

**ROXBOROUGH VILLAGE METROPOLITAN  
DISTRICT**

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

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

**NOTICE OF SPECIAL MEETING AND AGENDA**

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

DATE: August 13, 2024  
TIME: 6:00 p.m.  
LOCATION: Roxborough Intermediate School  
7370 Village Cir E,  
Littleton, CO 80125

Google Meet joining info

Video call link: <https://meet.google.com/qot-rozu-jof>

Or dial: (US) +1 361-384-6686 PIN: 977 147 297#

More phone numbers: <https://tel.meet/qot-rozu-jof?pin=3894129008486>

- \* Agenda is preliminary and subject to change by majority vote of the Board at the meeting.*  
*\* Individuals requiring special accommodation to attend and/or participate in the meeting please advise the District Manager (pripko@sdmsi.com or 303-987-0835) of their specific need(s) before the meeting.*

**I. ADMINISTRATIVE MATTERS**

A. Disclosure of Potential Conflicts of Interest.

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B. Additions/Deletions/Approval of Agenda.

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II. PUBLIC COMMENTS/HOMEOWNER REQUESTS

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

III. BOARD DISCUSSION MATTERS

- 
- A. Discuss the Community Park playground placement area and access alternatives, considering ADA requirements, to the area from parking lot(s). (Farnsworth and Chavez enclosures).
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- B. Update on permits for the pedestrian bridge near Rampart Way.
- 

- C. Update and discussion on the status of filling the vacant Director position.
- 

- D. Review and discuss the 2023 Audit. (enclosure).
- 

- E. Review and discuss a request for a contractor to access district land behind 7917 Elmwood St. to perform retaining wall work. (enclosure).
- 

- F. Update on the HOA cost allocation for maintenance services letters sent to the affected HOA's.
- 

- G. Update and discussion on the Website dealing with the updated information received from SIPA concerning reservations, payments, emails, as well as other questions/requests. (enclosure).
-

H. Update on the replacement of the soccer field goals.

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I. Update on the Chatfield Farms planter project. (enclosure)

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J. Discuss and review any updated information or proposal(s) for repairs/maintenance of playground equipment throughout the District. (enclosures, if any).

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K. Update on the proposed maintenance agreement with Douglas County for medians and roadsides.

---

L. Update and discussion on any additional information received from Legal and SDMS dealing with estimates of the costs to set up the administrative framework in order to have District employees.

---

M. Update and Status of various projects: Airplane Park playground timetable; turf replacement (xeriscape) project; Chatfield Farms Playground Spinner Equipment.

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N. Assignment of a new lead for the development of a “brochure” of picnic tables and benches so the board can discuss a design aesthetic for future replacements.

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O. Updates on the correspondence sent to Sherman-Williams and McDonald’s concerning use of tracts. (enclosures, if any).

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P. Discuss and review any proposals to add or adjust swales near the soccer field. (enclosures).

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Q. Update on any new information for repairing the broken electric line under N Rampart Range Road (enclosure).

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R. Update on a survey to gather suggestions from the community on what they'd like to see the District do or improve.

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S. Update on newsletter topics to be sent out to the community regarding items that are completed, in progress, or soon to be initiated.

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T. Signage Committee Update.

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U. Environmental Committee Update.

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V. Review lists of current approved and requested community permits, if any. (Sports Field Use, Park Areas & Gazebo, Food Truck Vendors, etc.) and/or any new resident inquiries or correspondence.

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IV. OTHER MATTERS

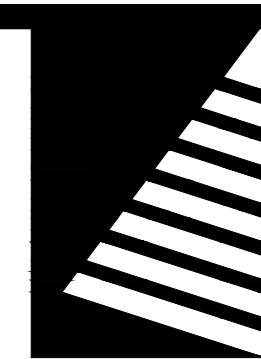
A. Review applications for vacant Board positions (to be distributed)

V. PUBLIC COMMENTS/HOMEOWNER REQUESTS

VI. ADJOURNMENT

**THE NEXT REGULAR MEETING IS SCHEDULED FOR AUGUST 21, 2024.**





# Farnsworth GROUP

223 WILLOW STREET  
FORT COLLINS, COLORADO 80524  
(970) 484-7477 / info@f-w.com

www.f-w.com  
Engineers | Architects | Surveyors | Scientists

ISSUE # DATE DESCRIPTION

PROJECT:  
ROXBOROUGH VILLAGE METRO DISTRICT

## COMMUNITY PARK AND AIRPLANE PARK PLAYGROUND ADDITION

DATE: 06/30/2024  
DESIGNED: ####  
DRAWN: ####  
REVIEWED: ####  
FIELD BOOK NO.: ####

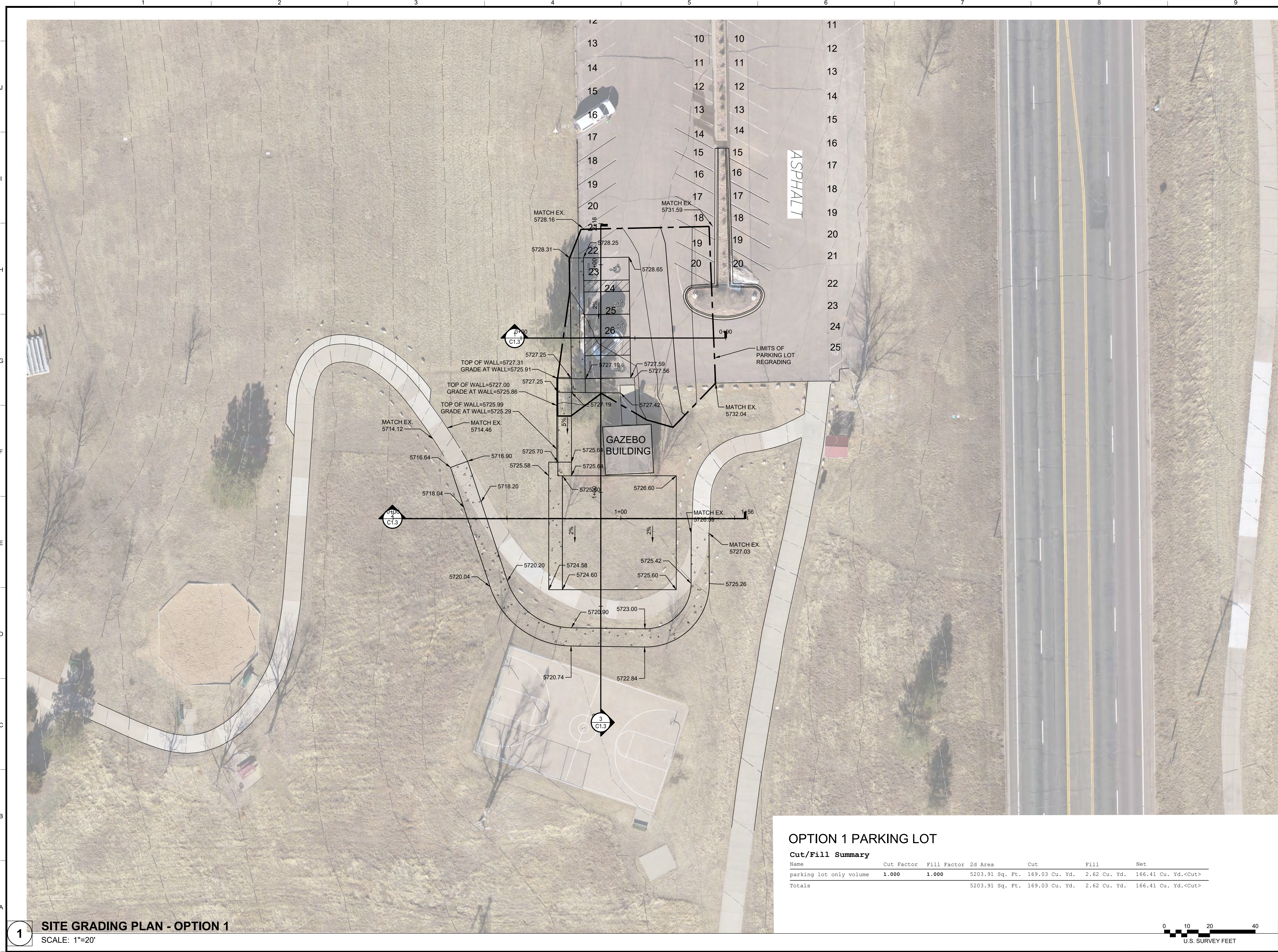
SHEET TITLE:  
**PLAYGROUND GRADING PLAN  
OPTION 1**

SHEET NUMBER:

# C1.2

####

PROJECT NO.: 0230459.00



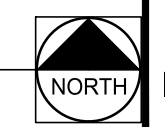
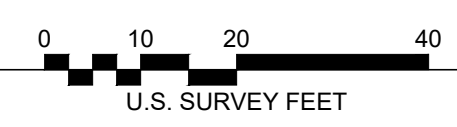
### OPTION 1 PARKING LOT

#### Cut/Fill Summary

Name	Cut Factor	Fill Factor	2d Area	Cut	Fill	Net
parking lot only volume	1.000	1.000	5203.91 Sq. Ft.	169.03 Cu. Yd.	2.62 Cu. Yd.	166.41 Cu. Yd.<Cut>
Totals			5203.91 Sq. Ft.	169.03 Cu. Yd.	2.62 Cu. Yd.	166.41 Cu. Yd.<Cut>

### 1 SITE GRADING PLAN - OPTION 1

SCALE: 1"=20'



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D  
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B  
A

1 2 3 4 5 6 7 8 9

12 13 14 15 16 17 18 19 20 21 22 23 24 25

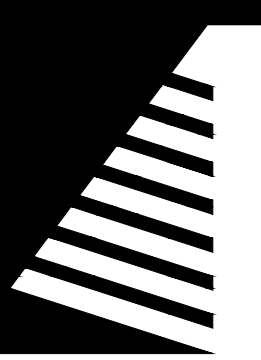
10 11 12 13 14 15 16 17 18 19 20

11 12 13 14 15 16 17 18 19 20 21 22 23 24 25

0 10 20 40  
U.S. SURVEY FEET

NORTH





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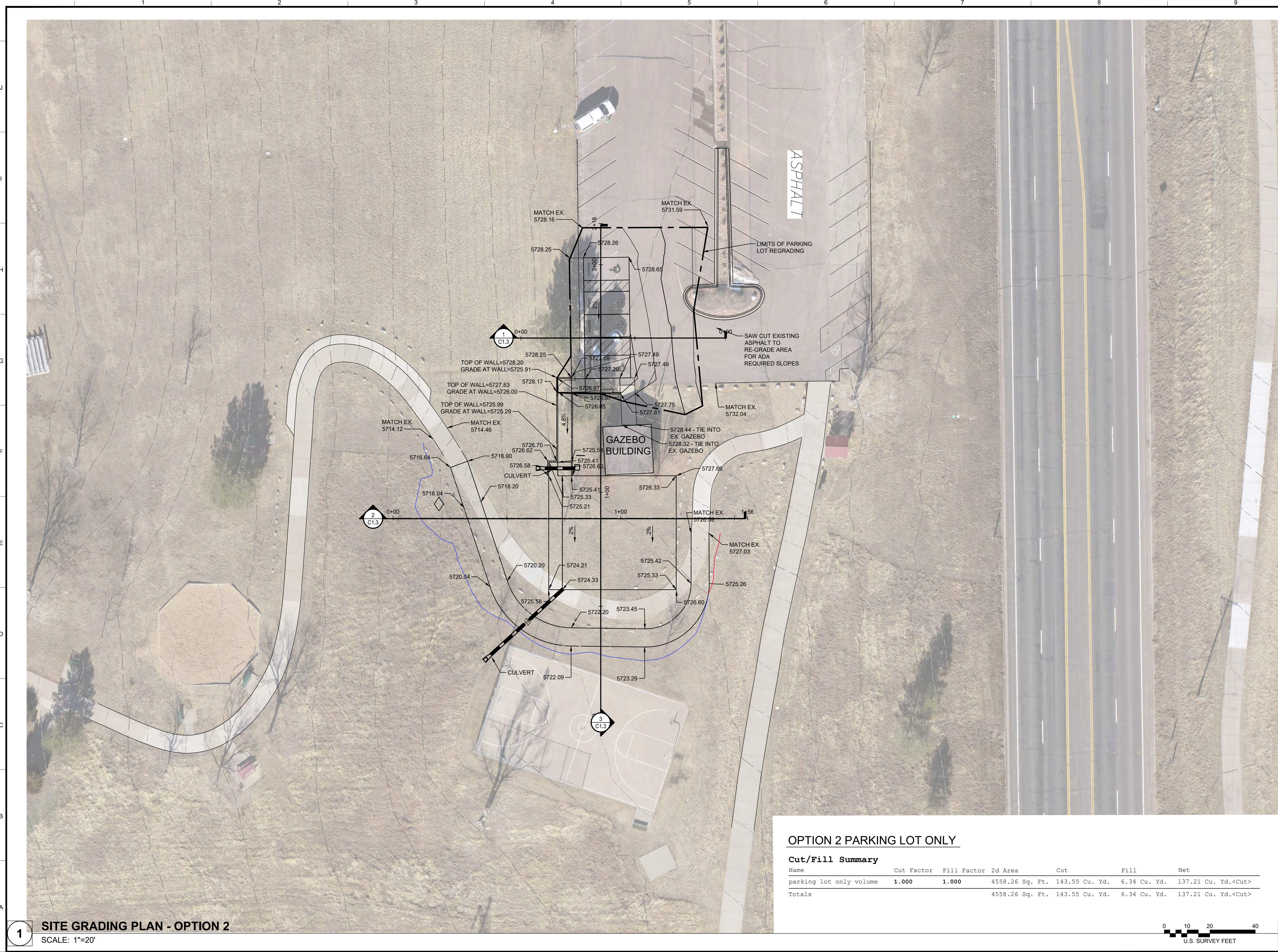
SHEET TITLE:  
**PLAYGROUND GRADING OPTION 2**

SHEET NUMBER:

# C2.1

####

PROJECT NO.: 0230459.00



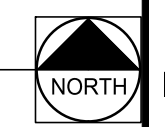
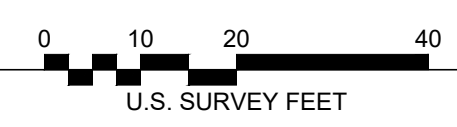
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**1** SITE GRADING PLAN - OPTION 2  
SCALE: 1"=20'

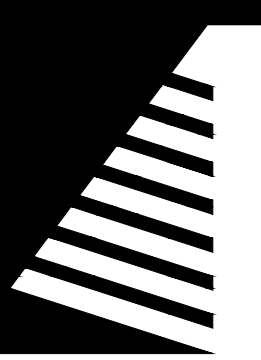
### OPTION 2 PARKING LOT ONLY

#### Cut/Fill Summary

Name	Cut Factor	Fill Factor	2d Area	Cut	Fill	Net
parking lot only volume	1.000	1.000	4558.26 Sq. Ft.	143.55 Cu. Yd.	6.34 Cu. Yd.	137.21 Cu. Yd.<Cut>
Totals			4558.26 Sq. Ft.	143.55 Cu. Yd.	6.34 Cu. Yd.	137.21 Cu. Yd.<Cut>







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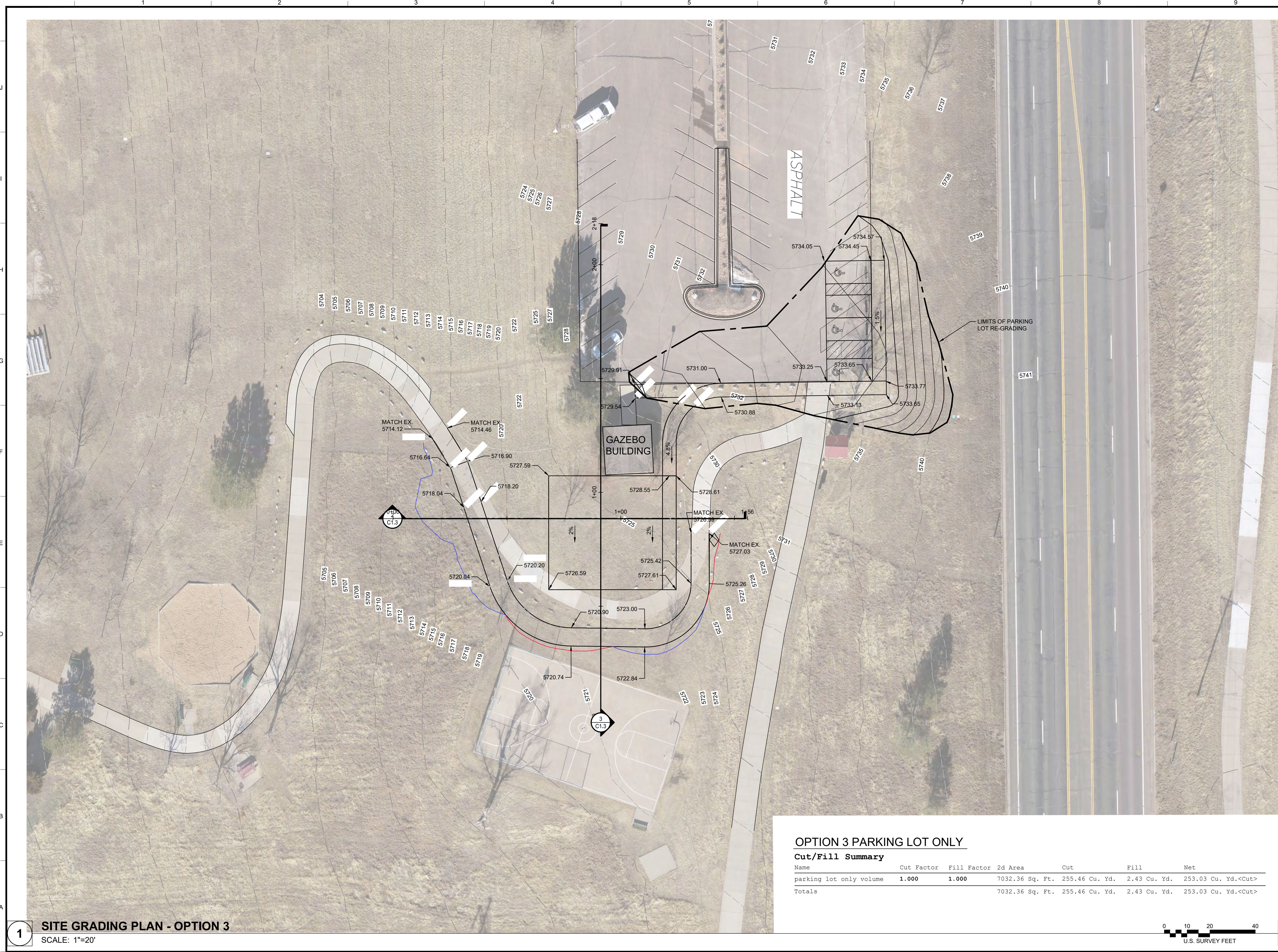
### PLAYGROUND GRADING OPTION 3

SHEET NUMBER:

# C1.2.2

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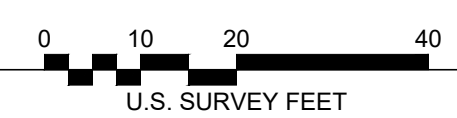
PROJECT NO.: 0230459.00



#### OPTION 3 PARKING LOT ONLY

##### Cut/Fill Summary

Name	Cut Factor	Fill Factor	2d Area	Cut	Fill	Net
parking lot only volume	1.000	1.000	7032.36 Sq. Ft.	255.46 Cu. Yd.	2.43 Cu. Yd.	253.03 Cu. Yd.<Cut>
Totals			7032.36 Sq. Ft.	255.46 Cu. Yd.	2.43 Cu. Yd.	253.03 Cu. Yd.<Cut>



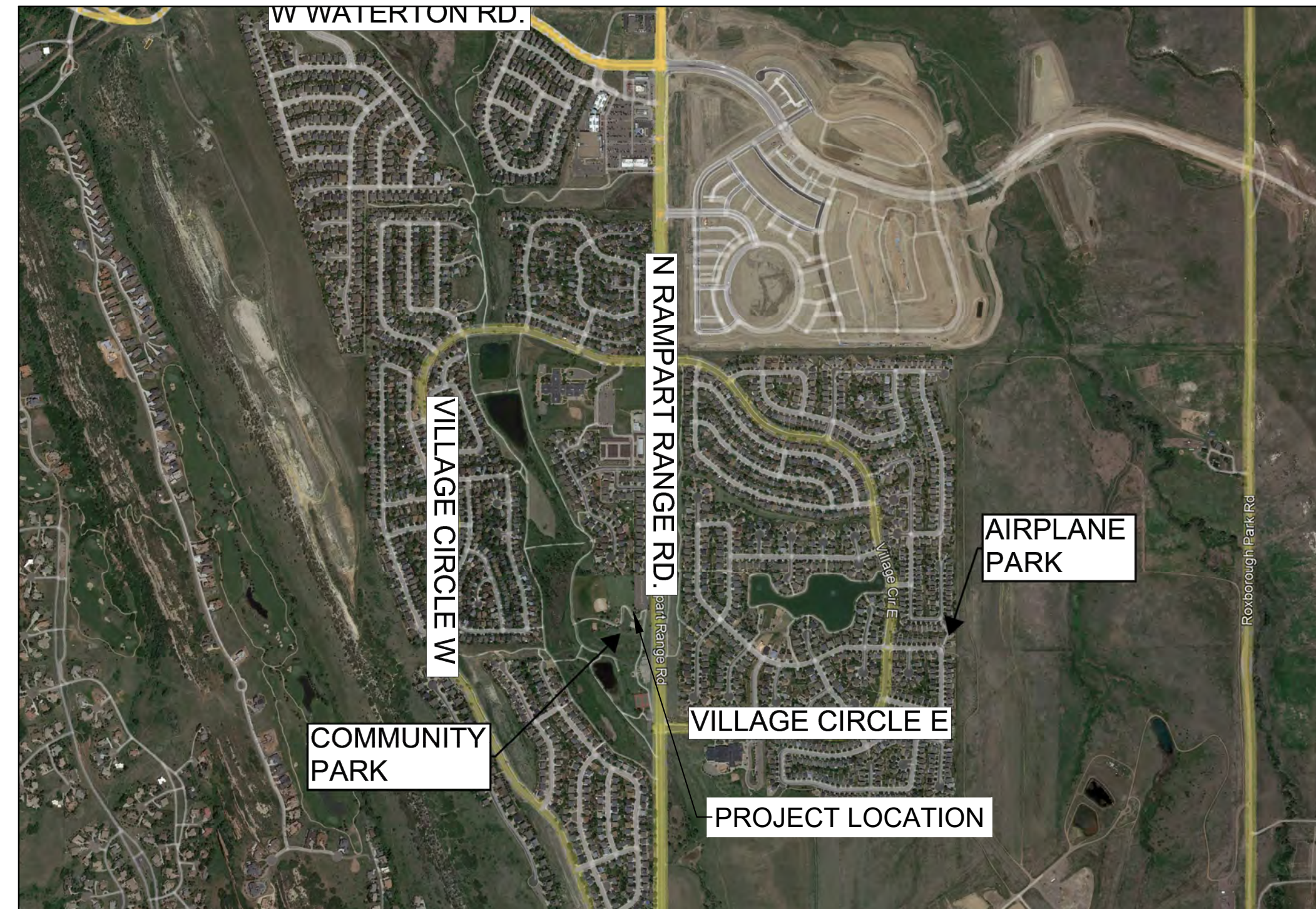
1 SITE GRADING PLAN - OPTION 3  
SCALE: 1"=20'

J:\2023\0230459.00 - Roxborough Village Metro District\04\_Drawings\DWG\C1.2.2\_PLAYGROUND\_GRADING\_OPTION\_3\_0230459.00.dwg 17/22/2024 10:28 AM |



# ROXBOROUGH VILLAGE METRO DISTRICT PLAYGROUND ADDITION

VICINITY MAP



CONTROL STATEMENT

Sheet List Table	
Sheet Number	Sheet Title
GENERAL	
G0	COVER SHEET
G1	LEGEND AND ABBREVIATIONS
G2	GENERAL NOTES
CIVIL	
C1.1	SITE DEMOLITION PLAN
C1.2	PLAYGROUND GRADING PLAN
C1.3	SITE SECTIONS



CALL UTILITY NOTIFICATION CENTER OF COLORADO CALL 2 BUSINESS DAYS IN ADVANCE BEFORE YOU DIG, GRADE, OR EXCAVATE FOR THE MARKING OF UNDERGROUND MEMBER UTILITIES

PROJECT NO.:0230459.00

DATE: 6/30/2024



**ABBREVIATIONS**

& AND	PL PROPERTY LINE
~ APPROXIMATE	POC POINT OF CURVE
@ AT	POI POINT OF INTERSECTION
° DEGREE	POT POINT OF TANGENT
# NUMBER	PRELIM PRELIMINARY
% PERCENT	PROP PROPERTY
± PLUS OR MINUS	PT POINT OF TANGENCY
AGG AGGREGATE	PVC POLYVINYL CHLORIDE
ALT ALTERNATE	PVI POINT OF VERTICAL INTERSECTION
APPROX APPROXIMATE	PVT POINT OF VERTICAL TANGENT
AVE AVENUE	QTY QUANTITY
BC BACK OF CURB	R RADIUS
BLVD BOULEVARD	RAD RADIUS
BM BENCH MARK	RC REVERSE CURVE
BMP BEST MGMT. PRACTICE	RCP REINF. CONCRETE PIPE
BOT BOTTOM	RD ROAD
BW BACK OF WALK	REINF REINFORCED
C & G CURB AND GUTTER	RET RETAINING
C to C CENTER TO CENTER	ROW RIGHT-OF-WAY
CBEC CORNBELT ENERGY CORP.	RR RAILROAD
CIP CAST-IN-PLACE	RT RIGHT
CL CENTERLINE	S SOUTH
CMP CORRUGATED METAL PIPE	SA SANITARY SEWER
CONC CONCRETE	SECT SECTION
CS COMBINED SEWER	SHT SHEET
CT COURT	SPCL SPECIAL
CTR CENTER	ST STORM SEWER
CULV CULVERT	STA STATION
DEPT DEPARTMENT	STD STANDARD
DIA DIAMETER	TBD TO BE DETERMINED
DR DRIVE	TBF TRENCH BACKFILL
DT DRAIN TILE	TC TOP OF CURB ELEVATION
DWG DRAWING	TRW TOP RET. WALL ELEVATION
DWGS DRAWINGS	TW TOP OF WALK ELEVATION
E EAST	TY TYPE
EL ELEVATION	TYP TYPICAL
ELE ELEVATION	VC VERTICAL CURVE
ELEV ELEVATION	VERT VERTICAL
EQ EQUAL	W WEST
EXP EXPANSION	WM WATER MAIN
EXST EXISTING	
FF FINISH FLOOR ELEVATION	
FG FRAME AND GRATE	
FH FIRE HYDRANT	
FIN FINISH	
FL FLOW LINE	
FLR FLOOR	
FM FORCE MAIN	
FTG FOOTING	
G GROUND ELEVATION	
GALV GALVANIZED	
GV GATE VALVE	
HDWL HEADWALL	
HMA HOT MIX ASPHALT	
HORIZ HORIZONTAL	
HW HIGH WATER	
HWY HIGHWAY	
ID INSIDE DIAMETER	
IDOT ILLINOIS DEPARTMENT OF TRANSPORTATION	
JT JOINT	
LAT LATITUDE	
LF LINEAR FEET	
LONG LONGITUDE	
LS LUMP SUM	
LT LEFT	
MAX MAXIMUM	
MES METAL END SECTION	
MH MANHOLE	
MIN MINIMUM	
MISC MISCELLANEOUS	
N NORTH	
NO. NUMBER	
NTS NOT TO SCALE	
OD OUTSIDE DIAMETER	
P PAVEMENT ELEVATION	
PC POINT OF CURVATURE	

**UNIT ABBREVIATIONS**

AC ACRE
CU CUBIC
CF CUBIC FEET
CFS CUBIC FEET PER SECOND
CY CUBIC YARD
OF DEGREE FAHRENHEIT
EA EACH
FT FEET OR FOOT
IN. INCHES
LBS POUNDS
PSF POUNDS PER SQUARE FEET
PSI POUNDS PER SQUARE INCH
Q FLOW RATE
SF SQUARE FEET
SY SQUARE YARD

**EXISTING SYMBOLS**

	BENCHMARK		SHUTOFF VALVE		UTILITY DOWN GUY		OVERHEAD TELEPHONE LINE
	CONTROL POINT		VALVE		UTILITY POLE		UNDERGROUND TELEPHONE LINE
	PK NAIL		RECORD INFORMATION		UTILITY POLE DROP		GAS METER
	IRON PIPE		WATER MAIN		TRAFFIC HANDLE BOX		GAS MARKER
	RIGHT-OF-WAY MARKER		WATER MAIN WITH SIZE		COMMUNICATION BOX		UNDERGROUND GAS LINE
	BOLLARD		PROPERTY LINE		ELECTRICAL HANDLE BOX		SEWER CLEANOUT
	BORE HOLE		RIGHT-OF-WAY		ELECTRICAL METER		SANITARY MANHOLE
	SIGN		FENCE LINE		LOT LIGHT		SANITARY SEWER
	MAILBOX		CONTOUR LINE MAJOR		STREET LIGHT		SANITARY SEWER WITH SIZE
	SATELLITE		CONTOUR LINE MINOR		TRAFFIC SIGNAL MAST ARM		FORCE MAIN WITH SIZE
	FLOW LINE		BUILDING LINE		UNDERGROUND ELECTRIC LINE		WATERLINE
	DECIDUOUS TREE W/ SIZE				OVERHEAD ELECTRIC LINE		
	EVERGREEN TREE W/ SIZE				UNDERGROUND TELEPHONE LINE		

**PROPOSED SYMBOLS**

	UTILITY EASEMENT		UTILITY POLE		SANITARY MANHOLE		REDUCER
	SILT FENCE		UTILITY POLE DROP		SANITARY SEWER		VALVE
	DITCH CHECK		UTILITY POLE + TRANSFORMER		SANITARY SEWER WITH SIZE		WATER METER
	TOP OF CURB ELEVATION		LIGHT POLE		FORCE MAIN WITH SIZE		TAPPING SLEEVE, VALVE & BOX
	PAVEMENT ELEVATION		WALL-MOUNTED LIGHT		BUILDING DOWNSPOUT		WATERLINE
	TOP OF WALK ELEVATION		CURB & GUTTER		STORM/SANITARY CLEANOUT		WATER MAIN WITH SIZE
	CONTROL POINT COORDINATES		OUTFLOW CURB AND GUTTER		STORM MANHOLE		IRRIGATION LINE
	FLOW LINE		UNDERGROUND ELECTRIC LINE		NO. REGULAR PARKING SPACES PROVIDED		PERMANENT/ CONSTRUCTION EASEMENT
	PIPE BOLLARD		OVERHEAD ELECTRIC LINE		STORM SEWER		FENCE LINE
	SIGN		CURB & GUTTER REMOVAL		STORM SEWER WITH SIZE		CONTOUR LINE MAJOR
			UTILITY REMOVAL		DRAIN TILE WITH SIZE		CONTOUR LINE MINOR
			INDICATES ITEM TO BE REMOVED		FLARED END SECTION		
			FLOOD ROUTE		ADJUST UTILITY TO FINISH GRADE		
			BUILDING LINE		FIRE HYDRANT		
			BUILDING SETBACK				

**3 SYMBOL LEGEND**

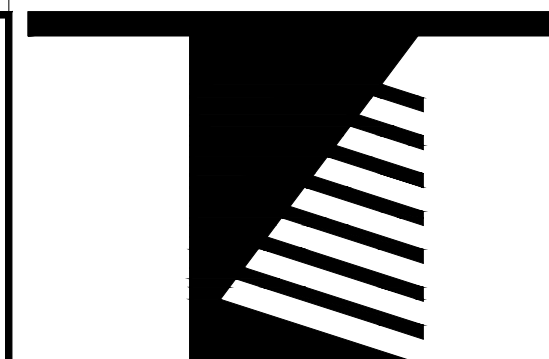
	RIPRAP
	EARTH - SECTION VIEW
	TEMPORARY SEEDING
	PERMANENT SEEDING (WITHIN R.O.W.)
	TREE REMOVAL
	PAVEMENT REMOVAL
	CONCRETE SIDEWALK REMOVAL
	CURB AND GUTTER REMOVAL
	CONCRETE PAVEMENT
	ASPHALT PAVEMENT

**1 HATCH PATTERNS**

**SUE LEGEND**

	WATER LINE, QL-B
	WATER LINE, QL-D
	NON-POTABLE WATER LINE, QL-B
	NON-POTABLE WATER LINE, QL-D
	ELECTRIC LINE, QL-B
	ELECTRIC LINE, QL-C/QL-D
	OVERHEAD ELECTRIC LINE, QL-A
	GAS LINE, QL-B
	GAS LINE, QL-C/QL-D
	FIBER OPTIC LINE, QL-B
	FIBER OPTIC LINE, QL-C/QL-D
	COMMUNICATION/TELEPHONE LINE, QL-B
	COMMUNICATION/TELEPHONE LINE, QL-D
	OVERHEAD COMMUNICATION/TELEPHONE LINE, QL-A
	CATV LINE, QL-B
	CATV LINE, QL-D
	OVERHEAD CATV LINE, QL-A
	STORM SEWER LINE, QL-C
	STORM SEWER LINE, QL-D
	SANITARY SEWER LINE, QL-C
	SANITARY SEWER LINE, QL-D
	UNKNOWN UTILITY
	S.U.E. BOUNDARY LIMITS
	WOOD FENCE
	GUARDRAIL
	MAJOR CONTOUR
	MINOR CONTOUR
	WATER FLOW
	SECTION LINE
	RIGHT OF WAY
	CENTER LINE
	LOT LINE
	EASEMENT
	SUE QUALITY LEVEL "A"
	SUE QUALITY LEVEL "B"
	SUE QUALITY LEVEL "C"
	SUE QUALITY LEVEL "D"

**2 SUE LEGEND**



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ISSUE # DATE DESCRIPTION

PROJECT:  
ROXBOROUGH VILLAGE METRO DISTRICT

**COMMUNITY PARK AND AIRPLANE PARK PRELIMINARY PLAYGROUND INVESTIGATION**

DATE: 07/10/2023

DESIGNED: BD

DRAWN: JWJ

REVIEWED: BD

FIELD BOOK NO.: -

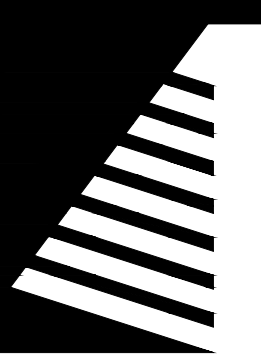
SHEET NUMBER:

**LEGEND AND ABBREVIATIONS**

SHEET NUMBER:

**G1**

PROJECT NO.: P0230459.00



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DATE: 07/10/2023

DESIGNED: ###

DRAWN: ###

REVIEWED: ###

FIELD BOOK NO.: #

SHEET TITLE:

### GENERAL NOTES

SHEET NUMBER:



PROJECT NO.: P0230459.00

	1	2	3	4	5	6	7	8	9
J									
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#### GENERAL NOTES

- THESE NOTES ARE INTENDED FOR GENERAL INFORMATION ONLY. THE OWNER, ENGINEER & CONTRACTOR ARE ADVISED TO REFER TO THE PINERY WATER & WASTEWATER DISTRICT TECHNICAL SPECIFICATIONS AND DETAILS FOR SPECIFIC REQUIREMENTS. IF THE DISTRICT SPECIFICATION AND DETAILS ARE CONTRADICTORY, THE DETAILS OR PLAN NOTES SHALL BE FOLLOWED. THE CONTRACTOR SHALL NOTIFY THE ENGINEER OR DISTRICT OF DISCREPANCIES OR OMISSIONS PRIOR TO CONSTRUCTION.
- ALL WATER AND SANITARY SEWER SYSTEM PLANS AND CONSTRUCTION SHALL CONFORM TO THE CURRENT PINERY WATER AND WASTEWATER DISTRICT ("DISTRICT") SPECIFICATIONS AND DETAILS, AND SHALL BE SUBJECT TO CONSTRUCTION OBSERVATION BY DISTRICT PERSONNEL OR REPRESENTATIVES. COPIES OF THE DISTRICT'S SPECIFICATIONS MAY BE OBTAINED FROM THE DISTRICT.
- THE OWNER, HIS ENGINEER OR CONTRACTOR, SHALL SCHEDULE A PRE-CONSTRUCTION MEETING WITH THE DISTRICT AT LEAST 72 HOURS PRIOR TO THE START OF CONSTRUCTION. NO CONSTRUCTION WILL BE PERMITTED UNTIL ALL EASEMENTS ARE SIGNED AND RECORDED AND THE PRE-CONSTRUCTION MEETING HAS BEEN HELD.
- IT IS UNDERSTOOD AND AGREED THAT A REVIEW OF THESE PLANS AND SPECIFICATIONS BY OR ON BEHALF OF THE PINERY WATER AND WASTEWATER DISTRICT (PWWD) IS ONLY FOR DETERMINING GENERAL CONFORMANCE TO DISTRICT REGULATIONS AND IN NO WAY IMPLIES ANY LIABILITY FOR MATERIALS USED OR THE END PRODUCT OF THE WORK CONTEMPLATED HEREIN. THE DISTRICT ASSUMES NO LIABILITY FOR THE ENGINEERING DESIGN, INFORMATION INDICATED ON THE DRAWINGS, GEOLOGIC CONDITIONS, SUBSOIL CONDITIONS, PRESENCE OF GROUNDWATER AND OTHER CONDITIONS WHICH MIGHT AFFECT THE CONSTRUCTION, CONSTRUCTION COSTS, OPERATION AND FUTURE MAINTENANCE OF THE PROJECT.
- THE CONTRACTOR SHALL BE RESPONSIBLE FOR LOCATION AND PROTECTION OF ALL UTILITIES ENCOUNTERED OR ANTICIPATED DURING CONSTRUCTION, WHETHER SHOWN ON THESE PLANS OR NOT. CONTRACTOR SHALL CONTACT THE RESPECTIVE UTILITY COMPANIES AND HAVE ALL UTILITIES FIELD LOCATED PRIOR TO CONSTRUCTION. ANY UTILITIES AND/OR STRUCTURES DAMAGED MUST BE REPAIRED OR REPLACED BY THE CONTRACTOR PRIOR TO ACCEPTANCE.
- THE CONTRACTOR SHALL OBTAIN ALL REQUIRED PERMITS AT HIS OWN EXPENSE AND CONFORM TO NOTIFICATION REQUIREMENTS OF THE REVIEW AGENCIES.
- WHERE WORK IS TO BE PERFORMED WITHIN EASEMENTS, THE CONTRACTOR SHALL TAKE ALL NECESSARY PRECAUTIONS TO CONTAIN HIS WORK WITHIN THE EASEMENT SO FAR AS POSSIBLE. IF NECESSARY TO EXTEND CONSTRUCTION OPERATIONS BEYOND EASEMENT BOUNDARIES, THE CONTRACTOR SHALL MAKE ALL NECESSARY ARRANGEMENTS WITH THE PROPERTY OWNER FOR SUCH WORK. A COPY OF ANY EASEMENT WILL BE FURNISHED TO THE CONTRACTOR UPON REQUEST. UPON COMPLETION OF CONSTRUCTION, GROUND SURFACES, FENCING AND OTHER STRUCTURES DAMAGED OR DISTURBED SHALL BE REPLACED TO THE PROPERTY OWNER'S SATISFACTION.
- A SUBMITTAL PACKAGE FOR THE PROPOSED PIPING, APPURTENANCES, BEDDING, CONCRETE AND OTHER MATERIALS REQUIRED TO COMPLETE THE PROJECT SHALL BE PROVIDED TO THE DISTRICT FOR APPROVAL.
- WATER AND SANITARY SEWER LINES CANNOT BE INSTALLED UNTIL AT LEAST 4 FEET (48 INCHES) OF COVER IS PROVIDED ABOVE THE PIPE AND TO AT LEAST 20 FEET EACH SIDE OF THE PIPE (I.E. MOUNDING DIRT OVER THE PIPE IS NOT ADEQUATE COVER). A MINIMUM OF 4 FEET OF COVER SHALL BE MAINTAINED AT ALL TIMES. AT FINISHED OR FINAL GRADE THE MINIMUM COVER OVER WATER LINES SHALL BE 5 FEET AND THE MINIMUM COVER OVER SANITARY SEWER LINES SHALL BE 4 FEET - 6 INCHES (54 INCHES).
- NO TRENCHES SHALL BE BACKFILLED UNTIL APPROVED BY THE DISTRICT INSPECTOR EXCEPT IN EMERGENCY. TRENCHES SHALL BE RE-EXCAVATED AND THE PIPE EXPOSED FOR INSPECTION AT ANY LOCATION IF SO ORDERED BY THE INSPECTOR. THRUSTBLOCKS MUST CURE FOR 24 HOURS PRIOR TO BACKFILLING AND CONCRETE BLANKETED IF TEMPERATURE IS TO FALL BELOW 40 DEGREES FARENHEIGHT.
- THE DISTRICT, DISTRICT ENGINEER AND/OR HIS REPRESENTATIVE ARE NOT GUARANTORS OF THE CONTRACTOR'S OBLIGATIONS OR HIS PERFORMANCE. OBSERVATIONS OF WORK IN PROGRESS AND ON-SITE VISITS ARE NOT TO BE CONSTRUED AS A GUARANTEE BY THE DISTRICT OR IT'S REPRESENTATIVE OF THE CONTRACTORS' PERFORMANCE.
- THE PIPE BEDDING - SQUEEGEE - SHALL BE PLACED IN ACCORDANCE WITH THE TRENCH DETAIL. THE PROPOSED BEDDING MATERIAL GRADATION SHALL BE REVIEWED PRIOR BY THE DISTRICT PRIOR TO INITIAL DELIVERY. A SAMPLE OF THE BEDDING MAY BE REQUIRED. THE PIPE BEDDING ABOVE THE PIPE SHALL BE LEVEL ACROSS THE WIDTH OF THE ENTIRE TRENCH, MOUNDING OF SQUEEGEE ABOVE THE PIPE IS NOT ALLOWED.
- BACKFILL MATERIAL WITHIN RIGHTS-OF-WAYS OR OTHER TRAVELED AREAS SHALL BE COMPACTED TO 95% STANDARD PROCTOR DENSITY UNLESS OTHERWISE NOTED ON THE DRAWINGS OR FOLLOW DOUGLAS COUNTY STANDARDS, WHICHEVER IS MORE STRINGENT. COPIES OF ALL COMPACTION TESTS FOR AREAS OUTSIDE COUNTY RIGHTS-OF-WAYS MUST BE FURNISHED TO THE DISTRICT AS THE WORK PROCEEDS.
- AS-BUILT DRAWINGS SUPPLIED TO THE OWNER'S ENGINEER BY THE CONTRACTOR SHALL BE CHECKED BY THE OWNER'S ENGINEER AND FORWARDED TO THE DISTRICT FOR VERIFYING THE INFORMATION WITH THE RECORDS MAINTAINED BY THE DISTRICT'S INSPECTOR. UPON DISTRICT VERIFICATION THE OWNER'S ENGINEER SHALL PREPARE AS-BUILT DRAWINGS FOR THE DISTRICT RECORDS. ONE FULL SIZE AS-BUILT SET AND ONE REDUCED SIZE 11" BY 17" ALONG WITH AN AUTO-CAD FILE OF THE PLANS ARE REQUIRED BY THE DISTRICT. THE DISTRICT USES COLORADO CENTRAL STATE PLANE NAD 83 - US SURVEY FEET - NORTH AMERICAN VERTICAL DATUM OF 1988 (NAVD88) - BASIS OF BEARING FOR AUTO-CAD AND THEIR GIS. THE ENGINEER SHALL STATE THE INFORMATION ON THE DRAWINGS AND THAT THE AUTO-CAD FILE CONFORMS TO THESE REQUIREMENTS.
- THE DISTRICT AND/OR ITS REPRESENTATIVE ARE NOT RESPONSIBLE FOR SAFETY IN, ON, OR ABOUT THE PROJECT SITE, NOR FOR COMPLIANCE BY THE APPROPRIATE PARTY OF ANY REGULATIONS RELATING THERETO.
- PROBATIONARY ACCEPTANCE OF THE NEW WATER AND SANITARY SEWER SYSTEMS WILL NOT BE CONSIDERED UNTIL ALL REQUIREMENTS ARE MET. REQUIREMENTS ARE DETAILED IN THE "DEVELOPER SERVICE AGREEMENT" FILED AT THE DISTRICT OFFICE. GENERALLY, A TWO-YEAR PROBATIONARY (WARRANTY) PERIOD BEGINS UPON COMPLETION OF THE PROJECT AND PUNCHLIST COMPLETION.
- WATER AND SEWER LINE MARKER POSTS SHALL BE LOCATED AND LABELED PER DISTRICT INSTRUCTIONS. APPROXIMATE MARKER POST LOCATIONS SHALL BE SHOWN ON THE DRAWINGS.
- NO CONNECTIONS TO THE EXISTING WATER AND SANITARY SEWER SYSTEMS SHALL BE MADE WITHOUT RECEIVING SPECIFIC PERMISSION FOR EACH CONNECTION FROM THE DISTRICT.
- ALL CONCRETE MIX REQUIRED FOR WATER AND SANITARY SEWER SYSTEMS AND APPURTENANCES SHALL BE MIXED AT A CONCRETE PLANT AND DELIVERED BY CONCRETE MIXING TRUCKS. CONCRETE SHALL MEET THE CONCRETE MIX DESIGN CRITERIA BELOW. NO DRY KICKERS OR BAG CONCRETE ALLOWED.

#### CONCRETE MIX DESIGN

ASTM COARSE AGGREGATE SIZE	MINIMUM CEMENT CONTENT, SACKS/CU YD CONCRETE	MAXIMUM WATER/CEMENT RATIO BY WT.	AIR CONTENT PERCENT	SLUMP (INCHES)	MINIMUM 28 DAY COMPRESSIVE STRENGTH
7/8	6	0.47	4.5 - 7.5	3" - 5"	4,000

#### WATER SYSTEM NOTES

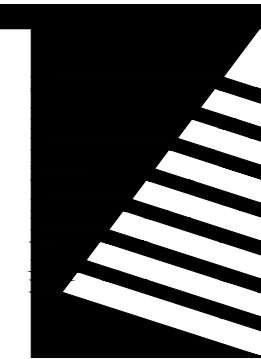
- THE PIPE FOR WATER MAINS 12" AND LESS IN DIAMETER SHALL BE IN ACCORDANCE WITH AWWA C900 DR18 CLASS 150 PVC UNLESS OTHERWISE SHOWN ON THE DRAWINGS OR SPECIFIED BY THE DISTRICT. ALL WATER MAINS 14" OR LARGER SHALL BE IN ACCORDANCE WITH AWWA C905, DR 18 CLASS 235 PVC PIPE. BURIED DUCTILE IRON PIPE SHALL BE THICKNESS CLASS 50. ALL WATER LINES SHALL HAVE A MINIMUM OF FIVE (5.0) FEET OF COVER AND BE LOCATED A MINIMUM OF TEN FEET (10') FROM ANY SANITARY SEWER LINE.
- ALL BURIED DUCTILE IRON PIPE AND FITTINGS SHALL BE COMPLETELY WRAPPED IN 8 MIL PLASTIC IN ACCORDANCE WITH AWWA C105 REQUIREMENTS. THE PLASTIC WRAPPING SHALL BE FULLY TAPED AROUND THE PIPE AT EACH SIDE OF FITTINGS AND EVERY FIVE (5) FEET ALONG THE PIPE.
- ALL MECHANICAL JOINT FITTINGS REQUIRE A JOINT RESTRAINT MECHANISM AND BELL RESTRAINTS AS SPECIFIED. THE LENGTH OF PIPE RESTRAINT IS DETERMINED FROM THE LENGTH OF RESTRAINT DETAILS. IN A RESTRAINED SECTION OF PIPE, THE FITTING, VALVE, CAP OR PLUG WITH THE LONGEST RESTRAINED DISTANCE DETERMINES THE LENGTH OF RESTRAINED PIPE.
- WATER MAINS SHALL BE DEFLECTED NO GREATER THAN THE MANUFACTURER'S SPECIFICATIONS. HIGH DEFLECTION COUPLING REQUIRE PRIOR APPROVAL BY THE DISTRICT. C905 PVC PIPE SHALL NOT BE DEFLECTED AT THE JOINT OR ALONG THE BARREL SECTION OF THE PIPE.
- WATER MAIN VALVES SHALL OPEN COUNTER-CLOCKWISE (LEFT).
- AIR RELEASE/AIR VACUUM VALVES (COMBINATION VALVES) SHALL BE PROVIDED AT ALL HIGH POINTS FOR WATER LINES.
- WATER SERVICES SHALL BE STUBBED OUT FIFTEEN FEET (15') BEYOND THE PROPERTY LINE. WATER SERVICES SHALL BE BURIED A MINIMUM OF FIVE FEET DEEP (5'-0") DEEP. THE CENTERLINE OF METER YOKE SHALL BE 13" BELOW THE LID OF THE METER COVER. ALL WATER SERVICE LINE LOCATIONS SHALL HAVE A "V" (FOR VALVE) CHISELED IN THE CURB WHERE CURBS ARE PRESENT.
- THE SURFACE OF CONCRETE METER PITS SHALL NOT BE EXCESSIVELY POCK-HOLED AND SHALL NOT HAVE EXCESSIVE AGGREGATE VISIBLE. THE DISTRICT'S ENGINEER AND ENGINEER'S REPRESENTATIVE SHALL HAVE AUTHORITY TO REJECT ANY METER PITS THEY DEEM AS UNACCEPTABLE.
- METER PITS SHALL BE INSTALLED AFTER ADJACENT CURB AND GUTTER ARE INSTALLED, AND AFTER THE AREA WITHIN 30 FEET OF THE METER PIT IS SET TO FINAL GRADE, TO FACILITATE DETERMINING THE CORRECT METER PIT ELEVATION. METER PITS SHALL BE SET TO FINAL GRADE BY THE CONTRACTOR. METERS WILL NOT BE SET UNLESS PIT COVERS ARE AT ACCEPTABLE GRADE.
- THE METER PIT SHALL BE WITNESSED BY THREE, 6-FOOT TALL METAL FENCE POSTS BURIED TO EXPOSE FOUR FEET (4'). TWO POSTS SHALL BE SET ONE FOOT (1') OUT, AND BACK, FROM THE EDGE OF THE METER PIT ON THE PROPERTY SIDE. THE THIRD POST SHALL BE SET 1 FOOT (1') IN FRONT OF THE CURB STOP VALVE, TOWARD THE CURB. THE POSTS SHALL BE WRAPPED IN A TRIANGULAR PATTERN, WITH FOUR FOOT (4') TALL, BRIGHT ORANGE SAFETY FENCING. TO ALLOW ACCESS TO THE METER PIT AND CURB STOP BOX, NO SAFETY FENCING IS REQUIRED BETWEEN THE TWO FENCE POSTS ON THE HOME SIDE OF THE METER PIT. THE FENCING SHALL BE SECURELY ATTACHED TO THE POSTS.
- THE CONTRACTOR IS RESPONSIBLE FOR NOTIFYING THE LOCAL FIRE DEPARTMENT AND ALL CUSTOMERS AFFECTED BY WATER OUTAGES DURING CONSTRUCTION. ALL OUTAGES REQUIRE PRIOR APPROVAL BY THE DISTRICT. THE DISTRICT SHALL OPERATE ALL ISOLATION VALVES REQUIRED FOR THE OUTAGE.
- ALL BRASS PIPES, FITTINGS, METER YOKES, ETC. SHALL MEET THE LOW-LEAD OR LEAD-FREE REGULATIONS.
- CHLORINE TABLETS SHALL BE ATTACHED TO THE TOP INSIDE OF THE WATER MAIN USING DOW CORNING 748 NON-CORROSIVE SEALANT OR PERMATEX NO. 2 CERTIFIED NSF/ANSI 61. MINIMUM CONCENTRATION SHALL BE 20 mg/L AFTER SITTING FOR 24 HOURS. HIGH CHLORINE MUST BE FLUSHED OUT PRIOR TO HIGH PRESSURE TESTING.
- CONTRACTOR IS RESPONSIBLE FOR PRESSURE TESTING OF PIPE AT 200 PSI FOR 1 HOUR. DISTRICT WILL CALCULATE ALLOWABLE LOSS.
- CONTRACTOR SHALL BE REQUIRED TO PASS A MINIMUM OF 2 CLEARWATER SAMPLES FOR BACTERIA. TESTING LOCATION TO BE APPROVED BY DISTRICT INSPECTOR.
- SERVICE SADDLES SHALL BE NO CLOSER THAN 24" FROM PIPE BELL SPIGOT, INSERTION LINE, FITTING, VALVE, OR RESTRAINT. SERVICE SADDLE SHALL BE A MINIMUM 18" FROM ANOTHER SADDLE.
- PREP AND COAT EXPOSED DUCTILE IRON PIPE AND FITTINGS inside VAULTS WITH SERIES r69 HI-BUILD EPOXOLINE II BY TNEPEC. pRIMER COAT 3.0 TO 5.0 DFT, FINISH COAT 4.0 TO 6.0 DFT. COLOR BY OWNER.
- FOR ALL WATER LINE DEPRESSIONS, NOTE DIP TO BE USED PER DETAIL WATER14

#### DEWATERING NOTES

##### DEWATERING MAY BE REQUIRED ON THIS PROJECT

- WHERE GROUNDWATER IS ENCOUNTERED, THE CONTRACTOR SHALL UTILIZE EFFECTIVE DEWATERING TECHNIQUES TO ELIMINATE ANY FREE-STANDING WATER FROM THE PIPELINE EXCAVATION WHERE PIPE IS BEING INSTALLED. DISPOSAL OF PUMPED WATER SHALL MEET ALL DOUGLAS COUNTY AND COLORADO DEPARTMENT OF HEALTH AND ENVIRONMENT REQUIREMENTS. CONTRACTOR IS REQUIRED TO OBTAIN ANY REQUIRED PERMITS AT THE CONTRACTOR'S EXPENSE.
- BEDDING MATERIAL SHALL BE INSTALLED ON A HARD, STABLE TRENCH BOTTOM. IF TRENCH BOTTOM IS UNSTABLE, BUT NO FREE GROUNDWATER IS PRESENT, THE CONTRACTOR MAY ATTEMPT TO CREATE A STABLE TRENCH BOTTOM BY EXCAVATING 18" OR MORE BELOW THE BOTTOM OF THE PIPE AND FORCING IN 4-INCH LIFTS OF ¾" - 1 ½" CRUSHED GRANITE UNTIL THE ELEVATION OF THE BOTTOM OF THE PIPE IS REACHED. THEN BACKFILL WITH SQUEEGEE AS USUAL.
- IF FREE GROUND WATER IS PRESENT, OR IF THE 18" EXCAVATION AND ¾" - 1 ½" CRUSHED ROCK (NOTE 2) FAILS TO STABILIZE THE TRENCH BOTTOM, THE CONTRACTOR SHALL:
  - ESTABLISH A DEWATERING SYSTEM CAPABLE OF CONTINUOUSLY KEEPING FREE STANDING WATER OUT OF THE TRENCH BOTTOM.
  - EXCAVATE TO A STABLE TRENCH BOTTOM OR AT LEAST 2 FEET BELOW THE BOTTOM OF THE PIPE. FORCE IN 4-INCH LIFTS OF MINUS-4 ROCK MATERIAL UNTIL THE BOTTOM OF THE TRENCH IS STABLE AND THE ELEVATION OF THE BOTTOM OF THE PIPE IS REACHED.
  - INSTALL THE PIPE AND USE ¾" CRUSHED GRANITE INSTEAD OF SQUEEGEE TO BED THE SIDES OF THE PIPE AND 12" DEPTH OVER THE TOP OF THE PIPE.
- ALL DEWATERING EFFORTS AND TRENCH BOTTOM STABILIZATION ARE SUBJECT TO REVIEW AND MODIFICATION BY THE DISTRICT'S ENGINEER OR ENGINEERING REPRESENTATIVE.





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ISSUE:  
# DATE: DESCRIPTION:

PROJECT:  
ROXBOROUGH VILLAGE METRO DISTRICT

**COMMUNITY PARK AND AIRPLANE PARK  
PRELIMINARY  
PLAYGROUND  
INVESTIGATION**

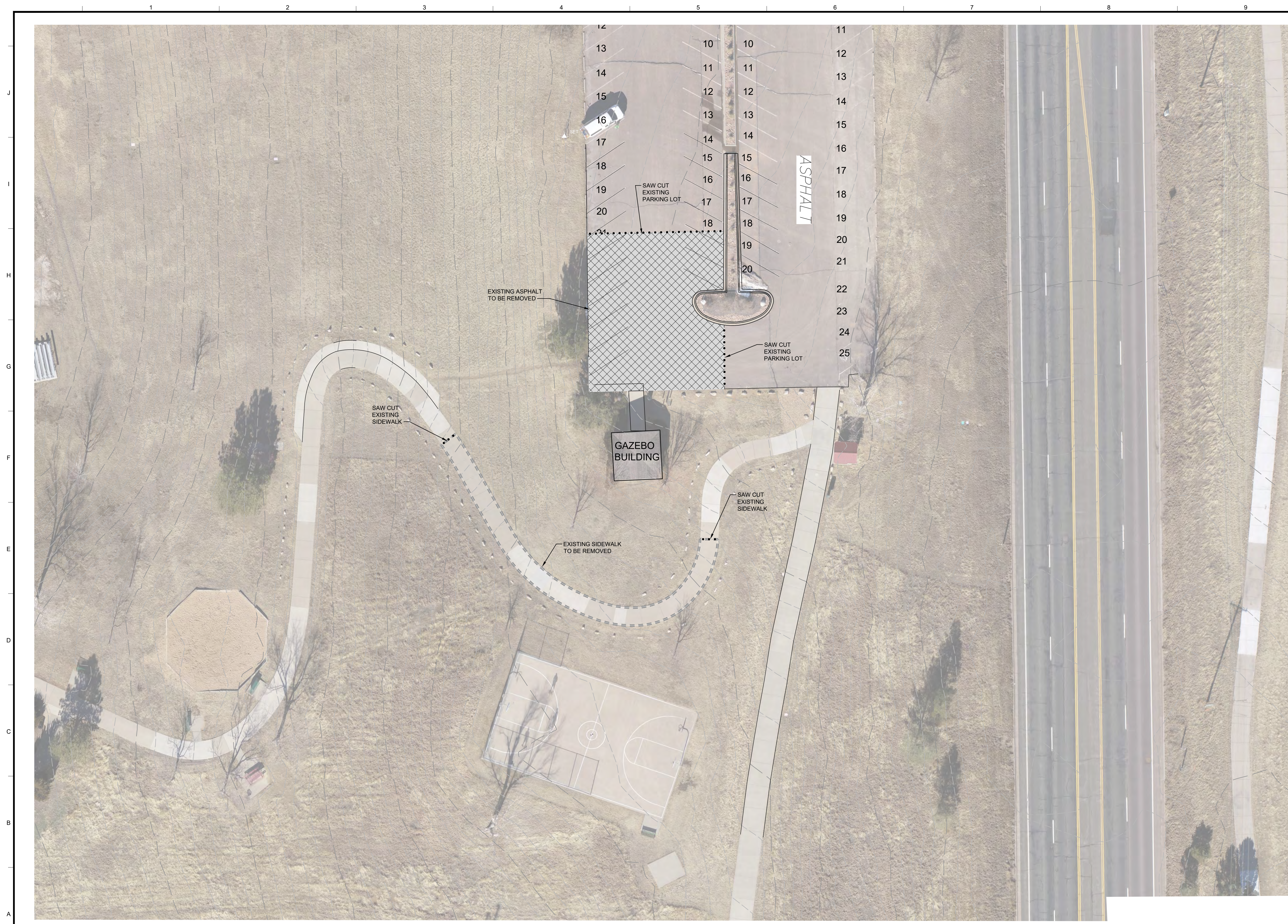
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DESIGNED: ####  
DRAWN: ####  
REVIEWED: ####  
FIELD BOOK NO.: ####

SHEET TITLE:  
**SITE DEMOLITION  
PLAN**

SHEET NUMBER:

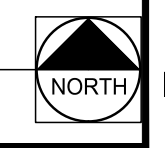
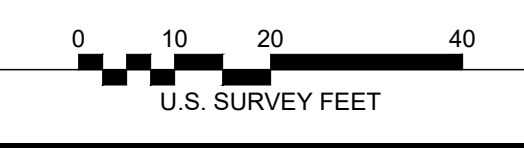
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PROJECT NO.: P0230459.00

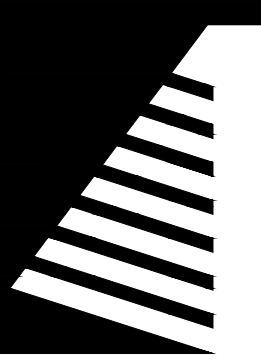


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**1 SITE DEMOLITION PLAN**  
SCALE: 1"=20'







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ISSUE # DATE DESCRIPTION

PROJECT:  
ROXBOROUGH VILLAGE METRO DISTRICT

## COMMUNITY PARK AND AIRPLANE PARK PRELIMINARY PLAYGROUND INVESTIGATION

DATE: 07/10/2023  
DESIGNED: ####  
DRAWN: ####  
REVIEWED: ####  
FIELD BOOK NO.: ####

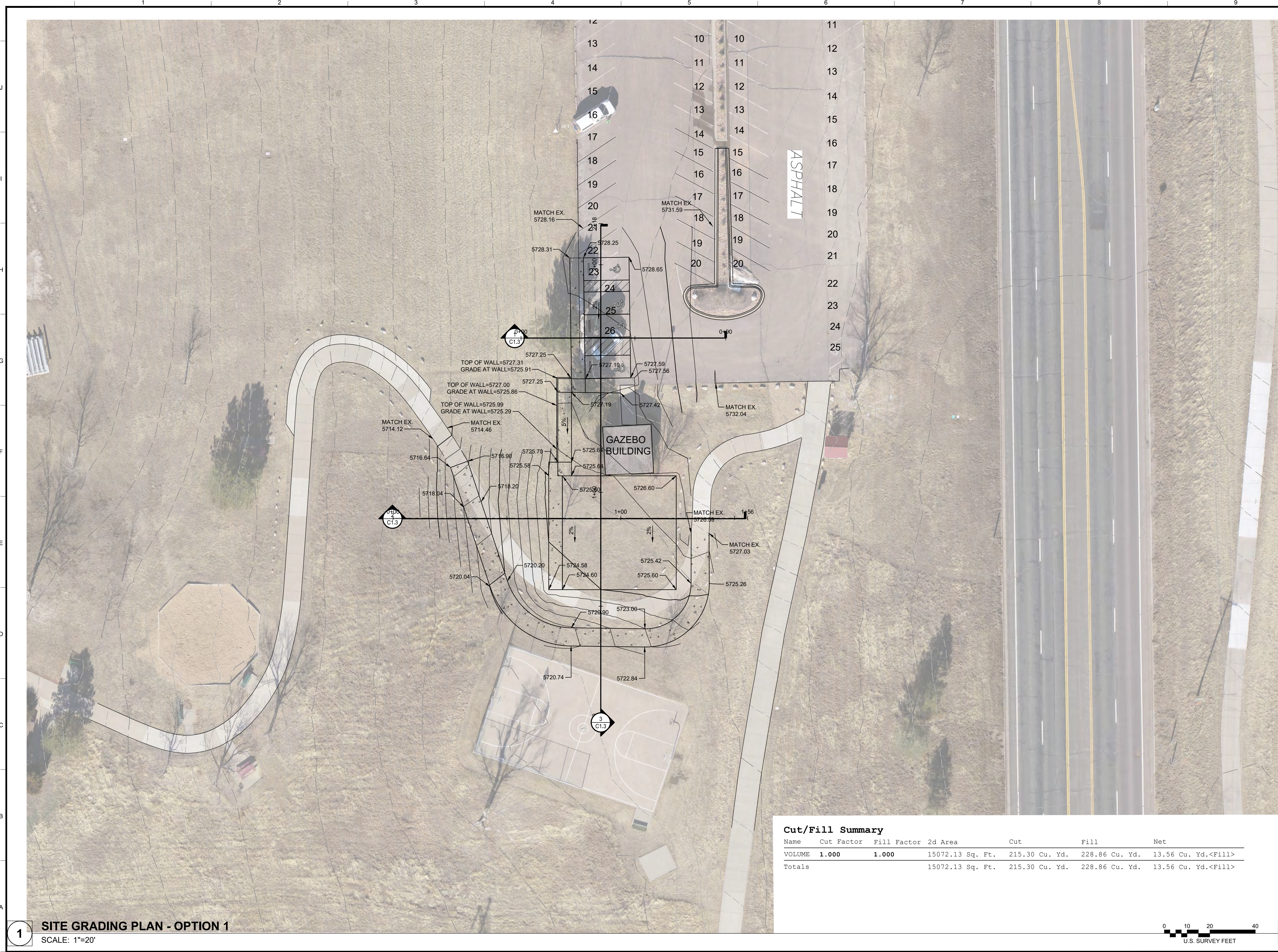
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SHEET NUMBER:

# C1.2

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PROJECT NO.: P0230459.00



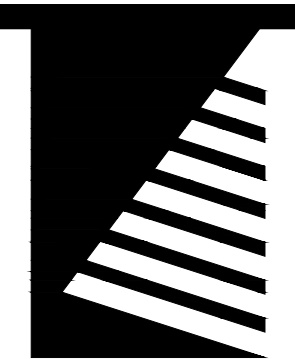
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Totals			15072.13 Sq. Ft.	215.30 Cu. Yd.	228.86 Cu. Yd.	13.56 Cu. Yd.<Fill>

1 SITE GRADING PLAN - OPTION 1  
SCALE: 1"=20'

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PROJECT:  
ROXBOROUGH VILLAGE METRO DISTRICT

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DATE: 07/10/2023  
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DRAWN: ####  
REVIEWED: ####  
FIELD BOOK NO.: ####

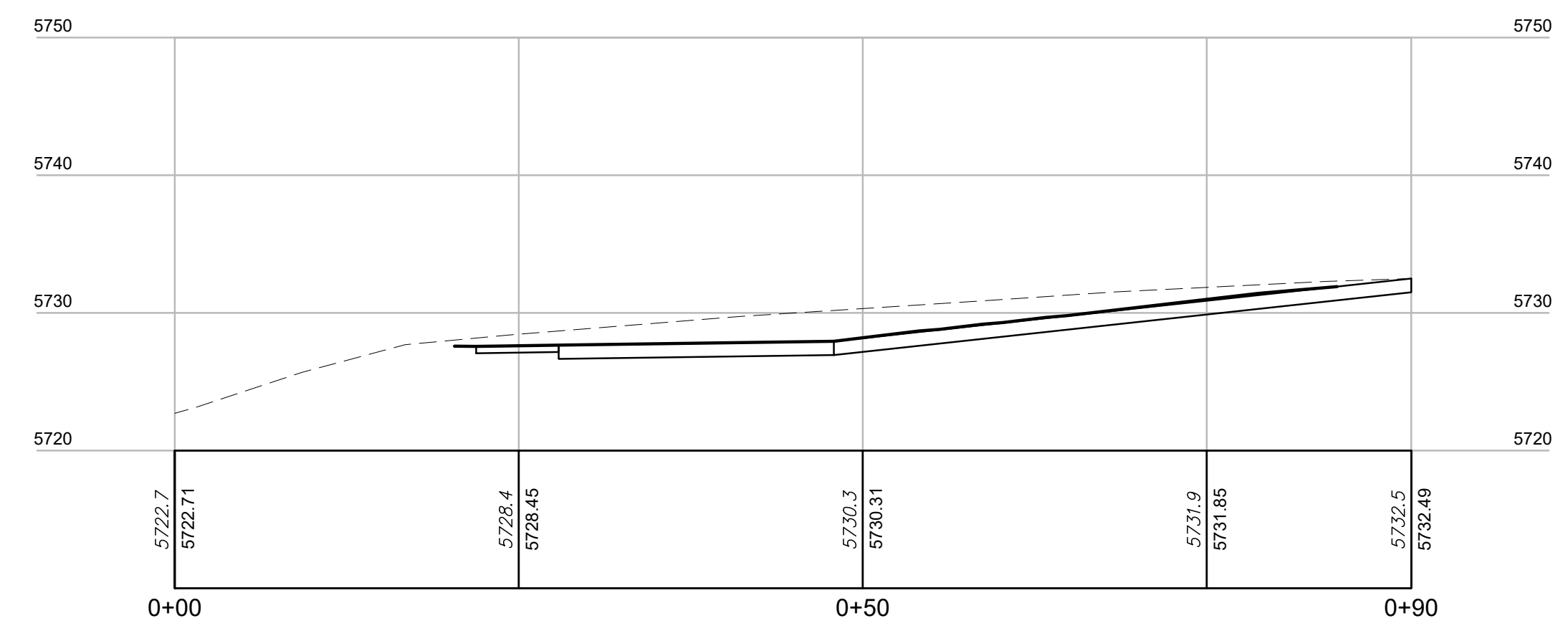
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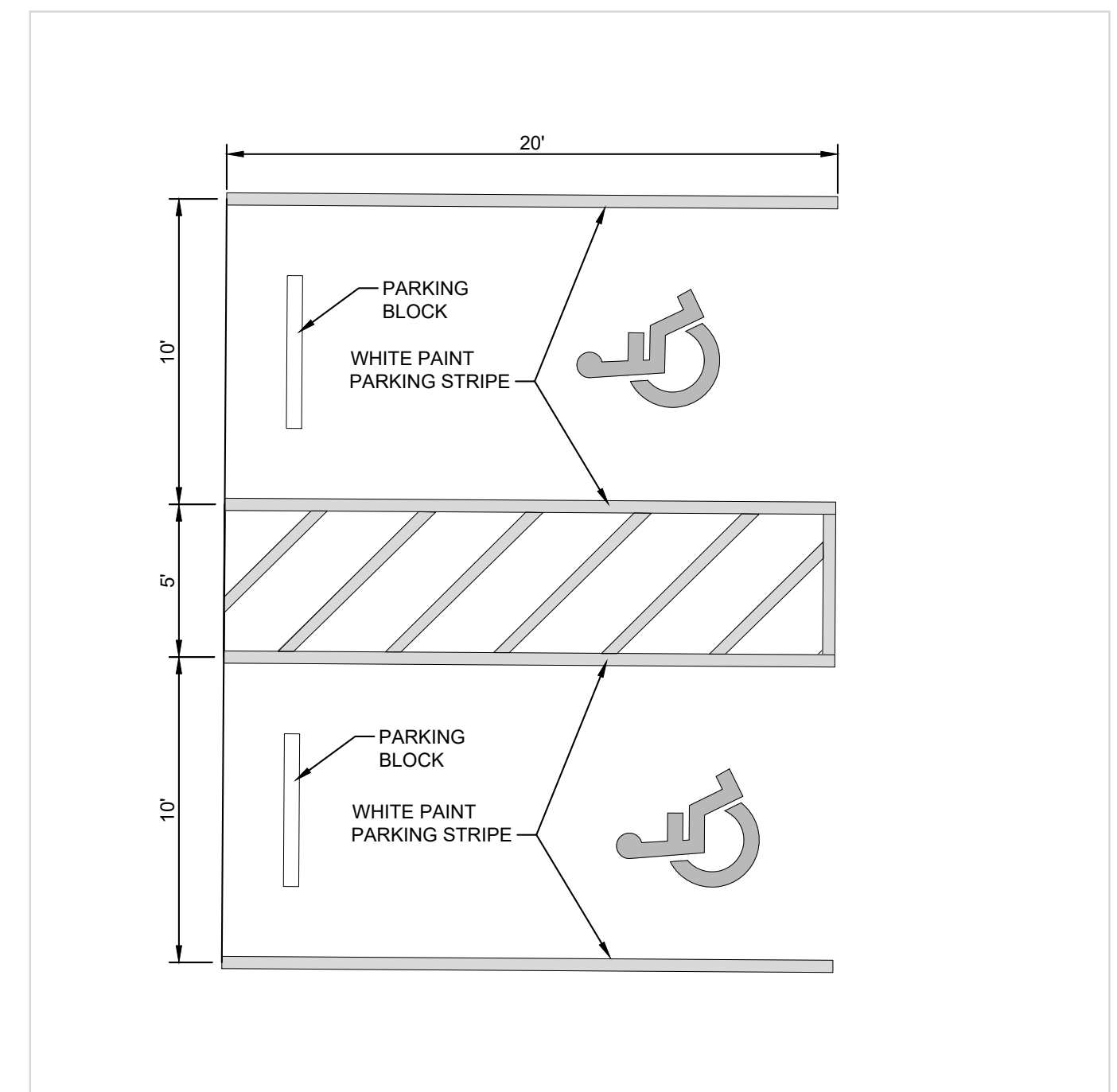
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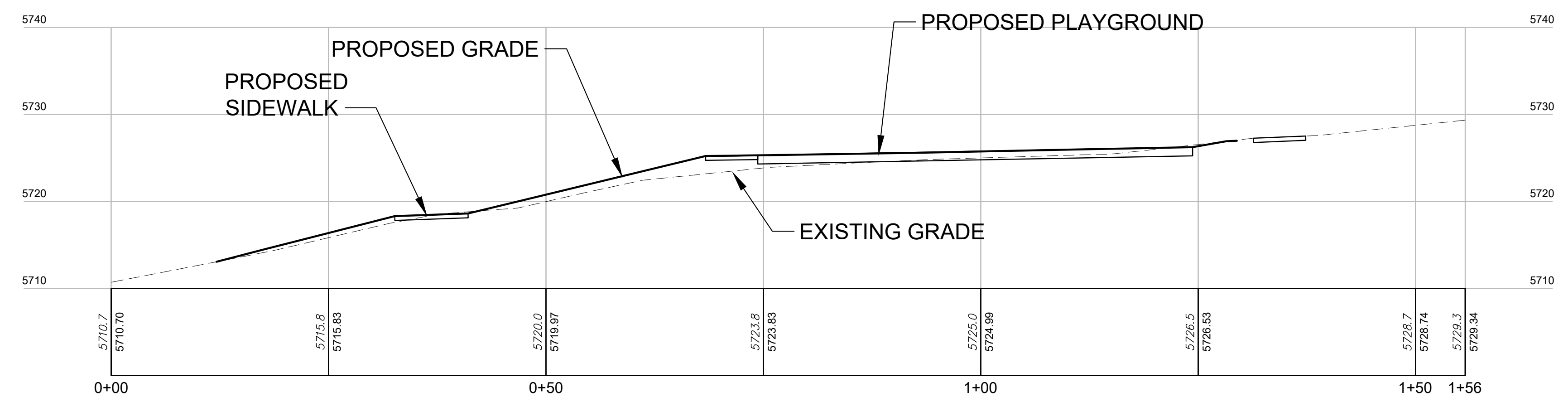
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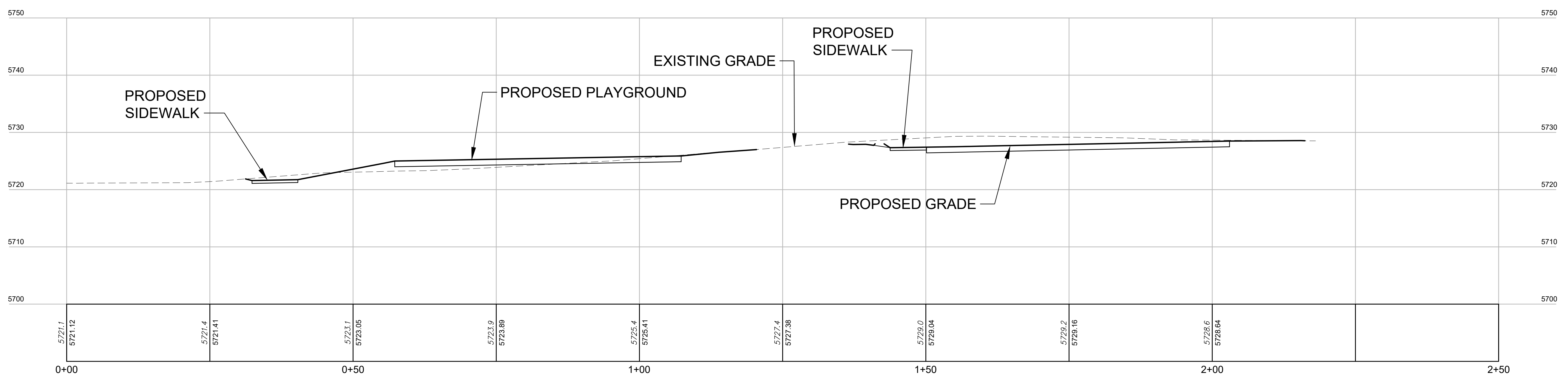
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SCALE: 1"=10'



**1** PARKING STRIPING DETAIL  
SCALE: 1"=5'



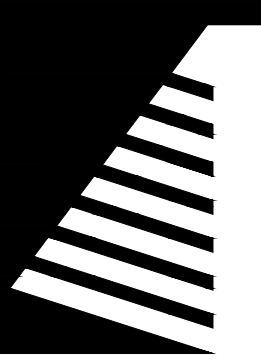
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**3** SITE SECTION  
SCALE: 1"=10'

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ROXBOROUGH VILLAGE METRO DISTRICT

## COMMUNITY PARK AND AIRPLANE PARK PLAYGROUND ADDITION

DATE: 06/30/2024  
DESIGNED: ####  
DRAWN: ####  
REVIEWED: ####  
FIELD BOOK NO.: ####

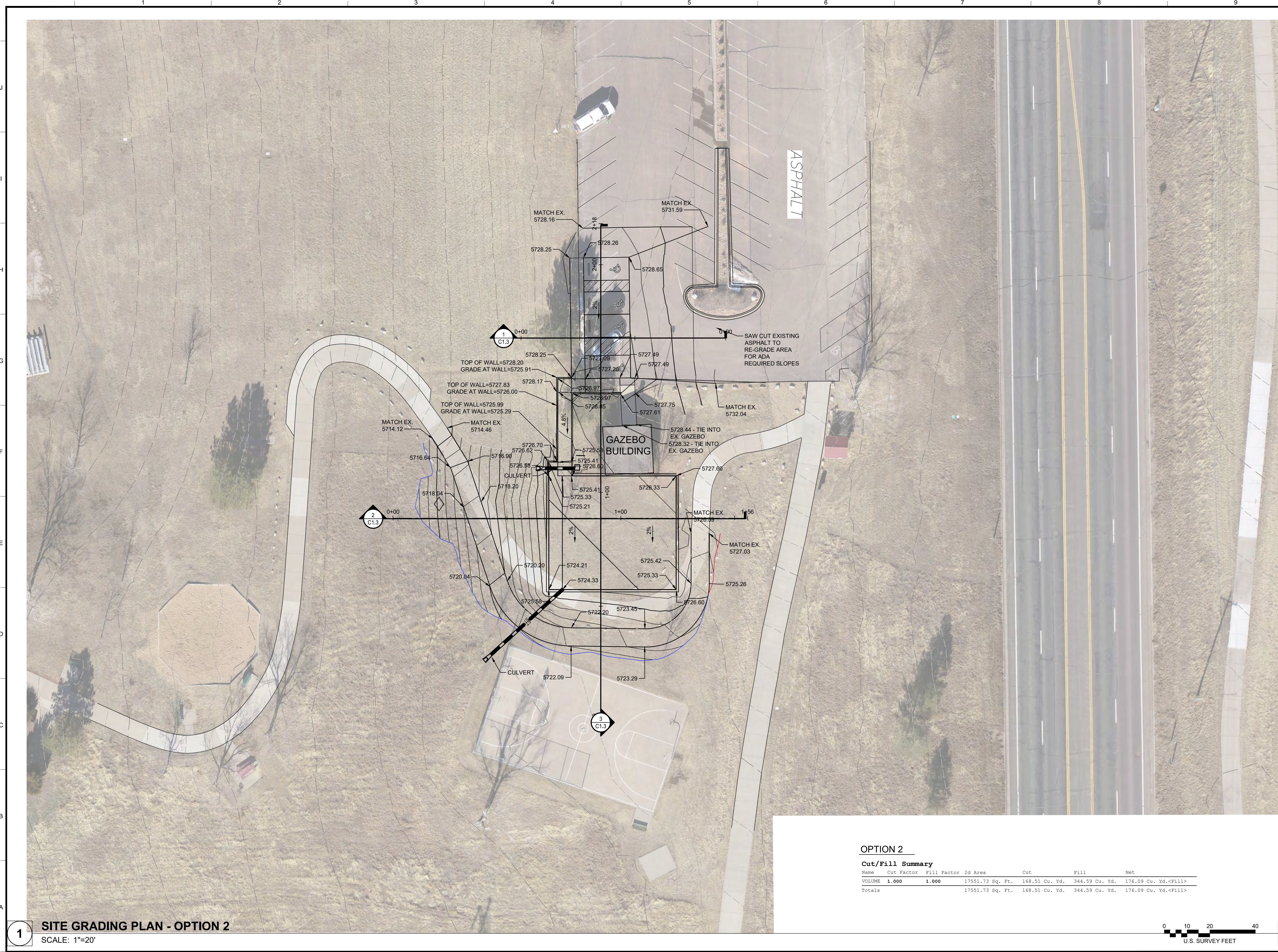
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SHEET NUMBER:

# C2.1

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PROJECT NO.: 0230459.00

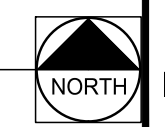
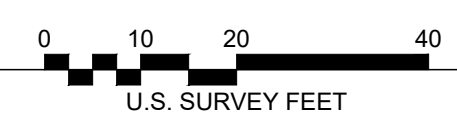


**1** SITE GRADING PLAN - OPTION 2  
SCALE: 1"=20'

### OPTION 2

#### Cut/Fill Summary

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Totals			17551.73 Sq. Ft.	168.51 Cu. Yd.	344.59 Cu. Yd.	176.09 Cu. Yd.<Fill>



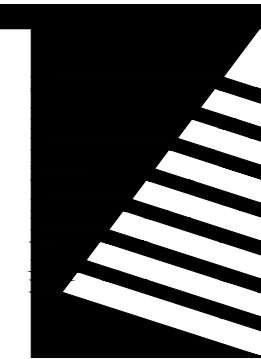
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1 2 3 4 5 6 7 8 9

1 2 3 4 5 6 7 8 9

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**COMMUNITY PARK AND AIRPLANE PARK PLAYGROUND ADDITION**

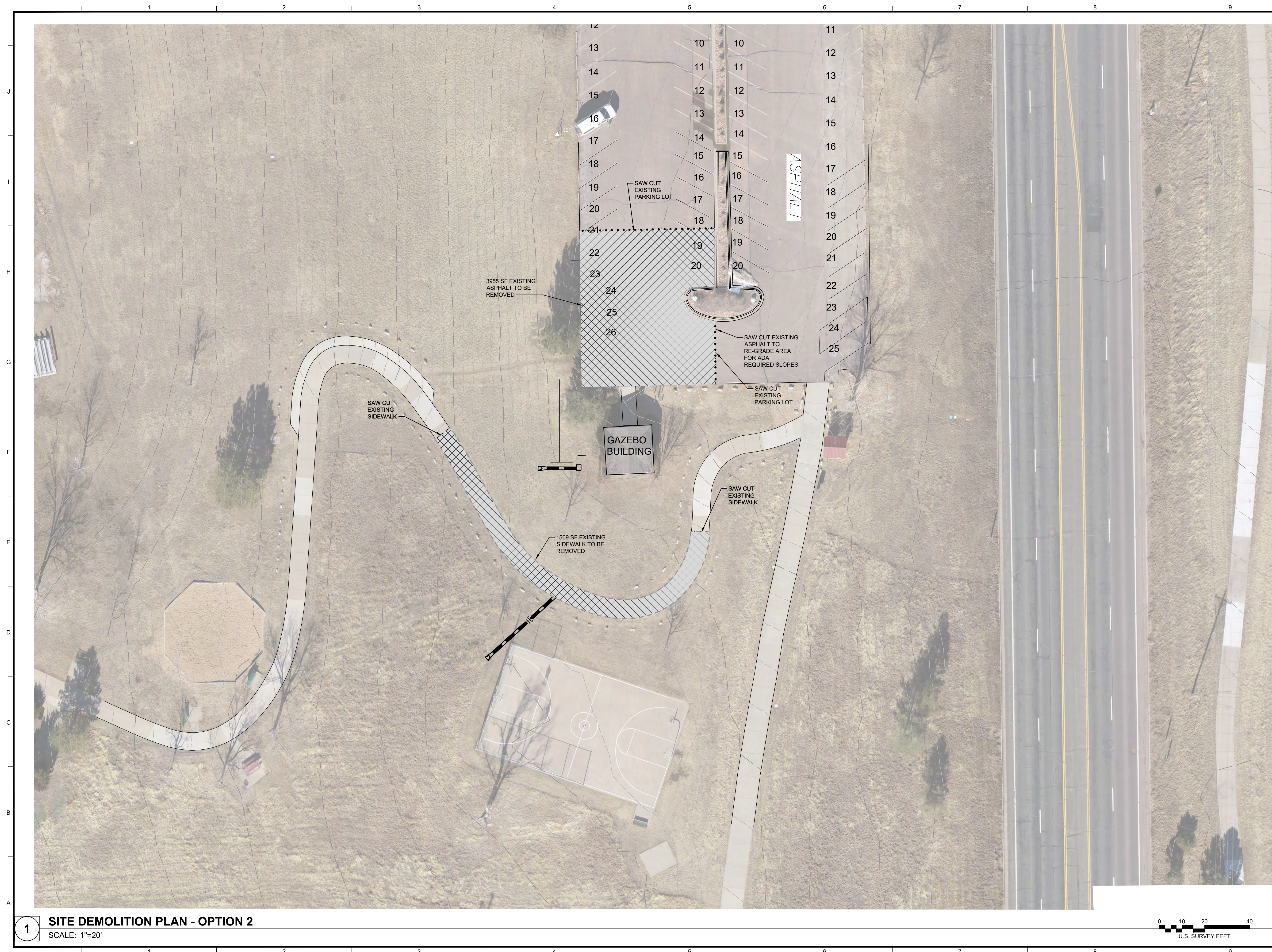
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DESIGNED: ####  
DRAWN: ####  
REVIEWED: ####  
FIELD BOOK NO.: ####

SHEET TITLE:  
**PLAYGROUND DEMOLITION PLAN OPTION 2**

SHEET NUMBER:

**C2.2**  
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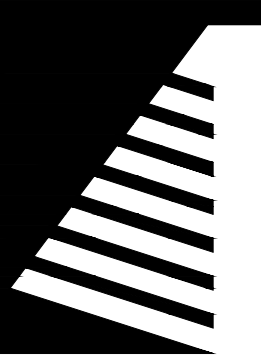
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**1 SITE DEMOLITION PLAN - OPTION 2**  
SCALE: 1"=20'





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DATE: 06/30/2024  
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DRAWN: ####  
REVIEWED: ####  
FIELD BOOK NO.: ####

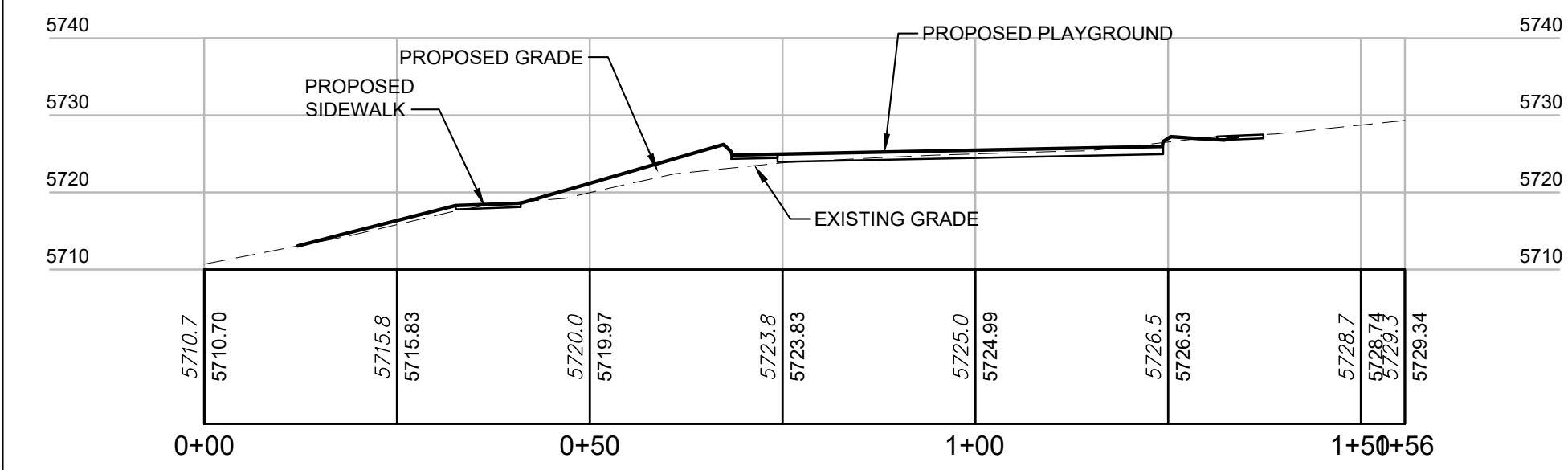
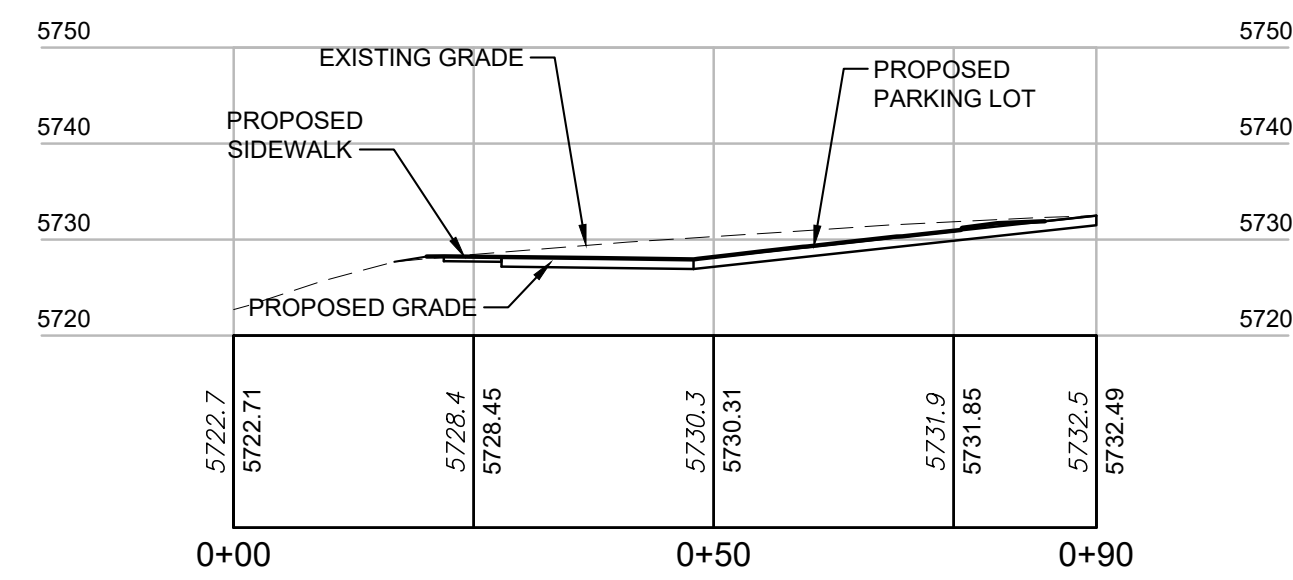
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SHEET NUMBER:

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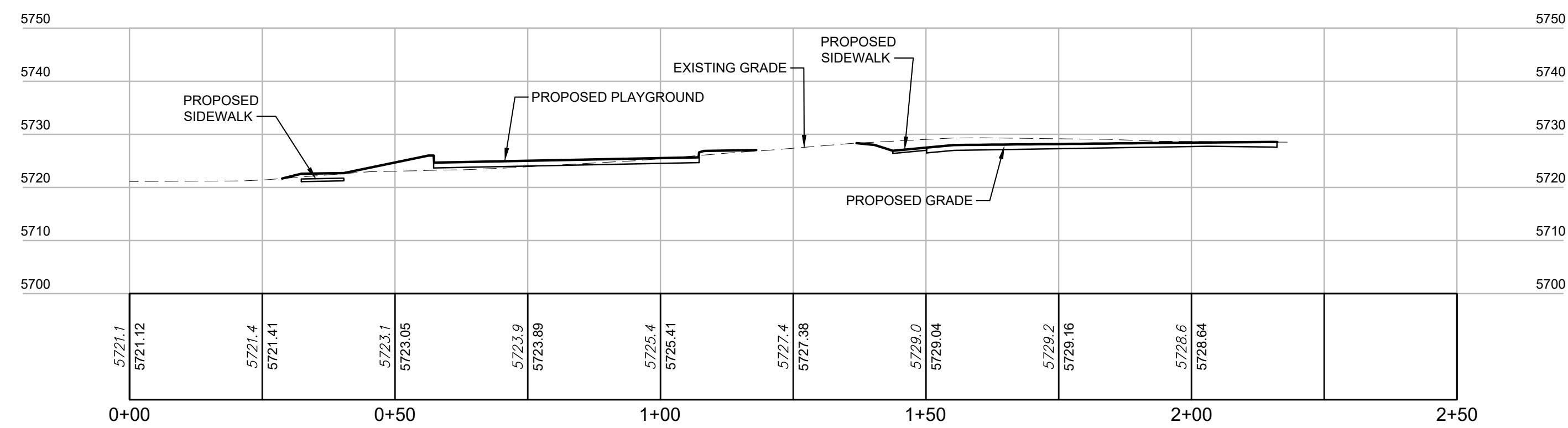
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PROJECT NO.: 0230459.00

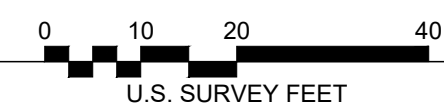


**1 SITE SECTIONS - OPTION 2**  
SCALE: 1"=20' HZ 1"=20' VT.

**2 SITE SECTIONS - OPTION 2**  
SCALE: 1"=20' HZ 1"=20' VT.

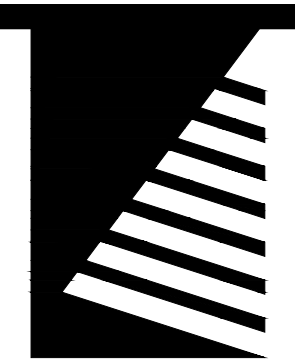


**3 SITE SECTIONS - OPTION 2**  
SCALE: 1"=20' HZ 1"=20' VT.



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## COMMUNITY PARK AND AIRPLANE PARK PLAYGROUND ADDITION

DATE: 06/30/2024  
DESIGNED: ####  
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REVIEWED: ####  
FIELD BOOK NO.: ####

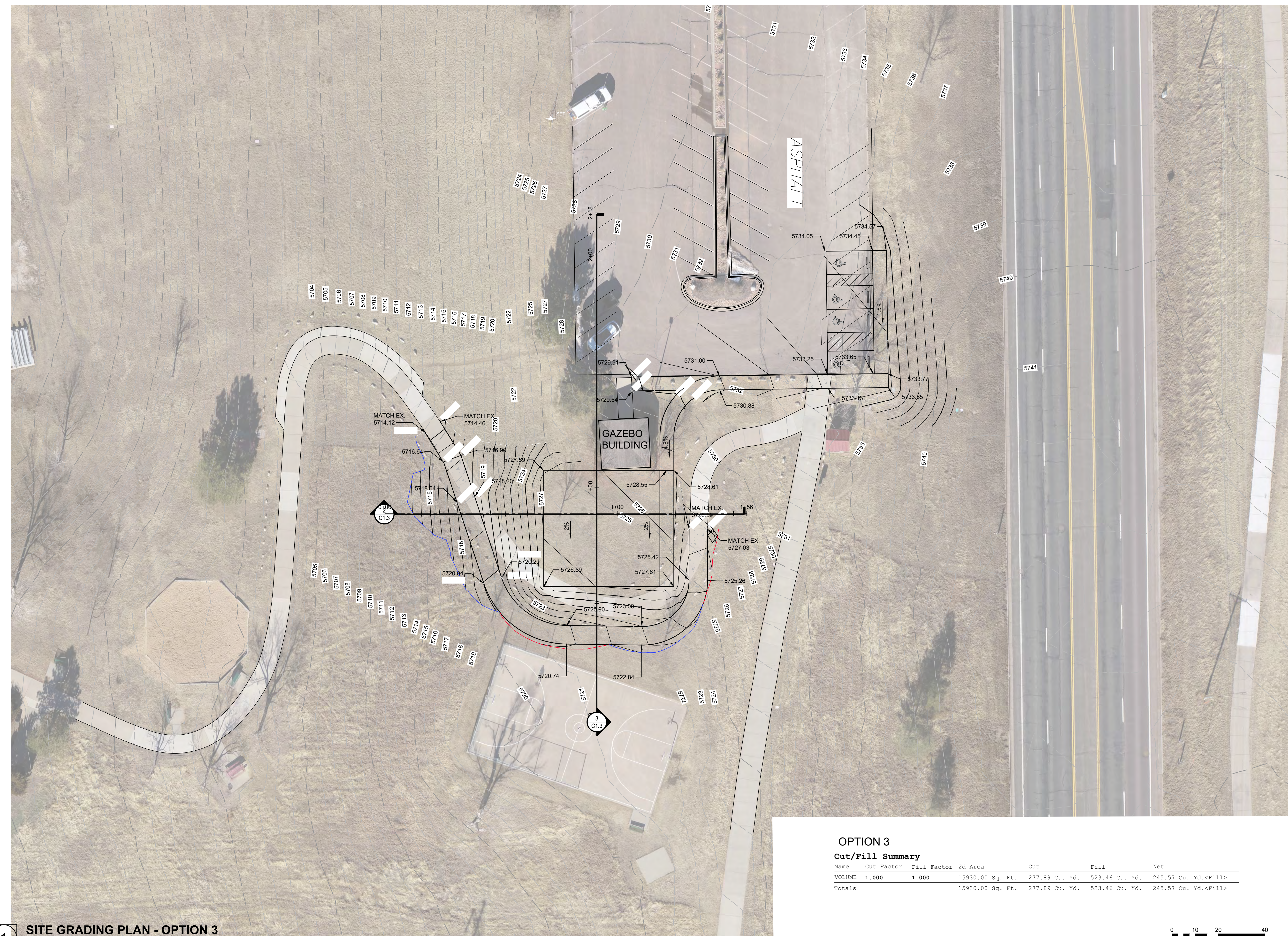
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SHEET NUMBER:

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PROJECT NO.: 0230459.00



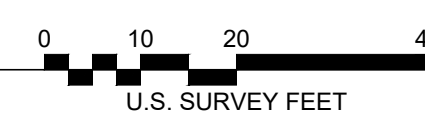
#### OPTION 3

##### Cut/Fill Summary

Name	Cut Factor	Fill Factor	2d Area	Cut	Fill	Net
VOLUME	1.000	1.000	15930.00 Sq. Ft.	277.89 Cu. Yd.	523.46 Cu. Yd.	245.57 Cu. Yd.<Fill>
Totals			15930.00 Sq. Ft.	277.89 Cu. Yd.	523.46 Cu. Yd.	245.57 Cu. Yd.<Fill>

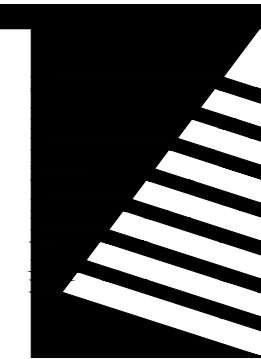
### 1 SITE GRADING PLAN - OPTION 3

SCALE: 1"=20'



J:\0230459\0230459.00 - Roxborough Village Metro District\02\_Drawings\DWG\C1.2.2 PLAYGROUND GRADING OPTION 3\_0230459.00.dwg 17/16/2024 1:45 PM |





# Farnsworth GROUP

223 WILLOW STREET  
FORT COLLINS, COLORADO 80524  
(970) 484-7477 / info@f-w.com

www.f-w.com  
Engineers | Architects | Surveyors | Scientists

ISSUE #	DATE	DESCRIPTION

PROJECT:  
ROXBOROUGH VILLAGE METRO DISTRICT

## COMMUNITY PARK AND AIRPLANE PARK PLAYGROUND ADDITION

DATE:	06/30/2024
DESIGNED:	####
DRAWN:	####
REVIEWED:	####
FIELD BOOK NO.:	####

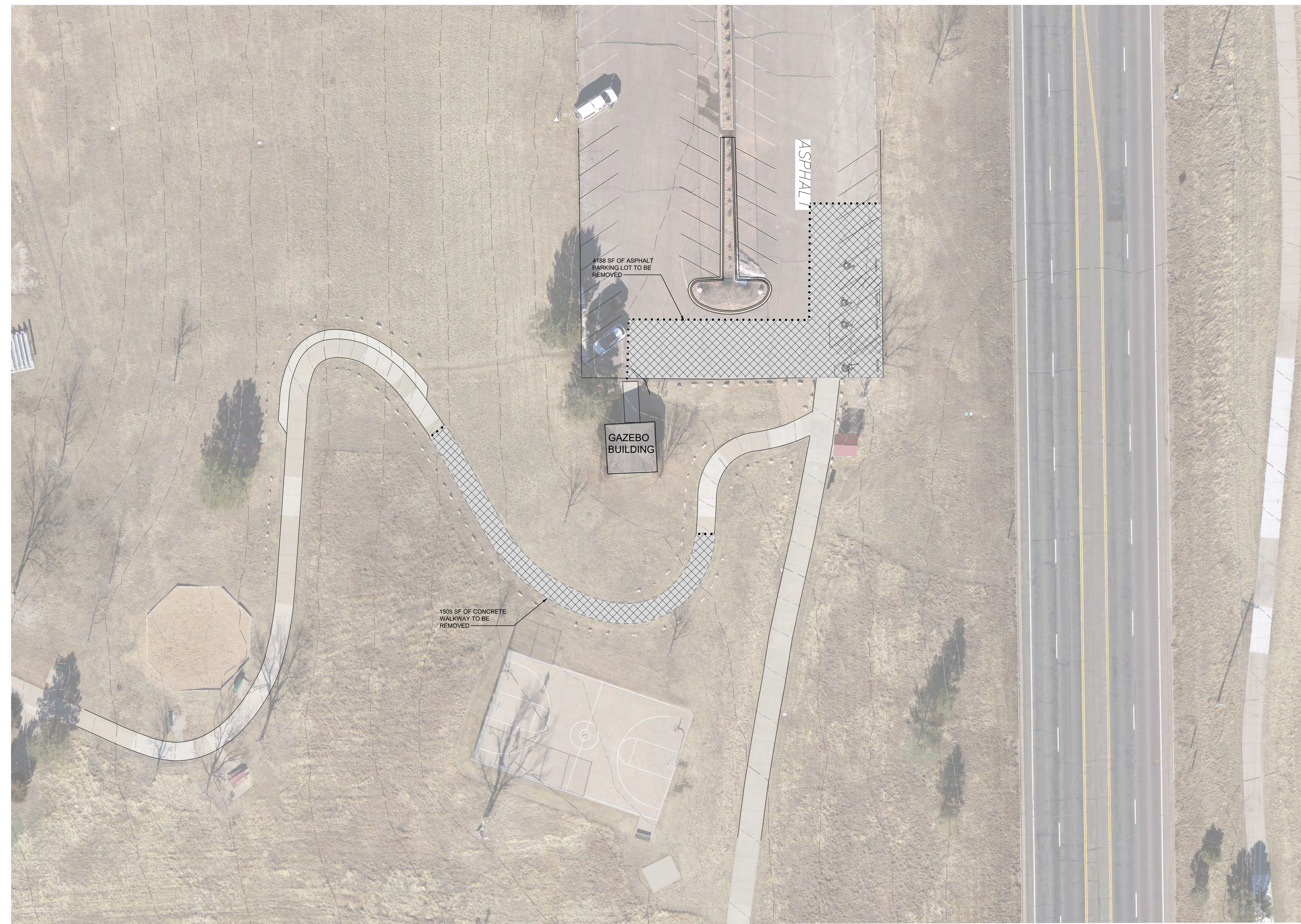
SHEET TITLE:  
**PLAYGROUND DEMOLITION OPTION 3**

SHEET NUMBER:

# C1.2.3

####

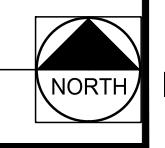
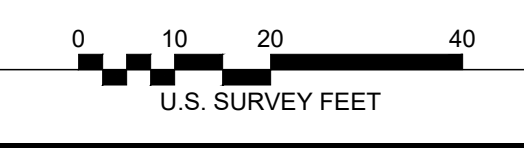
PROJECT NO.: 0230459.00



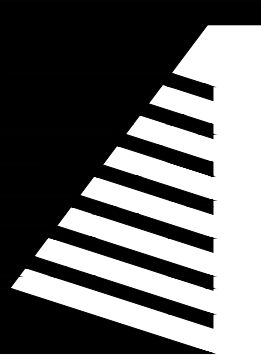
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A

1 2 3 4 5 6 7 8 9

**1 SITE DEMOLITION PLAN - OPTION 3**  
SCALE: 1"=20'







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ISSUE:  
# DATE: DESCRIPTION:

PROJECT:  
ROXBOROUGH VILLAGE METRO DISTRICT

## COMMUNITY PARK AND AIRPLANE PARK PLAYGROUND ADDITION

DATE: 06/30/2024  
DESIGNED: ####  
DRAWN: ####  
REVIEWED: ####  
FIELD BOOK NO.: ####

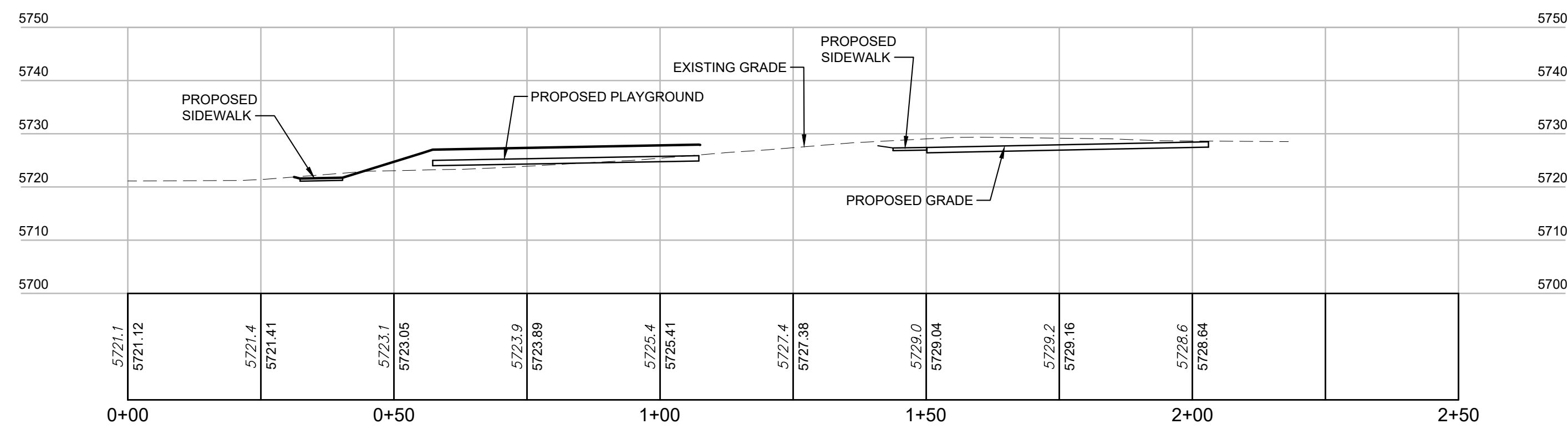
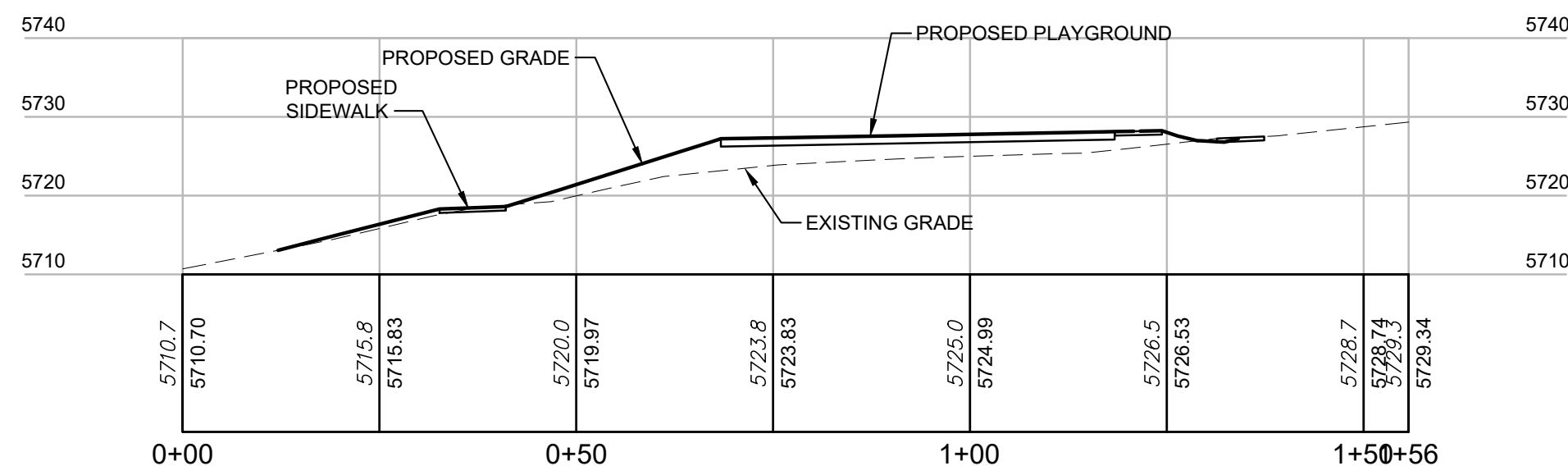
SHEET TITLE:  
**PLAYGROUND DEMOLITION OPTION 3**

SHEET NUMBER:

# C1.2.4

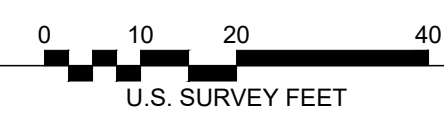
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PROJECT NO.: 0230459.00



### 1 SITE SECTIONS - OPTION 3

SCALE: 1"=20' HZ 1"=20' VT.



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Estimate By: Ermilo Chavez  
990 S. Garrison St  
Lakewood, CO 80226  
Cell No. 720-308-2926

<b>Client Name / Address</b> Roxborough Village Metro District Ephram Glass	<b>Date:</b> 07/23/2024	<b>Estimate No.</b> E2024255R1	<b>Project Location:</b> Red-Blue Mesa Access Roxborough Metro District
<b>Task Description</b>	<b>Qty</b>	<b>Rate</b>	<b>Amount</b>
1. Crack fill repairs.		LS	\$ 2,500.00
2. Seal coat, 2 coats.	12600 sf	\$ 0.45	\$ 5,670.00
3. Mobilization, traffic control, and general conditions.		LS	\$ 1,700.00
		<b>Total Estimate</b>	<b>\$9,870.00</b>
<b>Estimate Notes:</b>			
1. <i>Permitting or testing fees of any type are excluded from this estimate.</i>			
2. <i>All quantities are estimated. Invoicing will be based on actual quantities used or installed.</i>			
3. <i>Bond is not included in this estimate.</i>			

Approval Signature:

\_\_\_\_\_  
Mark Rubic

\_\_\_\_\_  
Date of Acceptance





Estimate By: Ermilo Chavez  
 990 S. Garrison St  
 Lakewood, CO 80226  
 Cell No. 720-308-2926

<b>Client Name / Address</b>		<b>Date:</b> 07/23/2024	<b>Estimate No.</b>	E2024257R1
Roxborough Village Metro District Ephram Glass		<b>Project Location:</b> Chatfield Farms Park Parking Roxborough Metro District		
<b>Task Description</b>		<b>Qty</b>	<b>Rate</b>	<b>Amount</b>
1. Crack fill repairs.			LS \$	2,500.00
2. Asphalt Patching, remove and replace, 6" thickness max.		442 sf	\$ 9.50	\$ 4,199.00
3. Seal coat, 2 coats.		8230 sf	\$ 0.45	\$ 3,703.50
4. Striping including handicap spaces.			LS \$	600.00
5. Mobilization, traffic control, and general conditions.			LS \$	1,900.00
			<b>Total Estimate</b>	<b>\$12,902.50</b>
<b>Estimate Notes:</b>				
1. <i>Permitting or testing fees of any type are excluded from this estimate.</i>				
2. <i>All quantities are estimated. Invoicing will be based on actual quantities used or installed.</i>				
3. <i>Bond is not included in this estimate.</i>				
4. <i>New base material is not included. CDOT Class 6 base material can be delivered, placed, and compacted at a rate of \$55 per ton.</i>				
5. <i>Over excavation can be provided at a rate of \$60/CY, includes removal off site.</i>				

Approval Signature:

\_\_\_\_\_  
 Mark Rubic

\_\_\_\_\_  
 Date of Acceptance



Estimate By: Ermilo Chavez  
 990 S. Garrison St  
 Lakewood, CO 80226  
 Cell No. 720-308-2926

Client Name / Address	Date: 07/23/2024	Estimate No.	E2024256R1	
Roxborough Village Metro District Ephram Glass	<b>Project Location:</b> Tennis Court Parking at 7671 N. Rampart Rd Roxborough Metro District			
Task Description	Qty	Rate	Amount	
1. Crack fill repairs.		LS	\$ 3,000.00	
2. Asphalt Patching, remove and replace, 6" thickness max.	300 sf	\$ 9.50	\$ 2,850.00	
3. Seal coat, 2 coats.	9270 sf	\$ 0.45	\$ 4,171.50	
4. Striping including handicap spaces.		LS	\$ 750.00	
5. New concrete sidewalk, 6" thickness. Includes soil excavation, hauling, grading, and compaction. 4500 psi concrete with fibermesh reinforcement.	320 sf	\$ 12.00	\$ 3,840.00	
6. New concrete curb, 6" x 8". Includes soil excavation, hauling, grading, and compaction. 4500 psi concrete with #4 steel reinforcement.	125 ft	\$ 41.00	\$ 5,125.00	
7. Place new concrete wheel stops.	20 ea	\$ 150.00	\$ 3,000.00	
8. Mobilization, traffic control, and general conditions.		LS	\$ 2,800.00	
		<b>Total Estimate</b>	<b>\$25,536.50</b>	
<b>Estimate Notes:</b>				
1. Permitting or testing fees of any type are excluded from this estimate.				
2. All quantities are estimated. Invoicing will be based on actual quantities used or installed.				
3. Bond is not included in this estimate.				
4. New base material is not included. CDOT Class 6 base material can be delivered, placed, and compacted at a rate of \$55 per ton.				
5. Over excavation can be provided at a rate of \$60/CY, includes removal off site.				

Approval Signature:

\_\_\_\_\_  
 Mark Rubic

\_\_\_\_\_  
 Date of Acceptance



Estimate By: Ermilo Chavez  
 990 S. Garrison St  
 Lakewood, CO 80226  
 Cell No. 720-308-2926

<b>Client Name / Address</b>		<b>Date:</b> 07/23/2024	<b>Estimate No.</b>	E2024258R1
Roxborough Village Metro District Ephram Glass		<b>Project Location:</b> Main Parking at 7671 N. Rampart Rd Roxborough Metro District		
<b>Task Description</b>		<b>Qty</b>	<b>Rate</b>	<b>Amount</b>
1. Crack fill repairs.			LS \$	9,200.00
2. Seal coat, 2 coats.		34812 sf	\$ 0.45	\$ 15,665.40
3. Striping including handicap spaces.			LS \$	1,000.00
4. Place new concrete wheel steps.		5 Ea.	\$ 150.00	\$ 750.00
5. Mobilization, traffic control, and general conditions.			LS \$	3,200.00
			<b>Total Estimate</b>	<b>\$29,815.40</b>
<b>Estimate Notes:</b>				
1. <i>Permitting or testing fees of any type are excluded from this estimate.</i>				
2. <i>All quantities are estimated. Invoicing will be based on actual quantities used or installed.</i>				
3. <i>Bond is not included in this estimate.</i>				

Approval Signature:

\_\_\_\_\_  
 Mark Rubic

\_\_\_\_\_  
 Date of Acceptance

**ROXBOROUGH VILLAGE  
METROPOLITAN DISTRICT**

FINANCIAL STATEMENTS  
With Independent Auditors' Report

For the Year Ended December 31, 2023

WORKING DRAFT FOR REVIEW ONLY

**ROXBOROUGH VILLAGE METROPOLITAN DISTRICT  
TABLE OF CONTENTS  
DECEMBER 31, 2023**

	Page
Independent Auditors' Report	<i>ii</i>
Management's Discussion and Analysis	<i>v</i>
Basic Financial Statements:	
Government-wide Financial Statements	
Statement of Net Position	1
Statement of Activities	2
Fund Financial Statements	
Balance Sheet—Governmental Funds	3
Reconciliation of the Governmental Funds Balance Sheet to the Statement of Net Position	4
Statement of Revenues, Expenditures and Changes in Fund Balances— Governmental Funds	5
Reconciliation of the Statement of Revenues, Expenditures and Changes in Fund Balances of Governmental Funds to the Statement of Activities	6
Notes to Financial Statements	7
Required Supplementary Information	
Statement of Revenues, Expenditures, and Changes in Fund Balance— Budget and Actual—General Fund	17
Supplemental Information	
Schedule of Revenues, Expenditures, and Changes in Fund Balance— Budget and Actual—Debt Service Fund	18



## INDEPENDENT AUDITORS' REPORT

To the Board of Directors  
Roxborough Village Metropolitan District

### Report on the Audit of the Financial Statements

#### *Opinions*

We have audited the accompanying financial statements of the governmental activities and each major fund of Roxborough Village Metropolitan District, as of and for the year ended December 31, 2023 and the related notes to the financial statements, which collectively comprise Roxborough Village Metropolitan District's basic financial statements, as listed in the table of contents.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and each major fund of Roxborough Village Metropolitan District, as of December 31, 2023 and the respective changes in financial position, for the year then ended in accordance with accounting principles generally accepted in the United States of America.

#### *Basis for Opinions*

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the Roxborough Village Metropolitan District and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

#### *Responsibilities of Management for the Financial Statements*

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Roxborough Village Metropolitan District's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

#### *Auditor's Responsibilities for the Audit of the Financial Statements*

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a

guarantee that an audit conducted in accordance with generally accepted auditing standards will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Roxborough Village Metropolitan District's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Roxborough Village Metropolitan District's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

### ***Required Supplementary Information***

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and required supplementary information, as listed in the table of contents, be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

### ***Supplementary Information***

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Roxborough Village Metropolitan District's basic financial statements. The accompanying supplementary information is presented for purposes of additional analysis and is not a required part of the basic

financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the supplementary information is fairly stated, in all material respects, in relation to the basic financial statements as a whole.

Colorado Springs, Colorado  
July 17, 2024

WORKING DRAFT FOR REVIEW ONLY



**ROXBOROUGH VILLAGE METROPOLITAN DISTRICT  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
FOR FISCAL YEAR ENDED DECEMBER 31, 2023**

As management of Roxborough Village Metropolitan District (the District) we offer readers of the District's annual financial report this narrative overview and analysis of the financial activities of the District for the fiscal year ended December 31, 2023. Readers are encouraged to consider the information presented here in conjunction with the annual financial report.

**FINANCIAL HIGHLIGHTS**

- The assets and deferred outflows of the District exceeded its liabilities and deferred inflows at the close of the 2023 fiscal year by \$5,675,906 (*net position*). Of this amount, \$570,110 (*unrestricted net position*) may be used to meet the District's ongoing obligations to its citizens and creditors.
- As of the close of the 2023 fiscal year, the general fund reported an ending fund balance of \$603,310.
- As of the close of the 2023 fiscal year, the capital projects fund reported an ending fund balance of \$1,113,879. The total amount is assigned for capital projects.
- At the end of the 2023 fiscal year, total unassigned fund balance was 58% of total general fund expenditures.

**OVERVIEW OF THE FINANCIAL STATEMENTS**

This discussion and analysis serves as an introduction to the District's basic financial statements. The District's basic financial statements consist of three components: (1) government-wide financial statements, (2) fund financial statements, and (3) notes to the financial statements. This report also contains required and other supplementary information in addition to the basic financial statements.

**Government-wide Financial Statements**

The *government-wide financial statements* are designed to provide readers with a broad overview of the District's finances as a whole, in a manner similar to a private-sector business and includes two statements:

The *statement of net position* presents information on all of the District's assets and liabilities, and deferred inflows/outflows of resources, with the difference reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the District is improving or deteriorating.

The *statement of activities* presents information reporting how the District's net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will result in cash flows in future fiscal periods. Accrued interest expense is an example of this type of item.

Both government-wide financial statements distinguish functions of the District that are principally supported by taxes and intergovernmental revenues (governmental activities) from other functions that are intended to recover all or a significant portion of their costs through user fees and charges (business-type activities). The governmental activities of the District include general and administrative activities, streets, and parks and recreation. Currently, the District has no business-type activities.

### **Fund Financial Statements**

A fund is a grouping of related accounts used to maintain control over resources segregated for specific activities or objectives. The fund financial statements provide more detailed information about the District's operations, focusing on its most significant funds, not the District as a whole. The District has two governmental funds: the General fund and the Capital Projects fund.

*Governmental Funds:* The District's basic services are included in two governmental funds, General Fund and Capital Projects Fund, which focus on (1) how money flows into and out of the funds and (2) the balances left at year-end that are available for spending or reserves. Consequently, the governmental fund statements provide a detailed short-term view that helps determine the status of financial resources that can be spent in the near future to finance the District's programs.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. Thus, readers may better understand the long-term impact of the District's near-term financing decisions. To facilitate this comparison between governmental funds and governmental activities, reconciliations are provided for both the governmental fund balance sheet and the statement of revenues, expenditures, and changes in fund balance.

### **Notes to the Basic Financial Statements**

The notes to the basic financial statements provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements.

### **Required Supplementary Information**

Also, the District adopts an annual appropriated budget for the general fund. A budgetary comparison schedule has been provided to demonstrate compliance with the budget. A budgetary comparison schedule has been provided for the capital projects fund as well.

### **GOVERNMENT-WIDE FINANCIAL ANALYSIS**

As noted earlier, net position may serve over time as a useful indicator of the District's financial position. In the case of the District, total assets and deferred outflows exceeded liabilities and deferred inflows by \$5,675,903 as of December 31, 2023. 72% of the District's assets are its investment in capital assets.

**Condensed Statement of Net Position**

	<u>2023</u>	<u>2022</u>
Current and other assets	\$ 3,126,265	\$ 2,736,722
Capital assets, net depreciation	<u>3,955,717</u>	<u>4,044,225</u>
Total assets	<u>7,081,982</u>	<u>6,780,947</u>
Long-term liabilities	-	391,140
Other liabilities	<u>99,288</u>	<u>102,496</u>
Total liabilities	<u>99,288</u>	<u>493,636</u>
Deferred inflows of resources:		
Unavailable property tax revenue	<u>1,306,788</u>	<u>1,003,565</u>
Net position:		
Net investment in capital assets	5,069,596	3,653,085
Restricted	36,200	1,197,817
Unrestricted	<u>570,110</u>	<u>432,844</u>
Total net position	<u>\$ 5,675,906</u>	<u>\$ 5,283,746</u>

**Condensed Statement of Activities**

	<u>2023</u>	<u>2022</u>
Revenues:		
Program revenues		
Charges for services	\$ 2,200	\$ 11,372
Capital grants and contributions	49,776	49,776
General revenues:		
Property and other taxes	1,096,897	1,120,580
Other income	-	4,466
Interest income	<u>101,262</u>	<u>34,668</u>
Total revenues	<u>1,250,135</u>	<u>1,215,875</u>
Expenses:		
General government	428,390	463,206
Streets	44,334	28,718
Parks and recreation	<u>776,391</u>	<u>1,309,347</u>
Total expenses	<u>1,249,115</u>	<u>1,801,271</u>
Other financing sources (uses)	<u>-</u>	<u>(74,413)</u>
Change in net position	<u>1,020</u>	<u>(659,809)</u>
Net position – beginning	5,283,746	5,943,555
Prior period adjustment	<u>391,140</u>	<u>-</u>
Net position – beginning, as restated	<u>5,674,886</u>	<u>5,943,555</u>
Net position - ending	<u>\$ 5,675,906</u>	<u>\$ 5,283,746</u>

## ANALYSIS OF THE DISTRICT'S FUNDS

As noted earlier, the District uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

The general fund is the operating fund of the District. The fund balance for the general fund was \$603,310 at the end of the 2023 fiscal year.

The capital projects fund is the special revenue fund of the District. The fund balance for the capital projects fund was \$1,113,879 at the end of the 2023 fiscal year.

## GENERAL FUND BUDGETARY HIGHLIGHTS

The District's general fund budget is prepared in accordance with state law. No changes were made to the general fund budget during the 2023 fiscal year.

## CAPITAL PROJECTS FUND BUDGETARY HIGHLIGHTS

The District's capital projects fund budget is prepared in accordance with state law. No changes were made to the capital fund budget during the 2023 fiscal year.

## CAPITAL ASSETS AND DEBT ADMINISTRATION

### Capital Assets

The District's investment in capital assets for its governmental activities at the end of the 2023 fiscal year was as follows:

	<u>2023</u>		<u>2022</u>
Land improvements	\$ 1,721,275	\$	1,721,275
Construction in progress	-		246,293
Water rights	702,285		702,285
Drainage/irrigation improvements	1,313,592		1,103,309
Parks and recreation facilities	3,250,459		3,101,665
Parking lot improvements	206,217		206,217
Accumulated depreciation	<u>(3,238,111)</u>		<u>(3,036,819)</u>
Capital assets, net	<u>\$ 3,955,717</u>	\$	<u>4,044,225</u>

Major capital asset activities during the 2023 fiscal year included the completion of a spill way in the amount of \$210,283, a purchase and installation of a greenhouse in the amount of \$36,010, and trail maintenance in the amount of \$112,783.

## BUDGETARY AND ECONOMIC/ENVIRONMENTAL FACTORS

**Budgetary Highlights-** There were no amendments to the 2023 budget during the year.

**Economic and Environmental Factors** - See Note 10 to the Financial Statements for a discussion of Senate Bill 24-233, which was enacted during the 2024 Legislative Session, and Proposition 50 that will be, and Proposition 108 that likely will be, on the November 2024 Statewide election and that may have a significant impact on the District's financial position and operations.

## **REQUESTS FOR INFORMATION**

This financial report is designed to provide the District's taxpayers with a general overview of the District's finances and to demonstrate the District's accountability for the money it receives. If you have questions about this report or need additional financial information, contact an official at the District's administration office, Special District Management Services, Inc., 141 Union Boulevard, Suite 150, Lakewood, Colorado 80228 or phone (303)-987-0835.

WORKING DRAFT FOR REVIEW ONLY

**BASIC FINANCIAL STATEMENTS**

WORKING DRAFT FOR REVIEW ONLY

**ROXBOROUGH VILLAGE METROPOLITAN DISTRICT**  
**STATEMENT OF NET POSITION**  
**DECEMBER 31, 2023**

**ASSETS**

Cash and investments	\$ 1,813,458
Cash with county treasurer	6,019
Property taxes receivable	1,306,788
Capital assets not being depreciated	2,423,560
Capital assets, net of accumulated depreciation/amortization	<u>1,532,157</u>
Total assets	<u>7,081,982</u>

**LIABILITIES**

Accounts payable and other accrued liabilities	<u>99,288</u>
Total liabilities	<u>99,288</u>

**DEFERRED INFLOWS OF RESOURCES**

Unavailable property tax revenue	<u>1,306,788</u>
----------------------------------	------------------

**NET POSITION**

Investment in capital assets	5,069,596
Restricted for:	
TABOR	36,200
Unrestricted	<u>570,110</u>
Total net position	<u><u>\$ 5,675,906</u></u>

The accompanying notes are an integral part of these financial statements.

**ROXBOROUGH VILLAGE METROPOLITAN DISTRICT  
STATEMENT OF ACTIVITIES  
FOR THE YEAR ENDED DECEMBER 31, 2023**

Functions/Programs	Expenses	Program Revenues			Net (Expense) Revenue and Change in Net Position
		Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	
<b>Governmental activities:</b>					
General government	\$ 428,390	\$ -	\$ -	\$ -	\$ (428,390)
Streets	44,334	-	-	-	(44,334)
Parks and recreation	776,391	2,200	-	49,776	(724,415)
Total governmental activities	<u>\$ 1,249,115</u>	<u>\$ 2,200</u>	<u>\$ -</u>	<u>\$ 49,776</u>	<u>(1,197,139)</u>
General revenues:					
					1,096,897
					101,262
					<u>1,198,159</u>
					<u>1,020</u>
					5,283,746
					391,140
					<u>5,674,886</u>
					<u>\$ 5,675,906</u>

The accompanying notes are an integral part of these financial statements.



**ROXBOROUGH VILLAGE METROPOLITAN DISTRICT  
BALANCE SHEET  
GOVERNMENTAL FUNDS  
DECEMBER 31, 2023**

	<u>General Fund</u>	<u>Capital Projects Fund</u>	<u>Total</u>
<b>ASSETS</b>			
Cash and investments	\$ 675,663	1,137,795	\$ 1,813,458
Cash with county treasurer	6,019	-	6,019
Property taxes receivable	1,306,788	-	1,306,788
Total assets	<u>1,988,470</u>	<u>1,137,795</u>	<u>3,126,265</u>
<b>LIABILITIES</b>			
Accounts payable and other accrued liabilities	<u>75,372</u>	<u>23,916</u>	<u>99,288</u>
Total liabilities	<u>75,372</u>	<u>23,916</u>	<u>99,288</u>
<b>DEFERRED INFLOWS OF RESOURCES</b>			
Unavailable property tax revenue	<u>1,306,788</u>	<u>\$ -</u>	<u>1,306,788</u>
<b>FUND BALANCES</b>			
Restricted for:			
TABOR	36,200	-	36,200
Assigned for capital projects	-	1,113,879	1,113,879
Unassigned	<u>570,110</u>	<u>-</u>	<u>570,110</u>
Total fund balances	<u>606,310</u>	<u>1,113,879</u>	<u>1,720,189</u>
Total liabilities, deferred inflows of resources, and fund balances	<u>\$ 1,988,470</u>	<u>\$ 1,137,795</u>	<u>\$ 3,126,265</u>

The accompanying notes are an integral part of these financial statements.

**ROXBOROUGH VILLAGE METROPOLITAN DISTRICT  
RECONCILIATION OF THE GOVERNMENTAL FUNDS BALANCE SHEET  
TO THE STATEMENT OF NET POSITION  
DECEMBER 31, 2023**

Total Fund Balance of Governmental Funds	\$ 1,720,189
Amounts reported for governmental activities in the statement of net position are different because:	
Capital assets used in governmental activities are not financial resources and, therefore, are not reported in the funds.	<u>3,955,717</u>
Net position of governmental activities	<u><u>\$ 5,675,906</u></u>

WORKING DRAFT FOR REVIEW ONLY

The accompanying notes are an integral part of these financial statements.

**ROXBOROUGH VILLAGE METROPOLITAN DISTRICT**  
**STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES**  
**GOVERNMENTAL FUNDS**  
**FOR THE YEAR ENDED DECEMBER 31, 2023**

	<b>General Fund</b>	<b>Capital Projects Fund</b>	<b>Total</b>
<b>REVENUES</b>			
Property taxes	\$ 1,003,832	\$ -	\$ 1,003,832
Specific ownership taxes	93,065	-	93,065
Fees	2,200	-	2,200
Conservation trust funds	-	49,776	49,776
Interest income	41,735	59,527	101,262
	<u>1,140,832</u>	<u>109,303</u>	<u>1,250,135</u>
Total revenues			
<b>EXPENDITURES</b>			
General administration	413,771	14,620	428,391
Streets	43,393	662	44,055
Parks and recreation	546,137	8,383	554,520
Capital outlay	30,943	102,698	133,641
	<u>1,034,244</u>	<u>126,363</u>	<u>1,160,607</u>
Total expenditures			
Excess (deficiency) of revenues over expenditures	<u>106,588</u>	<u>(17,060)</u>	<u>89,528</u>
<b>OTHER FINANCING SOURCES (USES)</b>			
Transfers in (out)	13,738	(13,738)	-
	<u>13,738</u>	<u>(13,738)</u>	<u>-</u>
Total other financing sources (uses)			
Net change in fund balances	120,326	(30,798)	89,528
Fund balance - beginning	485,984	1,144,677	1,630,661
Fund balance - ending	<u>\$ 606,310</u>	<u>\$ 1,113,879</u>	<u>\$ 1,720,189</u>

The accompanying notes are an integral part of these financial statements.

**ROXBOROUGH VILLAGE METROPOLITAN DISTRICT  
RECONCILIATION OF THE STATEMENT OF REVENUES,  
EXPENDITURES AND CHANGES IN FUND BALANCES OF  
GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES  
FOR THE YEAR ENDED DECEMBER 31, 2023**

Net Change in Fund Balances - Total Governmental Funds	\$ 89,528
Amounts reported for governmental activities in the statement of activities are different because:	
Governmental funds report capital outlay as expenditures, but in the statement of activities, these costs are allocated over their estimated useful lives as depreciation:	
Capital outlays	112,784
Depreciation expense	<u>(201,292)</u>
Change in net position of governmental activities	<u><u>\$ 1,020</u></u>

WORKING DRAFT FOR REVIEW ONLY

The accompanying notes are an integral part of these financial statements.

**NOTES TO FINANCIAL STATEMENTS**

WORKING DRAFT FOR REVIEW ONLY

**ROXBOROUGH VILLAGE METROPOLITAN DISTRICT**  
**NOTES TO FINANCIAL STATEMENTS**  
**DECEMBER 31, 2023**

**NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

Roxborough Village Metropolitan District (the “District”) is a quasi-municipal corporation and political subdivision of the State of Colorado organized by order and decree of the District Court of Douglas County on July 10, 1985, and is governed pursuant to provisions of the Colorado Special District Act (Title 32, Article 1, Colorado Revised Statutes). The District operates under a Service Plan approved by Douglas County on April 30, 1985, amended several times to date. The District's service area is located in Douglas County, Colorado. As set forth in its 2015 Amended and Restated Service Plan, the District is authorized to provide the following services: mosquito control, parks and recreation, safety protection, and street improvements as set forth in C.R.S. § 32-1-103.

The financial statements of the District have been prepared in accordance with generally accepted accounting principles (GAAP). The Governmental Accounting Standards Board (GASB) is responsible for establishing GAAP for state and local governments through its pronouncements (Statements and Interpretations). The more significant accounting policies established in GAAP and used by the District are discussed below.

*A. REPORTING ENTITY*

The accompanying financial statements present the government and its component units, entities for which the government is considered to be financially accountable. Blended component units are, in substance, part of the primary government’s operations, even though they are legally separate entities. Thus, blended component units are appropriately presented as funds of the primary government. Each discretely presented component unit is reported in a separate column in the government-wide financial statements to emphasize that it is both legally and substantively separate from the government.

Based on the application of these criteria, the District does not include additional organizations within its reporting entity.

*B. BASIS OF PRESENTATION—GOVERNMENT-WIDE FINANCIAL STATEMENTS*

The government-wide financial statements (i.e., the statement of net position and the statement of activities) report information on all the non-fiduciary activities of the government. Governmental activities are normally supported by taxes, intergovernmental revenues, and other nonexchange transactions. As a general rule, the effect of interfund activity has been eliminated from the government-wide financial statements.

*C. BASIS OF PRESENTATION—FUND FINANCIAL STATEMENTS*

The accounts of the District are organized and operated on the basis of funds. A fund is an independent fiscal accounting entity with a self-balancing set of accounts. Fund accounting segregates funds according to their intended purpose and is used to aid management in demonstrating compliance with finance-related legal and contractual provisions. The minimum number of funds maintained is consistent with legal and managerial requirements.

The District reports the following major governmental funds:

- The *General Fund* is the general operating fund of the District, used for all financial resources except those required to be accounted for in another fund.
- The *Capital Projects Fund* is used to account for the accumulation of resources for, and the payment of, general long-term debt principal, interest and related costs.

**ROXBOROUGH VILLAGE METROPOLITAN DISTRICT**  
**NOTES TO FINANCIAL STATEMENTS**  
**DECEMBER 31, 2023**

**NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

During the course of operations, the government has activity between funds for various purposes. Any residual balances outstanding at year end are reported as due from/to other funds and advances to/from other funds. While these balances are reported in fund financial statements, certain eliminations are made in the preparation of the government-wide financial statements. Balances between the funds included in governmental activities are eliminated so that only the net amount is included as internal balances in the governmental activities column.

Further, certain activity occurs during the year involving transfers of resources between funds. In fund financial statements these amounts are reported at gross amounts as transfers in/out. While reported in fund financial statements, certain eliminations are made in the preparation of the government-wide financial statements. Transfers between the funds included in governmental activities are eliminated so that only the net amount is included as transfers in the governmental activities column.

*D. MEASUREMENT FOCUS AND BASIS OF ACCOUNTING*

The accounting and financial reporting treatment is determined by the applicable measurement focus and basis of accounting. Measurement focus indicates the type of resources being measured such as *current financial resources* or *economic resources*. The basis of accounting indicates the timing of transactions or events for recognition in the financial statements.

The government-wide financial statements are reported using the *economic resources measurement focus* and the *accrual basis of accounting*. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of the related cash flow. Property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenue in the fiscal year in which all eligibility requirements imposed by the provider have been met.

The governmental fund financial statements are reported using the *current financial resources measurement focus* and the *modified accrual basis* of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be *available* when they are collectible within the period or soon enough thereafter to pay liabilities of the current fiscal period. For this purpose, the government considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences, are recorded only when payment is due. General capital asset acquisitions are reported as expenditures in governmental funds. Proceeds of long-term debt and acquisitions under capital leases are reported as other financing sources.

Property taxes, specific ownership taxes, charges for services, and interest associated with the current fiscal period are all considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period. Expenditure-driven grants recognize revenue when the qualifying expenditures have been incurred and all other grant requirements have been met, and the amount is received during the period or within the availability period of this revenue source (within 60 days of year-end). All other revenue items are considered to be measurable and available only when cash is received by the government.

**ROXBOROUGH VILLAGE METROPOLITAN DISTRICT  
NOTES TO FINANCIAL STATEMENTS  
DECEMBER 31, 2023**

**NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

*E. ASSETS, LIABILITIES, DEFERRED OUTFLOWS/INFLOWS OF RESOURCES, AND NET POSITION/FUND BALANCE*

*Cash and cash equivalents*

The District's cash and cash equivalents are considered to be cash on hand, demand deposits, and short-term investments with original maturities of three months or less from the date of acquisition.

*Investments*

Investments with a maturity of less than one year when purchased, non-negotiable certificates of deposit, and other nonparticipating investments are stated at cost or amortized cost. Investments with a maturity greater than one year when purchased are stated at fair value. Fair value is the price that would be received to sell an investment in an orderly transaction at year end.

Local government investment pools in Colorado must be organized under Colorado Revised Statutes, which allows certain types of governments within the state to pool their funds for investment purposes. Investments in such pools are valued at the pool's share price, the price at which the investment could be sold.

*Capital assets*

Capital assets include tangible and intangible assets that are reported in the governmental activities column in the government-wide financial statements. Capital assets, except for lease assets, are defined by the District as assets with an initial, individual cost of more than \$5,000 and an estimated useful life in excess of two years. For lease assets, only those intangible lease assets that cost more than \$15,000 are reported as capital assets.

As the District constructs or acquires capital assets each period they are capitalized and reported at historical cost (except for intangible right-to-use lease assets). The reported value excludes normal maintenance and repairs, which are amounts spent in relation to capital assets that do not increase the asset's capacity or efficiency or increase its estimated useful life. Donated capital assets are recorded at acquisition value at the date of donation. Acquisition value is the price that would be paid to acquire an asset with equivalent service potential on the date of the donation. Intangible assets follow the same capitalization policies as tangible capital assets and are reported with tangible assets in the appropriate capital asset class.

Capital assets which are anticipated to be conveyed to other governmental entities are recorded as construction in progress, and they are not included in the calculation of net investment in capital assets.

Land improvements, water rights, and construction in progress are not depreciated. The other tangible and intangible assets of the District are depreciated/amortized using the straight-line method over the following estimated useful lives:

Drainage/irrigation improvements	15 - 20 years
Park and recreation facilities	10 - 20 years
Parking lot improvements	20 years



**ROXBOROUGH VILLAGE METROPOLITAN DISTRICT  
NOTES TO FINANCIAL STATEMENTS  
DECEMBER 31, 2023**

**NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

*Deferred outflows/inflows of resources*

In addition to assets, the statement of financial position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, *deferred outflows of resources*, represents a consumption of net position that applies to a future period(s) and so will not be recognized as an outflow of resources (expense/expenditure) until then.

In addition to liabilities, the statement of financial position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, *deferred inflows of resources*, represents an acquisition of net position that applies to a future period(s) and so will not be recognized as an inflow of resources (revenue) until that time.

*Long-term Liabilities*

In the government-wide financial statements, long-term debt and other long-term obligations are reported as liabilities in the statement of net position. Bond premiums and discounts are deferred and amortized over the life of the debt using the straight-line method. Bonds payable are reported net of the applicable premium or discount.

In the fund financial statements, governmental fund types recognize premiums and discounts, as well as issuance costs, during the current period. The face amount of the debt issued is reported as other financing sources. Premiums received on debt issuances are reported as other financing sources while discounts on debt issuances are reported as other financing uses. Issuance costs, whether or not withheld from the actual debt proceeds received, are reported as debt service expenditures.

*Net position flow assumption*

The District may fund outlays for a particular purpose from both restricted and unrestricted resources. In order to calculate the amounts to report as restricted—net position and unrestricted—net position in the government-wide financial statements, a flow assumption must be made about the order in which the resources are considered to be applied. It is the District's policy to consider restricted—net position to have been depleted before unrestricted—net position is applied.

*Fund Balance Classification*

The governmental fund financial statements present fund balances based on classifications that comprise a hierarchy that is based primarily on the extent to which the District is bound to honor constraints on the specific purposes for which amounts in the respective governmental funds can be spent. The classifications available to be used in the governmental fund financial statements are as follows:

Nonspendable – This classification includes amounts that cannot be spent because they are either (a) not in spendable form or (b) are legally or contractually required to be maintained intact.

**ROXBOROUGH VILLAGE METROPOLITAN DISTRICT  
NOTES TO FINANCIAL STATEMENTS  
DECEMBER 31, 2023**

**NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

Restricted – This classification includes amounts for which constraints have been placed on the use of the resources either (a) externally imposed by creditors (such as through a debt covenant), grantors, contributors, or laws or regulations of other governments, or (b) imposed by law through constitutional provisions or enabling legislation.

Committed – This classification includes amounts that can be used only for specific purposes pursuant to constraints imposed by formal action of the Board of Directors. These amounts cannot be used for any other purpose unless the Board of Directors removes or changes the specified use by taking the same type of action that was used when the funds were initially committed. This classification also includes contractual obligations to the extent that existing resources have been specifically committed for use in satisfying those contractual requirements.

Assigned – This classification includes amounts that are constrained by the District’s intent to be used for a specific purpose but are neither restricted nor committed. This intent can be expressed by the Board of Directors or through the Board of Directors delegating this responsibility to management through the budgetary process. This classification also includes the remaining positive fund balance for any governmental funds except for the General Fund.

Unassigned – This classification includes the residual fund balance for the General Fund. The unassigned classification also includes negative residual fund balance of any other governmental fund that cannot be eliminated by offsetting of Assigned fund balance amounts.

The District would typically use restricted fund balances first, followed by committed resources, and then assigned resources, as appropriate opportunities arise, but reserves the right to selectively spend unassigned resources first to defer the use of these other classified funds.

*F. REVENUES AND EXPENDITURES/EXPENSES*

*Program revenues*

Amounts reported as *program revenues* include 1) fees and charges to customers who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Revenues that are not classified as program revenues, including all taxes, are reported as general revenues.

*Property taxes*

Property taxes attach as an enforceable lien on real property and are levied as of January 1. The tax levy is payable in two installments due February 28 and June 15, or in one installment due April 30. The County Treasurer bills and collects the District’s property tax. District property tax revenues are recognized when levied to the extent they result in current receivables. The mill levy for general operating expenses for the year ended December 31, 2023 was 12.105 mills. The District’s assessed valuation for 2023 was \$82,904,990.

**ROXBOROUGH VILLAGE METROPOLITAN DISTRICT  
NOTES TO FINANCIAL STATEMENTS  
DECEMBER 31, 2023**

**NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

*G. ESTIMATES*

The preparation of financial statements in conformity with generally accepted accounting principles in the United States of America requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

**NOTE 2 – STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY**

*BUDGET INFORMATION*

Annual budgets are adopted on a basis consistent with generally accepted accounting principles for all funds. All annual appropriations lapse at fiscal year-end. The operating budget includes proposed expenditures and the means of financing them for the upcoming year, along with estimates for the current year and actual data for the preceding year.

Budgets are required by Colorado State Statutes for all funds. During October, management submits to the Board of Directors a proposed budget for all funds for the fiscal year commencing the following January 1. The budget includes proposed expenditures and the means of financing them. Prior to December 15, the budget is adopted by formal resolution.

Formal budgetary integration is employed as a management control device during the year for the Governmental funds. The appropriated budget is prepared by fund. The legal level of control is the fund level.

Expenditures may not legally exceed appropriations at the fund level. Revisions that alter the total expenditures of any fund must be approved by the Board of Directors.

Appropriations are based on total funds expected to be available in each budget year, including beginning fund balances and reserves as established by the Board of Directors. Variances between budget and actual are the result of the non-expenditure of reserves, nonoccurrence of anticipated events, and normal operating variances.

The Board of Directors may authorize supplemental appropriations during the year. For budgetary management purposes, funds are appropriated for capital outlays.

**NOTE 3 – DEPOSITS AND INVESTMENTS**

*Cash deposits with financial institutions*

*Custodial credit risk—deposits.* The Colorado Public Deposit Protection Act (PDPA) requires that all local government entities deposit cash in eligible public depositories. Eligibility is determined by State regulations. Amounts on deposit in excess of federal insurance levels must be collateralized by eligible collateral as determined by the PDPA. The PDPA allows the financial institution to create a single collateral pool for all public funds held. The pool is to be maintained by another institution, or held in trust for all uninsured public deposits as a group. The market value of the collateral must be at least equal to 102% of the uninsured deposits.

At December 31, 2023 the carrying amount of the District's deposits was \$32,737 and the bank balances were \$36,864. All of the bank balance were covered by FDIC insurance.

**ROXBOROUGH VILLAGE METROPOLITAN DISTRICT  
NOTES TO FINANCIAL STATEMENTS  
DECEMBER 31, 2023**

**NOTE 3 – DEPOSITS AND INVESTMENTS (CONTINUED)**

*Investments*

The District is required to comply with State statutes that specify investment instruments meeting defined rating maturity and concentration risk criteria in which local governments may invest, which include the following.

- Obligations of the United States and certain U.S. government agencies’ securities;
- Certain international agencies’ securities
- General obligation and revenue bonds of U.S. local government entities;
- Bankers’ acceptances of certain banks;
- Certain commercial paper;
- Local government investment pools;
- Written repurchase agreements collateralized by certain authorized securities;
- Certain money market fund;
- Guaranteed investment contracts.

As of December 31, 2023 the District had the following investments and maturities:

<u>Investment Type</u>	<u>Fair Value</u>	<u>Investment Maturities</u>			
		<u>Less Than 90 Days</u>	<u>90 Days to 1 Year</u>	<u>1 to 2 Years</u>	<u>2 to 5 Years</u>
ColoTrust	\$ <u>1,780,721</u>	\$ <u>1,780,721</u>	\$ -	\$ -	\$ -

*Credit Risk:* Credit risk involves the risk that an issuer or other counterparty to an investment will not fulfill its obligations. State law limits investments to those described above. The District does not have a formal investment policy that would further limit its investment choices. As of December 31, 2023, the District’s investments were rated AAAM by Standard & Poor’s.

The District has invested in the Colorado Government Liquid Asset Trust (ColoTrust). ColoTrust is an investment vehicle established for local government entities in Colorado pursuant to Part 7 of Article 75 of Title 24 of the Colorado Revised Statutes, to pool surplus funds for investment purposes. This investment vehicle operates similarly to money market funds and each share is equal in value to \$1.00. The fair value of the position in the pool is the same as the value of the pool shares.

Reconciliation of deposits and investments to the government-wide financial statements at December 31, 2023:

Deposits	\$ 32,737
Investments	<u>1,780,721</u>
	<u>\$ 1,813,458</u>

**ROXBOROUGH VILLAGE METROPOLITAN DISTRICT  
NOTES TO FINANCIAL STATEMENTS  
DECEMBER 31, 2023**

**NOTE 4 – INTERFUND RECEIVABLES, PAYABLES AND TRANSFERS**

*Interfund transfers:*

The composition of interfund transfers for the year ended December 31, 2023 is as follows:

	<u>Transfers From Other Funds</u>	<u>Transfers To Other Funds</u>
General Fund	\$ 13,738	\$ -
Capital Projects Fund	<u>-</u>	<u>13,738</u>
Total	<u>\$ 13,738</u>	<u>\$ 13,738</u>

Transfers are used to (1) move revenues from the fund that statute or budget requires to collect them to the fund that statute or budget requires to expend them, (2) move unrestricted revenues collected in the General Fund to finance various programs accounted for in other funds in accordance with budgetary authorizations and (3) move capital assets from one fund to another fund when the fund using the capital assets changes.

**NOTE 5 – CAPITAL ASSETS**

Capital asset activity for the year ended December 31, 2023 was as follows:

	<u>Beginning Balance</u>	<u>Increase</u>	<u>Decrease</u>	<u>Ending Balance</u>
Capital assets, not being depreciated:				
Land improvements	\$ 1,721,275	\$ -	\$ -	\$ 1,721,275
Water rights	702,285	-	-	702,285
Construction in progress	<u>246,293</u>	<u>-</u>	<u>(246,293)</u>	<u>-</u>
Total capital assets, not being depreciated	<u>2,669,853</u>	<u>-</u>	<u>(246,293)</u>	<u>2,423,560</u>
Capital assets being depreciated:				
Drainage/irrigation improvements	1,103,309	210,283	-	1,313,592
Parks and recreation facilities	3,101,665	148,794	-	3,250,459
Parking lot improvements	<u>206,217</u>	<u>-</u>	<u>-</u>	<u>206,217</u>
Total capital assets being depreciated	<u>4,411,191</u>	<u>359,077</u>	<u>-</u>	<u>4,770,268</u>
Less accumulated depreciation for:				
Drainage/irrigation improvements	(713,708)	(60,875)	-	(774,583)
Park and recreation facilities	(2,246,349)	(130,106)	-	(2,376,455)
Parking lot improvements	<u>(76,762)</u>	<u>(10,311)</u>	<u>-</u>	<u>(87,073)</u>
Total accumulated depreciation	<u>(3,036,819)</u>	<u>(201,292)</u>	<u>-</u>	<u>(3,238,111)</u>
Total capital assets being depreciated, net	<u>1,374,372</u>	<u>157,785</u>	<u>-</u>	<u>1,532,157</u>
Total governmental activities capital assets	<u>\$ 4,044,225</u>	<u>\$ 157,785</u>	<u>\$ (246,293)</u>	<u>\$ 3,955,717</u>

**ROXBOROUGH VILLAGE METROPOLITAN DISTRICT**  
**NOTES TO FINANCIAL STATEMENTS**  
**DECEMBER 31, 2023**

**NOTE 6 – RISK MANAGEMENT**

The District is exposed to various risks of losses related to torts; theft of, damage to and destruction of assets; errors and omissions; and natural disasters. The District is a member of the Colorado Special Districts Property and Liability Pool (Pool) as of December 31, 2023. The Pool is an organization created by intergovernmental agreement to provide property, liability, public officials' liability, boiler and machinery and worker's compensation coverage to its members. Settled claims have not exceeded this coverage in any of the past three fiscal years.

The District pays annual premiums to the Pool for liability, property and public officials' liability coverage. In the event aggregated losses incurred by the Pool exceed amounts recoverable from reinsurance contracts and funds accumulated by the Pool, the Pool may require additional contributions from the Pool members. Any excess funds which the Pool determines are not needed for purposes of the Pool may be returned to the members pursuant to a distribution formula.

**NOTE 7 – COMMITMENTS AND CONTINGENCIES**

*Inclusion and Reimbursement Agreement*

On December 2, 1999, a parcel of land (commonly known as Chatfield Farms) was included into the District. This land is subject to all property taxes levied by the District, including debt service taxes. The District also entered into a Reimbursement Agreement with the owner of Chatfield Farms. Under the Agreement, the District may reimburse the owner for the costs of specifically described park, trail and landscaping improvements (not to exceed \$1,209,200), after such improvements have been constructed by the landowner and accepted for maintenance by the District. The District is only obligated to reimburse the owner if annual property tax revenue generated from Chatfield Farms exceeds related annual maintenance, administrative and capital reserve costs (Related Costs). If any year's property tax revenues are insufficient to pay for the Related Costs, the District may recover such shortfalls from future property tax revenue. Interest on unreimbursed costs to the owner and interest on any shortfalls in the District's Related Costs will each accrue interest at the rate of six percent (6%) per annum. Any unpaid reimbursement amounts and accrued interest thereon which are not paid on or before August 10, 2029, shall be forgiven, and the District shall have no further obligation or liability with respect to such reimbursements or interest thereon.

In 2012, the District accepted \$359,615 in public improvements constructed by the owner of Chatfield Farms. The District made no payment in 2023 and has not budgeted payment in 2024. As of December 31, 2023, there were no amounts outstanding under this agreement.

*Debt authorization*

At a special election held December 30, 1992, a majority of the qualified electors of the District authorized the issuance of indebtedness in an amount not to exceed \$14,000,000 at an interest rate not to exceed 10.6% per annum. As of December 31, 2023, all of the authorized debt had been issued.

On November 2, 2004, a majority of the qualified electors of the District authorized the issuance of indebtedness in an amount not to exceed \$10,500,000 at an interest rate not to exceed 7% per annum. As of December 31, 2023, the District had authorized but unissued indebtedness of \$475,000 for the purpose of debt refunding.

**ROXBOROUGH VILLAGE METROPOLITAN DISTRICT**  
**NOTES TO FINANCIAL STATEMENTS**  
**DECEMBER 31, 2023**

**NOTE 8 – AMENDMENT TO COLORADO CONSTITUTION**

Colorado voters passed an amendment to the State Constitution, Article X, Section 20, which has several limitations, including revenue raising, spending abilities and other specific requirements of state and local governments.

Fiscal year spending and revenue limits are determined based on the prior year’s spending adjusted for inflation and local growth. Revenue in excess of the limit must be refunded unless the voters approve retention of such revenue.

On November 6, 2001, a majority of the District's electors authorized the District to collect and spend or retain in a reserve the full amount of revenue generated from all sources during the 2002 and subsequent years.

TABOR requires local governments to establish Emergency Reserves. These reserves must be at least 3% of Fiscal Year Spending (excluding bonded debt service). Local governments are not allowed to use the emergency reserves to compensate for economic conditions, revenue shortfalls, or salary or benefit increases.

The Amendment is complex and subject to judicial interpretation. The entity believes it is in compliance with the requirements of the amendment. However, the entity has made certain interpretations of the amendment’s language in order to determine its compliance.

**NOTE 9 – RESTATEMENT FOR CHANGE IN ESTIMATE**

During fiscal year 2023, changes in estimates related to the Chatfield Farms inclusion and reimbursement agreement resulted in restatement of beginning net position of governmental activities as follows:

Net position, December 31, 2022, as originally stated	\$ 5,283,746
Prior period adjustment	<u>391,140</u>
Net position, December 31, 2022, as restated	<u>\$ 5,674,886</u>

**ROXBOROUGH VILLAGE METROPOLITAN DISTRICT  
NOTES TO FINANCIAL STATEMENTS  
DECEMBER 31, 2023**

**NOTE 10 - SUBSEQUENT EVENTS**

The District has evaluated events subsequent to December 31, 2023, through the date the financial statements were available to be issued. During its 2024 Legislative Session, the Colorado Legislature enacted Senate Bill 24-233 (“SB-233”), which Governor Polis signed into law. SB-233 makes substantial cuts in the assessment rates that will be applied to the actual value of residential and commercial property in tax year 2024 and future tax years. SB-233 also reduces the actual value of certain classifications of property before the reduced assessment rates are applied. These reductions will result in the District receiving less property tax revenue than it would have otherwise received commencing in 2025. It is possible that, as has occurred over the last several years, the fair market value of residential and commercial properties will increase by so much that the property tax revenue generated will more than make up for the property tax revenue lost through the reductions imposed by SB-233. SB-233 also puts in place a 5.5% cap on total property tax revenue growth that local governments, like the District, may receive year-over-year. Commencing in tax year 2025, if the District’s total property tax revenue for 2026 is projected to grow by more than 5.5% of the total property tax revenue the District received in 2025, the District would be required to reduce its property tax rate (mill levy) to a level that ensures the District’s property tax revenue increase in 2026 would not exceed 5.5% of the total property tax revenue it received in 2025. Moreover, the Statewide election in November of 2024 will contain at least one ballot measures that seek to further reduce property taxes. That ballot measure, Proposition 50, would put in place a constitutional 4% cap on annual property tax revenue growth for local governments, including the District. If Proposition 50 passes, then SB-233 will not take effect. Until the November 2024 election occurs, it is not possible to determine which property tax revenue reduction law will apply to the District and how the reductions in property tax revenue will impact the District in the 2024 tax year and future tax years.

WORKING DRAFT FOR REVIEW ONLY



**REQUIRED SUPPLEMENTARY INFORMATION**

WORKING DRAFT FOR REVIEW ONLY

**ROXBOROUGH VILLAGE METROPOLITAN DISTRICT  
GENERAL FUND  
STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE  
BUDGET AND ACTUAL  
FOR THE YEAR ENDED DECEMBER 31, 2023**

	<u>Original Budget</u>	<u>Final Budget</u>	<u>Actual</u>	<u>Variance with Final Budget</u>
<b>REVENUES</b>				
Property taxes	\$ 1,003,565	\$ 1,003,565	\$ 1,003,832	\$ 267
Specific ownership taxes	86,294	86,294	93,065	6,771
Fees	2,000	2,000	2,200	200
Interest income	5,000	5,000	41,735	36,735
Other	2,000	2,000	-	(2,000)
Total revenues	<u>1,098,859</u>	<u>1,098,859</u>	<u>1,140,832</u>	<u>41,973</u>
<b>EXPENDITURES</b>				
General administration	361,064	361,064	413,771	(52,707)
Streets	101,740	101,740	43,393	58,347
Parks and recreation	688,763	688,763	546,137	142,626
Capital outlays	-	-	30,943	(30,943)
Contingency	53,140	53,140	-	53,140
Total expenditures	<u>1,204,707</u>	<u>1,204,707</u>	<u>1,034,244</u>	<u>170,463</u>
Excess (deficiency) of revenues over expenditures	<u>(105,848)</u>	<u>(105,848)</u>	<u>106,588</u>	<u>212,436</u>
<b>OTHER FINANCING SOURCES (USES)</b>				
Transfers in (out)	-	-	13,738	13,738
Total other financing sources (uses)	<u>-</u>	<u>-</u>	<u>13,738</u>	<u>13,738</u>
Net change in fund balance	(105,848)	(105,848)	120,326	226,174
Fund balance - beginning	<u>508,066</u>	<u>508,066</u>	<u>485,984</u>	<u>(22,082)</u>
Fund balance - ending	<u>\$ 402,218</u>	<u>\$ 402,218</u>	<u>\$ 606,310</u>	<u>\$ 204,092</u>

See the accompanying Independent Auditors' Report.

**SUPPLEMENTAL INFORMATION**

WORKING DRAFT FOR REVIEW ONLY

**ROXBOROUGH VILLAGE METROPOLITAN DISTRICT  
CAPITAL PROJECTS FUND  
SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE  
BUDGET AND ACTUAL  
FOR THE YEAR ENDED DECEMBER 31, 2023**

	<u>Final Budget</u>	<u>Actual</u>	<u>Variance with Final Budget</u>
<b>REVENUES</b>			
Conservation trust funds	\$ 44,000	\$ 49,776	\$ 5,776
Interest income	15,000	59,527	44,527
Other	3,000	-	(3,000)
	<u>62,000</u>	<u>109,303</u>	<u>47,303</u>
<b>EXPENDITURES</b>			
General administration	144,380	14,620	129,760
Streets	-	662	(662)
Parks and recreation	-	8,383	(8,383)
Capital outlay	651,520	102,698	548,822
	<u>795,900</u>	<u>126,363</u>	<u>669,537</u>
Excess (deficiency) of revenues over expenditures	<u>(733,900)</u>	<u>(17,060)</u>	<u>716,840</u>
<b>OTHER FINANCING SOURCES (USES)</b>			
Transfers in (out)	-	(13,738)	(13,738)
	<u>-</u>	<u>(13,738)</u>	<u>(13,738)</u>
Net change in fund balance	(733,900)	(30,798)	703,102
Fund balance - beginning	<u>1,091,879</u>	<u>1,144,677</u>	<u>52,798</u>
Fund balance - ending	<u>\$ 357,979</u>	<u>\$ 1,113,879</u>	<u>\$ 755,900</u>

See the accompanying Independent Auditors' Report.

**ROXBOROUGH VILLAGE METROPOLITAN DISTRICT  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
FOR FISCAL YEAR ENDED DECEMBER 31, 2023**

As management of Roxborough Village Metropolitan District (the District) we offer readers of the District's annual financial report this narrative overview and analysis of the financial activities of the District for the fiscal year ended December 31, 2023. Readers are encouraged to consider the information presented here in conjunction with the annual financial report.

**FINANCIAL HIGHLIGHTS**

- The assets and deferred outflows of the District exceeded its liabilities and deferred inflows at the close of the 2023 fiscal year by \$5,675,906 (*net position*). Of this amount, \$570,110 (*unrestricted net position*) may be used to meet the District's ongoing obligations to its citizens and creditors.
- As of the close of the 2023 fiscal year, the general fund reported an ending fund balance of \$603,310.
- As of the close of the 2023 fiscal year, the capital projects fund reported an ending fund balance of \$1,113,879. The total amount is assigned for capital projects.
- At the end of the 2023 fiscal year, total unassigned fund balance was 58% of total general fund expenditures.

**OVERVIEW OF THE FINANCIAL STATEMENTS**

This discussion and analysis serves as an introduction to the District's basic financial statements. The District's basic financial statements consist of three components: (1) government-wide financial statements, (2) fund financial statements, and (3) notes to the financial statements. This report also contains required and other supplementary information in addition to the basic financial statements.

**Government-wide Financial Statements**

The *government-wide financial statements* are designed to provide readers with a broad overview of the District's finances as a whole, in a manner similar to a private-sector business and includes two statements:

The *statement of net position* presents information on all of the District's assets and liabilities, and deferred inflows/outflows of resources, with the difference reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the District is improving or deteriorating.

The *statement of activities* presents information reporting how the District's net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will result in cash flows in future fiscal periods. Accrued interest expense is an example of this type of item.

Both government-wide financial statements distinguish functions of the District that are principally supported by taxes and intergovernmental revenues (governmental activities) from other functions that are intended to recover all or a significant portion of their costs through user fees and charges (business-type activities). The governmental activities of the District include general and administrative activities, streets, and parks and recreation. Currently, the District has no business-type activities.

### **Fund Financial Statements**

A fund is a grouping of related accounts used to maintain control over resources segregated for specific activities or objectives. The fund financial statements provide more detailed information about the District's operations, focusing on its most significant funds, not the District as a whole. The District has two governmental funds: the General fund and the Capital Projects fund.

*Governmental Funds:* The District's basic services are included in two governmental funds, General Fund and Capital Projects Fund, which focus on (1) how money flows into and out of the funds and (2) the balances left at year-end that are available for spending or reserves. Consequently, the governmental fund statements provide a detailed short-term view that helps determine the status of financial resources that can be spent in the near future to finance the District's programs.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. Thus, readers may better understand the long-term impact of the District's near-term financing decisions. To facilitate this comparison between governmental funds and governmental activities, reconciliations are provided for both the governmental fund balance sheet and the statement of revenues, expenditures, and changes in fund balance.

### **Notes to the Basic Financial Statements**

The notes to the basic financial statements provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements.

### **Required Supplementary Information**

Also, the District adopts an annual appropriated budget for the general fund. A budgetary comparison schedule has been provided to demonstrate compliance with the budget. A budgetary comparison schedule has been provided for the capital projects fund as well.

### **GOVERNMENT-WIDE FINANCIAL ANALYSIS**

As noted earlier, net position may serve over time as a useful indicator of the District's financial position. In the case of the District, total assets and deferred outflows exceeded liabilities and deferred inflows by \$5,675,903 as of December 31, 2023. 72% of the District's assets are its investment in capital assets.

**Condensed Statement of Net Position**

	<u>2023</u>	<u>2022</u>
Current and other assets	\$ 3,126,265	\$ 2,736,722
Capital assets, net depreciation	<u>3,955,717</u>	<u>4,044,225</u>
Total assets	<u>7,081,982</u>	<u>6,780,947</u>
Long-term liabilities	-	391,140
Other liabilities	<u>99,288</u>	<u>102,496</u>
Total liabilities	<u>99,288</u>	<u>493,636</u>
Deferred inflows of resources:		
Unavailable property tax revenue	<u>1,306,788</u>	<u>1,003,565</u>
Net position:		
Net investment in capital assets	5,069,596	3,653,085
Restricted	36,200	1,197,817
Unrestricted	<u>570,110</u>	<u>432,844</u>
Total net position	<u>\$ 5,675,906</u>	<u>\$ 5,283,746</u>

**Condensed Statement of Activities**

	<u>2023</u>	<u>2022</u>
Revenues:		
Program revenues		
Charges for services	\$ 2,200	\$ 11,372
Capital grants and contributions	49,776	49,776
General revenues:		
Property and other taxes	1,096,897	1,120,580
Other income	-	4,466
Interest income	<u>101,262</u>	<u>34,668</u>
Total revenues	<u>1,250,135</u>	<u>1,215,875</u>
Expenses:		
General government	428,390	463,206
Streets	44,334	28,718
Parks and recreation	<u>776,391</u>	<u>1,309,347</u>
Total expenses	<u>1,249,115</u>	<u>1,801,271</u>
Other financing sources (uses)	<u>-</u>	<u>(74,413)</u>
Change in net position	<u>1,020</u>	<u>(659,809)</u>
Net position – beginning	5,283,746	5,943,555
Prior period adjustment	391,140	-
Net position – beginning, as restated	<u>5,674,886</u>	<u>5,943,555</u>
Net position - ending	<u>\$ 5,675,906</u>	<u>\$ 5,283,746</u>

Commented [BK1]: May not be accurate?

## ANALYSIS OF THE DISTRICT'S FUNDS

As noted earlier, the District uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

The general fund is the operating fund of the District. The fund balance for the general fund was \$603,310 at the end of the 2023 fiscal year.

The capital projects fund is the special revenue fund of the District. The fund balance for the capital projects fund was \$1,113,879 at the end of the 2023 fiscal year.

## GENERAL FUND BUDGETARY HIGHLIGHTS

The District's general fund budget is prepared in accordance with state law. No changes were made to the general fund budget during the 2023 fiscal year.

## CAPITAL PROJECTS FUND BUDGETARY HIGHLIGHTS

The District's capital projects fund budget is prepared in accordance with state law. No changes were made to the capital fund budget during the 2023 fiscal year.

## CAPITAL ASSETS AND DEBT ADMINISTRATION

### Capital Assets

The District's investment in capital assets for its governmental activities at the end of the 2023 fiscal year was as follows:

	<u>2023</u>	<u>2022</u>
Land improvements	\$ 1,721,275	\$ 1,721,275
Construction in progress	-	246,293
Water rights	702,285	702,285
Drainage/irrigation improvements	1,313,592	1,103,309
Parks and recreation facilities	3,250,459	3,101,665
Parking lot improvements	206,217	206,217
Accumulated depreciation	<u>(3,238,111)</u>	<u>(3,036,819)</u>
Capital assets, net	<u>\$ 3,955,717</u>	<u>\$ 4,044,225</u>

Major capital asset activities during the 2023 fiscal year included the completion of a spill way in the amount of \$210,283, a purchase and installation of a greenhouse in the amount of \$36,010, and trail maintenance in the amount of \$112,783.

## BUDGETARY AND ECONOMIC/ENVIRONMENTAL FACTORS

**Budgetary Highlights-** There were no amendments to the 2023 budget during the year.

**Economic and Environmental Factors** - See Note 10 to the Financial Statements for a discussion of Senate Bill 24-233, which was enacted during the 2024 Legislative Session, and Proposition 50 that will be, and Proposition 108 that likely will be, on the November 2024 Statewide election and that may have a significant impact on the District's financial position and operations.

## REQUESTS FOR INFORMATION



This financial report is designed to provide the District's taxpayers with a general overview of the District's finances and to demonstrate the District's accountability for the money it receives. If you have questions about this report or need additional financial information, contact an official at the District's administration office, Special District Management Services, Inc., 141 Union Boulevard, Suite 150, Lakewood, Colorado 80228 or phone (303)-987-0835.

Subject: RE: FW: Retaining Wall Replacement  
To: Ephram Glass <[ephramglass@roxboroughmetrodistrict.org](mailto:ephramglass@roxboroughmetrodistrict.org)>

Hi Ephram,

Here is the response.

No it's the one on the west side parallel with the cement trail. Please see attached photo.... the side circled in green



Thank you,

*Michelle Gardner*

*Assistant Community Manager*

Special District Management Services, Inc.

141 Union Boulevard, Suite 150

Lakewood, CO. 80228-1898

[mgardner@sdmsi.com](mailto:mgardner@sdmsi.com)

Phone: 303-987-0835 Ext. 204



Mark Rubic <markrubic@roxboroughmetrodistrict.org>

---

## Re: FW: Rox website stuff

1 message

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**Ephram Glass** <ephramglass@roxboroughmetrodistrict.org>

Sun, Jul 21, 2024 at  
11:37 PM

To: Peggy Ripko <pripko@sdmsi.com>

Cc: "Mark Rubic (MarkRubic@roxboroughmetrodistrict.org)" <MarkRubic@roxboroughmetrodistrict.org>

Thanks for the follow-up. I'll be sure we add this for discussion at the August board-only meeting.

On Sun, Jul 21, 2024 at 12:45 PM Peggy Ripko <pripko@sdmsi.com> wrote:

FYI from Diana below.

We will work on other options for the reservations!

*Peggy Ripko*

**District Manager & Community Management Division Manager**

**Special District Management Services, Inc.**

**141 Union Boulevard, Suite 150**

**Lakewood, CO 80228-1898**

**pripko@sdmsi.com**

**Phone: 303-987-0835**

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**From:** Diana Garcia <[dgarcia@sdmsi.com](mailto:dgarcia@sdmsi.com)>

**Sent:** Thursday, July 18, 2024 4:03 PM

**To:** Peggy Ripko <[pripko@sdmsi.com](mailto:pripko@sdmsi.com)>

**Subject:** RE: Rox website stuff

I had a chat with SIPA and the Tyler Colorado Project Manager to discuss reservations, payments, emails, as well as other questions I've had that have come up through requests by Ephram or the Board.

- Reservations- According to the web developer, there is no way to build a reservation form and payment system internally. Drupal11 doesn't have the feature that would allow me to build. This is a request that will need to go through SIPA then they will send to the developer to create (Tyler Colorado). It sounds like there is a cost associated with this service but Cecilia did not know what it would be. I did ask about other options and we do have the option to build a webform but it would be very basic form (similar to our "contact us" form") but of course this would lack the ability to collect payment for reservation fees from nonresidents.

This will be a bigger project; I am sure you will need to run by the Board for approval before moving forward with submitting the request to SIPA.

- Re emails – another request that will need to be submitted to SIPA. Cecilia said they may be options available but before her team can explore, the request must go through SIPA.
- If you remember a while back, you kept receiving odd emails from the website. I never really got an answer to fix but she was able to work her magic and added a feature to filter spam emails.
- Re adding calendar to personal accounts -there is a feature to set dates as recurring which should fix this. I will need to play with it a bit to figure out.
- Ephram has expressed interest in a survey- she said the system supports a very basic form so to meet his needs, we will need to explore other sites like SurveyMonkey (and then link to website).

Sorry for the long email. I tried to take advantage of the call with one of the developers and gather as much information as possible to tackle the Board's requests.

*Diana Garcia*



141 Union Boulevard, Suite 150

Lakewood, CO 80228-1898

[dgarcia@sdmsi.com](mailto:dgarcia@sdmsi.com)

Phone: 303-987-0835

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**From:** Peggy Ripko <[pripko@sdmsi.com](mailto:pripko@sdmsi.com)>  
**Sent:** Monday, July 8, 2024 9:51 AM  
**To:** Diana Garcia <[dgarcia@sdmsi.com](mailto:dgarcia@sdmsi.com)>  
**Subject:** RE: Rox website stuff

One more thing- can you see if we can get e-mails through SIPA?

*Peggy Ripko*

**District Manager & Community Management Division Manager**

**Special District Management Services, Inc.**

**141 Union Boulevard, Suite 150**

**Lakewood, CO 80228-1898**

**[pripko@sdmsi.com](mailto:pripko@sdmsi.com)**

**Phone: 303-987-0835**

**Please note: I will be out of the office from Tuesday, July 9<sup>th</sup> through Monday, July 15<sup>th</sup>, returning to the office on the 16<sup>th</sup>.**

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part thereof is strictly prohibited. If you have received this communication in error, please immediately notify the sender by reply e-mail and destroy this communication. Thank you.

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**From:** Peggy Ripko  
**Sent:** Monday, July 8, 2024 7:35 AM  
**To:** Diana Garcia <[dgarcia@sdmsi.com](mailto:dgarcia@sdmsi.com)>  
**Subject:** Rox website stuff

The items below are things they were asking about- can you work on these this week?

I know the last one you have requested. For the first one, we are just looking for some options via SIPA.

Reservations for tennis/ cost for non-district residents, rules
Board access to edit SIPA website
Obtain <a href="http://roxvillagemetro.gov">roxvillagemetro.gov</a> domain

*Peggy Ripko*

**District Manager & Community Management Division Manager**

**Special District Management Services, Inc.**

**141 Union Boulevard, Suite 150**

**Lakewood, CO 80228-1898**

**[pripko@sdmsi.com](mailto:pripko@sdmsi.com)**

**Phone: 303-987-0835**

**Please note: I will be out of the office from Tuesday, July 9<sup>th</sup> through Monday, July 15<sup>th</sup>, returning to the office on the 16<sup>th</sup>.**

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**From:** [Ephram Glass](#)  
**To:** [Peggy Ripko](#)  
**Cc:** [Michelle Gardner](#)  
**Subject:** Re: Veneer stone wall repair  
**Date:** Tuesday, August 6, 2024 7:22:10 PM

---

Peggy,

Can you forward to the board for their review? We can make the formal approval on the 13th. I don't think we need to modify the contract since there is an approval step.

On Tue, Aug 6, 2024 at 12:04 PM Donnie Hill <[donnie.renovationslandscaping@gmail.com](mailto:donnie.renovationslandscaping@gmail.com)> wrote:

Good morning all,

I believe we are ready to proceed once approval of the stone is signed off on and once the contract is modified to state that the stone does not need to be an exact match to the existing stone on the entryway pillars/wall.

Take a look at the attached images and please let me know what you think. The material is natural stone and a matching cap.

Thank you.

All the best,

Donnie

On Thu, Aug 1, 2024 at 5:15 PM Ephram Glass <[ephramglass@roxboroughmetrodistrict.org](mailto:ephramglass@roxboroughmetrodistrict.org)> wrote:

I'm afraid I don't have a name. I know Tribble Stone had New Mexico Buff capstones that came close in color for the wall caps. Honestly, anything that's similar will work - it doesn't have to be identical.

On Thu, Aug 1, 2024 at 4:30 PM Donnie Hill <[donnie.renovationslandscaping@gmail.com](mailto:donnie.renovationslandscaping@gmail.com)> wrote:

Ephram,

Thank you for the information and clarification.

Do you happen to have the name of stone so that I can properly source it? I have reached out to several of our go to vendors and I provided them images of the stone on the monument and none of them have a match. Haven't encountered this in awhile, except with stone that is no longer sourced given its age. The name would help shore up the hunt.

Thank you.

All the best,

Donnie



On Thu, Aug 1, 2024 at 4:10 PM Ephram Glass  
<[ephramglass@roxboroughmetrodistrict.org](mailto:ephramglass@roxboroughmetrodistrict.org)> wrote:

Donnie,

We are trying to match the stone used on the site (at the nearby HOA monument) that uses natural stone. Natural stone can be sold as a wall veneer product which is what we were looking for. Our other bids for the project were all based on using natural stone. If you cannot do the project with natural stone at the price you quoted, please provide an updated proposal. This will have to go back to our board and we may choose another vendor if your price ends up higher than the other companies. Can you get an update for us by next week?

Thanks,

--

**Ephram Glass**

*Roxborough Village Metropolitan District Director*  
ephramglass@RoxboroughMetroDistrict.org  
720-805-7644

On Thu, Aug 1, 2024 at 2:26 PM Donnie Hill  
<[donnie.renovationslandscaping@gmail.com](mailto:donnie.renovationslandscaping@gmail.com)> wrote:

Good afternoon all,

After our legal team reviewed the contract we might have a minor hiccup.

The estimate that was sent over was bid as veneer stone. However, the contract specifically calls for natural stone.

The veneer is obviously synthetic and will be manufactured to match the existing stone. It is lighter and somewhat different in texture.

Can you please advise if natural stone is the only option that must be used as this will affect the estimate.

I am not sure how this slipped through the cracks, but we want to make sure the job is completed per the contract and that the end result meets your expectations and standards.

All the best,

Donnie

On Wed, Jul 31, 2024 at 10:38 AM Michelle Gardner <[mgardner@sdmsi.com](mailto:mgardner@sdmsi.com)> wrote:

Thank you for the update. We look forward to hearing from you.

Thank you,

*Michelle Gardner*

*Assistant Community Manager*

Special District Management Services, Inc.

141 Union Boulevard, Suite 150

Lakewood, CO. 80228-1898

[mgardner@sdmsi.com](mailto:mgardner@sdmsi.com)

Phone: 303-987-0835 Ext. 204

---

**From:** Donnie Hill <[donnie.renovationslandscaping@gmail.com](mailto:donnie.renovationslandscaping@gmail.com)>

**Sent:** Wednesday, July 31, 2024 9:31 AM

**To:** Peggy Ripko <[pripko@sdmsi.com](mailto:pripko@sdmsi.com)>

**Cc:** Michelle Gardner <[mgardner@sdmsi.com](mailto:mgardner@sdmsi.com)>; Ephram Glass  
<[ephramglass@roxboroughmetrodistrict.org](mailto:ephramglass@roxboroughmetrodistrict.org)>

**Subject:** Re: Veneer stone wall repair

You don't often get email from [donnie.renovationslandscaping@gmail.com](mailto:donnie.renovationslandscaping@gmail.com). [Learn why this is important](#)

Good morning,

Nice to meet you all.

I am meeting the crew there today at 12:00 to finalize the details.

Donnie

On Tue, Jul 30, 2024 at 10:48 AM Peggy Ripko <[pripko@sdmsi.com](mailto:pripko@sdmsi.com)> wrote:

| Hi, Donnie- we look forward to working with you!

I would like to electronically introduce Michelle & Ephram. Michelle works with me and will be the main point of contact for SDSM.

Ephram is on the Board and has been the main point of contact for this project so far. You can reach out to all three of us once the legal side is ironed out!

**Please note: I will be out of the office from Wednesday, July 31<sup>st</sup> to Monday, August 5<sup>th</sup>, returning on the 6<sup>th</sup>.**

*Peggy Ripko*

*District Manager & Community Management Division Manager*

**Special District Management Services, Inc.**

**141 Union Boulevard, Suite 150**

**Lakewood, CO 80228-1898**

**[pripko@sdmsi.com](mailto:pripko@sdmsi.com)**

**Phone: 303-987-0835**

*The information contained in this electronic communication and any document attached hereto or transmitted herewith is confidential and intended for the exclusive use of the individual or entity named above. If the reader of this message is not the intended recipient or the employee or agent responsible for delivering it to the intended recipient, you are hereby notified that any examination, use, dissemination, distribution or copying of this communication or any part thereof is strictly prohibited. If you have received this communication in error, please immediately notify the sender by reply e-mail and destroy this communication. Thank you.*

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**From:** Donnie Hill <[donnie.renovationslandscaping@gmail.com](mailto:donnie.renovationslandscaping@gmail.com)>

**Sent:** Tuesday, July 30, 2024 10:46 AM

**To:** Peggy Ripko <[pripko@sdmsi.com](mailto:pripko@sdmsi.com)>

**Subject:** Veneer stone wall repair

You don't often get email from [donnie.renovationslandscaping@gmail.com](mailto:donnie.renovationslandscaping@gmail.com). [Learn why this is important](#)

Good morning Peggy,

I am the Project Manager for Renovations Landscaping. I'll be your point of contact once Ben and legal iron out the details.

Please feel free to reach me by email or by phone/text at 720-829-7171.

Look forward to working with you.

All the best,

Donnie



August 01, 2024

WORK ORDER #12892

**PROPOSAL FOR**

EPHRAM GLASS

ROXBOROUGH METRO DISTRICT

ROXBOROUGH METRO DISTRICT

W WATERTON ROAD AND N RAMPART RANGE ROAD

LITTLETON, CO 80125

**DESCRIPTION OF WORK TO BE PERFORMED**

This proposal represents the following scope of work to take place in the swale by the soccer field, off of W Waterton Road:

- Dirt would be removed from the center of the swale, approximately 2 feet wide to recreate the proper grade to allow water to flow to the south.

- Once the proper grade is created the area would be reseeded with native grass seed and have straw blanket installed to help prevent erosion

Price includes all Labor, Equipment, Materials, Delivery and Disposal Fees.

QUANTITY	DESCRIPTION	UNIT PRICE	TOTAL COST
<b>Labor</b>			
24.0000	Labor Hours	\$68.00	\$1,632.02
<b>Total Labor</b>			<b>\$1,632.02</b>
<b>Materials</b>			
0.5000	Low Grow Native Seed Mix - 25lb	\$273.58	\$136.79
1.0000	Disposal Charge (Inorganic)	\$224.00	\$224.00
1.0000	Straw Blanket 8' x 112.5'	\$80.00	\$80.00
1.0000		\$40.00	\$40.00
<b>Total Materials</b>			<b>\$480.79</b>
<b>SALE:</b>			<b>\$2,112.81</b>
<b>TOTAL:</b>			<b>\$2,112.81</b>

**ENHANCEMENTS**

<u>QTY</u>	<u>TYPE</u>	<u>DESCRIPTION</u>
1.00	TON	Disposal Charge (Inorganic)

<b>ROXBOROUGH METRO DISTRICT WORK ORDER SUMMARY</b>
---

INCLUDED SERVICES	OCCURS	COST EACH	EXT COST	TOTAL COST
ENHANCEMENTS	1	\$2,112.81	\$2,112.81	\$2,112.81
<b>TOTAL:</b>			<b>\$2,112.81</b>	<b>\$2,112.81</b>

**This proposal is valid for 30 days and is based on current market rates for material and labor costs, which are subject to change due to supply chain variability and market uncertainties. Contractor reserves the right to revise pricing should Client approve and accept this proposal after 30 days from the date of the proposal.**

**INVOICING AND PAYMENT:** Payments will be due in a net 30 fashion. Interest shall accrue from the date payment is due at the rate of 2% per week until payment in full is received. All billing that has aged over forty-five (45) days will be sent to collections. Please email ar@jplcares.com for any questions or to update invoicing contact information.

**WARRANTY LIMITATIONS:** Contractor to perform warranty installation of trees and shrubs supplied by Contractor, for a period of 1-year from the date of installation. The warranty shall be in effect provided Contractor has been responsible for the maintenance of trees and shrubs under a separate landscape maintenance agreement, and all recommendations made for ongoing care have been approved by the Client. Annuals, Perennials, Seed and Sod are not covered under warranty. Contractor will supply and install replacements for trees and shrubs that are more than 50% perished before the expiration of the 1-year warranty period. Contractor will cover warranty costs based on their material cost at the date of installation, to be performed around the 1-year anniversary of installation. Client is responsible to notify the Contractor of perished trees and shrubs prior to the date of the 1-year anniversary of installation. The Contractor assumes no responsibility for and shall not be held responsible by Clients for damages due to conditions beyond the Contractor’s control, including landscape maintenance performed by others, over/under watering, protection and care provided by Client or others, extreme weather; including abnormally cold winter temperatures, ice, snow damage, melting snow, wind, hail, tornado, fire, vandalism, theft, neglect, abuse, wildlife (including but not limited to rabbits and deer), the impact from separate or other construction projects and/or improper practices by others. Warranty does not include the price of labor to install new plant material. All items in this agreement are stated assuming that weather conditions are favorable. Contractor is not to be held responsible, in any way, for delays in the completion of specified tasks due to weather conditions. Should the price of fuel rise above \$4.25 a gallon, JPL Cares reserves the right to increase the overall contract price by a percentage no greater than 5% based on rising costs in various materials.

By \_\_\_\_\_

Cory S Sulzle

Date August 01, 2024

By \_\_\_\_\_

Date \_\_\_\_\_

**JPL CARES**

**ROXBOROUGH METRO DISTRICT**



August 01, 2024

WORK ORDER #12899

**PROPOSAL FOR**

EPHRAM GLASS

ROXBOROUGH METRO DISTRICT

ROXBOROUGH METRO DISTRICT

W WATERTON ROAD AND N RAMPART RANGE ROAD

LITTLETON, CO 80125

**DESCRIPTION OF WORK TO BE PERFORMED**

AREA 1 LOCATION: Area 1 is on the north sde of Village Circle East, just to the east of the intersection of Village Circle East and North Rampart Range Road.

Scope of work is as follows:

- Turf in Area 1 would be removed via Rototilling in order to be converted to xeriscaping.
- Irrigation in this area would be converted from spray heads to drip irrigation.
- Xeriscape plants, grown by the metro district, would be installed in the area and would cover 50% of the site.
- 5-12" Cobblestone would be installed along the border at the sidewalk
- 2-4 Siloam Boulders would be installed in the area
- 1 1/2" River rock would then be installed in the area

Price includes all Labor, Equipment, Materials, Delivery and Disposal Fees.

Xeriscape design would be approved in advance of work commencement.

If any additional plant material is needed there would be an additional charge for the purchase of plant material.

QUANTITY	DESCRIPTION	UNIT PRICE	TOTAL COST
<b>Labor</b>			
16.0000	Labor Hours	\$85.00	\$1,360.00
40.0000	Labor Hours	\$68.00	\$2,720.03
<b>Total Labor</b>			<b>\$4,080.03</b>
<b>Materials</b>			
2.0000	Moss Rock Boulder	\$560.00	\$1,120.00
2.0000	Disposal Charge (Inorganic)	\$224.00	\$448.00
3.0000	Delivery Fee	\$200.00	\$600.00
6.0000	68T Tan River Rock - 1-1/2"	\$153.60	\$921.60
2.0000	Equipment Rental	\$150.00	\$300.00
2.0000	Mountain Cobblestone 4"-8"	\$142.40	\$284.80
8.0000		\$75.00	\$600.00
3.0000	Amended Top Soil	\$64.80	\$194.40
250.0000	Misc. Irrigation Parts	\$1.80	\$450.00
<b>Total Materials</b>			<b>\$4,918.80</b>

**SALE:** \$8,998.83  
**TOTAL:** \$8,998.83

**ENHANCEMENTS**

<u>QTY</u>	<u>TYPE</u>	<u>DESCRIPTION</u>
6.00	TON	68T Tan River Rock - 1-1/2"
2.00	TON	Mountain Cobblestone 4"-8"
2.00	TON	Disposal Charge (Inorganic)
3.00	EACH	Delivery Fee
3.00	CU YD	Amended Top Soil

**IRRIGATION REPAIR**

**ROXBOROUGH METRO DISTRICT  
 WORK ORDER SUMMARY**

<b>INCLUDED SERVICES</b>	<b>OCCURS</b>	<b>COST EACH</b>	<b>EXT COST</b>	<b>TOTAL COST</b>
ENHANCEMENTS	1	\$7,188.83	\$7,188.83	\$7,188.83
IRRIGATION REPAIR	1	\$1,810.00	\$1,810.00	\$1,810.00
<b>TOTAL:</b>			<b>\$8,998.83</b>	<b>\$8,998.83</b>



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By \_\_\_\_\_

Cory S Sulzle

Date August 01, 2024 \_\_\_\_\_

**JPL CARES**

By \_\_\_\_\_

Date \_\_\_\_\_

**ROXBOROUGH METRO DISTRICT**



August 01, 2024

WORK ORDER #12900

**PROPOSAL FOR**

EPHRAM GLASS

ROXBOROUGH METRO DISTRICT

ROXBOROUGH METRO DISTRICT

W WATERTON ROAD AND N RAMPART RANGE ROAD

LITTLETON, CO 80125

**DESCRIPTION OF WORK TO BE PERFORMED**

AREAS 6 AND 7 LOCATIONS:

Areas 6 and 7 are on the west side of North Rampart Range Road, extending north from the northwest corner of the intersections of Village Circle East, village Circle West, and North Rampart Range Road until the opposite side of the street from Monte Vista Avenue. Area 6 is on the side of the existing sidewalk while Area 7 is on the est side of the sidewalk.

Scope of work is as follows:

Turf is to be removed from Areas 6 and 7 via rototilling, in order to convert these areas to native meadows. Both areas would be reseeded with a native grass mix prescribed by the metro district. Seeded area would be blanketed with biodegradable straw mats. Existing irrigation system would be checked and repaired in order to get the native grass established. Drip irrigation would be added to the existing trees on two new irrigation zones.

Price includes all Labor, Equipment, Materials, Delivery and Disposal Fees.

QUANTITY	DESCRIPTION	UNIT PRICE	TOTAL COST
<b>Labor</b>			
40.0000	Labor Hours	\$85.00	\$3,400.00
120.0000	Labor Hours	\$68.00	\$8,160.08
<b>Total Labor</b>			<b>\$11,560.08</b>
<b>Materials</b>			
1.0000	Misc. Irrigation Parts	\$1,250.00	\$1,250.00
2.0000	Low Grow Native Seed Mix - 50lb	\$350.00	\$700.00
10.0000	Disposal Charge (Inorganic)	\$224.00	\$2,240.00
15.0000	Equipment Rental	\$175.00	\$2,625.00
10.0000		\$125.00	\$1,250.00
32.0000	Straw Blanket 8' x 112.5'	\$80.00	\$2,560.00
10.0000		\$40.00	\$400.00
<b>Total Materials</b>			<b>\$11,025.00</b>
			<b>SALE:</b> \$22,585.08
			<b>TOTAL:</b> \$22,585.08

**ENHANCEMENTS**

<u>QTY</u>	<u>TYPE</u>	<u>DESCRIPTION</u>
10.00	TON	Disposal Charge (Inorganic)

**IRRIGATION REPAIR**

<u>QTY</u>	<u>TYPE</u>	<u>DESCRIPTION</u>
10.00	HRS	

**ROXBOROUGH METRO DISTRICT  
WORK ORDER SUMMARY**

<b>INCLUDED SERVICES</b>	<b>OCCURS</b>	<b>COST EACH</b>	<b>EXT COST</b>	<b>TOTAL COST</b>
ENHANCEMENTS	1	\$16,685.08	\$16,685.08	\$16,685.08
IRRIGATION REPAIR	1	\$5,900.00	\$5,900.00	\$5,900.00
<b>TOTAL:</b>			<b>\$22,585.08</b>	<b>\$22,585.08</b>

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By \_\_\_\_\_

By \_\_\_\_\_

Cory S Sulzle

Date August 01, 2024

Date \_\_\_\_\_

**JPL CARES**

**ROXBOROUGH METRO DISTRICT**

Roxborough Village Metro District  
141 Union Blvd, Suite 150  
Lakewood CO 80228

P&L Electric LLC  
5905 Cheetah Chase  
Littleton CO 80124  
(720) 341-9770  
Fax (303) 200- 0522

Attn: Ephram Glass

Proposal #: 2018 Phone: 720-805-7644 Fax: (303) 987-0835 Approximate Start Date: TBD Approximate Finish Date: TBD  
Date: August 3, 2024

This confidential proposal is to furnish all materials and perform all labor to complete the following electrical work:

Location:  
Roxborough Village Metro District 141 Union Blvd, Suite 150 Lakewood CO 80228

Scope of Work: Repair direct burial electrical line  
INCLUDED:

- 1) Provide subcontracting to provide underground bore under N Rampart Range Rd, south of the intersection at Village Cir. Provide permit for partial road closure as needed.
- 2) Install 3" pvc conduit.
- 3) Replace existing damaged wiring between 2 underground splices on each side of road.
- 4) Reconnect circuit to existing weather proof outlet on west side of road.

**Work to be completed on NTE price of \$14,261.00 (based on scope of work listed above).**

Notes and Exclusion:

- 1) Estimate excludes repairs all other parts of existing circuit other then specified in quote.
- 2) Price excludes electrical permit fees if required.

ASSUMPTIONS:

All work to be completed between the hours of 8:00am and 5:00pm Monday – Friday.

For any additional scope of work, see attached exhibit "A". The following price is good for 30 days.  
All of the above work to be completed in a substantial and workmanlike manner according to standard and code practices for the sum of **see above** including sales tax

**-TERMS-**

The standard terms and conditions on attached page of this proposal apply and are incorporated by reference.

The parties agree that all disputes in anyway related to, arising out of, or connected with the sale of goods and/or services provided by P&L Electric LLC shall be litigated if at all, exclusively in Douglas County, Colorado. Furthermore, the part also agree that Colorado laws shall govern all such disputes.

The customer agrees to pay

**Bi-weekly progress billings due Net 30 with approved credit. In some cases a down payment and/or progress payment may be required and due upon receipt of invoice.**

Service charges listed below become effective on all accounts 30 days after the invoice date. Charges are computed at the lower of 1.5% per month or the maximum allowed by law.

NOTICE TO BUYER – Do not sign this agreement before you read all attached pages (including our Standard Terms and Conditions), or if it contains blank spaces. You are entitled to a copy of the agreement you sign. Keep this agreement to protect your legal rights.

Respectfully Submitted By:

Accepted By:

Authorized Signature: \_\_\_\_\_ Date: 8/3/2024

Authorized Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Michael Cantral Cell Phone # (720) 341-9770  
Printed Name

Printed Name