800.00	0.00	800.00	800.00
Reference: GL AP account: 107596	522609 102500 Snow removal - METCO LANDSCAPE, INC.	Date: 01/25/19 Due date: 01/25/19 <u>320.00</u>		Discount exp date: Payment term:	
	Totals	320.00	0.00	320.00	320.00
Reference: GL AP account: 107593	522500 102500 Landscape irrigation maintenance - METCO LANDSCAPE, INC.	Date: 01/27/19 Due date: 01/27/19 <u>450.00</u>		Discount exp date: Payment term:	
	Totals	450.00	0.00	450.00	450.00
Totals for METCO LANDSCAPE, INC.		<u>28,996.33</u>	<u>0.00</u>	<u>28,996.33</u>	<u>28,996.33</u>

ROXWATERSAN Roxborough Water & San District

Reference: GL AP account: 107702	7124611 102500 Nonpotable water purchase usage - Roxborough Water & San District	Date: 12/31/18 Due date: 12/31/18 <u>94.71</u>		Discount exp date: Payment term:	
	Totals	94.71	0.00	94.71	94.71
Reference: GL AP account: 107702	7122381 102500 Nonpotable water purchase usage - Roxborough Water & San District	Date: 12/31/18 Due date: 12/31/18 <u>99.89</u>		Discount exp date: Payment term:	
	Totals	99.89	0.00	99.89	99.89
Reference: GL AP account: 107702	7122027 102500 Nonpotable water purchase usage - Roxborough Water & San District	Date: 12/31/18 Due date: 12/31/18 <u>189.42</u>		Discount exp date: Payment term:	
	Totals	189.42	0.00	189.42	189.42
Reference: GL AP account:	7122162 102500	Date: 01/31/19 Due date: 01/31/19		Discount exp date: Payment term:	

Roxborough Village Metropolitan District
Cash Requirement Report - Detailed

18

All Dates

GL Account	Description	Gross Open Amount	Discount Available	Net Open Amount	Cash Required
107702	Nonpotable water purchase usage - Roxborough Water & San District	<u>746.50</u>			
	Totals	746.50	0.00	746.50	746.50
Reference:	7121316	Date:	01/31/19	Discount exp date:	
GL AP account:	102500	Due date:	01/31/19	Payment term:	
107702	Nonpotable water purchase usage - Roxborough Water & San District	<u>94.71</u>			
	Totals	94.71	0.00	94.71	94.71
Reference:	7122381	Date:	01/31/19	Discount exp date:	
GL AP account:	102500	Due date:	01/31/19	Payment term:	
107702	Nonpotable water purchase usage - Roxborough Water & San District	<u>99.89</u>			
	Totals	99.89	0.00	99.89	99.89
Reference:	7122027	Date:	01/31/19	Discount exp date:	
GL AP account:	102500	Due date:	01/31/19	Payment term:	
107702	Nonpotable water purchase usage - Roxborough Water & San District	<u>189.42</u>			
	Totals	189.42	0.00	189.42	189.42
Reference:	7124611	Date:	01/31/19	Discount exp date:	
GL AP account:	102500	Due date:	01/31/19	Payment term:	
107702	Nonpotable water purchase usage - Roxborough Water & San District	<u>94.71</u>			
	Totals	94.71	0.00	94.71	94.71
Totals for Roxborough Water & San District		<u>1,609.25</u>	<u>0.00</u>	<u>1,609.25</u>	<u>1,609.25</u>
SBPORTABOWL	S&B Porta Bowl Restrooms, Inc.				
Reference:	409412	Date:	01/09/19	Discount exp date:	
GL AP account:	102500	Due date:	01/09/19	Payment term:	
107599	Portable restrooms - S&B Porta Bowl Restrooms, Inc.	<u>108.00</u>			
	Totals	108.00	0.00	108.00	108.00
Reference:	409413	Date:	01/09/19	Discount exp date:	
GL AP account:	112500	Due date:	01/09/19	Payment term:	
117599	Portable restrooms - S&B Porta Bowl Restrooms, Inc.	<u>108.00</u>			
	Totals	108.00	0.00	108.00	108.00
Reference:	411207	Date:	02/07/19	Discount exp date:	
GL AP account:	102500	Due date:	02/07/19	Payment term:	
107599	Portable restrooms - S&B Porta Bowl Restrooms, Inc.	<u>108.00</u>			
	Totals	108.00	0.00	108.00	108.00
Reference:	411208	Date:	02/07/19	Discount exp date:	
GL AP account:	112500	Due date:	02/07/19	Payment term:	
107599	Portable restrooms - S&B Porta Bowl Restrooms, Inc.	<u>108.00</u>			
	Totals	108.00	0.00	108.00	108.00
Totals for S&B Porta Bowl Restrooms, Inc.		<u>432.00</u>	<u>0.00</u>	<u>432.00</u>	<u>432.00</u>
SDA	Special District Association				
Reference:	SDA 2019 Member	Date:	02/12/19	Discount exp date:	

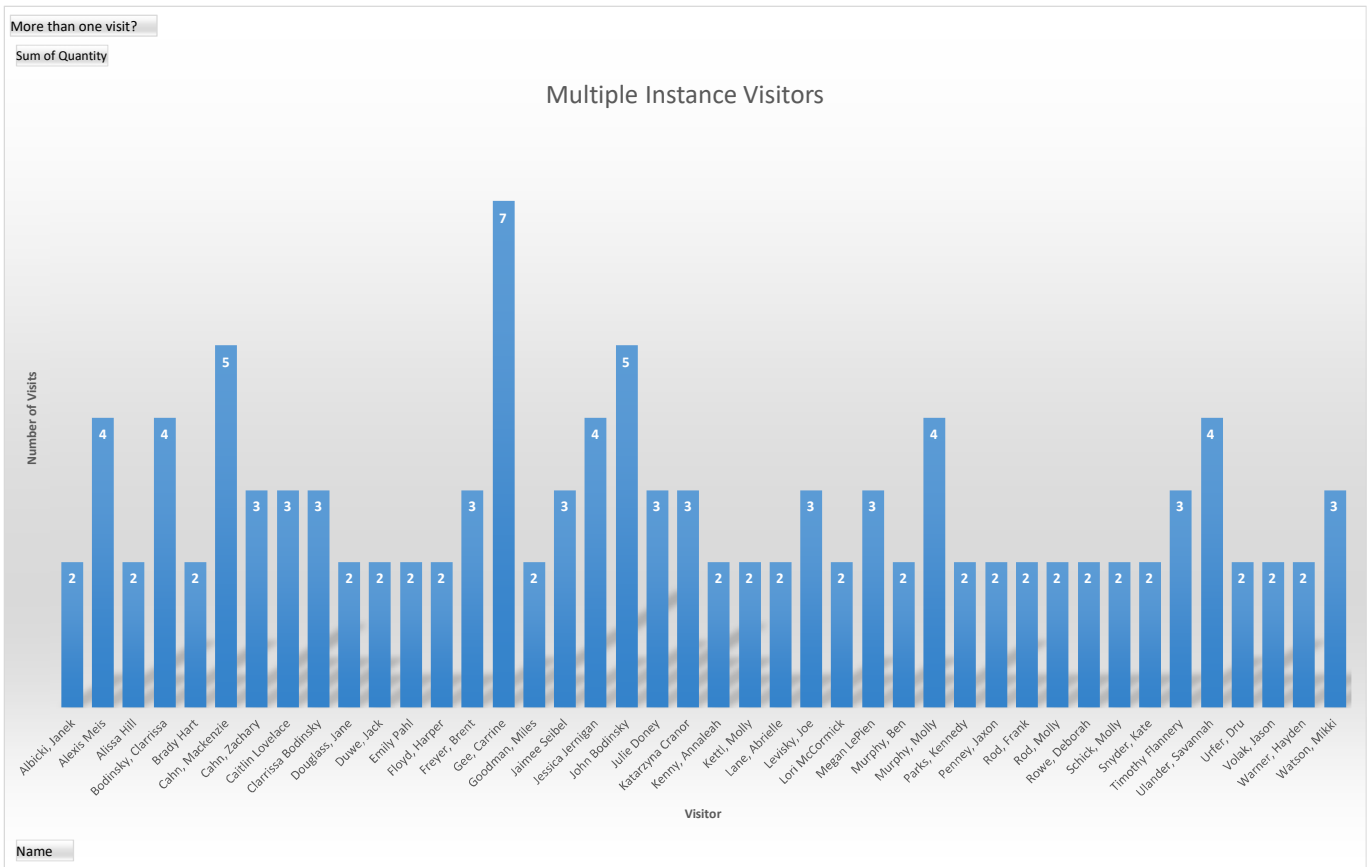
**Roxborough Village Metropolitan District
Cash Requirement Report - Detailed**

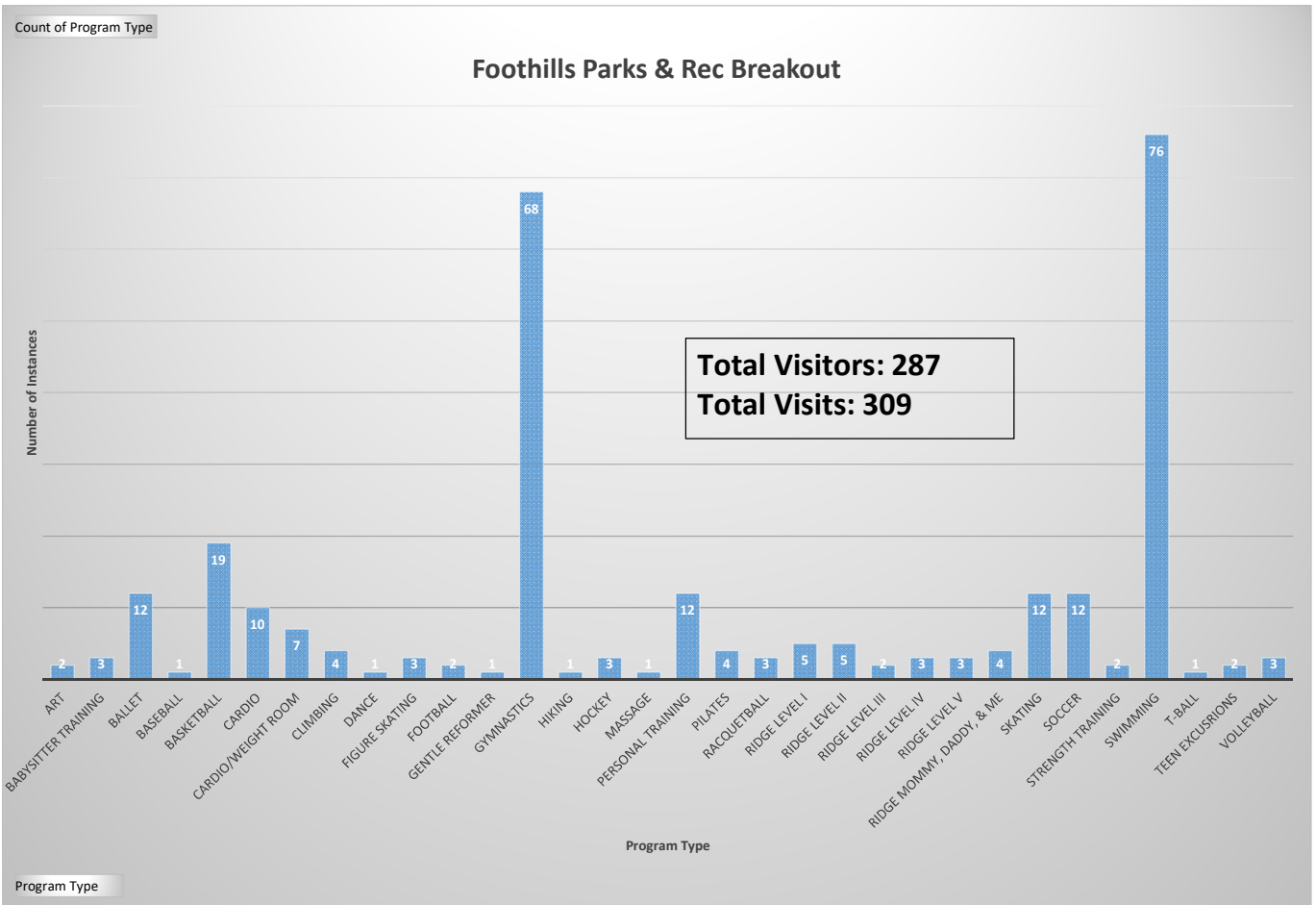
All Dates

GL Account	Description	Gross Open Amount	Discount Available	Net Open Amount	Cash Required
GL AP account:	102500				
107350	Dues and licenses - Special District Association	Due date: 02/12/19 <u>1,558.51</u>		Payment term:	
	Totals	1,558.51	0.00	1,558.51	1,558.51
	Totals for Special District Association	<u>1,558.51</u>	<u>0.00</u>	<u>1,558.51</u>	<u>1,558.51</u>
	Company Totals	<u>72,306.33</u>	<u>0.00</u>	<u>72,306.33</u>	<u>72,306.33</u>

More than one visit? Yes

Row Labels	Sum of Quantity	Row Labels	Count of Program Type
Albicki, Janek		2 Art	2
Alexis Meis		4 Babysitter Training	3
Alissa Hill		2 Ballet	12
Bodinsky, Clarrissa		4 Baseball	1
Brady Hart		2 Basketball	19
Cahn, Mackenzie		5 Cardio	10
Cahn, Zachary		3 Cardio/Weight Room	7
Caitlin Lovelace		3 Climbing	4
Clarrissa Bodinsky		3 Dance	1
Douglass, Jane		2 Figure Skating	3
Duwe, Jack		2 Football	2
Emily Pahl		2 Gentle Reformer	1
Floyd, Harper		2 Gymnastics	68
Freyer, Brent		3 Hiking	1
Gee, Carrine		7 Hockey	3
Goodman, Miles		2 Massage	1
Jaimee Seibel		3 Personal Training	12
Jessica Jernigan		4 Pilates	4
John Bodinsky		5 Racquetball	3
Julie Doney		3 Ridge Level I	5
Katarzyna Cranor		3 Ridge Level II	5
Kenny, Annaleah		2 Ridge Level III	2
Kettl, Molly		2 Ridge Level IV	3
Lane, Abrielle		2 Ridge Level V	3
Levisky, Joe		3 Ridge Mommy, Daddy, & N	4
Lori McCormick		2 Skating	12
Megan LePien		3 Soccer	12
Murphy, Ben		2 Strength Training	2
Murphy, Molly		4 Swimming	76
Parks, Kennedy		2 T-Ball	1
Penney, Jaxon		2 Teen Excursions	2
Rod, Frank		2 Volleyball	3
Rod, Molly		2 Grand Total	287
Rowe, Deborah		2	
Schick, Molly		2	
Snyder, Kate		2	
Timothy Flannery		3	
Ulander, Savannah		4	
Urfer, Dru		2	
Volak, Jason		2	
Warner, Hayden		2	
Watson, Mikki		3	
Grand Total	116		





From: [Jones, Anna](#)
To: [Suazo, Kathy](#)
Subject: FW: [External] Tennis
Date: Wednesday, January 30, 2019 12:55:03 PM

[For the feb. packet](#)

From: bmonhollen.tac <bmonhollen.tac@gmail.com>
Sent: Tuesday, January 29, 2019 5:07 PM
To: Jones, Anna <Anna.Jones@claconnect.com>
Subject: [External] Tennis

Good afternoon, Last winter our company, Tennis Academy of Colorado, reached out to the board about contracting with the district to provide tennis instruction on the park courts.

While it didn't work out last year we are hopeful we could meet with you to show you what we have put together.

This program will not cost the board any money.

Our programs are paid for by residents when they sign up for classes.

We are essentially a "plug and play" program. We provide programs, professional instruction and online registrations and payment portal.

It will be a great value add at no cost to the district.

Please let us know if you would like to meet with us to discuss our ideas.

Thanks,
Bruce Monhollen
Owner- Tennis Academy of Colorado
720-244-3899



Sent from my Verizon, Samsung Galaxy smartphone



Roxborough Village

Metropolitan District

— COLORADO —



ROXBOROUGH VILLAGE

Metropolitan District

— COLORADO —



ROXBOROUGH VILLAGE

Metropolitan District

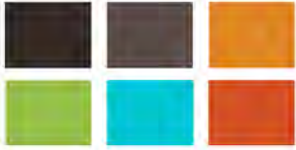
— COLORADO —



Roxborough Village Owners' Association, Inc.

Possible Brand Colors

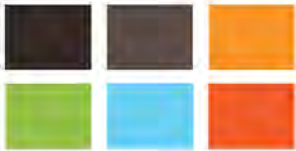
1



2



3



4



5



6



Roxborough Village Metropolitan District
Cash Requirement Report - Detailed

All Dates

GL Account	Description	Gross Open Amount	Discount Available	Net Open Amount	Cash Required
ARK ARK Ecological Services, LLC					
Reference:	3359	Date:	11/30/18	Discount exp date:	
GL AP account:	102500	Due date:	11/30/18	Payment term:	
107592	Landscape weed control - ARK Ecological Services, LLC	<u>7,192.00</u>			
	Totals	7,192.00	0.00	7,192.00	7,192.00
	Totals for ARK Ecological Services, LLC	<u><u>7,192.00</u></u>	<u><u>0.00</u></u>	<u><u>7,192.00</u></u>	<u><u>7,192.00</u></u>
CLA CliftonLarsonAllen, LLP					
Reference:	1994964	Date:	12/31/18	Discount exp date:	
GL AP account:	102500	Due date:	12/31/18	Payment term:	
107440	District management - CliftonLarsonAllen, LLP	<u>9,639.36</u>			
	Totals	9,639.36	0.00	9,639.36	9,639.36
Reference:	2009235	Date:	01/31/19	Discount exp date:	
GL AP account:	102500	Due date:	01/31/19	Payment term:	
107000	Accounting - CliftonLarsonAllen, LLP	<u>2,476.00</u>			
	Totals	2,476.00	0.00	2,476.00	2,476.00
Reference:	2011754	Date:	01/31/19	Discount exp date:	
GL AP account:	102500	Due date:	01/31/19	Payment term:	
107440	District management - CliftonLarsonAllen, LLP	<u>11,059.09</u>			
	Totals	11,059.09	0.00	11,059.09	11,059.09
	Totals for CliftonLarsonAllen, LLP	<u><u>23,174.45</u></u>	<u><u>0.00</u></u>	<u><u>23,174.45</u></u>	<u><u>23,174.45</u></u>
FOLKESTAD Folkestad Fazekas Barrick & Patoile					
Reference:	27139	Date:	01/31/19	Discount exp date:	
GL AP account:	102500	Due date:	01/31/19	Payment term:	
107460	Legal services - Folkestad Fazekas Barrick & Patoile	<u>4,109.00</u>			
	Totals	4,109.00	0.00	4,109.00	4,109.00
	Totals for Folkestad Fazekas Barrick & Patoile	<u><u>4,109.00</u></u>	<u><u>0.00</u></u>	<u><u>4,109.00</u></u>	<u><u>4,109.00</u></u>
FOOTHILLS Foothills Park & Recreation District					
Reference:	SALES00000003256	Date:	01/31/19	Discount exp date:	
GL AP account:	102500	Due date:	01/31/19	Payment term:	
107600	Foothills Park and Recreation fees - Foothills Park & Recreation District	<u>1,332.99</u>			
	Totals	1,332.99	0.00	1,332.99	1,332.99
	Totals for Foothills Park & Recreation District	<u><u>1,332.99</u></u>	<u><u>0.00</u></u>	<u><u>1,332.99</u></u>	<u><u>1,332.99</u></u>
IREA IREA					
Reference:	21419100	Date:	01/31/18	Discount exp date:	
GL AP account:	102500	Due date:	01/31/18	Payment term:	
107701	Utilities - IREA	<u>48.00</u>			
	Totals	48.00	0.00	48.00	48.00
Reference:	23509300	Date:	01/31/18	Discount exp date:	
GL AP account:	102500	Due date:	01/31/18	Payment term:	
107701	Utilities - IREA	<u>18.00</u>			

Roxborough Village Metropolitan District
Cash Requirement Report - Detailed

27

All Dates

GL Account	Description	Gross Open Amount	Discount Available	Net Open Amount	Cash Required
	Totals	18.00	0.00	18.00	18.00
Reference:	26129901	Date:	12/24/18	Discount exp date:	
GL AP account:	102500	Due date:	12/24/18	Payment term:	
107701	Utilities - IREA	<u>21.57</u>			
	Totals	21.57	0.00	21.57	21.57
Reference:	21419100	Date:	12/31/18	Discount exp date:	
GL AP account:	102500	Due date:	12/31/18	Payment term:	
107701	Utilities - IREA	<u>48.00</u>			
	Totals	48.00	0.00	48.00	48.00
Reference:	23509300	Date:	12/31/18	Discount exp date:	
GL AP account:	102500	Due date:	12/31/18	Payment term:	
107701	Utilities - IREA	<u>18.00</u>			
	Totals	18.00	0.00	18.00	18.00
Reference:	25782000	Date:	01/15/19	Discount exp date:	
GL AP account:	102500	Due date:	01/15/19	Payment term:	
107701	Utilities - IREA	<u>30.00</u>			
	Totals	30.00	0.00	30.00	30.00
Reference:	85350300	Date:	01/15/19	Discount exp date:	
GL AP account:	102500	Due date:	01/15/19	Payment term:	
107701	Utilities - IREA	<u>21.45</u>			
	Totals	21.45	0.00	21.45	21.45
Reference:	21367302	Date:	01/16/19	Discount exp date:	
GL AP account:	102500	Due date:	01/16/19	Payment term:	
107701	Utilities - IREA	<u>21.57</u>			
	Totals	21.57	0.00	21.57	21.57
Reference:	25968000	Date:	01/16/19	Discount exp date:	
GL AP account:	102500	Due date:	01/16/19	Payment term:	
107701	Utilities - IREA	<u>22.02</u>			
	Totals	22.02	0.00	22.02	22.02
Reference:	85210100	Date:	01/16/19	Discount exp date:	
GL AP account:	102500	Due date:	01/16/19	Payment term:	
107701	Utilities - IREA	<u>129.30</u>			
	Totals	129.30	0.00	129.30	129.30
Reference:	85311000	Date:	01/16/19	Discount exp date:	
GL AP account:	102500	Due date:	01/16/19	Payment term:	
107701	Utilities - IREA	<u>58.89</u>			
	Totals	58.89	0.00	58.89	58.89
Reference:	85311102	Date:	01/22/19	Discount exp date:	
GL AP account:	102500	Due date:	01/22/19	Payment term:	
107701	Utilities - IREA	<u>504.00</u>			
	Totals	504.00	0.00	504.00	504.00
Totals for IREA		<u>940.80</u>	<u>0.00</u>	<u>940.80</u>	<u>940.80</u>

LEONARDRICE Leonard Rice Engineers, Inc.

Reference: 12765 Date: 12/31/18 Discount exp date:
 GL AP account: 302500 Due date: 12/31/18 Payment term:

Roxborough Village Metropolitan District
Cash Requirement Report - Detailed

28

All Dates

GL Account	Description	Gross Open Amount	Discount Available	Net Open Amount	Cash Required
307859	Water rights enhancements - Leonard Rice Engineers, Inc.	<u>2,100.00</u>			
	Totals	2,100.00	0.00	2,100.00	2,100.00
	Totals for Leonard Rice Engineers, Inc.	<u><u>2,100.00</u></u>	<u><u>0.00</u></u>	<u><u>2,100.00</u></u>	<u><u>2,100.00</u></u>
LIGHTINGMOB	Lighting Mobile, Inc.				
Reference:	80687	Date:	01/08/19	Discount exp date:	
GL AP account:	102500	Due date:	01/08/19	Payment term:	
107801	Graffiti removal/ vandalism - Lighting Mobile, Inc.	<u>705.00</u>			
	Totals	705.00	0.00	705.00	705.00
	Totals for Lighting Mobile, Inc.	<u><u>705.00</u></u>	<u><u>0.00</u></u>	<u><u>705.00</u></u>	<u><u>705.00</u></u>
METCO	METCO LANDSCAPE, INC.				
Reference:	SM163242	Date:	12/31/18	Discount exp date:	
GL AP account:	102500	Due date:	12/31/18	Payment term:	
107595	Landscape contract - METCO LANDSCAPE, INC.	<u>12,771.33</u>			
	Totals	12,771.33	0.00	12,771.33	12,771.33
Reference:	521283	Date:	01/01/19	Discount exp date:	
GL AP account:	102500	Due date:	01/01/19	Payment term:	
107596	Snow removal - METCO LANDSCAPE, INC.	<u>1,440.00</u>			
	Totals	1,440.00	0.00	1,440.00	1,440.00
Reference:	521543	Date:	01/11/19	Discount exp date:	
GL AP account:	102500	Due date:	01/11/19	Payment term:	
107596	Snow removal - METCO LANDSCAPE, INC.	<u>1,120.00</u>			
	Totals	1,120.00	0.00	1,120.00	1,120.00
Reference:	521597	Date:	01/12/19	Discount exp date:	
GL AP account:	102500	Due date:	01/12/19	Payment term:	
107596	Snow removal - METCO LANDSCAPE, INC.	<u>960.00</u>			
	Totals	960.00	0.00	960.00	960.00
Reference:	521634	Date:	01/13/19	Discount exp date:	
GL AP account:	102500	Due date:	01/13/19	Payment term:	
107596	Snow removal - METCO LANDSCAPE, INC.	<u>960.00</u>			
	Totals	960.00	0.00	960.00	960.00
Reference:	521635	Date:	01/14/19	Discount exp date:	
GL AP account:	102500	Due date:	01/14/19	Payment term:	
107596	Snow removal - METCO LANDSCAPE, INC.	<u>640.00</u>			
	Totals	640.00	0.00	640.00	640.00
Reference:	521648	Date:	01/15/19	Discount exp date:	
GL AP account:	102500	Due date:	01/15/19	Payment term:	
107596	Snow removal - METCO LANDSCAPE, INC.	<u>240.00</u>			
	Totals	240.00	0.00	240.00	240.00
Reference:	522501	Date:	01/17/19	Discount exp date:	
GL AP account:	102500	Due date:	01/17/19	Payment term:	
107597	Tree maintenance - METCO LANDSCAPE, INC.	<u>7,935.00</u>			
	Totals	7,935.00	0.00	7,935.00	7,935.00

Roxborough Village Metropolitan District
Cash Requirement Report - Detailed

29

All Dates

GL Account	Description	Gross Open Amount	Discount Available	Net Open Amount	Cash Required
Reference: 522238		Date: 01/22/19		Discount exp date:	
GL AP account: 102500		Due date: 01/22/19		Payment term:	
107596	Snow removal - METCO LANDSCAPE, INC.	<u>800.00</u>			
	Totals	800.00	0.00	800.00	800.00
Reference: 522239		Date: 01/23/19		Discount exp date:	
GL AP account: 102500		Due date: 01/23/19		Payment term:	
107596	Snow removal - METCO LANDSCAPE, INC.	<u>560.00</u>			
	Totals	560.00	0.00	560.00	560.00
Reference: 522565		Date: 01/24/19		Discount exp date:	
GL AP account: 102500		Due date: 01/24/19		Payment term:	
107596	Snow removal - METCO LANDSCAPE, INC.	<u>800.00</u>			
	Totals	800.00	0.00	800.00	800.00
Reference: 522609		Date: 01/25/19		Discount exp date:	
GL AP account: 102500		Due date: 01/25/19		Payment term:	
107596	Snow removal - METCO LANDSCAPE, INC.	<u>320.00</u>			
	Totals	320.00	0.00	320.00	320.00
Reference: 522500		Date: 01/27/19		Discount exp date:	
GL AP account: 102500		Due date: 01/27/19		Payment term:	
107593	Landscape irrigation maintenance - METCO LANDSCAPE, INC.	<u>450.00</u>			
	Totals	450.00	0.00	450.00	450.00
Totals for METCO LANDSCAPE, INC.		<u><u>28,996.33</u></u>	<u>0.00</u>	<u><u>28,996.33</u></u>	<u><u>28,996.33</u></u>

ROXWATERSAN Roxborough Water & San District

Reference: 7124611		Date: 12/31/18		Discount exp date:	
GL AP account: 102500		Due date: 12/31/18		Payment term:	
107702	Nonpotable water purchase usage - Roxborough Water & San District	<u>94.71</u>			
	Totals	94.71	0.00	94.71	94.71
Reference: 7122381		Date: 12/31/18		Discount exp date:	
GL AP account: 102500		Due date: 12/31/18		Payment term:	
107702	Nonpotable water purchase usage - Roxborough Water & San District	<u>99.89</u>			
	Totals	99.89	0.00	99.89	99.89
Reference: 7122027		Date: 12/31/18		Discount exp date:	
GL AP account: 102500		Due date: 12/31/18		Payment term:	
107702	Nonpotable water purchase usage - Roxborough Water & San District	<u>189.42</u>			
	Totals	189.42	0.00	189.42	189.42
Reference: 7122162		Date: 01/31/19		Discount exp date:	
GL AP account: 102500		Due date: 01/31/19		Payment term:	
107702	Nonpotable water purchase usage - Roxborough Water & San District	<u>746.50</u>			
	Totals	746.50	0.00	746.50	746.50
Reference: 7121316		Date: 01/31/19		Discount exp date:	
GL AP account: 102500		Due date: 01/31/19		Payment term:	
107702	Nonpotable water purchase usage - Roxborough Water & San District	<u>94.71</u>			
	Totals	94.71	0.00	94.71	94.71

Roxborough Village Metropolitan District
Cash Requirement Report - Detailed

30

All Dates

GL Account	Description	Gross Open Amount	Discount Available	Net Open Amount	Cash Required
Reference:	7122381	Date:	01/31/19	Discount exp date:	
GL AP account:	102500	Due date:	01/31/19	Payment term:	
107702	Nonpotable water purchase usage - Roxborough Water & San District	<u>99.89</u>			
	Totals	99.89	0.00	99.89	99.89
Reference:	7122027	Date:	01/31/19	Discount exp date:	
GL AP account:	102500	Due date:	01/31/19	Payment term:	
107702	Nonpotable water purchase usage - Roxborough Water & San District	<u>189.42</u>			
	Totals	189.42	0.00	189.42	189.42
Reference:	7124611	Date:	01/31/19	Discount exp date:	
GL AP account:	102500	Due date:	01/31/19	Payment term:	
107702	Nonpotable water purchase usage - Roxborough Water & San District	<u>94.71</u>			
	Totals	94.71	0.00	94.71	94.71
Totals for Roxborough Water & San District		<u>1,609.25</u>	<u>0.00</u>	<u>1,609.25</u>	<u>1,609.25</u>
SBPORTABOWL S&B Porta Bowl Restrooms, Inc.					
Reference:	409412	Date:	01/09/19	Discount exp date:	
GL AP account:	102500	Due date:	01/09/19	Payment term:	
107599	Portable restrooms - S&B Porta Bowl Restrooms, Inc.	<u>108.00</u>			
	Totals	108.00	0.00	108.00	108.00
Reference:	409413	Date:	01/09/19	Discount exp date:	
GL AP account:	112500	Due date:	01/09/19	Payment term:	
117599	Portable restrooms - S&B Porta Bowl Restrooms, Inc.	<u>108.00</u>			
	Totals	108.00	0.00	108.00	108.00
Reference:	411207	Date:	02/07/19	Discount exp date:	
GL AP account:	102500	Due date:	02/07/19	Payment term:	
107599	Portable restrooms - S&B Porta Bowl Restrooms, Inc.	<u>108.00</u>			
	Totals	108.00	0.00	108.00	108.00
Reference:	411208	Date:	02/07/19	Discount exp date:	
GL AP account:	112500	Due date:	02/07/19	Payment term:	
107599	Portable restrooms - S&B Porta Bowl Restrooms, Inc.	<u>108.00</u>			
	Totals	108.00	0.00	108.00	108.00
Totals for S&B Porta Bowl Restrooms, Inc.		<u>432.00</u>	<u>0.00</u>	<u>432.00</u>	<u>432.00</u>
SDA Special District Association					
Reference:	SDA 2019 Member	Date:	02/12/19	Discount exp date:	
GL AP account:	102500	Due date:	02/12/19	Payment term:	
107350	Dues and licenses - Special District Association	<u>1,558.51</u>			
	Totals	1,558.51	0.00	1,558.51	1,558.51
Totals for Special District Association		<u>1,558.51</u>	<u>0.00</u>	<u>1,558.51</u>	<u>1,558.51</u>
xcel	XCEL Energy				

Roxborough Village Metropolitan District
Cash Requirement Report - Detailed

All Dates

GL Account	Description	Gross Open Amount	Discount Available	Net Open Amount	Cash Required
Reference:	ACH	Date:	10/31/18		
102500	Accounts payable - XCEL Energy	(37.42)			
	Totals	(37.42)	0.00	(37.42)	0.00
Reference:	ACH	Date:	11/30/18		
102500	Accounts payable - XCEL Energy	(19.34)			
	Totals	(19.34)	0.00	(19.34)	0.00
Reference:	ACH	Date:	12/31/18		
102500	Accounts payable - XCEL Energy	(19.46)			
	Totals	(19.46)	0.00	(19.46)	0.00
	Totals for XCEL Energy	<u>(76.22)</u>	<u>0.00</u>	<u>(76.22)</u>	<u>0.00</u>
	Company Totals	<u>72,074.11</u>	<u>0.00</u>	<u>72,074.11</u>	<u>72,150.33</u>



METCO LANDSCAPE, INC.

Monthly Maintenance Report for Roxborough Village Metropolitan District

Submitted by: **Bill Barr** Feb-19 Recipients: **Anna Jones, Public Manager**

REVIEW OF GANTTED OPERATIONS

Turf	ALLTURF IN DORMANT CONDITION DUE TO WINTERTIME
Shrub Beds	WINTER CONDITIONS
Trees	ALL TREES IN DORMANT WINTER CONDITION DID WANT TO BRING UP THAT EVERGREENS WERE LIMBED UP OFF FENCES AND ALSO LIMBED UP IN ALL SHRUB BEDS
Irrigation	WE ARE WORKING WITH MULHERNE TO MAP OUT LOCATIONS OF CONTROLLERS ALONG WITH A MAPPING OF LOCATIONS WHERE REPAIRS WERE MADE THIS PAST SEASON AND CREATE FUTURE PROCESSES OF MAPPING OF REPAIRS
Site Policing	WE CONTINUE TO POLICE AS WE PORTER FOR ALL TRASH CANS AND DOGGY STATIONS. WE ARE GOING THROUGH ALL KEY LOCKS ON DOGGY BAG DISPENSERS AND REPLACEING AS NECESSARY ON A T&M WE WILL GET A RUNNING TOTAL AND SUBMIT A PROPOSAL WE ARE WORKING ON REPAIRING TRASH CANS
Overall Site	EVERYTHING SEEMS TO BE LOOKING OK THROUGHOUT THE DISTRICT
Review of Operatons for Upcoming Month: <i>Schedule, Gantt, special Needs, Concerns, Areas of Focus</i>	WE HAVE A PROPOAL FOR WORKING ON A SMALL SEDIMENT BASIN TO CLEAN UP AND REGRADE CHANNEL TO PROMOTE POSITIVE DRAINAGE AND REDUCE PONDING THIS IS ALONG PATH AT PIPE OUTFALL IN THE OPEN SPACE

Total: **\$1,200.00**

NS OF *This proposal is valid for 60 days. After 60 days, pricing may need to be revised*

CONDITION

Extra Work Proposal 2/13/2019

CONTRACT SPECIFICATIONS & LIMITATIONS

All material is guaranteed to be as specified in

Unit Prices – The Base

Alternates / Time &

Scheduling – Landscape enhancement contracts

Watering and Maintenance

Seeding – Re-seeding or re-sodding of

GUARANT

Our guarantee is

All claims for

Plant Material Guarantee – Metco Landscaping guarantees

We will not guarantee plants damaged or

TERMS

Invoices will be sent after the contract work is completed,

CANCELL

This contract may be cancelled by either party with a 30-

DISPUTES

All disputes shall be

**PHOTOS
BARDIV**

Metco
Landscape,

SIGNAGE

By signing
this contract
you, the
Owner, are

UTILITIES/UNKNOWN OBSTRUCTIONS

reasonable
caution will
be taken to
prevent
damage to
existing
pavement,
septic tanks,
septic fields
and

OWNER'S RESPONSIBILITIES

Harmless -
To the fullest
extent
permitted by





Total: **\$5,700.00**

NS OF *This proposal is valid for 60 days. After 60 days, pricing may need to be revised*

CONDITION

Extra Work Proposal 2/12/2019

CONTRACT SPECIFICATIONS & LIMITATIONS

All material is guaranteed to be as specified in

Unit Prices – The Base

Alternates / Time &

Scheduling – Landscape enhancement contracts

Watering and Maintenance

Seeding – Re-seeding or re-sodding of

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septic fields
and

OWNER'S RESPONSIBILITIES

Harmless -
To the fullest
extent
permitted by









Extra Work Proposal**2/12/2019**Total: **\$5,000.00****CONDITIONS OF CONTRACT***THESE CONDITIONS ARE A PART OF YOUR CONTRACT.***CONTRACT SPECIFICATIONS & LIMITATIONS**

All material is guaranteed to be as specified in this contract; Metco Landscape, Inc. only uses premium quality materials. All work shall be completed using sound practices and in a workmanlike manner and shall conform to local building codes and regulations set forth by the town in which the work is being performed. Any alteration or deviation from specifications involving extra costs will be executed only upon written confirmation, and will become an extra charge over and above the base contract price. All agreements are contingent upon accidents, weather or delays beyond our control. Our workers are fully covered by Worker's Compensation Insurance.

Unit Prices – The Base Contract price, if any is set forth, is the only guaranteed price in this contract. Any change in materials or services under the original contract may result in a change to individual unit prices and/or the Contract price.

Alternates / Time & Materials – Any work specified as an Alternate or as Time and Material will be charged as an extra to this contract and will increase the Contract price.

Scheduling – Landscape enhancement contracts accepted after October will be completed during the Fall as long as weather permits. Any work not completed in the Fall will be completed the following Spring. Work will be invoiced as items have been completed. Landscape enhancement contracts that extend into June, July or August, and include seeding, may require a delay in completion until after September 1 when newly seeded lawns will readily germinate. Sodding can be performed at any time of year for an additional charge if not already specified in the contract.

Watering and Maintenance – Metco Landscape, Inc. will perform watering of all new and/or transplanted plant material each day we are on site for the duration of a landscape enhancement contract. Metco Landscape, Inc. is not responsible for watering or maintaining plant material after completion of a landscape enhancement contract unless expressly stated in writing.

Seeding – Re-seeding or re-sodding of new grass areas may be required due to insects, diseases, mechanical damage, neglect, under watering, over watering, heavy rainfall, weather or animals. In addition, seeding that is not performed between April 1 – May 15 or September 1 – October 15 will typically require follow-up re-seeding. All such re-seeding, re-sodding, and/or re-establishment of soil is not included in the contract work, unless otherwise stated in writing, and will be charged as an extra to this contract.

GUARANTEES

Our guarantee is expressly conditioned upon on-time payment of invoices. This guarantee is void if payment in full has not been received within 30 days from the invoice date.

All claims for loss must be reported in writing within the one (1) year guarantee period.

Plant Material Guarantee – Metco Landscaping guarantees to replace any tree or shrub, which we purchase and plant, that dies from natural causes within a period of one year from the date of planting, provided that the Owner has fully complied with all of the terms of this contract. This guarantee is not transferable. Plant material not covered in this guarantee includes, but is not limited to, herbaceous material such as: annual flowers, bulbs, roses, perennials, groundcovers and turf or wildflower seed germination. However, for a fee equal to 8% of the cost of the herbaceous plant materials, Metco Landscaping will guarantee all herbaceous items, with the exception of annual flowers and bulbs, for one year from installation as long as the Owner has made a good faith effort to keep the plant material properly watered and cared for.

We will not guarantee plants damaged or killed by insects, mechanical damage, neglect, under watering, over watering, severe seasonal conditions, natural disasters, disease or animal damage. Plants installed in pots, planter boxes or containers are not guaranteed. Transplanted material is not guaranteed. Metco Landscape, Inc. will satisfy its responsibility under the guarantee by furnishing and installing replacement plant material of equal type and size that was originally planted. The replacement material shall be warranted for the remainder of the original guarantee period.

TERMS OF PAYMENT/SUSPENSION OF WORK

Invoices will be sent after the contract work is completed, or progress billings will be issued during or at the end of each month through contract completion. Accounts remaining unpaid 30 days past the invoice date will lose the plant guarantee and will be charged interest at a rate of 1.5% per month on the unpaid balance. Accounts remaining unpaid 60 days past the invoice date may result in Metco Landscaping's election to suspend work on the project. Contractor shall recover all expenses incurred in enforcing this agreement, including all collection agency charges, lein fees, court cost, attorney fees, and all expenses incurred in collecting on any judgement.

CANCELLATION

This contract may be cancelled by either party with a 30-day written notice should either party fail substantially to perform in accordance with the terms of the contract through no fault of the other. The notified party shall be provided an opportunity to explain and rectify the circumstances. In the event of termination, Metco Landscape, Inc. shall be compensated fully for all services performed and expenses incurred up to the date of termination. In the event of early termination of this contract, the amount paid to date will be compared to the amount that would have been charged on a time and material basis and the difference in this comparison will result in a final payment due or a refund issued.

DISPUTES

All disputes shall be settled by binding arbitration pursuant to the commercial arbitration rules of the American Arbitration Association.

PHOTOGRAPHY

Metco Landscape, Inc. may take photographs of the property for use in promotional advertising, training, and educational classes unless the Owner communicates in writing that this is not acceptable.

SIGNAGE

By signing this contract you, the Owner, are granting Metco Landscape, Inc. permission to install a temporary site sign on your property while our work is being performed. Upon completion of our work, we will remove the site sign or ask for permission to have it remain for an agreed to amount of time. If you do not wish to grant Metco Landscape, Inc. permission to install a temporary site sign on your property, please initial here. _____.

UTILITIES/UNKNOWN OBSTRUCTIONS

All reasonable caution will be taken to prevent damage to existing pavement, septic tanks, septic fields and underground utility lines. Underground gas, phone, and electric utilities will be marked by a representative from the utility companies, at the request of Metco Landscape, Inc., prior to any machine excavation. However, Metco Landscape, Inc. will not be held responsible for the accuracy of any utility line marking done by the utility companies.

It is the Owner's responsibility to conspicuously mark and advise Metco Landscape, Inc. of the location of any other underground utilities including: drainage pipes, plumbing, irrigation, propane lines, electric dog fence, cable TV, lighting, etc. Any delays in crew time and/or costs involved in repairing unmarked systems are the responsibility of the Owner.

The cost of removing or circumventing concealed and/or undisclosed obstructions which prevent installation of the site improvements according to plan shall be charged as an extra to this contract. Examples of such obstructions include ledge rock, very large boulders, buried foundations, buried stumps, septic tanks, driveways/pavement, uncharted utilities, unsuitable soil, etc.

OWNER'S RESPONSIBILITIES

Hold Harmless - To the fullest extent permitted by law, the Owner will hold harmless Metco Landscape, Inc. and its officers, representatives, partners and employees from and against any and all claims, suits, liens, judgments, damages, losses and expenses, including legal fees and court costs and liability arising in whole or in part and in any manner from injury and/or death of a person, or damage to or loss of any property resulting from the acts, omissions, breach or default of the Owner, except those caused by the negligence of Metco Landscape, Inc..

The Following Are Post Packet Items:

Items That Were
Distributed At The Meeting
And Not In
The Original Packet

**Roxborough Village Metropolitan District
8390 E Crescent Parkway, Suite 300
Greenwood Village, CO 80111**

DATE: February 12, 2019

TO: Roxborough Village MD Board of Directors

FROM: Anna Jones, District Manager, and Pat Shannon, Assistant District Manager

RE: Roxborough Village Master Plan RFP Proposal Comparisons

The District received responses to RVMD Master Plan RFP from Livable Cities Studio, Stantec and Matrix Design Group. The RFP was sent to WSP, AECOM, MIG, PUMA and Black & Co with no response.

Below is a summary of management's review of the three proposals received:

	Livable Cities Studios	Stantec	Matrix
Understanding of Community	Demonstrated a strong understanding of Roxborough, cited specific community attributes, opportunities and challenges	Good observations about community, walked community and spoke with residents	Limited approach
Strength of Scope	Detailed project plan, Creative approach, immediate solutions offered	Detailed project plan, Somewhat creative approach	Focused on details not big picture
Community Outreach Plan	Comprehensive outreach strategy with technology and event suggestions offered in proposal; use virtual reality technology	Good outreach strategy	Suggested a variety of approaches
Project Timeline	Provided detailed 9 month schedule	6 month process	Short overall process- 3 months
Comparable Projects	Strong Comparables – Highline Canal, Sun Valley, others	Comparables good, municipal experience	Provided good comp's.
Financing Plan	Subcontract to ArLand Land Use Economics (CLA has worked with Arland in the past)	In-house public finance	Not Specified
Proposed Budget	\$124K - Provided detailed budget	\$124K - Provided detailed budget	\$99K (Did not provide comprehensive budget)

Confidential and Proprietary Information is Contained Within and Should Not be Shared

COST ESTIMATE & BUDGET PROPOSAL

ROXBOROUGH VILLAGE METROPOLITAN DISTRICT WATER RESOURCE MANAGEMENT RECOMMENDATIONS:

**PARK POND
IRRIGATION PONDS #1 AND #2
SEVEN ACRE LAKE**



FEBRUARY 1, 2019

PREPARED BY:

AQUA SIERRA, INC.
FISHERY AND WATER QUALITY CONSULTANTS
9094 US HWY 285
MORRISON, CO 80465



AQUA SIERRA INC.

Aqua Sierra, Inc. (ASI) was established in 1989 and has embraced the role as the industry leader in fisheries and water quality management. As a full-service design/build firm staffed by biologists, we are committed to resource specific solutions rooted in science. We strive to manage the physical, chemical, and biological elements to create healthy and sustainable aquatic systems.

Based on expected conditions, Aqua Sierra, Inc. (ASI) proposes aquatic resource management to begin approximately late April to early May and extend through late September to early October each year for the Roxborough Village Metro District (RVMD) ponds. This time frame is the primary growing season for algae and vegetation in Colorado and when water quality commonly fluctuates due to seasonal runoff. Variability in timing for management is due to temperature swings often seen in this arid environment both in the spring and fall. A table at the conclusion of this proposal outlines the cost associated with each suggested management strategy and is based on five active management months (May – September). Please note that the information contained in the table is confidential and proprietary. A combination of strategies should be implemented to gain the greatest results.

Management Strategy 1: *Water Monitoring*

ASI suggests conducting water quality analyses at minimum twice per year from the ponds, once in the spring and again in the fall (a total of 8 samples). This information will allow us to gain a better understanding of the water quality and potential external influences during two specific seasons. Additional sampling can be implemented on a more regular basis if concerns are identified and can be justified necessary for management. Water quality analyses provide data on the chemical characteristics of each pond and are an invaluable tool in making informed aquatic resource management decisions.

Good water quality truly is the key to successful pond and lake management. Almost all problems common in pond management - excess weeds, poor water clarity, offensive odors, rapid sludge accumulation, fish kills – can be traced to water quality and are a symptom to an underlying problem. Because of the tremendous effect of water quality on aesthetics and fish health, proactively managing it should be a primary concern. Laboratory assessments provide a snapshot of nutrients, metals and buffering parameters that impact ecosystem health. A yearend water quality report is also included detailing the success of the current management plan in place and providing additional management strategies that may be for needed for enhancing aesthetics and improving the overall health of the resource(s).

Management Strategy 2: *Bioaugmentation*

ASI recommends bioaugmentation for all four ponds to accelerate the consumption of nutrients and proactively manage water quality and aquatic vegetation growth. Bioaugmentation is an effective natural solution to avoid dependency on reactive chemical management.

Beneficial Bacterial and Probiotic Benefits:

- Establishes and maintains healthy bacterial cultures
- Clarifies the water column
- Consumes nutrients such as nitrogen and phosphate
- Lowers ammonia concentrations
- Reduces odors
- Shift towards biological food web
- Enhances the digestion of organic debris and muck
- Reduces chemical dependency
- Balances lake and keeps fish healthy



Image 1: Aqua Sierra Inc. Beneficial Bacterial Products

Management Strategy 3: *Fish Stocking*

From initial onsite observations, Grass Carp introductions are recommended for the Park Pond and Irrigation Pond #2. The suitability of Grass Carp in the other ponds will be assessed as the growing season progresses. Grass Carp are strict herbivores that do not compete with any other fish for food or habitat and are known to eat their body weight in vegetation every other day until they reach maturity. ASI provides customized fish stocking recommendations based on resource size, location, vegetation present and density, as well as the primary use of the pond. When stocked at the proper density and size, these fish can significantly help manage aquatic vegetation growth.

Management Strategy 4: *Aeration*

ASI has been designing and building custom aeration systems since 1989 and is an industry leader in optimized bottom-diffused aeration. Increased oxygen levels in the water column improve water quality, water clarity, and overall aesthetics. Aeration eliminates stratification by breaking up thermal layers and increases dissolved oxygen concentrations. Phosphorus availability is reduced under high oxygen conditions due to phosphorus inactivation and precipitation to lake sediments. High dissolved oxygen levels throughout the water column allows ammonia to be rapidly denitrified by bacteria into nitrate thereby limiting concentration of toxic unionized ammonia. Optimal dissolved oxygen concentrations prevent eutrophic conditions and retard the lake aging process. Additionally, the disruption and mixing of the water column has been proven to be an effective management tool for blue-green algal species such as those observed in Irrigation Pond #1 and used to eliminate poor odors as observed from community members in Seven Acre Lake.

Although all bodies of water benefit from aeration as they begin to age, Irrigation Pond #2 and Seven Acre Lake should be prioritized based on their physical characteristics and general symptoms. Also, after review, there is an opportunity for a cost savings if an aeration system is combined for Irrigation Ponds 1 and 2. Due to location, these two ponds can possibly share an equipment shelter and compressor(s). Since each aeration system designed by ASI biologists is customized to the needs of the resource, basic equipment can be installed with components added on as budget allows for greater long-term results.

Aquatic Weed and Algae Chemical Management (only as needed)

In addition to the proactive management strategies above, chemical treatments with approved herbicides and algaecides can be valuable for control if excessive vegetation or algae growth becomes unsightly, unsafe for the community, or hinders irrigation system function. It is important to formulate a management approach tailored to reach the desired goals. Chemical management is a useful tool to treat algae and vegetation quickly but results can be temporary. Care must be taken to minimize disturbance to the delicate balance between nutrients and vegetation growth. ASI is a commercial chemical applicator, licensed with the Colorado Department of Agriculture, and is fully insured to apply pesticides. If necessary and appropriate, chemical management services to treat ponds will be provided during the duration of any contract upon approval. Please note that if ASI is selected to manage the RVMD ponds, on-site assistance in monitoring conditions is highly encouraged especially if the resources require additional treatment outside of regularly scheduled visits during the season.

Stream Restoration and Enhancement

Heavy erosion within the drainage upstream from the Irrigation ponds was observed during the initial site assessment and appeared to be an issue of concern for community members. The instability of the drainage is causing excessive sedimentation and significant riparian damage leading to the ponds which further compounds the problem. A long-term plan for stabilization of these areas should be a central tenet of a master plan for RVMD. ASI is experienced in watershed stabilization from a biological perspective and serves as valuable team member in projects such as these that require cooperation between Metro Districts, civil engineers, biologists, and excavators. We will be an integral part of the process towards achieving this long-term goal under RVMD's direction; however, it is not included within this proposal due to the scope of work involved at this time.

Confidential and Proprietary Information is Contained Within and Should Not be Shared

Management Program Summary and Cost Estimate

Resource	Monthly Visits ¹ (May-September)	Water Quality Monitoring ⁵ (2 samples per pond)	Bacterial Augmentation ⁶ (pellets)	Bacterial Augmentation (liquid)	Fish Stocking ² (Grass Carp)	Aeration ³	Algaecides/ Herbicides ⁴
Park Pond (~0.8SA)	\$2,625.00 Incl. Mobilization	\$1,000.00	\$375.00	\$850.00	\$600.00	---	---
Irrigation #1 (~2.8SA)	\$675.00	\$800.00	\$1,125.00	---	---	\$23,000- \$28,000	---
Irrigation #2 (~2.0SA)	\$675.00	\$800.00	\$750.00	---	\$1,300.00	---	---
Seven Acre Lake (~7.0SA)	\$1,350.00	\$800.00	\$2,250.00	\$3,000.00	---	\$50,000- \$60,000	---

¹ Mobilization fees for a biologist and technician are included for the first pond only. However, mobilization fees may apply for additional visits as well as time and materials.

² Delivery fees are included and have been discounted for multiple ponds; however, pricing may change if both ponds are not stocked at the same time.

³ Aeration estimates do *not* include electrical service, trenching and backfill, or equipment housing. An equipment shelter bid can be provided upon request. The systems were designed at approximately two turnovers per day based on a 14-hour runtime schedule.

⁴ ASI is not familiar enough with the ponds or community expectations to bid chemical products at this time. Any work inside this program will be billed on a time and material basis. Mobilization fees will not apply if the service is completed during a regularly scheduled visit.

⁵ First water quality sample is \$525, the second water quality sample is \$475, and each subsequent water quality sample is \$400. One report will be provided at year end. Discounts have been applied.

⁶ Quantity and Metro District discounts have been applied to bacterial pellets. Pricing may vary if all four ponds are not selected for treatment.

• **Total Cost Estimate to Implement the 2019 ASI Biological Augmentation Program for All Four Waterbodies within RVMD is \$18,975.00.**

This price includes monthly visits May through September, stocking of grass carp in two ponds, water quality monitoring, spring and fall, in all four ponds, and monthly bacterial products. Once the RVMD board selects community priorities based on this information, a more accurate proposal will be provided. Aeration and chemical applications (i.e. product, additional labor) are not included in this price.

Priorities Assessed by ASI for 2019 Season Include:

- Water Quality Monitoring
- Grass Carp Stocking for Irrigation Pond #2 and Park Pond
- Bacterial Program and Future Aeration in Seven Acre Lake
- Aeration in Irrigation Pond #1

February 18, 2019

Mr. Thomas, AICP, Chief Planner
Douglas County Department of Community Development
100 Third Street
Castle Rock, Colorado 80104
bthomas@douglas.co.us

Re: Project Name: Sterling Ranch Final Plat Application Filing No. 3A
Project File #: SB2018-078

Dear Mr. Thomas:

The development of Sterling Ranch Filing 3A is immediately adjacent to our community, and we would like to see the new development be a positive addition to the Roxborough Community. However, we have serious concerns regarding traffic impacting current travel into/out of Roxborough, inadequate road capacity to quickly evacuate in an emergency, the safety of Waterton Road, the high density of proposed housing, minimal parks, the proposed recreation center being unable to meet the needs of residents, obnoxious street lighting, and the long-term sustainability of water.

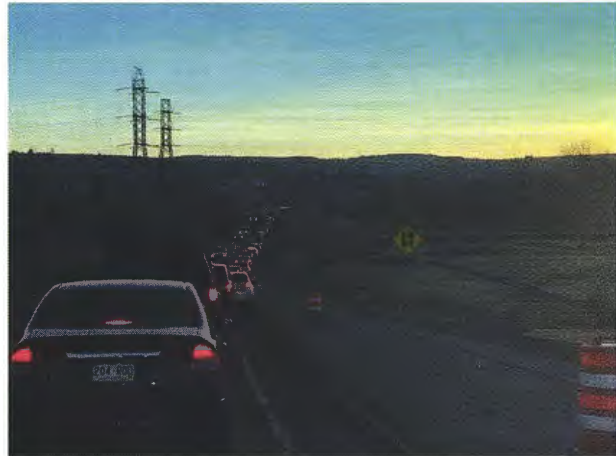
Traffic

The "Preliminary Plan 3 Traffic Impact Study Analysis" was updated on October 29, 2018. It provides information that clearly shows traffic is routinely delayed during the morning commute:

"Titan Road & Roxborough Park Road: The Titan Road approaches operate at LOS A in both peak periods. The southbound approach is calculated to operate at LOS F in the AM and PM peak hours given the high volume on Titan Road and difficulty for turning volumes to get onto Titan Road." (page 10)

"Titan Parkway at US 85 NB Ramps (East): Although the Synchro traffic model indicates that this intersection operates at LOS C in the AM peak hour, it was observed that the eastbound queue can reach back to Eagle River Road (about one mile) during the busiest signal cycles of the AM peak hour." (page 11).

A current and persistent back-up of cars that extends “about one mile” shows that traffic modeling is not giving an accurate picture of the traffic. The photo at right shows a typical morning back-up. Significant roadway improvements need to be in place **PRIOR** to approval of additional houses in Sterling Ranch.



Further, the intersection at US 85 and Titan Parkway is not currently meeting the needs of the existing residents. Page 17 of the “Preliminary Plan 3 Traffic Impact Analysis” states:

*“US 85 SB Ramps (West) & Titan Parkway: The overall intersection and southbound (off-ramp) **right-turn movement is calculated to operate at LOS F in the AM and PM peak hour.** The excessive calculated delay for this movement is due to the heavy southbound right-turn volume.”*

Additionally, the suggested mitigation:

“Installation of a signal at the west ramp intersection would also have a negative impact on eastbound traffic, particularly in the AM where eastbound volumes are highest.”

When the suggested mitigation for traffic delays for those returning to Roxborough will create significant impact or delay to the eastbound Titan Parkway traffic that is leaving Roxborough, you have a counterproductive and unresolved traffic problem. The “Preliminary Plan 3 Traffic Impact Analysis” projects, on page 48:

“the projected total volume on Titan Road adjacent to Sterling Ranch with full development of the Preliminary Plan 3 (without Waterton Road connection) is anticipated to reach approximately 34,000 vpd (west of Moore Road) and up to 22,200 vpd (east of Roxborough Park Road).”

The County should mandate both a construction plan for new roads, with clear deadlines for new roads to open, and that the intersection at US 85 and Titan Parkway be improved to six lanes, prior to occupancy of new houses in Sterling Ranch Filing 3A. Our current roads **cannot** handle the additional traffic associated with Filing 3A. With the current construction of Filing 1 and 4, our roads are already seeing severe congestion, and Filing 3A will only worsen these conditions.

While the updated traffic study gives a more realistic view of the delays impacting residents at US 85, it neglects to update the current conditions along Titan Road. Page 7 of the “Preliminary Plan 3 Traffic Impact Study Analysis” describe the existing traffic conditions of Titan Road:

“W. Titan Road is a two-lane minor arterial extending west from Titan Parkway to N. Rampart Range Road. Combined with Titan Parkway, this roadway provides east-west access through the Chatfield basin area with direct access to existing commercial, residential, agricultural, and public uses. The posted speed limit on Titan Road is 50 mph in the site vicinity with reductions currently in place for construction adjacent to Sterling Ranch Filing No. 1.”

Significant modifications have been initiated by the developer to accommodate their new homes. Permanent speed limit signs installed along Titan Road list speeds of 30 mph, 35 mph, and 40 mph and extend along 1 mile of Titan Road that borders the Sterling Ranch development.



It is also important to include the impacts of the new roundabout on Titan Road at Eagle River Road (Avenue C). The table on page 47 shows “Intersection Level of Service Summary (roundabout)” as calculated using RODEL software to project the capacity in year 2022 with or without Waterton Road extension. It is shocking that there is no current analysis of the capacity

or delays caused at Titan Road and Eagle River Road at the roundabout installed to accommodate entry and exit into the Sterling Ranch development. Prior to development, the speed limit at the roundabout site was 50 mph. However, the roundabout now has a yield sign requiring that all cars entering the roundabout be prepared to come to a complete stop. **A current traffic analysis of the reduced speeds on Titan Road and the additional roundabout should be required.**

Also, the roundabout at the Titan Road and Eagle River Road intersection is **NOT** sized appropriately for the amount and type of traffic using it. Since Titan Road is a major access road for Chatfield State Park, campers regularly use the roundabout to access the southern entrance of the park. Due to the roundabout's narrow radius, it is extremely difficult for trucks with trailers, campers, or RVs to navigate this roundabout without using both lanes. Additionally, all of the large construction trucks are unable to correctly navigate the circle and are forced to put their hazards on, prior to entering the roundabout, and use both lanes. There has been an uptick in accidents associated with the new roundabout, and we are concerned that the accidents will only continue due to the roundabout being undersized. We are very concerned that there are future plans for a second roundabout at the intersection of Titan Road and Roxborough Park Road, and we are worried that this roundabout will also not be sized appropriately. During 2018 there were 16 reported car accidents along Titan Road (from the west, where it begins at the curve, to the east where it dead ends at US 85) compared to only 10 during 2017, when no roundabout was present.

At this point, significant concerns about the accuracy of the traffic study submitted by Sterling Ranch indicate that the County may need to perform additional analysis to develop a comprehensive and accurate understanding of the traffic needs. The County should also use the Douglas County 2030 Transportation Plan to make sure that roadway infrastructure is properly planned and implemented. Page D-11 of the 2030 Transportation Plan identifies that Sterling Ranch development "impacts are most evident on the entry and exit roadways of Waterton Rd on the west and Titan Rd on the east as it approaches US 85/Sante Fe." Additionally, the 2030 Transportation Plan identifies "access to the proposed development will be via Titan Road east to US 85, Waterton Road west into Jefferson County, and a future southerly connector road between the proposed development and US 85." It is critical that the county implement improvements prior to the population influx. The 2030 Transportation Plan recommended Waterton Road be widened from two to four lanes, with new bridges over the Platte River, Titan Road be widened from two to four lanes, and a new southern connector be built to provide access to US 85. We are aware of the intergovernmental agreement between the Sterling Ranch Community Authority Board and Douglas County to expedite the Waterton road extension, however we are very concerned about the timing of this road construction in relation to the construction of the new homes in Filing 3A.

The traffic mitigations provided thus far have not alleviated the congestion associated with the development, and we are concerned that the added homes associated with Filing 3A will only exacerbate the traffic congestion problems we are currently experiencing. **We feel that the Waterton Road extension should be complete and connected to Moore Road PRIOR to any construction on Filing 3A. The construction of the Waterton Road extension should not coincide with the construction of Filing 3A.**

Safety

The ability to safely evacuate the residents of Roxborough in the event of a natural disaster, such as a wildfire, requires adequate roads and road capacity. With the proposed addition of Sterling Ranch Filing 3A and the reduced road capacity of Titan Road (due to traffic signals, roundabouts, and lowered speed limits), it is critical to ensure that Roxborough roads have adequate capacity in the event of an emergency evacuation.

The Camp Fire in Paradise, California, in November, 2018, should serve as a warning to Douglas County. The massive fire fueled by dry weather and high winds through canyons sounds eerily similar to Roxborough. The critical issue was the inability to evacuate residents in a timely manner while simultaneously inserting firefighting resources. Tragically, 85 people perished in the wildfire due to the inability to evacuate. At the final count more than 13,900 homes, 500 businesses, and 4,200 other buildings were destroyed.

Currently, Roxborough has only Wadsworth Boulevard and Titan Road to exit our unique location backing to Waterton Canyon and National Forest land. The Douglas County Comprehensive Master Plan 2035 specifies: "Timing of development should be concurrent with capital improvement plans . . ." in Policy 2-15A.1. Also, Policy 2-15B.5 says: "Encourage the construction of adequate roads, connectivity to adjacent neighborhoods, and emergency service access." During the Sterling Ranch Filing 3A Preliminary Plan public hearing, there was discussion amongst the County Commissioners and Matt Williams, with Douglas County Engineering, regarding an emergency egress road south of Roxborough Park. This road has not been maintained for quite some time, and, due to its location in a heavily wooded area with trees and scrub brush, it should not be considered a viable option for evacuation purposes. If the mountain is on fire, most likely the fire will be in close proximity to this egress road, and it will not be an evacuation option.

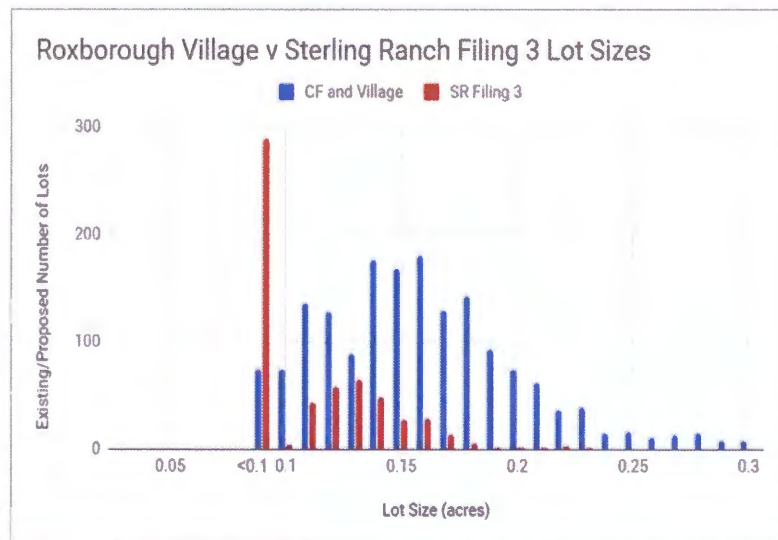
It is a dire need for the Roxborough area to have new roads and exits built prior to new housing units so that the infrastructure is in place to support emergency evacuations. In a referral response letter related to the initial zoning of Sterling Ranch (dated June 3, 2009), the Director of Emergency Management from the Douglas County Sheriff's Office made direct and

clear assessments of the risks in the immediate Roxborough area. A potential chemical leak from the Denver Water Facility and wildfire were identified as two reasons the entire community could need to be evacuated quickly. This letter states: **“current egress would be grossly insufficient if this development were to be built without additional roads.”**

Policy 2-15B.11 within the Douglas County Comprehensive Master Plan 2035 states: **“Improve the safety of Waterton Road...”** Current levels of traffic, combined with aggressive drivers, make using the crosswalks at Waterton Canyon and the Highline Canal (Campfire Street) increasingly dangerous. The addition of new housing units will only add congestion and frustration for drivers using Waterton Road. **It is imperative that the County properly plan for the additional traffic and implement a plan for pedestrian safety at existing crosswalks on Waterton Road.**

Density

The proposed density of the housing is not consistent with the existing developments in Roxborough Village.



Note: This does not include future multi-family housing that is included in traffic study at 300 units. If included, the number of housing units under 0.10 acres would increase to 589 units.

The suggested density is what would be typical in an urban setting where additional amenities and public transportation are in place. The narrative dated January 24, 2019, states the 323 residential units will fit into a total residential lot area of 29.27 acres. This results in an average lot size of 0.09 acres, which is notably smaller than the existing lot sizes in Roxborough.

However, it is a tremendous improvement, because it eliminated nearly all of the previously proposed 0.03 acre lots. It is the duty of the county to make sure that Filing 3A is thoughtfully planned and that all of the proposed new housing blends harmoniously with the existing community in Roxborough.

The General Comment and Response letter by David Kuntz to Martin/Martin dated October 25, 2018, references that the alley-loaded products in Filing 3A “include city scape, duplex and townhomes. The city scape products are detached homes, on smaller lots; modern looking and narrow. Duplex and townhome products are attached in series.” The City Scape product that is currently being sold at the Meadows in Castle Rock looks like the below picture:



(image source: <https://www.richmondamerican.com/colorado/denver-metro-new-homes/castle-rock/cityscapes-at-the-meadows>)

This is a very modern housing product, and it does not match the surrounding architecture, style, or massing of homes in Roxborough. For those living in the Arrowhead Shores community, their views of the mountains and downtown Denver will be completely blocked by this looming housing product. And over time, this ultra-modern product will look dated and out-of-place in relation to the existing Roxborough housing.

At the December 4, 2018, Preliminary Plan 3 public hearing, Mark Kieffer with Sterling Ranch was asked if the developer was going to be building this housing product. His response was: “We have not talked to the builder that uh, we have talked to the builder that was brought up in the presentation earlier. The Cityscape is a very specific product that would be placed in on a narrow lot, small lot subdivision. We have not talked to them other than just in a preliminary sense of a potential purchase of that area.” We noticed that in the project narrative for this submittal, dated December 12, 2018, that cityscape is no longer mentioned. Is this housing

product going to be offered? It does not match the surrounding character of Roxborough. **The density of Filing 3A should be significantly reduced and the above alley-loaded product should not be permitted.**

Parks

It is inconsistent to have the highest possible density of housing within Filing 3A and the lowest allowable acreage devoted to parks. Sterling Ranch reduced the proposed parks within Filing 3A from 9.9 acres to 8.45 acres. According to the previous proposal, the Douglas County minimum requirement for local parks was listed at 9.8 acres and is no longer visible within the most recent proposal. Previous submittals showed that 19.7 acres of regional park was generated based on Douglas County Dedication Requirements. However, no acreage for a regional park is currently included in Filing 3A.

We were also disappointed to see the level of amenities that are being provided at the park within Filing 3A. We do appreciate Sterling Ranch offering a shade structure, trash receptacle, BBQ grill, and a handful of benches. However, the only recreational opportunity provided is four concrete cornhole games. There are several issues with this proposal. The games are set in sod which, from a maintenance standpoint, raises concerns that the sod will not grow due to foot traffic. How do people utilize these games? Will they be expected to bring their own beanbags? Has any consideration been given to how these games will hold up to the local skateboarding population? Is this intended to provide a recreational opportunity to all ages and abilities? This does not provide an adequate opportunity to those with ADA limitations or to young children. With Filing 3A alone, the developer will be potentially adding 323 families to the Roxborough area with no true recreational amenities at this park. This is a disservice to Sterling Ranch and the Roxborough area. The current Roxborough playground/parks system is undersized as it is, and this will create a strain on our Metro District. **The proposed high-density of housing within Filing 3A requires numerous parks, both local and regional, within the immediate vicinity that can be reached on dedicated pedestrian paths for walking or biking. The developer has a responsibility to provide recreational opportunities for all ages and abilities which is currently NOT being provided.**

Recreation Center

Sterling Ranch has stated in the past that Roxborough residents may use the new recreation centers and pools built within Sterling Ranch. The current proposal for Sterling Ranch Filing 3A includes vague details regarding the recreation center within Filing 3A. Of particular concern is the Sterling Ranch Neighborhood Plan #4.0, dated December 12, 2018. On page 3, the proposed recreation center is delineated as "Permitted Retail." Can the applicant please clarify whether a recreation center will be offered in Filing 3A or not? Based on the square footage provided, the proposed Filing 3A recreation center will be woefully undersized for the population

that it will serve. Tract E, as stated in the current Park and Open Space Tracking - Filing 3A document dated, 12-12-2018, states that it is 2.40 acres. Within this same document, Tract D & E lists a potential recreation center, potential Splash Pad, or Play Equipment. None of these are shown on the landscape plan for Tract D, so we are assuming that these elements will be provided in Tract E. However, due to the acreage constraints, how is it possible to get a small recreation center, small parking lot and splash pad/playground within 2.40 acres? Sterling Ranch is not providing sufficient amenities for its homeowners and we are concerned that Roxborough's parks and open space will be negatively impacted as a result. **If Sterling Ranch truly intends to share their recreation centers with existing Roxborough residents then it must be sized appropriately, and the proper amenities to serve its residents need to be provided.**

Street Lighting

Currently, Roxborough is an outlying community with minimal street lights to disrupt the viewing of stars. Sterling Ranch has installed street lights along Titan Road that fully illuminate the road in a way that is similar to prison yard lighting, and this lighting is **NOT** dark sky compliant. As demonstrated in the picture below, these lights can be seen from Highlands Ranch, the intersection of C-470 and Wadsworth, and US 85 near Sedalia. This photo was taken from the Valley View Church parking lot, looking west toward Sterling Ranch.



According to Engineering Underground, who created the lighting design for Sterling Ranch, the light fixtures along Titan Road output around 11,000 lumens. In the Douglas County Zoning Lighting Standards, it states that 2,400 lumens per fixture should be emitted for residential and agricultural areas. Since there will be future commercial development along Titan Road, it is understandable that the fixtures would emit more than 2,400 lumens. However, 11,000 lumens seem excessive. Additionally, the lighting standard used along Titan Road (i.e. brightness and

pole spacing) is not consistent with any existing lighting in Roxborough or neighboring areas (e.g. Highlands Ranch and Castle Rock). Our residents want to guarantee that this type of street lighting is not replicated along Rampart Range Road or Filing 3A to bring light pollution to our immediate neighborhood.

After reviewing the lighting plans for Filing 3A, dated 12/12/2018, we are extremely concerned about the amount of light posts being proposed within the medians along Mount Ouray Avenue and Waterton Road. We are also puzzled as to why Monte Vista Circle needs 15 street lights encircling the 8-acre park. Due to the close proximity of Arrowhead Shores, we are extremely concerned these lights will create light pollution for the existing homeowners, and we are curious about the need to illuminate this roadway to the degree that it will be lit. Please clarify why 15 lights are needed encircling the park. **Would the county please stipulate the lighting within Filing 3A be consistent with the current street light density and luminescence of Roxborough Village?**

Landscaping

From the submitted Landscape Plans, it appears that in the areas directly adjacent to Waterton Road the landscaping is either non-existent or minimalist in nature. A narrow strip of native seed directly adjacent to the Filing 3A lots is not an acceptable landscape treatment. These areas are delineated as C1, multi-function open space. However, from a streetscape perspective, this will not look uniform to what is existing on the western side of Rampart Range Road. We request consistency with what is already installed. Will additional landscape plans be submitted to show what proposed landscaping will be installed within Tract C, between the back of lots in Filing 3A and the back of the sidewalk along Rampart Range Road? Proposing a strip of native seed along the back of the Filing 3A lots will not look attractive to those driving along Rampart Range Road.

Water

An adequate and reliable source of water is the critical element that must be established prior to the building of Filing 3A. We urge the county to carefully review the application to ensure that all requirements are met with a margin of error that allows for the unexpected - whether that be a drought, unsuccessful rainwater harvesting, or simply multi-generational households with higher demand than anticipated. We are very concerned that agreements made during the early stages of the development regarding groundwater usage are not being upheld. We are also concerned that the acre feet calculations per household are not realistic or adequate. **It is the responsibility of the county to consider the needs of the future residents of Sterling Ranch in order to guarantee a sufficient water supply is secured and maintained.**

We appreciate the county providing the opportunity to voice our concerns regarding Sterling Ranch Filing 3A. **The County Commissioners need to prioritize the needs of the existing residents within Roxborough over the financial profits of Sterling Ranch.**

Sincerely,

Debbie McInnis

Roxborough Village First HOA

INCIDENT BRIEFING (ICS 201)

1. Incident Name:
Roxborough Community Event

2. Incident Number:
2019-01

3. Date/Time Initiated:
Date: 1/16/2019 Time: 1000

4. Map/Sketch (include sketch, showing the total area of operations, the incident site/area, impacted and threatened areas, overflight results, trajectories, impacted shorelines, or other graphics depicting situational status and resource assignment):



5. Situation Summary and Health and Safety Briefing (for briefings or transfer of command): Recognize potential incident Health and Safety Hazards and develop necessary measures (remove hazard, provide personal protective equipment, warn people of the hazard) to protect responders from those hazards.

6. Prepared by: Name: BROWN

Position/Title: OPS Sec Chief

Signature: _____

ICS 201, Page 1

Date/Time: 1/16/2019 12:00 AM

INCIDENT BRIEFING (ICS 201)

1. Incident Name: Roxborough Community Event	2. Incident Number: 2019-01	3. Date/Time Initiated: Date: 1/16/2019 Time: 1000
--	---------------------------------------	--

7. Current and Planned Objectives:

Provide for the safety and accountability of all personnel assigned to this event.

2. Provide fire prevention and investigative services within the park, including the monitoring and the supervision of pyrotechnical displays.
3. Provide fire suppression, rescue, and emergency medical services within the park area.
4. Take every opportunity to enhance the event-day experience for all guests we come in contact with.

8. Current and Planned Actions, Strategies, and Tactics:

Time:	Actions:
1000	Display set up
1030	Fencing Set up begins
1130	Fencing set up ends
1600	Food Trucks arrive
1600	Bouncy House set up
1630	DCSO arrive
1700	WMFR Arrival and secondary walk through
1700	Event Begins
2115	Fireworks begins
2125	Show ends
2130	Event ends
2230	Final clean up and close out
HHMM	
HHMM	
HHMM	
HHMM	
HHMM	
HHMM	
HHMM	
HHMM	
HHMM	
HHMM	
HHMM	
HHMM	

6. Prepared by: Name: Calvin Brown Position/Title: OPS Sec Chief Signature: _____

1. Incident Name: Roxborough Community Event	2. Incident Number: 2019-01	3. Date/Time Initiated: Date: 1/16/2019 Time: 1000
7. Current and Planned Objectives:		
ICS 201, Page 2	Date/Time: 1/16/2019 12:00 AM	

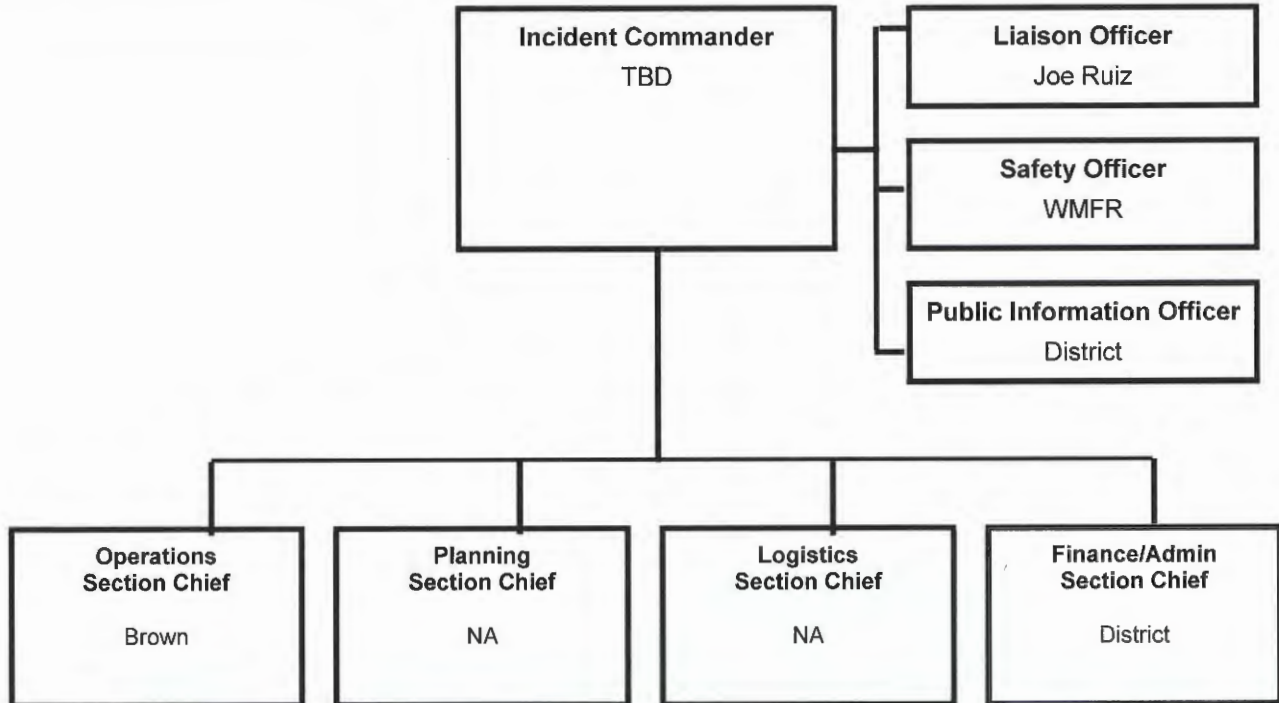
INCIDENT BRIEFING (ICS 201)

1. Incident Name:
Roxborough Community Event

2. Incident Number:
2019-01

3. Date/Time Initiated:
Date: 1/16/2019 Time: 1000

9. Current Organization (fill in additional organization as appropriate):



6. Prepared by: Name: Brown

Position/Title: Ops Sec Chief

Signature: _____

INCIDENT BRIEFING (ICS 201)

1. Incident Name: Roxborough Community Event	2. Incident Number: 20019-01	3. Date/Time Initiated: Date: 1/16/2019 Time: 1000
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10. Resource Summary:					
Resource	Resource Identifier	Date/Time Ordered	ETA	Arrived	Notes (location/assignment/status)
WMFR Brush Truck 1	TBD	TBD	TBD	<input type="checkbox"/>	
WMFR Brush Truck 2	TBD	TBD	TBD	<input type="checkbox"/>	
WMFR Pumper	TBD	TBD	TBD	<input type="checkbox"/>	
WMFR Medic Unit	TBD	TBD	TBD	<input type="checkbox"/>	
DCSO LEO 1	TBD	TBD	TBD	<input type="checkbox"/>	
DCSO LEO 2	TBD	TBD	TBD	<input type="checkbox"/>	
DCSO LEO 3	TBD	TBD	TBD	<input type="checkbox"/>	
DCSO LEO SGT	TBD	TBD	TBD	<input type="checkbox"/>	
DCSO Bearcat	TBD	TBD	TBD	<input type="checkbox"/>	
DCSO MCP	TBD	TBD	TBD	<input type="checkbox"/>	
SMFR Tower TBD	TBD	TBD	TBD	<input type="checkbox"/>	
				<input type="checkbox"/>	
				<input type="checkbox"/>	
				<input type="checkbox"/>	

6. Prepared by: Name: Brown	Position/Title: OPS Sec Chief	Signature: _____
ICS 201, Page 4	Date/Time: 1/16/2019 10:00 AM	