

ROXBOROUGH VILLAGE METROPOLITAN DISTRICT

8390 E. Crescent Pkwy, Suite 300
Greenwood Village, CO 80111
303-779-5710
www.roxboroughmetrodistrict.org

NOTICE OF SPECIAL BOARD MEETING AND AGENDA

DATE: July 20, 2021

TIME: 6:00 p.m.

LOCATION: Given current events and current advice and directives from local, state and federal jurisdictions related to COVID-19, this meeting is being held by teleconference and virtual meeting only.

Board members, consultants and members of the public may participate by teleconference or by computer/tablet by utilizing the following information:

- ACCESS:**
1. To attend via Zoom Videoconference, use the link: URL:
<https://us02web.zoom.us/j/86453242365?pwd=YnBtZ3AvUzU0T0R5OTB5c2RabW02QT09>
 2. To attend via telephone, dial 346-248-7799 and enter the following additional information:
 - a. Meeting ID: 864 5324 2365
 - b. Passcode: 319670

<u>Board of Directors</u>	<u>Office</u>	<u>Term Expires</u>
Calvin Brown	President	May, 2023
Debra Prysby	Vice President	May, 2022
Ephram Glass	Treasurer	May, 2023
Edward Wagner	Secretary	May, 2022
Garry Cook	Assistant Secretary	May, 2022

I. CALL TO ORDER

II. DECLARATION OF QUORUM/DIRECTOR QUALIFICATIONS/DISCLOSURE MATTERS

III. APPROVE AGENDA

IV. PUBLIC COMMENT and/or GUESTS

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

V. CONSENT AGENDA (5 MINUTES)

(Note: All items listed under the Consent Agenda are considered to be routine and will be enacted by one motion and vote. There will be no separate discussion of these items unless a Board member or a member of the audience so requests.)

- A. Review and Consider Approval of the June 15, 2021, June 26, 2021, June 29, 2021, July 6, 2021 and July 10, 2021 Special Meetings Minutes (enclosed)
- B. Review and Accept the Cash Position and Property Tax Schedule for May (enclosed)
- C. Review and Consider Approval of Current Claims, Approve Transfer of Funds, and Ratify Payment of Autopay Claims and Ratify Approval of Previous Claims (enclosed)

VI. FINANCIAL ITEMS

- A. Other

DISCUSSION AGENDA

VII. DIRECTOR ITEMS (10 minutes)

- A. Environmental Committee Update (enclosed)
 - 1. Update on Greenhouse Process and Next Steps
 - a. Discuss Greenhouse Water Meter Installation
 - 2. Discuss West Metro Fire Rescue Wildfire Mitigation Workshop
- B. Other

VIII. BAILEY TREE UPDATE

- A. Review and Consider Approval of Proposal to Mitigate Road Salt Damage (enclosed)
- B. Review and Consider Approval of Proposal to Remove Cottonwood Tree (enclosed)

IX. MANAGER MATTERS (30 MINUTES)

- A. Master Plan Feasibility Follow – Up
 - 1. Discuss Finalizing Feasibility Study and End of Consultants’ Contractual Obligations

2. Discuss Fee Versus Mill Levy Scenario (to be distributed)
3. Communications Summary (to be distributed)
4. Update on Partnership Opportunities
 - a. Douglas County Libraries
 - b. GoCo
 - c. Roxborough Park/Ravenna
 - d. Foothills Parks and Recreation District

B. Master Plan Spillway Follow-Up

1. Status and Water Levels

C. Update on New Playground Design (Todd)

1. Discuss Playground Usage (enclosed)

D. Discuss Resident Correspondence (enclosed)

E. Discuss Roxborough Email Addresses and iPad Purchase (enclosed)

F. Update on Volleyball Court

G. Discuss Resident Requests for Fishing Line Disposal (enclosed)

H. Other

X. LEGAL MATTERS (10 MINUTES)

- A. Update Regarding Final Water Due Diligence Filing and Executive Session Pursuant to C.R.S. Section 24-6-402(4)(B) and for the Purposes of Receiving Legal Advice on Specific Legal Questions, if requested
- B. Update on Emergency Disaster Declaration
- C. Review and Consider Approval/Acceptance of Memorandum of Understanding: Douglas County Libraries and Roxborough Village Metropolitan District (enclosed)

- D. Review and Consider Approval of Amendment to Resolution regarding Colorado Open Records Act Rules and Policy (CORA) (enclosed)
- E. Review and Consider Approval of Services Agreement with Kim Crawford of Butler Snow LLP (enclosed)
- F. Discuss Possible Election Resolution and Associated Timing (enclosed)
- G. Discuss Draft Notice to Douglas County Clerk (enclosed)
- H. Update regarding Xcel Easement
- I. Other

XI. ENGINEERING MATTERS (10 MINUTES)

- A. Update on Backflow Preventer (enclosed)
 - 1. Review and Consider Approval of Proposal with Good Plumbing Service Co. for Bathroom Repairs (enclosed)
- B. Update on Flow Control Valve at Roxborough Water and Sanitation District (enclosed)
- C. Update on Xcel Pump Repair Payment
- D. Review and Consider Approval of Proposal for New Fence Installation (to be distributed)
- E. Other

XII. LANDSCAPING MATTERS (10 MINUTES)

- A. Metco Landscape Report (enclosed)
- B. Update on Imperial Park Turf Restoration (enclosed)
- C. Review and Consider Approval of Proposals
 - 1. VFD Pump Replacement
 - 2. Proposal to Drag Infield and Strip Field for Weekend Softball Games and Servicing Locates (enclosed)
 - 3. Discuss and Approve Installation of Pitcher's Mound

Roxborough Village Metropolitan District

Agenda – July 20, 2021

Page 5 of 5

4. Update on Jetting and Cleaning Culvert near Heron Pond (enclosed)
 5. Proposal to Clean Drainage Channel Along Rampart Road (enclosed)
 6. Proposal to Rent Golf Carts for Landscape Walk (enclosed)
 7. Proposal to Purchase Trash Cans for Dog Stations (enclosed)
- D. Discuss Mosquitos at Ponds (enclosed)
- E. Discuss Resident Request for Tree Removal (enclosed)
- F. Other

XIII. OTHER BUSINESS (5 MINUTES)

- A. Confirm Quorum for August 17, 2021 Special Meeting at Roxborough Library

XIV. ADJOURNMENT

RECORD OF PROCEEDINGS

MINUTES OF A SPECIAL MEETING
OF THE BOARD OF DIRECTORS OF THE
ROXBOROUGH VILLAGE METROPOLITAN DISTRICT
HELD
Tuesday, June 15, 2021

A special meeting of the Board of Directors of the Roxborough Village Metropolitan District (referred to hereafter as the “Board”) was convened on Tuesday, June 15, 2021 at 6:00 p.m. via ZOOM. The meeting was open to the public.

ATTENDANCE

In Attendance were Directors:

Calvin Brown, President
Debra Prysby, Vice President
Ephram Glass, Treasurer
Ed Wagner, Secretary
Garry Cook, Assistant Secretary

Also in Attendance were:

Anna Jones, Nic Carlson, Gina Karapetyan & Joyce Stiles;
CliftonLarsonAllen LLP (“CLA”)
Katie James, Esq.; Folkestad Fazekas Barrick & Patoile, P.C.
Scott Barnett;
Bill Barr; Metco Landscaping
Kimberly Armitage; Evolution Builders
Todd Wenskoski; Livable Cities Studio
Jason Simmons; Hilltop Financial Advisors
Bob Pasicznyuk; Douglas County Libraries
Barbara Biggs; Roxborough Water and Sanitation District
Tiffany Leichman; Sherman & Howard LLC
Kim Crawford; Butler Snow
Mark & Marcy Rubic; Residents at 7735 Verandah Court
Gloria Gearhart; Resident at 7392 Eagle Rock Drive
Travis Jensen; Resident at 7434 Eagle Rock Drive
Greg Clemens; Resident at 10470 Stable Lane
Joanna Waldenmyer; Resident at 8106 Eagleview Drive
Lois Bill; Resident at 7633 Rampart Way
Matthew Hart; Resident at 7783 Verandah Court
Robert Hampton; Resident at 10163 Westside Circle
Steve Hibbard; Resident at 9666 Fox Den Drive
Hannah Snyder; Resident

CALL TO ORDER

The meeting was called to order at 6:03 p.m.

RECORD OF PROCEEDINGS

DECLARATION OF QUORUM/DIRECTOR QUALIFICATIONS/ DISCLOSURE MATTERS

A quorum was declared present. No new conflicts were disclosed.

APPROVE AGENDA

Ms. Jones reviewed the agenda and requested the following amendments: include bond counsel presentation and interviews, include a presentation by Douglas County Libraries with Bob Pasicznyuk, include a presentation by the public affected by District landscaping encroachment and the review and consideration of Patriot Pest contract with the Environmental Committee. Following discussion, upon a motion duly made by Director Prysby, seconded by Director Glass and, upon vote, unanimously carried, the Board approved the agenda, as amended.

Presentation of Bond Counsel: Ms. James introduced Anastasia Khokhrayakova from Ballard Spahr to the Board. Ms. Khokhrayakova was unable to join the meeting, so Ms. James reviewed her resume and professional background with the Board.

Ms. James presented Tiffany Leichman from Sherman Howard to the Board. Ms. Leichman introduced herself and gave a brief overview of her professional background and experience as well as a history of her firm.

Ms. James presented Kim Crawford from Butler Snow. Ms. Crawford attended the Board meeting last week but returned to answer any question the Board may have.

Following discussion, upon a motion duly made by Director Wagner, seconded by Director Brown and, upon vote, unanimously carried, the Board selected to engage Kim Crawford with Butler Snow as Bond Counsel.

Douglas County Libraries Presentation: Bob Pasicznyuk, Executive Director of Douglas County Libraries, presented to the Board some potential opportunities for the Douglas County Library and the recreation center, if it were placed on the ballot and if it were approved by voters in November. Mr. Pasicznyuk answered questions the Board had. Following discussion, upon a motion duly made by Director Wagner, seconded by Director Glass and, upon vote, unanimously carried, the Board authorized staff to continue exploring a potential partnership with Douglas County Libraries.

RECORD OF PROCEEDINGS

PUBLIC COMMENT and/or GUESTS

Travis Jensen, resident, addressed the Board regarding landscaping encroachment improvements and expressed his preference for a hardscaped theme. Upon a motion duly made by Director Cook, seconded by Director Glass and, upon vote, majority carried, the Board tabled all improvement options until staff discusses further with landscapers. It was noted that Director Prysby abstained from the vote. CLA will schedule a landscaping meeting in the coming weeks.

Gloria Gearhart, resident, expressed her disapproval of the recreation center. Ms. Gearhart expressed concern for dead wood throughout the District, poor turf conditions, and concrete in need of repair.

Mark Rubic, resident, expressed his dissatisfaction with the recreation center planning process and indicated that he was offended by Board members' use of the term "nay sayers" in reference to general public who are not in favor of potentially building a recreation center. Mr. Rubic is concerned that the Board is not able to respond to all questions at every meeting and believes all Board members should resign immediately.

Marcy Rubic, resident, expressed concern regarding the proposed playground across Rampart Range Road from Community Park, originally budgeted for \$350,000. Ms. Rubic said she was concerned that traffic and power lines could cause safety issues.

Mr. Jensen expressed concern that the recreation center might adversely affect property values in the District. He clarified that he is not supportive of the proposed recreation center.

Robert Hampton, resident, noted that he has been looking forward to a reduction in property taxes with the retirement bonds at the end of the year.

CONSENT AGENDA

May 18, 2021 and May 24, 2021 Special Meeting Minutes:

Cash Position and Property Tax Schedule for April:

Current Claims, Approve Transfer of Funds, Ratify Payment of Autopay Claims and Ratify Approval of Previous Claims:

Ms. Jones reviewed the Consent Agenda with the Board. Following discussion, upon a motion duly made by Director Cook, seconded by Director Glass and, upon vote, unanimously carried, the Board approved the Consent Agenda, as presented.

RECORD OF PROCEEDINGS

FINANCIAL MATTERS

Draft 2020 Audit: Ms. Stiles reviewed the draft 2020 audit with the Board. Following discussion, upon a motion duly made by Director Prysby, seconded by Director Wagner and, upon vote, unanimously carried, the Board approved the draft 2020 audit, subject to final review by the District Accountant and Legal Counsel.

Other: None.

DIRECTOR MATTERS

Environmental Committee: The Board reviewed the Environmental Committee's monthly report included in the packet.

Director Glass reported that he sent a letter to Arrowhead Shores HOA Manager soliciting feedback from residents adjacent to the location where trees are proposed to be installed.

Director Glass noted that the Smooth Brome has been mowed. Ray Sperger with Ark Ecological Services will perform select herbicide treatments.

Director Glass discussed changes in the District's contract with Patriot Pest noting that only BTI will be used moving forward. Following discussion, upon a motion duly made by Director Prysby, seconded by Director Glass and, upon vote, unanimously carried, the Board accepted the changes and drop in price reflecting such to the Patriot Pest contract.

Aqua Sierra Update: No update was provided.

Greenhouse Process and Next Steps:

Anticipated Overall Project Budget (2021 Budgeted Amount for \$30,000): Director Glass updated the Board on available greenhouse options noting that the foundation will be cement and Director Glass will coordinate the permitting with Douglas County as well as solicit proposal from contractors. Following discussion, upon a motion duly made by Director Wagner, seconded by Director Brown and, upon vote, unanimously carried, the Board approved the greenhouse project in an amount not to exceed \$40,000.

Chavez Services Proposal for Greenhouse Foundation in the amount of \$11,930: Following discussion, upon a motion duly made by Director

RECORD OF PROCEEDINGS

Prysby, seconded by Director Glass and, upon vote, unanimously carried, the Board approved the Chavez Services proposal for the greenhouse foundation in the amount of \$11,930.

Greenhouse Water Meter Installation: This item was not discussed.

Community Celebrations:

Partnership with Roxborough Music Festival: No update was provided.

In Person Meetings: Director Brown reviewed the location for future Board meetings, proposing a hybrid meeting schedule so that quarterly meetings be held in person and the other meetings be held virtually. Following discussion, upon a motion duly made by Director Cook, seconded by Director Wagner and, upon vote, unanimously carried, the Board approved meeting in person in August 2021 and September 2021 as well as March, June, September and December of 2022 and otherwise virtually.

Other: None.

BAILEY TREE UPDATE

Proposal to Mitigate Road Salt Damage: Upon a motion duly made by Director Prysby, seconded by Director Glass and, upon vote, unanimously carried, the Board tabled this proposal.

Proposal to Remove Cottonwood Tree: Upon a motion duly made by Director Prysby, seconded by Director Glass and, upon vote, unanimously carried, the Board tabled this proposal.

MANAGER MATTERS

Master Plan Feasibility Study Follow-Up: This is addressed below.

Special Meeting Follow-Up: This item was not discussed.

Design Updates / Follow-Up: This item was not discussed.

Communications Schedule, Feasibility Study Follow-Up: Ms. Jones provided an update to the Board regarding upcoming community outreach events on June 26th, July 10th and July 15th.

District Resident Use of Foothills Parks and Recreation Facilities: Ms. Armitage reviewed District resident use at Foothills, noting that approximately 20% of District

RECORD OF PROCEEDINGS

households routinely use Foothills Parks and Recreation Facilities. Ms. Armitage answered questions from the Board.

Restrooms: Mr. Carlson provided an update to the Board noting that the restrooms in Community Park are open, functional and clean, following a quick repair.

Master Plan Spillway Design Updates, Douglas County Follow-Up/Next Steps and Final Budget: Mr. Barnett provided an update to the Board regarding the water levels below.

Status and Water Levels: Mr. Barnett reported that the spillway is still full, preventing concrete and cement work until it can be drained.

New Playground Design: Mr. Wenskoski reviewed the updated playground design with the Board and will provide additional updates at the July Board meeting. Following discussion, upon a motion duly made by Director Brown, seconded by Director Cook and, upon vote, majority carried, the Board approved Mr. Wenskoski to contact Xcel regarding approval of use within the Xcel easement and begin work on technical drawings. It was noted that Director Glass abstained.

Other: None.

LEGAL MATTERS

Final Water Due Diligence Filing and Executive Session Pursuant to C.R.S. Section 24-6-402(4)(B) and for the Purpose of Receiving Legal Advice on Special Legal Questions, if requested: No action taken.

Emergency Disaster Declaration: Upon a motion duly made by Director Prysby, seconded by Director Glass and, upon vote, unanimously carried, the Board ratified the Continuation of the Emergency Disaster Declaration.

Other: None.

ENGINEERING MATTERS

Proposal for New Fence Installation: Following review, the Board requested Mr. Barnett have Jay Fells revise the proposal and bring the updated proposal to the July Board meeting.

Rampart Range Road Median Work by Sterling Ranch: Mr. Barnett provided an update to the Board. He and Director Prysby will meet on-site to review.

RECORD OF PROCEEDINGS

Staging Area for Roxborough Water and Sanitation District Water Transmission Line Replacement: Mr. Barnett and Mr. Barr reviewed the staging area. Barbara Biggs, Executive Director of Roxborough Water and Sanitation District added additional comments. Following discussion, upon a motion duly made by Director Wagner, seconded by Director Glass and, upon vote, unanimously carried, the Board accepted the proposed staging area for the upcoming water transmission line replacement.

Dugout: Mr. Barnett provided an update to the Board, noting that the dugouts have been completed and that the contractor incurred additional expenses in completion. Following discussion, upon a motion duly made by Director Wagner, seconded by Director Cook and, upon vote, unanimously carried, the Board approved the payment of the additional expenses in the amount of \$750.

The Board discussed a request to name the dugout and noted the District has a memorial policy for trees and benches only. The Board discussed that a ceremony honoring the person or people by the public would be acceptable, however.

Other: None.

LANDSCAPING MATTERS

Metco Landscape Report: Mr. Barr reviewed the update provided by Metco Landscape with the Board.

Imperial Park Turf Restoration: This was discussed under Engineering Matters.

Review and Consider Approval of Proposals:

Reparations to Resident Landscaping in District Right of Way: Discussion regarding this proposal was previously noted under Public Comment.

Other: None.

OTHER BUSINESS

Quorum for July 20, 2021 Special Meeting via Zoom: A quorum was confirmed.

ADJOURNMENT

Upon a motion duly made by Director Prysby, seconded by Director Wagner and, upon vote, unanimously carried, the Board adjourned the meeting at 10:15 p.m.

RECORD OF PROCEEDINGS

Respectfully submitted,

By: _____
Calvin Brown, President

Attest:

By: _____
Ed Wagner, Secretary

RECORD OF PROCEEDINGS

MINUTES OF A SPECIAL MEETING
OF THE BOARD OF DIRECTORS OF THE
ROXBOROUGH VILLAGE METROPOLITAN DISTRICT
HELD

Saturday, June 26, 2021

A special meeting of the Board of Directors of the Roxborough Village Metropolitan District (referred to hereafter as the “Board”) was convened on Saturday, June 26, 2021 at 10:00 a.m. at the Roxborough Community Park. The meeting was open to the public.

ATTENDANCE

In Attendance were Directors:

Debra Prysby, Vice President
Ephram Glass, Treasurer

Also in Attendance were:

Anna Jones; CliftonLarsonAllen LLP (“CLA”)
Kimberly Armitage; Evolution Builders
Ben Kelly; Strategic Communications Consultant
Jason Simmons; Hilltop Financial Advisors
Don Dethlefs & Steve King; Perkins & Will
Roxborough Village Residents

CALL TO ORDER

The meeting was not called to order as it was not a formal meeting, only a Community Outreach Event.

DECLARATION OF
QUORUM/DIRECTOR
QUALIFICATIONS/
DISCLOSURE MATTERS

A quorum was not present.

PRESENTATION AND
DISCUSSIONS REGARDING
RECREATION CENTER

The Board hosted a community open house at Roxborough Community Park to get feedback on the potential recreation center from Roxborough Village Metropolitan District Residents. Residents also had the opportunity to ask the Board and consultants any questions they may have.

OTHER BUSINESS

None.

ADJOURNMENT

The open house ended at 12:00 p.m.

Respectfully submitted,

By: _____

RECORD OF PROCEEDINGS

Calvin Brown, President

Attest:

By: _____
Ed Wagner, Secretary

RECORD OF PROCEEDINGS

MINUTES OF A SPECIAL MEETING
OF THE BOARD OF DIRECTORS OF THE
ROXBOROUGH VILLAGE METROPOLITAN DISTRICT
HELD

Tuesday, June 29, 2021

A special meeting of the Board of Directors of the Roxborough Village Metropolitan District (referred to hereafter as the “Board”) was convened on Tuesday, June 29, 2021 at 6:00 p.m. via ZOOM. The meeting was open to the public.

ATTENDANCE

In Attendance were Directors:

Calvin Brown, President
Debra Prysby, Vice President
Ephram Glass, Treasurer
Edward Wagner, Secretary
Garry Cook, Assistant Secretary

Also in Attendance were:

Anna Jones, Nic Carlson; CliftonLarsonAllen LLP (“CLA”)
Katie James, Esq.; Folkestad Fazekas Barrick & Patoile, P.C.
Kimberly Armitage; Evolution Builders
Ben Kelly; Strategic Communications Consultant
Jason Simmons; Hilltop Financial Advisors
Don Dethlefs & Steve King; Perkins & Will
Kim Crawford; Butler Snow LLP
Travis Jensen; Resident at 7434 Eagle Rock Drive
Karen McPherson; Resident at 9735 Marmot Ridge Circle
Mark Rubic; Resident at 7735 Verandah Court
Pam & Alan Kramer; Residents at 8251 Rampart Range Road

CALL TO ORDER

Director Brown called the meeting to order at 6:30 p.m.

DECLARATION OF
QUORUM/DIRECTOR
QUALIFICATIONS/
DISCLOSURE MATTERS

A quorum was declared present. No new conflicts were disclosed.

DISCUSS RECREATION
CENTER FEASIBILITY
STUDY

Director Glass requested a new survey with additional questions regarding pricing and other questions. Upon a motion duly made by Director Wagner, seconded by Director Cook and, upon vote, unanimously carried, the Board appointed Directors Glass and Brown to a committee to create the survey.

The Board discussed whether there might be partnership opportunities with Roxborough Park or others. CLA will reach

RECORD OF PROCEEDINGS

out to Roxborough Park and Ravenna and report back to the Board at the July Board meeting.

The Board discussed the pros and cons of assessing fees for use of a proposed facility versus a mill levy to fund operations without fee charges. The Board agreed to adopt a hybrid approach using both fees and a mill levy. Ms. Armitage will develop a fee versus mill levy scenario for the Board’s regular July meeting.

The Board determined to conclude this Board meeting and schedule a special Board meeting on July 6, 2021 from 6:00 p.m. to 8:00 p.m.to discuss the recreation center design and playground design.

OTHER BUSINESS

None.

ADJOURNMENT

There being no further business to come before the Board, upon a motion duly made by Director Cook, seconded by Director Prysby and, upon vote, unanimously carried, the Board adjourned the meeting at 8:06 p.m.

Respectfully submitted,

By: _____
Calvin Brown, President

Attest:

By: _____
Ed Wagner, Secretary

RECORD OF PROCEEDINGS

MINUTES OF A SPECIAL MEETING
OF THE BOARD OF DIRECTORS OF THE
ROXBOROUGH VILLAGE METROPOLITAN DISTRICT
HELD

Tuesday, July 6, 2021

A special meeting of the Board of Directors of the Roxborough Village Metropolitan District (referred to hereafter as the “Board”) was convened on Tuesday, July 6, 2021 at 6:00 p.m. via ZOOM. The meeting was open to the public.

ATTENDANCE

In Attendance were Directors:

Calvin Brown, President
Debra Prysby, Vice President
Ephram Glass, Treasurer
Edward Wagner, Secretary
Garry Cook, Assistant Secretary

Also in Attendance were:

Anna Jones; CliftonLarsonAllen LLP (“CLA”)
Katie James, Esq.; Folkestad Fazekas Barrick & Patoile, P.C.
Kimberly Armitage; Evolution Builders
Ben Kelly; Strategic Communications Consultant
Jason Simmons; Hilltop Financial Advisors
Don Dethlefs & Steve King; Perkins & Will
Kim Crawford & Dalton Kelley; Butler Snow LLP
Travis Jensen; Resident at 7434 Eagle Rock Drive
Karen McPherson; Resident at 9735 Marmot Ridge Circle
Mark Rubic; Resident at 7735 Verandah Court
Mat Hart; Resident at 7783 Verandah Court
Pam and Alan Kramer; Resident at 8351 N. Rampart Range Road
Amy Corneillie; Resident at 7647 Verandah Court

CALL TO ORDER

Director Brown called the meeting to order at 6:01 p.m.

DECLARATION OF
QUORUM/DIRECTOR
QUALIFICATIONS/
DISCLOSURE MATTERS

A quorum was declared present. No new conflicts were disclosed.

DISCUSS RECREATION
CENTER DESIGN

Director Glass reviewed his design of the recreation center with the Board. The Board discussed design alternatives. Following discussion, the Board determined that an assessment of the building context, siting and design will be further analyzed if there is a vote in favor of the recreation center in November.

RECORD OF PROCEEDINGS

DISCUSS PLAYGROUND
DESIGN AND TIMING

Director Glass indicated he would like to postpone the playground discussion until the outcome of the recreation center is determined.

Director Wagner indicated he would like to wait to determine whether or not to change direction with the playground until and in the event the recreation center may be placed on the ballot and if it is approved. Directors Prysby, Cook and Brown indicated they would like to review the revised plans from Mr. Wenskoski at the July 20th Board meeting for the playground.

OTHER BUSINESS

None.

ADJOURNMENT

There being no further business to come before the Board, the Board adjourned the meeting at 8:06 p.m.

Respectfully submitted,

By: _____
Calvin Brown, President

Attest:

By: _____
Ed Wagner, Secretary

RECORD OF PROCEEDINGS

MINUTES OF A SPECIAL MEETING
OF THE BOARD OF DIRECTORS OF THE
ROXBOROUGH VILLAGE METROPOLITAN DISTRICT
HELD

Saturday, July 10, 2021

A special meeting of the Board of Directors of the Roxborough Village Metropolitan District (referred to hereafter as the “Board”) was convened on Saturday, July 10, 2021 at 10:00 a.m. at Arrowhead Shores Pavilion. The meeting was open to the public.

ATTENDANCE

In Attendance were Directors:

Calvin Brown, President
Debra Prysby, Vice President
Ephram Glass, Treasurer
Ed Wagner, Secretary

Also in Attendance were:

Anna Jones; CliftonLarsonAllen LLP (“CLA”)
Kimberly Armitage; Evolution Builders
Ben Kelly; Strategic Communications Consultant
Jason Simmons; Hilltop Financial Advisors
Don Dethlefs & Steve King; Perkins & Will
Roxborough Village Residents

CALL TO ORDER

The meeting was not called to order as it was not a formal meeting, only a Community Outreach event.

DECLARATION OF
QUORUM/DIRECTOR
QUALIFICATIONS/
DISCLOSURE MATTERS

A quorum was present. No new conflicts were disclosed.

PRESENTATION AND
DISCUSSIONS REGARDING
RECREATION CENTER

The Board hosted a community open house at Arrowhead Shores Pavilion to receive feedback on the potential recreation center from Roxborough Village Metropolitan District Residents. Residents also had the opportunity to ask the Board and consultants any questions they may have.

OTHER BUSINESS

None.

ADJOURNMENT

The open house ended at 12:00 p.m.

RECORD OF PROCEEDINGS

Respectfully submitted,

By: _____
Calvin Brown, President

Attest:

By: _____
Ed Wagner, Secretary

ROXBOROUGH VILLAGE METROPOLITAN DISTRICT
Schedule of Cash Position
March 31, 2021
Updated as of July 12, 2021

	General Fund	Debt Service Fund	Capital Projects Fund	Total
FirstBank - Checking Account				
Balance as of 03/31/21	\$ 50,195.46	\$ -	\$ -	\$ 50,195.46
Subsequent activities:				
04/08/21 - ADP Payroll/taxes	(538.25)	-	-	(538.25)
04/14/21 - Transfer from Colotrust	92,783.00	-	107,217.00	200,000.00
04/15/21 - Roxborough Water Payment March	(1,290.15)	-	-	(1,290.15)
04/15/21 - ADP Payroll/taxes	(430.60)	-	-	(430.60)
04/22/21 - ADP Payroll/taxes	(538.25)	-	-	(538.25)
04/22/21 - IREA Payment	(819.65)	-	-	(819.65)
04/27/21 - Xcel Energy March	(20.93)	-	-	(20.93)
05/03/21 - Bill.com Payment	(92,848.41)	-	(111,262.95)	(204,111.36)
05/12/21 - Transfer from Colotrust	58,263.15	-	11,736.85	70,000.00
05/17/21 - Roxborough Water Payment April	(1,360.74)	-	-	(1,360.74)
05/20/21 - ADP Payroll/taxes	(322.95)	-	-	(322.95)
05/24/21 - IREA Payment	(821.41)	-	-	(821.41)
05/24/21 - Bill.com Payment	(375.56)	-	-	(375.56)
05/25/21 - Bill.com Payment	(37,697.75)	-	(7,690.90)	(45,388.65)
06/01/21 - Xcel Energy April	(20.73)	-	-	(20.73)
06/07/21 - Bill.com Payment	(4,073.10)	-	-	(4,073.10)
06/08/21 - IREA Payment	(820.20)	-	-	(820.20)
06/10/21 - Transfer from Colotrust	77,521.50	-	52,478.50	130,000.00
06/15/21 - Bill.com Payment	(1,875.56)	-	-	(1,875.56)
06/16/21 - Bill.com Payment	(73,434.71)	-	(41,308.50)	(114,743.21)
06/16/21 - Roxborough Water Payment May	(1,307.83)	-	-	(1,307.83)
06/16/21 - ADP Payroll/Taxes	(538.25)	-	-	(538.25)
06/17/21 - Bill.com Payment	(650.00)	-	-	(650.00)
06/17/21 - ADP Payroll/Taxes	(538.25)	-	-	(538.25)
06/23/21 - Bill.com Payment	-	-	(7,050.00)	(7,050.00)
06/24/21 - Bill.com Payment	(337.53)	-	-	(337.53)
06/29/21 - Xcel Energy May	(20.57)	-	-	(20.57)
07/01/21 - ADP Payroll/Taxes	(538.25)	-	-	(538.25)
07/07/21 - IREA Payment	(246.70)	-	-	(246.70)
07/09/21 - ADP Payroll/Taxes	(538.25)	-	-	(538.25)
Anticipated ADP Payroll/taxes - July	(538.25)	-	-	(538.25)
Anticipated Payables	(78,159.46)	-	(55,546.03)	(133,705.49)
Anticipated IREA Payment	(591.00)	-	-	(591.00)
Anticipated Roxborough Water payment	(96.30)	-	-	(96.30)
Anticipated Transfer from Colotrust	78,573.97	-	51,426.03	130,000.00
Anticipated Balance	55,947.49	-	-	55,947.49
Colotrust - Plus				
Balance as of 03/31/21	852,379.83	971,890.70	1,578,944.72	3,403,215.25
Subsequent activities:				
04/02/21 - IREA Refund	585.11	-	-	585.11
04/09/21 - March PTAX	57,034.85	30,684.51	-	87,719.36
04/14/21 - Transfer to Checking	(92,783.00)	-	(107,217.00)	(200,000.00)
04/30/21 - Interest Income	47.55	110.94	-	158.49
05/10/21 - April PTAX	85,657.45	54,381.58	-	140,039.03
05/12/21 - Transfer to Checking	(58,263.15)	-	(11,736.85)	(70,000.00)
05/12/21 - Transfer to UMB	-	(227,447.92)	-	(227,447.92)
05/18/21 - Transfer from UMB	-	127,900.85	-	127,900.85
05/26/21 - D/S Interest Payment	-	(14,768.25)	-	(14,768.25)
05/31/21 - Interest Income	47.52	110.87	-	158.39
06/10/21 - May PTAX	84,396.94	54,700.66	-	139,097.60
06/10/21 - Transfer to Checking	(77,521.50)	-	(52,478.50)	(130,000.00)
06/22/21 - CTF Q2	-	-	12,899.88	12,899.88
06/30/21 - Interest Income	32.21	75.15	-	107.36
Anticipated June PTAX	349,750.85	253,499.19	-	603,250.04
Anticipated Transfer to Checking	(78,573.97)	-	(51,426.03)	(130,000.00)
Anticipated Balance	1,122,790.69	1,251,138.28	1,368,986.22	3,742,915.19
UMB - 1993 A & B Bond Fund				
Balance as of 03/31/21	-	582,970.83	-	582,970.83
Subsequent activities:				
04/30/21 - Interest Income	-	4.96	-	4.96
05/12/21 - Transfer from ColoTrust	-	227,447.92	-	227,447.92
05/18/21 - Transfer to ColoTrust	-	(127,900.85)	-	(127,900.85)
05/31/21 - Interest Income	-	4.80	-	4.80
06/01/21 - Interest Income	-	5.74	-	5.74
06/30/21 - Debit Service Payment	-	(22,852.24)	-	(22,852.24)
Anticipated Balance	-	659,681.16	-	659,681.16
Anticipated Balances	\$ 1,178,738.18	\$ 1,910,819.44	\$ 1,368,986.22	\$ 4,458,543.84

Yield information (as of 06/30/21):

First Bank - 0.0%

Colotrust Plus - 0.04010%

ROXBOROUGH VILLAGE METRO DISTRICT
Property Taxes Reconciliation
2021

	Current Year							Prior Year			
	Property Taxes	Delinquent Taxes, Rebates and Abatements	Specific Ownership Taxes	Interest	Treasurer's Fees	Net Amount Received	% of Total Property Taxes Received		Total Cash Received	% of Total Property Taxes Received	
							Monthly	Y-T-D		Monthly	Y-T-D
January	\$ 37,888.63	\$ -	\$ 12,904.78	\$ -	\$ (568.33)	\$ 50,225.08	2.22%	2.22%	\$ 51,417.22	2.53%	2.53%
February	727,901.87	-	11,032.71	-	(10,918.54)	728,016.04	42.56%	44.78%	770,614.81	42.52%	45.05%
March	72,025.94	-	16,751.34	22.81	(1,080.73)	87,719.36	4.21%	48.99%	70,389.11	3.52%	48.57%
April	128,063.20	(356.36)	14,234.93	18.49	(1,921.23)	140,039.03	7.47%	56.45%	151,956.43	6.87%	55.44%
May	128,251.33	-	12,667.58	104.03	(1,925.34)	139,097.60	7.50%	63.95%	136,830.81	9.23%	64.67%
June	595,167.10	-	16,878.35	134.09	(8,929.50)	603,250.04	34.80%	98.75%	649,033.71	33.79%	98.46%
July	-	-	-	-	-	-	0.00%	98.75%	32,201.29	0.96%	99.42%
August	-	-	-	-	-	-	0.00%	98.75%	17,508.76	0.35%	99.78%
September	-	-	-	-	-	-	0.00%	98.75%	15,757.39	0.05%	99.83%
October	-	-	-	-	-	-	0.00%	98.75%	14,808.13	-0.26%	99.57%
November	-	-	-	-	-	-	0.00%	98.75%	15,349.36	-0.06%	99.51%
December	-	-	-	-	-	-	0.00%	98.75%	14,012.63	0.00%	99.51%
Total	\$ 1,689,298.07	\$ (356.36)	\$ 84,469.69	\$ 279.42	\$ (25,343.67)	\$ 1,748,347.15	98.75%	98.75%	\$ 1,939,879.65	99.51%	99.51%

Taxes Levied	% of Levied	Property Taxes Collected	% Collected to Amount Levied
\$ 971,106	56.78%	\$ 959,000.66	98.75%
739,155	43.22%	729,941.05	98.75%
\$ 1,710,261	100.00%	\$ 1,688,941.71	98.75%

Chatfield Farms
\$ 285,302.70
-
\$ 285,302.70

Property Tax

General Fund
 Debt Service Fund

Specific Ownership Tax

General Fund
 Debt Service Fund

Treasurer's Fees

General Fund
 Debt Service Fund

**Roxborough Village Metro District
Claims Listing
06/09/21- 07/09/21**

Vendor	Invoice #	Description	Balance	Account
ACH				
*Intermountain Rural Electric Association	21-Apr	Utilities	44.69	
*Intermountain Rural Electric Association	21-Apr	Utilities	21.00	
*Intermountain Rural Electric Association	21-May	Utilities	99.33	107701
*Intermountain Rural Electric Association	21-May	Utilities	22.07	107701
*Intermountain Rural Electric Association	21-May	Utilities	21.00	107701
*Intermountain Rural Electric Association	21-May	Utilities	21.11	107701
*Intermountain Rural Electric Association	21-May	Utilities	501.00	107701
*Intermountain Rural Electric Association	21-May	Utilities	48.00	107701
*Intermountain Rural Electric Association	21-May	Utilities	18.00	107701
*Intermountain Rural Electric Association	22-May	Utilities	21.00	
			817.20	
*Roxborough Water & Sanitation District	7122162Apr21	Nonpotable water purchase usage	814.63	107702
*Roxborough Water & Sanitation District	7122027Apr21	Nonpotable water purchase usage	192.60	107702
*Roxborough Water & Sanitation District	7122381Apr21	Nonpotable water purchase usage	108.00	107702
*Roxborough Water & Sanitation District	7121316Apr21	Nonpotable water purchase usage	96.30	107702
*Roxborough Water & Sanitation District	7121316May21	Nonpotable water purchase usage	96.30	107702
			1,307.83	
Xcel Energy	May-21	Utilities	20.57	107701
		Total ACH	\$ 2,145.60	
Check or Epayment				
General				
Bailey Tree, LLC	9809	Tree maintenance	15,800.00	107597
Browns Hill Engineering & Controls, LLC	21141	Repairs and maintenance	541.00	107582
Butler Rents, Inc.	Res# 267040	Community events	2,168.46	107809
CliftonLarsonAllen, LLP	2865640	District management	11,960.84	107440
CliftonLarsonAllen, LLP	2871600	Accounting	285.00	117000
CliftonLarsonAllen, LLP	2871600	Accounting	4,536.17	107000
Folkestad Fazekas Barrick & Patoile, P.C	40210	Legal services	6,294.00	107460
Foothills Park & Recreation District	SALES000000033737	Foothills Park and Recreation fees	2,138.41	107600
Foothills Park & Recreation District	SALES000000033807	Foothills Park and Recreation fees	1,564.66	107600
Metco Landscape, LLC	561998	Snow removal	2,940.00	107596
Metco Landscape, LLC	565312	Snow removal	3,240.00	107596
Metco Landscape, LLC	565891	Landscape irrigation maintenance	900.00	107593
Metco Landscape, LLC	565903	Landscape irrigation maintenance	520.00	107593
Metco Landscape, LLC	SM203058	Landscape contract	14,210.83	107595
Metco Landscape, LLC	567011	Landscape irrigation maintenance	650.00	107593
Metco Landscape, LLC	566854	Landscape irrigation maintenance	337.53	107593
Mulhern MRE Inc.	MMRE62478	Engineering	136.00	107584
Mulhern MRE Inc.	MMRE62481	Engineering	2,265.85	107584
Patriot Pest Control	965258	Mosquito Control	1,500.00	107589
Patriot Pest Control	965089	Mosquito control	1,500.00	107589
Patriot Pest Control	965175	Mosquito control	1,500.00	107589
Planet Scuba	11302	Landscape irrigation maintenance	831.85	107593
United Site Services	114-12007696	107599 Portable restrooms	187.78	107599
United Site Services	114-12007697	117599 Portable restrooms	187.78	117599
Utility Notification Center of Colorado	221051252	Miscellaneous	101.64	107480
			76,297.80	
Capital				
Ben Kelly	008.5.2021.1	Master plan	3,112.50	307862
CliftonLarsonAllen, LLP	2865640	District management	11,700.00	307440
Evolution Builders	19196	Master plan	22,725.00	307862
Folkestad Fazekas Barrick & Patoile, P.C	40211	Legal services	2,093.50	307460
Livable Cities Studio, Inc.	1454	Master plan	3,937.50	307862
LRE Water	16784	Water rights enhancements	2,750.00	307859
Mulhern MRE Inc.	MMRE62479	Spillway / embankment	1,088.00	307858
Mulhern MRE Inc.	MMRE62480	Engineering	952.00	307584
			48,358.50	
		TOTAL Checks/Epayment	\$ 124,656.30	

Environmental Committee Updates

Greenhouse:

Ephram is determining what permitting is necessary.

Crystal Lake Water Level:

We're still waiting for data from Scott.

Smooth Brome Reduction:

We're waiting for the smooth brome to regrow to do herbicide treatments. Ray Sperger is keeping an eye on things to know when the right time will be.

Seed Collection:

Seed collection is in full swing. Thus far, we have collected some seeds from over 70 species.

Bat Box:

We're waiting for Jay to become available to mount the bat box.

Boulder garden/play area:

Debbie is looking into where we could possibly secure some cheaper boulders that we could install near the soccer field parking lot that could block trucks from driving onto the soccer field again. We were considering adding some value by arranging things to allow kids to play on it and have a rain garden setup to collect runoff from the parking lot.



Bailey Tree LLC

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

PROPOSAL

Generated uniquely for
C/O Clifton Larson Allen

Please Email us to
accept and schedule
work

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

Clifton Larson Allen 20210609

Thursday, June 10, 2021

Roxborough Metropolitan District
C/O Clifton Larson Allen
8390 E Crescent Parkway Suite 300
Greenwood Village, CO 80111

303-779-5710

Estimator: **George Biedenstein**
3035878069

Worksite: Roxborough Village

Address: 10127 Waterton Rd
Littleton, CO 80125

Contact:

Requested Services

Task #	Tree/Shrub(Location)	Service Description	Quantity	Cost
1	Tree(s)	Miscellaneous Treat trees close to high speed roads for road salt damage with pelletized gypsum (Calcium Sulphate) to leach sodium ions out of soil. treatment done once in late fall and once in early spring Late Fall treatment	142	\$4,544.00
2	Tree(s)	Miscellaneous early spring Gypsum treatment	142	\$4,544.00

Requested Services Total:

\$9,088.00

Total For All Services: \$9,088.00



ISA Certified Arborists

Robert Bailey RM-0603A
George Biedenstein RM-0756B

We accept Cash, Check, or Credit Card

Click here to PAY!



Page 1 of 2

Click here to
check us out!



TERMS & CONDITIONS:

- 1--Our minimum service fee for trimming and/or removal work is \$262.50
- 2--Our minimum service fee for stump grinding is \$115.50
- 3--Our minimum service fee for Plant Health Care (PHC) services (injections and spraying) is \$105.00
- 4--Please make sure no cars are parked under or near the tree(s) on the day of service.
- 5--All moveable objects under and around the tree, and in the pathway between the tree and the service truck, should be moved out of the work zones prior to a service crews arrival.
- 6--Tree services performed in the vicinity of delicate flowers and shrubs may result in some damage to those flowers and shrubs. To avoid this possibility please request a fall or winter schedule date.
- 7--All animal excrement in the areas the service crews will be working must be removed prior to the crews arrival. Failure to do so may result in an incomplete clean up.
- 8--Bailey Tree LLC will not be held responsible for damage to underground utilities not included in a standard locate request during removal, planting, stump grinding, or any subsurface application or service. All repairs will be billed accordingly. Underground utilities include, but are not limited to; sprinkler lines, heads of equipment, electric dog fences, private landscape wiring such as irrigation wires, or any unspecified buried outdoor wiring.
- 9--Prices quoted for or during winter months may need a requote if service is requested or required during non-winter months.
- 10--Cancellations requested with less than 24 hrs. notice may be subject to a \$210 mobilization fee.
- 11--All invoices are due upon completion. Monthly finance charges at 18% per annum will accrue after 30 days.
- 12--The customer warrants that all trees upon which work is being performed either belong to the homeowner or that permission to work on them has been obtained by the owner. **IN THE EVENT OF ANY ERROR, BAILEY TREE LLC IS NOT TO BE HELD RESPONSIBLE.**
- 13--This estimate is for completing the job as described above. It is based on our evaluation and does not include additional services requested or required during or after this service is provided. Project timing is subject to change based on weather and other unforeseen circumstances.
- 14--Any changes to an accepted proposal must be emailed to us 24 hours prior to work being performed.
- 15--To accept a proposal is to acknowledge & accept these terms and conditions.



ISA Certified Arborists

Robert Bailey RM-0603A
George Biedenstein RM-0756B

We accept Cash, Check, or Credit Card
Click here to PAY!



*Click here to
check us out!*





Bailey Tree LLC

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

PROPOSAL

Generated uniquely for
C/O Clifton Larson Allen

Please Email us to
accept and schedule
work

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

Clifton Larson Allen 20210608

Tuesday, June 8, 2021

Estimator: Brian Manzi

Roxborough Metropolitan District
C/O Clifton Larson Allen
8390 E Crescent Parkway Suite 300
Greenwood Village, CO 80111

303-779-5710

Worksite: Roxborough Village

Address: 10127 Waterton Rd
Littleton, CO 80125

Contact:

Requested Services

Task #	Tree/Shrub(Location)	Service Description	Quantity	Cost
1	Cottonwood	Miscellaneous Downed cottonwood	1	\$945.00

Haul away all wood and debris. Clean up work areas.

*Price only good if we are allowed to drive our truck on path where cottonwood lies. If we are not allowed to drive our truck on the path the price will increase to \$1,155.00.

Requested Services Total:

\$945.00

Total For All Services: \$945.00



ISA Certified Arborists

Robert Bailey RM-0603A
George Biedenstein RM-0756B

We accept Cash, Check, or Credit Card
Click here to PAY!



Page 1 of 2

Click here to
check us out!



TERMS & CONDITIONS:

- 1--Our minimum service fee for trimming and/or removal work is \$262.50
- 2--Our minimum service fee for stump grinding is \$115.50
- 3--Our minimum service fee for Plant Health Care (PHC) services (injections and spraying) is \$105.00
- 4--Please make sure no cars are parked under or near the tree(s) on the day of service.
- 5--All moveable objects under and around the tree, and in the pathway between the tree and the service truck, should be moved out of the work zones prior to a service crews arrival.
- 6--Tree services performed in the vicinity of delicate flowers and shrubs may result in some damage to those flowers and shrubs. To avoid this possibility please request a fall or winter schedule date.
- 7--All animal excrement in the areas the service crews will be working must be removed prior to the crews arrival. Failure to do so may result in an incomplete clean up.
- 8--Bailey Tree LLC will not be held responsible for damage to underground utilities not included in a standard locate request during removal, planting, stump grinding, or any subsurface application or service. All repairs will be billed accordingly. Underground utilities include, but are not limited to; sprinkler lines, heads of equipment, electric dog fences, private landscape wiring such as irrigation wires, or any unspecified buried outdoor wiring.
- 9--Prices quoted for or during winter months may need a requote if service is requested or required during non-winter months.
- 10--Cancellations requested with less than 24 hrs. notice may be subject to a \$210 mobilization fee.
- 11--All invoices are due upon completion. Monthly finance charges at 18% per annum will accrue after 30 days.
- 12--The customer warrants that all trees upon which work is being performed either belong to the homeowner or that permission to work on them has been obtained by the owner. **IN THE EVENT OF ANY ERROR, BAILEY TREE LLC IS NOT TO BE HELD RESPONSIBLE.**
- 13--This estimate is for completing the job as described above. It is based on our evaluation and does not include additional services requested or required during or after this service is provided. Project timing is subject to change based on weather and other unforeseen circumstances.
- 14--Any changes to an accepted proposal must be emailed to us 24 hours prior to work being performed.
- 15--To accept a proposal is to acknowledge & accept these terms and conditions.



ISA Certified Arborists

Robert Bailey RM-0603A
George Biedenstein RM-0756B

We accept Cash, Check, or Credit Card
Click here to PAY!

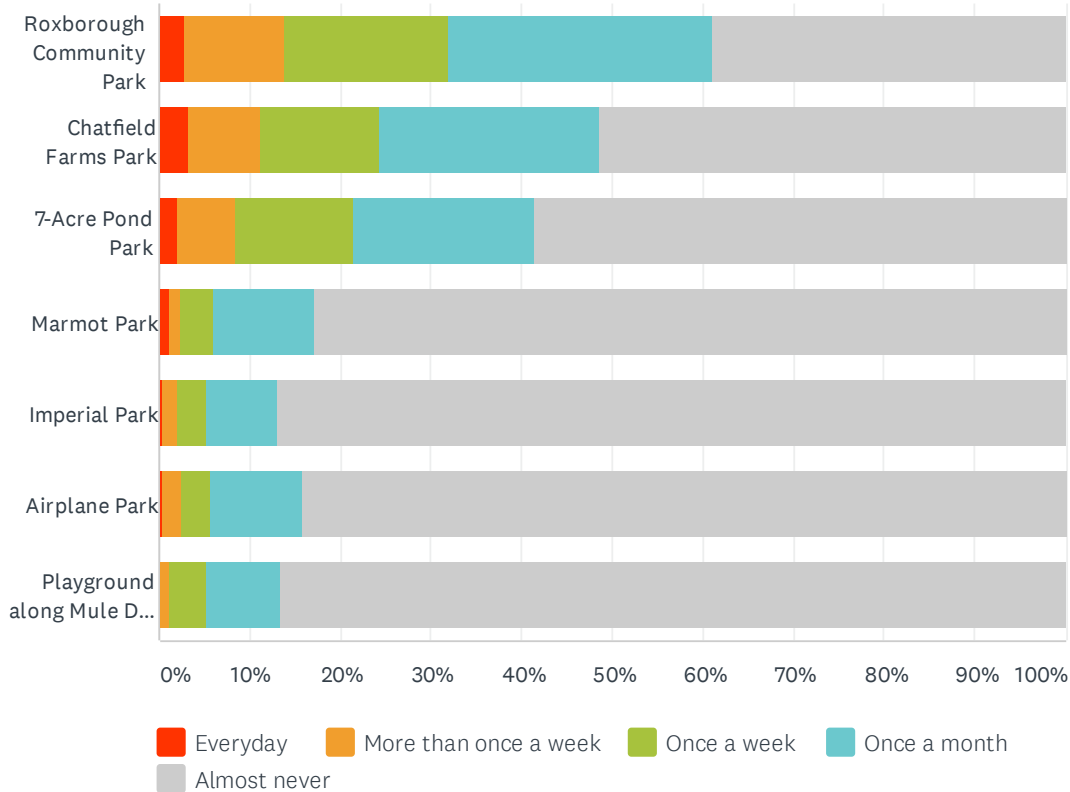


*Click here to
check us out!*



Q4 How often does your household visit the following park in Roxborough Village? (Household includes all family members and people living in your home.)

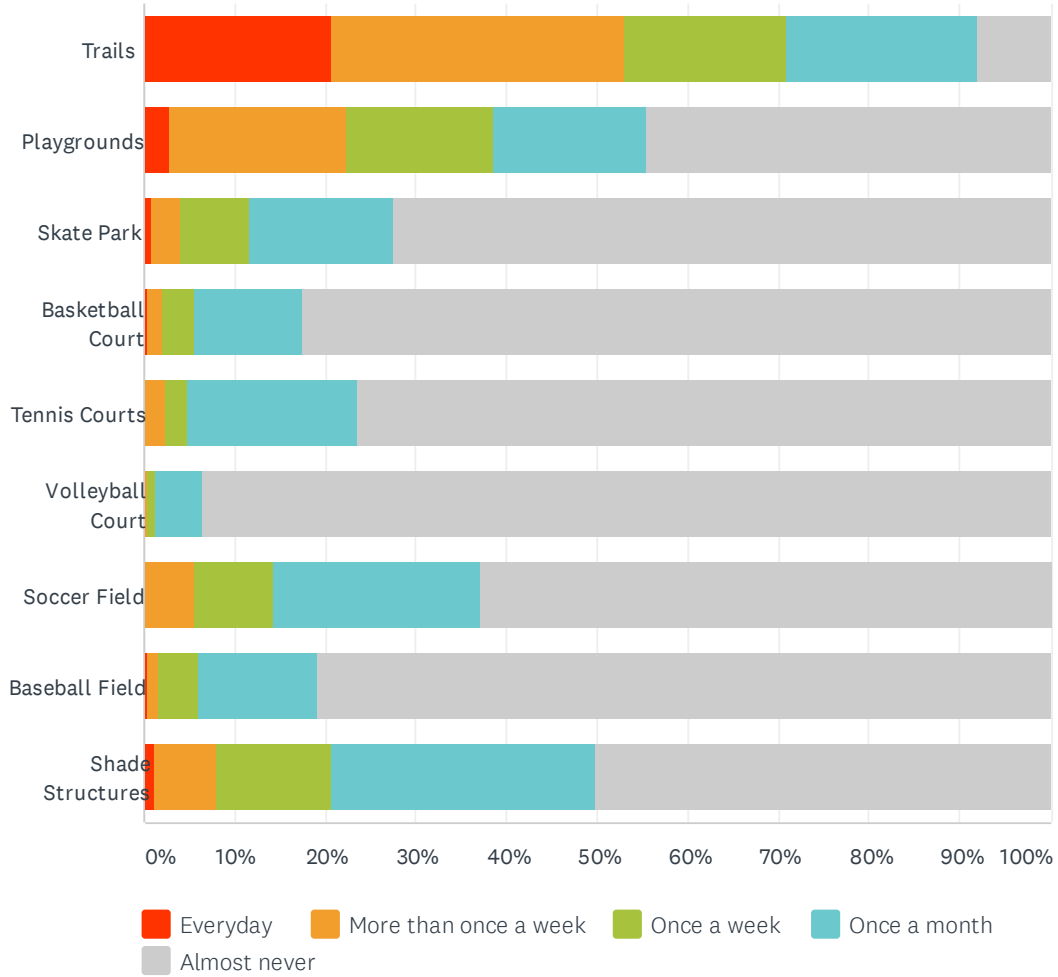
Answered: 247 Skipped: 18



	EVERYDAY	MORE THAN ONCE A WEEK	ONCE A WEEK	ONCE A MONTH	ALMOST NEVER	TOTAL
Roxborough Community Park	2.83% 7	10.93% 27	18.22% 45	29.15% 72	38.87% 96	247
Chatfield Farms Park	3.24% 8	8.10% 20	12.96% 32	24.29% 60	51.42% 127	247
7-Acre Pond Park	2.02% 5	6.48% 16	12.96% 32	19.84% 49	58.70% 145	247
Marmot Park	1.21% 3	1.21% 3	3.64% 9	10.93% 27	83.00% 205	247
Imperial Park	0.40% 1	1.62% 4	3.24% 8	7.69% 19	87.04% 215	247
Airplane Park	0.40% 1	2.02% 5	3.24% 8	10.12% 25	84.21% 208	247
Playground along Mule Deer Place	0.00% 0	1.21% 3	4.05% 10	8.10% 20	86.64% 214	247

Q5 How often does your household use the following park amenities? (Household includes all family members and people living in your home.)

Answered: 247 Skipped: 18



Roxborough Village Community Survey

	EVERYDAY	MORE THAN ONCE A WEEK	ONCE A WEEK	ONCE A MONTH	ALMOST NEVER	TOTAL
Trails	20.65% 51	32.39% 80	17.81% 44	21.05% 52	8.10% 20	247
Playgrounds	2.83% 7	19.43% 48	16.19% 40	17.00% 42	44.53% 110	247
Skate Park	0.81% 2	3.24% 8	7.69% 19	15.79% 39	72.47% 179	247
Basketball Court	0.40% 1	1.62% 4	3.64% 9	11.74% 29	82.59% 204	247
Tennis Courts	0.00% 0	2.43% 6	2.43% 6	18.62% 46	76.52% 189	247
Volleyball Court	0.00% 0	0.40% 1	0.81% 2	5.26% 13	93.52% 231	247
Soccer Field	0.00% 0	5.67% 14	8.50% 21	23.08% 57	62.75% 155	247
Baseball Field	0.40% 1	1.21% 3	4.45% 11	12.96% 32	80.97% 200	247
Shade Structures	1.21% 3	6.88% 17	12.55% 31	29.15% 72	50.20% 124	247

Mathew Hart

7783 Verandah Ct
 Littleton, CO 80125
 mathew.g.hart@gmail.com

June 25, 2021

Calvin Brown, Board President
 Edward Wagner, Board Member
 8390 E. Crescent Parkway, Suite 300,
 Greenwood Village, CO 80111

Anna Jones, District Manager
 8390 E. Crescent Parkway, Suite 300,
 Greenwood Village, CO 80111

Katie James, District Attorney
 Folkstead Fazekas Barrick & Patoile, P.C.
 18 S. Wilcox St., Suite 200
 Castle Rock, CO 80014

Mr. Brown, et. al:

I'm writing to communicate the frustrating experiences we've had dealing with our metro district and their lack of transparency during this rec center planning process.

Until now, emailing the FAQ has been the only means to have our questions addressed. Our e-mailed questions have either been ignored or answered directly without being published to the online FAQ. This makes the FAQ seem like they are cherry-picking which answers they wish to make available to - or deny - the general public. I understand not all questions may be answerable (or even coherent) but I would expect that if an answer is provided to one person, it should be provided to everyone.

Task force meetings were not open to the public. Board meetings do not address public concerns. All we are left with is to read the documents published on the metro district website as our only source of information. In so doing, we realized some of the documents were either posted in an encrypted format, or never posted at all.

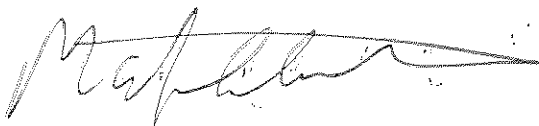
When we send requests to the metro district for access to locked or missing public documents, we are ignored or dismissed. I am persistent and submitted three requests over a period of three weeks for the same document before receiving it. That greatly exceeds the response time required if the request had been made formally via the Colorado Open Records Act (CORA). According to my neighbors they had submitted requests for the same documents prior and had been ignored as well. I believe the only reason my final request was honored was because I copied the district lawyer. Prompt replies are critical so it doesn't look like your trying to avoid releasing documents in the hopes that the requester simply forgets about it.

Contrast that with the experience I had when my lawyer requested public documents on my behalf. In that instance, the 13-month-old documents were released within the hour.

It seems the most effective way for us to work with our metro district is through lawyers. I really wish that wasn't the case, but we seem to be ignored otherwise. The district should be responsive to all citizens' reasonable requests in a timely manner. I can't help but wonder if my opposition to the rec center has something to do with the dismissive attitude the district takes towards us. Taking requests from citizens of this nature during official board meetings (making them part of the record) would be very validating.

I am currently drafting a CORA request. Unfortunately the information on the metro district website pertaining to the submission of a CORA request is invalid. Please reply with the correct information and update the metro district website so that everyone understands the proper cost and procedure for submitting a CORA request.

Sincerely,



Mathew Hart

Memorandum


To: RVMD Board of Directors
From: Anna Jones
Re: Response to Mat Hart's June 25, 2021 Letter
Date: July 14, 2021

This memo is to address some of the items outlined in Mat Hart's Letter.

1. Encrypted documents – Mr. Hart indicated some of the documents on the website were encrypted. While some of the links were broken, we fixed them as soon as we were alerted to them.
2. Mr. Hart's lawyer – Mr. Hart indicated he had his lawyer request public documents on his behalf. Mr. Hart had a friend call me on his behalf about 6-8 weeks ago. We spoke and I provided him with the information he was looking for. He never identified himself as an attorney, nor did I have any inkling I was speaking with an attorney. I only learned later the person with whom I spoke was an attorney. When I chatted later with Mr. Hart, I indicated if he is represented by an attorney and that individual calls me for information, he needs to identify himself as such and I would then refer that same person to Katie James, who would be the appropriate person to speak with.
3. CORA Information on the website – Mr. Hart indicates in his letter the information provided is invalid. The District's CORA policy is posted on the RVMD website as well as the DOLA (Department of Local Affairs) website per statutory requirement. The DOLA notice is also posted on the RVMD website. My name and contact information is included in that notice. The District's Amended Transparency Notice, dated 2017, listed the name of the previous District Manager as the point of contact. As the resolution has not been updated since that time, my name has not been inserted. However, the notice does reference the District Manager. That resolution is on the July 20, 2021 meeting agenda so we can update the information.
4. Transparency – Mr. Hart's letter implies there is a lack of transparency in the process underway to determine the feasibility of a potential rec center in the District. This Board has directed staff to provide information to the public as is prudent, necessary and required by law and as such, the Board has directed staff to compile all the information we receive and post on the FAQ document on the website and established a protocol for doing so. All of the questions received by the Board via email, phone calls, in person or conveyed by Board members or staff are compiled and answered in the FAQ's.

Review your bag.

Free delivery and free returns.

 Pay \$165.80/mo.¹ at 0% APR for eligible items in your order with Apple Card Monthly Installments.* [Learn more](#)



10.2-inch iPad Wi-Fi 32GB - Silver

1 

\$329.00

Pay 0% APR for 12 months:

\$27.41/mo.

[Remove](#)

 **AppleCare+ for iPad, iPad Air, or iPad mini**

\$69.00

Pay 0% APR for 12 months:

\$5.75/mo.

Automatically registered with your Apple hardware.


[Remove](#)


 **Add free engraving**

[Add](#)

 **Add a gift message**

[Add](#)

 Order today. Delivers to [80125](#) 
Jul 29 - Aug 5 — Free

 Pick up, in-store or curbside:
Unavailable for pickup at [Apple Aspen Grove](#)



10.2-inch iPad Wi-Fi 32GB - Silver

1 

\$329.00

Pay 0% APR for 12 months:

\$27.41/mo.

[Remove](#)

 **AppleCare+ for iPad, iPad Air, or iPad mini**


\$69.00

Pay 0% APR for 12 months:

\$5.75/mo.

Automatically registered with your Apple hardware.



[Remove](#)


 **Add free engraving**

[Add](#)

 Add a gift message

[Add](#)

 Order today. Delivers to [80125](#) 
Jul 29 - Aug 5 — Free

 Pick up, in-store or curbside:
Unavailable for pickup at [Apple Aspen Grove](#)



10.2-inch iPad Wi-Fi 32GB - Silver

1 

\$329.00

Pay 0% APR for 12 months:

\$27.41/mo.

[Remove](#)

 **AppleCare+ for iPad, iPad Air, or iPad mini**


\$69.00

Pay 0% APR for 12 months:

\$5.75/mo.

Automatically registered with your Apple hardware.



[Remove](#)


 Add free engraving

[Add](#)

 Add a gift message

[Add](#)

 Order today. Delivers to [80125](#) 
Jul 29 - Aug 5 — Free

 Pick up, in-store or curbside:
Unavailable for pickup at [Apple Aspen Grove](#)



10.2-inch iPad Wi-Fi 32GB - Silver

1 

\$329.00

Pay 0% APR for 12 months:

\$27.41/mo.

[Remove](#)

 **AppleCare+ for iPad, iPad Air, or iPad mini**


\$69.00

Pay 0% APR for 12 months:

\$5.75/mo.

Automatically registered with your Apple hardware.

[Remove](#)

 Add free engraving

[Add](#)

 Add a gift message

[Add](#)

Order today. Delivers to [80125](#) ▼
Jul 29 - Aug 5 — Free

Pick up, in-store or curbside:
Unavailable for pickup at [Apple Aspen Grove](#)



10.2-inch iPad Wi-Fi 32GB - Silver

1 ▼

\$329.00

Pay 0% APR for 12 months:

\$27.41/mo.
[Remove](#)

AppleCare+ for iPad, iPad Air, or iPad mini

\$69.00

Pay 0% APR for 12 months:

\$5.75/mo.
[Remove](#)

Automatically registered with your Apple hardware.

Add free engraving

[Add](#)

Add a gift message

[Add](#)

Order today. Delivers to [80125](#) ▼
Jul 29 - Aug 5 — Free

Pick up, in-store or curbside:
Unavailable for pickup at [Apple Aspen Grove](#)

Subtotal	\$1,990.00
Shipping	FREE
Estimated tax for: 80125 ▼	\$159.20

Total **\$2,149.20**
[Get Daily Cash with Apple Card](#)

How would you like to check out?

**Pay Monthly
with Apple Card
\$165.80/mo.¹ at 0% APR***

**One-time payment
\$2,149.20**

Check Out with Apple Card
Monthly Installments

Check Out

\$159.20 due today, which includes applicable full-price items, down payments, shipping, and taxes.

Need some help? [Chat now](#) or call 1-800-MY-APPLE.

A few recommendations.



Apple Pencil (1st generation)
\$99.00

Add to Bag



Smart Keyboard for iPad (8th generation) - US English
\$159.00

Add to Bag



New

Smart Cover for iPad (8th generation) - Mallard Green
\$49.00

Color - Mallard Green



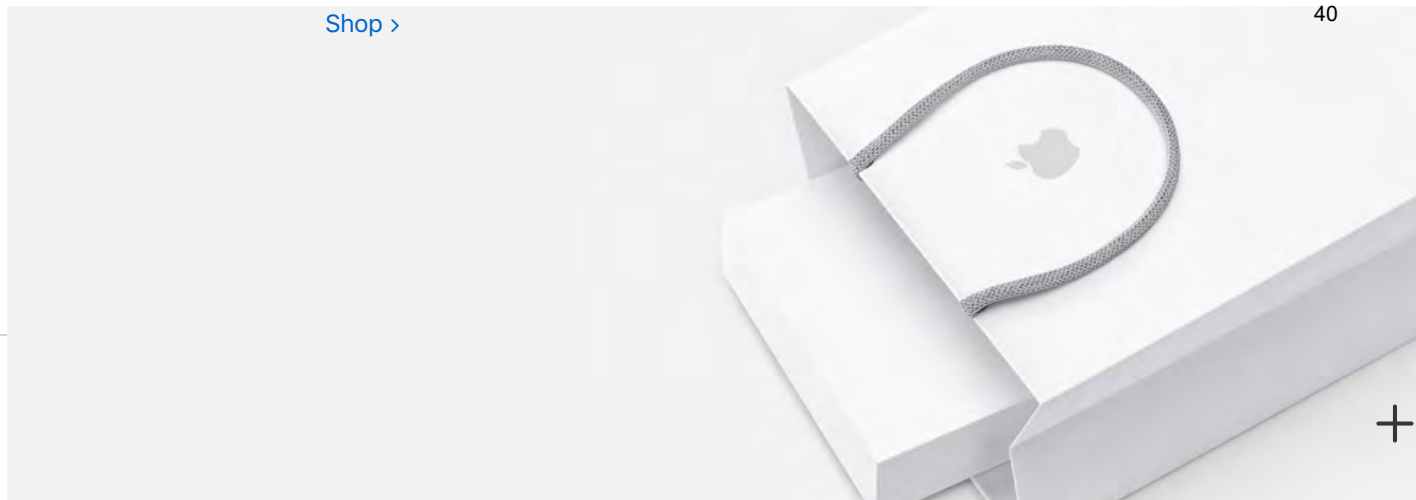
Add to Bag

[Show more products](#) ▾

New Arrivals

Check out the latest accessories.

[Shop >](#)



1. This amount is the estimated total of all initial Apple Card Monthly Installments in this order, the actual monthly installment amount is shown when you check out. Each item will be charged to your account and reflected on your monthly statement as of the day it ships. Your first installment payment may be less than this amount if items are not charged or shipped in the same month. Taxes, shipping, and other additional charges are subject to your standard purchase APR and separately billed on the shipping date, but are not included in your installment amount. The last month's payment for each product will be the total of that product, less all other payments at the monthly payment amount.

* Apple Card Monthly Installments is available for certain Apple products and is subject to credit approval and credit limit. See <https://support.apple.com/kb/HT211204> for more information about eligible products. iPhone activation required on iPhone purchases made at an Apple Store with one of these national carriers: AT&T, Sprint, Verizon, or T-Mobile. Variable APRs for Apple Card other than Apple Card Monthly Installments range from 10.99% to 21.99% based on creditworthiness. Rates as of April 1, 2020. Taxes and shipping are not included in Apple Card Monthly Installments and are subject to your standard purchase APR. See the Apple Card Customer Agreement for more information.

** We approximate your location from your internet IP address by matching it to a geographic region or from the location entered during your previous visit to Apple.

Bag

Shop and Learn

- [Mac](#)
- [iPad](#)
- [iPhone](#)
- [Apple Watch](#)
- [TV](#)
- [Music](#)
- [iTunes](#)
- [HomePod](#)
- [iPod touch](#)
- [Apple Card](#)
- [Accessories](#)
- [Gift Cards](#)

Apple Store

- [Find a Store](#)
- [Shop Online](#)
- [Genius Bar](#)
- [Today at Apple](#)
- [Youth Programs](#)
- [Apple Store App](#)
- [Refurbished and Clearance](#)
- [Financing](#)
- [Apple Trade In](#)
- [Order Status](#)
- [Shopping Help](#)

For Education

- [Apple and Education](#)
- [Shop for College](#)

For Business

- [Apple and Business](#)
- [Shop for Business](#)

Government

- [Shop for Government](#)
- [Shop for Veterans & Military](#)

For Healthcare

- [Apple in Healthcare](#)
- [Health on Apple Watch](#)
- [Health Records on iPhone](#)

Apple Values

- [Accessibility](#)
- [Education](#)
- [Environment](#)
- [Inclusion and Diversity](#)
- [Privacy](#)
- [Supplier Responsibility](#)

Account

- [Manage Your Apple ID](#)
- [Apple Store Account](#)
- [iCloud.com](#)


About Apple

- [Newsroom](#)
- [Apple Leadership](#)
- [Job Opportunities](#)
- [Investors](#)
- [Ethics & Compliance](#)
- [Events](#)
- [Contact Apple](#)

More ways to shop: [Find an Apple Store](#) or [other retailer](#) near you. Or call 1-800-MY-APPLE.

Review your bag.

Free delivery and free returns.

 Pay \$137.08/mo.¹ at 0% APR for eligible items in your order with Apple Card Monthly Installments.* [Learn more](#)



10.2-inch iPad Wi-Fi 32GB - Silver

5 

\$1,645.00

Pay 0% APR for 12 months:

\$137.08/mo.


[Remove](#)

 **Add AppleCare+ for iPad, iPad Air, or iPad mini for \$69.00**

[Add](#)

Protect your iPad, Apple Pencil, and Apple-branded keyboard from accidental drops and spills with AppleCare+.



[Learn more](#)


 **Add free engraving**

[Add](#)

 **Add a gift message**

[Add](#)

 Order today. Delivers to [80125](#) 
Jul 29 - Aug 5 — Free

 Pick up, in-store or curbside:
Unavailable for pickup at [Apple Aspen Grove](#)

Subtotal	\$1,645.00
Shipping	FREE
Estimated tax for: 80125 	\$131.60

Total **\$1,776.60**

[Get Daily Cash with Apple Card](#)

How would you like to check out?

Pay Monthly

One-time payment

with Apple Card
\$137.08/mo.¹ at 0% APR*

\$1,776.60

42

Check Out with Apple Card
Monthly Installments

Check Out

\$131.60 due today, which includes
applicable full-price items, down
payments, shipping, and taxes.

Need some help? [Chat now](#) or call 1-800-MY-APPLE.

A few recommendations.



Apple Pencil (1st generation)
\$99.00

Add to Bag



Smart Keyboard for iPad (8th
generation) - US English
\$159.00

Add to Bag



New

Smart Cover for iPad (8th
generation) - Mallard Green
\$49.00

Color - Mallard Green



Add to Bag

[Show more products](#) ▾

New Arrivals

Check out the latest accessories.

[Shop >](#)



Questions About Buying



1. This amount is the estimated total of all initial Apple Card Monthly Installments in this order, the actual monthly installment amount is shown when you check out. Each item will be charged to your account and reflected on your monthly statement as of the day it ships. Your first installment payment may be less than this amount if items are not charged or shipped in the same month. Taxes, shipping, and other additional charges are subject to your standard purchase APR and separately billed on the shipping date, but are not included in your installment amount. The last month's payment for each product will be the total of that product, less all other payments at the monthly payment amount.

* Apple Card Monthly Installments is available for certain Apple products and is subject to credit approval and credit limit. See <https://support.apple.com/kb/HT211204> for more information about eligible products. iPhone activation required on iPhone purchases made at an Apple Store with one of these national carriers: AT&T, Sprint, Verizon, or T-Mobile. Variable APRs for Apple Card other than Apple Card Monthly Installments range from 10.99% to 21.99% based on creditworthiness. Rates as of April 1, 2020. Taxes and shipping are not included in Apple Card Monthly Installments and are subject to your standard purchase APR. See the Apple Card Customer Agreement for more information.

** We approximate your location from your internet IP address by matching it to a geographic region or from the location entered during your previous visit to Apple.

Bag

Shop and Learn

- Mac
- iPad
- iPhone
- Apple Watch
- TV
- Music
- iTunes
- HomePod
- iPod touch
- Apple Card
- Accessories
- Gift Cards

Apple Store

- Find a Store
- Shop Online
- Genius Bar
- Today at Apple
- Youth Programs
- Apple Store App
- Refurbished and Clearance
- Financing
- Apple Trade In
- Order Status
- Shopping Help

For Education

- Apple and Education
- Shop for College

For Business

- Apple and Business
- Shop for Business

Government

- Shop for Government
- Shop for Veterans & Military

For Healthcare

- Apple in Healthcare
- Health on Apple Watch
- Health Records on iPhone

Apple Values

- Accessibility
- Education
- Environment
- Inclusion and Diversity
- Privacy
- Supplier Responsibility

Account

- Manage Your Apple ID
- Apple Store Account
- iCloud.com

About Apple

- Newsroom
- Apple Leadership
- Job Opportunities
- Investors
- Ethics & Compliance
- Events
- Contact Apple

More ways to shop: [Find an Apple Store](#) or [other retailer](#) near you. Or call 1-800-MY-APPLE.

Herschberg, Natalie

From: Kim Rogers <reply-to+b318a0e6cd02@crm.wix.com>
Sent: Wednesday, June 30, 2021 9:15 AM
To: Jones, Anna; Herschberg, Natalie
Subject: [External] [RoxboroughVillageMD] Feedback - new submission

Think Security – This email originated from an external source. Be cautious with any links or attachments.

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

Message Details:

First Name: Kim

Last Name: Rogers

Email: ka.rogers@comcast.net

Tell us more: You have been allowing fishing in the ponds. Since it has started, there is more and more waste from the fishermen laying around on the ground and in the water. My dog stepped on a hook this morning during our walk. I would suggest if you are going to continue to allow this activity that you promptly install waste disposal stations for the fishing waste. If you are unsure what that entails, take a walk around the gravel ponds at Chatfield. They also have fishing and they have proactivity taken the steps to mitigate the danger from the waste. This activity is dangerous to both the people and the animals that access the greenbelt area.

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

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



Herschberg, Natalie

To: Jones, Anna; Carlson, Nicholas
Subject: RE: [External] Proposal for the Board - fishing line disposal

From: Jensen, Travis <tjensen@visa.com>
Sent: Wednesday, June 30, 2021 12:56 PM
To: Jones, Anna <Anna.Jones@claconnect.com>
Subject: [External] Proposal for the Board - fishing line disposal

Think Security – This email originated from an external source. Be cautious with any links or attachments.

Good afternoon Anna,

I assume this will fall down the list as far as the Board's priorities go, but after seeing yet another post on social media regarding fishing line/hooks by the ponds, thought I'd send a note your way and see if at some point it can be presented to the board.

I know at some point (I believe last year) the rules were changed allowing fishing in the ponds. I don't know how far along the permit process went, as when I applied I never saw a reply and never received a permit, but have been a bit too busy to even dig the rods out of the garage.

However, I do see lots of people over there fishing nearly every day and providing them a way to safely dispose of their fishing line and hooks seems to be a relatively cheap option that would help protect pets and other wildlife. Something along the lines of one of the PVC containers (picture attached below) at each pond, possibly on already existing signs seems like a reasonable option, but I'm sure there are plenty of others.

Thank you

Travis Jensen



a alamy stock photo

B2ECCF
www.alamy.com

This request seeks to validate a partnership and facilities direction.

DATE: June 18, 2021

AGENDA ITEM: Memorandum of Understanding: Douglas County Libraries and the Roxborough Village Metropolitan District.

EXECUTIVE SUMMARY: For over a dozen years, our Roxborough Branch has resided in a leased facility at 8357 N. Rampart Range Road, #200, Littleton, CO 80125. The lease provides about 5,500 square feet of space, has an annual cost of about \$120,000, and expires in 2025. The Library and Roxborough Village Metropolitan District believe that both our customers would gain greater value by housing together in a proposed recreation-center facility. This MOU asks both Boards to validate this direction without binding either District until we solidify more information, gather community feedback and until the Roxborough Board decides whether to refer the possible recreation facility to the ballot. ~~and determine citizen intent.~~

BUDGET IMPACT: There is no expense required in the short term with this MOU. This MOU sets the expectation that Library lease costs would match those anticipated at the current lease location. The MOU also sets the expectation that the Library would outfit a space ready for occupancy.

MOTION: I move to adopt a Memorandum of Understanding with the Roxborough Village Metropolitan Center toward a new facility partnership if 1.) the Roxborough Board proceeds with an election on a proposed recreation center facility; 2.) If Roxborough residents approve such facility by vote; and 3.) ~~should Roxborough residents authorize a new recreation center~~ and both organizations approve agreements solidifying the relationship.

MOU Text:

The Roxborough Village Metropolitan District and Douglas County Libraries seek to forge and discover a partnership in a proposed recreation center facility if such a facility is voted on favorably by RVMD residents in November, 2021. While this Memorandum of Understanding does not bind either Douglas County Libraries or The Roxborough Village Metropolitan District to any action, it does list and describe the expectations and outcomes sought by both parties for the customers they serve. The parties believe that a partnership will benefit both organizations and, more importantly, the customers they serve.

The Roxborough Village Metropolitan District would offer the Library about 5,000 square feet in the proposed recreation center facility. The Roxborough Village Metropolitan District would provide the space ready occupancy. Both parties would work together to achieve mutual design outcomes.

Inspiring
a love of...

READING...

DISCOVERY...

CONNECTION...

The Library would provide all installation, furniture, fixtures, equipment, technologies, and content inventories. If the Library negotiates for additional space with the Roxborough Village Metropolitan District, it is the understanding of both parties that the Library would offset capital construction and preparation costs.

The Library would seek to move its Roxborough Branch operations to the proposed Recreation Center in keeping with the termination of its branch lease at or after 2025. The Library's ability to move the Branch before 2025 hinge on the ability of both organizations to mitigate annual expenses involved in the current lease.

The proposed recreation facility would ~~not~~ accommodate customary and historic library branch hours of operation.

The Library intends to compensate the Roxborough Village Metropolitan District in a lease agreement to be negotiated at or about \$120,000 each year for base rent, plus possible CAM charges – ~~(about the current cost obligation for the District's Roxborough Branch, both Common Area Maintenance and Rent or as may be appropriately adjusted for inflation)~~. The Library expects to achieve an agreement with the Roxborough Village Metropolitan District that includes customary inflationary increases through the length of the lease.

The Library and Roxborough Village Metropolitan District intend to determine innovative ways of partnering together in the use of communal spaces – outdoor spaces, lobby, community rooms, Kids Zone.

The Library and Roxborough Village Metropolitan District intend to work together toward innovative programs and experiences to the benefit of the customers.

PERSON(S) RESPONSIBLE: Bob Pasicznyuk, Executive Library Director

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

Amendment to the Colorado Open Records Act Rules and Policy

WHEREAS, the Roxborough Village Metropolitan District (the "District") is a quasi-municipal corporation and political subdivision of the State of Colorado located in Douglas County, Colorado; and

WHEREAS, as a governmental entity, the District is subject to and required to comply with the Colorado Open Records Act, §24-72-200.1 to - 206, C.R.S. ("CORA"); and

WHEREAS, CORA permits the adoption of amended policies specifying the applicable conditions concerning the research and retrieval of public records, including the imposition of a research and retrieval fee; and

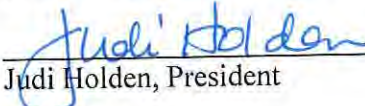
WHEREAS, to provide guidance to persons who submit requests for public records to the District pursuant to CORA, the District desires to adopt an amendment to the policy regarding requests for public records and the research and retrieval fees that apply when responding to CORA requests; and

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

1. The Board adopts the "Policy Regarding Requests for Public Records – Research and Retrieval" attached as Exhibit A to this resolution.


Approved and Adopted this 14th day of November, 2017.

ROXBOROUGH VILLAGE METROPOLITAN
DISTRICT, a quasi-municipal corporation and
political subdivision of the State of Colorado



Judi Holden, President

Attest:



~~Ronald Bendall, Secretary~~

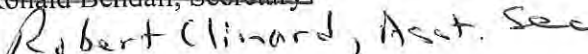

Robert Clinard, Asst. Sec

EXHIBIT A

POLICY REGARDING REQUESTS FOR PUBLIC RECORDS Research and Retrieval

Requesting Public Records

To request public records, contact Cynthia Beyer of CliftonLarsonAllen LLP at (303) 779-5710, who will identify the designated custodian for the requested records. Records requests must be in writing and directed to the designated custodian of records. General emails to the District [or inquiries on the District's website or social media sites] will not be treated as records requests under the Colorado Open Records Act ("CORA"). Requests must be submitted to and received by the designated records custodian.

All requests must contain the following information:

- Description of the records being requested. Describe the request as specifically as possible. If you are uncertain about which records contain the information you are seeking, provide a description of the type of information you are searching for, including date ranges.
- If photocopies or electronic copies are being sought, your contact information and preferred method of delivery of the records.

Limitations

The District will only produce those documents as permitted by CORA. Documents that are prohibited from disclosure under CORA will not be released.

Timing

The designated records custodian shall set a date and time for inspection of the requested records within three (3) working days or less, provided that such period may be extended by an additional seven (7) working days in the event of extenuating circumstances, in accordance with C.R.S. § 24-72-203(3)(b). The District reserves the right to withhold public records until such time that the custodian either receives payment or makes arrangements for receiving payment for all costs associated with records transmission and for all other fees lawfully allowed, unless recovery of all or any portion of such costs or fees has been waived by the custodian.

Fees and Costs

Fees for research and retrieval of public records may be imposed at the discretion of the records custodian as follows:

1 st Hour	-	No Charge
Second and Each Subsequent Hour	-	\$30/hour

If the request requires the District to perform a manipulation of data so as to generate a record in a form not used by the District, the District may charge a reasonable fee to the

person making the request, which shall not exceed the actual cost of manipulating the data and generating the record in accordance with the request.

Other fees may be imposed at the discretion of the records custodian consistent with the provisions of CORA, including a charge, not to exceed \$0.25 per standard page for a copy of a public record or a fee not to exceed the actual cost of providing a copy, printout, or photograph of a public record in a format other than a standard page.

BUTLER | SNOW

June 22, 2021

Roxborough Village Metropolitan District
 c/o Katie James, Esq.
 Folkestad Fazekas Barrick & Patoile, P.C.
 18 South Wilcox Street, Suite 200
 Castle Rock, CO 80104-1909

Re: 2021 Election/ General Obligation Bonds

Dear Katie:

We are pleased to confirm our engagement as bond counsel to Roxborough Village Metropolitan District, Douglas County, Colorado (the "District"). We appreciate your confidence in us and will do our best to continue to merit it. This letter sets forth the role we propose to serve and the responsibilities we propose to assume as bond counsel to the District in connection with the issuance of the above captioned bonds (the "Bonds").

Personnel. Kim Crawford will be principally responsible for the work performed by Butler Snow LLP on your behalf and they will report to and take direction from you as the District's general counsel. Where appropriate, certain tasks may be performed by other attorneys or paralegals. At all times, however, Kim will coordinate, review, and approve all work completed for the District.

Scope of Services. Bond counsel is engaged as a recognized expert whose primary responsibility is to render an objective legal opinion with respect to the authorization and issuance of bonds. As your bond counsel, we will: examine applicable law; consult with the parties to the transaction prior to the issuance of the Bonds; prepare customary authorizing and operative documents, which may include proceedings relating to: an election on the Bonds, canvassing the returns of the election, the authorization of the sale and issuance of the Bonds, and closing certificates; review a certified transcript of proceedings; and undertake such additional duties as we deem necessary to render the opinion. Subject to the completion of proceedings to our satisfaction, we will render our opinion relating to the validity of the Bonds, the enforceability of the security for the Bonds, and the exclusion of the interest paid on the Bonds (subject to certain limitations which may be expressed in the opinion) from gross income for federal income tax purposes and for Colorado income tax purposes.

We are also being retained by you to act as special counsel to the District in connection with the Official Statement for the Bonds (the "Official Statement"). As such, we will provide advice to the District on the applicable legal standards to be used in preparing the Official Statement and meeting the District's disclosure responsibilities. At the conclusion of the transaction we will deliver a letter to you stating, substantially, that we have assisted the District in the preparation of the Official Statement, and that in the course of such assistance,

1801 California Street
 Suite 5100
 Denver, CO 80202

KIMBERLEY K. CRAWFORD
 720.330.2354
 kim.crawford@butlersnow.com

T 720.330.2300
 F 720.330.2301
 www.butlersnow.com

Roxborough Village Metropolitan District
June 22, 2021
Page 2

nothing has come to the attention of the attorneys in our firm rendering legal services in connection with our representation which leads us to believe that the Official Statement, as of its date (except for the financial statements, other statistical data and statements of trends and forecasts, and information concerning The Depository Trust Company and its procedures contained in the Official Statement and its Appendices, as to which we express no view), contains any untrue statement of material fact or omits to state any material fact necessary to make the statements in the Official Statement, in light of the circumstances under which they were made, not misleading. If requested, we will prepare the Bond Purchase Agreement on behalf of the District, though this is not normally within the scope of our responsibilities.

Our opinion and letter each will be addressed to the District and will be executed and delivered by us in written form on the date the Bonds are exchanged for their purchase price (the "Closing"). The opinion and letter each will be based on facts and law existing as of their date.

Our services as bond counsel and as special counsel are limited to those contracted for explicitly herein; the District's execution of this letter constitutes an acknowledgment of those limitations. Specifically, but without implied limitation, our responsibilities do not include any representation by Butler Snow LLP in connection with any IRS audit, SEC enforcement action, or any litigation involving the District or the Bonds, or any other matter. Neither do we assume responsibility for the preparation of any collateral documents (*e.g.*, environmental impact statements) which are to be filed with any state, federal or other regulatory agency. Nor do our services include financial advice (including advice about the structure of the Bonds) or advice on the investment of funds related to the Bond issue. If such services are requested of us, we suggest that we discuss the nature and extent of those services and an estimate of our fee at the time of the request.

Attorney-Client Relationship. In performing our services as bond counsel and as special counsel, the District will be our client and an attorney-client relationship will exist between us. We will represent the interests of the District rather than its Board of Directors, its individual members, or the District's employees. We assume that other parties to the transaction will retain such counsel as they deem necessary and appropriate to represent their interests in this transaction.

Conflicts of Interest Our firm sometimes represents, in other unrelated transactions, certain of the financial institutions that may be involved in this Bond transaction, such as underwriters, credit enhancers, and banks that act as paying agents or trustees. Although your underwriter has not yet been selected, we do not believe that any of these representations will materially limit or adversely affect our ability to represent the District in connection with the Bonds, even though such representations may be characterized as adverse

Roxborough Village Metropolitan District
June 22, 2021
Page 3

under the Colorado Rules of Professional Conduct (the "Rules"). In any event, during the term of our engagement hereunder, we will not accept a representation of any of these parties in any matter in which the District is an adverse party. However, pursuant to the Rules, we do ask that you consent to our representation of such parties in transactions that do not directly or indirectly involve the District. Your execution of this letter will signify the District's prospective consent to such adverse representations in matters unrelated to the Bonds while we are serving as bond counsel hereunder.

Fee Arrangement. Based upon our current understanding of the terms, structure, size and schedule of the financing, the responsibilities we will undertake pursuant to this letter, the time we anticipate devoting to the financing, and the skill and experience required to complete the services properly, we estimate that our fee as bond counsel and special counsel in connection with the Official Statement will be \$75,000. Such fee may vary: (i) if the principal amount of Bonds actually issued differs significantly from the amount stated above, (ii) if material changes in the structure of the financing occur, or (iii) if unusual or unforeseen circumstances arise which require a significant increase in our time or our responsibilities. If, at any time, we believe that circumstances require an adjustment of our original fee estimate, we will consult with you.

We understand and agree that our contingent fees will be paid at Closing out of Bond proceeds. If the financing is not consummated, or the election is not successful, you will not be charged for election services, and we understand and agree that we will not be paid.

Document Retention. At or within a reasonable period after Closing, we will review the file to determine what materials should be retained as a record of our representation and those that are no longer needed. We will provide you with a copy of the customary transcript of documents after Closing and will return any original documents obtained from you (if a copy is not included in the transcript). Our document retention policy is attached hereto.

Termination of Engagement. Upon delivery of our approving opinion, our responsibilities as bond counsel will terminate with respect to the Loan Agreement, and our representation of the District and the attorney-client relationship created by this engagement letter will be concluded. Should the District seek the advice of bond counsel on a post-closing matter or seek other, additional legal services, we would be happy to discuss the nature and extent of our separate engagement at that time.

Approval. If the foregoing terms of this engagement are acceptable to you, please so indicate by returning a copy of this letter signed by the officer so authorized, keeping a copy for your files.

Roxborough Village Metropolitan District

June 22, 2021

Page 4

We are pleased to have the opportunity to serve as your bond counsel and special counsel and look forward to a mutually satisfactory and beneficial relationship. If at any time you have questions concerning our work or our fees, we hope that you will contact us immediately.

BUTLER SNOW LLP

By:  _____

ACCEPTED AND APPROVED:

ROXBOROUGH VILLAGE
METROPOLITAN DISTRICT

By: _____

Title: _____

Date: _____

KKC/jw
Enclosure

**NOTICE TO CLIENTS OF BUTLER SNOW'S
RECORD RETENTION & DESTRUCTION POLICY FOR CLIENT FILES**

Butler Snow maintains its client files electronically. Ordinarily, we do not keep separate paper files. We will scan documents you or others send to us related to your matter to our electronic file for that matter and will ordinarily retain only the electronic version while your matter is pending. **Unless you instruct us otherwise, once such documents have been scanned to our electronic file, we will destroy all paper documents provided to us.** If you send us original documents that need to be maintained as originals while the matter is pending, we ordinarily will scan those to our client file and return the originals to you for safekeeping. Alternatively, you may request that we maintain such originals while the matter is pending. If we agree to do that, we will make appropriate arrangements to maintain those original documents while the matter is pending.

At all times, records and documents in our possession relating to your representation are subject to Butler Snow's Record Retention and Destruction Policy for Client Files. Compliance with this policy is necessary to fulfill the firm's legal and ethical duties and obligations, and to ensure that information and data relating to you and the legal services we provide are maintained in strict confidence at all times during and after the engagement. All client matter files are subject to these policies and procedures.

At your request, at any time during the representation, you may access or receive copies of any records or documents in our possession relating to the legal services being provided to you, excluding certain firm business or accounting records. We reserve the right to retain originals or copies of any such records or documents as needed during the course of the representation.

Unless you instruct us otherwise, once our work on this matter is completed, we will designate your file as a closed file on our system and will apply our document retention policy then in effect to the materials in your closed files. At that time, we ordinarily will return to you any original documents we have maintained in accordance with the preceding paragraph while the matter was pending. Otherwise, we will retain the closed file materials for our benefit and subject to our own policies and procedures concerning file retention and destruction. Accordingly, if you desire copies of any documents (including correspondence, e-mails, pleadings, contracts, agreements, etc.) related to this matter or generated while it was pending, you should request such copies at the time our work on this matter is completed.

You will be notified and given the opportunity to identify and request copies of such items you would like to have sent to you or someone else designated by you. You will have 30 days from the date our notification is sent to you to advise us of any items you would like to

Roxborough Village Metropolitan District
June 22, 2021
Page 6

receive. You will be billed for the expense of assimilating, copying and transmitting such records. We reserve the right to retain copies of any such items as we deem appropriate or necessary for our use. Any non-public information, records or documents retained by Butler Snow and its employees will be kept confidential in accordance with applicable rules of professional responsibility.

Any file records and documents or other items not requested within 30 days will become subject to the terms of Butler Snow's Record Retention and Destruction Policy for Client Files and will be subject to final disposition by Butler Snow at its sole discretion. Pursuant to the terms of Butler Snow's Record Retention and Destruction Policy for Client Files, all unnecessary or extraneous items, records or documents may be removed from the file and destroyed. The remainder of the file will be prepared for closing and placed in storage or archived. It will be retained for the period of time established by the policy for files related to this practice area, after which it will be completely destroyed. This includes all records and documents, regardless of format.

While we will use our best efforts to maintain confidentiality and security over all file records and documents placed in storage or archived, to the extent allowed by applicable law, Butler Snow specifically disclaims any responsibility for claimed damages or liability arising from damage or destruction to such records and documents, whether caused by accident; natural disasters such as flood, fire, or wind damage; terrorist attacks; equipment failures; breaches of Butler Snow's network security; or the negligence of third-party providers engaged by our firm to store and retrieve records.

BALLOT ISSUE [] – Debt for Park and Recreation Purposes:

SHALL ROXBOROUGH VILLAGE METROPOLITAN DISTRICT DEBT BE INCREASED \$[____], WITH A REPAYMENT COST OF NOT MORE THAN \$[____]; AND SHALL DISTRICT TAXES BE INCREASED NOT MORE THAN \$[____] ANNUALLY, OR BY SUCH LESSER ANNUAL AMOUNT AS NECESSARY TO PAY THE DISTRICT'S DEBT FOR THE PURPOSES OF PROVIDING PARK AND RECREATION IMPROVEMENTS, INCLUDING BUT NOT LIMITED TO:

A NEIGHBORHOOD RECREATIONAL FACILITY (EXPECTED TO INCLUDE A [DESCRIBE FACILITY GENERALLY]) AND

ENHANCEMENTS TO CURRENT AND FUTURE PARKS AND OPEN SPACE AREAS;

AND SHALL THE DEBT BE EVIDENCED BY BONDS OR OTHER FINANCIAL OBLIGATIONS TO PAY, REIMBURSE, OR FINANCE ALL OR ANY PART OF SUCH IMPROVEMENTS OR TO REFUND, AT A LOWER OR HIGHER INTEREST RATE, ANY DEBT ISSUED PURSUANT TO THIS QUESTION; AND SHALL SUCH DEBT BE SOLD IN ONE SERIES OR MORE, FOR A PRICE AT, ABOVE OR BELOW THE PRINCIPAL AMOUNT ISSUED, ON TERMS AND CONDITIONS AS PERMITTED BY LAW, INCLUDING PROVISIONS FOR REDEMPTION PRIOR TO MATURITY WITH OR WITHOUT PAYMENT OF A PREMIUM OF NOT MORE THAN 3%; AND SHALL SUCH DEBT BE PAYABLE FROM ANY LEGALLY AVAILABLE REVENUES OF THE DISTRICT INCLUDING A MILL LEVY IMPOSED ANNUALLY WITHOUT LIMITATION AS TO RATE AND IN AN AMOUNT SUFFICIENT TO PAY THE PRINCIPAL OF AND INTEREST ON SUCH DEBT (OR TO CREATE A RESERVE FOR SUCH PAYMENT); AND SHALL THE EARNINGS FROM THE INVESTMENT OF THE PROCEEDS OF SUCH DEBT, AND SUCH PROPERTY TAX REVENUES BE COLLECTED, RETAINED, AND SPENT AS A VOTER-APPROVED REVENUE CHANGE AND AN EXCEPTION TO LIMITS WHICH WOULD OTHERWISE APPLY UNDER ARTICLE X, SECTION 20 OF THE COLORADO CONSTITUTION OR ANY OTHER LAW?

July [___], 2021

Mr. Merlin Klotz
County Clerk and Recorder
Douglas County
302 Wilcox Street
Castle Rock, Colorado 80104

Re: November 2, 2021, Coordinated Mail Ballot Election, Roxborough Village Metropolitan District, Douglas County, Colorado

Dear Mr. Klotz:

Pursuant to Section 1-7-116(5), Colorado Revised Statutes, please accept this letter as notice of Roxborough Village Metropolitan District, Douglas County, Colorado's intent to participate in the coordinated mail ballot election to be conducted within the County on November 2, 2021. The District is considering placing one TABOR question on the ballot.

Please note that the Board of Directors of the District has NOT taken official action to call the election, nor has it determined with complete certainty that it will participate in the election. This letter is for informational purposes only and the District reserves the right to not participate in the election should the Board determine at a later date that it is not in its best interest to do so.

Please do not hesitate to contact me if you have any questions. Thank you.

Very truly yours,

Designated Election Official

Suazo, Kathy

To: Jones, Anna
Subject: RE: [External] RVMD Backflow failure at Bathroom facility follow up

From: Scott Barnett <scott@mulhernmre.com>

Sent: Tuesday, July 6, 2021 4:29 PM

To: Jones, Anna <Anna.Jones@claconnect.com>; Ephram Glass <ephramglass@gmail.com>; Debbie Prysby (debbieprysby@gmail.com) <debbieprysby@gmail.com>; Calvin Brown (CBrown8556@hotmail.com) <CBrown8556@hotmail.com>; edward.wagner99 (edward.wagner99@gmail.com) <edward.wagner99@gmail.com>; GarryCook@roxboroughmetrodistrict.org

Cc: Herschberg, Natalie <Natalie.Herschberg@claconnect.com>; BBarr <billb@metcolandscape.com>; james@ffcolorado.com

Subject: [External] RVMD Backflow failure at Bathroom facility follow up

Think Security – This email originated from an external source. Be cautious with any links or attachments.

All,

While on site last week with the Roxborough Water Operations group with the flow control valve issue, we decided to switch gears and head up to the park and look at the Backflow Prevention device as well as the bathroom water connection.

RWSD, while trying to turn off the leaking Backflow Preventer, attempted to first turn off the RVMD owned valve at the north side of the park. It would not close all the way and continued leaking. They then tried the RWSD owned valve and it also failed to shut off completely. This appears to be the reason that even after winterization of the bathroom, we still had freezing problems, because both of these valves leaked by enough to keep water in the pipes inside the bathrooms during the winter and froze. They were able to find another location to shut it off, so currently there is not a leak. It is still undetermined what this Backflow Device is connected to. It is somehow connected to the system being supplied with potable water. It is not coming from our irrigation system, which uses non-potable water. They confirmed using chlorine test strips. It appears that the line is connected somehow to the bathroom supply line, but before the meter, as the meter was not turning when it was leaking. There is obviously a lot more investigating to go out there to figure out the best solution for us. What we decided though was that the two valves at the north end of the park, one owned by RWSD, one by RVMD, both need to be replaced. We decided that RWSD would take the lead of getting these two valves repaired, and then RVMD would reimburse its pro rata share of the costs. RWSD will handle the communications with the residents who will be impacted, so that is ideal. It will likely take place later this week, and they will relay the schedule to me when it is solidified. With the new valves in place it may help us determine where the leaking backflow is coming from, or at least rule a couple things out. In all reality though we will need to have METCO's assistance in digging it up and tracking where it came from or where it goes. This will be important is deciding if it needs to be replaced, or abandoned. If it needs to be replaced, I will have to put more detailed recommendations together, but generally it is reflected in the proposal that Nic provided by email. If it can be abandoned, I will provide more detail on how to do that, and it would obviously be at a reduced price compared to the proposal.

Sorry for the long winded email, but I needed to relay this information to you as there are items being done on this later this week by RWSD and everyone needs to be in the loop.

Please let me know if you have any questions.



Proposal

Page No.

of

Pages

61

GOOD PLUMBING SERVICE CO.

5401 West 48th Avenue
 Denver Colorado 80212
 (303) 455-4307
 FAX 303-458-7058

Attn Nie

PROPOSAL SUBMITTED TO <i>C2A</i>		PHONE <i>303 265 7900</i>	DATE <i>6-17-21</i>
STREET		JOB NAME <i>Boxborough Park</i>	
CITY, STATE and ZIP CODE		JOB LOCATION	
ARCHITECT	DATE OF PLANS	Cell <i>909-762-2650</i>	JOB PHONE

We hereby submit specifications and estimates for:

Dig up existing backflow + box - repipe up out of ground + install 2" 009 watts RPZ - install 2 unions for future winterize -

** does not include cement base or cage usually done by irrigation Co*

** no Insulation in bid*

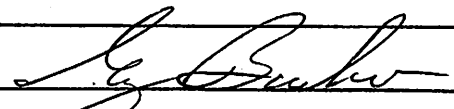
** not Responsible for underground utilities*

We Propose hereby to furnish material and labor — complete in accordance with above specifications, for the sum of:

Two thousand Four hundred dollars (\$ *2400⁰⁰*)
 Payment to be made as follows:

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workman's Compensation Insurance.

Authorized Signature



Note: This proposal may be withdrawn by us if not accepted within *30* days.

Acceptance of Proposal — 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.

Date of Acceptance: _____

Signature _____

Signature _____

Herschberg, Natalie

From: Scott Barnett <scott@mulhernmre.com>
Sent: Thursday, July 8, 2021 2:13 PM
To: Jones, Anna; Ephram Glass; Debbie Prysby (debbieprysby@gmail.com); Calvin Brown (CBrown8556@hotmail.com); edward.wagner99 (edward.wagner99@gmail.com); GarryCook@roxboroughmetrodistrict.org
Cc: Herschberg, Natalie; BBarr
Subject: [External] RE: RVMD Water Supply Flow Control Valve @ RWSD facility

Think Security – This email originated from an external source. Be cautious with any links or attachments.

All,

Following up on the email below:

As of about noon today, the Flow Control Valve has been rebuilt. It is completely functional again. RWSD was on site and tested the operational limits and control and everything is as it should be once again.

My recommendations stand that the screens on this valve need to be cleaned annually. Hopefully this can be done most efficiently by the Irrigation Techs. The valve should also be rebuilt in a similar way in about 5-8 years again as a regularly scheduled maintenance item.

Additionally some photos of interest are shown below:













The screen is obviously plugged. It is stainless steel and with a quick brushing with a wire brush it was as good as new. The internal parts are a neoprene type material. I have seen worse, but they were pretty corroded and had lots of sediment build up causing most of the problems. We also found a 1 inch rock inside it, which also may have been the major cause.

If you look close you can see the date stamp on one of the shots indicating it was installed in 2002, which would be the last time anyone touched this valve.

Everything is back in order, and my original estimate of approximately \$1500 still stands. Maybe even a little less than that.



Scott Barnett P.E.
scott@mulhernmre.com
 188 Inverness Drive West, Suite 140
 Englewood, CO 80112
 303-649-9857 office
 303-263-3699 mobile

From: Scott Barnett

Sent: Friday, July 2, 2021 4:03 PM

To: Jones, Anna <Anna.Jones@claconnect.com>; Ephram Glass <ephramglass@gmail.com>; Debbie Prysby (debbieprysby@gmail.com) <debbieprysby@gmail.com>; Calvin Brown (CBrown8556@hotmail.com) <CBrown8556@hotmail.com>; edward.wagner99 (edward.wagner99@gmail.com) <edward.wagner99@gmail.com>; GarryCook@roxboroughmetrodistrict.org

Cc: Herschberg, Natalie <Natalie.Herschberg@claconnect.com>; BBarr <billb@metcolandscape.com>

Subject: RVMD Water Supply Flow Control Valve @ RWSD facility

All,

Anna asked me to relay the findings of today's information gathering and assessment site meeting at the RWSD Pump Station facility to all of you.

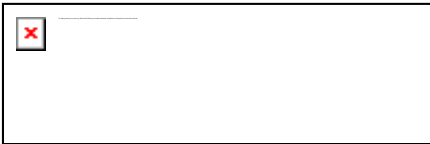
Here is a little background, but I probably do not have all of the nitty gritty details as I am just learning of this situation myself.

1. RVMD gets its raw water supply from RWSD. Up to 45 acre feet per year through our water rights purchase.
2. RVMD owns the pipeline connecting the pump station to our pond. It runs along the eastern edge of Rampart Range road until it turns into the Arrowhead Shores community and into the pond.
3. RVMD calls RWSD Operations to request water when we need it. Our maximum flow is capped at about 600 gallons per minute. Bill Barr does this.
4. Here's the new info I am just learning from RWSD: There is a vault with a flow control valve in it on their site. It has a meter in it. Everything from this vault towards the pond, RVMD owns and is supposed to maintain. RWSD does not maintain it, and we thought that it was something they did maintain since it is on their pump station site. Since no one was maintaining it, it has ceased and is no longer able to be controlled remotely. This is actually quite common when using raw water such as this. The sediment and algae tend to build up inside the valve and foul its operation. Today I took John Leary from Excel Pump to the site, met with RWSD Operators, and assessed the condition of the valve and determined what needed to be done. It is an older valve. The solenoid actuators appear functional. The valve body appears to be in decent condition. The internal working parts of the valve are what are ceased, and need to be rebuilt. This is probably about a half day project for John. The valve is ceased in the open position. We did not attempt to forcefully close it as we might not be able to open it easily. I wanted it left in the open position so as RWSD can manually operate the water supply with a regular gate valve just downstream of here. John will order and retrieve the parts needed to rebuild the valve, which is scheduled for next Thursday. I have instructed RWSD Operator Tim Moore to contact Bill on Tuesday and manually provide us water for a 24 hour stretch, which is about 1 million gallons. Bill can advise them when to stop based on the pond level, but no longer than the end of day Wednesday. This will allow for the rebuild to take place on Thursday without concern.
5. Knowing that this valve is RVMD responsibility, it is important to maintain it annually. It likely was never touched by anyone since being installed over twenty years ago. Typically I like to have the screens cleaned every year and a similar rebuild to what we are doing every 5-8 years. These valves are pretty durable and with the routine maintenance can last more than 50 years.

- 6. RWSD is OK with this plan, although they are looking forward to it getting back to being automated after we are finished.
- 7. I am not certain on pricing yet. John will get me materials costs next week. My experience in the past on valves like this and of this size, it is likely going to be about \$1,500 for the parts and labor. I will get a more accurate number next week, but that is what I am thinking right now.

This is an essential item to get working again. RWSD is requiring it. If there are any questions, or if there are any issues with moving ahead with this, please let me know.

Have a great Holiday weekend!



Scott Barnett P.E.
scott@mulhernmre.com
188 Inverness Drive West, Suite 140
Englewood, CO 80112
303-649-9857 office
303-263-3699 mobile



METCO LANDSCAPE, INC.

Monthly Maintenance Report for Roxborough Village Metropolitan District

Submitted by: Bill Barr 7/13/2021 Recipients: Anna Jones, Public Manager

REVIEW OF GANTTED OPERATIONS

Turf	TURF IS LOOKING GOOD, AFTER SOME FLASHING FROM VERY HIGH TEMPS AND NOT ENOUGH WATER DUE TO A COUPLE IRRIGATION ISSUES WE HAVE IT COMING BACK TO A GREENER TURGID LOOKING BETTER. WE HAVE COMPLETED THE SLIT SEEDING AT IMPERIAL PARK
Shrub Beds	BEDS SEEM TO BE CAUGHT UP ON CHEMICAL CONTROL FOR WEEDY AREAS WE SHOULD BE ON TRACK TO CONTROL WEEDS IN THE CRACKS OF PATHES THROUGHOUT THE DIDTRICT
Trees	TREES ARE LOOKING GOOD I HAVE SEEN BAILEY TREE OUT SPRAYING FOR INSECT CONTROL
Irrigation	IRRIGATION IS ALWAYS A CHALLENGE BUT WE CONTINUE TO TRY TO STAY AHEAD OF ANY MALFUCTIONS THAT OCCUR WE HAD A COUPLE OF ISSUES DURING THE HEAT SPELL BUT HAVE MANAGED TO GET THEM TAKEN CARE OF
Site Policing	WE HAVE SEVERAL DOGGY STATION THAT NEED REPLACEMENT I HAVE A PROPOSAL FOR THE PURCHASE OF SEVERAL DOG STATION TRASH CANS
Overall Site	OVERALL SITE LOOKS GOOD WE HAVE AND HAD SOME LANDSCAPE WALKS THIS MONTH WE ARE ON THE SECOND NATIVE MOW THE WEEK OF 12TH OF JULY
Review of Operatons for Upcoming Month: <i>Schedule, Gantt, special Needs, Concerns, Areas of Focus</i>	I WILL MENTION IN THE AUGUST REPORT A REVIEW OF CONCERNS AND AREAS OF FOCUS TO MENTION ON THE LANDSCAPE WALKS







Extra Work Proposal**6/28/2021**Total: **\$0.00****CONDITIONS OF CONTRACT***THESE CONDITIONS ARE A PART OF YOUR CONTRACT.***CONTRACT SPECIFICATIONS & LIMITATIONS**

All material is guaranteed to be as specified in this contract; Metco Landscape, Inc. only uses premium quality materials. All work shall be completed using sound practices and in a workmanlike manner and shall conform to local building codes and regulations set forth by the town in which the work is being performed. Any alteration or deviation from specifications involving extra costs will be executed only upon written confirmation, and will become an extra charge over and above the base contract price. All agreements are contingent upon accidents, weather or delays beyond our control. Our workers are fully covered by Worker's Compensation Insurance.

Unit Prices – The Base Contract price, if any is set forth, is the only guaranteed price in this contract. Any change in materials or services under the original contract may result in a change to individual unit prices and/or the Contract price.

Alternates / Time & Materials – Any work specified as an Alternate or as Time and Material will be charged as an extra to this contract and will increase the Contract price.

Scheduling – Landscape enhancement contracts accepted after October will be completed during the Fall as long as weather permits. Any work not completed in the Fall will be completed the following Spring. Work will be invoiced as items have been completed. Landscape enhancement contracts that extend into June, July or August, and include seeding, may require a delay in completion until after September 1 when newly seeded lawns will readily germinate. Sodding can be performed at any time of year for an additional charge if not already specified in the contract.

Watering and Maintenance – Metco Landscape, Inc. will perform watering of all new and/or transplanted plant material each day we are on site for the duration of a landscape enhancement contract. Metco Landscape, Inc. is not responsible for watering or maintaining plant material after completion of a landscape enhancement contract unless expressly stated in writing.

Seeding – Re-seeding or re-sodding of new grass areas may be required due to insects, diseases, mechanical damage, neglect, under watering, over watering, heavy rainfall, weather or animals. In addition, seeding that is not performed between April 1 – May 15 or September 1 – October 15 will typically require follow-up re-seeding. All such re-seeding, re-sodding, and/or re-establishment of soil is not included in the contract work, unless otherwise stated in writing, and will be charged as an extra to this contract.

GUARANTEES

Our guarantee is expressly conditioned upon on-time payment of invoices. This guarantee is void if payment in full has not been received within 30 days from the invoice date.

All claims for loss must be reported in writing within the one (1) year guarantee period.

Plant Material Guarantee – Metco Landscaping guarantees to replace any tree or shrub, which we purchase and plant, that dies from natural causes within a period of one year from the date of planting, provided that the Owner has fully complied with all of the terms of this contract. This guarantee is not transferable. Plant material not covered in this guarantee includes, but is not limited to, herbaceous material such as: annual flowers, bulbs, roses, perennials, groundcovers and turf or wildflower seed germination. However, for a fee equal to 8% of the cost of the herbaceous plant materials, Metco Landscaping will guarantee all herbaceous items, with the exception of annual flowers and bulbs, for one year from installation as long as the Owner has made a good faith effort to keep the plant material properly watered and cared for.

We will not guarantee plants damaged or killed by insects, mechanical damage, neglect, under watering, over watering, severe seasonal conditions, natural disasters, disease or animal damage. Plants installed in pots, planter boxes or containers are not guaranteed. Transplanted material is not guaranteed. Metco Landscape, Inc. will satisfy its responsibility under the guarantee by furnishing and installing replacement plant material of equal type and size that was originally planted. The replacement material shall be warranted for the remainder of the original guarantee period.

TERMS OF PAYMENT/SUSPENSION OF WORK

Invoices will be sent after the contract work is completed, or progress billings will be issued during or at the end of each month through contract completion. Accounts remaining unpaid 30 days past the invoice date will lose the plant guarantee and will be charged interest at a rate of 1.5% per month on the unpaid balance. Accounts remaining unpaid 60 days past the invoice date may result in Metco Landscaping's election to suspend work on the project. Contractor shall recover all expenses incurred in enforcing this agreement, including all collection agency charges, lein fees, court cost, attorney fees, and all expenses incurred in collecting on any judgement.

CANCELLATION

This contract may be cancelled by either party with a 30-day written notice should either party fail substantially to perform in accordance with the terms of the contract through no fault of the other. The notified party shall be provided an opportunity to explain and rectify the circumstances. In the event of termination, Metco Landscape, Inc. shall be compensated fully for all services performed and expenses incurred up to the date of termination. In the event of early termination of this contract, the amount paid to date will be compared to the amount that would have been charged on a time and material basis and the difference in this comparison will result in a final payment due or a refund issued.

DISPUTES

All disputes shall be settled by binding arbitration pursuant to the commercial arbitration rules of the American Arbitration Association.

PHOTOGRAPHY

Metco Landscape, Inc. may take photographs of the property for use in promotional advertising, training, and educational classes unless the Owner communicates in writing that this is not acceptable.

SIGNAGE

By signing this contract you, the Owner, are granting Metco Landscape, Inc. permission to install a temporary site sign on your property while our work is being performed. Upon completion of our work, we will remove the site sign or ask for permission to have it remain for an agreed to amount of time. If you do not wish to grant Metco Landscape, Inc. permission to install a temporary site sign on your property, please initial here. _____.

UTILITIES/UNKNOWN OBSTRUCTIONS

All reasonable caution will be taken to prevent damage to existing pavement, septic tanks, septic fields and underground utility lines. Underground gas, phone, and electric utilities will be marked by a representative from the utility companies, at the request of Metco Landscape, Inc., prior to any machine excavation. However, Metco Landscape, Inc. will not be held responsible for the accuracy of any utility line marking done by the utility companies.

It is the Owner's responsibility to conspicuously mark and advise Metco Landscape, Inc. of the location of any other underground utilities including: drainage pipes, plumbing, irrigation, propane lines, electric dog fence, cable TV, lighting, etc. Any delays in crew time and/or costs involved in repairing unmarked systems are the responsibility of the Owner.

The cost of removing or circumventing concealed and/or undisclosed obstructions which prevent installation of the site improvements according to plan shall be charged as an extra to this contract. Examples of such obstructions include ledge rock, very large boulders, buried foundations, buried stumps, septic tanks, driveways/pavement, uncharted utilities, unsuitable soil, etc.

OWNER'S RESPONSIBILITIES

Hold Harmless - To the fullest extent permitted by law, the Owner will hold harmless Metco Landscape, Inc. and its officers, representatives, partners and employees from and against any and all claims, suits, liens, judgments, damages, losses and expenses, including legal fees and court costs and liability arising in whole or in part and in any manner from injury and/or death of a person, or damage to or loss of any property resulting from the acts, omissions, breach or default of the Owner, except those caused by the negligence of Metco Landscape, Inc..

Herschberg, Natalie

From: Scott Barnett <scott@mulhernmre.com>
Sent: Wednesday, June 30, 2021 4:57 PM
To: Herschberg, Natalie; BBarr
Cc: Jones, Anna
Subject: RE: [External] [RoxboroughVillageMD] Feedback - new submission

Think Security – This email originated from an external source. Be cautious with any links or attachments.

Sorry for the late response. I am in the field almost completely this week. This is not a new thing. This culvert tends to fill with sediment every few years. It is because of the very lax requirements the state puts on schools for drainage. Regardless, it does just need to be jetted and cleaned out. That is definitely not something that either of the companies working for us on the spillway would do in house. But, good thought. They certainly COULD do it, but at a cost plus mark up. So you kind of pay double as they would hire a subcontractor under their contract, then mark it up a bit...or a lot. In the past, this has been something the landscape contractor has been able to propose and perform in house. This would be the inexpensive way to do this if Bill's group can tackle it.

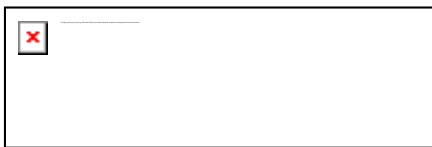
Bill,

Do you think you could do something like this? It is like a 12 inch diameter CMP pipe under the walk about 20 feet in length.

If not I could certainly tack in on to 53 Corp's contract as a requested Change Order. It would not be a difficult thing to do, simply more expensive.

Let me know the verdict.

Thanks.



Scott Barnett P.E.
scott@mulhernmre.com
188 Inverness Drive West, Suite 140
Englewood, CO 80112
303-649-9857 office
303-263-3699 mobile

From: Herschberg, Natalie <Natalie.Herschberg@claconnect.com>
Sent: Wednesday, June 30, 2021 9:35 AM
To: Scott Barnett <scott@mulhernmre.com>; BBarr <billb@metcolandscape.com>
Cc: Jones, Anna <Anna.Jones@claconnect.com>
Subject: FW: [External] [RoxboroughVillageMD] Feedback - new submission

Good morning,

Please see the resident report below regarding the sidewalks and drainage near Heron Pond. Thanks!

Enjoy your day,

Natalie



Natalie Herschberg
District Administrator
Business Operations (BizOps)
CLA (CliftonLarsonAllen LLP)

Direct 303-793-1417
natalie.herschberg@CLAconnect.com

CLA is an independent member of Nexia International. See [member firm disclaimer](#) for details.

From: Kim Rogers <reply-to+067e521b9cfc@crm.wix.com>
Sent: Wednesday, June 30, 2021 9:18 AM
To: Jones, Anna <Anna.Jones@claconnect.com>; Herschberg, Natalie <Natalie.Herschberg@claconnect.com>
Subject: [External] [RoxboroughVillageMD] Feedback - new submission

Think Security – This email originated from an external source. Be cautious with any links or attachments.

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

Message Details:

First Name: Kim

Last Name: Rogers

Email: ka.rogers@comcast.net

Tell us more: With the excess rains we have been getting this spring, the sidewalk between the elementary school and the Heron Pond at the overlook has had excess water washing over it. There is a culvert under the sidewalk at the overlook that has become completely clogged and no longer allows drainage from the wash out coming down the hill from the school. While you are performing your sidewalk and spillway improvements in that area, have the culvert cleaned out and/or replaced so that the sidewalk is not getting washed out every time it rains.

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

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

Extra Work Proposal**7/13/2021**Total: **\$10,000.00****CONDITIONS OF CONTRACT***THESE CONDITIONS ARE A PART OF YOUR CONTRACT.***CONTRACT SPECIFICATIONS & LIMITATIONS**

All material is guaranteed to be as specified in this contract; Metco Landscape, Inc. only uses premium quality materials. All work shall be completed using sound practices and in a workmanlike manner and shall conform to local building codes and regulations set forth by the town in which the work is being performed. Any alteration or deviation from specifications involving extra costs will be executed only upon written confirmation, and will become an extra charge over and above the base contract price. All agreements are contingent upon accidents, weather or delays beyond our control. Our workers are fully covered by Worker's Compensation Insurance.

Unit Prices – The Base Contract price, if any is set forth, is the only guaranteed price in this contract. Any change in materials or services under the original contract may result in a change to individual unit prices and/or the Contract price.

Alternates / Time & Materials – Any work specified as an Alternate or as Time and Material will be charged as an extra to this contract and will increase the Contract price.

Scheduling – Landscape enhancement contracts accepted after October will be completed during the Fall as long as weather permits. Any work not completed in the Fall will be completed the following Spring. Work will be invoiced as items have been completed. Landscape enhancement contracts that extend into June, July or August, and include seeding, may require a delay in completion until after September 1 when newly seeded lawns will readily germinate. Sodding can be performed at any time of year for an additional charge if not already specified in the contract.

Watering and Maintenance – Metco Landscape, Inc. will perform watering of all new and/or transplanted plant material each day we are on site for the duration of a landscape enhancement contract. Metco Landscape, Inc. is not responsible for watering or maintaining plant material after completion of a landscape enhancement contract unless expressly stated in writing.

Seeding – Re-seeding or re-sodding of new grass areas may be required due to insects, diseases, mechanical damage, neglect, under watering, over watering, heavy rainfall, weather or animals. In addition, seeding that is not performed between April 1 – May 15 or September 1 – October 15 will typically require follow-up re-seeding. All such re-seeding, re-sodding, and/or re-establishment of soil is not included in the contract work, unless otherwise stated in writing, and will be charged as an extra to this contract.

GUARANTEES

Our guarantee is expressly conditioned upon on-time payment of invoices. This guarantee is void if payment in full has not been received within 30 days from the invoice date.

All claims for loss must be reported in writing within the one (1) year guarantee period.

Plant Material Guarantee – Metco Landscaping guarantees to replace any tree or shrub, which we purchase and plant, that dies from natural causes within a period of one year from the date of planting, provided that the Owner has fully complied with all of the terms of this contract. This guarantee is not transferable. Plant material not covered in this guarantee includes, but is not limited to, herbaceous material such as: annual flowers, bulbs, roses, perennials, groundcovers and turf or wildflower seed germination. However, for a fee equal to 8% of the cost of the herbaceous plant materials, Metco Landscaping will guarantee all herbaceous items, with the exception of annual flowers and bulbs, for one year from installation as long as the Owner has made a good faith effort to keep the plant material properly watered and cared for.

We will not guarantee plants damaged or killed by insects, mechanical damage, neglect, under watering, over watering, severe seasonal conditions, natural disasters, disease or animal damage. Plants installed in pots, planter boxes or containers are not guaranteed. Transplanted material is not guaranteed. Metco Landscape, Inc. will satisfy its responsibility under the guarantee by furnishing and installing replacement plant material of equal type and size that was originally planted. The replacement material shall be warranted for the

TERMS OF PAYMENT/SUSPENSION OF WORK

Invoices will be sent after the contract work is completed, or progress billings will be issued during or at the end of each month through contract completion. Accounts remaining unpaid 30 days past the invoice date will lose the plant guarantee and will be charged interest at a rate of 1.5% per month on the unpaid balance. Accounts remaining unpaid 60 days past the invoice date may result in Metco Landscaping's election to suspend work on the project. Contractor shall recover all expenses incurred in enforcing this agreement, including all collection agency charges, lein fees, court cost, attorney fees, and all expenses incurred in collecting on any judgement.

CANCELLATION

This contract may be cancelled by either party with a 30-day written notice should either party fail substantially to perform in accordance with the terms of the contract through no fault of the other. The notified party shall be provided an opportunity to explain and rectify the circumstances. In the event of termination, Metco Landscape, Inc. shall be compensated fully for all services performed and expenses incurred up to the date of termination. In the event of early termination of this contract, the amount paid to date will be compared to the amount that would have been charged on a time and material basis and the difference in this comparison will result in a final payment due or a refund issued.

DISPUTES

All disputes shall be settled by binding arbitration pursuant to the commercial arbitration rules of the American Arbitration Association.

PHOTOGRAPHY

Metco Landscape, Inc. may take photographs of the property for use in promotional advertising, training, and educational classes unless the Owner communicates in writing that this is

SIGNAGE

By signing this contract you, the Owner, are granting Metco Landscape, Inc. permission to install a temporary site sign on your property while our work is being performed. Upon completion of our work, we will remove the site sign or ask for permission to have it remain for an agreed to amount of time. If you do not wish to grant Metco Landscape, Inc. permission to install a temporary site sign on your property, please initial here. _____

UTILITIES/UNKNOWN OBSTRUCTIONS

All reasonable caution will be taken to prevent damage to existing pavement, septic tanks, septic fields and underground utility lines. Underground gas, phone, and electric utilities will be marked by a representative from the utility companies, at the request of Metco Landscape, Inc., prior to any machine excavation. However, Metco Landscape, Inc. will not be held responsible for the accuracy of any utility line marking done by the utility companies.

It is the Owner's responsibility to conspicuously mark and advise Metco Landscape, Inc. of the location of any other underground utilities including: drainage pipes, plumbing, irrigation, propane lines, electric dog fence, cable TV, lighting, etc. Any delays in crew time and/or costs involved in repairing unmarked systems are the responsibility of the Owner. The cost of removing or circumventing concealed and/or undisclosed obstructions which prevent installation of the site improvements according to plan shall be charged as an extra to this contract. Examples of such obstructions include ledge rock, very large boulders, buried foundations, buried stumps, septic tanks, driveways/pavement, uncharted utilities, unsuitable soil, etc.

OWNER'S RESPONSIBILITIES

Hold Harmless - To the fullest extent permitted by law, the Owner will hold harmless Metco Landscape, Inc. and its officers, representatives, partners and employees from and against any and all claims, suits, liens, judgments, damages, losses and expenses, including legal fees and court costs and liability arising in whole or in part and in any manner from injury and/or death of a person, or damage to or loss of any property resulting from the acts, omissions, breach or default of the Owner, except those caused by the negligence of Metco Landscape, Inc..



Extra Work Proposal

Proposal By:	
Metco Account Manager	Bill
Metco Landscape Inc.	
Proposal Date	7/14/2021

Job Location	
Roxborough Metro District	
6222 Roxborough Park Rd, Littleton 80125	

Submitted To:	
Anna Jones	
Clifton Larson Allen	

Accounting Information	
Job #	19-10-305
AR Cust	ROXBDIST

Extra work proposed as follows:

		Qty	Rate	Total
1	LANDSCAPE WALK- GOLF CART RENTAL MONTH OF JULY (2) CARTS	2	\$150.00	\$300.00

**This work does not include any modifications or repairs to the irrigation system. Any repairs will be billed at contractual T&M rates, or \$65.00/Hour plus materials if no contract is held between Metco Landscape, Inc. and the management company*

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

Client's Signature _____ **Date** _____ **Total** **\$300.00**

Metco Landscaping 2200 Rifle Street, Aurora, CO, 80011 Tel: (303) 421-3100
This proposal is valid for 60 days. After 60 days, pricing may need to be revised

Extra Work Proposal**7/14/2021**Total: **\$300.00****CONDITIONS OF CONTRACT***THESE CONDITIONS ARE A PART OF YOUR CONTRACT.***CONTRACT SPECIFICATIONS & LIMITATIONS**

All material is guaranteed to be as specified in this contract; Metco Landscape, Inc. only uses premium quality materials. All work shall be completed using sound practices and in a workmanlike manner and shall conform to local building codes and regulations set forth by the town in which the work is being performed. Any alteration or deviation from specifications involving extra costs will be executed only upon written confirmation, and will become an extra charge over and above the base contract price. All agreements are contingent upon accidents, weather or delays beyond our control. Our workers are fully covered by Worker's Compensation Insurance.

Unit Prices – The Base Contract price, if any is set forth, is the only guaranteed price in this contract. Any change in materials or services under the original contract may result in a change to individual unit prices and/or the Contract price.

Alternates / Time & Materials – Any work specified as an Alternate or as Time and Material will be charged as an extra to this contract and will increase the Contract price.

Scheduling – Landscape enhancement contracts accepted after October will be completed during the Fall as long as weather permits. Any work not completed in the Fall will be completed the following Spring. Work will be invoiced as items have been completed. Landscape enhancement contracts that extend into June, July or August, and include seeding, may require a delay in completion until after September 1 when newly seeded lawns will readily germinate. Sodding can be performed at any time of year for an additional charge if not already specified in the contract.

Watering and Maintenance – Metco Landscape, Inc. will perform watering of all new and/or transplanted plant material each day we are on site for the duration of a landscape enhancement contract. Metco Landscape, Inc. is not responsible for watering or maintaining plant material after completion of a landscape enhancement contract unless expressly stated in writing.

Seeding – Re-seeding or re-sodding of new grass areas may be required due to insects, diseases, mechanical damage, neglect, under watering, over watering, heavy rainfall, weather or animals. In addition, seeding that is not performed between April 1 – May 15 or September 1 – October 15 will typically require follow-up re-seeding. All such re-seeding, re-sodding, and/or re-establishment of soil is not included in the contract work, unless otherwise stated in writing, and will be charged as an extra to this contract.

GUARANTEES

Our guarantee is expressly conditioned upon on-time payment of invoices. This guarantee is void if payment in full has not been received within 30 days from the invoice date.

All claims for loss must be reported in writing within the one (1) year guarantee period.

Plant Material Guarantee – Metco Landscaping guarantees to replace any tree or shrub, which we purchase and plant, that dies from natural causes within a period of one year from the date of planting, provided that the Owner has fully complied with all of the terms of this contract. This guarantee is not transferable. Plant material not covered in this guarantee includes, but is not limited to, herbaceous material such as: annual flowers, bulbs, roses, perennials, groundcovers and turf or wildflower seed germination. However, for a fee equal to 8% of the cost of the herbaceous plant materials, Metco Landscaping will guarantee all herbaceous items, with the exception of annual flowers and bulbs, for one year from installation as long as the Owner has made a good faith effort to keep the plant material properly watered and cared for.

We will not guarantee plants damaged or killed by insects, mechanical damage, neglect, under watering, over watering, severe seasonal conditions, natural disasters, disease or animal damage. Plants installed in pots, planter boxes or containers are not guaranteed. Transplanted material is not guaranteed. Metco Landscape, Inc. will satisfy its responsibility under the guarantee by furnishing and installing replacement plant material of equal type and size that was originally planted. The replacement material shall be

TERMS OF PAYMENT/SUSPENSION OF WORK

Invoices will be sent after the contract work is completed, or progress billings will be issued during or at the end of each month through contract completion. Accounts remaining unpaid 30 days past the invoice date will lose the plant guarantee and will be charged interest at a rate of 1.5% per month on the unpaid balance. Accounts remaining unpaid 60 days past the invoice date may result in Metco Landscaping's election to suspend work on the project. Contractor shall recover all expenses incurred in enforcing this agreement, including all collection agency charges, lein fees, court cost, attorney fees, and all expenses incurred in collecting on any judgement.

CANCELLATION

This contract may be cancelled by either party with a 30-day written notice should either party fail substantially to perform in accordance with the terms of the contract through no fault of the other. The notified party shall be provided an opportunity to explain and rectify the circumstances. In the event of termination, Metco Landscape, Inc. shall be compensated fully for all services performed and expenses incurred up to the date of termination. In the event of early termination of this contract, the amount paid to date will be compared to the amount that would have been charged on a time and material basis and the difference in this comparison will result in a final payment due or a refund issued.

DISPUTES

All disputes shall be settled by binding arbitration pursuant to the commercial arbitration rules of the American Arbitration Association.

PHOTOGRAPHY

Metco Landscape, Inc. may take photographs of the property for use in promotional advertising, training, and educational classes unless the Owner communicates in writing that this

SIGNAGE

By signing this contract you, the Owner, are granting Metco Landscape, Inc. permission to install a temporary site sign on your property while our work is being performed. Upon completion of our work, we will remove the site sign or ask for permission to have it remain for an agreed to amount of time. If you do not wish to grant Metco Landscape, Inc. permission to install a temporary site sign on your property, please initial here. _____.

UTILITIES/UNKNOWN OBSTRUCTIONS

All reasonable caution will be taken to prevent damage to existing pavement, septic tanks, septic fields and underground utility lines. Underground gas, phone, and electric utilities will be marked by a representative from the utility companies, at the request of Metco Landscape, Inc., prior to any machine excavation. However, Metco Landscape, Inc. will not be held responsible for the accuracy of any utility line marking done by the utility companies.

It is the Owner's responsibility to conspicuously mark and advise Metco Landscape, Inc. of the location of any other underground utilities including: drainage pipes, plumbing, irrigation, propane lines, electric dog fence, cable TV, lighting, etc. Any delays in crew time and/or costs involved in repairing unmarked systems are the responsibility of the Owner. The cost of removing or circumventing concealed and/or undisclosed obstructions which prevent installation of the site improvements according to plan shall be charged as an extra to this contract. Examples of such obstructions include ledge rock, very large boulders, buried foundations, buried stumps, septic tanks, driveways/pavement, uncharted utilities, unsuitable soil, etc.

OWNER'S RESPONSIBILITIES

Hold Harmless - To the fullest extent permitted by law, the Owner will hold harmless Metco Landscape, Inc. and its officers, representatives, partners and employees from and against any and all claims, suits, liens, judgments, damages, losses and expenses, including legal fees and court costs and liability arising in whole or in part and in any manner from injury and/or death of a person, or damage to or loss of any property resulting from the acts, omissions, breach or default of the Owner, except those caused by the negligence of Metco Landscape, Inc..

Extra Work Proposal**7/14/2021**Total: **\$1,240.00****CONDITIONS OF CONTRACT***THESE CONDITIONS ARE A PART OF YOUR CONTRACT.***CONTRACT SPECIFICATIONS & LIMITATIONS**

All material is guaranteed to be as specified in this contract; Metco Landscape, Inc. only uses premium quality materials. All work shall be completed using sound practices and in a workmanlike manner and shall conform to local building codes and regulations set forth by the town in which the work is being performed. Any alteration or deviation from specifications involving extra costs will be executed only upon written confirmation, and will become an extra charge over and above the base contract price. All agreements are contingent upon accidents, weather or delays beyond our control. Our workers are fully covered by Worker's Compensation Insurance.

Unit Prices – The Base Contract price, if any is set forth, is the only guaranteed price in this contract. Any change in materials or services under the original contract may result in a change to individual unit prices and/or the Contract price.

Alternates / Time & Materials – Any work specified as an Alternate or as Time and Material will be charged as an extra to this contract and will increase the Contract price.

Scheduling – Landscape enhancement contracts accepted after October will be completed during the Fall as long as weather permits. Any work not completed in the Fall will be completed the following Spring. Work will be invoiced as items have been completed. Landscape enhancement contracts that extend into June, July or August, and include seeding, may require a delay in completion until after September 1 when newly seeded lawns will readily germinate. Sodding can be performed at any time of year for an additional charge if not already specified in the contract.

Watering and Maintenance – Metco Landscape, Inc. will perform watering of all new and/or transplanted plant material each day we are on site for the duration of a landscape enhancement contract. Metco Landscape, Inc. is not responsible for watering or maintaining plant material after completion of a landscape enhancement contract unless expressly stated in writing.

Seeding – Re-seeding or re-sodding of new grass areas may be required due to insects, diseases, mechanical damage, neglect, under watering, over watering, heavy rainfall, weather or animals. In addition, seeding that is not performed between April 1 – May 15 or September 1 – October 15 will typically require follow-up re-seeding. All such re-seeding, re-sodding, and/or re-establishment of soil is not included in the contract work, unless otherwise stated in writing, and will be charged as an extra to this contract.

GUARANTEES

Our guarantee is expressly conditioned upon on-time payment of invoices. This guarantee is void if payment in full has not been received within 30 days from the invoice date.

All claims for loss must be reported in writing within the one (1) year guarantee period.

Plant Material Guarantee – Metco Landscaping guarantees to replace any tree or shrub, which we purchase and plant, that dies from natural causes within a period of one year from the date of planting, provided that the Owner has fully complied with all of the terms of this contract. This guarantee is not transferable. Plant material not covered in this guarantee includes, but is not limited to, herbaceous material such as: annual flowers, bulbs, roses, perennials, groundcovers and turf or wildflower seed germination. However, for a fee equal to 8% of the cost of the herbaceous plant materials, Metco Landscaping will guarantee all herbaceous items, with the exception of annual flowers and bulbs, for one year from installation as long as the Owner has made a good faith effort to keep the plant material properly watered and cared for.

We will not guarantee plants damaged or killed by insects, mechanical damage, neglect, under watering, over watering, severe seasonal conditions, natural disasters, disease or animal damage. Plants installed in pots, planter boxes or containers are not guaranteed. Transplanted material is not guaranteed. Metco Landscape, Inc. will satisfy its responsibility under the guarantee by furnishing and installing replacement plant material of equal type and size that was originally planted. The replacement material shall be

TERMS OF PAYMENT/SUSPENSION OF WORK

Invoices will be sent after the contract work is completed, or progress billings will be issued during or at the end of each month through contract completion. Accounts remaining unpaid 30 days past the invoice date will lose the plant guarantee and will be charged interest at a rate of 1.5% per month on the unpaid balance. Accounts remaining unpaid 60 days past the invoice date may result in Metco Landscaping's election to suspend work on the project. Contractor shall recover all expenses incurred in enforcing this agreement, including all collection agency charges, lein fees, court cost, attorney fees, and all expenses incurred in collecting on any judgement.

CANCELLATION

This contract may be cancelled by either party with a 30-day written notice should either party fail substantially to perform in accordance with the terms of the contract through no fault of the other. The notified party shall be provided an opportunity to explain and rectify the circumstances. In the event of termination, Metco Landscape, Inc. shall be compensated fully for all services performed and expenses incurred up to the date of termination. In the event of early termination of this contract, the amount paid to date will be compared to the amount that would have been charged on a time and material basis and the difference in this comparison will result in a final payment due or a refund issued.

DISPUTES

All disputes shall be settled by binding arbitration pursuant to the commercial arbitration rules of the American Arbitration Association.

PHOTOGRAPHY

Metco Landscape, Inc. may take photographs of the property for use in promotional advertising, training, and educational classes unless the Owner communicates in writing that this

SIGNAGE

By signing this contract you, the Owner, are granting Metco Landscape, Inc. permission to install a temporary site sign on your property while our work is being performed. Upon completion of our work, we will remove the site sign or ask for permission to have it remain for an agreed to amount of time. If you do not wish to grant Metco Landscape, Inc. permission to install a temporary site sign on your property, please initial here. _____.

UTILITIES/UNKNOWN OBSTRUCTIONS

All reasonable caution will be taken to prevent damage to existing pavement, septic tanks, septic fields and underground utility lines. Underground gas, phone, and electric utilities will be marked by a representative from the utility companies, at the request of Metco Landscape, Inc., prior to any machine excavation. However, Metco Landscape, Inc. will not be held responsible for the accuracy of any utility line marking done by the utility companies.

It is the Owner's responsibility to conspicuously mark and advise Metco Landscape, Inc. of the location of any other underground utilities including: drainage pipes, plumbing, irrigation, propane lines, electric dog fence, cable TV, lighting, etc. Any delays in crew time and/or costs involved in repairing unmarked systems are the responsibility of the Owner. The cost of removing or circumventing concealed and/or undisclosed obstructions which prevent installation of the site improvements according to plan shall be charged as an extra to this contract. Examples of such obstructions include ledge rock, very large boulders, buried foundations, buried stumps, septic tanks, driveways/pavement, uncharted utilities, unsuitable soil, etc.

OWNER'S RESPONSIBILITIES

Hold Harmless - To the fullest extent permitted by law, the Owner will hold harmless Metco Landscape, Inc. and its officers, representatives, partners and employees from and against any and all claims, suits, liens, judgments, damages, losses and expenses, including legal fees and court costs and liability arising in whole or in part and in any manner from injury and/or death of a person, or damage to or loss of any property resulting from the acts, omissions, breach or default of the Owner, except those caused by the negligence of Metco Landscape, Inc..

Herschberg, Natalie

From: Gynetha Swofford <g.swofford@comcast.net>
Sent: Monday, July 12, 2021 7:51 AM
To: info@roxboroughmetrodistrict.org
Subject: [External] Ponds

Think Security – This email originated from an external source. Be cautious with any links or attachments.

Late yesterday afternoon I took my dog for a walk around the ponds. I returned home with no less than 10 mosquito bites.

My husband and I have owned properties that are members of the Roxborough Metropolitan District since 2005. During that time we have watched the ponds be allowed to become breeding ground for toxic growth and the on going stagnant water a breeding ground for mosquitoes. Nothing has been done to prevent these toxic problems.

You have a fiduciary duty to maintain the Metropolitan District in a clean, safe and healthy manner. That fiduciary duties also extends to ensuring that all members do not suffer damages or health issues. You have failed miserably and breached your fiduciary duty!

Mosquitoes can carry life threatening disease that affect dogs as well as humans!

Please address these problems with out delay, for the health and safety of the members you have a duty to!

Kind regards,
Gynetha and Mark Swofford

Pam and Jim Burke

15 July 2021

Roxborough Village Metropolitan District

Dear Madam/Sir:

This is a request to the RVMD to remove two cottonwood trees from Village Circle West. The trees are located on the west side of the street, between Jared Way and Red Mesa Way. Pictures are below. These are the two large trees in the picture (looking to the north from Village Circle West).



These two trees are 'wild' cottonwoods and produce large amounts of cotton each spring and summer. These cottons are largely responsible for allergies we suffer. We have canvassed the neighbors living close to these trees and they support this request. We are willing to attend a RVMD board meeting as well.

We appreciate your consideration of this request.

Sincerely yours,

/S/

Pam and Jim Burke

**THE FOLLOWING ARE POST PACKET ITEMS:
ITEMS THAT WERE DISTRIBUTED AT THE MEETING
AND NOT IN THE ORIGINAL PACKET**

Herschberg, Natalie

To: Ephram Glass; Jones, Anna
Cc: debbieprysby@gmail.com
Subject: RE: [External] Re: Roxborough Village MD - 07/20/2021 Packet

From: Ephram Glass <ephramglass@roxboroughmetrodistrict.org>
Sent: Friday, July 16, 2021 4:06 PM
To: Herschberg, Natalie <Natalie.Herschberg@claconnect.com>; Jones, Anna <Anna.Jones@claconnect.com>
Cc: debbieprysby@gmail.com
Subject: [External] Re: Roxborough Village MD - 07/20/2021 Packet

Think Security – This email originated from an external source. Be cautious with any links or attachments.

Natalie and Anna,

To avoid fact checking during the meeting next week, if you could include something about why the "cotton" from cottonwood trees does not cause allergies, that would be a time saver (Example: <https://www.pollen.com/research/genus/populus>). Male trees may cause a moderate allergic reaction, but that occurs three weeks before the seeds from female trees start floating everywhere. The female trees are often incorrectly blamed.

For the mosquito issue, I have more mosquitoes in my backyard than I ever have. I think it's simply because we had a very wet spring. There are two options we can try: (1) increase the frequency of bti treatments (we've been applying it monthly, but it breaks down in sunlight between 7 and 14 days) and (2) we can broaden the scope of the applications of bti to any ditch with standing water.

Thanks,
Ephram



Cottonwood, Poplar

(*lat. Populus*)

Kingdom: Plantae
Order: Salicales
Family: Salicaceae
Genus: Populus

ALLERGENICITY	POLLEN SEASON
<i>Moderate</i>	<i>Winter Spring</i>
TYPE	SUB-TYPE
<i>Tree</i>	<i>Deciduous</i>

Allergy Information

Pollen is considered moderately allergenic. In Minnesota and the southwest U.S., poplars are reported to be important causes of allergies. A common misconception is that the trees are pollinating when they release their "cotton fluff" into the air. This release comes after the trees have actually pollinated.

Genus Details

Poplars are fast-growing, weak-wooded trees that lack ornamental flowers and fruits. Many species are native to the U.S. and prefer moist soils. Quaking aspen is one of the most widely distributed trees in North America. The 9 important native species tend to be most frequent in the Great Lakes and Rocky Mountain regions. Some poplars grow more than 70 feet tall and the deciduous leaves are alternate, simple and usually have coarse toothed margins. The trees have a yellow fall color. Wind-pollinated flowers usually appear in the spring before leaves unfold during March to May. Trees have either male (staminate) or female (pistillate) flowers that are located in drooping catkins. When fruits mature, the capsules split open and release small seeds attached to silky hairs that assure wind dispersal. The cotton-ball appearance of the groups of seeds is responsible for the name cottonwood, which is applied to some species.

Pollen Description

Grains are prolate to subprolate or spheroidal; the amb triangular and 3(-4)-colpate. The sexine of the pollen grain is thin and granulate and the intine is thick.

Grains are 25-40 micrometers in diameter.

Genus Distribution



The shaded areas on the map indicates where the genus has been observed in the United States.

- Native, observed in a county - Introduced, observed in a county
 - Rarely observed

Species in Plantain Genus

ALLERGENICITY LEGEND

mild allergies

moderate allergies

severe allergies



allergy test available

[*Balsam Poplar \(Populus balsamifera\)*](#)

[*Balsam Poplar \(Populus trichocarpa\)*](#)

[Big-Tooth Aspen \(Populus grandidentata\)](#)

[Black Poplar \(Populus nigra\)](#) ▼

[Black Poplar \(Populus nigra italica\)](#) ▼

[Eastern Cottonwood \(Populus arizonica\)](#) ▼

[Eastern Cottonwood \(Populus deltoides\)](#) ▼

[Eastern Cottonwood \(Populus fremontii\)](#) ▼

[Fremont's Cottonwood \(Populus deltoides\)](#) ▼

[Fremont's Cottonwood \(Populus fremontii\)](#) ▼

[Narrow-Leaf Cottonwood \(Populus angustifol...](#)

[Quaking Aspen \(Populus tremuloides\)](#) ▼

[Swamp Cottonwood \(Populus heterophylla\)](#)

[White Poplar \(Populus alba\)](#) ▼



ALLERGENS & PLANTS SEARCH

Enter a full or partial species name to find more information on one of over 1,200 potentially allergenic plants.

For example, you can find chenopods searching on "cheno"

[HOME](#) | [MY POLLEN.COM](#) | [ABOUT US](#) | [CONTACT US](#) | [F.A.Q.](#) | [TERMS OF USE](#) | [PRIVACY POLICY](#) |
[ADVERTISING](#) | [SITE MAP](#)

Copyright © 2021 IQVIA™. All rights reserved.

Pollen.com and Allergy Alert are registered trademarks of IQVIA. Page last modified: 07/20/2021

Herschberg, Natalie

To: Kimberly Armitage; Jones, Anna
Subject: RE: FW: [External] RE: Fee vs Mill Levy - Notes from June 29 Meeting

To provide a revised proforma addressing the factors around the Mill Levy and charging residents a rate to close the potential gap is estimated to be \$5,989.00

This assumes no more than 40 hours of work will be needed to complete the project.

Assumes no more than 4 scenarios will be needed to accomplish the task and provide insights.

For the analysis, the 4 iterations can include 1 - 45Ksq ft, 1 - 55 sq. ft and then two iterations around each of those square footage areas.

We can discuss more about the specific factors once we decide to move forward.

Please let me know if you have any questions or need additional information.

Thanks

MEMORANDUM

JULY 19, 2021

TO: ROXBOROUGH VILLAGE METRO DISTRICT BOARD OF DIRECTORS

FR: BEN KELLY

RE: SUMMARY OF COMMUNITY OUTREACH AND COMMUNICATIONS

OVERVIEW

This memo provides a brief summary of the communications to Roxborough Village Metro District and Roxborough area residents in June and July on the conceptual design and financing plan for the proposed recreation center.

COMMUNICATIONS ITEMS

We developed the following communications tools:

- Roxborough Village Metro District website:
 - Added a new page summarizing the proposed rec center concept and providing links to background information on the Feasibility Study. We also kept available the web page with Rec Center Task Force background information.
 - Between June 1 – July 17, the website counted 811 unique visitors (as tracked by IP addresses).
- Newsletter to all 2,300 Roxborough Village Metro District households in mid-June, providing an overview of the conceptual design.
- Sent two informational broadcast e-mails to the Metro District's e-mail list (about 1,900 addresses).
- For the open houses discussed below, we also prepared:
 - Visuals of community input from the Master Plan project in 2019-2020 and the 2020 Feasibility Study survey, which both indicated the community's interest in more fitness, wellness and community-gathering amenities.
 - A one-page financial worksheet for residents to accurately calculate (using their assessed home value from the Douglas County Assessor) their potential cost impact from the mill levy needed to finance the construction of the conceptual design.
 - An 11x17 pamphlet providing architectural renderings, project background and description, and a financial overview.
 - These informational items are posted on the Metro District website.

OPEN HOUSE EVENTS

The Metro District organized three two-hour open house events to engage with residents one-on-one, answer questions, and provide one-on-one information. The events occurred: Saturday, June 26 (10am-noon) in Community Park; Saturday, July 10 (10am-noon) in the Crystal Lake pavilion at Arrowhead Shores; and Thursday, July 15 (6pm-8pm) in front of the Safeway. These dates, times and locations of these events were publicized in the June Metro District newsletter; broadcast e-mails sent by the Metro District and also relayed through the HOAs; flyers; and in social media posts around the community. Approximately 150 residents stopped by these events, with the largest share (probably 90 percent) from Metro District residents.

OPEN HOUSE FEEDBACK

A seven-question survey was made available to open house attendees, and we received 112 responses to the survey. A summary of survey responses is enclosed in the Board meeting information. These survey results provide valuable feedback and insights, particularly the open-ended comments that most respondents took the opportunity to include. It is clear from the survey results at these three open house events that the dominant concerns are related to tax burden and project costs.

It should be noted that this survey was, by design, rather informal, and *it provides a snapshot of community sentiment among the people who showed up*. Also, to keep this survey brief, we only asked two demographic questions (whether they lived in the Metro District or in a neighboring community, and how many years they've lived in the Roxborough area). As a result, the survey results do not have a weighted, representative sample of the Metro District adult population that is segmented by key demographics (particularly by age, households with children under 18 years, and geographic distribution across the Metro District).

Q1. Where do you reside? (check one)

- Roxborough Village Metro District 90%
 Neighboring community 11%

Q2. Did you participate in any surveys or meetings held during the 2019 Master Plan community outreach process or in the 2020 online surveys? (check one)

- Yes 34%
 No 55%
 Unsure/Can't recall 12%

Q3. How long have you lived in Roxborough or the Roxborough area? (check one)

- Less than one year 5%
 1-5 years 23%
 6-10 years 21%
 11-15 years 17%
 More than 15 years 34%

Q4. In general, how supportive are you to the addition of some type of recreation facility in Roxborough Village that is built and owned by the Metro District? (check one)

- Very supportive 22%
 Somewhat supportive 12%
 Neutral/undecided 10%
 Somewhat opposed 13%
 Very opposed 43%

Q5. The Douglas County Library is interested in partnering with the rec center, including paying rent for space for a branch on a multi-year lease. Would you be supportive of such a partnership?

- Very supportive 34%
 Somewhat supportive 8%
 Neutral/undecided 22%
 Somewhat opposed 11%
 Very opposed 25%

QUESTIONS 6 & 7: Roxborough Village Metro District RESIDENTS ONLY

The Metro District is looking at two conceptual design scenarios. Both have the same features and amenities:

- indoor pool
- fitness/cardio center
- gymnasium
- fitness studios
- community meeting spaces
- outdoor terraces

Please tell us your level of support for both scenarios.

Q6. Scenario A (45,000 square feet) – projected tax impact for Roxborough Village homeowner to build this is \$17.41 per month for each \$100,000 in actual residential value (example: for a house valued at \$500,000 that's $5 \times \$17.41 = \$87.05/\text{month}$) (check one)

- I strongly support 13%
 I somewhat support 7%
 I'm neutral/undecided 11%
 I somewhat oppose 12%
 I strongly oppose 57%

Q7. Scenario B (50,000 square feet) – projected tax impact for Roxborough Village homeowner to build this is \$18.84 per month for each \$100,000 in actual residential value (example: for a house valued at \$500,000 that's $5 \times \$18.84 = \$94.20/\text{month}$) (check one)

- I strongly support 12%
 I somewhat support 8%
 I'm neutral/undecided 12%
 I somewhat oppose 8%
 I strongly oppose 61%

COMMENTS:

ROXBOROUGH VILLAGE METRO DISTRICT
 REC CENTER OPEN HOUSES 6/26, 7/10, 7/15/21
 COMMENTS ADDED TO EVENT SURVEY



COMMENTS	Answer to Q6 (scenario A 45,000 s.f. conceptual design)	Answer to Q7 (scenario B 50,000 s.f. conceptual design)
100 percent in favor	strongly support	strongly support
A lot of Rox Park Foundation members are interested in having paid access as non-members.	strongly support	strongly support
Already had one fail in this area — don't need a second	strongly oppose	strongly oppose
big supporter of the idea of a rec center, but finds the cost prohibitive	strongly oppose	strongly oppose
Community by and large does not support this. Please re survey and end this.	strongly oppose	strongly oppose
Concerned about higher taxes, taxes for homes are already high. Amenity for community would be great maybe look into a smaller design. Pool, gym, studio, weights, and library.	neutral	neutral
concerns — potential for cost increases as property values appreciate. Long term issues / lack of use / bankruptcy?	somewhat support	neutral
Cool idea. Would like to see a diving area at the pool. Love to see a climbing wall or bouldering cave. Also would like to see a pump track or trails bike course.	somewhat support	somewhat support
Costs too much	strongly oppose	strongly oppose
District does not respond to requests for public documents unless lawyers are involved.	strongly oppose	strongly oppose
Do not take away existing rec area!!! Who audits your finances from an outside source?	strongly oppose	strongly oppose
Even the smaller facility is too much of a tax ask, especially with our expected level of use.	strongly oppose	strongly oppose
Every attempt has failed. Why should I have to pay more taxes for this when we can barely pay for what we do have. We would have then also pay yet another fee to even walk in the door. If Sterling Ranch wants this, then have them pay for it	strongly oppose	strongly oppose
Great plan!	strongly support	strongly support
I am opposed to this with the exception if the library concept intergration. I don't see enough value added for myself to buy in to this concept. I also don't believe, because of the amount of negativity in this community overall, that even if it gets built it will thrive.	somewhat oppose	somewhat oppose
I am retired from the USAF and the federal government living on a fixed income. The state of Colorado is my recreational facility. I would not use this facility.	strongly oppose	strongly oppose
I am supportive of the concept, but NOT the cost. I would like to see a public, private partnership approach. We donate the property to a private entity, who builds and operates the facility with the agreement to provide leased space to the library and free space for the metro district offices and community rooms.	strongly oppose	strongly oppose
I believe you need to scale down the overall cost of the building center. The monthly cost is excessive.	strongly oppose	strongly oppose

ROXBOROUGH VILLAGE METRO DISTRICT
 REC CENTER OPEN HOUSES 6/26, 7/10, 7/15/21
 COMMENTS ADDED TO EVENT SURVEY



COMMENTS	Answer to Q6 (scenario A 45,000 s.f. conceptual design)	Answer to Q7 (scenario B 50,000 s.f. conceptual design)
I do not live in the district, but I would love to see a community rec center.	-	-
I do not support this project, not the tax burden it brings. Please stop building on any piece of open land that presents itself.	strongly oppose	strongly oppose
I feel this had a lot of information not told to us. Overall cost and obligation to home owners not practical — I say NO.	strongly oppose	strongly oppose
I greatly appreciate all the work you have done and the excellent presentation of information but am still opposed to more building in this area. It is beautiful and is and I hope we can retain the openness that this area provides. There is so little of it anymore.	strongly oppose	strongly oppose
I have lived here many years. The Master Plan from 1996 when I moved in was never or very little followed. I have been paying off bad bond debt for many years. I have raised 4 kids here and they have done swimming and sports through the Foothills. I'm not prepared to give Douglas country another dime!	strongly oppose	strongly oppose
I oppose the rec center because it will not draw in out of district people because most districts have rec centers. I do not want more taxes to pay for something that will not pay for itself.	strongly oppose	strongly oppose
I prefer Q6 to Q7. I don't want any more cattails ripped out. I am sick of construction traffic. I don't want more traffic or to attract more people to Roxborough. The increase in taxes is less of a concern.	neutral	neutral
I think an environmental study should be required before this goes to vote.	somewhat support	strongly oppose
I wish the board would focus on a way to actually communicate with the homeowners. The current methods do NOT work so most of us are regularly excluded.	strongly oppose	strongly oppose
I would appreciate the inclusion of a space specifically for seniors.	strongly support	somewhat support
I would like to see a modular design. Also I feel like this is being rushed to get something on the ballot that is likely to pass.	somewhat oppose	strongly oppose
I'd like to see the improvements on Willow Creek sooner than later. Let's revisit — disc (frisbee) golf, "pump track" for mountain biking, clean up "widow makers"	neutral	neutral
I'm a teenager and I think a rec center is a fantastic idea. Things would be more accessible, more convenient, and would build community. Additionally, I love the partnership with the library.	strongly support	strongly support
I'm very opposed to the location chosen. There are areas that would have less impact on the neighborhood that should have been considered. Money and facility aren't a concern. No vote for me based on location.	somewhat oppose	somewhat oppose
I've lived here for 13 years saddled with the water plant debt. I'm looking forward to less taxes, not more taxes. I will not use this facility you're proposing. It's way too big. This this has grown way beyond what people wanted. I'm interested in seeing the absolute raw data from the survey you will be mailing to residents. Of 2400 households here, how many truly responded to the first survey?	strongly oppose	strongly oppose

ROXBOROUGH VILLAGE METRO DISTRICT
 REC CENTER OPEN HOUSES 6/26, 7/10, 7/15/21
 COMMENTS ADDED TO EVENT SURVEY



COMMENTS	Answer to Q6 (scenario A 45,000 s.f. conceptual design)	Answer to Q7 (scenario B 50,000 s.f. conceptual design)
If an outdoor pool was in the design — maybe. Unfortunately for us, our kids are grown and we would have been more supportive 10 years ago. I fear for increases with the way the market is going. Too unpredictable for us.	strongly oppose	strongly oppose
Large indoor heated pool is top priority for me. Also, pilates classes, and a community room to play bridge would be great.	-	-
Loved it. Incorporation of the library is great. Keep the sledding hill.	strongly support	strongly support
Many RoxPark residents want a one-time pass, monthly, yearly pass.	-	-
Many thanks for everyone's hard work with this. Come what may, very thankful for the good work.	somewhat support	somewhat support
My impression is the village residents would love a fitness facility but the cost is prohibitive. I believe this would have a negative impact on all of Roxborough.	-	-
My suggestion is, keep the rec center simple, modest and don't make it too extravagant. Having said that, if we're going to do it, let's do it right! I'm excited about what I see so far. Thank you!	strongly support	somewhat support
Negative impact on our view and quality of home use.	strongly oppose	strongly oppose
No rec center. Tired of the taxes!	strongly oppose	strongly oppose
NO ROX REC!	strongly oppose	strongly oppose
NO!	strongly oppose	strongly oppose
No! Stop trying to rush this! Put out a new survey. Add a phased approach starting with a community center first. Many, many, many of my neighbors are completely unaware of this.	strongly oppose	strongly oppose
Our community doesn't need to become another Sterling Ranch or Highlands Ranch. We want to maintain our quiet and semi-private lifestyle.	strongly oppose	strongly oppose
Please engage residents surrounding the park in an honest, open dialogue about a center, Big facilities are not going to pass with the taxpayers but something to improve quality of life would be very nice. Also, take care if the park which is very poorly maintained. Now getting out money's worth right now.	neutral	neutral
Question 4 is a bad question. How will the facility draw people outside of the district? What is the bottom line? Property taxes along with additional taxes the state brings.	strongly oppose	strongly oppose
Resident fees are a big question. Outside fees, off settings. Operating costs vs what it will cost us in Property Taxes! The word "potential" on everything is very worrisome!	strongly oppose	strongly oppose
Roxborough has its own natural outdoor recreational amenities. We don't need an indoor rec center. Spend time outdoors!	strongly oppose	strongly oppose
Scale down. Indoor/outdoor pool. Splash pad.	somewhat oppose	somewhat oppose



101
 ROXBOROUGH VILLAGE METRO DISTRICT
 REC CENTER OPEN HOUSES 6/26, 7/10, 7/15/21
 COMMENTS ADDED TO EVENT SURVEY

COMMENTS	Answer to Q6 (scenario A 45,000 s.f. conceptual design)	Answer to Q7 (scenario B 50,000 s.f. conceptual design)
Since we aren't on water, a location where is the water coming from? Our costs are so high. Why do we need it?	strongly oppose	strongly oppose
Taxes are a huge issue and more human traffic is not a popular idea. There are reasonable options that are close enough we don't need to have a rec center here.	strongly oppose	strongly oppose
Taxes are the least attractive thing out here. High price of water is #2. Most small businesses that come out here fail. I don't see enough usage to justify it. I think it will cost more than the income it generates. I dred the thought of a 30-year tax bill for something that folds.	somewhat oppose	somewhat oppose
Thank you for all your hard work on this! I feel this would be hugely beneficial to our community.	neutral	strongly support
Thank you for looking into this. I am a hard no mostly due to cost. Would love a pool and small clubhouse. This should not be brought to a vote as is, as this is a waste of tax dollars to continue as such. Please listen to us, lots of people are a no. And work with the community to look at options. And make this survey online please. We feel like you are ignoring us.	strongly oppose	strongly oppose
Thank you!	strongly support	neutral
The first rec center failed. There were reopened under new management and failed. They then tried to do this same thing 5 years ago and it was voted down. We do not need to waste money there again.	strongly oppose	strongly oppose
The lack of an outdoor pool changes my intention to use the facility completely. I just simply have no interest in an indoor pool (although I can understand why others might like that feature.) My longer term concern is that the operational budget is sufficient enough to provide a large variety of lifestyle programming/classes. If it's just kid's swim lessons and family-focused recreation, without a robust amount of adult-focused events, then that would be a major let down to get so little value in my investment. Altogether, I'm still very undecided. It's a nice idea, but I'm just not sure the additional tax expense is worth it (and the unknown potential of an operational [illegible] if revenue falls short. I'm also concerned that, with the widespread opposition, the facility would face ongoing challenges in funding the operations properly (ie. pressure to reduce ops budget that would mean valuable programming wouldn't be supported.) So truly, while I'm intrigued by the prospect of a rec center, the whole community must have a collective desire to see it come to fruition and support it long-term in order for it to make sense for any of us.	neutral	somewhat oppose
The location is an absolute non-starter. I needs to be somewhere else where it doesn't eat up so much usable green space. Put it next to Safeway! Also, the options presented are too similar and not right-sized for the community.	strongly oppose	strongly oppose
The pool sounds fun, especially for local kids!	strongly support	strongly support
The proposed pool of required "Out of District" members is not realistic. If folks are going to drive here it will be to enjoy the 2 state parks and Waterton Canyon not a minimal rec center.	strongly oppose	strongly oppose

ROXBOROUGH VILLAGE METRO DISTRICT
 REC CENTER OPEN HOUSES 6/26, 7/10, 7/15/21
 COMMENTS ADDED TO EVENT SURVEY



COMMENTS	Answer to Q6 (scenario A 45,000 s.f. conceptual design)	Answer to Q7 (scenario B 50,000 s.f. conceptual design)
There are a plethora of gyms, with pools, sauna, racketball and more. No more taxes. That depletes the value!	strongly oppose	strongly oppose
This is a fiscally irresponsible project for a community this size. This will raise taxes indefinitely for all residents.	strongly oppose	strongly oppose
Too big — too much money for seniors on a limited income. Water rates are outrageous for us to afford. Other outside district might get to use the facility for less money than the residents. No senior rooms! No dance floor. Positions in large room with sliding wall into fwet [sic] the pack + Sterling Ranch involved as equal partners. There is no cap for the future. What happens when residents can't afford it?	somewhat oppose	strongly oppose
Too big for our community — couldn't sustain a small rec center in Arrowhead Shores — highly unlikely this large facility could be sustained. Concern about operational costs. Beautiful view of our mountains will be ruined!	somewhat oppose	strongly oppose
Too expensive. I am very concerned about the potential "mights," this club might rent space to offset. I think those are just a lot of mights, and too much risk for potential taxes for many years. I am very opposed to paying for extra fees after paying taxes. I'm not opposed to the size and price of the rec center. I feel like we need an option that is more feasible for the size of our community.	strongly oppose	strongly oppose
Unless it is free, because we taxed on it / for it. We are opposed	strongly oppose	strongly oppose
very supportive of common interest, such as library	neutral	neutral
We are retiring the current infrastructure bond. This will tend to equalize our property taxes with Highlands Ranch. This would enhance our property values. There are ample rec center is too costly.	strongly oppose	strongly oppose
We have 8 voters registered in our family and we will ALL vote NO! The main concern is the open-ended, never-ending taxes that increase forever as house values go up. The maintenance fees are not acceptable. We also do not see a need for a huge structure and look out on the park.	strongly oppose	strongly oppose
We love the library but \$4 million more to have them is too steep. With Sterling Ranch Rec & other neighboring rec we don't need this especially for the cost.	strongly oppose	strongly oppose
We moved here for the open space and reasonable taxes. I'm not in favor of paying higher taxes to reduce the open space.	somewhat oppose	somewhat oppose
we want a rec center!!	strongly support	strongly support
Where is the water coming from? Will our bill go up?	strongly oppose	strongly oppose
Who will manage the facility if built? Reveal the cost before the vote, not after might cause stronger support. A rec center is not NEEDED in this community! There are more negative impacts than positive impacts to residents. Plus the cost is unrealistic. Retired fixed-income residents cannot afford the added taxation for the build or continued maintenance.	strongly oppose	strongly oppose

ROXBOROUGH VILLAGE METRO DISTRICT
 REC CENTER OPEN HOUSES 6/26, 7/10, 7/15/21
 COMMENTS ADDED TO EVENT SURVEY



COMMENTS	Answer to Q6 (scenario A 45,000 s.f. conceptual design)	Answer to Q7 (scenario B 50,000 s.f. conceptual design)
Why would I pay \$1,200 per year for a long time for a rec center I don't get get a membership to? Even if it did, my tax dollars are better spent.	strongly oppose	strongly oppose
Will be interesting with this facility if the homeowners are willing to pay at \$87 or \$94 dollars a month.	-	-
With way too many unknowns and the potential for changing EVERYTHING after a potential yes vote, I am strongly opposed and concerned about approving a blank check.	strongly oppose	strongly oppose
WRECK THE REC. NO ROX REC CENTER.	strongly oppose	strongly oppose

Herschberg, Natalie

To: Scott Barnett
Cc: Jones, Anna
Subject: RE: [External] Fw: Imperial Park Fence Bid

From: JAY D Fells <TAMIJAY4@msn.com>
Sent: Sunday, June 6, 2021 5:55 PM
To: Scott Barnett <scott@mulhernmre.com>; Jones, Anna <Anna.Jones@claconnect.com>
Subject: Imperial Park Fence Bid

Hi Scott,

Here is the bid for the Imperial Park Split Rail Fence project.

The run along Village Circle West is approximately 380' long with an additional 20' -30' angling to the west along Stacy Place as we discussed onsite.

This bid is for a cedar split rail fence, 10' sections except where locates, tree roots, etc. dictate shorter sections. It includes all materials, fencing materials, concrete, skid steer and auger rental, excess dirt removal and disposal, onsite meetings, temporary staking of anticipated pole locations for a locate refresh, and hand digging of post holes where we feel it is too risky to use a power auger per locate markings.

Fence will run along Village Circle West approx. 380' and west approx. 20' - 30' along Stacy Place. Setback will vary from 7' to 9' or more due to location of buried cables, lines, access boxes, trees, etc. We will keep the setback as consistent as possible.

We will use extreme caution around all locate markings and known irrigation lines, we will not be responsible for repair cost or damage to any cable/phone lines, Xcel or power lines, gas lines, irrigation lines or any other buried cables or lines that may be damaged due to improper location markings or no markings at all.

Three Rail Split Rail Cedar Fence (Approximately 48" high above grade) \$14,500 Total NTE \$17,000

Two Rail Split Rail Cedar Fence (Approximately 36" high above grade) \$12,500 Total NTE \$15,000

This bid amount will only change if the cedar split rail fencing materials increase by more than 15% by the time of the purchase of materials. Every supplier I have contacted will not guarantee the price "estimates" they are giving me due to a severe shortage of materials and the shortage of truck drivers affecting delivery costs. Price estimates currently are \$6.50 per linear foot for the three rail fence. This cost is for fencing material only and does not include concrete, screws or any other necessary or desired materials. Just an FYI, none of the three suppliers I contacted last week had any split rail fencing materials on hand, they are all waiting on deliveries. I am guessing that their regular fencing contractors will get priority on delivered materials, even though they told me that wouldn't be the case.

NTE is for unexpected issues with buried cables, lines, etc. where the fence layout needs to be altered significantly or if we encounter unexpected issues with tree roots, rocks, concrete, etc. when digging post holes. We are assuming we will have three or four (by the large tree along Village Circle West) of the 45-55 post holes that will be difficult, which is already factored into this bid total.

Please let me know if you have any questions,

Thank you,

Jay Fells
CDR Construction, LLC



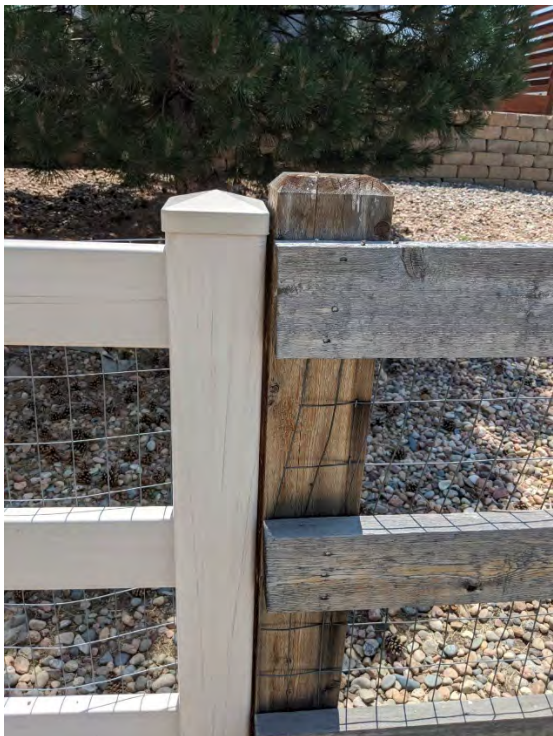
1999 Wooden Split Rail Fence



2021 Wooden Split Rail Fence



2000 Vinyl (PVC) Split Rail Fence



2000 Vinyl/Wooden Split Rail Interface.

Split Rail Fence Co. estimates that the Vinyl is 20%-30% more expensive, but a formal proposal would be required.

Herschberg, Natalie

To: Gianarkis, Rebecca; Jones, Anna
Subject: RE: GoCo Memo

Manager Jones and Assistant Gianarkis met with [Great Outdoors Colorado \(GOCO\) Senior Program Officer, Southern Front Range, Tilah Larson](#), on Thursday, July 15 to assess whether the proposed Roxborough Recreation Center project is eligible for any [GOCO grants](#). Ms. Larson advised that the capital project itself is unlikely to be competitive for funding. In part, the current project is not likely to be competitive because GOCO prioritizes underserved and under-resourced communities and Roxborough Village Metropolitan District (RVMD) does not fit this profile. Secondly, although GOCO does fund capital projects, "capital" usually refers to outdoor capital projects as opposed to indoor recreational facilities.

If the project proposal later includes outdoor amenities such as trails, walking paths, environmental education opportunities, etc., then it might be more competitive. Ms. Larson noted that a funding proposal would need to demonstrate that listed services are not provided elsewhere in the nearby community and that community engagement was conducted and community buy in was earned. Ms. Larson used the phrase "elevate the voice of the community in the project."

Ms. Larson also mentioned that opportunities to connect existing trail infrastructure to new or existing trails that are not currently connected to the greater trail systems are generally competitive proposals. In the future, the RVMD would likely consider the [Community Impact](#) grant and possibly the [Centennial Program](#) grant. However, it does not appear that a RVMD grant proposal would be competitive at this time. Ms. Larson concluded that we are welcome to be in touch with questions as they arise and that GOCO hopes to partner with RVMD in the future. Ms. Larson will serve as our primary point of contact should we choose to apply for a grant in the future.



Rebecca Gianarkis, MPA
 Public Management Analyst
 Business Operations (BizOps)

Direct 303-265-7819

CLA (CliftonLarsonAllen LLP)
rebecca.gianarkis@CLAconnect.com

[Create Opportunities](#)

[Wealth Advisory](#) | [Outsourcing](#) | [Audit, Tax, and Consulting](#)

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



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

CLA is an independent member of Nexia International. See [member firm disclaimer](#) for details.

Roxborough Village - Community & Recreation Center						
DRAFT - Estimated P&L - 45,007 sq. ft. facility (w/o Community Partner)						
Capital Expense:	\$26,115,300	Note: 2 - Multi-Purpose Rooms 1 - Pool				
Other Costs:	\$6,366,943					
Total Construction Costs:	\$32,482,243					
Summary	2024	2025	2026	2027	2028	
- Total Revenue	\$1,818,176	\$1,846,739	\$2,004,671	\$2,034,974	\$2,095,653	
- Total Expenses	\$1,873,165	\$1,879,293	\$1,935,672	\$1,993,742	\$2,053,555	
- Net	\$45,010	\$67,446	\$68,999	\$41,232	\$41,998	
- Margin	2%	3%	3%	2%	2%	
REVENUE:						
Member Revenue:	2024	2025	2026	2027	2028	
- Non-Roxborough Resident Projected Membership Units:	1,100	1,100	1,100	1,100	1,100	
- Est. Membership Avg. Monthly Rate (pricing analysis will be conducted regularly to ensure price aligns w/ market dynamics)	\$72	\$74	\$74	\$74	\$76	
Note: Membership is FREE to Roxborough Village Residents						
Total Member Revenue:	\$79,200	\$81,400	\$81,400	\$81,400	\$83,600	
- Other Fees	\$49,890	\$49,890	\$49,890	\$49,890	\$49,890	
Program Revenue:	2024	2025	2026	2027	2028	
- # of Multi-Purpose Rms	2	2	2	2	2	
Specialty Programs:	\$191,538	\$197,285	\$203,264	\$209,304	\$215,379	
- Cross / Circuit Training	\$33,024	\$34,016	\$35,016	\$36,016	\$37,016	
- Mat Pilates	\$37,152	\$38,287	\$39,416	\$40,541	\$41,666	
- Yoga	\$22,291	\$22,960	\$23,649	\$24,358	\$25,089	
- Cycle	\$49,238	\$51,022	\$52,803	\$54,579	\$56,353	
- Small Group / Family Personal Train	\$49,238	\$51,022	\$52,803	\$54,579	\$56,353	
Personal Training	\$91,382	\$94,134	\$96,954	\$99,867	\$102,863	
Special Fitness Programs:	\$79,872	\$82,268	\$84,736	\$87,276	\$89,887	
- Weight loss Program	\$39,365	\$41,134	\$42,965	\$44,859	\$46,816	
- Nutrition Classes	\$39,938	\$41,134	\$42,369	\$43,639	\$44,948	
Swim Lessons	\$168,480	\$173,534	\$178,740	\$184,103	\$189,626	
Day Camps:	\$78,487	\$80,391	\$82,295	\$84,200	\$86,104	
- Summer	No Change based on sq. footage	\$62,800	\$64,684	\$66,625	\$68,623	\$70,682
- School Out Camp	No Change based on sq. footage	\$15,687	\$15,707	\$15,670	\$15,677	\$15,422
Sport Programs:	\$269,798	\$267,850	\$244,085	\$228,508	\$227,123	
- Sports Clinics / Hoops: Basketball	No Change based on sq. footage	\$112,200	\$115,568	\$119,033	\$122,604	\$126,282
- Baseball, Soccer	No Change based on sq. footage	\$89,996	\$92,294	\$94,692	\$97,190	\$100,891
- Summer Sport Camps (5 weeks)	No Change based on sq. footage	\$67,598	\$69,988	\$72,358	\$74,709	\$77,040
Non-Physical Activities / Programs:	\$121,229	\$126,868	\$132,612	\$138,471	\$139,440	
- Art Classes	\$9,884	\$10,264	\$10,644	\$11,024	\$11,404	
- Family Fun Night	\$2,704	\$2,796	\$2,890	\$2,984	\$3,078	
- Nutritional Cooking Classes	\$6,664	\$6,856	\$7,048	\$7,240	\$7,432	
- Music Classes	\$8,300	\$8,576	\$8,852	\$9,128	\$9,404	
- Language - Spanish	\$6,664	\$6,856	\$7,048	\$7,240	\$7,432	
- Book Clubs	\$2,704	\$2,796	\$2,890	\$2,984	\$3,078	
- Computer Classes	\$9,364	\$10,264	\$11,164	\$12,064	\$12,964	
- Trivia Games	\$2,704	\$2,796	\$2,890	\$2,984	\$3,078	
- Tai Chi	\$10,912	\$11,264	\$11,616	\$11,968	\$12,320	
- Card Game Club	\$6,112	\$6,264	\$6,416	\$6,568	\$6,720	
- Travel Clubs	\$6,240	\$6,427	\$6,614	\$6,801	\$6,988	
- Languages -	\$13,312	\$13,712	\$14,112	\$14,512	\$14,912	
- Basic STEAM classes	\$19,968	\$20,567	\$21,166	\$21,765	\$22,364	
- Drama Classes	\$13,312	\$13,712	\$14,112	\$14,512	\$14,912	
Added Revenue Items:	2024	2025	2026	2027	2028	
- Swim Team: (Rental Fee)	Unavailable @ 45,007 sq. ft.	\$0	\$0	\$0	\$0	\$0
- Rentals (Birthday Parties, Weddings, Meeting Space, Corporate Outings, etc.)	2 - Multipurpose Rooms and 1 Pool	\$35,000	\$36,000	\$37,132	\$38,245	\$39,393
- Specialty Services - pull it out	Unavailable @ 45,007 sq. ft.	\$0	\$0	\$0	\$0	\$0
- Physical Therapy	\$0	\$0	\$0	\$0	\$0	\$0
- Occupational Therapy	\$0	\$0	\$0	\$0	\$0	\$0
- Outpatient Rehab	\$0	\$0	\$0	\$0	\$0	\$0
- Respite Care	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL REVENUE:	\$1,818,176	\$1,846,739	\$2,004,671	\$2,034,974	\$2,095,653	
EXPENSES:						
NON-INSTRUCTOR BASE STAFF	\$924,810.03	\$949,464.33	\$977,848.26	\$1,007,286.71	\$1,037,506.31	
- Membership Staff	\$44,142.08	\$251,486.34	\$259,010.33	\$266,760.64	\$274,784.08	
- Fitness Floor Staff	\$122,071.04	\$125,733.17	\$129,505.17	\$133,300.30	\$137,122.03	
- Maintenance	\$389,101.44	\$400,774.48	\$412,797.72	\$425,181.65	\$437,937.10	
- Management	\$45,000.00	\$46,350.00	\$47,740.50	\$49,167.25	\$50,630.00	
- Program Support (Variable)	\$85,000.00	\$87,500.00	\$90,176.50	\$92,981.80	\$95,926.25	
- Instructor Lead Staff	\$416,660.44	\$429,160.44	\$442,035.38	\$455,286.34	\$468,995.33	
- Specialty Programs	\$114,647.85	\$118,087.28	\$121,629.90	\$125,278.80	\$129,037.16	
- Personal Training	\$64,918.88	\$66,884.39	\$68,873.32	\$70,884.43	\$72,916.52	
- Wellness	\$6,546.24	\$6,742.63	\$6,944.91	\$7,153.25	\$7,367.86	
- Nutrition	\$6,546.24	\$6,742.63	\$6,944.91	\$7,153.25	\$7,367.86	
- Summer Camp	\$74,383.03	\$76,616.44	\$78,933.91	\$81,341.32	\$83,839.78	
- School Day Out Camp	\$5,664.30	\$5,731.23	\$5,803.17	\$5,880.27	\$6,262.67	
- Swim Lessons	\$58,916.16	\$60,683.64	\$62,564.15	\$64,459.28	\$66,369.66	
- Sports	\$20,697.09	\$21,138.00	\$21,597.54	\$22,066.26	\$23,549.75	
- Non-Physical Activities	\$27,285.96	\$28,083.84	\$28,933.46	\$29,835.06	\$30,789.34	
- Rental Coordinator Staff	\$7,176.00	\$7,391.28	\$7,613.02	\$7,841.41	\$8,076.65	
UTILITIES / OPERATING OVERHEAD	\$486,086.00	\$500,668.58	\$515,688.64	\$531,189.30	\$547,094.08	
- Utilities	\$153,486.00	\$158,090.58	\$162,833.50	\$167,719.30	\$172,748.85	
- District Accounting Fees	\$12,000.00	\$12,360.00	\$12,730.80	\$13,112.72	\$13,506.11	
- District Incent Fees	\$10,000.00	\$10,360.00	\$10,730.80	\$11,107.77	\$11,495.19	
- Board Admin	\$5,000.00	\$5,150.00	\$5,304.50	\$5,463.50	\$5,627.54	
- Supplies	\$78,000.00	\$80,340.00	\$82,750.00	\$85,232.71	\$87,789.69	
- Telephone	\$15,000.00	\$15,450.00	\$15,915.00	\$16,394.91	\$16,888.63	
- Repair & House	\$97,600.00	\$100,238.00	\$102,943.84	\$105,716.26	\$108,549.66	
- Landscaping - Snow removal	\$80,000.00	\$82,400.00	\$84,872.00	\$87,416.16	\$90,037.70	
- Equipment Cost	\$10,000.00	\$10,300.00	\$10,609.00	\$10,927.27	\$11,255.09	
- Insurance	\$25,000.00	\$25,750.00	\$26,522.00	\$27,316.18	\$28,137.72	
Miscellaneous	\$48,608.00	\$50,066.86	\$51,568.86	\$53,115.93	\$54,709.41	
Total Expenses:	\$1,873,165	\$1,879,293	\$1,935,672	\$1,993,742	\$2,053,555	

Roxborough Village - Community & Recreation Center						
DRAFT - Estimated P&L - 49,642 sq. ft. facility (w/ Community Partner)						
Conceptual Costs:	\$28,765,300	Note: 2 - Multi-Purpose Rooms				
Other Costs (FF&E Design):	\$6,365,943	- Pool				
Total Construction Costs:	\$35,131,243	Community Partner Space: 4,700 sq. ft. (example = Library)				
Summary	2024	2025	2026	2027	2028	
- Total Revenue	\$1,827,680	\$1,956,243	\$2,014,460	\$2,044,763	\$2,105,636	
- Total Expenses	\$1,873,165	\$1,879,293	\$1,935,672	\$1,993,742	\$2,053,555	
- Net	\$54,514	\$76,950	\$78,788	\$51,021	\$52,081	
- Margin	3%	4%	4%	2%	2%	
REVENUE:						
Member Revenue:	2024	2025	2026	2027	2028	
- Non-Roxborough Resident Projected Membership Units: (adjusted to account for increase "community partner" traffic to center)	1,111	1,111	1,111	1,111	1,111	
- Est. Membership Avg. Monthly Rate (pricing analysis will be conducted regularly to ensure price aligns w/ market dynamics) Note: Membership is FREE to Roxborough Village Residents	\$72	\$72	\$74	\$74	\$76	
Total Member Revenue:	\$80,952	\$80,952	\$82,301	\$82,301	\$84,836	
- Joint Fees	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	
Program Revenue:						
	# of Multi-Purpose Rms	2024	2025	2026	2027	2028
Specialty Programs:	2	\$191,538	\$197,285	\$203,204	\$209,390	\$215,579
- Cross / Circuit Training	2	\$33,024	\$34,016	\$35,016	\$36,086	\$37,169
- Pilates	2	\$37,152	\$38,287	\$39,416	\$40,597	\$41,819
- Yoga	2	\$22,291	\$22,960	\$23,649	\$24,358	\$25,089
- Cycle	2	\$49,238	\$51,022	\$52,803	\$54,591	\$56,373
- Small Group / Family Personal Trainr	2	\$49,238	\$51,022	\$52,803	\$54,591	\$56,373
Personal Training	2	\$91,392	\$94,134	\$96,954	\$99,847	\$102,863
Special Fitness Programs:		\$79,872	\$82,268	\$84,734	\$87,278	\$89,897
- Weight loss Program	2	\$39,396	\$41,134	\$42,968	\$44,839	\$46,749
- Nutrition Classes	2	\$39,936	\$41,134	\$42,368	\$43,639	\$44,948
Swim Lessons	1 - Pool	\$168,480	\$173,534	\$178,740	\$184,103	\$189,626
Day Camps:		\$78,447	\$80,391	\$82,291	\$84,236	\$86,240
- Summer	No Change based on sq. footage	\$62,800	\$64,684	\$66,625	\$68,623	\$70,682
- School Out Camp	No Change based on sq. footage	\$15,647	\$15,707	\$15,666	\$15,613	\$15,558
Sport Programs:		\$269,798	\$267,850	\$244,085	\$220,508	\$227,123
- Sports Clinics / Hoops: Basketball	No Change based on sq. footage	\$112,200	\$115,568	\$119,033	\$122,604	\$126,282
- Basketball, Soccer	No Change based on sq. footage	\$89,996	\$92,282	\$94,652	\$97,104	\$100,641
- Summer Sport Camps (5 weeks)	No Change based on sq. footage	\$67,592	\$69,992	\$70,392	\$70,792	\$71,192
Non-Physical Activities / Programs:		\$121,229	\$126,868	\$132,612	\$138,471	\$144,445
- Art Classes	\$9,984	\$10,284	\$10,584	\$10,884	\$11,184	\$11,484
- Family Fun Night	\$2,704	\$2,796	\$2,896	\$2,996	\$3,096	\$3,196
- Nutritional Cooking Classes	\$6,664	\$6,856	\$7,048	\$7,240	\$7,432	\$7,624
- Music Classes	\$8,304	\$8,576	\$8,848	\$9,120	\$9,392	\$9,664
- Language - Spanish	\$8,664	\$8,856	\$9,048	\$9,240	\$9,432	\$9,624
- Book Clubs	\$2,704	\$2,796	\$2,896	\$2,996	\$3,096	\$3,196
- Computer Classes	\$9,384	\$10,284	\$10,584	\$10,884	\$11,184	\$11,484
- Trivia Games	\$2,704	\$2,796	\$2,896	\$2,996	\$3,096	\$3,196
- Tai Chi	\$10,912	\$10,912	\$11,212	\$11,512	\$11,812	\$12,112
- Card Games Club	\$9,112	\$9,368	\$9,624	\$9,880	\$10,136	\$10,392
- Travel Clubs	\$6,240	\$6,427	\$6,614	\$6,801	\$6,988	\$7,175
- Languages	\$13,312	\$13,712	\$14,112	\$14,512	\$14,912	\$15,312
- Basic STEAM classes	\$19,968	\$20,667	\$21,366	\$22,065	\$22,764	\$23,463
- Drama Classes	\$13,112	\$13,712	\$14,312	\$14,912	\$15,512	\$16,112
Added Revenue Items:		\$0	\$0	\$0	\$0	\$0
- Swim Team: (Rental Fee)	Unavailable @ 45,007 sq. ft.	\$0	\$0	\$0	\$0	\$0
- Rentals (Birthday Parties, Weddings, Meeting Space, Corporate Outings, etc.)	2 - Multi-purpose Rooms and 1 Pool	\$35,000	\$36,000	\$37,132	\$38,245	\$39,393
- Specialty Services - pull it out	Unavailable @ 45,007 sq. ft.	\$0	\$0	\$0	\$0	\$0
- Physical Therapy	\$0	\$0	\$0	\$0	\$0	\$0
- Occupational Therapy	\$0	\$0	\$0	\$0	\$0	\$0
- Outpatient Rehab	\$0	\$0	\$0	\$0	\$0	\$0
- Respite Care	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL REVENUE:		\$1,827,680	\$1,956,243	\$2,014,460	\$2,044,763	\$2,105,636
EXPENSES:						
NON-INSTRUCTOR BASE STAFF		\$924,810.03	\$949,464.33	\$977,948.26	\$1,009,880.00	\$1,037,565.31
- Membership	\$244,142.08	\$251,486.34	\$259,010.33	\$266,780.64	\$274,784.06	\$283,023.20
- Fitness Floor Staff	\$122,071.04	\$125,733.17	\$129,505.17	\$133,390.32	\$137,392.63	\$141,516.20
- Lab/quads	\$389,101.44	\$400,774.48	\$412,737.72	\$425,191.65	\$438,257.10	\$451,934.31
- Maintenance	\$45,000.00	\$46,350.00	\$47,782.50	\$49,297.50	\$50,895.00	\$52,575.00
- Management	\$85,000.00	\$87,500.00	\$90,175.00	\$92,925.00	\$95,750.00	\$98,640.00
- Program Supplies (Variable)	\$36,495.47	\$37,093.33	\$38,718.04	\$39,373.54	\$40,078.04	\$40,832.51
INSTRUCTOR LEAD STAFF		\$416,660.64	\$429,160.46	\$442,035.38	\$455,296.34	\$468,955.23
- Specialty Programs	\$114,647.85	\$118,087.28	\$121,629.90	\$125,278.80	\$129,037.16	\$132,907.16
- Personal Training	\$64,318.88	\$66,684.39	\$69,137.32	\$71,678.43	\$74,308.43	\$77,029.12
- Wellness	\$6,546.24	\$6,742.63	\$6,944.91	\$7,153.25	\$7,367.85	\$7,588.15
- Nutrition	\$6,546.24	\$6,742.63	\$6,944.91	\$7,153.25	\$7,367.85	\$7,588.15
- Summer Camp	\$74,383.03	\$76,616.44	\$78,933.91	\$81,337.28	\$83,827.43	\$86,405.16
- School Day Out Camp	\$5,664.30	\$5,731.23	\$5,803.17	\$5,880.27	\$5,962.67	\$6,050.50
- Swim Lessons	\$58,196.16	\$60,083.64	\$62,054.16	\$64,109.28	\$66,249.46	\$68,475.16
- Sports	\$20,697.09	\$21,318.00	\$21,957.54	\$22,616.26	\$23,294.75	\$24,000.00
- Non-Physical Activities	\$7,265.96	\$7,483.34	\$7,703.46	\$7,926.06	\$8,151.96	\$8,380.96
- Rental Coordinator Staff	\$7,176.00	\$7,391.28	\$7,613.02	\$7,841.41	\$8,076.65	\$8,319.15
UTILITIES / OPERATING OVERHEAD		\$496,086.00	\$509,688.58	\$515,688.64	\$531,159.30	\$547,984.08
- Utilities	\$153,498.00	\$159,090.58	\$162,833.30	\$167,718.30	\$172,769.85	\$178,000.00
- District Accounting Fees	\$12,000.00	\$12,360.00	\$12,730.80	\$13,112.72	\$13,506.11	\$13,911.41
- District Rental Fees	\$10,000.00	\$10,360.00	\$10,730.80	\$11,112.72	\$11,506.11	\$11,911.41
- Board Admin	\$5,000.00	\$5,180.00	\$5,360.00	\$5,540.00	\$5,720.00	\$5,910.00
- Supplies	\$78,000.00	\$80,340.00	\$82,750.00	\$85,227.71	\$87,772.69	\$90,395.69
- Telephone	\$15,000.00	\$15,450.00	\$15,900.00	\$16,350.00	\$16,800.00	\$17,250.00
- Repair & House	\$97,600.00	\$100,280.00	\$103,043.84	\$105,895.16	\$108,834.86	\$111,862.86
- Landscaping - Snow removal	\$80,000.00	\$82,400.00	\$84,872.00	\$87,416.00	\$90,032.00	\$92,724.00
- Equipment Cost	\$10,000.00	\$10,300.00	\$10,609.00	\$10,927.27	\$11,255.00	\$11,592.00
- Insurance	\$25,000.00	\$25,750.00	\$26,522.00	\$27,318.18	\$28,138.18	\$29,000.00
Miscellaneous		\$48,608.60	\$50,066.86	\$51,568.86	\$53,115.93	\$54,709.41
Total Expenses:		\$1,873,165	\$1,879,293	\$1,935,672	\$1,993,742	\$2,053,555

Roxborough Village - Community & Recreation Center						
DRAFT - Estimated P&L - 55,548 sq. ft. facility (w/o Community Partner)						
Capital Expense:	\$30,280,231	Note:	4 - Multi-Purpose Rooms			
Other Costs:	\$7,163,093		2 - Pools			
Total Construction Costs:	\$37,443,324					
Summary	2024	2025	2026	2027	2028	
- Total Revenue	\$2,278,534	\$2,315,057	\$2,384,038	\$2,422,785	\$2,494,999	
- Total Expenses	\$1,973,627	\$1,976,782	\$2,036,085	\$2,097,168	\$2,160,993	
- Net	\$304,907	\$338,275	\$347,953	\$325,618	\$334,916	
- Margin	13%	15%	15%	13%	13%	
REVENUE:						
Member Revenue:	2024	2025	2026	2027	2028	
- Non-Roxborough Resident Projected Membership Units: (adjusted to account for additional amenities and scheduling options with larger facility)	1,210	1,210	1,210	1,210	1,210	
- Est. Membership Avg. Monthly Rate (pricing analysis will be conducted regularly to ensure price aligns w/ market dynamics) Note: Membership is FREE to Roxborough Village Residents	\$72	\$72	\$74	\$74	\$76	
Member Revenue	\$1,865,440	\$1,865,440	\$1,876,803	\$1,876,803	\$1,769,107	
- Joining Fees						
Program Revenue:						
# of Multi-Purpose Rms	2024	2025	2026	2027	2028	
Specialty Programs:	\$239,424	\$246,607	\$254,905	\$261,628	\$269,474	
- Cross/Circuit Training	4	\$41,202	\$42,216	\$43,724	\$45,128	\$46,461
- Mat Pilates	4	\$46,440	\$47,833	\$49,268	\$50,746	\$52,269
- Yoga	4	\$27,864	\$28,702	\$29,561	\$30,442	\$31,361
- Cycle	4	\$61,500	\$63,778	\$66,691	\$69,862	\$73,292
- Small Group / Family Personal Training	4	\$61,900	\$63,778	\$66,691	\$69,862	\$73,292
Personal Training	\$142,800	\$147,084	\$151,497	\$156,041	\$160,723	
Special Fitness Programs:	\$99,840	\$102,835	\$105,500	\$109,098	\$112,371	
- Weight loss Program	4	\$49,920	\$51,418	\$52,900	\$54,448	\$56,185
- Nutrition Classes	4	\$49,920	\$51,418	\$52,900	\$54,448	\$56,185
Swim Lessons	2 - Pools	\$210,600	\$216,916	\$223,436	\$230,126	\$237,032
Day Camps:	\$78,467	\$80,951	\$82,292	\$84,290	\$86,349	
- Summer	No Change based on sq. footage	\$52,802	\$54,654	\$56,625	\$58,812	\$61,183
- School Out Camp	No Change based on sq. footage	\$15,667	\$15,667	\$15,667	\$15,667	\$15,667
Sport Programs:	\$201,796	\$207,890	\$214,085	\$220,508	\$227,123	
- Sports (Bikes / leagues: Basketball, Baseball, Soccer)	No Change based on sq. footage	\$112,200	\$115,566	\$119,033	\$122,604	\$126,282
- Summer Sport Camps (5 weeks)	No Change based on sq. footage	\$89,596	\$92,324	\$95,052	\$97,904	\$100,841
Non-Physical Activities / Programs:	\$151,537	\$156,083	\$160,765	\$165,588	\$170,556	
- Art Classes	\$12,480	\$12,854	\$13,240	\$13,637	\$14,046	
- Family Fun Night	\$3,380	\$3,481	\$3,584	\$3,689	\$3,794	
- Nutritional Cooking Classes	\$8,320	\$8,570	\$8,827	\$9,091	\$9,364	
- Music Classes	\$10,400	\$10,712	\$11,035	\$11,368	\$11,709	
- Language - Spanish	\$8,320	\$8,570	\$8,827	\$9,091	\$9,364	
- Book Clubs	\$3,380	\$3,481	\$3,584	\$3,689	\$3,794	
- Computer Classes	\$12,480	\$12,854	\$13,240	\$13,637	\$14,046	
- Trivia Games	\$3,380	\$3,481	\$3,584	\$3,689	\$3,794	
- B&B Clubs	\$13,217	\$13,613	\$14,022	\$14,442	\$14,875	
- Card Game Club	\$10,400	\$10,712	\$11,035	\$11,368	\$11,709	
- Travel Clubs	\$7,800	\$8,034	\$8,278	\$8,533	\$8,779	
- Language	\$16,640	\$17,108	\$17,682	\$18,262	\$18,798	
- Basic STEM classes	\$24,000	\$24,600	\$25,200	\$25,800	\$26,400	
- Drama Classes	\$16,640	\$17,108	\$17,682	\$18,262	\$18,798	
Added Revenue Items:	\$50,000	\$51,000	\$53,045	\$54,836	\$56,275	
- Swim Team: (Annual Fee) Unavailable @ 45,007 sq. ft.						
- Rentals (Birthday Parties, Weddings, Meeting Space, Corporate 4 - Multi-purpose Rooms and 2 Pools Outdoors, etc.)	\$61,250	\$63,088	\$64,980	\$66,930	\$68,937	
Specialty Services - pull it out	\$47,380	\$48,801	\$50,265	\$51,773	\$53,327	
- Physical Therapy	\$0	\$0	\$0	\$0	\$0	
- Occupational Therapy	\$0	\$0	\$0	\$0	\$0	
- Outpatient Rehab	\$0	\$0	\$0	\$0	\$0	
- Respite Care	\$0	\$0	\$0	\$0	\$0	
TOTAL REVENUE:	\$2,328,534	\$2,366,557	\$2,437,083	\$2,477,421	\$2,561,274	
EXPENSES:						
NON-INSTRUCTOR BASE STAFF	2024	2025	2026	2027	2028	
Membership	\$244,142.08	\$251,468.34	\$259,010.33	\$266,780.64	\$274,764.96	
Recess/Floor Staff	\$122,071.04	\$125,735.17	\$129,505.17	\$133,381.52	\$137,362.08	
Lifeguards	\$385,101.44	\$400,774.48	\$412,797.72	\$425,181.65	\$437,937.10	
Maintenance	\$45,000.00	\$46,300.00	\$47,740.50	\$49,172.72	\$50,647.90	
Management	\$85,000.00	\$87,500.00	\$90,175.00	\$92,981.80	\$95,968.25	
Program Supplies (Variable)	\$36,495.47	\$37,590.33	\$38,718.04	\$39,879.58	\$41,075.97	
INSTRUCTOR LEAD STAFF	\$403,176.39	\$466,771.88	\$486,774.83	\$498,198.08	\$510,054.02	
- Specialty Programs	\$114,647.85	\$116,087.28	\$119,620.00	\$123,278.80	\$127,060.76	
- Personal Training	\$101,432.63	\$104,475.60	\$107,609.87	\$110,838.17	\$114,163.31	
- Weightloss	\$6,546.24	\$6,742.63	\$6,944.91	\$7,153.25	\$7,367.89	
- Nutrition	\$7,433.33	\$7,615.44	\$7,804.91	\$8,001.32	\$8,203.76	
- Summer Camp	\$5,654.30	\$5,731.23	\$5,903.17	\$6,080.27	\$6,262.67	
- School Day Out Camp	\$56,176.18	\$56,683.64	\$57,204.10	\$57,734.28	\$58,276.08	
- Swim Lessons	\$20,697.09	\$21,318.00	\$21,957.54	\$22,616.26	\$23,294.75	
- Sports	\$87,205.06	\$88,983.94	\$90,783.48	\$92,676.06	\$94,643.34	
- Non-Physical Activities	\$7,176.02	\$7,391.28	\$7,613.02	\$7,841.41	\$8,076.65	
- Rental Coordinator Staff						
UTILITIES / OPERATING OVERHEAD	\$544,219.00	\$566,545.57	\$577,381.94	\$594,882.80	\$612,523.28	
- Utilities	\$175,524.00	\$180,789.72	\$186,213.41	\$191,799.81	\$197,553.81	
- District Accounting Fees	\$12,300.00	\$12,669.00	\$13,048.00	\$13,437.00	\$13,836.00	
- District Legal Fees	\$10,250.00	\$10,557.50	\$10,874.23	\$11,200.45	\$11,536.47	
- Board Admin	\$5,125.00	\$5,278.75	\$5,437.11	\$5,600.23	\$5,768.11	
- Supplies	\$78,000.00	\$80,340.00	\$82,750.00	\$85,232.71	\$87,789.89	
- Telephones	\$15,375.00	\$15,686.25	\$16,011.24	\$16,350.86	\$16,704.08	
- Repair & House	\$127,020.00	\$130,830.00	\$134,795.52	\$138,798.18	\$142,962.13	
- Landscaping - Snow removal	\$80,000.00	\$82,400.00	\$84,872.00	\$87,416.16	\$90,042.70	
- Equipment Cost	\$15,000.00	\$15,450.00	\$15,913.50	\$16,390.91	\$16,882.83	
- Insurance	\$25,625.00	\$26,393.75	\$27,185.56	\$28,011.13	\$28,881.16	
Miscellaneous	\$54,421.90	\$56,054.56	\$57,736.19	\$59,468.28	\$61,252.33	
Total Expenses:	\$1,973,627	\$1,976,782	\$2,036,085	\$2,097,168	\$2,160,993	

Roxborough Village - Community & Recreation Center						
DRAFT - Estimated P&L - 55,548 sq. ft. facility (w/ Community Partner)						
Capital Expense:	\$30,280,231	Note: 4 - Multi-Purpose Rooms				
Other Costs:	\$7,163,093	2 - Pools				
Total Construction Costs:	\$37,443,324	Community Partner Space: 4,700 sq. ft. (example = Library)				
Summary	2024	2025	2026	2027	2028	
- Total Revenue	\$2,288,988	\$2,325,511	\$2,394,806	\$2,433,553	\$2,508,090	
- Total Expenses	\$1,973,627	\$1,976,782	\$2,036,085	\$2,097,168	\$2,160,083	
- Net	\$315,361	\$348,729	\$358,721	\$336,386	\$346,007	
- Margin	14%	15%	15%	14%	14%	
REVENUE:						
Member Revenue:						
- Non-Roxborough Resident Projected Membership Units: (adjusted to account for additional amenities and advertising options with larger facility and to account for increase "community partner" traffic to center)	1,222	1,222	1,222	1,222	1,222	
- Est. Membership Avg. Monthly Rate (pricing analysis will be conducted regularly to ensure price aligns w/ market dynamics) Note: Membership is FREE to Roxborough Village Residents	\$72	\$72	\$74	\$74	\$76	
Member Revenue	\$1,059,894	\$1,059,894	\$1,097,571	\$1,097,571	\$1,130,198	
Joining Fees	\$	\$	\$	\$	\$	
Program Revenue:						
# of Multi-Purpose Rms	4	4	4	4	4	
Specialty Programs:	\$239,424	\$246,607	\$254,005	\$261,625	\$269,474	
- Cross / Circuit Training	4	\$41,290	\$42,518	\$43,754	\$45,108	\$46,461
- Mat Pilates	4	\$46,440	\$47,835	\$49,265	\$50,746	\$52,269
- Yoga	4	\$27,884	\$28,700	\$29,561	\$30,448	\$31,361
- Civic	4	\$61,900	\$63,778	\$65,691	\$67,662	\$69,682
- Small Group / Family Personal Training	4	\$61,900	\$63,778	\$65,691	\$67,662	\$69,682
Personal Training	\$142,800	\$147,084	\$151,497	\$156,041	\$160,723	
Special Fitness Programs:	\$99,846	\$102,836	\$105,506	\$108,098	\$112,321	
- Weight loss Program	4	\$49,923	\$51,418	\$52,960	\$54,543	\$56,185
- Nutrition Classes	4	\$49,923	\$51,418	\$52,960	\$54,543	\$56,185
Swim Lessons	\$210,600	\$216,918	\$223,436	\$230,128	\$237,032	
Day Camps:	\$78,467	\$80,351	\$82,292	\$84,290	\$86,349	
- Summer	No Change based on sq. footage	\$62,800	\$64,684	\$66,625	\$68,623	\$70,682
- School Day Camp	No Change based on sq. footage	\$15,667	\$15,667	\$15,667	\$15,667	\$15,667
Sport Programs:	\$201,796	\$207,860	\$214,085	\$220,506	\$227,143	
- Sports (Bikes / Jogging / Basketball / Baseball / Soccer)	No Change based on sq. footage	\$112,206	\$115,666	\$119,031	\$122,604	\$126,282
- Summer Sport Camps (5 weeks)	No Change based on sq. footage	\$89,590	\$92,194	\$95,054	\$97,904	\$100,861
Non-Physical Activities / Programs:	\$151,537	\$156,083	\$160,764	\$165,588	\$170,556	
- Art Classes	\$12,480	\$12,864	\$13,240	\$13,621	\$14,046	
- Family Fin Night	\$3,388	\$3,481	\$3,580	\$3,683	\$3,791	
- Nutritional Cooking Classes	\$8,308	\$8,570	\$8,827	\$9,091	\$9,364	
- Music Classes	\$10,400	\$10,712	\$11,033	\$11,364	\$11,705	
- Language - Spanish	\$6,308	\$6,476	\$6,647	\$6,821	\$7,000	
- Book Club	\$3,380	\$3,461	\$3,546	\$3,633	\$3,724	
- Computer Classes	\$12,480	\$12,864	\$13,240	\$13,621	\$14,046	
- Trivia Games	\$3,380	\$3,461	\$3,546	\$3,633	\$3,724	
- Sew Clubs	\$13,117	\$13,415	\$13,717	\$14,024	\$14,337	
- Card Game Club	\$10,146	\$10,444	\$10,758	\$11,080	\$11,413	
- Travel Club	\$7,859	\$8,059	\$8,278	\$8,512	\$8,779	
- Lapidary	\$16,640	\$17,139	\$17,653	\$18,183	\$18,728	
- Floral / STG classes	\$24,989	\$25,799	\$26,640	\$27,512	\$28,416	
- Drama Classes	\$16,640	\$17,139	\$17,653	\$18,183	\$18,728	
Added Revenue Items:	\$50,000	\$51,500	\$53,045	\$54,636	\$56,275	
- Swim Team: (Rental Fee) Unavailable @ 45,007 sq. ft.						
- Rentals (Birthday Parties, Weddings, Meeting Space, Corporate Outings, etc.)	\$61,250	\$63,088	\$64,980	\$66,930	\$68,937	
- Specialty Services - pull it out	\$47,380	\$48,801	\$50,265	\$51,773	\$53,327	
- Physical Therapy	\$0	\$0	\$0	\$0	\$0	
- Occupational Therapy	\$0	\$0	\$0	\$0	\$0	
- Outpatient Rehab	\$0	\$0	\$0	\$0	\$0	
- Podiatry Care	\$0	\$0	\$0	\$0	\$0	
TOTAL REVENUE:	\$2,338,988	\$2,377,011	\$2,447,851	\$2,498,190	\$2,562,365	
EXPENSES:						
NON-INSTRUCTOR BASE STAFF						
Membership	\$921,810.03	\$949,464.33	\$977,948.26	\$1,007,286.71	\$1,037,506.31	
Fitness Floor Staff	\$344,142.08	\$351,495.34	\$359,010.33	\$366,780.64	\$374,794.98	
Salaries	\$122,071.04	\$125,733.17	\$129,506.17	\$133,390.32	\$137,392.03	
Salaries	\$309,107.44	\$314,774.48	\$321,797.72	\$329,161.65	\$336,837.61	
Maintenance	\$46,000.00	\$46,350.00	\$47,740.50	\$49,172.72	\$50,647.90	
Materials	\$65,000.00	\$67,000.00	\$69,176.50	\$71,528.00	\$74,064.25	
Program Supplies (Variable)	\$36,495.47	\$37,690.33	\$38,718.04	\$39,879.68	\$41,075.97	
INSTRUCTOR LEAD STAFF	\$453,176.39	\$466,771.48	\$480,774.83	\$495,198.08	\$510,054.02	
- Beachball Programs	\$114,647.85	\$118,087.28	\$121,629.90	\$125,278.80	\$129,037.16	
- Personal Training	\$101,432.63	\$104,476.80	\$107,609.87	\$110,838.17	\$114,163.91	
- WeighIns	\$6,548.24	\$6,742.83	\$6,944.91	\$7,153.25	\$7,367.86	
- Nutrition	\$6,646.24	\$6,742.83	\$6,944.91	\$7,153.25	\$7,367.86	
- Summer Camp	\$74,383.93	\$76,156.44	\$78,013.91	\$81,281.32	\$83,719.76	
- School Day Day Camp	\$5,564.30	\$5,751.23	\$5,903.17	\$6,080.37	\$6,282.61	
- Swim Lessons	\$58,916.16	\$60,683.64	\$62,504.15	\$64,379.28	\$66,310.86	
- Sports	\$20,697.09	\$21,318.00	\$21,997.24	\$22,736.26	\$23,534.79	
- Non-Physical Activities	\$67,265.96	\$68,983.94	\$70,753.46	\$72,576.08	\$74,453.34	
- Rental Coordinator Staff	\$7,176.00	\$7,391.28	\$7,613.02	\$7,841.41	\$8,076.65	
UTILITIES / OPERATING OVERHEAD	\$544,219.00	\$560,645.67	\$577,381.94	\$594,462.80	\$612,023.28	
- Utilities	\$175,224.00	\$180,789.72	\$186,713.41	\$192,799.81	\$197,653.81	
- District Accounting Fees	\$12,300.00	\$12,689.00	\$13,049.07	\$13,440.54	\$13,843.76	
- District Legal Fees	\$10,250.00	\$10,557.60	\$10,874.23	\$11,205.45	\$11,536.44	
- Board Admin	\$5,125.00	\$5,278.75	\$5,437.11	\$5,600.23	\$5,768.23	
- Supplies	\$78,000.00	\$80,340.00	\$82,790.00	\$85,352.00	\$87,989.00	
- Telephones	\$15,375.00	\$15,836.25	\$16,311.34	\$16,800.68	\$17,304.70	
- Rental & House	\$1,077,000.00	\$1,100,800.00	\$1,125,650.00	\$1,151,550.00	\$1,178,500.00	
- Landscaping - Snow removal	\$80,000.00	\$82,400.00	\$84,872.00	\$87,418.16	\$90,040.70	
- Equipment Cost	\$15,000.00	\$15,400.00	\$15,813.00	\$16,340.91	\$16,884.25	
- Insurance	\$25,625.00	\$26,393.75	\$27,185.56	\$28,001.13	\$28,841.16	
Miscellaneous	\$54,421.90	\$56,054.56	\$57,736.19	\$59,468.28	\$61,252.33	
Total Expenses:	\$1,973,627	\$1,976,782	\$2,036,085	\$2,097,168	\$2,160,083	

WILLING TO PAY FOR ACTIVITIES

Among the residents the rates willing to pay is between \$50 - \$100 / month, which is in line with what those that belong to a fitness / health and wellness center on average pays per month (estimated to be \$90/mo.)

Member Type Desired (Roxborough Village Comm)

- T1** **Family 2 Adult = 47%**
-
- T2**
- T2 - Adult = 14%**
 - T2 - 2 Adult no Dependents = 14%**
 - T2 - Senior Couple = 9%**
 - T2 - Household = 9%**

The 2 Adult Family is significantly more desired than any other membership type tested.

Among Roxborough Village residents that responded to the survey...

- Personal Training: 42% - 58% expressed interest**
- Yoga: 43% - 50% expressed interest**
- Pilates: 26% - 40% expressed interest**

Note: HITT as a program 29% - 34% expressed interest

SPECIALTY ADD-ON'S AND PAYMENTMENT STRUCTURE DESIRED

Top Specialty Programs of Interest		Payment Structure Preferred
<input type="checkbox"/> Personal Training	→	\$10 per class / Pay as you go
<input type="checkbox"/> Yoga	→	All Payment structure of interest
<input type="checkbox"/> Pilates	→	\$10 / class pay as you go & \$30 / mo for 6 classes

DISC (DISCRETIONARY INCOME SPEND COMPARISON)

Index of > 110 Priced Lower than Market	Index of 90 - 110 Priced on Par with Market	Index of < 90 Priced on Higher than Market
---	--	--

Note: Rates Based on Littleton Branch

BASED ON A 20 MINUTE DRIVE TIME OF

Roxboroug Village Metropolitan Community

MEDIAN HH INCOME	MONTHLY DISCRETIONARY INCOME (AFTER TAXES)
\$90,345.00	\$5,343.44
AVERAGE MEMBER RATE <small>(Excludes Young Adult)</small>	\$74
Health and Wellness DISC - Index	123
Discretionary Consumer Spending - Index <small>(Excludes Health and Wellness Membership)</small>	239
AVG. TOTAL MONTHLY LIVING EXPENSES: (Food, Health, Shelter, Transportation Clothing)	\$3,497

Based on the analysis the rates of the Littleton Branch should work well for this community with some minor adjustments to boost interest and enrollment.

- Adult = \$49 (not \$50)
- Family = \$89 (not \$90)
- Young Adult = \$32 (not \$35)

Non-Essentials / Choice Items:	Average Monthly Expense
Alcoholic beverages	\$40
Going out to Eat	\$249
Entertainment	\$314
Personal care products & services	\$70
Reading	\$5
Education	\$166
Tobacco products & smoking supplies	\$35
Miscellaneous	\$58
Cash contributions	\$124
Personal insurance & pensions	\$695
Gym Membership	\$90
Total Non-Living Expenses - Choice Items:	\$1,847

Beneficial to Include:

- Senior Adult at \$46/mo.
- Household at \$92 / mo. (although not a huge demand today it may work nicely as a complimentary membership to accommodate changing economic times)

Demographics – 5-mile radius focus

(Non-Roxborough Village Metro Comm.)

Popoulation	1 Mile Radius	3 Mile Radius	5 Mile Radius	10 Mile Radius
2010	7,325	9,460	24,809	278,099
2019	9,003	11,575	29,862	319,798
2024	9,499	12,216	31,443	333,663
Pop. Growth (2019/2010)	23%	22%	20%	15%
Pop. Growth (2024/2019)	6%	6%	5%	4%

Household Population	1 Mile Radius	3 Mile Radius	5 Mile Radius	10 Mile Radius
2010	2,422	3,261	8,252	105,415
2019	3,008	4,030	10,040	122,411
2024	3,208	4,299	10,688	128,927
HH Pop. Growth (2019/2010)	24%	24%	22%	16%
HH Pop. Growth (2024/2019)	7%	7%	6%	5%

Family Dynamics	1 Mile Radius	3 Mile Radius	5 Mile Radius	10 Mile Radius
Married w/ Children under 18	46%	41%	44%	31%
Single Parent w/ Children under 18	7%	6%	6%	7%
Non-Family w/ Children under 18	0%	0%	0%	0%
Married w/o Children under 18	29%	36%	34%	32%

Age	1 Mile Radius	3 Mile Radius	5 Mile Radius	10 Mile Radius
Median Age	32.9	36.4	37	39.1
Aged 0 to 5 Years	13%	11%	10%	8%
Aged 6 to 11 Years	12%	11%	11%	9%
Aged 12 to 17 Years	9%	8%	11%	10%
Aged 18 to 24 Years	4%	4%	5%	6%
Aged 25 to 34 Years	16%	13%	10%	11%
Aged 35 to 44 Years	21%	19%	19%	16%
Aged 45 to 54 Years	14%	16%	19%	18%
Aged 55 to 64 Years	7%	11%	10%	13%
Aged 65 to 74 Years	3%	5%	4%	6%
Aged 75 to 84 Years	1%	1%	1%	3%
Aged 85 Years and Older	0%	0%	0%	1%

1) Examining the overall size and growth of the market are critical first steps in determining the viability / feasibility of demand before surveying the market.

- Overall population and household size and growth is higher than the minimum 3% needed for sustainability.
- The household size is a primary variable to estimate growth, highlighting

2) Half the households surrounding the community have children under the age 18, further emphasizing the need for youth related activities. (note: a core strength of the Y program area)

Overall the age distribution highlights demographics that are aligned with the Y's target audience.

- Age 11 and Under (21%) – min. 12%
- Age 35 – 54 (48%) – min. 40%
- Age 65- 74 (4%) – min 6% (just under the minimum we seek)

Overall, the households outside of the Roxborough Village Community are not as interested in sports and recreation activities, however there is interest in Non-Physical programming.

T1 – Non-Physical Classes where at least 20% or greater of the community would like to see offered.

Adult

- Nutritional Cooking Classes**
- Travel Clubs**
- Trivia Games**
- Book Clubs**
- Family Fun Nights**



Senior

- Computer Classes**
- Nutritional Cooking Classes**
- Travel Clubs**
- Card Game Clubs**
- Trivia Games**
- Family fun nights**
- Book Clubs**
- Language - Spanish**



Youth

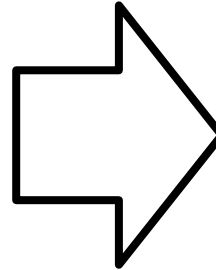
- Family Fun Night**
- Computer Classes**
- Music Classes**
- Art Classes**
- Basic STEAM classes**



ESTIMATED PROJECTIONS – WITHIN AND BEYOND THE ROXBOROUGH VILLAGE METRO COMMUNITY

If the rec / community center usage is isolated to those residing within the community the square footage needed to accommodate the estimated demand of 2,400 households with the programs and serviced desired is about ...

37.8K to 43.2K sq. ft.



Based on the demand for an entity that offers both physical (fitness) and non-physical program offerings the market potential is about 900 - 1,100 additional units.

NOTE: Property value of homes increase by an average of 10%, when within a quarter mile of a planned, park and recreation center system.

Study done by University of Washington.

RoxVillage + Surrounding Community

Acquisition of these additional 900 - 1,100 units largely based on the Rec / Community Center's ability to be more than a fitness / activity center but offer those non-physical activities strongly desired

Total EST. Member Units = 3,000 to 3,260 member units



Estimated Size of Facility = 57K – 61K sq. ft.

Estimated member revenue based on unit projections (900-1,100) from the surrounding community and an average rate of \$62/mo. (adjusted based research and DISC-Index assessment) to be between \$669K - \$818K/yr. Additional revenue can be earned through specialty programs and activities offered.

SUMMARY / INSIGHTS:

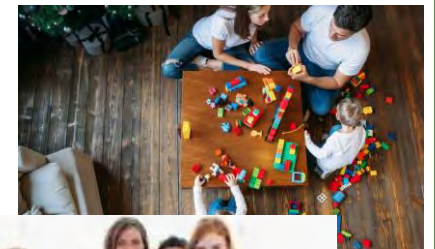
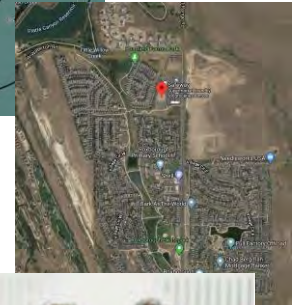
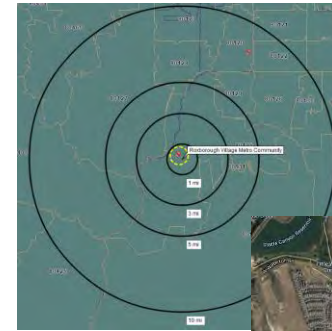
Key Findings / Insights:

- ❑ **Demographics within and around the Roxborough Village Metro Community make it an ideal setting for a recreation / community center:**
 - **Solid Total and Household Population Factors**
 - Growth projections at 6% (min. 3%)
 - Strong Youth Population 21% (min. 12%)
 - Strong family population
 - Solid Senior Population

- ❑ **Unmet need in the Market**
 - Wants and Needs Extend beyond Fitness
 - Majority of the population either belong to a Gym/Fitness Center and / or see health / exercise as a priority in life. Among those that do: **No places close to my home (35%), No time (11%), Too expensive (8%)**

 - However there is a strong need for connections as well and spending time with family and friends participating in non-physical activities and space for organic connections to occur.

- ❑ **Interest levels of joining** a place that offers both fitness (physical) and non-physical activities, is 90% among Roxborough Village residents and above minimum threshold for estimating demand for the surrounding community.



Registered Data	HR/1000	Per/
Non-Rate	1.00	2.50
Rate	1.00	1.00

Specify Program	Est. Demand	MARKET DEMAND ESTIMATES					SPACE VS. MARKET DEMANDS										Expense							
		Mt	Mon	Tue-Wed	Thurs-Fri	Non-Weekend	Revenue	Average Rate	# of Rooms Used/available	Enrollment per class	# of classes per week	# of sessions per week	# of days per week	# of sessions per week	# of sessions per week	# of sessions per week	# of sessions per week	# of sessions per week	Total Enrollment	Revenue	Var. Exp.	Staff Hrs.	Staff Expense	
Personal Training	10%	888	177	267	330	330	\$20,922.24	\$23.53	100	10	2	1	1	1	1	1	1	1	1	888	\$20,922.24	\$40	540	\$18,762.24
Personal Training	20%	1777	354	533	660	660	\$41,844.48	\$23.53	200	20	4	2	2	2	2	2	2	2	1777	\$41,844.48	\$80	1080	\$38,964.48	
Personal Training	30%	2666	533	800	990	990	\$62,766.72	\$23.53	300	30	6	3	3	3	3	3	3	3	2666	\$62,766.72	\$120	1620	\$58,466.72	
Personal Training	40%	3555	711	1067	1320	1320	\$83,688.96	\$23.53	400	40	8	4	4	4	4	4	4	4	3555	\$83,688.96	\$160	2160	\$78,968.96	
Personal Training	50%	4444	888	1333	1650	1650	\$104,611.20	\$23.53	500	50	10	5	5	5	5	5	5	5	4444	\$104,611.20	\$200	2700	\$100,011.20	
Total		11111	2222	3333	4125	4125	\$269,333.60	\$23.53	1100	110	22	11	11	11	11	11	11	11	11111	\$269,333.60	\$800	3780	\$264,733.60	

Specify Program	Est. Demand	MARKET DEMAND ESTIMATES					SPACE VS. MARKET DEMANDS										Expense						
		Mt	Mon	Tue-Wed	Thurs-Fri	Non-Weekend	Revenue	Average Rate	# of Rooms Used/available	Enrollment per class	# of classes per week	# of sessions per week	# of days per week	# of sessions per week	# of sessions per week	# of sessions per week	# of sessions per week	Total Enrollment	Revenue	Var. Exp.	Staff Hrs.	Staff Expense	
Personal Training	20%	888	177	267	330	330	\$20,922.24	\$23.53	100	10	2	1	1	1	1	1	1	1	888	\$20,922.24	\$40	540	\$18,762.24
Personal Training	30%	1332	266	400	495	495	\$31,383.36	\$23.53	150	15	3	1	1	1	1	1	1	1	1332	\$31,383.36	\$60	810	\$28,623.36
Personal Training	40%	1777	354	533	660	660	\$41,844.48	\$23.53	200	20	4	2	2	2	2	2	2	2	1777	\$41,844.48	\$80	1080	\$38,964.48
Personal Training	50%	2222	444	667	825	825	\$55,166.60	\$23.53	250	25	5	2	2	2	2	2	2	2	2222	\$55,166.60	\$100	1440	\$50,666.60
Total		6222	1244	1867	2310	2310	\$148,383.28	\$23.53	600	60	12	6	6	6	6	6	6	6	6222	\$148,383.28	\$280	3780	\$144,383.28

Specify Program	Est. Demand	MARKET DEMAND ESTIMATES					SPACE VS. MARKET DEMANDS										Expense						
		Mt	Mon	Tue-Wed	Thurs-Fri	Non-Weekend	Revenue	Average Rate	# of Rooms Used/available	Enrollment per class	# of classes per week	# of sessions per week	# of days per week	# of sessions per week	# of sessions per week	# of sessions per week	# of sessions per week	Total Enrollment	Revenue	Var. Exp.	Staff Hrs.	Staff Expense	
Weightlifting Program	20%	333	67	100	125	125	\$10,000.00	\$30.00	50	5	1	1	1	1	1	1	1	1	333	\$10,000.00	\$20	330	\$8,700.00
Weightlifting Program	30%	500	100	150	188	188	\$15,000.00	\$30.00	75	7	1	1	1	1	1	1	1	1	500	\$15,000.00	\$30	500	\$12,000.00
Weightlifting Program	40%	667	133	200	250	250	\$20,000.00	\$30.00	100	10	2	1	1	1	1	1	1	1	667	\$20,000.00	\$40	660	\$16,000.00
Weightlifting Program	50%	833	167	250	313	313	\$25,000.00	\$30.00	125	12	2	1	1	1	1	1	1	1	833	\$25,000.00	\$50	830	\$20,000.00
Total		2222	444	667	846	846	\$70,000.00	\$30.00	275	27	5	4	4	4	4	4	4	4	2222	\$70,000.00	\$180	2220	\$67,780.00

Specify Program	Est. Demand	MARKET DEMAND ESTIMATES					SPACE VS. MARKET DEMANDS										Expense						
		Mt	Mon	Tue-Wed	Thurs-Fri	Non-Weekend	Revenue	Average Rate	# of Rooms Used/available	Enrollment per class	# of classes per week	# of sessions per week	# of days per week	# of sessions per week	# of sessions per week	# of sessions per week	# of sessions per week	Total Enrollment	Revenue	Var. Exp.	Staff Hrs.	Staff Expense	
Swim Lessons	30%	778	156	234	293	293	\$17,133.37	\$45.00	100	10	2	1	1	1	1	1	1	1	778	\$17,133.37	\$40	1140	\$16,293.37
Swim Lessons	40%	1111	222	333	417	417	\$23,866.67	\$45.00	133	13	3	1	1	1	1	1	1	1	1111	\$23,866.67	\$53	1560	\$22,866.67
Swim Lessons	50%	1444	289	433	544	544	\$31,666.68	\$45.00	178	18	4	2	2	2	2	2	2	1444	\$31,666.68	\$71	2070	\$29,596.68	
Swim Lessons	60%	1889	378	567	711	711	\$41,666.67	\$45.00	231	23	5	3	3	3	3	3	3	1889	\$41,666.67	\$95	2760	\$39,916.67	
Total		5000	1000	1500	1885	1885	\$113,333.39	\$45.00	642	64	14	7	7	7	7	7	7	5000	\$113,333.39	\$259	6530	\$108,333.39	

Specify Program	Est. Demand	MARKET DEMAND ESTIMATES					SPACE VS. MARKET DEMANDS										Expense						
		Mt	Mon	Tue-Wed	Thurs-Fri	Non-Weekend	Revenue	Average Rate	# of Rooms Used/available	Enrollment per class	# of classes per week	# of sessions per week	# of days per week	# of sessions per week	# of sessions per week	# of sessions per week	# of sessions per week	Total Enrollment	Revenue	Var. Exp.	Staff Hrs.	Staff Expense	
Summer Camp	20%	100	20	30	37	37	\$14,136.00	\$35.00	100	10	2	1	1	1	1	1	1	1	100	\$14,136.00	\$10	300	\$7,136.00
Summer Camp	30%	150	30	45	56	56	\$21,204.00	\$35.00	150	15	3	1	1	1	1	1	1	1	150	\$21,204.00	\$15	450	\$10,704.00
Summer Camp	40%	200	40	60	74	74	\$28,272.00	\$35.00	200	20	4	2	2	2	2	2	2	2	200	\$28,272.00	\$20	600	\$15,272.00
Summer Camp	50%	250	50	75	93	93	\$35,340.00	\$35.00	250	25	5	3	3	3	3	3	3	250	\$35,340.00	\$25	750	\$19,340.00	
Total		700	140	210	260	260	\$109,052.00	\$35.00	700	70	14	7	7	7	7	7	7	700	\$109,052.00	\$70	2100	\$82,052.00	

Specify Program	Est. Demand	MARKET DEMAND ESTIMATES					SPACE VS. MARKET DEMANDS										Expense						
		Mt	Mon	Tue-Wed	Thurs-Fri	Non-Weekend	Revenue	Average Rate	# of Rooms Used/available	Enrollment per class	# of classes per week	# of sessions per week	# of days per week	# of sessions per week	# of sessions per week	# of sessions per week	# of sessions per week	Total Enrollment	Revenue	Var. Exp.	Staff Hrs.	Staff Expense	
Personal Training	20%	222	44	67	84	84	\$16,282.28	\$73.00	100	10	2	1	1	1	1	1	1	1	222	\$16,282.28	\$40	540	\$15,282.28
Personal Training	30%	333	67	100	126	126	\$24,426.66	\$73.00	150	15	3	1	1	1	1	1	1	1	333	\$24,426.66	\$60	810	\$23,226.66
Personal Training	40%	444	89	133	168	168	\$32,571.12	\$73.00	200	20	4	2	2	2	2	2	2	2	444	\$32,571.12	\$80	1080	\$31,271.12
Personal Training	50%	556	111	167	210	210	\$40,715.56	\$73.00	250	25	5	3	3	3	3	3	3	250	\$40,715.56	\$100	1440	\$39,115.56	
Personal Training	60%	667	133	200	253	253	\$48,860.01	\$73.00	300	30	6	3	3	3	3	3	3	300	\$48,860.01	\$120	1800	\$47,060.01	
Personal Training	70%	778	156	234	293	293	\$57,004.44	\$73.00	350	35	7	4	4	4	4	4	4	350	\$57,004.44	\$140	2160	\$55,404.44	
Personal Training	80%	889	178	267	337	337	\$65,148.88	\$73.00	400	40	8	4	4	4	4	4	4	400	\$65,148.88	\$160	2340	\$63,248.88	
Personal Training	90%	990	198	297	371	371	\$73,293.33	\$73.00	450	45	9	5	5	5	5	5	5	450	\$73,293.33	\$180	2520	\$71,093.33	
Personal Training	100%	1111	222	333	417	417	\$81,437.77	\$73.00	500	50	10	5	5	5	5	5	5	500	\$81,437.77	\$200	2700	\$78,937.77	
Total		5555	1111	1667	2100	2100	\$281,333.33	\$73.00	500	50	10	5	5	5	5	5	5	500	\$281,333.33	\$200	2700	\$278,633.33	

Non-Physical Activities / Programs	Est. Demand	MARKET DEMAND ESTIMATES					SPACE VS. MARKET DEMANDS										Expense						
		Mt	Mon	Tue-Wed	Thurs-Fri	Non-Weekend	Revenue	Average Rate	# of Rooms Used/available	Enrollment per class	# of classes per week	# of sessions per week	# of days per week	# of sessions per week	# of sessions per week	# of sessions per week	# of sessions per week	Total Enrollment	Revenue	Var. Exp.	Staff Hrs.	Staff Expense	
Art Classes	20%	1,371	274	411	514	514	\$30,810.28	\$22.47	1,000	10	2	1	1	1	1	1	1	1,371	\$30,810.28	\$50	1,370	\$29,760.28	
Family Fun Nights	20%	1,371	274	411	514	514	\$30,810.28	\$22.47	1,000	10	2	1	1	1	1	1	1	1	1,371	\$30,810.28	\$50	1,370	\$29,760.28
Multicultural Cooking Classes	20%	1,371	274	411	514	514	\$30,810.28	\$22.47	1,000	10	2	1	1	1	1	1	1	1	1,371	\$30,810.28	\$50	1,370	\$29,760.28
Music Classes	20%	1,371	274	411	514	514	\$30,810.28	\$22.47	1,000	10	2	1	1	1	1	1	1	1	1,371	\$30,810.28	\$50	1,370	\$29,760.28
Language - Spanish	20%	1,371	274	411	514	514	\$30,810.28	\$22.47	1,000	10	2	1	1	1	1	1	1	1	1,371	\$30,810.28	\$50	1,370	\$29,760.28
Book Clubs	20%	1,371	274	411	514	514	\$30,810.28	\$22.47	1,000	10	2	1	1	1	1	1	1	1	1,371	\$30,810.28	\$50	1,370	\$29,760.28
Computer Classes	20%	1,371	274	411	514	514	\$30,810.28	\$22.47	1,000	10	2	1	1	1	1	1	1	1	1,371	\$30,810.28	\$50	1,370	\$29,760.28
Tennis Classes	20%	1,371	274	411	514	514	\$30,810.28	\$22.47	1,000	10	2	1	1	1	1	1	1	1	1,371	\$30,810.28	\$50	1,370	\$29,760.28
Sho Clubs	20%	1,371	274	411	514	51																	

Registered Data	HR/1000	Per/1
Non-Res	1.00	3.00
Res	1.00	3.00
City Expense	(\$200)	

Specialty Program	MARKET DEMAND ESTIMATES										SPACE VS. MARKET DEMANDS										Expense			
	Est. Demand	Min	Max	Non-Min	Non-Max	Min Rate	Non-Min Rate	Revenue	Average Rate	# of Rooms used/available	Enrollment per class	# of classes per week	# of days per week	# of sessions/week	# of sessions/week	# of sessions/week	# of sessions/week	# of sessions/week	# of sessions/week	Total Enrollment	Revenue	Var. Exp.	Staff Hrs.	Staff Expense
Capoeira	10%	200	174	200	100	\$30	\$30	\$5,220.00	\$40.00	100	10	2	1	1	1	1	1	1	1	100	\$3,000.00	\$500	\$40	\$1,300
Hot Yoga	10%	200	227	200	100	\$30	\$30	\$5,220.00	\$40.00	100	10	2	1	1	1	1	1	1	1	100	\$3,000.00	\$500	\$40	\$1,300
Yoga Group / Family Program	20%	200	211	200	100	\$30	\$30	\$5,220.00	\$40.00	100	10	2	1	1	1	1	1	1	1	100	\$3,000.00	\$500	\$40	\$1,300
Tai Chi	10%	200	184	200	100	\$30	\$30	\$5,220.00	\$40.00	100	10	2	1	1	1	1	1	1	1	100	\$3,000.00	\$500	\$40	\$1,300
Totals		200	200	200	100	\$30	\$30	\$5,220.00	\$40.00	100	10	2	1	1	1	1	1	1	1	400	\$12,000.00	\$2,000	\$160	\$5,200
City																								
Total			1,116	1,250		1,000														3,600	\$12,000	\$2,000	\$160	\$5,200

Personal Training	MARKET DEMAND ESTIMATES										SPACE VS. MARKET DEMANDS										Expense			
	Est. Demand	Min	Max	Non-Min	Non-Max	Min Rate	Non-Min Rate	Revenue	Average Rate	# of Rooms used/available	Enrollment per class	# of classes per week	# of days per week	# of sessions/week	# of sessions/week	# of sessions/week	# of sessions/week	# of sessions/week	# of sessions/week	Total Enrollment	Revenue	Var. Exp.	Staff Hrs.	Staff Expense
Personal Training	20%	400	160	373	160	\$40	\$40	\$15,480.00	\$40.00	100	1	2	4	1	1	1	1	1	1	1400	\$15,500.00	\$500	\$50	\$8,917
City																								
Total																								

Special Fitness Program	MARKET DEMAND ESTIMATES										SPACE VS. MARKET DEMANDS										Expense			
	Est. Demand	Min	Max	Non-Min	Non-Max	Min Rate	Non-Min Rate	Revenue	Average Rate	# of Rooms used/available	Enrollment per class	# of classes per week	# of days per week	# of sessions/week	# of sessions/week	# of sessions/week	# of sessions/week	# of sessions/week	# of sessions/week	Total Enrollment	Revenue	Var. Exp.	Staff Hrs.	Staff Expense
Weightlifting Program	20%	200	188	200	100	\$30	\$30	\$5,220.00	\$40.00	100	1	2	1	1	1	1	1	1	1	100	\$3,000.00	\$500	\$40	\$1,300
Wrestling Classes	20%	274	274	274	137	\$30	\$30	\$8,220.00	\$40.00	100	1	2	1	1	1	1	1	1	1	100	\$3,000.00	\$500	\$40	\$1,300
Wrestling Classes	20%	274	274	274	137	\$30	\$30	\$8,220.00	\$40.00	100	1	2	1	1	1	1	1	1	1	100	\$3,000.00	\$500	\$40	\$1,300
City																								
Total																								

Spin Lessons	MARKET DEMAND ESTIMATES										SPACE VS. MARKET DEMANDS										Expense			
	Est. Demand	Min	Max	Non-Min	Non-Max	Min Rate	Non-Min Rate	Revenue	Average Rate	# of Rooms used/available	Enrollment per class	# of classes per week	# of days per week	# of sessions/week	# of sessions/week	# of sessions/week	# of sessions/week	# of sessions/week	# of sessions/week	Total Enrollment	Revenue	Var. Exp.	Staff Hrs.	Staff Expense
Spin Lessons	30%	700	350	450	350	\$40	\$40	\$18,900.00	\$40.00	100	6	3	6	3	3	3	3	3	3	2100	\$21,450.00	\$700	\$70	\$8,900
City																								
Total																								

Day Camp	MARKET DEMAND ESTIMATES										SPACE VS. MARKET DEMANDS										Expense			
	Est. Demand	Min	Max	Non-Min	Non-Max	Min Rate	Non-Min Rate	Revenue	Average Rate	# of Rooms used/available	Enrollment per class	# of classes per week	# of days per week	# of sessions/week	# of sessions/week	# of sessions/week	# of sessions/week	# of sessions/week	# of sessions/week	Total Enrollment	Revenue	Var. Exp.	Staff Hrs.	Staff Expense
Summer Camp	20%	100	100	100	50	\$14	\$14	\$1,400.00	\$28.00	100	10	1	1	1	1	1	1	1	1	100	\$1,400.00	\$100	\$10	\$4,500
City																								
Total																								

Sport Programs	MARKET DEMAND ESTIMATES										SPACE VS. MARKET DEMANDS										Expense			
	Est. Demand	Min	Max	Non-Min	Non-Max	Min Rate	Non-Min Rate	Revenue	Average Rate	# of Rooms used/available	Enrollment per class	# of classes per week	# of days per week	# of sessions/week	# of sessions/week	# of sessions/week	# of sessions/week	# of sessions/week	# of sessions/week	Total Enrollment	Revenue	Var. Exp.	Staff Hrs.	Staff Expense
Aerobics	20%	200	188	200	100	\$30	\$30	\$5,220.00	\$40.00	100	20	1	1	1	1	1	1	1	1	200	\$14,000	\$800	\$10	\$4,200
Badminton	20%	200	188	200	100	\$30	\$30	\$5,220.00	\$40.00	100	10	1	1	1	1	1	1	1	1	100	\$10,000	\$600	\$10	\$3,800
Basketball	20%	200	188	200	100	\$30	\$30	\$5,220.00	\$40.00	100	100	1	1	1	1	1	1	1	1	100	\$10,000	\$600	\$10	\$3,800
Baseball	20%	200	188	200	100	\$30	\$30	\$5,220.00	\$40.00	100	100	1	1	1	1	1	1	1	1	100	\$10,000	\$600	\$10	\$3,800
Bowling	20%	200	188	200	100	\$30	\$30	\$5,220.00	\$40.00	100	100	1	1	1	1	1	1	1	1	100	\$10,000	\$600	\$10	\$3,800
Boxing	20%	200	188	200	100	\$30	\$30	\$5,220.00	\$40.00	100	100	1	1	1	1	1	1	1	1	100	\$10,000	\$600	\$10	\$3,800
Summer Camp	20%	200	188	200	100	\$30	\$30	\$5,220.00	\$40.00	100	100	1	1	1	1	1	1	1	1	100	\$10,000	\$600	\$10	\$3,800
Advanced Basketball	20%	200	188	200	100	\$30	\$30	\$5,220.00	\$40.00	100	100	1	1	1	1	1	1	1	1	100	\$10,000	\$600	\$10	\$3,800
Challenging Soccer	20%	200	188	200	100	\$30	\$30	\$5,220.00	\$40.00	100	100	1	1	1	1	1	1	1	1	100	\$10,000	\$600	\$10	\$3,800
Softball	20%	200	188	200	100	\$30	\$30	\$5,220.00	\$40.00	100	100	1	1	1	1	1	1	1	1	100	\$10,000	\$600	\$10	\$3,800
Field 4	20%	200	188	200	100	\$30	\$30	\$5,220.00	\$40.00	100	100	1	1	1	1	1	1	1	1	100	\$10,000	\$600	\$10	\$3,800
Soccer	20%	200	188	200	100	\$30	\$30	\$5,220.00	\$40.00	100	100	1	1	1	1	1	1	1	1	100	\$10,000	\$600	\$10	\$3,800
Advanced Soccer	20%	200	188	200	100	\$30	\$30	\$5,220.00	\$40.00	100	100	1	1	1	1	1	1	1	1	100	\$10,000	\$600	\$10	\$3,800
Field 2	20%	200	188	200	100	\$30	\$30	\$5,220.00	\$40.00	100	100	1	1	1	1	1	1	1	1	100	\$10,000	\$600	\$10	\$3,800
Advanced Soccer	20%	200	188	200	100	\$30	\$30	\$5,220.00	\$40.00	100	100	1	1	1	1	1	1	1	1	100	\$10,000	\$600	\$10	\$3,800
Advanced Soccer	20%	200	188	200	100	\$30	\$30	\$5,220.00	\$40.00	100	100	1	1	1	1	1	1	1	1	100	\$10,000	\$600	\$10	\$3,800
City																								
Total																								

Non-Physical Activities / Programs	MARKET DEMAND ESTIMATES										SPACE VS. MARKET DEMANDS										Expense			
	Est. Demand	Min	Max	Non-Min	Non-Max	Min Rate	Non-Min Rate	Revenue	Average Rate	# of Rooms used/available	Enrollment per class	# of classes per week	# of days per week	# of sessions/week	# of sessions/week	# of sessions/week	# of sessions/week	# of sessions/week	# of sessions/week	Total Enrollment	Revenue	Var. Exp.	Staff Hrs.	Staff Expense
All Classes	20%	1,271	1,088	761	515	\$10	\$10	\$12,710.00	\$10.00	1,000	1,000	1	1	1	1	1	1	1	1	1,000	\$10,000	\$500	\$50	\$4,700
Family Fun Nights	20%	1,271	1,088	761	515	\$10	\$10	\$12,710.00	\$10.00	1,000	1,000	1	1	1	1	1	1	1	1	1,000	\$10,000	\$500	\$50	\$4,700
Multicultural Cooking Classes	20%	1,271	1,088	761	515	\$10	\$10	\$12,710.00	\$10.00	1,000	1,000	1	1	1	1	1	1	1	1	1,000	\$10,000	\$500	\$50	\$4,700
Music Classes	20%	1,271	1,088	761	515	\$10	\$10	\$12,710.00	\$10.00	1,000	1,000	1	1	1	1	1	1	1	1	1,000	\$10,000	\$500	\$50	\$4,700
Language - Spanish	20%	1,271	1,088	761	515	\$10	\$10	\$12,710.00	\$10.00	1,000	1,000	1	1	1	1	1	1	1	1	1,000	\$10,000	\$500	\$50	\$4,700
Book Clubs	20%	1,271	1,088	761	515	\$10	\$10	\$12,710.00	\$10.00	1,000	1,000	1	1	1	1	1	1	1	1	1,000	\$10,000	\$500	\$50	\$4,700
Computer Classes	20%	1,271	1,088	761	515	\$10	\$10	\$12,710.00	\$10.00	1,000	1,000	1	1	1	1	1	1	1	1	1,000	\$10,000	\$500	\$50	\$4,700
Tennis Classes	20%	1,271	1,088	761	515	\$10	\$10	\$12,710.00	\$10.00	1,000	1,000	1	1	1	1	1	1	1	1	1,000	\$10,000	\$500	\$50	\$4,700
Sho Clubs	20%	1,271	1,088	761	515	\$10	\$10	\$12,710.00	\$10.00	1,000	1,000	1	1	1	1	1	1	1	1	1,000	\$10,000	\$500	\$50	\$4,700