

# ROXBOROUGH VILLAGE METROPOLITAN DISTRICT

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

## NOTICE OF MEETING AND AGENDA

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

DATE: December 12, 2022

TIME: 6:00 p.m.

LOCATION: Zoom Meeting

<https://us02web.zoom.us/j/86267550643?pwd=V3RnRGRtWkRyUjZZc1VMWTJFZjFHdz09>

Meeting ID: 862 6755 0643

Passcode: 987572

Call in Number: 1 (719) 359-4580

*\* Agenda is preliminary and subject to change by majority vote of the Board at the meeting.*

*\* Individuals requiring special accommodation to attend and/or participate in the meeting please advise the District Manager (pripko@sdmsi.com or 303-987-0835) of their specific need(s) before the meeting.*

### I. ADMINISTRATIVE MATTERS

A. Disclosure of Potential Conflicts of Interest.

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B. Additions/Deletions/Approval of Agenda.

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### II. PUBLIC COMMENTS/HOMEOWNER REQUESTS

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

<https://www.roxboroughmetrodistrict.org/2022-meetings>

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III. CONSENT AGENDA – These items are considered to be routine and will be approved and/or ratified by one motion. There will be no separate discussion of these items unless a Board Member so requests, in which event, the item will be removed from the Consent Agenda and considered on the Regular Agenda.

- Minutes of the October 18, November 15, and November 29, 2022 Special Meetings (enclosures).
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IV. FINANCIAL MATTERS

A. Review and accept unaudited financial statements for the period ending November 30, 2022 (enclosure).

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C. Continuation of Public Hearing to consider Amendment to 2022 Budget (if necessary) and consider adoption of Resolution to Amend the 2022 Budget and to Appropriate Funds and Authorize Expenditures as set forth therein.

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D. Continuation of Public Hearing on the proposed 2023 Budget and consider approval of Resolution Adopting the 2023 Budget, Appropriating Sums of Money, and Setting Mill Levy of \_\_\_\_ for General Fund (enclosures final AV, draft 2023 Budget, and Resolutions).

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E. Consider authorizing the District Accountant to prepare and sign the DLG-70 Mill Levy Certification form for certification to the Board of County Commissioners and other interested parties.

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V. OPERATION AND MAINTENANCE MATTERS

A. Approval of Amendment to CDI Landscape Maintenance Services Agreement (enclosure).

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B. Approval of Amendment to CDI Snow and Ice Removal Services Agreement (enclosure).

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C. Discussion on CDI's use of electric vehicles to pick up trash and related deadline.

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- D. Update on the determining responsibility for repairs to electrical and irrigation lines.
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- E. Update on Status of Outstanding/Ongoing Operation and Maintenance Matters
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- F. Chatfield Farms HOA Scope Additions to Snow Removal
- 

- G. Other.
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VI. ENGINEERING MATTERS

- A. Update regarding engineering RFP (enclosure)
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- B. Other
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VII. LEGAL MATTERS

- A. Consider options for addressing Sturgeon Electric failure to pay for main line repairs.
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- B. Discuss Meeting Code of Conduct revisions.
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- C. Consider proposed water attorney engagement letter (enclosure).
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- D. Discussion regarding Metco receivership demand for payment.
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- E. Foothills Recreation Agreement Renewal (Advisement Only)
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- F. Other
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VIII. DIRECTOR MATTERS

A. Discuss May 2, 2023 Regular Director Election and consider adoption of Resolution No. 2022-12-\_\_ Calling a Regular Election for Directors on May 2, 2023, appointing the Designated Election Official (“DEO”), and authorizing the DEO to perform all tasks required for the conduct of mail ballot election (to be distributed). Self-Nomination forms are due by February 24, 2023. Discuss the need for ballot issues and/or questions.

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B. Discuss and consider adoption of Resolution No. 2022-12 - \_\_\_\_ Setting Meeting Dates, Times and Locations. (enclosure).

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C. Discuss and consider adoption of Resolution No. 2022-12 - \_\_\_\_ Establishing Operating Committee.

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D. Director Election of Board Officers

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E. Discuss Potential Director Reimbursement Policy.

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F. Discuss Project Management Software.

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G. Discuss Douglas County Grant Funding for Playgrounds.

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IX. OTHER MATTERS

A. \_\_\_\_\_

X. ADJOURNMENT **THE NEXT REGULAR MEETING IS SCHEDULED FOR JANUARY 17, 2023**

# RECORD OF PROCEEDINGS

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## MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE ROXBOROUGH VILLAGE METROPOLITAN DISTRICT HELD OCTOBER 18, 2022

A Regular Meeting of the Board of Directors (referred to hereafter as the “Board”) of Roxborough Village Metropolitan District (the “District”) was convened on Tuesday, the 18th day of October, 2022 at 6:00 p.m. at Roxborough Library Meeting Room, 8357 North Rampart Range Road #200, Littleton, Colorado 80125. The meeting was open to the public.

### ATTENDANCE

#### Directors In Attendance Were:

Mathew Hart  
Ephram Glass  
Mark Rubic  
Travis Jensen  
Calvin Brown via telephone

#### Also In Attendance Were:

Katie James, Esq.; Folkestad Fazekas Barrick & Patoile, P.C.

Marcia Pryor and Dennis Bedford; BrightView Landscape Services, Inc.

Melissa Christopher; Gemsbok Consulting attended via Zoom

### CALL TO ORDER

At 6:06 p.m. the meeting was called to order.

### DISCLOSURE OF POTENTIAL CONFLICTS OF INTEREST

Disclosure of Potential Conflicts of Interest: None.

### ADMINISTRATIVE MATTERS

Agenda: The Board discussed the full agenda and requested to reorder it to address the following in order:

1. Financial Matters;
2. BrightView Report;
3. Snow Removal and Landscape Contractor RFPs;
4. Meeting Dates

Upon a motion duly made by Director Jensen and seconded by Director Hart, and upon vote carried, the Board unanimously approved the agenda with the reordering.

## RECORD OF PROCEEDINGS

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**Confirm Location of Meeting/Posting of Meeting Notices:** The Board discussed that the library is booked for the November 15<sup>th</sup> regular meeting and budget hearing. November 15<sup>th</sup> works for the Board members and has already been planned for the budget hearing so they will keep that date. The Board's preference for setting the meeting is to use the fire station, if available, and if not, then the intermediate school, and then if not, to conduct the meeting by Zoom. Ms. James will alert SDMS to the preferences so they can book a location.

**Excusal of Absence:** There were no absences.

**PUBLIC  
COMMENTS**

None.

**CONSENT AGENDA**

The Board considered the following actions:

- Approve the Minutes of the August 16, 2022 Regular Meeting.
- Approve the Minutes of the August 17<sup>th</sup> and 23<sup>rd</sup> Special Meetings
- Approve the Minutes of the September 20, 2022 Regular Meeting

The Board tabled approval of the August 16<sup>th</sup>, 17<sup>th</sup> and 23<sup>rd</sup> Special Meeting Minutes. For approval of the September 20<sup>th</sup> minutes, [Katie will check the recording] Following discussion, upon motion duly made by Director \_\_\_\_\_, seconded by Director \_\_\_\_\_ and, upon vote, unanimously carried, the Board approved the Minutes of the September 20, 2022 Regular Meeting.

**FINANCIAL  
MATTERS**

- A. Review and ratify approval of the payment of claims for the periods ending as follows \_\_\_\_\_.

Ms. Christopher noted that she is not fully informed of how the Board liked to see the claims presented to them for Board meetings. It was noted that there are many outstanding claims for approval. Director Rubic has questions about different invoices before he will approve the claims that he has been reviewing in Bill.com. He noted that there was no response yet to questions about Ark Ecological's invoice, the Mission Communications bill, and a few small items on the Mulhern Engineering bill. Gemsbok and SDMS are working out who is best to get the billing questions answered between them.

Ms. Christopher reviewed the list of claims from Bill.com. Director Rubic confirmed which bills had been approved with Ms. Christopher and the Board ratified those approvals. Upon a motion duly made by Director Jensen and seconded by Director Hart, with Director Rubic abstaining, and upon vote carried, the Board approved the payment of bills.

## RECORD OF PROCEEDINGS

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The Board addressed their concerns with BrightView about a number of invoices for time and materials work related to irrigation repairs. The total of all of the invoices was approximately \$55,000.00. Director Rubic raised the issue that the contract included \$5,000.00 for estimated time and materials repair of the irrigation system and that this amount was far in excess of that estimated number. BrightView reported that Director Glass has been in regular contact with them and authorized the repairs as they found them, to save time and increase efficiency on making the repairs. Ms. Pryor noted that the system was in dire need of many repairs when BrightView came on board. After discussion, the Board approved the BrightView invoice and approval of these claims was included in the motion to approve and ratify the claims noted above.

- B. Review and accept unaudited financial statements for the period ending \_\_\_\_\_, 2022 and accept Cash Position Schedule, dated \_\_\_\_\_, 2022, updated \_\_\_\_\_, 2022 and Operations Fee Report.

There were no financial statements available for review and approval. Gemsbok will work on getting those prepared and to the Board.

Director Brown left the meeting.

- C. Review draft 2023 Budget.

Director Glass arrived at the meeting.

Ms. Christopher reviewed the draft budget with the Board. The format of the budget only included line item detail for the Chatfield Farms portion of the budget. There was not line item information available for the regular budget. Ms. Christopher will fix that and get the line items to the Board prior to a Special Meeting they intend to hold between the two regular meetings, in order to review the budget in detail. Director Rubic noted that he was concerned about needing an amended budget for 2022 based on his calculations of projected expenses for the year. The expenses were above budget especially during the period of June 30 to August 31, 2022 and his estimation indicates there may be a need for an amended budget. Ms. Christopher will evaluate and give a recommendation as to a possible amended budget. Ms. James noted that the budget can be amended anytime up until when the audit occurs and might reveal any need for an amendment. If the Board is certain it needs an amendment now, it can consider that at the November 15<sup>th</sup> meeting because publication for the budget hearing should include both the 2023 budget and a possible 2022 amended budget.

## RECORD OF PROCEEDINGS

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The Board determined to hold a Special meeting to review the draft budget sometime between November 1<sup>st</sup> and November 15<sup>th</sup> and Director Glass will coordinate the date of such meeting.

Discussion of the location of the November 15, 2022 Budget Hearing was discussed earlier in the meeting for Board preferences in meeting locations.

- D. Discussion regarding Accounts Payable process. Review and approve proposals for Bill.com.

The Board discussed the costs of Bill.com and the number is users that are currently authorized. Ms. Christopher reported that the cost is \$55 per month per user and there are currently 6 people authorized now and she asked the Board whether they wanted to consider reducing that number. Director Jensen suggested keeping the number as it is during the transition period of new accounting and new management staff and suggested the Board re-evaluate after budget season whether everyone currently listed needed to have access to Bill.com. The Board generally agreed and no changes were made.

Review and approve addendum to add Accounts Payable to SDMS services agreement. The Board approved adding SDMS. Following discussion, upon motion duly made by Director Glass, seconded by Director Jensen and, upon vote, unanimously carried, the Board approved adding accounts payable to SDMS services.

### OPERATION AND MAINTENANCE MATTERS

- A. Review Report and Project Planner from BrightView.

Ms. Prior reported that Tim requested that the Weather Trac subscription be renewed. SDMS has the proposal and request for renewal. The Board approved renewing Weather Trac subscription in an amount not to exceed \$3,000.00 if it can be working by Monday, October 24<sup>th</sup> in order to actually assist with the irrigation system shutdown. If it can't be working by that date, BrightView will proceed manually with the shutdown. Upon motion duly made by Director Rubic, seconded by Director Glass and, upon vote, unanimously carried, the Board approved the renewal.

The Board discussed BrightView fixing 2 Doggie Stations, specifically stations number 48 and 49. Upon motion duly made by Director Rubic, seconded by Director Glass and, upon vote, unanimously carried, the Board approved fixing those stations in an amount not to exceed \$250.00.



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The Board discussed “wish list” items with BrightView, including for Director Rubic softball field work and for Director Glass irrigation controller access issues.

### B. Review BrightView Proposals

1. Review and consider approval of proposal from BrightView Landscape Services for boulder adjustments.
2. Ratify approval of proposal from BrightView Landscape Services for irrigation repair.
3. Review and consider approval of proposal from BrightView Landscape Services for mowing services on Sledding Hill.
4. Review and consider approval of proposal from BrightView Landscape Services for holiday lighting. The Board discussed the timing of turning on the holiday lights and timing of turning them off. Ms. Pryor noted that usually they are put up at Thanksgiving and stay up until after the stock show. Director Rubic noted that he thought leaving them up after the stock show was too long and expensive. The Board discussed the timing and ultimately determined to put the lights up before Thanksgiving and turn on the day after, and leave them up until January 23<sup>rd</sup>.

Following discussion, upon motion duly made by Director Glass, seconded by Director Jensen and, upon vote, unanimously carried, the Board approved item numbers 1, 3 and 4 above. Item number 2 was previously approved during discussion of claims under financial matters.

### B. Discuss forming Playground Committee

Discuss status on playground removal, replacement, repair and maintenance search. Ms. James confirmed with the Board that at the previous meeting they had decided a playground committee was not necessary due to the fact that there were such limited options for equipment and vendors at this time. The Board determined they could handle playground equipment discussions within regular Board meetings and did not need a committee.

- C. Review and consider approval of proposal from Mission Communications for Pump Station Controller Cellular Service. This was previously discussed under the claims section in financial matters and the Board still wants more information on why the dates of the invoice do not match the date of

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requested payment.

- D. Review proposals for snow removal services and consider next steps.
- E. Review proposals for landscape services and consider next steps.

The Board discussed the proposals that were received for snow removal and landscape services. They expressed dissatisfaction at the process and said they did not have sufficient time to review the proposals prior to SDMS narrowing down the list and scheduling interviews. The Board noted that they had a Special meeting scheduled for the next day, October 19<sup>th</sup>, to interview 3 contractors that all offered both services. Such contractors are BrightView, CDI and Keesen. Ms. James noted to the Board that if they were not satisfied with the interviews and felt that they did not have adequate time to prepare or select contractors for interviews, they could always extend the interview process or invite other contractors for interview if the meeting on October 19<sup>th</sup> did not satisfy them.

The Board briefly discussed BrightView and their satisfaction in the interim landscape contractor. The noted the large pricing difference between BrightView's new proposal and the other contractor proposals and noted the need to check all of their other options. The Directors also noted the overage on the time and materials for the irrigation repairs with BrightView as opposed to what was estimated in the contract and discussed that the approval process for such repairs needs to be clarified with the Board so that a distinct point person is identified and the Board is more informed of repairs that occur between meetings.

### ENGINEERING MATTERS

- A. Discussion regarding engineering RFP for future projects.

- Pedestrian bridge
  - Wildfire Mitigation Permitting
  - Pipe intake for Crystal Lake

- B. Consider proposals to engage an engineering firm to improve the District's mapping capabilities using GIS.

The Board discussed the specific project items and that the District still really needed a dedicated engineering consultant for all engineering matters due to the number of them and the need to learn the irrigation system, etc. The Board directed Ms. James to tell SDMS to revise the engineer RFP to remove timelines and state "open until filled" and to re-send to SDA list, post on SDA website and send to anyone on Director Glass's list.

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### LEGAL MATTERS

A. Update on insurance claim for tree damage/loss in storm. Not discussed.

B. Update on reimbursement from Sturgeon Electric for main line repairs.

Ms. James asked the Board if they had reviewed Ms. Duke's draft letter to Sturgeon and if they had any changes or comments. They did not. Discussion was had to confirm the total of the Sturgeon related invoices from C&L. Director Rubic confirmed that Ms. Duke was missing invoices number 3039 and 2897. Ms. James will let her know so she can add that information. The Board also discussed that consultant time should be added up. Ms. James will look into that for Mulhern, CLA, and herself.

C. Consider options for addressing homeowners' encroachments on District property. Not discussed.

D. Discuss proposal to amend service plan and consider ballot question to allow the District to explore improved broadband for resident use. Not discussed.

E. Discussion regarding potential homeowner survey regarding ranked choice voting. Not discussed.

F. Update on Conflict-of Interest Questionnaire. Not discussed.

G. Other. None

### DIRECTOR MATTERS

A. Discussion to consider a proposal regarding transition to SIPA website

The Board discussed their frustration with slow updates to the website. Ms. James confirmed the Board could hire an outside consulting person for the website and SDMS could be the point of contact. The Board discussed pros and cons of SIPA website. The Board will invite website contractors to a meeting in 2023 to do a presentation of their services offered.

B. Discussion regarding grant/loan opportunities and assistance with Farmer's Market. Not discussed.

C. Update regarding greenhouse progress. Not discussed.

D. Other.

The Directors noted that the drainage issue that was cleared by BrightView is still outstanding. They will need an estimate to move that item forward.

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### OTHER BUSINESS

### ADJOURNMENT

There being no further business to come before the Board at this time, upon motion duly made by Director Glass, seconded by Director Jensen and, upon vote, unanimously carried, the Regular Meeting was adjourned at 9:02 p.m.

Respectfully submitted,

By: \_\_\_\_\_  
Secretary for the Meeting

## RECORD OF PROCEEDINGS

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### MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE ROXBOROUGH VILLAGE METROPOLITAN DISTRICT HELD NOVEMBER 15, 2022

A Regular Meeting of the Board of Directors (referred to hereafter as the “Board”) of Roxborough Village Metropolitan District (the “District”) was convened on Tuesday, the 15th day of November, 2022 at 6:30 p.m. at West Metro Fire Protection District, 6220 N. Roxborough Park Road, Littleton, CO 80125 and via Zoom Meeting. The meeting was open to the public.

#### ATTENDANCE

##### Directors In Attendance Were:

Mathew Hart  
Ephram Glass  
Mark Rubic  
Travis Jensen  
Calvin Brown

##### Also In Attendance Were:

Peggy Ripko and Larry Loftin; Special District Management Services, Inc. (“SDMS”)

Kelley Duke; Ireland Stapleton Pryor & Pascoe, P.C.

Katie James, Esq.; Folkestad Fazekas Barrick & Patoile, P.C.

Brenna Karamigios; Gemsbok Consulting Inc.

Corey France and Dale Draper; Consolidated Divisions, Inc. d/b/a CDI Environmental Contractor

Brennan Coupe, Gale Kramer, F Troy Poff and Debra Prysby; Homeowners

#### CALL TO ORDER

At 6:30 p.m. the meeting was called to order. Due to the meeting space being double booked, the meeting attendees were gathered in the lobby. Director Rubic expressed concerns about meeting in the lobby and suggested that the meeting be recessed until 7:00 when the room would be available.

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Following discussion, upon motion duly made by Director Brown, seconded by Director Jensen and, upon vote, with Directors Hart, Glass, Jensen and Brown voted yes, Director Rubic was not present, the Board approved starting the meeting as scheduled in the lobby.

### **DISCLOSURE OF POTENTIAL CONFLICTS OF INTEREST**

**Disclosure of Potential Conflicts of Interest:** The Board discussed the requirements pursuant to the Colorado Revised Statutes to disclose any potential conflicts of interest or potential breaches of fiduciary duty to the Board of Directors and to the Secretary of State. Ms. Ripko noted that a quorum was present and requested that members of the Board disclose any potential conflicts of interest with regard to any matters scheduled for discussion at this meeting, and incorporated for the record those applicable disclosures made by the Board members prior to this meeting in accordance with the statute. It was noted that there are no Directors' Disclosure Statements to be filed.

### **ADMINISTRATIVE MATTERS**

**Agenda:** Ms. Ripko reviewed with the Board the proposed Agenda for this Regular Meeting.

Following discussion, upon motion duly made by Director Glass, seconded by Director Brown and, upon vote, unanimously carried, the Board approved adding a discussion about utility locates, an update on the electrical repair on Rampart Range Road, a discussion about snow removal approvals, and a discussion about graffiti removal to the agenda, and approved the agenda as amended.

**Confirm Location of Meeting/Posting of Meeting Notices:** The Board entered into a discussion regarding the requirements of Section 32-1-903(1), C.R.S., concerning the location of the Board's meeting.

Following discussion, upon motion duly made by Director Glass, seconded by Director Brown and, upon vote, unanimously carried, the Board determined this Board meeting will be held in-person at the West Metro Fire Protection District, 6220 N. Roxborough Park Road, Littleton, CO 80125 and via Zoom Meeting.

**Excusal of Director Absences:** There were no absences.

**Resolution No. 2022-11-01; Resolution Establishing Regular Meeting Dates, Time and Location, and Designating Location for Posting of 24-Hour Notices:** Ms. Ripko discussed with the Board Resolution No. 2022-11-01; Resolution Establishing Regular Meeting Dates, Time and Location, and Designating Location for Posting of 24-Hour Notices.

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The Board determined to hold in-person meetings at 6:00 p.m. on the 3rd Tuesday in January - April and on the 3rd Wednesday in May – December, at the Roxborough Library, 8375 N. Rampart Range Rd., Suite 200, Littleton, CO 80125 or if that location is unavailable, at West Metro Fire Protection District, Station 15, 6220 N. Roxborough Park Road, Littleton, CO 80125 and via Zoom Meeting. The meeting location will be designated and posted at least 24 hours in advance of any meeting.

The Board will consider Resolution No. 2022-11-01; Establishing Regular Meeting Dates, Time and Location, and Designating Location for Posting of 24-Hour Notices at the December Board meeting.

**§32-1-809, C.R.S. Reporting Requirements, Mode of Eligible Elector Notification for 2023:** Ms. Ripko discussed with the Board §32-1-809, C.R.S. reporting requirements and mode of eligible elector notification for 2023 and directed staff to post the Transparency Notice on the Special District Association’s website and the District website.

**Process for Giving Direction to Consultants Between Meetings:** The Board entered into discussion regarding the process for giving expectations of consultants between meetings.

Following discussion, the Board directed Attorneys Ross and Duke to draft a proposal establishing parameters for a 2-member committee of the Board to give direction to consultants. Director Glass made motion that, pending the Resolution establishing parameters, SDMS be the point person for day-to-day decisions, consult with Director Glass and/or Director Hart if additional input is needed, document all decisions and present those decisions to the Board at the next meeting.

Following further discussion, upon motion duly made by Director Glass, seconded by Director Jensen and, upon vote, unanimously carried, the Board authorized Directors Glass and Hart to provide operational directions.

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### **PUBLIC COMMENTS**

Ms. Ripko reviewed with the Board the email that Mr. Poff sent to the Board about a potential hazard at the Community Park. The Board instructed SDMS to remove the fencing from the Community Park and install caps on the fencing at Airplane. Mr. Poff expressed gratitude to the Board for a quick response and their service to the community.

Upon request of Mr. Poff and following discussion, upon motion duly made by Director Rubic, seconded by Director Glass and, upon vote, unanimously carried, the Board approved extending Mr. Poff’s time for comment.

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Mr. Poff expressed concerns and asked questions about language in the Resolution to Establish Regular Meeting Dates. Attorneys Duke and James clarified that this language allows the District to hold meetings virtually and was not intended to imply that meeting would not be held within the District. Director Rubic also expressed concern about the language in Section 1. Director Glass clarified that the Board had no intention of not holding physical meeting within the District. Attorney Duke clarified that the language in the Resolution was drafted by Attorney Ross and that she would raise the concern with him before the resolution is finalized. Mr. Poff again thanked the Board for their time and consideration.

**CONSENT AGENDA** The Board considered the following actions:

- Approve the Minutes of the October 18, 2022 Regular Meeting.

Director Rubic noted for the Board that he had corrections for the October 18, 2022 Minutes. Ms. Ripko asked that Director Rubic submit corrections to SDMS and that the Minutes will be approved at the next meeting. No action taken was taken by the Board.

### **FINANCIAL MATTERS**

**Claims:** There were no claims available at this time.

Ms. Karamigios discussed with the Board the invoices that were entered into Bill.com and sent to the Board via email by Melissa Christopher. Director Rubic expressed a concern that he had not reviewed the invoices and that the Board was being asked to approve payment. Director Hart indicated that several of the invoices in question had been reviewed by him and Director Glass.

Following discussion, upon motion duly made by Director Glass, seconded by Director Brown, and, upon vote, unanimously carried, the Board authorized Director Rubic to approve the invoices that were approved by Directors Glass and Hart for payment.

**Financial Statements:** There were no financial statements available at this time.

**2022 Audit:** The Board reviewed the proposal from Wipfli LLP to perform the 2022 Audit.

Following discussion, upon motion duly made by Director Glass, seconded by Director Jensen and, upon vote, unanimously carried, the Board approved the engagement of Wipfli LLP to perform the 2022 Audit, for an amount not to exceed \$5,775.



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**Amended 2022 Budget Public Hearing:** Ms. Ripko opened the public hearing to consider the Resolution to Amend the 2022 Budget and discuss related issues.

It was noted that publication of the notice stating that the Board would consider adoption of a Resolution to Amend the 2022 Budget and the date, time and place of the public hearing was made in a newspaper having general circulation within the District and duly posted on the District's website. No written objections were received prior to or at this public hearing. No public comments were made at the public hearing.

Following discussion, the Board determined to keep the public hearing open until December 12, 2022.

**2023 Budget Hearing:** Ms. Ripko opened the public hearing to consider the proposed 2022 Budget and discuss related issues.

It was noted that publication of the notice stating that the Board would consider adoption of the proposed 2023 Budget and the date, time and place of the public hearing was made in a newspaper having general circulation within the District and duly posted on the District's website. No written objections were received prior to or at this public hearing. No public comments were made at the public hearing.

Ms. Karamigios provided an update to the Board the timeframe when they will receive updated financials and corrected information.

Following discussion, upon motion duly made by Director Jensen, seconded by Director Glass and, upon vote, unanimously carried, the Board tabled the discussion of the proposed 2023 Budget to the December 12, 2022 meeting. After discussion, the Board decided to hold a Special Meeting on November 29, 2022 at 6:00 PM to discuss the proposed 2023 budget upon receipt of updated information from Gemsbok Consulting Inc; the Board further decided to cancel Regular Meeting on December 20, 2022

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### **OPERATION AND MAINTENANCE MATTERS**

**Proposal from CDI Environmental Contractor for Landscape and Snow Services:** The Board reviewed a proposal from CDI Environmental Contractor for landscape and snow services.

Following discussion, upon motion duly made by Director Jensen, seconded by Director Glass and, upon vote, unanimously carried, the Board ratified approval of the proposal from CDI Environmental Contractor for landscape and snow services.

**Snow Removal:** This topic was discussed with process for giving expectations of consultants between meetings during Administrative Matters.

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**Graffiti Removal:** This topic was discussed with process for giving expectations of consultants between meetings during Administrative Matters.

**Electrical Repair:** Mr. Loften reported to the Board that based on additional information and pictures received from BrightView Landscaping Services that the damage appeared to be in several locations, including the service areas for both CORE and Xcel Energy. Mr. Loften further explained that the known impact of the damage was a loss of power to irrigation controllers and the power for the holiday lights. The Board directed SDMS to reach out to CORE and Xcel Energy to determine who was responsible for the damage, obtain additional estimates for the repairs, and instruct BrightView Landscaping Services to pause the holiday light installation.

**Other:** There were no other operation and maintenance matters to discuss.

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### **ENGINEERING MATTERS**

**Engineering RFP:** The Board deferred discussion.

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### **LEGAL MATTERS**

**Election Resolution:** The Board deferred discussion.

**Insurance Claim for Tree Damage/Loss in Storm:** The Board deferred discussion.

**Reimbursement from Sturgeon Electric for Main Line Repairs:** Attorney Duke provided an update to the Board regarding the reimbursement from Sturgeon Electric for main line repairs. She noted she has been attempting to make contact with Sturgeon Electric with limited success and minimal response. She will continue to reach out to Sturgeon Electric, but if there continues to be no response, she will discuss with the Board, options for the Board to pursue legal action.

**Options for Addressing Homeowners' Encroachments on District Property:** The Board deferred discussion.

**Proposal to Amend Service Plan and Consider Ballot Question to Allow the District to Explore Improved Broadband for Resident Use:** Mr. Coupe asked the Board pursue options to improve broadband access in the community. Attorney's Duke and James discussed options and potential timelines for moving this forward, including amending the Service Plan and petitioning Douglas County for additional resources/support/attention.

**Homeowner Survey Regarding Ranked Choice Voting:** The Board deferred discussion.

**RECORD OF PROCEEDINGS**

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**Conflict-of-Interest Questionnaire:** There was no update available at this time.

**Other:** There were no other legal matters to discuss.  
\_\_\_\_\_

**DIRECTOR  
MATTERS**

**Greenhouse:** The Board deferred discussion.  
\_\_\_\_\_

**OTHER BUSINESS**

There was no other business to discuss.  
\_\_\_\_\_

**ADJOURNMENT**

There being no further business to come before the Board at this time, upon motion duly made by Director Brown, seconded by Director Jensen and, upon vote, unanimously carried, the Regular Meeting was adjourned at 9:30 p.m.

Respectfully submitted,

By: \_\_\_\_\_  
Secretary for the Meeting

## RECORD OF PROCEEDINGS

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### MINUTES OF A SPECIAL MEETING OF THE BOARD OF DIRECTORS OF THE ROXBOROUGH VILLAGE METROPOLITAN DISTRICT HELD NOVEMBER 29, 2022

A Special Meeting of the Board of Directors (referred to hereafter as the “Board”) of Roxborough Village Metropolitan District (the “District”) was convened on Tuesday, the 29th day of November, 2022 at 6:00 p.m. at Roxborough Library, 8375 N. Rampart Range Rd., Suite 200, Littleton, CO 80125 and via Zoom Meeting. The meeting was open to the public.

#### ATTENDANCE

##### Directors In Attendance Were:

Mathew Hart  
Ephram Glass  
Travis Jensen  
Calvin Brown

##### Directors Absent:

Mark Rubic

##### Also In Attendance Were:

Peggy Ripko and Larry Loften; Special District Management Services, Inc. (“SDMS”)

Kelley Duke, Esq. (in-person) and Dino Ross, Esq. (via Zoom); Ireland Stapleton Pryor & Pascoe, P.C.

Brenna Karamigios and Christina Griggs; Gemsbok Consulting Inc.

#### CALL TO ORDER

At 6:00 p.m. the meeting was called to order.

#### DISCLOSURE OF POTENTIAL CONFLICTS OF INTEREST

Disclosure of Potential Conflicts of Interest: The Board discussed the requirements pursuant to the Colorado Revised Statutes to disclose any potential conflicts of interest or potential breaches of fiduciary duty to the Board of Directors and to the Secretary of State. Ms. Ripko noted that a quorum was present and requested that members of the Board disclose any potential conflicts of interest with regard to any matters scheduled for discussion at this meeting, and incorporated for the record those applicable disclosures made by the Board members prior to this meeting in accordance with the statute. It was noted that there are no Directors’ Disclosure Statements to be filed.

## RECORD OF PROCEEDINGS

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### ADMINISTRATIVE MATTERS

**Agenda:** Ms. Ripko reviewed with the Board the proposed Agenda for this Special Meeting.

Following discussion, upon motion duly made by Director Hart, seconded by Director Brown and, upon vote, unanimously carried, the Board approved adding an Executive Session and approved the agenda as amended.

**Confirm Location of Meeting/Posting of Meeting Notices:** The Board entered into a discussion regarding the requirements of Section 32-1-903(1), C.R.S., concerning the location of the Board's meeting.

Following discussion, upon motion duly made by Director Hart, seconded by Director Brown and, upon vote, unanimously carried, the Board determined this Board meeting will be held in-person at the Roxborough Library, 8375 N. Rampart Range Road., Suite 200, Littleton, Colorado 80125 and via Zoom.

### PUBLIC COMMENTS

There were no public comments.

### FINANCIAL MATTERS

**Budget Workshop:** Ms. Griggs and Ms. Karamigios reviewed with the Board the draft 2023 Budget. The Board discussed changes to the draft 2023 Budget. It was noted Director Rubic resigned as District Treasurer.

### LEGAL MATTERS

**Executive Session:** Pursuant to Section 24-6-402(4)(b), C.R.S., upon motion duly made by Director Brown, seconded by Director Hart and, upon an affirmative vote of at least two-thirds of the quorum present, the Board convened in executive session for the purpose of receiving legal advice on the Crystal Lake incident. Attorney Ross certified for the record that the executive session will constitute confidential attorney-client communications and will not be recorded.

The Board went into executive session at 7:02 p.m.  
The Board came out of executive session at 7:23 p.m.

In accordance with § 24-6-402(4), C.R.S., the Board did not adopt any proposed policy, position, resolution, rule, regulation or take formal action during execution session.

**Action on Matter Discussed in Executive Session:** No action was necessary by the Board.

## RECORD OF PROCEEDINGS

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### **OTHER BUSINESS**

**Agenda and Pre-Agenda Meeting:** The Board entered into discussion regarding conducting agenda and pre-agenda meetings.

**Conflicts Questionnaire:** Attorney Ross discussed with the Board the deadline to return the Conflicts Questionnaire.

**Code of Conduct Policy:** The Board entered into discussion regarding drafting a Code of Conduct Policy. No action was taken by the Board.

**2023 Service Agreements:** The Board entered into discussion regarding the 2023 Service Agreements. It was noted the agreements will be discussed at a future meeting.

**Meeting Minutes:** The Board entered into discussion regarding the expectation for the Minutes to be drafted and posted on the District's website.

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### **ADJOURNMENT**

There being no further business to come before the Board at this time, upon motion duly made by Director Brown, seconded by Director Hart and, upon vote, unanimously carried, the Regular Meeting was adjourned at 7:55 p.m.

Respectfully submitted,

By: \_\_\_\_\_  
Secretary for the Meeting

# Roxborough Village Metro District

## Executive Summary

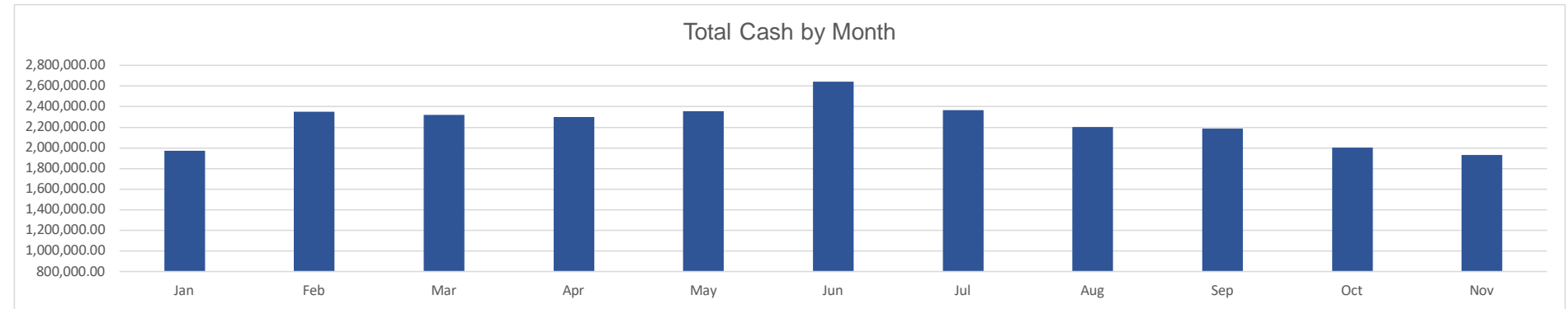
*As of November 30, 2022*

### Summary

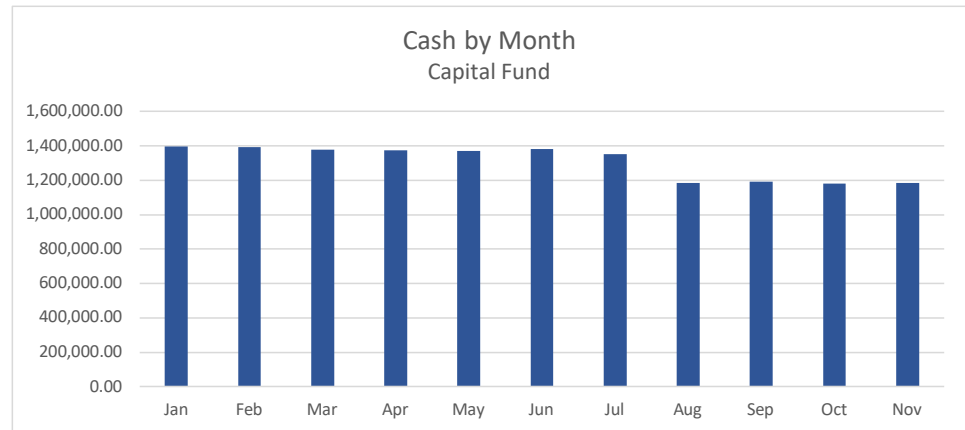
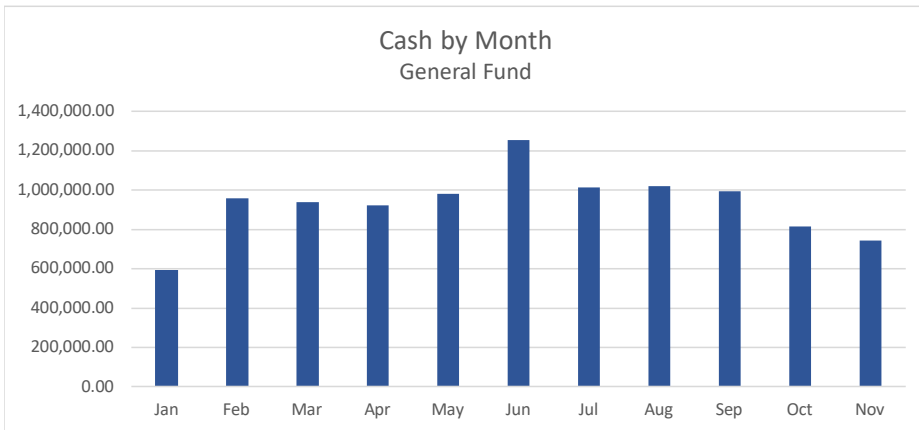
Total income budgets for 2022 will most likely not be reached. All expenses continue to fall within the budget with the exception of landscape expenses. There was a reduction of \$11k to engineering expenses due to a 2021 check that was voided in 2022. This was a correction to complete the 2021 book reconciliation to match the 2021 audit and actual activity that occurred in 2022. Expenses are still being reviewed to ensure they are posted to the correct account and fund. AP Aging is reporting 43% of the balance is over 45 days past due.

### Key Performance Metrics

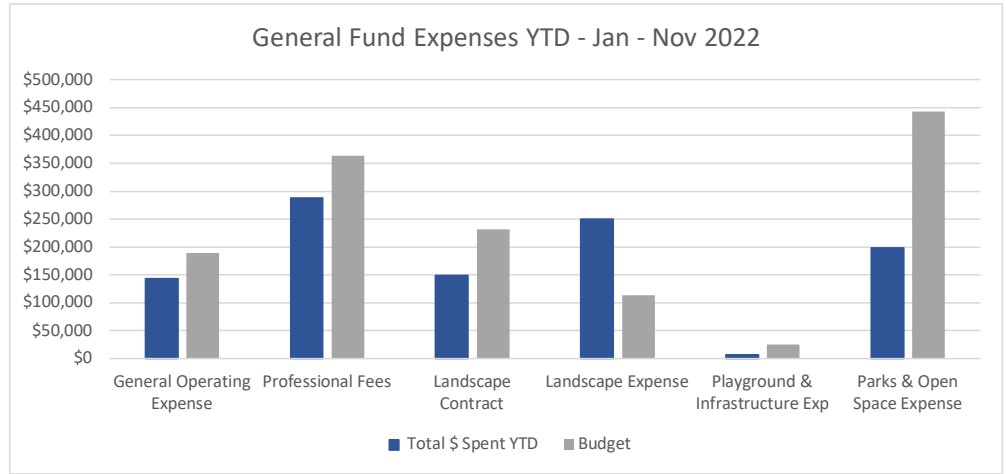
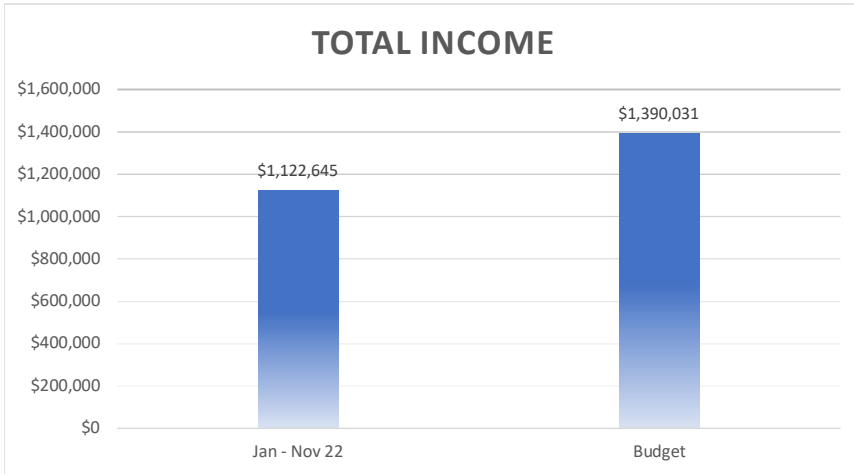
#### Cash Position



Cash has been dropping since June due to the high amount of capital expenses and landscaping needs - irrigation etc. The district receives the largest amount of property tax income in February and June so it is expected that cash would drop after this point in time.



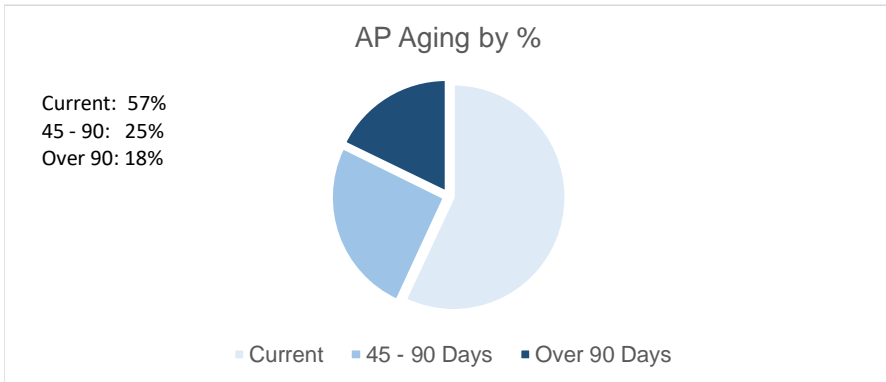
**Income & Expenses**



Income January - November 2022 equals 79% of the overall budget and 92% of the year has been completed. The actual income is \$290,957 lower than the budget. Since property tax income in November and December is typically quite low, it is not expected that the district will receive this full amount before the end of the fiscal year. Specific Ownership tax income is not expected to make up the amount between the budget and actual during the last month of the year.

Landscape monthly expenses continue to be on the high end. This area has spent \$136,775 above the budgeted amount. It is important to note that individual expenses are currently being reviewed to ensure they are classified into the correct expense account and fund.

**Accounts Payable**



Based on the current reporting, 43% of Accounts Payable are over 45 days past due which is down 10% from last month. The total value of the past due bills are \$75,679.77. The value of the current bills are \$16,696.79.

While the over 90 days past due percentage has gone down, we are still working to improve the AP process. We will continue to work diligently with the BOD to get invoices approved and paid on time.



## Balance Sheet by Class

As of November 30, 2022

	100-General Fund	200 - Capital Project Fu...	300 - Debt Service Fund	Unclassified	TOTAL
<b>ASSETS</b>					
Current Assets					
Checking/Savings					
10100 · General Operating Acct	350,746.07	-272,323.72	0.00	0.00	78,422.35
10500 · ColoTrust Funds	393,180.23	1,459,120.88	220.35	0.00	1,852,521.46
<b>Total Checking/Savings</b>	<b>743,926.30</b>	<b>1,186,797.16</b>	<b>220.35</b>	<b>0.00</b>	<b>1,930,943.81</b>
Other Current Assets					
13000 · Due from Capital Projects Fund	230.59	0.00	0.00	0.00	230.59
14010 · Prepaid Expense	501.00	0.00	0.00	0.00	501.00
14020 · Taxes Receivable	1,029,247.00	0.00	0.00	0.00	1,029,247.00
15000 · Bond Fund 1993 A&B	0.00	0.00	10.24	0.00	10.24
<b>Total Other Current Assets</b>	<b>1,029,978.59</b>	<b>0.00</b>	<b>10.24</b>	<b>0.00</b>	<b>1,029,988.83</b>
<b>Total Current Assets</b>	<b>1,773,904.89</b>	<b>1,186,797.16</b>	<b>230.59</b>	<b>0.00</b>	<b>2,960,932.64</b>
<b>TOTAL ASSETS</b>	<b>1,773,904.89</b>	<b>1,186,797.16</b>	<b>230.59</b>	<b>0.00</b>	<b>2,960,932.64</b>
<b>LIABILITIES &amp; EQUITY</b>					
Liabilities					
Current Liabilities					
Accounts Payable					
20000 · Accounts Payable	156,233.32	40,548.61	0.00	0.00	196,781.93
<b>Total Accounts Payable</b>	<b>156,233.32</b>	<b>40,548.61</b>	<b>0.00</b>	<b>0.00</b>	<b>196,781.93</b>
Other Current Liabilities					
22000 · Payroll Liabilities					
20210 · Federal Tax	1.80	0.00	0.00	0.00	1.80
20220 · Social Security	186.00	0.00	0.00	0.00	186.00
20230 · Medicare	43.50	0.00	0.00	0.00	43.50
20240 · State Tax	3.00	0.00	0.00	0.00	3.00
<b>Total 22000 · Payroll Liabilities</b>	<b>234.30</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>234.30</b>
23010 · Deferred Revenue-Taxes	1,029,247.00	0.00	0.00	0.00	1,029,247.00
24100 · Due to Capital Improvement Fu...	0.00	0.00	230.59	0.00	230.59
<b>Total Other Current Liabilities</b>	<b>1,029,481.30</b>	<b>0.00</b>	<b>230.59</b>	<b>0.00</b>	<b>1,029,711.89</b>
<b>Total Current Liabilities</b>	<b>1,185,714.62</b>	<b>40,548.61</b>	<b>230.59</b>	<b>0.00</b>	<b>1,226,493.82</b>
<b>Total Liabilities</b>	<b>1,185,714.62</b>	<b>40,548.61</b>	<b>230.59</b>	<b>0.00</b>	<b>1,226,493.82</b>
Equity					
32001 · Retained Earnings	-36,566.53	-196,988.99	-1,229,610.62	0.00	-1,463,166.14
34000 · Restricted Net Assets					
34010 · Nonspendable	502.00	0.00	0.00	0.00	502.00
34020 · Restricted	0.00	1,593,341.54	0.00	0.00	1,593,341.54
34040 · Assigned	124,413.00	0.00	0.00	0.00	124,413.00
34050 · Emergency Reserve 3%	34,200.00	0.00	0.00	0.00	34,200.00
<b>Total 34000 · Restricted Net Assets</b>	<b>159,115.00</b>	<b>1,593,341.54</b>	<b>0.00</b>	<b>0.00</b>	<b>1,752,456.54</b>
39000 · Unrestricted Net Assets	400,664.60	0.00	1,229,610.62	0.00	1,630,275.22
Net Income	64,977.20	-250,104.00	0.00	0.00	-185,126.80
<b>Total Equity</b>	<b>588,190.27</b>	<b>1,146,248.55</b>	<b>0.00</b>	<b>0.00</b>	<b>1,734,438.82</b>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>1,773,904.89</b>	<b>1,186,797.16</b>	<b>230.59</b>	<b>0.00</b>	<b>2,960,932.64</b>
<b>UNBALANCED CLASSES</b>	<b>-0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>-0.00</b>

**Roxborough Village Metro District**  
**Profit & Loss Budget vs. Actual**  
January through November 2022

	<u>Jan - Nov 22</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
41000 · Property Tax Income	1,099,074	1,390,031	(290,957)	79%
43000 · Park and Field Income	11,372			
46000 · Interest Income	27,613			
47500 · Insurance Claim Inc.	4,200			
48000 · CTF/Lottery Income	40,814	44,000	(3,186)	93%
49000 · Miscellaneous Income	266			
<b>Total Income</b>	<u>1,183,339</u>	<u>1,434,031</u>	<u>(250,692)</u>	<u>83%</u>
<b>Gross Profit</b>	1,183,339	1,434,031	(250,692)	83%
<b>Expense</b>				
50000 · Treasurer Fees	15,442			
51000 · General Overhead	29,669	61,410	(31,741)	48%
52000 · Computer & Software Expenses	735			
52500 · Insurance Expense	30,479	36,800	(6,321)	83%
52600 · Election Expense	41,308	63,250	(21,942)	65%
53000 · Board of Director's Expense	8,238	9,200	(962)	90%
53500 · Community Relations Exp.	61	4,600	(4,539)	1%
54000 · Payroll Expenses	606	710	(105)	85%
57000 · Professional Services Fees	318,753	467,233	(148,480)	68%
58200 · Banking & Credit Card Fees	15			
61000 · Miscellaneous Expense	4,632	1,725	2,907	268%
62000 · Repairs and Maintenance	14,020	11,500	2,520	122%
64000 · Landscape Expenses	443,611	345,275	98,336	128%
65000 · Playground & Infrastructure E...	7,110	129,775	(122,665)	5%
68000 · Parks & Open Space Expense	386,058	530,875	(144,817)	73%
68500 · Park & Recreation Events	400	0	400	100%
69800 · Uncategorized Expenses	0	0	0	0%
80000 · Capital Expenses	67,330	245,000	(177,670)	27%
99000 · Contingency	0	111,761	(111,761)	0%
<b>Total Expense</b>	<u>1,368,466</u>	<u>2,019,114</u>	<u>(650,648)</u>	<u>68%</u>
<b>Net Ordinary Income</b>	<u>(185,127)</u>	<u>(585,083)</u>	399,956	32%
<b>Net Income</b>	<u>(185,127)</u>	<u>(585,083)</u>	<u>399,956</u>	<u>32%</u>

Roxborough Village Metro District  
Profit & Loss Budget vs. Actual  
January through November 2022

	Jan - Nov 22	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
41000 · Property Tax Income				
41010 · Specific Ownership Tax	69,220	82,340	(13,120)	84%
41020 · Property Tax	984,168	1,029,247	(45,079)	96%
41040 · Prior Year Tax	45,241			
41045 · Property Tax Interest	446	500	(54)	89%
41050 · Other Tax	0	2,000	(2,000)	0%
41000 · Property Tax Income - Other	0	275,944	(275,944)	0%
<b>Total 41000 · Property Tax Income</b>	<b>1,099,074</b>	<b>1,390,031</b>	<b>(290,957)</b>	<b>79%</b>
43000 · Park and Field Income				
43010 · Sports Field Fees	2,000			
43080 · Other Reservation Income	9,372			
<b>Total 43000 · Park and Field Income</b>	<b>11,372</b>			
46000 · Interest Income				
46010 · General Bank Account Interest	24,513			
46000 · Interest Income - Other	3,100			
<b>Total 46000 · Interest Income</b>	<b>27,613</b>			
47500 · Insurance Claim Inc.	4,200			
48000 · CTF/Lottery Income	40,814	44,000	(3,186)	93%
49000 · Miscellaneous Income				
49010 · Miscellaneous Income	266			
<b>Total 49000 · Miscellaneous Income</b>	<b>266</b>			
<b>Total Income</b>	<b>1,183,339</b>	<b>1,434,031</b>	<b>(250,692)</b>	<b>83%</b>
<b>Gross Profit</b>	<b>1,183,339</b>	<b>1,434,031</b>	<b>(250,692)</b>	<b>83%</b>
<b>Expense</b>				
50000 · Treasurer Fees	15,442			
51000 · General Overhead				
51005 · Dues & Subscriptions	8,404	1,610	6,794	522%
51010 · Communication / Website Expense	448	2,300	(1,852)	19%
51030 · Security Expense	201			
51050 · Utilities Expense	19,617	17,250	2,367	114%
51060 · District Functions/Events	1,000	40,250	(39,250)	2%
<b>Total 51000 · General Overhead</b>	<b>29,669</b>	<b>61,410</b>	<b>(31,741)</b>	<b>48%</b>
52000 · Computer & Software Expenses				
52040 · Software & Online Subscriptions	736			
52000 · Computer & Software Expenses - Other	(0)			
<b>Total 52000 · Computer &amp; Software Expenses</b>	<b>735</b>			
52500 · Insurance Expense				
52550 · General Insurance	30,309			
52500 · Insurance Expense - Other	170	36,800	(36,630)	0%
<b>Total 52500 · Insurance Expense</b>	<b>30,479</b>	<b>36,800</b>	<b>(6,321)</b>	<b>83%</b>
52600 · Election Expense	41,308	63,250	(21,942)	65%
53000 · Board of Director's Expense				
53010 · Directors' Stipend	7,800	9,200	(1,400)	85%
53040 · BOD Conference/Retreat Expense	438			
<b>Total 53000 · Board of Director's Expense</b>	<b>8,238</b>	<b>9,200</b>	<b>(962)</b>	<b>90%</b>
53500 · Community Relations Exp.				
53510 · Legal Notices & Publications	61			
53520 · Newsletter Expense	0	4,600	(4,600)	0%
<b>Total 53500 · Community Relations Exp.</b>	<b>61</b>	<b>4,600</b>	<b>(4,539)</b>	<b>1%</b>

**Roxborough Village Metro District  
Profit & Loss Budget vs. Actual**

January through November 2022

	Jan - Nov 22	Budget	\$ Over Budget	% of Budget
<b>54000 · Payroll Expenses</b>				
54060 · Employer Payroll Taxes	599	710	(112)	84%
54000 · Payroll Expenses - Other	7			
<b>Total 54000 · Payroll Expenses</b>	606	710	(105)	85%
<b>57000 · Professional Services Fees</b>				
57010 · Auditing	5,250	6,900	(1,650)	76%
57020 · Legal Expenses	90,743	83,000	7,743	109%
57030 · Accounting Services	55,787	72,500	(16,713)	77%
57040 · District Management	138,254	197,300	(59,046)	70%
57050 · Engineering Expense	11,783	37,950	(26,167)	31%
57070 · Master Plan Fee	16,935	50,000	(33,065)	34%
57085 · Paying Agent Fees	0	19,583	(19,583)	0%
<b>Total 57000 · Professional Services Fees</b>	318,753	467,233	(148,480)	68%
<b>58200 · Banking &amp; Credit Card Fees</b>				
58210 · Bank Service Fees	15			
<b>Total 58200 · Banking &amp; Credit Card Fees</b>	15			
<b>61000 · Miscellaneous Expense</b>	4,632	1,725	2,907	268%
<b>62000 · Repairs and Maintenance</b>				
62010 · General Repairs and Maintenance	10,428	11,500	(1,072)	91%
62020 · Utility Locate	3,591			
<b>Total 62000 · Repairs and Maintenance</b>	14,020	11,500	2,520	122%
<b>64000 · Landscape Expenses</b>				
64010 · Landscape Repairs and Maint	69,253	17,250	52,003	401%
64020 · Landscape Weed Control Expense	48,312	39,100	9,212	124%
64030 · Irrigation Expense	158,765	56,925	101,840	279%
64040 · Landscape Contract	167,282	232,000	(64,718)	72%
<b>Total 64000 · Landscape Expenses</b>	443,611	345,275	98,336	128%
<b>65000 · Playground &amp; Infrastructure Exp</b>				
65010 · Playground Repairs and Maint	0	115,000	(115,000)	0%
65020 · Baseball Field Improvements	0	5,000	(5,000)	0%
65030 · Graffiti Removal /Vandalism Exp	4,460	4,025	435	111%
65040 · Skate Park Maintence	2,650	5,750	(3,100)	46%
<b>Total 65000 · Playground &amp; Infrastructure Exp</b>	7,110	129,775	(122,665)	5%
<b>68000 · Parks &amp; Open Space Expense</b>				
68010 · Foothills Park & Rec Fees	19,440	17,500	1,940	111%
68020 · Mosquito Control Expense	11,500	20,700	(9,200)	56%
68025 · Water Expense	61,700	94,300	(32,600)	65%
68030 · Seasonal Lighting Expense	0	16,100	(16,100)	0%
68035 · Wetland Mitigation	0	0	0	0%
68045 · Tree Care Expense	64,182	147,525	(83,343)	44%
68050 · Portable Restroom Exp.	7,648	8,500	(852)	90%
68065 · Water Rights Expense	0	33,000	(33,000)	0%
68070 · Snow Removal Expense	44,458	57,500	(13,042)	77%
68080 · Algae Control Exp.	0	5,750	(5,750)	0%
68085 · Annual Trails Maintenance	172,081	105,000	67,081	164%
68090 · Pond Maintenance	5,050			
68095 · Open Space Maintenances / Fire	0	25,000	(25,000)	0%
<b>Total 68000 · Parks &amp; Open Space Expense</b>	386,058	530,875	(144,817)	73%
<b>68500 · Park &amp; Recreation Events</b>				
68520 · Recreational Programs	400			
68540 · Community Service Events	0	0	0	0%
<b>Total 68500 · Park &amp; Recreation Events</b>	400	0	400	100%
<b>69800 · Uncategorized Expenses</b>	0	0	0	0%

Roxborough Village Metro District  
**Profit & Loss Budget vs. Actual**  
 January through November 2022

	Jan - Nov 22	Budget	\$ Over Budget	% of Budget
<b>80000 · Capital Expenses</b>				
80010 · Park Infrastructure/Improvements	4,000	0	4,000	100%
80030 · Spillway / Embankment Cost	27,320	30,000	(2,680)	91%
80060 · Plant Nursery	36,010	45,000	(8,990)	80%
80070 · New Playground	0	100,000	(100,000)	0%
80080 · Monument Sign	0	70,000	(70,000)	0%
<b>Total 80000 · Capital Expenses</b>	67,330	245,000	(177,670)	27%
<b>99000 · Contingency</b>	0	111,761	(111,761)	0%
<b>Total Expense</b>	1,368,466	2,019,114	(650,648)	68%
<b>Net Ordinary Income</b>	(185,127)	(585,083)	399,956	32%
<b>Net Income</b>	(185,127)	(585,083)	399,956	32%

**Roxborough Village Metro District**  
**Capital Fund Profit & Loss Budget vs. Actual**  
 January through November 2022

	<u>Jan - Nov 22</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
46000 · Interest Income	19,881			
48000 · CTF/Lottery Income	40,814	44,000	(3,186)	93%
<b>Total Income</b>	60,695	44,000	16,695	138%
<b>Gross Profit</b>	60,695	44,000	16,695	138%
<b>Expense</b>				
54000 · Payroll Expenses	423			
57000 · Professional Services Fees	30,829	103,800	(72,971)	30%
62000 · Repairs and Maintenance	1,757			
64000 · Landscape Expenses	26,280			
65000 · Playground & Infrastructure E...	0	105,000	(105,000)	0%
68000 · Parks & Open Space Expense	184,181	88,000	96,181	209%
80000 · Capital Expenses	67,330	245,000	(177,670)	27%
99000 · Contingency	0	55,700	(55,700)	0%
<b>Total Expense</b>	310,799	597,500	(286,701)	52%
<b>Net Ordinary Income</b>	(250,104)	(553,500)	303,396	45%
<b>Net Income</b>	(250,104)	(553,500)	303,396	45%

**Roxborough Village Metro District**  
**General Fund Profit & Loss Budget vs. Actual**

January through November 2022

	<u>Jan - Nov 22</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
41000 · Property Tax Income	1,099,074	1,390,031	(290,957)	79%
43000 · Park and Field Income	11,372			
46000 · Interest Income	7,732			
47500 · Insurance Claim Inc.	4,200			
49000 · Miscellaneous Income	266			
<b>Total Income</b>	<u>1,122,644</u>	<u>1,390,031</u>	<u>(267,387)</u>	<u>81%</u>
<b>Gross Profit</b>	1,122,644	1,390,031	(267,387)	81%
<b>Expense</b>				
50000 · Treasurer Fees	15,442			
51000 · General Overhead	29,669	61,410	(31,741)	48%
52000 · Computer & Software Expenses	735			
52500 · Insurance Expense	30,479	36,800	(6,321)	83%
52600 · Election Expense	41,308	63,250	(21,942)	65%
53000 · Board of Director's Expense	8,238	9,200	(962)	90%
53500 · Community Relations Exp.	61	4,600	(4,539)	1%
54000 · Payroll Expenses	183	710	(527)	26%
57000 · Professional Services Fees	287,924	363,433	(75,509)	79%
58200 · Banking & Credit Card Fees	15			
61000 · Miscellaneous Expense	4,632	1,725	2,907	268%
62000 · Repairs and Maintenance	12,263	11,500	763	107%
64000 · Landscape Expenses	417,331	345,275	72,056	121%
65000 · Playground & Infrastructure E...	7,110	24,775	(17,665)	29%
68000 · Parks & Open Space Expense	201,877	442,875	(240,998)	46%
68500 · Park & Recreation Events	400	0	400	100%
69800 · Uncategorized Expenses	0	0	0	0%
99000 · Contingency	0	56,061	(56,061)	0%
<b>Total Expense</b>	<u>1,057,667</u>	<u>1,421,614</u>	<u>(363,947)</u>	<u>74%</u>
<b>Net Ordinary Income</b>	<u>64,977</u>	<u>(31,583)</u>	<u>96,560</u>	<u>(206)%</u>
<b>Net Income</b>	<u><u>64,977</u></u>	<u><u>(31,583)</u></u>	<u><u>96,560</u></u>	<u><u>(206)%</u></u>

## Roxborough Village Metro District

## A/P Aging Summary

As of November 30, 2022

	Current	1 - 45	46 - 90	> 90	TOTAL
Applied Ingenuity, LLC	373.65	0.00	0.00	0.00	373.65
ARK Ecological Services, LLC	8,656.81	0.00	15,749.69	0.00	24,406.50
Blue Tick Pest & Wildlife Control Inc.	0.00	0.00	0.00	0.00	0.00
Brightview Landscape Services, Inc.	0.00	31,807.50	0.00	0.00	31,807.50
Browns Hill Engineering & Controls, LLC	0.00	0.00	0.00	293.00	293.00
Calvin Brown*	0.00	0.00	437.70	0.00	437.70
Clifton Larson Allen, LLP	0.00	3,115.57	20,082.04	0.00	23,197.61
Colorado Community Media	30.08	0.00	0.00	0.00	30.08
Community Resource Services of Colorado	0.00	17,834.88	0.00	0.00	17,834.88
Consolidated Divisions Inc	17,834.88	3,359.75	0.00	0.00	21,194.63
Diversified Underground	3,735.00	0.00	0.00	0.00	3,735.00
EcoResource Solutions, Inc.	0.00	0.00	0.00	1,789.00	1,789.00
Ephram Glass*	0.00	0.00	40.00	0.00	40.00
Folkestad Fazekas Barrick & Patoile, P.C	0.00	4,155.32	3,363.00	0.00	7,518.32
Foothills Park & Recreation District	3,076.51	718.33	0.00	0.00	3,794.84
Gemsbok Consulting Inc.	3,901.25	0.00	0.00	0.00	3,901.25
Greenhouse Nation	0.00	21,838.00	0.00	0.00	21,838.00
Mark Stander	0.00	0.00	300.00	0.00	300.00
Metco Landscape, LLC	0.00	0.00	0.00	28,220.08	28,220.08
Mission Communication LLC	0.00	0.00	0.00	359.40	359.40
Mulhern MRE Inc.	0.00	0.00	0.00	0.00	0.00
Patriot Pest Control	0.00	0.00	4,000.00	0.00	4,000.00
Roxborough Metro District	0.00	0.00	0.00	0.00	0.00
United Site Services	0.00	444.93	444.93	444.93	1,334.79
Utility Notification Center of Colorado	72.80	146.90	0.00	156.00	375.70
<b>TOTAL</b>	<b>37,680.98</b>	<b>83,421.18</b>	<b>44,417.36</b>	<b>31,262.41</b>	<b>196,781.93</b>





11:18 AM  
12/06/22

Roxborough Village Metro District  
A/P Aging Detail

As of November 30, 2022

Date	Num	Name	Due Date	Split	Memo	Aging	Open Balance
06/17/2022	56981567	Metco Landscape, LLC	06/27/2022	64030 · Irrigation Expense		156	231.91
06/20/2022	56981568	Metco Landscape, LLC	06/30/2022	64030 · Irrigation Expense		153	736.50
06/23/2022	56981703	Metco Landscape, LLC	07/03/2022	64030 · Irrigation Expense		150	261.94
06/24/2022	56981836	Metco Landscape, LLC	07/04/2022	64030 · Irrigation Expense		149	1,751.08
06/29/2022	56981854	Metco Landscape, LLC	07/09/2022	64030 · Irrigation Expense		144	424.40
06/30/2022	56981921	Metco Landscape, LLC	07/10/2022	64030 · Irrigation Expense		143	450.00
06/30/2022	56981859	Metco Landscape, LLC	07/10/2022	64030 · Irrigation Expense		143	463.45
07/01/2022	15556	EcoResource Solutio...	07/11/2022	68090 · Pond Maintenance		142	1,789.00
07/05/2022	56981920	Metco Landscape, LLC	07/15/2022	64030 · Irrigation Expense		138	152.03
07/11/2022	56981922	Metco Landscape, LLC	07/21/2022	64030 · Irrigation Expense		132	608.23
07/12/2022	56982094	Metco Landscape, LLC	07/22/2022	64030 · Irrigation Expense		131	317.70
07/15/2022	56982095	Metco Landscape, LLC	07/25/2022	64030 · Irrigation Expense		128	1,490.07
07/19/2022	56982273	Metco Landscape, LLC	07/29/2022	64030 · Irrigation Expense		124	375.32
07/20/2022	56982274	Metco Landscape, LLC	07/30/2022	64030 · Irrigation Expense		123	535.43
07/08/2022	23521	Browns Hill Engineeri...	08/07/2022	57050 · Engineering Exp...		115	293.00
08/26/2022	INV-00940...	United Site Services	08/26/2022	68050 · Portable Restroo...		96	444.93
08/18/2022	1068174	Mission Communicati...	08/28/2022	64030 · Irrigation Expense		94	359.40
08/31/2022	222081246	Utility Notification Cen...	08/31/2022	62010 · General Repairs ...		91	156.00
08/31/2022	Corr BS	Roxborough Metro Di...		20010 · AP Clearing			-422.55
08/31/2022	Corr BS	Roxborough Metro Di...		20010 · AP Clearing			422.55
Total > 90							31,262.41
<b>TOTAL</b>							<b>196,781.93</b>

11:31 AM  
12/06/22  
Cash Basis

Roxborough Village Metro District  
Vendor Payments  
November 2022

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	<u>Nov 22</u>
Brightview Landscape Services, Inc.	-55,609.27
Clifton Larson Allen, LLP	-999.08
Colorado Community Media	-30.96
Colorado Special Districts Property and L	-450.00
Foothills Park & Recreation District	-2,418.91
Gembok Consulting Inc.	-5,643.75
Mark Stander	-150.00
Mulhern MRE Inc.	-3,447.97
Tree Analysis Group, LLC	-3,432.00
United Site Services	-444.93
Utility Notification Center of Colorado	-98.80
	<hr/>
<b>TOTAL</b>	<b><u><u>-72,725.67</u></u></b>

11:26 AM  
12/06/22

Roxborough Village Metro District  
**Payroll Detail**  
November 2022

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<u>Num</u>	<u>Date</u>	<u>Source Name</u>	<u>Payroll Item</u>	<u>Type</u>	<u>Wage Base</u>	<u>Amount</u>
<b>BOD Compensation</b>						
DD1001	11/16/2022	Calvin Brown	BOD Compensation	Paycheck	0.00	300.00
DD1002	11/16/2022	Ephram Glass	BOD Compensation	Paycheck	0.00	400.00
DD1003	11/16/2022	Mathew Hart	BOD Compensation	Paycheck	0.00	400.00
DD1004	11/16/2022	Travis Jensen	BOD Compensation	Paycheck	0.00	400.00
Total BOD Compensation					0.00	1,500.00
<b>TOTAL</b>					<b>0.00</b>	<b>1,500.00</b>

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Roxborough Village Metro District  
Capital Fund Profit & Loss Detail

January through November 2022

Type	Date	Num	Name	Memo	Debit	Credit	Balance
<b>Ordinary Income/Expense</b>							
<b>Income</b>							
<b>46000 · Interest Income</b>							
<b>46010 · General Bank Account Interest</b>							
Deposit	01/31/2022			Deposit		85.45	85.45
Deposit	02/28/2022			Deposit		101.32	186.77
Deposit	03/31/2022			Deposit		330.41	517.18
Deposit	04/30/2022			Deposit		583.04	1,100.22
Deposit	05/31/2022			Deposit		1,077.92	2,178.14
Deposit	06/30/2022			Deposit		1,506.97	3,685.11
Deposit	07/31/2022			Deposit		2,291.87	5,976.98
Deposit	08/31/2022			Deposit		2,913.06	8,890.04
Deposit	10/31/2022			Deposit		3,704.25	12,594.29
Deposit	11/30/2022			Deposit		4,186.68	16,780.97
Total 46010 · General Bank Account Interest					0.00	16,780.97	16,780.97
<b>46000 · Interest Income - Other</b>							
Deposit	09/30/2022			Deposit		3,100.24	3,100.24
Total 46000 · Interest Income - Other					0.00	3,100.24	3,100.24
Total 46000 · Interest Income					0.00	19,881.21	19,881.21
<b>48000 · CTF/Lottery Income</b>							
Deposit	03/16/2022			Deposit		12,119.87	12,119.87
Deposit	05/13/2022			Deposit		7,993.91	20,113.78
Deposit	06/14/2022			Deposit		10,436.08	30,549.86
Deposit	09/13/2022			Deposit		10,263.86	40,813.72
Total 48000 · CTF/Lottery Income					0.00	40,813.72	40,813.72
Total Income					0.00	60,694.93	60,694.93
Gross Profit					0.00	60,694.93	60,694.93
<b>Expense</b>							
<b>54000 · Payroll Expenses</b>							
<b>54060 · Employer Payroll Taxes</b>							
General Journal	08/23/2022	YE	AJE	re-classify	422.55		422.55
Total 54060 · Employer Payroll Taxes					422.55	0.00	422.55
Total 54000 · Payroll Expenses					422.55	0.00	422.55
<b>57000 · Professional Services Fees</b>							
<b>57010 · Auditing</b>							
General Journal	10/31/2022	AJE		re-classify expenses to Cap Fund - 4%	210.00		210.00
Total 57010 · Auditing					210.00	0.00	210.00
<b>57020 · Legal Expenses</b>							
General Journal	10/31/2022	AJE		re-classify expenses to Cap Fund - 4%	4,419.70		4,419.70
Total 57020 · Legal Expenses					4,419.70	0.00	4,419.70
<b>57030 · Accounting Services</b>							
General Journal	10/31/2022	AJE		re-classify expenses to Cap Fund - 4%	1,950.83		1,950.83
Bill	11/01/2022	5537	Gemsbok Consulting Inc.		156.05		2,106.88
Total 57030 · Accounting Services					2,106.88	0.00	2,106.88
<b>57040 · District Management</b>							
General Journal	10/31/2022	AJE		re-classify expenses to Cap Fund - 4%	5,485.17		5,485.17
Total 57040 · District Management					5,485.17	0.00	5,485.17
<b>57050 · Engineering Expense</b>							
Bill	02/28/2022	MMRE62...	Mulhern MRE Inc.		141.19		141.19
Bill	03/31/2022	MMRE62...	Mulhern MRE Inc.		105.11		246.30
Bill	04/30/2022	MMRE62...	Mulhern MRE Inc.		71.59		317.89
Bill	05/31/2022	MMRE62...	Mulhern MRE Inc.		157.56		475.45
Bill	06/30/2022	MMRE63...	Mulhern MRE Inc.		192.98		668.43
General Journal	10/31/2022	AJE		re-classify expenses to Cap Fund - 4%	1,003.71		1,672.14
Total 57050 · Engineering Expense					1,672.14	0.00	1,672.14
<b>57070 · Master Plan Fee</b>							
Bill	01/23/2022	1584	Livable Cities Studio, Inc.		2,668.75		2,668.75
Bill	03/24/2022	1625	Livable Cities Studio, Inc.		1,750.00		4,418.75
Bill	04/01/2022	1675	Livable Cities Studio, Inc.		2,712.50		7,131.25
Bill	04/30/2022	1676	Livable Cities Studio, Inc.		5,941.22		13,072.47
Bill	05/31/2022	1703	Livable Cities Studio, Inc.		3,862.50		16,934.97
Total 57070 · Master Plan Fee					16,934.97	0.00	16,934.97
Total 57000 · Professional Services Fees					30,828.86	0.00	30,828.86
<b>62000 · Repairs and Maintenance</b>							
<b>62010 · General Repairs and Maintenance</b>							
Bill	02/14/2022	1199	CDR Construction		1,756.60		1,756.60
Total 62010 · General Repairs and Maintenance					1,756.60	0.00	1,756.60
Total 62000 · Repairs and Maintenance					1,756.60	0.00	1,756.60

Roxborough Village Metro District  
**Capital Fund Profit & Loss Detail**

January through November 2022

Type	Date	Num	Name	Memo	Debit	Credit	Balance
<b>64000 · Landscape Expenses</b>							
<b>64010 · Landscape Repairs and Maint</b>							
Bill	05/16/2022	56980603	Metco Landscape, LLC		6,000.00		6,000.00
Bill	06/01/2022	56977177	Metco Landscape, LLC		20,280.00		26,280.00
Total 64010 · Landscape Repairs and Maint					26,280.00	0.00	26,280.00
Total 64000 · Landscape Expenses					26,280.00	0.00	26,280.00
<b>68000 · Parks &amp; Open Space Expense</b>							
<b>68045 · Tree Care Expense</b>							
Bill	04/06/2022	56980137	Metco Landscape, LLC		12,100.00		12,100.00
Total 68045 · Tree Care Expense					12,100.00	0.00	12,100.00
<b>68085 · Annual Trails Maintenance</b>							
Bill	07/13/2022	CW-2022...	Chavez Services LLC		172,081.32		172,081.32
Total 68085 · Annual Trails Maintenance					172,081.32	0.00	172,081.32
Total 68000 · Parks & Open Space Expense					184,181.32	0.00	184,181.32
<b>80000 · Capital Expenses</b>							
<b>80010 · Park Infrastructure/Improvements</b>							
Bill	07/13/2022	CW-2022...	Chavez Services LLC		4,000.00		4,000.00
Total 80010 · Park Infrastructure/Improvements					4,000.00	0.00	4,000.00
<b>80030 · Spillway / Embankment Cost</b>							
Bill	01/31/2022	CW-2022...	Chavez Services LLC		26,767.00		26,767.00
Bill	01/31/2022	MMRE62...	Mulhern MRE Inc.		612.00		27,379.00
General Journal	01/31/2022	Clr RVM...	Roxborough Metro District			1,505.40	25,873.60
Bill	02/28/2022	MMRE62...	Mulhern MRE Inc.		136.00		26,009.60
Bill	02/28/2022	MMRE62...	Mulhern MRE Inc.		1,310.00		27,319.60
Total 80030 · Spillway / Embankment Cost					28,825.00	1,505.40	27,319.60
<b>80060 · Plant Nursery</b>							
Bill	09/06/2022	CW-2022...	Chavez Services LLC		14,172.00		14,172.00
Bill	10/19/2022	19266	Greenhouse Nation		21,838.00		36,010.00
Total 80060 · Plant Nursery					36,010.00	0.00	36,010.00
Total 80000 · Capital Expenses					68,835.00	1,505.40	67,329.60
Total Expense					312,304.33	1,505.40	310,798.93
Net Ordinary Income					312,304.33	62,200.33	-250,104.00
<b>Net Income</b>					<b>312,304.33</b>	<b>62,200.33</b>	<b>-250,104.00</b>

Roxborough Village Metro District  
General Fund Profit & Loss Detail

January through November 2022

Type	Date	Num	Name	Memo	Debit	Credit	Balance
<b>Ordinary Income/Expense</b>							
<b>Income</b>							
<b>41000 · Property Tax Income</b>							
<b>41010 · Specific Ownership Tax</b>							
Deposit	01/31/2022		Douglas County Treasurer	Deposit		7,393.79	7,393.79
Deposit	02/28/2022		Douglas County Treasurer	Deposit		6,591.17	13,984.96
Deposit	03/31/2022		Douglas County Treasurer	Deposit		7,700.23	21,685.19
Deposit	05/31/2022		Douglas County Treasurer	Deposit		7,993.27	29,678.46
Deposit	06/30/2022		Douglas County Treasurer	Deposit		7,047.16	36,725.62
Deposit	07/31/2022		Douglas County Treasurer	Deposit		7,644.46	44,370.08
Deposit	08/31/2022		Douglas County Treasurer	Deposit		9,874.89	54,244.97
Deposit	09/30/2022		Douglas County Treasurer	Deposit		7,327.05	61,572.02
General Journal	10/31/2022	Reclass ...		Reclassify 27% Income to Chatfield Farms	18,689.13		42,882.89
General Journal	10/31/2022	Reclass ...		Reclassify 27% Income to Chatfield Farms		18,689.13	61,572.02
Deposit	11/01/2022		-MULTIPLE-	Deposit		7,647.65	69,219.67
Total 41010 · Specific Ownership Tax					18,689.13	87,908.80	69,219.67
<b>41020 · Property Tax</b>							
Deposit	01/31/2022		Douglas County Treasurer	Deposit		10,563.74	10,563.74
Deposit	02/28/2022		Douglas County Treasurer	Deposit		445,392.08	455,955.82
Deposit	04/30/2022		Douglas County Treasurer	-MULTIPLE-		70,776.90	526,732.72
Deposit	05/31/2022		Douglas County Treasurer	Deposit		99,061.21	625,793.93
Deposit	06/30/2022		Douglas County Treasurer	Deposit		349,832.70	975,626.63
Deposit	07/31/2022		Douglas County Treasurer	Deposit		6,888.22	982,514.85
Deposit	08/31/2022		Douglas Country Governm...	Deposit		1,249.72	983,764.57
Deposit	09/30/2022		Douglas County Treasurer	Deposit		403.40	984,167.97
General Journal	10/31/2022	Reclass ...		Reclassify 27% Income to Chatfield Farms	265,725.35		718,442.62
General Journal	10/31/2022	Reclass ...		Reclassify 27% Income to Chatfield Farms		265,725.35	984,167.97
Total 41020 · Property Tax					265,725.35	1,249,893.32	984,167.97
<b>41040 · Prior Year Tax</b>							
Deposit	03/31/2022		Douglas County Treasurer	Deposit		45,336.93	45,336.93
Deposit	05/31/2022		Douglas County Treasurer	Deposit	100.95		45,235.98
Deposit	08/31/2022		Douglas Country Governm...	Deposit	7.87		45,228.11
Deposit	11/01/2022		-MULTIPLE-	Deposit		13.18	45,241.29
Total 41040 · Prior Year Tax					108.82	45,350.11	45,241.29
<b>41045 · Property Tax Interest</b>							
Deposit	04/30/2022		Douglas County Treasurer	Deposit		3.57	3.57
Deposit	05/31/2022		Douglas County Treasurer	Deposit		50.24	53.81
Deposit	06/30/2022		Douglas County Treasurer	Deposit		93.82	147.63
Deposit	07/31/2022		Douglas County Treasurer	Deposit		188.41	336.04
Deposit	08/31/2022		Douglas County Treasurer	Deposit		52.87	388.91
Deposit	09/30/2022		Douglas County Treasurer	Deposit		18.52	407.43
Deposit	11/01/2022		-MULTIPLE-	-MULTIPLE-		38.08	445.51
Total 41045 · Property Tax Interest					0.00	445.51	445.51
Total 41000 · Property Tax Income					284,523.30	1,383,597.74	1,099,074.44
<b>43000 · Park and Field Income</b>							
<b>43010 · Sports Field Fees</b>							
Deposit	06/03/2022		Ken Caryl Little League	Deposit		2,000.00	2,000.00
Total 43010 · Sports Field Fees					0.00	2,000.00	2,000.00
<b>43080 · Other Reservation Income</b>							
Deposit	01/14/2022			Deposit		4,792.00	4,792.00
Deposit	03/04/2022		Douglas Country Governm...	Deposit		3,250.20	8,042.20
Deposit	08/19/2022		-MULTIPLE-	Deposit		1,330.00	9,372.20
Total 43080 · Other Reservation Income					0.00	9,372.20	9,372.20
Total 43000 · Park and Field Income					0.00	11,372.20	11,372.20
<b>46000 · Interest Income</b>							
<b>46010 · General Bank Account Interest</b>							
Deposit	01/31/2022			Deposit		33.23	33.23
Deposit	02/28/2022			Deposit		39.40	72.63
Deposit	03/31/2022			Deposit		128.49	201.12
Deposit	04/30/2022			Deposit		226.74	427.86
Deposit	05/31/2022			Deposit		419.19	847.05
Deposit	06/30/2022			Deposit		586.05	1,433.10
Deposit	07/31/2022			Deposit		891.28	2,324.38
Deposit	08/31/2022			Deposit		1,132.85	3,457.23
Deposit	09/30/2022			Deposit		1,205.65	4,662.88
Deposit	10/31/2022			Deposit		1,440.54	6,103.42
Deposit	11/30/2022			Deposit		1,628.15	7,731.57
Total 46010 · General Bank Account Interest					0.00	7,731.57	7,731.57
Total 46000 · Interest Income					0.00	7,731.57	7,731.57
<b>47500 · Insurance Claim Inc.</b>							
Deposit	08/04/2022		Colorado Special Districts ...	Deposit		4,200.00	4,200.00
Total 47500 · Insurance Claim Inc.					0.00	4,200.00	4,200.00

Roxborough Village Metro District
General Fund Profit & Loss Detail

January through November 2022

Table with columns: Type, Date, Num, Name, Memo, Debit, Credit, Balance. Rows include sections for 49000 Miscellaneous Income, 50000 Treasurer Fees, 51000 General Overhead, 51010 Communication / Website Expense, 51030 Security Expense, and 51050 Utilities Expense.



Roxborough Village Metro District  
General Fund Profit & Loss Detail

January through November 2022

Type	Date	Num	Name	Memo	Debit	Credit	Balance
Check	05/23/2022		Xcel Energy		19.32		4,260.42
Check	06/08/2022	ACH	CORE Electric Cooperative		1,019.30		5,279.72
Check	06/28/2022		Xcel Energy		19.16		5,298.88
Check	07/12/2022		CORE Electric Cooperative		1,353.03		6,651.91
Check	07/27/2022		Xcel Energy		19.16		6,671.07
Check	08/11/2022		CORE Electric Cooperative		1,761.71		8,432.78
Check	08/29/2022		Xcel Energy		19.30		8,452.08
Check	09/07/2022		CORE Electric Cooperative		827.44		9,279.52
Check	09/27/2022		Xcel Energy		19.58		9,299.10
Check	10/13/2022		CORE Electric Cooperative		1,570.66		10,869.76
Check	10/31/2022		Xcel Energy		19.80		10,889.56
Bill	10/31/2022	26607	Diversified Underground	10/1-10/31/2022	3,735.00		14,624.56
General Journal	10/31/2022	Reclass ...		Reclassify 15 % Expenses to Chatfield Farms		1,633.43	12,991.13
General Journal	10/31/2022	Reclass ...		Reclassify 15 % Expenses to Chatfield Farms			14,624.56
Check	11/09/2022	ACH	CORE Electric Cooperative		1,348.19		15,972.75
Check	11/15/2022	ACH	Roxborough Water & Sanit...		1,376.75		17,349.50
Check	11/15/2022	ACH	Roxborough Water & Sanit...		1,039.00		18,388.50
Check	11/15/2022	ACH	Roxborough Water & Sanit...		806.49		19,194.99
Check	11/15/2022	ACH	Roxborough Water & Sanit...		290.75		19,485.74
Check	11/15/2022	ACH	Roxborough Water & Sanit...		110.50		19,596.24
Check	11/30/2022	ACH	Xcel Energy		20.26		19,616.50
General Journal	11/30/2022	CFF Alloc.		Monthly Allocation to CFF - 15%		748.79	18,867.71
General Journal	11/30/2022	CFF Alloc.		Monthly Allocation to CFF - 15%	748.79		19,616.50
Total 51050 · Utilities Expense					21,998.72	2,382.22	19,616.50
<b>51060 · District Functions/Events</b>							
Bill	07/19/2022	2022-1	Roxborough Music Festival		1,000.00		1,000.00
Total 51060 · District Functions/Events					1,000.00	0.00	1,000.00
Total 51000 · General Overhead					33,379.28	3,709.99	29,669.29
<b>52000 · Computer &amp; Software Expenses</b>							
<b>52040 · Software &amp; Online Subscriptions</b>							
Check	10/07/2022		Bill.com LLC		343.88		343.88
Check	11/08/2022		Bill.com LLC		391.54		735.42
General Journal	11/30/2022	CFF Alloc.		Monthly Allocation to CFF - 15%		58.73	676.69
General Journal	11/30/2022	CFF Alloc.		Monthly Allocation to CFF - 15%	58.73		735.42
Total 52040 · Software & Online Subscriptions					794.15	58.73	735.42
Total 52000 · Computer & Software Expenses					794.15	58.73	735.42
<b>52500 · Insurance Expense</b>							
<b>52550 · General Insurance</b>							
Bill	01/01/2022	POL-001...	Colorado Special Districts ...		29,859.00		29,859.00
Bill	08/26/2022	23WC-60...	Colorado Special Districts ...		450.00		30,309.00
General Journal	10/31/2022	Reclass ...		Reclassify 15 % Expenses to Chatfield Farms		4,478.85	25,830.15
General Journal	10/31/2022	Reclass ...		Reclassify 15 % Expenses to Chatfield Farms	4,478.85		30,309.00
Total 52550 · General Insurance					34,787.85	4,478.85	30,309.00
<b>52500 · Insurance Expense - Other</b>							
Bill	03/09/2022	68996341	CNA Surety Direct Bill		170.00		170.00
Total 52500 · Insurance Expense - Other					170.00	0.00	170.00
Total 52500 · Insurance Expense					34,957.85	4,478.85	30,479.00
<b>52600 · Election Expense</b>							
Bill	02/28/2022	3174404	Clifton Larson Allen, LLP		1,179.20		1,179.20
Bill	03/11/2022	2220487-4	T Enterprises dba 1 Vision		1,408.00		2,587.20
Bill	03/31/2022	3218218	Clifton Larson Allen, LLP		2,602.72		5,189.92
Bill	04/20/2022	2220487	T Enterprises dba 1 Vision		17,266.79		22,456.71
Bill	05/31/2022	3315146	Clifton Larson Allen, LLP		1,016.78		23,473.49
Bill	10/25/2022	Matter 16...	Community Resource Serv...		17,834.88		41,308.37
Total 52600 · Election Expense					41,308.37	0.00	41,308.37
<b>53000 · Board of Director's Expense</b>							
<b>53010 · Directors' Stipend</b>							
Paycheck	01/21/2022		Calvin Brown		100.00		100.00
Paycheck	01/21/2022		Garry Cook		100.00		200.00
Paycheck	01/21/2022		Ephram Glass		100.00		300.00
Paycheck	01/21/2022		Debra Prysby		100.00		400.00
Paycheck	01/21/2022		Edward Wagner		100.00		500.00
Paycheck	02/17/2022		Calvin Brown		200.00		700.00
Paycheck	02/17/2022		Garry Cook		200.00		900.00
Paycheck	02/17/2022		Ephram Glass		200.00		1,100.00
Paycheck	02/17/2022		Debra Prysby		200.00		1,300.00
Paycheck	02/17/2022		Edward Wagner		200.00		1,500.00
Paycheck	03/18/2022		Calvin Brown		100.00		1,600.00
Paycheck	03/18/2022		Garry Cook		100.00		1,700.00
Paycheck	03/18/2022		Ephram Glass		100.00		1,800.00
Paycheck	03/18/2022		Debra Prysby		100.00		1,900.00
Paycheck	04/22/2022		Calvin Brown		100.00		2,000.00
Paycheck	04/22/2022		Garry Cook		100.00		2,100.00
Paycheck	04/22/2022		Ephram Glass		100.00		2,200.00
Paycheck	04/22/2022		Debra Prysby		100.00		2,300.00
Paycheck	04/22/2022		Edward Wagner		100.00		2,400.00
Paycheck	05/27/2022		Calvin Brown		100.00		2,500.00
Paycheck	05/27/2022		Ephram Glass		100.00		2,600.00
Paycheck	05/27/2022		Mathew Hart		100.00		2,700.00
Paycheck	05/27/2022		Travis Jensen		100.00		2,800.00
Paycheck	07/01/2022		Calvin Brown		100.00		2,900.00

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January through November 2022

Type	Date	Num	Name	Memo	Debit	Credit	Balance
Paycheck	07/01/2022		Ephram Glass		100.00		3,000.00
Paycheck	07/01/2022		Mathew Hart		100.00		3,100.00
Paycheck	07/01/2022		Travis Jensen		100.00		3,200.00
Paycheck	07/14/2022		Calvin Brown		200.00		3,400.00
Paycheck	07/14/2022		Ephram Glass		200.00		3,600.00
Paycheck	07/14/2022		Mathew Hart		200.00		3,800.00
Paycheck	07/14/2022		Travis Jensen		200.00		4,000.00
Paycheck	07/22/2022		Calvin Brown		100.00		4,100.00
Paycheck	07/22/2022		Ephram Glass		100.00		4,200.00
Paycheck	07/22/2022		Mathew Hart		100.00		4,300.00
Paycheck	07/22/2022		Travis Jensen		100.00		4,400.00
Paycheck	08/02/2022		Calvin Brown		100.00		4,500.00
Paycheck	08/02/2022		Ephram Glass		100.00		4,600.00
Paycheck	08/02/2022		Mathew Hart		100.00		4,700.00
Paycheck	08/02/2022		Travis Jensen		100.00		4,800.00
Paycheck	08/08/2022		Calvin Brown		200.00		5,000.00
Paycheck	08/08/2022		Ephram Glass		200.00		5,200.00
Paycheck	08/08/2022		Mathew Hart		200.00		5,400.00
Paycheck	08/08/2022		Travis Jensen		200.00		5,600.00
Paycheck	08/18/2022		Calvin Brown		100.00		5,700.00
Paycheck	08/18/2022		Ephram Glass		100.00		5,800.00
Paycheck	08/18/2022		Mathew Hart		100.00		5,900.00
Paycheck	08/18/2022		Travis Jensen		100.00		6,000.00
Paycheck	08/23/2022		Ephram Glass		100.00		6,100.00
Paycheck	08/23/2022		Mathew Hart		100.00		6,200.00
Paycheck	08/23/2022		Travis Jensen		100.00		6,300.00
General Journal	10/31/2022	Reclass ...		Reclassify 15 % Expenses to Chatfield Farms		945.00	5,355.00
General Journal	10/31/2022	Reclass ...		Reclassify 15 % Expenses to Chatfield Farms	945.00		6,300.00
Paycheck	11/16/2022	DD1003	Mathew Hart	Direct Deposit	400.00		6,700.00
Paycheck	11/16/2022	DD1004	Travis Jensen	Direct Deposit	400.00		7,100.00
Paycheck	11/16/2022	DD1001	Calvin Brown	Direct Deposit	300.00		7,400.00
Paycheck	11/16/2022	DD1002	Ephram Glass	Direct Deposit	400.00		7,800.00
General Journal	11/30/2022	CFF Alloc.		Monthly Allocation to CFF - 15%		225.00	7,575.00
General Journal	11/30/2022	CFF Alloc.		Monthly Allocation to CFF - 15%	225.00		7,800.00
Total 53010 · Directors' Stipend					8,970.00	1,170.00	7,800.00
<b>53040 · BOD Conference/Retreat Expense</b>							
Bill	09/13/2022		Calvin Brown*		437.70		437.70
Total 53040 · BOD Conference/Retreat Expense					437.70	0.00	437.70
Total 53000 · Board of Director's Expense					9,407.70	1,170.00	8,237.70
<b>53500 · Community Relations Exp.</b>							
<b>53510 · Legal Notices &amp; Publications</b>							
Bill	04/08/2022	53437	Colorado Community Media		30.96		30.96
Bill	11/11/2022	71794	Colorado Community Media		30.08		61.04
Total 53510 · Legal Notices & Publications					61.04	0.00	61.04
Total 53500 · Community Relations Exp.					61.04	0.00	61.04
<b>54000 · Payroll Expenses</b>							
<b>54060 · Employer Payroll Taxes</b>							
Paycheck	01/21/2022		Calvin Brown		7.65		7.65
Paycheck	01/21/2022		Garry Cook		7.65		15.30
Paycheck	01/21/2022		Ephram Glass		7.65		22.95
Paycheck	01/21/2022		Debra Prysby		7.65		30.60
Paycheck	01/21/2022		Edward Wagner		7.65		38.25
Paycheck	02/17/2022		Calvin Brown		15.30		53.55
Paycheck	02/17/2022		Garry Cook		15.30		68.85
Paycheck	02/17/2022		Ephram Glass		15.30		84.15
Paycheck	02/17/2022		Debra Prysby		15.30		99.45
Paycheck	02/17/2022		Edward Wagner		15.30		114.75
Paycheck	03/18/2022		Calvin Brown		7.65		122.40
Paycheck	03/18/2022		Garry Cook		7.65		130.05
Paycheck	03/18/2022		Ephram Glass		7.65		137.70
Paycheck	03/18/2022		Debra Prysby		7.65		145.35
Paycheck	04/22/2022		Calvin Brown		7.65		153.00
Paycheck	04/22/2022		Garry Cook		7.65		160.65
Paycheck	04/22/2022		Ephram Glass		7.65		168.30
Paycheck	04/22/2022		Debra Prysby		7.65		175.95
Paycheck	04/22/2022		Edward Wagner		7.65		183.60
Paycheck	05/27/2022		Calvin Brown		7.65		191.25
Paycheck	05/27/2022		Ephram Glass		7.65		198.90
Paycheck	05/27/2022		Mathew Hart		7.65		206.55
Paycheck	05/27/2022		Travis Jensen		7.65		214.20
Paycheck	07/01/2022		Calvin Brown		7.65		221.85
Paycheck	07/01/2022		Ephram Glass		7.65		229.50
Paycheck	07/01/2022		Mathew Hart		7.65		237.15
Paycheck	07/01/2022		Travis Jensen		7.65		244.80
Paycheck	07/14/2022		Calvin Brown		15.30		260.10
Paycheck	07/14/2022		Ephram Glass		15.30		275.40
Paycheck	07/14/2022		Mathew Hart		15.30		290.70
Paycheck	07/14/2022		Travis Jensen		15.30		306.00
Paycheck	07/22/2022		Calvin Brown		7.65		313.65
Paycheck	07/22/2022		Ephram Glass		7.65		321.30
Paycheck	07/22/2022		Mathew Hart		7.65		328.95
Paycheck	07/22/2022		Travis Jensen		7.65		336.60
Paycheck	08/02/2022		Calvin Brown		7.65		344.25
Paycheck	08/02/2022		Ephram Glass		7.65		351.90
Paycheck	08/02/2022		Mathew Hart		7.65		359.55
Paycheck	08/02/2022		Travis Jensen		7.65		367.20

**Roxborough Village Metro District  
General Fund Profit & Loss Detail**

January through November 2022

Type	Date	Num	Name	Memo	Debit	Credit	Balance
Paycheck	08/08/2022		Calvin Brown		15.30		382.50
Paycheck	08/08/2022		Ephram Glass		15.30		397.80
Paycheck	08/08/2022		Mathew Hart		15.30		413.10
Paycheck	08/08/2022		Travis Jensen		15.30		428.40
Paycheck	08/18/2022		Calvin Brown		7.65		436.05
Paycheck	08/18/2022		Ephram Glass		7.65		443.70
Paycheck	08/18/2022		Mathew Hart		7.65		451.35
Paycheck	08/18/2022		Travis Jensen		7.65		459.00
General Journal	08/23/2022	YE AJE		re-classify		422.55	36.45
Paycheck	08/23/2022		Ephram Glass		8.25		44.70
Paycheck	08/23/2022		Mathew Hart		8.25		52.95
Paycheck	08/23/2022		Travis Jensen		8.25		61.20
General Journal	10/31/2022	Reclass ...		Reclassify 15 % Expenses to Chatfield Farms		135.95	-74.75
General Journal	10/31/2022	Reclass ...		Reclassify 15 % Expenses to Chatfield Farms	135.95		61.20
Paycheck	11/16/2022	DD1003	Mathew Hart	Direct Deposit	30.60		91.80
Paycheck	11/16/2022	DD1004	Travis Jensen	Direct Deposit	30.60		122.40
Paycheck	11/16/2022	DD1001	Calvin Brown	Direct Deposit	22.95		145.35
Paycheck	11/16/2022	DD1002	Ephram Glass	Direct Deposit	30.60		175.95
General Journal	11/30/2022	CFF Alloc.		Monthly Allocation to CFF - 15%		17.21	158.74
General Journal	11/30/2022	CFF Alloc.		Monthly Allocation to CFF - 15%	17.21		175.95
Total 54060 · Employer Payroll Taxes					751.66	575.71	175.95
<b>54000 · Payroll Expenses - Other</b>							
Paycheck	01/21/2022		Calvin Brown		0.00		0.00
Paycheck	01/21/2022		Garry Cook		0.00		0.00
Paycheck	01/21/2022		Ephram Glass		0.00		0.00
Paycheck	01/21/2022		Debra Prysby		0.00		0.00
Paycheck	01/21/2022		Edward Wagner		0.00		0.00
Paycheck	02/17/2022		Calvin Brown		0.00		0.00
Paycheck	02/17/2022		Garry Cook		0.00		0.00
Paycheck	02/17/2022		Ephram Glass		0.00		0.00
Paycheck	02/17/2022		Debra Prysby		0.00		0.00
Paycheck	02/17/2022		Edward Wagner		0.00		0.00
Paycheck	03/18/2022		Calvin Brown		0.00		0.00
Paycheck	03/18/2022		Garry Cook		0.00		0.00
Paycheck	03/18/2022		Ephram Glass		0.00		0.00
Paycheck	03/18/2022		Debra Prysby		0.00		0.00
Paycheck	04/22/2022		Calvin Brown		0.00		0.00
Paycheck	04/22/2022		Garry Cook		0.00		0.00
Paycheck	04/22/2022		Ephram Glass		0.00		0.00
Paycheck	04/22/2022		Debra Prysby		0.00		0.00
Paycheck	04/22/2022		Edward Wagner		0.00		0.00
Paycheck	05/27/2022		Calvin Brown		0.00		0.00
Paycheck	05/27/2022		Ephram Glass		0.00		0.00
Paycheck	05/27/2022		Mathew Hart		0.00		0.00
Paycheck	05/27/2022		Travis Jensen		0.00		0.00
Paycheck	07/01/2022		Calvin Brown		0.00		0.00
Paycheck	07/01/2022		Ephram Glass		0.00		0.00
Paycheck	07/01/2022		Mathew Hart		0.00		0.00
Paycheck	07/01/2022		Travis Jensen		0.00		0.00
Paycheck	07/14/2022		Calvin Brown		0.00		0.00
Paycheck	07/14/2022		Ephram Glass		0.00		0.00
Paycheck	07/14/2022		Mathew Hart		0.00		0.00
Paycheck	07/14/2022		Travis Jensen		0.00		0.00
Paycheck	07/22/2022		Calvin Brown		0.00		0.00
Paycheck	07/22/2022		Ephram Glass		0.00		0.00
Paycheck	07/22/2022		Mathew Hart		0.00		0.00
Paycheck	07/22/2022		Travis Jensen		0.00		0.00
Paycheck	08/02/2022		Calvin Brown		0.00		0.00
Paycheck	08/02/2022		Ephram Glass		0.00		0.00
Paycheck	08/02/2022		Mathew Hart		0.00		0.00
Paycheck	08/02/2022		Travis Jensen		0.00		0.00
Paycheck	08/08/2022		Calvin Brown		0.00		0.00
Paycheck	08/08/2022		Ephram Glass		0.00		0.00
Paycheck	08/08/2022		Mathew Hart		0.00		0.00
Paycheck	08/08/2022		Travis Jensen		0.00		0.00
Paycheck	08/18/2022		Calvin Brown		0.00		0.00
Paycheck	08/18/2022		Ephram Glass		0.00		0.00
Paycheck	08/18/2022		Mathew Hart		0.00		0.00
Paycheck	08/18/2022		Travis Jensen		0.00		0.00
Paycheck	08/23/2022		Ephram Glass		0.00		0.00
Paycheck	08/23/2022		Mathew Hart		0.00		0.00
Paycheck	08/23/2022		Travis Jensen		0.00		0.00
Check	10/21/2022		QuickBooks Payroll Service	Bank Verify	0.03		0.03
Deposit	10/28/2022		QuickBooks Payroll Service	Verify Bank		0.03	0.00
Liability Check	11/15/2022		QuickBooks Payroll Service	Fee for 4 direct deposit(s) at \$1.75 each	7.00		7.00
Paycheck	11/16/2022	DD1003	Mathew Hart	Direct Deposit	0.00		7.00
Paycheck	11/16/2022	DD1004	Travis Jensen	Direct Deposit	0.00		7.00
Paycheck	11/16/2022	DD1001	Calvin Brown	Direct Deposit	0.00		7.00
Paycheck	11/16/2022	DD1002	Ephram Glass	Direct Deposit	0.00		7.00
General Journal	11/30/2022	CFF Alloc.		Monthly Allocation to CFF - 15%		1.05	5.95
General Journal	11/30/2022	CFF Alloc.		Monthly Allocation to CFF - 15%	1.05		7.00
Total 54000 · Payroll Expenses - Other					8.08	1.08	7.00
Total 54000 · Payroll Expenses					759.74	576.79	182.95

Roxborough Village Metro District  
General Fund Profit & Loss Detail

January through November 2022

Type	Date	Num	Name	Memo	Debit	Credit	Balance
<b>57000 · Professional Services Fees</b>							
<b>57010 · Auditing</b>							
Bill	07/07/2022	2074334	WIPFLI LLP		5,250.00		5,250.00
General Journal	10/31/2022	AJE		re-classify expenses to Cap Fund - 4%		210.00	5,040.00
General Journal	10/31/2022	Reclass ...		Reclassify 15 % Expenses to Chatfield Farms		756.00	4,284.00
General Journal	10/31/2022	Reclass ...		Reclassify 15 % Expenses to Chatfield Farms	756.00		5,040.00
Total 57010 · Auditing					6,006.00	966.00	5,040.00
<b>57020 · Legal Expenses</b>							
Bill	01/31/2022	43962	Folkestad Fazekas Barrick ...		7,823.00		7,823.00
Bill	02/28/2022	44537	Folkestad Fazekas Barrick ...		8,126.00		15,949.00
Bill	03/31/2022	45035	Folkestad Fazekas Barrick ...		6,800.28		22,749.28
Bill	04/30/2022	45648	Folkestad Fazekas Barrick ...		7,456.00		30,205.28
Bill	05/31/2022	46079	Folkestad Fazekas Barrick ...		5,398.00		35,603.28
Bill	06/23/2022	43434	Folkestad Fazekas Barrick ...		4,189.00		39,792.28
Bill	06/23/2022	42922	Folkestad Fazekas Barrick ...		7,036.50		46,828.78
Bill	06/30/2022	46359	Folkestad Fazekas Barrick ...		12,491.00		59,319.78
Bill	07/31/2022	47266	Folkestad Fazekas Barrick ...		8,907.00		68,226.78
Bill	08/31/2022	47709	Folkestad Fazekas Barrick ...		14,997.90		83,224.68
Bill	09/30/2022	48353	Folkestad Fazekas Barrick ...		3,363.00		86,587.68
General Journal	10/31/2022	AJE		re-classify expenses to Cap Fund - 4%		4,419.70	82,167.98
Bill	10/31/2022	48923	Folkestad Fazekas Barrick ...		4,155.32		86,323.30
General Journal	10/31/2022	Reclass ...		Reclassify 15 % Expenses to Chatfield Farms		11,820.75	74,502.55
General Journal	10/31/2022	Reclass ...		Reclassify 15 % Expenses to Chatfield Farms	11,820.75		86,323.30
Total 57020 · Legal Expenses					102,563.75	16,240.45	86,323.30
<b>57030 · Accounting Services</b>							
Bill	01/31/2022	3145969	Clifton Larson Allen, LLP		5,334.56		5,334.56
Bill	02/28/2022	3176104	Clifton Larson Allen, LLP		4,962.18		10,296.74
Bill	03/31/2022	3222320	Clifton Larson Allen, LLP		5,378.45		15,675.19
Bill	04/30/2022	3280468	Clifton Larson Allen, LLP		2,920.19		18,595.38
Bill	05/31/2022	3312278	Clifton Larson Allen, LLP		7,811.45		26,406.83
Bill	06/30/2022	3344932	Clifton Larson Allen, LLP		4,051.47		30,458.30
Bill	07/31/2022	3373979	Clifton Larson Allen, LLP		5,335.30		35,793.60
Bill	09/21/2022	3409793	Clifton Larson Allen, LLP		7,333.14		43,126.74
Bill	10/03/2022	5511	Gemsbok Consulting Inc.		5,643.75		48,770.49
Bill	10/24/2022	3446067	Clifton Larson Allen, LLP		3,115.57		51,886.06
General Journal	10/31/2022	AJE		re-classify expenses to Cap Fund - 4%		1,950.83	49,935.23
General Journal	10/31/2022	Reclass ...		Reclassify 15 % Expenses to Chatfield Farms		7,740.34	42,194.89
General Journal	10/31/2022	Reclass ...		Reclassify 15 % Expenses to Chatfield Farms	7,740.34		49,935.23
Bill	11/01/2022	5537	Gemsbok Consulting Inc.		3,745.20		53,680.43
General Journal	11/30/2022	CFF Alloc.		Monthly Allocation to CFF - 15%	0.00		53,680.43
Total 57030 · Accounting Services					63,371.60	9,691.17	53,680.43
<b>57040 · District Management</b>							
Bill	01/31/2022	3146121	Clifton Larson Allen, LLP		18,375.00		18,375.00
Bill	02/28/2022	3174404	Clifton Larson Allen, LLP		18,815.75		37,190.75
Bill	03/31/2022	3218218	Clifton Larson Allen, LLP		15,556.00		52,746.75
Bill	04/30/2022	3279409	Clifton Larson Allen, LLP		12,130.69		64,877.44
Bill	05/31/2022	3315146	Clifton Larson Allen, LLP		14,592.56		79,470.00
Bill	06/30/2022	3345228	Clifton Larson Allen, LLP		16,397.27		95,867.27
Bill	07/14/2022	CalvinBro...	Special District Association...		375.00		96,242.27
Bill	07/14/2022	EphramG...	Special District Association...		375.00		96,617.27
Bill	07/14/2022	MarkRubi...	Special District Association...		375.00		96,992.27
Bill	07/31/2022	3371749	Clifton Larson Allen, LLP		20,180.75		117,173.02
Bill	09/19/2022	3408127	Clifton Larson Allen, LLP		20,082.04		137,255.06
Bill	10/13/2022	3438784	Clifton Larson Allen, LLP		999.08		138,254.14
General Journal	10/31/2022	AJE		re-classify expenses to Cap Fund - 4%		5,485.17	132,768.97
General Journal	10/31/2022	Reclass ...		Reclassify 15 % Expenses to Chatfield Farms		21,994.50	110,774.47
General Journal	10/31/2022	Reclass ...		Reclassify 15 % Expenses to Chatfield Farms	21,994.50		132,768.97
Total 57040 · District Management					160,248.64	27,479.67	132,768.97
<b>57050 · Engineering Expense</b>							
General Journal	01/01/2022	Clr Rox AP	Roxborough Metro District			1,044.98	-1,044.98
Bill	01/31/2022	MMRE62...	Mulhern MRE Inc.		2,621.95		1,576.97
General Journal	01/31/2022	Balance AP	Mulhern MRE Inc.	Balancing AP - Paid in 2021 Voided in 2022		11,111.65	-9,534.68
Bill	02/28/2022	MMRE62...	Mulhern MRE Inc.		3,388.46		-6,146.22
Bill	03/31/2022	MMRE62...	Mulhern MRE Inc.		2,522.59		-3,623.63
Bill	04/30/2022	MMRE62...	Mulhern MRE Inc.		1,718.26		-1,905.37
Bill	05/31/2022	MMRE62...	Mulhern MRE Inc.		3,781.54		1,876.17
Bill	06/24/2022	23436	Browns Hill Engineering & ...		866.00		2,742.17
Bill	06/30/2022	MMRE63...	Mulhern MRE Inc.		4,631.64		7,373.81
Bill	07/08/2022	23521	Browns Hill Engineering & ...		293.00		7,666.81
Bill	07/31/2022	MMRE63...	Mulhern MRE Inc.		2,470.23		10,137.04
Bill	08/08/2022	MMRE63...	Mulhern MRE Inc.		977.74		11,114.78
General Journal	10/31/2022	AJE		re-classify expenses to Cap Fund - 4%		1,003.71	10,111.07
General Journal	10/31/2022	Reclass ...		Reclassify 15 % Expenses to Chatfield Farms		5,203.83	4,907.24
General Journal	10/31/2022	Reclass ...		Reclassify 15 % Expenses to Chatfield Farms	5,203.83		10,111.07
Total 57050 · Engineering Expense					28,475.24	18,364.17	10,111.07
Total 57000 · Professional Services Fees					360,665.23	72,741.46	287,923.77

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Type	Date	Num	Name	Memo	Debit	Credit	Balance
<b>58200 · Banking &amp; Credit Card Fees</b>							
<b>58210 · Bank Service Fees</b>							
Check	05/27/2022		First Bank		34.00		34.00
Deposit	06/01/2022		First Bank	Deposit		34.00	0.00
Check	06/22/2022		First Bank	Verification of Deposit Fee	15.00		15.00
Total 58210 · Bank Service Fees					49.00	34.00	15.00
Total 58200 · Banking & Credit Card Fees					49.00	34.00	15.00
<b>61000 · Miscellaneous Expense</b>							
Bill	01/14/2022	Refund	On The Hook Fish and Chips		250.00		250.00
Check	01/25/2022		Douglas Country Governm...		90.51		340.51
Bill	01/31/2022	MMRE62...	Mulhern MRE Inc.		272.00		612.51
Bill	02/09/2022	1243	Town of Castle Rock		315.00		927.51
Bill	02/25/2022	RVMD10...	Ephram Glass*		26.82		954.33
Bill	02/28/2022	MMRE62...	Mulhern MRE Inc.		272.00		1,226.33
Bill	03/31/2022	MMRE62...	Mulhern MRE Inc.		272.00		1,498.33
Check	04/15/2022		Douglas Country Governm...		377.15		1,875.48
Bill	04/18/2022	114017	Award & Sign	Plaques w/ Laser Engraving	121.53		1,997.01
Bill	04/30/2022	MMRE62...	Mulhern MRE Inc.		272.00		2,269.01
Bill	05/31/2022	MMRE62...	Mulhern MRE Inc.		408.00		2,677.01
Bill	06/01/2022	5696344	Metco Landscape, LLC		450.00		3,127.01
Bill	06/01/2022	56977176	Metco Landscape, LLC		900.00		4,027.01
Bill	06/30/2022	MMRE63...	Mulhern MRE Inc.		272.00		4,299.01
Bill	07/31/2022	MMRE63...	Mulhern MRE Inc.		272.00		4,571.01
Bill	08/22/2022	RVMD10...	Ephram Glass*		20.60		4,591.61
Bill	09/29/2022	RVMD10...	Ephram Glass*		40.00		4,631.61
Total 61000 · Miscellaneous Expense					4,631.61	0.00	4,631.61
<b>62000 · Repairs and Maintenance</b>							
<b>62010 · General Repairs and Maintenance</b>							
Bill	01/01/2022	2021 clea...	Moore Preferred Cleaning ...		5,837.45		5,837.45
Bill	06/13/2022	79225	Good Plumbing Service		375.00		6,212.45
Bill	06/24/2022	56981704	Metco Landscape, LLC		875.00		7,087.45
Bill	07/26/2022	79671	Good Plumbing Service		359.00		7,446.45
Bill	08/31/2022	222081246	Utility Notification Center of...		156.00		7,602.45
Bill	09/01/2022	9/1/2022	Mark Stander		150.00		7,752.45
Bill	09/01/2022	09/01/20...	Mark Stander		300.00		8,052.45
Bill	09/30/2022	222091243	Utility Notification Center of...		98.80		8,151.25
Bill	10/31/2022	222101256	Utility Notification Center of...		146.90		8,298.15
General Journal	10/31/2022	Reclass ...		Reclassify 15 % Expenses to Chatfield Farms		3,110.72	5,187.43
General Journal	10/31/2022	Reclass ...		Reclassify 15 % Expenses to Chatfield Farms	3,110.72		8,298.15
Bill	11/17/2022	2847	Applied Ingenuity, LLC		373.65		8,671.80
General Journal	11/30/2022	CFF Alloc.		Monthly Allocation to CFF - 15%		56.05	8,615.75
General Journal	11/30/2022	CFF Alloc.		Monthly Allocation to CFF - 15%	56.05		8,671.80
Total 62010 · General Repairs and Maintenance					11,838.57	3,166.77	8,671.80
<b>62020 · Utility Locate</b>							
Bill	01/31/2022	56976856	Metco Landscape, LLC		750.00		750.00
Bill	01/31/2022	222011166	Utility Notification Center of...		84.50		834.50
Bill	02/28/2022	222021204	Utility Notification Center of...		115.70		950.20
Bill	03/28/2022	56980136	Metco Landscape, LLC		750.00		1,700.20
Bill	03/31/2022	222031244	Utility Notification Center of...		145.60		1,845.80
Bill	04/29/2022	56980353	Metco Landscape, LLC		900.00		2,745.80
Bill	04/30/2022	222041282	Utility Notification Center of...		120.90		2,866.70
Bill	05/31/2022	222051279	Utility Notification Center of...		107.90		2,974.60
Bill	06/21/2022	56981569	Metco Landscape, LLC		308.56		3,283.16
Bill	06/30/2022	222061282	Utility Notification Center of...		118.30		3,401.46
Bill	07/31/2022	222071260	Utility Notification Center of...		117.00		3,518.46
Bill	11/30/2022	222111223	Utility Notification Center of...		72.80		3,591.26
Total 62020 · Utility Locate					3,591.26	0.00	3,591.26
Total 62000 · Repairs and Maintenance					15,429.83	3,166.77	12,263.06
<b>64000 · Landscape Expenses</b>							
<b>64010 · Landscape Repairs and Maint</b>							
Bill	01/11/2022	WO 1739	Blue Tick Pest & Wildlife C...		800.00		800.00
General Journal	01/31/2022	Balance AP	Blue Tick Pest & Wildlife C...	Payment made in 2021 - Voided in 2022		800.00	0.00
Bill	05/18/2022	56980860	Metco Landscape, LLC		755.11		755.11
Bill	05/31/2022	56981083	Metco Landscape, LLC		1,451.20		2,206.31
Bill	06/15/2022	56981470	Metco Landscape, LLC		719.67		2,925.98
Bill	06/22/2022	56981702	Metco Landscape, LLC		10,000.00		12,925.98
Bill	10/07/2022	8121714	Brightview Landscape Serv...		15,340.00		28,265.98
Bill	10/22/2022	5337349	Brightview Landscape Serv...		1,206.30		29,472.28
General Journal	10/31/2022	Reclass ...		Reclassify 15 % Expenses to Chatfield Farms		2,310.18	27,162.10
General Journal	10/31/2022	Reclass ...		Reclassify 15 % Expenses to Chatfield Farms	2,310.18		29,472.28
Bill	11/03/2022	5308101	Brightview Landscape Serv...		826.68		30,298.96
Bill	11/03/2022	5308102	Brightview Landscape Serv...		969.40		31,268.36
Bill	11/03/2022	5308103	Brightview Landscape Serv...		665.60		31,933.96
Bill	11/03/2022	5308104	Brightview Landscape Serv...		1,120.00		33,053.96
Bill	11/12/2022	5320223	Brightview Landscape Serv...		6,143.12		39,197.08
Bill	11/19/2022	8164571	Brightview Landscape Serv...		806.40		40,003.48
Bill	11/22/2022	8165278	Brightview Landscape Serv...		2,455.00		42,458.48
Bill	11/24/2022	5334014	Brightview Landscape Serv...		515.00		42,973.48
General Journal	11/30/2022	CFF Alloc.		Monthly Allocation to CFF - 15%		2,025.18	40,948.30
General Journal	11/30/2022	CFF Alloc.		Monthly Allocation to CFF - 15%	2,025.18		42,973.48
Total 64010 · Landscape Repairs and Maint					48,108.84	5,135.36	42,973.48



Roxborough Village Metro District  
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Type	Date	Num	Name	Memo	Debit	Credit	Balance
<b>64040 · Landscape Contract</b>							
Bill	04/01/2022	SM214257	Metco Landscape, LLC		14,921.00		14,921.00
Bill	05/01/2022	SM214871	Metco Landscape, LLC		14,921.00		29,842.00
Bill	06/01/2022	SM213994	Metco Landscape, LLC		14,921.00		44,763.00
Bill	06/01/2022	SM213995	Metco Landscape, LLC		14,921.00		59,684.00
Bill	06/01/2022	SM213996	Metco Landscape, LLC		14,921.00		74,605.00
Bill	06/01/2022	SM216465	Metco Landscape, LLC		14,921.00		89,526.00
Bill	07/01/2022	SM217679	Metco Landscape, LLC		14,921.00		104,447.00
Bill	09/23/2022	8086934	Brightview Landscape Serv...		30,000.00		134,447.00
General Journal	10/31/2022	Reclass ...		Reclassify 15 % Expenses to Chatfield Farms		20,167.05	114,279.95
General Journal	10/31/2022	Reclass ...		Reclassify 15 % Expenses to Chatfield Farms	20,167.05		134,447.00
Bill	11/12/2022	8156521	Brightview Landscape Serv...		15,000.00		149,447.00
General Journal	11/30/2022	CFF Alloc.		Monthly Allocation to CFF - 15%		2,250.00	147,197.00
General Journal	11/30/2022	CFF Alloc.		Monthly Allocation to CFF - 15%	2,250.00		149,447.00
Bill	11/30/2022	2006703	Consolidated Divisions Inc	November Maintenance	17,834.88		167,281.88
Total 64040 · Landscape Contract					189,698.93	22,417.05	167,281.88
Total 64000 · Landscape Expenses					445,198.86	27,867.41	417,331.45
<b>65000 · Playground &amp; Infrastructure Exp</b>							
<b>65030 · Graffiti Removal /Vandalism Exp</b>							
Bill	01/16/2022	10059	Lightning Mobile Services, ...		740.00		740.00
Bill	03/31/2022	10988	Lightning Mobile Services, ...		230.00		970.00
Bill	05/30/2022	11502	Lightning Mobile Services, ...		545.00		1,515.00
Bill	06/19/2022	11669	Lightning Mobile Services, ...		900.00		2,415.00
Bill	08/06/2022	12103	Lightning Mobile Services, ...		1,160.00		3,575.00
Bill	08/09/2022	12187	Lightning Mobile Services, ...		290.00		3,865.00
Bill	08/21/2022	12226	Lightning Mobile Services, ...		595.00		4,460.00
General Journal	10/31/2022	Reclass ...		Reclassify 15 % Expenses to Chatfield Farms		669.00	3,791.00
General Journal	10/31/2022	Reclass ...		Reclassify 15 % Expenses to Chatfield Farms	669.00		4,460.00
Total 65030 · Graffiti Removal /Vandalism Exp					5,129.00	669.00	4,460.00
<b>65040 · Skate Park Maintenance</b>							
Bill	05/04/2022	1218	CDR Construction		2,650.00		2,650.00
General Journal	10/31/2022	Reclass ...		Reclassify 15 % Expenses to Chatfield Farms		397.50	2,252.50
General Journal	10/31/2022	Reclass ...		Reclassify 15 % Expenses to Chatfield Farms	397.50		2,650.00
Total 65040 · Skate Park Maintenance					3,047.50	397.50	2,650.00
Total 65000 · Playground & Infrastructure Exp					8,176.50	1,066.50	7,110.00
<b>68000 · Parks &amp; Open Space Expense</b>							
<b>68010 · Foothills Park &amp; Rec Fees</b>							
Bill	01/31/2022	SALES00...	Foothills Park & Recreation...		1,587.76		1,587.76
Bill	02/28/2022	SALES00...	Foothills Park & Recreation...		1,795.55		3,383.31
Bill	04/30/2022	SALES00...	Foothills Park & Recreation...		1,003.76		4,387.07
Bill	04/30/2022	SALES00...	Foothills Park & Recreation...		2,514.30		6,901.37
Bill	05/31/2022	SALES00...	Foothills Park & Recreation...		1,332.01		8,233.38
Bill	06/30/2022	SALES00...	Foothills Park & Recreation...		1,701.42		9,934.80
Bill	07/31/2022	SALES00...	Foothills Park & Recreation...		3,291.40		13,226.20
Bill	08/31/2022	SALES00...	Foothills Park & Recreation...		1,431.49		14,657.69
Bill	09/30/2022	SALES00...	Foothills Park & Recreation...		987.42		15,645.11
Bill	10/31/2022	SALES00...	Foothills Park & Recreation...		718.33		16,363.44
Bill	11/30/2022	SALES00...	Foothills Park & Recreation...		3,076.51		19,439.95
Total 68010 · Foothills Park & Rec Fees					19,439.95	0.00	19,439.95
<b>68020 · Mosquito Control Expense</b>							
Bill	04/01/2022	966114	Patriot Pest Control		1,500.00		1,500.00
Bill	05/02/2022	966190	Patriot Pest Control		1,500.00		3,000.00
Bill	06/01/2022	966272	Patriot Pest Control		1,500.00		4,500.00
Bill	07/01/2022	966346	Patriot Pest Control		1,500.00		6,000.00
Bill	08/01/2022	966419	Patriot Pest Control		1,500.00		7,500.00
Bill	09/01/2022	966495	Patriot Pest Control	September Mosquito Control Service	2,000.00		9,500.00
Bill	10/01/2022	966569	Patriot Pest Control	October Mosquito Control Service	2,000.00		11,500.00
General Journal	10/31/2022	Reclass ...		Reclassify 15 % Expenses to Chatfield Farms		1,125.00	10,375.00
General Journal	10/31/2022	Reclass ...		Reclassify 15 % Expenses to Chatfield Farms	1,125.00		11,500.00
Total 68020 · Mosquito Control Expense					12,625.00	1,125.00	11,500.00
<b>68025 · Water Expense</b>							
Check	01/18/2022	ACH	Roxborough Water & Sanit...		802.42		802.42
Check	01/18/2022	ACH	Roxborough Water & Sanit...		192.60		995.02
Check	01/18/2022	ACH	Roxborough Water & Sanit...		108.00		1,103.02
Check	01/18/2022	ACH	Roxborough Water & Sanit...		96.30		1,199.32
Check	01/18/2022	ACH	Roxborough Water & Sanit...		96.30		1,295.62
Check	02/15/2022	ACH	Roxborough Water & Sanit...		798.35		2,093.97
Check	02/15/2022	ACH	Roxborough Water & Sanit...		192.60		2,286.57
Check	02/15/2022	ACH	Roxborough Water & Sanit...		181.10		2,467.67
Check	02/15/2022	ACH	Roxborough Water & Sanit...		108.00		2,575.67
Check	02/15/2022	ACH	Roxborough Water & Sanit...		96.30		2,671.97
Check	03/15/2022		Roxborough Water & Sanit...		798.35		3,470.32
Check	03/15/2022		Roxborough Water & Sanit...		192.60		3,662.92
Check	03/15/2022		Roxborough Water & Sanit...		108.00		3,770.92
Check	03/15/2022		Roxborough Water & Sanit...		96.30		3,867.22
Check	03/15/2022		Roxborough Water & Sanit...		11.50		3,878.72
Check	04/15/2022		Roxborough Water & Sanit...		798.35		4,677.07
Check	04/15/2022		Roxborough Water & Sanit...		192.60		4,869.67
Check	04/15/2022		Roxborough Water & Sanit...		108.00		4,977.67
Check	04/15/2022		Roxborough Water & Sanit...		96.30		5,073.97
Check	04/15/2022		Roxborough Water & Sanit...		96.30		5,170.27
Check	05/16/2022		Roxborough Water & Sanit...		802.42		5,972.69
Check	05/16/2022		Roxborough Water & Sanit...		195.00		6,167.69

Roxborough Village Metro District  
General Fund Profit & Loss Detail

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Type	Date	Num	Name	Memo	Debit	Credit	Balance
Check	05/16/2022		Roxborough Water & Sanit...		110.50		6,278.19
Check	05/16/2022		Roxborough Water & Sanit...		97.50		6,375.69
Check	05/16/2022		Roxborough Water & Sanit...		97.50		6,473.19
Check	06/15/2022		Roxborough Water & Sanit...		798.35		7,271.54
Check	06/15/2022		Roxborough Water & Sanit...		681.50		7,953.04
Check	06/15/2022		Roxborough Water & Sanit...		505.00		8,458.04
Check	06/15/2022		Roxborough Water & Sanit...		239.75		8,697.79
Check	06/15/2022		Roxborough Water & Sanit...		110.50		8,808.29
Check	07/15/2022		Roxborough Water & Sanit...		9,247.67		18,055.96
Check	07/15/2022		Roxborough Water & Sanit...		1,217.75		19,273.71
Check	07/15/2022		Roxborough Water & Sanit...		1,046.75		20,320.46
Check	07/15/2022		Roxborough Water & Sanit...		307.75		20,628.21
Check	07/15/2022		Roxborough Water & Sanit...		110.50		20,738.71
Check	08/15/2022		Roxborough Water & Sanit...		4,306.69		25,045.40
Check	08/15/2022		Roxborough Water & Sanit...		1,080.25		26,125.65
Check	08/15/2022		Roxborough Water & Sanit...		1,033.00		27,158.65
Check	08/15/2022		Roxborough Water & Sanit...		290.75		27,449.40
Check	08/15/2022		Roxborough Water & Sanit...		117.96		27,567.36
Check	09/15/2022		Roxborough Water & Sanit...		1,321.75		28,889.11
Check	09/15/2022		Roxborough Water & Sanit...		1,094.00		29,983.11
Check	09/15/2022		Roxborough Water & Sanit...		290.75		30,273.86
Check	09/15/2022		Roxborough Water & Sanit...		110.50		30,384.36
Check	09/15/2022		Roxborough Water & Sanit...		13,183.36		43,567.72
Check	10/14/2022		Roxborough Water & Sanit...		14,868.34		58,436.06
Check	10/14/2022		Roxborough Water & Sanit...		1,995.50		60,431.56
Check	10/14/2022		Roxborough Water & Sanit...		791.50		61,223.06
Check	10/14/2022		Roxborough Water & Sanit...		358.75		61,581.81
Check	10/14/2022		Roxborough Water & Sanit...		117.96		61,699.77
General Journal	10/31/2022	Reclass ...		Reclassify 15 % Expenses to Chatfield Farms		9,250.47	52,449.30
General Journal	10/31/2022	Reclass ...		Reclassify 15 % Expenses to Chatfield Farms	9,250.47		61,699.77
Total 68025 · Water Expense					70,950.24	9,250.47	61,699.77
<b>68045 · Tree Care Expense</b>							
Bill	02/15/2022	11200	Bailey Tree, LLC		3,500.00		3,500.00
Bill	02/28/2022	11239	Bailey Tree, LLC		1,200.00		4,700.00
Bill	03/14/2022	11280	Bailey Tree, LLC		10,500.00		15,200.00
Bill	04/20/2022	56980308	Metco Landscape, LLC		7,850.00		23,050.00
Bill	06/01/2022	5697704	Metco Landscape, LLC		500.00		23,550.00
Bill	06/14/2022	12070	Bailey Tree, LLC		9,000.00		32,550.00
Bill	06/21/2022	22009	Tree Analysis Group, LLC		3,432.00		35,982.00
Bill	06/22/2022	12150	Bailey Tree, LLC		15,800.00		51,782.00
Bill	09/23/2022	12779	Bailey Tree, LLC		300.00		52,082.00
General Journal	10/31/2022	Reclass ...		Reclassify 15 % Expenses to Chatfield Farms		6,120.00	45,962.00
General Journal	10/31/2022	Reclass ...		Reclassify 15 % Expenses to Chatfield Farms	6,120.00		52,082.00
Total 68045 · Tree Care Expense					58,202.00	6,120.00	52,082.00
<b>68050 · Portable Restroom Exp.</b>							
Bill	01/07/2022	114-1274...	United Site Services		347.81		347.81
Bill	01/07/2022	114-1274...	United Site Services		347.81		695.62
Bill	02/04/2022	114-1282...	United Site Services		380.31		1,075.93
Bill	02/04/2022	114-1282...	United Site Services		380.31		1,456.24
Bill	04/01/2022	114-1298...	United Site Services		380.31		1,836.55
Bill	04/01/2022	114-1298...	United Site Services		380.31		2,216.86
Bill	05/01/2022	114-1305...	United Site Services		380.31		2,597.17
Bill	05/01/2022	114-1305...	United Site Services		380.31		2,977.48
Bill	05/12/2022	114-1308...	United Site Services		49.50		3,026.98
Bill	06/01/2022	114-1312...	United Site Services		380.31		3,407.29
Bill	06/01/2022	114-1312...	United Site Services		380.31		3,787.60
Bill	07/01/2022	114-1319...	United Site Services		408.00		4,195.60
Bill	07/01/2022	114-1319...	United Site Services		408.00		4,603.60
Bill	07/21/2022	114-1324...	United Site Services		408.00		5,011.60
Bill	07/21/2022	114-1324...	United Site Services		408.00		5,419.60
Bill	08/18/2022	114-1330...	United Site Services		448.39		5,867.99
Bill	08/26/2022	INV-0094...	United Site Services		444.93		6,312.92
Bill	09/14/2022	INV-0100...	United Site Services		444.93		6,757.85
Bill	10/12/2022	INV-0108...	United Site Services		444.93		7,202.78
Bill	11/09/2022	INV-0116...	United Site Services		444.93		7,647.71
Total 68050 · Portable Restroom Exp.					7,647.71	0.00	7,647.71
<b>68070 · Snow Removal Expense</b>							
Bill	01/06/2022	56975847	Metco Landscape, LLC		1,524.20		1,524.20
Bill	01/07/2022	56975736	Metco Landscape, LLC		4,037.60		5,561.80
Bill	01/14/2022	56976125	Metco Landscape, LLC		1,483.20		7,045.00
Bill	01/25/2022	56976501	Metco Landscape, LLC		2,966.40		10,011.40
Bill	01/27/2022	56976573	Metco Landscape, LLC		3,649.84		13,661.24
Bill	02/02/2022	56976740	Metco Landscape, LLC		6,378.36		20,039.60
Bill	02/11/2022	56976839	Metco Landscape, LLC		3,742.96		23,782.56
Bill	02/16/2022	56976954	Metco Landscape, LLC		3,225.44		27,008.00
Bill	02/23/2022	56977036	Metco Landscape, LLC		4,583.52		31,591.52
Bill	02/24/2022	56977095	Metco Landscape, LLC		2,716.16		34,307.68
Bill	03/10/2022	56977692	Metco Landscape, LLC		3,734.72		38,042.40
Bill	03/17/2022	56978821	Metco Landscape, LLC		3,055.68		41,098.08
General Journal	10/31/2022	Reclass ...		Reclassify 15 % Expenses to Chatfield Farms		6,387.19	34,710.89
General Journal	10/31/2022	Reclass ...		Reclassify 15 % Expenses to Chatfield Farms	6,387.19		41,098.08
Bill	11/19/2022	2006666	Consolidated Divisions Inc	11/17-11/19 Storm Cycle	3,359.75		44,457.83
General Journal	11/30/2022	CFF Alloc.		Monthly Allocation to CFF - 15%		503.96	43,953.87
General Journal	11/30/2022	CFF Alloc.		Monthly Allocation to CFF - 15%	503.96		44,457.83
Total 68070 · Snow Removal Expense					51,348.98	6,891.15	44,457.83



Roxborough Village Metro District  
**General Fund Profit & Loss Detail**

Accrual Basis

January through November 2022

Type	Date	Num	Name	Memo	Debit	Credit	Balance
<b>68090 · Pond Maintenance</b>							
Bill	04/30/2022	15528	EcoResource Solutions, Inc.		3,260.50		3,260.50
Bill	07/01/2022	15556	EcoResource Solutions, Inc.		1,789.00		5,049.50
Total 68090 · Pond Maintenance					5,049.50	0.00	5,049.50
Total 68000 · Parks & Open Space Expense					225,263.38	23,386.62	201,876.76
<b>68500 · Park &amp; Recreation Events</b>							
<b>68520 · Recreational Programs</b>							
Bill	07/25/2022	Refund	Brian Jordan		300.00		300.00
Bill	08/12/2022	Refund	Douglas County Libraries		100.00		400.00
Total 68520 · Recreational Programs					400.00	0.00	400.00
Total 68500 · Park & Recreation Events					400.00	0.00	400.00
Total Expense					1,198,242.02	140,574.84	1,057,667.18
Net Ordinary Income					1,482,765.32	1,547,742.52	64,977.20
<b>Net Income</b>					<b>1,482,765.32</b>	<b>1,547,742.52</b>	<b>64,977.20</b>

# CERTIFICATION OF VALUATION BY DOUGLAS COUNTY ASSESSOR

Name of Jurisdiction: 4109 - Roxborough Village Metro District

IN DOUGLAS COUNTY ON 11/18/2022

New Entity: No

<b>USE FOR STATUTORY PROPERTY TAX REVENUE LIMIT CALCULATIONS (5.5% LIMIT) ONLY</b>
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IN ACCORDANCE WITH 39-5-121(2)(a) AND 39-5-128(1),C.R.S. AND NO LATER THAN AUGUST 25, THE ASSESSOR CERTIFIES THE TOTAL VALUATION FOR ASSESSMENT FOR THE TAXABLE YEAR 2022 IN DOUGLAS COUNTY, COLORADO

1. PREVIOUS YEAR'S NET TOTAL TAXABLE ASSESSED VALUATION:	\$85,026,670
2. CURRENT YEAR'S GROSS TOTAL TAXABLE ASSESSED VALUATION: *	\$82,904,990
3. LESS TIF DISTRICT INCREMENT, IF ANY:	\$0
4. CURRENT YEAR'S NET TOTAL TAXABLE ASSESSED VALUATION:	\$82,904,990
5. NEW CONSTRUCTION: **	\$42,590
6. INCREASED PRODUCTION OF PRODUCING MINES: #	\$0
7. ANNEXATIONS/INCLUSIONS:	\$0
8. PREVIOUSLY EXEMPT FEDERAL PROPERTY: #	\$0
9. NEW PRIMARY OIL OR GAS PRODUCTION FROM ANY PRODUCING OIL AND GAS LEASEHOLD ## OR LAND ( 29-1-301(1)(b) C.R.S.):	\$0
10. TAXES COLLECTED LAST YEAR ON OMITTED PROPERTY AS OF AUG. 1 (29-1-301(1))(a) C.R.S.):	\$0.00
11. TAXES ABATED AND REFUNDED AS OF AUG. 1 (29-1-301(1)(a) C.R.S.) and (39-10-114(1)(a)(I)(B) C.R.S.):	\$97.07

\* This value reflects personal property exemptions IF enacted by the jurisdiction as authorized by Art. X, Sec.20(8)(b),Colo.

\*\* New construction is defined as: Taxable real property structures and the personal property connected with the structure.

# Jurisdiction must submit respective certifications (Forms DLG 52 AND 52A) to the Division of Local Government in order for the values to be treated as growth in the limit calculation.

## Jurisdiction must apply (Forms DLG 52B) to the Division of Local Government before the value can be treated as growth in the limit calculation.

<b>USE FOR 'TABOR' LOCAL GROWTH CALCULATIONS ONLY</b>
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IN ACCORDANCE WITH THE PROVISION OF ARTICLE X, SECTION 20, COLO CONST, AND 39-5-121(2)(b),C.R.S. THE ASSESSOR CERTIFIES THE TOTAL ACTUAL VALUATION FOR THE TAXABLE YEAR 2022 IN DOUGLAS COUNTY, COLORADO ON AUGUST 25, 2022

1. CURRENT YEAR'S TOTAL ACTUAL VALUE OF ALL REAL PROPERTY: @	\$1,086,932,534
ADDITIONS TO TAXABLE REAL PROPERTY:	
2. CONSTRUCTION OF TAXABLE REAL PROPERTY IMPROVEMENTS: !	\$612,886
3. ANNEXATIONS/INCLUSIONS:	\$0
4. INCREASED MINING PRODUCTION: %	\$0
5. PREVIOUSLY EXEMPT PROPERTY:	\$0
6. OIL OR GAS PRODUCTION FROM A NEW WELL:	\$0
7. TAXABLE REAL PROPERTY OMITTED FROM THE PREVIOUS YEAR'S TAX WARRANT:	\$0
(If land and/or a structure is picked up as omitted property for multiple years, only the most current year's actual value can be reported as omitted property.)	
DELETIONS FROM TAXABLE REAL PROPERTY:	
8. DESTRUCTION OF TAXABLE REAL PROPERTY IMPROVEMENTS:	\$0
9. DISCONNECTIONS/EXCLUSION:	\$0
10. PREVIOUSLY TAXABLE PROPERTY:	\$0

@ This includes the actual value of all taxable real property plus the actual value of religious, private schools, and charitable real property.

! Construction is defined as newly constructed taxable real property structures.

% Includes production from new mines and increases in production of existing producing mines.

IN ACCORDANCE WITH 39-5-128(1),C.R.S. AND NO LATER THAN AUGUST 25, THE ASSESSOR CERTIFIES TO SCHOOL DISTRICTS : 1. TOTAL ACTUAL VALUE OF ALL TAXABLE PROPERTY:----->	\$0
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NOTE: All levies must be Certified to the Board of County Commissioners NO LATER THAN DECEMBER 15, 2022

IN ACCORDANCE WITH 39-5-128(1.5)C.R.S. THE ASSESSOR PROVIDES: HB21-1312 ASSESSED VALUE OF EXEMPT BUSINESS PERSONAL PROPERTY (ESTIMATED): **	\$33,116
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\*\* The tax revenue lost due to this exempted value will be reimbursed to the tax entity by the County Treasurer in accordance with 39-3-119 f(3). C.R.S.

# ROXBOROUGH VILLAGE METROPOLITAN DISTRICT

## SUMMARY

### 2023 BUDGET

WITH 2021 ACTUAL AND 2022 ESTIMATED

For the Years Ended and Ending December 31

	ACTUAL 2021	BUDGET 2022	ACTUAL 11/30/2022	ESTIMATED 2022	BUDGET 2023
BEGINNING FUND BALANCES	\$ 3,382,732	\$ 1,846,513	\$ 1,919,566	\$ 1,846,513	\$ 1,620,389
REVENUES					
Property taxes	1,709,904	1,029,247	1,029,855	1,029,247	1,003,565
Specific ownership tax	164,935	82,340	69,220	82,340	86,294
Interest income	2,568	500	24,517	22,000	20,000
Lottery proceeds (Conservation Trust)	44,258	44,000	40,814	44,000	44,000
Sports field fees	1,700	-	2,000	3,030	2,000
Reimbursed Expenditures	9,948	-	3,100	3,250	3,000
Miscellaneous income	585	2,000	13,838	12,000	2,000
<b>Total revenues</b>	<b>1,933,898</b>	<b>1,158,087</b>	<b>1,183,343</b>	<b>1,195,867</b>	<b>1,160,859</b>
TRANSFERS IN	243,852	-	-	-	-
<b>Total funds available</b>	<b>5,560,482</b>	<b>3,004,600</b>	<b>3,102,909</b>	<b>3,042,380</b>	<b>2,781,248</b>
EXPENDITURES					
General Fund	931,279	1,189,748	1,036,683	1,130,030	1,181,282
Debt Service Fund	1,974,590	-	-	-	-
Capital Projects Fund	491,195	520,000	310,799	291,962	795,900
Total expenditures	3,397,064	1,709,748	1,347,482	1,421,991	1,977,182
TRANSFERS OUT	(243,852)	-	-	-	-
Total expenditures and transfers out requiring appropriation	3,640,916	1,709,748	1,347,482	1,421,991	1,977,182
<b>ENDING FUND BALANCES</b>	<b>\$ 1,919,566</b>	<b>\$ 1,294,852</b>	<b>\$ 1,755,427</b>	<b>\$ 1,620,389</b>	<b>\$ 804,066</b>
EMERGENCY RESERVE	\$ 34,200	\$ 33,500	\$ 31,100	\$ 33,500	\$ 35,438
TOTAL RESERVE	\$ 34,200	\$ 33,500	\$ 28,855	\$ 33,500	\$ 35,438

No assurance provided. See summary of significant assumptions.

**ROXBOROUGH VILLAGE METROPOLITAN DISTRICT**  
**PROPERTY TAX SUMMARY INFORMATION**  
**2023 BUDGET**  
 WITH 2021 ACTUAL AND 2022 ESTIMATED  
 For the Years Ended and Ending December 31

ACTUAL 2021	BUDGET 2022	ACTUAL 8/31/2022	ESTIMATED 2022	BUDGET 2023
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**ASSESSED VALUATION - Douglas**

Residential	\$ 71,661,000	\$ 75,902,960	\$ 75,902,960	\$ 75,902,960	\$ 73,815,710
Commercial	6,198,380	6,531,820	6,531,820	6,531,820	6,531,760
Industrial	-	-	-	-	-
Natural Resources	-	-	-	-	60
State assessed	1,090,600	16,100	16,100	16,100	12,900
Vacant land	613,650	700,770	700,770	700,770	656,140
Personal property	779,360	1,875,020	1,875,020	1,875,020	1,888,420
<b>Certified Assessed Value</b>	<b>\$ 80,342,990</b>	<b>\$ 85,026,670</b>	<b>\$ 85,026,670</b>	<b>\$ 85,026,670</b>	<b>\$ 82,904,990</b>

**MILL LEVY**

General	12.087	12.087	12.087	12.087	12.087
Debt Service	9.200	0.000	0.000	0.000	0.000
ARI					
Temporary Mill Levy Reduction					
Refunds and abatements	0.000	0.018	0.018	0.018	0.018
<b>Total mill levy</b>	<b>21.287</b>	<b>12.105</b>	<b>12.105</b>	<b>12.105</b>	<b>12.105</b>

**PROPERTY TAXES**

General	970,903	\$ 1,027,717	1,027,727	\$ 1,027,717	\$ 1,002,073
Debt Service	739,001	\$ -	\$ -	\$ -	\$ -
ARI	-				
Temporary Mill Levy Reduction	-				
Refunds and abatements		\$ 1,530	\$ 1,530	\$ 1,530	\$ 1,492
Levied property taxes	1,709,904	1,029,248	1,029,257	1,029,248	\$ 1,003,565
Adjustments to actual/rounding					
<b>Budgeted property taxes</b>	<b>\$ 1,709,904</b>	<b>1,029,248</b>	<b>\$ 1,027,727</b>	<b>1,029,247</b>	<b>\$ 1,003,565</b>

**BUDGETED PROPERTY TAXES**

<b>General</b>	<b>\$ 970,231</b>	<b>\$ 1,029,248</b>	<b>\$ 1,027,727</b>	<b>\$ 1,029,247</b>	<b>\$ 1,003,565</b>
<b>Debt Service</b>	<b>738,490</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total</b>	<b>\$ 1,708,721</b>	<b>\$ 1,029,248</b>	<b>\$ 1,027,727</b>	<b>\$ 1,029,247</b>	<b>\$ 1,003,565</b>

No assurance provided. See summary of significant assumptions.

**ROXBOROUGH VILLAGE METROPOLITAN DISTRICT**  
**GENERAL FUND**  
**2023 BUDGET**  
WITH 2021 ACTUAL AND 2022 ESTIMATED  
For the Years Ended and Ending December 31, 2021 & 2022

	ACTUAL 2021	BUDGET 2022	ACTUAL 11/30/2022	ESTIMATED 2022	BUDGET 2023
BEGINNING FUND BALANCE	\$ 559,780	\$ 524,922	\$ 523,214	\$ 524,922	\$ 528,509
<b>REVENUES</b>					
Property taxes	970,903	1,029,247	1,029,855	1,029,247	1,003,565
Specific ownership tax	164,935	82,340	69,220	82,340	86,294
Interest income	442	500	7,732	7,000	5,000
Other revenue	-	-	13,572	10,000	-
Sports field fees	1,700	-	2,000	3,030	2,000
Miscellaneous income	585	2,000	266	2,000	2,000
<b>Total revenues</b>	<b>1,138,565</b>	<b>1,114,087</b>	<b>1,122,644</b>	<b>1,133,617</b>	<b>1,098,859</b>
Total funds available	1,698,345	1,639,009	1,645,858	1,658,539	1,627,368
<b>EXPENDITURES</b>					
General and administrative					
Accounting	55,659	60,000	53,680	59,922	60,000
Auditing	5,000	6,000	5,040	5,498	6,540
County Treasurer's fee	14,575	15,438	15,442	16,000	16,483
Directors' fees	9,000	8,000	8,238	8,085	8,720
Dues and licenses	1,053	1,400	8,404	9,168	1,526
Insurance and bonds	30,613	32,000	30,479	30,500	34,880
District management	157,013	130,000	132,769	144,839	110,000
Legal services	72,836	70,000	86,323	94,171	76,300
Miscellaneous	1,599	1,500	4,632	5,053	1,635
Newsletter and postage	1,758	4,000	-	-	4,360
Payroll taxes	689	710	183	200	774
Election expense	-	55,000	41,308	24,000	25,000
Engineering	34,308	33,000	10,111	11,030	35,970
Communications/website	3,045	2,000	509	555	2,180
Community events	2,168	35,000	1,400	1,527	1,700
Foothills park and recreation fees	18,883	17,500	16,363	17,851	19,075
Algae control	-	5,000	-	-	5,450
Annual trails maintenance	-	50,000	-	-	54,500
Graffiti removal/ vandalism	2,174	3,500	4,460	4,865	3,815
Landscape contract	170,530	186,700	149,447	161,336	171,335
Landscape irrigation maintenance	55,049	49,500	158,765	187,937	53,995
Landscape maintenance & repairs	16,947	15,000	42,973	46,880	16,350
Landscape weed control	33,990	34,000	48,312	52,703	48,000
Mosquito control	10,500	18,000	11,500	12,545	10,000
Nonpotable water purchase usage	84,380	82,000	61,700	67,309	89,380
Open space maintenance / fire mitigation	-	25,000	-	-	27,250
Portable restrooms	7,102	7,000	-	-	7,630
Playground repairs and maintenance	6,700	15,000	-	-	16,350
General repairs and maintenance	29,126	10,000	8,672	9,460	10,900
Seasonal lights	8,850	14,000	-	10,000	15,260
Skate Park maintenance	-	5,000	2,650	2,891	15,000
Security	171	-	201	219	239
Snow removal	38,790	50,000	44,458	48,458	54,500
Tree maintenance	44,325	93,500	52,082	56,817	70,000
Tree spraying	-	40,000	7,648	8,643	-
Traffic and safety control	-	-	-	-	-
Utilities	14,446	15,000	19,617	21,400	23,112
Pond Maintenance	-	-	5,050	5,509	5,509
Computer & Software Expenses	-	-	735	802	425
Banking & Credit Card Fees	-	-	15	16	-
Utility Locate	-	-	3,518	3,838	4,000
Spillway/Embankment	-	-	-	-	-
Contingency	-	48,752	-	-	53,140
<b>Total expenditures</b>	<b>931,279</b>	<b>1,189,748</b>	<b>1,036,683</b>	<b>1,130,030</b>	<b>1,181,282</b>
Total expenditures and transfers out requiring appropriation	1,175,131	1,189,748	1,036,679	1,130,030	1,181,282
ENDING FUND BALANCE	\$ 523,214	\$ 449,261	\$ 609,179	\$ 528,509	\$ 446,086
EMERGENCY RESERVE	\$ 34,200	\$ 33,500	\$ 31,100	\$ 33,500	\$ 35,438
TOTAL RESERVE	\$ 34,200	\$ 33,500	\$ 28,855	\$ 33,500	\$ 35,438

No assurance provided. See summary of significant assumptions.

**ROXBOROUGH VILLAGE METROPOLITAN DISTRICT**  
**CAPITAL PROJECTS FUND**  
**2023 BUDGET**

WITH 2021 ACTUAL AND 2022 ESTIMATED  
 For the Years Ended and Ending December 31, 2021 & 2022

	ACTUAL 2021	BUDGET 2022	ACTUAL 11/30/2022	ESTIMATED 2022	BUDGET 2023
BEGINNING FUND BALANCE	\$ 1,593,341	\$ 1,321,591	\$ 1,396,352	\$ 1,321,591	\$ 1,091,879
<b>REVENUES</b>					
Lottery proceeds	44,258	44,000	40,814	44,000	44,000
Interest income	-	-	16,781	15,000	15,000
Reimbursed expenditures	9,948	-	3,100	3,250	3,000
<b>Total revenues</b>	<b>54,206</b>	<b>44,000</b>	<b>60,695</b>	<b>62,250</b>	<b>62,000</b>
 Total funds available	 1,887,547	 1,365,591	 1,457,047	 1,383,841	 1,153,879
<b>EXPENDITURES</b>					
<b>General and Administrative</b>					
Accounting	2,188	3,500	2,317	2,528	3,815
Contingency	-	55,700	-	-	60,713
District management	76,243	47,800	5,485	5,984	52,102
Engineering	3,332	-	1,672	1,824	-
Legal services	14,415	25,000	4,420	4,821	27,250
Miscellaneous	-	-	-	-	-
Employer Payroll Taxes	-	-	423	461	500
<b>Capital Projects</b>	-	-	-	-	-
New playground	-	100,000	4,000	4,000	350,000
Monument sign	-	70,000	-	-	-
Plant nursery	-	45,000	36,010	14,172	10,000
Baseball field improvements	17,750	5,000	-	-	-
Irrigation upgrades/replacement	84,280	-	-	-	100,000
Trails/bike path	-	55,000	172,081	172,081	59,950
Spillway / embankment	164,901	30,000	27,320	27,320	-
Water rights enhancements	17,317	33,000	-	-	35,970
Master plan	110,769	50,000	16,935	18,475	54,500
Skate Park Maintenance	-	-	-	-	-
General Repairs & Maintenance	-	-	1,757	1,916	2,100
Tree Care Expense	-	-	12,100	12,100	12,000
Landscape Repairs & Maintenance	-	-	26,280	26,280	27,000
Capital outlay	-	-	-	-	-
<b>Total expenditures</b>	<b>491,195</b>	<b>520,000</b>	<b>310,799</b>	<b>291,962</b>	<b>795,900</b>
 Total expenditures and transfers out requiring appropriation	 491,195	 520,000	 310,799	 291,962	 795,900
<b>ENDING FUND BALANCE</b>	<b>\$ 1,396,352</b>	<b>\$ 845,591</b>	<b>\$ 1,146,248</b>	<b>\$ 1,091,879</b>	<b>\$ 357,979</b>

No assurance provided. See summary of significant assumptions.

**ROXBOROUGH VILLAGE METROPOLITAN DISTRICT  
DEBT SERVICE FUND  
2023 BUDGET  
WITH 2021 ACTUAL AND 2022 ESTIMATED  
For the Years Ended and Ending December 31,**

	ACTUAL 2021	BUDGET 2022	ACTUAL 8/31/2022	ESTIMATED 2023	BUDGET 2022
BEGINNING FUND BALANCE	\$ 1,229,611	\$ -	\$ -	\$ -	\$ -
REVENUES					
206320 Property taxes	739,001	-	-	-	-
206360 Interest income	2,126	-	4	-	-
Total revenues	<u>741,127</u>	<u>-</u>	<u>4</u>	<u>-</u>	<u>-</u>
TRANSFERS IN					
206900 Transfers from other funds	<u>3,852</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total funds available	<u>1,974,590</u>	<u>-</u>	<u>4</u>	<u>-</u>	<u>-</u>
EXPENDITURES					
207825 Bond interest - Series 1993	45,704	-	-	-	-
207826 Bond interest - Series 2014	29,537	-	-	-	-
207833 Bond principal - Series 1993	429,555	-	-	-	-
207830 Bond principal - Series 2014	1,455,000	-	-	-	-
207200 County Treasurer's fee	11,094	-	-	-	-
207890 Contingency	-	-	-	-	-
207591 Paying agent fees	3,700	-	-	-	-
Total expenditures	<u>1,974,590</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total expenditures and transfers out requiring appropriation	<u>1,974,590</u>	<u>-</u>	<u>(4)</u>	<u>-</u>	<u>-</u>
ENDING FUND BALANCE	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

No assurance provided. See summary of significant assumptions.

	Balance at	Reductions		Balance at
	December 31, 2019	2020	2021	December 31, 2021
General Obligation Bonds				
Series 1993B - Principal Only	\$ 1,329,560	\$ 900,000	\$ 429,560	\$ -
Series 2014	2,330,000	875,000	1,455,000	-
Total	<u>\$ 3,659,560</u>	<u>\$1,775,000</u>	<u>\$1,884,560</u>	<u>\$ -</u>

Developer Advance				
Principal	209,734	-	-	209,734
Interest	71,539	12,584	-	84,123
Total	<u>\$ 7,600,393</u>	<u>\$3,562,584</u>	<u>\$3,769,120</u>	<u>\$ 293,857</u>

	Balance at			Balance at
	December 31, 2020	Additions	Reductions	December 31, 2021
General Obligation Bonds				
Series 1993B - Principal Only	\$ -	\$ -	\$ 429,560	\$ (429,560)
Series 2014	-	-	1,455,000	(1,455,000)
Developer Advance				
Principal	209,734	-	-	209,734
Interest	84,123	12,584	-	96,707
Total	<u>\$ 293,857</u>	<u>\$ 12,584</u>	<u>\$1,884,560</u>	<u>\$ (1,578,119)</u>



**RESOLUTION NO. 2022-12-\_\_**  
**A RESOLUTION OF THE BOARD OF DIRECTORS**  
**OF THE ROXBOROUGH VILLAGE METROPOLITAN DISTRICT**  
**TO ADOPT THE 2023 BUDGET AND APPROPRIATE SUMS OF MONEY**

WHEREAS, the Board of Directors of the Roxborough Village Metropolitan District (“District”) has appointed the District Accountant to prepare and submit a proposed 2023 budget to the Board at the proper time; and

WHEREAS, the District Accountant has submitted a proposed budget to this Board on or before October 15, 2022, for its consideration; and

WHEREAS, upon due and proper notice, published or posted in accordance with the law, said proposed budget was open for inspection by the public at a designated place, a public hearing was held on December 12, 2022, and interested electors were given the opportunity to file or register any objections to said proposed budget; and

WHEREAS, the budget has been prepared to comply with all terms, limitations and exemptions, including, but not limited to, reserve transfers and expenditure exemptions, under Article X, Section 20 of the Colorado Constitution ("TABOR") and other laws or obligations which are applicable to or binding upon the District; and

WHEREAS, whatever increases may have been made in the expenditures, like increases were added to the revenues so that the budget remains in balance, as required by law.

WHEREAS, the Board of Directors of the District has made provisions therein for revenues in an amount equal to or greater than the total proposed expenditures as set forth in said budget; and

WHEREAS, it is not only required by law, but also necessary to appropriate the revenues provided in the budget to and for the purposes described below, as more fully set forth in the budget, including any interfund transfers listed therein, so as not to impair the operations of the District.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Roxborough Village Metropolitan District:

1. That the budget as submitted, amended, and summarized by fund, hereby is approved and adopted as the budget of the Roxborough Village Metropolitan District for the 2023 fiscal year.
2. That the budget, as hereby approved and adopted, shall be certified by the Secretary of the District to all appropriate agencies and is made a part of the public records of the District.

3. That the sums set forth as the total expenditures of each fund in the budget attached hereto as **EXHIBIT A** and incorporated herein by reference are hereby appropriated from the revenues of each fund, within each fund, for the purposes stated.

ADOPTED this 12th day of December, 2022.

---

Secretary

EXHIBIT A  
(Budget)

I, Peggy Ripko, hereby certify that I am the duly appointed Secretary of the Roxborough Village Metropolitan District, and that the foregoing is a true and correct copy of the budget for the budget year 2023, duly adopted at a meeting of the Board of Directors of the Roxborough Village Metropolitan District held on December 12, 2022.

By: \_\_\_\_\_  
Secretary

**RESOLUTION NO. 2022-12-\_\_\_**  
**A RESOLUTION OF THE BOARD OF DIRECTORS**  
**OF THE ROXBOROUGH VILLAGE METROPOLITAN DISTRICT**  
**TO SET MILL LEVIES**

WHEREAS, the Board of Directors of the Roxborough Village Metropolitan District (“District”) has adopted the 2023 annual budget in accordance with the Local Government Budget Law on December 12, 2022; and

WHEREAS, the adopted budget is attached to the Resolution of the Board of Directors to Adopt the 2023 Budget and Appropriate Sums of Money, and such budget is incorporated herein by this reference; and

WHEREAS, the amount of money necessary to balance the budget for general fund expenses from property tax revenue is identified in the budget; and

WHEREAS, the amount of money necessary to balance the budget for debt service fund expenses from property tax revenue is identified in the budget; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of Roxborough Village Metropolitan District:

1. That for the purposes of meeting all general fund expenses of the District during the 2023 budget year, the District determined to levy mills upon each dollar of the total valuation for assessment of all taxable property within the District, as set forth in the budget, to raise the required revenue.

2. That for the purposes of meeting all debt service fund expenses of the District during the 2023 budget year, the District determined to levy mills upon each dollar of the total valuation for assessment of all taxable property within the District, as set forth in the budget, to raise the required revenue.

3. That the District Accountant of the District is hereby authorized and directed to immediately certify to the County Commissioners of Douglas County, Colorado, the mill levies for the District as set forth in the District’s Certification of Tax Levies (attached hereto as **EXHIBIT A** and incorporated herein by reference), recalculated as needed upon receipt of the final certification of valuation from the County Assessor in order to comply with any applicable revenue and other budgetary limits.

ADOPTED this 12th day of December, 2022.

---

Secretary

**EXHIBIT A**  
(Certification of Tax Levies)

**FIRST AMENDMENT TO AGREEMENTS BY AND BETWEEN CDI AND  
ROXBOROUGH VILLAGE METROPOLITAN DISTRICT FOR LANDSCAPE  
MAINTENANCE SERVICES**

This First Amendment to the Agreement for Landscape Maintenance Services (“*First Amendment*”) is made and entered into effective as of the 12th day of December, 2022 (the “*Effective Date*”), by and between Consolidated Divisions, Inc., a Colorado corporation d/b/a CDI Environmental Contractor (“*CDI*”), and the Roxborough Village Metropolitan District, a political subdivision of the state organized pursuant to C.R.S. § 32-1-101, *et seq.* (the “*District*”). CDI and the District are referred to collectively as the “*Parties*,” and individually as a “*Party*.”

**RECITALS**

A. The Parties entered into that certain Agreement for Landscape Maintenance Services effective November 1, 2022 (“*Agreement*”).

B. The Parties desire to amend the terms of the Agreement pursuant to the terms and conditions of this First Amendment. Capitalized Terms used herein but not otherwise defined have the same meanings as set forth in the Agreement.

**AGREEMENT**

1. Section 2.1 of the Agreement is hereby amended in its entirety as follows:

The term of this Agreement shall begin on the Effective Date and shall continue through October 31, 2022 (“*Term*”). This Agreement may be terminated in accordance with Section 2.2, below, or as elsewhere provided in this Agreement.

2. Binding Effect; Governing Law. Except as modified hereby, the Agreement shall remain in full effect and this First Amendment shall be binding upon the Parties and their respective successors and assigns. If any inconsistency exists or arises between the terms of the Agreement and the terms of this First Amendment, the terms of this First Amendment shall prevail. This First Amendment shall be governed by the laws of the State of Colorado applicable to transactions for which Colorado would be found to have the most significant relationship.

3. Counterparts; Electronic Delivery. This First Amendment may be executed in any number of counterparts, each of which shall be an original, but all of such counterparts shall together constitute but one and the same instrument. Delivery of an executed counterpart of this First Amendment by facsimile or by other electronic means shall be equally as effective as personal delivery of a manually executed counterpart of this First Amendment. A counterpart electronically delivered displaying a facsimile or digital image of the signature of the party shall have the same force and effect as an original “ink signed” counterpart, which has been personally delivered to the recipient.

[Signature Page Follows]

**IN WITNESS WHEREOF**, the Parties have signed this First Amendment as of the Effective Date.

Roxborough Village Metropolitan District,  
political subdivision of the State of Colorado

Consolidated Divisions, Inc., a Colorado a  
corporation d/b/a CDI Environmental  
Contractor

---

By: Mat Hart, President

---

By:



**FIRST AMENDMENT TO AGREEMENTS BY AND BETWEEN CDI AND  
ROXBOROUGH VILLAGE METROPOLITAN DISTRICT FOR SNOW AND ICE  
REMOVAL SERVICES**

This First Amendment to the Agreement for Snow and Ice Removal Services (“*First Amendment*”) is made and entered into effective as of the 12th day of December, 2022 (the “*Effective Date*”), by and between Consolidated Divisions, Inc., a Colorado corporation d/b/a CDI Environmental Contractor (“*CDI*”), and the Roxborough Village Metropolitan District, a political subdivision of the state organized pursuant to C.R.S. § 32-1-101, *et seq.* (the “*District*”). CDI and the District are referred to collectively as the “*Parties*,” and individually as a “*Party*.”

**RECITALS**

A. The Parties entered into that certain Agreement for Snow and Ice Removal Services effective November 1, 2022 (“*Agreement*”).

B. The Parties desire to amend the terms of the Agreement pursuant to the terms and conditions of this First Amendment. Capitalized Terms used herein but not otherwise defined have the same meanings as set forth in the Agreement.

**AGREEMENT**

1. Section 2.1 of the Agreement is hereby amended in its entirety as follows:

The term of this Agreement shall begin on the Effective Date and shall continue through October 31, 2022 (“*Term*”). This Agreement may be terminated in accordance with Section 2.2, below, or as elsewhere provided in this Agreement.

2. Binding Effect; Governing Law. Except as modified hereby, the Agreement shall remain in full effect and this First Amendment shall be binding upon the Parties and their respective successors and assigns. If any inconsistency exists or arises between the terms of the Agreement and the terms of this First Amendment, the terms of this First Amendment shall prevail. This First Amendment shall be governed by the laws of the State of Colorado applicable to transactions for which Colorado would be found to have the most significant relationship.

3. Counterparts; Electronic Delivery. This First Amendment may be executed in any number of counterparts, each of which shall be an original, but all of such counterparts shall together constitute but one and the same instrument. Delivery of an executed counterpart of this First Amendment by facsimile or by other electronic means shall be equally as effective as personal delivery of a manually executed counterpart of this First Amendment. A counterpart electronically delivered displaying a facsimile or digital image of the signature of the party shall have the same force and effect as an original “ink signed” counterpart, which has been personally delivered to the recipient.

[Signature Page Follows]

**IN WITNESS WHEREOF**, the Parties have signed this First Amendment as of the Effective Date.

Roxborough Village Metropolitan District,  
political subdivision of the State of Colorado

Consolidated Divisions, Inc., a Colorado a  
corporation d/b/a CDI Environmental  
Contractor

\_\_\_\_\_  
By: Mat Hart, President

\_\_\_\_\_  
By:

**ROXBOROUGH VILLAGE METROPOLITAN DISTRICT  
REQUEST FOR PROPOSALS  
FOR DISTRICT ENGINEERING SERVICES**

The Roxborough Village Metropolitan District (“District”) is located in Douglas County just past the south end of Wadsworth Boulevard situated between Roxborough State Park, Chatfield State Park, and Waterton Canyon. The District is approximately 959-acres and is primarily residential, with about 6,500 residents and 4,500 households. The Roxborough Park Foundation, Ravenna, and Sterling Ranch Prospect Village are neighbors to Roxborough Village and are separately funded entities, though their residents do use the schools, commercial areas, and recreation facilities located within Roxborough Village. With close proximity to two state parks, the regional High Line Canal trail, Waterton Canyon, and the Rocky Mountains, the District is known for its community, nature, and wildlife.

The District was formed in 1985. The District is a Title 32 Special District that provides park and recreation, open space, mosquito control and streetscape improvements and maintenance services. Douglas County is responsible for street and drainage maintenance in the District. The District is governed by a Board of five Directors, elected by the residents of the District. The purpose of the District is to provide certain public improvements and services for the benefit of existing and future inhabitants and taxpayers of the District, either within or without its boundaries and as more fully specified in the District’s Service Plan. The District finances and constructs various public improvements and provides ongoing operations and maintenance services. The District is organized as a single district structure and is responsible for financing improvements and providing Services permitted by this Amended Service Plan.

The District has no outstanding debt service and assesses approximately 12 mills for the general operating fund. Primary District activities include parks, open space, and landscape maintenance and management. Maps, district documents, and additional information can be found on the District website at [www.roxboroughmetrodistrict.org](http://www.roxboroughmetrodistrict.org) .

Questions regarding the District or this RFP should be directed to: **Mathew Hart, Roxborough Village Metropolitan District, Board President at MathewHart@roxboroughmetrodistrict.org** and to **Peggy Ripko, Special District Management Services, District Manager, pripko@sdmsi.com**

**SCOPE OF ENGINEERING SERVICES REQUESTED TO BE PERFORMED FOR THE DISTRICT:**

The Scope of Services includes on-going general engineering services, including meetings, operations, planning, maintenance and review of documents, projects, and plans.

1. Meetings - At the request of the District, Provider shall attend meetings and will also be available to meet as requested on general issues.
2. District Information - At the request of the District, Provider will be available to provide information regarding the District and its existing facilities to interested parties, such as District vendors, consultants, and others as directed.
3. Coordination and Meetings - At the request of the District, Provider will meet with appropriate agencies, vendors or entities regarding coordination of work and general rules and regulations involving the District.
4. Mapping - As requested by the District, Provider will prepare and maintain maintenance maps, irrigation maps, boundary maps and inclusion drawings, and others such maps or drawings as

assigned. Provider will also coordinate with vendors installing or changing District infrastructure, including irrigation lines, to ensure as-built changes are mapped.

5. Maintenance - Upon request of the District, Provider will provide consulting services related to maintenance issues, construction and/or repair projects, and other programs and areas as directed.
6. Emergencies - Provider will be available in case of emergencies. Engineering evaluation will be provided, as required, as well as coordination and consultation regarding appropriate action.
7. Budgets - At the request of the District, Provider will provide input regarding engineering issues and capital improvement plan budgets.
8. Rules, Regulations and Standards - At the request of the District, Provider will assist with the development of rules, regulations and standards that establish technical and procedural guidelines for the design, maintenance, and repair of facilities and general operations.
9. Reports, Studies, Evaluations and Analysis - Provider will prepare any reports, studies, evaluations or analysis including engineering opinions as requested.
10. Testing - Provider will observe any facility testing required by the District, in accordance with the District's Specifications and other requirements.
11. Utility Locator - Upon the request of the District, Provider will respond to utility location requests and mark the District's underground facilities as necessary.
12. Special Project Services - Special projects include engineering involvements outside of the general engineering, consulting, and administration services identified above which are referred to as general engineering services. Examples of special projects include specific analysis reports, modeling, mapping, planning, opinion of cost estimating, design, bidding coordination, construction management, as well as infrastructure rehabilitation.
13. Communications and Confidentiality
  - a. Provider will hold the information supplied by the District in confidence and will not disclose it to any other person or party, unless the District authorizes it to do so, it is published or released by the District, or it becomes publicly known or available other than through disclosure by Provider, or disclosure is required by law. This confidentiality provision does not prohibit Provider from disclosing District information to one or more of its affiliated companies in order to provide services that the District has requested from Provider or from any such affiliated company. Any such affiliated company shall be subject to the same restrictions on the use and disclosure of District information as apply to Provider.
14. Termination of Services
  - a. The District may terminate the services agreement at any time by giving 30 days written notice. In that event, the provisions of the services agreement shall continue to apply to all services rendered prior to termination.
15. Timeline for Proposers:
  - a. RFP issued August 3, 2022
  - b. Responses due by August 16, 2022
  - c. Interviews conducted August 22-26, 2022
  - d. Candidate/Provider Selection NLT August 26, 2022
  - e. Selected candidate/provider begin services September 1, 2022

## **PROPOSAL SUBMITTAL INSTRUCTIONS:**

Responding firms shall submit One (1) electronic copy via email to Peggy Ripko, Special District Management Services, District Manager, [pripko@sdmis.com](mailto:pripko@sdmis.com).

Responses to this RFP should address how the firm would provide the services outlined.

Responders are encouraged to be creative in their proposed approach and manner or style of management.

All proposals should include, at a minimum:

- A cover letter including statement of understanding of the services being requested and any other information that would assist the District in making a selection;
- An organizational overview of the firm including years in existence, practice areas and experience in areas related to Special Districts, with emphasis on Metropolitan Districts and engineering (including construction and maintenance) of irrigation systems;
- Identification of the members of the team who will be working on the engagement as well as their relevant experience and qualifications and primary role(s), along with their primary location;
- Client references
- Disclosure of any potential conflict of interest by individuals or the Firm
- Timing of ability to begin work

**Cost Proposal:** please provide standard fees the firm charges for requested services by relevant members of the provider's team, as well as any out-of-pocket expenses to be reimbursed by the District.

Proposals must be received no later than 4:30 p.m. on **Tuesday, August 16, 2022**. It is the responsibility of the submitting firm to ensure the proposal is received by the District by the date and time specified in this RFP. A proposal that is not received by the submission deadline will not be considered.

*All costs incurred in the preparation and presentation of a proposal in any way whatsoever shall be wholly absorbed by the firm submitting the proposal.*

*Each firm, by submitting its proposal, represents that it has read and understands this RFP and the requirements set forth herein, and is qualified, willing and capable of performing the required services. The proposal and all supporting materials and documentation shall become the property of the District and shall constitute public records within the meaning of the Colorado Open Records Act. If a firm considers any portion(s) of its proposal to constitute confidential, proprietary information, the firm must clearly mark such portion(s) as confidential and separate it from the rest of the proposal in such a manner that the District can withhold it from production of the proposal in accordance with applicable law.*

*The District has the right, in its sole discretion, to terminate, suspend or modify this selection process at any time; reject any and all proposals at any time; and, waive any informalities, irregularities or omissions in a proposal at any time.*

CARLSON, HAMMOND & PADDOCK, L.L.C.  
ATTORNEYS AT LAW

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MASON H. BROWN  
KATRINA B. FISCELLA  
SARAH B. WIEDEMANN

ljohnson@chp-law.com

December 6, 2022

*Via Email*

Roxborough Village Metropolitan District  
c/o Kelley B. Duke, Esq.  
Ireland Stapleton Pryor & Pascoe, PC  
717 17th Street, Suite 2800  
Denver, CO 80202

Re: Engagement Letter – Roxborough Village Reservoirs #1 and #2  
Diligence Application

Dear Board of Directors:

Our firm was recently contacted by Kelley Duke of Ireland Stapleton regarding potential representation of the Roxborough Village Metropolitan District in connection with a discrete water matter. I understand your prior water counsel, John Cyran, is no longer in private practice and you are in need of new water counsel to assist on this matter. We appreciate being contacted regarding this potential representation and would welcome the opportunity to work with you and Kelley Duke on this matter.

As I understand it, the Roxborough Village Metropolitan District (the “District”) holds conditionally decreed water storage rights associated with Roxborough Village Reservoir #1 and Roxborough Village Reservoir #2. These rights were originally adjudicated in Case No. 87CW296, and reasonable diligence decrees have entered in several subsequent cases, most recently in Case No. 16CW3126. Based on a review of the most recent diligence decree (Case No. 16CW3126), a total of 30.6 acre-feet of the Reservoir #1 water right has been made absolute, with a remaining conditional decree for 69.4 acre feet, and the entirety of Reservoir #2’s 40 acre foot appropriation remains conditionally decreed. The next diligence deadline for these conditional rights is May 31, 2023. You wish to have this firm work with Kelley Duke and the District to file and prosecute a diligence application for the remaining conditional amounts. Such an application must be filed on or before the deadline set forth above or the conditional water rights will be automatically cancelled. You should also be aware that the District will be receiving a notice via certified mail from the Water Court in the next several months regarding this deadline. As such, it is very important to keep this deadline firmly in mind and take all appropriate steps to get the application filed well before the final deadline. To the extent it can be factually supported, we would also seek to make any additional portions of the conditional water right absolute in the same filing. Our scope of work would be limited to working with Kelley Duke and helping the District file and prosecute a Water Court application related to these two reservoir rights.

Roxborough Village Metropolitan District  
c/o Kelley B. Duke, Esq.  
December 6, 2022  
Page 2

Our firm specializes in Colorado water rights and water quality matters and we would be able to provide legal counsel on these issues. Our firm is prohibited by the rules governing the practice of attorneys from engaging in conflicts of interest. In reviewing our conflict database, it appears that working on these matters would not create any direct conflicts of interest. I therefore do not believe representing Roxborough Village Metropolitan District on the limited matters described herein would be in conflict with ongoing representation of existing clients. If, however, at any time a conflict should arise between your interests and a client of this firm, we will immediately bring it to your attention and attempt to resolve it. You should understand that resolving the conflict might require us to withdraw from representing the District in such a matter. In that event, we would of course attempt to provide you with names of other potential counsel.

*Charges for Legal Services.* Our firm bills for services based on hours worked on a particular matter. We have five attorneys in our office and our billing rates vary depending on the attorney's level of experience. My current billing rate on this type of work is \$335 per hour. I anticipate working with my associates, Katrina Fiscella or Sarah Wiedemann, on this matter and their billing rates for this type of work is \$275 and \$250 per hour, respectively. From time to time we find it necessary to raise our hourly rates to reflect our increasing costs and the increasing level of experience of our legal staff and generally do so towards the end of the calendar year. We reserve the right to increase our rates and will provide you notice of any proposed rate increase. We bill for all time spent in pursuit of a client's business, including necessary travel time. In addition, we also bill for expenses such as computerized legal research, copies, faxes, messenger service, extraordinary postage, out of town or out of pocket mileage, lodging, food, and other like items. We bill on a monthly basis and appreciate timely payment of statements. It is our policy to charge interest at a rate of 1% per month on any balance remaining unpaid after 30 days. As you might anticipate, we do reserve the right to suspend work on behalf of a client when payment is delinquent. In this instance, we will submit our monthly bills directly to Kelley Duke at Ireland Stapleton for submittal to you. As always, if you have any questions regarding our billing, please do not hesitate to contact me.

*File Retention.* Our firm has a file retention policy that generally provides for return of files to a client (if requested) or secure destruction of files not less than three and no more than seven years after the legal matter has been concluded. Depending on the circumstances it may be difficult to determine when a legal matter has concluded; therefore, we will retain some flexibility in regard to the relevant files. In any event, we will attempt to inform you and make any such files that are in our possession available to you and the District before we destroy any of them.

It is very important for us that our clients be satisfied with our services. We realize that legal services are expensive, and therefore do all we can to ensure that you are getting a good

CARLSON, HAMMOND & PADDOCK, L.L.C.  
ATTORNEYS AT LAW

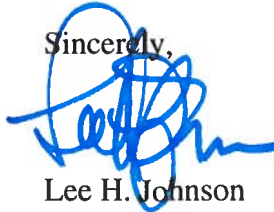
Roxborough Village Metropolitan District  
c/o Kelley B. Duke, Esq.  
December 6, 2022  
Page 3

value. We believe that open communication is essential, and therefore urge you to contact us at any time with questions you may have regarding our services, our policies, or our bills.

I trust this letter adequately sets forth the scope and nature of our potential attorney/client relationship relative to this project and describes the extent of the scope of work you wish to have this firm undertake on the District's behalf. If I have misstated any such items, or if there are any questions or concerns, please contact me at your earliest convenience.

If this letter is acceptable to the District and you wish to retain our firm consistent with the scope of work set forth herein, please sign and return a copy of this letter to me at your earliest convenience. Please feel free to call me if you have any questions and thank you for the opportunity to work with you on this interesting matter.

Sincerely,



Lee H. Johnson

Terms of Engagement Accepted:

\_\_\_\_\_  
Mat Hart  
President, Roxborough Village Metropolitan District

\_\_\_\_\_  
Date

Cc: Susie Kirshenbaum



**RESOLUTION  
BOARD OF DIRECTORS  
ROXBOROUGH VILLAGE METROPOLITAN DISTRICT**

**A RESOLUTION: 1) APPROVING THE REGULAR BOARD OF DIRECTORS MEETING SCHEDULE FOR CALENDAR YEAR 2023; AND 2) DESIGNATING POSTING LOCATIONS FOR NOTICES OF REGULAR AND SPECIAL MEETINGS**

**WHEREAS**, the Roxborough Village Metropolitan District ("*District*") is a political subdivision of the State of Colorado, organized pursuant to C.R.S. § 32-1-101, *et seq.*;

**WHEREAS**, pursuant to C.R.S. § 32-1-903, the Board of Directors ("*Board*") is required to meet regularly at a time and place to be designated by the Board. In addition to its regular meetings, the Board also is authorized pursuant to C.R.S. § 32-1-903 to schedule special meetings, including study sessions, as often as the needs of the District require, upon notice to each Director of the date, time, and place of such meeting and the purpose for which it is called. A "study session" is a form of special meeting that typically focuses on one or more specific topics and where no Board action may be taken. For purposes of this Resolution the term "special meeting(s)" includes study sessions;

**WHEREAS**, pursuant to C.R.S. § 24-6-402(2)(c), the Board is required to designate annually at the Board's first regular meeting of each calendar year the public place for posting notices of the Board's regular and special meetings at least 24 hours prior to each meeting;

**WHEREAS**, pursuant to C.R.S. § 24-6-402(2)(c), the Board may designate a public website as the place at which notices of the Board's regular and special meetings will be posted at least 24 hours prior to such meeting; and,

**WHEREAS**, the Board believes it is in the best interests of the District and the citizens it serves to post notices of regular and special Board meetings on the District's website, and, to the extent practicable, to link the website meeting notices on social media platforms, if any, that the District may utilize now or in the future.

**NOW, THEREFORE**, be it resolved by the Board of Directors of the Roxborough Village Metropolitan District that:

1. Regular Board meetings for the calendar year 2023 shall be held on the third Tuesday of each month at 6:00 p.m. from January through April, and on the third Wednesday of each month at 6:00 p.m. from May through December. Special meetings, including study sessions, of the Board shall be held as often as the needs of the District require, upon notice to each Director.

2. Regular and special meetings that are conducted in whole or in part at a physical location will be held at the Roxborough Library meeting room located at 8357 North Rampart Range Road #200, Littleton, Colorado 80125; provided, that if that location is unavailable, the regular or special meeting will be conducted at the West Metro Fire Protection District fire station located at 6220 N. Roxborough Park Road, Littleton, CO 80125, or such other physical location as the Board determines. The Board may determine on a meeting-by-meeting basis whether a given meeting will only be held at a physical location, only via an electronic audio and video platform, or a combination of both. The public notice

for each meeting will indicate how the meeting will be conducted and, if public access will be made available through an electronic audio and video platform, the electronic access information and public comment procedures will be made available to the public in advance. **Final information regarding the location, time and manner of meeting will be included on the District's meeting notice and agenda, and posted at least 24 hours in advance on the District's website or physical posting location, as designated in paragraphs 3 and 4 below.**

3. All notices of regular or special Board meetings shall be posted on the District's website at least 24 hours prior to each meeting at the following website address:

<https://www.roxboroughmetrodistrict.org>

Such website address will be provided to the Division of Local Government in the Colorado Department of Local Affairs, and, to the extent practicable, (a) such notices shall be searchable by type of meeting, date of meeting, time of meeting, agenda contents, and any other category deemed appropriate by the Board, and (b) a link to the notices also will be posted on at least one of the social media platforms utilized by the District, if any.

4. If a meeting notice cannot be posted on the District's website due to internet service disruption, website unavailability, or other reason, the Board designates the following location for physically posting a notice:

Roxborough Library  
8357 North Rampart Range Road #200  
Littleton, Colorado 80125

ADOPTED this \_\_\_ day of \_\_\_\_\_, 2022.

BY THE BOARD OF DIRECTORS  
ROXBOROUGH VILLAGE METROPOLITAN DISTRICT

\_\_\_\_\_  
Director

\_\_\_\_\_  
Director

\_\_\_\_\_  
Director

\_\_\_\_\_  
Director

\_\_\_\_\_  
Director

**RESOLUTION  
OF THE BOARD OF DIRECTORS OF  
ROXBOROUGH VILLAGE METROPOLITAN DISTRICT  
ESTABLISHING AN OPERATIONS COMMITTEE**

WHEREAS, Roxborough Village Metropolitan District ("District") is quasi-municipal corporation and political subdivision of the State of Colorado, duly organized and existing pursuant to §§ 32-1-101, *et seq.*, C.R.S.; and

WHEREAS, pursuant to § 32-1-1001(1)(h), C.R.S., the Board of Directors of the District ("Board") is empowered with the management, control, and supervision of all business and affairs of the District; and

WHEREAS, pursuant to § 32-1-1001(1)(m), C.R.S., the Board is authorized to adopt, amend, and enforce bylaws and rules and regulations not in conflict with the constitution and laws of Colorado for carrying on the business, objects, and affairs of the Board and the District; and

WHEREAS, on November 15, 2022, the Board approved an interim operations committee for the purpose of ensuring efficient and effective day-to-day communication with the District's professional consultants, attorneys, and management ("Operations Committee"); and

WHEREAS, the Board desires to formally establish the nature, scope and authority of the Operations Committee, as stated herein.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE ROXBOROUGH VILLAGE METROPOLITAN DISTRICT AS FOLLOWS:

1. Establishment and Purpose of the Operations Committee. The Board hereby establishes an Operations Committee for the purpose of communicating with, coordinating, receiving information from, and providing day-to-day direction to, the District's professional consultants, attorneys, and management, and to make recommendations to the Board regarding final Board actions to be taken on such matters.

2. Operations Committee Members. Mat Hart, President, and Ephram Glass, Vice-President, are hereby designated as the initial members of the Operations Committee. The Board may at any time, by affirmative majority vote, remove Directors from, or add Directors to, the Operations Committee. A Director may resign from the Operations Committee by providing written notice of resignation to the Board.

3. Scope of Authority and Duration. The Operations Committee is intended to be a limited purpose, "standing" committee that, under the direct oversight of the full Board, is charged with keeping the District's day-to-day operational and administrative affairs functioning smoothly to further the business, objects, and affairs of the District. The Board, through affirmative majority vote, may at any time: a) dissolve the Operations Committee; b) increase, decrease, or otherwise modify the Operation Committee's scope of authority; and, c) take any other action regarding the Operations Committee that the Board believes to be in the best interests of the Community and/or the District.

ADOPTED this \_\_\_ day of \_\_\_\_\_, 2022.

BOARD OF DIRECTORS OF THE  
ROXBOROUGH VILLAGE METROPOLITAN DISTRICT

By: \_\_\_\_\_  
Director

By: \_\_\_\_\_  
Director

By: \_\_\_\_\_  
Director

By: \_\_\_\_\_  
Director

By: \_\_\_\_\_  
Director