

ROXBOROUGH VILLAGE METROPOLITAN DISTRICT

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

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

NOTICE OF MEETING AND AGENDA

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

DATE: May 15, 2024

TIME: 6:00 p.m.

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

And via Zoom Meeting

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

Meeting ID: 862 6755 0643

Passcode: 987572

** 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 (5 minutes)

A. Disclosure of Potential Conflicts of Interest

B. Additions/Deletions/Approval of Agenda

II. PUBLIC COMMENTS/HOMEOWNER REQUESTS (15 minutes) *

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

III. CONSENT AGENDA – (5 minutes) *

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.

- Board Meeting Minutes:
 - a. January 9, 2024
 - b. March 20, 2024
 - c. April 4, 2024
 - d. April 9, 2024
 - e. April 17, 2024
 - f. April 30, 2024
-

V. CONTRACTOR/CONSULTANT REPORTS

- A. Landscaping Updates- CDI Landscape, LLC
Specifically, status of billing of the 20 hours of irrigation services, and metal edging replacement to conform to contract requirements; irrigation system activation summary of any issues; program times of sprinkler controls to water on the specific days, times, and frequencies for Board review and approval; status of spring clean-up of flower beds and landscaped areas including but not limited to, cutting back perennial grasses and removing accumulated leaves and branches; weed control; and aeration and fertilization. (enclosure) (15 minutes)*
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B. Landscape Improvement Proposals & Requests:

- a. Tree Installation (enclosures)

- b. Smooth Brome Treatment (enclosure)

- c. Patriot Pest Control (enclosure)

- d. Request regarding removal of bushes (enclosure)

- C. Engineering Updates- Farnsworth (2 minutes)*
Specifically status of permits for bridge replacement
-

VI. FINANCIAL MATTERS- (3 minutes)*

- A. Review and ratify approval of the payment of claims for the periods ending as follows (enclosure):

Fund	Period Ending April 30, 2024
Total Claims	\$138,196.79

- B. Review and accept unaudited financial report for the period ending April 30, 2024 (enclosure)

VII. LEGAL MATTERS

- A. Status of Intergovernmental Agreement for Use of Foothills Recreation Amenities. (enclosure) (1 minute)*

- B. Update on CORE's request for an easement regarding changes made to the project's footprint and design. (enclosure, if available). (1 minute)*

- C. Update on the request for an amended agreement by Chatfield Farms 1A HOA for land sales revenue sharing with regard to conveyance of tracts north of Waterton Rd. (5 minutes)*

- D. Status of Records Retention Document. (1 minute)*

- E. Other

VIII. AGENDA PRIORTIES

- A. Discuss with legal counsel questions concerning ADA requirements concerning Community Park playground placement. Review and consider, if available, estimates for parking lot updates. (to be distributed) (10 minutes)*

- B. Discuss and consider approval of the Chatfield Farms Planter project proposals including revisions of the original estimate from PST and other estimates that have been submitted. (enclosures) (10 minutes)*

- C. Review and discuss the status of the updated HOA cost allocation letters for landscape maintenance, snow removal, and other services, with complete costs allocation. Confer and discuss with legal counsel questions that arose from the April 30, 2024 Board-Only meeting. Questions included: consideration of having a ballot issue for voters to decide on whether the District should maintain areas within the district that are owned by an HOA or Douglas County that have historically been maintained by the District at an upcoming election, and deferring action on any cost allocation taking effect until such election. (enclosures). (10 minutes)*
-

IX. OPERATION AND MAINTENANCE MATTERS

- A. District management updates. *SDMS to provide written updates/enclosures on the following items to be included in the Board packet (2 minutes).*
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- 1. Review lists of current approved and requested community permits (Sports Field Use, Park Areas & Gazebo, Food Truck Vendors, etc.) (enclosure).

- 2. SDMS Monthly Report (enclosure)

- B. Review and discuss, if needed, any recent general communications to District or CORA Requests.
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- C. Update and Status of identifying vendor for general repairs and maintenance of existing playground equipment.
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- D. Update and Status of the softball field renovation.
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- E. Update on Community Park Restroom cleaning services.
-

- F. Xeriscape/Turf Removal project update.
-

- G. Update on any proposals for replacement of the Chatfield Farms Playground Spinner update.
-

X. DIRECTOR MATTERS

- A. Signage committee update. Any update on signage for the greenhouse. (2 minutes)*

- B. Environmental committee update. (2 minutes)*

- C. Further discussion on consideration of possibly reducing District's taxes with respect to HOA cost allocation matter and property tax legislation. (5 minutes)

- D. Review and consider any estimates, if available, for asphalt repairs/replacement for the section of the pathways between Red/Blue Mesa. (enclosures if any). (4 minutes)*

- E. Other

XI. PUBLIC COMMENTS/HOMEOWNER REQUESTS (15 minutes)*

- A. Members of the public may express their views to the Board on matters that affect the District. Comments will be limited to three (3) minutes. Please sign in. Questions may be asked of the Board but will not be answered at this time. Please refer to the Meeting Code of Conduct for additional guidelines:
<https://www.roxboroughmetrodistrict.org/2022-meetings>

XII. ADJOURNMENT

THE NEXT REGULAR MEETING IS SCHEDULED FOR WEDNESDAY, JUNE 17, 2024

RECORD OF PROCEEDINGS

MINUTES OF A SPECIAL MEETING OF THE BOARD OF DIRECTORS OF THE ROXBOROUGH VILLAGE METROPOLITAN DISTRICT HELD JANUARY 9, 2024

A Special Meeting of the Board of Directors (referred to hereafter as the "Board") of Roxborough Village Metropolitan District (the "District") was convened on Tuesday, the 9th day of January, 2024 at 6:00 p.m. at the Roxborough Library, 8375 N. Rampart Range Rd, Littleton, CO 80125. The meeting was open to the public.

ATTENDANCE **Directors In Attendance Were:**

Debra Prysby
Ephram Glass
Mark Rubic
Mathew Hart
Travis Jensen

Also In Attendance Were:
None.

CALL TO ORDER At 6:01 p.m. the meeting was called to order.

I. ADMINISTRATIVE MATTERS

A. 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. Dir. Rubic 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.

B. Additions/Deletions/Approval of Agenda

Following discussion, upon motion duly made by Director Prysby, seconded by Director Glass, and, upon vote, unanimously carried, the Board approved the agenda.

II. PUBLIC COMMENTS/HOMEOWNER REQUESTS

No homeowners were present.

III. BOARD DISCUSSION MATTERS

A. Update and Status of the Airplane Park Playground installation

Dir. Rubic noted that Peggy Ripko, District Manager, had said Dino Ross, District Legal Counsel, was working on an agreement with the playground vendor. Dir. Jensen noted that this should be prioritized to get things done faster. The Board agreed with Dir. Jensen's comment.

B. Update and Status of the engineering ADA Accessibility survey for Community Park for playground placement and installation

Dir. Rubic noted he had not heard anything on the progress being made by Farnsworth. The Board was in consensus that this needs to be prioritized to get the Community Park playground project moving.

C. Update and Status of the HOA cost allocation for maintenance services from vendor. Discuss whether to consider approval of a continuation of District Services to relevant HOAs until final estimates are provided and discussed with affected HOAs (enclosure)

The Board discussed the quotes from CDI that showed the additional cost required to maintain HOA owned properties. Dir. Glass noted that when he received the quotes, he asked CDI to double check the numbers because they seemed high. He also asked CDI to verify that if the HOAs did not approve of having the District maintain their properties at the quoted prices that the District's maintenance contract cost would be reduced by the quoted amounts. Dir. Glass said CDI verified both. Dir. Jensen stated that the Filing 14B HOA of which he is a board member would not agree to services at the quoted amount. Dir. Glass noted that the quotes were for landscape maintenance and did not include snow removal or electric bills the District has been paying. Dir. Jensen said the Board needed input from Dino to verify if electric bills needed to be paid by the HOAs. The Board agreed to ask Dino for his input. After some discussion, the Board agreed to put in the consent agenda for January 17th to extend services for the HOAs in question until two months after the HOAs were informed of the quotes and the need to have an agreement in place to continue services.

D. Review revisions to landscape maintenance agreement

Dir. Glass noted the landscape maintenance agreement was still being reviewed by Dino and it contained all the changes the Board had previously discussed.

E. Update on Pump Discussion with Browns Hill

Dir. Glass recounted his meeting with Browns Hill Engineering with regard to the Crystal Lake pumps and the Mission Communications system. Browns Hill noted the lead time for pump replacements was only a week or two. Dir. Glass recommended not getting a spare due to the short lead time and the low probability of both pumps dying simultaneously. The Board agreed with his assessment. Dir. Glass noted the Mission Communications system allowed for data collection of pond height and pump run times and that both datasets are useful to reduce loss of water and identify pump issues. He also said the system allows for remote shutoff of the pumps which would save money and water if there was an emergency break, especially on a holiday or weekend. Dir. Glass recommended paying to reinstate the Mission Communications contract. The Board agreed with his assessment and recommended adding the approval into the January 17th consent agenda to be initiated in April.

F. Discuss GIS Options from CDI

The Board discussed the proposal from CDI to use a GIS device owned by CDI and charged to the District at \$30/hr. The Board was in consensus in deciding to purchase a device owned by the District. Dir. Glass noted CDI said they would only need a single device. After some discussion, the Board was ok allowing the device to be stored in the Community Park storage room. The Board agreed to have the Farnsworth GIS approval done at the January 17th meeting as a regular agenda item.

G. Review Invoices Requiring Board Input (Mission Communication, CDI, Ark Ecological, etc.)

The Board discussed the Mission Communications invoice under item E above. Dir. Glass noted there was an invoice that came through from CDI for metal edging work they completed before the Board's decision to stop edging work for the year. The Board agreed the invoice should be paid. The Board discussed the seeding charge on the final 2023 Ark Ecological invoice. The Board agreed to pay the invoice but determined an agreement was needed in 2024 to ensure the Board was able to provide approval in advance of any seeding work. The Board agreed to approve the CDI metal edging invoice and the Ark Ecological seeding invoice in the January 17th consent agenda.

H. Update and Status on the Handyperson RPF

Dir. Rubic noted that Peggy said they had not received anything regarding the handyman position. Dir. Prysby said she'd send the contact information on the person she knew who

has expertise in playground installations. Dir. Rubic said he'd confirm with Peggy that the RFP was posted to the District social media accounts and to the SDA forum. Dir. Glass said he'd ask the real estate agents he knows to see if they know of any handymen interested in the position.

I. Update and Status of Chatfield Farms planter project

Dir. Glass stated that he met with PST and reviewed the two engineered stone options for the Chatfield Farms planter. He said he didn't like them so he asked PST for a quote to use Siloam stone instead. PST responded that the Siloam stone would be the same price as the engineered stone. The Board agreed to move forward with using Siloam stone.

J. Update and Status of Community Park restroom repairs

Dir. Rubic noted that Peggy received a cryptic note from PST stating half the material had arrived. It was assumed that the material in question is for the bathrooms.

K. Discuss communication to homeowners of the District's new rules and regulations

The Board discussed what was needed to publicize the updated rules and regulations so the rules could start being enforced. The Board agreed to defer the discussion to January 17th to get legal input from Dino.

L. Update on District website, discussion

Dir. Glass noted SDMS was redoing the new website to follow the website tree the Board agreed to use.

M. Discuss any updates from the Signage Committee

This discussion was deferred.

N. Environmental Committee Update

Dir. Glass noted that approximately half the seed trays have been planted and the greenhouse window was repaired with help from Hanson family. Dir. Glass and Dir. Prysby are planning on meeting Chantel Estes on January 12th to discuss what she'd like to do with her classes. It's expected that the remaining seed trays will be planted in the next two weeks. Watering will be an ongoing task during the winter.

O. Update on Roxborough Marketplace irrigation, estimate for meter installation

Dir. Glass stated that the Roxborough Marketplace was heading in the direction of continuing usage of the District's water supply. CDI has supplied quotes for installing three water meters. Dir. Glass noted the District needs to set an administrative fee for reading and billing for the water. The Board directed Dir. Glass to get estimates from SDMS and Gemsbok and to assume one hour of a CDI irrigation technician's time for meter reading and use that as the administrative fee.

P. Update on Chatfield Farms Conveyance Agreement

Dir. Glass noted Kelley Duke is getting assessed values for the Chatfield Farms 1A tracts and the conveyance agreement has been signed by both parties. Dir. Glass noted the HOA is slow in getting proxies but is working to get them so the tracts can be conveyed.

Q. Update on Recalculation of Chatfield Farms Capital Contributions

Dir. Glass stated he met with Gemsbok to review the recalculations of the Chatfield Farms capital contributions. Brenna Karamigios, from Gemsbok, was happy with the calculations but wanted a final review from Christina Griggs. Dir. Glass said he wanted to do some additional clean-up of the 10-year budget spreadsheet to triple check the forecasted numbers, but he stated the capital reserves for Chatfield Farms have been so underfunded that there's no likelihood of needing to pay the developer.

R. Review lists of current approved and requested community permits, if any. (Sports Field Use, Park Areas & Gazebo, Food Truck Vendors, etc.)

Dir. Rubic noted there were no new requests.

IV. OTHER MATTERS

Dir. Glass discussed WeatherTrak system and recommended not renewing the communications contracts until the Board received input from the vendor of the system on how to fully implement the OptiFlow component of the system. The Board agreed with Dir. Glass' assessment.

The Board discussed whether to have SavATree do checks of trees in 2024 to look for trees or branches that are at risk of breaking. In light of the recent district-wide tree trimming and removals, the Board decided to just perform trimming and removals every two years and rely on citizens and contractors to notify the District of any dangers.

Dir. Glass noted he attended the Douglas County meeting earlier in the day and asked that the County organize a kickoff meeting to install a safe pedestrian path connecting Waterton Canyon to the High Line Canal and to the District. With support from Commissioner Lora Thomas, the County Manager, Doug DeBord, said he'd start the process of getting that effort going.

V. PUBLIC COMMENTS/HOMEOWNER REQUESTS

No homeowners were present.

VI. ADJOURNMENT

There being no further business to come before the Board at this time, upon motion duly made by Director Prysby, seconded by Director Glass, and upon vote, unanimously carried, the Special Meeting was adjourned at 7:36 p.m.

**MINUTES OF A REGULAR MEETING OF
THE BOARD OF DIRECTORS OF THE
ROXBOROUGH VILLAGE METROPOLITAN DISTRICT
HELD
MARCH 20, 2024**

A regular meeting of the Board of Directors (referred to hereafter as the “Board”) of Roxborough Village Metropolitan District (the “District”) was convened on Wednesday, the 20th day of March, 2024 at 6:00 p.m. at the Roxborough Library 8357 N Rampart Range Rd # 200, Littleton, CO 80125 and via Zoom. The meeting was open to the public.

CALL TO ORDER

Ms. Ripko called the meeting to order the 6:00 p.m.

ATTENDANCE

Directors In Attendance Were:

Mark Rubic
Debra Prysby
Ephram Glass
Travis Jensen
Mat Hart

Also In Attendance Were:

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

Dino Ross, Esq.; Ireland Stapleton Pryor & Pascoe, P.C.

Douglas County:

Matt Williams
Zeke Lynch
Mark Stacks
Danny Montoya

Homeowners:

Tom & Denise Londrigan
Dirk & Gina Hylund
Mary & Robert Mello
Jack Barron
Joan & Anthony DelSordi
Ed Weber
Kris & Ted Griffith
Dave & Pat Chance
Malia & Neil Chapman
Mike & Cindy Kraft
Glen Fulkerson
Dean Lenz

Doug Weiherer
Anthony Hopkins
Sheila Harty
Brayton Kline
Mike PntPitoniak
Mark & Jen Lotspeich
Zoyel Despair
Donald Liput
Kristy & Sharren Sharshed
Steve & Cindy Rawlings
Brendan Coupe
Michael Henderson
Mike Giarriano
Melissa Giarratano
Helly Nichols
Michael Heisser
Scott Paling

**DISCLOSURE OF
POTENTIAL
CONFLICTS OF
INTEREST**

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

**ADMINISTRATIVE
MATTERS**

Agenda: Ms. Ripko reviewed with the Board the proposed Agenda.

Following discussion, upon motion duly made by Director Prysby, seconded by Director Glass, and, upon vote, unanimously carried, the Board approved the agenda.

**TRAFFIC AND
PEDESTIRAN
CONCERNS**

Introduction of Douglas County Representatives: Ms. Ripko introduced to the Board the Douglas County Representatives Danny Montoya and Matt Williams. The Representatives answered questions from Board and Homeowners present. It was noted that information from the meeting will be posted to the District's website.

CONTINUATION

Following discussion, upon motion duly made by Director Prysby, seconded by Director Rubic, and, upon vote, unanimously carried, the Board determine to continue the meeting to April 4, 2024 at 6:00 p.m.

Respectfully submitted,

By: _____
Secretary for the Meeting

**MINUTES OF A CONTINUED MEETING OF
THE BOARD OF DIRECTORS OF THE
ROXBOROUGH VILLAGE METROPOLITAN DISTRICT
HELD
APRIL 4, 2024**

A continued meeting of the Board of Directors (referred to hereafter as the “Board”) of Roxborough Village Metropolitan District (the “District”) was convened on Thursday, the 4th day of April, 2024 at 6:00 p.m. at the Roxborough Library 8357 N Rampart Range Rd # 200, Littleton, CO 80125 and via Zoom. The meeting was open to the public.

CALL TO ORDER

Ms. Ripko called the meeting to order the 6:00 p.m.

ATTENDANCE

Directors In Attendance Were:

Mark Rubic
Debra Prysby
Ephram Glass
Travis Jensen

Directors Absent:

Mat Hart

Also In Attendance Were:

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

Dino Ross, Esq.; Ireland Stapleton Pryor & Pascoe, P.C.

Dale Draper; Consolidated Divisions, Inc. d/b/a CDI Environmental Contractor (“CDI”) (for a portion of the meeting)

Brenna Karamigios; Gemsbok Consulting Inc. (“Gemsbok”) (for a portion of the meeting)

Anne Crane; Scout Troop 625

**DISCLOSURE OF
POTENTIAL
CONFLICTS OF
INTEREST**

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

Disclosure Statements to be filed.

**ADMINISTRATIVE
MATTERS**

Agenda: Ms. Ripko reviewed with the Board the proposed Agenda.

Following discussion, upon motion duly made by Director Prysby, seconded by Director Glass, and, upon vote, unanimously carried, the Board approved the agenda.

**PUBLIC
COMMENTS**

There were no comments.

**CONSENT
AGENDA**

The Board considered the following actions:

- Review and consider approval of the February 21, 2024 regular meeting minutes and March 11, 2024 special meeting minutes.
- Independent Contractor Agreement - Ark Ecological Services, LLC, Weed and Native Plant Management Program.

Following discussion, upon motion duly made by Director Glass, seconded by Director Jensen, and, upon vote, unanimously carried, the Board approved the Consent Agenda.

**CONTRACTOR/
CONSULTANT
REPORTS**

Landscaping Updates:

Monthly Report: The Board reviewed the monthly report. Mr. Draper answered the Board's questions.

Following discussion, upon motion duly made by Director Glass, seconded by Director Prysby, and, upon vote, unanimously carried, the Board approved CDI to remove tree branches at a cost not to exceed \$800.00.

Revising Agenda: The Board discussed revising the agenda to allow Ms. Crane to present community clean-ups.

Following discussion, upon motion duly made by Director Rubic, seconded by Director Jensen, and, upon vote, unanimously carried, the Board approved the revised Agenda allowing Ms. Crane to present community cleanups.

Following discussion, upon motion duly made by Director Rubic, seconded by Director Glass, and, upon vote, unanimously carried, the Board approved the dumpster for the troop, not to exceed \$450.00.

Following discussion, upon motion duly made by Director Rubic, seconded by Director Glass, and, upon vote, unanimously carried, the Board acknowledged that

if Douglas County is not able to help, they approve allowing the troop to use one regular sized pick-up truck to pick up garbage as needed as long as the vehicle remains on concrete paths.

FINANCIAL MATTERS

Claims: The Board considered ratifying the approval of the payment of claims as follows:

Fund	Period Ending February 29, 2024
Total Claims	\$81,864.71

Following discussion, upon motion duly made by Director Glass, seconded by Director Prysby and upon vote, unanimously carried, the Board ratified approval of the claims, as presented.

Unaudited Financial Report: The Board reviewed the unaudited financial report for the period ending February 29, 2024.

Following discussion, upon motion duly made by Director Rubic, seconded by Director Glass, and upon vote unanimously carried, the Board accepted the unaudited financial report for the period ending February 29, 2024.

LEGAL MATTERS

Roxborough Marketplace Irrigation System and Water Supply Installation Agreement: The Board discussed the Roxborough Marketplace Irrigation System and Water Supply Installation Agreement. It was noted that it has been uploaded for execution.

Intergovernmental Agreement for Use of Foothills Recreation Amenities: The Board discussed the Intergovernmental Agreement for Use of Foothills Recreation Amenities. It was noted that the Agreement is with legal for review.

CORE Request for Easement: The Board discussed the CORE request for easement. It was noted that the details are being finalized.

Protecting Resident Information: The Board discussed protecting resident information and ensuring that any resident information included on public documents that are posted has all identifying information removed.

Board Responses to Resident Concerns Outside of Public Meetings Without Violating Open Meeting Laws: The Board discussed appropriate ways, if any, to coordinate Board responses to resident concerns outside of public meetings. The Board discussed ways to respond to homeowner e-mails sent to the full Board. The Board gave direction that a set response will be drafted by SDMS and then reviewed by legal and the Board. If an e-mail is received, the Board will forward the e-mail to the District Manager to send the response to the homeowner. The response will

be sent within 24-hours and the concern will be added to the agenda for the next meeting.

Other: Attorney Ross discussed with the Board the need for the District to have a records retention policy. The Board gave direction to have the records retention policy drafted.

AGENDA PRIORITIES

Status of Airplane Park Playground Replacement: The Board discussed the status of the Airplane Park playground replacement. It was noted that it is scheduled to be installed the first part of August.

Status on Engineering ADA Accessibility Survey for Community Park: The Board discussed the status of the Engineering ADA Accessibility survey for Community Park. It was noted that the survey has been received and will be reviewed at a future meeting.

Revised HOA Cost Allocation: The Board discussed the revised HOA cost allocation for maintenance services, and communication. Additional information has been provided.

OPERATION AND MAINTENANCE MATTERS

District Management Updates: The Board discussed the District Management updates.

- The Board reviewed and approved field usage requests. They noted that all reservations should include a reminder that there can be no parking on the grass. Additionally, a park reservation does not include the sign post or a food truck. A separate request needs to be submitted for those.

CORA Requests: The District has not received any CORA requests.

Monthly Invoice from Foothills Park & Recreation: The Board reviewed the Monthly Invoice from Foothills Park & Recreation re: February 2024 Roxborough Village Resident.

Status of New District Website: The Board discussed the status of the new District website. It was noted that the final updates have been done and will be reviewed at the April 9th Board meeting.

Bathroom Cleaning Proposals: The Board discussed the bathroom cleaning proposals.

Following discussion, upon motion duly made by Director Prysby, seconded by Director Jensen, and upon vote unanimously carried, the Board approved the proposal from Metro Maintenance to clean the bathroom every week.

De-Winterization Proposal: The Board reviewed the de-winterization proposal.

Following discussion, upon motion duly made by Director Prysby, seconded by Director Glass, and upon vote unanimously carried, the Board approved the de-winterization proposal.

**GENERAL
UPDATES**

General Updates regarding ongoing projects:

- Handyperson RFP published on SDA website and disseminated on Roxborough Community Forum Facebook Site. A proposal is included for discussion at the April 9, 2024 Board meeting.
 - Chatfield Farms Planter Project. The Board deferred discussion at this time.
 - Softball Renovation. The preconstruction meeting has occurred and this will occur starting May 5th.
 - Community Park restroom repairs. The project is complete.
 - Bridge Replacements. SDMS has reached out to the Parks & Wildlife to get their approval.
 - Xeriscape/Turf Removal project update- No updates
 - Board clarification and direction as to how requests for community permit applications for use of District facilities and sign/banner posts are to be approved. The Board gave direction that they should be sent to the full Board for review.
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**DIRECTOR
MATTERS**

Irrigation Checks by CDI: The Board discussed the status of receipt of requested additional information of irrigation checks documentation to be supplied by CDI. The information has been received and will be included for the April 9, 2024 Board meeting.

District Signage/Committee Update: There were no updates.

Environmental Committee Update: The Board discussed the Environmental Committee update. It was noted that the ribbon cutting ceremony for the Greenhouse is on April 25, 2024 at 9:00 a.m.

Tree Replacement Proposals: There were no updates.

Asphalt Repairs/Replacement Proposals: The Board discussed the asphalt repairs/replacement proposals for pathways and parking lots. Director Glass stated that he has met with the contractor.

The District is waiting for Farnsworth's information regarding where the paths should go.

PUBLIC

None.

COMMENTS/HOM _____
EOWNER
REQUESTS

ADJOURNMENT

There being no further business to come before the Board at this time, upon motion duly made and seconded, and upon vote, unanimously carried, the regular meeting was adjourned.

Respectfully submitted,

By: _____
Secretary for the Meeting

**ROXBOROUGH VILLAGE METROPOLITAN
DISTRICT**

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

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

NOTICE OF SPECIAL MEETING AND AGENDA

Meeting Minutes

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

DATE: April 9, 2024
TIME: 6:00 p.m.
LOCATION: Roxborough Library Meeting Room
8357 North Rampart Range Road #200
Littleton, CO 80125

Google Meet joining info

Video call link: <https://meet.google.com/cup-jzns-rne>

Or dial: (US) +1 636-373-8869 PIN: 502 310 105#

More phone numbers: <https://tel.meet/cup-jzns-rne?pin=5487243383032>

** 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 – Meeting called to order at 6:10pm. All Board members were present.

A. Disclosure of Potential Conflicts of Interest. None.

B. Additions/Deletions/Approval of Agenda. No changes. Board approved 5-0 upon motion by Dir. ??, seconded by Dir. ??

II. PUBLIC COMMENTS/HOMEOWNER REQUESTS

- A. Members of the public may express their views to the Board on matters that affect the District. Comments will be limited to three (3) minutes. Please sign in. Questions may be asked of the Board but will not be answered at this time. Please refer to the Meeting Code of Conduct for additional guidelines: <https://www.roxboroughmetrodistrict.org/2022-meetings>
One member of the public was in attendance, Jennifer Swafford. She had no public comment.

III. BOARD DISCUSSION MATTERS

- A. Review and Discuss the engineering ADA Accessibility survey for Community Park for playground placement, installation and walkways. (enclosure). The Board reviewed the ADA survey and noted that the Board only received the cover page of the survey. The Board decided to request more detail from the District engineer. The Board determined that it will need input from counsel about what scope of improvements triggers required compliance of ADA requirements. The Board also noted that there have not been any updates on the Spinner playground equipment replacement for Chatfield Farms. Dir. Rubic stated he would contact SDMS for an update and/or request one from the vendor.
-
- B. Review revised HOA cost allocation for maintenance services letters. (enclosures). The Board noted it has draft letters still awaiting cost estimates for snow removal from CDI. Dir. Rubic stated he will provide Board members with the draft letters. Dir. Glass noted that CDI said it was too difficult for them to estimate snow removal percentages for each HOA. He recommended that the percentages be based on linear footage in the Snow Removal map. After some discussion, the Board directed Dir. Glass to calculate the snow removal percentages as recommended.
-
- C. Review and discuss Greenhouse Naming Submissions and ribbon cutting ceremony on April 25th at 9AM. (enclosure). The Board discussed upcoming ribbon cutting ceremony and reviewed possible names for greenhouse. After discussion Board agreed on the name: "Rox Nature Lab".
-

D. Review and Discuss invoice submitted by McBride Electrical. (Enclosure). Dir. Glass reviewed for the Board the issue with the invoice. After discussion, the Board agreed that if the vendor provides us the estimate for correcting/replacing the electric line under Rampart Range Road then the Board will no longer question the number of hours and approve payment of the invoice. Dir. Glass was directed to inform SDMS and have SDMS reach out to the vendor

E. Review and discuss irrigation checks documentation supplied by CDI, if available. (enclosure). The Board did receive some updated information from CDI for the time period June 2 – June 30. Dir. Rubic stated that the updated material answered many of the questions for that time frame but was still lacking complete documentation for the entire time frame in question and that additional documentation for that time period will be to be requested and reviewed. Dir. Rubic was directed to inform SDMS and have them reach out to CDI.

F. Discuss how we will undertake repairs of playground equipment throughout the District. Dir. Prysby stated she is still attempting to locate the vendor's name and once she has done so will pass it on to SDMS.

G. Review and Discuss New District Website. Dir. Glass provided some input on areas still requiring fixes on the new website. The Board directed Dir. Glass to convey those fixes to SDMS.

H. Update and Status of Chatfield Farms planter project. The Board discussed the price increase from PST for the Chatfield Farms Planter. The board decided to tell PST that due to the increase, we'll have to send out an RFP again. The Board will be looking into some options for additional estimates. Dir. Glass was directed to inform SDMS and have them reach out to PST.

I. Update and Status of softball field renovation. No new information.

J. Update and Status turf replacement (xeriscape) project. SDMS is working on the scope of work.

K. Update and Status of Handyperson RFP, alternatives. The Board reviewed a proposal submitted by the vendor. The Board determined this was not the type of vendor it was seeking but will retain the information and possibly contact them for possible estimates in the future if projects arise.

L. Signage Committee Update. No new information.

M. Environmental Committee Update. No new information.

N. Review lists of current approved and requested community permits, if any. (Sports Field Use, Park Areas & Gazebo, Food Truck Vendors, etc.) No new information.

IV. OTHER MATTERS – Dir. Glass mentioned he received Douglas County referral for Ravenna. The Board determined that no formal response was needed from the Board. Dir. Glass also noted he attended the Douglas County Planning meeting where he raised the issue about the continuing foul sewage odor and that the Commission provided favorable response to have this looked at. Dir. Glass also noted that in a recent meeting with a representative of CORE he identified multiple District accounts that may not be necessary or could be put on a cheaper rate. The Board approved his continuation of working with CORE and SDMS to rectify these accounts.

V. PUBLIC COMMENTS/HOMEOWNER REQUESTS – No Public Comments.

VI. ADJOURNMENT - Upon a motion by Dir ??, seconded by Dir. ??, The Board unanimously approved adjournment at 8:00pm.

THE NEXT REGULAR MEETING IS SCHEDULED FOR APRIL 17, 2024.

**MINUTES OF A REGULAR MEETING OF
THE BOARD OF DIRECTORS OF THE
ROXBOROUGH VILLAGE METROPOLITAN DISTRICT
HELD
APRIL 17, 2024**

A Regular meeting of the Board of Directors (referred to hereafter as the “Board”) of Roxborough Village Metropolitan District (the “District”) was convened on Wednesday, the 17th day of April, 2024 at 6:00 p.m. at the Roxborough Library 8357 N Rampart Range Rd # 200, Littleton, CO 80125 and via Zoom. The meeting was open to the public.

CALL TO ORDER

Ms. Ripko called the meeting to order the 6:00 p.m.

ATTENDANCE

Directors In Attendance Were:

Mark Rubic
Debra Prysby
Ephram Glass
Travis Jensen
Mat Hart

Also In Attendance Were:

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

Dino Ross, Esq.; Ireland Stapleton Pryor & Pascoe, P.C.

Dale Draper; Consolidated Divisions, Inc. d/b/a CDI Environmental Contractor (“CDI”) (for a portion of the meeting)

Alisha Bignell; Gemsbok Consulting Inc. (“Gemsbok”) (for a portion of the meeting)

**DISCLOSURE OF
POTENTIAL
CONFLICTS OF
INTEREST**

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

ADMINISTRATIVE MATTERS

Agenda: Ms. Ripko reviewed with the Board the proposed Agenda.

Following discussion, upon motion duly made by Director Prysby, seconded by Director Glass, and, upon vote, unanimously carried, the Board approved the agenda.

PUBLIC COMMENTS

There were no comments.

Request from Homeowner: The Board reviewed the request from homeowner regarding removal of trees and confirmed that the trees are not in the area maintained by the District.

CONSENT AGENDA

The Board considered the following actions:

- None.
-

CONTRACTOR/CONSULTANT REPORTS

Landscaping Updates:

CDI Landscape, LLC: The Board discussed CDI Landscape, LLC landscaping updates. It was noted that the weeds are already emerging; CDI will be out twice in the next week. Director Glass updated the Board regarding a walk with CDI and a representative of Chatfield Farms HOA. Mr. Draper answered questions as needed.

Engineering Updates: Attorney Ross discussed with the Board the ADA requirements for the parking lot renovation.

FINANCIAL MATTERS

Claims: The Board considered ratifying the approval of the payment of claims as follows:

Fund	Period Ending March 31, 2024
Total Claims	\$40,623.18

Following discussion, upon motion duly made by Director Prysby, seconded by Director Glass and upon vote, unanimously carried, the Board ratified approval of the claims.

Unaudited Financial Report: The Board reviewed the unaudited financial report for the period ending March 31, 2024.

Following discussion, upon motion duly made by Director Glass, seconded by Director Prysby, and upon vote unanimously carried, the Board accepted the unaudited financial report for the period ending March 31, 2024.

Backfill Tax Revenue: The Board discussed the backfill tax revenue received.

LEGAL MATTERS

Roxborough Marketplace Irrigation System and Water Supply Installation Agreement: The Board discussed the Roxborough Marketplace Irrigation System and Water Supply Installation Agreement; this has been executed and finalized.

Intergovernmental Agreement for Use of Foothills Recreation Amenities: The Board discussed the Intergovernmental Agreement for Use of Foothills Recreation Amenities. Legal counsel for Foothills Recreation has one concern; SDMS will be setting up a meeting to discuss.

CORE Request for Easement: The Board discussed the CORE request for easement. The Board authorized the Operations Committee to finalize the agreement.

Board Responses to Resident Concerns Outside of Public Meetings Without Violating Open Meeting Laws: The Board discussed appropriate ways, if any, to coordinate Board responses to resident concerns outside of public meetings. The Board reviewed and finalized language to be used by management in response to a homeowner response.

Chatfield Farms 1A HOA: The Board discussed the request by Chatfield Farms 1A HOA for land sales revenue sharing with regarding to conveyance of tracts north of Waterton Rd. The District and HOA are still discussing terms of the conveyance; the Board agreed to a split of revenue between the District and HOA. Attorney Ross will draft the terms to be reviewed by the Operations Committee.

Status of Records Retention: The Board discussed the status of records retention. No action was taken at this time.

ADA Accessibility Requirements: This was discussed earlier in the meeting.

**AGENDA
PRIORITIES**

ADA Accessibility Survey for Community Park: The Board discussed the ADA Accessibility survey for Community Park. No action was taken at this time.

Revised HOA Cost Allocation: The Board discussed the revised HOA cost allocation for maintenance services, and communication. No action was taken at this time.

OPERATION AND MAINTENANCE MATTERS

District Management Updates: The Board discussed the District Management updates.

- The Board reviewed the lists of current approved and requested community permits (Sports Field Use, Park Areas & Gazebo, Food Truck Vendors, etc.)
- The Board reviewed the SDMS Monthly Report.

CORA Requests: The District has not received any CORA requests.

Monthly Invoice from Foothills Park & Recreation: The Board reviewed the Monthly Invoice from Foothills Park & Recreation re: March 2024 Roxborough Village Resident.

New District Website: The Board authorized the transition to new website.

GENERAL UPDATES

General Updates regarding ongoing projects:

- Invoice for Patriot Pest Control.

Following discussion, upon motion duly made by Director Rubic, seconded by Director Prysby, and upon vote unanimously carried, the Board approved the payment for invoice for Patriot Pest Control.

- Status of Airplane Park. The equipment is scheduled to be installed the first part of August.
- Status of Handyperson RFP. No action was taken at this time.
- Status of identifying vendor for general repairs and maintenance of existing playground equipment. No action was taken at this time.
- Chatfield Farms Planter Project. Director Glass is working on getting new numbers.
- Softball Renovation. The softball field is scheduled to be done in May. No action taken regarding volleyball court.
- Community Park restroom repairs. The Board gave direction to open as soon as possible.
- Bridge Replacements. No updates.
- Xeriscape/Turf Removal project update- No updates
- Chatfield Farms Playground Spinner Equipment update. SDMS is following up to get a proposal for the replacement.

DIRECTOR MATTERS

Irrigation Checks by CDI: The Board discussed the status of receipt of requested additional information of irrigation checks documentation to be supplied by CDI.

Following discussion, upon motion duly made by Director Rubic, seconded by Director Glass, and upon vote unanimously carried, the Board does not' feel that the documentation is sufficient per the agreement but agreed to accept what has been provided to date and pay the November & December bills. The Board gave

direction to work with CDI to ensure proper documentation as outlined in the agreement moving forward; the 20 hours included in the contract must be clearly documented.

District Signage/Committee Update: No updates.

Environmental Committee Update: No Updates.

Update on Xcel’s Transmission Line Maintenance Plan: The Board discussed the update on Xcel’s transmission line maintenance plan. Director Glass talked to Xcel; they will be doing work in the fall and is working with them regarding the process

Tree Replacement Proposals: The Board discussed the Tree Replacement Proposals. It was determined that twelve trees were identified to be replaced.

Following discussion, upon motion duly made by Director Glass, seconded by Director Hart, and upon vote unanimously carried, the Board approved the proposal, not to exceed \$16,000, to replace the trees after bids have been received.

Other: The Board discussed Xcel customers paying for streetlights.

Following discussion, upon motion duly made by Director Glass, seconded by Director Hart, and upon vote unanimously carried, the Board approved Xcel customers paying for streetlights.

None.

**PUBLIC
COMMENTS/HOM
EOWNER
REQUESTS**

ADJOURNMENT

There being no further business to come before the Board at this time, upon motion duly made and seconded, and upon vote, unanimously carried, the regular meeting was adjourned.

Respectfully submitted,

By: _____
Secretary for the Meeting

RECORD OF PROCEEDINGS

MINUTES OF A SPECIAL MEETING OF THE BOARD OF DIRECTORS OF THE ROXBOROUGH VILLAGE METROPOLITAN DISTRICT HELD April 30, 2024

A Special Meeting of the Board of Directors (referred to hereafter as the "Board") of Roxborough Village Metropolitan District (the "District") was convened on Monday, the 30th day of April, 2024 at 6:00 p.m. at the Roxborough Library, 8375 N. Rampart Range Rd, Littleton, CO 80125. The meeting was open to the public.

ATTENDANCE

Directors In Attendance Were:

Debra Prysby
Ephram Glass
Mark Rubic
Mathew Hart
Travis Jensen

Also In Attendance Were:

None.

CALL TO ORDER At 6:02 p.m. the meeting was called to order.

I. ADMINISTRATIVE MATTERS

A. 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. Dir. Rubic 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.

B. Additions/Deletions/Approval of Agenda

Following discussion, upon motion duly made by Director Jensen, seconded by Director Glass, and, upon vote, unanimously carried, the Board approved the agenda.

II. PUBLIC COMMENTS/HOMEOWNER REQUESTS

No homeowners were present.

III. BOARD DISCUSSION MATTERS

A. Review ADA Accessibility Memorandum and discuss ADA parking plans. (to be distributed under separate cover).

The Board discussed the ADA requirements and applicability to the district parking lots. Dir. Rubic noted that the Chatfield Farms parking lot already had a designated van accessibility spot. Dir. Glass noted the most effective and economical way to make the tennis court parking lot accessible would be to move the ADA space to the north side of the parking lot and build a new sidewalk extension that met ADA requirements because neither the parking lot nor existing pathways met ADA requirements. The Board agreed to proceed with that design with the addition of no parking striping on the east side so vehicles didn't get blocked in. Dir. Rubic noted that the larger Community Park parking lot does not meet current ADA slope requirements. Dir. Glass noted that he was concerned about creating another hazard by changing the slope to meet the 1:48 slope requirement. He was concerned that adding fill would create a ledge at the downslope portion of the parking lot that would be a fall hazard for people and vehicles. He suggested a wall as a possible solution or building out the planned overlook to avoid the hazard. Dir. Prysby recommended keeping the handicap spots on the southeast side by digging into the hill and building a retaining wall instead. Dir. Jensen suggested looking into placing the spaces in the middle of the parking lot by the median. After some discussion, the Board directed Dir. Glass to get estimates for each of those three options: spaces in the southwest corner, in the southeast corner, or on the south end of the median.

B. Review revised HOA cost allocation for maintenance services letters and calculations. (enclosures).

Dir. Glass reviewed the cost allocation for the various HOAs with the Board. He noted that the Chatfield Farms 1A HOA allocation was so low that it was likely worth having the HOA pay a one time fee to transfer maintenance responsibility to the District. He also noted that the HOA has maintained the mailbox area based on precedent but that the tract maintenance agreement makes no mention that the mailbox sidewalk is to be treated differently. Dir. Rubic noted that the Chatfield Farms 1A portion was so low that it would cost more to bill the HOA than the amount billed. Dir. Prysby suggested taking over the sidewalk maintenance since the maintenance agreement already covered it and it wasn't worth billing separately. The Board agreed with Dir. Prysby's recommendation with Dir. Glass abstaining due to being an HOA board member. Dir. Glass asked Dir. Jensen as a Filing 14B HOA board member if any portion of the HOA cost allocation was worthwhile for 14B HOA. Dir. Jensen noted the snow removal allocation was workable but the landscape services allocation was too expensive. Dir. Glass asked the Board if they were ok with HOAs

pursuing agreements with other landscapers especially where an extension of the district irrigation system would be worked on. The Board acknowledged that it would have to be an option. Dir. Glass noted that HOA water expenses were not listed in the packet and would require a meter to be billed. After some discussion, the Board agreed an agreement similar to the Roxborough Marketplace's agreement would be required for each HOA that was connected to the irrigation system. Dir. Glass recommended the Board offer to the HOAs to add a ballot issue when and if the District was holding an election to have voters decide if the District should maintain areas within the district that are owned by the HOA or Douglas County that have historically been maintained by the District. The Board agreed that option could be proposed to the HOAs.

C. Review and discuss Chatfield Farms planter project new estimates (enclosure).

Dir. Glass noted there was one new proposal for the Chatfield Farms planter wall which was about \$1,000 more than PST's changed proposal. Dir. Rubic noted he'd prefer the new vendor over PST due to poor performance. The Board agreed to wait for at least one more proposal from Peggy before making a decision.

D. Discuss repairs/maintenance of playground equipment throughout the District.

Dir. Prysby said she would try to get the vendor's information that she recommended.

E. Update and Status of various projects: softball field renovation; Airplane Park playground; turf replacement (xeriscape) project; Chatfield Farms Playground Spinner Equipment; bridge replacements.

Dir. Rubic noted that the softball field renovations were about to get underway. There were no other updates.

F. Discuss Landscape Maintenance and Snow Removal contracts.

Dir. Rubic brought up to the Board that CDI's snow bills were very high recently and thought it would be a good time to discuss whether the Board is happy with CDI and would like to continue their contract into 2025. Dir. Jensen noted that although the bills were high, CDI did have plenty of manpower out in the district for the recent snowfalls and had the appropriate equipment. After some discussion, the Board agreed to continue with CDI.

G. Discuss getting dog trash can lid replacements.

Dir. Glass noted one of the dog trash lids broke off and requested permission to buy and install a replacement. The Board directed Dir. Glass to proceed.

H. Update on CORE street lighting billing.

Dir. Glass updated the Board on CORE billing. He noted the rate change for the account in Community Park was already changed and the final bill for street lighting would occur at the end of 2024.

I. Discuss possible tax credit in 2025.

Dir. Hart discussed the desire to reduce taxes if HOAs were picking up some costs. Dir. Glass noted it would not be a good idea to reduce taxes specifically for that reason, but the Board should wait for the 10-year plan to be updated and implement a tax credit for any forecasted surplus. It was noted that the District still needs funding to temporarily perform services for the HOAs and may have to continue those services if voters end up approving the landscape and snow removal expenditures.

J. Discuss sending out a survey to residents.

Dir. Glass recommended implementing a survey, now that the new website is live, to poll residents on what they would like to see the metro district do or improve. This would be the first survey of two where the second survey would allow residents to respond to the proposals identified in the first survey. The Board agreed to start that process once the final website fixes have been completed.

K. Signage Committee Update.

Dir. Hart noted there were no new developments.

L. Environmental Committee Update.

Dir. Glass said the greenhouse ribbon cutting went well and he'd send over photos.

M. Review lists of current approved and requested community permits, if any. (Sports Field Use, Park Areas & Gazebo, Food Truck Vendors, etc.)

Dir. Rubic noted the little league stated the softball field was flooded during the prior weekend. The Board noted that it was expected to be soggy after so much rain.

IV. OTHER MATTERS

Dir. Jensen brought up the issue of a homeowner's discarded fence was laying down next to Village Circle West and asked the Board if we should remove it. Dir. Glass recommended asking Douglas County to remove it because it's their land and the District still has no formal maintenance agreement in place. He noted that if we send enough of these requests, Douglas County would be more willing to get that agreement in place. After some deliberation, the Board agreed with Dir. Glass' proposal.

Dir. Glass noted that the \$500 approved for the greenhouse sign ended up being too little and suggested a stone monument instead of a wooden sign since the cost wasn't much different. Dir. Jensen noted he was worried about graffiti on a stone sign. Dir. Glass asked the Signage Committee to come up with a proposal.

V. PUBLIC COMMENTS/HOMEOWNER REQUESTS

No homeowners were present.

VI. ADJOURNMENT

There being no further business to come before the Board at this time, upon motion duly made by Director Prysby, seconded by Director Jensen, and upon vote, unanimously carried, the Special Meeting was adjourned at 7:58 p.m.

From: [Dale Draper](#)
To: [Peggy Ripko](#)
Subject: Roxborough Village- May Meeting
Date: Wednesday, May 8, 2024 9:36:25 AM
Attachments: [image001.png](#)

Hi Peggy-

See below for the monthly update-

Weekly Maintenance-

1. 04/18/24
2. 04/25/24
3. 05/02/24
4. 05/09/24

Ancillary Contract work-

- a. 04/17/24 Aeration .
- b. 04/18/24 Aeration .
- c. 04/19/24 Strictly Weeds, Weeds & More Weeds.
- d. 04/22/24 Applied Weed control to beds & medians only.
- e. 05/01/24 Turf Fertilization And Broadleaf Herbicide.
- f. 05/03/24 Native & Beauty Band Mowing.

Site Policing-

1. Trash, Dog Stations, etc.

- a. 04/15/24
- b. 04/18/24
- c. 04/22/24
- d. 04/26/24
- e. 04/30/24
- f. 05/02/24
- g. 05/06/24
- h. 05/10/24
- i. 05/13/24

2. Tennis & Basketball Court Maintenance, Volleyball Courts Maintenance, Skate Park Maintenance, Softball Field Grooming, Trash Pick Up -Includes - Pond Edges.

- a. 04/18/24
- b. 04/22/24
- c. 04/26/24
- d. 04/30/24
- e. 05/02/24
- f. 05/06/24
- g. 05/10/24
- h. 05/13/24

Irrigation-

1. Onsite Checks:

- a. 04/29/24- Turn on the pump, Checked irrigation off Rampart starting by school working north, made repair's Unit 7671 N RAMPART RANGE RD LITTENTON, CO 80125 Coordinates 39.47320°N, 105.07329°O X1-1806 X1- nz u12h Unit 7671 N RAMPART RANGE RD LITTENTON, CO 80125 Coordinate's 39.47380°N, 105.07337°O X1- 1806 X1- nz u12h Unit 7675 N RAMPART RANGE RD LITTENTON, CO 80125 Coordinate's 39.47224°N, 105.07488°O X1-Flushed stuck valve, working correctly again Unit 7675 N RAMPART RANGE RD LITTENTON, CO 80125 Coordinate's 39.47226°N, 105.07486°O X1-Flushed stuck valve, working correctly again Unit 7635 RAMPART WAY LITTENTON, CO 80125 Coordinate's 39.47227°N, 105.07580°O X1- Flushed stuck valve, working correctly again Unit 7635 RAMPART WAY LITTENTON, CO 80125 Coordinate's 39.47225°N, 105.07582°O X1-Flushed stuck valve, working correctly again Unit 7635 RAMPART WAY LITTENTON, CO 80125 Coordinate's 39.47262°N, 105.07546°W X1-1-40-6" SS X1- riser 1"

2. Additional visits

- a. 04/15/24 Install 2" Water Meter (3 Total)Roxborough Marketplace Includes Water Meters And Installation ONLY-
- b. 04/16/24 Install 2" Water Meter (3 Total)Roxborough Marketplace Includes Water Meters And Installation ONLY-
- c. 04/17/24 Install 2" Water Meter (3 Total)Roxborough Marketplace Includes Water Meters And Installation ONLY-
- d. 04/24/24 Irrigation Spring Start Up- Opened up valves around site to reduce water hammer. Turn on pump, all 3 new meters no leaks. Check the property for breaks, found 2 main lines that are broken along Rampart Range Rd. Pump turned off for repairs tomorrow. 1) Address 7999 North RAMPART RANGE RD LITTLENTON CO 80125 Coordinates 39.47695°N,105.07346°O 2) Address 7738 VERANDAH CT LITTLENTON CO 80125 Coordinates 39.47526°N,105.07347°O
- e. 04/25/24 Irrigation Spring Startup Cont. Had to charge system again to pin point where leaks were, found them and turned pump back out. Breaks under 10' sidewalk. Took a while to get line exposed. Dug up broken lines under sidewalk. X3 2" poly lines broken. Need parts to finish repair, installed X2 10' sleeves. Will finish repairs tomorrow. Put cones and caution tape around open holes. 1) Address 7999 North RAMPART RANGE RD LITTLENTON CO 80125 Coordinates 39.47695°N,105.07346°O Used X20' 2.5" pvc pipe as sleeve to protect broken poly line 2) Address 7738 VERANDAH CT LITTLENTON CO 80125 Coordinates 39.47526°N,105.07347°O
- f. 04/26/24 Irrigation Start Up Cont. Repairing 2 laterals broken underneath 10' side walk. Will get system back on Monday. 1) Address 7999 North RAMPART RANGE RD LITTLENTON CO 80125 Coordinates 39.47695°N,105.07346°O X50' 1.25" poly pipe X6 90 poly 1.25" X6 coupling poly 1.25" X40 pinch clamps 1.25" 2) Address 7738 VERANDAH CT LITTLENTON CO 80125 Coordinates 39.47526°N,105.07347°O X1 cap 2" poly
- g. 04/30/24 Turned off the pump because there is a broken main line in the soccer field. Turned on the other (3) backflows that are separate from the pump, program the

controls and repair some problems. Dug a little in the area of the broken main line, there is still a lot of water in area we will return tomorrow to get mainline repaired. Areas Checked Mule Deer Park, Marmot Park, Red Mesa. Parks and Red Mesa water left on and controllers running. Unit 7872 MULE DEER PL LITTLENTON, CO 80125 Coordinate's 39.47624° N, 105.069386° O X1-I-20-6 Unit 9703 MARMOT RIDGE CIR LITTLENTON, CO 80125 Coordinate's 39.467632°N, 105.069386° W X1-I-20-6 Unit 9703 MARMOT RIDGE CIR LITTLENTON, CO 80125 Coordinate's 39.46739°N, 105.06979° W X1-1806 X1- nz u12h Unit 9703 MARMOT RIDGE CIR LITTLENTON, CO 80125 Coordinate's 39.46741°N, 105.06979° W X1-1806 X1- nz u12h Unit 9703 MARMOT RIDGE CIR LITTLENTON, CO 80125 Coordinate's 39.46762°N, 105.06869° W X1-I-20-6 Unit 9703 MARMOT RIDGE CIR LITTLENTON, CO 80125 Coordinate's 39.46772°N, -105.069059° W X1-I-20-6 Unit 9703 MARMOT RIDGE CIR LITTLENTON, CO 80125 Coordinate's 39.46761°N, 105.06828° W X1-1806 X1- nz u12h Unit 9703 MARMOT RIDGE CIR LITTLENTON, CO 80125 Coordinate's 39.46749°N, 105.06944° W X1- clean valve 1" Unit 9536 ELK MOUNTAIN CIR LITTLENTON, CO 80125 Coordinate's 39.47131°N, 105.06392°W X1-1806 X1- nz u12h

h. 05/01/24 Repair main lime broken 10816-10884 Waterton rd Littleton co 80125 39.48626°N,105.07968°O X1- slip fix 3" X1- coupling sxs 3" **Pending Turned off the pump because there is a broken main line in the back house 7572 village circle east**

-
Misc. Approved Billable Additional Visits-

1. 04/16/24- Graffiti removal
2. 04/30/24 Storm Branch Pick up.
3. 05/02/24 Repaired park bench.
4. 05/03/24 Charge mainline, went through the softball field marked all heads and valves. Request from Peggy to mark all heads and valves in softball field for field construction Pump is turned off until Tuesday for work being done.

Overall Site Updates-

Weeds are getting bad- We are aware- Crazy wind has made it really hard to use chemicals.
Waiting for GPS device to arrive.
1200LF of edging is complete.

Project Updates-

Bid- Brome Grasses- Pending
Bid- 2" or 2.5" Tree Replacements- Pending

Thanks Much!

Dale Draper
Senior Account Manager | Snow Operations Manager
SLM Certified, QWEL



303-471-1522
 naturesworkforce.com

To: SDMS	Contact: Peggy Ripko
Address: 141 Union Boulevard, Suite 150 Lakewood, CO 80228	Phone: 303-987-0835 Fax: 303-987-2032
Project Name: Roxborough Village - COR1003 2" And 6' Tree Replacment	Bid Number: COR 1003
Project Location: Littleton, CO	Bid Date: 5/6/2024
Addendum #: N/A	
Attachments: 2024 Tree Replacement.docx	

2" deciduous trees, and 6' evergreen trees installed per list provided by client. Includes compost, mulch, mycorrhizae, tree stakes, delivery, and mobilization. Final location to be determined by client, note if underground utilities are located where final plant location is determined, this may require field adjustments, or additional costs. Excludes and irrigation repairs, modifications, or additions. Bid assumes all work is to be done at one time, additional mobilizations and or deliveries will require an additional cost.

Item Description	Estimated Quantity	Unit	Unit Price	Total Price
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Chatfield Farms:

Deciduous Tree 2" Caliper	2.00	EACH	\$983.85	\$1,967.70
Total Price for above Chatfield Farms: Items:				\$1,967.70

Imperial Park

Evergreen Tree 6' Ht.	3.00	EACH	\$871.96	\$2,615.88
Deciduous Tree 2" Caliper	1.00	EACH	\$775.76	\$775.76
Total Price for above Imperial Park Items:				\$3,391.64

Community Park

Deciduous Tree 2" Caliper	3.00	EACH	\$767.43	\$2,302.29
Total Price for above Community Park Items:				\$2,302.29

Marmot Ridge Park

Deciduous Tree 2" Caliper	4.00	EACH	\$929.87	\$3,719.48
Total Price for above Marmot Ridge Park Items:				\$3,719.48

General Conditions

Mobilization (travel And Delivery)	1.00	LS	\$1,129.35	\$1,129.35
Total Price for above General Conditions Items:				\$1,129.35

Total Bid Price: \$12,510.46

Notes:

- On-site water source to be provided by others at no cost to CDI.
- Additionally, winter watering is required and may be provided at an additional cost, to maintain warranty
- This bid does not include traffic control.
- This bid does not include engineering, permits or testing.
- This bid does not include surveying or layout.
- The grade is to be delivered in a clean, weed-free condition at plus or minus one tenth of one foot.
- Additional mobilizations will be charged at the unit price. See general conditions
- This bid is based on estimated quantities only. Final field measurements will apply at the above unit pricing.



303-471-1522
naturesworkforce.com

To: SDMS	Contact: Peggy Ripko
Address: 141 Union Boulevard, Suite 150 Lakewood, CO 80228	Phone: 303-987-0835 Fax: 303-987-2032
Project Name: Roxborough Village - COR1003 2" And 6' Tree Replacment	Bid Number: COR 1003
Project Location: Littleton, CO	Bid Date: 5/6/2024
Addendum #: N/A	
Attachments: 2024 Tree Replacement.docx	

- Any fees for billing or project management platforms such as Textura are not included in this proposal and will be billed as an additional cost to the project.
- CDI is a commercial applicator licensed by the Department of Agriculture.
- Price excludes Irrigation repairs, modifications, and additions, Irrigation rates will be \$ 80.00 per hour for a irrigation technician and any necessary materials will be additional.
- Acts of God are not covered under warranty for anything installed by CDI.
- 1 year warranty is included. Warranty will be voided if CDI no longer maintains the property, or winter watering is needed but not approved at an additional price.
- **This proposal will be subject to a change order for material price increases, if material market pricing escalates at the time of installation, from the date of proposal.**
- **This proposal is good for 30 days following the date given on the proposal.**
- **Nature's Workforce**, a Consolidated Divisions, Inc. company.
An Equal Opportunity Employer

Payment Terms:

Payment due 30 days from invoice.

<p>ACCEPTED: The above prices, specifications and conditions are satisfactory and hereby accepted.</p> <p>Buyer: _____</p> <p>Signature: _____</p> <p>Date of Acceptance: _____</p>	<p>CONFIRMED: Nature's Workforce</p> <p>Authorized Signature: _____</p> <p>Estimator: Cory France 303-501-5697 coryf@cdi-services.com</p>
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303-471-1522
naturesworkforce.com

To: SDMS	Contact: Peggy Ripko
Address: 141 Union Boulevard, Suite 150 Lakewood, CO 80228	Phone: 303-987-0835 Fax: 303-987-2032
Project Name: Roxborough Village - COR1004 2.5" And 8' Tree Replacment	Bid Number: COR 1004
Project Location: Littleton, CO	Bid Date: 5/6/2024
Addendum #: N/A	

2.5" and 8' Tree install per list provided by client (NOTE CHOKECHERRY ONLY COMES IN 2"). Includes compost, mulch, mycorrhizae, tree stakes, delivery, and mobilization. Final location to be determined by client, note if underground utilities are located where final plant location is determined, this may require field adjustments, or additional costs. Excludes and irrigation repairs, modifications, or additions. Bid assumes all work is to be done at one time, additional mobilizations and or deliveries will require an additional cost.

Item Description	Estimated Quantity	Unit	Unit Price	Total Price
------------------	--------------------	------	------------	-------------

Chatfield Farms:

Deciduous Tree 2.5" Caliper	2.00	EACH	\$1,183.60	\$2,367.20
Total Price for above Chatfield Farms: Items:				\$2,367.20

Imperial Park

Evergreen Tree 8' Ht.	3.00	EACH	\$1,190.56	\$3,571.68
Deciduous Tree 2" Caliper	1.00	EACH	\$768.73	\$768.73
Total Price for above Imperial Park Items:				\$4,340.41

Community Park

Deciduous Tree 2.5" Caliper	1.00	EACH	\$786.84	\$786.84
Deciduous Tree 2" Caliper	2.00	EACH	\$768.73	\$1,537.46
Total Price for above Community Park Items:				\$2,324.30

Marmot Ridge Park

Deciduous Tree 2.5" Caliper	4.00	EACH	\$1,114.57	\$4,458.28
Total Price for above Marmot Ridge Park Items:				\$4,458.28

General Conditions

Mobilization (travel And Delivery)	1.00	LS	\$1,109.00	\$1,109.00
Total Price for above General Conditions Items:				\$1,109.00

Total Bid Price: \$14,599.19

Notes:

- On-site water source to be provided by others at no cost to CDI.
- Additionally, winter watering is required and may be provided at an additional cost, to maintain warranty
- This bid does not include traffic control.
- This bid does not include engineering, permits or testing.
- This bid does not include surveying or layout.
- The grade is to be delivered in a clean, weed-free condition at plus or minus one tenth of one foot.
- Additional mobilizations will be charged at the unit price . See general conditions
- Any fees for billing or project management platforms such as Textura are not included in this proposal and will be billed as an additional cost to the project.



303-471-1522
naturesworkforce.com

To: SDMS	Contact: Peggy Ripko
Address: 141 Union Boulevard, Suite 150 Lakewood, CO 80228	Phone: 303-987-0835 Fax: 303-987-2032
Project Name: Roxborough Village - COR1004 2.5" And 8' Tree Replacment	Bid Number: COR 1004
Project Location: Littleton, CO	Bid Date: 5/6/2024
Addendum #: N/A	

- CDI is a commercial applicator licensed by the Department of Agriculture.
- Price exlucdes Irrigation repairs, modifications, or additions. Irrigation rates will be \$ 80.00 per hour for a irrigation technician and any necessary materials will be additional.
- Acts of God are not covered under warranty for anything installed by CDI.
- 1 year warranty is included. Warranty will be voided if CDI no longer maintains the property, or winter watering is needed but not approved at an additional price.
- **This proposal is good for 30 days following the date given on the proposal.**
- **This proposal will be subject to a change order for material price increases, if material market pricing escalates at the time of installation, from the date of proposal.**
- **Nature's Workforce**, a Consolidated Divisions, Inc. company.
An Equal Opportunity Employer

Payment Terms:

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<p>ACCEPTED: The above prices, specifications and conditions are satisfactory and hereby accepted.</p> <p>Buyer: _____</p> <p>Signature: _____</p> <p>Date of Acceptance: _____</p>	<p>CONFIRMED: Nature's Workforce</p> <p>Authorized Signature: _____</p> <p>Estimator: Cory France 303-501-5697 coryf@cdi-services.com</p>
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SavATree Centennial Office
15558 East Hinsdale Circle,
Centennial CO 80112
P: 303-369-1382
E: Centennial@savatree.com

Estimate

Prepared By: Alex Karker

akarker@savatree.com

Date: 5/10/2024

Estimate #: 1136616

Billing Key: 7550477

Prepared for

Ephram Glass 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

[Click to email estimate](#)

Recommendations

General Tree Care

Landscape Planting

\$20,006.00

Roxborough Village Metropolitan District
2024 Tree Replacements

Chatfield Farms:

- (1) Bigtooth Maple (*Acer grandidentatum*) B&B \$1155.00
- (1) American Linden (*Tilia americana*) B&B \$1125.00

Imperial Park:

- (2) Limber Pine (*Pinus flexilis*) B&B 6ft \$2100.00
- (1) Ponderosa Pine (*Pinus ponderosa*) B&B 8ft \$1245.00
- (1) Black Chokecherry (*Prunus virginiana* var. *melanocarpa*) B&B \$1036.00

Community Park:

- (1) Plains Cottonwood (*Populus deltoides* var. *monilifera*) #15 \$625.00
- (2) Black Chokecherry (*Prunus virginiana* var. *melanocarpa*) B&B \$2070.00

Marmot Ridge Park:

- (1) Box Elder Maple (*Acer negundo*) B&B \$1125.00
- (2) American Linden (*Tilia americana*) B&B \$2250.00
- (1) Bigtooth Maple (*Acer grandidentatum*) B&B \$1155.00

underground utilities

Planting Hazard: Rocky soils

Planting Hazard: Steep slopes

Planting Hazard: Uneven terrain

General Tree Care **\$20,006.00**

TOTAL

General Tree Care \$19,614.00

Fuel Surcharge \$392.00

Note: Included in this program is 1 service for a total of \$20,006.00.

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!

[\\$9807 Pay](#)

By paying a deposit, I authorize the work described above and agree to the terms and conditions that follow.

OUR BRAND PROMISE

We are committed to your complete satisfaction. Should anything not be to your liking please let us know right away so we can make it right.

Fully Licensed & Insured

Tree Care Industry Accredited



[Testimonials](#)

www.savatree.com

[VIEW FULL TERMS AND CONDITIONS](#)



303-471-1522
naturesworkforce.com

To: SDMS	Contact: Peggy Ripko
Address: 141 Union Boulevard, Suite 150 Lakewood, CO 80228	Phone: 303-987-0835 Fax: 303-987-2032
Project Name: Roxborough Village - COR1005 Smooth Brome	Bid Number: COR 1005
Project Location: Littleton, CO	Bid Date: 5/6/2024
Addendum #: N/A	

Spray smooth Brome with a tank mix of Glyphosate and Flumioxan. Allow 1-2 weeks for the chemical to kill the grasses then comeback to remove the standing dead. The flumioxan should work as a pre-emergent weed control for several months. Flumioxan can only be applied to beds without a lot of plant material and or only around tolerant species, so not all areas will receive the Flumioxan.

Item Description	Estimated Quantity	Unit	Unit Price	Total Price
Treat Rock Beds For Smooth Brome Grass	1.00	LS	\$2,072.13	\$2,072.13
Removal Of Dead Grasses	1.00	LS	\$1,742.13	\$1,742.13
Total Bid Price:			\$3,814.26	

Notes:

- On-site water source to be provided by others at no cost to CDI.
 - This bid does not include traffic control.
 - This bid does not include engineering, permits or testing.
 - This bid does not include surveying or layout.
 - This bid does not include a bond. If required the rate is 2.5%
 - Additional mobilizations will be charged at the unit price.
 - Owner Controlled Insurance Program (OCIP) has not been included in this bid. If enrollment in an Owner Controlled Insurance Program (OCIP) is required, a deduction in contract value is not allowed.
 - Any fees for billing or project management platforms such as Textura are not included in this proposal and will be billed as an additional cost to the project.
 - The work in this bid is not subject to retention.
 - Assumes all beds can be treated via UTV and or Truck without Traffic control.
 - CDI is a commercial applicator licensed by the Department of Agriculture.
 - **This proposal will be subject to a change order for material price increases, if material market pricing escalates at the time of installation, from the date of proposal.**
 - **This proposal is good for 30 days following the date given on the proposal.**
- Nature's Workforce, a Consolidated Divisions, Inc. company.
 An Equal Opportunity Employer

Payment Terms:

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<p>ACCEPTED: The above prices, specifications and conditions are satisfactory and hereby accepted.</p> <p>Buyer: _____</p> <p>Signature: _____</p> <p>Date of Acceptance: _____</p>	<p>CONFIRMED: Nature's Workforce</p> <p>Authorized Signature: _____</p> <p>Estimator: Cory France 303-501-5697 coryf@cdi-services.com</p>
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PATRIOT PEST CONTROL
P.O.BOX372
CASTLE ROCK CO. 80104
720-261-5753

Roxborough Village Metropolitan District
C/O Clifton Larson Allen LLP
8390 E. Crescent Parkway Suite 500
Greenwood Village Co. 80111

Bid for Mosquito control service

Patriot Pest Control's bid for mosquito control is as follows. Patriot Pest Control will treat Roxborough Village's holding pond and listed areas on a twice per month basis. The service will also include any extra services as needed. Patriot Pest Control's service includes but is not limited to the water retention holding ponds along the green belt, the drainage gutters in the neighborhoods that surround the pond and 7 acre lake. Patriot Pest Control will also treat the creek that flows out of the holding ponds and through the neighborhood along with the small pond behind the shopping center and the waterway along the soccer fields. The treatment will include treating for both the eggs and the adult mosquito's. This will be done by using both larvacide's for the eggs and a combination of spraying and baiting for the adult mosquitoes. The price will be \$2300.00 a month for 6 months to start March or April and ending September or October.

Thank you
Ron Burden

From: [Sandy Teigen](#)
To: [Peggy Ripko](#)
Cc: [Sandy Teigen](#)
Subject: Roxborough Village MD- Chatfield Farms C1B HOA
Date: Wednesday, April 24, 2024 9:05:36 AM
Attachments: [image001.png](#)
Importance: High

Peggy,

Can we have the tall dead shrubs removed from the fence line behind 10499 Kicking Horse.

The shrubs on the fence line in the community are a ladder fuel and fire hazard. It also makes it nearly impossible to maintain or replace the fencing in the community.

I have attached photos.

I will be out of the office on Friday, April 26, 2024 and May 3, 2024.

Thank you,

Sandy Teigen, CMCA®

Community Manager

MSI, LLC

6892 S. Yosemite Ct., Ste. 2-101

Centennial, CO 80112

Direct: (720) 974-4259

Fax: (303) 751-7396

steigen@msiho.com



After hours emergency: (303) 420-4433

For assistance with the **Enumerate Engage** (formerly **Nabr**) website: contact engagesupport@goenumerate.com or 855-373-5722.

Roxborough Village Metro District
A/P Aging Summary
 As of April 30, 2024

	<u>Current</u>	<u>1 - 45</u>	<u>46 - 90</u>	<u>> 90</u>	<u>TOTAL</u>
Anatum GeoMobile Solutions, LLC	5,476.96	0.00	0.00	0.00	5,476.96
Bill.com LLC	560.68	0.00	0.00	0.00	560.68
Consolidated Divisions Inc	9,939.07	19,305.71	0.00	0.00	29,244.78
CORE Electric Cooperative	0.00	848.97	0.00	0.00	848.97
Diversified Underground	0.00	0.00	0.00	7,480.00	7,480.00
Foothills Park & Recreation District	4,073.60	0.00	0.00	0.00	4,073.60
Gemsbok Consulting Inc.	1,653.75	0.00	0.00	0.00	1,653.75
HGL Construction Services LLC	0.00	345.00	0.00	0.00	345.00
SavATree, LLC	0.00	12,770.00	0.00	0.00	12,770.00
Special District Management Services, Inc	11,999.67	0.00	0.00	0.00	11,999.67
Utility Notification Center of Colorado	74.82	0.00	0.00	0.00	74.82
TOTAL	<u>33,778.55</u>	<u>33,269.68</u>	<u>0.00</u>	<u>7,480.00</u>	<u>74,528.23</u>

Roxborough Village Metro District
A/P Aging Detail

As of April 30, 2024

Date	Num	Name	Due Date	Split	Memo	Aging	Open Balance
Current							
04/30/2024	224041226	Utility Notification Cen...	04/30/2024	-SPLIT-	RTL Transmissions		74.82
04/30/2024	SALES000...	Foothills Park & Recre...	04/30/2024	-SPLIT-	April 2024 Resident U...		4,073.60
04/30/2024	135726	Special District Manag...	04/30/2024	-SPLIT-	April 2024 District Ma...		11,999.67
04/20/2024	2014044	Consolidated Division...	05/05/2024	-SPLIT-			685.36
04/30/2024	6731	Anatum GeoMobile S...	05/10/2024	-SPLIT-			5,476.96
04/30/2024	24057087655	Bill.com LLC	05/10/2024	-SPLIT-	Billing Period 04/05/2...		560.68
04/27/2024	2013941	Consolidated Division...	05/12/2024	-SPLIT-	Water meter install		9,253.71
04/30/2024	5975	Gembok Consulting I...	06/14/2024	-SPLIT-	April 2024		1,288.75
04/30/2024	5974	Gembok Consulting I...	06/14/2024	-SPLIT-	April 2024 Chatfield F...		365.00
Total Current							33,778.55
1 - 45							
04/01/2024	2013609	Consolidated Division...	04/16/2024	-SPLIT-	Landscape Contract	14	19,305.71
04/12/2024	2024-23	HGL Construction Ser...	04/22/2024	80060 · Plant Nursery		8	345.00
04/16/2024	14374539	SavATree, LLC	04/26/2024	-SPLIT-		4	12,770.00
04/17/2024		CORE Electric Cooper...	04/27/2024	-SPLIT-		3	848.97
Total 1 - 45							33,269.68
46 - 90							
Total 46 - 90							
> 90							
10/31/2022	26607	Diversified Underground	11/30/2022	51050 · Utilities Expense	10/1-10/31/2022	517	3,735.00
11/30/2022	26763	Diversified Underground	12/30/2022	62020 · Utility Locate		487	1,060.00
03/01/2023	27403	Diversified Underground	03/31/2023	-SPLIT-	March 2023 Utility Loc...	396	1,945.00
07/31/2023	28120	Diversified Underground	08/30/2023	-SPLIT-	July Utility Locates	244	500.00
11/30/2023	28840	Diversified Underground	12/30/2023	-SPLIT-	November Utility Loca...	122	240.00
Total > 90							7,480.00
TOTAL							74,528.23

Roxborough Village Metro District
 Claims by Vendor Detail

05/07/24

Cash Basis

April 2024

Type	Date	Num	Memo	Account	Original Amount	Balance
Bailey Tree, LLC						
Deposit	04/11/2024	2177	Reimbursement	68045 · Tree Care Expense	-5,031.33	-5,031.33
Deposit	04/11/2024	2177	Reimbursement	68045 · Tree Care Expense	-958.35	-5,989.68
Total Bailey Tree, LLC						-5,989.68
Bill.com LLC						
Bill	04/08/2024	24046758322	Billing Period 03/05/2024 - 04/04/2024	52040 · Software & Online Subscr...	450.37	450.37
Bill	04/08/2024	24046758322	Billing Period 03/05/2024 - 04/04/2024	52040 · Software & Online Subscr...	85.79	536.16
Bill	04/08/2024	24046758322	Billing Period 03/05/2024 - 04/04/2024	52040 · Software & Online Subscr...	22.34	558.50
Total Bill.com LLC						558.50
Colorado Special Districts Property and L						
Deposit	04/11/2024	27663	Remainder of 2022 safety grant applied to playground...	45000 · Grant Income	-5,033.50	-5,033.50
Total Colorado Special Districts Property and L						-5,033.50
Consolidated Divisions Inc						
Bill	04/19/2024	2013099	T&M Feb 11-17	64010 · Landscape Repairs and ...	264.71	264.71
Bill	04/19/2024	2013099	T&M Feb 11-17	64010 · Landscape Repairs and ...	50.42	315.13
Bill	04/19/2024	2013458	T&M March 10-17	65030 · Graffiti Removal /Vandali...	353.94	669.07
Bill	04/19/2024	2013458	T&M March 10-17	65030 · Graffiti Removal /Vandali...	67.42	736.49
Bill	04/19/2024	2013556	Post Storm Cycle 03.16.24 - 03.19.24	68070 · Snow Removal Expense	5,048.40	5,784.89
Bill	04/19/2024	2013556	Post Storm Cycle 03.16.24 - 03.19.24	68070 · Snow Removal Expense	961.60	6,746.49
Bill	04/19/2024	2013708	Post Storm Cycle 03.24.24 - 03.25.24	68070 · Snow Removal Expense	6,098.40	12,844.89
Bill	04/19/2024	2013708	Post Storm Cycle 03.24.24 - 03.25.24	68070 · Snow Removal Expense	1,161.60	14,006.49
Bill	04/19/2024	2013232	March Landscape Contract	64040 · Landscape Contract	8,108.39	22,114.88
Bill	04/19/2024	2013232	March Landscape Contract	64040 · Landscape Contract	1,544.46	23,659.34
Bill	04/22/2024	2011534	October Landscape Maintenance	64040 · Landscape Contract	14,563.51	38,222.85
Bill	04/22/2024	2011534	October Landscape Maintenance	64040 · Landscape Contract	2,570.03	40,792.88
Bill	04/22/2024	2011637	November Landscape Maintenance	64040 · Landscape Contract	14,563.51	55,356.39
Bill	04/22/2024	2011637	November Landscape Maintenance	64040 · Landscape Contract	2,570.03	57,926.42
Bill	04/22/2024	2011975	December Landscape Maintenance	64040 · Landscape Contract	7,281.75	65,208.17
Bill	04/22/2024	2011975	December Landscape Maintenance	64040 · Landscape Contract	1,285.02	66,493.19
Bill	04/22/2024	2013195	T&M Feb 18-24	65080 · Misc. Playground & Infras...	268.80	66,761.99
Bill	04/22/2024	2013508	Storm Cycle 03.13.24 - 03.15.24	68070 · Snow Removal Expense	31,728.90	98,490.89
Bill	04/22/2024	2013508	Storm Cycle 03.13.24 - 03.15.24	68070 · Snow Removal Expense	6,043.60	104,534.49
Bill	04/22/2024	2013195	T&M Feb 18-24	65080 · Misc. Playground & Infras...	51.20	104,585.69
Total Consolidated Divisions Inc						104,585.69
CORE Electric Cooperative						
Bill	04/10/2024			51050 · Utilities Expense	888.40	888.40
Bill	04/10/2024			51050 · Utilities Expense	33.00	921.40
Total CORE Electric Cooperative						921.40
Farnsworth Group, Inc						
Bill	04/09/2024	250193	Period ending 02.29.2024	57050 · Engineering Expense	11,028.14	11,028.14
Bill	04/09/2024	250193	Period ending 02.29.2024	57050 · Engineering Expense	3,344.50	14,372.64
Bill	04/09/2024	250193	Period ending 02.29.2024	57050 · Engineering Expense	598.86	14,971.50
Total Farnsworth Group, Inc						14,971.50
Foothills Park & Recreation District						
Bill	04/09/2024	SALES000000035282	February 2024 Resident Use	68010 · Foothills Park & Rec Fees	918.04	918.04
Bill	04/09/2024	SALES000000035282	February 2024 Resident Use	68010 · Foothills Park & Rec Fees	388.00	1,306.04
Bill	04/22/2024	SALES000000035343	March 2024 Resident Use	68010 · Foothills Park & Rec Fees	761.03	2,067.07
Bill	04/22/2024	SALES000000035343	March 2024 Resident Use	68010 · Foothills Park & Rec Fees	420.96	2,488.03
Total Foothills Park & Recreation District						2,488.03
Gembok Consulting Inc.						
Bill	04/17/2024	5945	March 2024	57030 · Accounting Services	2,071.44	2,071.44
Bill	04/17/2024	5945	March 2024	57030 · Accounting Services	394.56	2,466.00
Bill	04/17/2024	5945	March 2024	57030 · Accounting Services	102.75	2,568.75
Total Gembok Consulting Inc.						2,568.75
Ireland Stapleton Pryor & Pascoe PC						
Bill	04/17/2024	154266	Billed Through 03/31/2024	57020 · Legal Expenses	3,567.09	3,567.09
Bill	04/17/2024	154266	Billed Through 03/31/2024	57020 · Legal Expenses	860.33	4,427.42
Bill	04/17/2024	154266	Billed Through 03/31/2024	57020 · Legal Expenses	85.37	4,512.79
Total Ireland Stapleton Pryor & Pascoe PC						4,512.79
McBride Lighting, Inc.						
Bill	04/30/2024	20850		62010 · General Repairs and Mai...	1,029.39	1,029.39
Bill	04/30/2024	20850		62010 · General Repairs and Mai...	196.07	1,225.46
Total McBride Lighting, Inc.						1,225.46
Patriot Pest Control						
Bill	04/22/2024	967838	April Mosquito Control Service	68020 · Mosquito Control Expense	1,955.00	1,955.00
Bill	04/22/2024	967838	April Mosquito Control Service	68020 · Mosquito Control Expense	345.00	2,300.00
Total Patriot Pest Control						2,300.00
QuickBooks Payroll Service						
Liability Che...	04/29/2024		Fee for 4 direct deposit(s) at \$4.00 each	54000 · Payroll Expenses	16.00	16.00
Total QuickBooks Payroll Service						16.00

Roxborough Village Metro District

Claims by Vendor Detail

April 2024

Type	Date	Num	Memo	Account	Original Amount	Balance
Roxborough Water & Sanitation District						
Bill	04/15/2024		Service Period 02/25/24 to 03/24/24 Elk Mnt Cir	68025 · Water Expense	100.50	100.50
Bill	04/15/2024		Service Period 02/24/24 - 03/24/24 Rampart Range	68025 · Water Expense	114.50	215.00
Bill	04/15/2024		Service Period 02/25/24 to 03/24/24 Mule Deer Pl	68025 · Water Expense	100.50	315.50
Bill	04/15/2024		Service Period 02/25/24 - 03/24/24 Marmot Ridge Cir	68025 · Water Expense	201.00	516.50
Bill	04/15/2024		Billing Period 03/01/24 to 03/31/24	68025 · Water Expense	735.28	1,251.78
Bill	04/15/2024		Billing Period 03/01/24 to 03/31/24	68025 · Water Expense	140.05	1,391.83
Total Roxborough Water & Sanitation District						1,391.83
Special District Management Services, Inc						
Bill	04/30/2024	134811	March 2024 District Management Fees	57040 · District Management	10,523.86	10,523.86
Bill	04/30/2024	134811	March 2024 District Management Fees	57040 · District Management	2,004.54	12,528.40
Bill	04/30/2024	134811	March 2024 District Management Fees	57040 · District Management	522.02	13,050.42
Total Special District Management Services, Inc						13,050.42
United Site Services						
Bill	04/17/2024	INV-4358202	April Services Chatfield Farms Park	68050 · Portable Restroom Exp.	287.26	287.26
Bill	04/17/2024	INV-4361181	April Services Roxborough Community Park	68050 · Portable Restroom Exp.	279.97	567.23
Total United Site Services						567.23
Utility Notification Center of Colorado						
Bill	04/17/2024	224031192	RTL Transmissions	62020 · Utility Locate	48.76	48.76
Bill	04/17/2024	224031192	RTL Transmissions	62020 · Utility Locate	9.29	58.05
Total Utility Notification Center of Colorado						58.05
Xcel Energy						
Bill	04/30/2024	871245951	April Statement	51050 · Utilities Expense	4.32	4.32
Total Xcel Energy						4.32
TOTAL						138,196.79

Roxborough Village Metro District
Payroll Detail
April 2024

<u>Num</u>	<u>Date</u>	<u>Source Name</u>	<u>Payroll Item</u>	<u>Type</u>	<u>Wage Base</u>	<u>Amount</u>
BOD Compensation						
DD1062	04/30/2024	Debra D Prysby	BOD Compensation	Paycheck	0.00	200.00
DD1063	04/30/2024	Ephram Glass	BOD Compensation	Paycheck	0.00	200.00
DD1064	04/30/2024	Mathew Hart	BOD Compensation	Paycheck	0.00	200.00
DD1065	04/30/2024	Travis Jensen	BOD Compensation	Paycheck	0.00	200.00
Total BOD Compensation					0.00	800.00
TOTAL					0.00	800.00

Roxborough Village Metro District

Executive Summary

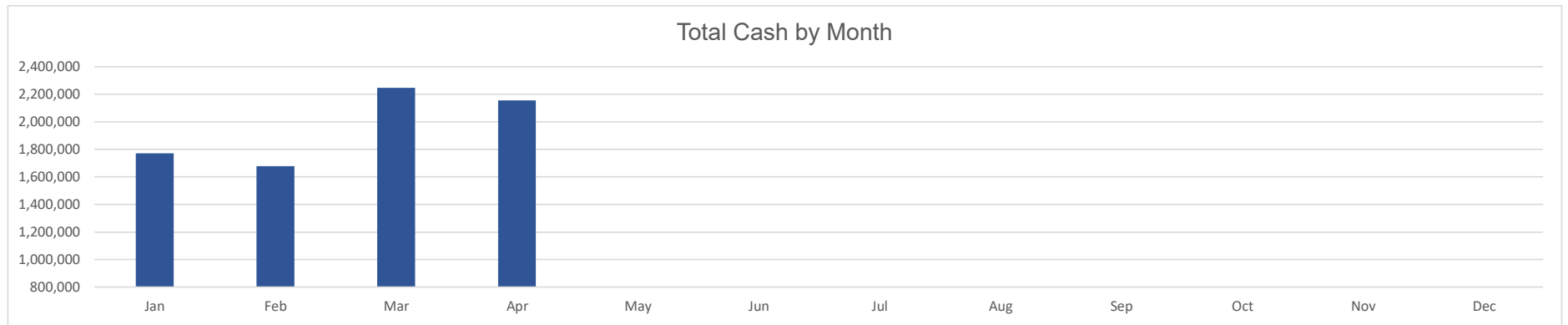
As of April 30th, 2024

Summary

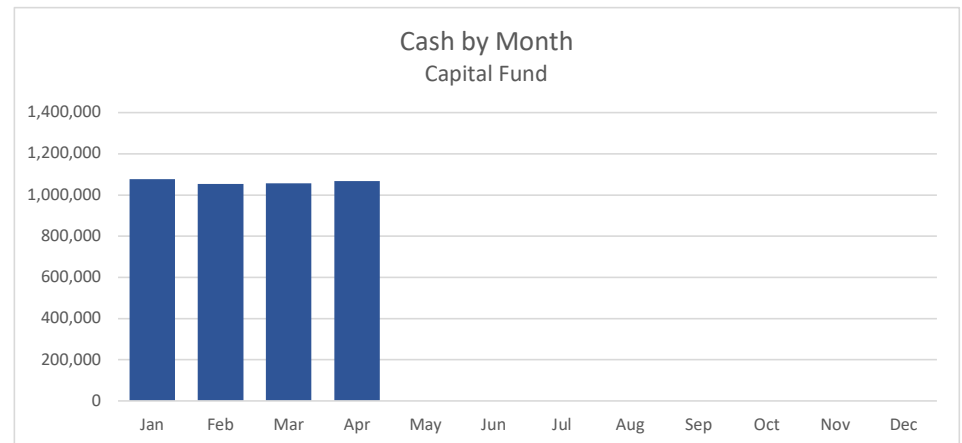
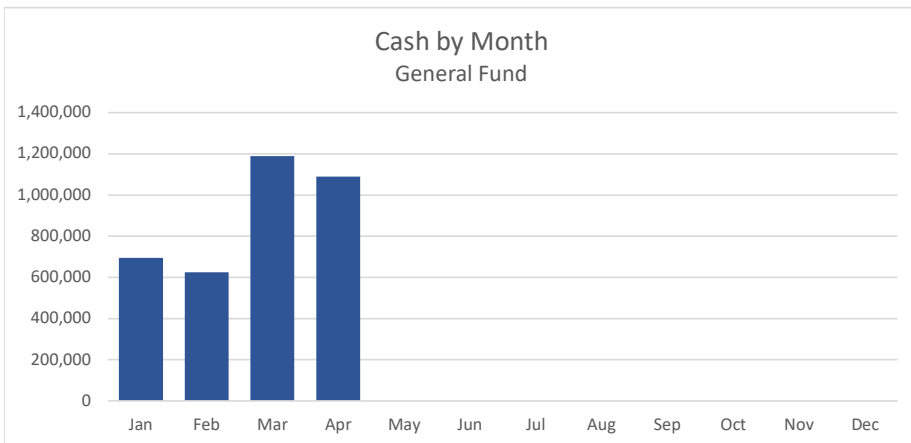
The district received a Property Tax and Specific Ownership Tax payment totaling \$38,558.90 in April. We can expect our second highest Property Tax and Specific Ownership Tax payment of the year to deposit in May for \$128,960. Auditors continue to conduct their fieldwork for the 2023 audit. Currently there are no concerns regarding large changes, and Gemsbok will keep the board informed of any pertinent requests or questions regarding the audit.

Key Performance Metrics

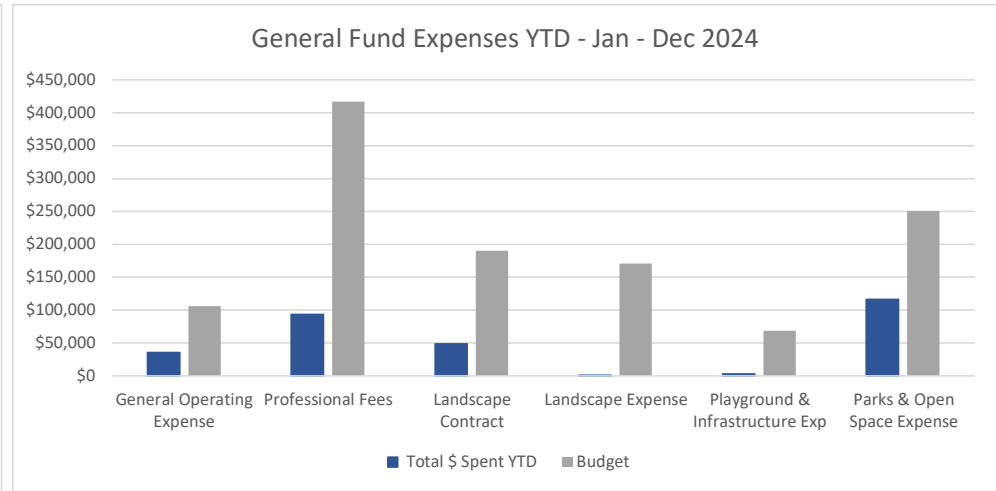
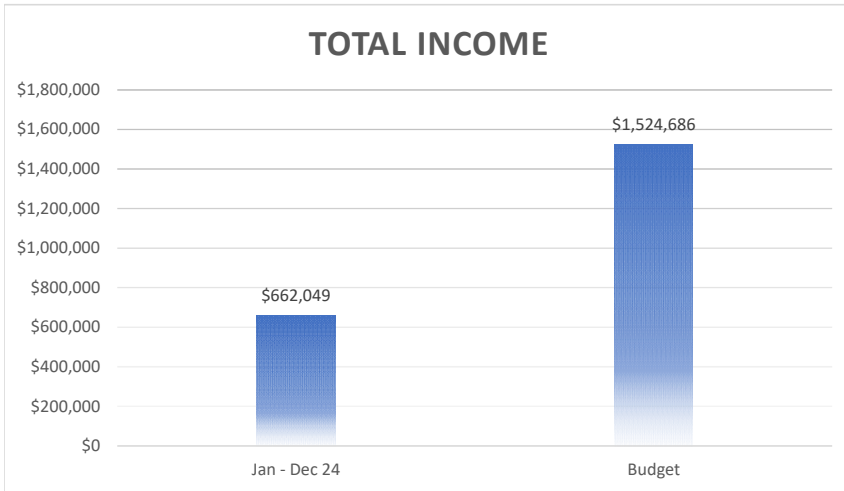
Cash Position



Cash balances decreased slightly as a large portion of past due accounts payables were brought current. We expect cash balances to remain fairly consistent for the remainder of the year.

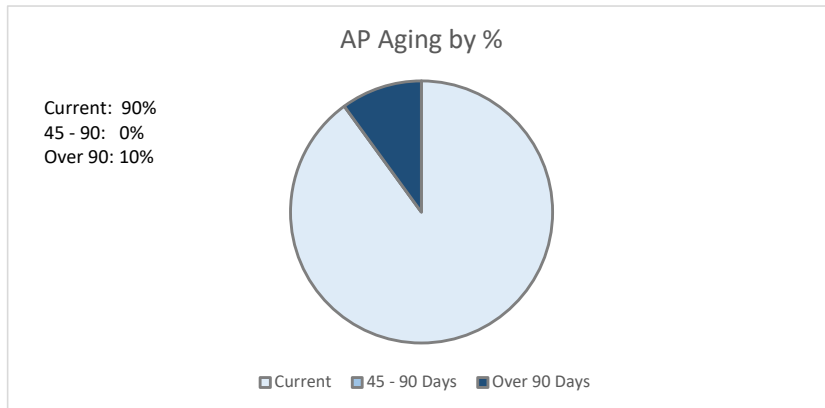


Income & Expenses



Legal expenses were not received before the financials were prepared and a placeholder has been added. Actual amounts will be updated once the invoice is received. Expenses remained consistent this month and there are no out of the ordinary or large expenses to note. As the year progresses we will monitor expense trends for 2024 to budget as well as in comparison to historical years.

Accounts Payable

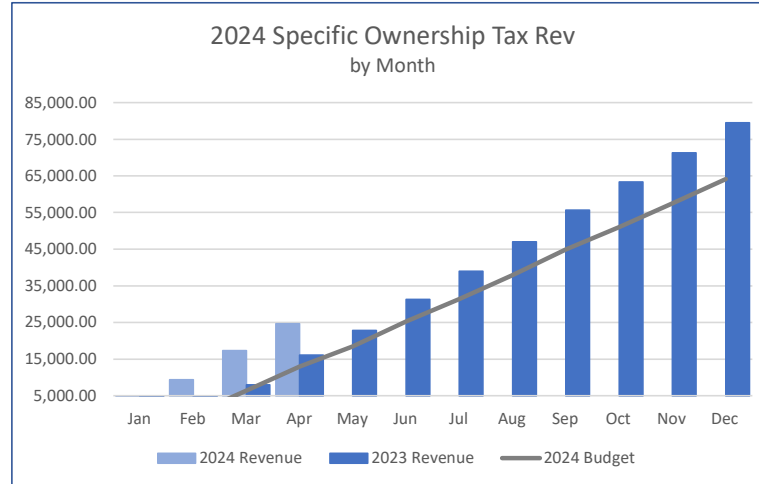
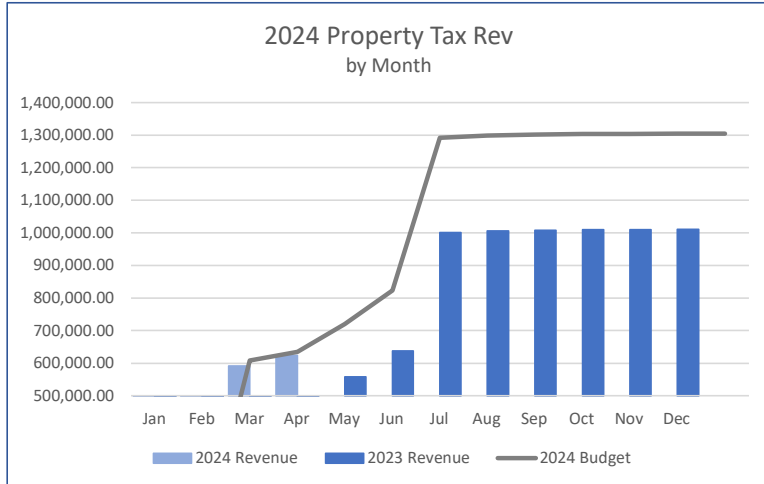


Based on the current reporting, 10% of Accounts Payable are over 45 days past due which is again significantly lower than last month. The total value of the past due bills through April are \$7,480. The value of the current bills are \$67,048.23. We will continue to work with the board to provide transparency on all district bills received.

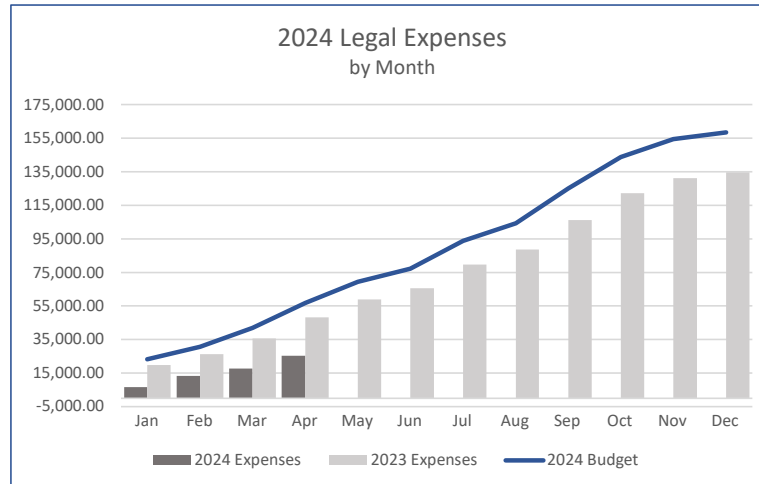
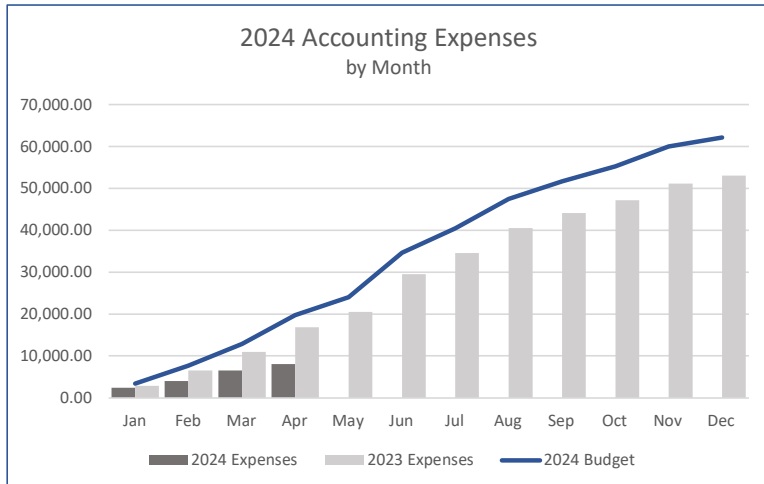
Revenue and Expense Trends by Type

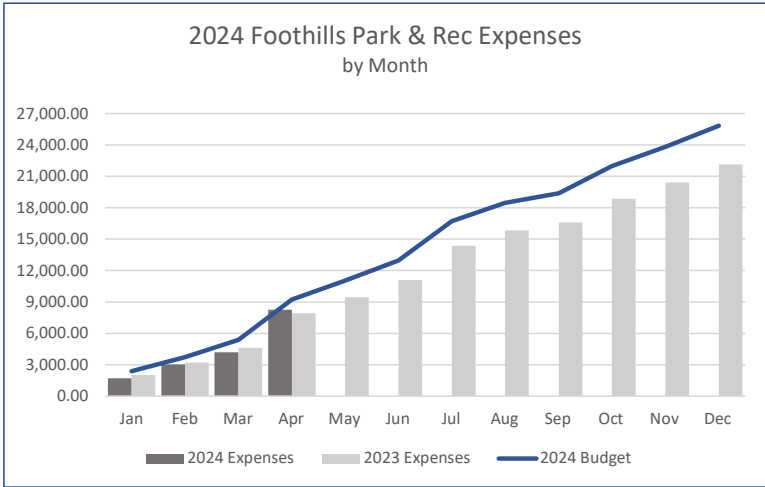
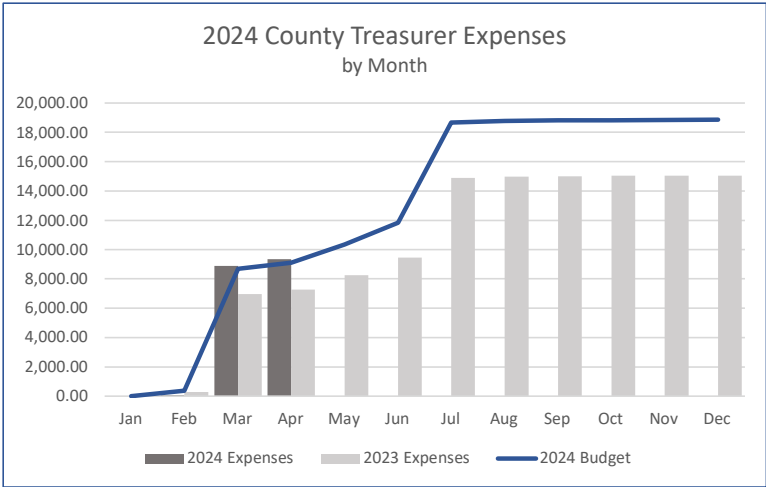
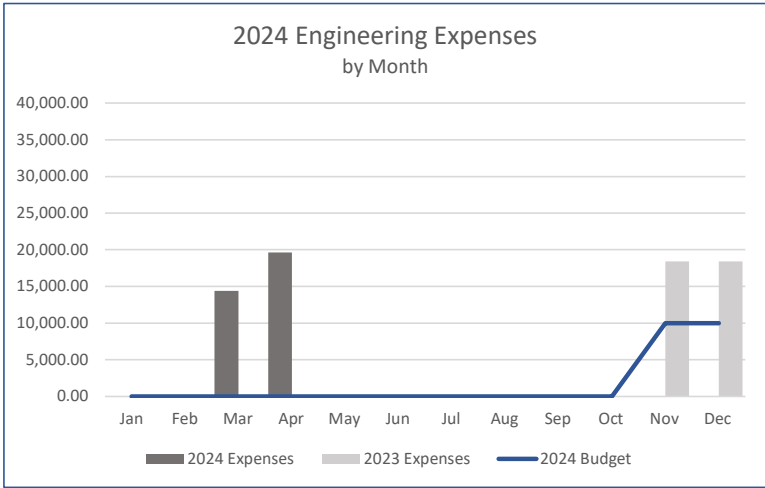
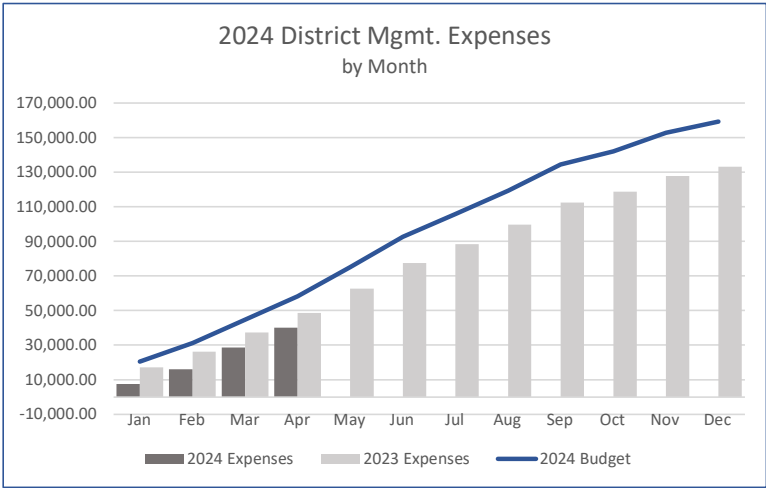
As of April 30th, 2024

Revenue

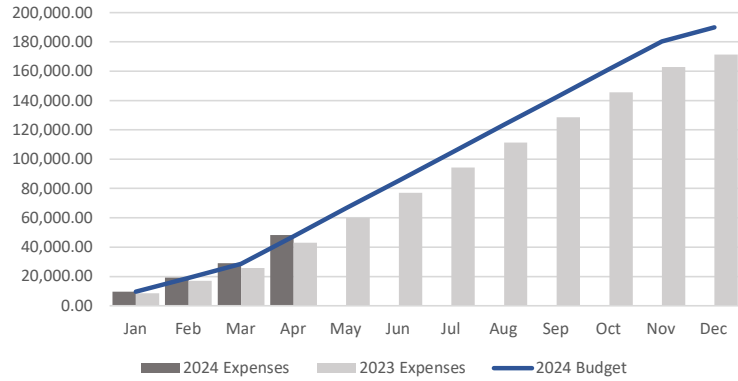


Expenses

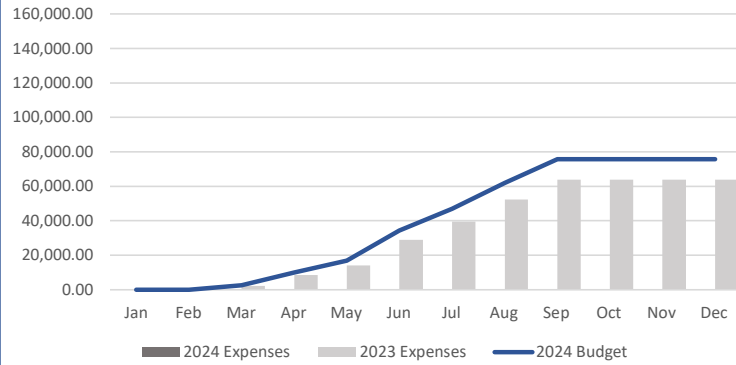




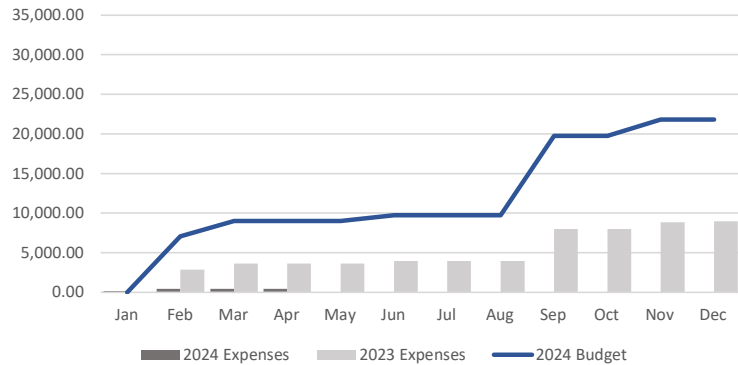
2024 Landscape Contract Expenses
by Month



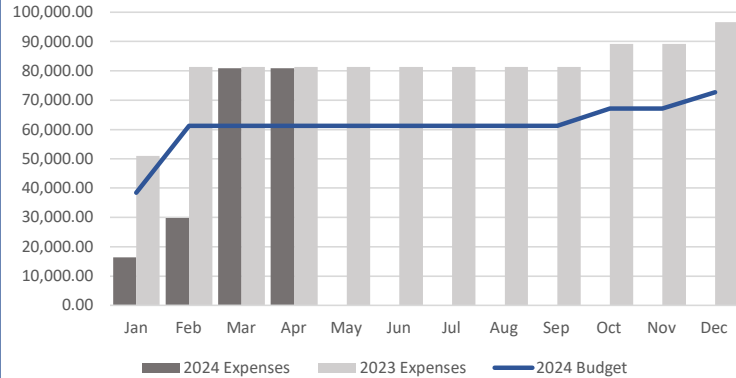
2024 Irrigation Expenses
by Month



2024 Landscape Repairs & Maint. Expenses
by Month

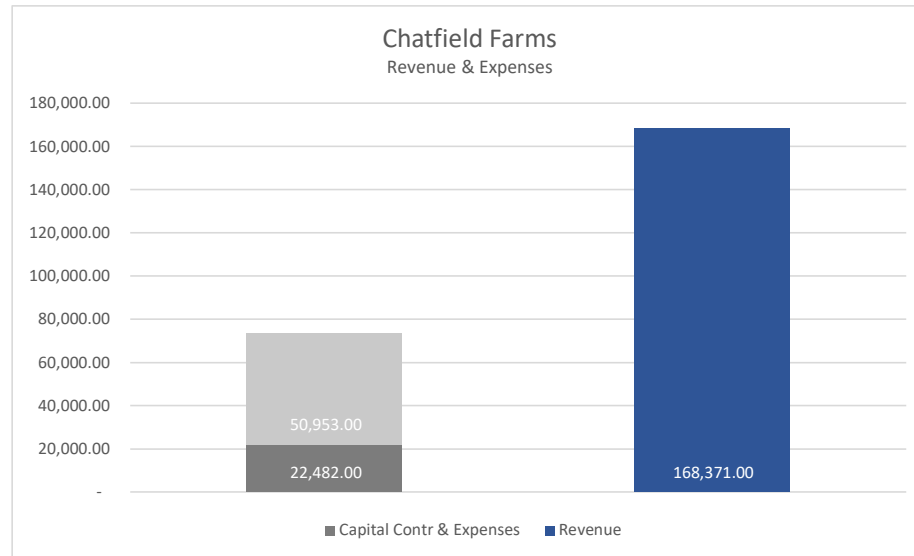


2024 Snow Removal Expenses
by Month



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 track where Chatfield Farms stands in regard to the threshold.



Roxborough Village Metro District
Balance Sheet by Class
 As of April 30, 2024

4:01 PM
 05/07/2024
 Accrual Basis

	100-General Fund	200 - Capital Project Fund	300 - Debt Service Fund	TOTAL
ASSETS				
Current Assets				
Checking/Savings				
10100 · General Operating Acct	72,742.66	0.00	0.00	72,742.66
10500 · ColoTrust Funds				
10505 · General Fund	936,094.80	0.00	0.00	936,094.80
10510 · Capital Projects Fund	0.00	1,066,479.39	0.00	1,066,479.39
10520 · CTF Fund	0.00	80,207.78	0.00	80,207.78
10500 · ColoTrust Funds - Other	0.00	0.00	0.00	0.00
Total 10500 · ColoTrust Funds	936,094.80	1,146,687.17	0.00	2,082,781.97
Total Checking/Savings	1,008,837.46	1,146,687.17	0.00	2,155,524.63
Other Current Assets				
14010 · Prepaid Expense	26,660.00	0.00	0.00	26,660.00
14020 · Taxes Receivable	1,003,565.00	0.00	0.00	1,003,565.00
Total Other Current Assets	1,030,225.00	0.00	0.00	1,030,225.00
Total Current Assets	2,039,062.46	1,146,687.17	0.00	3,185,749.63
TOTAL ASSETS	2,039,062.46	1,146,687.17	0.00	3,185,749.63
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Accounts Payable				
20000 · Accounts Payable	55,800.75	18,727.48	0.00	74,528.23
Total Accounts Payable	55,800.75	18,727.48	0.00	74,528.23
Other Current Liabilities				
20011 · Accrued Expenses	7,680.00	320.00	0.00	8,000.00
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	7.80	0.00	0.00	7.80
23010 · Deferred Revenue-Taxes	1,003,565.00	0.00	0.00	1,003,565.00
Total Other Current Liabilities	1,011,252.80	320.00	0.00	1,011,572.80
Total Current Liabilities	1,067,053.55	19,047.48	0.00	1,086,101.03
Total Liabilities	1,067,053.55	19,047.48	0.00	1,086,101.03
Equity				
32001 · Retained Earnings	83,096.93	-276,834.68	0.00	-193,737.75
34000 · Restricted Net Assets				
34010 · Nonspendable	502.00	0.00	0.00	502.00
34020 · Restricted	0.00	1,396,352.55	0.00	1,396,352.55
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	159,115.00	1,396,352.55	0.00	1,555,467.55
39000 · Unrestricted Net Assets	364,098.07	0.00	0.00	364,098.07
Net Income	365,698.91	8,121.82	0.00	373,820.73
Total Equity	972,008.91	1,127,639.69	0.00	2,099,648.60
TOTAL LIABILITIES & EQUITY	2,039,062.46	1,146,687.17	0.00	3,185,749.63
UNBALANCED CLASSES	0.00	0.00	0.00	0.00

Roxborough Village Metro District Profit & Loss Budget vs. Actual

January through April 2024

	Jan - Apr 24	Budget	Budget Variance	% of Budget
Ordinary Income/Expense				
Income				
41000 · Property Tax Income				
41010 · Specific Ownership Tax	24,700	64,088	(39,388)	39%
41020 · Property Tax	623,598	1,304,845	(681,247)	48%
41040 · Prior Year Tax	0	(17)	17	0%
41045 · Property Tax Interest	3	281	(278)	1%
41000 · Property Tax Income - Other	0	0	0	0%
Total 41000 · Property Tax Income	648,300	1,369,197	(720,897)	47%
43000 · Park and Field Income				
43010 · Sports Field Fees	0	2,200	(2,200)	0%
Total 43000 · Park and Field Income	0	2,200	(2,200)	0%
45000 · Grant Income	5,034	126,000	(120,967)	4%
46000 · Interest Income				
46010 · General Bank Account Interest	34,503	27,289	7,214	126%
46000 · Interest Income - Other	0	70,171	(70,171)	0%
Total 46000 · Interest Income	34,503	97,460	(62,957)	35%
48000 · CTF/Lottery Income	12,593	46,200	(33,607)	27%
Total Income	700,429	1,641,057	(940,628)	43%
Gross Profit	700,429	1,641,057	(940,628)	43%
Expense				
50000 · Treasurer Fees	9,354	18,863	(9,509)	50%
51000 · General Overhead				
51010 · Communication / Website Expense	0	737	(737)	0%
51050 · Utilities Expense	3,537	14,982	(11,445)	24%
51060 · District Functions/Events	0	85	(85)	0%
51000 · General Overhead - Other	0	31	(31)	0%
Total 51000 · General Overhead	3,537	15,835	(12,298)	22%
52000 · Computer & Software Expenses				
52040 · Software & Online Subscriptions	2,239	5,332	(3,092)	42%
52000 · Computer & Software Expenses - Other	0	222	(222)	0%
Total 52000 · Computer & Software Expenses	2,239	5,554	(3,314)	40%
52500 · Insurance Expense				
52550 · General Insurance	13,330	45,000	(31,670)	30%
52500 · Insurance Expense - Other	170	1,611	(1,441)	11%
Total 52500 · Insurance Expense	13,500	46,611	(33,111)	29%
53000 · Board of Director's Expense				
53010 · Directors' Stipend	3,200	9,180	(5,980)	35%
53020 · BOD Travel/Mileage Expense	0	323	(323)	0%
53040 · BOD Conference/Retreat Expense	0	394	(394)	0%
Total 53000 · Board of Director's Expense	3,200	9,897	(6,697)	32%
54000 · Payroll Expenses				
54060 · Employer Payroll Taxes	245	702	(457)	35%
54000 · Payroll Expenses - Other	64	79	(15)	81%
Total 54000 · Payroll Expenses	309	781	(472)	40%
57000 · Professional Services Fees				
57010 · Auditing	0	7,350	(7,350)	0%
57020 · Legal Expenses	26,221	158,491	(132,270)	17%
57030 · Accounting Services	8,400	62,187	(53,787)	14%
57040 · District Management	41,791	159,340	(117,548)	26%
57050 · Engineering Expense	20,448	10,000	10,448	204%
57090 · Other Professional Services Exp	0	20,000	(20,000)	0%
57000 · Professional Services Fees - Other	0	15,308	(15,308)	0%
Total 57000 · Professional Services Fees	96,861	432,676	(335,815)	22%
62000 · Repairs and Maintenance				
62010 · General Repairs and Maintenance	3,544	7,000	(3,456)	51%
62020 · Utility Locate	315	3,323	(3,008)	9%
Total 62000 · Repairs and Maintenance	3,859	10,323	(6,464)	37%

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

January through April 2024

	Jan - Apr 24	Budget	Budget Variance	% of Budget
64000 · Landscape Expenses				
64010 · Landscape Repairs and Maint	475	22,091	(21,616)	2%
64020 · Landscape Weed Control Expense	0	42,696	(42,696)	0%
64030 · Irrigation Expense	0	75,751	(75,751)	0%
64040 · Landscape Contract	48,264	189,902	(141,638)	25%
64080 · Misc. Landscape Expense	0	100	(100)	0%
64000 · Landscape Expenses - Other	0	30,000	(30,000)	0%
Total 64000 · Landscape Expenses	48,739	360,544	(311,800)	14%
65000 · Playground & Infrastructure Exp				
65010 · Playground Repairs and Maint	0	32,568	(32,568)	0%
65020 · Baseball Field Improvements	0	19,000	(19,000)	0%
65030 · Graffiti Removal /Vandalism Exp	1,933	13,776	(11,843)	14%
65080 · Misc. Playground & Infrastruct	1,020	600	420	170%
65000 · Playground & Infrastructure Exp - Other	0	2,500	(2,500)	0%
Total 65000 · Playground & Infrastructure Exp	2,953	68,444	(65,491)	4%
68000 · Parks & Open Space Expense				
68010 · Foothills Park & Rec Fees	8,279	25,818	(17,539)	32%
68020 · Mosquito Control Expense	2,300	15,480	(13,180)	15%
68025 · Water Expense	15,588	68,000	(52,412)	23%
68030 · Seasonal Lighting Expense	0	17,000	(17,000)	0%
68035 · Wetland Mitigation	0	275	(275)	0%
68045 · Tree Care Expense	6,780	30,000	(23,220)	23%
68050 · Portable Restroom Exp.	2,220	6,299	(4,079)	35%
68065 · Water Rights Expense	405			
68070 · Snow Removal Expense	80,887	72,725	8,162	111%
68085 · Annual Trails Maintenance	0	15,000	(15,000)	0%
68095 · Open Space Maintenances / Fire	0	200	(200)	0%
68000 · Parks & Open Space Expense - Other	0	10,303	(10,303)	0%
Total 68000 · Parks & Open Space Expense	116,459	261,100	(144,640)	45%
80000 · Capital Expenses				
80010 · Park Infastructure/Improvements	5,639	421,500	(415,861)	1%
80020 · Irrigation Improvements	0	97,000	(97,000)	0%
80050 · Building Improvements	0	13,000	(13,000)	0%
80060 · Plant Nursery	345	3,500	(3,155)	10%
80070 · New Playground	19,614	350,000	(330,386)	6%
80000 · Capital Expenses - Other	0	95,000	(95,000)	0%
Total 80000 · Capital Expenses	25,598	980,000	(954,402)	3%
99000 · Contingency	0	39,960	(39,960)	0%
Total Expense	326,609	2,250,583	(1,923,975)	15%
Net Ordinary Income	373,821	(609,526)	983,347	(61)%
Net Income	373,821	(609,526)	983,347	(61)%

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

January through April 2024

	Jan - Apr 24	Budget	Budget Variance	% of Budget
Ordinary Income/Expense				
Income				
45000 · Grant Income	5,034			
46000 · Interest Income				
46010 · General Bank Account Interest	20,754			
46000 · Interest Income - Other	0	70,171	(70,171)	0%
Total 46000 · Interest Income	20,754	70,171	(49,417)	30%
48000 · CTF/Lottery Income	12,593	46,200	(33,607)	27%
Total Income	38,380	116,371	(77,991)	33%
Gross Profit	38,380	116,371	(77,991)	33%
Expense				
51000 · General Overhead				
51000 · General Overhead - Other	0	31	(31)	0%
Total 51000 · General Overhead	0	31	(31)	0%
52000 · Computer & Software Expenses				
52040 · Software & Online Subscriptions	90			
52000 · Computer & Software Expenses - Other	0	222	(222)	0%
Total 52000 · Computer & Software Expenses	90	222	(132)	40%
52500 · Insurance Expense				
52550 · General Insurance	533			
52500 · Insurance Expense - Other	7	1,611	(1,604)	0%
Total 52500 · Insurance Expense	540	1,611	(1,071)	34%
57000 · Professional Services Fees				
57020 · Legal Expenses	837			
57030 · Accounting Services	301			
57040 · District Management	1,670			
57050 · Engineering Expense	818			
57000 · Professional Services Fees - Other	0	15,308	(15,308)	0%
Total 57000 · Professional Services Fees	3,626	15,308	(11,682)	24%
68000 · Parks & Open Space Expense				
68065 · Water Rights Expense	405			
68000 · Parks & Open Space Expense - Other	0	10,303	(10,303)	0%
Total 68000 · Parks & Open Space Expense	405	10,303	(9,898)	4%
80000 · Capital Expenses				
80010 · Park Infrastructure/Improvements	5,639	421,500	(415,861)	1%
80020 · Irrigation Improvements	0	97,000	(97,000)	0%
80050 · Building Improvements	0	13,000	(13,000)	0%
80060 · Plant Nursery	345	3,500	(3,155)	10%
80070 · New Playground	19,614	350,000	(330,386)	6%
80000 · Capital Expenses - Other	0	95,000	(95,000)	0%
Total 80000 · Capital Expenses	25,598	980,000	(954,402)	3%
Total Expense	30,259	1,007,475	(977,216)	3%
Net Ordinary Income	8,122	(891,104)	899,226	(1)%
Net Income	8,122	(891,104)	899,226	(1)%

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

January through April 2024

	Jan - Apr 24	Budget	Budget Variance	% of Budget
Ordinary Income/Expense				
Income				
41000 · Property Tax Income				
41010 · Specific Ownership Tax	24,700	64,088	(39,388)	39%
41020 · Property Tax	623,598	1,304,845	(681,247)	48%
41040 · Prior Year Tax	0	(17)	17	0%
41045 · Property Tax Interest	3	281	(278)	1%
41000 · Property Tax Income - Other	0	0	0	0%
Total 41000 · Property Tax Income	648,300	1,369,197	(720,897)	47%
43000 · Park and Field Income				
43010 · Sports Field Fees	0	2,200	(2,200)	0%
Total 43000 · Park and Field Income	0	2,200	(2,200)	0%
45000 · Grant Income	0	126,000	(126,000)	0%
46000 · Interest Income				
46010 · General Bank Account Interest	13,749	27,289	(13,540)	50%
Total 46000 · Interest Income	13,749	27,289	(13,540)	50%
Total Income	662,049	1,524,686	(862,637)	43%
Gross Profit	662,049	1,524,686	(862,637)	43%
Expense				
50000 · Treasurer Fees	9,354	18,863	(9,509)	50%
51000 · General Overhead				
51010 · Communication / Website Expense	0	737	(737)	0%
51050 · Utilities Expense	3,537	14,982	(11,445)	24%
51060 · District Functions/Events	0	85	(85)	0%
Total 51000 · General Overhead	3,537	15,804	(12,267)	22%
52000 · Computer & Software Expenses				
52040 · Software & Online Subscriptions	2,150	5,332	(3,182)	40%
Total 52000 · Computer & Software Expenses	2,150	5,332	(3,182)	40%
52500 · Insurance Expense				
52550 · General Insurance	12,797	45,000	(32,203)	28%
52500 · Insurance Expense - Other	163			
Total 52500 · Insurance Expense	12,960	45,000	(32,040)	29%
53000 · Board of Director's Expense				
53010 · Directors' Stipend	3,200	9,180	(5,980)	35%
53020 · BOD Travel/Mileage Expense	0	323	(323)	0%
53040 · BOD Conference/Retreat Expense	0	394	(394)	0%
Total 53000 · Board of Director's Expense	3,200	9,897	(6,697)	32%
54000 · Payroll Expenses				
54060 · Employer Payroll Taxes	245	702	(457)	35%
54000 · Payroll Expenses - Other	64	79	(15)	81%
Total 54000 · Payroll Expenses	309	781	(472)	40%
57000 · Professional Services Fees				
57010 · Auditing	0	7,350	(7,350)	0%
57020 · Legal Expenses	25,384	158,491	(133,107)	16%
57030 · Accounting Services	8,099	62,187	(54,088)	13%
57040 · District Management	40,121	159,340	(119,219)	25%
57050 · Engineering Expense	19,631	10,000	9,631	196%
57090 · Other Professional Services Exp	0	20,000	(20,000)	0%
Total 57000 · Professional Services Fees	93,235	417,368	(324,133)	22%

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

January through April 2024

	Jan - Apr 24	Budget	Budget Variance	% of Budget
62000 · Repairs and Maintenance				
62010 · General Repairs and Maintenance	3,544	7,000	(3,456)	51%
62020 · Utility Locate	315	3,323	(3,008)	9%
Total 62000 · Repairs and Maintenance	3,859	10,323	(6,464)	37%
64000 · Landscape Expenses				
64010 · Landscape Repairs and Maint	475	22,091	(21,616)	2%
64020 · Landscape Weed Control Expense	0	42,696	(42,696)	0%
64030 · Irrigation Expense	0	75,751	(75,751)	0%
64040 · Landscape Contract	48,264	189,902	(141,638)	25%
64080 · Misc. Landscape Expense	0	100	(100)	0%
64000 · Landscape Expenses - Other	0	30,000	(30,000)	0%
Total 64000 · Landscape Expenses	48,739	360,540	(311,800)	14%
65000 · Playground & Infrastructure Exp				
65010 · Playground Repairs and Maint	0	32,568	(32,568)	0%
65020 · Baseball Field Improvements	0	19,000	(19,000)	0%
65030 · Graffiti Removal /Vandalism Exp	1,933	13,776	(11,843)	14%
65080 · Misc. Playground & Infrastruct	1,020	600	420	170%
65000 · Playground & Infrastructure Exp - Ot...	0	2,500	(2,500)	0%
Total 65000 · Playground & Infrastructure Exp	2,953	68,444	(65,491)	4%
68000 · Parks & Open Space Expense				
68010 · Foothills Park & Rec Fees	8,279	25,818	(17,539)	32%
68020 · Mosquito Control Expense	2,300	15,480	(13,180)	15%
68025 · Water Expense	15,588	68,000	(52,412)	23%
68030 · Seasonal Lighting Expense	0	17,000	(17,000)	0%
68035 · Wetland Mitigation	0	275	(275)	0%
68045 · Tree Care Expense	6,780	30,000	(23,220)	23%
68050 · Portable Restroom Exp.	2,220	6,299	(4,079)	35%
68070 · Snow Removal Expense	80,887	72,725	8,162	111%
68085 · Annual Trails Maintenance	0	15,000	(15,000)	0%
68095 · Open Space Maintenances / Fire	0	200	(200)	0%
Total 68000 · Parks & Open Space Expense	116,055	250,797	(134,742)	46%
99000 · Contingency	0	39,960	(39,960)	0%
Total Expense	296,350	1,243,108	(946,758)	24%
Net Ordinary Income	365,699	281,578	84,121	130%
Net Income	365,699	281,578	84,121	130%

Roxborough Village Metro District
Chatfield Farms Profit & Loss Budget vs. Actual

January through April 2024

	Jan - Apr 24	Budget	Budget Variance	% of Budget
Ordinary Income/Expense				
Income				
41000 · Property Tax Income				
41020 · Property Tax	168,371	365,357	(196,985)	46%
41000 · Property Tax Income - Other	0	0	0	0%
Total 41000 · Property Tax Income	168,371	365,357	(196,985)	46%
Total Income	168,371	365,357	(196,985)	46%
Gross Profit	168,371	365,357	(196,985)	46%
Expense				
50000 · Treasurer Fees	1,497	3,018	(1,521)	50%
51000 · General Overhead				
51010 · Communication / Website Expense	0	118	(118)	0%
51050 · Utilities Expense	126			
51060 · District Functions/Events	0	14	(14)	0%
Total 51000 · General Overhead	126	131	(5)	96%
52000 · Computer & Software Expenses				
52040 · Software & Online Subscriptions	339	853	(514)	40%
Total 52000 · Computer & Software Expenses	339	853	(514)	40%
52500 · Insurance Expense				
52550 · General Insurance	1,920	7,200	(5,280)	27%
52500 · Insurance Expense - Other	26			
Total 52500 · Insurance Expense	1,946	7,200	(5,254)	27%
53000 · Board of Director's Expense				
53020 · BOD Travel/Mileage Expense	0	52	(52)	0%
53040 · BOD Conference/Retreat Expense	0	63	(63)	0%
Total 53000 · Board of Director's Expense	0	115	(115)	0%
57000 · Professional Services Fees				
57010 · Auditing	0	1,176	(1,176)	0%
57020 · Legal Expenses	6,666	25,359	(18,692)	26%
57030 · Accounting Services	2,030	9,950	(7,920)	20%
57040 · District Management	6,373	25,494	(19,121)	25%
57050 · Engineering Expense	4,186	1,600	2,586	262%
57090 · Other Professional Services Exp	0	3,200	(3,200)	0%
Total 57000 · Professional Services Fees	19,255	66,779	(47,524)	29%
62000 · Repairs and Maintenance				
62010 · General Repairs and Maintenance	0	1,120	(1,120)	0%
62020 · Utility Locate	49	532	(483)	9%
Total 62000 · Repairs and Maintenance	49	1,652	(1,603)	3%
64000 · Landscape Expenses				
64010 · Landscape Repairs and Maint	74	3,535	(3,460)	2%
64020 · Landscape Weed Control Expense	0	6,831	(6,831)	0%
64030 · Irrigation Expense	0	12,120	(12,120)	0%
64040 · Landscape Contract	7,529	30,384	(22,855)	25%
64080 · Misc. Landscape Expense	0	16	(16)	0%
64000 · Landscape Expenses - Other	0	4,800	(4,800)	0%
Total 64000 · Landscape Expenses	7,604	57,686	(50,083)	13%
65000 · Playground & Infrastructure Exp				
65020 · Baseball Field Improvements	0	3,040	(3,040)	0%
65030 · Graffiti Removal /Vandalism Exp	309	2,204	(1,895)	14%
65080 · Misc. Playground & Infrastruct	156	96	60	163%
65000 · Playground & Infrastructure Exp - Other	0	400	(400)	0%
Total 65000 · Playground & Infrastructure Exp	465	5,740	(5,275)	8%

Roxborough Village Metro District
Chatfield Farms Profit & Loss Budget vs. Actual

January through April 2024

	Jan - Apr 24	Budget	Budget Variance	% of Budget
68000 · Parks & Open Space Expense				
68010 · Foothills Park & Rec Fees	2,194	4,131	(1,937)	53%
68020 · Mosquito Control Expense	345	2,477	(2,132)	14%
68025 · Water Expense	2,146	10,880	(8,734)	20%
68030 · Seasonal Lighting Expense	0	2,720	(2,720)	0%
68035 · Wetland Mitigation	0	44	(44)	0%
68045 · Tree Care Expense	1,085	4,800	(3,715)	23%
68050 · Portable Restroom Exp.	1,124	1,008	116	112%
68070 · Snow Removal Expense	12,779	11,636	1,143	110%
Total 68000 · Parks & Open Space Expense	19,672	37,696	(18,023)	52%
Total Expense	50,952	180,870	(129,918)	28%
Net Ordinary Income	117,419	184,487	(67,068)	64%
Net Income	117,419	184,487	(67,068)	64%

Roxborough Village Metro District
A/P Aging Summary
 As of April 30, 2024

	<u>Current</u>	<u>1 - 45</u>	<u>46 - 90</u>	<u>> 90</u>	<u>TOTAL</u>
Anatum GeoMobile Solutions, LLC	5,476.96	0.00	0.00	0.00	5,476.96
Bill.com LLC	560.68	0.00	0.00	0.00	560.68
Consolidated Divisions Inc	9,939.07	19,305.71	0.00	0.00	29,244.78
CORE Electric Cooperative	0.00	848.97	0.00	0.00	848.97
Diversified Underground	0.00	0.00	0.00	7,480.00	7,480.00
Foothills Park & Recreation District	4,073.60	0.00	0.00	0.00	4,073.60
Gemsbok Consulting Inc.	1,653.75	0.00	0.00	0.00	1,653.75
HGL Construction Services LLC	0.00	345.00	0.00	0.00	345.00
SavATree, LLC	0.00	12,770.00	0.00	0.00	12,770.00
Special District Management Services, Inc	11,999.67	0.00	0.00	0.00	11,999.67
Utility Notification Center of Colorado	74.82	0.00	0.00	0.00	74.82
TOTAL	<u>33,778.55</u>	<u>33,269.68</u>	<u>0.00</u>	<u>7,480.00</u>	<u>74,528.23</u>

Roxborough Village Metro District
A/P Aging Detail
As of April 30, 2024

Date	Num	Name	Due Date	Split	Memo	Aging	Open Balance
Current							
04/30/2024	224041226	Utility Notification Cen...	04/30/2024	-SPLIT-	RTL Transmissions		74.82
04/30/2024	SALES000...	Foothills Park & Recre...	04/30/2024	-SPLIT-	April 2024 Resident U...		4,073.60
04/30/2024	135726	Special District Manag...	04/30/2024	-SPLIT-	April 2024 District Ma...		11,999.67
04/20/2024	2014044	Consolidated Division...	05/05/2024	-SPLIT-			685.36
04/30/2024	6731	Anatum GeoMobile S...	05/10/2024	-SPLIT-			5,476.96
04/30/2024	24057087655	Bill.com LLC	05/10/2024	-SPLIT-	Billing Period 04/05/2...		560.68
04/27/2024	2013941	Consolidated Division...	05/12/2024	-SPLIT-	Water meter install		9,253.71
04/30/2024	5975	Gembok Consulting I...	06/14/2024	-SPLIT-	April 2024		1,288.75
04/30/2024	5974	Gembok Consulting I...	06/14/2024	-SPLIT-	April 2024 Chatfield F...		365.00
Total Current							33,778.55
1 - 45							
04/01/2024	2013609	Consolidated Division...	04/16/2024	-SPLIT-	Landscape Contract	14	19,305.71
04/12/2024	2024-23	HGL Construction Ser...	04/22/2024	80060 · Plant Nursery		8	345.00
04/16/2024	14374539	SavATree, LLC	04/26/2024	-SPLIT-		4	12,770.00
04/17/2024		CORE Electric Cooper...	04/27/2024	-SPLIT-		3	848.97
Total 1 - 45							33,269.68
46 - 90							
Total 46 - 90							
> 90							
10/31/2022	26607	Diversified Underground	11/30/2022	51050 · Utilities Expense	10/1-10/31/2022	517	3,735.00
11/30/2022	26763	Diversified Underground	12/30/2022	62020 · Utility Locate		487	1,060.00
03/01/2023	27403	Diversified Underground	03/31/2023	-SPLIT-	March 2023 Utility Loc...	396	1,945.00
07/31/2023	28120	Diversified Underground	08/30/2023	-SPLIT-	July Utility Locates	244	500.00
11/30/2023	28840	Diversified Underground	12/30/2023	-SPLIT-	November Utility Loca...	122	240.00
Total > 90							7,480.00
TOTAL							74,528.23

Roxborough Village Metro District
 Claims by Vendor Detail

05/07/24

Cash Basis

April 2024

Type	Date	Num	Memo	Account	Original Amount	Balance
Bailey Tree, LLC						
Deposit	04/11/2024	2177	Reimbursement	68045 · Tree Care Expense	-5,031.33	-5,031.33
Deposit	04/11/2024	2177	Reimbursement	68045 · Tree Care Expense	-958.35	-5,989.68
Total Bailey Tree, LLC						-5,989.68
Bill.com LLC						
Bill	04/08/2024	24046758322	Billing Period 03/05/2024 - 04/04/2024	52040 · Software & Online Subscr...	450.37	450.37
Bill	04/08/2024	24046758322	Billing Period 03/05/2024 - 04/04/2024	52040 · Software & Online Subscr...	85.79	536.16
Bill	04/08/2024	24046758322	Billing Period 03/05/2024 - 04/04/2024	52040 · Software & Online Subscr...	22.34	558.50
Total Bill.com LLC						558.50
Colorado Special Districts Property and L						
Deposit	04/11/2024	27663	Remainder of 2022 safety grant applied to playground...	45000 · Grant Income	-5,033.50	-5,033.50
Total Colorado Special Districts Property and L						-5,033.50
Consolidated Divisions Inc						
Bill	04/19/2024	2013099	T&M Feb 11-17	64010 · Landscape Repairs and ...	264.71	264.71
Bill	04/19/2024	2013099	T&M Feb 11-17	64010 · Landscape Repairs and ...	50.42	315.13
Bill	04/19/2024	2013458	T&M March 10-17	65030 · Graffiti Removal /Vandali...	353.94	669.07
Bill	04/19/2024	2013458	T&M March 10-17	65030 · Graffiti Removal /Vandali...	67.42	736.49
Bill	04/19/2024	2013556	Post Storm Cycle 03.16.24 - 03.19.24	68070 · Snow Removal Expense	5,048.40	5,784.89
Bill	04/19/2024	2013556	Post Storm Cycle 03.16.24 - 03.19.24	68070 · Snow Removal Expense	961.60	6,746.49
Bill	04/19/2024	2013708	Post Storm Cycle 03.24.24 - 03.25.24	68070 · Snow Removal Expense	6,098.40	12,844.89
Bill	04/19/2024	2013708	Post Storm Cycle 03.24.24 - 03.25.24	68070 · Snow Removal Expense	1,161.60	14,006.49
Bill	04/19/2024	2013232	March Landscape Contract	64040 · Landscape Contract	8,108.39	22,114.88
Bill	04/19/2024	2013232	March Landscape Contract	64040 · Landscape Contract	1,544.46	23,659.34
Bill	04/22/2024	2011534	October Landscape Maintenance	64040 · Landscape Contract	14,563.51	38,222.85
Bill	04/22/2024	2011534	October Landscape Maintenance	64040 · Landscape Contract	2,570.03	40,792.88
Bill	04/22/2024	2011637	November Landscape Maintenance	64040 · Landscape Contract	14,563.51	55,356.39
Bill	04/22/2024	2011637	November Landscape Maintenance	64040 · Landscape Contract	2,570.03	57,926.42
Bill	04/22/2024	2011975	December Landscape Maintenance	64040 · Landscape Contract	7,281.75	65,208.17
Bill	04/22/2024	2011975	December Landscape Maintenance	64040 · Landscape Contract	1,285.02	66,493.19
Bill	04/22/2024	2013195	T&M Feb 18-24	65080 · Misc. Playground & Infras...	268.80	66,761.99
Bill	04/22/2024	2013508	Storm Cycle 03.13.24 - 03.15.24	68070 · Snow Removal Expense	31,728.90	98,490.89
Bill	04/22/2024	2013508	Storm Cycle 03.13.24 - 03.15.24	68070 · Snow Removal Expense	6,043.60	104,534.49
Bill	04/22/2024	2013195	T&M Feb 18-24	65080 · Misc. Playground & Infras...	51.20	104,585.69
Total Consolidated Divisions Inc						104,585.69
CORE Electric Cooperative						
Bill	04/10/2024			51050 · Utilities Expense	888.40	888.40
Bill	04/10/2024			51050 · Utilities Expense	33.00	921.40
Total CORE Electric Cooperative						921.40
Farnsworth Group, Inc						
Bill	04/09/2024	250193	Period ending 02.29.2024	57050 · Engineering Expense	11,028.14	11,028.14
Bill	04/09/2024	250193	Period ending 02.29.2024	57050 · Engineering Expense	3,344.50	14,372.64
Bill	04/09/2024	250193	Period ending 02.29.2024	57050 · Engineering Expense	598.86	14,971.50
Total Farnsworth Group, Inc						14,971.50
Foothills Park & Recreation District						
Bill	04/09/2024	SALES000000035282	February 2024 Resident Use	68010 · Foothills Park & Rec Fees	918.04	918.04
Bill	04/09/2024	SALES000000035282	February 2024 Resident Use	68010 · Foothills Park & Rec Fees	388.00	1,306.04
Bill	04/22/2024	SALES000000035343	March 2024 Resident Use	68010 · Foothills Park & Rec Fees	761.03	2,067.07
Bill	04/22/2024	SALES000000035343	March 2024 Resident Use	68010 · Foothills Park & Rec Fees	420.96	2,488.03
Total Foothills Park & Recreation District						2,488.03
Gembok Consulting Inc.						
Bill	04/17/2024	5945	March 2024	57030 · Accounting Services	2,071.44	2,071.44
Bill	04/17/2024	5945	March 2024	57030 · Accounting Services	394.56	2,466.00
Bill	04/17/2024	5945	March 2024	57030 · Accounting Services	102.75	2,568.75
Total Gembok Consulting Inc.						2,568.75
Ireland Stapleton Pryor & Pascoe PC						
Bill	04/17/2024	154266	Billed Through 03/31/2024	57020 · Legal Expenses	3,567.09	3,567.09
Bill	04/17/2024	154266	Billed Through 03/31/2024	57020 · Legal Expenses	860.33	4,427.42
Bill	04/17/2024	154266	Billed Through 03/31/2024	57020 · Legal Expenses	85.37	4,512.79
Total Ireland Stapleton Pryor & Pascoe PC						4,512.79
McBride Lighting, Inc.						
Bill	04/30/2024	20850		62010 · General Repairs and Mai...	1,029.39	1,029.39
Bill	04/30/2024	20850		62010 · General Repairs and Mai...	196.07	1,225.46
Total McBride Lighting, Inc.						1,225.46
Patriot Pest Control						
Bill	04/22/2024	967838	April Mosquito Control Service	68020 · Mosquito Control Expense	1,955.00	1,955.00
Bill	04/22/2024	967838	April Mosquito Control Service	68020 · Mosquito Control Expense	345.00	2,300.00
Total Patriot Pest Control						2,300.00
QuickBooks Payroll Service						
Liability Che...	04/29/2024		Fee for 4 direct deposit(s) at \$4.00 each	54000 · Payroll Expenses	16.00	16.00
Total QuickBooks Payroll Service						16.00

Roxborough Village Metro District

Claims by Vendor Detail

April 2024

Type	Date	Num	Memo	Account	Original Amount	Balance
Roxborough Water & Sanitation District						
Bill	04/15/2024		Service Period 02/25/24 to 03/24/24 Elk Mnt Cir	68025 · Water Expense	100.50	100.50
Bill	04/15/2024		Service Period 02/24/24 - 03/24/24 Rampart Range	68025 · Water Expense	114.50	215.00
Bill	04/15/2024		Service Period 02/25/24 to 03/24/24 Mule Deer Pl	68025 · Water Expense	100.50	315.50
Bill	04/15/2024		Service Period 02/25/24 - 03/24/24 Marmot Ridge Cir	68025 · Water Expense	201.00	516.50
Bill	04/15/2024		Billing Period 03/01/24 to 03/31/24	68025 · Water Expense	735.28	1,251.78
Bill	04/15/2024		Billing Period 03/01/24 to 03/31/24	68025 · Water Expense	140.05	1,391.83
Total Roxborough Water & Sanitation District						1,391.83
Special District Management Services, Inc						
Bill	04/30/2024	134811	March 2024 District Management Fees	57040 · District Management	10,523.86	10,523.86
Bill	04/30/2024	134811	March 2024 District Management Fees	57040 · District Management	2,004.54	12,528.40
Bill	04/30/2024	134811	March 2024 District Management Fees	57040 · District Management	522.02	13,050.42
Total Special District Management Services, Inc						13,050.42
United Site Services						
Bill	04/17/2024	INV-4358202	April Services Chatfield Farms Park	68050 · Portable Restroom Exp.	287.26	287.26
Bill	04/17/2024	INV-4361181	April Services Roxborough Community Park	68050 · Portable Restroom Exp.	279.97	567.23
Total United Site Services						567.23
Utility Notification Center of Colorado						
Bill	04/17/2024	224031192	RTL Transmissions	62020 · Utility Locate	48.76	48.76
Bill	04/17/2024	224031192	RTL Transmissions	62020 · Utility Locate	9.29	58.05
Total Utility Notification Center of Colorado						58.05
Xcel Energy						
Bill	04/30/2024	871245951	April Statement	51050 · Utilities Expense	4.32	4.32
Total Xcel Energy						4.32
TOTAL						138,196.79

Roxborough Village Metro District
Payroll Detail
April 2024

<u>Num</u>	<u>Date</u>	<u>Source Name</u>	<u>Payroll Item</u>	<u>Type</u>	<u>Wage Base</u>	<u>Amount</u>
BOD Compensation						
DD1062	04/30/2024	Debra D Prysby	BOD Compensation	Paycheck	0.00	200.00
DD1063	04/30/2024	Ephram Glass	BOD Compensation	Paycheck	0.00	200.00
DD1064	04/30/2024	Mathew Hart	BOD Compensation	Paycheck	0.00	200.00
DD1065	04/30/2024	Travis Jensen	BOD Compensation	Paycheck	0.00	200.00
Total BOD Compensation					0.00	800.00
TOTAL					0.00	800.00

Roxborough Village Metro District
Capital Fund Profit & Loss Detail

January through April 2024

Type	Date	Num	Name	Memo	Debit	Credit	Balance
Ordinary Income/Expense							
Income							
45000 · Grant Income							
Deposit	04/11/2024	27663	Colorado Special Districts ...	Remainder of 2022 safety grant applied to p...		5,033.50	5,033.50
Total 45000 · Grant Income					0.00	5,033.50	5,033.50
46000 · Interest Income							
46010 · General Bank Account Interest							
Deposit	01/31/2024			Deposit		293.13	293.13
Deposit	01/31/2024			Deposit		5,160.64	5,453.77
Deposit	02/29/2024			Deposit		4,713.94	10,167.71
Deposit	02/29/2024			Deposit		292.01	10,459.72
Deposit	03/31/2024			Deposit		4,926.38	15,386.10
Deposit	03/31/2024			Deposit		309.91	15,696.01
Deposit	04/30/2024			Deposit		4,719.07	20,415.08
Deposit	04/30/2024			Deposit		339.17	20,754.25
Total 46010 · General Bank Account Interest					0.00	20,754.25	20,754.25
Total 46000 · Interest Income					0.00	20,754.25	20,754.25
48000 · CTF/Lottery Income							
Deposit	03/08/2024			Deposit		12,592.64	12,592.64
Total 48000 · CTF/Lottery Income					0.00	12,592.64	12,592.64
Total Income					0.00	38,380.39	38,380.39
Gross Profit					0.00	38,380.39	38,380.39
Expense							
52000 · Computer & Software Expenses							
52040 · Software & Online Subscriptions							
Bill	01/31/2024	2402609...	Bill.com LLC	Billing Period 01/05/2024 - 02/04/2024	22.23		22.23
Bill	02/29/2024	2403642...	Bill.com LLC	Billing Period 02/05/2024 - 03/04/2024	22.57		44.80
Bill	03/31/2024	2404675...	Bill.com LLC	Billing Period 03/05/2024 - 04/04/2024	22.34		67.14
Bill	04/30/2024	2405708...	Bill.com LLC	Billing Period 04/05/2024 - 05/04/2024	22.43		89.57
Total 52040 · Software & Online Subscriptions					89.57	0.00	89.57
Total 52000 · Computer & Software Expenses					89.57	0.00	89.57
52500 · Insurance Expense							
52550 · General Insurance							
General Journal	01/31/2024	0124BusIns		To move Business Insruance prepaid to exp...	133.30		133.30
General Journal	02/29/2024	0224BusIns		To move Business Insruance prepaid to exp...	133.30		266.60
General Journal	03/31/2024	0324BusIns		To move Business Insruance prepaid to exp...	133.30		399.90
General Journal	04/30/2024	0424BusIns		To move Business Insruance prepaid to exp...	133.30		533.20
Total 52550 · General Insurance					533.20	0.00	533.20
52500 · Insurance Expense - Other							
Bill	03/06/2024	68996341	CNA Surety Direct Bill		6.80		6.80
Total 52500 · Insurance Expense - Other					6.80	0.00	6.80
Total 52500 · Insurance Expense					540.00	0.00	540.00
57000 · Professional Services Fees							
57020 · Legal Expenses							
Bill	01/31/2024	152854	Ireland Stapleton Pryor & ...	Billed Through 01/31/2024	230.38		230.38
Bill	01/31/2024	11	Ireland Stapleton Pryor & ...	Billed Through 01/31/2024	0.00		230.38
Bill	02/29/2024	153514	Ireland Stapleton Pryor & ...	Billed Through 02/29/2024	201.15		431.53
Bill	03/31/2024	154266	Ireland Stapleton Pryor & ...	Billed Through 03/31/2024	85.37		516.90
General Journal	04/30/2024	0430Accr...		April invoice accrual	320.00		836.90
Total 57020 · Legal Expenses					836.90	0.00	836.90
57030 · Accounting Services							
Bill	01/31/2024	5892	Gemsbok Consulting Inc.	January 2024	80.97		80.97
Bill	02/29/2024	5920	Gemsbok Consulting Inc.	February 2024	65.80		146.77
Bill	03/31/2024	5945	Gemsbok Consulting Inc.	March 2024	102.75		249.52
Bill	04/30/2024	5975	Gemsbok Consulting Inc.	April 2024	51.55		301.07
Bill	04/30/2024	5974	Gemsbok Consulting Inc.	April 2024 Chatfield Farms	0.00		301.07
Total 57030 · Accounting Services					301.07	0.00	301.07
57040 · District Management							
Bill	01/31/2024	132551	Special District Manageme...	January 2024 District Management Fees	311.28		311.28
Bill	02/29/2024	133803	Special District Manageme...	February 2024 District Management Fees	357.02		668.30
Bill	03/31/2024	134811	Special District Manageme...	March 2024 District Management Fees	522.02		1,190.32
Bill	04/30/2024	135726	Special District Manageme...	April 2024 District Management Fees	479.99		1,670.31
Total 57040 · District Management					1,670.31	0.00	1,670.31
57050 · Engineering Expense							
Bill	03/19/2024	250193	Farnsworth Group, Inc	Period ending 02.29.2024	598.86		598.86
Bill	04/30/2024	6731	Anatum GeoMobile Solutio...		219.08		817.94
Total 57050 · Engineering Expense					817.94	0.00	817.94
Total 57000 · Professional Services Fees					3,626.22	0.00	3,626.22

Roxborough Village Metro District
Capital Fund Profit & Loss Detail

January through April 2024

Type	Date	Num	Name	Memo	Debit	Credit	Balance
68000 · Parks & Open Space Expense							
68065 · Water Rights Expense							
Bill	01/31/2024	132551	Special District Manageme...	January 2024 District Management Fees	0.00		0.00
Bill	01/31/2024	152854	Ireland Stapleton Pryor & ...	Billed Through 01/31/2024	0.00		0.00
Bill	01/31/2024	11	Ireland Stapleton Pryor & ...	Billed Through 01/31/2024	404.85		404.85
Bill	02/29/2024	133803	Special District Manageme...	February 2024 District Management Fees	0.00		404.85
Bill	02/29/2024	153514	Ireland Stapleton Pryor & ...	Billed Through 02/29/2024	0.00		404.85
Bill	03/31/2024	134811	Special District Manageme...	March 2024 District Management Fees	0.00		404.85
Bill	03/31/2024	154266	Ireland Stapleton Pryor & ...	Billed Through 03/31/2024	0.00		404.85
Bill	04/30/2024	135726	Special District Manageme...	April 2024 District Management Fees	0.00		404.85
Total 68065 · Water Rights Expense					404.85	0.00	404.85
Total 68000 · Parks & Open Space Expense					404.85	0.00	404.85
80000 · Capital Expenses							
80010 · Park Infrastructure/Improvements							
Bill	01/11/2024	CW-2024...	Chavez Services LLC		5,639.18		5,639.18
Total 80010 · Park Infrastructure/Improvements					5,639.18	0.00	5,639.18
80060 · Plant Nursery							
Bill	04/12/2024	2024-23	HGL Construction Services...		345.00		345.00
Total 80060 · Plant Nursery					345.00	0.00	345.00
80070 · New Playground							
Bill	02/21/2024	7451	Rocky Mountain Recreatio...	Airplane Park	19,613.75		19,613.75
Total 80070 · New Playground					19,613.75	0.00	19,613.75
Total 80000 · Capital Expenses					25,597.93	0.00	25,597.93
Total Expense					30,258.57	0.00	30,258.57
Net Ordinary Income					30,258.57	38,380.39	8,121.82
Net Income					30,258.57	38,380.39	8,121.82

Roxborough Village Metro District
General Fund Profit & Loss Detail

January through April 2024

Type	Date	Num	Name	Memo	Debit	Credit	Balance
Ordinary Income/Expense							
Income							
41000 · Property Tax Income							
41010 · Specific Ownership Tax							
General Journal	01/01/2024	AJE23 #1R		Reverse of GJE AJE23 #1 -- To move reven...	6,019.01		-6,019.01
Deposit	01/10/2024			Deposit		6,019.01	0.00
Deposit	02/09/2024			Deposit		9,343.72	9,343.72
Deposit	03/08/2024			Deposit		7,948.33	17,292.05
Deposit	04/10/2024			Deposit		7,407.62	24,699.67
Total 41010 · Specific Ownership Tax					6,019.01	30,718.68	24,699.67
41020 · Property Tax							
Deposit	02/09/2024			Deposit		4,218.41	4,218.41
Deposit	03/08/2024			Deposit		587,756.47	591,974.88
Deposit	04/10/2024			Deposit		31,622.62	623,597.50
Total 41020 · Property Tax					0.00	623,597.50	623,597.50
41045 · Property Tax Interest							
Deposit	04/10/2024			Deposit		3.04	3.04
Total 41045 · Property Tax Interest					0.00	3.04	3.04
Total 41000 · Property Tax Income					6,019.01	654,319.22	648,300.21
46000 · Interest Income							
46010 · General Bank Account Interest							
Deposit	01/31/2024			Deposit		2,665.32	2,665.32
Deposit	02/29/2024			Deposit		2,313.43	4,978.75
Deposit	03/31/2024			Deposit		4,261.16	9,239.91
Deposit	04/30/2024			Deposit		4,508.89	13,748.80
Total 46010 · General Bank Account Interest					0.00	13,748.80	13,748.80
Total 46000 · Interest Income					0.00	13,748.80	13,748.80
Total Income					6,019.01	668,068.02	662,049.01
Gross Profit					6,019.01	668,068.02	662,049.01
Expense							
50000 · Treasurer Fees							
Deposit	02/09/2024			Deposit	63.28		63.28
Deposit	03/08/2024			Deposit	8,816.33		8,879.61
Deposit	04/10/2024			Deposit	474.38		9,353.99
Total 50000 · Treasurer Fees					9,353.99	0.00	9,353.99
51000 · General Overhead							
51050 · Utilities Expense							
Bill	01/18/2024			CORE Electric Cooperative	891.77		891.77
Bill	01/31/2024	859205179		Xcel Energy January Statement	4.33		896.10
Bill	02/21/2024			CORE Electric Cooperative	857.69		1,753.79
Bill	02/29/2024	863314567		Xcel Energy February Statement	4.32		1,758.11
Bill	03/20/2024			CORE Electric Cooperative	921.40		2,679.51
Bill	03/31/2024	867197953		Xcel Energy March Statement	4.32		2,683.83
Bill	04/17/2024			CORE Electric Cooperative	848.97		3,532.80
Bill	04/30/2024	871245951		Xcel Energy April Statement	4.32		3,537.12
Total 51050 · Utilities Expense					3,537.12	0.00	3,537.12
Total 51000 · General Overhead					3,537.12	0.00	3,537.12
52000 · Computer & Software Expenses							
52040 · Software & Online Subscriptions							
Bill	01/31/2024	2402609...	Bill.com LLC	Billing Period 01/05/2024 - 02/04/2024	533.60		533.60
Bill	02/29/2024	2403642...	Bill.com LLC	Billing Period 02/05/2024 - 03/04/2024	541.76		1,075.36
Bill	03/31/2024	2404675...	Bill.com LLC	Billing Period 03/05/2024 - 04/04/2024	536.16		1,611.52
Bill	04/30/2024	2405708...	Bill.com LLC	Billing Period 04/05/2024 - 05/04/2024	538.25		2,149.77
Total 52040 · Software & Online Subscriptions					2,149.77	0.00	2,149.77
Total 52000 · Computer & Software Expenses					2,149.77	0.00	2,149.77
52500 · Insurance Expense							
52550 · General Insurance							
General Journal	01/31/2024	0124BusIns		To move Business Insruance prepaid to exp...	3,199.20		3,199.20
General Journal	02/29/2024	0224BusIns		To move Business Insruance prepaid to exp...	3,199.20		6,398.40
General Journal	03/31/2024	0324BusIns		To move Business Insruance prepaid to exp...	3,199.20		9,597.60
General Journal	04/30/2024	0424BusIns		To move Business Insruance prepaid to exp...	3,199.20		12,796.80
Total 52550 · General Insurance					12,796.80	0.00	12,796.80
52500 · Insurance Expense - Other							
Bill	03/06/2024	68996341	CNA Surety Direct Bill		163.20		163.20
Total 52500 · Insurance Expense - Other					163.20	0.00	163.20
Total 52500 · Insurance Expense					12,960.00	0.00	12,960.00

Roxborough Village Metro District
General Fund Profit & Loss Detail

January through April 2024

Type	Date	Num	Name	Memo	Debit	Credit	Balance
53000 · Board of Director's Expense							
53010 · Directors' Stipend							
Paycheck	01/31/2024	DD1050	Debra D Prysby	Direct Deposit	200.00		200.00
Paycheck	01/31/2024	DD1051	Ephram Glass	Direct Deposit	200.00		400.00
Paycheck	01/31/2024	DD1052	Mathew Hart	Direct Deposit	200.00		600.00
Paycheck	01/31/2024	DD1053	Travis Jensen	Direct Deposit	200.00		800.00
Paycheck	02/29/2024	DD1054	Debra D Prysby	Direct Deposit	200.00		1,000.00
Paycheck	02/29/2024	DD1055	Ephram Glass	Direct Deposit	200.00		1,200.00
Paycheck	02/29/2024	DD1056	Mathew Hart	Direct Deposit	200.00		1,400.00
Paycheck	02/29/2024	DD1057	Travis Jensen	Direct Deposit	200.00		1,600.00
Paycheck	03/29/2024	DD1058	Debra D Prysby	Direct Deposit	200.00		1,800.00
Paycheck	03/29/2024	DD1059	Ephram Glass	Direct Deposit	200.00		2,000.00
Paycheck	03/29/2024	DD1060	Mathew Hart	Direct Deposit	200.00		2,200.00
Paycheck	03/29/2024	DD1061	Travis Jensen	Direct Deposit	200.00		2,400.00
Paycheck	04/30/2024	DD1062	Debra D Prysby	Direct Deposit	200.00		2,600.00
Paycheck	04/30/2024	DD1063	Ephram Glass	Direct Deposit	200.00		2,800.00
Paycheck	04/30/2024	DD1064	Mathew Hart	Direct Deposit	200.00		3,000.00
Paycheck	04/30/2024	DD1065	Travis Jensen	Direct Deposit	200.00		3,200.00
Total 53010 · Directors' Stipend					3,200.00	0.00	3,200.00
Total 53000 · Board of Director's Expense					3,200.00	0.00	3,200.00
54000 · Payroll Expenses							
54060 · Employer Payroll Taxes							
Paycheck	01/31/2024	DD1050	Debra D Prysby	Direct Deposit	15.30		15.30
Paycheck	01/31/2024	DD1051	Ephram Glass	Direct Deposit	15.30		30.60
Paycheck	01/31/2024	DD1052	Mathew Hart	Direct Deposit	15.30		45.90
Paycheck	01/31/2024	DD1053	Travis Jensen	Direct Deposit	15.30		61.20
Paycheck	02/29/2024	DD1054	Debra D Prysby	Direct Deposit	15.30		76.50
Paycheck	02/29/2024	DD1055	Ephram Glass	Direct Deposit	15.30		91.80
Paycheck	02/29/2024	DD1056	Mathew Hart	Direct Deposit	15.30		107.10
Paycheck	02/29/2024	DD1057	Travis Jensen	Direct Deposit	15.30		122.40
Paycheck	03/29/2024	DD1058	Debra D Prysby	Direct Deposit	15.30		137.70
Paycheck	03/29/2024	DD1059	Ephram Glass	Direct Deposit	15.30		153.00
Paycheck	03/29/2024	DD1060	Mathew Hart	Direct Deposit	15.30		168.30
Paycheck	03/29/2024	DD1061	Travis Jensen	Direct Deposit	15.30		183.60
Paycheck	04/30/2024	DD1062	Debra D Prysby	Direct Deposit	15.30		198.90
Paycheck	04/30/2024	DD1063	Ephram Glass	Direct Deposit	15.30		214.20
Paycheck	04/30/2024	DD1064	Mathew Hart	Direct Deposit	15.30		229.50
Paycheck	04/30/2024	DD1065	Travis Jensen	Direct Deposit	15.30		244.80
Total 54060 · Employer Payroll Taxes					244.80	0.00	244.80
54000 · Payroll Expenses - Other							
Liability Check	01/30/2024		QuickBooks Payroll Service	Fee for 4 direct deposit(s) at \$4.00 each	16.00		16.00
Paycheck	01/31/2024	DD1050	Debra D Prysby	Direct Deposit	0.00		16.00
Paycheck	01/31/2024	DD1051	Ephram Glass	Direct Deposit	0.00		16.00
Paycheck	01/31/2024	DD1052	Mathew Hart	Direct Deposit	0.00		16.00
Paycheck	01/31/2024	DD1053	Travis Jensen	Direct Deposit	0.00		16.00
Liability Check	02/28/2024		QuickBooks Payroll Service	Fee for 4 direct deposit(s) at \$4.00 each	16.00		32.00
Paycheck	02/29/2024	DD1054	Debra D Prysby	Direct Deposit	0.00		32.00
Paycheck	02/29/2024	DD1055	Ephram Glass	Direct Deposit	0.00		32.00
Paycheck	02/29/2024	DD1056	Mathew Hart	Direct Deposit	0.00		32.00
Paycheck	02/29/2024	DD1057	Travis Jensen	Direct Deposit	0.00		32.00
Liability Check	03/28/2024		QuickBooks Payroll Service	Fee for 4 direct deposit(s) at \$4.00 each	16.00		48.00
Paycheck	03/29/2024	DD1058	Debra D Prysby	Direct Deposit	0.00		48.00
Paycheck	03/29/2024	DD1059	Ephram Glass	Direct Deposit	0.00		48.00
Paycheck	03/29/2024	DD1060	Mathew Hart	Direct Deposit	0.00		48.00
Paycheck	03/29/2024	DD1061	Travis Jensen	Direct Deposit	0.00		48.00
Liability Check	04/29/2024		QuickBooks Payroll Service	Fee for 4 direct deposit(s) at \$4.00 each	16.00		64.00
Paycheck	04/30/2024	DD1062	Debra D Prysby	Direct Deposit	0.00		64.00
Paycheck	04/30/2024	DD1063	Ephram Glass	Direct Deposit	0.00		64.00
Paycheck	04/30/2024	DD1064	Mathew Hart	Direct Deposit	0.00		64.00
Paycheck	04/30/2024	DD1065	Travis Jensen	Direct Deposit	0.00		64.00
Total 54000 · Payroll Expenses - Other					64.00	0.00	64.00
Total 54000 · Payroll Expenses					308.80	0.00	308.80
57000 · Professional Services Fees							
57020 · Legal Expenses							
Bill	01/31/2024	152854	Ireland Stapleton Pryor & ...	Billed Through 01/31/2024	6,558.60		6,558.60
Bill	01/31/2024	11	Ireland Stapleton Pryor & ...	Billed Through 01/31/2024	0.00		6,558.60
Bill	02/29/2024	153514	Ireland Stapleton Pryor & ...	Billed Through 02/29/2024	6,718.14		13,276.74
Bill	03/31/2024	154266	Ireland Stapleton Pryor & ...	Billed Through 03/31/2024	4,427.42		17,704.16
General Journal	04/30/2024	0430Accr...		April invoice accrual	7,680.00		25,384.16
Total 57020 · Legal Expenses					25,384.16	0.00	25,384.16
57030 · Accounting Services							
Bill	01/31/2024	5893	Gemsbok Consulting Inc.	December 2023 Chatfield	508.75		508.75
Bill	01/31/2024	5892	Gemsbok Consulting Inc.	January 2024	1,943.15		2,451.90
Bill	02/29/2024	5920	Gemsbok Consulting Inc.	February 2024	1,579.20		4,031.10
Bill	03/31/2024	5945	Gemsbok Consulting Inc.	March 2024	2,466.00		6,497.10
Bill	04/30/2024	5975	Gemsbok Consulting Inc.	April 2024	1,237.20		7,734.30
Bill	04/30/2024	5974	Gemsbok Consulting Inc.	April 2024 Chatfield Farms	365.00		8,099.30
Total 57030 · Accounting Services					8,099.30	0.00	8,099.30

Roxborough Village Metro District
General Fund Profit & Loss Detail

January through April 2024

Type	Date	Num	Name	Memo	Debit	Credit	Balance
57040 · District Management							
Bill	01/31/2024	132551	Special District Manageme...	January 2024 District Management Fees	7,504.44		7,504.44
Bill	02/29/2024	133803	Special District Manageme...	February 2024 District Management Fees	8,568.52		16,072.96
Bill	03/31/2024	134811	Special District Manageme...	March 2024 District Management Fees	12,528.40		28,601.36
Bill	04/30/2024	135726	Special District Manageme...	April 2024 District Management Fees	11,519.68		40,121.04
Total 57040 · District Management					40,121.04	0.00	40,121.04
57050 · Engineering Expense							
Bill	03/19/2024	250193	Farnsworth Group, Inc	Period ending 02.29.2024	14,372.64		14,372.64
Bill	04/30/2024	6731	Anatum GeoMobile Solutio...		5,257.88		19,630.52
Total 57050 · Engineering Expense					19,630.52	0.00	19,630.52
Total 57000 · Professional Services Fees					93,235.02	0.00	93,235.02
62000 · Repairs and Maintenance							
62010 · General Repairs and Maintenance							
Bill	03/06/2024	8185MNT	Property Solutions Team (...)		2,249.23		2,249.23
Bill	03/06/2024	8330MNT	Property Solutions Team (...)		1,294.30		3,543.53
Total 62010 · General Repairs and Maintenance					3,543.53	0.00	3,543.53
62020 · Utility Locate							
Bill	01/31/2024	224011164	Utility Notification Center o...	RTL Transmissions	28.38		28.38
Bill	01/31/2024	29181	Diversified Underground	Screen Charge	105.00		133.38
Bill	02/29/2024	224021158	Utility Notification Center o...	RTL Transmissions	49.02		182.40
Bill	03/31/2024	224031192	Utility Notification Center o...	RTL Transmissions	58.05		240.45
Bill	04/30/2024	224041226	Utility Notification Center o...	RTL Transmissions	74.82		315.27
Total 62020 · Utility Locate					315.27	0.00	315.27
Total 62000 · Repairs and Maintenance					3,858.80	0.00	3,858.80
64000 · Landscape Expenses							
64010 · Landscape Repairs and Maint							
Bill	01/06/2024	2012443	Consolidated Divisions Inc	T&M Jan 1 - Jan 6	160.00		160.00
Bill	02/17/2024	2013099	Consolidated Divisions Inc	T&M Feb 11-17	315.13		475.13
Total 64010 · Landscape Repairs and Maint					475.13	0.00	475.13
64040 · Landscape Contract							
Bill	01/01/2024	2012682	Consolidated Divisions Inc	January 2024	9,652.84		9,652.84
Bill	02/01/2024	2012738	Consolidated Divisions Inc	February 2024	9,652.84		19,305.68
Bill	03/31/2024	2013232	Consolidated Divisions Inc	March Landscape Contract	9,652.85		28,958.53
Bill	04/01/2024	2013609	Consolidated Divisions Inc	Landscape Contract	19,305.71		48,264.24
Total 64040 · Landscape Contract					48,264.24	0.00	48,264.24
Total 64000 · Landscape Expenses					48,739.37	0.00	48,739.37
65000 · Playground & Infrastructure Exp							
65030 · Graffiti Removal /Vandalism Exp							
Bill	02/03/2024	2012847	Consolidated Divisions Inc	T&M Feb 1-3	825.93		825.93
Bill	03/16/2024	2013458	Consolidated Divisions Inc	T&M March 10-17	421.36		1,247.29
Bill	04/20/2024	2014044	Consolidated Divisions Inc		685.36		1,932.65
Total 65030 · Graffiti Removal /Vandalism Exp					1,932.65	0.00	1,932.65
65080 · Misc. Playground & Infrastruct							
Bill	01/06/2024	INV-13288	Game-Set-Match Inc.	Tennis Court Washing	700.00		700.00
Bill	02/24/2024	2013195	Consolidated Divisions Inc	T&M Feb 18-24	320.00		1,020.00
Total 65080 · Misc. Playground & Infrastruct					1,020.00	0.00	1,020.00
Total 65000 · Playground & Infrastructure Exp					2,952.65	0.00	2,952.65
68000 · Parks & Open Space Expense							
68010 · Foothills Park & Rec Fees							
Bill	01/31/2024	SALES00...	Foothills Park & Recreatio...	January 2024 Resident Use	1,717.39		1,717.39
Bill	02/29/2024	SALES00...	Foothills Park & Recreatio...	February 2024 Resident Use	1,306.04		3,023.43
Bill	03/31/2024	SALES00...	Foothills Park & Recreatio...	March 2024 Resident Use	1,181.99		4,205.42
Bill	04/30/2024	SALES00...	Foothills Park & Recreatio...	April 2024 Resident Use	4,073.60		8,279.02
Total 68010 · Foothills Park & Rec Fees					8,279.02	0.00	8,279.02
68020 · Mosquito Control Expense							
Bill	04/02/2024	967838	Patriot Pest Control	April Mosquito Control Service	2,300.00		2,300.00
Total 68020 · Mosquito Control Expense					2,300.00	0.00	2,300.00

Roxborough Village Metro District
General Fund Profit & Loss Detail

January through April 2024

Type	Date	Num	Name	Memo	Debit	Credit	Balance
68025 · Water Expense							
Bill	01/15/2024		Roxborough Water & Sanit...	Service Period 11/25/23 to 12/24/23 Elk Mt...	100.50		100.50
Bill	01/15/2024		Roxborough Water & Sanit...	Service Period 11/25/23 to 12/24/23 Mule D...	100.50		201.00
Bill	01/15/2024		Roxborough Water & Sanit...	Service Period 11/25/23 - 12/24/23 Marmot ...	201.00		402.00
Bill	01/15/2024		Roxborough Water & Sanit...	Service Period 11/25/23 - 12/24/23 Rampart...	114.50		516.50
Bill	01/15/2024		Roxborough Water & Sanit...	Billing Period 12/01/23 to 12/31/23	875.33		1,391.83
Bill	02/15/2024		Roxborough Water & Sanit...	Service Period 12/25/23 to 01/24/24 Mule D...	100.50		1,492.33
Bill	02/15/2024		Roxborough Water & Sanit...	Service Period 12/25/23 to 01/24/24 Elk Mt...	100.50		1,592.83
Bill	02/15/2024		Roxborough Water & Sanit...	Service Period 12/25/23 - 01/24/24 Marmot ...	201.00		1,793.83
Bill	02/15/2024		Roxborough Water & Sanit...	Service Period 12/25/23 - 01/24/24 Rampart...	114.50		1,908.33
Bill	02/15/2024		Roxborough Water & Sanit...	Billing Period 01/01/23 to 02/31/24	875.33		2,783.66
Bill	02/21/2024	1084922	Mission Communication LLC	Annual Service	371.40		3,155.06
Bill	03/09/2024	2013387	Consolidated Divisions Inc	T&M March 3-9	396.00		3,551.06
Bill	03/15/2024		Roxborough Water & Sanit...	Service Period 01/25/24 - 02/24/24 Elk Mtn ...	100.50		3,651.56
Bill	03/15/2024		Roxborough Water & Sanit...	Service Period 01/24/24 - 02/24/24 Rampart...	114.50		3,766.06
Bill	03/15/2024		Roxborough Water & Sanit...	Service Period 01/25/24 to 02/24/24 Mule D...	100.50		3,866.56
Bill	03/15/2024		Roxborough Water & Sanit...	Service Period 01/25/24 - 02/24/24 Marmot ...	201.00		4,067.56
Bill	03/15/2024		Roxborough Water & Sanit...	Billing Period 02/01/24 to 02/29/24	875.33		4,942.89
Bill	04/15/2024		Roxborough Water & Sanit...	Service Period 02/25/24 to 03/24/24 Elk Mn...	100.50		5,043.39
Bill	04/15/2024		Roxborough Water & Sanit...	Service Period 02/24/24 - 03/24/24 Rampart...	114.50		5,157.89
Bill	04/15/2024		Roxborough Water & Sanit...	Service Period 02/25/24 to 03/24/24 Mule D...	100.50		5,258.39
Bill	04/15/2024		Roxborough Water & Sanit...	Service Period 02/25/24 - 03/24/24 Marmot ...	201.00		5,459.39
Bill	04/15/2024		Roxborough Water & Sanit...	Billing Period 03/01/24 to 03/31/24	875.33		6,334.72
Bill	04/27/2024	2013941	Consolidated Divisions Inc	Water meter install	9,253.71		15,588.43
Total 68025 · Water Expense					15,588.43	0.00	15,588.43
68045 · Tree Care Expense							
Deposit	04/11/2024	2177	Bailey Tree, LLC	Reimbursement		5,989.68	-5,989.68
Bill	04/16/2024	14374539	SavATree, LLC		12,770.00		6,780.32
Total 68045 · Tree Care Expense					12,770.00	5,989.68	6,780.32
68050 · Portable Restroom Exp.							
Bill	01/31/2024	INV-4068...	United Site Services	January Services Chatfield Farms Park	274.76		274.76
Bill	01/31/2024	INV-4068...	United Site Services	January Services Roxborough Community ...	267.79		542.55
Bill	02/19/2024	INV-4135...	United Site Services	February Services Roxborough Community ...	267.79		810.34
Bill	02/19/2024	INV-4133...	United Site Services	February Services Chatfield Farms Park	274.76		1,085.10
Bill	03/18/2024	INV-4200...	United Site Services	March Services Roxborough Community Park	279.97		1,365.07
Bill	03/18/2024	INV-4201...	United Site Services	March Services Chatfield Farms Park	287.26		1,652.33
Bill	04/15/2024	INV-4358...	United Site Services	April Services Chatfield Farms Park	287.26		1,939.59
Bill	04/15/2024	INV-4361...	United Site Services	April Services Roxborough Community Park	279.97		2,219.56
Total 68050 · Portable Restroom Exp.					2,219.56	0.00	2,219.56
68070 · Snow Removal Expense							
Bill	01/10/2024	2012558	Consolidated Divisions Inc	Snow Cycle 01/08/24 - 01/10/24	5,376.00		5,376.00
Bill	01/16/2024	2012642	Consolidated Divisions Inc	Snow Cycle 01/15/24 - 01/16/24	8,234.75		13,610.75
Bill	01/26/2024	2012776	Consolidated Divisions Inc	Snow Cycle 01/26/24	2,735.00		16,345.75
Bill	02/04/2024	2012949	Consolidated Divisions Inc	Snow Cycle 02/03/24 - 02/04/24	11,219.00		27,564.75
Bill	02/08/2024	2013011	Consolidated Divisions Inc	Snow Cycle 02/05/24 - 02/08/24	1,836.00		29,400.75
Bill	02/15/2024	2013116	Consolidated Divisions Inc	Snow Cycle 02/12/24-02/15/24	444.00		29,844.75
Bill	03/15/2024	2013508	Consolidated Divisions Inc	Storm Cycle 03.13.24 - 03.15.24	37,772.50		67,617.25
Bill	03/19/2024	2013556	Consolidated Divisions Inc	Post Storm Cycle 03.16.24 - 03.19.24	6,010.00		73,627.25
Bill	03/25/2024	2013708	Consolidated Divisions Inc	Post Storm Cycle 03.24.24 - 03.25.24	7,260.00		80,887.25
Total 68070 · Snow Removal Expense					80,887.25	0.00	80,887.25
Total 68000 · Parks & Open Space Expense					122,044.26	5,989.68	116,054.58
Total Expense					302,339.78	5,989.68	296,350.10
Net Ordinary Income					308,358.79	674,057.70	365,698.91
Net Income					308,358.79	674,057.70	365,698.91

**INTERGOVERNMENTAL AGREEMENT
FOR ROXBOROUGH VILLAGE METROPOLITAN DISTRICT RESIDENT USE OF
FOOTHILLS PARK AND RECREATION DISTRICT'S RECREATION AMENITIES**

This *Intergovernmental Agreement for Roxborough Village Metropolitan District Resident Use of Foothills Park and Recreation District's Recreation Amenities ("Agreement")*, effective as of January 1, 2024 ("**Effective Date**"), is entered into by and between Roxborough Village Metropolitan District ("**RVMD**") and Foothills Park and Recreation District ("**Foothills**"). RVMD and Foothills are referred to collectively as the "**Parties**" or individually as a "**Party**."

WHEREAS, each Party is a political subdivision of the State of Colorado, organized pursuant to the Special District Act, C.R.S. § 32-1-101, *et seq.*, to provide park and recreation services to residents within, and to individuals passing through, their respective jurisdictions. The Parties are authorized pursuant to C.R.S. § 29-1-201, *et seq.* to cooperate and contract with one another to provide any lawfully authorized function, service, or facility; and

WHEREAS, in order to enhance each Party's provision of park and recreation services to its residents, and to promote mutually beneficial collaboration between the Parties, the Parties desire to cooperate with one another for the purpose of allowing RVMD residents to access Foothills' recreation amenities set forth in the attached **Exhibit A** ("**Recreation Amenities**") on the terms and conditions provided herein.

NOW, THEREFORE, the Parties agree to allow RVMD residents to access the Recreation Amenities as follows:

1. **Use of Recreation Amenities.** Beginning on January 1, 2024, Foothills will allow RVMD residents to access the Recreation Amenities and recreation programs at the admission rates that Foothills otherwise charges for Foothills residents, as such rates may be amended from time-to-time in Foothills' sole discretion ("**Resident Rates**"), without the need for this Agreement to be amended. Foothills shall provide RVMD with notice of its changes to the Resident Rates. The RVMD residents may pay the daily general admission for the Recreation Amenities at the Resident Rates ("**Daily Admission**"), purchase a Recreation Amenities multi-visit card at the Resident Rates ("**Multi-Visit Admission**"), or participate in recreation programs or classes by paying the Resident Rates.

a. Daily Admission access will include the Recreation Amenities drop-in amenities and activities that Foothills otherwise grants to Foothills residents who pay the daily general admission rate ("**Included Amenities**"). Multi-Visit Admission access will include the Included Amenities, as well as such additional amenities and activities as Foothills may determine ("**Multi-Visit Amenities**").

b. RVMD resident admission at the Resident Rates is exclusive to the Included Amenities and Multi-Visit Amenities, as applicable, at the recreation facilities identified on Exhibit A.

2. **Photo I.D. Card.** To access the Recreation Amenities at the Resident Rates, RVMD residents must ~~purchase~~obtain a Foothills Photo I.D. Card on the same terms and

conditions as Foothills otherwise provides for Foothills' residents. No less than annually, RVMD will provide Foothills with a list of addresses within RVMD. RVMD residents wishing to purchase obtain a Foothills Photo I.D must provide proof of residency in a form acceptable to Foothills. Foothills will allow RVMD residents to begin purchasing obtain -Photo I.D. Cards beginning on January 1, 2024. No less than annually, Foothills shall verify that RVMD residents registered with Foothills are still residents of RVMD. Foothills shall determine what form(s) of proof of residency it will accept. Foothills will immediately cancel any Photo I.D. Card for which acceptable proof of residency was not provided. On an annual basis, upon request from RVMD, Foothills will provide a full list of individuals set up in the Foothills system as RVMD residents. If RVMD identifies individuals on the list who are no longer RVMD residents, Foothills agrees to update the identified individuals in the Foothills system to remove RVMD resident status.

3. **Reimbursement to Foothills.** For each RVMD resident who accesses the Recreation Amenities at the Resident Rates or participates in a program or class at the Resident Rates, RVMD will reimburse Foothills for the difference between the Resident Rates and the admission rates that Foothills otherwise charges for non-Foothills residents, as such rates may be amended from time-to-time in Foothills' sole discretion ("***Rate Differences***"). Foothills shall invoice RVMD monthly for the Rate Differences attributable to the actual number of RVMD residents who accessed the Recreation Amenities or participated in a program or class in the preceding month, along with an accounting of such charges, and RVMD shall remit payment to Foothills within 45 calendar days of receiving an invoice.

4. **Cap on Reimbursement Expenditures.** Notwithstanding the foregoing Section 3, RVMD's reimbursements to Foothills shall not exceed an annual amount mutually agreed to in writing by the Parties from time-to-time ("***Reimbursement Cap***"). When a Foothills monthly invoice shows that 2/3 of the amount of the mutually agreed up Reimbursement Cap is reached, RVMD will advise Foothills in writing within 45 calendar days of such invoice as to whether RVMD will increase the then-applicable Reimbursement Cap for that calendar year. Any such authorized increase by RVMD will be in increments of at least \$5,000.00. Any increase in the Reimbursement Cap authorized by RVMD shall apply only to the calendar year in which the increase is authorized. The Reimbursement Cap for the next calendar year shall return to the Reimbursement Cap initially approved for the calendar year in which the temporary increase occurred unless the Parties mutually agree to a different Reimbursement Cap for the next calendar year. If RVMD does not authorize an increase in the then-applicable Reimbursement Cap, Foothills shall cease providing the Recreation Amenities to the RVMD residents at Resident Rates once the amount of the billed reimbursements reach the then-applicable Reimbursement Cap.

5. **Term and Termination.** The initial term of this Agreement shall commence on the Effective Date and continue through December 31, 2024 ("***Initial Term***"). Thereafter, this Agreement shall automatically renew for successive one-year periods (each a "***Renewal Term***") on the same terms and conditions set forth herein. Notwithstanding the foregoing, this Agreement may be terminated by either Party at any time during the Initial Term or any Renewal Term upon 30 calendar days prior written notice to the other Party ("***Notice Period***"). Foothills' obligation to invoice RVMD, and RVMD's obligation to reimburse Foothills, for the Rate Differences attributable to the actual number of RVMD residents who access the Recreation Amenities, or participated in a program or class, during the Notice Period shall survive such termination and shall be subject to the terms of this Agreement.

6. **Governmental Immunity.** This Agreement is not intended, and shall not be construed, as a waiver of the limitations on damages or any of the privileges, immunities, or defenses provided to, or enjoyed by, the Parties and their directors, officers, and employees/volunteers under federal or state constitutional, statutory, or common law, including but not limited to, the Colorado Governmental Immunity Act, C.R.S. § 24-10-101, *et seq.*

7. **Notice.** Any notice required or permitted under this Agreement shall be given by personal delivery or certified/registered mail, postage prepaid, and addressed as follows:

RVMD:

Roxborough Village Metropolitan District
Attn: District Manager
141 Union Boulevard, Suite 150
Lakewood, CO 80228-1898

Foothills:

Foothills Park & Recreation District
Attn: Executive Director
6612 S. Ward Street
Littleton, Colorado 80127

Either Party may change the address for receiving notice by giving the other Party the changed address in accordance with this Section 7. If notice is provided by certified/registered mail, it shall be deemed given three business days after it is placed in the mail or upon receipt, whichever occurs first.

8. **Non-Appropriation.** All direct and indirect financial obligations of a Party under this Agreement are subject to appropriation, budgeting, and availability of funds to discharge such obligations. If a Party's governing body fails to appropriate funds for that Party's obligations under this Agreement for a calendar year, this Agreement shall terminate immediately, and neither Party shall have any further obligation under this Agreement. No provision of this Agreement shall be construed or interpreted (a) to directly or indirectly obligate a Party to make any payment in any fiscal year in excess of amounts appropriated for such fiscal year; (b) as creating a debt or multiple fiscal year direct or indirect debt or other financial obligation whatsoever of a Party within the meaning of Article XI, Section 6 or Article X, Section 20 of the Colorado Constitution or any other constitutional or statutory limitation or provision; or (c) as a delegation of governmental powers by a Party.

9. **No Third-Party Beneficiaries.** This Agreement is not intended to, and shall not, confer rights on any person or entity not named as a party to this Agreement, expressly including enforcement of any of the terms and conditions of this Agreement; all rights of action relating to such enforcement is strictly reserved to the Parties.

10. **Relationship of the Parties.** By entering into this Agreement, the Parties are not creating, and shall not be construed as creating, a joint venture, partnership, authority, or any other type of relationship between the Parties, and each Party shall remain a separate and distinct entity for all purposes under this Agreement.

11. **Additional Terms.** Colorado law governs this Agreement. Exclusive jurisdiction and venue of any proceeding concerning this Agreement shall be in the Jefferson County District

Court. This Agreement constitutes the entire agreement between the Parties and supersedes and replaces all prior intergovernmental agreements between the Parties relating to the subject matter herein, and all contemporaneous conversations, negotiations, possible alleged alternative agreements, representations, covenants, and warranties concerning the subject matter hereof are merged herein. Except for adjustments to the Resident Rates and the Reimbursement Cap, this Agreement may be amended only by a document signed by the Parties. Course of dealing, no matter how long, shall not constitute an amendment to this Agreement. If any provision of this Agreement is held invalid or unenforceable, all other provisions shall continue in full force and effect. Waiver of a breach of this Agreement shall not operate or be construed as a waiver of any subsequent breach of this Agreement. This Agreement is not assignable. In any dispute arising from or relating to this Agreement, the prevailing Party shall be awarded its reasonable attorneys' fees, costs, and expenses, including the reasonable attorneys' fees, costs, and expenses incurred in any appellate action and in collecting or executing upon any judgment, order, or award. This Agreement may be executed in counterparts and by facsimile or electronically by PDF, each of which shall be deemed an original and together shall constitute one valid and binding instrument.

Roxborough Village Metropolitan District

Foothills Park and Recreation District

Mark Rubic, Board President

Dennis Weiner, Acting Executive Director

Formatted: Indent: Left: 0", Hanging: 2.5"

Date: _____

Date: _____

EXHIBIT A

**Foothills Park & Recreation District
Recreation Amenities**

Included Amenities:

Peak Community & Wellness Center
6612 S Ward Street, Littleton CO

Lilley Gulch Recreation Center
6147 S Holland Way, Littleton CO

Deer Creek Pool
8637 S Garrison Street, Littleton CO

Weaver Hollow Pool
12750 W Stanford Ave., Littleton CO

Meadows Golf Course
7007 Meadows Golf Club Drive, Littleton CO

Edge Ice Arena
6623 S. Ward Street, Littleton, CO

Ridge Recreation Center
6613 S Ward Street, Littleton CO

Columbine West Pool
7046 S Webster Street, Littleton CO

Sixth Avenue West Pool
400 Holman Way, Littleton CO

Foothills Golf Course
3901 S Carr Street, Denver CO



7736 W Walker Dr
 Littleton, CO 80123
 (720)312-3616
 www.asprinkler.com

Estimate

ADDRESS
Roxborough Village

ESTIMATE #	DATE
19166	04/19/2024

JOB LOCATION

Play Ground

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
	Stone Lathe	Install metal lathe for scratch coat before stone installation	550	10.00	5,500.00
	Rock veneer	Install stone veneer	550	35.00	19,250.00
	Veneer Concrete	Install veneer concrete	50	40.00	2,000.00
	Retaining cap	Install retaining wall cap to match block	185	40.00	7,400.00

TOTAL \$34,150.00

Customer agrees to items listed above as completed and is financially responsible for and agrees to prices listed for labor performed or materials installed. Payment is due upon completion/receipt. If payment isn't received ten (10) days from the date of completion, overdue payments will bear a 10% service charge plus \$10.00 re-billing charge, plus 18% annual interest. Failure by customer to pay within five (5) days after payment is due will constitute a breach of contract and place the job location property in subject to immediate lien. All legal, court or other collection costs incurred from this project by American Sprinkler and Landscape, Inc. will be paid by the customer named above. Returned check fees are \$25.00 each item returned.
 All parts/labor for items above have a one (1) year warranty (excludes seeding, sod, annual plantings, freezing, physical damage, vandalism and neglect). Perennials, shrubbery and trees carry a three (3) month warranty from the date of this invoice.

Accepted By

Accepted Date

Credit Card Payments require an additional 3% processing fee.

From: [Mark Muniz-Brown](#)
To: [Peggy Ripko](#); [Travis Hunsaker](#)
Cc: [RM - TripleThreat](#)
Subject: P23-08123MNT, Roxborough Village - Park Retaining Wall
Date: Monday, March 11, 2024 4:41:15 PM

Dear Peggy/Travis:

We were tasked with finding specific stone to resurface the park retaining wall. Scott has been working with Ephram and with his vision, the stone cost upgrades for the retaining will push the cost of the retaining wall up significantly. The change order to use the stone he has requested will result in a \$10,725.21 cost increase. The original estimate was based on the stone matching the monuments into the community.

Before I commit this change order to paper, I wanted to give you a heads up to see if that was something that could be supported by management and the rest of the Board for the Metro District. I am less aware of the operations of Metro Districts and didn't want to take full direction from a Board Member without prior authorization.

I am happy to perform the work with the requested changes however, if the change is indeed approved, we will need 75% of the change order pre-paid as commencement as the full amount of the change order is material cost increases.

I look forward to your response. If you would rather chat, know that I am available via phone as well.

Sincerely,

Mark (Richardson) Muniz-Brown, CMCA[®], AMS[®], PCAM[®] | EVP Business Development

MarkMB@PSTgo.com | MarkMB@WaterExtractionTeam.com

Property Solutions Team | Water Extraction Team

Office: (303) 350-4778 | (303) 232-8888 | (866) 344-4WET (4938) | Fax: (720) 500-6047 | DID: (720) 912-8388

4191 Inca St; Denver, CO 80211

www.PSTgo.com | www.WaterExtractionTeam.com - *Problem Solved!*

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From: [Ephram Glass](#)
To: [Peggy Ripko](#); [Mark Rubic](#)
Subject: Fwd: P23-08123MNT, Roxborough- 10245 Cavaletti Dr, Littleton, CO 80125- Retaining Wall Stone
Date: Tuesday, March 12, 2024 10:24:02 AM

FYI, one of the mentions that there would be no price change for natural stone.

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

From: **Scott Chandler** <scottc@pstgo.com>
Date: Mon, Jan 8, 2024 at 4:12 PM
Subject: P23-08123MNT, Roxborough- 10245 Cavaletti Dr, Littleton, CO 80125- Retaining Wall Stone
To: ephramglass@roxboroughmetrodistrict.org <ephramglass@roxboroughmetrodistrict.org>
Cc: RM - TripleThreat <triplethreat@servicesoftwareinc.com>

Good afternoon Ephram.

Hope you are having a great day.

I was able to find Siloam veneer stone that you said you wanted.

The pricing difference between the stone selection I showed you and the Siloam stone is minimal, due to the distance we would have to go to get the Siloam stone about 2 hrs. from Denver for the sizes needed. There will not be any price changes as to the estimate you approved.

If you have any questions, please don't hesitate to ask...

Sincerely,

Scott Chandler | Project Manager / Estimator

ScottC@WaterExtractionTeam.com | ScottC@PSTgo.com

Water Extraction Team, LLC. | Property Solutions Team

Office: 303-232-8888 | 303-350-4778 | (866) 344-4WET (4938) | Fax: (720) 500-6047 | DID: 720-912-8387

4191 Inca St. Denver, CO 80211

www.WaterExtractionTeam.com | www.PSTgo.com

Problem Solved!

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Estimate

4191 Inca St
Denver CO 80211
Phone (303) 350-4778 Fax (303) 232-3344

Date: 5/9/2023

Job # 8123MNT

Chatfield Farms HOA
SDMS - Larry Loften
10245 Cavaletti Dr
Littleton CO 80125

Bid Description: Estimate to reface and top park planter with new rock and top cap.

Items:

I Item Name:	Item Cost
--------------	-----------

Notes - This estimate is to reface the playground planter, there used to be faux rock on the face and a top cap. All has been removed and there is still mortar and top cap that will need to be removed. This estimate we be for cleaning up the planter top and walls, prep for new and install new faux rock and top cap. The material will match the from property signage as close as possible.

- 1) Install safety barriers for work to be done.
- 2) Chipping and or grinding of existing mortar and concrete to level surface.
- 3) Installing concrete adhesive to the face of the planter wall.
- 4) When installing faux rock skim coat metal lathe will be installed.
- 5) Install Faux Rock to the face of the planter wall, Sample of Faux Rock will be provided prior to install.
- 6) Install new top cap to planter approx.: 180 In ft.
- 7 Final clean up.



New Stone to Match Entry Sign



Existing Conditions Of Planter Wall



Notes

Total

\$ 22,455.00

- 1) Job will take 5 days to complete, weather dependent.
- 2) Any items not listed above or unforeseen conditions will result in change order.
- 3) 50% commencement required for order of material.

Respectfully submitted by _____

David Lian, Property Solutions Team

ACCEPTANCE OF PROPOSAL / CONTRACT

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Accepted by: _____

Printed Name & Title: _____

Terms and Conditions & Exclusions:

- * All material is guaranteed to be as specified, the work to be performed in accordance with the drawings and/or specifications submitted (if any), and the job completed in a substantial workmanlike manner.
- * This Proposal is based on our interpretation of the plans, specifications, or description of the work supplied by Owner. Estimate subject to equitable adjustment due to Owner directed changes in anticipated specifications, sequence, scope, or schedule.
- Excludes any utility relocates or repairs that may be required.
- Excludes any and all associated cost with winter conditions and will be addressed on a time and material bases if required. (i.e. Including but not limited to acts of God, excessive snow, frozen ground, below freezing temperatures and other unforeseen conditions)
- I reserve the right to revise this report if and when additional information is provided.
- * This proposal is valid for a period of 30 days from its effective date.
- Note: The owner to have the property tested for asbestos and lead prior to start of work on any building constructed prior to October 12, 1988, as per Colorado Department of Public Health and Environment Regulation No. 8 part B - Asbestos section III subparagraph III.A.I.d., all abatement by OWNER.
- Note: If the estimate contains materials that fluctuate in price, i.e. steel, petroleum, etc. the estimate may change if not accepted within 30 days.
- * If accepted, the above items noted as "OPTIONS" will be incorporated into the contract through a change order, therein modifying the contract amount accordingly.

Exclusions:

- * Engineering, life safety, or permits.
- * Code related upgrades or corrections.
- * Bonding, permitting, or any related fees.
- * Remediation, removal, or abatement of any hazardous or toxic materials (e.g. lead paint, asbestos, etc.).
- * EPA regulations and requirements are the responsibility of the owner.



Mark Rubic <markrubic@roxboroughmetrodistrict.org>

HOA costs

1 message

Ephram Glass <ephramglass@roxboroughmetrodistrict.org>

Thu, Apr 18, 2024 at 12:57 AM

To: Peggy Ripko <pripko@sdmsi.com>, Mark Rubic <markrubic@roxboroughmetrodistrict.org>

I calculated the percentage of linear feet for snow removal for the entire district and the individual HOAs. I then took the total dollars for the past snow season (Oct '23 to now) minus the trucks and slicer used on the parking lots (because they are not done by linear foot) and multiplied by those percentages. I added the truck and slicer dollars back in to the district responsibility portion and came up with the following snow removal percentages for the HOAs. (I realize that sounds convoluted; I can provide more detailed math if needed).

	Snow Removal %
Arrowhead Shores	11.25%
Filing 14B	0.73%
Filing 16B	0.67%
Rox Village 1st	1.05%
Chatfield Farms 1A	0.056%

I also made a chart of all the dollar components using the current year's data for each HOA:

	Irrigation Repairs	Noxious Weeds	Landscape contract	Snow Removal	TOTAL
Arrowhead Shores	\$7,000.00	\$2,750.00	\$62,938.29	\$10,819.61	\$83,507.90
Filing 14B	\$0.00	\$0.00	\$2,710.24	\$700.85	\$3,411.09
Filing 16B	\$0.00	\$2,000.00	\$1,944.72	\$648.23	\$4,592.95
Rox Village 1st	\$300.00	\$0.00	\$3,690.66	\$1,014.06	\$5,004.72
Chatfield Farms 1A	\$0.00	\$0.00	\$0.00	\$53.91	\$53.91

The irrigation repair costs are rough because there isn't enough data to be accurate (these would be billed as actuals as they occur). Noxious weed dollars came from Ark Ecological and the landscape contract figures are from CDI. Unless you can think of something I missed, I think we can add these numbers to the draft letters to the HOAs and send them out.

(There's no letter for Chatfield Farms 1A; I can convey the dollar figure. I'll note that it would be cheaper to do a one time payment and permanently convey maintenance to the district).

Thanks,

--

Ephram Glass

Roxborough Village Metropolitan District Director

ephramglass@RoxboroughMetroDistrict.org

ROXBOROUGH VILLAGE METROPOLITAN DISTRICT

141 Union Boulevard, Suite 150 Lakewood, Colorado 80228-1898

Tel: 303-987-0835 800-741-3254

Fax: 303-987-2032

<https://www.roxboroughmetrodistrict.org>

March [redacted], 2024

Board of Directors
Roxborough Village First Homeowners' Association, Inc.
Via e-mail: Angela.Christensen@kchoa.com

Dear Board Members,

This letter follows the [redacted] letter the District sent the Association regarding the District's maintenance of the landscape improvements and trails within Tract A of Filing No. 12A and Tracts A, B, C, and D in Filing No. 13, which are owned by the Association. The District's maintenance obligations are set forth in a January 13, 2004 License Agreement between the District and the Association. While not specifically called for in the License Agreement, the District also provides and pays for water for irrigation, routine maintenance of the irrigation system, and non-routine repairs of the irrigation system (collectively, "*Irrigation System Services*"). The License Agreement states the District will maintain the landscape improvements and trails "in perpetuity."

As discussed in our prior letter, the District Board is charged with ensuring public funds are used for the benefit of all the taxpayers and property within the District's boundaries. The Board also is charged with ensuring the District does not violate Article X, Section 20 of the Colorado Constitution, commonly known as the Taxpayer's Bill of Rights ("*TABOR*"). TABOR prohibits the District from entering into a multiple-fiscal year direct or indirect debt or other financial obligation whatsoever without prior approval of the District's voters. The District did not obtain prior voter approval to enter into a contract obligating it to provide maintenance services to the Association in perpetuity without compensation. To avoid violating TABOR, the License Agreement states that if the District Board does not appropriate funds to perform its duties for the next calendar year, the License Agreement terminates at the end of the current year.

The District's landscape maintenance and snow removal contractor has advised the Board that annually it will cost approximately \$XXXXX to maintain the landscape improvements and trails, including the costs associated with the Irrigation System Services, and, approximately \$XXXXX to provide snow removal services, at the level and scope that it has historically provided such services. These estimates are for 2024. The costs for the District's services will likely change over time.

The Board has not received a response to its first letter on this matter. The Association may have been delaying its response until it had a sense of what it will cost for the District to continue to provide the same services it has historically provided to the Association. Now that the Association has received the estimates, the Board believes it is important for the parties to reach an agreement within the next 60 days on whether the Association will compensate the District for continuing to provide the Association with the services discussed in this letter. Absent such an agreement, this letter constitutes the District's notice to the Association that, for calendar year 2025 and all future years, the District Board will not appropriate the funds necessary to provide to the Association the services discussed in this letter.

The Board renews its offer to meet with the Association Board to discuss this matter.

Sincerely,

Mark Rubic, President
On behalf of the Board of Directors



303-471-1522
naturesworkforce.com

To: Roxborough Village Metro Address: Littleton, CO	Contact: Peggy Ripko Phone: Fax:
Project Name: Roxborough Village 1st Project Location: Roxborough, Littleton, CO Addendum #: 2024	Bid Number: Bid Date: 1/5/2024

Item Description	Estimated Quantity	Unit	Unit Price	Total Price
Summer Weekly Services: Mow, Trim, Blow, Bed Weeding, Trash Pick Up, Edging 13 Times, Spray Tree Rings 3 Times	26.00	EACH	\$92.00	\$2,392.00
Winter Trash Removal: Police Property For Trash Change Out Trash Bags In Dog Stations And Trash Receptacles Excludes Pick Up Of Hazardous Materials Or Dead Animals	26.00	EACH	\$16.28	\$423.28
Irrigation Checks: Weekly Irrigation Checks	24.00	EACH	\$33.93	\$814.32
Irrigation System Spring Start Up:	1.00	EACH	\$30.42	\$30.42
Irrigation System Winterization:	1.00	EACH	\$30.64	\$30.64
Total Bid Price:				<u>\$3,690.66</u>

Notes:

- This proposal is good for 30 days following the date given on the proposal.
- Nature's Workforce, a Consolidated Divisions, Inc. company.
An Equal Opportunity Employer

Payment Terms:

Payment due 30 days from invoice.

<p>ACCEPTED: The above prices, specifications and conditions are satisfactory and hereby accepted.</p> <p>Buyer: _____</p> <p>Signature: _____</p> <p>Date of Acceptance: _____</p>	<p>CONFIRMED: Nature's Workforce</p> <p>Authorized Signature: _____</p> <p>Estimator: Daniel Levine (303) 396-9851 Daniell@cdi-services.com</p>
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ROXBOROUGH VILLAGE METROPOLITAN DISTRICT

141 Union Boulevard, Suite 150 Lakewood, Colorado 80228-1898

Tel: 303-987-0835 800-741-3254

Fax: 303-987-2032

<https://www.roxboroughmetrodistrict.org>

March [REDACTED], 2024

Board of Directors
Roxborough Village First Homeowners' Association, Inc.
Via e-mail: Angela.Christensen@kchoa.com

Dear Board Members,

This letter follows the [REDACTED] letter the District sent the Association regarding the District's maintenance of the landscape improvements and trails within Tract A of Filing No. 12A and Tracts A, B, C, and D in Filing No. 13, which are owned by the Association. The District's maintenance obligations are set forth in a January 13, 2004 License Agreement between the District and the Association. While not specifically called for in the License Agreement, the District also provides and pays for water for irrigation, routine maintenance of the irrigation system, and non-routine repairs of the irrigation system (collectively, "*Irrigation System Services*"). The License Agreement states the District will maintain the landscape improvements and trails "in perpetuity."

As discussed in our prior letter, the District Board is charged with ensuring public funds are used for the benefit of all the taxpayers and property within the District's boundaries. The Board also is charged with ensuring the District does not violate Article X, Section 20 of the Colorado Constitution, commonly known as the Taxpayer's Bill of Rights ("*TABOR*"). TABOR prohibits the District from entering into a multiple-fiscal year direct or indirect debt or other financial obligation whatsoever without prior approval of the District's voters. The District did not obtain prior voter approval to enter into a contract obligating it to provide maintenance services to the Association in perpetuity without compensation. To avoid violating TABOR, the License Agreement states that if the District Board does not appropriate funds to perform its duties for the next calendar year, the License Agreement terminates at the end of the current year.

The District's landscape maintenance and snow removal contractor has advised the Board that annually it will cost approximately \$XXXXX to maintain the landscape improvements and trails, including the costs associated with the Irrigation System Services, and, approximately \$XXXXX to provide snow removal services, at the level and scope that it has historically provided such services. These estimates are for 2024. The costs for the District's services will likely change over time.

The Board has not received a response to its first letter on this matter. The Association may have been delaying its response until it had a sense of what it will cost for the District to continue to provide the same services it has historically provided to the Association. Now that the Association has received the estimates, the Board believes it is important for the parties to reach an agreement within the next 60 days on whether the Association will compensate the District for continuing to provide the Association with the services discussed in this letter. Absent such an agreement, this letter constitutes the District's notice to the Association that, for calendar year 2025 and all future years, the District Board will not appropriate the funds necessary to provide to the Association the services discussed in this letter.

The Board renews its offer to meet with the Association Board to discuss this matter.

Sincerely,

Mark Rubic, President
On behalf of the Board of Directors



303-471-1522
naturesworkforce.com

To: Roxborough Village Metro	Contact: Peggy Ripko
Address: Littleton, CO	Phone:
	Fax:
Project Name: Arrowhead Shores- Roxborough	Bid Number:
Project Location: Roxborough Metro District, Littleton, CO	Bid Date: 1/5/2024
Addendum #: 2024	

Item Description	Estimated Quantity	Unit	Unit Price	Total Price
Summer Weekly Services: Mow, Trim, Blow, Bed Weeding, Trash Pick Up, Edging 13 Times, Spray Tree Rings 3 Times	26.00	EACH	\$1,151.37	\$29,935.62
Pruning Shrubs And Trees: Shrub Pruning 1x Tree Pruning Up To 12' 1x	2.00	EACH	\$2,724.44	\$5,448.88
Spring Clean Up: Cut Ornamental Grasses Back, Remove Pine Needles, And Blow Debris Out Of Beds	1.00	EACH	\$2,317.97	\$2,317.97
Fall Clean Up: Leaf Removal From All Landscape Areas, Cut Back Herbaceous Perennials	1.00	EACH	\$3,434.03	\$3,434.03
Aeration Of All Turf Areas:	2.00	EACH	\$984.97	\$1,969.94
Turf Fertilization And Broadleaf Herbicide: Season Long 1 Application Of Season Long Fertilizer With Pre-emergent 3 Applications Of Post Emergent Broadleaf Weed Control	3.00	EACH	\$859.55	\$2,578.65
Irrigation Checks: Weekly Irrigation Checks	24.00	EACH	\$317.96	\$7,631.04
Irrigation System Spring Start Up:	1.00	EACH	\$545.06	\$545.06
Irrigation System Winterization:	1.00	EACH	\$779.60	\$779.60
Native Grass Field Mowing: (Per Occurrence) Includes String Trimming Around Obstacles Such As Trees, Include String Trimming Of Fence Lines, Includes Spraying Herbicide Along Fence Lines And Around Posts	1.00	EACH	\$592.12	\$592.12
Native Grass Beauty Band Mowing: (6 Occurrences) Mow A 3'-6' Wide Band Along Sidewalks, Turf Areas, And Fence Lines That Are Adjacent To Native Grass Fields.	6.00	EACH	\$249.04	\$1,494.24
Winter Trash Removal: Police Property For Trash Change Out Trash Bags In Dog Stations And Trash Receptacles Excludes Pick Up Of Hazardous Materials Or Dead Animals	26.00	EACH	\$238.89	\$6,211.14

Total Bid Price: \$62,938.29

Notes:

- This proposal is good for 30 days following the date given on the proposal.
- Nature's Workforce, a Consolidated Divisions, Inc. company.
An Equal Opportunity Employer

Payment Terms:

Payment due 30 days from invoice.



303-471-1522
naturesworkforce.com

To: Roxborough Village Metro Address: Littleton, CO	Contact: Peggy Ripko Phone: Fax:
Project Name: Arrowhead Shores- Roxborough Project Location: Roxborough Metro District, Littleton, CO Addendum #: 2024	Bid Number: Bid Date: 1/5/2024

<p>ACCEPTED: The above prices, specifications and conditions are satisfactory and hereby accepted.</p> <p>Buyer: _____</p> <p>Signature: _____</p> <p>Date of Acceptance: _____</p>	<p>CONFIRMED: Nature's Workforce</p> <p>Authorized Signature: _____</p> <p>Estimator: Daniel Levine (303) 396-9851 Daniell@cdi-services.com</p>
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ROXBOROUGH VILLAGE METROPOLITAN DISTRICT

141 Union Boulevard, Suite 150 Lakewood, Colorado 80228-1898

Tel: 303-987-0835 800-741-3254

Fax: 303-987-2032

<https://www.roxboroughmetrodistrict.org>

March [redacted], 2024

Board of Directors
Roxborough Village Filing No. 14B Homeowners' Association
Via E-mail: [redacted]

Dear Board Members,

This letter follows the [redacted] letter the Roxborough Village Metropolitan District (“*District*”) sent the Roxborough Village Filing No. 14B Homeowners' Association (“*Association*”) regarding the District’s provision of maintenance and snow removal services to the trails that cross Tracts B, C, and D (“*Trails*”) within Filing No. 14B that are owned by the Association. The District’s maintenance obligations are set forth in a December 30, 1999 License Agreement between the District and the Association.

As we discussed in our prior letter, the District Board is charged with ensuring public funds are used for the benefit of all the taxpayers and property within the District’s boundaries. The Board also is charged with ensuring the District does not violate Article X, Section 20 of the Colorado Constitution, commonly known as the Taxpayer’s Bill of Rights (“*TABOR*”). *TABOR* prohibits the District from entering into a multiple-fiscal year direct or indirect debt or other financial obligation whatsoever without prior approval of the District’s voters. The District did not obtain prior voter approval to enter into a contract that obligated the District to provide maintenance services to the Association in perpetuity without compensation.

The Board also is concerned that the License Agreement obligates the District to resurface and/or replace the Trails. These activities are not maintenance but, rather, are significant capital expenditures for property owned by the Association and are not an appropriate use of taxpayer funds. Those capital expenses should be borne by the Association.

The District’s landscape maintenance and snow removal contractor as advised the Board that annually it will cost approximately \$XXXX to maintain the Trails, and \$XXXX to provide snow removal services at the level and scope that it has historically provided such services. The estimate for these services does not include replacing or resurfacing of the Trails, which will be the Association’s responsibility moving forward.

The Board has not received a response to its first letter on this matter. The Association may have been delaying its response until it had a sense of what it will cost for the District to continue to provide the same maintenance and snow removal services it has historically provided to the Association. Now that the Association has received the estimates, the Board believes it is important for the parties to reach an agreement within the next 60 days on whether the Association will compensate the District for continuing to provide the maintenance and snow removal services to the Association. Absent such an agreement, the District will have to discontinue its maintenance and snow removal services to the Association.

The Board renews its offer to meet with the Association Board to discuss this matter.

Sincerely,

Mark Rubic, President
On behalf of the Board of Directors of the
Roxborough Village Metropolitan District



ENVIRONMENTAL CONTRACTOR

5585 W. Airport Rd
Sedalia, Colorado 80135

☎ 303.471.1522 📠 303.470.3197 ✉ sales@cdi-services.com

To: Roxborough Village Metro	Contact: Peggy Ripko
Address: Littleton, CO	Phone:
	Fax:
Project Name: Filing 14B- Roxborough	Bid Number:
Project Location: Roxborough, Littleton, CO	Bid Date: 1/5/2024
Addendum #: 2024	

Item Description	Estimated Quantity	Unit	Unit Price	Total Price
Summer Weekly Services: Bed Weeding, Trash Pick Up	26.00	EACH	\$79.88	\$2,076.88
Winter Trash Removal: Police Property For Trash	26.00	EACH	\$24.36	\$633.36

Total Bid Price: \$2,710.24

Notes:

- This proposal is good for 30 days following the date given on the proposal.
- Nature's Workforce, a Consolidated Divisions, Inc. company.
An Equal Opportunity Employer

Payment Terms:

Payment due 30 days from invoice.

<p>ACCEPTED:</p> <p>The above prices, specifications and conditions are satisfactory and are hereby accepted.</p> <p>Buyer: _____</p> <p>Signature: _____</p> <p>Date of Acceptance: _____</p>	<p>CONFIRMED:</p> <p>Consolidated Divisions, Inc Db a CDI Environmental Contractors</p> <p>Authorized Signature: _____</p> <p>Estimator: Daniel Levine (303) 396-9851 DanielL@cdi-services.com</p>
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303-471-1522
naturesworkforce.com

To: Roxborough Village Metro Address: Littleton, CO	Contact: Peggy Ripko Phone: Fax:
Project Name: Filing 16B- Roxborough Project Location: Roxborough, Littleton, CO Addendum #: 2024	Bid Number: Bid Date: 12/26/2023

Item Description	Estimated Quantity	Unit	Unit Price	Total Price
Summer Weekly Services: Bed Weeding, Trash Pick Up	26.00	EACH	\$55.97	\$1,455.22
Winter Trash Removal: Police Property For Trash	26.00	EACH	\$10.69	\$277.94
Native Grass Beauty Band Mowing: (6 Occurrences) Mow A 3'-6' Wide Band Along Sidewalks, And Fence Lines That Are Adjacent To Native Grass Fields.	6.00	EACH	\$35.26	\$211.56

Total Bid Price: \$1,944.72

Notes:

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Payment Terms:

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<p>ACCEPTED: The above prices, specifications and conditions are satisfactory and hereby accepted.</p> <p>Buyer: _____</p> <p>Signature: _____</p> <p>Date of Acceptance: _____</p>	<p>CONFIRMED: Nature's Workforce</p> <p>Authorized Signature: _____</p> <p>Estimator: Daniel Levine (303) 396-9851 Daniell@cdi-services.com</p>
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Location	Date	Time	Approved?	Deposit \$100	Deposit Returned	Fee	In Binder?	Voided/ Cashed?	Date Permit Issued	Notes
Rox Skate Park	4/6/2024	10 am- 2 pm	Yes	Yes	Yes	NA		Voided	3.28.2024	
Rox Community Park/ Softball Field	3/30/2024	9:30 am-3:30 pm	Yes	Yes	Yes	NA		Voided	3.12.2024	
		Monday- Friday 4pm-8pm Saturday								
Rox Community Park/ Softball Field	4/6/24-5/4/2024	9am-6pm	Yes	Yes/ \$300			\$1,050		4.4.2024	
	6/3,6/17,7/1,7/15									
Chatfield Farms	, and 7/29	8:30 am-10:30 am	Yes	on the way		NA			4.11.2024	
Rox Community Park/ Softball Field/ CANCELED	5/22/2024	10:30am-1:30pm	Yes	Yes	5/1/2024	NA			4.11.2024	
Softball Field	4/23/2024	9am- 3 pm	Yes	Waived		NA			4.11.2024	
Rox Community Park Parking Lot	5/18/2024	6am-4pm (SET UP) 7A-2P (SALE)	Yes	NA		NA				

Status	Assigned to	Task	Due Date	Priority	Completed Date	Notes
In Progress	CDI	CDI to complete weed priority; including medians and Arrowhead Shores	8/25/2023	High		E-mailed CDI on 6/21. Continue following up. Followed up; extended. Followed up on 8/28. Discussed during meeting on 9/19. Per e-mail from Dale on 11/16, this is an ongoing task. Leaving task open for pulling weed grasses.
In Progress	CDI	Replace green irrigation covers with purple	7/1/2024	Low		Get GPS coordinates for each box. Purple covers are difficult to obtain due to supply issues Followed up on 8/8 to see status. Extended. CDI will be replacing as they can with the covers and GPS. Followed up on 8/28. Waiting for GIS. 11/2 Roughly 15- 20% of purple valve box lids have been replaced - TH E-mailed on 4/4/24 to have them check/replace during the spring irrigation checks.
In Progress	CDI	Provide proposal to remove weed grasses in landscaping	5/2/2024			Followed up with them on 5/1.
In Progress	CDI	Provide NTE amount for cleaning up Chatfield Farms Estates areas	5/2/2024			Followed up with them on 5/1. Per Dale, still waiting for some additional information from the HOA president regarding a couple sections for access points and clarification.
Open	CDI	Send proposal to fix erosion behind 7634 Rampart Way	2/21/2024	Low		Ephram requested proposal Feb 6th. Followed up on 2/23.
Open	CDI	Pre-emergent- let the Board know when done and what it is.	4/15/2024			
Open	CDI	Review drip irrigation areas with board members in the field	5/31/2024			Some areas on the map are suspect. SDMS to set up meeting in late April.
Dependent	Dir. Glass	Put together greenhouse update for website	6/1/2024			Waiting on photo
In Progress	Dir. Glass	Inserts for new home buyers in the district	5/31/2024	Low		Currently waiting on SDA to assist
In Progress	Dir. Glass	Get bids for repairing asphalt surfaces	5/22/2024			Waiting for input from Farnsworth, Dino, and the Board
In Progress	Dir. Glass	Reach out re: Chatfield Farms top cap	4/15/2024			
In Progress	Dir. Glass	Reach out to CORE Electric about changing electric accounts	5/1/2024			
Open	Dir. Glass	Contact Douglas County about proposed pedestrian connection to Waterton Canyon	5/1/2024	Low		Lora Thomas was interested in setting up a kickoff meeting early in the year. Initial meeting set for 1/31/24.
Open	Dir. Glass	Update Mission Communications	1/1/2025			Need to remove Scott's email address as the main login
Open	Dir. Prysby	Check plat to see if we are 'assigned' to maintain the medians	8/31/2023	Low		Followed up on 8/28. E-mailed her on 5/10. Added to my daily task list for follow up every two week.
Dependent	Farnsworth	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	7/30/24	Low		Ideally build into GIS
In Progress	Farnsworth	Propose fix for second pump intake at Crystal Lake	7/31/23	Medium		Gave JC info at meeting on 9/20
In Progress	Farnsworth	Bridge replacement permitting at south creek crossing	4/1/24	High		Gave info to JC at meeting on 9/20. Get permit going ASAP. (Received permission from US Fish & Wildlife Service on 12/18/23)
In Progress	Farnsworth	Seek permits for bridge replacement at Rampart Way Open Area bridge	4/1/24	High		Get permit going ASAP. (Received permission from US Fish & Wildlife Service on 12/18/23)
In Progress	Farnsworth	Weathertrak	4/1/24	Medium		Gave JC info at meeting on 9/20; Per CDI; don't renew. Need info on whether Optiflow is worthwhile to implement.
In Progress	Farnsworth	GIS initiative to map the irrigation system and other RVMD assets (trash cans, etc.)	5/31/24	High		Information provided to Farnsworth on 6/8/2023. Waiting for additional information about next steps. Ephram and SDMS can give JC or crew information that is needed. Need device to get GPS in the field. JC to reach out to Ephram. Presentation was at October meeting; to be discussed at the 11/7 meeting. Proposal to be approved 11/15. GIS device approved on 1/17/2024.
Open	Farnsworth	Investigate using battery power at the raw water vault	6/1/2024			We spend a lot of money on an electric service for very little power usage. Investigate elimination of the CORE supply.
In Progress	Gembok	Generate list of capital items for Chatfield Capital Contributions	6/30/2024	High		List is created. Auditor is good with changes as long as legal is ok. Scheduling meeting with Dino to discuss.
In Progress	Gembok	Update 10-year plan spreadsheet	6/1/2024			Property tax and Chatfield Farms changes need to be incorporated.
Dependent	Ireland Stapleton	Sign replacements	5/31/24	High		Postponed from 1/25/2023 meeting. On hold pending Board action.
Dependent	Ireland Stapleton	Draft agreements with 16B HOA for tracts C and E	5/31/24	Low		Waiting on formula for how HOAs pay for work
Dependent	Ireland Stapleton	Complete CORE Electric Easement Agreement	4/15/2024			Waiting on CORE. Draft sent to juliet.sweet@ulteig.com on 5/2.

Status	Assigned to	Task	Due Date	Priority	Completed Date	Notes
In Progress	Ireland Stapleton	Reach out to DA regarding process for rule enforcement	9/20/2023			
In Progress	Ireland Stapleton	Determine next steps on records retention requirements	6/30/2024			E-mailed Dino on 8/25; he will let us know if we need to do anything. Discussed at April meeting and got Board direction.
In Progress	Ireland Stapleton	Draft letters to HOAs regarding continued services	3/31/2024			
Open	Ireland Stapleton	Kelley to ask for survey of irrigation mainline from north side of Waterton	10/18/2023			
Open	Ireland Stapleton	Draft updated agreement for Patriot Pest	6/1/2024			
Open	Ireland Stapleton	Draft amendment to Chatfield Tract Conveyance Agreement for revenue sharing	6/1/2024			As decided at 4/17/24 meeting, amendment to be added to recover district costs first from any tract sales with a 50/50 revenue split with HOA afterward. An 18 month "poison pill" delay should be in there to prevent the HOA from selling the tracts themselves.
In Progress	Ireland Stapleton	Go to county re: median maintenance and landscaping along the sides of roads that are on Douglas County property	9/30/2023	Medium		Sent reminder on 7/24.
Dependent	PST	Replace Chatfield Farms planter masonry	12/31/2023			Waiting on quote for use of Siloam stone. Pending discussion re: cost.
April Meeting	SDMS- Peggy	Homeowner response re: removal of trees				Installed by Metco; run by Ephram before sending
April Meeting	SDMS- Peggy	Create spreadsheet for snow removal costs/percentages	9/30/2024			Do they want monthly or annually. Add to management report.
Recently Completed	SDMS- Peggy	Get total edging replaced to date from Dale	5/15/2024		5/3/2024	Requested on 5/1. Sent to Board.
April Meeting	SDMS- Peggy	Set up meeting re: Foothills IGA	5/15/2024		5/3/2024	Scheduled for May 3. They are updating the section in question. Followed up on 5/10.
April Meeting	SDMS- Peggy	Send CORE easment for review				Sent on 5/2. Set to follow up on my tasks. Followed up on 5/10
April Meeting	SDMS- Peggy	Patrio Pest control- check mosquito info included, they let us know when going to be out.				
Recently Completed	SDMS- Peggy	Send sample of playground report	5/3/2024		5/1/2024	Emailed on 5/1.
April Meeting	SDMS- Michelle	Bathroom to be open asap				
Recently Completed	SDMS- Peggy	Work with CDI re: irrigation documentation	5/10/2024		5/10/2024	E-mailed details on 4/30. Final version approved on 5/9.
Dependent	SDMS- Peggy	Execute 16B monument easement assignment	12/31/2023	Low		Easement assignment document sent to HOA 10/13/23
Dependent	SDMS- Peggy	Wildfire mitigation grants	5/15/2024			9/20 Watched the webinar for grant applicants. Followed up with Douglas County official and was told that applications are no longer being accepted for 2023 due to the high demand and limited funding. Waitlist will be created for 2024. 1/12/2024 emailed ARPA wildfire@douglas.co.us for more information on the grants for 2024. 1/25/2024 Spoke with Dylan Williams. We have been added to the list to receive information. Applications will go live late April/early May. Received information regarding what we will need including: work we've done in the past. Are we firewise? Have we done any mitigation work in past 10 years? What is the plan going forward? Do we have the Colorado State Forest standards for home mitigations? Was told we would have a leg up on the grant application as we are a target area that they are wanting to help. 4/1 Received email regarding that grants submission is going live. Will begin that project.
Dependent	SDMS- Michelle	Get a new bollard and locks for the path leading down the hill in Community Park	7/1/2024	Low		Requested proposal. Travis has options; will be forwarding to OP for selection. 10/5 - Found several options. Spoke with maintenance tech and they said we need a specific lock. Even if it is not a road/trail that emergency response will go on, it is still required for emergency purposes. TH. Received quote from CDI, need to confirm its the correct bollard. Will request new quote if not. Delayed until new playground is installed.
Dependent	SDMS- Peggy	Coordinate using CDI resources to help Ark Ecological and create agreement	7/1/2024	Low		
Dependent	SDMS- Michelle	Schedule spring de-winterization, gauge replacement, pressure tank removal and bypass, and spare sewage pump install and removal of failed pump with Good Plumbing	5/15/2024	High		Good Plumbing will be on-site on March 12th at 10am. Approved at 4/4 Board meeting. To be scheduled when agreement finalized.

Status	Assigned to	Task	Due Date	Priority	Completed Date	Notes
In Progress	SDMS- Peggy	Website ADA compliance	7/1/2024	Medium		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. Grant proposal submitted on 4/30.
In Progress	Dir. Glass	Continue to try to get electric repaired on Rampart Range Rd	6/1/2023	High		Additional contractors contracted. Revisiting area and information with CORE electric. Working with FW. Changed to SDMS. Travis coordinating with boring company and McBride. 9/27 - Meeting scheduled with McBride Lighting to meet on 9/29 at 10am. Waiting to here if boring company can attend. 9/29 Met with boring and electrical company. Electrical company will be placing a work order for the area of the week of 10/9 to do more thorough check. Once they update, I will pass along the information - TH. 1/18/2024 Reached out to Core electric. Will follow up on 1/19. 1/22/2024 Emailed Mitch Anderson with McBride lighting to address next steps. Will be done when the road is being repair; changed to Dependance.
In Progress	SDMS- Peggy	Grant/concept paper for Community Park Playground	7/31/2023	High		9/18 called and left message for Alison at Douglas County office. 9/19 Called and left message for Alison. Spoke with Jessica Towles with Sterling Ranch regarding the grant they got. She will be emailing me over some further information about the process, but did not have a contact name. 11/8 emailed contact at GoCo website. 11/21 Followed up with GoCo. 12/6 sent another email to GoCo. Added other individuals emails this time as well. 1/18/2024 Emailed Christopher Abby, the program officer for the Southern Front Range district which includes Douglas County. Also emailed Tilah Larson and Dan Zimmerer, Managers of Programs. Will follow up on 1/19/2024. 1/22/2024 Emailed Chris once more. I also called and left a message at 720.703.2343 2/5/2024 Left message at previous phone number again. 3/5/2024 Was able to touch base with Chris and scheduled meeting for 3/13 at 10am 4/2 The equipment is schedule to ship 7/25. Demolition is scheduled for that week and have installation scheduled for the week of Aug 1st. The new EWF will be scheduled for the following week (8/5).
In Progress	SDMS- Michelle	Get anchors for porta-potties	8/31/2023			We paid United Services for this, but there are no anchors installed. SDMS contacted them on 8/14; will provide updates as we have them. Travis contacted on 9/18; scheduled to be done the week of 9/18. 10/11 - As of last week the anchors were not installed. I will call again today - TH 12/27 - Called to schedule appointment for onsite visit to ensure anchors are in. 1/5/2024 Called for stake down services. 3/4/2024 Spoke with Justice. He mentioned he saw multiple calls for the stake downs, placed a new work order and said they should be staked down on on 3/7. Requested callback on my cell for confirmation that work is complete. 4/2 United Services has said once again they will be out this week to stake. 4/5 Received message from Alyssa stating they did not stake cause they wanted to confirm we wanted to pay the fee for stake down. 4/11 Spoke with Adam at United Services. Restroom should be staked down on Wednesday
In Progress	SDMS- Michelle	Issue RFP for handyman	12/31/2023	Low		Sent out several inquiries for handymen in the area. Have received one back so far, waiting for others. 1/11/24 Have received a couple inquiries back. Multiple have said they are not interested in a larger account area. The companies were: Mr. Handyman, A Handy Man LLC, Professional Handyman Services, All Star Pros and Home Tech. Will be sending out more inquiries next week on 1/19. 1/22/2024 Reached out to the following companies: Ron's Handyman Services, Ace Handyman Services, Adams' Handyman Services, and Good Hands Handyman Services. 1/23/2024 Returned message for Adam's Handyman Service and responded to Ron's Handyman Services email. 2/5/2024 Followed up with multiple handymen again including Ace and Adam's. Left messages. 2/22/2024 Followed up with a few of the handymen, those I was able to connect with ultimately decided they were not interested. 3/4/2024 Ron's Handyman Services said they were still interested in the account. Will call more . Proposal included in 4/9 Board packet.
In Progress	SDMS- Diana	Set up new website	12/31/2023	Low		

Status	Assigned to	Task	Due Date	Priority	Completed Date	Notes
In Progress	SDMS- Peggy	Renewal for Foothills agreement	2/19/2024			Double check the maximum amount in the agreement - it should match the budget. Sent to Dino on 1/25 for agreement. Agreement drafted and with the legal department for Foothills. Meeting held on 5/3 to discuss; word docuemnt sent to them to update.
In Progress	SDMS- Peggy	Newsletter- get ideas together; get approval from Board and send out. Include info re: new rules.	4/1/2024			This should be done after the website is ready and should include a QR code
In Progress	SDMS- Diana	Reservations for tennis/ cost for non-district residents, rules	4/1/2024	Medium		Working to confirm that SIPA offers this with no monthly fee attached. Also need more direction from the Board about costs and process. Rsreaching with SIPA. Not possible through SIPA but we can get an add-on. Diana is researching.
In Progress	SDMS- Diana	Agreements and Easements on Website	2/29/24	Medium		SDMS gathering documents and remediating files as time permits in preparation for new District Website. Requested the compilation on 1/18/24.
In Progress	SDMS- Diana	Board access to edit SIPA website	2/29/24	Low		Requested the research on 1/18/2024.
In Progress	SDMS- Michelle	ask Douglas County to ensure they are mowing the east edge of Rampart Range Rd between the north and south intersections with Village Circles East and West	6/30/2024	Low		Asked Travis to work on it on 8/28. Spoke with Douglas County, and they are not responsible for those areas. That land is owned by an individual and Douglas will not mow there. Originally spoke with Douglas County and they said they were not responsible. Upon further information received, that was inaccurate. 10/4: Called Douglas County and left message for follow up on previous conversation. Will call again week of 10/9 when I am back in the office - TH. 10/26 Spoke with Douglas County. A service request has been entered to mow the area in questions. - TH; Board to check in June if mowed
In Progress	SDMS- Michelle	Find out if we can use ballot box at library	1/30/2025	Low		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. Travis called on 9/18; the ballot box they have goes through Douglas county. He is checking with them. Seemed to be a possibility, but we won't know until January 2025.
In Progress	SDMS- Peggy	Follow-up with Diversified Underground on problems with their invoices		Low		Requested additional detail for addresses that appear to be outside of the district on May 2nd. Awaiting response. The invoices have been retracted. Next step is to remove from bill.com. 2/28/2024 Received information from Eric and Diversified regarding the area. Will forward email on. Highlighted areas of concern and sent to them on 4/28; they are reviewed and will get back to me. Meeting being scheduled wth Director Glass to review.
In Progress	SDMS- Michelle	Replace broken zip ties on tennis court wind screens	2/29/2024	Low		CDI to complete; check on warranty with Game-Set-Match. Not covered by warranty as it was an 'act of god'.
In Progress	SDMS- Peggy	Follow up with CDI re: weeds in beds and snow removal breakdown.	3/1/2024			
In Progress	SDMS- Peggy	Complete SOW for noxious weed grant	3/31/2024			Travis e-mailed info question to Ephram on 3/14.
In Progress	SDMS- Diana	Obtain roxvillagemetro.gov domain	5/31/2024			SDMS has already requested. Waiting to hear back. Followed up on 4/29.
Recenlty Completed	SDMS- Michelle	Bathroom cleaning confirmation & agreement	4/15/2024			Let Travis know on 4/5. Requested agreement from Dino on 4/5.. Excuted and distributed on 5/5.
In Progress	SDMS- Peggy	De-winterization confirmation & agreement	4/15/2024			Let Travis know on 4/5. Requested agreement from Dino on 4/5. Uploaded for signature on 4/12.
In Progress	SDMS- Michelle	Order sign for greenhouse	4/25/2024			Board provided the name on 4/10. Researching options.
In Progress	SDMS- Michelle	Spinner replacement proposal for Chatfield Farms park	5/15/2024			
In Progress	SDMS- Peggy	Submit grant application for turf replacement	12/31/2023			CDI sent proposal details and board approved moving forward 12/5. 1/9/2024 Met with turf replacement representative with additional questions and clarifications. 1/11/2024 Received additional information to fill out from the turf replacement contact. Paperwork will be completed by 1/25. 1/22/2024 Reached out to Peggy for assistance with paperwork

Status	Assigned to	Task	Due Date	Priority	Completed Date	Notes
In Progress	SDMS- Michelle	Set up pre-submittal meeting with Douglas County Development Review regarding Executive Homes detention pond	1/15/2024			Reach out the Douglas County Engineering for how to fix drainage issues in Executive Homes Detention Pond. 4/5 Called the Engineering department with Douglas County. Left message for Arthur Griffith. 5/10/2024 LVM and emailed Mr. Griffith to get a meeting scheduled. Arthur responded to my email and called back to try to get me in touch with the correct person. Arthur said he has nothing to do with this but he will reroute us to who he thinks can help.
In Progress	SDMS- Michelle	Find contractor to repair greenhouse	4/22/2024			Ratchet needed and four small, flat metal connectors
Open	SDMS- Troy	Sign for greenhouse- brought to you by RVMD	2/29/24	Low		Sign committee to cover this
In Progress	SDMS- Peggy	Correct insurance coverages	1/31/2024	Low		Information sent to the pool on 1/24; waiting for confirmation. Final information sent on 5/4.
Open	SDMS- Michelle	Renew Game-Set-Match tennis court cleaning contract and/or get bids from others	3/31/2024	Low		
Recently completed	SDMS- Michelle	Wind screens- zip tie them	3/1/2024			Need heavy duty zip ties with tails cut off. They need to secure ALL the eyelets. Reach out to Game-Set-Match to do the fixes under warranty. Travis talked to them May 1 and this would not be a warranty issue.
Open	SDMS- John	Obtain proposals for Chatfield planter from landscapers	5/1/2024			Get quotes from places like Designs by Sundown
In Progress	SDMS- Peggy	Get quotes for installation of 13 new trees	5/15/2024			RFPs sent out on 5/1 to four different contractors.
In Progress	SDMS- Peggy	Investigate why handyman messed with greenhouse	5/1/2024			They came back without authorization and damaged the greenhouse
Open	SDMS- Peggy	Fix erosion behind 7634 Rampart Way	6/1/2024			CDI provided a quote; board to discuss at May meeting
Open	Ireland Stapleton	Get CORE easement redlines to CORE				

From:
To: [Peggy Ripko](#)
Subject: [RoxboroughVillageMD] Feedback - new submission
Date: Friday, May 10, 2024 1:23:56 PM

just submitted your form: Feedback
on [RoxboroughVillageMD](#)

Message Details:

First Name:

Last Name:

Email:

Tell us more: Hi, I have clients buying a home in Roxborough Village. I am wondering when the special taxing district will be lifted? I saw that it was supposed to be removed in 2021 but it is still listed as a line item on the tax cert.

If you think this submission is spam, [report it as spam](#).

To edit your email settings, go to your Inbox on desktop.

From: [Peggy Ripko](#)
To:
Subject: [RoxboroughVillageMD] Feedback - new submission
Date: Monday, April 15, 2024 3:31:29 PM

ust submitted your form: Feedback
on [RoxboroughVillageMD](#)

Message Details:

First Name:

Last Name:

Email:

Tell us more: Hi, I recently (4/14) went to skateboard at the Roxborough Community Park skatepark and noticed that there was some racist graffiti in the park. Specifically in the large bowl area. I know vandalism is a growing/ persistent problem, but I would really like to see this particular graffiti removed ASAP. It is clear, overtly racist slurs that don't speak well to the community. Thank you.

If you think this submission is spam, [report it as spam](#).

To edit your email settings, go to your Inbox on desktop.

From:
To: [Peggy Ripko](#)
Subject: [RoxboroughVillageMD] Feedback - new submission
Date: Tuesday, April 16, 2024 2:56:31 PM

just submitted your form: Feedback
on [RoxboroughVillageMD](#)

Message Details:

First Name:

Last Name:

Email:

Tell us more: Hi, my family and I are residents of the Rox district and live off Red Mesa Drive. Are there any plans for the middle median on Rampart Road? It's just overgrown with weeds and very unsightly for the community which is bad for real estate value. How can we have this section improved? Thank you.

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