

**ROXBOROUGH VILLAGE METROPOLITAN DISTRICT**  
**REGULAR BOARD MEETING AGENDA**

**Board of Directors:**

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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

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**Date: August 20, 2019 (Tuesday)**  
**Time: 6:30 p.m.**  
**Place: Roxborough Library**  
**8357 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** (10 MINUTES)

*(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 minutes of the July 16, 2019 Regular Meeting (enclosed)
- B. Review and Accept the June 30, 2019 Financial Statements, August 15, 2019 Cash Position and Property Tax Schedule (enclosed)
- C. Other

**DISCUSSION AGENDA**

5. ACTION ITEMS

## Roxborough Village Metropolitan District

Agenda – August 20, 2019

Page 2 of 4

- 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. Consider Amendment to Rules and Regulation to Allow Fishing
6. MANAGER MATTERS (40 MINUTES)
- A. Master Plan Update
  - B. Newsletter Update
  - C. Update on Basketball Court and Hoop (enclosed)
  - D. Update on Pickle Ball Court (enclosed)
  - E. Update on Community Park Restrooms (enclosed)
  - F. Review and Consider Approval of T-shirt Design and Pricing (enclosed)
  - G. Review and Discuss Playground Inspection Report (enclosed)
  - H. Review and Discuss Hail Damage Deductible (enclosed)
  - I. Review 2020 Budget Process
    - 1. August 25 - Preliminary AV Received
    - 2. October 15- Draft Budget Communicated to the Board
    - 3. November 19, 2019 Board Meeting – Public Hearing to Review and Approve 2020 Budget
    - 4. December 15, 2019 – Mill Levy Certified
  - J. Discuss Bike Regulations
  - K. Other (enclosed)
7. LANDSCAPE MAINTENANCE (10 MINUTES)
- A. Metco Landscape Report – Bill Barr (enclosed)
  - B. Review and Consider Approval of Proposals
    - 1. Proposal for Plant Replacement on the South Median on Rampart Range Road and Gate Repair at Mule Deer Park - \$4,950 (enclosed)
  - C. Update on Bailey Tree Planting
  - D. Review and Consider Approval of Bailey Tree Proposal for Removal and Stump Grinding of Broken Tree across from 7823 Canvasback Circle - \$500 (enclosed)
  - E. Other
8. FINANCIAL MATTERS (10 MINUTES)
- A. Other
9. DIRECTOR ITEMS (5 MINUTES)
- A. Update on Fireworks/Community Event – Director Brown (enclosed)
    - 1. Fundraising/Sponsorship Update
    - 2. Event Schedule/Volunteer Roles/Board participation
  - B. Discuss SDA Annual Conference on September 18<sup>th</sup> to 20<sup>th</sup> at Keystone

## 10. LEGAL MATTERS (20 MINUTES)

- 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 Denver Water Release into Little Willow Creek
  - a. Discussion Erosion Issues re Inflow and Outflow Points of the “Triangle” or “Upper Irrigation” Pond
- C. Update on 14B Parcel Ownership
- E. Update on Chatfield Farms Meters and Billing
- F. Review Fishing Permit (enclosed)
- G. Update on GMR Contracting for Dugout Design
- H. Discuss Online Notice of Public Meetings
- I. Other

## 11. ENGINEERING MATTERS (15 MINUTES)

- A. Update on Irrigation Coordination
- B. Update on Water Quality Analysis
- C. Update on Team Pain Skatepark Maintenance
- D. 7 Acre Pond Update
- E. Discussion regarding Sidewalk Replacement, Trail Replacement. Rip Rap Replacement and Spillway Concrete Replacement
- F. Other

## 12. OTHER BUSINESS (5 MINUTES)

- A. Confirm Quorum for September 17, 2019 Regular Board Meeting (West Metro Fire Station)

## 13. ADJOURNMENT

**SCHEDULED BOARD MEETINGS 6:30 P.M.**

**West Metro Fire Station 15**  
**6220 N. Roxborough Park Road**  
**Littleton, CO 80125**  
**Roxborough Library**  
**8357 N. Rampart Range Road, #200**  
**Littleton, CO 80125**

**2019 Meeting Calendar**

January						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

February						
Su	M	Tu	W	Th	F	Sa
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24	25	26	27	28		

March						
Su	M	Tu	W	Th	F	Sa
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31						

April						
Su	M	Tu	W	Th	F	Sa
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28	29	30				

May						
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June						
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30						

July						
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August						
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September						
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29	30					

October						
Su	M	Tu	W	Th	F	Sa
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November						
Su	M	Tu	W	Th	F	Sa
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December						
Su	M	Tu	W	Th	F	Sa
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29	30	31				

RECORD OF PROCEEDINGS

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MINUTES OF A REGULAR MEETING  
OF THE BOARD OF DIRECTORS OF THE  
ROXBOROUGH VILLAGE METROPOLITAN DISTRICT  
HELD  
July 16, 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, July 16, 2019 at 6:30 p.m., at West Metro Fire Station 15, 6220 N. Rampart Range Road, Littleton, CO 80125. The meeting was open to the public.

**ATTENDANCE**

In Attendance were Directors:

Calvin Brown  
Debra Prysby  
Edward Wagner  
Steven Sherman  
Ron Bendall was absent, excused

Also in Attendance were:

Katie James, Esq.; Folkestad Fazekas Barrick & Patoile,  
P.C.  
Scott Barnett; Mulhern MRE Inc.  
Bill Barr; Metco Landscaping  
Anna Jones, Patrick Shannon and Janece Soendker; CliftonLarsonAllen  
LLP  
Todd Wenskoski and Yishuen Lo, Livable Cities Studio

**CALL TO ORDER**

The meeting was called to order at 6:32 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**

Director Brown requested to rearrange the agenda with the presentation of the Audit first, followed by the Master Plan presentation and then Engineering Matters. Upon a motion duly made by Director Brown,

## RECORD OF PROCEEDINGS

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seconded by Director Sherman, and upon vote unanimously carried, the Board approved the agenda as amended.

### **Review and Consider Approval of 2018 Audit**

Ms. Soendker reviewed the 2018 Audit with the Board. After discussion, upon a motion duly made by Director Sherman, seconded by Director Brown, and upon vote unanimously carried, the Board approved the 2018 Audit and authorized Ms. Soendker to file with the State Auditor.

### **Master Plan Update**

Mr. Wenskoski and Ms. Lo reviewed the Master Plan Survey results with the Board. Discussion ensued. Director Wagner asked if the possible amenities could be organized by the ease to implement.

After discussion, the Board determined to schedule a Work Session on August 15, 2019 from 6:30 p.m. to 8:30 p.m. A community event is also possibly being scheduled on September 5, 2019 from 6:00 to 8:00 p.m.

## **ENGINEERING MATTERS**

### A. Update Irrigation Coordination

Mr. Barnett reported he and Mr. Barr met with Applied Ingenuity on site to determine issues with the pump system. It was determined that the jockey pump is grounding out. Applied Ingenuity will pull the pump, evaluate the motor and try to repair it. The anticipated cost for the repairs is approximately \$7,000 to \$10,000.

Mr. Barnett noted that there is some sort of blockage in the intake. Mr. Shannon contacted Planet Scuba who believes that there may be a blockage in the intake pipe rather than the inlet. They will attempt to reverse the flow to blow out the pipes.

After discussion, upon a motion duly made by Director Sherman, seconded by Director Wagner, and upon vote unanimously carried, the Board approved a not to exceed amount of \$15,000 to repair the irrigation issues.

### B. Update on Water Quality Analysis

This item was deferred.

### C. Update on Team Pain Skatepark Maintenance

## RECORD OF PROCEEDINGS

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Mr. Barnett reported that work started last Monday and expects to be complete by the end of this week.

D. 7 Acre Pond Update

Mr. Barnett noted that Ark Ecological is trying to schedule the next phase of the wetlands plantings in the next few weeks.

E. Discussion regarding Sidewalk Replacement, Trail Replacement and Spillway Concrete Replacement

Mr. Barnett noted that it would be prudent to arrange the work this year. Director Sherman noted that this could be discussed in the Master Plan process to see if the community would like any changes. Director Brown asked Mr. Barnett to work with Mr. Wenskoski to come up with concepts for the improved spillway.

Mr. Barnett noted he will call Urban Drainage to discuss a potential partner project.

Mr. Barnett reported that he was contacted by a representative of Roxborough 14B, noting that he is running into roadblocks with Douglas County. The representative asked if the District could clean up the debris in the outfall of the drainage structure. However, the District does not maintain the drainage.

F. Other

None.

**PUBLIC  
COMMENT and/or  
GUESTS**

Ms. Jones noted that she received an email from a resident requesting that pickle ball lines be painted on the tennis court. Management will look into the cost to stripe.

**CONSENT AGENDA**

A. Consider Approval of the June 18, 2019 Regular Meeting Minutes

B. Review and Accept July 10, 2019 Cash Position and Property Tax Schedule

C. Other

Director Prysby noted a typo in the minutes under the Update on Sterling Ranch item. Upon a motion duly made by Director Prysby, seconded by Director Sherman, and upon vote unanimously carried, the Board approved the Consent Agenda with the update to the minutes.

RECORD OF PROCEEDINGS

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**DISCUSSION AGENDA**

**ACTION ITEMS**

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

Ms. Jones reviewed the claims with the Board. After review, upon a motion duly made by Director Sherman, seconded by Director Brown, and upon a vote unanimously carried, the Board approved current claims, approved transfer of funds, ratified payment of autopay claims and ratified approval of previous claims.

- B. Review and Consider Approval of 2018 Audit

Discussed earlier.

- C. Review and Consider Approval of Resolution No. 2019-07-01, Resolution Approving Services Agreement with Team Pain for Skatepark Repairs

Ms. James reviewed the Resolution with the Board. Upon a motion duly made by Director Sherman, seconded by Director Wagner, and upon vote unanimously carried, the Board approved Resolution No. 2019-07-01, Resolution Approving Services Agreement with Team Pain for Skatepark Repairs.

- D. Review and Consider approval of Resolution No. 2019-07-02, Resolution Approving Services Agreement with HydroSystems KDI for Irrigation System Evaluation and Consulting Services

Ms. James reviewed the Resolution with the Board. Upon a motion duly made by Director Prysby, seconded by Director Wagner, and upon vote unanimously carried, the Board approved Resolution No. 2019-07-02, Resolution Approving Services Agreement with HydroSystems KDI for Irrigation System Evaluation and Consulting Services.

**MANAGER MATTERS**

- A. Master Plan Update

Discussed earlier.

- B. Update on Newsletter



## RECORD OF PROCEEDINGS

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Mr. Wenskoski and Ms. Lo presented the newsletter options. Discussion ensued regarding possible content for the newsletter. The Board decided to start with a four-page newsletter.

### C. Update on Basketball Court and Hoop

Mr. Shannon updated the Board, presenting an option to repair the broken basketball hoop and an option to replace the hoop. The Board asked management to see if the contractor could repaint the court as well. After discussion, upon a motion duly made by Director Prysby, seconded by Director Sherman, and upon vote unanimously carried, the Board approved a not to exceed amount of \$3,000 for repair and for repainting the court.

### D. Update on Community Park Restroom

Mr. Shannon provided an update, noting that port-a-potties were supplied for the first weekend of softball and that he anticipates repairs to the restrooms to be completed this week.

### E. Review Fishing Permit

The Board reviewed the fishing permit. Discussion ensued. Mr. Shannon was directed to fix the language to allow parents to sign off for children, remove age, make the permit a family permit and list the names of the family members. The Board also asked that the permit be taken off the website until it is considered for approval at the next meeting.

### F. Website Updates

Mr. Shannon provided an update, noting that changes were made based on feedback from the community and legal counsel.

### G. Other

None.

## LANDSCAPE MAINTENANCE

### A. Metco Landscape Report

Mr. Barr presented the monthly landscape report, noting that a terra-seed blanket was put down on the ball field. Perennials and shrubs will be installed next week. He noted that there are dead trees in the median and noted that the issue has been fixed in the baseball outfield.

RECORD OF PROCEEDINGS

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B. Review and Consider Approval of Proposals:

There were no proposals.

C. Update on Bailey Tree Planting

No update.

D. Landscape Walk Discussion

1. Divide Landscape Tour in Segments

Mr. Barr will take out Board members for landscape tours as desired. Mr. Barr and Director Prysby will coordinate a time to tour the District.

E. Other

None.

**FINANCIAL MATTERS**

A. Other

None.

**DIRECTOR ITEMS**

A. Update on Fireworks/Community Event – Director Brown

1. Fundraising/Sponsorship Update

The Board reviewed the update provided in the Packet on food trucks and the event. Director Sherman suggested reaching out to Wood Hill Small Batch BBQ. Director Brown asked that volunteers not partake in traffic control, as law enforcement will be handling that.

Director Brown confirmed that Arrowhead Shores HOA has committed to pay 25% of the costs of the event costs. CLA will provide an invoice to Arrowhead Shores HOA once the final costs are determined.

Director Brown reported that he spoke with the Fire Chief and confirmed that the plan for the fireworks is acceptable.

**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

No discussion.

RECORD OF PROCEEDINGS

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- B. Update on Denver Water release into Little Willow Creek  
 a. Discuss Erosion Issues re Inflow and Outflow Points of the  
 “Triangle” or “Upper Irrigation” Pond

No update.

- C. Update on Sterling Ranch

Ms. James reported she did not attend the July 9<sup>th</sup> Douglas County meeting as she understood the meetings were not relevant to the new plat filing.

- D. 14B Parcel Ownership

No Update.

- E. Update on Chatfield Farms Meters and Billing

No Update.

- F. Update on GMR Contracting for Dugout Design

Ms. James noted she is still working on getting a response from GMR to confirm insurance and Services Agreement. The contact provided to her last year is not responding. Director Brown noted he would call Ms. Lorenz.

- G. Other

None.

**OTHER BUSINESS**

- A. Confirm Quorum for August 20, 2019 Regular Board Meeting (Library)

A quorum was confirmed for the August 20, 2019 Regular Board Meeting.

RECORD OF PROCEEDINGS

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**ADJOURNMENT**

Upon a motion duly made by Director Prysby, seconded by Director Wagner, and upon vote unanimously carried, the Board adjourned the meeting at 9:12 p.m.

Respectfully submitted,

By: \_\_\_\_\_  
Calvin Brown, President

Attest:

By: \_\_\_\_\_  
Ronald Bendall, Secretary

ROXBOROUGH VILLAGE METROPOLITAN DISTRICT

FINANCIAL STATEMENTS

JUNE 30, 2019

DRAFT



## Accountant's Compilation Report

Board of Directors  
Roxborough Village Metropolitan District  
Douglas County, Colorado

Management is responsible for the accompanying financial statements of Roxborough Village Metropolitan District, which comprise the balance sheet - governmental funds as of June 30, 2019, and the related statement of revenues, expenditures, and changes in fund balance - actual, for the period from January 01, 2019 through June 30, 2019, for the General Fund, in accordance with accounting principles generally accepted in the United States of America. Management is also responsible for the accompanying financial forecasted budget, which comprises the statement of revenues, expenditures, and changes in fund balance - budget, for the year then ending, for the General Fund, and the related summary of significant assumptions in accordance with guidelines for the presentation of financial forecast established by the American Institute of Certified Public Accountants. We have performed compilation engagements in accordance with Statements of Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the American Institute of Certified Public Accountants. We did not audit, examine, or review the historical financial statements or the financial forecasted budget nor were we required to perform any procedures to verify the accuracy or completeness of the information provided by management. Accordingly, we do not express an opinion, a conclusion, nor provide any form of assurance on these historical financial statements and this financial forecasted budget.

The forecasted budget results may not be achieved as there will usually be differences between the forecasted budget and actual results, because events and circumstances frequently do not occur as expected, and these differences may be material. We assume no responsibility to update this report for events and circumstances occurring after the date of this report.

Management has elected to omit the management's discussion and analysis, the government-wide financial statements, the statement of revenues, expenditures and changes in fund balance - governmental funds, and substantially all of the disclosures required by accounting principles generally accepted in the United States of America. If the omitted disclosures were included in the historical financial statements, they might influence the user's conclusions about the District's financial position and results of operations. Accordingly, the historical financial statements are not designed for those who are not informed about such matters.

The supplementary information and the supplementary financial forecasted budget information are presented for additional analysis and are not a required part of the basic financial statements. This information is the representation of management. The information was subject to our compilation engagement; however we have not audited, examined, or reviewed the supplementary information and, accordingly, do not express an opinion, a conclusion, nor provide any form of assurance on the supplementary historical information and the supplementary budget information.

We are not independent with respect to Roxborough Village Metropolitan District.

Greenwood Village, CO  
August 15, 2019

ROXBOROUGH VILLAGE METROPOLITAN DISTRICT  
 BALANCE SHEET - GOVERNMENTAL FUNDS  
 JUNE 30, 2019

	General	Debt Service	Capital Projects	Total
<b>ASSETS</b>				
Checking - FirstBank	\$ 38,335	\$ -	\$ -	\$ 38,335
Colotrust	699,298	1,710,419	1,622,475	4,032,192
Bond Fund 1993 A&B	-	1,664,423	-	1,664,423
Receivable from County Treasurer	319,216	830,862	-	1,150,078
<b>TOTAL ASSETS</b>	<b>\$ 1,056,849</b>	<b>\$ 4,205,704</b>	<b>\$ 1,622,475</b>	<b>\$ 6,885,028</b>
<b>LIABILITIES AND FUND BALANCES</b>				
<b>CURRENT LIABILITIES</b>				
Accounts payable	\$ 36,772	\$ -	\$ 3,415	\$ 40,187
Payroll taxes payable	145	-	-	145
<b>Total Liabilities</b>	<b>36,917</b>	<b>-</b>	<b>3,415</b>	<b>40,332</b>
<b>FUND BALANCES</b>				
Total Fund Balances	1,019,932	4,205,704	1,619,060	6,844,696
<b>TOTAL LIABILITIES AND FUND BALANCES</b>	<b>\$ 1,056,849</b>	<b>\$ 4,205,704</b>	<b>\$ 1,622,475</b>	<b>\$ 6,885,028</b>

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ROXBOROUGH VILLAGE METROPOLITAN DISTRICT  
STATEMENT OF REVENUES, EXPENDITURES AND  
CHANGES IN FUND BALANCES - BUDGET AND ACTUAL  
FOR THE SIX MONTHS ENDED JUNE 30, 2019

16

GENERAL FUND

	Annual Budget	Year to Date Actual	Variance
<b>REVENUES</b>			
Interest income	\$ 6,000	\$ 14,326	\$ 8,326
Miscellaneous income	2,000	2,445	445
Property taxes	842,190	828,653	(13,537)
Specific ownership tax	321,122	147,608	(173,514)
Sports field fees	11,000	-	(11,000)
<b>TOTAL REVENUES</b>	<u>1,182,312</u>	<u>993,032</u>	<u>(189,280)</u>
<b>EXPENDITURES</b>			
Accounting	45,000	20,469	24,531
Algae control	5,400	-	5,400
Auditing	5,000	-	5,000
Communications/website	600	228	372
Contingency	30,000	-	30,000
County Treasurer's fee	12,633	12,431	202
Directors' fees	8,000	4,600	3,400
District management	110,000	66,961	43,039
Dues and licenses	1,200	1,169	31
Engineering	40,000	16,052	23,948
Foothills Park and Recreation fees	17,500	9,673	7,827
Graffiti removal/ vandalism	10,000	1,220	8,780
Insurance and bonds	10,000	10,143	(143)
Landscape contract	160,000	79,920	80,080
Landscape improvement	67,500	13,616	53,884
Landscape irrigation maintenance	95,000	7,004	87,996
Landscape weed control	35,000	11,119	23,881
Legal services	70,000	25,933	44,067
Miscellaneous	4,000	2,213	1,787
Mosquito control	16,000	6,000	10,000
Nonpotable water purchase usage	75,000	8,614	66,386
Open space maintenance / mitigation	25,000	-	25,000
Payroll taxes	612	352	260
Playground repairs and maintenance	30,000	-	30,000
Portable restrooms	3,000	1,416	1,584
Repairs and maintenance	60,000	5,250	54,750
Seasonal lights	13,000	-	13,000
Skate Park maintenance	15,000	-	15,000
Snow removal	30,000	27,548	2,452
Tree maintenance	75,000	78,995	(3,995)
Utilities	18,000	5,419	12,581
<b>TOTAL EXPENDITURES</b>	<u>1,087,445</u>	<u>416,345</u>	<u>671,100</u>
<b>EXCESS OF REVENUES OVER (UNDER) EXPENDITURES</b>	94,867	576,687	481,820
<b>OTHER FINANCING SOURCES (USES)</b>			
Transfers to other funds	(100,000)	-	100,000
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<u>(100,000)</u>	<u>-</u>	<u>100,000</u>
<b>NET CHANGE IN FUND BALANCES</b>	(5,133)	576,687	581,820
<b>FUND BALANCES - BEGINNING</b>	<u>411,505</u>	<u>443,244</u>	<u>31,739</u>
<b>FUND BALANCES - ENDING</b>	<u>\$ 406,372</u>	<u>\$ 1,019,931</u>	<u>\$ 613,559</u>

These financial statements should be read only in connection with the accompanying accountant's compilation report.



SUPPLEMENTARY INFORMATION

DRAFT

ROXBOROUGH VILLAGE METROPOLITAN DISTRICT  
SCHEDULE OF REVENUES, EXPENDITURES AND  
CHANGES IN FUND BALANCES - BUDGET AND ACTUAL  
FOR THE SIX MONTHS ENDED JUNE 30, 2019

DEBT SERVICE FUND

	Annual Budget	Year to Date Actual	Variance
<b>REVENUES</b>			
Property taxes	\$ 2,369,030	\$ 2,330,953	\$ (38,077)
Interest income	50,000	44,173	(5,827)
<b>TOTAL REVENUES</b>	<u>2,419,030</u>	<u>2,375,126</u>	<u>(43,904)</u>
<b>EXPENDITURES</b>			
County Treasurer's fee	35,535	34,968	567
Paying agent fees	2,700	1,200	1,500
Bond interest - Series 1993	224,290	-	224,290
Bond interest - Series 2014	64,453	32,226	32,227
Bond principal - Series 2014	845,000	-	845,000
Bond principal - Series 1993	825,000	-	825,000
Contingency	5,000	-	5,000
<b>TOTAL EXPENDITURES</b>	<u>2,001,978</u>	<u>68,394</u>	<u>1,933,584</u>
<b>NET CHANGE IN FUND BALANCES</b>	417,052	2,306,732	1,889,680
<b>FUND BALANCES - BEGINNING</b>	<u>1,880,143</u>	<u>1,898,973</u>	<u>18,830</u>
<b>FUND BALANCES - ENDING</b>	<u>\$ 2,297,195</u>	<u>\$ 4,205,705</u>	<u>\$ 1,908,510</u>

DRAFT

ROXBOROUGH VILLAGE METROPOLITAN DISTRICT  
SCHEDULE OF REVENUES, EXPENDITURES AND  
CHANGES IN FUND BALANCES - BUDGET AND ACTUAL  
FOR THE SIX MONTHS ENDED JUNE 30, 2019

CAPITAL PROJECTS FUND

	Annual Budget	Year to Date Actual	Variance
<b>REVENUES</b>			
Interest income	\$ 500	\$ -	\$ (500)
Lottery proceeds	34,000	22,863	(11,137)
Miscellaneous income	1,000	-	(1,000)
<b>TOTAL REVENUES</b>	<b>35,500</b>	<b>22,863</b>	<b>(12,637)</b>
<b>EXPENDITURES</b>			
Accounting	3,000	-	3,000
Baseball field improvements	10,000	500	9,500
Contingency	100,000	-	100,000
District management	15,000	8,140	6,860
Engineering	10,000	-	10,000
Irrigation upgrades/replacement	200,000	-	200,000
Legal services	5,000	-	5,000
Master plan	150,000	26,574	123,426
Open space maintenance / mitigation	15,000	-	15,000
Parking lot improvements	-	2,915	(2,915)
Trails/bike path	15,000	-	15,000
Water rights enhancements	30,000	2,100	27,900
<b>TOTAL EXPENDITURES</b>	<b>553,000</b>	<b>40,229</b>	<b>512,771</b>
<b>EXCESS OF REVENUES OVER (UNDER) EXPENDITURES</b>	<b>(517,500)</b>	<b>(17,366)</b>	<b>500,134</b>
<b>OTHER FINANCING SOURCES (USES)</b>			
Transfers from other funds	100,000	-	(100,000)
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<b>100,000</b>	<b>-</b>	<b>(100,000)</b>
<b>NET CHANGE IN FUND BALANCES</b>	<b>(417,500)</b>	<b>(17,366)</b>	<b>400,134</b>
<b>FUND BALANCES - BEGINNING</b>	<b>1,495,531</b>	<b>1,636,426</b>	<b>140,895</b>
<b>FUND BALANCES - ENDING</b>	<b>\$ 1,078,031</b>	<b>\$ 1,619,060</b>	<b>\$ 541,029</b>

ROXBOROUGH VILLAGE METROPOLITAN DISTRICT  
SCHEDULE OF REVENUES AND EXPENDITURES  
FOR THE SIX MONTHS ENDED JUNE 30, 2019

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CHATFIELD FARMS

	Annual Budget	Year to Date Actual	Variance
<b>REVENUES</b>			
Property taxes	\$ 242,102	\$ 246,524	\$ 4,422
TOTAL REVENUES	242,102	246,524	4,422
<b>EXPENDITURES</b>			
Accounting	8,000	4,132	3,868
Algae control	750	-	750
Auditing	800	-	800
Communications/website	80	34	46
County Treasurer's fee	3,632	3,698	(66)
Directors' fees	1,068	695	373
District management	14,000	10,111	3,889
Dues and licenses	180	177	3
Engineering	5,000	1,867	3,133
Graffiti removal/ vandalism	3,000	184	2,816
Insurance and bonds	1,500	1,532	(32)
Landscape contract	39,000	19,500	19,500
Landscape improvement	10,000	535	9,465
Landscape irrigation maintenance	15,000	1,058	13,942
Landscape weed control	12,000	1,679	10,321
Legal services	18,000	3,916	14,084
Miscellaneous	500	121	379
Mosquito control	2,400	906	1,494
Nonpotable water purchase usage	8,900	1,258	7,642
Portable restrooms	1,000	544	456
Repairs and maintenance	15,000	793	14,207
Snow removal	4,500	4,160	340
TOTAL EXPENDITURES	164,310	56,900	107,410
NET CHANGE IN FUND BALANCES	77,792	189,624	111,832
FUND BALANCES - BEGINNING	454,849	533,035	78,186
FUND BALANCES - ENDING	\$ 532,641	722,659	\$ 190,018
INTEREST ON SHORTFALL		886	
CAPITAL RESERVE CONTRIBUTION			
Annual Contribution - Prior Years		(361,490)	
Annual Contribution - Current Year		(30,114)	
		\$ 331,941	

This supplementary information should be read only in connection with the accompanying accountant's compilation report.

**ROXBOROUGH VILLAGE METROPOLITAN DISTRICT  
2019 BUDGET  
SUMMARY OF SIGNIFICANT ASSUMPTIONS**

**Services Provided**

The District, a quasi-municipal corporation and a political subdivision of the State of Colorado, was organized on July 10, 1985, and is governed pursuant to provisions of the Colorado Special District Act (Title 32, Article 1, Colorado Revised Statutes). The District's operates under a Service Plan approved by Douglas County on July 24, 1985. The District's service area is located in Douglas County, Colorado. The District was established to provide irrigation, drainage and storm facilities, street improvements, park and recreational facilities.

On September 3, 1985, the District's voters authorized total indebtedness of \$12,000,000 for the above listed facilities and powers. The authorization provided that the bonds would be subject to a maximum net interest rate of 15% per annum. At a special election on December 30, 1992, the District's voters authorized an additional \$14,000,000. The authorization provided that the bonds would be subject to a minimum mill levy for property taxes which increases from 16.0 mills in 1993 to 39.5 mills in 2005 through 2042 adjusted for changes in the State mandated assessment procedures and the levy must be sufficient to generate a minimum revenue as stated in the ballot question. On November 2, 2004, the District's voters authorized additional indebtedness in an amount not to exceed \$10,500,000 at an interest rate not to exceed 7% per annum. At December 31, 2017 the District had authorized but unissued indebtedness of \$475,000 for the purpose of debt refunding.

The budget is in accordance with the TABOR Amendment limitations, which were modified by the voters in an election held on November 6, 2001. District voters approved authorization for the District to retain and spend District revenues, from any lawful source, in excess of the spending, revenue raising, or other limitations in Article X, Section 20 of the Colorado constitution. Emergency reserves, required under TABOR have been provided.

The District has no employees and all administrative functions are contracted.

The District prepares its budget on the modified accrual basis of accounting in accordance with the requirements of C.R.S. 29-1-105 using its best estimates as of the date of the budget hearing. These estimates are based on expected conditions and its expected course of actions. The assumptions disclosed herein are those that the District believes are significant to the budget. There will usually be differences between the budget and actual results, because events and circumstances frequently do not occur as expected, and those differences may be material.

**Revenues**

**Property Taxes**

Property taxes are levied by the District's Board of Directors. The levy is based on assessed valuations determined by the County Assessor generally as of January 1 of each year. The levy is normally set by December 15 by certification to the County Commissioners to put the tax lien on the individual properties as of January 1 of the following year. The County Treasurer collects the determined taxes during the ensuing calendar year. The taxes are payable by April or, if in equal installments, at the taxpayer's election, in February and June. Delinquent taxpayers are notified in August and generally sales of the tax liens on delinquent properties are held in November or December. The County Treasurer remits the taxes collected monthly to the District.

**ROXBOROUGH VILLAGE METROPOLITAN DISTRICT  
2019 BUDGET  
SUMMARY OF SIGNIFICANT ASSUMPTIONS**

**Revenues - (continued)**

The District's maximum Required Mill Levy for the Series 1993 Bonds is 73.109 mills, adjusted for changes in the ratio of actual value to assessed value of property within the District. Required Mill Levy means an ad valorem mill levy imposed upon all taxable property of the District each year in an amount sufficient to pay the principal, premium if any, and interest on the Bonds as the same become due and payable.

The calculation of taxes levied is displayed on the Property Tax Summary Information page of the budget using the adopted mill levy imposed by District.

**Specific Ownership Taxes**

Specific ownership taxes are set by the State and collected by the County Treasurer, primarily on vehicle licensing within the County as a whole. The specific ownership taxes are allocated by the County Treasurer to all taxing entities within the County. The budget assumes that the District's share will be equal to approximately 10% of the property taxes collected by both the General Fund and the Debt Service Fund.

**Net Investment Income**

Interest earned on the District's available funds has been estimated based on historical interest earnings.

**Expenditures**

**Administrative and Operating Expenditures**

Administrative and operating expenditures include the estimated services necessary to maintain the District's administrative viability such as management, legal, accounting, insurance, banking, meeting expense, repairs and maintenance and other operating expenses. Such expenses have been assumed to be at approximately the same levels as the prior year since no significant changes are anticipated in the level or scope of service.

**Debt Service**

Principal and interest payments in 2019 are provided based on the debt amortization schedule from the Series 1993 Bonds and Series 2014 Bonds (discussed under Debt and Leases).

**Capital Projects**

Anticipated expenditures for capital outlay are detailed on the Capital Project Fund page of the Budget.

**ROXBOROUGH VILLAGE METROPOLITAN DISTRICT  
2019 BUDGET  
SUMMARY OF SIGNIFICANT ASSUMPTIONS**

**Debt and Leases**

**Series 1993 Bonds**

The bonds are payable only from the revenue from the voter approved mill levy (December 1991 election) to generate a “guaranteed revenue” deposited directly to the Trustee and restricted for Series A and B, including interest earned on the cash deposited. The requirement for a replenishable reserve of \$50,000 ended in 2003. Any unpaid interest compounds semi-annually.

**1993 Series B Principal Only**

\$6,247,629 of principal bears interest at 10.41%, payable semiannually, and matures December 31, 2021. The Series B Principal Only Bonds are subject to mandatory redemption in increasing amounts in 2000 through 2021. The bonds are not callable at the option of the District.

**Series 2014 Bonds**

\$6,390,000 General Obligation Refunding Bonds, Series 2014, dated October 24, 2014, with interest of 2.03%. The Bonds are payable semiannually and mature December 1, 2021, and are subject to mandatory redemption at increasing amounts beginning in 2014 through 2021 in increasing amounts. The Bonds are not subject to redemption prior to maturity.

**Reserves**

**Emergency Reserves**

The District has provided for an Emergency Reserve fund equal to at least 3% of fiscal year spending, as defined under TABOR.

**ROXBOROUGH VILLAGE METROPOLITAN DISTRICT  
SCHEDULE OF DEBT SERVICE REQUIREMENTS TO MATURITY**

Year	1993 Series B (Note A) Principal Only Bonds Interest Rate 10.41% Principal Paid December 31 Interest Paid June 30 and December 31		2014 Series - \$6,390,000 General Obligation Refunding Bonds October 24, 2014 Interest Rate 2.03% Interest Paid June 1 and December 1		Total		
	Principal	Interest	Principal	Interest	Principal	Interest	Total
2019	\$ 825,000	\$ 224,290	\$ 845,000	\$ 64,453	\$ 1,670,000	\$ 288,743	\$ 1,958,743
2020	900,000	138,407	875,000	47,299	1,775,000	185,706	1,960,706
2021	429,560	44,717	1,455,000	29,537	1,884,560	74,254	1,958,814
	<u>\$ 2,154,560</u>	<u>\$ 407,414</u>	<u>\$ 3,175,000</u>	<u>\$ 141,289</u>	<u>\$ 5,329,560</u>	<u>\$ 548,703</u>	<u>\$ 5,878,263</u>



**ROXBOROUGH VILLAGE METROPOLITAN DISTRICT**  
**Schedule of Cash Position**  
**June 30, 2019**  
**Updated as of August 15, 2019**

	<u>General Fund</u>	<u>Debt Service Fund</u>	<u>Capital Projects Fund</u>	<u>Total</u>
<b><u>FirstBank - Checking Account</u></b>				
Balance as of 6/30/19	\$ 38,334.58	\$ -	\$ -	\$ 38,334.58
Subsequent activities:				
07/16/19 - Transfer from Colostrust	59,317.00	-	5,683.00	65,000.00
07/16/19 - Checks #1281-1289	(48,447.47)	-	(5,683.00)	(54,130.47)
July ACH - Xcel payments	(18.54)	-	-	(18.54)
July ACH - IREA payments	(1,069.81)	-	-	(1,069.81)
July ACH - Roxborough Water	(1,514.75)	-	-	(1,514.75)
July ACH - Douglas County	(50.00)	-	-	(50.00)
<i>Anticipated payables - Aug</i>	(91,318.73)	-	(9,927.40)	(101,246.13)
<i>Anticipated ADP payroll/taxes - Aug</i>	(1,900.00)	-	-	(1,900.00)
<i>Anticipated IREA payment - Aug</i>	(1,308.23)	-	-	(1,308.23)
<i>Anticipated Roxborough Water payment - Aug</i>	(2,758.59)	-	-	(2,758.59)
<i>Anticipated transfer from Colostrust - Aug</i>	100,072.60	-	9,927.40	110,000.00
<i>Anticipated Balance</i>	<u>49,338.06</u>	<u>-</u>	<u>-</u>	<u>49,338.06</u>
<b><u>Colostrust - Plus</u></b>				
Balance as of 6/30/19	699,297.84	1,710,418.80	1,622,475.30	4,032,191.94
Subsequent activities:				
07/10/19 - Property/SO Taxes	319,215.76	830,861.76	-	1,150,077.52
07/31/19 - Interest Income	2,924.86	6,824.68	-	9,749.54
08/02/19 - Douglas County Deposit Refund	100.00	-	-	100.00
08/10/19 - Property/SO Taxes	38,515.76	17,364.43	-	55,880.19
<i>Anticipated transfer to checking</i>	(100,072.60)	-	(9,927.40)	(110,000.00)
<i>Anticipated Balance</i>	<u>959,981.62</u>	<u>2,565,469.67</u>	<u>1,612,547.90</u>	<u>5,137,999.19</u>
<b><u>UMB - 1993 A &amp; B Bond Fund</u></b>				
Balance as of 6/30/19	-	1,664,422.66	-	1,664,422.66
Subsequent activities:				
07/01/19 - D/S Interest Payment	-	(112,638.43)	-	(112,638.43)
07/31/19 - Interest Income	-	2,355.60	-	2,355.60
<i>Anticipated Balance</i>	<u>-</u>	<u>1,554,139.83</u>	<u>-</u>	<u>1,554,139.83</u>
<b><i>Anticipated Balances</i></b>	<b><u>\$ 1,009,319.68</u></b>	<b><u>\$ 4,119,609.50</u></b>	<b><u>\$ 1,612,547.90</u></b>	<b><u>\$ 6,741,477.08</u></b>

**Yield information (as of 7/31/19):**

First Bank - 0.0%

Colostrust Plus - 2.38%

**ROXBOROUGH VILLAGE METRO DISTRICT**  
**Property Taxes Reconciliation**  
**2019**

	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	\$ 48,332.27	\$ -	\$ 25,063.17	\$ -	\$ (724.97)	\$ 72,670.47	1.51%	1.51%	\$ 107,497.35	2.53%	2.53%
February	1,448,704.86	-	24,350.33	-	(21,730.57)	1,451,324.62	45.11%	46.62%	1,366,897.70	42.52%	45.05%
March	50,188.47	-	20,873.86	16.62	(753.11)	70,325.84	1.56%	48.18%	138,944.83	3.52%	48.57%
April	197,959.47	-	27,623.11	16.26	(2,969.63)	222,629.21	6.16%	54.35%	242,363.71	6.87%	55.44%
May	271,397.00	-	25,759.45	53.32	(4,071.75)	293,138.02	8.45%	62.80%	319,919.86	9.23%	64.67%
June	1,143,023.98	-	23,938.45	264.41	(17,149.32)	1,150,077.52	35.59%	98.39%	1,092,289.73	33.79%	98.46%
July	23,029.82	-	32,568.95	636.41	(354.99)	55,880.19	0.72%	99.11%	60,808.27	0.96%	99.42%
August	-	-	-	-	-	-	0.00%	99.11%	40,946.33	0.35%	99.78%
September	-	-	-	-	-	-	0.00%	99.11%	31,451.65	0.05%	99.83%
October	-	-	-	-	-	-	0.00%	99.11%	18,662.53	-0.26%	99.57%
November	-	-	-	-	-	-	0.00%	99.11%	26,396.63	-0.06%	99.51%
December	-	-	-	-	-	-	0.00%	99.11%	32,171.88	0.00%	99.51%
<b>Total</b>	<b>\$ 3,182,635.87</b>	<b>\$ -</b>	<b>\$ 180,177.32</b>	<b>\$ 987.02</b>	<b>\$ (47,754.34)</b>	<b>\$ 3,316,045.87</b>	<b>99.11%</b>	<b>99.11%</b>	<b>\$ 3,478,350.47</b>	<b>99.51%</b>	<b>99.51%</b>

	Taxes Levied	% of Levied	Property Taxes Collected	% Collected to Amount Levied	Chatfield Farms
<b>Property Tax</b>					
General Fund	\$ 842,190	26.23%	\$ 834,693.39	99.11%	\$ 242,102.00
Debt Service Fund	2,369,030	73.77%	2,347,942.48	99.11%	-
	<u>\$ 3,211,220</u>	<u>100.00%</u>	<u>\$ 3,182,635.87</u>	<u>99.11%</u>	<u>\$ 242,102.00</u>
<b>Specific Ownership Tax</b>					
General Fund	\$ 321,122	100.00%	\$ 180,177.32	56.11%	
Debt Service Fund	-	0.00%	-	0.00%	
	<u>\$ 321,122</u>	<u>100.00%</u>	<u>\$ 180,177.32</u>	<u>56.11%</u>	
<b>Treasurer's Fees</b>					
General Fund	\$ 12,633	26.23%	\$ 12,524.28	99.14%	\$ 3,725.96
Debt Service Fund	35,535	73.77%	35,230.06	99.14%	-
	<u>\$ 48,168</u>	<u>100.00%</u>	<u>\$ 47,754.34</u>	<u>99.14%</u>	<u>\$ 3,725.96</u>

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

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All Dates

GL Account	Description	Gross Open Amount	Discount Available	Net Open Amount	Cash Required
<b>BROWNS Browns Hill Engineering &amp; Controls, LLC</b>					
Reference:	17411	Date:	07/19/19	Discount exp date:	
GL AP account:	102500	Due date:	07/19/19	Payment term:	
107593	Landscape irrigation maintenance - Browns Hill Engineering & Controls, LLC	<u>143.00</u>			
	Totals	143.00	0.00	143.00	143.00
<b>Totals for Browns Hill Engineering &amp; Controls, LLC</b>		<u>143.00</u>	<u>0.00</u>	<u>143.00</u>	<u>143.00</u>
<b>CLA CliftonLarsonAllen, LLP</b>					
Reference:	2217706	Date:	07/31/19	Discount exp date:	
GL AP account:	102500	Due date:	07/31/19	Payment term:	
107000	Accounting - CliftonLarsonAllen, LLP	<u>3,921.00</u>			
	Totals	3,921.00	0.00	3,921.00	3,921.00
Reference:	2219587	Date:	07/31/19	Discount exp date:	
GL AP account:	102500	Due date:	07/31/19	Payment term:	
107440	District management - CliftonLarsonAllen, LLP	<u>6,602.78</u>			
	Totals	6,602.78	0.00	6,602.78	6,602.78
Reference:	2219587	Date:	07/31/19	Discount exp date:	
GL AP account:	302500	Due date:	07/31/19	Payment term:	
307440	District management - CliftonLarsonAllen, LLP	<u>8,294.90</u>			
	Totals	8,294.90	0.00	8,294.90	8,294.90
<b>Totals for CliftonLarsonAllen, LLP</b>		<u>18,818.68</u>	<u>0.00</u>	<u>18,818.68</u>	<u>18,818.68</u>
<b>DOUGLASSCHO Douglas County School District</b>					
Reference:	34373	Date:	08/31/19	Discount exp date:	
GL AP account:	302500	Due date:	08/31/19	Payment term:	
307862	Master plan - Douglas County School District	<u>157.50</u>			
	Totals	157.50	0.00	157.50	157.50
Reference:	34056	Date:	08/31/19	Discount exp date:	
GL AP account:	102500	Due date:	08/31/19	Payment term:	
107588	Recreational expense - Douglas County School District	<u>66.00</u>			
	Totals	66.00	0.00	66.00	66.00
<b>Totals for Douglas County School District</b>		<u>223.50</u>	<u>0.00</u>	<u>223.50</u>	<u>223.50</u>
<b>FOLKESTAD Folkestad Fazekas Barrick &amp; Patoile</b>					
Reference:	29838	Date:	07/31/19	Discount exp date:	
GL AP account:	102500	Due date:	07/31/19	Payment term:	
107460	Legal services - Folkestad Fazekas Barrick & Patoile	<u>5,046.00</u>			
	Totals	5,046.00	0.00	5,046.00	5,046.00
<b>Totals for Folkestad Fazekas Barrick &amp; Patoile</b>		<u>5,046.00</u>	<u>0.00</u>	<u>5,046.00</u>	<u>5,046.00</u>
<b>FOOTHILLS Foothills Park &amp; Recreation District</b>					
Reference:	SALES00000032922	Date:	07/31/19	Discount exp date:	
GL AP account:	102500	Due date:	07/31/19	Payment term:	

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

All Dates

GL Account	Description	Gross Open Amount	Discount Available	Net Open Amount	Cash Required
107600	Foothills Park and Recreation fees - Foothills Park & Recreation District	<u>2,933.96</u>			
	Totals	2,933.96	0.00	2,933.96	2,933.96
<b>Totals for Foothills Park &amp; Recreation District</b>		<u><u>2,933.96</u></u>	<u><u>0.00</u></u>	<u><u>2,933.96</u></u>	<u><u>2,933.96</u></u>
<b>IREA</b>					
Reference:	25782000	Date:	07/17/19	Discount exp date:	
GL AP account:	102500	Due date:	07/17/19	Payment term:	
107701	Utilities - IREA	<u>491.29</u>			
	Totals	491.29	0.00	491.29	491.29
Reference:	85350300	Date:	07/17/19	Discount exp date:	
GL AP account:	102500	Due date:	07/17/19	Payment term:	
107701	Utilities - IREA	<u>21.45</u>			
	Totals	21.45	0.00	21.45	21.45
Reference:	21367302	Date:	07/18/19	Discount exp date:	
GL AP account:	102500	Due date:	07/18/19	Payment term:	
107701	Utilities - IREA	<u>21.57</u>			
	Totals	21.57	0.00	21.57	21.57
Reference:	25968000	Date:	07/18/19	Discount exp date:	
GL AP account:	102500	Due date:	07/18/19	Payment term:	
107701	Utilities - IREA	<u>25.07</u>			
	Totals	25.07	0.00	25.07	25.07
Reference:	85210100	Date:	07/18/19	Discount exp date:	
GL AP account:	102500	Due date:	07/18/19	Payment term:	
107701	Utilities - IREA	<u>133.34</u>			
	Totals	133.34	0.00	133.34	133.34
Reference:	85311000	Date:	07/18/19	Discount exp date:	
GL AP account:	102500	Due date:	07/18/19	Payment term:	
107701	Utilities - IREA	<u>23.83</u>			
	Totals	23.83	0.00	23.83	23.83
Reference:	85311102	Date:	07/22/19	Discount exp date:	
GL AP account:	102500	Due date:	07/22/19	Payment term:	
107701	Utilities - IREA	<u>504.00</u>			
	Totals	504.00	0.00	504.00	504.00
Reference:	26129901	Date:	07/25/19	Discount exp date:	
GL AP account:	102500	Due date:	07/25/19	Payment term:	
107701	Utilities - IREA	<u>21.68</u>			
	Totals	21.68	0.00	21.68	21.68
Reference:	21419100	Date:	07/31/19	Discount exp date:	
GL AP account:	102500	Due date:	07/31/19	Payment term:	
107701	Utilities - IREA	<u>48.00</u>			
	Totals	48.00	0.00	48.00	48.00
Reference:	23509300	Date:	07/31/19	Discount exp date:	
GL AP account:	102500	Due date:	07/31/19	Payment term:	
107701	Utilities - IREA	<u>18.00</u>			
	Totals	18.00	0.00	18.00	18.00

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

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All Dates

GL Account	Description	Gross Open Amount	Discount Available	Net Open Amount	Cash Required
<b>Totals for IREA</b>		<u>1,308.23</u>	<u>0.00</u>	<u>1,308.23</u>	<u>1,308.23</u>
<b>METCO METCO LANDSCAPE, INC.</b>					
Reference:	531057	Date:	07/16/19	Discount exp date:	
GL AP account:	102500	Due date:	07/16/19	Payment term:	
107585	Landscape maintenance & supplies - METCO LANDSCAPE, INC.	<u>679.03</u>			
	Totals	679.03	0.00	679.03	679.03
Reference:	531058	Date:	07/16/19	Discount exp date:	
GL AP account:	102500	Due date:	07/16/19	Payment term:	
107585	Landscape maintenance & supplies - METCO LANDSCAPE, INC.	<u>1,296.51</u>			
	Totals	1,296.51	0.00	1,296.51	1,296.51
Reference:	531619	Date:	07/30/19	Discount exp date:	
GL AP account:	102500	Due date:	07/30/19	Payment term:	
107585	Landscape maintenance & supplies - METCO LANDSCAPE, INC.	<u>4,915.00</u>			
	Totals	4,915.00	0.00	4,915.00	4,915.00
Reference:	531620	Date:	07/31/19	Discount exp date:	
GL AP account:	302500	Due date:	07/31/19	Payment term:	
307615	Baseball field improvements - METCO LANDSCAPE, INC.	<u>1,475.00</u>			
	Totals	1,475.00	0.00	1,475.00	1,475.00
Reference:	SM173291	Date:	08/01/19	Discount exp date:	
GL AP account:	102500	Due date:	08/01/19	Payment term:	
107595	Landscape contract - METCO LANDSCAPE, INC.	<u>13,320.00</u>			
	Totals	13,320.00	0.00	13,320.00	13,320.00
<b>Totals for METCO LANDSCAPE, INC.</b>		<u>21,685.54</u>	<u>0.00</u>	<u>21,685.54</u>	<u>21,685.54</u>
<b>MULHERN Mulhern MRE Inc.</b>					
Reference:	MMRE6143	Date:	06/30/19	Discount exp date:	
GL AP account:	102500	Due date:	06/30/19	Payment term:	
107584	Engineering - Mulhern MRE Inc.	<u>2,301.56</u>			
	Totals	2,301.56	0.00	2,301.56	2,301.56
<b>Totals for Mulhern MRE Inc.</b>		<u>2,301.56</u>	<u>0.00</u>	<u>2,301.56</u>	<u>2,301.56</u>
<b>PATRIOT Patriot Pest Control, LLC</b>					
Reference:	963182	Date:	07/31/19	Discount exp date:	
GL AP account:	102500	Due date:	07/31/19	Payment term:	
107589	Mosquito control - Patriot Pest Control, LLC	<u>2,000.00</u>			
	Totals	2,000.00	0.00	2,000.00	2,000.00
<b>Totals for Patriot Pest Control, LLC</b>		<u>2,000.00</u>	<u>0.00</u>	<u>2,000.00</u>	<u>2,000.00</u>
<b>ROTO Roto Rooter</b>					
Reference:	34-210830196	Date:	07/31/19	Discount exp date:	
GL AP account:	102500	Due date:	07/31/19	Payment term:	
107582	Repairs and maintenance - Roto Rooter	<u>2,106.87</u>			
	Totals	2,106.87	0.00	2,106.87	2,106.87

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

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All Dates

GL Account	Description	Gross Open Amount	Discount Available	Net Open Amount	Cash Required
<b>Totals for Roto Rooter</b>		<u>2,106.87</u>	<u>0.00</u>	<u>2,106.87</u>	<u>2,106.87</u>
<b>ROXWATERSAN</b>	<b>Roxborough Water &amp; San District</b>				
Reference:	7121316	Date:	07/31/19	Discount exp date:	
GL AP account:	102500	Due date:	07/31/19	Payment term:	
107702	Nonpotable water purchase usage - Roxborough Water & San District	<u>142.41</u>			
	Totals	142.41	0.00	142.41	142.41
Reference:	7122027	Date:	07/31/19	Discount exp date:	
GL AP account:	102500	Due date:	07/31/19	Payment term:	
107702	Nonpotable water purchase usage - Roxborough Water & San District	<u>844.92</u>			
	Totals	844.92	0.00	844.92	844.92
Reference:	7122381	Date:	07/31/19	Discount exp date:	
GL AP account:	102500	Due date:	07/31/19	Payment term:	
107702	Nonpotable water purchase usage - Roxborough Water & San District	<u>113.99</u>			
	Totals	113.99	0.00	113.99	113.99
Reference:	7124611	Date:	07/31/19	Discount exp date:	
GL AP account:	102500	Due date:	07/31/19	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:	7122162	Date:	07/31/19	Discount exp date:	
GL AP account:	102500	Due date:	07/31/19	Payment term:	
107702	Nonpotable water purchase usage - Roxborough Water & San District	<u>1,562.56</u>			
	Totals	1,562.56	0.00	1,562.56	1,562.56
<b>Totals for Roxborough Water &amp; San District</b>		<u>2,758.59</u>	<u>0.00</u>	<u>2,758.59</u>	<u>2,758.59</u>
<b>SBPORTABOWL</b>	<b>S&amp;B Porta Bowl Restrooms, Inc.</b>				
Reference:	425021	Date:	07/24/19	Discount exp date:	
GL AP account:	102500	Due date:	07/24/19	Payment term:	
107599	Portable restrooms - S&B Porta Bowl Restrooms, Inc.	<u>112.00</u>			
	Totals	112.00	0.00	112.00	112.00
Reference:	425022	Date:	08/31/19	Discount exp date:	
GL AP account:	112500	Due date:	08/31/19	Payment term:	
117599	Portable restrooms - S&B Porta Bowl Restrooms, Inc.	<u>112.00</u>			
	Totals	112.00	0.00	112.00	112.00
<b>Totals for S&amp;B Porta Bowl Restrooms, Inc.</b>		<u>224.00</u>	<u>0.00</u>	<u>224.00</u>	<u>224.00</u>
<b>STAR PLAY</b>	<b>Star Playgrounds, Inc</b>				
Reference:	INV9371	Date:	08/09/19	Discount exp date:	
GL AP account:	102500	Due date:	08/09/19	Payment term:	
107586	Playground repairs and maintenance - Star Playgrounds, Inc	<u>350.00</u>			
	Totals	350.00	0.00	350.00	350.00

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

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All Dates

GL Account	Description	Gross Open Amount	Discount Available	Net Open Amount	Cash Required
<b>Totals for Star Playgrounds, Inc</b>		<u>350.00</u>	<u>0.00</u>	<u>350.00</u>	<u>350.00</u>
<b>STRATAGEM</b>	<b>Stratagem</b>				
Reference:	36332	Date:	07/31/19	Discount exp date:	
GL AP account:	102500	Due date:	07/31/19	Payment term:	
107020	Auditing - Stratagem	<u>4,950.00</u>			
	Totals	4,950.00	0.00	4,950.00	4,950.00
<b>Totals for Stratagem</b>		<u>4,950.00</u>	<u>0.00</u>	<u>4,950.00</u>	<u>4,950.00</u>
<b>TEAMPAIN</b>	<b>Team Pain Skate Parks</b>				
Reference:	CO002	Date:	07/31/19	Discount exp date:	
GL AP account:	102500	Due date:	07/31/19	Payment term:	
107802	Skate Park maintenance - Team Pain Skate Parks	<u>40,088.02</u>			
	Totals	40,088.02	0.00	40,088.02	40,088.02
<b>Totals for Team Pain Skate Parks</b>		<u>40,088.02</u>	<u>0.00</u>	<u>40,088.02</u>	<u>40,088.02</u>
<b>WESTMETRO</b>	<b>West Metro Fire Protection District</b>				
Reference:	19080914508	Date:	07/31/19	Discount exp date:	
GL AP account:	102500	Due date:	07/31/19	Payment term:	
107588	Recreational expense - West Metro Fire Protection District	<u>375.00</u>			
	Totals	375.00	0.00	375.00	375.00
<b>Totals for West Metro Fire Protection District</b>		<u>375.00</u>	<u>0.00</u>	<u>375.00</u>	<u>375.00</u>
<b>Company Totals</b>		<u>105,312.95</u>	<u>0.00</u>	<u>105,312.95</u>	<u>105,312.95</u>









**COATINGS, INC.**  
**ASPHALT AND TENNIS COURT MAINTENANCE**

5903 LAMAR STREET  
 ARVADA, CO 80003  
 303.423.4303 • 303.423.4324 FAX

**TENNIS/SPORT COURT PROPOSAL**

To: Roxborough Village Metro. Dist.	Date: August 13, 2019
7673 North Rampart Range Road	Job Name: Roxborough Village Metro. Dist.
Littleton, CO	Location: 7673 North Rampart Range Road
	Littleton, CO
	Cell: 303-439-6058
Attn: Jerel	Email: <a href="mailto:jerel.sangster@claconnect.com">jerel.sangster@claconnect.com</a>

---

**1 TENNIS COURTS 60' X 120**  
**PICKLEBALL LINES**

**Pickleball Lines on 1 Court, Using a Single Court Configuration**

Blow court clean of dirt and debris.  
 Layout and stripe 2" pickleball lines.  
 Using Light Blue textured line paint.  
 Pull tape and clean area as required.

**TOTAL COST OF INSTALLED JOB ----- \$900.00**

**CONDITIONS**

**MOBILIZATION:** If additional mobilizations are required, by customer request, other than that which would ordinarily be required for the job, an additional charge of \$ 450 per mobilization will be charged.

**GUARANTEE:** COATINGS, INC. guarantees workmanship and material for one year from date of completion unless specifically waived elsewhere in this agreement or in a separate written agreement signed by the person (persons) or their duly authorized agent accepting this proposal. **Excluded from this guaranty is the return of structural cracks that have been filled with conventional methods. These cracks are guaranteed to return at any time from temperature fluctuations.**

**LATENT AND UNFORESEEN CONDITONS:** This proposal is based upon observed conditions, and/or information provided by the Owner unless otherwise noted in the body of the proposal. Coatings Inc. cannot warrant against unknown conditions that may be present, such as excessive moisture under the court that may cause surface delamination, poor materials or workmanship from previous work that delaminates under our coatings, the appearance of vegetation or roots, etc. Acrylic coatings can be applied in a finite number of to a point where the surface becomes sealed and large-scale delamination can occur, requiring the removal of the existing coatings.

**OFFER EXPIRES:** This proposal expires automatically thirty (30) days from date if it is not accepted with that time. In addition, if the work is not performed during the current season, the price may be increased to reflect any market and/or material price increases.

**ACCEPTANCE OF PROPOSAL:** The person (persons) accepting this proposal represent that they are the owner or authorized representative of the owner and that permission and authority is hereby granted to COATINGS, INC to perform work on premises. Owner agrees to save and hold harmless COATINGS, INC. from and against any and all damages, claims, costs, or expenses whatsoever arising from or growing out of this service during work as well as thereafter.

**PERFORMANCE:** COATINGS, INC. cannot give assurance as to a completion date since all work is subject to weather conditions, prior commitments of COATINGS, INC., third parties, mechanical failures, labor difficulties, fuel or material shortages, governmental authority or regulation, fire, acts of God, or any cause beyond our control. In the event COATINGS, INC. is delayed for more than 60 days during the current season in the performance of this contract for any of the reasons set forth herein, you shall have the right upon seven (7) days written notice to COATINGS, INC. to terminate this contract, in which event COATINGS, INC. shall be paid for the work performed by it to the date of such termination and all parties hereto shall be released of any obligation hereunder.

**TERMS OF PAYMENT:** The person (persons) and the company accepting this proposal each agree to pay COATINGS, INC. the full quoted price with any adjustments provided for herein for the work herein specified. Invoices may be issued monthly for work completed during that month. Each invoice rendered by COATINGS, INC. will be paid when rendered and payment shall be overdue and delinquent ten (10) days from the date thereof. Interest shall accrue and be payable on delinquent amounts at the rate of 1.5% per month (an annual percentage rate of 18%).

**FINANCIAL RESPONSIBILITY:** If at any time COATINGS, INC., in its sole judgment, determines that the financial responsibility of the person (persons) or the company accepting this proposal is unsatisfactory, it reserves the right to require payment in advance or satisfactory guarantees that invoices will be paid when due. If any payments are not paid when due, COATINGS, INC., at its option, may cancel any unfulfilled portion of this agreement without further liability and all work therefore completed shall thereupon be invoiced and due and payable at once.

**TAXES:** The Colorado sales tax or any other State, City, or County taxes which are now in effect included in the price quoted unless specifically stated otherwise in this agreement.

Notes:

- \* **Please note all cracks will return and can at any time due to thermal contraction of the substrate.**
- \* **Color of new coatings over repairs will not match existing colors due to UV fading.**
- \* We shall not be responsible for unstable base; soft or unstable areas will be corrected at owner's discretion.
- \* Work cannot be performed on rainy days or when temperature is under 50 degrees.
- \* Final billing will be based on actual field measured quantities at the above unit prices.
- \* This quotation is subject to all terms and conditions listed on the reverse side hereof.

If contract is acceptable, please sign and return one copy to us.

Accepted by: \_\_\_\_\_

**Coatings, Inc.**

Company \_\_\_\_\_

George Tavarez

Name \_\_\_\_\_

By: *George Tavarez*

Title \_\_\_\_\_

Title: Estimator

Date \_\_\_\_\_

Terms: Net on completion. A service charge of 1.5% monthly or 18% annum will be charged on accounts over 10 days.

**Altitude Athletic Surfaces, LLC**  
**4604 Fenwood Drive**  
**Highlands Ranch, CO 80130**  
**303-885-1315**  
[kevinmleach@yahoo.com](mailto:kevinmleach@yahoo.com)

---

**Customer Name:** CLA Connect  
**Address:**  
**City: State: Zip Code:**

**Date:** August 15, 2019  
**Project Location:** Roxborough Park

**Attention:** Jerel Sangster

**Email:** jerel.sangster@claconnect.com

---

**INSTALL PICKLEBALL LINES ONLY**

**PROJECT SCOPE OF WORK:    INSTALL PICKLEBALL LINES TO EXISTING CONCRETE SLAB**

Clean area to prepare for new pickleball ines  
Center pickleball playing area on existing tennis court slab  
Layout and stripe 2” lines for Pickleball as per ASBA Guildelines

**TOTAL COST OF PROJECT:    \$600.00**

Notes:

- \* **Please note all cracks will return and can at any time due to thermal contraction of the substrate.**
- \* **Color of new acrylic surface over repairs will not match existing colors due to UV fading.**
- \* We shall not be responsible for unstable base; soft or unstable areas will be corrected at owner’s discretion.
- \* Work cannot be performed on rainy days or when temperature is under 50 degrees.
- \* Final billing will be based on actual field measured quantities at the above unit prices.
- \* This quotation is subject to all terms and conditions listed on the following page.

Signed by: \_\_\_\_\_

**Altitude Athletic Surfaces, LLC.**

Name \_\_\_\_\_

Date \_\_\_\_\_

By: Kevin Leach, CTCB

7673 N Rampart Range Rd

37

N Rampart Range Rd

Crystal Lake Ct

Bison Ct

Bison Pl

Chipmunk Pl

Dove Tail Way

Elk Trail Pl

Eagle Rock Dr

1937

© 2018 Google

Imagery Date: 5/31/2018 39°28'14.01" N



**Suazo, Kathy**

---

**From:** Jones, Anna  
**Sent:** Monday, August 5, 2019 9:55 AM  
**To:** Shannon, Patrick; Suazo, Kathy  
**Cc:** Sangster, Jerel  
**Subject:** FW: [External] Clogged sink and urinal  
**Attachments:** IMG\_0953.jpg; IMG\_0956.jpg; IMG\_0954.jpg; IMG\_0955.jpg

Pat - include in the packet?

-----Original Message-----

From: Shannon, Patrick <Patrick.Shannon@claconnect.com>  
 Sent: Monday, August 5, 2019 8:11 AM  
 To: Kyndra Moore <moorepreferred@live.com>  
 Cc: Sangster, Jerel <Jerel.Sangster@claconnect.com>; Jones, Anna <Anna.Jones@claconnect.com>  
 Subject: RE: [External] Clogged sink and urinal

Thank you for letting us know Kyndra. Does this appear to be vandalism?

Jerel - can you please schedule a plumber out to fix?

Pat Shannon, Assistant District Manager  
 Outsourcing, CliftonLarsonAllen LLP

Direct 303-265-7998  
 patrick.shannon@CLAconnect.com

Main 303-779-5710, Fax 303-779-0348  
 8390 E Crescent Parkway, Suite 300, Greenwood Village, CO 80111 CLAconnect.com

Investment advisory services are offered through CliftonLarsonAllen Wealth Advisors, LLC, an SEC-registered investment advisor.

-----Original Message-----

From: Kyndra Moore <moorepreferred@live.com>  
 Sent: Saturday, August 3, 2019 3:46 PM  
 To: Shannon, Patrick <Patrick.Shannon@claconnect.com>  
 Subject: [External] Clogged sink and urinal











**Suazo, Kathy**

---

**From:** Sangster, Jerel  
**Sent:** Wednesday, August 14, 2019 1:57 PM  
**To:** Suazo, Kathy  
**Subject:** FW: [External] Roto-rooter

Below is the pricing for new water fountain units. The price to repair what is currently at the park is \$1014 for labor and parts.



**Jerel Sangster, Public Management Analyst**

CliftonLarsonAllen LLP

Direct – 303-439-6058  
[jerel.sangster@CLAconnect.com](mailto:jerel.sangster@CLAconnect.com)

Main 303-779-5710, Fax 303-779-0348  
8390 E Crescent Parkway, Suite 300, Greenwood Village, CO 80111  
[CLAconnect.com](http://CLAconnect.com)

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---

**From:** Celina Mendoza [<mailto:celina.mendoza@rrsc.com>]  
**Sent:** Wednesday, August 14, 2019 1:52 PM  
**To:** Sangster, Jerel <[Jerel.Sangster@claconnect.com](mailto:Jerel.Sangster@claconnect.com)>  
**Subject:** Re: [External] Roto-rooter

This model would run \$10,062.10 but includes the bottle filler and two drinking stations.



---

These two would be installed together to give us a drinking station and a bottle filler option. Pricing for the bottle filler is \$5911.71. Drinking fountain is \$4922.45. Total for both \$10,834.16





This is our last option. Two would be installed to replace the existing fountains. Pricing for two of this model would be \$4666.88





**To:** Celina Mendoza <[celina.mendoza@rrsc.com](mailto:celina.mendoza@rrsc.com)>

**Subject:** RE: [External] Roto-rooter

Thanks for the update. Can you share any photos of what new replacement options would look like?



**Jerel Sangster, Public Management Analyst**

CliftonLarsonAllen LLP

Direct – 303-439-6058  
[jerel.sangster@CLAconnect.com](mailto:jerel.sangster@CLAconnect.com)

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---

**From:** Celina Mendoza [<mailto:celina.mendoza@rrsc.com>]

**Sent:** Friday, August 9, 2019 1:22 PM

**To:** Sangster, Jerel <[Jerel.Sangster@claconnect.com](mailto:Jerel.Sangster@claconnect.com)>

**Subject:** Re: [External] Roto-rooter

Hi Jerel,

I was able to find some repair parts for the existing unit. It would be \$1014 for labor and parts. Let me know if that's the route you want to take. Any new fixture would be about \$6000-7000 for labor and parts. Let me know what you decide.

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---

**From:** Celina Mendoza

**Sent:** Wednesday, August 7, 2019 9:54:44 AM

**To:** Sangster, Jerel <[Jerel.Sangster@claconnect.com](mailto:Jerel.Sangster@claconnect.com)>

**Subject:** Re: [External] Roto-rooter

Perfect! Thank you so much. I'll send those photos off and I have some pricing ready for replacement. I will send it all over to you.

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---

**From:** Sangster, Jerel <[Jerel.Sangster@claconnect.com](mailto:Jerel.Sangster@claconnect.com)>

**Sent:** Wednesday, August 7, 2019 9:23:26 AM

**To:** Celina Mendoza <[celina.mendoza@rrsc.com](mailto:celina.mendoza@rrsc.com)>

**Subject:** RE: [External] Roto-rooter

Hi Celina,

See attached pictures of the water fountains we have currently. I'm not sure if the Board is more inclined to repair or replace but if we had some potential options to choose from that would be helpful. I look forward to hearing back from you soon.

Thanks,  
Jerel



**Jerel Sangster, Public Management Analyst**  
CliftonLarsonAllen LLP

Direct – 303-439-6058  
[jerel.sangster@CLAconnect.com](mailto:jerel.sangster@CLAconnect.com)

Main 303-779-5710, Fax 303-779-0348  
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**From:** Celina Mendoza [<mailto:celina.mendoza@rrsc.com>]  
**Sent:** Tuesday, August 6, 2019 9:41 AM  
**To:** Sangster, Jerel <[Jerel.Sangster@claconnect.com](mailto:Jerel.Sangster@claconnect.com)>  
**Subject:** Re: [External] Roto-rooter

I can do that. I'll get a couple quotes for you today.

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---

**From:** Sangster, Jerel <[Jerel.Sangster@claconnect.com](mailto:Jerel.Sangster@claconnect.com)>  
**Sent:** Tuesday, August 6, 2019 9:30:02 AM  
**To:** Celina Mendoza <[celina.mendoza@rrsc.com](mailto:celina.mendoza@rrsc.com)>  
**Subject:** RE: [External] Roto-rooter

Is there any way you can send me the quotes for the new fountains? I just want to see what our replacement options look like. Also maybe explore the type of fountain that also has the refill station for water bottles at the top. I will try to get pics of the current fountains to you today.



**Jerel Sangster, Public Management Analyst**  
CliftonLarsonAllen LLP

Direct – 303-439-6058  
[jerel.sangster@CLAconnect.com](mailto:jerel.sangster@CLAconnect.com)

Main 303-779-5710, Fax 303-779-0348  
8390 E Crescent Parkway, Suite 300, Greenwood Village, CO 80111  
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---

**From:** Celina Mendoza [<mailto:celina.mendoza@rrsc.com>]  
**Sent:** Thursday, August 1, 2019 4:41 PM  
**To:** Sangster, Jerel <[Jerel.Sangster@claconnect.com](mailto:Jerel.Sangster@claconnect.com)>  
**Subject:** Re: [External] Roto-rooter

Hi Jerel,

I have called a few different supply houses and the least expensive fountains run about \$4000-\$5000 for 2 new ones. Would you be able to send me pictures if the fountains? We got new phones at work and all the photos were deleted so all I've been able to find is from what I can remember. If you can send me photos we might have a better chance of tracking down repair parts.

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---

**From:** Sangster, Jerel <[Jerel.Sangster@claconnect.com](mailto:Jerel.Sangster@claconnect.com)>  
**Sent:** Wednesday, July 31, 2019 12:04:32 PM  
**To:** Celina Mendoza <[celina.mendoza@rrsc.com](mailto:celina.mendoza@rrsc.com)>  
**Subject:** RE: [External] Roto-rooter

Hi Celina,

I just wanted to check in and see if you had a chance to look at parts or replacement options for the water fountains at the park restrooms in Roxborough. Looking forward to your response.

Thanks!



**Jerel Sangster, Public Management Analyst**  
 CliftonLarsonAllen LLP

Direct – 303-439-6058  
[jerel.sangster@CLAconnect.com](mailto:jerel.sangster@CLAconnect.com)

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**From:** Celina Mendoza [<mailto:celina.mendoza@rrsc.com>]  
**Sent:** Wednesday, July 17, 2019 9:53 AM  
**To:** Sangster, Jerel <[Jerel.Sangster@claconnect.com](mailto:Jerel.Sangster@claconnect.com)>  
**Subject:** [External] Roto-rooter

Jerel,

The parts came in today. What is your availability this week?

Celina Mendoza  
Roto-rooter Services Company  
5180 Smith Rd.  
Denver, Co. 80216  
Master Plumber License #188858 IICRC Certified

---

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**CliftonLarsonAllen LLP**

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**Suazo, Kathy**

---

**From:** Sangster, Jerel  
**Sent:** Tuesday, August 13, 2019 3:15 PM  
**To:** Suazo, Kathy  
**Cc:** Jones, Anna; Shannon, Patrick  
**Subject:** Board/event T shirts  
**Attachments:** T shirt designs.pdf

Team,

Here are some potential t-shirt designs along with pricing. These can be edited per the Board's input but just showing a few ideas of what the shirts might look like along with the cost. There are three basic designs specifically for the Board and two options for volunteers or simply to give away. Discounts are applied when shirts are ordered in bulk so these prices may vary depending on the design/quantity chosen.

Thanks,  
Jerel



**Jerel Sangster, Public Management Analyst**  
CliftonLarsonAllen LLP

Direct – 303-439-6058  
[jerel.sangster@CLAconnect.com](mailto:jerel.sangster@CLAconnect.com)

Main 303-779-5710, Fax 303-779-0348  
8390 E Crescent Parkway, Suite 300, Greenwood Village, CO 80111  
[CLAconnect.com](http://CLAconnect.com)


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[Send me your files with secure file transfer.](#)

Board 1



Your All-Inclusive Price

**\$26.35 each (5 Items)**  
\$131.75 total

Guaranteed by Tuesday, Aug. 27th with FREE 2-Week Delivery!

Buy more, save more! Order 10 items and pay \$24.31 each, or 20 items and pay \$16.90 each.  
Money Saving Tips

Need it sooner? Upgrade at checkout

1-Week Rush (+10%) - Tue., Aug. 20th  
3-Day Super Rush (+25%) - Mon., Aug. 19th

FREE Shipping to Englewood, CO Change  
Applicable tax may apply during checkout.

Printing: 3 color front, 1 color back


Gildan Ultra Cotton T-shirt  
Color: White

\$26.35 Each Qty 5 Change L 5 @ \$26.35

Buy Now Save & Continue Designing

Gildan Ultra Cotton T-shirt  
White

Board 2



Your All-Inclusive Price

**\$20.35 each (5 Items)**  
\$101.75 total

Guaranteed by Tuesday, Aug. 27th with FREE 2-Week Delivery!

Buy more, save more! Order 10 items and pay \$18.40 each, or 20 items and pay \$12.89 each.  
Money Saving Tips

Need it sooner? Upgrade at checkout

1-Week Rush (+10%) - Tue., Aug. 20th  
3-Day Super Rush (+25%) - Mon., Aug. 19th

FREE Shipping to Englewood, CO Change  
Applicable tax may apply during checkout.


Printing: 3 color front

Gildan Ultra Cotton T-shirt  
Color: White

\$20.35 Each Qty 5 Change L 5 @ \$20.35

Buy Now Save & Continue Designing

Gildan Ultra Cotton T-shirt  
White



Your All-Inclusive Price

**\$23.35 each (5 Items)**  
\$116.75 total

Guaranteed by Tuesday, Aug. 27th with FREE 2-Week Delivery!

Buy more, save more! Order 10 items and pay \$19.12 each, or 20 items and pay \$15.61 each.  
Money Saving Tip

Need it sooner? Upgrade at checkout:  
1-Week Rush (+10%) - Tue, Aug. 20th  
3-Day Super Rush (+25%) - Mon, Aug. 19th

FREE Shipping to Englewood, CO Change  
Applicable tax may apply during checkout.

Printing: 3 color front

Gildan Ultra Cotton T-shirt  
Color: Sports Gray

\$23.35 Each  
Qty 5 Change


L 5 @ \$23.35

Buy Now

Save & Continue Designing

Gildan Ultra Cotton T-shirt  
Sports Gray

Volunteer 1



Your All-Inclusive Price

~~\$20.95~~ **\$18.40 each (10 Items)**  
~~\$209.50~~ **\$184.00 total after 12% Volume Discount**

Guaranteed by Tuesday, Aug. 27th with FREE 2-Week Delivery!

Buy more, save more! Order 15 items and pay \$14.69 each, or 20 items and pay \$12.69 each.  
Money Saving Tip

Need it sooner? Upgrade at checkout  
1-Week Rush (+10%) - Tue., Aug. 20th  
3-Day Super Rush (+25%) - Mon., Aug. 19th

FREE Shipping to Englewood, CO Change  
Applicable tax may apply during checkout.

Printing: 3 color front


Gildan Ultra Cotton T-shirt  
Color: White  
\$18.40 Each  
Qty 10 Change

M, S, L 5 @ \$18.40

Buy Now Save & Continue Designing

Gildan Ultra Cotton T-shirt  
White

Volunteer 2



Your All-Inclusive Price

~~\$23.95~~ **\$19.12 each (10 Items)**  
~~\$239.50~~ **\$191.20 total after 20% Volume Discount**

Guaranteed by Tuesday, Aug. 27th with FREE 2-Week Delivery!

Buy more, save more! Order 15 items and pay \$15.41 each, or 20 items and pay \$12.61 each.  
Money Saving Tip

Need it sooner? Upgrade at checkout  
1-Week Rush (+10%) - Tue., Aug. 20th  
3-Day Super Rush (+25%) - Mon., Aug. 19th

FREE Shipping to Englewood, CO Change  
Applicable tax may apply during checkout.

Printing: 3 color front

Gildan Ultra Cotton T-shirt  
Color: Sports Grey  
\$19.12 Each  
Qty 10 Change

M, S, L 5 @ \$19.12

Buy Now Save & Continue Designing

Gildan Ultra Cotton T-shirt  
Sports Grey



# Playground & Recreation Facility Safety Inspection

<b>Site Name:</b> <u>Brown Bear Park (Airplane)</u>	<b>Date:</b> <u>7/26/2019</u>
<b>Address:</b> <u>7568 Brown Bear Ct</u>	
<b>City/State/ Zip:</b> <u>Littleton, CO 80125</u>	<b>Inspector:</b> <u>Erin Starr</u>
<b>Client Name:</b> <u>CLA</u>	
<b>Contact:</b> <u>Patrick Shannon</u>	<b>Phone:</b> _____
<b>Billing Address:</b> <u>8390 E Cresecent Parkway, Suite 300</u>	
<b>City/State/ Zip:</b> <u>Greenwood Village, CO 80111</u>	



Use the following codes: NA = Not Applicable 1 = Okay 2 = Needs Maintenance 3 = Request for Repair 4 = Immediate Action

Site conditions:	Code	Inspection Comments
1. Vandalism: graffiti, glass, trash, damage	1	
2. Drainage: standing water	1	
3. Borders: damage, missing, protrusions	1	concrete sidewalk damaged
4. Signage: broken, missing, damage	2	no signage
5. Site Amenities: tables, benches, grills	1	
6. ADA Access	1	

General Inspection Items:	Code	Inspection Comments
7. Chains / Ropes / Cables / Nets: loose, worn, rust	1	
8. Decks: loose, gaps, rust, protruding bolts	2	decks worn due to age
9. Footings: loose, exposed, cracked	1	
10. Guardrails / Barriers: loose, protruding bolts	1	
11. Hardware: protruding, loose, missing	1	
12. Ladders / Steps: loose, rust, protruding bolts	1	
13. Overhead Equip: loose, vertical projections	1	
14. Paint: chipping, peeling, rust	1	most of the paint is chipping
15. Panels: loose, missing, damaged	2	worn due to age. No play value
16. Posts: loose, clamps, pins, protrusions	1	
17. Railing: loose, missing, protrusions	1	
18. Rungs / Handholds: loose, protruding bolts	1	
19. Sharp Edges: corners, edges, bolts	1	
20. Slides: entanglements, gaps, protrusions	1	
21. Springs: support, worn	n/a	
22. Surfacing: depth, quantity, maintenance	1	
23. Swings Seats: cut, cracked, missing	1	
24. Use Zones around equipment	1	
25. Welds: pitting, rust cracks	1	
26. Wood / Logs / Boards: cracks, splinters, decay	1	

**General Notes:**

Park is in ok condition. Lacks play value





# Playground & Recreation Facility Safety Inspection

<b>Site Name:</b> <u>Chatfield Farms Park</u>	<b>Date:</b> <u>7/26/2019</u>
<b>Address:</b> <u>8563 Liverpool Circle</u>	
<b>City/State/ Zip:</b> <u>Highlands Ranch, CO 80126</u>	<b>Inspector:</b> <u>Erin Starr</u>
<b>Client Name:</b> <u>CLA</u>	
<b>Contact:</b> <u>Patrick Shannon</u>	<b>Phone:</b> _____
<b>Billing Address:</b> <u>8390 E Cresecent Parkway, Suite 300</u>	
<b>City/State/ Zip:</b> <u>Greenwood Village, CO 80111</u>	



Use the following codes: NA = Not Applicable 1 = Okay 2 = Needs Maintenance 3 = Request for Repair 4 = Immediate Action

Site conditions:	Code	Inspection Comments
1. Vandalism: graffiti, glass, trash, damage	1	
2. Drainage: standing water	1	
3. Borders: damage, missing, protrusions	n/a	
4. Signage: broken, missing, damage	1	
5. Site Amenities: tables, benches, grills	1	
6. ADA Access	1	EWf

General Inspection Items:	Code	Inspection Comments
7. Chains / Ropes / Cables / Nets: loose, worn, rust	n/a	
8. Decks: loose, gaps, rust, protruding bolts	1	
9. Footings: loose, exposed, cracked	1	
10. Guardrails / Barriers: loose, protruding bolts	1	
11. Hardware: protruding, loose, missing	1	
12. Ladders / Steps: loose, rust, protruding bolts	1	
13. Overhead Equip: loose, vertical projections	1	
14. Paint: chipping, peeling, rust	1	
15. Panels: loose, missing, damaged	1	
16. Posts: loose, clamps, pins, protrusions	1	
17. Railing: loose, missing, protrusions	1	
18. Rungs / Handholds: loose, protruding bolts	1	
19. Sharp Edges: corners, edges, bolts	1	
20. Slides: entanglements, gaps, protrusions	1	
21. Springs: support, worn	1	
22. Surfacing: depth, quantity, maintenance	1	
23. Swings Seats: cut, cracked, missing	1	
24. Use Zones around equipment	1	
25. Welds: pitting, rust cracks	1	
26. Wood / Logs / Boards: cracks, splinters, decay	1	

**General Notes:**

Park is in great condition.

# Playground & Recreation Facility Safety Inspection

<b>Site Name:</b> <u>Marmont Ridge Park</u>	<b>Date:</b> <u>7/26/2019</u>
<b>Address:</b> <u>9701 Marmot Ridge Cir</u>	
<b>City/State/ Zip:</b> <u>Littleton, CO 80125</u>	<b>Inspector:</b> <u>Erin Starr</u>
<b>Client Name:</b> <u>CLA</u>	
<b>Contact:</b> <u>Patrick Shannon</u>	<b>Phone:</b> _____
<b>Billing Address:</b> <u>8390 E Cresecent Parkway, Suite 300</u>	
<b>City/State/ Zip:</b> <u>Greenwood Village, CO 80111</u>	



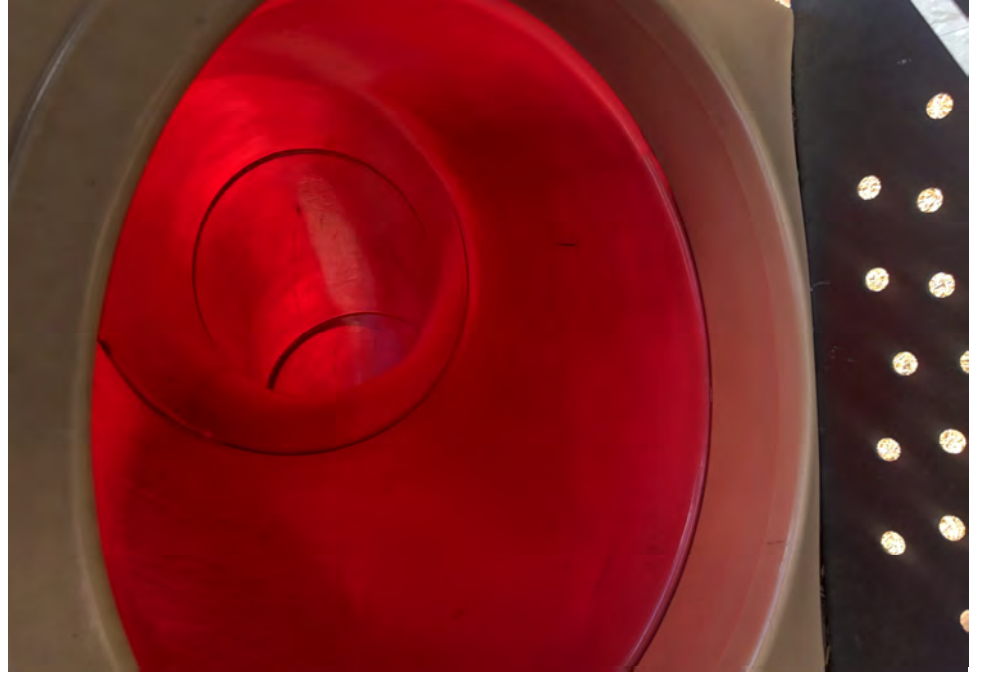
Use the following codes: NA = Not Applicable 1 = Okay 2 = Needs Maintenance 3 = Request for Repair 4 = Immediate Action

Site conditions:	Code	Inspection Comments
1. Vandalism: graffiti, glass, trash, damage	1	
2. Drainage: standing water	1	
3. Borders: damage, missing, protrusions	3	concrete sidewalk damaged
4. Signage: broken, missing, damage	2	no signage
5. Site Amenities: tables, benches, grills	1	
6. ADA Access	1	

General Inspection Items:	Code	Inspection Comments
7. Chains / Ropes / Cables / Nets: loose, worn, rust	1	
8. Decks: loose, gaps, rust, protruding bolts	1	
9. Footings: loose, exposed, cracked	1	
10. Guardrails / Barriers: loose, protruding bolts	1	
11. Hardware: protruding, loose, missing	1	
12. Ladders / Steps: loose, rust, protruding bolts	1	
13. Overhead Equip: loose, vertical projections	1	
14. Paint: chipping, peeling, rust	3	most of the paint iss chipping
15. Panels: loose, missing, damaged	2	worn due to age. No play value
16. Posts: loose, clamps, pins, protrusions	1	
17. Railing: loose, missing, protrusions	1	
18. Rungs / Handholds: loose, protruding bolts	1	
19. Sharp Edges: corners, edges, bolts	1	
20. Slides: entanglements, gaps, protrusions	1	
21. Springs: support, worn	n/a	
22. Surfacing: depth, quantity, maintenance	1	
23. Swings Seats: cut, cracked, missing	1	
24. Use Zones around equipment	1	
25. Welds: pitting, rust cracks	1	
26. Wood / Logs / Boards: cracks, splinters, decay	1	

**General Notes:**

Park is in good condition. Lacks play value









# Playground & Recreation Facility Safety Inspection

<b>Site Name:</b> <u>Mule Deer Park</u>	<b>Date:</b> <u>7/26/2019</u>
<b>Address:</b> <u>7846 Mule Deer Pl</u>	
<b>City/State/ Zip:</b> <u>Littleton, CO 80125</u>	<b>Inspector:</b> <u>Erin Starr</u>
<b>Client Name:</b> <u>CLA</u>	
<b>Contact:</b> <u>Patrick Shannon</u>	<b>Phone:</b> _____
<b>Billing Address:</b> <u>8390 E Cresecent Parkway, Suite 300</u>	
<b>City/State/ Zip:</b> <u>Greenwood Village, CO 80111</u>	



Use the following codes: NA = Not Applicable 1 = Okay 2 = Needs Maintenance 3 = Request for Repair 4 = Immediate Action

Site conditions:	Code	Inspection Comments
1. Vandalism: graffiti, glass, trash, damage	1	
2. Drainage: standing water	1	
3. Borders: damage, missing, protrusions	1	
4. Signage: broken, missing, damage	2	no signage
5. Site Amenities: tables, benches, grills	1	
6. ADA Access	1	

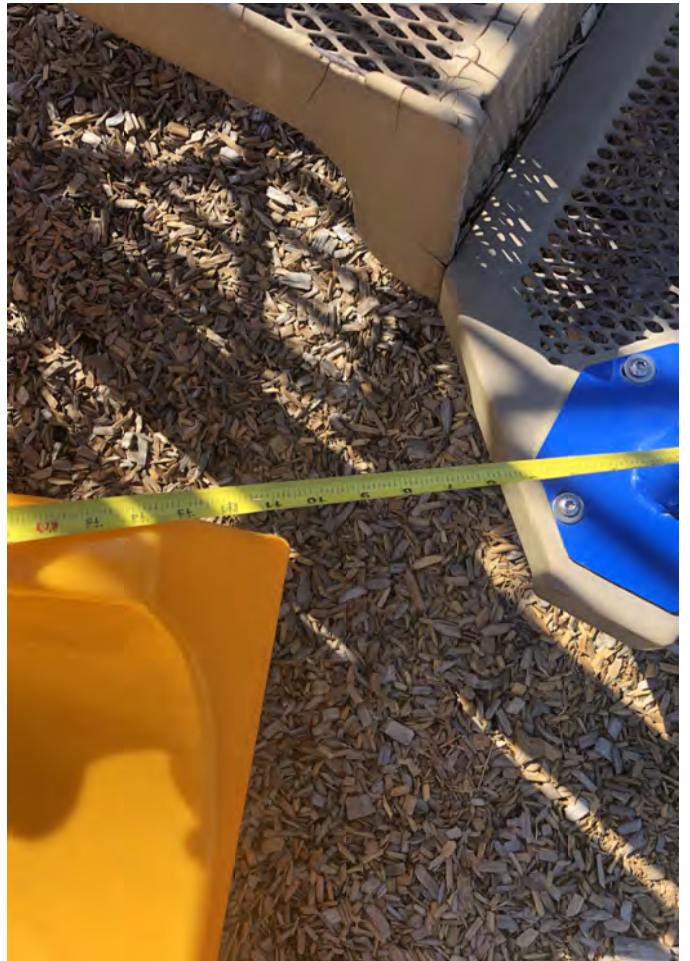
General Inspection Items:	Code	Inspection Comments
7. Chains / Ropes / Cables / Nets: loose, worn, rust	1	
8. Decks: loose, gaps, rust, protruding bolts	3	decks worn due to age
9. Footings: loose, exposed, cracked	1	
10. Guardrails / Barriers: loose, protruding bolts	1	
11. Hardware: protruding, loose, missing	1	
12. Ladders / Steps: loose, rust, protruding bolts	1	
13. Overhead Equip: loose, vertical projections	n/a	
14. Paint: chipping, peeling, rust	1	paint is chipping
15. Panels: loose, missing, damaged	2	worn due to age. No play value
16. Posts: loose, clamps, pins, protrusions	1	
17. Railing: loose, missing, protrusions	1	
18. Rungs / Handholds: loose, protruding bolts	1	
19. Sharp Edges: corners, edges, bolts	1	
20. Slides: entanglements, gaps, protrusions	4	slide exits directly into structure
21. Springs: support, worn	n/a	
22. Surfacing: depth, quantity, maintenance	1	
23. Swings Seats: cut, cracked, missing	1	
24. Use Zones around equipment	1	
25. Welds: pitting, rust cracks	1	
26. Wood / Logs / Boards: cracks, splinters, decay	1	

### General Notes:

Park is in ok condition. Lacks play value  
Red flag issue - slide exit zone

Spoke to a neighbor mom who requested a bigger/better structure that covers more age groups and shade







# Playground & Recreation Facility Safety Inspection

<b>Site Name:</b> <u>Rox Community Park</u>	<b>Date:</b> <u>7/26/2019</u>
<b>Address:</b> <u>7463-7635 N Rampart Range Rd</u>	
<b>City/State/ Zip:</b> <u>Littleton, CO 80125</u>	<b>Inspector:</b> <u>Erin Starr</u>
<b>Client Name:</b> <u>CLA</u>	
<b>Contact:</b> <u>Patrick Shannon</u>	<b>Phone:</b> _____
<b>Billing Address:</b> <u>8390 E Cresecent Parkway, Suite 300</u>	
<b>City/State/ Zip:</b> <u>Greenwood Village, CO 80111</u>	



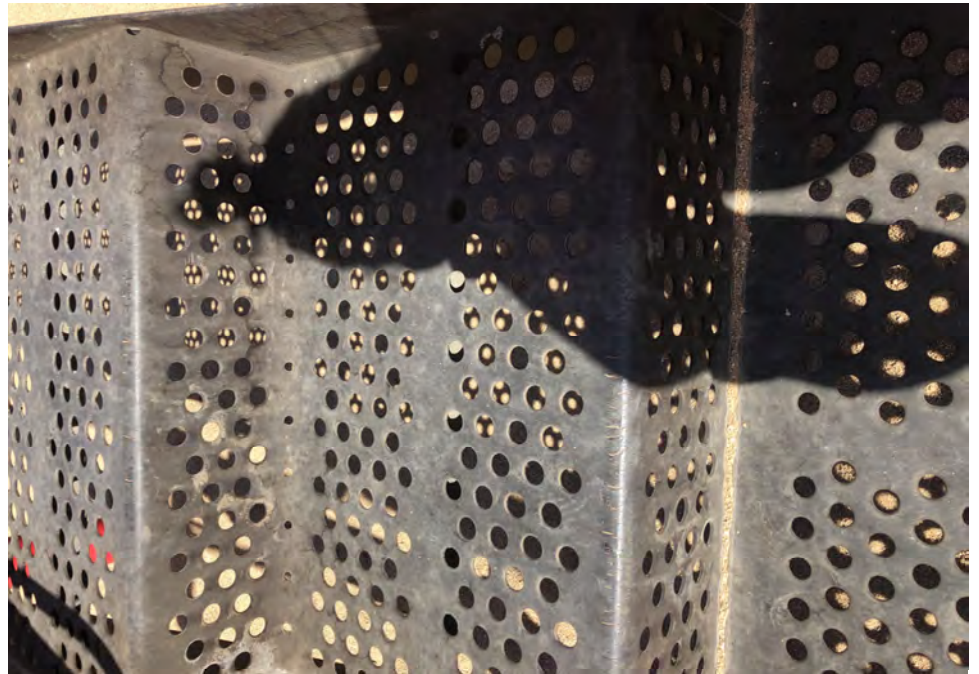
Use the following codes: NA = Not Applicable 1 = Okay 2 = Needs Maintenance 3 = Request for Repair 4 = Immediate Action

Site conditions:	Code	Inspection Comments
1. Vandalism: graffiti, glass, trash, damage	2	Slide has been vadalized - see attached pictures
2. Drainage: standing water	1	
3. Borders: damage, missing, protrusions	1	
4. Signage: broken, missing, damage	2	no signage
5. Site Amenities: tables, benches, grills	1	
6. ADA Access	3	no way to get into the pit

General Inspection Items:	Code	Inspection Comments
7. Chains / Ropes / Cables / Nets: loose, worn, rust	n/a	
8. Decks: loose, gaps, rust, protruding bolts	3	decks are chipping/cracking due to age
9. Footings: loose, exposed, cracked	1	
10. Guardrails / Barriers: loose, protruding bolts	1	
11. Hardware: protruding, loose, missing	1	
12. Ladders / Steps: loose, rust, protruding bolts	1	
13. Overhead Equip: loose, vertical projections	1	
14. Paint: chipping, peeling, rust	2	paint worn due to age
15. Panels: loose, missing, damaged	1	
16. Posts: loose, clamps, pins, protrusions	1	
17. Railing: loose, missing, protrusions	1	
18. Rungs / Handholds: loose, protruding bolts	1	
19. Sharp Edges: corners, edges, bolts	1	
20. Slides: entanglements, gaps, protrusions	3	broken fitting at top of spiral slide
21. Springs: support, worn	1	
22. Surfacing: depth, quantity, maintenance	3	sand is not ADA accessible or rated for the fall height of the equip
23. Swings Seats: cut, cracked, missing	n/a	
24. Use Zones around equipment	1	
25. Welds: pitting, rust cracks	1	
26. Wood / Logs / Boards: cracks, splinters, decay	1	

### General Notes:

Park is in good condition, but surfacing is not ADA compliant, low and not rated for the fall height of the equipment EWF is recommended.









# Playground & Recreation Facility Safety Inspection

<b>Site Name:</b> <u>Rox Imperial Park</u>	<b>Date:</b> <u>7/26/2019</u>
<b>Address:</b> <u>7932 Kyle Way</u>	
<b>City/State/ Zip:</b> <u>Littleton, CO 80125</u>	<b>Inspector:</b> <u>Erin Starr</u>
<b>Client Name:</b> <u>CLA</u>	
<b>Contact:</b> <u>Patrick Shannon</u>	<b>Phone:</b> _____
<b>Billing Address:</b> <u>8390 E Cresecent Parkway, Suite 300</u>	
<b>City/State/ Zip:</b> <u>Greenwood Village, CO 80111</u>	



Use the following codes: NA = Not Applicable 1 = Okay 2 = Needs Maintenance 3 = Request for Repair 4 = Immediate Action

Site conditions:	Code	Inspection Comments
1. Vandalism: graffiti, glass, trash, damage	1	
2. Drainage: standing water	1	
3. Borders: damage, missing, protrusions	1	
4. Signage: broken, missing, damage	1	
5. Site Amenities: tables, benches, grills	1	
6. ADA Access	1	EWf

General Inspection Items:	Code	Inspection Comments
7. Chains / Ropes / Cables / Nets: loose, worn, rust	1	replaced chains still look good
8. Decks: loose, gaps, rust, protruding bolts	1	
9. Footings: loose, exposed, cracked	1	
10. Guardrails / Barriers: loose, protruding bolts	1	
11. Hardware: protruding, loose, missing	1	
12. Ladders / Steps: loose, rust, protruding bolts	1	
13. Overhead Equip: loose, vertical projections	1	
14. Paint: chipping, peeling, rust	1	
15. Panels: loose, missing, damaged	1	
16. Posts: loose, clamps, pins, protrusions	1	
17. Railing: loose, missing, protrusions	1	
18. Rungs / Handholds: loose, protruding bolts	1	
19. Sharp Edges: corners, edges, bolts	1	
20. Slides: entanglements, gaps, protrusions	1	
21. Springs: support, worn	1	
22. Surfacing: depth, quantity, maintenance	1	
23. Swings Seats: cut, cracked, missing	1	
24. Use Zones around equipment	1	
25. Welds: pitting, rust cracks	1	
26. Wood / Logs / Boards: cracks, splinters, decay	1	

**General Notes:**

Park is in good condition.



## Suazo, Kathy

---

**From:** Colby, Joan  
**Sent:** Wednesday, August 14, 2019 11:18 AM  
**To:** CLA Greenwood Village GCS Management Svc All; CLA Greenwood Village GCS Accounting Svc All  
**Subject:** Coverage changes for 2020 - Wind and Hail  
**Attachments:** 2019 Hail Deductible Endorsement.pdf; 2019 Cosmetic Damage Waiver endorsement.pdf  
  
**Importance:** High

Good Morning Everyone☺

We have received notice from T Charles Wilson Insurance that the CSD Pool is making hail-related changes to the 2020 Property Coverage Form. Due to the severe weather losses over the previous three years, starting in 2020 all members will have a 2% deductible for property losses caused by hail. A hail loss will be subject to a deductible of 2% of the value of the damaged property. There is a minimum \$5,000 deductible and a maximum of \$50,000.

For districts in hail-prone areas, the Pool will also require the Cosmetic Damage Waiver endorsement for property coverage. This endorsement waives coverage for claims involving wind or hail damage to a roof that suffers only cosmetic damage. Cosmetic damage refers to scuff marks and dents that do not affect the structural integrity of the building's roof and are not visible to patrons of the facility.

Please advise your districts to allocate budget for possible increased deductible if a hail loss occurs. If you have any questions please feel free to contact Jan Elliott at T. Charles Wilson. Her email address is [jelliott@wilson.com](mailto:jelliott@wilson.com).

**Please note that insurance renewals begin in September. Please let us know by September 6<sup>th</sup> if you need to add employees or property to the current policy.**

Thank you,  
Wendi and Joan



**Joan Colby**

District Records Retention Coordinator II, Outsourcing

**Direct 303-265-7920** | Main 303-779-5710 x37920 | Fax 303-779-0348

CLA (CliftonLarsonAllen LLP) | 8390 E Crescent Parkway, Suite 300, Greenwood Village, CO 80111

[joan.colby@CLAconnect.com](mailto:joan.colby@CLAconnect.com) | [CLAconnect.com](http://CLAconnect.com)

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**Colorado Special Districts  
Property and Liability Pool**

## **PROPERTY ENDORSEMENT**

Named Member:	Property Form No.: <b>CSD Pool – 1/1/2019 – 1/1/2020</b>
Certificate Number:	Effective Endorsement Date:
Issued By: <b>Colorado Special Districts Property and Liability Pool</b>	

**THIS ENDORSEMENT CHANGES THE MEMBER PROPERTY COVERAGE  
PLEASE READ IT CAREFULLY**

### **HAIL DEDUCTIBLE**

This endorsement modifies insurance provided under the following:

### **PROPERTY COVERAGE**

The following is added to SECTION 2 DEDUCTIBLE:

#### **E. HAIL DEDUCTIBLE**

In consideration of a Property Contribution Credit associated with the building structure annual contribution for the above-reference property Form, the above **Member District** agrees to the following with respect to loss or damage caused by hail to a building or structure identified in the **Member District** property schedule on file with the Pool.

The Pool will apply a deductible of 2% per occurrence of the value of the covered damaged property at the time loss occurs, subject to a \$5,000 minimum and \$50,000 maximum per occurrence, unless a higher deductible is scheduled at the damaged location.

By: \_\_\_\_\_  
**Member District's Duly Authorized Representative** **Date**

Print Name and Title: \_\_\_\_\_

**District Board must sign and return an original copy to:  
CSD Pool c/o McGriff, Seibels & Williams, Inc. | P.O. Box 1539 | Portland, OR 97207-1539**

**PROPERTY ENDORSEMENT**

Named Member:	Property Form No.: <b>CSD Pool 1/1/2019 - 1/1/2020</b>
Certificate Number:	Effective Endorsement Date:
Issued By: <b>Colorado Special Districts Property and Liability Pool</b>	

**THIS ENDORSEMENT CHANGES THE MEMBER PROPERTY COVERAGE  
PLEASE READ IT CAREFULLY**

**COSMETIC DAMAGE WAIVER**

This endorsement modifies insurance provided under the following:

**PROPERTY COVERAGE**

The following is added to SECTION 4 COVERAGE:

**AB. COSMETIC DAMAGE WAIVER**

In consideration of a Property Contribution Credit associated with the building structure annual contribution for the above-referenced Property Form, the above **Member District** agrees to the following with respect to loss or damage by wind and/or hail to a building or structure identified in the **Member District** property schedule on file with the Pool.

The Pool will not pay for cosmetic damage to roof surfacing caused by wind and/or hail. For the purpose of this endorsement:

- Roof surfacing means the shingles, tiles, cladding, metal or synthetic sheeting or similar materials covering the roof and includes all materials used in securing the roof surface and all materials applied to or under the roof surface for moisture protection, as well as roof flashing, vent covers and gutters.
- Cosmetic damage means that the wind and/or hail caused marring, pitting or other superficial damage that altered the appearance of the roof surfacing, but such damage does not prevent the roof from continuing to function as a barrier to entrance of the elements to the same extent as it did before the cosmetic damage occurred.

However, there is excepted from, and this Cosmetic Damage Waiver shall not apply to, cosmetic damage to front entry, visibly apparent areas of roof surfacing composing less than 25% of the roof area of the scheduled building or structure. The Pool will pay for cosmetic damage to such areas, limited to less than 25% of the roof area of the scheduled building or structure, subject to all other terms, conditions and exclusions of this Coverage Document.

By: \_\_\_\_\_  
**Member District's Duly Authorized Representative**
**Date**

Print Name and Title: \_\_\_\_\_

**District Board must sign and return an original copy to:  
CSD Pool c/o McGriff, Seibels & Williams, Inc. | P.O. Box 1539 | Portland, OR 97207-1539**

# A PARTNERSHIP THAT WORKS

As a partner with the YMCA, your HOA retains ownership of your community center, pool, and facility as an asset and resource. Then, the YMCA serves your HOA and maximizes your impact with:

- Facility and pool operational support
- Certified pool staff and lifeguards
- Efficient, turn-key YMCA programming
- Administration of registrations and paperwork
- Four or more hosted Community Events a year
- Highly trusted staff with a dedicated presence at your HOA
- Knowledgeable and experienced program leaders
- Low staff-to-participant program ratios
- Management of third-party vendors like cleaners and maintenance providers
- Access cards for all eligible participants
- Flexibility – your HOA determines the hours, audience, and terms for participation



## DISCOVER EVERYTHING YOUR HOA CAN DO!

Contact Kimberly Armitage at 720 870 2221 or [karmitage@denverymca.org](mailto:karmitage@denverymca.org)

### SUCCESSFUL PARTNERSHIPS THROUGHOUT DENVER

HOAs from Brighton to Castle Rock, Aurora to Lakewood, are finding customized solutions for their programming, services, operations, and management.

We serve over 20 HOAs, including:

Tallyns Reach  
Aurora

Reunion  
Commerce City

Brighton Crossing  
Brighton, CO

Pinery Glen  
Parker

Crystal Valley  
Castle Rock

Solterra  
Lakewood

Greenfield  
Centennial

Whisper Creek  
Arvada



FOR YOUTH DEVELOPMENT®  
FOR HEALTHY LIVING  
FOR SOCIAL RESPONSIBILITY

## DISCOVER WHAT YOUR HOA CAN DO

### YMCA OF METROPOLITAN DENVER HOMEOWNER ASSOCIATION PARTNERSHIPS

Management, operations, and solutions for  
A stronger HOA and a stronger community





## TURN TO THE YMCA

By partnering with the YMCA of Metropolitan Denver, homeowner associations and community centers throughout the metro area are able to deliver more value to their residents.

Through our partnerships, the Y brings proven and nationally recognized recreation, childcare, and special events to HOAs, and handles all aspects of their management, operations, and promotion. We're an ideal solution to providing quality programs and services without exorbitant costs, red tape, or resources.

## SERVICES DESIGNED FOR YOUR HOA

The Y customizes offerings to meet the needs of your community and gives your residents what they are looking for. YMCA programs and services are trusted, certified, and built on everything the Y stands for.

### HEALTHY LIVING

Tools and encouragement to develop a healthy body, mind, and spirit

#### Sample Healthy Living Programs

- Fitness classes — Pilates, yoga, Zumba, and more!
- Stretching and movement classes for seniors
- Stroller Walking Group
- Personal training
- Massage
- Running Club

### YOUTH AND FAMILY

Sports and activities to build confidence and create memories

#### Sample Youth and Family Programs

- Kids' Night Out
- Leadership in Training/Community Service
- Swim lessons and teams
- Day camps
- Childcare
- Youth sports

### INVOLVEMENT AND CONNECTIONS

Opportunities to get involved, build relationships, and work together

#### Sample Neighborhood Programs

- Lifeguard classes
- Community events
- Volunteer opportunities
- Teen nights

With customizable YMCA programs and services, your HOA can be a gathering place. And you'll enhance that neighborhood feeling that only comes with "home."

### DISCOVER EVERYTHING YOUR HOA CAN DO!

Learn more about partnering with the YMCA of Metropolitan Denver.

Contact Kimberly Armitage at 720 870 2221 or [karmitage@denverymca.org](mailto:karmitage@denverymca.org)







METCO LANDSCAPE, INC.

## Monthly Maintenance Report for Roxborough Village Metropolitan District

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

### REVIEW OF GANTTED OPERATIONS

#### Turf

Fertilizer was applied on August 13th weed and feed for the third application this season. I am seeing some seed germinate from the terra seed application applied in July. There is some poor drainage in spots that are hard seeing turf germinating. I am going to oversseed that area again first week of september. All turf looks good at other parks

#### Shrub Beds

All shrub beds are mosley clear of weeds and all shrubs were trimmed in the metro the middle of July. Shrubs were planted in the median at the nose ends of the first median as you arrive into Roxborough.

#### Trees

Trees look good throughout metro area

#### Irrigation

Jockey pump was Relplaced in July it had run its course. Scott recalled it was 5plus years since any replacement was done or had to be pulled and repaired. There have been repairs on a mainline pipe at the ballfield near the infield that needed repair at a juntion of valves that had a broken elbow and cracked tee that needed a thrust block to fix the problem.

#### Site Policing

Doggy stations porter continued twice a week along with trash removal. Also we continue to stripe the ball field for the weekend softball play

#### Overall Site

All native was mowed the middle of July. We are mowing down the site at the community park that will be used for the fireworks display area. And will keep it low up untill the event. We put two banner signes up for the September festival. One at the Soccar park and the other at Median island southof East and West Village circle street light.

#### Review of Operatons for Upcoming Month:

*Schedule, Gantt, special Needs, Concerns, Areas of Focus*

We will be starting aeration in the month of September.



Acceptance of proposal - I have read the terms stated herein, and I hereby accept them.

**Client's Signature** \_\_\_\_\_ **Total** **\$4,950.00**

street, Aurora, CO, 80011

Tel: (303) 421-3100

**Date** \_\_\_\_\_

Total: **\$4,950.00**

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

**CONDITION**

**Extra Work Proposal 8/15/2019**

**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  
DAILY

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



# Bailey Tree LLC

13165 W. Yale PL.  
Lakewood, Co 80228  
720-940-6519  
baileytreetrimming@gmail.com

## PROPOSAL

Generated uniquely for

Please Email us to  
accept and schedule  
work

- Licensed with the Colorado Department of Agriculture for Pesticide Application
- Tree Services Licensed with all Cities in the Denver Metro Area
- Fully Insured with \$4m Liability & Workers Compensation Insurance

### Clifton Larson Allen 20190815

Thursday, August 15, 2019

Estimator: **George Biedenstein**  
3035878069

Clifton Larson Allen  
8390 E Crescent Pkwy Ste 500  
Greenwood Village, CO 80111

303-779-5710

Worksite: 10127 Waterton Rd  
Littleton, CO 80125

### Requested Services

Task #	Item	Description	Quantity	Cost
1	Cottonwood	<b>Removal</b>  Broken Cottonwood next to Village Circle West across the street from 7823 Canvasback Cir. Tree is marked with orange paint. Cut the tree down to as low of a stump as is reasonable. Haul away all wood and debris. Clean up work areas.	1	\$500.00
2	Cottonwood	<b>Stump Grinding</b>  Grind the stump down 6 to 8 inches below grade. Stump grindings are put back in the hole and may leave a small mound, excess grindings are hauled away and disposed of.  <i><u>*Bailey Tree is not responsible for damage done to any sprinkler or small electric lines underground, around the stump. (We can't see them to avoid them)</u></i>	0	

Requested Services Total:

\$500.00

**Total For All Services: \$500.00**



ISA Certified Arborists

Robert Bailey RM-0603A  
Rich Nelson RM-7199A  
Joshua Nelson RM-7986A  
George Biedenstein RM-0756B

We accept Cash, Check, or Credit Card

Click here to PAY!



Click here to  
check us out!



**TERMS & CONDITIONS:**

- 1--Our minimum service fee for trimming and/or removal work is \$175.00
- 2--Our minimum service fee for stump grinding is \$75.00
- 3--We do not have a minimum service fee for Plant Health Care (PHC) services (injections and spraying)
- 4--Please make sure no cars are parked under or near the tree(s) on the day of service.
- 5--All moveable objects under and around the tree, and in the pathway between the tree and the service truck, should be moved out of the work zones prior to a service crews arrival.
- 6--Tree services performed in the vicinity of delicate flowers and shrubs may result in some damage to those flowers and shrubs. To avoid this possibility please request a fall or winter schedule date.
- 7--Bailey Tree LLC will not be held responsible for damage to underground utilities not included in a standard locate request during removal, planting, stump grinding, or any subsurface application or service. All repairs will be billed accordingly. Underground utilities include, but are not limited to; sprinkler lines, heads of equipment, electric dog fences, private landscape wiring such as irrigation wires, or any unspecified buried outdoor wiring.
- 8--Prices quoted are good for 45 days. You may need a re-quote after 45 days.
- 9--Cancellations requested with less than 24 hrs notice may be subject to a \$150 mobilization fee.
- 10--All invoices are due upon completion. Monthly finance charges at 18% per annum will accrue after 30 days.
- 11--The customer warrants that all trees upon which work is being performed either belong to the homeowner or that permission to work on them has been obtained by the owner. **IN THE EVENT OF ANY ERROR, BAILEY TREE LLC IS NOT TO BE HELD RESPONSIBLE.**
- 12--This estimate is for completing the job as described above. It is based on our evaluation and does not include additional services requested or required during or after this service is provided. Project timing is subject to change based on weather and other unforeseen circumstances.
- 13--To accept a proposal is to acknowledge & accept these terms and conditions.



*ISA Certified Arborists*

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**We accept Cash, Check, or Credit Card**

**Click here to PAY!**



*Click here to  
check us out!*









## Roxborough Fall Festival Overview

### **Summary:**

Roxborough Village Metro District is hosting the first ever Fall Festival. This event is intended to promote community, fellowship and increase Board visibility. The Fall Festival will be held on September, 14<sup>th</sup> at the Roxborough Community Park, 7673 N Rampart Range Rd from 6:00pm – 9:30pm. The Fall Festival will feature several local food trucks, two bouncy houses, games, fun and more! The event will be capped off by a firework display beginning promptly at 9pm. So come out, bring a friend and ENJOY!

### **Personnel:**

Event security will be provided by Douglas County Sheriffs who will provide four officers for the duration of the event and cleanup. Douglas County Sheriff's office will also have the bearcat swat vehicle at the event. West Metro Fire will also be present at the event with the apparatus, brush truck and necessary personnel. Flight for Life will have a helicopter onsite for emergency medical services.

### **Volunteers:**

Courtesy of Cheryl Lorenz, we will have ten 18 year old volunteering their time to this event. Volunteers will be tasked with manning stations for dunk station, QB attack, Jenga and others. Volunteers will also assist with trash & clean up at the conclusion of the event.

**BOD:** Board will be present at DJ booth (gazebo) for a brief introduction & welcoming of guests. Board will also call out (5) raffle ticket winners periodically leading up to the fireworks.

**Documents & Agreements:** The District has several agreements and partnerships in place to ensure a successful and wonderful event.

Arrowhead Shores HOA – has agreed to contribute 25% to all event expenses.

Chase Bank Inc. – Has generously donated \$250 toward the event.

Colorado Barricade – Will provide electronic sign board and fencing for crowd and traffic control.

Colorado Golf & Turf – Providing 4 golf carts for transportation/ fire suppression – (drop off day of, pick up day after)

Douglas County – Through necessary channels and documentation approved the special event permit

Douglas County School District (Roxborough Intermediate School) – School parking lot is approved for additional event parking

Extra Portables – providing 4 additional Porta-potties (drop of 13<sup>th</sup>, pick up 16<sup>th</sup>)

Infinity Events – Providing 2 inflatable bouncy castles

Tri-State Fireworks – Providing fireworks as well as DJ for event

**Budget:**

YTD: \$2,582.52 has been spent on advertisement from MFish Graphics, extra porta-potties, electronic sign board, special event permit fee and payment for Infunity inflatables.

\$13,568.40 will be realized for payment of Fireworks and permit, golf cart rental, Rox Intermediate School additional parking, law enforcement, food truck requirements and fire protection services and equipment.

We have a total of \$4,000 in monetary contributions from Arrowhead Shores HOA & Chase Bank.

We also have a \$500 buffer for last-minute or unexpected expenses.

**Stations:**

The community park has been mapped to identify the blast zone of the fireworks, helicopter LZ, food trucks, local vendors, bouncy houses, additional bathrooms, and volunteer HQ. Volunteers will be placed at stations as necessary and will likely rotate throughout the duration of the event.

**Event Schedule:**

**Day Before:** Colorado Barricade will deliver an electronic sign board for traffic control as well as fencing barriers for the blast zone.

**Day Of:**

10am-5:30pm... Event set up & arrivals of Tristate Fireworks, golf carts, Infunity inflatables, tables and more.

6pm... Approximate start time of event. Attendees will be free to roam around the various activities/entertainment available including bouncy houses, food trucks, sidewalk chalk, giant jenga & more.

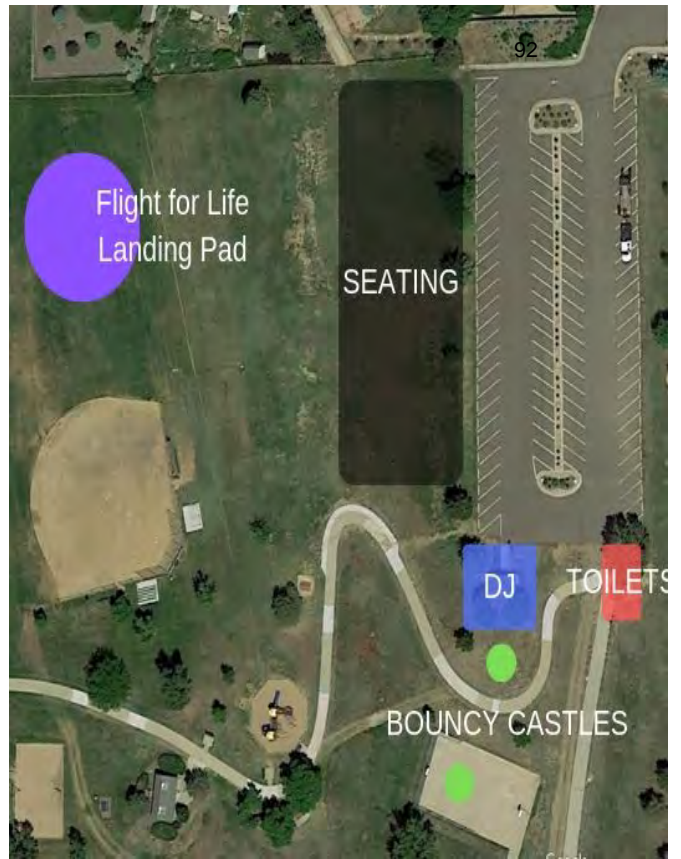
6:15pm... The MC (Jerel) will formally welcome everyone to the event, introduce the Board and explain its purpose/ goals and let attendees know where stations are.

6:30pm... As the evening progresses each board member will have the opportunity to announce one of our 5 raffle ticket winners (\$50 gift card prize) at every half hour.

8:30pm... The MC will announce that the fireworks will begin shortly and guest should make their way to a comfortable seating area to view the fireworks.

9:00pm... The fireworks show will begin.

9:30-10:30... Breakdown & clean up



# FISHING PERMIT

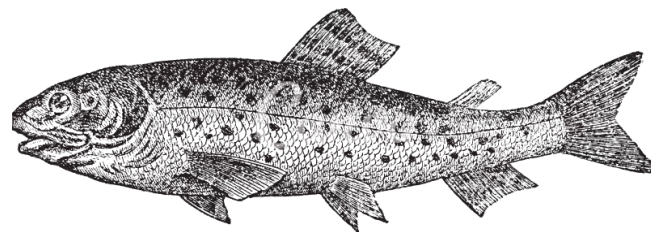
No. 001

This permit, issued by the Roxborough Village  
Metropolitan District, gives the holder permission to fish  
in District waters.

Issued to \_\_\_\_\_

on the date of \_\_\_\_\_

EXPIRES \_\_\_ / \_\_\_ / \_\_\_\_\_



## FISHING PERMIT

Postcard (US) 5.5 in × 4.25 in

The Following Are Post Packet Items:

Items That Were

Distributed At The Meeting

And Not In

The Original Packet :



## Roxborough Village

Metropolitan District

— COLORADO —

7463 N Rampart Range Rd,  
Littleton, CO 80125

PRSR STD  
US POSTAGE  
**PAID**  
DENVER, CO  
PERMIT #

## Roxborough Village Metropolitan District

The RVMD is a special district that is much like a governmental entity. The District is responsible for all facets of the maintenance and operation of parks, trails, open space and recreational facilities. It levies property taxes that pay for capital improvements, maintenance and operations.

For more information about the District, the Board, or any related questions, please go to the District's website:

<https://roxboroughmetrodistrict.org>.

### District Contacts

**Anna Jones**, District Manager  
8390 E. Crescent Parkway, Suite 300  
Greenwood Village, CO 80111-2814  
Phone: 303-793-1478  
After 5 pm, call 303-779-5710  
Fax: 303-779-0348  
[anna.jones@claconnect.com](mailto:anna.jones@claconnect.com)

RVMD regular board meetings are held the third Tuesday of each month at 6:30 p.m. and are open to the public. Meetings are held at:

### Roxborough Library

8357 N Rampart Range Rd #200  
Littleton, CO 80125

### Board of Directors

**Calvin Brown**, President

*Term expires May 2020*

**Debra Prysby**, Vice President

*Term expires May 2022*

**Ronald E. Bendall**, Secretary/Treasure

*Term expires May 2020*

**Steve Sherman**, Asst. Secretary

*Term expires May 2022*

**Ed Wagner**, Asst. Secretary

*Term expires May 2022*



**Roxborough Village**  
Metropolitan District  
— COLORADO —

# RVMD NEWSLETTER

AUGUST, 2019

*Roxborough Village Metro District*

## INSIDE THIS ISSUE

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GREETINGS FROM  
THE METRO

**PG. 2**

SEPTEMBER  
CELEBRATION AND  
FIREWORKS EVENT

**PG. 2**

MASTER PLAN  
PROCESS

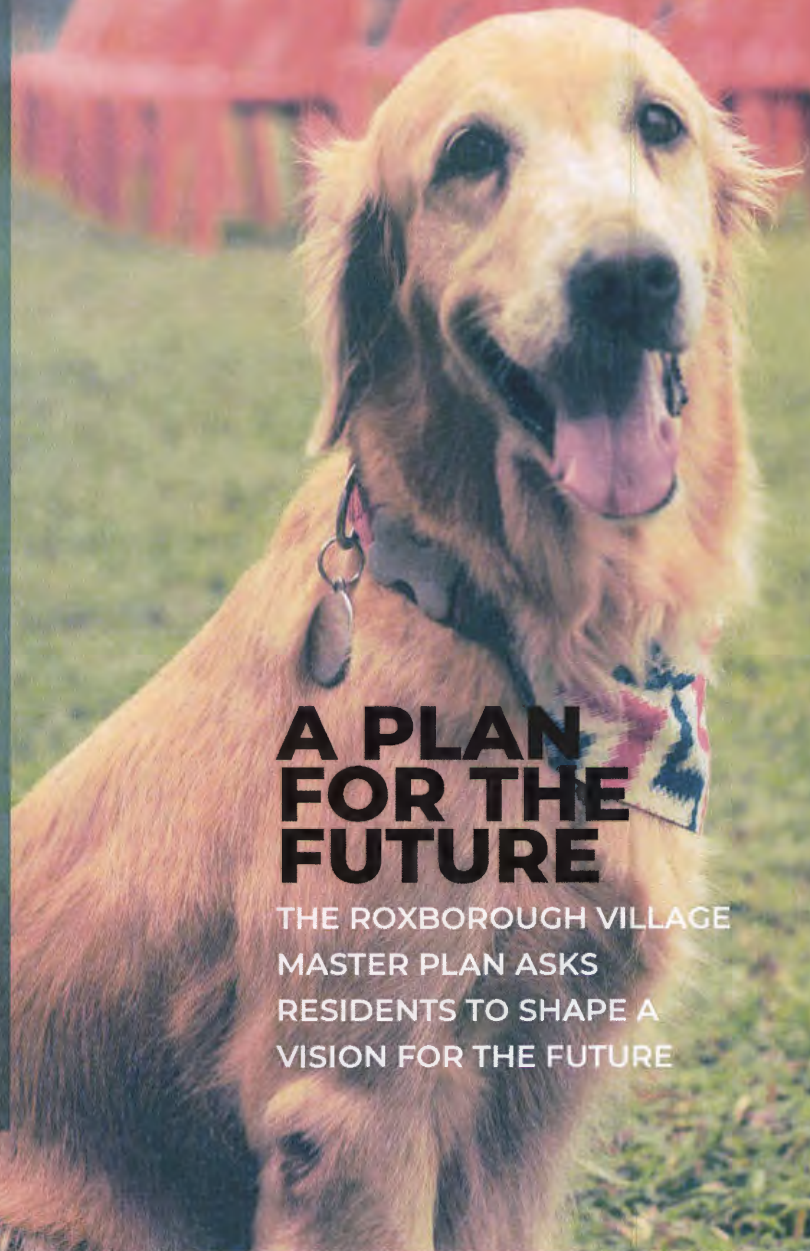
**PG. 3**

COMMUNITY  
SURVEY SUMMARY

**PG. 3**

## A PLAN FOR THE FUTURE

THE ROXBOROUGH VILLAGE  
MASTER PLAN ASKS  
RESIDENTS TO SHAPE A  
VISION FOR THE FUTURE





2019 Q3

## CALENDAR OF EVENTS

### AUGUST

- 20 Roxborough Metro District Board Meeting  
Roxborough Library from 6:00 to 8:00 pm

### SEPTEMBER

- 5 Community Meeting #2 for the Roxborough Master Plan Update  
Roxborough Primary School from 5:30 to 7:30 pm
- 14 Roxborough Community Fireworks Event  
Roxborough Community Park from 6:00 to 9:00 pm
- 17 Roxborough Metro District Board Meeting  
Roxborough Library from 6:00 to 8:00 pm

### OCTOBER

- 15 Roxborough Metro District Board Meeting  
Roxborough Library from 6:00 to 8:00 pm



RVMD Board of Directors from left to right. Calvin Brown, Debra Prysby, Ed Wagner, Steve Sherman, Ronald Bendall

### GREETINGS FROM THE ROXBOROUGH VILLAGE METROPOLITAN DISTRICT BOARD THE NEW COMMUNITY NEWSLETTER IS HERE!

Dear Roxborough Village MD Residents,

It has been a big year for the Roxborough Village Metropolitan District!

In 2019, the District began efforts to develop a new master plan for the community. The purpose of this plan is to develop a realistic, executable plan to update the District's assets and improve the amenities available to District residents. Developing the master plan has involved a great deal of community engagement and it has been great to hear input from residents. I strongly encourage everyone to attend our next event at the Roxborough Primary School on Thursday September 5 from 5:30 to 7:30.

While we are still in the process of developing the master plan, the District has started to improve some of our existing facilities. This summer, we have made repairs to the basketball court, restriped the two park parking lots to include ADA accessible parking spaces and retiled the skate park bowls, ensuring that the skate park remains one of the best in the state.

We are also very excited for our first Roxborough Fall Festival, which will be held on September 14th at the Community Park. See the event details below and I hope to see you all there!

Sincerely,

Calvin Brown  
Board President  
Roxborough Village Metropolitan District

### COMMUNITY EVENT FALL FESTIVAL & FIREWORKS

Our first Roxborough Fall Festival will be held on September 14th at the Community Park from 6:00pm – 9:30pm. The festival will feature several local food trucks, bouncy houses, games, and more! The event will be capped off by a firework display beginning promptly at 9pm. Be sure to check out our new website, [www.roxboroughmetrodistrict.org](http://www.roxboroughmetrodistrict.org), for more details.

### RESIDENT BENEFITS FOOTHILLS RECREATION FACILITIES ACCESS

Did you know that the Roxborough Village MD has an agreement with Foothills Park & Recreation District allowing access to Foothills facilities at the rates paid by Foothills residents? This agreement includes daily general admission as well as the Recreation Amenities seasonal, three month and annual passes. Roxborough residents may also participate in recreation programs or classes at the Foothills resident rate. If you would like to take advantage of this benefit, you just need to purchase a Foothills photo I.D. card and provide proof of Roxborough residency.



Community members providing feedback at the May event

## OUR PLANNING PROCESS IS UNDERWAY! JOIN THE COMMUNITY CONVERSATION

In May, the RVMD kicked off an exciting planning process to get community input on how to move Roxborough Village forward and make the community better. The 8 to 10-month process is focused on having a community conversation to shape a vision for the future.

The May kickoff event at the Community Park focused on listening and gathering some initial community input. Residents were asked to provide input on their favorite and least favorite outdoor amenities and open space locations, and share ideas for new amenities, activities and events. For

those not able to attend, an online survey was made available.

The May community event was the first of three planned as a part of the master plan process.

Based on the input received from the community, the process is now shifting into the next phase of work where initial concepts will be developed and shared with the community in September.

Your input and feedback is needed, so join us at the September meeting and visit the RVMD website for more information.

## COMMUNITY SURVEY RESULTS RESIDENTS LOVE TRAILS AND OPEN SPACES BUT DESIRE MORE


It is clear that residents of our community love their trails, open space, natural beauty and access to nature, but a few things are lacking. Input received from the first community meeting and the online survey revealed that 60% to 70% of respondents are satisfied with the parks, open spaces, and streets, which is great news!

A vast majority of respondents regularly use the trails along Little Willow Creek and the adjacent parks. However, there's work to be done.


The 265 respondents expressed a strong desire for a pool or community center, water features, nature playgrounds and new programs, including a farmer's market, and concerts in an outdoor amphitheater.

Respondents also expressed interest in additional shade and a variety of play features for all ages. There was also a general theme that the community is interested in programming and amenities that encourage social gatherings, such as concerts, markets and a potential pool.



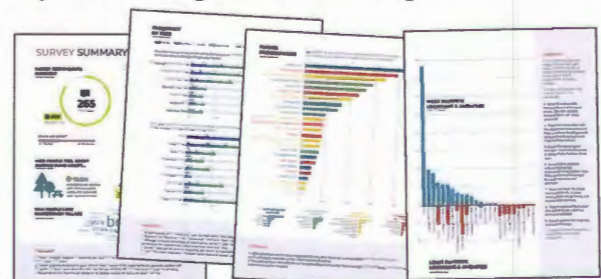
 **73.21%**

of residents are satisfied with existing outdoor community parks and open space amenities

 **60.38%**

of residents are satisfied with existing landscape & fencing along major roadways

For the full survey results visit:  
<https://roxboroughmetrodistrict.org/>





1972



