

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://roxvillagemetro.colorado.gov>

NOTICE OF SPECIAL MEETING AND AGENDA

<u>Board of Directors:</u>	<u>Office:</u>	<u>Term/Expires:</u>
Ephram Glass	President	2027/May 2027
Debra Prysby	Vice President	2027/May 2027
Cliff Linhardt	Treasurer	2029/May 2029
Ron Bendall	Secretary	2029/May 2029
Stephen Throneberry	Assistant Secretary	2029/May 2029

DATE: June 9, 2025
TIME: 6:00 p.m.
LOCATION: Roxborough Library and Virtual Meeting
8357 N Rampart Range Rd # 200,
Littleton, CO 80125

Google Meet joining info
Video call link: <https://meet.google.com/ffd-aegr-fdb>
Or dial: (US) +1 413-400-3218 PIN: 494 619 673#

** Agenda is preliminary and subject to change by majority vote of the Board at the meeting.*

** Individuals requiring special accommodation to attend and/or participate in the meeting please advise the District Manager (pripko@sdmsi.com or 303-987-0835) of their specific need(s) before the meeting.*

I. ADMINISTRATIVE MATTERS

- A. Disclosure of Potential Conflicts of Interest.
- B. Additions/Deletions/Approval of Agenda.

II. 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.

III. BOARD DISCUSSION MATTERS

- A. Update on Community Park playground. (enclosure)

B. Discuss Chavez Services asphalt project:

1. Discuss missed striping in the tennis court parking lot.
2. Discuss and consider approval of Chavez Services scope change increasing the asphalt contract by \$5,893.00.

C. Discuss and consider approval of change to HOA easement agreement language

D. Updates from discussions with the DA, Sheriff, and County about rule enforcement in the District.

E. Update on turf-removal projects.

F. Discuss tree planting proposals and consider approval of one. (enclosure)

G. Discuss electric proposals for repairs and work to connect aerator. (enclosure)

H. Discuss CDI mowing on private property behind Red Mesa houses.

I. Discuss hiring employees. (enclosure)

J. 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.

1. Discuss whether to approve dumpster events in the future.

IV. OTHER MATTERS

A. Other

V. PUBLIC COMMENTS/HOMEOWNER REQUESTS

VI. ADJOURNMENT

THE NEXT REGULAR MEETING IS SCHEDULED FOR June 18, 2025.

Option #1

RVMD Community Park Playground

Sidewalks 5-foot wide/cross-slope $\leq 2\%$

Ramp 8% grade; max 30" elevation change

Height change max 60"

Ramp 8% grade; max 30" elevation change

Max 3-foot high from playground surface




Ramp 8% grade

Playground Drain Pipe

Drain Outlet

French Drain

Legend

-  Landing
-  Playground Area
-  Storm Water Drains

Option #2

RVMD Community Park Playground

Sidewalks 5-foot wide/cross-slope <2%

Ramp 8% grade; max 30" elevation change

Height change max 60"

Ramp 8% grade; max 30" elevation change

Max 3-foot high from playground surface

Ramp 8% grade




Playground Surface

Playground Drain Pipe

Drain Outlet

French Drain


Legend

-  Landing
-  Playground Area
-  Storm Water Drains

Google Earth



30 m

	Project Name: RVMD		
	2025 Asphalt and Concrete Repairs		
	Bid Number:	2025255-7	
	Project Manager:	Ephram Glass	
Date: 5/27/2025			
SUMMARY FOR CHANGE ORDER NO. 1			
<i>Item</i>	<i>Qty</i>	<i>Rate</i>	<i>Amount</i>
PR1.1 - Additional asphalt removed and replace, includes asphalt required to satisfy ADA slope requirements at Tennis Ct parking area.	447 SF	\$ 10.00	\$ 4,470.00
PR1.2 - Install drain pipes at Tennis Ct Parking, 4" dia. X 23' x 2 each. Backfill with dirt and top soil.		LS	\$ 1,200.00
PR1.3 - Additional bonding cost.		LS	\$ 223.00
		Total	\$ 5,893.00

Submitted by: Ermilo Chavez
Chavez Services LLC

Original Contract Amount	\$	53,023.00
Amount of Previous Change Orders	\$	-
Amount of this Change Order	\$	5,893.00
Total Change Orders Amount	\$	5,893.00
New Contract Amount	\$	58,916.00

Ephram Glass Date of Acceptance



Estimate # 00248-E

Client Information

Client: Roxborough Village Metropolitan District
Client Address: ste 150 141 Union Boulevard, Lakewood, CO, 80228
Client Phone: (720) 805-7644
Client Email: ephramglass@roxboroughmetrodistrict.org
Project Address: Parking lot 7671 North Rampart Range Road, Littleton
Job Site Contact: Ephram Glass

Proposed Work

DESCRIPTION	PRICE
Materials	\$ 4,264.00
Material cost for trees and planting stakes:	
- (4) 2" ball and burlap Bigtooth Maples (Rocky Mountain Glow) = \$1,696	
- (4) 2" ball and burlap Serviceberry (Autumn Brilliance of Snowcloud) = \$1,568	
- (1) 8' ball and burlap Douglas fir, Concolor fir, or Colorado Spruce = \$750	
- Stakes, straps, and mulch for trees = \$250	
Labor	\$ 2,750.00
Labor cost for the delivery and installation of 9 trees. All trees will be properly planted. Cages and burlap will be removed, soil level lowered to the proper height, and noticeable girdling roots will be trimmed.	
Subtotal:	\$ 7,014.00
Tax 0%:	\$ 0.00
Total:	\$ 7,014.00

We thank you for the opportunity to submit the prices and specifications noted above.
Please contact us at (720) 793-5273 if you would like to proceed with the quotation.

Acceptance of proposal.

The prices, specifications, and terms and conditions are satisfactory and hereby accepted. N&D Tree Service is authorized to do the work as specified.

Estimator: Logan Ediger

00248-E, Rev 1

Date: Jun 02, 2025

Authorized Signature: _____

Date: _____

2025-06-02 19:03:51 PM



Ephram Glass <ephramglass@roxboroughmetrodistrict.org>

Tree Planting in Roxborough

Alex Karker <akarker@savatree.com>

Wed, May 28, 2025 at 8:37 AM

To: Ephram Glass <ephramglass@roxboroughmetrodistrict.org>

Good Morning ,
Sorry for the delay in getting this to you I had the flu last week and really knocked me down hard.

1 Douglas Fir
6ft -1,087.00
8ft - 1,737.00
10ft - 2,762.00 may be additional cost for equipment to move tree around.

4 Serviceberries
2 inch B&B single trunk - 1,012.00 per tree
B&B clump - 950.00 per tree

4 Bigtooth Maples
2 inch B&B - 1,125.00 per tree
2.5 inch B&B - 1,425.00 per tree if available.

This all includes a one year warranty.

Please let me know if you have any questions

Alex

Best Regards,

Alex Karker | Commercial Arborist | SavATree | Denver Colorado
T# 303.337.6200 C# 303.210.9926 | Akarker@savatree.com

Eric Shaub | Assistant District Manager | SavATree
T# 970.556.2981 Email: Eshaub@Savatree.com

Thank you for choosing SavATree. We are committed to 100% client satisfaction. If for some reason your customer experience did not meet your expectations, please contact me or my manager right away.

From: Ephram Glass <ephramglass@roxboroughmetrodistrict.org>

Sent: Friday, May 23, 2025 9:10:41 AM

To: Alex Karker <akarker@savatree.com>

Subject: Re: Tree Planting in Roxborough

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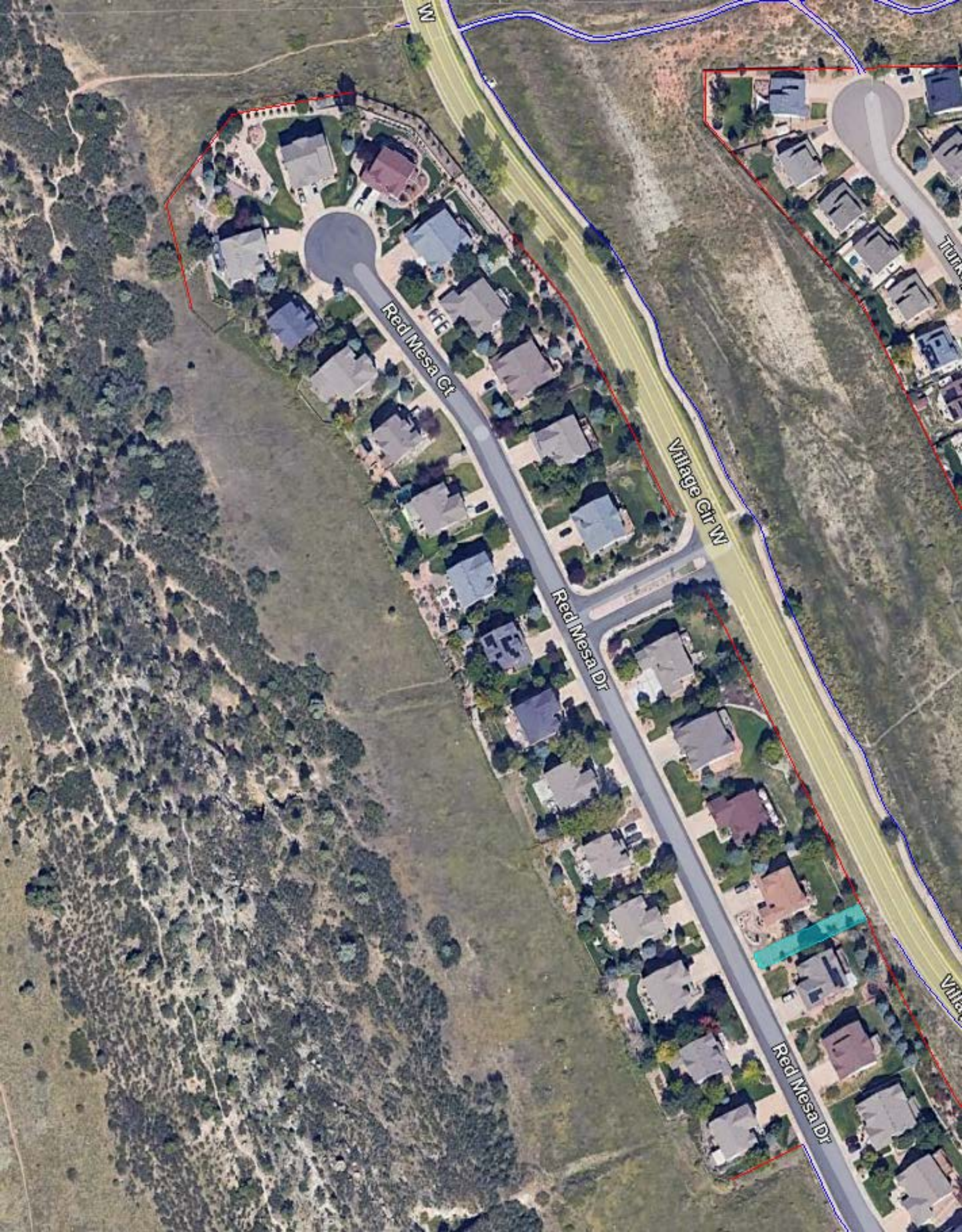
INVOICE #
Est.

CLIENT NAME	JOB	PAYMENT TERMS	DUE DATE
Michelle/ Ephram	Roxborough Park	Cash,Check,Venmo,Zelle	Upon Receipt

[illegible]


MAKE ALL CHECKS PAYABLE TO THE JOINT PROJECT, LLC
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After 14 days of non-payment customer will be charged 20% daily late fee
The Joint Project, LLC | Phone: 720-327-7565 | thejointprojectllc@gmail.com



Roxborough Village Metro District

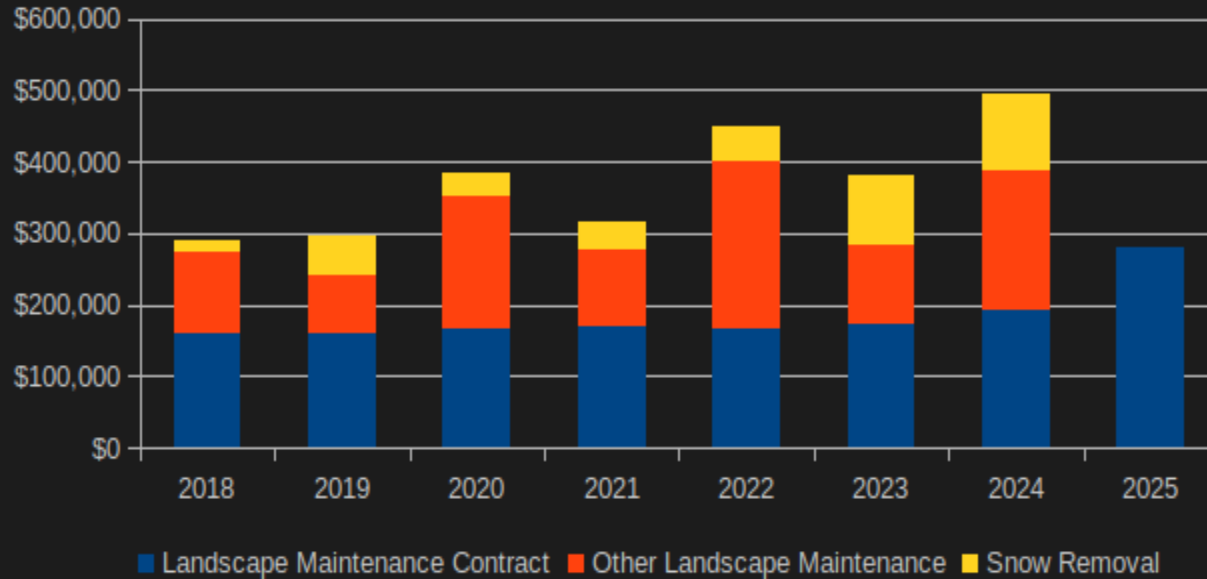
Addressing Rising Maintenance Costs



Costs are going up
rapidly while quality of
work remains low

Landscape Maintenance and Snow Removal

Roxborough Village Metro District



The Solution:



Directly employing employees to perform landscape maintenance and snow removal would be both cheaper and increase the quality of workmanship.

District Employees

Employees: How many? What experience?

One Supervisor and two to three workers would be required to maintain the district.

The District can initially hire two workers and determine if another worker is needed.

At least one worker and the supervisor will need to have extensive experience in irrigation work.

Collaboration

There is a possibility of collaboration with Roxborough Park Foundation to help reduce costs by renting infrequently used equipment and sharing workers for large projects or when there is a loss of a worker due to vacations, sick leave, retirements, etc.

Pros

- The District would save between \$100,000 and \$300,000 a year.
- The District will recoup capital costs within five years.
- The marginal cost to perform additional work would be negligible.
 - No additional costs to hire contractors
 - No additional legal costs to draft contracts
 - Minimal additional managerial costs
- Lower likelihood of dig-ins breaking water and power lines.
- Employees would be on site every day rather than only a couple times a week.
- The Board would have more control over work performance.
- District work is the top priority rather than work for other contractor clients.
- Maintenance currently unaddressed due to high costs relative to low benefits can be performed at no additional cost.
- Employees can perform some additional capital work further saving the District money.

Cons

- Between \$400k and \$700k is needed initially to purchase equipment and to build a facility to house the equipment and provide office space.
- It will take approximately one year to purchase equipment, build a facility, and hire employees before the District can stop paying for contract maintenance services.
- Success or failure is predicated on finding a good supervisor.
- The District will need backup options if there is a mass resignation or loss of an employee for any period of time.

Capital Requirements

Item	Quantity	Estimated Cost
Building	1	\$300,000
Pickup	1	\$60,000
Gas UTV	1	\$15,000
Electric UTV	1	\$35,000
Trailer	1	\$6,000
Blower	2	\$600
Hedger	2	\$600
Aerator	1	\$300
Trimmer	2	\$600

Item	Quantity	Estimated Cost
Mower	2	\$30,000
Tools	N/A	\$20,000
Plow	1	\$3,000
Compressor	1	\$30,000
Wood Chipper	1	\$30,000
Skid Steer	1	\$15,000
Stump Grinder	1	\$6,000
TOTAL		\$552,100

Operational Costs

Item	Estimated Cost
Salaries + Benefits	\$240,000 - \$360,000
Materials/Fuel	\$30,000
Insurance	\$40,000
TOTAL	\$310,000 - \$430,000

Bottom Line

The status quo has the districts spending over \$600,000 a year on landscape maintenance and snow removal. This includes legal and managerial costs to handle the contracts. That cost does not include capital project costs that average \$100,000 per year that could be saved by having employees.

Switching to employees reduces costs to between \$350,000 and \$460,000 a year for landscape maintenance, snow removal, and locate services. Employees can also work on some capital projects with little to no additional cost.