

ROXBOROUGH VILLAGE METROPOLITAN DISTRICT

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

<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
Calvin Brown	Treasurer	2023/May 2023
Travis Jensen	Secretary	2025/May 2025
Mark Rubic		2025/May 2025

DATE: March 21, 2023
TIME: 6:00 p.m.
LOCATION: Roxborough Intermediate School
Ridge Room
7370 Village Cir E
Littleton, CO 80125

And via Zoom Meeting

<https://us02web.zoom.us/j/86267550643?pwd=V3RnRGRtWkRyUIZZc1VMWTJFZjFHdz09>

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.

B. Additions/Deletions/Approval of Agenda.

II. GUEST SPEAKER

A. Presentation by Lee Johnson, Water Attorney for the District, regarding renewal of the District's water rights.

III. PUBLIC COMMENTS/HOMEOWNER REQUESTS

A. Homeowner Request
a. Shrub removal request to address vole infestation (enclosure).

IV. 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 following meetings (enclosures):
 - a. February 16, 2023
 - Monthly Invoice from Foothills Park & Recreation re: February 2023 Roxborough Village Resident Use (enclosure).
 - Updated action item (enclosure).
 - SDMS Monthly Report (enclosure).
-

IV. FINANCIAL MATTERS

- A. Review and ratify approval of the payment of claims for the periods ending as follows (enclosure):
Note: The claims listed represent only the payments approved and released during the indicated month.

Fund	Period Ending February 28, 2023
Total Claims	\$ 149,861.47

- B. Review and accept unaudited financial report for the period ending February 28, 2023 (enclosure).
-

V. OPERATION AND MAINTENANCE MATTERS

- A. Landscaping Updates- CDI Landscape, LLC
1. Update regarding spring preparation.

 2. Discussion regarding replacement of non-potable irrigation box covers.

 3. Discussion regarding using CDI for utility locate services (enclosure).

- B. Update regarding grants from Douglas County and GoCo to support a playground and/or other improvements in the District (enclosure).

C. General Updates regarding ongoing projects:

1. Chatfield Farms planter facade replacement.

2. Electrical fixes on Rampart median.

3. Pickle ball court lining (enclosure).

4. Playground repairs (to be distributed)

5. RWSD reclamation of construction staging area

D. Review and approve proposals for tree care (enclosures)

E. Other.

VI. ENGINEERING MATTERS

A. Other

VII. LEGAL MATTERS

A. Discussion regarding required signatures on Board approved resolutions.

B. Discuss update on options for addressing Sturgeon Electric failure to pay for main line repairs.

C. Discuss RWSD installation of fence around pump station.

D. Meeting Code of Conduct review and approval (enclosure).

- E. Other
-

VIII. DIRECTOR MATTERS

- A. Discuss Flock cameras and installing cameras in problem spots (enclosure).
-

- B. Discuss getting people to do various small jobs (fence repair, paint, etc.)
-

- C. Discuss creating a public calendar file.
-

- D. Discuss updating mosquito treatment maps/scope (enclosure)
-

- E. Discuss proposed revisions to softball field reservation forms (enclosure).
-

- F. Discuss proposed update to the Rules & Regs regarding Vehicles 1.17 (enclosure).
-

- G. Discuss proposed Public Meeting Notice, Agenda, Meeting Packet and Director, Consultant, or Vendor Expectations (enclosure).
-

IX. OTHER MATTERS

- A. Review actions and add to spreadsheet.
-

- X. ADJOURNMENT **THE NEXT REGULAR MEETING IS SCHEDULED FOR APRIL 18, 2023**

From: [\[Redacted\]](#)
To: [\[Redacted\]](#)
Subject: [\[Redacted\]](#)

The information contained in this e-mail is confidential and may be subject to attorney-client privilege. If you have received this e-mail in error, please notify the sender immediately by e-mail. This e-mail and any files transmitted with it are intended only for the individual named. If you are not the named addressee you should not disseminate, distribute or copy this e-mail. Please notify the sender immediately by e-mail if you have received this e-mail by mistake. If you are not the named addressee you should not disseminate, distribute or copy this e-mail. Please notify the sender immediately by e-mail if you have received this e-mail by mistake. If you are not the named addressee you should not disseminate, distribute or copy this e-mail. Please notify the sender immediately by e-mail if you have received this e-mail by mistake.

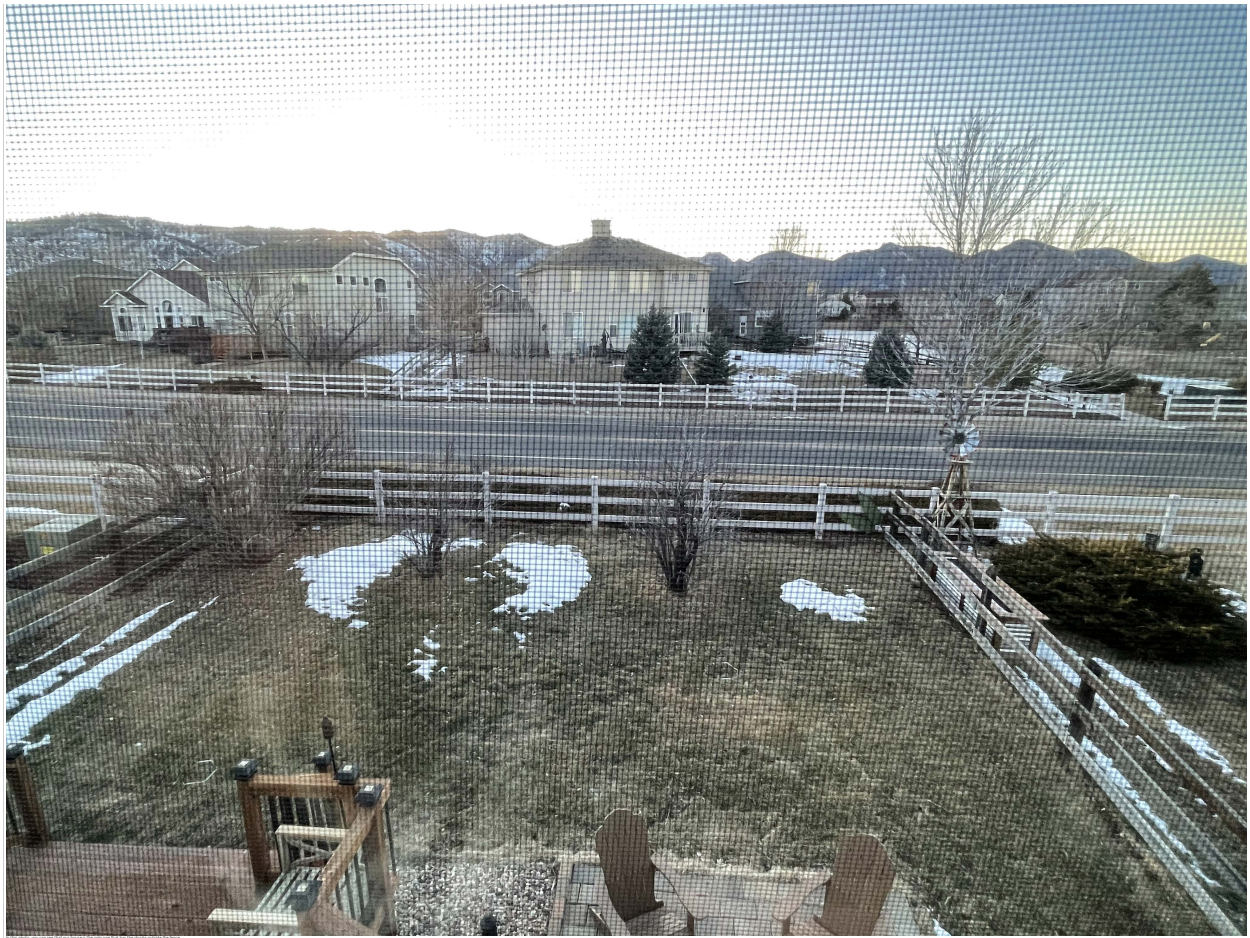
From: [\[Redacted\]](#)
To: [\[Redacted\]](#)
Subject: [\[Redacted\]](#)

From: [\[Redacted\]](#)
To: [\[Redacted\]](#)
Subject: [\[Redacted\]](#)

From: [\[Redacted\]](#)
To: [\[Redacted\]](#)
Subject: [\[Redacted\]](#)

From: [\[Redacted\]](#)
To: [\[Redacted\]](#)
Subject: [\[Redacted\]](#)





Please do not touch the equipment. We do not have a license to operate and keep our parts as close as possible.
We do not have a license to operate.
We do not have a license to operate.
We do not have a license to operate.

RECORD OF PROCEEDINGS

MINUTES OF A SPECIAL MEETING OF THE BOARD OF DIRECTORS OF THE ROXBOROUGH VILLAGE METROPOLITAN DISTRICT HELD FEBRUARY 16, 2023

A Special Meeting of the Board of Directors (referred to hereafter as the “Board”) of Roxborough Village Metropolitan District (the “District”) was convened on Thursday, the 16th day of February, 2023 at 6:00 p.m. at the Roxborough Intermediate School, located at 7370 Village Cir E.

ATTENDANCE

Directors In Attendance Were:

Mathew Hart
Ephram Glass
Calvin Brown
Travis Jensen
Mark Rubic

Director Absent Was:

Mark Rubic (excused)

Also In Attendance Were:

Deborah Prysby

CALL TO ORDER

At 6:02 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. Director Hart 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: Director Glass reviewed with the Board the proposed Agenda for this Regular Meeting.

Following discussion, upon motion duly made by Director Brown seconded by

RECORD OF PROCEEDINGS

Director Jensen and, upon vote, unanimously carried, the Board approved the agenda.

PUBLIC COMMENTS

No public comments were made.

BOARD DISCUSSION MATTERS

Review of expectations and asks of the consultants beyond what is detailed in their contracts: The Board discussed whether contractors were being requested to perform tasks in excess of their contract, or if specific tasks were missing from contracts. Director Glass discussed what would be the most economical way for the District to have utility locates performed going forward. No motions were made.

Discuss meeting time management and implementing hard meeting stops: The Board discussed implementing hard stop times for meetings. Applying t-shirt sizes to discussion items in order to allocate hard time limits to individual agenda items was also discussed. Calling a vote on items prior to discussion to determine if it was required was proposed. It was suggested that agenda items have a point-of-contact listed to whom Directors can address questions prior to regular meetings. No motions were made.

Discuss how to return to a regular routine with the consultants fully ramped up. The Board discussed the necessity of having two attorneys attend Board meetings, and if we could now limit regular meetings to just one to reduce meeting expense. Having contractors attend just their topics for the meeting, or submit a written report, and not be present for the meeting was discussed, however it was pointed out that CDI will have a learning curve in the spring, when irrigation is turned back on, and may need to attend meetings during that time. Desire was expressed to use the project spreadsheet as a guide for status updates during meetings and to record items in the spreadsheet during meetings. No motions were made..

Discuss the various site improvement plans in the shopping center and north of Waterton Rd: Relocation of wildlife in development areas was discussed. Director Glass also mentioned that rain gardens would not only control drainage from the new properties but also serve as a barrier to keep trash from blowing off the property. Concern was expressed that a McDonalds located so close to the neighborhoods would increase the number of children crossing a very busy intersection as pedestrians, in an area that has already had children hit by cars while crossing the street. Significant concern was raised by the various traffic analyses being conducted for each new property. It appears most of the traffic analyses only consider increased traffic from the property the analysis was conducted for, with no analysis considering the combined traffic increase from all

RECORD OF PROCEEDINGS

properties. Finally, it was questioned whether having a paint store so close to the neighborhood would provide easier access to spray paint for teens to create more graffiti around the community, and whether the paint store would enforce age restrictions on spray paint sales. No motions were made.

Discuss budget limitations and how to improve efficiency and identify

potential savings: In addition to the items discussed in topic C (how to return to a regular routine with the consultants fully ramped up), which were reviewed again here, the Board discussed the possibility of employing ad-hoc engineering services rather than having a full-time district engineer. Director Jensen mentioned that it would probably need to be the same engineer each time as they would need to have familiarity with the District. The board discussed previous election results on tax increases, noting that almost all failed except those having to do with preserving wildlife and open spaces. Directors Hart and Glass noted that, if the district proposed raising taxes in the future to continue operations, that the proposed tax should be focused on preserving and revitalizing our communities open green areas. It was mentioned that the state funding lost by the District when it paid off its bonds was on the order of \$200,000, and that this was a significant loss to the District's operational budget. Director Hart expressed a desire to communicate this to the community. No motions were made.

Identify methodologies for prioritizing operational tasks and capital

improvements: It was mentioned that the existing spreadsheet is working well, and this topic was not discussed further. No motions were made.

Discuss how to equitably maintain the District without causing the district

financial hardship: Discussion focused on existing agreements for maintenance that the District performs on behalf of HOAs. Director Glass pointed out that several agreements use vague language and should probably be refined. Director Hart expressed a desire to standardize agreements for all HOAs but no clear way to achieve this was evident. Director Glass proposed three options for equitable maintenance of District monuments: 1) perform it everywhere for free, 2) perform it everywhere for a fee, or, 3) do not perform any. Director Glass also identified areas currently being mowed that the District may not need to mow. No motions were made.

Other: There were no other Director matters to discuss.

ADJOURNMENT

There being no further business to come before the Board at this time, upon motion duly made by Director Hart, seconded by Director Brown and, upon vote, unanimously carried, the Special Meeting was adjourned at 8:08 p.m.

RECORD OF PROCEEDINGS

Respectfully submitted,

By: _____
Secretary for the Meeting

Month	Billed
2022	
January	1,587.76
February	1,795.55
March	1,003.76
April	2,514.30
May	1,332.01
June	1,701.42
July	3,291.40
August	1,431.49
Septmber	987.42
October	\$718.13
November	\$3,076.51
December	\$869.01
	\$20,308.76
Budgeted	\$17,500.00
YTD	\$20,308.76
Remaing	-\$2,808.76
Percent	1.160500571

2023	Users/Items	Billed
January	161	\$2,033.76
February	130	\$1,161.67
March		
April		
May		
June		
July		
August		
September		
October		
November		
December		
Total		\$3,195.43
Budgeted		\$22,500.00
YTD		\$3,195.43
Remaining		\$19,304.57
Percernt Remaining		0.857980889

Status	Assigned to	Task	Task Action	Due Date	Priority	Completed Date	Priority Factors	Category	Delegatable to Board	Notes
Complete	SDMS	Add Traffic Complaint Line to website	Execute	2/1/2023	Low	3/1/2023		Traffic	No	Posted on 1/26
Complete	SDMS	Ask for Traffic Complaint Line	Follow-up	2/1/2023	Low	3/1/2023		Traffic	Yes	All info is here: https://www.dcsheiff.net/vehicles-and-traffic/traffic-concerns-and-complaints/
Complete	SDMS	Communicate to HOAs about potential of working with CDI for snow removal	Outreach	2/1/2023	Medium	3/1/2023	Public desire	Snow Removal	No	Email sent on 1/24/2023.
Complete	SDMS	Reach out to Lora Thomas about Sterling Ranch's request to delay park build-outs	Outreach	1/20/2023	High	3/1/2023	Time limiting	Development	No	Sent on 1/20. Commissioner Thomas contacted SDMS by phone on 1/24 to say she appreciated email and voted no.
Complete	SDMS	Request spreadsheet from Foothills with invoices	Follow-up	2/1/2023	Low	3/1/2023		Foothills	No	Conversatoin on 1/25. Agreed to send in new format. Will confirm with January billing.
Complete	SDMS	Schedule open forum with sheriff and community	Table		Low	3/1/2023		Graffiti & Vandalism	No	We can add this to a future event - we would get little turnout with only this discussed
Complete	SDMS	Set calendar reminder to post 2022 audit upon completion and approval by the board	Update/Maintain Files		Low	3/1/2023		Calendar	No	Reminder set for the week of July meeting. Will update as/if needed.
Complete	SDMS	Discuss SDMS doing inspections on snow removal	Add to future meeting's agenda	2/14/2023	Low	3/1/2023		Snow Removal	No	Add to February agenda
Complete	SDMS	Follow-up with CDI about chemicals used for graffiti removal	Follow-up		Low	3/1/2023		Graffiti & Vandalism	Yes	Received on 2/21/2023 - to be included in weekly update on 2/24
Complete	SDMS	Follow-up with CDI about snow removal and areas of concern or improvement	Follow-up	1/25/2023	High	3/1/2023	Safety	Snow Removal	Yes	Continue conversation with CDI, forwarding concerns, and reviewing maps.
Complete	SDMS	Renew SDA membership	Execute	3/1/2023	Medium	3/1/2023	Low delay cost	Administrative	No	25% discount if paid by 3/1/2023
Complete	SDMS	Update website	Update/Maintain Files	3/1/2023	Medium	3/1/2023	Legal requirement Board desire	Website	No	Specific updates to be provided by Board
Complete	SDMS	Weekly Update and Monthly Report	Execute	2/14/2023	High	3/1/2023	Board desire	Administrative	No	Weekly updates have started, management report for February meeting.
Complete	SDMS	Combine operational task list with capital projects list in Excel	Update/Maintain Files	2/21/2023	High	3/1/2023	Moderate delay cost Board desire	Project Management	Yes	
Complete	SDMS	Follow-up with CDI about graffiti	Follow-up		Low	3/1/2023		Graffiti & Vandalism	Yes	
Complete	Kelley	Get formal plan for remediation of staging area from Rox Water	Outreach	2/21/2023	Low	3/1/2023		Landscape Management	No	
Complete	Kelley	Negotiate with Metco receiver on outstanding invoices	Outreach	2/14/2023	High	3/1/2023	Legal requirement	Metco	No	
Complete	SDMS	Post updated landscape and snow removal maps	Execute	3/1/2023	Medium	3/1/2023	Public desire	Website	No	
Complete	Kelley	Reach out to developer of Sherwin-Williams to ask about mitigation plan for prairie dogs	Outreach	1/27/2023	High	3/1/2023	Time limiting	Development	No	
Complete	SDMS	Reach out to gas line installers on Rampart Range Rd	Outreach	2/21/2023	High	3/1/2023	High delay cost	Locates	No	
Complete	SDMS	Reserve room for Feb 15th or 16th for board meeting	Outreach	2/1/2023	High	3/1/2023	Time limiting	Meetings	No	
Complete	SDMS	Send out Engineering RFP and remove old RFP postings	RFP	1/27/2023	High	3/1/2023	Safety High delay cost	Engineering RFP	No	These have been reposted again with the March Deadline and additional requests and invitations have been sent to the usual suspects.
Complete	Gembok	Follow-up on January Snow billing and capital fund expenses.		3/21/2023	High	3/1/2023				
Complete	SDMS	Request updated proposal for pickleball striping	Obtain proposal	3/21/2023	Medium	3/6/2023	Public desire	Tennis Courts	No	Requested week of 1/23, awaiting response. Propose received on 3/6/2023 and included in packet for 3/21 meeting.
Complete	SDMS	Request updated proposal from Game-Set-Match	Obtain proposal	3/21/2023	Low	3/15/2023		Tennis Courts	No	Requested week of 1/23, awaiting response. Follow up emails in February/March. Agreed to pictures and notice on 3/15/2023.
Complete	SDMS	Tennis Court Fencing Repair - Contact CDI or Field Services to provide estimate for fence.		4/18/2023	High					SDMS did basic fix.
Complete	SDMS	Tennis Court Gate Repair - dragging/sticking.	Field services	4/1/2023	Medim	3/3/2023	Public Desire	Tennis Courts	No	SDMS field services was able to rehang/repair the gates the week of 3/1/2023. Picture and video available.
Dependent	Engineer	Bridge replacement at south creek crossing	Execute		Low			Bridge	No	
Dependent	Engineer	Get permitting to do wildfire mitigation	Execute		High		Safety	Wildfire Mitigation	No	
Dependent	SDMS	Pending response from developer, reach out to CPW and Highlands Ranch about prairie dog relocation and management	Outreach		High		Time limiting Public desire	Landscape Management	Yes	
Dependent	CDI	Program WeatherTrak system	Execute	6/30/2023	Medium		Moderate delay cost	Irrigation	No	
Dependent	Engineer	Propose fix for second pump intake at Crystal Lake	Obtain proposal		Medium		Moderate delay cost	Irrigation	No	
Dependent	Engineer	Renew WeatherTrak and Mission Communications contracts	Execute	4/1/2023	Medium		Moderate delay cost	Irrigation	No	
Dependent	Engineer	Set-up as-built process to identify replaced faulty equipment to better identify weak spots in the irrigation system and models of equipment that are prone to failure	Execute		Low			Engineering	No	
Dependent	Engineer	Talk with Douglas County about drainage channel issues on west side of Rampart Range Rd	Outreach		Low			Landscape Management	No	
Dependent	Engineer	GIS initiative to map the irrigation system and other RVMD assets (trash cans, etc.)	Execute	2/14/2023	Medium		Moderate delay cost	GIS	No	Confirmed for February meeting.
In Progress	SDMS	Discuss acceptance of 16B HOA tract(s)	Execute	4/18/23	Low			Agreements	No	Added to agenda for April meeting
In Progress	SDMS	2023 Election work	Execute		High		Legal requirement	Elections	No	Call for nominations and self-nomination forms posted, conversation with legal and others about ballot boxes
In Progress	SDMS	Agreements and Easements on Website		5/1/2023	Medium		Transparency	Website		In Progress - need input from Board
In Progress	SDMS	Find out if we can use ballot box at library	Outreach	1/1/2025	Low		Time limiting Public desire	Elections	No	Have reached out to Rox Water and Library about hosting box. Also will be connecting with Ireland Stapleton Atty about this week of 1/30.

Status	Assigned to	Task	Task Action	Due Date	Priority	Completed Date	Priority Factors	Category	Delegatable to Board	Notes
In Progress	Ephram	Finish greenhouse	Execute	6/1/2023	Low			Landscape Management	Yes	Waiting on contractor to finish assembly
In Progress	SDMS	Fix district email accounts	Update/Maintain Files		Low			Google Accounts	No	Back-end work should be completed. Waiting on confirmation from Board members.
In Progress	SDMS	Get proposals from contractors on Chatfield Farm planter stone facade replacement/repair	Obtain proposal	4/18/2023	High		Safety	Landscape Repair	No	Requesting updated proposals to include stone, not stucco. Requested week of 1/23. Follow-up conversations with both.
In Progress	SDMS	Get tree care bids from SavATree and Davey Tree	Obtain proposal	3/21/2023	Medium		Moderate delay cost	Tree Care	No	Proposals in progress.
In Progress	SDMS	Look into Flock cameras	Add to future meeting's agenda	3/21/2023	High		Safety Moderate delay cost	Graffiti & Vandalism	No	Conversation on 1/25 with representative. Available for February or March meeting for presentation. Approx \$2400 per camera annually. Included on March board meeting agenda.
In Progress	Ireland Stapleton	Sign replacements	Add to future meeting's agenda	6/20/2023	High		Safety Public desire	Signs	No	Postponed from 1/25/2023 meeting - need to add to future agenda
In Progress	SDMS	Review insurance coverages	Research and Execute	5/31/2023	Low		Low delay cost	Insurance	No	Outreach to Insurance folks to schedule a meeting to review information and coverages.
In Progress	SDMS	Images/Pictures on Environmental Committee page - Firefox	Research and Execute	4/1/2023	Low			Website	No	Images are displaying incorrectly in Firefox. Review and update.
In Progress	SDMS	Discuss having CDI do utility locates	Add to future meeting's agenda	3/21/2023	Medium		Moderate delay cost	Locates	Yes	Included on March agenda.
In Progress	SDMS	Review and approve new mosquito treatment scope	Obtain proposal	5/10/2023	Medium		Public desire	Mosquitoes	No	New maps have been created but not approved. Discuss additional scope with Ron per Board.
In Progress	SDMS	Graffiti - request rates and cost information from previous contractor for graffiti removal in the district to compare costs.	Research and Execute	4/15/2023	Medium			Graffiti & Vandalism	No	Reached out to prior company on 3/15.
Open	SDMS	Ask SDMS facilities guys to get repair proposals for various items	Obtain proposal	3/21/2023	Medium		Time limiting	Landscape Repair	No	Small repairs needed: fence repairs, adding fences to keep people on paths, fixing paint, repairing playground equipment, etc.
Open	SDMS	Continue to try to get electric repaired on Rampart Range Rd	Follow-up		Low			Landscape Repair	No	
Open	SDMS	Correct softball field drainage issues	Obtain proposal	4/18/2023	Medium		Public desire	Softball Field	Yes	Ask CDI to add additional soil and overseed
Open	SDMS	Create a public, shared calendar file for meetings and events	Execute		Medium		Public Desire	Meetings	No	Google has step-by-step instructions for this
Open	SDMS	Discuss adding reservation system for tennis courts	Add to future meeting's agenda	4/18/2023	Medium		Public desire	Tennis Courts	No	
Open	SDMS	Electric vehicle requirement for CDI	Follow-up	4/1/2023	Low			Landscape Contract	No	
Open	SDMS	Explore installing district owned cameras	Add to future meeting's agenda	6/20/2023	Medium		Moderate delay cost	Graffiti & Vandalism	No	
Open	SDMS	Fix electric in Community Park bathroom	Obtain proposal	6/1/2023	Medium		Moderate delay cost	Landscape Repair	No	If sewage pump is not fixed, there is a potential for things to get stinky
Open	SDMS	Follow-up with deputy Blanchard about engine breaking enforcement	Follow-up	4/18/2023	Low			Traffic	No	
Open	SDMS	Follow-up with Diversified Underground on problems with their invoices	Follow-up		Low			Locates	No	
Open	Ephram	Inserts for new home buyers in the district	Follow-up		Low			Communications	Yes	Currently waiting on SDA to assist
Open	SDMS	Look into Sheriff installed temporary cameras	Follow-up	4/18/2023	Medium		Moderate delay cost	Graffiti & Vandalism	No	
Open	SDMS	Reach out to Douglas County, GoCo, and SDA about grants for playground and other projects	Outreach	4/18/2023	High		Time limiting Public desire	Playground	No	
Open	SDMS	Replace green irrigation covers with purple	Obtain proposal	4/18/2023	Low			Landscape Repair	Yes	
Open	SDMS	Check In to shorter web addresses		5/1/2023	Low		Public Desire	Website		
Open	SDMS	Website - ADA Accessibility	Research and Execute	7/1/2024	Medium			Website		Some fixes will be easy in terms of navigation and headers. Remediating older pdf documents and agreements will be more time consuming and expensive. Conversation with legal about what needs to be on site, and WCAG requirements.

**Roxborough Village Metropolitan District
District Management Report
February 15-March 16, 2023**

Homeowner Communication Overview:

1. Snow Removal-

There were 0 reported concerns from Homeowners related to Snow Removal for this month. Overall snow removal seemed to be a smoother process and the warmer weather helped melt some of the long-standing icy areas within the District. CDI continues to be very communicative before, during, and after snow events.

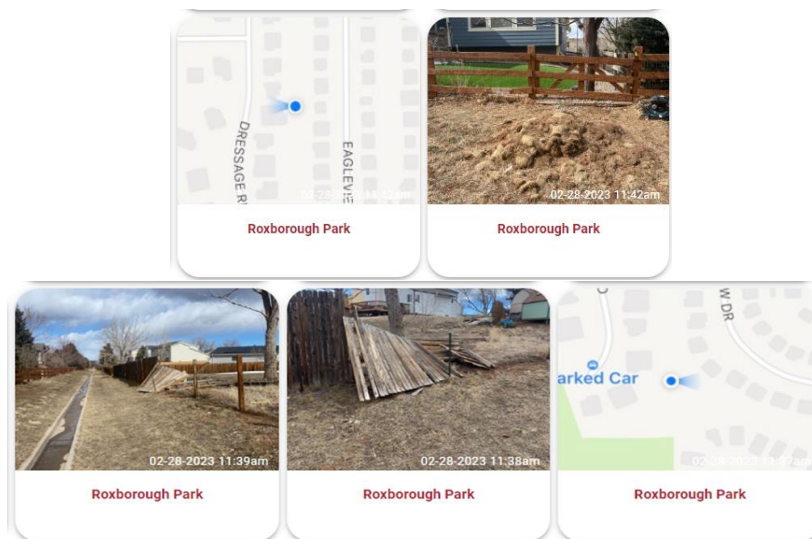
2. 2023 Elections-

There were several emails and phone calls between SMDS and Debra Prysby related to the election and the submission of the Self-Nomination Form. Ms. Prysby and Director Glass were the only individuals to submit Self-Nomination Forms for the election. As such, the election is cancelled and Director Glass and Ms. Prysby will be deemed elected for 4 year terms beginning in May.

- SDMS continues to complete the processes of cancelling the election and submitting the necessary paperwork and documentation for compliance purposes. (Notice of Cancellation and Resolution Cancelling Directors Election, etc.)
- We will work with legal to prepare Oaths of Office and other information for May.
 - The next election will be in 2025.

3. Fences/Public Space

We received 1 email from a resident reporting concerns about damaged and downed fencing in a public space. The email also expressed concerns about a resident dumping landscape and other materials in the common areas.



- CDI investigated and determined that the fences in question were not District property. We coordinated with the appropriate HOA's to address the concerns.
 - A board member also identified another damaged/downed fence that is not within an HOA. We are working with Legal Counsel to send appropriate communications.

4. Voles

We received an email from a resident expressing concerns about voles living in the shrubs on District property that are causing damage to their landscape and yard. The resident is requesting to have the shrubs removed to limit the habitat for the voles. More information and pictures are included in your packet and this is on the agenda for review and discussion.

5. Parks

We received 2 emails from Residents/HOAs about the status of the Park Closures. We responded that we would communicate with the Board and get back to them soon with an update.

Contractor/Consultant Communication Overview:

1. Snow Removal (CDI)

February 15th Snow Storm

- There were 13 emails between SDMS and CDI related to this snow storm. There were 0 reported concerns from homeowners.
- We also had a zoom meeting with CDI on 3/16/2023 to discuss...
- There was one concern reported by Director Glass clarifying that the area by the traffic circle should no longer be cleared (east of the playground) and concerns about the path on the west of the playground being poorly plowed, including rocks and mulch being spilled onto the path.



- CDI responded to this concern and addressed the issues.

- There also three emails related to snow drifts created by the high winds. CDI addressed these areas of concern and continued ice mitigation along Village Circle West and Dovetail way.



February 22nd Snow Storm

- There were 6 emails and several phone calls between CDI and SDMS about this storm. There were 0 reported concerns from homeowners.
 - This storm never really materialized and totals never exceeded .5-1.0 inches. It was determined via conversations with SDMS and CDI that a full push was not needed (the trigger was not met) and CDI would focus on addressing any icy areas upon the storm's completion.



Snow Removal Budget – It has been an unusually cold and snowy winter to date. Several storms have required and/or received requests from the Board for additional work and/or ice mitigation. As such, we are trending over on the snow budget for the year. As we enter what is traditionally the “snowiest” part of the year this is something we should be aware of in order avoid further impact to the budget.

Communication During Snow Events – We received a request from Director Rubic for real time updates regarding decisions being made about snow removal (trigger being met, etc.) in order to stay informed and respond to any inquiries from residents. We have had no snow events since that request was received. Please let us know if you would like to be included on such updates.

2. Planter Repair – Stone Veneer/Mason

There were 3 emails and 2 phone calls with contractors about repairing the planter and replacing the stone veneer. The contractors are unable to pursue the bid as they no longer have masons on staff or subcontracted. We will continue to look for masons who are able to complete the project. We can also pursue the concerns with rebar/safety in the short term.

3. Tree Care

We have had 10+ emails and 5+ phone calls with Davey Tree and Sav-A-Tree regarding their bids/proposals for tree care this month. Both companies had several questions about the District, the timeline for proposals and work, and other general inquiries.

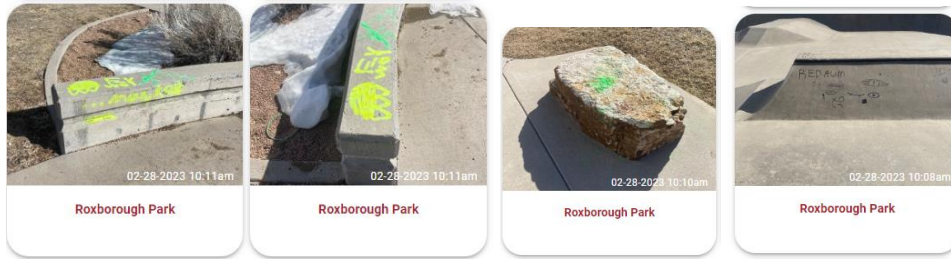
- *Davey Tree* – Davey Tree provided their completed proposal on March 15th and it is included in the packet for your review. Their bid is a single document that includes proposal for both pruning and grinding.
- *Sav-A-Tree* – Sav-A-Tree provided bids/estimates for the work requested by the District at the end of February. In the packet you should have two separate proposals from them. The first is for removals and trimming/pruning, the second is for stump grinding.

4. Graffiti/Vandalism

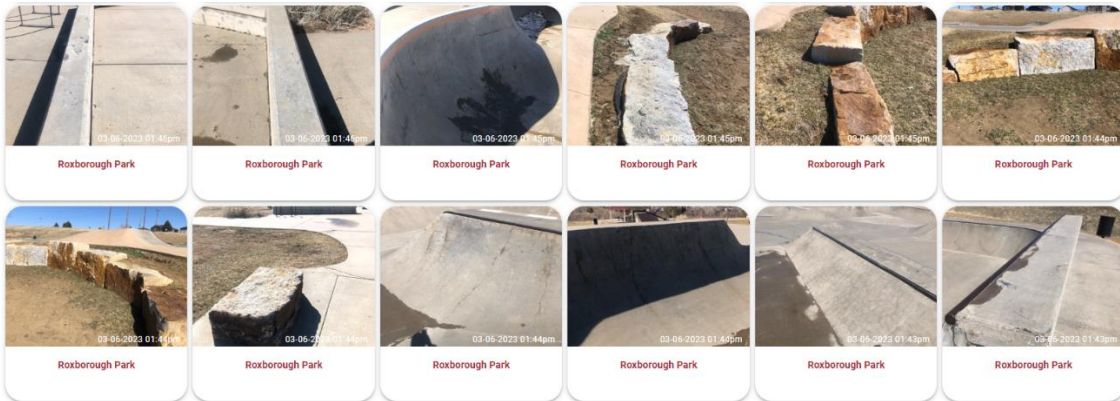
Graffiti this month seemed to be mainly in and around the skate park. There were 14 emails and 3 phone calls related to graffiti and other vandalism in the community.

- *CDI* –
 - CDI continues to report and document graffiti and vandalism in the District and provided the Board with information on the new product that they are currently using for removal
 - When asked for an estimate for removal (to be used in reporting to the Sherriff), they shared that it was hard to provide an estimate given the number of variables involved in graffiti incidents, including:
 - Location: Gondola? Skate park? In the bowl/out of bowl? Height? Accessibility?
 - Quantity: How much are we doing on this go around? What the scope of work? Lots/Little? How much water is needed?
 - Surface: Concrete removal? Painting Over? Stone/Rock removal?
 - Source of Graffiti: Paint? Spray Paint? Markers? Unknown?
 - While the cost for removal varies by incident, we have established a process that allows incidents to be discovered, reported, documented, and addressed in less than a week (3-5 days). See below for before and after photos:

Before:



After:



- CDI noted that the vandalism to the stones was more challenging and required extra time and effort to remove.
- CDI also noted that once the irrigation is turned on there will be less time and expense required for hauling water tanks to the District for removal efforts.
- *Douglas County Sherriff*
 - We reported the March incidents of graffiti to the Sherriff's Department via their online portal. The process was time consuming (fields, forms, follow-up with evidence/images, etc.) but effective.
 - The permanent case number for the March 1st report is 2023-00800153

The Board requested that we look into the price of graffiti removal, to compare the price from CDI to the company that was previously used by the District. We have requested this information from Lightning Mobile, Inc (previous company that removed graffiti) and will provide the Board the information once it is received.

5. Cameras

Flock Cameras - 2 emails and 1 phone call following up with Flock Cameras about pricing and ideas for the District. Initial suggestions and cost estimate included in the Board packet. Mr. Platt is also willing to attend a meeting and/or schedule a call to discuss Flock in more detail.

Douglas County Sherriff Temporary Cameras - We will be reaching out to the Sherriff's Office to request temporary cameras be placed with a view of the skatepark and parking lot.

6. Electric

We have had 6 emails and 2 phone conversations with 2 separate contractors about the electrical repair. We have yet to receive an estimate or proposal but have had discussions about various approaches to the repairs.

7. Landscaping

Landscaping items are starting to pick up as we approach Spring with full speed.

- *CDI* – CDI provided information about a fuel surcharge of 3% based on the rising costs of gas and diesel. This information was included in a Weekly Update.
- *ARK Ecological* – Several emails were exchanged with Ray Sperger in regards to the boards approval of the contract and additional request/requirements. Ray provided the following information and response:
 - *Notices for Spraying - As far as notices go, I could send you out a notice on Friday for the following week so that you can get it out to the residents. Then send you a notice again within about one or two days from the actual spraying date, once I hone in on the weather details (temperatures, wind speeds, and precipitation). Will that work for you and the community?*
 - *Driving on Turf/Vehicle Use - For the most part, with the truck and trailer, we try to stay off of turf that is irrigated and has sprinkler heads, so I apologize if that happened and we caused any problems. We may on occasion drive over the field where the two track trail is south of the ball field area if the ground is dry and no ruts will be created. Getting the truck onto and off of some of the trails off of main roads where there is turf between the sidewalk and the trail is nearly impossible. So this may be the case especially along Village Circle West to the west of the school. I try to drive, rather than employees, most of the time from place to place within the community to keep that from happening, and try not to drive on any of those areas, if we can avoid it. Oftentimes we will use the ATV for areas that are tight or when and where we know we may have to cross over turf. Thanks for the heads up on that issue.*
 - *Billing Details - Can you help me with the details you are looking for? The vast majority of the time we are spraying invasive weed species and sometimes cutting and bagging weed seed heads - is this what they are*

looking for? Do you want an ongoing balance remaining on each of the invoices?

- We worked with Legal to finalize the agreement and this has been executed
- *CDI*
 - Utility Locates – We confirmed costs with CDI for Utility Locates, including the cost for after hours and emergency locates. This information is included in the packet for the 3/21/2023 meeting.
 - Electric Vehicle – CDI is continuing to research potential vehicles and has explored several options. They will potentially rent a vehicle in the short term as they determine the best longer term solution in terms of cost/efficiency. CDI would also like to discuss potential locations for on-site storage and charging that are protected/secure.
 - Spring Planning – CDI shared that they have been working on several items to prepare for spring, including inspecting clocks/timers, completing trims and prunings of grasses, and other items. They have also started an inventory of trash-cans throughout the District that need to be replaced.
 - Softball Field Repairs – CDI has walked the field and there are limited options for short-term fixes. Once they turn on and become familiar with the irrigation they will be able to provide a more complete proposal.

8. Insurance Review and Payment

More than 12+ emails between members of the Operations Committee, the insurance company, and SDMS related to paying the annual premium, the increase in cost, and the assets and liabilities as listed on the renewal. We are working to schedule a meeting with the Operations Committee to review these items with the insurance company in April.

9. Tennis and Pickleball

Repairs – SDMS Field Services staff was able to repair the gate to the tennis courts by adjusting and rehangng them. The gates are no longer scraping on the surface of the court.



The sign for the courts has some stickers/graffiti on it that could be cleaned/removed. The sign is also very faded and hard to read. Replacement signs come in a variety of styles and range between \$25 and \$75, depending on style, size, and material.



Maintenance – We provided Game-Set-Match with additional information about the Board’s requests and timing at the end of February and followed-up with them on March 3rd and March 13th requesting a response and confirmation that they were amenable to the requested changes. On March 14th we received a response from Game-Set-Match indicating that they wanted to move forward with the contract for 2023 and would meet the additional requirements (photos, notice of cleaning) requested by the Board.

Painting/Lining – We exchanged several emails and had several phone conversations with George Tavares at Coatings inc. George provided a bid/proposal that is included in this month’s packet for your review. The proposal includes two configurations for the Board to consider.

General Note

Several contractors have indicated that they are short staffed and/or not looking to bid on specific projects. Several are also discussing the potential of charging for estimates (\$200-300) to offset costs. We will continue to work to find contractors but it has been challenging to get responses and follow-through.

Community Communication Overview:

1. Project Referrals/Acceptances/Agreements/Proposals

Chatfield Farms Reimbursement Agreement – There were 8 emails between legal counsel, SDMS, and the Operations Committee discussing the agreement and attempting to gain additional clarity. Katie James provided some additional insight and historical context. Kelley is still working to get a “better understanding of where the District is on reimbursement obligations” and Gemsbok should be tracking expenditures for maintenance.

Concrete for R16B – There were more than 10 emails between legal counsel, SDMS, the Operations Committee, and HOA management. We continue to work to gain more clarity about the particular items being requested by the HOA and have discussed the need for a more formal agreement and process with legal counsel.

Roxborough Water – Fencing Around Pump Station – There were 14 emails between legal counsel, Roxborough Water, the Operations Committee, and SDMS regarding the request to install a fence around the pumps station. There are ongoing discussions with legal counsel to determine how best to balance “RSWD’s right to construct a fence within the context of RVMD maintaining the right to grant additional non-exclusive easements within the easement area.” We will be discussing this in more detail at this month’s meeting and are working to schedule a walk of the site with RSWD, RVMD, and other impacted parties.

2. HOAs – Fencing and Public Space

6 emails were exchanged between the Community Managers for Chatfield Farms 1B and Roxborough Village 1st to address the damaged/downed fences and dumping in the public spaces. We worked to confirm location and verified that notice would be sent to the homeowners upon their inspection of the community.

3. Staging Area Seeding

Director Glass shared a series of 3 emails regarding the reseeding of the staging area and other steps being taken to prepare the soil. The contractor is completing the soil preparation, seeding and blankets on or around March 15th. Director Glass was able to complete the wildflower last week. The contractor has been instructed to address some remaining debris and other concerns related to leveling the ground.

4. Election

The Notice of Cancellation for the election was posted on the District Website.

5. GoCO – Grants

We were able to connect with Chris Aaby, the regional contact for RVMD at GOCO and schedule a meeting to discuss programs and opportunities for the District. The meeting was on March 16th and we will be provide an update at this month’s meeting and will include additional information in the packet. There were 12 emails related to contacting GOCO and coordinating a meeting.

Park Facility Permits:

We continue to receive request for reservations and work to process the reservations and collect deposits and fees. We have also started exploring options to automate the reservation process and include options for online payments. More information about these options will be discussed at a later meeting after the Board has a chance to discuss and determine next steps for the District website. The reservations currently on the books are:

1. April 12 2023 – June 15, 2023 – 4:30-8:30PM - \$500 deposit received, \$2000 fee
2. April 8, 2023 – 10:00AM-2:00PM - \$100 deposit received
3. May 27, 2023 – 1:00PM-4:00PM - \$100 deposit received

Based on feedback from folks making reservations we updated the website to include additional information and details about the process, including costs and how to submit payment.

CORA Requests:

1. No CORA requests were received during this time.

Website Comments:

1. We received one comment/concern on the website last month:

Tell us more: Please work to gain attention of Douglas County Sherriff's Department to create a culture of speed enforcement on Waterton Road, especially between Rampart Range Road and Waterton Canyon. The pattern of excessive speeds is dangerous. Thank you.

- We responded to the resident with information on how to report concerns to the Douglas Country Sherriff via the information on their website.

Claims
February 2023

	<u>Feb 23</u>
Colorado Special Districts Property and L	-37,962.00
Consolidated Divisions Inc	-48,422.77
Foothills Park & Recreation District	-2,033.76
Gembok Consulting Inc.	-3,031.73
Ireland Stapleton Pryor & Pascoe PC	-33,466.64
Metco Landscape, LLC	-20,000.00
District Special District Association of	-1,013.01
Colorado United Site Services	-3,867.06
Utility Notification Center of Colorado	-64.50
TOTAL	<u><u>-149,861.47</u></u>

Roxborough Village Metro District

Executive Summary

As of February 28, 2023

Summary

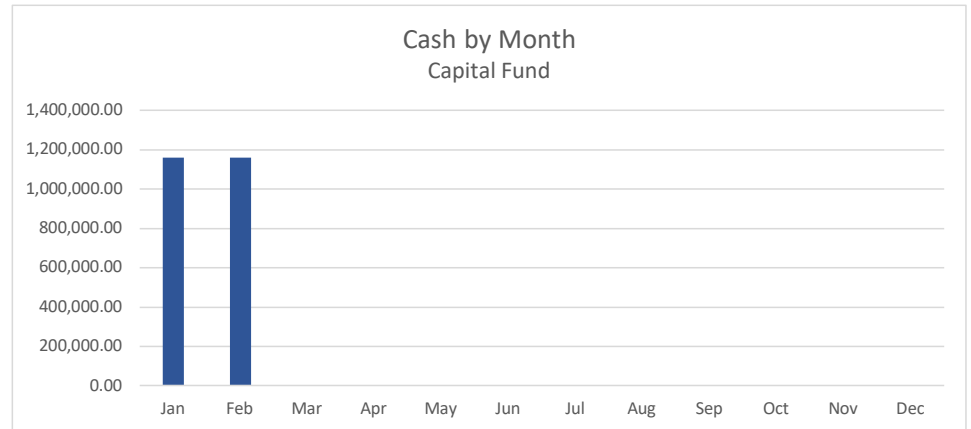
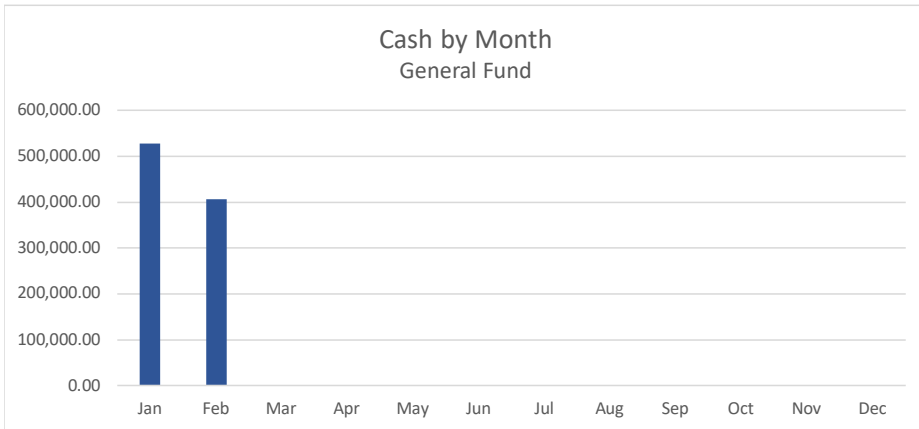
The district received its first property tax payment for the year in the amount of \$26,927.00. We anticipate the payment for March will be significantly larger. Snow removal fees on the year are higher than average. Draft bar charts for revenue and expenses by month have been created per the BOD's request and are located at the end of the executive summary. We have added a threshold tracker for Chatfield Farms per the boards request.

Key Performance Metrics

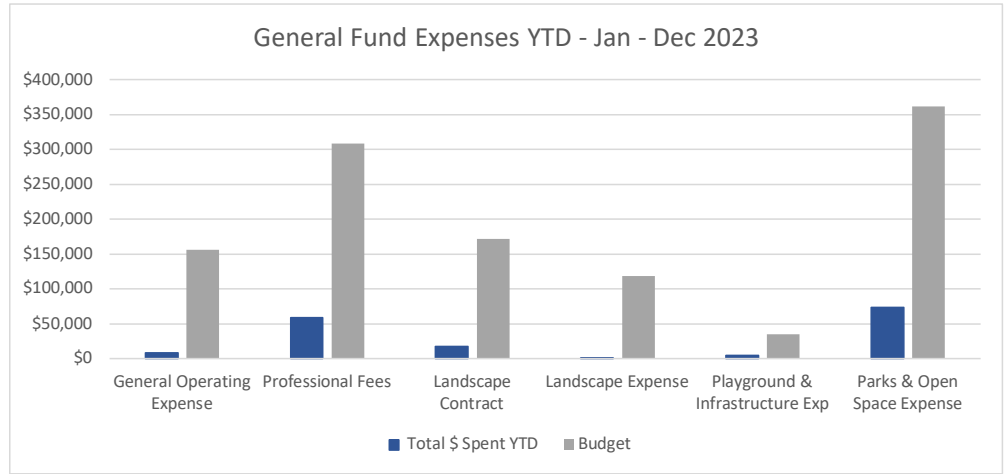
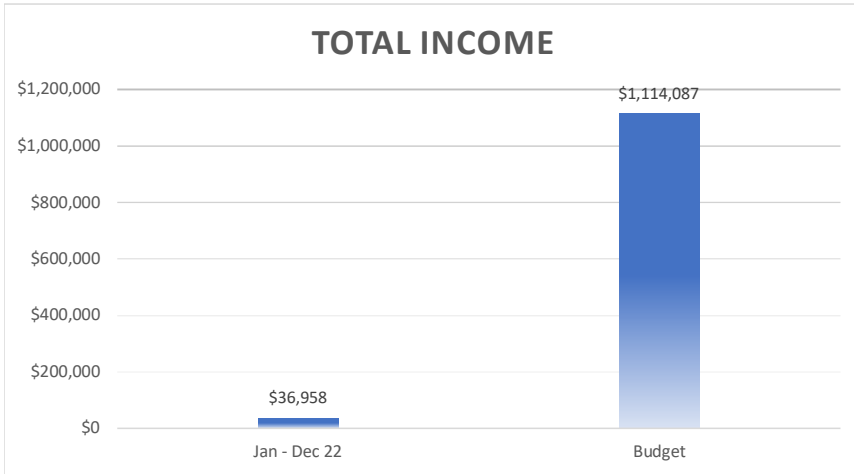
Cash Position



Cash balances continue to be low as we wait for 2023 property tax payments to settle. As the district enters audit season the auditors may ask that certain expenses be accrued back to 2022 or forward to 2023.

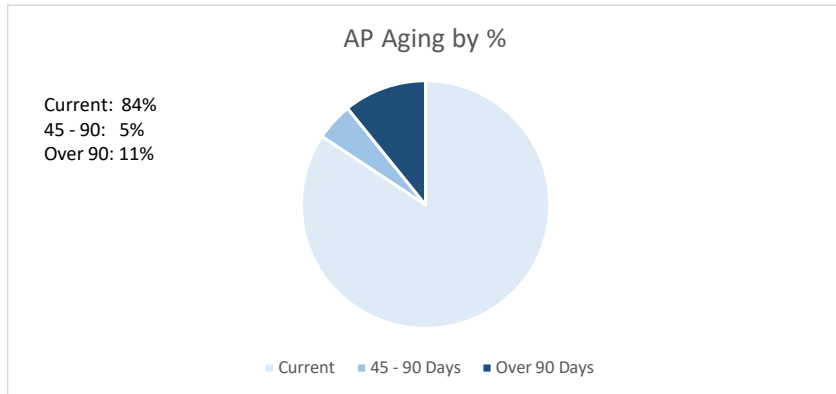


Income & Expenses



Snow removal fees through February are \$69,495.00 compared to \$34,308.00 at this time last year. Legal fees and District Management fees were higher than average in January, but have fallen back in line for February. As the year progresses we will continue to monitor expense trends for 2023 as well as in comparison to historical years. The new revenue and expense graphs will be able to assist in monitoring these trends as the months progress.

Accounts Payable



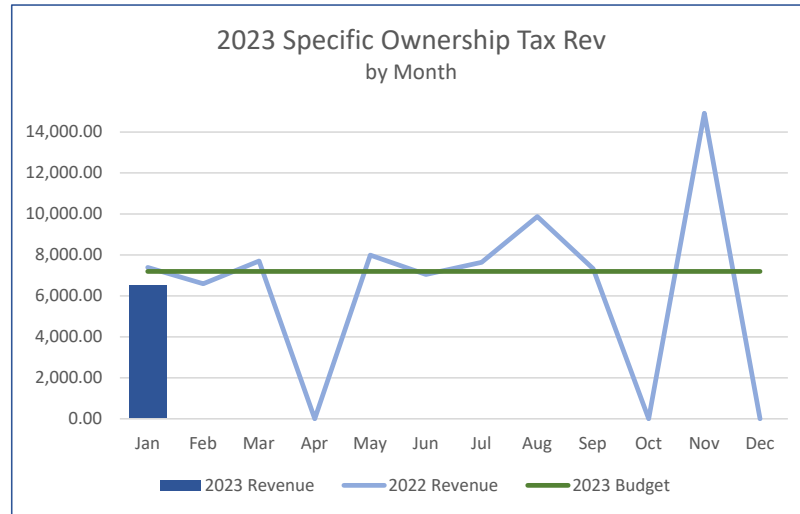
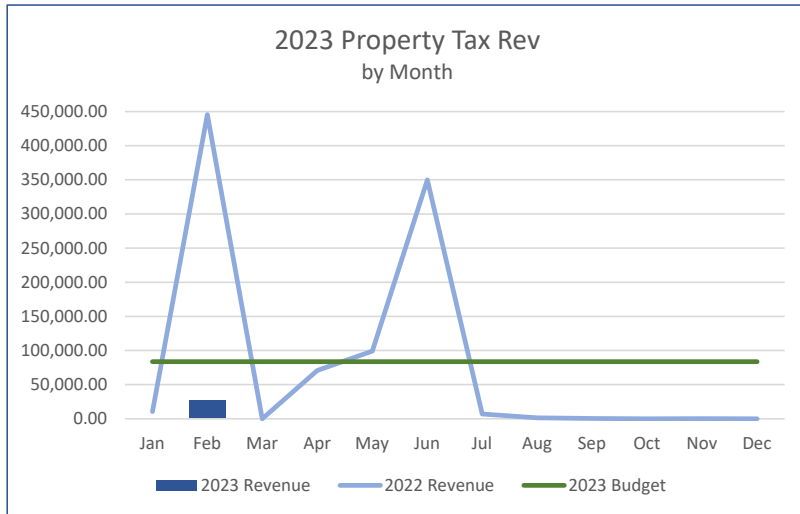
Based on the current reporting, 16% of Accounts Payable are over 45 days past due which is down 38% from last month. The total value of the past due bills through February are \$96,883.96. The value of the current bills are \$53,865.54.

The Metco claim was settled at \$20,000.00 and paid in full at the end of February. Gemsbok will continue to work with the board on AP approval processes to keep old AP percentages low.

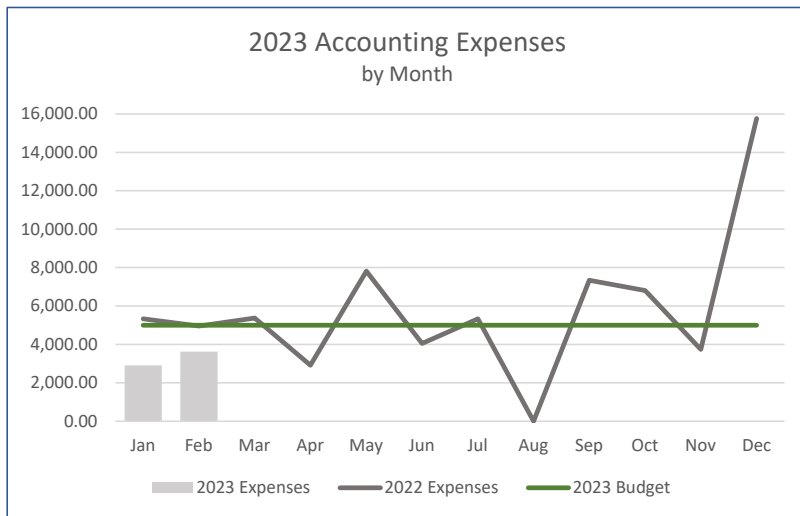
Revenue and Expense Trends by Type

As of February 28, 2023

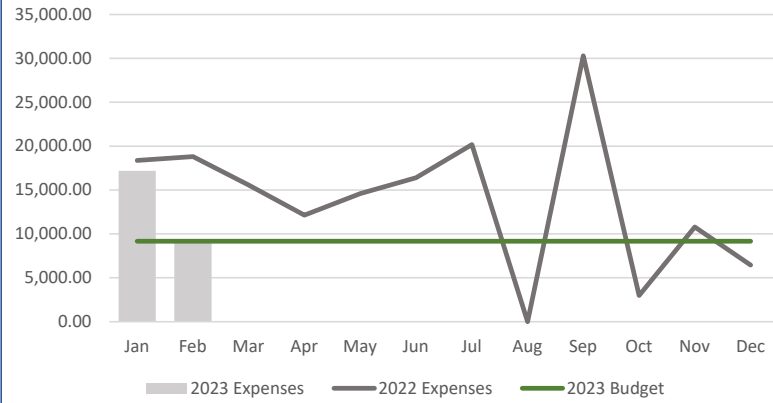
Revenue



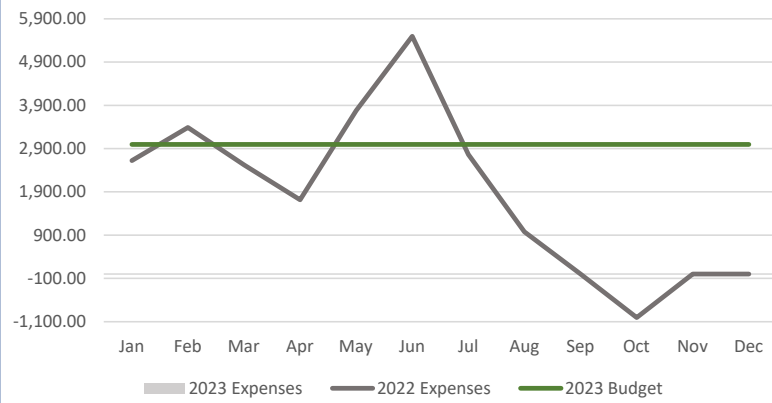
Expenses



2023 District Mgmt. Expenses
by Month



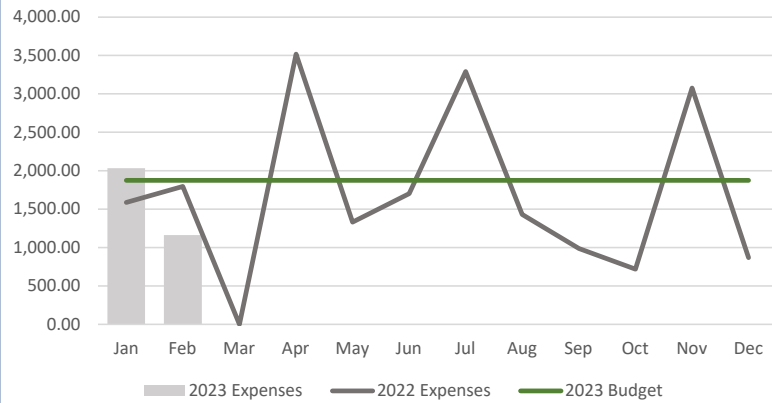
2023 Engineering Expenses
by Month

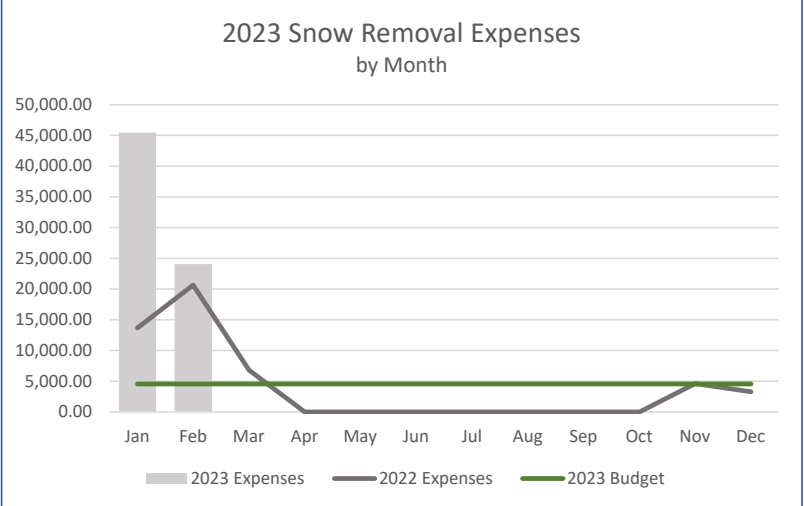
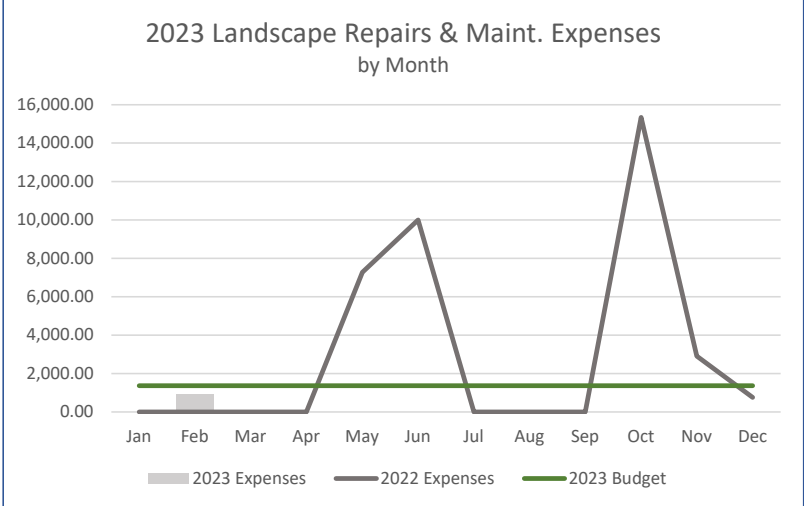
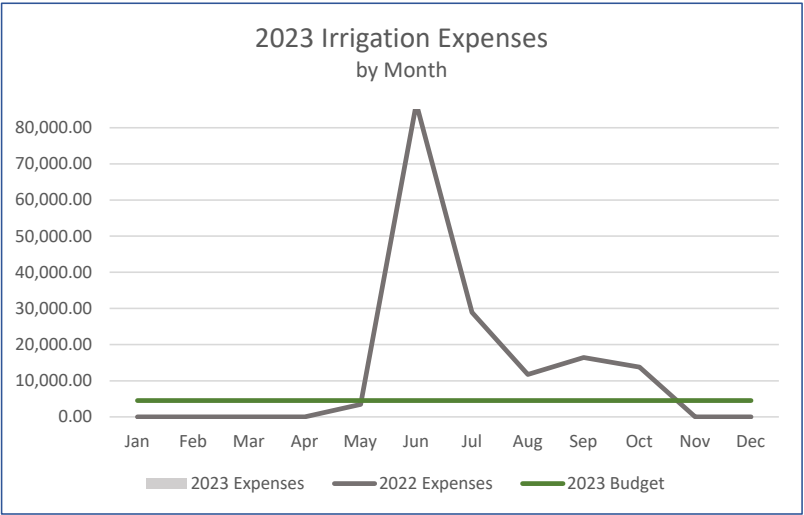
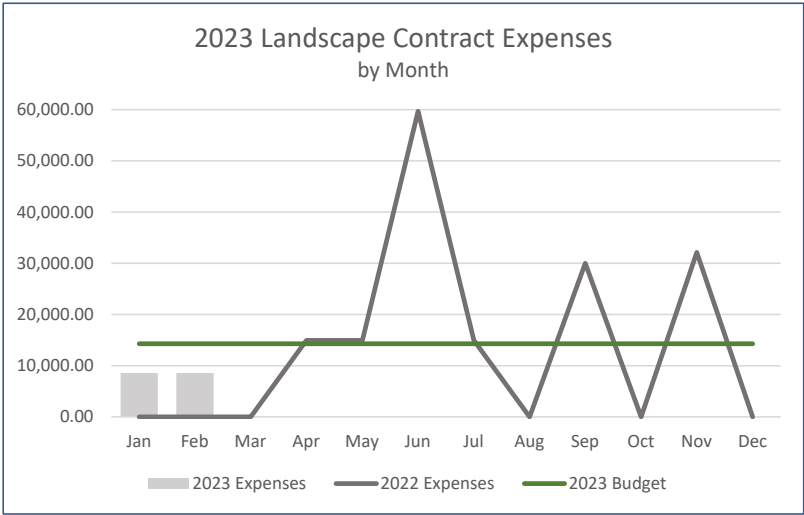


2023 County Treasurer Expenses
by Month



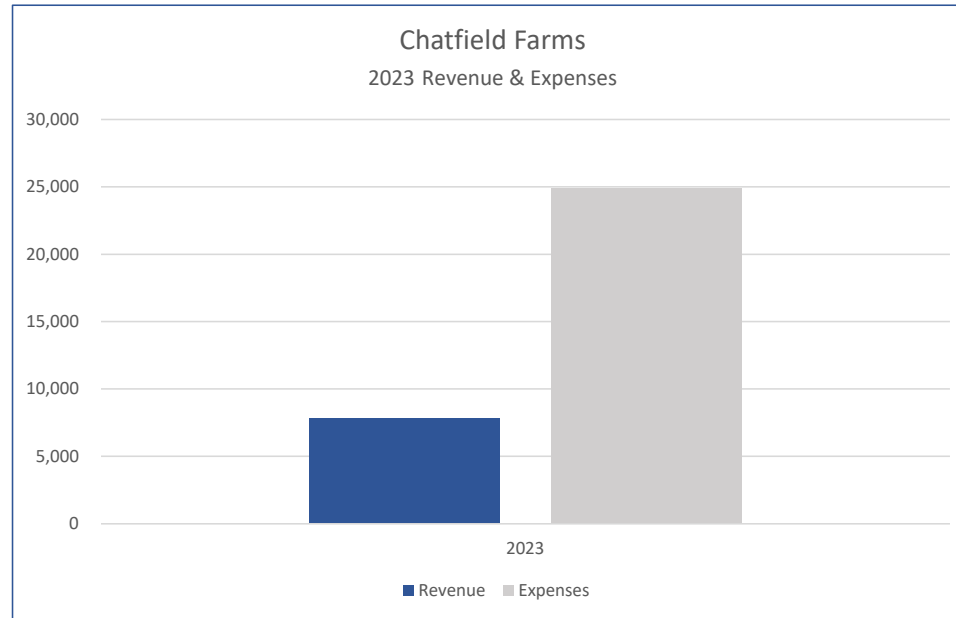
2023 Foothills Park & Rec Expenses
by Month





Chatfield Farms Revenue vs. Expenses

Per the Chatfield Farms Reimbursement Agreement, Chatfield Farms revenue cannot exceed expenses. Below is an annual revenue vs. expense tracker which will be updated monthly to ensure Chatfield Farms stays within the threshold.



Roxborough Village Metro District
Balance Sheet by Class
 As of February 28, 2023

8:11 AM
 03/08/2023
 Accrual Basis

	<u>100-General Fund</u>	<u>200 - Capital Project Fund</u>	<u>300 - Debt Service Fund</u>	<u>TOTAL</u>
ASSETS				
Current Assets				
Checking/Savings				
10100 · General Operating Acct	353,300.17	-322,223.52	0.00	31,076.65
10500 · ColoTrust Funds	52,950.06	1,484,829.58	220.35	1,537,999.99
Total Checking/Savings	<u>406,250.23</u>	<u>1,162,606.06</u>	<u>220.35</u>	<u>1,569,076.64</u>
Other Current Assets				
13000 · Due from Capital Projects Fund	230.59	0.00	0.00	230.59
14010 · Prepaid Expense	501.00	0.00	0.00	501.00
14020 · Taxes Receivable	1,029,247.00	0.00	0.00	1,029,247.00
15000 · Bond Fund 1993 A&B	0.00	0.00	10.24	10.24
Total Other Current Assets	<u>1,029,978.59</u>	<u>0.00</u>	<u>10.24</u>	<u>1,029,988.83</u>
Total Current Assets	<u>1,436,228.82</u>	<u>1,162,606.06</u>	<u>230.59</u>	<u>2,599,065.47</u>
TOTAL ASSETS	<u>1,436,228.82</u>	<u>1,162,606.06</u>	<u>230.59</u>	<u>2,599,065.47</u>
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Accounts Payable				
20000 · Accounts Payable	77,762.64	19,121.35	0.00	96,883.99
Total Accounts Payable	<u>77,762.64</u>	<u>19,121.35</u>	<u>0.00</u>	<u>96,883.99</u>
Other Current Liabilities				
22000 · Payroll Liabilities				
20210 · Federal Tax	1.80	0.00	0.00	1.80
20240 · State Tax	6.00	0.00	0.00	6.00
Total 22000 · Payroll Liabilities	<u>7.80</u>	<u>0.00</u>	<u>0.00</u>	<u>7.80</u>
23010 · Deferred Revenue-Taxes	1,029,247.00	0.00	0.00	1,029,247.00
24100 · Due to Capital Improvement Fund	0.00	0.00	230.59	230.59
Total Other Current Liabilities	<u>1,029,254.80</u>	<u>0.00</u>	<u>230.59</u>	<u>1,029,485.39</u>
Total Current Liabilities	<u>1,107,017.44</u>	<u>19,121.35</u>	<u>230.59</u>	<u>1,126,369.38</u>
Total Liabilities	<u>1,107,017.44</u>	<u>19,121.35</u>	<u>230.59</u>	<u>1,126,369.38</u>
Equity				
32001 · Retained Earnings	-104,247.87	-456,392.15	-1,229,610.62	-1,790,250.64
34000 · Restricted Net Assets				
34010 · Nonspendable	502.00	0.00	0.00	502.00
34020 · Restricted	0.00	1,593,341.54	0.00	1,593,341.54
34040 · Assigned	124,413.00	0.00	0.00	124,413.00
34050 · Emergency Reserve 3%	34,200.00	0.00	0.00	34,200.00
Total 34000 · Restricted Net Assets	<u>159,115.00</u>	<u>1,593,341.54</u>	<u>0.00</u>	<u>1,752,456.54</u>
39000 · Unrestricted Net Assets	400,664.60	0.00	1,229,610.62	1,630,275.22
Net Income	-126,320.35	6,535.32	0.00	-119,785.03
Total Equity	<u>329,211.38</u>	<u>1,143,484.71</u>	<u>0.00</u>	<u>1,472,696.09</u>
TOTAL LIABILITIES & EQUITY	<u>1,436,228.82</u>	<u>1,162,606.06</u>	<u>230.59</u>	<u>2,599,065.47</u>
UNBALANCED CLASSES	0.00	0.00	0.00	0.00

Roxborough Village Metro District Profit & Loss Budget vs. Actual

January through February 2023

	Jan - Feb 23	Budget	Budget Variance	% of Budget
Ordinary Income/Expense				
Income				
41000 · Property Tax Income				
41010 · Specific Ownership Tax	6,529	86,294	(79,765)	8%
41020 · Property Tax	26,927	1,003,565	(976,638)	3%
41000 · Property Tax Income - Other	0	0	0	0%
Total 41000 · Property Tax Income	33,456	1,089,859	(1,056,403)	3%
43000 · Park and Field Income				
43010 · Sports Field Fees	0	2,000	(2,000)	0%
Total 43000 · Park and Field Income	0	2,000	(2,000)	0%
46000 · Interest Income				
46010 · General Bank Account Interest	5,995			
46000 · Interest Income - Other	6,513	20,000	(13,487)	33%
Total 46000 · Interest Income	12,507	20,000	(7,493)	63%
48000 · CTF/Lottery Income	0	44,000	(44,000)	0%
49000 · Miscellaneous Income				
49020 · Refunds	0	3,000	(3,000)	0%
49000 · Miscellaneous Income - Other	0	2,000	(2,000)	0%
Total 49000 · Miscellaneous Income	0	5,000	(5,000)	0%
Total Income	45,963	1,160,859	(1,114,896)	4%
Gross Profit	45,963	1,160,859	(1,114,896)	4%
Expense				
50000 · Treasurer Fees	290	16,483	(16,193)	2%
51000 · General Overhead				
51005 · Dues & Subscriptions	0	1,526	(1,526)	0%
51010 · Communication / Website Expense	0	2,180	(2,180)	0%
51015 · Postage & Shipping	0	0	0	0%
51030 · Security Expense	0	239	(239)	0%
51050 · Utilities Expense	4,474	23,112	(18,638)	19%
51060 · District Functions/Events	0	0	0	0%
Total 51000 · General Overhead	4,474	27,057	(22,583)	17%
52000 · Computer & Software Expenses				
52040 · Software & Online Subscriptions	711	425	286	167%
52000 · Computer & Software Expenses - Other	0	0	0	0%
Total 52000 · Computer & Software Expenses	711	425	286	167%
52500 · Insurance Expense				
52550 · General Insurance	0	5,232	(5,232)	0%
52500 · Insurance Expense - Other	0	29,648	(29,648)	0%
Total 52500 · Insurance Expense	0	34,880	(34,880)	0%
52600 · Election Expense	0	45,000	(45,000)	0%
53000 · Board of Director's Expense				
53010 · Directors' Stipend	1,600	8,720	(7,120)	18%
53040 · BOD Conference/Retreat Expense	1,013			
Total 53000 · Board of Director's Expense	2,613	8,720	(6,107)	30%
53500 · Community Relations Exp.				
53520 · Newsletter Expense	0	4,360	(4,360)	0%
Total 53500 · Community Relations Exp.	0	4,360	(4,360)	0%
54000 · Payroll Expenses				
54060 · Employer Payroll Taxes	122	1,274	(1,152)	10%
54000 · Payroll Expenses - Other	14			
Total 54000 · Payroll Expenses	136	1,274	(1,138)	11%

Roxborough Village Metro District Profit & Loss Budget vs. Actual

January through February 2023

	Jan - Feb 23	Budget	Budget Variance	% of Budget
57000 · Professional Services Fees				
57010 · Auditing	0	6,540	(6,540)	0%
57020 · Legal Expenses	27,275	103,550	(76,275)	26%
57030 · Accounting Services	6,805	63,815	(57,010)	11%
57040 · District Management	27,282	162,102	(134,820)	17%
57050 · Engineering Expense	0	35,970	(35,970)	0%
57070 · Master Plan Fee	0	74,500	(74,500)	0%
57085 · Paying Agent Fees	0	0	0	0%
Total 57000 · Professional Services Fees	61,363	446,477	(385,114)	14%
57500 · Misc & Petty Cash Expense	0	0	0	0%
61000 · Miscellaneous Expense	0	1,635	(1,635)	0%
61500 · Reimbursed Expenditures	0	0	0	0%
62000 · Repairs and Maintenance				
62010 · General Repairs and Maintenance	0	13,000	(13,000)	0%
62020 · Utility Locate	164	4,000	(3,836)	4%
Total 62000 · Repairs and Maintenance	164	17,000	(16,836)	1%
64000 · Landscape Expenses				
64010 · Landscape Repairs and Maint	930	43,350	(42,420)	2%
64020 · Landscape Weed Control Expense	0	48,000	(48,000)	0%
64030 · Irrigation Expense	0	53,995	(53,995)	0%
64040 · Landscape Contract	17,134	171,335	(154,201)	10%
Total 64000 · Landscape Expenses	18,063	316,680	(298,617)	6%
65000 · Playground & Infrastructure Exp				
65010 · Playground Repairs and Maint	0	16,350	(16,350)	0%
65030 · Graffiti Removal /Vandalism Exp	4,255	3,815	440	112%
65040 · Skate Park Maintence	0	15,000	(15,000)	0%
Total 65000 · Playground & Infrastructure Exp	4,255	35,165	(30,910)	12%
68000 · Parks & Open Space Expense				
68010 · Foothills Park & Rec Fees	3,195	22,500	(19,305)	14%
68020 · Mosquito Control Expense	0	10,000	(10,000)	0%
68025 · Water Expense	98			
68030 · Seasonal Lighting Expense	0	15,260	(15,260)	0%
68045 · Tree Care Expense	0	82,000	(82,000)	0%
68050 · Portable Restroom Exp.	889	7,630	(6,741)	12%
68065 · Water Rights Expense	0	125,350	(125,350)	0%
68070 · Snow Removal Expense	69,495	54,500	14,995	128%
68080 · Algae Control Exp.	0	5,450	(5,450)	0%
68085 · Annual Trails Maintenance	0	114,450	(114,450)	0%
68090 · Pond Maintenance	0	5,509	(5,509)	0%
68095 · Open Space Maintenances / Fire	0	27,250	(27,250)	0%
Total 68000 · Parks & Open Space Expense	73,678	469,899	(396,221)	16%
68500 · Park & Recreation Events				
68540 · Community Service Events	0	1,700	(1,700)	0%
Total 68500 · Park & Recreation Events	0	1,700	(1,700)	0%
70000 · Bond Interest & Principal Exp.				
70010 · Bond Interest - Series 1993	0	0	0	0%
70020 · Bond Principal - Series 1993	0	0	0	0%
70110 · Bond Interest - Series 2014	0	0	0	0%
70120 · Bond Principal - Series 2014	0	0	0	0%
Total 70000 · Bond Interest & Principal Exp.	0	0	0	0%
80000 · Capital Expenses				
80020 · Irrigation Improvements	0	100,000	(100,000)	0%
80030 · Spillway / Embankment Cost	0	0	0	0%
80060 · Plant Nursery	0	10,000	(10,000)	0%
80070 · New Playground	0	350,000	(350,000)	0%
80000 · Capital Expenses - Other	0	0	0	0%
Total 80000 · Capital Expenses	0	460,000	(460,000)	0%
99000 · Contingency	0	113,852	(113,852)	0%
Total Expense	165,748	2,000,607	(1,834,859)	8%
Net Ordinary Income	(119,785)	(839,748)	719,963	14%

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

January through February 2023

	Jan - Feb 23	Budget	Budget Variance	% of Budget
Other Income/Expense				
Other Expense				
78500 · Reserve Expense	0	0	0	0%
99900 · Non-Operating Expense				
99960 · Transfers	0	0	0	0%
Total 99900 · Non-Operating Expense	0	0	0	0%
Total Other Expense	0	0	0	0%
Net Other Income	0	0	0	0%
Net Income	(119,785)	(839,748)	719,963	14%

Roxborough Village Metro District
Capital Fund Profit & Loss Budget vs. Actual
 January through February 2023

	<u>Jan - Feb 23</u>	<u>Budget</u>	<u>Budget Variance</u>	<u>% of Budget</u>
Ordinary Income/Expense				
Income				
41000 · Property Tax Income	0	0	0	0%
46000 · Interest Income	9,005	15,000	(5,995)	60%
48000 · CTF/Lottery Income	0	44,000	(44,000)	0%
49000 · Miscellaneous Income	0	3,000	(3,000)	0%
Total Income	<u>9,005</u>	<u>62,000</u>	<u>(52,995)</u>	<u>15%</u>
Gross Profit	9,005	62,000	(52,995)	15%
Expense				
51000 · General Overhead	0	0	0	0%
52000 · Computer & Software Expenses	16			
54000 · Payroll Expenses	0	500	(500)	0%
57000 · Professional Services Fees	2,454	137,667	(135,213)	2%
61500 · Reimbursed Expenditures	0	0	0	0%
62000 · Repairs and Maintenance	0	2,100	(2,100)	0%
64000 · Landscape Expenses	0	27,000	(27,000)	0%
68000 · Parks & Open Space Expense	0	107,920	(107,920)	0%
80000 · Capital Expenses	0	460,000	(460,000)	0%
99000 · Contingency	0	60,713	(60,713)	0%
Total Expense	<u>2,470</u>	<u>795,900</u>	<u>(793,430)</u>	<u>0%</u>
Net Ordinary Income	<u>6,535</u>	<u>(733,900)</u>	<u>740,435</u>	<u>(1)%</u>
Net Income	<u><u>6,535</u></u>	<u><u>(733,900)</u></u>	<u><u>740,435</u></u>	<u><u>(1)%</u></u>

Roxborough Village Metro District
General Fund Profit & Loss Budget vs. Actual
January through February 2023

	<u>Jan - Feb 23</u>	<u>Budget</u>	<u>Budget Variance</u>	<u>% of Budget</u>
Ordinary Income/Expense				
Income				
41000 · Property Tax Income	25,663	790,002	(764,339)	3%
43000 · Park and Field Income	0	2,000	(2,000)	0%
46000 · Interest Income	2,557	5,000	(2,443)	51%
49000 · Miscellaneous Income	0	2,000	(2,000)	0%
Total Income	<u>28,220</u>	<u>799,002</u>	<u>(770,782)</u>	<u>4%</u>
Gross Profit	28,220	799,002	(770,782)	4%
Expense				
50000 · Treasurer Fees	247	12,089	(11,842)	2%
51000 · General Overhead	3,860	24,048	(20,188)	16%
52000 · Computer & Software Expenses	638	425	213	150%
52500 · Insurance Expense	0	29,648	(29,648)	0%
52600 · Election Expense	0	36,007	(36,007)	0%
53000 · Board of Director's Expense	2,613	7,412	(4,799)	35%
53500 · Community Relations Exp.	0	3,706	(3,706)	0%
54000 · Payroll Expenses	136	774	(638)	18%
57000 · Professional Services Fees	50,072	259,923	(209,851)	19%
57500 · Misc & Petty Cash Expense	0	0	0	0%
61000 · Miscellaneous Expense	0	1,390	(1,390)	0%
61500 · Reimbursed Expenditures	0	0	0	0%
62000 · Repairs and Maintenance	149	13,265	(13,116)	1%
64000 · Landscape Expenses	15,545	224,198	(208,653)	7%
65000 · Playground & Infrastructure Exp	3,617	33,775	(30,158)	11%
68000 · Parks & Open Space Expense	61,591	317,425	(255,834)	19%

Roxborough Village Metro District
General Fund Profit & Loss Budget vs. Actual
 January through February 2023

	<u>Jan - Feb 23</u>	<u>Budget</u>	<u>Budget Variance</u>	<u>% of Budget</u>
68500 · Park & Recreation Events	0	1,445	(1,445)	0%
99000 · Contingency	0	51,545	(51,545)	0%
Total Expense	<u>138,469</u>	<u>1,017,075</u>	<u>(878,606)</u>	<u>14%</u>
Net Ordinary Income	<u>(110,249)</u>	<u>(218,073)</u>	107,824	51%
Other Income/Expense				
Other Expense				
78500 · Reserve Expense	0	0	0	0%
Total Other Expense	<u>0</u>	<u>0</u>	<u>0</u>	<u>0%</u>
Net Other Income	<u>0</u>	<u>0</u>	<u>0</u>	<u>0%</u>
Net Income	<u><u>(110,249)</u></u>	<u><u>(218,073)</u></u>	<u><u>107,824</u></u>	<u><u>51%</u></u>

Roxborough Village Metro District
Chatfield Farms Profit & Loss Budget vs. Actual
January through February 2023

	<u>Jan - Feb 23</u>	<u>Budget</u>	<u>Budget Variance</u>	<u>% of Budget</u>
Ordinary Income/Expense				
Income				
41000 · Property Tax Income	7,793	299,857	(292,064)	3%
46000 · Interest Income	946			
Total Income	<u>8,738</u>	<u>299,857</u>	<u>(291,119)</u>	<u>3%</u>
Gross Profit	8,738	299,857	(291,119)	3%
Expense				
50000 · Treasurer Fees	44	4,394	(4,350)	1%
51000 · General Overhead	614	3,009	(2,395)	20%
52000 · Computer & Software Expenses	57			
52500 · Insurance Expense	0	5,232	(5,232)	0%
52600 · Election Expense	0	8,993	(8,993)	0%
53000 · Board of Director's Expense	0	1,308	(1,308)	0%
53500 · Community Relations Exp.	0	654	(654)	0%
54000 · Payroll Expenses	0	0	0	0%
57000 · Professional Services Fees	8,836	48,887	(40,051)	18%
61000 · Miscellaneous Expense	0	245	(245)	0%
62000 · Repairs and Maintenance	15	1,635	(1,620)	1%
64000 · Landscape Expenses	2,519	65,482	(62,963)	4%
65000 · Playground & Infrastructure Exp	638	1,390	(752)	46%
68000 · Parks & Open Space Expense	12,086	44,554	(32,468)	27%
68500 · Park & Recreation Events	0	255	(255)	0%
80000 · Capital Expenses	0	0	0	0%

Roxborough Village Metro District
Chatfield Farms Profit & Loss Budget vs. Actual
January through February 2023

	<u>Jan - Feb 23</u>	<u>Budget</u>	<u>Budget Variance</u>	<u>% of Budget</u>
99000 · Contingency	0	1,594	(1,594)	0%
Total Expense	24,809	187,632	(162,823)	13%
Net Ordinary Income	(16,071)	112,225	(128,296)	(14)%
Net Income	<u>(16,071)</u>	<u>112,225</u>	<u>(128,296)</u>	<u>(14)%</u>

Roxborough Village Metro District
Capital Fund Profit & Loss Detail

January through February 2023

Type	Date	Num	Name	Memo	Debit	Credit	Balance
Ordinary Income/Expense							
Income							
46000 · Interest Income							
46010 · General Bank Account Interest							
Deposit	02/28/2023			Deposit		4,316.14	4,316.14
Total 46010 · General Bank Account Interest					0.00	4,316.14	4,316.14
46000 · Interest Income - Other							
Deposit	01/31/2023			Deposit		4,689.17	4,689.17
Total 46000 · Interest Income - Other					0.00	4,689.17	4,689.17
Total 46000 · Interest Income					0.00	9,005.31	9,005.31
Total Income					0.00	9,005.31	9,005.31
Gross Profit					0.00	9,005.31	9,005.31
Expense							
51000 · General Overhead							
51050 · Utilities Expense							
Check	01/10/2023		CORE Electric Cooperative				0.00
Check	01/17/2023		Roxborough Water & Sanit...				0.00
Check	01/17/2023		Roxborough Water & Sanit...				0.00
Check	01/17/2023		Roxborough Water & Sanit...				0.00
Check	01/17/2023		Roxborough Water & Sanit...				0.00
Check	01/31/2023		Xcel Energy				0.00
Check	02/09/2023		CORE Electric Cooperative				0.00
Check	02/15/2023		Roxborough Water & Sanit...				0.00
Check	02/15/2023		Roxborough Water & Sanit...				0.00
Check	02/15/2023		Roxborough Water & Sanit...				0.00
Check	02/15/2023		Roxborough Water & Sanit...				0.00
Check	02/15/2023		Roxborough Water & Sanit...				0.00
Check	02/28/2023		Xcel Energy				0.00
Total 51050 · Utilities Expense					0.00	0.00	0.00
Total 51000 · General Overhead					0.00	0.00	0.00
52000 · Computer & Software Expenses							
52040 · Software & Online Subscriptions							
Check	02/07/2023		Bill.com LLC		15.80		15.80
Total 52040 · Software & Online Subscriptions					15.80	0.00	15.80
Total 52000 · Computer & Software Expenses					15.80	0.00	15.80
57000 · Professional Services Fees							
57020 · Legal Expenses							
General Journal	01/31/2023	JanAccru...		Jan Legal Fees	821.00		821.00
General Journal	02/01/2023	JanAccru...		Jan Legal Fees		821.00	0.00
Bill	02/01/2023	144420	Ireland Stapleton Pryor & P...	January Statement for all Non Retainer Matt...	821.00		821.00
Bill	02/28/2023	145113	Ireland Stapleton Pryor & P...	February Statement for all Non Retainer Ma...	269.68		1,090.68
Total 57020 · Legal Expenses					1,911.68	821.00	1,090.68
57030 · Accounting Services							
General Journal	01/31/2023	JanAccru...		Jan Accounting Fees	121.27		121.27
General Journal	02/01/2023	JanAccru...		Jan Accounting Fees		121.27	0.00
Bill	02/02/2023	5605	Gemsbok Consulting Inc.	January Accounting Services	121.27		121.27
Bill	02/28/2023	5627	Gemsbok Consulting Inc.	February Services	150.95		272.22
Total 57030 · Accounting Services					393.49	121.27	272.22
57040 · District Management							
Bill	01/31/2023	01/31/2023	Special District Manageme...	January 2023 District Management Fees	716.28		716.28
Bill	02/28/2023	02/28/2023	Special District Manageme...	February 2023 District Management Fees	375.01		1,091.29
Total 57040 · District Management					1,091.29	0.00	1,091.29
Total 57000 · Professional Services Fees					3,396.46	942.27	2,454.19
64000 · Landscape Expenses							
64040 · Landscape Contract							
Bill	02/01/2023	2007915	Consolidated Divisions Inc	January Maintenance			0.00
General Journal	02/01/2023	JanAccru...		Jan-Mar Landscape Contract	0.00		0.00
Total 64040 · Landscape Contract					0.00	0.00	0.00
Total 64000 · Landscape Expenses					0.00	0.00	0.00
Total Expense					3,412.26	942.27	2,469.99
Net Ordinary Income					3,412.26	9,947.58	6,535.32
Net Income					3,412.26	9,947.58	6,535.32

Roxborough Village Metro District
General Fund Profit & Loss Detail

January through February 2023

Type	Date	Num	Name	Memo	Debit	Credit	Balance
Ordinary Income/Expense							
Income							
41000 · Property Tax Income							
41010 · Specific Ownership Tax							
Deposit	01/10/2023			Deposit		6,529.36	6,529.36
Total 41010 · Specific Ownership Tax					0.00	6,529.36	6,529.36
41020 · Property Tax							
Deposit	02/10/2023			Deposit		26,926.64	26,926.64
Total 41020 · Property Tax					0.00	26,926.64	26,926.64
Total 41000 · Property Tax Income					0.00	33,456.00	33,456.00
46000 · Interest Income							
46010 · General Bank Account Interest							
Deposit	02/28/2023			Deposit		1,678.49	1,678.49
Total 46010 · General Bank Account Interest					0.00	1,678.49	1,678.49
46000 · Interest Income - Other							
Deposit	01/31/2023			Deposit		1,823.57	1,823.57
Total 46000 · Interest Income - Other					0.00	1,823.57	1,823.57
Total 46000 · Interest Income					0.00	3,502.06	3,502.06
Total Income					0.00	36,958.06	36,958.06
Gross Profit					0.00	36,958.06	36,958.06
Expense							
50000 · Treasurer Fees							
Deposit	02/10/2023			Deposit	290.23		290.23
Total 50000 · Treasurer Fees					290.23	0.00	290.23
51000 · General Overhead							
51050 · Utilities Expense							
Check	01/10/2023		CORE Electric Cooperative		874.53		874.53
Check	01/17/2023		Roxborough Water & San...		195.00		1,069.53
Check	01/17/2023		Roxborough Water & San...		97.50		1,167.03
Check	01/17/2023		Roxborough Water & San...		110.50		1,277.53
Check	01/17/2023		Roxborough Water & San...		798.35		2,075.88
Check	01/17/2023		Roxborough Water & San...		97.50		2,173.38
Check	01/31/2023		Xcel Energy		20.60		2,193.98
Check	02/09/2023		CORE Electric Cooperative		884.17		3,078.15
Check	02/15/2023		Roxborough Water & San...		875.33		3,953.48
Check	02/15/2023		Roxborough Water & San...		195.00		4,148.48
Check	02/15/2023		Roxborough Water & San...		110.50		4,258.98
Check	02/15/2023		Roxborough Water & San...		97.50		4,356.48
Check	02/15/2023		Roxborough Water & San...		97.50		4,453.98
Check	02/28/2023		Xcel Energy		20.42		4,474.40
Total 51050 · Utilities Expense					4,474.40	0.00	4,474.40
Total 51000 · General Overhead					4,474.40	0.00	4,474.40
52000 · Computer & Software Expenses							
52040 · Software & Online Subscriptions							
Check	01/06/2023		Bill.com LLC		316.24		316.24
Check	02/07/2023		Bill.com LLC		379.12		695.36
Total 52040 · Software & Online Subscriptions					695.36	0.00	695.36
Total 52000 · Computer & Software Expenses					695.36	0.00	695.36
53000 · Board of Director's Expense							
53010 · Directors' Stipend							
Paycheck	02/10/2023	DD1009	Calvin Brown	Direct Deposit	200.00		200.00
Paycheck	02/10/2023	DD1010	Ephram Glass	Direct Deposit	200.00		400.00
Paycheck	02/10/2023	DD1011	Mathew Hart	Direct Deposit	200.00		600.00
Paycheck	02/10/2023	DD1012	Travis Jensen	Direct Deposit	200.00		800.00
Paycheck	02/28/2023	DD1013	Calvin Brown	Direct Deposit	200.00		1,000.00
Paycheck	02/28/2023	DD1014	Ephram Glass	Direct Deposit	200.00		1,200.00
Paycheck	02/28/2023	DD1015	Mathew Hart	Direct Deposit	200.00		1,400.00
Paycheck	02/28/2023	DD1016	Travis Jensen	Direct Deposit	200.00		1,600.00
Total 53010 · Directors' Stipend					1,600.00	0.00	1,600.00
53040 · BOD Conference/Retreat Expense							
Bill	01/31/2023	01/31/23...	Special District Associatio...		1,013.01		1,013.01
Total 53040 · BOD Conference/Retreat Expense					1,013.01	0.00	1,013.01
Total 53000 · Board of Director's Expense					2,613.01	0.00	2,613.01

Roxborough Village Metro District
General Fund Profit & Loss Detail

January through February 2023

Type	Date	Num	Name	Memo	Debit	Credit	Balance
54000 · Payroll Expenses							
54060 · Employer Payroll Taxes							
Paycheck	02/10/2023	DD1009	Calvin Brown	Direct Deposit	15.30		15.30
Paycheck	02/10/2023	DD1010	Ephram Glass	Direct Deposit	15.30		30.60
Paycheck	02/10/2023	DD1011	Mathew Hart	Direct Deposit	15.30		45.90
Paycheck	02/10/2023	DD1012	Travis Jensen	Direct Deposit	15.30		61.20
Paycheck	02/28/2023	DD1013	Calvin Brown	Direct Deposit	15.30		76.50
Paycheck	02/28/2023	DD1014	Ephram Glass	Direct Deposit	15.30		91.80
Paycheck	02/28/2023	DD1015	Mathew Hart	Direct Deposit	15.30		107.10
Paycheck	02/28/2023	DD1016	Travis Jensen	Direct Deposit	15.30		122.40
Total 54060 · Employer Payroll Taxes					122.40	0.00	122.40
54000 · Payroll Expenses - Other							
Paycheck	02/10/2023	DD1009	Calvin Brown	Direct Deposit	0.00		0.00
Paycheck	02/10/2023	DD1010	Ephram Glass	Direct Deposit	0.00		0.00
Paycheck	02/10/2023	DD1011	Mathew Hart	Direct Deposit	0.00		0.00
Paycheck	02/10/2023	DD1012	Travis Jensen	Direct Deposit	0.00		0.00
Liability Check	02/21/2023		QuickBooks Payroll Service	Fee for 4 direct deposit(s) at \$1.75 each	7.00		7.00
Liability Check	02/27/2023		QuickBooks Payroll Service	Fee for 4 direct deposit(s) at \$1.75 each	7.00		14.00
Paycheck	02/28/2023	DD1013	Calvin Brown	Direct Deposit	0.00		14.00
Paycheck	02/28/2023	DD1014	Ephram Glass	Direct Deposit	0.00		14.00
Paycheck	02/28/2023	DD1015	Mathew Hart	Direct Deposit	0.00		14.00
Paycheck	02/28/2023	DD1016	Travis Jensen	Direct Deposit	0.00		14.00
Total 54000 · Payroll Expenses - Other					14.00	0.00	14.00
Total 54000 · Payroll Expenses					136.40	0.00	136.40
57000 · Professional Services Fees							
57020 · Legal Expenses							
General Journal	01/31/2023	JanAccru...		Jan Legal Fees	19,712.39		19,712.39
General Journal	02/01/2023	JanAccru...		Jan Legal Fees		19,712.39	0.00
Bill	02/01/2023	144420	Ireland Stapleton Pryor &...	January Statement for all Non Retainer Matters	19,712.39		19,712.39
Bill	02/28/2023	145113	Ireland Stapleton Pryor &...	February Statement for all Non Retainer Matters	6,472.32		26,184.71
Total 57020 · Legal Expenses					45,897.10	19,712.39	26,184.71
57030 · Accounting Services							
General Journal	01/31/2023	JanAccru...		Jan Accounting Fees	2,910.46		2,910.46
General Journal	02/01/2023	JanAccru...		Jan Accounting Fees		2,910.46	0.00
Bill	02/02/2023	5605	Gembok Consulting Inc.	January Accounting Services	2,910.46		2,910.46
Bill	02/28/2023	5627	Gembok Consulting Inc.	February Services	3,622.80		6,533.26
Total 57030 · Accounting Services					9,443.72	2,910.46	6,533.26
57040 · District Management							
Bill	01/31/2023	01/31/20...	Special District Managem...	January 2023 District Management Fees	17,190.55		17,190.55
Bill	02/28/2023	02/28/20...	Special District Managem...	February 2023 District Management Fees	9,000.28		26,190.83
Total 57040 · District Management					26,190.83	0.00	26,190.83
Total 57000 · Professional Services Fees					81,531.65	22,622.85	58,908.80
62000 · Repairs and Maintenance							
62020 · Utility Locate							
Bill	01/31/2023	2230111...	Utility Notification Center ...	RTL Transmission	64.50		64.50
Bill	02/28/2023	2230211...	Utility Notification Center ...	RTL Transmissions	99.33		163.83
Total 62020 · Utility Locate					163.83	0.00	163.83
Total 62000 · Repairs and Maintenance					163.83	0.00	163.83
64000 · Landscape Expenses							
64010 · Landscape Repairs and Maint							
Bill	02/15/2023	021523 ...	Metco Landscape, LLC		929.86		929.86
Total 64010 · Landscape Repairs and Maint					929.86	0.00	929.86
64040 · Landscape Contract							
General Journal	01/31/2023	JanAccru...		Jan Landscape Contract	8,566.77		8,566.77
Bill	02/01/2023	2007915	Consolidated Divisions Inc	January Maintenance	8,566.77		17,133.54
General Journal	02/01/2023	JanAccru...		Jan-Mar Landscape Contract		8,566.77	8,566.77
Bill	02/28/2023	2008592	Consolidated Divisions Inc	February Maintenance	8,566.77		17,133.54
Total 64040 · Landscape Contract					25,700.31	8,566.77	17,133.54
Total 64000 · Landscape Expenses					26,630.17	8,566.77	18,063.40
65000 · Playground & Infrastructure Exp							
65030 · Graffiti Removal /Vandalism Exp							
Bill	01/12/2023	2007690	Consolidated Divisions Inc	Graffiti Removal	4,255.45		4,255.45
Total 65030 · Graffiti Removal /Vandalism Exp					4,255.45	0.00	4,255.45
Total 65000 · Playground & Infrastructure Exp					4,255.45	0.00	4,255.45
68000 · Parks & Open Space Expense							
68010 · Foothills Park & Rec Fees							
Bill	01/31/2023	SALES0...	Foothills Park & Recreati...	January 2023 Resident Use	2,033.76		2,033.76
Bill	02/28/2023	34725	Foothills Park & Recreati...	February 2023 Resident Use	1,161.67		3,195.43
Total 68010 · Foothills Park & Rec Fees					3,195.43	0.00	3,195.43

Roxborough Village Metro District
 General Fund Profit & Loss Detail

January through February 2023

Type	Date	Num	Name	Memo	Debit	Credit	Balance
68025 · Water Expense							
Bill	02/24/2023	022023	Roxborough Water & San...	Service Period 1/25/23 - 2/24/23	97.50		97.50
Total 68025 · Water Expense					97.50	0.00	97.50
68050 · Portable Restroom Exp.							
Bill	01/04/2023	INV-013...	United Site Services	January Services	444.44		444.44
Bill	01/04/2023	INV-013...	United Site Services		444.93		889.37
Total 68050 · Portable Restroom Exp.					889.37	0.00	889.37
68070 · Snow Removal Expense							
Bill	01/28/2023	2008157	Consolidated Divisions Inc	Storm Cycle 1/22/23 to 1/28/23	5,590.00		5,590.00
General Journal	01/31/2023	JanAccru...		Jan Snow Removal Services	27,009.00		32,599.00
Bill	01/31/2023	2007811	Consolidated Divisions Inc	Snow remediation 1.04 - 1.14	12,847.00		45,446.00
General Journal	02/01/2023	JanAccru...		Jan Snow Removal Services		27,009.00	18,437.00
Bill	02/01/2023	2008022	Consolidated Divisions Inc	Storm Cycle 1/17/23 to 1/19/23	25,151.00		43,588.00
Bill	02/01/2023	2008071	Consolidated Divisions Inc	Post storm ice and snow mit. 1/20/23 to 1/21/23	1,858.00		45,446.00
Bill	02/16/2023	2008462	Consolidated Divisions Inc	Storm Cycle: 02/14/23 to 02/16/23	13,697.97		59,143.97
Bill	02/18/2023	2008508	Consolidated Divisions Inc	Post-storm snow and ice mitigation 2/17/23-2/18/23	10,051.26		69,195.23
Bill	02/24/2023	2008691	Consolidated Divisions Inc	Storm Cycle 02/19/23 to 02/24/23	300.00		69,495.23
Total 68070 · Snow Removal Expense					96,504.23	27,009.00	69,495.23
Total 68000 · Parks & Open Space Expense					100,686.53	27,009.00	73,677.53
Total Expense					221,477.03	58,198.62	163,278.41
Net Ordinary Income					221,477.03	95,156.68	-126,320.35
Net Income					221,477.03	95,156.68	-126,320.35

Utility Locates

Diversified Underground

Cost – Diversified Underground charges \$150 per after-hours locate and \$75 per locate where they need to mark a utility. They charge \$5 per locate that can be “cleared” by screening the map.

CDI

Cost – CDI will charge \$80/hr. (IR Tech) to complete locates and is willing/able to provide photographs of the locations that are time stamped. This \$80/hr. will only be charged if they have to mark a utility. They will not charge for any requests that can be “cleared” by using the maps.

	Physical Locate and Marking	After Hours Locate/Marking	Cleared by Map
Diversified	\$75 per incident	\$150 per incident	\$5 per incident
CDI	\$80 per hour	\$125 per hour	No Charge

If CDI is chosen:

SDMS will need to coordinate changing the contact information with UNCC. Etc.

Legal will need to draft an agreement/addendum to include this in the contract and include any provisions about photos and liability, etc.



PROGRAM PORTFOLIO AND GRANTMAKING

AN OVERVIEW OF GOCO'S GRANT PROGRAMS AND GRANTMAKING PROCESS

GOCO

PROGRAMS OVERVIEW

A summary of GOCO's grant program background and structure.

AN INFORMED FUTURE

Evolved Approach to Grantmaking & Engagement



STRATEGIC PLANNING PROCESS

Planning process informed values -based program model developed with an emphasis on equity.



CUSTOMER SATISFACTION SURVEYS

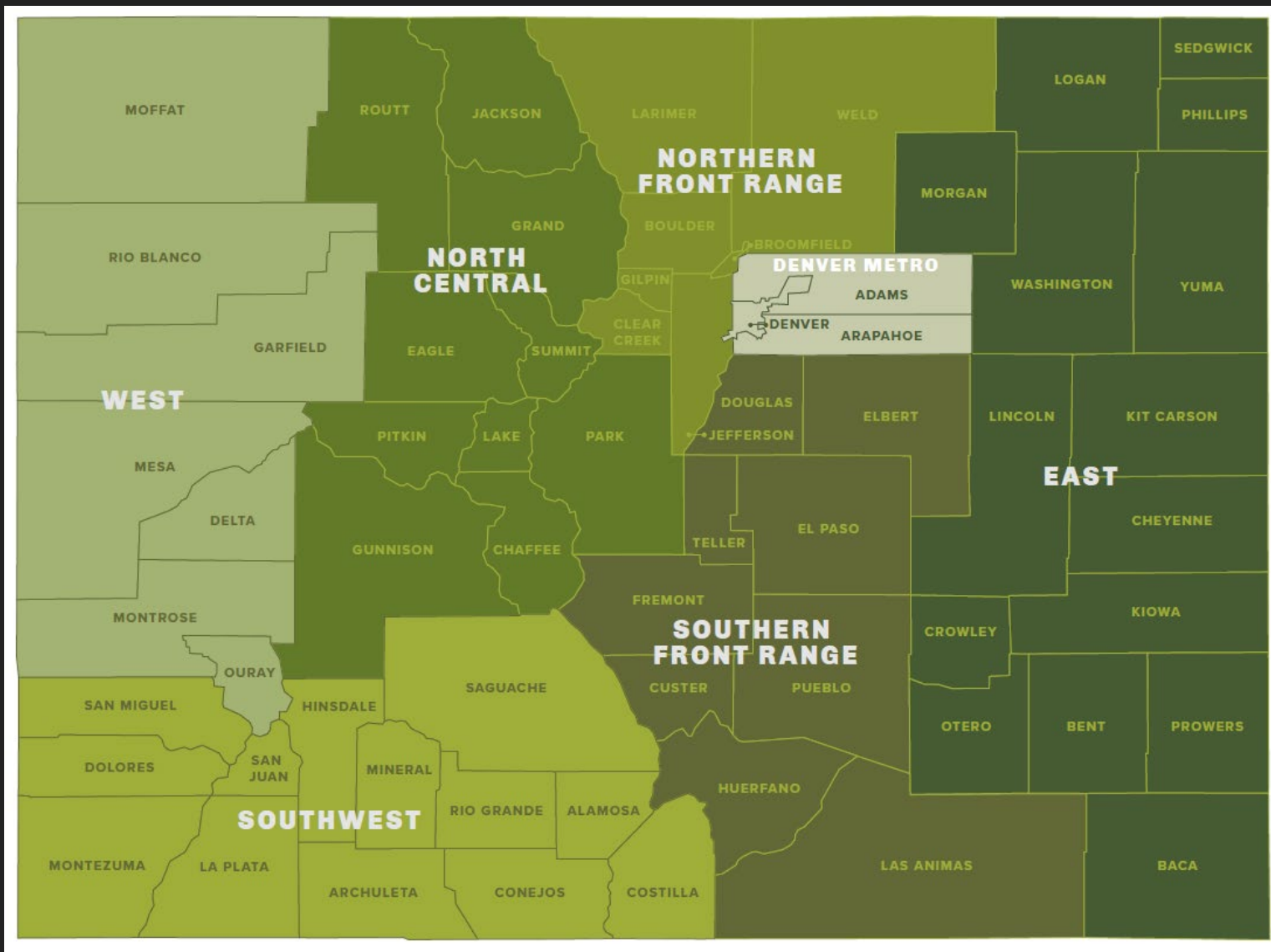
Periodic surveys revealed overall satisfaction with room to improve especially with more opportunities to engage/ apply and local representation.



STAFF TENURE AND EXPERIENCE

Collective experience and tenure among staff led to refinement of processes and procedures with an emphasis on efficiency.

REGIONAL APPROACH



PROGRAM VALUES



RESOURCE CONSERVATION

We value strategic land conservation and resource protection work.



OUTDOOR STEWARDSHIP

We support sustainability and improvements to the state's natural and recreational resources.



COMMUNITY VITALITY

We invest in conservation and outdoor recreation efforts that support communities and quality of life.



EQUITABLE ACCESS

We partner with communities to break down barriers to the outdoors.



YOUTH CONNECTIONS

We support projects and programs that help children and families get outside more often and experience all the benefits of doing so.

GOCO

PROGRAM PORTFOLIO

A summary of GOCO's grant programs.

BASE PROGRAMS

Triannual Grant Cycle



LAND ACQUISITION

Support important landscape, waterway, habitat, and public access land protection priorities.



COMMUNITY IMPACT

Develop and revitalize parks, trails, schoolyards, fairgrounds, environmental education facilities, and other outdoor projects that enhance a community's quality of life and access to the outdoors.



STEWARDSHIP IMPACT

Support collaborative stewardship work that demonstrates meaningful improvements to ecological and recreational amenities.



PLANNING & CAPACITY

Invest in planning, capacity, research, education, and storytelling projects that address opportunities, explore issues, and examine trends in the outdoors.

CENTENNIAL PROGRAM



CENTENNIAL PROGRAM – RFI COMING SOON

High-value, once-in-a-generation visions and projects that will create lasting impacts on the state and future generations.



PARTNER PROGRAMS

Annual Grant Cycle



RESTORE COLORADO - NATIONAL FISH AND WILDLIFE FOUNDATION

Improve and restore Colorado's rivers, wetlands, grasslands, forests, and other critical habitat and wildlife corridors.



CONSERVATION SERVICE CORPS – COLORADO YOUTH CORPS ASSOCIATION

Employ conservation service corps crews, including young people and veterans, on projects like trail building, fire mitigation and restoration, and eradicating invasive species.



EMERGING CONSERVATION OPPORTUNITIES – KEEP IT COLORADO

Offers organizational health, equity development, and transaction support to partners in the land conservation community.

ANNUAL PROGRAMS

Annual Grant Cycle



GENERATION WILD – INVITATION ONLY

Invests in diverse, local coalitions offering culturally relevant programs that provide youth and families with quality outdoor experiences as well as leadership and career opportunities.



FELLOWSHIP PROGRAM – INVITATION ONLY

Supports positions at partner organizations throughout Colorado for young people from diverse backgrounds to prepare for careers in the outdoors, gaining meaningful experience in the fields of conservation, recreation, and stewardship.



COLORADO PARKS AND WILDLIFE DIRECTOR'S INNOVATION FUND

Elevates unique projects by Colorado Parks and Wildlife staff that complement CPW's and GOCO's respective missions.

FUNDING REQUEST



MATCH & LEVERAGE

No predefined match requirements for any programs. Work with regional officers to provide a reasonable match amount based upon availability of local resources and other sources.



AVAILABLE FUNDING & REQUESTS	Available Funding	Request Amount
Land Acquisition	\$8.3M local gov \$5.9M open space	No Cap
Community Impact		\$100K to \$1M
Stewardship Impact		\$100K to \$300K
Planning & Capacity		No Cap
Centennial Program – Visioning	\$1.2M	\$50K to \$150K
Fellowship Program	\$600,000	Up to \$150K
RESTORE	\$3M+	No Cap
Conservation Service Corps	\$900,000	No Cap
Generation Wild	\$5M	NOT AVAILABLE

APPLICANT ELIGIBILITY



WHO CAN APPLY

All programs open to entities eligible to receive GOCO open space AND/OR local government purpose funding:

- > Colorado municipality or county
- > Title 32 special district eligible to receive distributions from the Conservation Trust Fund
- > Political subdivision of the State of Colorado that includes in its mission the identification, acquisition, or management of open space and natural areas
- > 501(c)(3) non-profit land conservation organization that includes in its mission the identification, acquisition, or management of open space and natural areas, e.g., land trusts
- > Colorado Parks and Wildlife



EXCEPTIONS

GOCO will consider awarding funds to ineligible entities on a case-by-case basis; please contact your regional program officer to discuss. As always, GOCO strongly encourages partnerships.

GOCO

GRANTMAKING PROCESS

A summary of GOCO's grantmaking process.

GRANTMAKING PROCESS



CONCEPTING

Applicants work with regional program officer to develop, refine, and submit concepts.



PROGRAMS REVIEW

Programs team reviews concepts regularly and formally upon submission of final concept papers. Programs team invites full applications from competitive concepts.



APPLICATION

Invited applicants perform site visits, provide additional and clarifying information to regional program officers, and submit final applications.



PEER REVIEW

Experienced peer reviewers evaluate proposals and advise GOCO in making funding recommendations to the Programs Committee via a consensus-based process.



PROGRAMS COMMITTEE

Programs staff presents funding recommendation for Programs Committee's consideration and approval. Committee advances recommendation to the board.



BOARD DECISION

Board approves committee funding recommendations via consent agenda or pulls consent agenda items for further discussion and decision making.

ACCESSING RESOURCES



GRANT CALENDAR

Schedule of grant program concept/application releases, decision dates, etc.



PROGRAM MATERIALS

Grant program materials, including all necessary forms for submission.



CONCEPTS & APPLICATIONS

Concept papers available on GOCO.org, applications by invite only. Materials drastically pared down to reduce time and resources spent on applying.

GOCO.ORG

Visit the website for more information.



THANK YOU.

Christopher Aaby
Program Officer, Southern Front Range
caaby@goco.org





ASPHALT AND TENNIS COURT MAINTENANCE

5903 LAMAR STREET
ARVADA, CO 80003
303.423.4303 • 303.423.4324 FAX

TENNIS/SPORT COURT PROPOSAL

To: Special Dist. Management Services Inc.	Date: March 6, 2023
141 Union Blvd.	Job Name: Roxorough Village Tennis Courts
Suite 150	Location: 7463 North Rampart Range Road
Lakewood, CO 80228	Littleton, CO 80111
	Phone No: 303-987-0835
Attn: Larry Loften	Email: lloften@sdmsi.com

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

Stripe Pickleball lines

Layout and stripe 2" pickleball lines on 1 court.
Using a 1 or 2 court configuration.
Apply light blue textured line paint.

TOTAL COST OF INSTALLED JOB ----- \$1,100.00

CONDITIONS

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

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

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

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

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

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

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

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

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

Notes:

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

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

Accepted by: _____

Coatings, Inc.

Company _____

George Tavaréz

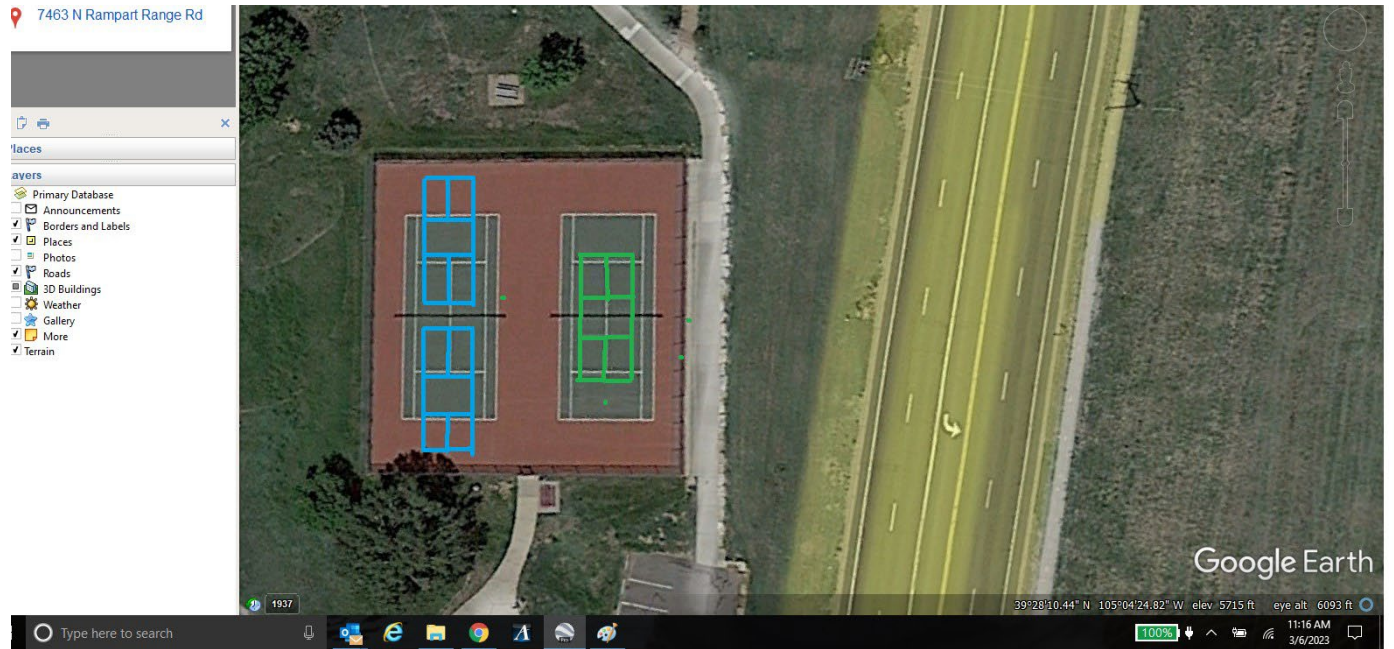
Name _____

By: *George Tavaréz*

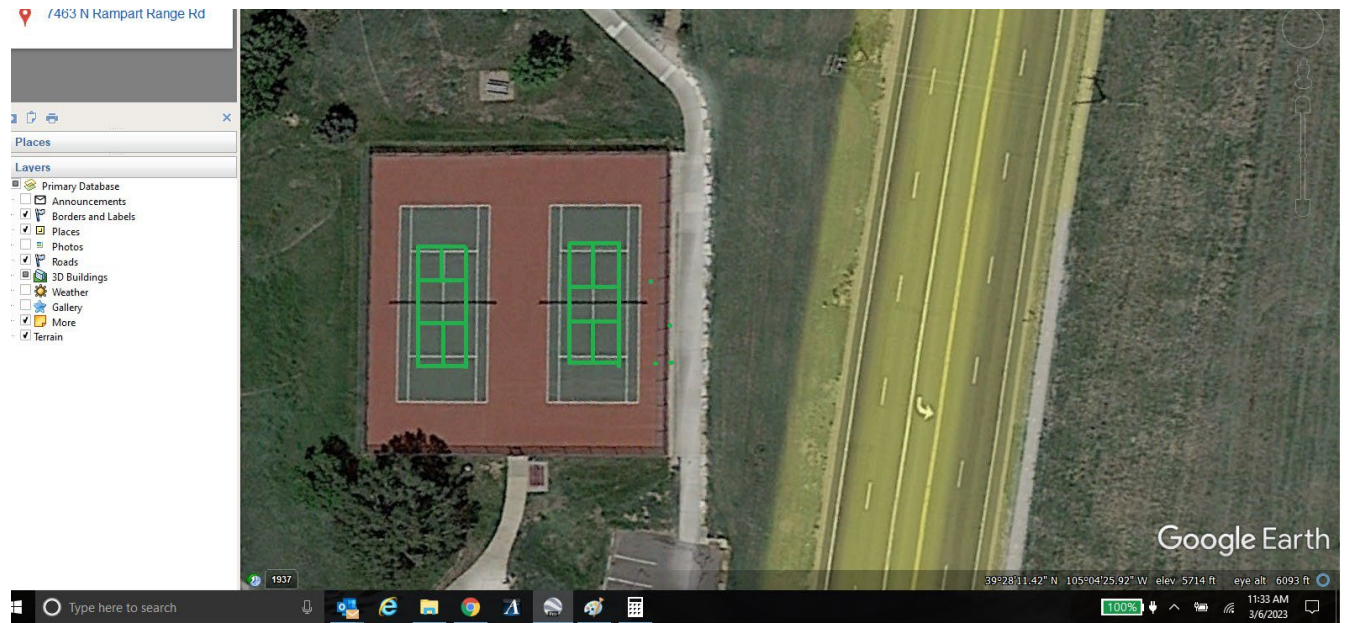
Title _____

Title: Estimator

Date _____



Option 1



Option 2



Bailey Tree LLC

1801 W. Union Ave.
Englewood, CO 80110
720-940-6519

Roxborough 2023 Tree Service Proposal.

- 1.) Small Willow, **cut back** along trail behind 8483 Liverpool Cir 80125 **\$75**
- ★ 2.) Village Circle West, **Class 2 Prune** all trees as needed, **\$12,000**
Class 2 Prune: Remove all dead, dying, diseased, cracked or broken branches, crossing and interfering limbs 1" diameter and over, lighten ends as needed. Allow for 13'6" clearance over roadways and 8' of clearance over sidewalks. Also, clear buildings by 2-3 feet on the side and 6 feet over the roof.
- 3.) **Remove** Cottonwood at S.W. corner of Ellison and VCW **\$1200/200** (Removal/grind)
- 4.) Park between VCW and Kyle Way, North of Stacy Pl. (7915 VCW) & Across VCW to park area on East side VCW **Class 2 Prune** all trees **\$3000**, and **remove** Cottonwood in West section **\$1650/400** (Removal/grind)
- 5.) **Class 2 Prune** Cottonwood at the North end of Turkey Rock Rd by 7486 Turkey Rock Rd. **\$500**
- 6.) **Class 2 Prune** Cottonwood at the North end of Eagle Rock Dr. **\$950** (7495 Eagle Rock Dr.)
- 7.) Also, **Class 2 Prune** the Maple in the rocks at the South end of the cul-de-sac (7495 Eagle Rock dr.) **\$600**
- 8.) Chatfield Farms Park, **Class 2 prune** all trees as needed. **\$1200**
- 9.) Chatfield Farms Park, **remove** dead tree by mailboxes **\$300/150** (Removal/grind)
- 10.) Chatfield Farms Park, **remove 2** dead trees North side of park out by pathways close to street. **\$250/200** (Removal/grind)
- 11.) **Class 2 Prune** Cottonwood at North end of Kicking Horse Ct (8517 Kicking Horse Ct. 80125) **\$600**
- 12.) Tennis Court Parking Lot, **Class 2 prune** trees around d parking lot and court. **\$1600**
- 13.) Tennis Court Parking Lot, **Remove** dead Pine **\$150/115** (Removal/grind)
- 14.) South end of RRR, West space between homes and street (6840 Blue Mesa Way 80125 backs the area) **Remove 7** small dead trees and dead trees thrown into area by homeowners. No stump grinding. **\$450**
- 15.) South end of RRR, West space between homes and street (6840 Blue Mesa Way 80125 backs the area) **Class 2 Prune** trees in area. (Not including trees growing into power lines, Xcel will cut these back) **\$1200**
- 16.) Large Parking Lot by Basketball court, **Class 2 Prune** all trees around parking lot, basketball court, volleyball court, and skate park. **\$2400**
- 17.) Large Parking Lot by Basketball court, **remove 5** small dead trees between parking lot and street. **\$200/200** (Removal/grind)

- 18.) West RRR ROW between VCW and Safeway, between fence and street. **Class 2 Prune** all trees as needed. **\$3400**
- 19.) West RRR ROW between VCW and Safeway, between fence and street. Behind home at 10024 Westside Cir 80125. **Remove** dying Pine **\$600/200** (Removal/grind) *We will use a small service truck to access the trees in this task(19) and the previous task(18). We will not replace cracked concrete if we service this area (highly unlikely). However, if this is a concern, we can postpone servicing this area until construction with lane closure on RRR is complete so we can close a lane down for a service truck to work on this area.*
- 20.) **Stumps** on VW, backs 7687 Haleys Dr 80125 **\$150**
- ★ 21.) VCE. **Class 2 Prune** all trees along VCE as needed. **\$8800**
Class 2 Prune: Remove all dead, dying, diseased, cracked or broken branches, crossing and interfering limbs 1" diameter and over, lighten ends as needed. Allow for 13'6" clearance over roadways and 8' of clearance over sidewalks. Also, clear buildings by 2-3 feet on the side and 6 feet over the roof.
- 22.) Green Space along Dove Tail Way, **Prune** out dead branches from small Maples **\$400**
- 23.) **Remove** dead tree at NE corner of VCE & Red Fox Way **\$300/115** (Removal/grind)
- 24.) VCE Across from Elk Mtn Cir by Dog Poo station **\$150/115** (Removal/grind)
- 25.) 2 dead Sumacs on VCE Across from Elmwood St, behind grasses **\$150/115** (Removal/grind)
- 26.) Northside of VCE, West of Cougar Ln, dead Plum **\$150/115** (Removal/grind)
- 27.) Northside of VCE, West of Cougar Ln, tortured Pine **\$200/125** (Removal/grind)
- 28.) Dead Pine behind the Arrowhead Shores sign on the North side of VCE **\$150/115** (Removal/grind)
- 29.) Dead Tree, SW corner of 9840 Fox Den Dr. 80125 in greenspace. **\$350/115** (Removal/grind)
- 30.) Mule Deer Park by 7872 Mule Deer Pl 80125, 2 Ash, **Class 2 Prune**. **\$800**
- 31.) **Stump** in Park in SW corner of Crystal lake. Stump is in Rock area by itself. **\$300**
- 32.) Trees at Crystal Lake park (SW corner of lake) **Class 2 prune** bigger trees as needed(not including shrub trees) **\$1800**
- ★ 33.) Trail around Crystal Lake, including connecting side trails from community areas. **Class 2 prune** all trees as needed, not including scrub willow along lake. **\$6600** (UTV and trailer needed to travel around lake and to haul debris to the service vehicle.)
- 34.) Path between Bison Ct and Crystal Lake Ct by 7611 Bison Ct, 3 Ash **Class 2 Prune** **\$1200**
- 35.) Continuing along the pathway, across the street to the West from #34, **Class 2 Prune** trees on this pathway **\$1200**

Totals:

Class 2 Prunes: **\$45,925**

Removals: **\$6110**

Stump Grinds: **\$2280**

Grand Total: **\$54,315**



Bailey Tree LLC

1801 W. Union Ave.
Englewood, CO 80110
720-940-6519

Roxborough 2023 Tree Service Proposal

The tree mapping company that was out earlier this year recommended disease and pest control for the community trees. He noted damage to the trees and recommended maintaining them rather than letting them die and replacing them with a monoculture of native trees.

Please let me know if the Board agrees with this assessment and would like a proposal for the disease and pest control of their community trees.

Currently the only Plant Health Care service we perform at Roxborough is Spring and Fall fertilization.

The proposal to continue this service in **2023 is \$12,850.00**(Total for both spring and fall **fertilization**)

Additional services we can offer:

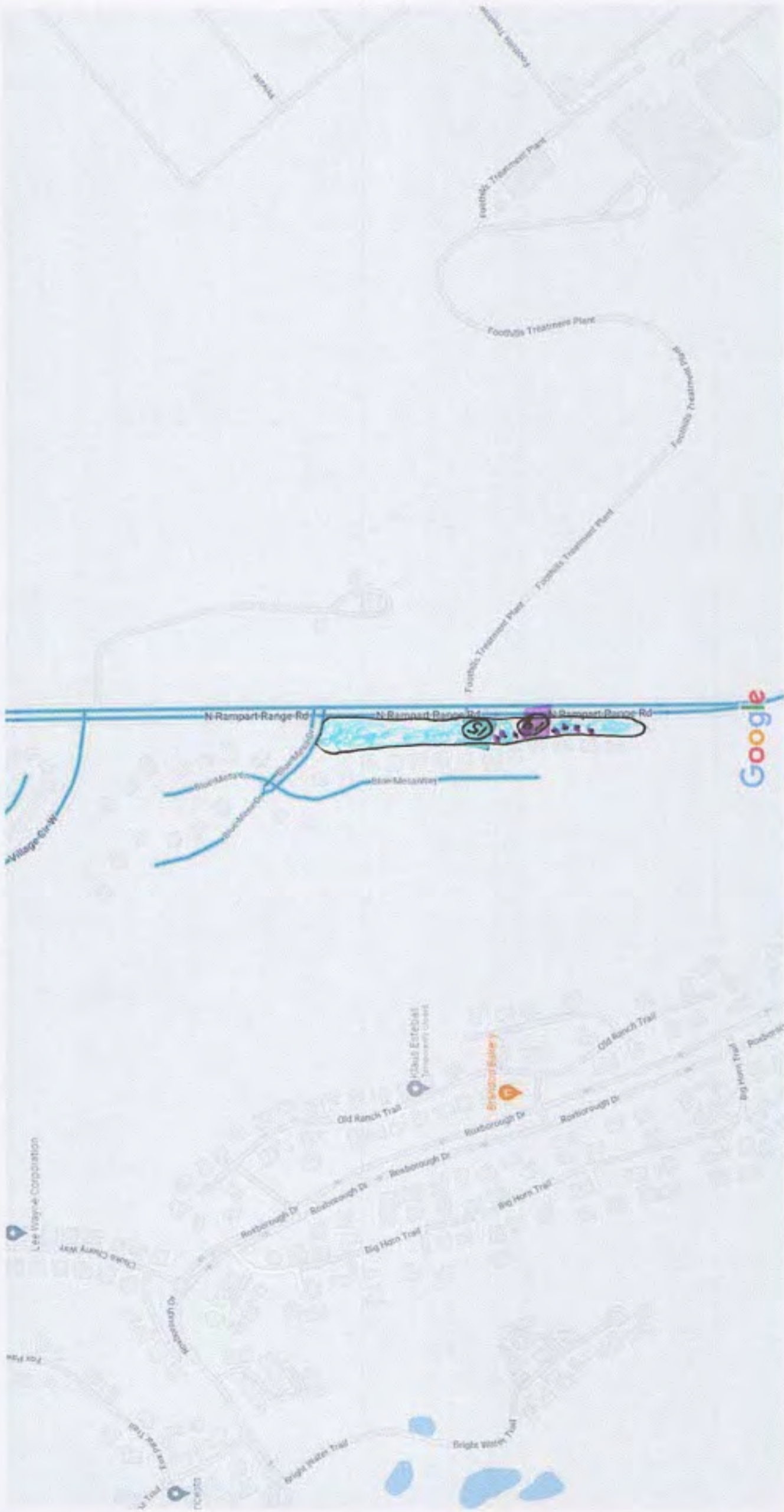
- Leaf/needle eater protection for all trees
- Bark/trunk borer protection for Pines and Ash
- Deep Root Watering for all trees (except Pinion Pines)

Let me know if you want to pursue any of these services or if you just have questions about them.

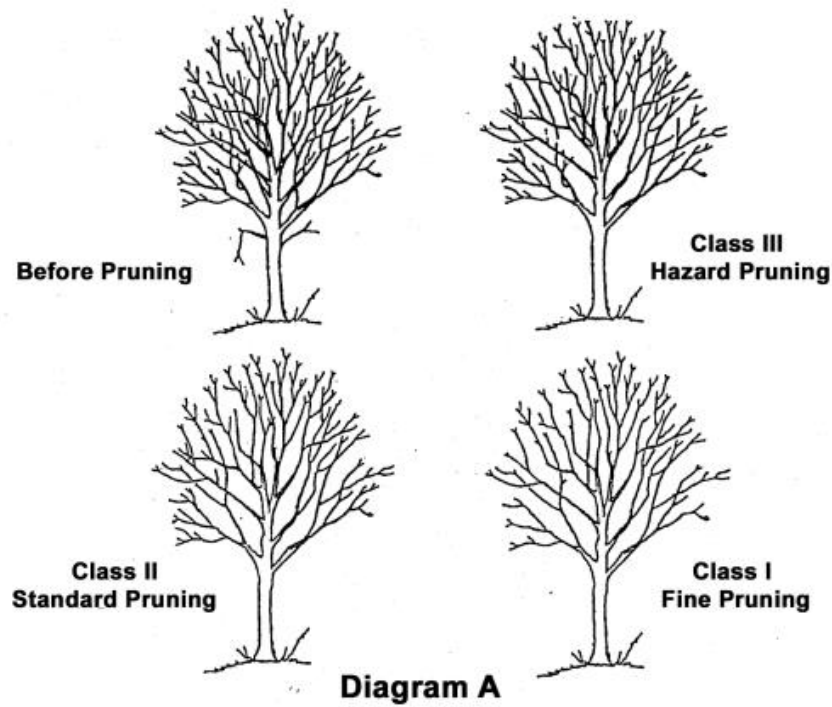








Tree Pruning Information



CLASS II -- STANDARD PRUNING

Standard pruning is recommended where aesthetic considerations are secondary to structural integrity and tree health concerns. Standard pruning shall consist of the removal of dead, dying, diseased, decaying, interfering, objectionable, obstructing, and weak branches, as well as selective thinning to lessen wind resistance. The removal of such described branches is to include those on the main trunks, as well as those inside the leaf area (see Diagram A). An occasional undesirable branch up to one inch in diameter may; remain within the main leaf area where it is not practical to remove it

CLASS III -HAZARD

Hazard Pruning is recommended where safety considerations are paramount. Hazard Pruning shall consist of the removal of dead, diseased, decayed, and obviously weak branches, two inches in diameter or greater (see Diagram A).

Client	3/15/2023
Roxborough Village 7671 N Rampart Range Rd Littleton, CO 80125	Proposal #: 20064090-1678894772 Account #: Mobile: (303) 987-0835 Email: lloften@sdmsi.com

Tree Care	Service Period	Price	Tax	Total
<input type="checkbox"/> Tree Pruning		\$35,000.00		\$35,000.00

Class 2 Prune the following trees:

- All trees along Village Circle West
- All trees in park between Village Circle West and Kyle Way
- Cottonwood at North end of Turkey Rock Road
- Cottonwood at north end of Eagle Rock Drive
- Maple in rocks near 7495 Eagle Rock Drive
- All trees in Chatfield Farms Park
- Cottonwood at North end of Kicking Horse Court
- All trees around Tennis court and associated parking lot
- Trees in South end of Rampart Range Road, the west space between homes and street (6840 Blue Mesa Way back the area)
- All trees around skate park, basketball court, volleyball court, and associated parking lots
- All trees on West side of Rampart Range Road between north end of Village Circle West Safeway (Between fence and street)
- All trees along Village Circle East
- 2 Ash trees in Mule Deer Park
- Larger trees in Southwest corner of Crystal Lake Park
- All trees along trail around Crystal Lake including connecting side trails from community areas
- All trees along path between Bison Ct and Crystal Lake Ct

Remove the following trees by cutting to low stump:

- Cottonwood at Southwest corner of Ellison Village Circle West
- Dead tree by mailboxes at Chatfield Farms Park
- 2 Dead Trees at north side of Chatfield Farms Park by pathways close to street
- Dead Pine by Tennis court parking lot
- 7 small dead trees in South end of Rampart Range Road, the west space between homes and street (6840 Blue Mesa Way back the area) *No Stump Grinding*
- 5 small dead trees near parking lot by basketball court
- Dying Pines along Rampart Range Road behind home at 10024 Westside Circle
- Dead tree at Northeast corner of Village Circle East & Red Fox Way
- Dead tree along Village Circle East across from Elk Mountain Circle
- 2 dead sumacs along Village Circle East across from Elmwood Street
- Dead plum and dying pine along Village Circle East, west of Cougar Ln
- Dead Pine behind the Arrowhead Shores sign on the north side of Village Circle East
- Dead tree in greenspace in south west corner of 9840 Fox Den Drive

Additional work to be done:

- Cut back small willow along trail behind 8483 Liverpool Circle
- Remove dead branches from small maples in green space along Dove Tail way




Client	3/15/2023
Roxborough Village 7671 N Rampart Range Rd Littleton, CO 80125	Proposal #: 20064090-1678894772 Account #: Mobile: (303) 987-0835 Email: lloften@sdmsi.com

	Service Period	Price	Tax	Total
<input type="checkbox"/> Stump Grinding		\$2,500.00		\$2,500.00
Remove stumps in locations listed above as well as: - Stumps along Village Circle West (the back side of 7687 Haleys Drive) - Stump in Southwest corner of Crystal lake park (in the rocks by itself) - Grind to 6-8 inches below grade and some debris is left behind for backfill - *Public utility line locate must be performed prior to work being scheduled to mark underground lines. This is set up through Davey at no additional charge. All private lines are the responsibility of the owner, i.e. sprinkler lines, landscape lighting, fireplace/grill gas lines, etc. Call with any questions.* Davey Tree is not responsible for the repairs needed to irrigation due damage cause by the stump grinding process.				

Yes, please schedule the services marked above.

ACCEPTANCE OF PROPOSAL: The above prices and conditions are hereby accepted. You are authorized to do this work as specified. I am familiar with and agree to the terms and conditions appended to this form. All deletions have been noted. I understand that once accepted, this proposal constitutes a binding contract. This proposal may be withdrawn if not accepted within 30 days.

	<i>Wiley Schatz</i>	_____	_____	_____
	Wiley Schatz CO Applicator Certified # 37363 ISA Certified Arborist RM-8548A	Authorization	Date	

Client Guarantee

We use quality products that are administered by trained personnel. We guarantee to deliver what we have contracted to deliver. If we do not, we will work with you until you are satisfied, or you will not be charged for the disputed item. Our Client Care Guarantee demonstrates our commitment to creating lifelong client relationships.

Tree Care

PRUNING: Performed by trained arborists using industry and Tree Care Industry Association (TCIA) approved methods.

TREE REMOVAL: Removal to within 6" of ground level and cleanup of debris.

STUMP REMOVAL: Mechanical grinding of the visible tree stump to at or just below ground level. Stump area will be backfilled with stump chips and a mound of remaining chips will be left on site unless otherwise stated in the contract. Chip removal, grading and soil backfill are available.

CLEAN-UP: Logs, brush, and leaves, and twigs large enough to rake are removed. Sawdust and other small debris will not be removed.

CABLING/BRACING: Cabling and bracing of trees is intended to reduce damage potential. It does not permanently remedy structural weaknesses, is not a guarantee against failure and requires periodic inspection.

Tree and Shrub Fertilization/SoilCare

Your arborist will assess your property's overall soil conditions either through physical assessment or through soil testing and will recommend a soil management program to help the soil become a better medium to enable healthy plants to thrive or unhealthy plants to regain their vitality. SoilCare programs will include fertilizers, organic humates, fish emulsions and other organic soil conditioners.

Our advanced formula, Arbor Green PRO, works with nature to fertilize without burning delicate roots, building stronger root systems and healthier foliage. It contains no chlorides or nitrates. It is hydraulically injected into the root zone and the nutrients are gradually released over time. Research and experience shows the dramatic benefits Arbor Green PRO provides: greater resistance to insects and diseases, greater tolerance to drought stress, increased vitality, and healthier foliage.

Tree and Shrub Plant Health Care

PRESCRIPTION PEST MANAGEMENT: Customized treatments to manage disease and insect problems specific to plant variety and area conditions. Due to the short term residual of available pesticides, repeat applications may be required.

INSECT MANAGEMENT: Inspection and treatment visits are scheduled at the proper time to achieve management of destructive pests. Pesticides are applied to label specifications.

DISEASE MANAGEMENT: Specific treatments designed to manage particular disease problems. Whether preventative or curative, the material used, the plant variety being treated, and the environmental conditions all dictate what treatment is needed.

EPA approved materials will be applied in accordance with State and Federal regulations.

Lawn Care

FERTILIZER AND MECHANICAL SERVICES: Balanced fertilizer treatments applied throughout the growing season help provide greener turf color and denser root development. To help bring about a better response to these applications, we also provide aeration, lime, overseeding, and lawn renovation.

WEED CONTROL AND PEST MANAGEMENT: Broadleaf weed control is applied either as a broadcast or a spot treatment. Granular weed management may be broadcast. We also offer pre-emergent crabgrass management in the spring and, if needed, a post emergent application later in the year. Our surface insect management is timed to reduce chinch bugs, sod webworms, and billbugs. We also offer a grub management application. Disease management materials and treatments are matched to particular disease problems. This usually requires repeat applications.

Other Terms and Contract Conditions

INSURANCE: Our employees are covered by Worker's Compensation. The company is insured for personal injury and property damage liability. Proof of insurance can be verified by requesting a copy of our Certificate of Insurance.

WORKING WITH LIVING THINGS: As trees and other plant life are living, changing organisms affected by factors beyond our control, no guarantee on tree, plant or general landscape safety, health or condition is expressed or implied and is disclaimed in this contract unless that guarantee is specifically stated in writing by the company. Arborists cannot detect or anticipate every condition or event that could possibly lead to the structural failure of a tree or guarantee that a tree will be healthy or safe under all circumstances. Trees can be managed but not controlled. When elevated risk conditions in trees are observed and identified by our representatives and a contract has been signed to proceed with the remedial work we have recommended, we will make a reasonable effort to proceed with the job promptly. However, we will not assume liability for any accident, damage or injury that may occur on the ground or to any other object or structure prior to us beginning the work. Site inspections do not include internal or structural considerations unless so noted. Unless otherwise specified, tree assessment will not include investigations to determine a tree's structural integrity or stability. We may recommend a Risk Assessment be conducted for an additional charge.

TREE CARE STANDARDS: All work is to be performed in accordance with current American National Standards Institute (ANSI) Standard Practices for Tree Care Operations.

OWNERSHIP OF TREES/PROPERTY: Acceptance constitutes a representation and warranty that the trees and property referenced in this quote are either owned by the signee or that written permission has been received to work on trees which are not on the signee's property.

TIME & MATERIAL (T&M): Jobs performed on a T&M basis will be billed for the time on the job (not including lunch break), travel to and from the job, and materials used.

BILLING & SALES TAX: All amounts deposited with us will either be credited to your account or applied against any amounts currently due. Our invoices are due net 30 days from invoice date. Services may be delayed or cancelled due to outstanding account balances. Sales tax will be added as per local jurisdiction. Clients claiming any tax exempt status must submit a copy of their official exempt status form including their exemption number in order to waive the sales or capital improvement tax.

PAYMENT: We accept checks and credit cards. Credit card payments may be made online at our web site. Paying by check authorizes us to send the information from your check to your bank for payment.

UNDERGROUND PROPERTY: We are not responsible for any underground property unless we have been informed by you or the appropriate underground location agency.

SCHEDULING: Job scheduling is dependent upon weather conditions and work loads.



SavATree Centennial Office
 15558 East Hinsdale Circle,
 Centennial CO 80112
 P: 303-369-1382
 E: Centennial@savatree.com

Estimate

Prepared By: David Entwistle
 ISA Certified Arborist
 dentwistle@savatree.com

Prepared for

Larry Loften Roxborough Village Metropolitan District C/o Special District Management Services, Inc.

Service Address:

Roxborough Village Metropolitan District
 8375 N Rampart Range Rd, Littleton CO 80125

Account Key:

5760522

Date: 3/3/2023

Estimate #: 879334

Billing Key: 7550477

Recommendations

General Tree Care

Commercial Tree Maintenance - IV

\$60,336.00

Hello Larry, here is the tree care proposal you requested. Please let me know if you have any questions and/or would like to meet on site.

The term Natural pruning used as pruning specs are as follows: Pruning out deadwood 1" in diameter and larger, thin crowns 10-15%

and perform reduction cuts of up to 5" in diameter to reduce weight on lateral limbs, clear from structures and to restore trees to a shape typical of the species. Prices include clean up of resulting debris.

Village circle west

Natural prune the following trees

42 ash trees = 12,655.00

11 locust trees = 4,990.00

7 linden trees = 1,235.00

4 silver maples = 1,080.00

Total = 19,960.00

Park north of 7915 Stacy pl

Natural prune 8 ash trees = 1,935.00

Cut to low stump 1 cottonwood at the SW corner of Village circle west and Ellison = 640.00

Park east side of Village circle west

Natural prune 9 ash trees = 2,340.00

Cut to low stump 1 cottonwood at the north end of Turkey Rd (use 7486 Turkey rock rd) = 390.00

Natural prune 1 cottonwood at the north end of Eagle rock dr = 975.00

Prune out 1 damaged 8" diameter spar and Natural prune 1 autumn blaze maple in rock area north of 7474 Eagle rock rd = 435.00

Chatfield parks farm park

Cut to low stump 1 dead ash tree next to mail kiosk = 55.00

Cut to low stump 1 dead crabapple at north end = 170.00

Natural prune 4 crabapples = 695.00

Natural prune 6 ash trees = 580.00
 Natural prune 1 cottonwood next to 8517 Kicking horse Ct = 765.00

Tennis court area
 Natural prune 5 ash trees = 1,285.00
 Cut to low stump 1 dead pine tree = 45.00

Recreation pkg lot
 Natural prune 4 pear trees = 785.00
 Natural prune 2 ash trees = 495.00

Basketball and skate park area
 Natural prune 2 locust trees = 975.00
 Natural prune 1 ash tree = 55.00
 Natural prune 2 crabapples = 325.00

Volleyball court area
 Natural prune the following trees
 5 ash trees = 1,640.00
 3 locust trees = 1,295.00
 2 maple trees = 355.00
 1 cottonwood 170.00

Rampart range road between fence and street, between Safeway shopping center to Village circle west
 Natural prune 8 ash trees = 2,690.00
 Cut to low stump 1 dead 12" diameter pine next to street = 215.00

East of 7211 Bison Ct
 natural prune 3 ash trees = 1,245.00
 west side of 7211 Bison ct
 Natural prune 2 large hawthorns = 540.00

Trees next to Village circle east
 Cut to low stumps 1 dead maple and 2 dead Canadian cherry trees = 185.00
 Natural prune the following trees
 8 maple trees (some do not need to be pruned) = 1,285.00
 16 ash trees (several do not need to be pruned) = 3,690.00
 10 hawthorns = 960.00

Prune out deadwood 1/2" in diameter and larger from 7 young maple trees on either side of Dovetail trail = 385.00
 Cut to low stumps the following trees
 2 sumacs along Village circle east, across from Elmwood street = 65.00
 North side of village circle east, west of Cougar lane, 1 dead pine tree = 60.00
 North side of Village circle east, at the corner of fox den dr 1 dead pine behind sign = 65.00
 SW corner of 9840 Fox den dr 1 ash tree 265.00

Crystal lake*
 Natural prune the following trees
 8 ash trees = 1,875.00
 2 cottonwoods = 1,780.00
 5 locust trees = 2,295.00
 6 crabapples = 1,015.00
 6 large hawthorns = 1,575.00
 Crystal lake park

Natural prune the following trees

4 locust trees = 680.00

7 Canadian cherry trees = 780.00

Total for pruning and removals = \$58,015.00

Hazard: Deadwood

Hazard: Cracks

Hazard: Pedestrians

Obstacle: Busy Street

General Tree Care **\$60,336.00**

TOTAL

General Tree Care \$58,015.00

Fuel Surcharge \$2,321.00

Note: Included in this program is 1 service for a total of \$60,336.00.

This proposal has been provided to you on a confidential basis. We kindly request that neither this proposal nor any of its contents be reproduced or shared with any competitor without the prior written consent of SavATree.

Sales tax, if applicable, will be added to the amounts of this estimate per your local and state tax jurisdiction.

If you wish to pay via credit card, please click link to pay. A deposit of 50% may be required prior to the commencement of General Tree Care work. Thank you!

[\\$29007.5 Pay](#)

By paying a deposit, I authorize the work described above and agree to the [terms and conditions](#).

OUR UNCONDITIONAL GUARANTEE

Should our service fall short of your expectations, please contact us immediately and we will do everything we can to make it right. Rev. 10-01-2021 aso-pdf

Fully Licensed & Insured

Tree Care Industry Accredited



[Testimonials](#)

www.savatree.com

[VIEW FULL TERMS AND CONDITIONS](#)



SavATree Centennial Office
 15558 East Hinsdale Circle,
 Centennial CO 80112
 P: 303-369-1382
 E: Centennial@savatree.com

Estimate

Prepared By: David Entwistle
 ISA Certified Arborist
 dentwistle@savatree.com

Prepared for

Larry Loften Roxborough Village Metropolitan District C/o Special District Management Services, Inc.

Service Address:

Roxborough Village Metropolitan District
 8375 N Rampart Range Rd, Littleton CO 80125

Account Key:

5760522

Date: 3/3/2023

Estimate #: 879541

Billing Key: 7550477

Recommendations

General Tree Care

Stump Grinding Premium

\$4,399.00

Grind and clean 23 designated stumps 4-6" deep = 4,230.00

Hazard: Pedestrians

Obstacle: Busy Street

Obstacle: Rocks

underground utilities

General Tree Care \$4,399.00

TOTAL

Stump Grinding \$4,230.00

Fuel Surcharge \$169.00

Note: Included in this program is 1 service for a total of \$4,399.00.

This proposal has been provided to you on a confidential basis. We kindly request that neither this proposal nor any of its contents be reproduced or shared with any competitor without the prior written consent of SavATree.

Sales tax, if applicable, will be added to the amounts of this estimate per your local and state tax jurisdiction.

If you wish to pay via credit card, please click link to pay. A deposit of 50% may be required prior to the commencement of General Tree Care work. Thank you!

[\\$2115 Pay](#)

By paying a deposit, I authorize the work described above and agree to the [terms and conditions](#).

OUR UNCONDITIONAL GUARANTEE

Should our service fall short of your expectations, please contact us immediately and we will do everything we can to make it right. Rev. 10-01-2021 aso-pdf

Fully Licensed & Insured

Tree Care Industry Accredited



[Testimonials](#)

www.savatree.com

[VIEW FULL TERMS AND CONDITIONS](#)

ROXBOROUGH VILLAGE METROPOLITAN DISTRICT MEETING CODE OF CONDUCT

This Meeting Code of Conduct supersedes any prior written or verbal policy or practice regarding Board member and public conduct during a Board meeting.

1. Public Comment — General

- a. Public comment will be routinely held at the Board's regular and special meetings (including study sessions), unless the Board determines by affirmative majority vote not to provide for public comment. In general, public comment will be held near the beginning and near the end of a meeting.
- b. Speakers shall address the entire Board, not an individual Board member. A speaker may speak on any topic regardless whether it is on the agenda provided that the topic is relevant to the District.
- c. Each speaker shall have three (3) minutes. A speaker may not give part of his/her time to another speaker. The total time allotted for public comment is fifteen (15) minutes, unless otherwise extended by an affirmative majority vote of the Board. Each speaker may speak only once. Only one speaker will be acknowledged at a time.
- d. Speakers will be taken in order of sign-in, as time allows. Priority will be given to District residents if any speakers are non-residents, unless a non-resident is attending at the Board's request.

2. Public Comment — Specific

- a. Any agenda item may have public comment added to it by the affirmative majority vote of the Board.
- b. If an agenda contains a specific item for public comment, such as an annual budget hearing, public comments will only be permitted during that specific agenda item.
- c. The Board may by affirmative majority vote add a Question and Answer session to any agenda item for the purpose of having a more engaged discussion with the public on that agenda item. The total time allotted for a Question and Answer session is fifteen (15) minutes, unless otherwise extended by an affirmative majority vote of the Board.

3. Manner of Addressing the Board

- a. All speakers must give their name and identify themselves as: i) a District resident and state their address; ii) a non-resident doing business within the District and state their business name and address; or, iii) a non-resident and non-business speaker. Any speaker who refuses to give their name or otherwise identify themselves cannot address the Board.

- b. Except for a Question and Answer session, the Board will not discuss or debate an item with a speaker or with one another, but will refer the item to staff for follow-up as appropriate.
- c. If a Board member asks a clarifying question of a speaker, only the Board member and the speaker are permitted to discuss the clarifying question.
- d. All speakers must respect the public nature of the forum, and the limited purpose of the forum to conduct the business of the District, by using language that is free from profanity or expletives.
- e. No speaker may make direct or implied threats of violence or harm.

4. Written Public Comment

- a. Any member of the public may submit his/her comments in writing to the District Manager by 1:00 p.m. the day before a scheduled Board meeting, to be included in the meeting packet or post-packet items. The written comments must include the commentator's name and must be identified as "public comment" in order to be included in a meeting packet or post-packet items. If the commentator does not attend the meeting, the commentator's comments will be read aloud by the District Manager as time allows.
- b. In general, Board members will not discuss or debate the item(s) in a written public comment, but will refer such item(s) to staff for follow-up as appropriate.

5. Recording of Meetings

- a. Recording (audio and/or video) of meetings is permitted for both in-person and audio/video meetings.
- b. An attendee recording a meeting shall ensure their device does not interfere with the meeting and is not distracting to the Board or any other attendee.

6. Attendee Conduct

- a. No attendee is permitted to speak outside a public comment period, unless directly addressed by the Board.
- b. No obscene, offensive, or profane language, gestures or written materials.
- c. No intoxicated or otherwise impaired attendees.
- d. All speech and conduct must be respectful to other attendees and the Board.
- e. For audio/video meetings —
 - i. All attendees must sign in through the chat.

- ii. Turning on a video camera is optional for any attendee. All Board members shall, to the extent practical, have their video camera on for the entirety of the public portion of a meeting.
- iii. All attendees must stay on Mute at all times unless they are called for public comment.
- iv. All District consultants shall stay on Mute unless the Board has asked them to speak.
- v. Board members should stay on Mute unless they are speaking.
- vi. Any chat function on the audio/video meeting will be monitored by the District and used for noting attendance, identifying information for attendees and speakers, and for collecting informal written comments, none of which will constitute an official Board record but will be used to provide information to the Board. The public always has the ability to email, call, or discuss an item in-person with the District Manager or a Board member.
- vii. The following are prohibited at both audio/video and in-person meetings: speaking out of turn; obscene or profane language, gestures, or written materials.

7. Violations

- a. Request by any Board member to cease the conduct — 1st request.
- b. Request by any Board member to cease the conduct — 2nd request.
- c. Request by any Board member to cease the conduct — 3rd request. The attendee will be asked to leave the meeting.
- d. Any threat of violence or harm, whether verbally or through gesture or other mannerism, will result in immediate removal from the meeting and a police report will be filed.
- e. Any attendee with signs of intoxication or impairment may be immediately removed from the meeting.

Let's protect your community. Together.

Flock Safety Sparrow™ ALPR Camera

The Flock Safety Sparrow is an affordable, discreet ALPR (automatic license plate recognition) camera for communities who want to solve and prevent crime in places they live, work, and play. Unlike traditional security cameras, the Sparrow captures the #1 piece of evidence local police need to solve crime, the license plate.

Not your average security camera

Install anywhere

With solar power and LTE connectivity, we can install the Sparrow where it makes the most impact on crime.

No maintenance required

We install, maintain, and service your cameras for the life of your contract, all for one subscription price.

Vehicle Fingerprint Technology

If an incident occurs, search footage by vehicle type, make, color, license plate state, and other unique features like bumper stickers, decals, and roof racks.



Join 1000+ communities using Flock Safety to eliminate crime



Detect

objective evidence
your police need to
solve crime



Decode

footage with machine
learning so your
police can investigate



Deliver

real-time alerts to police
if a wanted or stolen
vehicle drives by

Trustworthy technology that solves and prevents crime.

90%

Reduction in
reported
package theft

\$40k

Savings per
year vs
installing a gate

60%

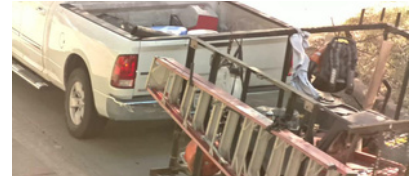
Crime reduction
in Cobb County,
GA

"Flock has proven time and again
to keep us safe. We couldn't ask
for a better system to stop
neighborhood crime."

– Andy Moseley
Conifer Place HOA



Capture the evidence police need 24/7, and help stop crime



Identify vehicle body type, make, color, license plate (partial, missing, or covered plates), temporary plates, license plate state, and unique features like decals, bumper stickers, and accessories.

Solar Panel

- Voltage: 18-20V
- Weight: 9.6lbs (with hardware)
- Length: 21.25"
- Width: 14"
- Depth: 2"
- Mount: atop pole with bolts

Pole

- DOT breakaway pole: 6', 12'
- Material: SCH 40
- Alloy: 6061
- Weight: 32 lbs

Camera

- Length: 8.75"
- Height: 5"
- Width: 2.875"
- Mount: Adjustable band clamps
- Weight: 3lbs
- Footage: Uploads via LTE
- Line of Sight: 15' wide, 30-65' distance
- Assembly: Flock Safety in Atlanta, GA
- Speed Capture: \leq 100MPH



Option 1:

9 Cameras Inbound Only
\$22,500 Annually

\$3150 One-time installation cost

Option 2:

18 Cameras Inbound and Outbound
\$42,750 Annually

\$6,300 One-time installation cost

Annual Subscription Includes

CAMERA HARDWARE

- ✓ Automatic License Plate Reader
- ✓ Solar or DC Power
- ✓ Mounting Equipment
- ✓ Maintenance Warranty

HOSTING & ANALYTICS

- ✓ Cloud Hosting & LTE Connectivity
- ✓ Unlimited User Licenses
- ✓ Hotlist Integration & Alerts
- ✓ Ongoing Software Enhancements

Potential Mosquito Spraying Areas



Google Earth

3000 ft



Roxborough Village Metropolitan District
141 Union Blvd. Suite 150
Lakewood, CO 80228
303-987-1898

2022 2023

**Application and Revocable Park Use Permit for Sport Fields for Youth Sport
Team/League Use, and
Sport Fields Release Waiver and Indemnification**

**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.**

**Teams/Leagues comprised of players not less than half of which are residents of or
attending schools within Roxborough Village Metropolitan District (“District”) will
receive priority for reserving sport fields. At least one team/league coach must be a
resident of the District, who is not less than 21 years of age. A resident coach must be
present at all reserved times.**

_____ Number of Resident Players
_____ Number of Non-Resident Players

Name of Organization: _____

Address of Organization: _____

Name of Park: Community Park Chatfield Farms

Dates of Use: From _____ to _____

Days of Use: Sun. Mon. Tues. Wed. Thurs. Fri. Sat. (Circle all that apply)

Times of Use: _____ a.m./p.m. to _____ a.m./p.m.

Resident Coach's Name: _____

Address: _____

Phone: Office _____ Home _____

E-mail Address: _____

Additional Coach's Name: _____

Address: _____

Phone: Office _____ Home _____

E-mail Address: _____

Age Group: _____ Male Female Sport: _____

POLICY

Teams/Leagues may reserve use times from 3:30 p.m. until dusk Monday through Saturday. No uses are permitted on Sunday. There is a \$25.00 per day fee for field use for weekdays and a \$50.00 per day fee for field use for weekend use for teams/leagues comprised of players not less than half of which are residents of or attending schools within the District. For teams/leagues that do not meet this resident threshold the fee shall be \$50.00 per day for field use for weekdays and a \$100.00 per day for field use for weekend use. A refundable damage deposit will be collected and held in the amount of \$300.00 for resident teams/leagues and \$500 for non-resident teams/leagues. Once the fee and refundable damage deposit are made, the eligible team/league will receive the key to the sport's box.

Revocable Park Use Permits for Sport Fields for Youth Sport Team/League Use ("Use Permit") will be issued seasonally on a first come first serve basis starting February 15th of each year. The following must be submitted in order to be considered for a Use Permit:

- 1) A completed Application for Revocable Park Use Permit for Sport Fields for Youth Sport Team/League Use;
- 2) A formal roster of all team players with their addresses or addresses of schools they attend within the District;
- 3) A Sport Fields Release Waiver and Indemnification signed by a parent or guardian for each player;
- 4) A Sport Fields Release Waiver and Indemnification signed by each coach;
- 5) A Sport Fields Release Waiver and Indemnification signed on behalf of the sponsoring organization.

The applicable fees are due in full no less than seven (7) days prior to the first requested reservation date. The fees are charged per season. There is one season each year for baseball and football. There are two seasons each year for softball (Spring/Summer) and soccer (Spring/Fall). The fees are payable to Roxborough Village Metropolitan District. No refunds will be issued for days in which the field was not used.

PERMIT CONDITIONS

The Permit holder agrees to comply with the District’s (to be attached hereto) **RESOLUTION ADOPTING RULES AND REGULATIONS FOR ROXBOROUGH VILLAGE METROPOLITAN DISTRICT PARKS AND OPEN SPACE PURSUANT TO SECTION 18-9-117 AND SECTION 32-1-1001, C.R.S.**

In addition, the following conditions shall also apply:

- i. Disorderly conduct and / or abusive language are prohibited and shall be cause for revocation of the Use Permit.
- ii. A copy of Use Permit must be in the possession of the resident coach and shown to District personnel upon request.
- iii. District parks and facilities are patrolled by local law enforcement agencies. Use of the facilities is subject to all applicable state and local laws and regulations.

iv. **The District will groom the Softball field infield once a week and mark outfield lines in grass area monthly. Permit holder will be responsible for marking infield lines.**
~~VIOLATION OF ANY OF THE USE PERMIT CONDITIONS MAY RESULT IN IMMEDIATE REVOCATION OF THE USE PERMIT AND PERMIT HOLDER SHALL NOT BE ENTITLED TO A REFUND.~~

v. This Use Permit is non-assignable.
I have read, understand, fully agree with and accept all responsibility for the terms and conditions of this Use Permit.

Signature of Applicant _____
(Name of Organization)

Date _____

I have read, understand, fully agree with and accept all responsibility for the terms and conditions of this Use Permit.

Signature of Applicant _____
(Name of Organization)

Date _____

Roxborough Village Metropolitan District
Revocable Park Use Permit for Sport Fields
for Youth Sport Team/League Use
(To be completed by District office personnel)

Name of Organization: _____

Address of Organization: _____

Name of Park / Location: _____

Dates of Use: From _____ to _____

Days of Use: Sun. Mon. Tues. Wed. Thurs. Fri. Sat. (Circle all that apply)

Times of Use: From _____ to _____

Approved Disapproved Date _____

Fee:

Resident Team/League (\$25 weekday/ \$50 weekend - \$300 refundable damage deposit)

Non-Resident Team/League (\$25 50weekday/ \$50 100weekend - \$300 500refundable

damage deposit)

Cash Check # Other Total \$ _____

Special Conditions: _____

Signature

Title

Date

SPORT FIELDS RELEASE WAIVER AND INDEMNIFICATION
(PARENT/LEGAL GUARDIAN)

I, _____, am an adult signing on my own behalf and on behalf of my minor child/minor child _____ for whom I am the parent and/or legal guardian named who wishes to participate in sports activities on sport fields operated by Roxborough Village Metropolitan District, Douglas County, Colorado (the "District").

I recognize the possibility of physical injury associated with use of sports fields operated by the District and/or from participation in athletic activities including but not limited to soccer, football, baseball, and softball. I agree that my minor child, and I will abide by the Rules and Regulations of the District, and release the District from all liability for property damage and bodily injury, occurring directly or indirectly, in connection with such use of District property.

I RELEASE, INDEMNIFY AND HOLD HARMLESS the Roxborough Village Metropolitan District, its directors, employees, agents and subcontractors, from and against any and all claims, actions, causes of action, liabilities and suits resulting from my child's use of District property and/or participation in athletic activities on the District property.

I have read the Release Waiver and Indemnification and fully understand its content.

I acknowledge the receipt of a copy of the District Rules and Regulations.

Parent's/Legal Guardian's Signature

Date

(Printed name of signer)

Name of Minor: _____

SPORT FIELDS RELEASE WAIVER AND INDEMNIFICATION
(COACH)

I, _____, wish to participate in sports activities on sport fields operated by Roxborough Village Metropolitan District, Douglas County, Colorado.

I recognize the possibility of physical injury associated with athletic activities including but not limited to soccer, football, baseball, and softball. I will abide by the Rules and Regulations of the District, and the Permit Conditions and release the District from all liability for property damage and bodily injury, occurring directly or indirectly, in connection with such use of District property.

I RELEASE, INDEMNIFY AND HOLD HARMLESS the Roxborough Village Metropolitan District its directors, employees, agents and subcontractors, from and against any and all claims, actions, causes of action, liabilities and suits as a result of my participation in athletic activities and use of the District property.

I have read this Release Waiver and Indemnification and fully understand its content.

UNDERSIGNED

_____ (signature)

_____ (Printed name of signer)

Title: _____

Date: _____

Address: _____

SPORT FIELDS RELEASE WAIVER AND INDEMNIFICATION
(ORGANIZATION)

I, _____, am authorized to sign this Release Waiver and Indemnification on behalf of _____ (name of organization) (“Organization”). The Organization accepts responsibility for all liability associated with the Organization’s use of the sport fields operated by the District, including, but not limited to any damage to District property and bodily injury, occurring directly or indirectly, in connection with such use of District property.

The Organization releases the District from all liability for property damage and bodily injury, occurring directly or indirectly, in connection with such use of District property. The Organization RELEASES, INDEMNIFIES AND HOLDS HARMLESS the Roxborough Village Metropolitan District its directors, employees, agents and subcontractors, from and against any and all claims, actions, causes of action, liabilities and suits as a result of the Organization’s and use of the District property.

UNDERSIGNED

_____ (Name of Organization)

By: _____ (signature)

_____ (Printed name of signer)

Title: _____

Date: _____

Address: _____

Roxborough Village Metropolitan District
141 Union Blvd. Suite 150
Lakewood, CO 80228
303-987-0835

2022 2023

Application and Revocable Park Use Permit for Sport Fields for Adult

Sport Team/League Use, and
Sport Fields Release Waiver and Indemnification

Please complete the entire form and submit to Roxborough Village Metropolitan District, Attention: Peggy Ripko, 141 Union Blvd. Suite 150 Lakewood, Colorado 80228 or via email at pripko@sdmsi.com.

Teams/Leagues comprised of players not less than half of which are residents of Roxborough Village Metropolitan District (“District”) will receive priority for reserving sport fields. At least one team/league coach must be a resident of the District, who is not less than 21 years of age. A resident coach must be present at all reserved times.

_____ Number of Resident Players
_____ Number of Non-Resident Players

Name of Organization: _____

Address of Organization: _____

Name of Park (circle): Community Park Chatfield Farms

Dates of Use: From _____ to _____

Days of Use: Sun. Mon. Tues. Wed. Thurs. Fri. Sat. (Circle all that apply)

Times of Use: _____ a.m./p.m. to _____ a.m./p.m.

Resident Coach's Name: _____

Address: _____

Phone: Office _____ Home _____

E-mail Address: _____

Additional Coach's Name: _____

Address: _____

Phone: Office _____ Home _____

E-mail Address: _____

Age Group: _____ Male Female Sport: _____

POLICY

Teams/Leagues may reserve field use times from 4:00 p.m. until 8:30 p.m. on Monday through Friday and 9:00 a.m. until 6:00 p.m. on Saturday and Sunday. For resident teams/leagues there is a \$35.00 per day fee for field use on weekdays and \$70 per day for weekend use. For teams/leagues that do not meet this resident threshold the fee shall be \$50.00 per day for field use for weekdays and a \$100.00 per day for field use for weekend use. A refundable damage deposit will be collected and held in the amount of \$300.00 for resident teams/leagues and \$500 for non-resident teams/leagues. Once the fee and refundable damage deposit are made, the eligible team will receive the key to the sport's box.

Revocable Park Use Permits for Sport Fields for Adult Sport Team/League Use ("Use Permit") will be issued seasonally on a first come first serve basis starting February 15th of each year. The following must be submitted in order to be considered for a Use Permit:

- 1) A completed Application for Revocable Park Use Permit for Sport Fields for Adult Sport Team/League Use;
- 2) A formal roster of all team players with their addresses;
- 3) A Sport Fields Release Waiver and Indemnification signed by each player;
- 4) A Sport Fields Release Waiver and Indemnification signed by each coach;
- 5) A Sport Fields Release Waiver and Indemnification signed on behalf of the sponsoring organization.

The applicable fees are due in full no less than seven (7) days prior to the first requested reservation date. The fees are charged per season. There is one season each year for baseball and football. There are two seasons each year for softball (Spring/Summer) and soccer (Spring/Fall). The fees are payable to Roxborough Village Metropolitan District.

No refunds will be issued for days in which the field was not used.

PERMIT CONDITIONS

The Permit holder agrees to comply with the District's (to be attached hereto) **RESOLUTION ADOPTING RULES AND REGULATIONS FOR ROXBOROUGH VILLAGE METROPOLITAN DISTRICT PARKS AND OPEN SPACE PURSUANT TO SECTION 18-9-117 AND SECTION 32-1-1001, C.R.S.**

In addition, the following conditions shall also apply:

- i. Disorderly conduct and / or abusive language are prohibited and shall be cause for revocation of the Use Permit.
- ii. A copy of Use Permit must be in the possession of the resident coach and shown to District personnel upon request.
- iii. District parks and facilities are patrolled by local law enforcement agencies. Use of the facilities is subject to all applicable state and local laws and regulations.

- iv. The District will groom the Softball field infield once a week and mark outfield lines in grass area monthly. Permit holder will be responsible for marking infield lines. If Permit holder desires

VIOLATION OF ANY OF THE USE PERMIT CONDITIONS MADE RESULT IN IMMEDIATE REVOCATION OF THE USE PERMIT AND PERMIT HOLDER SHALL NOT BE ENTITLED TO A REFUND.

- v. This Use Permit is non-assignable.

I have read, understand, fully agree with and accept all responsibility for the terms and conditions of this Use Permit.

Signature of
Applicant _____

(Name of Organization)

Date _____

Roxborough Village Metropolitan District
Revocable Park Use Permit for Sport Fields for
Adult Sport Team/League Use
(To be completed by District office personnel)

Name of Organization: _____

Address of Organization: _____

Name of Park / Location: _____

Days and dates of Use: S M T W T H F S From _____ to _____

Days of Use: Sun. Mon. Tues. Wed. Thurs. Fri. Sat. (Circle all that apply)

Times of Use: From _____ to _____

Approved Disapproved Date _____

Fee: Resident (\$35 weekday/ \$70 weekend - \$300 refundable damage deposit)
 Non-Resident (\$50 weekday/ \$100 weekend - \$500 refundable damage deposit)

Cash Check # _____ Other _____ Total \$ _____

Special Conditions:

Signature

Title

Date

SPORT FIELDS RELEASE WAIVER AND INDEMNIFICATION
(INDIVIDUAL)

By my signature below, I represent that I am an adult signing on my own behalf and who wishes to participate in sports activities on sport fields operated by Roxborough Village Metropolitan District, Douglas County, Colorado (the "District").

I recognize the possibility of physical injury associated with use of sports fields operated by the District and/or from participation in athletic activities including but not limited to soccer, football, baseball, and softball. I agree I will abide by the Rules and Regulations of the District, and release the District from all liability for property damage and bodily injury, occurring directly or indirectly, in connection with such use of District property.

I RELEASE, INDEMNIFY AND HOLD HARMLESS the Roxborough Village Metropolitan District, its directors, employees, agents and subcontractors, from and against any and all claims, actions, causes of action, liabilities and suits resulting from my use of District property and/or participation in athletic activities on the District property.

I have read the Release Waiver and Indemnification and fully understand its content. I acknowledge the receipt of a copy of the District Rules and Regulations.

Signature _____ Name _____

Signature _____ Name _____

Signature _____ Name _____

Signature _____ Name _____

Signature _____ Name _____

Signature _____ Name _____

Signature _____ Name _____

Signature _____ Name _____

Signature _____ Name _____

Signature _____ Name _____

Signature _____ Name _____

Signature _____ Name _____

Signature _____ Name _____

Signature _____ Name _____

Signature _____ Name _____

Signature _____ Name _____

Signature _____ Name _____

Signature _____ Name _____

Signature _____ Name _____

Signature _____ Name _____

Signature _____ Name _____

Signature _____ Name _____

Signature _____ Name _____

Signature _____ Name _____

Signature _____ Name _____

Signature _____ Name _____

Signature _____ Name _____

Signature _____ Name _____

Signature _____ Name _____

Signature _____ Name _____

Signature _____ Name _____

Signature _____ Name _____

Signature _____ Name _____

Signature _____ Name _____

Signature _____ Name _____

Signature _____ Name _____

Signature _____ Name _____

SPORT FIELDS RELEASE WAIVER AND INDEMNIFICATION
(COACH)

I, _____, wish to participate in sports activities on sport fields operated by Roxborough Village Metropolitan District, Douglas County, Colorado.

I recognize the possibility of physical injury associated with use of sports fields operated by the District and/or from participation in athletic activities, including but not limited to, soccer, football, baseball, and softball. I will abide by the Rules and Regulations of the District, and the Permit Conditions, and release the District from all liability for property damage and bodily injury, occurring directly or indirectly, in connection with such use of District property.

I RELEASE, INDEMNIFY AND HOLD HARMLESS the Roxborough Village Metropolitan District its directors, employees, agents, and subcontractors, from and against any and all claims, actions, causes of action, liabilities, and suits as a result of my participation in athletic activities and use of the District property.

I have read this Release Waiver and Indemnification and fully understand its content. I acknowledge the receipt of a copy of the District Rules and Regulations.

UNDERSIGNED

_____ (signature)

_____ (printed name of signer)

Title: _____

Date: _____

Address: _____

SPORT FIELDS RELEASE WAIVER AND INDEMNIFICATION
(ORGANIZATION)

I, _____, am authorized to sign this Release Waiver and Indemnification on behalf of _____ (name of organization) (“Organization”). The Organization accepts responsibility for all liability associated with the Organization’s use of the sport fields operated by the District, including, but not limited to any damage to District property, and bodily injury, occurring directly or indirectly, in connection with such use of District property.

The Organization releases the District from all liability for property damage and bodily injury, occurring directly or indirectly, in connection with such use of District property. The Organization RELEASES, INDEMNIFIES AND HOLDS HARMLESS the Roxborough Village Metropolitan District its directors, employees, agents and subcontractors, from and against any and all claims, actions, causes of action, liabilities and suits as a result of the Organization’s use of the District property.

UNDERSIGNED

_____ (Name of Organization)

By: _____ (signature)

_____ (printed name of signer)

Title: _____

Date: _____

Address: _____

Amendment to District Rules & Regulations Parks and Open Space

1.17 The operation of any motorized vehicle or equipment on or through parks and open space owned or maintained by the District is prohibited except for the following:

A. District vendor and contractor service vehicles and equipment required for services to be performed on non-paved areas of parks or open space such as mowing equipment, tree trimming, planting or mulching equipment, equipment required in order to complete repairs, all other vehicles and equipment operated shall be permitted to operate only on concrete or paved areas unless the contractor or vendor has obtained an access permit from the District.

B. Law enforcement, fire, rescue, and emergency vehicles and equipment, including the sheriff, other law enforcement, Colorado Division of Wildlife, and animal welfare.

C. Vehicles and equipment operated at the direction of public agencies, when being used by such entities to install or maintain facilities located in their easements or rights-of-way.

The following motorized vehicles or equipment shall be permitted to operate on or through parks and open space owned or maintained by the District as long as such vehicle or equipment is operated only on the concrete or paved areas:

A. Class I and II electrical assisted bikes as defined by C.R.S. 42-1-102 are permitted.

B. Wheelchair, as that term is defined under the Americans with Disabilities Act (ADA) Part 35, to mean a manually-operated or power-driven device designed primarily for use by an individual with a mobility disability for the main purpose of indoor or of both indoor and outdoor locomotion.

C. Other power-driven mobility device means any mobility device powered by batteries, fuel, or other engines--whether or not designed primarily for use by individuals with mobility disabilities--that is used by individuals with mobility disabilities for the purpose of locomotion, including golf cars, electronic personal assistance mobility devices (EPAMDs), such as the Segway® PT, or any mobility device designed to operate in areas without defined pedestrian routes, but that is not a wheelchair within the meaning of this section.

Other Power-Driven Mobility Devices are permitted subject to the following:

Other Power-Driven Mobility Devices (OPDMD's) Not a wheelchair as defined under the Americans with Disabilities Act (ADA) Part 35.		
<p>Electric Powered; Electric Personal Assistance Mobility Devices (EPAMD'S)</p>	<p>EPAMD's are permitted to operate on concrete or paved trails and parking lots owned or maintained by the District and are restricted to the following: EPAMD's cannot:</p> <ul style="list-style-type: none"> • Carry more than 2 persons • Exceed 250 pounds • Exceed 36" maximum width • Exceed speed of 10 MPH 	<p>EPAMD's are permitted to operate in Parks and Open Space on concrete or paved trails and parking lots. EPAMD's are not permitted to operate off designated concrete or paved trails or parking lots</p>
<p>Fuel Powered – (internal combustion engines)</p>		<p>Fuel Powered OPDMD's are not permitted to operate in parks and open space, and facilities owned or managed by the District</p>

Roxborough Village Metropolitan District
Public Meeting Notice, Agenda, Meeting Packet and Director, Consultant, or Vendor
Expectations
RVMD Board of Directors

The following are policy and procedures adopted by the Board of Directors to facilitate the orderly creation of meeting agendas and notice and posting requirements. In the event of any conflict or discrepancy with prior Board policy or procedure, this current policy or procedures will control.

1. Formulation of Public Meeting Agenda and Meeting Packets.

In order to facilitate the formulation of agendas and meeting packets for public meetings, the following procedures are established for all Regular Board Meetings and to the extent practical, any Special Board Meetings. Twelve (12) calendar days prior to the meeting date, the Board President, or his or her designee, and/or the District's Business Manger shall request agenda items and/or meeting packet inclusions from Board members. Board members shall provide any agenda items or meeting packet inclusions they propose for the meeting no later than eight (8) calendar days prior to the meeting date. The Board President or his/her designee and the District Manager shall then meet to finalize the meeting agenda and packet in order to have the Meeting Notice Agenda and Meeting Packet published as specified in Section 2.

2. Public Meeting Notice Agenda and Meeting Packets Posting Requirements.

Meeting Notice Agenda and Meeting Packet information for all Regular Board Meetings shall be posted on the District's website no later than three (3) business days preceding the Regular Board Meeting date and time. To the extent practical, the same shall hold true for any Special Board Meeting. In addition, the Meeting Notice Agenda and Meeting Packet shall be delivered at the same time, but not later than the day before the scheduled meeting, to District residents that have provided an email contact. The purpose of this policy is to affirm the Board's commitment to accountability and transparency by fostering public engagement and participation by such advance notification. In the event such advance notification is not made or agenda topic, items of information are added after such time period, no formal action or vote shall be had on any such matter except for those matters that pose a health or safety concern or are otherwise emergent issues requiring immediate Board attention and the Board by a Director motion and majority approval consent to such consideration. Otherwise, any such items or matters may be discussed but will be held over for action to the next Board meeting.

3. Meeting Notice Agenda Items Involving District Residents.

Any meeting notice agenda items identifying any specific District resident communication, issues, concerns, or the like, will be entertained at such meeting provided such meeting topic or item is properly noticed under the Meeting Notice Agenda and Meeting Packet provision and the District resident has been advised by separate communication the topic or item will be discussed at such meeting and is invited to attend such meeting. In the event the resident is not so advised any discussion or action on such agenda topic or item shall be deferred to a future meeting where the resident has been so advised.

4. Director, Consultant or Vendor Meeting Expectations.

It is the expectation of the RVMD Board of Directors that each Director, Consultant, and Vendor that is to participate in any Board Meeting have reviewed all Meeting Agenda items and Meeting Packet information prior to the meeting in order to proceed in a timely and efficient manner.