

Roxborough Village Metropolitan District  
March 11, 2024 Notice and Agenda

**ROXBOROUGH VILLAGE METROPOLITAN  
DISTRICT**

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

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

**NOTICE OF SPECIAL MEETING AND AGENDA**

<u>Board of Directors:</u>	<u>Office:</u>	<u>Term/Expires:</u>
Mark Rubic	President	2025/May 2025
Debra Prysby	Vice President	2027/May 2027
Ephram Glass	Treasurer	2027/May 2027
Travis Jensen	Secretary	2025/May 2025
Mat Hart	Assistant Secretary	2025/May 2025

DATE: March 11, 2024

TIME: 6:00 p.m.

LOCATION: Roxborough Library Meeting Room  
8357 North Rampart Range Road #200  
Littleton, CO 80125

Video call link: <https://meet.google.com/rnt-dspp-vzp>  
Or dial: (US) +1 475-289-6381 PIN: 476 861 174#

- \* 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](mailto:pripko@sdmsi.com) or 303-987-0835) of their specific need(s) before the meeting.*

I. ADMINISTRATIVE MATTERS

A. Disclosure of Potential Conflicts of Interest.

B. Additions/Deletions/Approval of Agenda.

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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>

III. BOARD DISCUSSION MATTERS

- A. Airplane Park playground update.
- B. Update and Status of the engineering ADA Accessibility survey for Community Park for playground placement and installation
- C. Discussion regarding protecting resident information
- D. Drip irrigation map update (enclosure)
- E. Review and discuss irrigation checks documentation supplied by CDI (TBD).
- F. Review Ark updated proposal (enclosure)
- G. Review New Website
- H. GIS update
- I. CORE Electric update
- J. Update and Status of Chatfield Farms planter project.
- K. Update and Status of Community Park restroom repairs.
- L. Update and Status of softball field renovation.
- M. Update and Status of Handyperson RFP.

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- N. Bridge permit update
- O. Sterling Ranch update
- P. Discuss ordering tree replacements
- Q. Environmental Committee Update.
  
- R. Signage Committee update
- S. Review lists of current approved and requested community permits, if any. (Sports Field Use, Park Areas & Gazebo, Food Truck Vendors, etc.) (enclosure)

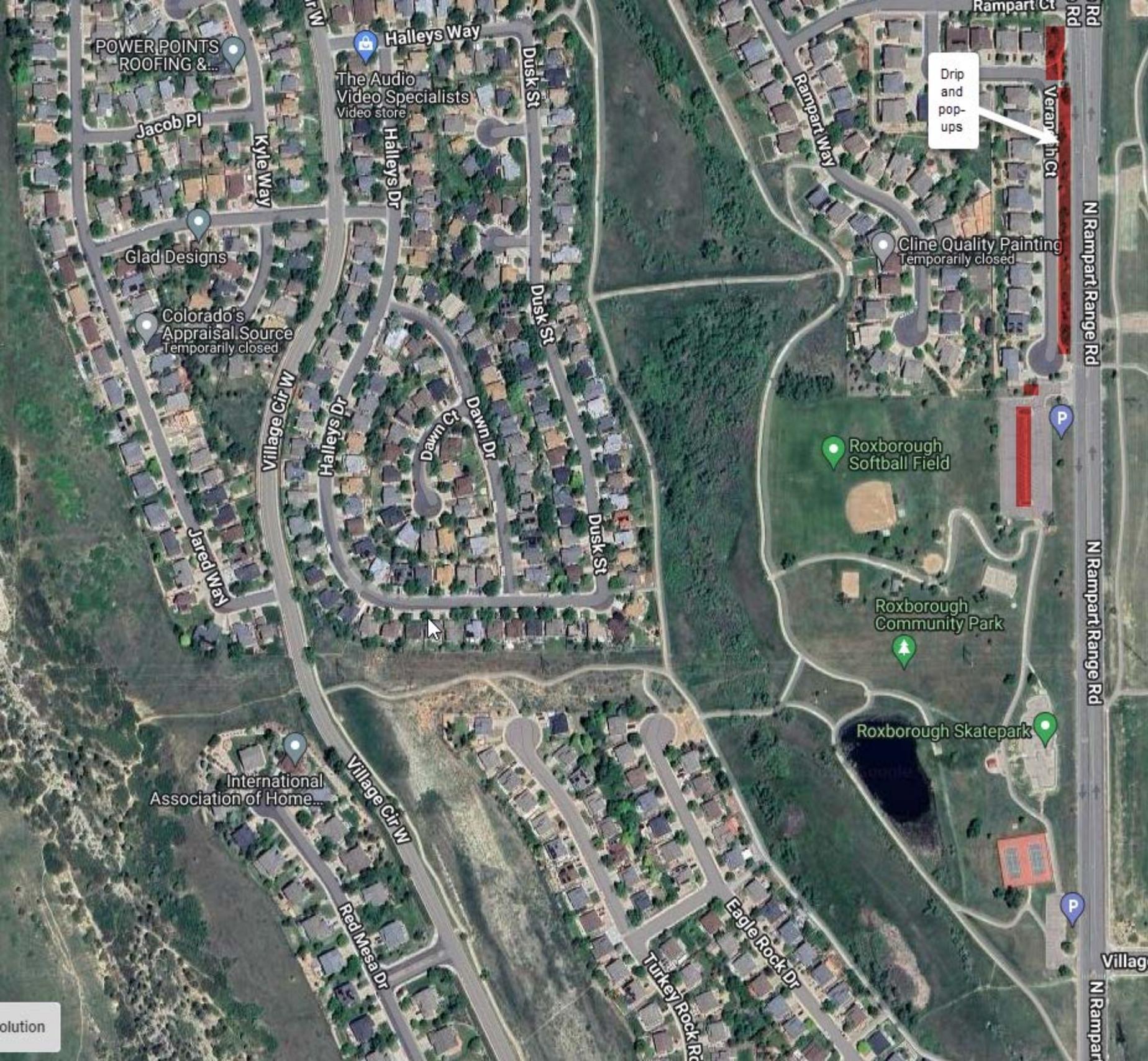
IV. OTHER MATTERS

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

V. PUBLIC COMMENTS/HOMEOWNER REQUESTS

VI. ADJOURNMENT

**THE NEXT REGULAR MEETING IS SCHEDULED FOR MARCH 20, 2024.**



Drip and pop-ups

POWERPOINTS ROOFING &...

Halleys Way

The Audio Video Specialists Video store

Jacob Pl

Glad Designs

Colorado's Appraisal Source Temporarily closed

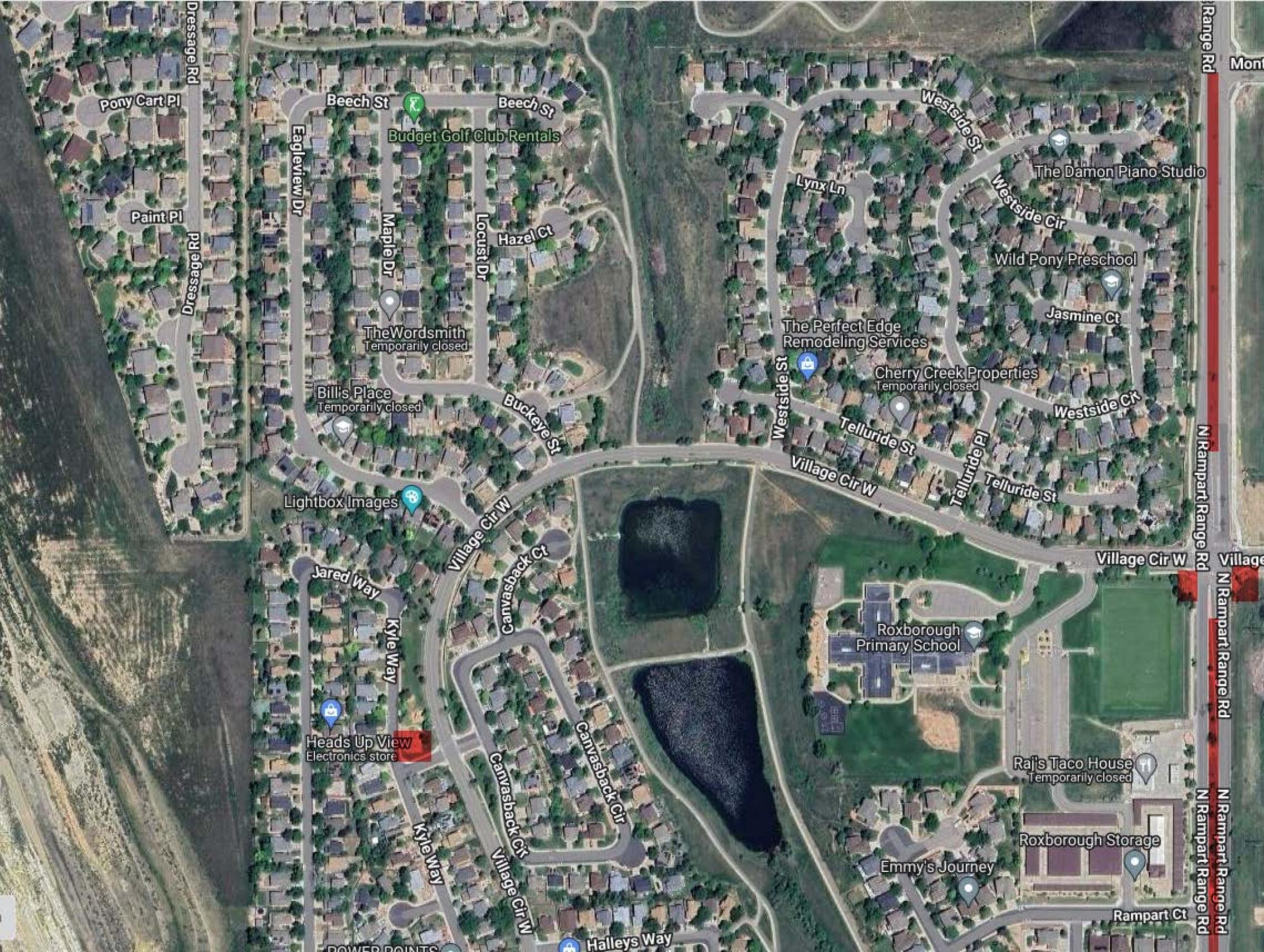
Cline Quality Painting Temporarily closed

Roxborough Softball Field

Roxborough Community Park

Roxborough Skatepark

International Association of Home...



Pony Cart Pl

Paint Pl

Dressage Rd

Eagleview Dr

Beech St

Beech St

Budget Golf Club Rentals

Maple Dr

Locust Dr

Hazel Ct

The Wordsmith  
Temporarily closed

Bill's Place  
Temporarily closed

Buckeye St

Lynx Ln

Westside St

Westside Cir

The Damon Piano Studio

Wild Pony Preschool

Jasmine Ct

The Perfect Edge  
Remodeling Services

Cherry Creek Properties  
Temporarily closed

Westside St

Telluride St

Westside Ct

Lightbox Images

Village Cir W

Village Cir W

Telluride Pl

Telluride St

Village Cir W

Jared Way

Kyle Way

Canvasback Ct

Canvasback Cir

Roxborough  
Primary School

Heads Up View  
Electronics store

Canvasback Ct

Kyle Way

Village Cir W

Halley's Way

Emmy's Journey

Raj's Taco House  
Temporarily closed

Roxborough Storage

Rampart Ct

Range Rd

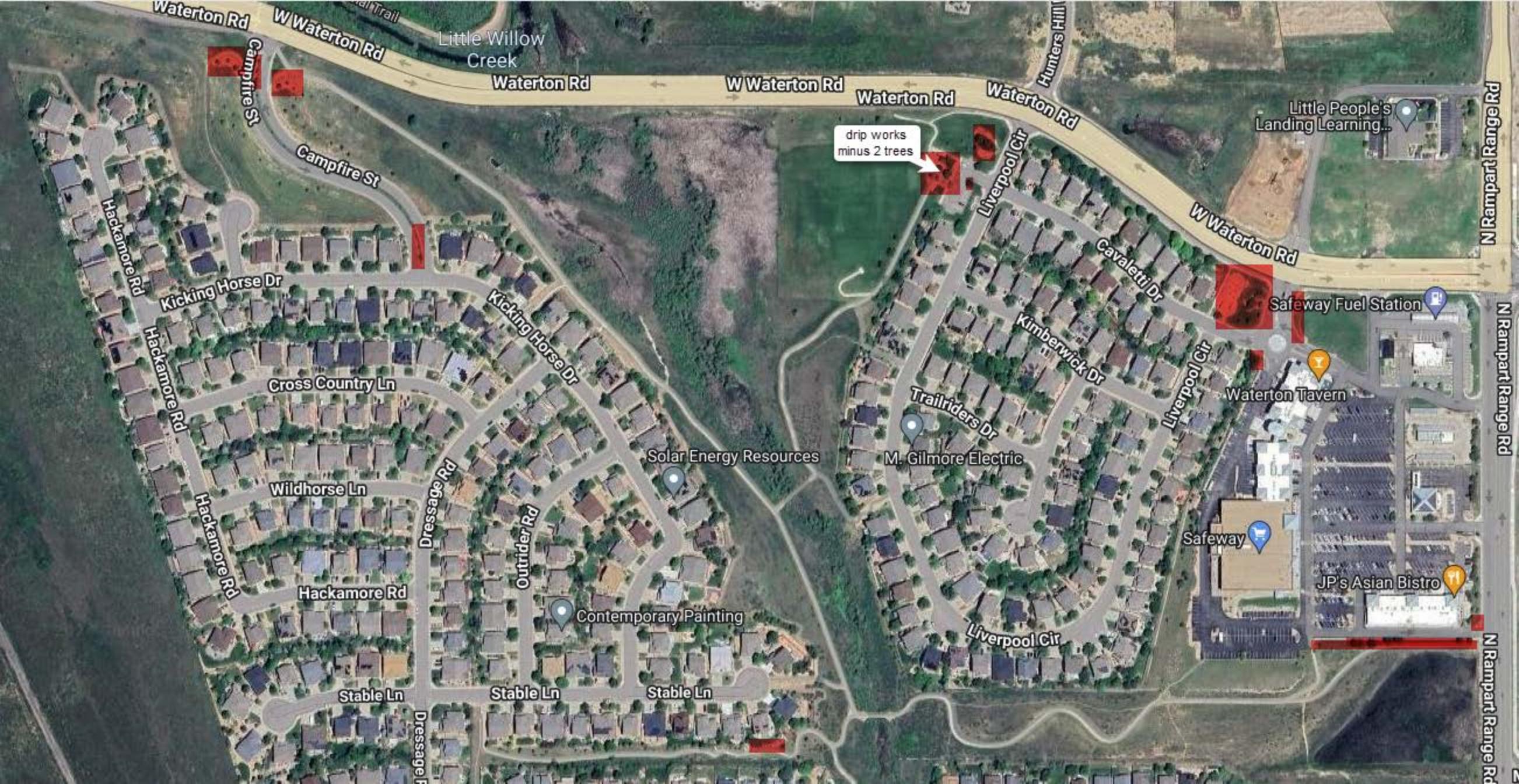
N Rampart Range Rd

N Rampart Range Rd

N Rampart Range Rd

Monte

Village



drip works  
minus 2 trees

Waterton Rd

W Waterton Rd

Little Willow  
Creek

Waterton Rd

W Waterton Rd

Waterton Rd

Waterton Rd

Hunters Hill

Little People's  
Landing Learning...

N Rampart Range Rd

Campfire St

Campfire St

Hackamore Rd

Kicking Horse Dr

Hackamore Rd

Cross Country Ln

Kicking Horse Dr

Liverpool Cir

W Waterton Rd

Cavaletti Dr

Safeway Fuel Station

N Rampart Range Rd

Kimberwick Dr

Waterton Tavern

Solar Energy Resources

M. Gilmore Electric

Trailriders Dr

Safeway

JP's Asian Bistro

N Rampart Range Rd

Wildhorse Ln

Hackamore Rd

Hackamore Rd

Dressage Rd

Outrider Rd

Stable Ln

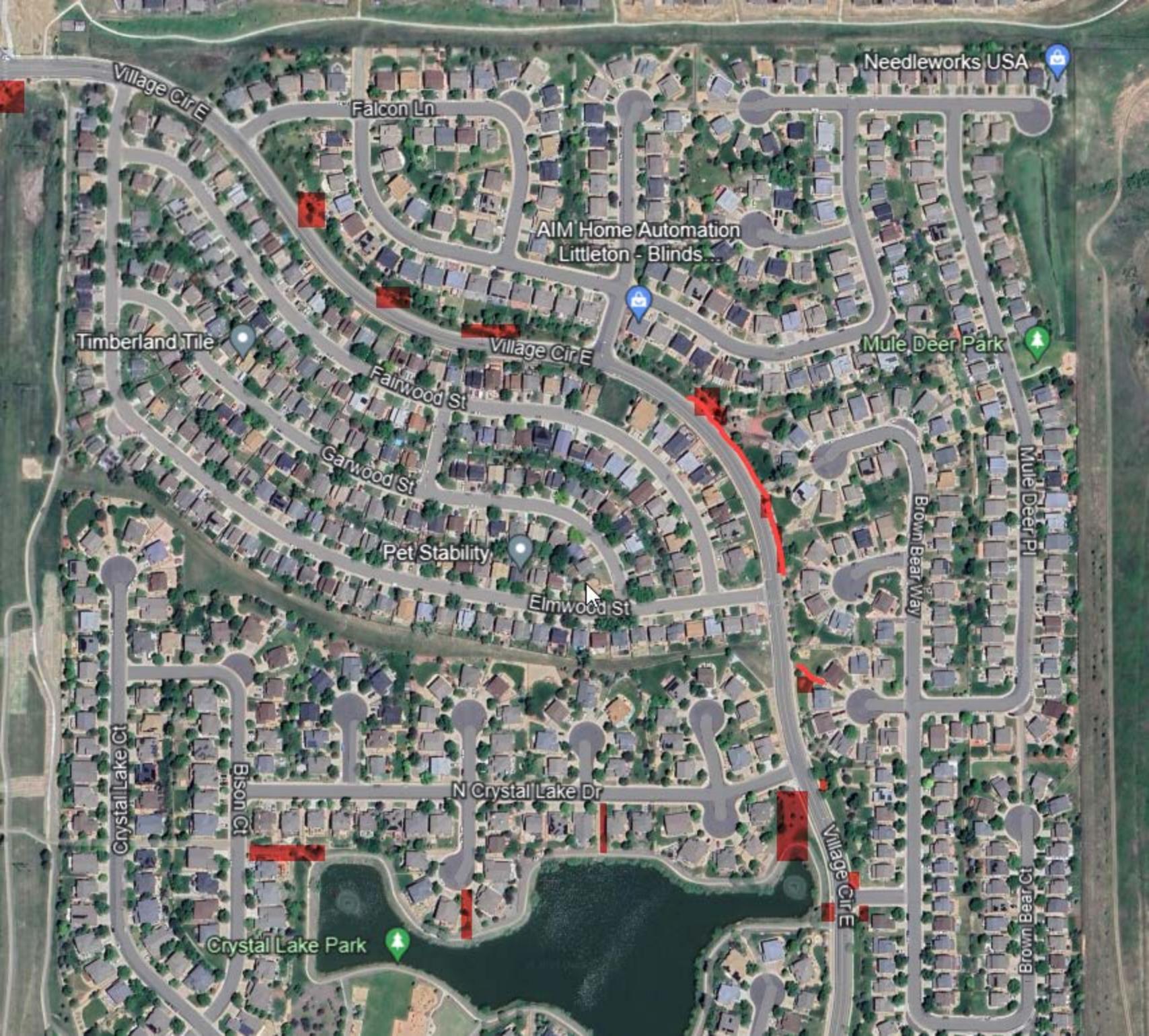
Stable Ln

Stable Ln

Dressage Rd

Liverpool Cir

N Rampart Range Rd



Needleworks USA

Falcon Ln

AIM Home Automation  
Littleton - Blinds...

Timberland Tile

Mule Deer Park

Village Cir E

Fairwood St

Garwood St

Pet Stability

Elmwood St

Brown Bear Way

Mule Deer Pl

Crystal Lake Ct

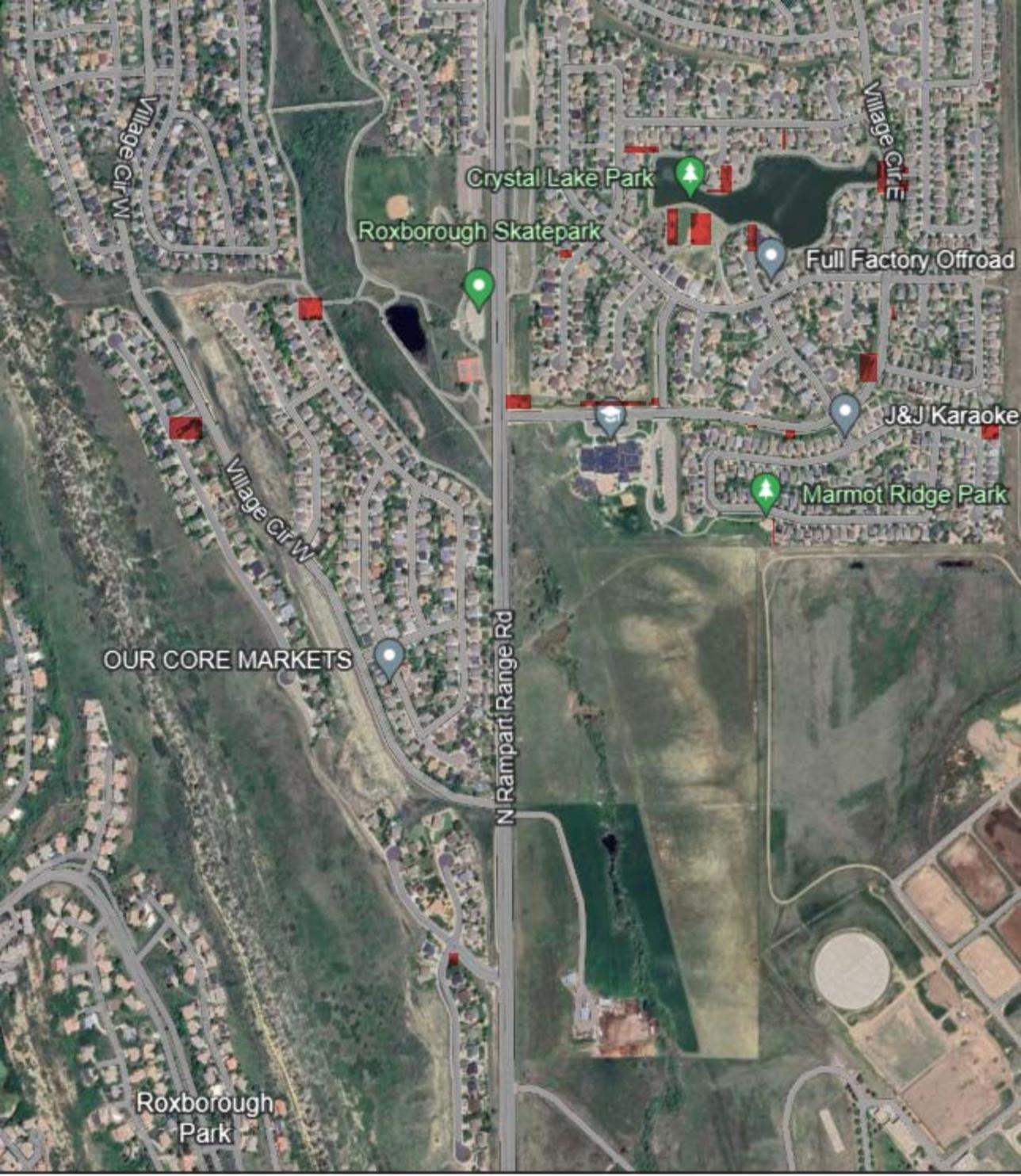
Bison Ct

N Crystal Lake Dr

Village Cir E

Crystal Lake Park

Brown Bear Ct



Village Cir W

Village Cir E

Crystal Lake Park

Roxborough Skatepark

Full Factory Offroad

J&J Karaoke

Marmot Ridge Park

OUR CORE MARKETS

N Rampart Range Rd

Roxborough Park

## INDEPENDENT CONTRACTOR AGREEMENT

This Independent Contractor Agreement ("**Agreement**"), effective the 1<sup>st</sup> day of March, 2024 ("**Effective Date**"), is entered into by and between Roxborough Village Metropolitan District, a political subdivision of the State of Colorado ("**District**"), and Ark Ecological Services, LLC, a Colorado Limited Liability Company ("**Contractor**"). The District and Contractor are referred to collectively as the "**Parties**" and individually as a "**Party**."

1. **Work To Be Performed.** Contractor agrees to furnish all labor, tools, equipment, supervision, supplies, and other items necessary to perform the work described in the *Open Space Management Proposal (Weed and Native Plant Management Program)* dated January 26, 2024 ("**Proposal**") attached as **Attachment A** ("**Work**"). All Work shall be performed in a professional manner by experienced personnel outfitted with the appropriate tools and equipment to complete the job safely and properly.

2. **Compensation and Payment.** In exchange for Contractor's satisfactory performance of the items set forth in the Weeds and Native Plant Management schedule on page 3 of the Proposal, the District agrees to pay, and Contractor agrees to accept as full compensation for performing those portions of the Work, an amount not to exceed Thirty-Five Thousand Seven Hundred and Fifty Dollars (\$38,750.00). In addition, Contractor agrees to accept as full compensation for performing the work described in the "Additional Areas" set forth on page 4 of the proposal, excluding the Arrowhead Shores - Pulte\* and 16B HOA projects, an amount not to exceed Ten Thousand Five Hundred Dollars (\$10,500.00). If requested by the District, Contractor will perform one or more of the following services:

a. The work described for "Arrowhead Shores - Pulte\*" in the Additional Areas on page 4 of the Proposal, not to exceed Two Thousand Seven Hundred Fifty Dollars (\$2,750);

b. The work described for the "16B HOA" in the Additional Areas on page 4 of the Proposal, not to exceed Two Thousand Dollars (\$2,000);

c. The "Recommended Restoration Projects" described on page 5 of the Proposal, not to exceed Three Thousand Dollars (\$3,000); and/or

d. The "Clean-up Services" described on page 6 of the Proposal on a time and materials basis, plus disposal fees.

Contractor will invoice the District periodically as phases of the Work are completed. Each invoice shall include the specific area(s) serviced, the date(s) serviced, and specific application(s) applied for each area. If requested by the District, Contractor shall separately track and invoice for services performed on property that is not owned by the District. The District shall pay all undisputed amounts invoiced within thirty (30) calendar days from the date the District receives an invoice. Any undisputed amount that the District does not pay by the date due shall accrue interest at 8% per annum compounded annually until paid in full.

3. **Term And Termination.** The term of this Agreement commences on the Effective

Date and terminates upon Contractor's satisfactory completion of the Work or December 31, 2024, whichever occurs first ("**Term**"). The District may terminate this Agreement at any time upon ten (10) business days prior written notice of termination; notwithstanding the foregoing, the District may immediately terminate this Agreement and without prior notice or recourse to any judicial authority if Contractor:

- a. Breaches the terms of this Agreement;
- b. Becomes insolvent, is subject to a petition in bankruptcy filed by or against Contractor, or is placed under control of receiver, liquidator, or committee of creditors;
- c. Assigns or attempts to assign this Agreement without the District's prior written consent; or,
- d. Ceases to function as a going concern or abandons the Work.

If this Agreement is terminated, the District will pay Contractor for actual Work satisfactorily performed through the date of termination, as determined by the District in its sole discretion.

4. **Applicable Laws.** Contractor, and its agents and employees, shall at all times comply with all applicable federal, state, county, and municipal laws, ordinances, statutes, rules, and regulations (collectively "**Applicable Laws**"). Contractor shall procure and pay for all permits, licenses, and inspections required by any governmental authority for any part of the Work under this Agreement, and shall furnish any bonds, security, or deposits required by such governmental authority to permit performance of the Work.

5. **Insurance.** Contractor shall acquire and maintain in full force and effect during the Term of this Agreement the insurance coverage set forth below. All insurance shall be placed with insurance carriers licensed in Colorado with an A.M. Best and Company rating of no less than A- and/or Standard and Poor's Insurance Solvency Review rating of no less than A- or as otherwise accepted by the District. Each such policy shall include a provision that the insurer shall provide the District thirty (30) days written notice prior to cancellation or material modification of any policy of insurance obtained to comply with this Paragraph 5. Except for workers' compensation insurance, each policy shall include the District as an additional insured and shall state that it is primary and non-contributory from the District's insurance.

- a. Workers' Compensation Insurance in accordance with Applicable Laws;
- b. Commercial general liability insurance in the amount of \$1,000,000.00 per occurrence and \$2,000,000.00 aggregate; and,
- c. Commercial automobile liability insurance in the amount of \$1,000,000.00 per occurrence.

Prior to commencing any Work hereunder, Contractor shall provide the District with

certificates of insurance or endorsements, as applicable, evidencing that (i) all of the insurance required by this Agreement is in full force and effect; and, (ii) will remain in effect for the duration of the Term.

6. **Indemnification.** Contractor shall indemnify and defend the District, and its directors, officers, and agents, from and against all claims, damages, losses, and expenses, including reasonable attorneys' fees, costs, and expenses arising out of, relating to, or resulting from performance of this Agreement and the Work that is caused in whole or in part by the negligent or intentional acts or omissions of Contractor, Contractor's subcontractors, and anyone else that is directly or indirectly performing any part of the Work on behalf of Contractor. The District shall be entitled to hire its own attorney notwithstanding Contractor's obligation to pay the reasonable attorney's fees, costs, and expenses incurred by the attorney.

7. **Safety.** Contractor, its employees, subcontractors, and agents shall follow all applicable safety and health laws in performing the Work, including the rules and regulations promulgated by the Federal Occupational Safety and Health Administration.

8. **Change Orders.** The Parties may mutually agree to changes in the scope and/or nature of the Work through a written document signed by the Parties ("***Change Order(s)***"). All Change Orders shall a) describe in detail the change in the scope and/or the nature of the Work; b) when the Work will be performed; and, c) any reduction or increase in Contractor's compensation.

9. **Governmental Immunity.** This Agreement is not intended, and shall not be construed, as a waiver of the limitations on damages or any of the privileges, immunities, or defenses provided to, or enjoyed by, the District and its current or past directors, officers, and agents under federal or state law, including but not limited to, the Colorado Governmental Immunity Act, C.R.S. §24-10-101, *et seq.*

10. **Conflicts.** Contractor expressly agrees that if there is a direct or indirect conflict or inconsistency between any term and condition in the attached Proposal and the terms and conditions in this Agreement, the terms and conditions in this Agreement shall control.

11. **Independent Contractor.** CONTRACTOR UNDERSTANDS AND AGREES: A) CONTRACTOR AND ITS EMPLOYEES ARE NOT ENTITLED TO WORKERS COMPENSATION OR UNEMPLOYMENT COMPENSATION INSURANCE BENEFITS UNLESS WORKERS COMPENSATION OR UNEMPLOYMENT COMPENSATION COVERAGE IS PROVIDED BY CONTRACTOR OR SOME ENTITY OTHER THAN THE DISTRICT; AND B) CONTRACTOR IS OBLIGATED TO PAY FEDERAL, STATE, AND LOCAL INCOME TAX ON ANY MONEYS PAID PURSUANT TO THIS AGREEMENT. THE DISTRICT WILL NOT MAKE FEDERAL, STATE, AND LOCAL WITHHOLDINGS AND WILL NOT PROVIDE WORKERS COMPENSATION OR UNEMPLOYMENT COMPENSATION INSURANCE.

Under penalties of perjury, Contractor certifies that [REDACTED] is Contractor's correct Federal Taxpayer Identification Number. By signing this Agreement, Contractor certifies that it assumes full responsibility for the payment of all contributions, payroll taxes, income taxes,

withholdings and backup withholdings, or assessments under Applicable Laws.

12. **Notice.** Any notice required or permitted under this Agreement shall be in writing and given by hand delivery or sent by certified or registered mail, return receipt requested, to the address set forth on the signature page, or at another address previously furnished in writing to the other Party pursuant to this paragraph 12. A notice sent by certified or registered mail is deemed given when received, or 3 business days after the date deposited in the mail, whichever is earlier.

13. **Operation of Motorized Vehicles or Equipment.** The operation of vehicles and equipment on or through parks and open space owned or maintained by the District is restricted to vehicles or equipment that is required for Contractor to perform the Work. All vehicles shall use paved surfaces as much as practicable. A small ATV is authorized for use on unpaved surfaces provided it is necessary to access a specific area to provide any application. Except for emergencies, vehicles and equipment, including the small ATV, shall not be on unpaved surfaces when the ground is soggy, wet, or muddy. If Contractor needs to drive off paved surfaces with any vehicles other than a small ATV, Contractor must receive special permission in writing from the District. Contractor's vehicles and motorized equipment shall at all times yield to pedestrians and cyclists in parks and open space. Contractor shall be responsible for the cost of any repair or remediation incurred by the District due to damage caused by any vehicle used on unpaved areas.

14. **Notice of Service Applications.** To the extent reasonably practicable, Contractor shall provide the District a minimum of two (2) business days advance notice of any service application, by notifying the District's Business Manager.

15. **Additional Terms.** This Agreement is the entire agreement between the Parties; there are no oral or collateral agreements or understandings. This Agreement may only be amended by a document signed by the Parties. If any provision is held invalid or unenforceable, all other provisions shall continue in full force and effect. Colorado law governs this Agreement. Jurisdiction and venue lie exclusively in the District Court for Douglas County. In any civil action or proceeding arising from or relating to this Agreement or the Work, the prevailing Party shall be awarded its reasonable attorneys' fees, costs, and expenses, including the reasonable attorneys' fees, costs, and expenses incurred in any appellate action and in collecting or executing upon any judgment, order, or award. This Agreement may be executed in counterparts and by facsimile or electronic pdf, each of which shall be deemed an original and both of which shall constitute one valid and binding instrument.

***[Signature Page Immediately Follows]***

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

**Ark Ecological Services, LLC**, a Colorado Limited Liability Company

By: \_\_\_\_\_  
Mark Rubic, Board President    Date

By: \_\_\_\_\_  
Raymond H. Sperger    Title    Date

Attest:

Address: 6560 Dover Street  
Arvada, CO 80004

By: \_\_\_\_\_  
Travis Jensen, Board Secretary    Date

Address: Roxborough Village Metropolitan District  
c/o Special District Management Services, Inc.  
141 Union Boulevard, Suite 150  
Lakewood, CO 80228-1898

**Attachment A**

**Open Space Management Proposal for 2024**  
**Weed and Native Plant Management Program**  
**for the**  
**Roxborough Village including Chatfield Farms**  
**and the South Hogback**

**Prepared  
by**

**Raymond H. Sperger**

**Ark Ecological Services, LLC**

*Conserving and restoring native species and landscapes for future generations*

**6560 Dover Street**

**Arvada, CO 80004**

**303-985-4849**

February 29, 2024

Revised including Re-seeding and North Expansion Revisions  
and added various additional areas to Proposal

# **Open Space Management Proposal for 2024 Weed and Native Plant Management Program for the Roxborough Village**

## **Introduction**

Roxborough Village is a beautiful integration of residential homes surrounded with substantial areas of open space including prairies, riparian woodlands, ponds and wetland habitats. Many of these native open spaces have high quality natural areas with an abundance of plant and animal life. Recreation opportunities including several miles of trail, wildlife viewing, and aesthetic beauty abound in the large, diverse, greenbelts and wild spaces. These natural amenities are worth cherishing and conserving for future generations, but this can only happen through sound ecological planning, through the commitment of homeowners and community leaders, and through proper stewardship practices (See Addendum 1 for a list of reasons why we should manage and restore native open spaces). Due to the development of the community and past management practices, many of the natural treasures need a helping hand to restore much of their former beauty and diversity, and to serve the needs and desires of Roxborough Village Residents.

The following is a compilation of weed management, ecological restoration, and land management actions that will help to ensure ecologically sound stewardship of these diverse open lands. There is purpose and statement of need that will help the property owners to establish its priorities for open space management. Please consider these items for 2024 or in the future to help you meet the communities' goals. With the support of the community and board of directors, Ark Ecological Services can help you keep your native open spaces beautiful and healthy for future generations.

## **Weed and Native Plant Management Program**

**Purpose:** To contain, suppress, control, and eventually eliminate state and county-listed noxious weeds and other aggressive non-native plants within the Roxborough Village Open Space. This program will focus on the noxious weeds including Canada Thistle, Diffuse Knapweed, Scotch Thistle, Musk Thistle, Poison Hemlock, Mullein, Leafy Spurge, Redstem Filaree, Bindweed, Kochia and other weeds found within and adjacent to these infestations. This proposal will help the community comply with state and county weed ordinances. And, to encourage the growth and sustain the populations of the many native plants which are currently found within the Open Space. We will identify areas that need to be restored and seeded to provide competition with the noxious weeds.

**Statement of Need:** Currently, there are several species of noxious weed growing in the Roxborough Village Open Space and some areas in the Chatfield Farms Open Space, previously-unmanaged areas that are degraded by more dense infestations of Canada Thistle, Diffuse Knapweed, Scotch Thistle, Poison Hemlock, Mullein and other invasive exotic species. Other parts of the Open Space in the southern upland areas that have been previously managed have few or no weeds and need to be protected from future weed invasions. Lowland areas with willows and cottonwood

riparian woodlands have not been managed for noxious weeds as well as the upland areas, and need to be more intensively managed for noxious weeds. Without actively managing these weeds using integrated weed management practices, (chemical treatment, mechanical treatments like mowing, cutting, pulling, and biological controls), weeds will continue to multiply in the areas where infestations exist, will spread into new areas, and will reduce native plant and animal populations. **Prevention, early detection, containment, suppression, and control of noxious weeds are the most efficient and cost effective methods of any weed management strategy.**

**Weed and Native Plant Management Program Options and Costs for 2024**

<i>Weed and Native Plant Management Program</i>		
<b>Southern Open Space Areas*</b> (57.15 land acres)	2 broadcast or 3 spot herbicide applications using the best available management practices for the selected weeds being sprayed. See image below. <b>Now includes Wetland Tract &amp; Marmot Ridge Park</b>	\$19,500 NTE
<b>Chatfield Farms Open Space Areas*</b> (38.3 land acres)	2 broadcast or 3 spot herbicide applications using the best available management practices for the selected weeds being sprayed. See images below. <b>Now includes selected cattail management in lower stream and outlet to detention pond.</b>	\$8,950 NTE
<b>Southern Hogback Open Space Area*</b> (63.7 land acres)	2 spot herbicide applications using the best available management practices for the selected weeds being sprayed. See image below.	\$7,500 NTE
<b>Roxborough Village 7 Acre Reservoir (Crystal Lake)</b>	3 spot herbicide applications using the best available management practices for the selected weeds being sprayed. (Added to scope in 2014)	\$2,000 NTE
<b>Roadside Berm on N. Rampart Range Road</b>	2 spot herbicide applications using the best available management practices for the selected weeds being sprayed. (Added to scope in 2015)	\$800 NTE
<b>Total</b>		\$38,750

\*To the extent possible, native wildflower and shrub populations that are susceptible to broadleaf herbicides will not be sprayed. NTE - not to exceed.

**Additional Areas - Management Started in 2022 and 2024.**

<i>Weed and Native Plant Management Program</i>		
<b>Rampart Range Power Lines*</b> (10.73 land acres) 2022	2 broadcast or 3 spot herbicide applications using the best available management practices for the selected weeds being sprayed. See image below. <b>Higher cost this year are due to the amount of weeds found in the area last year (2nd year managed) and 3-5 acres of disturbance.</b>	\$5,500 NTE
<b>Arrowhead Shores - Pulte*</b> (2.11 acres + 2.4 acres added 2024) 2022	3 spot herbicide applications using the best available management practices for the selected weeds being sprayed. Careful spraying required because of last years seeding. See image below. Other areas along eastern and northern property boundaries.	\$2,750 NTE
<b>Roxborough Expansion North</b> (10.3 acres) 2024	2 broadcast or 3 spot herbicide applications using the best available management practices for the selected weeds being sprayed. Extremely careful applications need to be made adjacent to canal banks.	\$5,000 NTE
<b>16B HOA</b>	3 spot herbicide applications using the best available management practices for the selected weeds being sprayed. (Added to scope in 2024)	\$2,000 NTE
<b>Total</b>		\$15,250

\*To the extent possible, native wildflower and shrub populations that are susceptible to broadleaf herbicides will not be sprayed. NTE - not to exceed.

Rampart Range Rd. Power Lines ( 10.73 land acres)

Arrowhead Shores (2.03 acres)

Roxborough Expansion North (acreage unknown)

\*To the extent possible, native wildflower and shrub populations that are susceptible to broadleaf herbicides will not be sprayed.

**Estimated Weed Management Costs Over Time.** As weeds are controlled through time the seed bank in the soil is depleted and fewer weeds come up each year. Selective applications of herbicides give **both** native grasses and native wildflowers a competitive advantage, thereby increasing the beauty of the area and crowding out space for weeds. In highly infested sites or areas with extensive disturbance, ecological restoration is teamed with weed control to encourage the replacement of weeds with natives. With 2-3 herbicide application per year and a program to restore highly degraded areas, the costs for future control efforts will decline more quickly and it will cost the homeowner's association less money in the long-term than with an less aggressive management program.

**No weed control in 2024 has the following negative ramifications:**

1. Populations of weeds will increase.
2. The number of seeds in the soil seed bank will continue to grow making future weed control and restoration more expensive.

3. Desirable native vegetation will decline and wildlife will decrease.
4. The aesthetic beauty of the area is marred and the desirability to recreate in weed-infested areas is reduced.
5. Weeds may spread off-site to other parks and private property.
6. Possible violations of county weed ordinances and state weed laws may be enforced.

It is, therefore, prudent to continue to control weeds and prevent their spread.

### **Ecological Restoration Projects**

**Purpose:** To restore native plants as well as environmental conditions to areas that have been disturbed beyond the short-term natural recovery cycle or to enhance the natural recovery cycle.

**Statement of Need:** Several native common areas in Roxborough Village are in need of restoration due to past construction of homes, utilities, trails, or other facilities, due to poor revegetation practices, improper or lack of management, or neglect. These areas will continue to be weed problem areas unless they are restored and revegetated so that there is competition between native plants and weeds. Restoration will enhance the beauty of these areas, reduce long-term management costs, and restore important ecosystem functions. Assessment of areas that need to be reseeded will be conducted and recommendations for future areas that may need to be reseeded.

<u>Recommended Actions:</u>	<u>Cost</u>
<b><u>Restoration Projects</u></b>	
Manage and, if needed, reseed areas that were seeded in the fall of 2023 in the Arrowhead Shores area, and other reseeded areas along Rampart Range Road, and on the east side of the community. Reseed other areas as needed that can be done with this years budget.	\$3000

### **Debris Clean-up Projects and Encroachment Notification**

**Purpose:** To improve the aesthetics of the property and to keep people from dumping yard debris, construction debris, and other foreign items into the open space. To prepare the site, if needed, for proper restoration actions. To assist with the notification of other encroachments into the open space.

**Statement of Need:** There may be a few small areas in Roxborough Village that are in need of debris clean-up due to homeowners, contractors, or others dumping concrete, yard debris, and fencing material in the open space. There are likely more areas that need cleaned up. Notify the management company of homeowners who are violating various covenants in the open space including dumping, placing personal items like play equipment into the open space, un-authorized mowing of open space, or planting non-native ornamental plants in the open space.

<u>Recommended Actions:</u>	<u>Cost</u>
<b><u>Clean-up Projects</u></b>	
One area behind homes in the Chatfield Farms open space and miscellaneous seeding in various open space areas.	Time, materials, & disposal fees



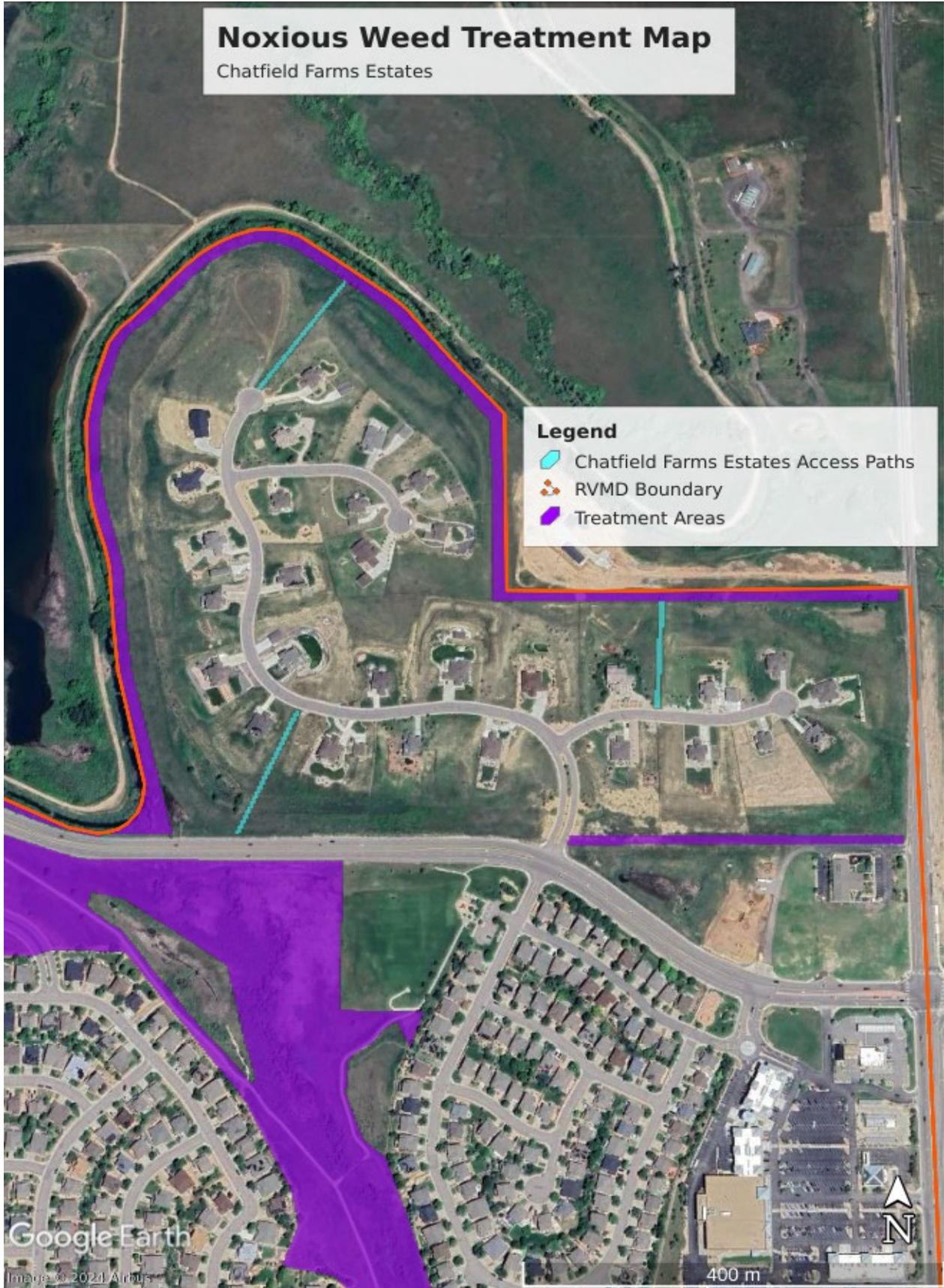






# Noxious Weed Treatment Map

Chatfield Farms Estates



2024

**REQUEST FOR RESERVATION OF PARK AREAS / GAZEBO IN ROXBOROUGH VILLAGE METROPOLITAN DISTRICT**

*Residents of the Roxborough Village Metropolitan District may reserve the park areas/gazebo. Please complete the entire form and submit to Roxborough Village Metropolitan District, Attention: Peggy Ripko, 141 Union Blvd., Suite 150 Lakewood, CO 80228 or via email at [pripko@sdmsi.com](mailto:pripko@sdmsi.com). The park areas/gazebo are available for reservation as a convenience for the District's residents for a refundable deposit of \$100. Incomplete forms will be returned.*

Contact Information:

Resident/ Name: \_\_\_\_\_  
Home Number: \_\_\_\_\_ Cell Number: \_\_\_\_\_  
Address: \_\_\_\_\_  
E-Mail Address: \_\_\_\_\_

Purpose of Reservation:

*Please provide a brief description of your event:*

Community Easter Egg Hunt  
\_\_\_\_\_  
\_\_\_\_\_

Request Details:

Park Requested:  
Community Park  Softball Field  Chatfield Farms

Area(s) Requested:  
\_\_\_\_\_  
\_\_\_\_\_

1<sup>st</sup> Preference: Date: March 30<sup>th</sup> Start Time: 11<sup>AM</sup> End Time: 2 PM  
2<sup>nd</sup> Preference: Date: \_\_\_\_\_ Start Time: \_\_\_\_\_ End Time: \_\_\_\_\_

Approximate Number of People in Attendance: 400-500

Will food be served? yes Will there be music? MC/DJ  
Food trucks

Please discuss your plan for trash/clean-up and informing guests of expectations regarding rules and parking:  
A parking plan has been created and is posted online, posted on registration page, emailed to all registrants and scheduled to go out several more times before the event.  
Trash cans will be posted throughout event and by food trucks.

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

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

**Vehicles/Parking:**

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

I acknowledge that larger events may require a parking plan to be reviewed and approved by the Board of Directors for the District.

Signature of Resident/Host: \_\_\_\_\_

Date: 3-6-24

----- The Remainder of the Form to be completed by District Management -----

Reviewed by Board of Directors on (Date): \_\_\_\_\_

Approved  Denied  More Information Requested

This agreement entered into on (date): \_\_\_\_\_

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

Amount collected: \_\_\_\_\_

*For questions about this form or the reservation process please contact Michelle Gardner at [mgardner@sdmsi.com](mailto:mgardner@sdmsi.com) or call 303-987-0835.*

**From:** [Michelle Gardner](#)  
**To:** [Peggy Ripko](#)  
**Subject:** FW: Need written plan for Easter Event  
**Date:** Thursday, March 7, 2024 11:08:17 AM  
**Attachments:** [5.png](#)  
[4.png](#)  
[3.png](#)  
[2024 RVMD Reservation Request.pdf](#)

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Here you go!

Thanks,

*Michelle Gardner*  
*Assistant Community Manager*  
Special District Management Services, Inc.  
141 Union Boulevard, Suite 150  
Lakewood, CO. 80228-1898  
[mgardner@sdmsi.com](mailto:mgardner@sdmsi.com)  
Phone: 303-987-0835 Ext. 204

---

**From:** [REDACTED]  
**Sent:** Tuesday, February 27, 2024 1:08 PM  
**To:** Michelle Gardner <[mgardner@sdmsi.com](mailto:mgardner@sdmsi.com)>  
**Cc:** Clinton Sistrunk <[clinton@sistrunkpropertygroup.com](mailto:clinton@sistrunkpropertygroup.com)>; Steven Norris <[snorris4homes@gmail.com](mailto:snorris4homes@gmail.com)>  
**Subject:** Fwd: Need written plan for Easter Event

Hi Michelle,  
Sorry for the delay in getting this information and maps over to you. Here is our summary of what we discussed last week on the phone.

The 2024 Easter Egg Hunt Event will be at the Roxborough Softball Park on Saturday, March 30th, from 11am- 2pm. We are telling the vendors and sponsors to arrive by 10am for set up. We have learned from our event last year a couple of areas of improvement.

First, once the Softball Park parking lot gets filled up, we will have a volunteer use traffic cones with caution tape to block off the entrance. That way we won't have the continued bottleneck of attendees coming in, circling the parking lot and then leaving due to them not finding a parking spot. That will alleviate a backup of cars waiting to get into the parking lot from Rampart Range Road and then cars having to wait on RRR for other cars to leave the parking lot.

Second, we are going to have signs guiding attendees to come into the Intermediate School/ Primary School Parking lots in addition to the Skate Board Park parking lot. The good news is, with no road construction due to the gas pipe going in, that will open up one more lane going both ways for better traffic flow.

Additionally, we won't have cars coming onto the field, temporarily, like last year to drop off tables and signs. Somebody said that we had cars parked on the field throughout the event but that was false, if you look at last year's pictures! We will have the bounce house vendor drive on the field so they can drop off the bounce houses and then go back up the hill and leave. Last year, they were on and off the field within less than 15 minutes.

As you know, there was zero trash left behind as we had 5 volunteers spend

15 minutes picking up any and all, left behind trash. (mainly opened Easter eggs from the kids). Trash cans, like last year, will be placed around the field and monitored.

Please look at the 2 maps attached to show where the vendors with their 6 ft tables will be located on the edge of the field. Please let me know if you have any questions.

Thank you,



**JOHN NORRIS, CLHMS, GRI, ASP, RENE**  
REALTOR, Broker Associate  
**Exp Realty:** Serving Denver Metro  
303-717-9664: [Norris4Homes@gmail.com](mailto:Norris4Homes@gmail.com)  
**Norris4Homes.com**  
South Metro Denver Realtor Association  
Member of Institute for Luxury Home Institute



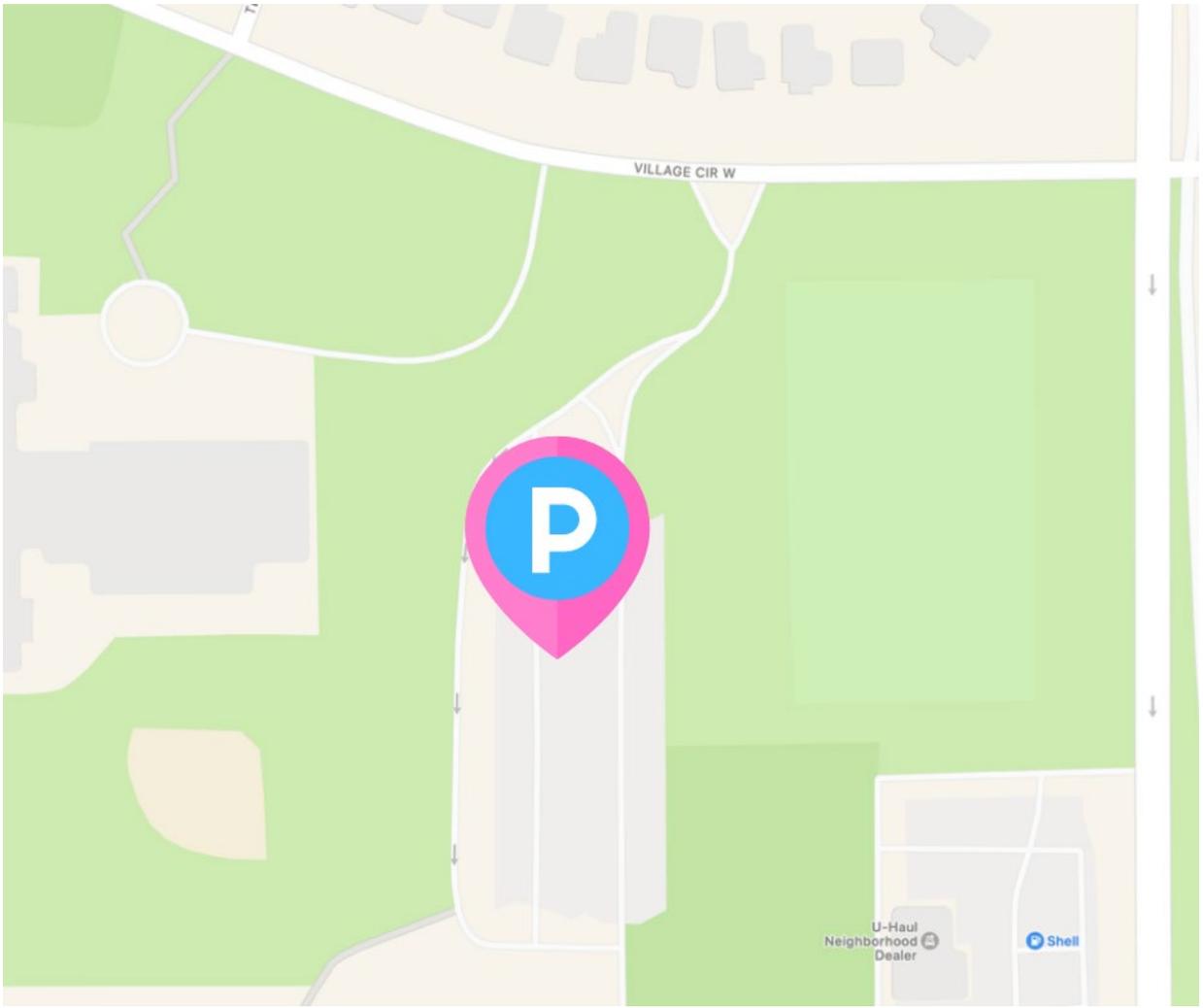
***Don't keep us a secret! Your Referral is our best compliment. If you know of anyone that can use our real estate services, we would be honored to work with them.***

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

From: **Clinton Sistrunk** <[clinton@sistrunkpropertygroup.com](mailto:clinton@sistrunkpropertygroup.com)>  
Date: Wed, Feb 21, 2024 at 10:38 AM  
Subject: Re: Need written plan for Easter Event  
To: John Norris <[norris4homes@gmail.com](mailto:norris4homes@gmail.com)>

How are these?





VILLAGE CIRCLE

