

**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
Mat Hart	Assistant Secretary	2025/May 2025

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

Meeting ID  
[meet.google.com/aei-fdxx-ebh](https://meet.google.com/aei-fdxx-ebh)  
Phone Numbers  
(US)+1 508-974-3682  
PIN: 826 862 627#

[More phone numbers](#)

- \* 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](mailto: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. Update and Status of the Airplane Park Playground installation.  

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

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

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- D. Review revisions to landscape maintenance agreement.  

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- E. Update on Pump Discussion with Browns Hill  

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- F. Discuss GIS Options from CDI  

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

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- H. Update and Status on the Handyperson RPF.  

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- I. Update and Status of Chatfield Farms planter project.  

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- J. Update and Status of Community Park restroom repairs.  

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

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L. Update on District website, discussion.

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M. Discuss any updates from the Signage Committee.

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N. Environmental Committee Update.

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

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P. Update on Chatfield Farms Conveyance Agreement

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Q. Update on Recalculation of Chatfield Farms Capital Contributions

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

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IV. OTHER MATTERS

A. \_\_\_\_\_

V. PUBLIC COMMENTS/HOMEOWNER REQUESTS

VI. ADJOURNMENT

**THE NEXT REGULAR MEETING IS SCHEDULED FOR JANUARY 17, 2024.**



**303-471-1522**  
**naturesworkforce.com**

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

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

**Total Bid Price: \$62,938.29**

**Notes:**

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

**Payment Terms:**

Payment due 30 days from invoice.



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<b>Project Name:</b> Arrowhead Shores- Roxborough <b>Project Location:</b> Roxborough Metro District, Littleton, CO <b>Addendum #:</b> 2024	<b>Bid Number:</b> <b>Bid Date:</b> 1/5/2024

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

5585 W. Airport Rd  
Sedalia, Colorado 80135

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

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

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

**Total Bid Price: \$2,710.24**

**Notes:**

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<b>To:</b> Roxborough Village Metro <b>Address:</b> Littleton, CO	<b>Contact:</b> Peggy Ripko <b>Phone:</b> <b>Fax:</b>
<b>Project Name:</b> Filing 14B- Roxborough <b>Project Location:</b> Roxborough, Littleton, CO <b>Addendum #:</b> 2024	<b>Bid Number:</b> <b>Bid Date:</b> 12/26/2023

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

**Total Bid Price:** \$1,944.72

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

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

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