

# ROXBOROUGH VILLAGE METROPOLITAN DISTRICT

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

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

## **NOTICE OF MEETING AND AGENDA**

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

DATE: January 17, 2023

TIME: 6:00 p.m.

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

And via Zoom Meeting

<https://us02web.zoom.us/j/86267550643?pwd=V3RnRGRTWkRyUIZZc1VMWTJFZjFHdz09>

Meeting ID: 862 6755 0643

Passcode: 987572

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

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

### I. ADMINISTRATIVE MATTERS (5 minutes)

#### A. Disclosure of Potential Conflicts of Interest

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#### B. Additions/Deletions/Approval of Agenda

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

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

<https://www.roxboroughmetrodistrict.org/2022-meetings>

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III. CONSENT AGENDA – (5 minutes) \*

These items are considered to be routine and will be approved and/or ratified by one motion. There will be no separate discussion of these items unless a Board Member so requests, in which event, the item will be removed from the Consent Agenda and considered on the Regular Agenda.

- Minutes of the following meetings (enclosures):
    - a. October 3, 2023
    - b. October 18, 2023
    - c. November 15, 2023
  - Approve invoice #2011885 of \$600.00 from CDI for repairs and/or replacements of metal edging that occurred in 2023 prior to Board determination to inform CDI to cease any further repair/preplacement (enclosure)
  - Approve invoice #1076676 of \$371.40 from Mission Communication to begin services in April (enclosure).
  - Approve invoice #3616 of \$4,082.65 from ARK Ecological Services, LLC. (enclosure).
  - Approve the continuation of District landscape maintenance and snow removal services to relevant HOAs until cost details for such services are provided to the affected HOAs giving them a period of time, not to exceed two months from receipt of such communication, to enter into a license agreement with the District for continuation of such services. (enclosure).
  - Approve/Ratify revisions to landscape maintenance agreement (enclosure).
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IV. CONTRACTOR/CONSULTANT REPORTS

- A. Landscaping Updates- CDI Landscape, LLC (to be distributed) (5 minutes)\*
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- B. Engineering Updates- Farnsworth
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V. FINANCIAL MATTERS- (3 minutes)\*

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

Fund	Period Ending December 31, 2023
Total Claims	148,165.22

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- 2) Review and accept unaudited financial report for the period ending December 31, 2023 (enclosure)
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VI. LEGAL MATTERS

- A. Discuss and determine the method of communication to homeowners of the District's new rules and regulations. (15 minutes)\*
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- B. Other
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VII. AGENDA PRIORITIES

- A. Update on the status of the Airplane Park Playground installation. (5 minutes)\*
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- B. Update on the status of the engineering ADA Accessibility survey for Community Park for playground placement and installation. (5 minutes)\*
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- C. Discuss and Consider Roxborough Marketplace irrigation water agreement. (10 minutes)\*
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VIII. OPERATION AND MAINTENANCE MATTERS

- A. District management updates. SDMS to provide written updates/enclosures on the following items to be included in the Board packet (2 minutes)

1. Review lists of current approved and requested community permits (Sports Field Use, Park Areas & Gazebo, Food Truck Vendors, etc.) (enclosure).
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2. SDMS Monthly Report (enclosure).
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3. Monthly Invoice from Foothills Park & Recreation re: December 2023 Roxborough Village Resident Use (enclosure).
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4. Update on Website.
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B. Updates regarding ongoing projects: (4 minutes) \*

1. Chatfield Farms planter project.

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2. Community Park restroom repairs.

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3. Update and Status on the Handyperson RFP.

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IX. DIRECTOR MATTERS

A. Discuss and Review capital contributions for Chatfield Farms (2 minutes)^

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B. Signage committee update. (2 minutes)\*

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C. Environmental committee update. (2 minutes)\*

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D. Board Only Meeting (January 9th) Items. (2 minutes)\*

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E. Discuss and consider Farnsworth GIS proposal. (5 minutes)\*

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F. Other

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X. OTHER MATTERS

A. Review action items and add to spreadsheet. (5 minutes)

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B. Other

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

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

refer to the Meeting Code of Conduct for additional guidelines:  
<https://www.roxboroughmetrodistrict.org/2022-meetings>

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XII. ADJOURNMENT  
**THE NEXT REGULAR MEETING IS SCHEDULED FOR WEDNESDAY,  
FEBRUARY 21, 2024**

# RECORD OF PROCEEDINGS

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## MINUTES OF A SPECIAL MEETING OF THE BOARD OF DIRECTORS OF THE ROXBOROUGH VILLAGE METROPOLITAN DISTRICT HELD OCTOBER 3, 2023

A Special Meeting of the Board of Directors (referred to hereafter as the “Board”) of Roxborough Village Metropolitan District (the “District”) was convened on Wednesday, the 3rd day of October, 2023 at 6:00 p.m. at the Roxborough Library, 8375 N. Rampart Range Rd, Littleton, CO 80125 and via Zoom. The meeting was open to the public.

### ATTENDANCE

#### Directors In Attendance Were:

Mark Rubic  
Debra Prysby  
Mathew Hart  
Ephram Glass  
Travis Jensen

#### Also In Attendance Were:

None.

### CALL TO ORDER

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

### DISCLOSURE OF POTENTIAL CONFLICTS OF INTEREST

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

### ADMINISTRATIVE MATTERS

Agenda: The Board reviewed the proposed Agenda for this Special Meeting.

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

# RECORD OF PROCEEDINGS

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## PUBLIC COMMENTS

None.

## AGENDA PRIORITIES

**Playground Equipment:** Director Rubic updated the Board on the playground equipment. It was noted that he has not received anything. Mr. Hunsaker is working on the grant proposal, no updates on progress.

## 2024 BUDGET PLANNING

**2024 Budget:** The Board discussed the 2024 Budget. Director Rubic will give Gemsbok the go ahead using prior discussed details.

## BOARD DISCUSSION MATTERS

**Chatfield Farms Inclusion Agreement:** The Board discussed the Inclusion Agreement. It was noted that the district management has not been properly allocating costs for the Chatfield Farms inclusion agreement.

*Direct Maintenance Costs:* The Board discussed the direct maintenance costs for Chatfield Farms, which have not been designated as direct costs and were allocated on a percentage basis.

*Maintenance Costs for Non-Chatfield Farms Expenses:* The Board discussed the maintenance costs for Non-Chatfield Farms expenses, which have gotten an allocation to Chatfield Farms when they should not have.

*Calculation for Allocating Costs for Chatfield Farms:* The Board discussed the calculation for allocating costs for Chatfield Farms, which when applicable, has never been recalculated to match the definition in the inclusion agreement (homes in Chatfield Farms/homes in the whole district).

*Capital Contributions:* The Board discussed capital contributions (i.e. the dollars earmarked for replacing capital assets), which are based on a 1999 list of projected capital projects some of which were not done or were replaced with other infrastructure. The capital contributions were never updated to reflect inflation or changes in the costs of materials and labor (so they are way too low as are the capital reserves earmarked thus far).

To ensure the district is in compliance with the Inclusion Agreement and mitigates any liability to the developer, the District needs to remedy the above problems. Based on figures already calculated, if we fix these items, the apparent obligation to pay the developer several hundred thousand dollars will be flipped and the district will have no obligation to pay the developer anything. It should be noted that the capital reserves for Chatfield Farms are not restricted to Chatfield Farms -

## RECORD OF PROCEEDINGS

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this is an accounting on paper to show we have enough money to maintain things we are already maintaining.

### **Recommended Steps:**

*Chatfield Farms Allocation:* The Board needs to review old invoices and give Gemsbok direction on how to allocate them properly. It was noted that Director Rubic has done the analysis already for the invoices in bill.com. Rather than going through all the old invoices, the Board might need to base older invoices on an allocation based on recent expenditures.

The Board also needs to have Gemsbok recalculate what the percentage allocation for things not directly attributable to Chatfield Farms. This may need to be based on an assumption that built houses have a certificate of occupancy since Douglas County can't/won't give that to us.

### *Chatfield Farms Capital Contributions:*

The Board needs to create a list of the actual infrastructure installed in Chatfield Farms (built by the developer, or at a minimum, referred to in the inclusion agreement).

The Board needs to identify the replacement costs of the items in #1. Much of this was done by SDMS already when they updated our insurance numbers.

The Board needs to identify the expected lifespan of the capital items in #1.

The Board needs to have Gemsbok perform a calculation based on #2 and #3 to generate the catch-up contribution needed and the annual capital contribution going forward.

The above recommended actions would be a small expense (a few thousand dollars) to mitigate a very large liability (a few hundred thousand dollars).

To ensure the District is in compliance and limit liability - correct as much as the District can, the Board needs to review old invoices (soccer field rework & playground) that can be corrected and make a list of the actual infra installed in the CF for capital contributions.

**ColoTrust:** The Board discussed ColoTrust. It was noted that there was no added overhead from SDMS or Gemsbok.

**CWPP:** The Board discussed some issues with Homeowners stating things are wildfire issues. It was noted that Grants from Dept of Agriculture can be had to



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create. The Board directed SDMS to reach out to see what is needed for these grants.

**Wildfire Mitigation Proposals:** The Board discussed the wildfire mitigation proposals. Director Rubic is in contact with one Vendor and will follow up.

**Concrete:** Director Glass and Director Rubic discussed with the Board the concrete issues. They marked things up with Chavez. The estimates have been sent. The Board generally agrees to do all but the new path. The issues will be discussed at the next meeting.

**Pumps:** There was no updated at this time. Director Glass has resources from the SDA Conference. It was noted that there were pictures of the pump detail to send to the repair shop to investigate.

**Signage:** There were no updates at this time.

**Drainage Issues:** Director Rubic and Director Glass met with Steve from Douglas County and agreed to plan of action. The Board sent notice and posted on website. The plan is set to start on October 9, 2023.

**Survey:** The Board reviewed the professional survey on what people would like done. The Board will discuss what are their concerns and seek input before suggesting things. The Board will Investigate the price and regroup.

**Town Hall Community Meeting:** The Board discussed the Statutory Town Hall Community Meeting. Director Rubic believes Ms. Ripko did get the Facebook account added to the community page. The Board does not want to schedule until the District has broken ground on playground.

**Permits:** There were no updates at this time.

### **OTHER MATTERS**

**CF 1A:** The Board discussed the CF 1A. The District will approach developers on behalf of the HOA and continue through November 2024 since original says 2023.

**Maintenance:** The Board discussed landscaping, water and electric bills to be entirely for the HOA.

**Softball Field:** The Board discussed the softball field. The Board may ask IMEG for a quote as well.

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**September 29, 2023:** The Board discussed the Volunteer day at the Middle School on September 29, 2023.

**ThunderRidge Update:** Director Glass will compile and consolidate a list and will verify with Attorney Ross what can be included.

**October 18, 2023 Meeting:** It was noted that someone from the Norris family is going to attend.

**September 12, 2023 Meeting:** The Board had follow up discussions from the September 12, 2023 meeting regarding Foothills verification and Fertilization.

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### **ADJOURNMENT**

There being no further business to come before the Board at this time, upon motion duly made by Director Prysby, seconded by Director Jensen, and upon vote, unanimously carried, the Special Meeting was adjourned at 7:50 p.m.

Respectfully submitted,

By: \_\_\_\_\_  
Secretary for the Meeting

# RECORD OF PROCEEDINGS

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## MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE ROXBOROUGH VILLAGE METROPOLITAN DISTRICT HELD OCTOBER 18, 2023

A Regular Meeting of the Board of Directors (referred to hereafter as the “Board”) of Roxborough Village Metropolitan District (the “District”) was convened on Wednesday, the 18th day of October, 2023 at 6:00 p.m. at the Roxborough Library, 8375 N. Rampart Range Rd, Littleton, CO 80125 and via Zoom. The meeting was open to the public.

### ATTENDANCE

#### Directors In Attendance Were:

Mark Rubic  
Debra Prysby  
Mathew Hart  
Ephram Glass  
Travis Jensen

#### Also In Attendance Were:

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

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

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

Homeowners Jennifer Norris (for a portion of the meeting), John Norris, and Tom Rhein

### CALL TO ORDER

At 6:00 p.m. the meeting was called to order.

### DISCLOSURE OF POTENTIAL CONFLICTS OF INTEREST

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

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Disclosure Statements to be filed.

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### **ADMINISTRATIVE MATTERS**

**Agenda:** The Board reviewed the proposed agenda for this regular meeting.

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

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### **PUBLIC COMMENTS**

None.

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### **GUEST SPEAKER**

**Guest Speaker:** Mr. Doug Barker from Farnsworth Group presented to the Board the options for GIS mapping for the District.

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### **LANDSCAPING ISSUES AND CORRESPONDENC E**

**Resident Request To Discuss Landscape Issues and Correspondence:** Mr. and Mrs. Norris advised the Board that they believe the letter they received from the District's legal counsel contained inaccurate information. The Board advised them that the letter was sent at the Board's direction and that, from their perspective, the information in the letter is accurate. The Board and the homeowners began discussing the issues. Ms. Norris left the meeting. The Board, Mr. Norris, and Mr. Rhein continued to discuss the issues. The Board stated that it would provide a response to the communications they have received from Mr. and Mrs. Norris.

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### **CONSENT AGENDA**

The Board considered the following items on the consent agenda:

- Proposals for concrete path repairs.
- Revised Chatfield Farms HOA Quit Claim Agreement.
- Proposal for Gemsbok to add a separate Capital Account with COLOTRUST for more efficient accounting.
- Resolution establishing Signage Committee.
- Minutes of the September 12 and 20 Board meetings.

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

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### CONTRACTOR/ CONSULTANT REPORTS

**Landscaping Updates:** The Board discussed landscaping updates from CDI Landscape, LLC.

### FINANCIAL MATTERS

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

Fund	Period Ending September 30, 2023
Total Claims	91,733.68

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

**Unaudited Financial Report:** The Board reviewed the unaudited financial report for the period ending September 30, 2023.

Following discussion, upon motion duly made by Director Glass, seconded by Director Hart, and upon vote unanimously carried, the Board accepted the unaudited financial report for the period ending September 30, 2023, as presented.

### LEGAL MATTERS

**Update on Communications with HOAs Regarding the District Charging for Maintenance:** The Board discussed the status of the HOAs responding to the letters that the District sent to the HOAs regarding the District charging for maintenance services.

Following discussion, upon motion duly made by Director Glass, seconded by Director Prysby and upon vote, unanimously carried, the Board ratified and approved the letters that were sent to the HOAs regarding the District beginning to charge for maintenance services.

**Maintenance Agreement with Chatfield Farms Estates/1A:** The Board discussed the status of the maintenance agreement with Chatfield Farms Estates/1A. No action was taken at this time.

**Other:** The Board discussed the Silvercliff Lane Ultimate Fix. It was noted that Kelley Duke will be working with Douglas County regarding a long-term fix.

### 2024 BUDGET PLANNING

**2024 Budget:** The Board discussed the 2024 Budget. The Board provided direction to Gemsbok to update the Chatfield Farms Capital Contributions. Director Glass reviewed the items that should have been allocated to Chatfield Farms per the agreement since 2020. The Board provided direction to have Gemsbok re-allocate the costs as outlined.

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**Draft 2024 Budget:** The Board noted that it reviewed the draft 2024 Budget prepared by the District's accountants at the Board members only special meeting on November 7, 2023. The Board further discussed the draft 2024 Budget.

**Public Hearing on Proposed 2024 Budget:** Following discussion, the consensus of the Board was to conduct the public hearing on the proposed 2024 Budget Meeting on November 15, 2023.

### **AGENDA PRIORITIES**

**Airplane Park Playground Replacement:** The Board discussed the update on the Airplane Park Playground Replacement. It was noted that SDMS will arrange a site visit with Directors Glass and Prysby joining.

**Revised Proposal to Conduct Survey of Trails and Sidewalks at Community Park:** The Board deferred discussion at this time.

**Playground Grants:** SDMS discussed with the Board the playground grants. It was noted that they are working on these and will provide updates as they are available.

**Community Park Restroom Repairs:** The Board discussed the repairs needed at the Community Park Restroom. It was noted that the agreements have been finalized and the contractor is waiting for the deposit to proceed.

**Chatfield Farms Planter Facade Replacement:** The Board discussed the Chatfield Farms planter facade replacement project. It was noted that the agreements have been finalized and the contractor is waiting for the deposit to proceed.

**Board Only Meeting:** No action taken.

### **OPERATION AND MAINTENANCE MATTERS**

**District Management Updates:** The Board discussed the District Management updates, including the following.

- Lists of current approved and requested community permits (Sports Field Use, Park Areas & Gazebo, Food Truck Vendors, etc.).
- SDMS Monthly Report.
- Monthly Invoice from Foothills Park & Recreation regarding use of Foothills' facilities by Roxborough Village Metropolitan District's residents in August 2023.
- A District account has been established on the local community Facebook forum.

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- Director Rubic stated that he received confirmation on Friday that the new website is ready to populate. The Operations Committee and SDMS will meet to begin populating the new website.
- SDMS did not have an update on of its determining what grants are available for wildfire mitigation and development of a Community Wildfire Protection Plan (CWPP).
- Update on Weather Trak. CDI has tested it and one of the 17 controllers is active. The subscription for the rest has lapsed. CDI recommends that the District not renew due to the size of the community.

### General Updates Regarding Ongoing Projects:

- Rampart Range Road median update. McBride Electric was out last week and checked the panel behind the sign; there was voltage and no breakers were tripped. They checked the GFCI receptacles, and they were working properly. They did not find any other electrical panels. They checked the low-voltage lights for the sign and they worked. SDMS has asked CDI to check it out as there is obviously some confusion.
- Update on Douglas County Drainage Work

### DIRECTOR MATTERS

Turf Replacement: There was no update at this time.

Signage/Committee: Earlier in the meeting the Board adopted a resolution establishing the Signage Committee.

Hiring Handyman: The RFP has been approved.

Rocky Mountain Sport Fields: The Board deferred discussion at this time.

Other: The Board discuss the Arrowhead Shores fence. It was noted that the Tree stump work is not done yet. They missed two things and they will be out to complete.

The Board discussed the Valvoline & Christian Brothers. It was noted that the roof needs to match the best as possible.

### OTHER MATTERS

The Board reviewed action items to be added to the spreadsheet.

### PUBLIC COMMENTS/HOM EOWNER

None.

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### REQUESTS

### ADJOURNMENT

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

Respectfully submitted,

By: \_\_\_\_\_  
Secretary for the Meeting



# RECORD OF PROCEEDINGS

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## MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE ROXBOROUGH VILLAGE METROPOLITAN DISTRICT HELD NOVEMBER 15, 2023

A Regular Meeting of the Board of Directors (referred to hereafter as the “Board”) of Roxborough Village Metropolitan District (the “District”) was convened on Wednesday, the 15th day of October, 2023 at 6:00 p.m. at the Roxborough Library, 8375 N. Rampart Range Rd, Littleton, CO 80125 and via Zoom. The meeting was open to the public.

### ATTENDANCE

#### Directors In Attendance Were:

Mark Rubic  
Debra Prysby  
Ephram Glass  
Travis Jensen

Following discussion, upon motion duly made by Director Prysby, seconded by Director Glass and, upon vote, unanimously carried, the absence of Director Hart was excused.

#### Also In Attendance Were:

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

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

Brenna Karamigos, Gemsbok

### CALL TO ORDER

At 6:00 p.m. the meeting was called to order.

### DISCLOSURE OF POTENTIAL CONFLICTS OF INTEREST

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

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### ADMINISTRATIVE MATTERS

**Agenda:** The Board reviewed the proposed Agenda for this Regular Meeting.

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

**2024 Budget Hearing:** The President opened the public hearing to consider the proposed 2024 Budget and discuss related issues.

It was noted that publication of Notice stating that the Board would consider adoption of the 2024 Budget and the date, time and place of the public hearing was made in a newspaper having general circulation within the District. No written objections were received prior to or at this public hearing. No public comments were received, and the President closed the public hearing.

Ms. Karamigos reviewed the estimated year-end 2023 revenues and expenditures and the proposed 2024 estimated revenues and expenditures.

Following discussion, the Board considered the adoption of Resolution No. 2023-11-01 to Adopt the 2024 Budget and Appropriate Sums of Money and to Set Mill Levies (for the General Fund at 12.087 mills, the Debt Service Fund at 0.000 mills, ARI mill at 0.000 mills and Temporary Mill Levy Reduction Refunds and abatements at 0.018 for a total of 12.105 mills) subject to bank approval. Upon motion duly made by Director Prysby, seconded by Director Jensen upon vote, unanimously carried, the Resolutions were adopted, as discussed, and execution of the Certification of Budget and Certification of Mill Levies was authorized, subject to receipt of final Certification of Assessed Valuation from the County on or before December 10, 2023. Ms. Karamigos was authorized to transmit the Certification of Mill Levies to the Board of County Commissioners of Douglas County and the Division of Local Government not later than December 15, 2023. Ms. Ripko was also authorized to transmit the Certification of Budget to the Division of Local Government not later than January 30, 2024. Copies of the adopted Resolutions are attached hereto and incorporated herein by this reference.

### PUBLIC COMMENTS

None.

### CONSENT AGENDA

The Board considered the following actions:

- SAVATREE expense/invoice # 13236838 in the amount of \$3,416.00.

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- SAVATREE Scope Change for estimate #1037036 for tree fertilization in the amount of \$12,770.
- Assignment Agreement for the 16-B HOA Monument Easement.
- Chatfield Farms 1A HOA amended Real Property Conveyance and Agency Agreement for Tracts G, H-1, II, and O on the north side of Waterton Rd.
- Approve Student Volunteer Community Services Waiver.
- Approve Broadband Consultant Services Waiver and Release.

Following discussion, upon motion duly made by Director Jensen, seconded by Director Prysby and, upon vote, carried with Directors Jensen, Prysby and Rubic voting “Yes” and Director Glass abstaining, the Board approved the Consent Agenda, as presented.

### **CONTRACTOR/ CONSULTANT REPORTS**

**Landscaping Updates:** The Board discussed landscaping updates from CDI Landscape, LLC.

**Patriot Pest Control Proposal:** The Board deferred discussion at this time.

**Engineering Updates:** The Board discussed the Engineering updates.

### **FINANCIAL MATTERS**

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

Fund	Period Ending October 31, 2023
Total Claims	\$91,891.80

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

**Unaudited Financial Report:** The Board reviewed the unaudited financial report for the period ending October 31, 2023.

Following discussion, upon motion duly made by Director Prysby, seconded by Director Glass, and upon vote unanimously carried, the Board accepted the unaudited financial report for the period ending October 31, 2023, as presented

### **LEGAL MATTERS**

**Update on the Maintenance Agreement with Chatfield Farms Estates/1A:** The Board discussed the update on the maintenance agreement with Chatfield Farms Estates/1A.

## RECORD OF PROCEEDINGS

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Following discussion, upon motion duly made by Director Rubic, seconded by Director Glass, and upon vote unanimously carried, the Board approved the maintenance agreement with Chatfield Farms Estates/1A.

**Update on District Property on East Side of Rampart Range Road:** The Board discussed the update on the District Property on East side of Rampart Range Road. It was noted that legal counsel is working on getting the issue addressed.

**Other:** The Board discussed the document retention policy for the District. It was noted that this will be done in the first quarter 2024.

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### **AGENDA PRIORITIES**

**Engineering ADA Accessibility Survey Proposal(s) for Community Park:** The Board reviewed the Engineering ADA Accessibility survey proposal(s) for Community Park.

Following discussion, upon motion duly made by Director Rubic, seconded by Director Prysby, and upon vote unanimously carried, the Board approved the Engineering ADA Accessibility survey proposal(s) for Community Park.

**Additional Repairs to Concrete Paths Proposal:** The Board reviewed the additional repairs to concrete paths proposal to path along Rampart Range Road that was damaged. It was noted that the District is waiting to see what the outcome with Xcel is.

**Softball Field Improvements Proposal(s):** The Board reviewed the softball field improvements proposal(s).

Following discussion, upon motion duly made by Director Glass, seconded by Director Prysby, and upon vote unanimously carried, the Board approved the softball field improvements proposal(s).

**Status and Compensation for HOA Maintenance Services:** The Board deferred discussion at this time.

**Airplane Park Playground Replacement:** The Board discussed the airplane park playground replacement. It was noted that Mr. Hunsaker has reached out to the contractor and is following up to set up a meeting on site; Director Glass will be included with that meeting.

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## RECORD OF PROCEEDINGS

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### OPERATION AND MAINTENANCE MATTERS

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

- Lists of current approved and requested community permits (Sports Field Use, Park Areas & Gazebo, Food Truck Vendors, etc.).
- SDMS Monthly Report.
- Monthly Invoice from Foothills Park & Recreation re: August 2023 Roxborough Village Resident Use.
- Update on securing a District account on the local community Facebook forum. It was noted that this has been completed and accepted to the Community Forum.
- Update on District's New Website. It was noted the website is up and in the process of getting it populated. Ms. Garcia is following the website 'tree' that the Board approved last week.

### **General Updates regarding ongoing projects:**

- Holiday Lights. It was noted that Mr. Hunsaker spoke with SavATree yesterday, they should have something to him by today/tomorrow. He emailed Holiday Decorations last week with the specifications that Director Glass wanted and will reach out again today.
- Chatfield Farms planter project. It was noted that the Agreements have been signed and the down payment submitted for payment. The payment is scheduled to be released via bill.com on November 20, 2023. SDMS has requested updates regarding scheduling.
- Community Park restroom repairs. It was noted that the Agreements have been signed and the down payment submitted for payment. The payment is scheduled to be released via bill.com on November 20, 2023. SDMS has requested updates regarding scheduling.

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### DIRECTOR MATTERS

**Capital Contributions for Chatfield Farms:** The Board discussed the capital contributions for Chatfield Farms.

**District Signage/Committee Update:** The Board discussed the District signage and committee update.

**Hiring Handyman:** The Board discussed the update on the handyman RFP.

**Farnsworth GIS Proposal:** The Board reviewed the Farnsworth GIS proposal. The Board deferred discussion at this time.

## RECORD OF PROCEEDINGS

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**Turkey Rock Road cleanup and Change Order #2 from Chavez Services, LLC:**

The Board reviewed the Turkey Rock Road cleanup and Change order #2 from Chavez Services, LLC.

Following discussion, upon motion duly made by Director Glass, seconded by Director Prysby, and upon vote unanimously carried, the Board approved the Turkey Rock Road cleanup and Change order #2 from Chavez Services, LLC.

**OTHER MATTERS**

\_\_\_\_\_ The Board reviewed action items and adding to the spreadsheet.  
\_\_\_\_\_

**PUBLIC  
COMMENTS/HOM  
EOWNER  
REQUESTS**

None.

**ADJOURNMENT**

There being no further business to come before the Board at this time, upon motion duly made by Director Prysby, seconded by Director Rubic, and upon vote, unanimously carried, the Regular Meeting was adjourned.

Respectfully submitted,

By: \_\_\_\_\_  
Secretary for the Meeting



A Subsidiary of Consolidated Divisions, Inc  
 7121 Julian Street, Westminster, CO 80030  
 Phone: 303-471-1522  
 Web: www.naturesworkforce.com

**INVOICE**

Number: 2011885

Date: 11/11/23

**Bill to:**

Roxborough Village Metro Dist  
 SDMS  
 141 Union Blvd Ste 150  
 Lakewood, CO 80228

**Job: 2022-0311**

Roxborough Village Maint  
 Roxborough Village  
 Littleton, CO 80125

Customer Code	Purchase Order No.	Salesperson	Terms
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SPEDIS01 Net due 15 days

Remarks: T&M November 5 through November 11

Quantity	Description	U/M	Unit Price	Extension
7.500	Landscape Foreman	HR	80.000	600.00

Subtotal:	600.00
Total:	600.00

11-07-23  
 Hammered edging down around Roxborough park.  
 Hammered 26 pieces of edging in.  
 3 pieces reinstalled.

Please remit payment to:  
 Consolidated Divisions, Inc.  
 5585 West Airport Road  
 Sedalia, CO 80135

**Consolidated Divisions, Inc.**

**5585 West Airport Road**

**Sedalia, CO 80135**



**Mission Communications, LLC**

3170 Reys Miller Rd  
Suite 190  
Norcross, GA 30071-5403  
Phone: 678-969-0021  
Fax: 678-969-0541

# INVOICE

Invoice Date  
**5/26/2023**  
Invoice Number  
**1076676**

**Bill To**

Roxborough Village Metropolitan District,  
Attn: Peggy Ripko  
141 Union Boulevard Suite 150  
Lakewood, CO 80228

**Ship To**

CUSTOMER PO		END USER			SHIPPING METHOD		DUE DATE	
Annual Service		Roxborough Village Metropolita					6/25/2023	
S.O. No.		SALES REP ID	TERRITORY		SHIP DATE		PAYMENT TERMS	
		CS W		5/26/2023		Net 30		
QTY	Item	Description	Serial No.	Unit Name	Svc. Start	Svc. End	Unit Price	Extension
1	SP110-12R	Service Package - M110 Series - 1 year, NON-SHIP, Renewal	17MIS21941	Roxborough Village	3/1/2023	2/29/2024	371.40	371.40

Please make checks payable to Mission Communications, LLC

For your convenience Mission accepts credit cards. Card payments less than \$3,000 received within (7) days of the invoice date may avoid the 3% credit card processing fee.

If you have any questions concerning this invoice please contact our Accounts Receivable team, 877-993-1911 option 5, ar@123mc.com

Subtotal	USD 371.40
Sales Tax (0.0%)	USD 0.00
<b>Payment Received</b>	USD 0.00
<b>Balance Due</b>	USD 371.40





Ecological Services, LLC

Conserving and restoring native species  
and landscapes for future generations

6560 Dover Street  
Arvada, CO 80004  
303-985-4849

## Invoice #3616

**Service:** Weed Management & Ecological Restoration

**Invoice Date:** 12/12/2023

**Date Due:** 1/12/2024

### Client:

Roxborough Village Metropolitan District

Attn.: *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

### Invoice Period:

Nov. 1 - Nov. 22, 2023

### Special Notes:

Conducting herbicide applications to control broadleaf weeds in various open space and reseeding various bare ground areas.

### Item

### Cost

	first appl.	second appl.	
<b>November Invoice - Roxborough Village</b>			
Post Emergent Weed Management- Roxb. Village	100%	100%	\$1,729.38
PE Weed Management- Chatfield Farms	100%	85%	\$0.00
PE Weed Management- Arrowhead Shores& Rampart Range Rd.	100%	85%	\$0.00
PE Weed Management- 7 Acre Reservoir	100%	85%	\$0.00
Ecological Restoration - Reseeding & Wood Strand Mulch			<u>\$2,353.28</u>
<b>Invoice Total</b>			<b>\$4,082.65</b>

Commercial applicators are licensed by the Colorado Dept. of Agriculture, License # 11380



**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.



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

<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> 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> - Roxborough Filing 16B	<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:**

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

**Payment Terms:**

Payment due 30 days from invoice.

<p><b>ACCEPTED:</b></p> <p>The above prices, specifications and conditions are satisfactory and are hereby accepted.</p> <p><b>Buyer:</b> _____</p> <p><b>Signature:</b> _____</p> <p><b>Date of Acceptance:</b> _____</p>	<p><b>CONFIRMED:</b></p> <p><b>Consolidated Divisions, Inc Db a CDI Environmental Contractors</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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**303-471-1522**  
**naturesworkforce.com**

<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

**Notes:**

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

**Payment Terms:**

Payment due 30 days from invoice.

<p><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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**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> Roxborough Village 1st	<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> 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>

**Notes:**

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

**Payment Terms:**

Payment due 30 days from invoice.

<p><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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**303-471-1522**  
**naturesworkforce.com**

<b>To:</b> SDMS	<b>Contact:</b> Peggy Ripko
<b>Address:</b> 141 Union Boulevard, Suite 150 Lakewood, CO 80228	<b>Phone:</b> 303-987-0835 <b>Fax:</b> 303-987-2032
<b>Project Name:</b> Roxborough Village - Install Water Meter	<b>Bid Number:</b>
<b>Project Location:</b> Littleton, CO	<b>Bid Date:</b> 1/3/2024
<b>Addendum #:</b> N/A	

Item Description	Estimated Quantity	Unit	Unit Price	Total Price
<b>Install 2" Water Meter</b> Roxborough Marketplace	1.00	LS	\$3,084.57	\$3,084.57
<b>Total Bid Price:</b>			<b><u>\$3,084.57</u></b>	

**Notes:**

- **This proposal will be subject to a change order for material price increases, if material market pricing escalates at the time of installation, from the date of proposal.**
- Acts of God are not covered under warranty for anything installed by CDI.
- **This proposal is good for 30 days following the date given on the proposal.**
- **Nature's Workforce**, a Consolidated Divisions, Inc. company.  
**An Equal Opportunity Employer**

**Payment Terms:**

Payment due 30 days from invoice.

<p><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> Cory France  303-501-5697 coryf@cdi-services.com</p>
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## AGREEMENT FOR LANDSCAPE MAINTENANCE SERVICES

This Agreement for Landscape Maintenance Services ("**Agreement**"), effective the 1<sup>st</sup> day of ~~January~~November, 2024~~2~~ ("**Effective Date**") is entered into by and between Roxborough Village Metropolitan District, a political subdivision of the State of Colorado ("**District**"), and Consolidated Divisions, Inc., a Colorado corporation d/b/a CDI Environmental Contractor ("**CDI**"). The District and CDI are referred to collectively as the "**Parties**" or individually as a "**Party**".

### ARTICLE I SERVICES AND COMPENSATION

#### Section 1.1 Services and Compensation:

(a) Services: The District retains CDI to perform, and CDI agrees to perform, maintenance, care and repair of certain landscaped areas described in the Scope of Services as the Standard Services attached as Attachment 1, including Exhibits A, B and C to Attachment 1, which are incorporated by reference and made a part of this Agreement (collectively, the "**Services**"). The aAdditional services set forth in Exhibit B, and such additional services that are beyond those set out in Attachment 1 (collectively, "Additional Services"), if requested, shall be provided only when authorized in writing by the District. To the extent any provision of this Agreement and Attachment 1 conflict, directly or indirectly, the provisions of this Agreement shall prevail.

(b) Attendance at Board Meetings and Reports to District Manager: CDI shall attend the regular meetings of the District's Board of Directors ("**Board**"). CDI shall submit a summary report of all activities for the prior month and anticipated activities for the coming month to the District Manager in a format determined by the Board. The summary report, and any proposed agenda items that CDI deems appropriate or necessary for inclusion for an upcoming Board meeting, shall be submitted to the District Manager in sufficient time to be included in the monthly Board packet prepared by the District Manager.

(c) Quality Assurance: CDI shall provide a schedule of all maintenance related activities planned during the Services period, with notations of season requirements. CDI shall submit with the maintenance schedule all product data for materials, such as fertilizers, pesticides, etc. In order to expedite minor but necessary work and repairs that are not a part of the base contract, CDI may be authorized to spend up to \$3,000 an agreed upon maximum amount of money per incident without prior authorization, unless otherwise directed in writing. All larger repairs or maintenance items shall be brought to the attention of the District Manager for review and may require Board approval.

(d) Commencement Date: CDI shall commence performance of the Services on the Effective Date and will thereafter continually and diligently perform the ~~Standard Landscape Services~~ and the Special-Additional Services requested by the District until this Agreement is terminated or expires, whichever occurs first.



(e) Communication: CDI will notify the District prior to performing each Service listed in Exhibit B with a scheduled date the Service will be performed, along with any pertinent information related to such Service. A checklist of the Services listed in Exhibit B shall be provided in CDI's monthly report showing what Services have been completed and what Services have yet to be rendered.

**Section 1.2 Compensation:** In consideration of CDI's satisfactory performance and completion of the Services, the District shall pay CDI the compensation described in Attachment 2, which is incorporated by reference and made a part of this Agreement. If there is a direct or indirect conflict between the itemization of services and/or times in Attachment 2 and the itemization of services and/or times in Attachment 1 (including Exhibits A, B, and C), Attachment 1 shall control; provided, however, as set forth in Section 1.1(a), above, if the itemization of services and/or times in question in Attachment 1 conflict, directly or indirectly, with any provision in this Agreement, this Agreement shall control.

### **Section 1.3 Payment:**

(a) Request for Payment: CDI shall submit to the District Manager, by the second Tuesday of the month, a standard pay request form setting forth the monthly scheduled payment in accordance with Attachment 2, and a report detailing the following ("***Request for Payment***"):

- (i) Services performed during the previous month, including but not limited to:
  - A. Locations;
  - B. Time and rate per hour of each employee or subcontractor (if applicable);
  - C. Quantities of materials used in the work performed (if applicable);
  - D. Reason for work performance;
  - E. Detail of problems encountered and corrective action taken or proposed to be taken;
  - F. Work Orders recommended to be performed in the future and the reason the work is recommended; and,
  - G. Services performed during the previous month pursuant to an approved Work Order with supporting documentation.
  
- (ii) Maintenance inspection report discussing (but not limited to) the following:
  - A. Safety conditions;
  - B. Appearance; and,
  - C. Follow up items for the preceding month.

Any failure to timely provide the foregoing Request for Payment, with all of the required information, may delay payment up to the next monthly Board meeting and may constitute a breach of this Agreement.

(b) Payment Procedure: The District will make payment to CDI for work satisfactorily completed within thirty (30) days after a Request for Payment is submitted by CDI. Late fees, penalties, and interest will not be charged against any disputed amount the District does not pay by the date owed. CDI has the right to stop work, and shall notify the District of such action, if

the District does not pay any undisputed portion, or all, of a Request for Payment in full within thirty (30) days of the District receiving the Request for Payment. If CDI stops work, it shall have no obligation to maintain, care for, or provide any Services to the landscape maintenance areas.

(c) Chatfield Farms: All Requests for Payment shall separately identify the cost of any Services performed within the Chatfield Farms areas shown on Attachment 1. Failure to provide separate costs for Chatfield Farms will not constitute a proper deficient Request for Payment described under the above Payment Procedure section and will delay payments and may constitute a breach of this Agreement.

(d) Special-Additional Services: If CDI is directed to perform any Special-Additional Services, CDI shall submit invoices for all Special-Additional Services to the District Manager within thirty (30) days of performing the work.

(e) Tax Exempt Status: The District is exempt from Colorado state and local sales and use taxes. CDI's invoices shall not include any sums for such taxes.

(f) Penalty for Failure to Complete Tasks/Projects or Provide Required Information by Deadlines Established in this Agreement: If CDI fails to complete a task/project or provide required information by the deadline(s) established in this Agreement, the District shall have the right to deduct \$100.00 from any amounts owed to CDI. Each failure to complete a task/project or provide required information is a separate infraction that will result in a \$100.00 deduction. The District may, in its discretion, waive an infraction if CDI provides documents and/or other information substantiation that there were extenuating circumstances that would justify such a waiver.

**Section 1.4 Set-Off:** In addition to any other rights the District has under this Agreement or in law or equity for indemnity or other reimbursement, recoupment, or payment by CDI, CDI agrees that the District is entitled to set-off any amounts it may owe CDI under this Agreement against such claims for indemnity or other reimbursement, recoupment, or payment.

**Section 1.5 Non-Appropriation:** The District's direct and indirect financial obligations under this Agreement are subject to annual appropriation by the Board. If the Board does not appropriate funds beyond the current calendar year, this Agreement shall automatically terminate with no further obligation whatsoever to CDI.

## ARTICLE II TERM AND TERMINATION

**Section 2.1 Term:** The term of this Agreement shall begin on the Effective Date and shall continue through December 31, 202~~4~~<sup>3</sup> ("**Term**"). This Agreement may be terminated in accordance with Section 2.2, below, or as elsewhere provided in this Agreement.

**Section 2.2 Termination:**

(a) Termination by CDI: CDI may terminate this Agreement: (i) if the District fails to pay an undisputed amount owed within fifteen (15) work days of receiving CDI's written notice that the undisputed amount has not been paid; or, (ii) upon thirty (30) work days prior written notice to the District for any other reason.

(b) Termination by the District: The District may terminate this Agreement: (i) upon fifteen (15) work days written notice to CDI that it has breached this Agreement, if CDI fails to cure, or take substantial steps to cure, such breach within the fifteen (15) day period; or, (ii) upon thirty (30) work days prior written notice to CDI for any other reason.

(c) Effect of Termination: In the event of termination, the District will pay CDI for the prorated portion of the Services satisfactorily performed to the date of termination, subject to the District's right of set-off pursuant to Section 1.4 above and the District's right of non-appropriation pursuant to Section 1.5 above.

### **ARTICLE III GENERAL SERVICES PROVISIONS**

**Section 3.1 Professional Standards:** CDI will perform the Services and any authorized Additional Services in accordance with the generally accepted standards of care, skill, diligence, and professional competence applicable to contractors engaged in providing similar services at the time and place that CDI's Services or Additional Services are rendered. Except as otherwise expressly stated herein, CDI shall, at its cost, be solely responsible for repairing any damage caused by CDI or one or more of the CDI Parties (defined below).

**Section 3.2 Compliance with Applicable Law:** CDI will, at its own expense, comply with all federal, state, and local laws, statutes, ordinances, rules, codes, regulation, requirements, guidelines, court rulings and orders of all governmental authorities applicable to this Agreement and the Services or authorized Additional Services performed by CDI, including but not limited to, employee safety (collectively "*Applicable Law*").

**Section 3.3 Personnel:** CDI represents that all of its employees and the CDI Parties (defined below) have received the information, instructions, and training required to provide the Services and any authorized Additional Services, including training to prevent harm to such personnel, residents, and members of the public who may be in the vicinity.

**Section 3.4 Licenses:** CDI and all of its employees and CDI Parties (defined below) performing work that requires licensing shall be licensed to the extent required by all Applicable Law and will, at CDI's cost, maintain such licensing throughout the period this Agreement is in effect. Such licenses include any requirements set forth by the State of Colorado and the Environmental Protection Agency.

**Section 3.5 Mechanics' and Materialmen's Liens; Verified Statement of Claim:** CDI shall make timely payments to CDI's employees, CDI Parties (defined below), vendors, and/or suppliers. As a political subdivision of the State, the District's property is not subject to liens; however, property the District manages may be subject to certain liens, and CDI shall be responsible for satisfaction of any liens and encumbrances that are filed or asserted against the District and/or such property that arise from or are the result of the Services or authorized Additional Services CDI performs. In addition, CDI shall promptly resolve any verified statement of claim filed with the District by a subcontractor, vendor, or supplier claiming CDI has failed to pay amounts due for services, labor or materials provided to CDI in the performance of its Services or authorized Additional Services.

**Section 3.6 Hours of Operation – Power Equipment:** CDI shall not use power equipment within one hundred (100) yards of any residence prior to 7:00 a.m. during the week (Monday through Friday) or prior to 8:00 a.m. on weekends (Saturday and Sunday) or on State observed holidays.

**Section 3.7 Operation of Motorized Vehicles or Equipment:** The operation of vehicles and equipment on or through parks and open space owned or maintained by the District is restricted to vehicles or equipment that is required for CDI to perform Services or authorized Additional Services for the District. Other than mowing equipment, vehicles shall use paved surfaces as much as practicable. Except for emergencies, vehicles and equipment shall not be on unpaved surfaces when the ground is soggy. If CDI requires vehicles to drive off paved surfaces, CDI must receive special permission in writing from the District. CDI's vehicles and motorized equipment shall at all times yield to pedestrians and cyclists in parks and open space.

**Section 3.8 Mowing Equipment:** To prevent the spread of diseases, pests, and weeds, all mowing equipment shall be cleaned, including the underside of the mowing deck, prior to use within the District.

**Section 3.9 CDI Water:** All water required for application of fertilizers, weed control products, and any other products requiring water for application to the property shall be provided at no cost to CDI. The District Manager will designate the location(s) at which CDI may obtain water.

#### ARTICLE IV INDEMNIFICATION AND CONFIDENTIALITY

**Section 4.1 Indemnification:** CDI shall indemnify and defend the District and its directors, officers, and agents (collectively, the “*District Parties*”) against all claims, damages, and liability arising out of any intentional, reckless, grossly negligent, or negligent act or omission by CDI or its employees, subcontractors, agents, or any other individual or entity that provides labor, equipment, supplies, materials or other services on behalf of CDI (collectively, the “*CDI Parties*”) that arise from or in any manner relate to CDI's or the CDI Parties' performance of the Services, or authorized Additional Services or from the violation of, or failure of CDI or any of the CDI Parties to comply with, any Applicable Law. The District shall have the right to select legal counsel to represent it, notwithstanding CDI's obligation to pay the reasonable attorneys' fees, costs, and expenses of the District's legal counsel.

**Section 4.2 Communications and Confidentiality:** CDI will hold the information supplied by the District in confidence and will not disclose it to any other person or entity, unless (a) the District authorizes it to do so; (b) it is published or released by the District; (c) it becomes publicly known or available other than through disclosure by CDI; or, (d) disclosure is required by Applicable Law. This confidentiality provision does not prohibit CDI from disclosing District information to one or more of the CDI Parties if necessary to provide the Services or authorized Additional Services. Any of the CDI Parties shall be subject to the same restrictions on the use and disclosure of District information as apply to CDI.

**ARTICLE V  
CDI'S INSURANCE**

**Section 5.1 Coverages:** CDI will, at its sole cost and expense, maintain in effect at all times during the Term, the following insurance coverages with limits of not less than those set forth below. CDI further agrees to maintain and supply documentation of any additional public liability or property damage insurance that may be required by the State of Colorado during the Term.

(a) Employee Insurance:

<b>Coverage</b>	<b>Minimum Amounts and Limits</b>
Worker's Compensation	\$500,000 (or as required by Colorado law)
Employer's Liability	\$1,000,000 (or as required by Colorado law)

This policy will include a waiver of subrogation in favor of the District Parties.

(b) Liability Insurance:

<b>Coverage</b>	<b>Minimum Amounts and Limits</b>
General Liability	\$1,000,000 combined single limits per occurrence with respect to each location (Occurrence Basis)

This policy will contain an endorsement including the District Parties as "additional insureds". It also will contain cross-liability and severability of interest endorsements, a waiver of subrogation in favor of the District Parties, and an aggregate per location endorsement.

(c) Vehicle Insurance:

<b>Coverage</b>	<b>Minimum Amounts and Limits</b>
Business Vehicle Liability	\$1,000,000 combined single limits per occurrence (Occurrence Basis) with respect to each location.

This policy will be a standard form written to cover all owned, hired and non-owned vehicles owned or operated by CDI or one or more of the CDI Parties. This policy will contain an endorsement including the District Parties as “additional insureds”. It also will contain a waiver of subrogation in favor of the District Parties, and an aggregate per location endorsement.

(d) Umbrella Liability Insurance:

Coverage	Minimum Amounts and Limits
Bodily Injury/Property Damage	\$5,000,000 per occurrence (Occurrence Basis) \$5,000,000 aggregate

This policy will be written on an umbrella basis above the liability and vehicle insurance coverages described above. This policy will contain an endorsement including the District Parties as “additional insureds”. It also will contain subrogation in favor of the District Parties.

**Section 5.2 Policies:** All policies will be issued by carriers having ratings of Best’s Insurance Guide A/VIII and/or Standard & Poor Insurance Solvency Review A-, or better, and admitted to engage in the business of insurance in the State of Colorado. All policies must be endorsed to be primary, with the policies of all District Parties being ~~excess, secondary and non-contributing~~ contributory. All policies shall contain a provision that states that they cannot be canceled, non-renewed or materially modified without 30 days prior written notice by insurance carrier(s) to the District Manager.

**Section 5.3 Evidence of Coverage:** Evidence of the insurance coverage required to be maintained by CDI under this Article V, represented by certificates of insurance or endorsements, as applicable, issued by the insurance carrier(s), must specify the additional insured status as well as the waivers of subrogation. Such certificates of insurance or endorsements shall state the amounts of all deductibles and self-insured retentions and that the District Manager will be notified in writing thirty (30) days prior to cancellation, material change or non-renewal of insurance. Upon request, CDI will provide to the District Manager a certified copy of any or all insurance policies or endorsements required by this Agreement. CDI shall provide the District Manager with copies of the certificates and/or endorsements evidencing that the District has been added as an additional insured under the various insurance policies which CDI is required to carry.

## ARTICLE VI MISCELLANEOUS

**Section 6.1 Independent Contractor:** CDI's status shall at all times be that of an independent contractor. Under no circumstances shall CDI or its personnel be considered a District employee. CDI will provide and have complete control over all materials, equipment, and labor CDI deems necessary to perform the Services and authorized Additional Services. Except as necessary to ensure the Services and authorized Additional Services are performed in accordance with the



District's requirements and expectations, the District will have no control or supervision over the hours CDI's personnel work or the manner in which CDI performs the Services or authorized Additional Services. The District's only concern is with the results of CDI's Services and authorized Additional Services. The District has the right to reject any work that does not meet the District's standards. CDI will not be paid for any costs CDI incurs, or time CDI spends, correcting substandard work.

CDI UNDERSTANDS AND AGREES: (A) CDI AND ITS EMPLOYEES ARE NOT ENTITLED TO WORKERS' COMPENSATION OR UNEMPLOYMENT COMPENSATION INSURANCE BENEFITS, UNLESS WORKERS' COMPENSATION OR UNEMPLOYMENT COMPENSATION COVERAGE IS PROVIDED BY CDI OR SOME ENTITY OTHER THAN THE DISTRICT; AND (B) CDI IS OBLIGATED TO PAY FEDERAL, STATE, AND LOCAL INCOME TAX ON ANY MONEYS PAID PURSUANT TO THIS AGREEMENT. THE DISTRICT WILL NOT MAKE FEDERAL, STATE, AND LOCAL WITHHOLDINGS AND WILL NOT PROVIDE WORKERS' COMPENSATION OR UNEMPLOYMENT COMPENSATION INSURANCE.

CDI certifies that 84-1298847 (must be inserted by CDI) is CDI's correct Federal Taxpayer Identification Number. By signing this Agreement, CDI certifies that it assumes full responsibility for the payment of all contributions, payroll taxes, income taxes, withholdings, and backup withholdings or assessments under federal, state, and local law. The District will only provide CDI with, and will file, an IRS Form 1099 in compliance with federal, state, and local law.

**Section 6.2 Notice:** Any notice required or permitted under this Agreement shall be in writing and hand-delivered or sent by certified/registered mail, return receipt requested, to the address below, or at another address previously furnished in writing to the other Party pursuant to this Section. A notice sent by certified/registered mail is deemed given when received, or 3 business days after the date sent, if not accepted by the Party to whom it was sent, whichever is earlier.

Roxborough Village Metropolitan District  
Attn: Peggy Ripko, District Manager  
Special District Management Services, Inc.  
141 Union Boulevard, Suite 150  
Lakewood, CO 80228-1898

CDI Environmental Contractor  
Attn: Zacc Wair  
5585 Airport Rd  
Sedalia, CO 80135

**Section 6.3 Governmental Immunity:** This Agreement is not intended, and shall not be construed, as a waiver of the limitations on damages or any of the privileges, immunities, benefits, or defenses provided to, or enjoyed by, the District and its current or past directors, officers and agents under federal or state law, including but not limited to, the Colorado Governmental Immunity Act, C.R.S. § 24-10-101, *et seq.*

**Section 6.4 Governing Law; Jurisdiction and Venue; Attorneys' Fees:** This Agreement shall be governed, construed, and enforced in accordance with the laws of the State of Colorado. Jurisdiction and venue for any civil action shall lie exclusively in the District Court for Douglas County. Prior to either Party commencing a civil action, the Parties shall participate in non-

binding mediation through the American Arbitration Association in Denver, Colorado. If the Parties are unable to resolve their dispute within forty-five (45) days of a Party notifying the other Party in writing of its request for mediation, either Party may commence a civil action. In any civil action arising from or relating to this Agreement, ~~and/or the Services,~~ and/or Additional Services, the prevailing Party shall be awarded its reasonable attorneys' fees, costs and expenses, including its reasonable attorneys' fees, costs and expenses incurred in collecting or executing upon any judgment, order or award.

**Section 6.5 Additional Provisions:** This Agreement is the entire agreement between the Parties as to the subject matter herein, and there are no oral or collateral agreements or understandings. This Agreement may only be amended by a document signed by the Parties. Course of dealing, no matter how long it may continue, shall not constitute an amendment to this Agreement. If any provision is held invalid or unenforceable, all other provisions shall continue in full force and effect. Waiver of a breach of this Agreement shall not operate or be construed as a waiver of any subsequent breach of this Agreement. This Agreement is not assignable. This Agreement is not intended to, and shall not, confer rights on any person or entity not named as a Party to this Agreement.

IN WITNESS WHEREOF, the Parties have signed this Agreement.

ROXBOROUGH VILLAGE METROPOLITAN DISTRICT, a political subdivision of the State of Colorado

CONSOLIDATED DIVISIONS, INC., a Colorado Corporation d/b/a CDI Environmental Contractor

By: \_\_\_\_\_  
Mark Rubic~~tt~~<sup>hew</sup> Hart, Board President

By: \_\_\_\_\_  
Name Title

Date: \_\_\_\_\_

Date: \_\_\_\_\_



# ATTACHMENT 1 SCOPE OF SERVICES

CDI shall provide the landscape services set forth in this Scope of Services within the landscaped areas shown on Exhibit A to this Attachment 1. Special landscape services are described in Article III, below. If there is a conflict between the Standard Landscaping Services (Article II) and/or the Special Landscaping Services (Article III) and CDI's General Representations (Article I), the Standard Landscaping Services and/or the Special Landscaping Services, as applicable, shall control.

## ARTICLE I CDI's GENERAL REPRESENTATIONS



## Maintenance - Quality Plan

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**Property Name: Roxborough Village Metro District**  
**Focus Area: *Maintenance***

### 1. Maintenance QUALITY PLAN PURPOSE

Roxborough Village Metro District is classified by CDI as a HIGH PRIORITY site.

Attention to Detail – You expressed your need to have the association look aesthetically pleasing and maintained throughout the season at a high standard. We understand that Roxborough Village is a premier community, and the landscaping needs to reflect that image. Lack of focus in highly visible areas shows an unkempt look and can reflect negatively upon the association. In order to provide thoroughness and quality in all aspects of our service, CDI plans for such detailing of a property that is often overlooked due to lack of proper planning and adequate/trained resources. Our approach will be to have the same crew performing the work week after week throughout the season; providing you familiarity with the crew and ensuring timeliness and consistent quality of work completed. This planning includes utilizing proven tools for mapping out and allocating time and manpower for these activities to be completed as scheduled. Weekly quality assurance programs will ensure the community is maintained consistently. .

### 2. QUALITY MANAGEMENT METHOD

#### 2.1 Quality Standards

A leading cause of frustrations with landscape maintenance is when a contractor does not provide consistent services in a timely manner. When your time is spent "babysitting" your contractor, you are taken away from other more important responsibilities. In this proposal, we have provided a tailored Landscape Plan for Roxborough Village which outlines the services to be provided and the frequency of when these services are scheduled to be performed. This information provided in the Landscape Plan sets the expectations and allows you to communicate from a position of knowledge when corresponding with the Board and/or when you receive calls from homeowners.

#### 2.2 Quality Equipment

Qualified as a HIGH PRIORITY account, Roxborough Village will be assigned all CDI-owned equipment. As needs change and we become accustomed to the property we can adjust as necessary as well.

### **2.3 Account Manager Responsibilities**

Proactive communication is important and something you expect from your contractor. "Doing what you say, when you say you are going to do it", is simply following through on commitments. It shouldn't be your responsibility to bring issues/concerns to the attention of the landscape maintenance provider. With CDI, you will have multiple sets of eyes, at various times each week, watching over the property to identify and anticipate concerns and potential problems. Your dedicated Account Manager and single point of contact will ensure that you receive focused, proactive, and solution-driven communication pertaining to changing conditions of the campus. Whether it be conducting site walks and/or providing status reports, we will work with you to develop the most appropriate communication method(s) to convey pertinent information on what has/has not/will be transpiring on the property.

## ARTICLE II STANDARD LANDSCAPING SERVICES

**Section 1 Standard Landscape Services:** The frequency and/or number of times per year that CDI is to provide the Standard Landscape Services are set forth in Exhibit B. A map depicting the areas to provide the Standard Landscape Services is shown in Exhibit C (the “*Landscape Maintenance Map*”).

(a) Irrigated Turf: Turf care consists of mowing, irrigation, fertilization, and herbicide application to maintain healthy turf at all times.

(b) Mowing of Irrigated Turf Areas: Irrigated turf areas shall be mowed as necessary to maintain a turf height of approximately  $2\frac{3}{4}$  -  $3\frac{3}{4}$  inches during the growing season. Mowing equipment and patterns shall be employed to permit recycling of clippings where possible. Excess clippings shall be removed from sidewalks and drives. Blades on all equipment shall be sharp to prevent tearing of the grass blades. Drought conditions may necessitate less frequent mowing. All clippings shall be collected and disposed of properly and/or blown from sidewalks in irrigated turf areas to maintain a well-groomed appearance. Mowing shall not be performed when the ground is soggy to avoid compaction, rutting, and removal of the grass.

(c) Trimming: All irrigated turf areas shall be trimmed after each mowing to provide a well-groomed appearance. This shall include all fence lines and vertical elements.

(d) Edging: During the mowing season, edging shall be performed along all sidewalks, walkways, drainage ways, streets, curbs and planting beds to maintain a well-groomed appearance. Such edging shall be performed at least bi-weekly in irrigated turf areas during the mowing season. Should more frequent edging be required to maintain a well-groomed appearance, CDI shall provide a written proposal for such additional edging to the District Manager. All clippings shall be collected and disposed of properly and/or blown from sidewalks to maintain a well-groomed appearance.

(e) Fertilization: Irrigated turf areas shall be fertilized with a high quality, well-balanced fertilizer three (3) times each season. Only non-phosphorus fertilizer shall be used. The first application shall consist of  $\frac{1}{2}$  pound of nitrogen per 1,000 square feet, at least 40% of which shall be slow-release nitrogen. This first application shall contain a pre-emergent herbicide to control annual grassy weeds. Each subsequent application shall be 1 pound of nitrogen per 1,000 square feet, at least 40% of which shall be slow-release nitrogen and shall also contain at least 1% iron. All fertilizer shall be blown into turf areas from sidewalks to minimize staining; fertilizer shall not be blown into streets or gutters. Both the first and third fertilization shall occur as specified under the aeration section with the second occurring at some midpoint between the first and third application.

(f) Integrated Pest Management: If requested, CDI shall assist the District to develop policies to apply the principles of Integrated Pest Management (IPM). This includes information on modifications and additions to the prevention strategy and schedule of regular cleaning and maintenance; regular monitoring to detect problems early; choosing the most effective options with the least risk to people and the environment; using biological methods that will result in

long-term solutions; and minimizing the use of pesticides and insecticides. CDI shall attempt to alert the District of all effective alternatives to chemical applications available.

(g) Weed Control: CDI shall spray all irrigated turf with a broad-spectrum broadleaf herbicide three (3) times per season with follow-up spot application as required. Prior to such application, CDI shall submit the proposed herbicide to the District for approval. Application of pre-emergent herbicide shall be completed before May 1 of each year; second and third applications of pre-emergent or application of post-emergent control of broadleaf weeds shall occur late June to first week of July and again late August to first week of September of each year. CDI shall perform manual removal of weeds on a weekly basis as needed.

(h) Aeration: CDI shall aerate all irrigated turf areas to open the turf for fertilizer, air, and water two (2) times each year. The first aeration shall be completed before the first fertilization and shall be done within one (1) week of the irrigation system being turned on in the spring. The second aeration shall occur at a minimum, two (2) weeks prior to the irrigation system being shut down for the year. Irrigated turf areas will be watered thoroughly prior to aeration and fertilized immediately thereafter with an appropriate fertilizer, as specified in the Fertilization section. CDI shall use only a closed coring tine. Prior to aeration, CDI shall flag all sprinkler heads and valve boxes to minimize damage. At its own expense, CDI shall replace any sprinkler heads and valve box covers damaged by the aerators. Plugs shall be left on irrigated turf areas to assist in breaking down thatch.

(i) Leaf Removal: In irrigated turf areas, CDI will collect and remove large accumulations of leaves during the month of November or after 90% leaf drop. Timing of collection and removal shall be weather dependent.

(j) Unusual Conditions: Whenever CDI observes any condition which CDI believes may be detrimental to healthy turf growth, such conditions shall be immediately reported to the District Manager along with a recommended corrective action.

**Section 2 Non-Irrigated Turf and Native Grass Care:** All mowing of non-irrigated turf and native grasses shall be coordinated with the District's herbicide contractor.

(a) Trails Through Non-Irrigated Turf and Native Grass Areas: Non-irrigated turf and native grass areas on either side of trails and sidewalks shall be mowed to a width of four feet (4'). These mowing ~~areas~~strips are defined as beauty-bands and are depicted in Exhibit C. The beauty-bands shall be mowed to four inches (4") when any of the majority of grasses or vegetation in the bands have exceeded seven inches (7"). All clippings shall be collected and disposed of properly and/or blown from trails and sidewalks to maintain a well-groomed appearance.

(b) Fence Lines: All fence lines depicted in Exhibit C shall be mowed to a width of eight feet (8') and trimmed for wildfire mitigation purposes. Fence lines shall be mowed to a height of four inches (4") when the grasses exceed seven inches (7")~~have started drying out after the spring growing season. Additional mowing shall be performed whenever grasses exceed over seven inches (7") in height have started to dry out.~~ If the distance from a fence line to a path or to

a road is under twenty feet (20'), the fence line mowing should be widened to meet the mowed beauty-band to avoid leaving narrow strips of tall grass.

(c) Mowing of Non-Irrigated Turf and Native Grass Areas: Non-irrigated turf and native grass areas, as identified in Exhibit C, shall be mowed once per year, or as necessary at the discretion of the Board. The annual mowing shall occur in late winter or early spring except for (i) the sledding hill which shall be mowed once in late summer or early fall before any snowfall and for (ii) the east side of the upper parking lot, which shall be mowed based on the same criteria and frequency as beauty-bands. Mowing shall not be performed when the ground is soggy to avoid compaction, rutting, and removal of the grass. Only native areas designated in the maintenance plan map shall be mowed; not all native areas throughout the District will be mowed. All clippings shall be collected and disposed of properly and/or blown from sidewalks to maintain a well-groomed appearance.

**Section 3 Tree and Shrub Care in Landscaped Areas**: CDI shall familiarize themselves with the numbers, locations, and types of trees and shrubs within the District. Tree and shrub care shall maintain and promote healthy growing conditions and shall include pruning, wound repair, fertilization, insect control, disease control, and other maintenance measures as necessary. The maximum overall tree/shrub height for pruning and removal shall be ten feet (10') or  $\frac{1}{3}$  the height of the tree/shrub, whichever is less. Trees in native areas are not maintained; however, some trees in non-irrigated, landscaped areas are maintained.

(a) Pruning and/or Removal of Trees: CDI shall not prune or remove trees unless directed to do so by the District. Any such pruning of trees or removal of any trees shall be an Special-Additional Service to be approved by the Board or District Manager.

(b) Pruning Shrubs: The objective of shrub pruning is to promote healthy plants and a pleasing appearance and to remove any growth into sidewalk areas. Shrubs shall be maintained as prescribed by the best practices for the species. Shrubs will be thinned as necessary to retain dense foliage, quality flowers, and a healthy natural appearance. Shrubs in non-irrigated and native areas are not maintained.

(c) Dead Plant Materials and Replacement of Plants: All dead plant materials shall be removed and properly disposed off-site within one (1) week of determination of death. CDI shall immediately provide a quote to the District Manager to replace such plants.

(d) Wrapping: CDI shall not wrap trees or shrubs unless directed to do so by the District. Any such wrapping of trees or shrubs shall be an Special-Additional Service to be approved by the Board or District Manager.

(e) Watering: During periods of dry weather, newly planted trees shall be hand watered weekly when the irrigation system is shut off or where no irrigation exists. This watering shall continue for new trees until they have been in the ground for two years and/or until they have an established root system.

**Section 4 Mulch and Mulch Beds:** Organic mulches, including wood and bark chips shall be utilized in non-turf flower bed areas.

(a) Protective Rings: All trees and shrub beds shall be protected from maintenance equipment by use of a mulch bed and/or other protection, as approved by the Board. CDI shall correct any protective rings that are misapplied or in disrepair. Wood mulch shall not be applied against tree bark and ~~should~~ shall dip to meet the base of the tree.

(b) Application: Certified weed-free shredded wood mulch shall be reapplied each season after the first herbicide application, if applicable. This shall include all tree protection rings, shrub beds, ground covers, and annual and perennial beds.

(c) Maintenance: All mulched areas shall be edged or re-edged prior to application of mulch to provide natural containment.

**Section 5 Ground Cover, Flower Beds and Rock Beds:** The appearance and health of ground cover, flower beds, and rock beds shall be maintained by adhering to the following practices:

(a) Weed Control: Weeds in rock beds shall be controlled by use of a pre-emergent herbicide or selective systemic herbicide. The manufacturer and formulation of herbicides will be coordinated with the District before use. Weeds shall be hoed as little as possible to minimize damage to plant root systems.

(b) Mow Strips/Landscape Edging: Landscape edging, including metal edging, Mmow strips, and any other materials, shall be kept in good repair and appearance and replaced if necessary. Any safety hazards should be immediately corrected. Edging shall be kept at an appropriate depth to ensure mulch stays in the landscaped area and grass cannot spread to the landscaped area via underground rhizomes. Edging that has tilted, particularly to the point of impacting sprinkler heads, shall be straightened. All time and labor for this service are included in the contract price. The contract price includes replacement of one hundred (100) linear feet of metal edging to be replaced monthly. Only deteriorated or irreparable edging shall be replaced. These replacements must be specifically invoiced including date, time expended, and locations serviced for record purposes. If any of the hundred (100) linear feet per month remain unused at the end of the month, CDI will credit the District any remaining linear footage on subsequent work orders submitted for metal edging replacements. The District shall receive the benefit of all one hundred (100) linear feet per month whether or not such benefit is realized within the month of service, within prior months, or within subsequent months, for a total of 1,200 linear feet per year. If all deteriorated and irreparable metal edging has been replaced, CDI shall cease metal edging replacement work and credit the remaining linear footage to the District at the unit price listed in Attachment 2.

(c) Flower Care: Pinch back dead blooms as required and hand weed weekly or as needed to maintain beds in a weed-free condition.

(d) Spring Clean-up: Flower beds and landscaped areas ~~should~~ shall be cleaned up in the spring, including but not limited to, cutting back perennial grasses and removing accumulated



leaves and branches.

(e) Fall Clean-up: Flower beds and landscaped areas ~~should~~shall be cleaned up in the fall, including but not limited to, cutting back perennial flowers and removing accumulated leaves and branches.

(f) Rock Beds: Rocks that have spilled out of rock beds should be moved back into the rock beds. Exposed irrigation lines shall be reburied under the rock for a clean appearance. CDI shall inform the District if additional rock is required in rock beds and shall provide a time and materials cost for adding the additional rock.

**Section 6 Natural Areas:** Non-irrigated natural areas such as Little Willow Creek and the Dakota Hogback shall only be mowed as specified in the Landscape Maintenance Map or at the direction of the Board. Any mowing shall be coordinated with the District's herbicide contractor.

(a) Weed Control: Herbicide spraying in non-irrigated, natural areas is performed under separate contract and is not a service covered hereunder.

**Section 7 Irrigation System Operation and Maintenance:** CDI will provide one (1) on-site Maintenance Technician on the Property to monitor and check the irrigation system, as well as make all repairs for twenty (20) hours a week for twenty-eight (28) weeks beginning April 1 of the calendar year. The Maintenance Technician's main duty will be to check the operation of each sprinkler zone on a weekly basis, to verify that all control valves and heads are functioning properly and that there are no leaks or other conditions, which may require repair, to make adjustments, and clean nozzles. All controller enclosures shall be opened and visually inspected. The Maintenance Technician also is responsible for making all repairs and control system adjustments.

The contract price includes all twenty (20) hours of weekly maintenance services. CDI agrees that the irrigation hours provided by CDI, up to eighty (80) hours per month, will be applied by CDI to any irrigation work performed for the District. These hours must be specifically invoiced including date, time expended, and -locations serviced for record purposes, and any repair work is required to be invoiced along with photographs of the irrigation break and of the fixed repair work. Once all irrigation hours have been applied, additional irrigation hours shall be billed at agreed upon labor rates and submitted to the District for approval in accordance with the terms of the Agreement. If any of the eighty (80) hours per month remain unused at the end of the month, CDI will credit the District any remaining hours on subsequent work orders submitted for irrigation services or to prior irrigation invoices at Maintenance Technician rates. The District shall receive the benefit of all eighty (80) hours per month whether or not such benefit is realized within the month of service, within prior months, or within subsequent months, for a total of 560 hours per year.

Damage to heads caused by mowing operations shall be repaired at CDI's expense. CDI shall maintain all appropriate keys, locks, system log-ins and passwords, and any other security, access, or operational procedures, measures, or devices and shall ensure that copies and

information concerning all such procedures, measures, and devices are provided to the District with all appropriate updates, changes, or alterations.

Operation and maintenance of the irrigation system shall include the following:

(a) Activation of Irrigation System: Each spring, on a date to be determined by CDI in consultation with the Board and notice thereto, the irrigation system shall be activated. CDI shall immediately notify the District of any system damages which have resulted from improper shutdown the previous fall. Any such damages that were the result of CDI's actions shall be repaired immediately at the expense of CDI. Any such damage that was the result of a prior provider's improper shutdown or system damages caused by actions other than the system shutdown will be brought to the immediate attention of the District with details, including photographs, of such cause and/or extent of such damages, with an itemized estimate for any such repair. Any repair or initiation of such work will require prior Board approval. CDI shall at all times exercise its best efforts to operate the irrigation system in a manner that protects all components and equipment of such system and to conserve water resources.

(b) Inspection: Inspection and adjustment of the system will be performed with particular attention paid to irregular water distribution patterns. Control enclosures will be opened and visually inspected between start-up and winterization to ensure water is being distributed as intended.

(c) Sprinkler Heads: Plugged sprinkler heads shall be cleaned and pattern adjustments made as necessary to ensure that water is being distributed to only the intended vegetated areas.

(d) Sprinkler Clock Timing: CDI shall program the sprinkler controls to optimize the application of water for each individual zone while controlling system pressure to minimize the possibility of irrigation line breaks. CDI shall program sprinkler controls to water on the specific days, times, and frequencies directed and approved by the Board. If CDI recommends a deviation from the specified days, times, and frequencies, such recommendations must be approved by the Board or District Manager prior to programming the changes. Adjustments to the amounts of watering shall be performed as needed throughout the watering season to adjust for precipitation and fluctuations in the evapo-transpiration rate.

(e) Drip Irrigation System: CDI shall walk through all planting beds watered with drip irrigation and check for visible signs of plant stress. If stressed plant material is located, CDI shall inspect for proper system operation and repair as necessary. CDI shall report any non-functional drip irrigation system component and submit recommendations and estimates on necessary repairs along with photos related to the same, for approval by the Board.

(f) System Repairs - Non-System Activation Related: CDI shall be responsible for repairs of all sprinkler system damage that are the result of CDI's operations. The District shall be notified immediately of any such damage and CDI shall undertake to immediately repair or correct such damage. Minor irrigation system repairs and adjustments that are not caused by CDI, such as nozzle replacement and ~~5~~-head alignment, and clock adjustment shall be performed as part of the basic services and the District shall be billed for materials only. The need for major



irrigation system repairs which are not caused by CDI shall be approved by the District and billed on a time and material basis. Such work may include clearing of plugged lines, relocation of the system, system additions, locating valves, and clock or electrical work. Prior to the initiation of such work, written approval must be obtained from the District. CDI shall be responsible for all costs of repairs that fail within a month of the original repair. All repairs shall be invoiced along with photographs of the irrigation breaks and of the fixed repair work, itemization of the materials, including manufacturer and model numbers, GPS location, and the date of the repair. The aforementioned repair information also shall be conveyed to the District Engineer, or other designee, for as-built recording.

(g) Backflow Inspection: CDI shall inspect and certify backflow prevention devices annually. CDI shall file all certification forms as required and provide copies to the District Manager.

(h) Winterization of Irrigation Sprinkler Systems: ~~Winterization of the irrigation systems shall be completed by CDI in the fall when temperatures drop before the first hard freeze. The typical time for winterization is in October, however CDI must winterize the irrigation systems before the first hard freeze. Winterization activities should shall not extend into the month of November without prior Board approval. When deemed appropriate by CDI, and in consultation with the District, the sprinkler system shall be winterized.~~ Winterization shall include voiding all lines of water using compressed air or other methods approved by the District. CDI also shall perform other tasks as necessary to winterize controllers and other system components.

(i) Locates: ~~The District Board shall designate the individual or entity that shall be responsible for the UNCC locate services for the District, which designation the Board may change at any time in its discretion. The District shall notify CDI of any change in the UNCC locate services provider. If the District's UNCC locate services provider requires the irrigation system to be located in a particular area, CDI will be notified in writing by email of such a requirement. The District shall compensate CDI for locate services based on agreed upon rates. If a third party requests a locate, CDI shall obtain approval from the District Manager before providing same. The District Engineer, or other designee, shall be the contact person for the UNCC locate service for the District. If the District's UNCC contact requires the irrigation system to be located in a particular area, CDI will be notified in writing by email of such a requirement. The District shall compensate CDI for locate services based on agreed upon rates. If a third party requests a locate, CDI shall obtain approval from the District Manager before providing same.~~

(j) Pond Depth and Consumption Monitoring: While the irrigation system is in operation, CDI shall inspect the irrigation pond (Crystal Lake in Arrowhead Shores) twice per week and monitor its depth. The lake water level must be maintained with a minimum level of twenty eight inches (28") below the lake overflow and a maximum level of sixteen inches (16") below the lake overflow with a target level of twenty-two inches (22") below the lake overflow. CDI will order additional water from Roxborough Water & Sanitation to maintain the lake water level during the growing season. CDI will notify the District each time water is ordered. At the end of the growing season, CDI will allow water to be drawn down to thirty-six inches (36") below the overflow to provide capacity for winter run-off. CDI shall include water levels and

amounts of ordered water in its written report to the District Manager that is submitted by a time specified by the District Manager. If CDI negligently orders water that results in water overflowing out of the irrigation pond, CDI will be responsible for the cost of the lost water, and restoration of any damage incurred.

(k) Pump Inspections: The District Engineer, or other designee, is responsible for scheduling routine maintenance and upgrades to the Irrigation Pump Station located within the limits of the fence at the site on Crystal Lake. Irrigation pumps shall be inspected weekly during the irrigation season by CDI and any concerns forwarded to the District Manager and District Engineer as soon as practicable.

(l) Emergency Contact: CDI shall provide and maintain an operating after-hours emergency contact system to report any irrigation issues, problems, or emergencies.

**Section 8 Facilities Maintenance:** The following Standard Landscape Services shall be performed on the District's facilities during the period from January 1 through December 31 unless otherwise stated.

(a) Tennis Courts/Basketball Courts: On a weekly basis, clean off animal waste and sweep or blow debris off courts. Provide a time and materials cost for washings that may be requested by the District. Report any damage or graffiti to the District Manager immediately. Inform the District if there is a need for new nets, striping, or fencing repair.

(b) Volleyball Courts: At the beginning of the active season (April), inspect the courts for low spots and appropriate depth, damaged or loose edging, and proper netting. Any additional material, if needed to maintain appropriate depths, and any repairs shall be performed under a separate Work Order after approval from the Board. On a weekly basis, rake smooth sand surfaces and remove any weeds, animal waste, or debris. Inform the District if there is a need for a new net, additional sand, or any repairs. Report any damage or graffiti to the District Manager immediately.

(c) Skate Parks: At the beginning of the maintenance season (April), high-pressure hose wash all surfaces once. Provide a time and materials cost for additional washings that may be requested by the District. Clean off animal waste weekly. Sweep or blow debris off park weekly. Report any damage or graffiti to the District Manager immediately.

(d) Softball Field: For the period from April 1 through September 30, on a weekly basis, prior to each weekend, groom the dirt infield to provide a smooth even surface and ensure a clean edge between the grass and dirt sections of the field. Stripe the grass section of the softball field after the first such grooming of the calendar year and then once each month thereafter through September 30.

(e) Bicycle Paths/Sidewalks: Pick up trash and animal waste and remove, Ssweep, or blow debris off bicycle paths and sidewalks as needed.

(f) Playground Areas: Pick up trash and remove animal waste weekly. Rake materials to

a twelve inch (12”) depth under swings, slides, and other structures weekly. Report the need for any additional material to maintain appropriate depths immediately to the District with an estimate for providing such. Any additional material application shall be performed after approval by the District and under a separate Work Order. Report any damage or graffiti to the District Manager immediately.

(g) Gazebo - Community Park: Pick-up any trash, remove, sweep, or blow debris off sidewalks within pavilion area weekly. Report any damage or graffiti to the District Manager immediately.

**Section 9 Trash/Dog Waste Pick-up:** Trash pick-up and removal shall be the responsibility of CDI. All trash receptacles shall have an internal removable can and a plastic removal liner (trash bag). It shall be CDI’s responsibility to ensure that these are in place. When a trash receptacle has a removable lid, it shall be CDI’s responsibility to ensure that the lid is properly in place and secured with a locking cable. CDI shall order and stock all materials, including trash bags and dog waste bags, at CDI’s cost. CDI shall pick up and remove trash from the site per the following seasonal schedule and pursuant to the following guidelines:

(a) Summer (April 1 through October 15): Trash receptacles shall be emptied twice weekly as set forth in Exhibit B with extra pick-ups the last working day before and the first working day after the following holidays: Memorial Day, Labor Day, and Independence Day. Trash shall be disposed of as directed by the District. CDI shall provide a fixed price per receptacle for additional trash pick-ups as required by the District.

(b) Winter (January 1 through March 31 and October 16 through December 31): During the winter months CDI shall pick up trash on all Property on a weekly basis.

(c) Dog Waste Dispenser Stations: Inspect dog waste dispenser stations and remove and dispose of waste on a twice weekly basis year-round. Fill dispensers as needed, removing any debris, animal waste, and grass or weeds. Minor repairs of dog stations shall be performed as part of the basic services. CDI shall recommend full replacement of dog stations that require more than minor repairs. CDI shall recommend additional pick-ups or additional dog stations for high traffic areas if deemed necessary.

(d) Fishing Line Disposal Stations: Inspect fishing line disposal stations and dispose of waste once weekly year-round. Minor repairs shall be performed as part of the basic services. CDI shall recommend replacement of stations requiring more than minor repair.

(e) Vehicular Use: Vehicles used for trash pick-up shall be confined to paved surfaces except for temporary parking at the side of a path to avoid blocking pedestrians. If CDI requires vehicles to drive off paved surfaces, CDI must receive special permission in writing from the District. All vehicles used for trash pick-up must be quiet and non-polluting, such as electric vehicles. In picking up trash, CDI shall confine any vehicle or motorized equipment used for such purpose to only the paved areas of the District and shall avoid traversing on any non-paved areas unless CDI or vendor has obtained an access permit from the District.

**Section 10 Litter Pick-up:** CDI shall pick up and remove litter on a weekly basis.

(a) Turf Areas: Prior to mowing, CDI shall pick up litter on the property and adjacent streets.

(b) Park Areas: CDI shall remove litter accumulated around courts, play areas, mulch beds, walks and paths, and pond perimeters.

(c) Natural, Non-Irrigated Areas: CDI shall remove litter from non-irrigated and natural areas.

(d) Little Willow Creek: CDI shall remove litter from Little Willow Creek and drainages with an emphasis around storm drain outlets.

(e) Ponds: Trash and debris collecting within the irrigation pond (Crystal Lake in Arrowhead Shores neighborhood) and other ponds shall be removed twice per year (May and November). This may require the use of small non-motorized watercraft. CDI shall provide a fixed price for additional clean-ups as directed by the Board.

**Section 11 Damage to Landscape Improvements:** CDI shall provide protection to any material, trees, shrubs, fences, or other landscape improvements that may be subject to repetitive contact with maintenance equipment. At all times CDI shall be alert for damages to or theft of any Landscape Improvements, including but not limited to plant stock, turf, ground cover, benches, picnic tables, trash receptacles, play equipment, shelters, irrigation equipment, regardless of cause, including, but not limited to, fertilization, fungus, disease, irrigation, improper maintenance, storm damage, dumping of debris, graffiti, or vandalism. When such is identified, CDI shall immediately notify the District Manager of the condition and convey locations and pictures, if practicable, and recommend corrective action.

Any Landscape Improvements damaged by CDI's operations shall be repaired or replaced at the expense of CDI. Any Landscape Improvements having sustained damage prior to the commencement of the term of the Agreement shall be documented in writing to the District Manager and shall include print or digital photographs where appropriate.

The fences along the major roads (Village Circle East, Village Circle West, Rampart Range Road) are not owned by the District. They are owned and maintained by individual landowners. Fence issues such as fences falling into the property shall be brought to the attention of the District Manager.

**Section 12 Winter Services:** During the winter months of January, February, March, October, November, and December, CDI shall provide the following services:

(a) Winter Watering: Should there be extended periods of drought which may lead to plant or tree stress, such plants and trees shall be watered as recommended by CDI or the District's tree service provider. Ground cover areas shall be watered lightly, if so warranted, for a pre-approved additional fee, billed separately.

(b) Winter Watering Turf: Turf shall be watered as far into the fall as weather will permit. Should there be extended dry periods during the winter, turf shall be watered either by pressurizing the sprinkler system and then re-winterizing or irrigating turf area using hoses attached to fire hydrants for an additional fee, billed separately.

**Section 13 Graffiti Removal:** CDI shall be responsible for removal of graffiti when and wherever it occurs within the District's boundaries. CDI will bill time and materials for this Additional Service. CDI shall take photos of the graffiti before removal and the cleaned area after the removal. CDI shall include any graffiti removal services in the applicable monthly report to the Board, with the photos.

### **ARTICLE III** **SPECIAL-ADDITIONAL SERVICES**

From time to time the District may request that CDI provide ~~Special-Additional~~ Services not included within the scope of the Standard Landscape Services. Prior to providing any ~~Special-Additional~~ Services, CDI will obtain approval from the District. ~~Special-Additional~~ Services shall be provided in accordance with agreed upon rates and charges, pursuant to an approved Work Order. In addition, Work Orders may include services not otherwise described.



**EXHIBIT A  
DISTRICT BOUNDARY MAP**



**EXHIBIT B  
STANDARD LANDSCAPE SERVICES**

SERVICE	FREQUENCY/ NUMBER	TIME OF YEAR
Site Inspections	Monthly	January - December
Irrigated turf area mowing (mow, trim, blow)	Weekly/As Needed	April - October
Edging-Irrigated Turf Areas	Every Two Weeks	April - October
Fertilization-Irrigated turf areas	3	Spring/Summer/Fall
Broadleaf Weed Spray-Irrigated Turf Areas	3	Spring/Early Summer/Late Summer
Core Aeration-Irrigated turf areas	2	Spring/Fall
Leaf Removal	1	November
Beauty-band mowing (mow, trim, blow)	As Needed	April - October
Fence line mowing (mow, trim)	As Needed	June - October
Non-irrigated turf area mowing (mow, trim, blow)	1	March
Sledding hill area mowing (mow, trim, blow)	1	September
Shrub/Tree Pruning (under 10')-Aesthetic	2	March/June/September
New tree watering	Weekly/As Needed	April - October
Wood mulch application	1	Spring
Chemical Weed Control- Ground Cover, Flower & Rock Beds. Sidewalks and Curb/Gutter	Monthly/As Needed	April - October
Manual Weed Control- Ground Cover, Flower & Rock Beds	Weekly/As Needed	April - October
Flower dead-heading	Weekly/As Needed	April - October
Spring Clean Up-Landscaped areas	1	April
Fall Clean Up-Landscaped areas	1	October
Irrigation Activation	1	April
Irrigation system checks	Weekly	April - October
Irrigation system adjustments	As Needed	April - October
Irrigation system repairs	As Needed	April - October
Pond level monitoring/maintenance	Twice Weekly	April - October
Irrigation pump inspection	Weekly	April - October
Backflow inspection	1	Spring
Irrigation Winterization	1	October
Winter watering (plants/trees)	As Needed	October - March
Winter watering (turf)	As Needed	October - March
Tennis/Basketball Court maintenance	Weekly	January - December
Volleyball Court maintenance	Weekly	April - October
Skate Park maintenance	Weekly	January - December
Skate Park pressure wash	1	April
Softball field grooming	Weekly	April - September
Softball field striping	Monthly	April - September
Bicycle path maintenance	As Needed	January - December
Playground maintenance (cleaning/raking)	Weekly	January - December
Gazebo maintenance	Weekly	January - December
Trash pick-up-Landscaped Area (Summer)	Twice Weekly	April - October
Trash pick-up-Landscaped Area (Winter)	Weekly	November - March

Dog waste pick-up	Twice Weekly	January - December
Litter removal (on the ground and pond edges)	Weekly	January - December
Litter removal (within ponds)	2	May/November

Additional Services Not Included in Contract Price:

SERVICE	FREQUENCY/ NUMBER	COST/RATE
Native Area Mowing - Additional	Upon Approval	
Annual Flower Installation and Maintenance	Upon Approval	
Irrigation System Repair (after contracted 80 hours per month)	Upon Approval	
Insect and Disease Control	Upon Approval	
Tree Wrap/Unwrap	Upon Approval	
Winter Watering Each	Upon Approval	
Tree Pruning	Upon Approval	
Large Debris Removal	Upon Approval	
Holiday Lights /Decorations Set-up and Removal	Upon Approval	
Trash Pick-up - Additional	Upon Approval	



**EXHIBIT C  
LANDSCAPE MAINTENANCE MAP**



## ATTACHMENT 2 COMPENSATION



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

<b>To:</b> SDMS	<b>Contact:</b> Peggy Ripko
<b>Address:</b> 141 Union Boulevard, Suite 150 Lakewood, CO 80228	<b>Phone:</b> 303-987-0835 <b>Fax:</b> 303-987-2032
<b>Project Name:</b> Roxborough Village - Jan '24 - Dec '24	<b>Bid Number:</b>
<b>Project Location:</b> Littleton, CO	<b>Bid Date:</b> 12/6/2023
<b>Addendum #:</b> N/A	

2024 Landscape maintenance

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 Includes - Bike Path Maintenance, Playground Maintenance, Flower Deadheading,	26.00	EACH	\$1,757.00	\$45,682.00
<b>Pruning Shrubs And Trees:</b> Shrub Pruning 2x Tree Pruning Up To 12' 2x	2.00	EACH	\$5,939.00	\$11,878.00
<b>Spring Clean Up:</b> Cut Ornamental Grasses Back, Remove Pine Needles, And Blow Debris Out Of Beds	1.00	EACH	\$3,060.00	\$3,060.00
<b>Fall Clean Up:</b> Leaf Removal From All Landscape Areas, Cut Back Herbaceous Perennials	1.00	EACH	\$6,553.00	\$6,553.00
<b>Aeration Of All Turf Areas:</b>	2.00	EACH	\$2,764.00	\$5,528.00
<b>Turf Fertilization And Broadleaf Herbicide:</b> 3 Application Of 24-4-10 Fertilizer And One Pre-emergent 3 Applications Of Post Emergent Broadleaf Weed Control	3.00	EACH	\$3,475.22	\$10,425.66
<b>Irrigation Checks:</b> Weekly Irrigation Checks - 20 Hours Per Week	24.00	EACH	\$948.00	\$22,752.00
<b>Irrigation System Spring Start Up:</b>	1.00	EACH	\$2,118.00	\$2,118.00
<b>Irrigation System Winterization:</b>	1.00	EACH	\$2,683.00	\$2,683.00
<b>Native Grass Field Mowing:</b> 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	\$1,028.00	\$1,028.00
<b>Native Grass Beauty Band &amp; Fence Line 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	\$598.50	\$3,591.00
<b>Tennis &amp; Basketball Court Maintenance</b>	52.00	EACH	\$138.50	\$7,202.00
<b>Volleyball Courts Maintenance</b>	30.00	EACH	\$107.00	\$3,210.00
<b>Skate Park Maintenance</b>	52.00	EACH	\$108.50	\$5,642.00
<b>Skate Park Pressure Wash</b>	1.00	EACH	\$3,449.00	\$3,449.00
<b>Softball Field Grooming</b>	26.00	EACH	\$157.00	\$4,082.00
<b>Softball Field Striping</b>	6.00	EACH	\$278.50	\$1,671.00
<b>Trash Pick Up - Summer</b> Includes - Pond Edges	52.00	EACH	\$155.00	\$8,060.00
<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	\$240.00	\$6,240.00
<b>Dog Waste Pick Up</b>	104.00	EACH	\$99.85	\$10,384.40
<b>Pond Litter Removal - Inside</b>	2.00	EACH	\$1,678.00	\$3,356.00
<b>Shredded Wood Mulch - Refresh</b>	1.00	LS	\$12,090.00	\$12,090.00

12/21/2023 1:39:16 PM

Page 1 of 2





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

<b>To:</b> SDMS	<b>Contact:</b> Peggy Ripko
<b>Address:</b> 141 Union Boulevard, Suite 150 Lakewood, CO 80228	<b>Phone:</b> 303-987-0835 <b>Fax:</b> 303-987-2032
<b>Project Name:</b> Roxborough Village - Jan '24 - Dec '24	<b>Bid Number:</b>
<b>Project Location:</b> Littleton, CO	<b>Bid Date:</b> 12/6/2023
<b>Addendum #:</b> N/A	

Item Description	Estimated Quantity	Unit	Unit Price	Total Price
Steel Edger - 3/16" X 4"	1,200.00	LF	\$10.31	\$12,372.00
<b>Total Bid Price:</b>				<b>\$193,057.06</b>

**Notes:**

- Irrigation rates will be \$ 82.00 per hour for a Irrigation technician any necessary materials will be additional.
- **This proposal is good for 30 days following the date given on the proposal.**
- This bid does not include traffic control.

**The total contract price shall be paid in accordance with the following monthly schedule:**

January – 5%	<u>\$9,652.848,566.77</u>
February – 5%	<u>\$9,652.848,566.77</u>
March – 5%	<u>\$9,652.858,566.77</u>
April – 10%	<u>\$19,305.717,133.54</u>
May – 10%	<u>\$19,305.717,133.54</u>
June – 10%	<u>\$19,305.717,133.54</u>
July – 10%	<u>\$19,305.717,133.54</u>
August – 10%	<u>\$19,305.717,133.54</u>
September –10%	<u>\$19,305.717,133.54</u>
October – 10%	<u>\$19,305.717,133.54</u>
November – 10%	<u>\$19,305.717,133.54</u>
December – 5%	<u>\$9,652.858,566.77</u>
<b>Total:</b>	<b><u>\$193,057.0671,335.40</u></b>

**Roxborough Village Metro District**  
**A/P Aging Summary**  
As of December 31, 2023

	<u>Current</u>	<u>1 - 45</u>	<u>46 - 90</u>	<u>&gt; 90</u>	<u>TOTAL</u>
ARK Ecological Services, LLC	0.00	4,082.65	0.00	0.00	4,082.65
Bill.com LLC	560.19	0.00	0.00	0.00	560.19
Colorado Special Districts Property and L	0.00	39,990.00	0.00	0.00	39,990.00
Consolidated Divisions Inc	0.00	33,758.06	17,133.54	0.00	50,891.60
CORE Electric Cooperative	0.00	902.26	0.00	0.00	902.26
Diversified Underground	160.00	240.00	0.00	5,295.00	5,695.00
Ephram Glass*	0.00	66.46	0.00	0.00	66.46
Exaco Trading Co	0.00	68.70	0.00	0.00	68.70
Foothills Park & Recreation District	1,787.34	1,563.59	0.00	0.00	3,350.93
Gembok Consulting Inc.	1,876.25	0.00	0.00	0.00	1,876.25
McBride Lighting, Inc.	0.00	0.00	1,413.91	0.00	1,413.91
Mission Communication LLC	0.00	0.00	0.00	730.80	730.80
Roxborough Metro District	0.00	0.00	0.00	0.00	0.00
Roxborough Water & Sanitation District	875.33	0.00	0.00	0.00	875.33
SavATree, LLC	0.00	13,699.00	0.00	0.00	13,699.00
Special District Management Services, Inc	5,658.08	0.00	0.00	0.00	5,658.08
Utility Notification Center of Colorado	43.86	0.00	0.00	0.00	43.86
<b>TOTAL</b>	<b><u>10,961.05</u></b>	<b><u>94,370.72</u></b>	<b><u>18,547.45</u></b>	<b><u>6,025.80</u></b>	<b><u>129,905.02</u></b>

Roxborough Village Metro District  
A/P Aging Detail

As of December 31, 2023

Date	Num	Name	Due Date	Split	Memo	Aging	Open Balance
<b>Current</b>							
12/31/2023	223121166	Utility Notification Cen...	12/31/2023	-SPLIT-	RTL Transmissions		43.86
12/31/2023	131496	Special District Manag...	12/31/2023	-SPLIT-	December 2023 Distri...		5,658.08
12/31/2023	SALES000...	Foothills Park & Recre...	12/31/2023	-SPLIT-	December 2023 Resi...		1,787.34
12/31/2023		Roxborough Water & ...	01/10/2024	-SPLIT-	Billing Period 12/01/2...		875.33
12/31/2023	24015782417	Bill.com LLC	01/10/2024	-SPLIT-	Billing Period 12/05/2...		560.19
12/31/2023	29004	Diversified Underground	01/30/2024	-SPLIT-	Screen Charge		160.00
12/31/2023	5862	Gembok Consulting I...	02/14/2024	57030 · Accounting Servi...	December 2023 Chatf...		247.50
12/31/2023	5863	Gembok Consulting I...	02/14/2024	57030 · Accounting Servi...	December 2023		1,628.75
<b>Total Current</b>							10,961.05
<b>1 - 45</b>							
11/11/2023	2011885	Consolidated Division...	11/26/2023	-SPLIT-	T&M Nov 5-11	35	600.00
11/30/2023	SALES000...	Foothills Park & Recre...	11/30/2023	-SPLIT-	November 2023 Resi...	31	1,563.59
11/30/2023	12919320	SavATree, LLC	12/10/2023	-SPLIT-		21	3,947.00
12/01/2023	24PL-6010...	Colorado Special Distr...	12/11/2023	14010 · Prepaid Expense		20	39,990.00
11/30/2023	2011637	Consolidated Division...	12/15/2023	-SPLIT-	November Landscape...	16	17,133.54
12/01/2023	2011975	Consolidated Division...	12/16/2023	-SPLIT-	December Landscape...	15	8,566.77
12/07/2023		Exaco Trading Co	12/17/2023	80060 · Plant Nursery		14	68.70
12/08/2023	13835536	SavATree, LLC	12/18/2023	-SPLIT-	Holiday Decor Lighting	13	7,650.00
12/08/2023	1383553	SavATree, LLC	12/18/2023	-SPLIT-	Holiday Decor Lighting	13	880.00
12/11/2023	13236839	SavATree, LLC	12/21/2023	-SPLIT-		10	1,222.00
12/09/2023	2012137	Consolidated Division...	12/24/2023	-SPLIT-	T&M Dec 3-9	7	120.00
12/10/2023	2012185	Consolidated Division...	12/25/2023	-SPLIT-	Storm Cycle 12/08/23...	6	6,605.75
12/14/2023	2012242	Consolidated Division...	12/29/2023	-SPLIT-	Storm Cycle 12/12/23...	2	732.00
12/19/2023	RVMD10007	Ephram Glass*	12/29/2023	80060 · Plant Nursery	SDA Conference Mile...	2	66.46
12/19/2023		CORE Electric Cooper...	12/29/2023	-SPLIT-		2	902.26
11/30/2023	28840	Diversified Underground	12/30/2023	-SPLIT-	November Utility Loca...	1	240.00
11/30/2023	3616	ARK Ecological Servic...	12/30/2023	-SPLIT-	Invoice Period Nov1-...	1	4,082.65
<b>Total 1 - 45</b>							94,370.72
<b>46 - 90</b>							
10/10/2023	20766	McBride Lighting, Inc.	10/20/2023	-SPLIT-		72	150.00
11/01/2023	20850	McBride Lighting, Inc.	11/11/2023	-SPLIT-		50	1,263.91
10/31/2023	2011534	Consolidated Division...	11/15/2023	-SPLIT-	October Landscape M...	46	17,133.54
<b>Total 46 - 90</b>							18,547.45
<b>&gt; 90</b>							
08/18/2022	1068174	Mission Communicati...	08/28/2022	64030 · Irrigation Expense		490	359.40
10/31/2022	26607	Diversified Underground	11/30/2022	51050 · Utilities Expense	10/1-10/31/2022	396	3,735.00
11/30/2022	26763	Diversified Underground	12/30/2022	62020 · Utility Locate		366	1,060.00
12/31/2022	AJE22#3Audi	Roxborough Metro Dis...		14010 · Prepaid Expense	To reclassify balance ...		-37,962.00
01/01/2023	AJE22#3Au...	Roxborough Metro Dis...		14010 · Prepaid Expense	To reclassify balance ...		37,962.00
05/26/2023	1076676	Mission Communicati...	06/05/2023	-SPLIT-	Annual Service	209	371.40
07/31/2023	28120	Diversified Underground	08/30/2023	-SPLIT-	July Utility Locates	123	500.00
<b>Total &gt; 90</b>							6,025.80
<b>TOTAL</b>							<b>129,905.02</b>

Roxborough Village Metro District  
 Claims by Vendor Detail

01/10/24

Cash Basis

December 2023

Type	Date	Num	Memo	Account	Original Amount	Balance
<b>Bill.com LLC</b>						
Bill	12/06/2023	23125415691	Billing Period 11/05/2023-12/04/2023	52040 · Software & Online Subscr...	454.76	454.76
Bill	12/06/2023	23125415691	Billing Period 11/05/2023-12/04/2023	52040 · Software & Online Subscr...	80.25	535.01
Bill	12/06/2023	23125415691	Billing Period 11/05/2023-12/04/2023	52040 · Software & Online Subscr...	22.29	557.30
Total Bill.com LLC						557.30
<b>Chavez Services LLC</b>						
Bill	12/04/2023	CW-2023-167		80010 · Park Infrastructure/Improv...	30,293.89	30,293.89
Bill	12/04/2023	CW-2023-167		80010 · Park Infrastructure/Improv...	72,520.48	102,814.37
Bill	12/04/2023	CW-2023-167		80010 · Park Infrastructure/Improv...	3,680.50	106,494.87
Bill	12/04/2023	CW-2023-167		80010 · Park Infrastructure/Improv...	649.50	107,144.37
Total Chavez Services LLC						107,144.37
<b>Colorado Community Media</b>						
Bill	12/04/2023	99404		51010 · Communication / Website...	31.63	31.63
Bill	12/04/2023	99404		51010 · Communication / Website...	5.58	37.21
Bill	12/04/2023	99404		51010 · Communication / Website...	1.55	38.76
Total Colorado Community Media						38.76
<b>Colorado Treasury Unclaimed Property Divi</b>						
Bill	12/21/2023		Payment of unclaimed propert	70020 · Bond Principal - Series 1...	735.55	735.55
Total Colorado Treasury Unclaimed Property Divi						735.55
<b>Consolidated Divisions Inc</b>						
Bill	12/04/2023	2011884	T&M Nov 5-11	64010 · Landscape Repairs and ...	194.58	194.58
Bill	12/04/2023	2011884	T&M Nov 5-11	64010 · Landscape Repairs and ...	34.34	228.92
Bill	12/27/2023	2009082	April T&M	64030 · Irrigation Expense	4,086.05	4,314.97
Bill	12/27/2023	2009082	April T&M	64030 · Irrigation Expense	721.07	5,036.04
Bill	12/27/2023	2009323	T&M May 7 through May 13	64030 · Irrigation Expense	927.43	5,963.47
Bill	12/27/2023	2010522	T&M August 1 - August 5	64030 · Irrigation Expense	3,788.16	9,751.63
Bill	12/27/2023	2010522	T&M August 1 - August 5	64030 · Irrigation Expense	668.50	10,420.13
Bill	12/27/2023	2011222	T&M September 10-16	64030 · Irrigation Expense	1,208.64	11,628.77
Bill	12/27/2023	2011222	T&M September 10-16	64030 · Irrigation Expense	325.54	11,954.31
Bill	12/27/2023	2011322	T&M September 24-30	64030 · Irrigation Expense	192.55	12,146.86
Bill	12/27/2023	2011322	T&M September 24-30	64030 · Irrigation Expense	3,075.12	15,221.98
Bill	12/27/2023	2011222	T&M September 10-16	65030 · Graffiti Removal /Vandali...	295.26	15,517.24
Bill	12/27/2023	2011200	T&M Sept 17-23	65030 · Graffiti Removal /Vandali...	437.61	15,954.85
Bill	12/27/2023	2011200	T&M Sept 17-23	64030 · Irrigation Expense	758.50	16,713.35
Bill	12/27/2023	2011200	T&M Sept 17-23	64030 · Irrigation Expense	557.95	17,271.30
Bill	12/27/2023	2011200	T&M Sept 17-23	65030 · Graffiti Removal /Vandali...	77.23	17,348.53
Total Consolidated Divisions Inc						17,348.53
<b>CORE Electric Cooperative</b>						
Bill	12/11/2023			51050 · Utilities Expense	836.76	836.76
Bill	12/11/2023			51050 · Utilities Expense	37.26	874.02
Total CORE Electric Cooperative						874.02
<b>Diversified Underground</b>						
Bill	12/19/2023	28689	October Utility Locates	62020 · Utility Locate	450.50	450.50
Bill	12/19/2023	28689	October Utility Locates	62020 · Utility Locate	79.50	530.00
Total Diversified Underground						530.00
<b>Farnsworth Group, Inc</b>						
Bill	12/04/2023	247180		57050 · Engineering Expense	16,057.60	16,057.60
Bill	12/04/2023	247180		57050 · Engineering Expense	2,381.40	18,439.00
Bill	12/04/2023	247180		57050 · Engineering Expense	661.50	19,100.50
Total Farnsworth Group, Inc						19,100.50
<b>Gemsbok Consulting Inc.</b>						
Bill	12/08/2023	5814	October 2023	57030 · Accounting Services	2,403.12	2,403.12
Bill	12/08/2023	5814	October 2023	57030 · Accounting Services	651.58	3,054.70
Bill	12/08/2023	5814	October 2023	57030 · Accounting Services	117.80	3,172.50
Bill	12/19/2023	5837	November 2023	57030 · Accounting Services	1,200.00	4,372.50
Bill	12/19/2023	5838	November 2023	57030 · Accounting Services	2,387.82	6,760.32
Bill	12/19/2023	5838	November 2023	57030 · Accounting Services	421.38	7,181.70
Bill	12/19/2023	5838	November 2023	57030 · Accounting Services	117.05	7,298.75
Total Gemsbok Consulting Inc.						7,298.75
<b>Ireland Stapleton Pryor &amp; Pascoe PC</b>						
Bill	12/19/2023	151580	Billed Through 11/30/2023	57020 · Legal Expenses	6,955.74	6,955.74
Bill	12/19/2023	151580	Billed Through 11/30/2023	57020 · Legal Expenses	2,043.98	8,999.72
Bill	12/19/2023	151580	Billed Through 11/30/2023	57020 · Legal Expenses	340.97	9,340.69
Bill	12/19/2023	151580	Billed Through 11/30/2023	68065 · Water Rights Expense	71.00	9,411.69
Total Ireland Stapleton Pryor & Pascoe PC						9,411.69
<b>QuickBooks Payroll Service</b>						
Liability Che...	12/28/2023		Fee for 2 direct deposit(s) at \$1.75 each	54000 · Payroll Expenses	3.50	3.50
Total QuickBooks Payroll Service						3.50

Roxborough Village Metro District  
**Claims by Vendor Detail**

December 2023

Type	Date	Num	Memo	Account	Original Amount	Balance
<b>Roxborough Water &amp; Sanitation District</b>						
Bill	12/15/2023		Service Period 10/25/23 to 11/24/23 Elk Mtn Cir	68025 · Water Expense	105.80	105.80
Bill	12/15/2023		Service Period 10/25/23 - 11/24/23 Rampart Range	68025 · Water Expense	114.50	220.30
Bill	12/15/2023		Service Period 10/25/23 to 11/24/23 Mule Deer Pl	68025 · Water Expense	100.50	320.80
Bill	12/15/2023		Service Period 10/25/23 - 11/24/23 Marmot Ridge Cir	68025 · Water Expense	201.00	521.80
Bill	12/15/2023		Billing Period 11/01/23 to 11/30/23	68025 · Water Expense	747.71	1,269.51
Bill	12/15/2023		Billing Period 11/01/23 to 11/30/23	68025 · Water Expense	131.95	1,401.46
Total Roxborough Water & Sanitation District						1,401.46
<b>Special District Management Services, Inc</b>						
Bill	12/27/2023	130511	November 2023 District Management Fees	57040 · District Management	7,611.92	7,611.92
Bill	12/27/2023	130511	November 2023 District Management Fees	57040 · District Management	1,391.28	9,003.20
Bill	12/27/2023	130511	November 2023 District Management Fees	57040 · District Management	373.13	9,376.33
Bill	12/27/2023	130511	November 2023 District Management Fees	68065 · Water Rights Expense	32.00	9,408.33
Total Special District Management Services, Inc						9,408.33
<b>UMB Bank</b>						
Deposit	12/01/2023		Escheatment Checks	70020 · Bond Principal - Series 1...	-735.55	-735.55
Total UMB Bank						-735.55
<b>United Site Services</b>						
Bill	12/19/2023	INV-3928481	November Services Chatfield Farms Park	68050 · Portable Restroom Exp.	274.76	274.76
Bill	12/19/2023	INV-3928480	November Services Roxborough Community Park	68050 · Portable Restroom Exp.	267.79	542.55
Bill	12/31/2023	INV-3997395	December Services Roxborough Community Park	68050 · Portable Restroom Exp.	267.79	810.34
Bill	12/31/2023	INV-3997394	December Services Chatfield Farms Park	68050 · Portable Restroom Exp.	274.76	1,085.10
Total United Site Services						1,085.10
<b>Utility Notification Center of Colorado</b>						
Bill	12/19/2023	223111228	RTL Transmissions	62020 · Utility Locate	33.99	33.99
Bill	12/19/2023	223111228	RTL Transmissions	62020 · Utility Locate	6.00	39.99
Total Utility Notification Center of Colorado						39.99
<b>Xcel Energy</b>						
Bill	12/29/2023	December Statement	December Statement	51050 · Utilities Expense	4.33	4.33
Total Xcel Energy						4.33
<b>TOTAL</b>						<b>174,246.63</b>

Roxborough Village Metro District  
**Payroll Detail**  
December 2023

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<u>Num</u>	<u>Date</u>	<u>Source Name</u>	<u>Payroll Item</u>	<u>Type</u>	<u>Wage Base</u>	<u>Amount</u>
<b>BOD Compensation</b>						
DD1048	12/29/2023	Debra D Prysby	BOD Compensation	Paycheck	0.00	100.00
DD1049	12/29/2023	Mathew Hart	BOD Compensation	Paycheck	0.00	100.00
Total BOD Compensation					0.00	200.00
<b>TOTAL</b>					<b>0.00</b>	<b>200.00</b>

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# Roxborough Village Metro District

## Executive Summary

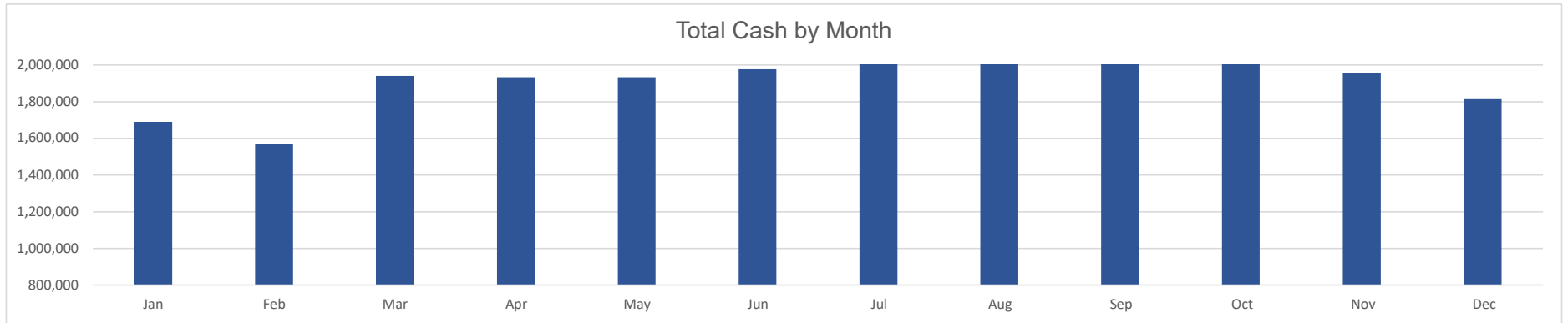
As of December 31st, 2023

### Summary

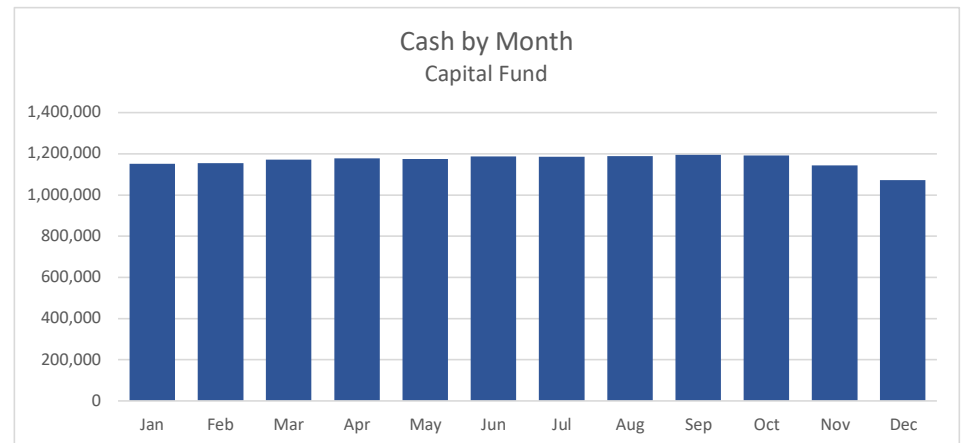
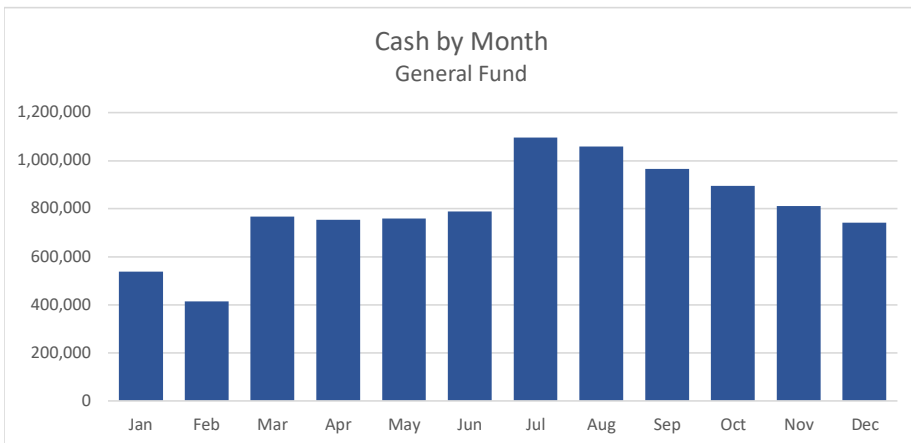
The district received a Property Tax and Specific Ownership Tax payment totaling \$6019.01 in December. The district also received the fourth quarter Conservation Trust Fund distribution in the amount of \$14,493.74. Gemsbok continues to work with Ephram on allocation verification/re-allocation of historical Chatfield Farms expenses.

### Key Performance Metrics

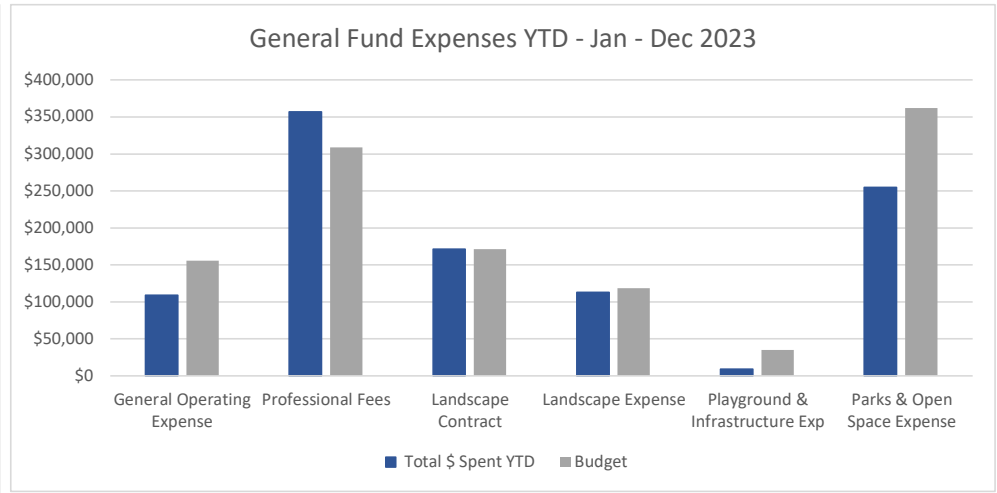
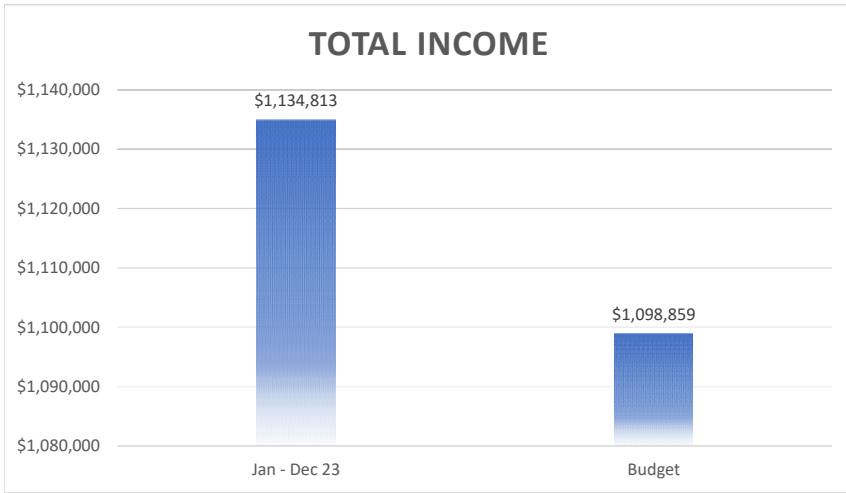
#### Cash Position



A decrease of cash reserves toward the end of the year was expected. We can expect to see this decrease into Q1 of 2024, and increasing once the first large Property Tax distributions start to be received.

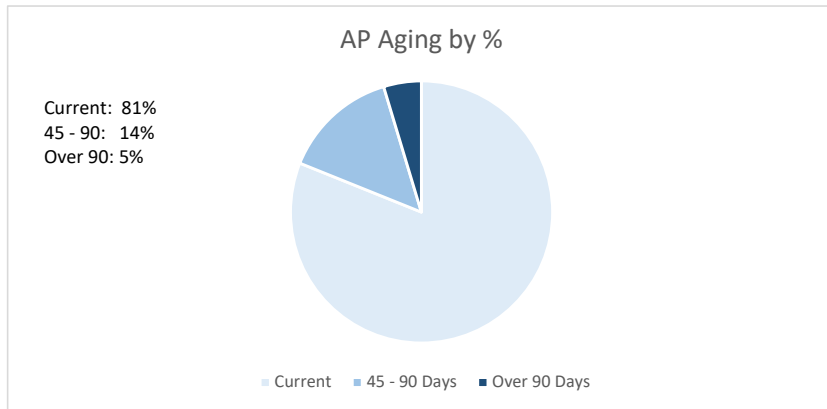


## Income & Expenses



The financial packet was prepared before the legal expenses were received. We have put in place holder values for this expense and will update with actual amounts once the invoice is received. Now that the year is over we can examine expense trends for 2023 as a whole as well as in comparison to historical years.

## Accounts Payable

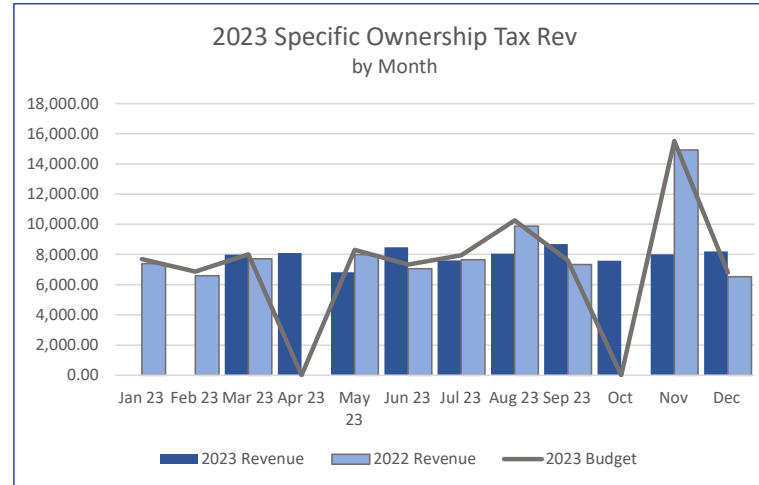
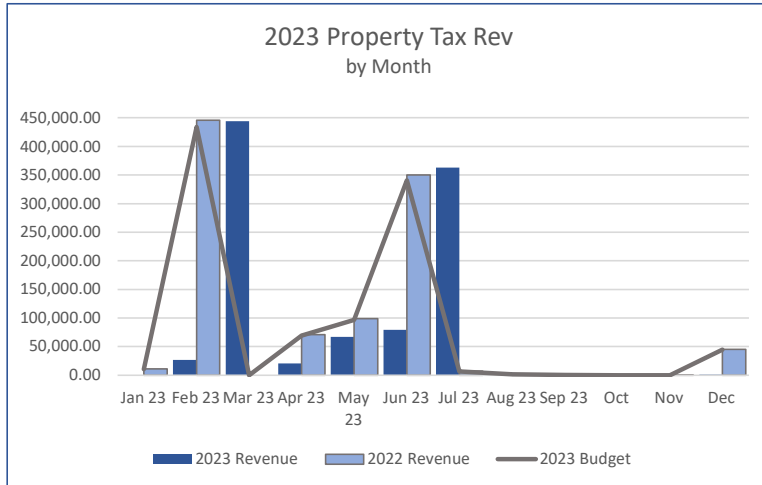


Based on the current reporting, 19% of Accounts Payable are over 45 days past due which is slightly higher than last month. The total value of the past due bills through December are \$118,943.97. The value of the current bills are \$129,905.02. We will continue to work with the board to provide transparency on all district bills received.

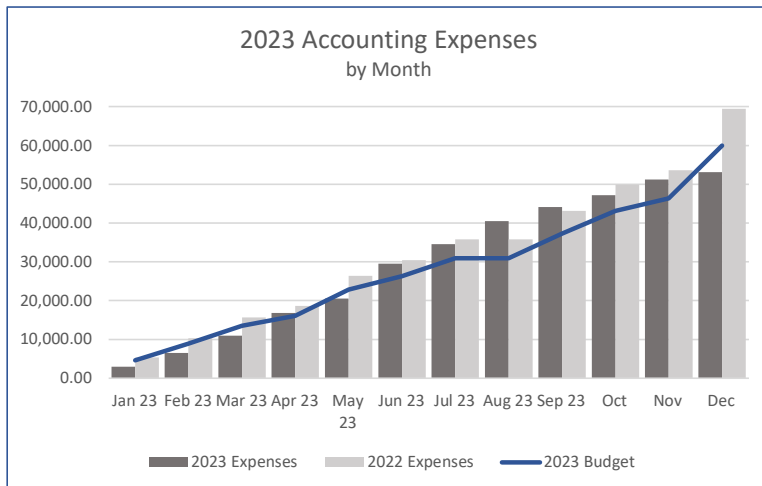
## Revenue and Expense Trends by Type

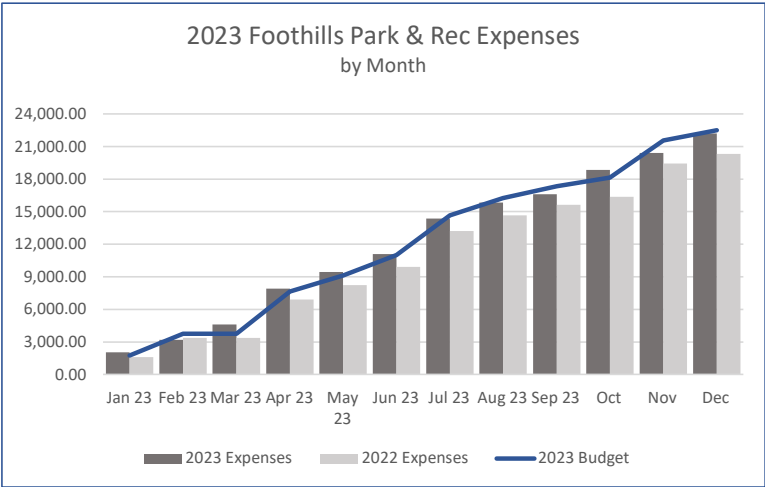
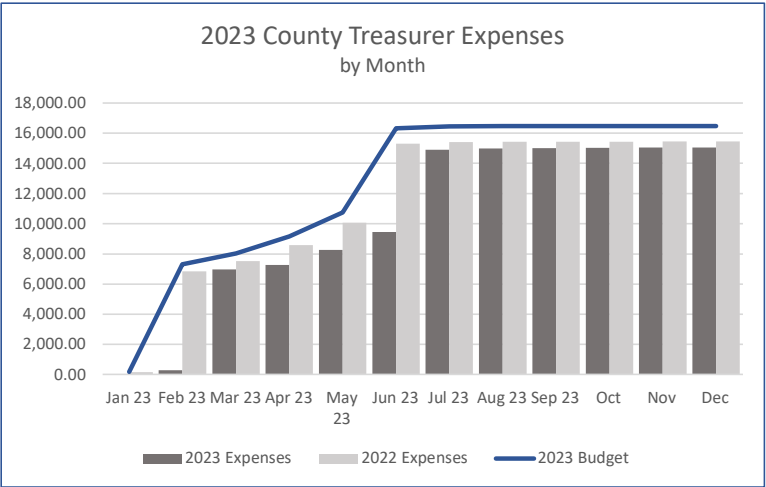
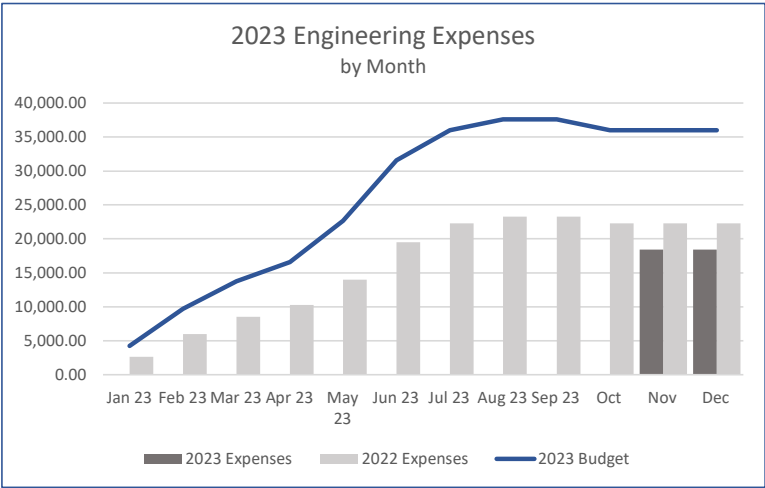
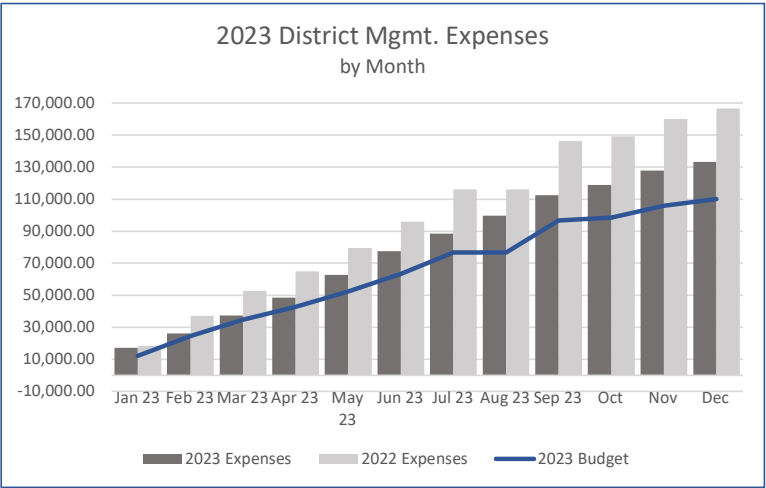
As of December 31st, 2023

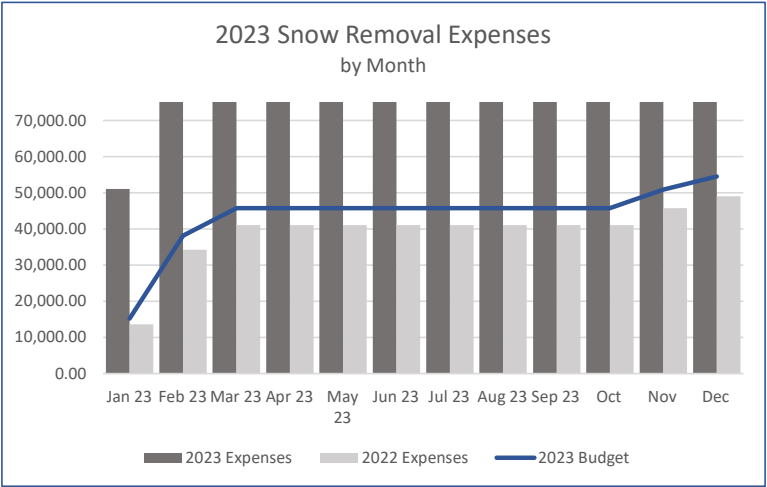
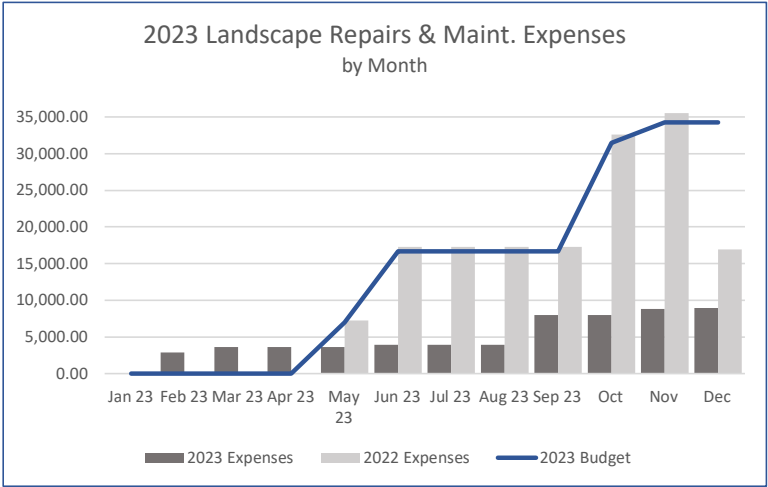
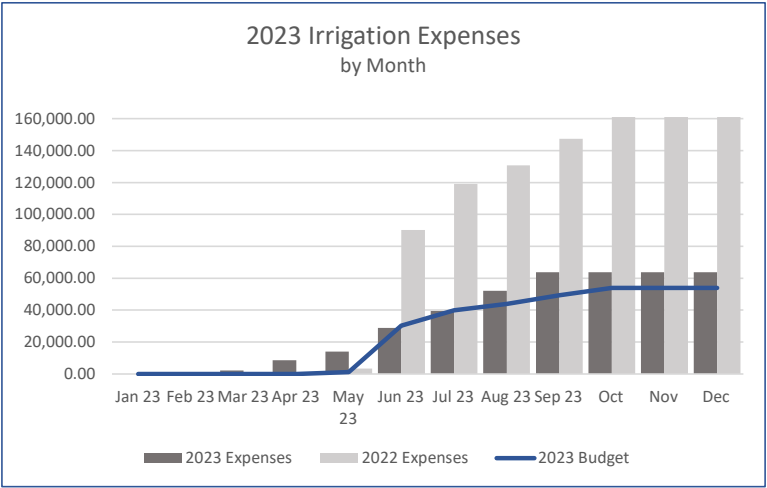
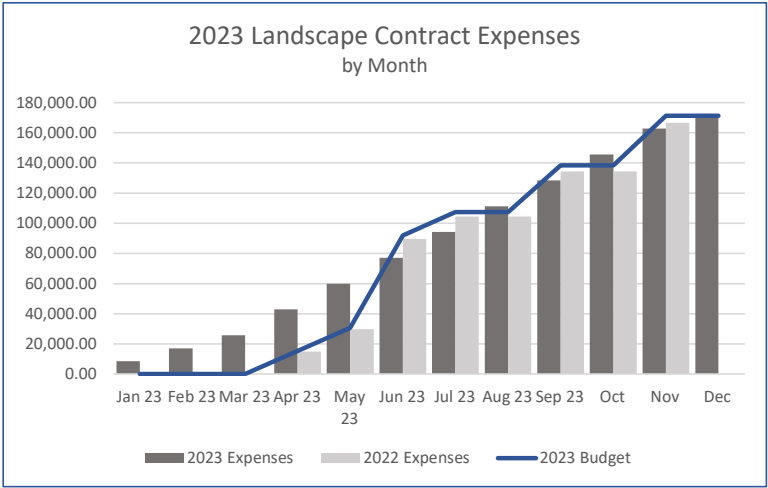
### Revenue



### Expenses

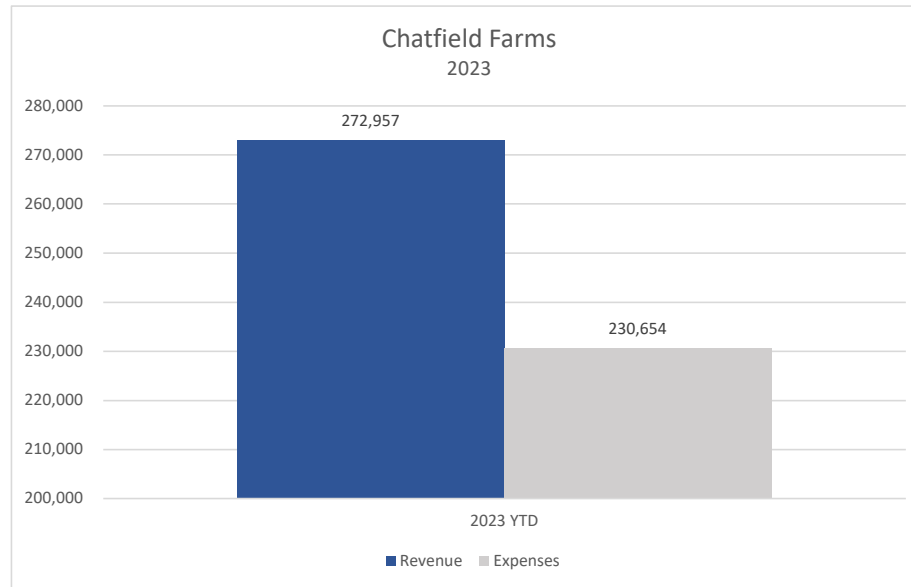






## Chatfield Farms Revenue vs. Expenses

Per the Chatfield Farms Reimbursement Agreement, Chatfield Farms revenue cannot exceed expenses. Below is an annual revenue vs. expense tracker which will be updated monthly to track where Chatfield Farms stands in regard to the threshold.



Roxborough Village Metro District  
**Balance Sheet by Class**  
 As of December 31, 2023

4:36 PM  
 01/10/2024  
 Accrual Basis

	100-General Fund	200 - Capital Project Fund	300 - Debt Service Fund	TOTAL
<b>ASSETS</b>				
<b>Current Assets</b>				
<b>Checking/Savings</b>				
10100 · General Operating Acct	32,737.55	0.00	0.00	32,737.55
10500 · ColoTrust Funds				
10505 · General Fund	642,925.89	0.00	0.00	642,925.89
10510 · Capital Projects Fund	0.00	1,071,414.24	0.00	1,071,414.24
10520 · CTF Fund	0.00	66,380.92	0.00	66,380.92
<b>Total 10500 · ColoTrust Funds</b>	<b>642,925.89</b>	<b>1,137,795.16</b>	<b>0.00</b>	<b>1,780,721.05</b>
<b>Total Checking/Savings</b>	<b>675,663.44</b>	<b>1,137,795.16</b>	<b>0.00</b>	<b>1,813,458.60</b>
<b>Other Current Assets</b>				
14010 · Prepaid Expense	39,990.00	0.00	0.00	39,990.00
14020 · Taxes Receivable	1,003,565.00	0.00	0.00	1,003,565.00
<b>Total Other Current Assets</b>	<b>1,043,555.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,043,555.00</b>
<b>Total Current Assets</b>	<b>1,719,218.44</b>	<b>1,137,795.16</b>	<b>0.00</b>	<b>2,857,013.60</b>
<b>TOTAL ASSETS</b>	<b>1,719,218.44</b>	<b>1,137,795.16</b>	<b>0.00</b>	<b>2,857,013.60</b>
<b>LIABILITIES &amp; EQUITY</b>				
<b>Liabilities</b>				
<b>Current Liabilities</b>				
<b>Accounts Payable</b>				
20000 · Accounts Payable	111,887.10	18,017.92	0.00	129,905.02
<b>Total Accounts Payable</b>	<b>111,887.10</b>	<b>18,017.92</b>	<b>0.00</b>	<b>129,905.02</b>
<b>Other Current Liabilities</b>				
20011 · Accrued Expenses	14,400.00	600.00	0.00	15,000.00
22000 · Payroll Liabilities				
20210 · Federal Tax	1.80	0.00	0.00	1.80
20240 · State Tax	6.00	0.00	0.00	6.00
<b>Total 22000 · Payroll Liabilities</b>	<b>7.80</b>	<b>0.00</b>	<b>0.00</b>	<b>7.80</b>
23010 · Deferred Revenue-Taxes	1,003,565.00	0.00	0.00	1,003,565.00
<b>Total Other Current Liabilities</b>	<b>1,017,972.80</b>	<b>600.00</b>	<b>0.00</b>	<b>1,018,572.80</b>
<b>Total Current Liabilities</b>	<b>1,129,859.90</b>	<b>18,617.92</b>	<b>0.00</b>	<b>1,148,477.82</b>
<b>Total Liabilities</b>	<b>1,129,859.90</b>	<b>18,617.92</b>	<b>0.00</b>	<b>1,148,477.82</b>
<b>Equity</b>				
32001 · Retained Earnings	-23,490.44	-265,413.94	0.00	-288,904.38
<b>34000 · Restricted Net Assets</b>				
34010 · Nonspendable	502.00	0.00	0.00	502.00
34020 · Restricted	0.00	1,396,352.55	0.00	1,396,352.55
34040 · Assigned	124,413.00	0.00	0.00	124,413.00
34050 · Emergency Reserve 3%	34,200.00	0.00	0.00	34,200.00
<b>Total 34000 · Restricted Net Assets</b>	<b>159,115.00</b>	<b>1,396,352.55</b>	<b>0.00</b>	<b>1,555,467.55</b>
39000 · Unrestricted Net Assets	364,098.07	0.00	0.00	364,098.07
<b>Net Income</b>	<b>89,635.91</b>	<b>-11,761.37</b>	<b>0.00</b>	<b>77,874.54</b>
<b>Total Equity</b>	<b>589,358.54</b>	<b>1,119,177.24</b>	<b>0.00</b>	<b>1,708,535.78</b>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>1,719,218.44</b>	<b>1,137,795.16</b>	<b>0.00</b>	<b>2,857,013.60</b>
<b>UNBALANCED CLASSES</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

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

January through December 2023

	Jan - Dec 23	Budget	Budget Variance	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
41000 · Property Tax Income				
41010 · Specific Ownership Tax	79,468	86,294	(6,826)	92%
41020 · Property Tax	1,010,904	1,003,565	7,339	101%
41040 · Prior Year Tax	(9)			
41045 · Property Tax Interest	515			
41000 · Property Tax Income - Other	0	739,001	(739,001)	0%
<b>Total 41000 · Property Tax Income</b>	<b>1,090,878</b>	<b>1,828,860</b>	<b>(737,982)</b>	<b>60%</b>
43000 · Park and Field Income				
43010 · Sports Field Fees	2,200	2,000	200	110%
<b>Total 43000 · Park and Field Income</b>	<b>2,200</b>	<b>2,000</b>	<b>200</b>	<b>110%</b>
46000 · Interest Income				
46010 · General Bank Account Interest	101,263			
46000 · Interest Income - Other	0	22,126	(22,126)	0%
<b>Total 46000 · Interest Income</b>	<b>101,263</b>	<b>22,126</b>	<b>79,137</b>	<b>458%</b>
48000 · CTF/Lottery Income	49,776	44,000	5,776	113%
49000 · Miscellaneous Income				
49020 · Refunds	0	3,000	(3,000)	0%
49000 · Miscellaneous Income - Other	0	2,000	(2,000)	0%
<b>Total 49000 · Miscellaneous Income</b>	<b>0</b>	<b>5,000</b>	<b>(5,000)</b>	<b>0%</b>
<b>Total Income</b>	<b>1,244,116</b>	<b>1,901,986</b>	<b>(657,869)</b>	<b>65%</b>
<b>Gross Profit</b>	<b>1,244,116</b>	<b>1,901,986</b>	<b>(657,869)</b>	<b>65%</b>
<b>Expense</b>				
50000 · Treasurer Fees	15,052	27,577	(12,525)	55%
51000 · General Overhead				
51005 · Dues & Subscriptions	0	1,526	(1,526)	0%
51010 · Communication / Website Expense	465	2,180	(1,715)	21%
51015 · Postage & Shipping	0	0	0	0%
51030 · Security Expense	0	239	(239)	0%
51050 · Utilities Expense	15,689	23,112	(7,423)	68%
51060 · District Functions/Events	47	0	47	100%
<b>Total 51000 · General Overhead</b>	<b>16,201</b>	<b>27,057</b>	<b>(10,856)</b>	<b>60%</b>
52000 · Computer & Software Expenses				
52040 · Software & Online Subscriptions	6,394	425	5,969	1,504%
52000 · Computer & Software Expenses - Other	0	0	0	0%
<b>Total 52000 · Computer &amp; Software Expenses</b>	<b>6,394</b>	<b>425</b>	<b>5,969</b>	<b>1,504%</b>
52500 · Insurance Expense				
52550 · General Insurance	39,203	34,880	4,323	112%
52500 · Insurance Expense - Other	0	0	0	0%
<b>Total 52500 · Insurance Expense</b>	<b>39,203</b>	<b>34,880</b>	<b>4,323</b>	<b>112%</b>
52600 · Election Expense	0	45,000	(45,000)	0%
53000 · Board of Director's Expense				
53010 · Directors' Stipend	9,500	8,720	780	109%
53020 · BOD Travel/Mileage Expense	308			
53040 · BOD Conference/Retreat Expense	375			
<b>Total 53000 · Board of Director's Expense</b>	<b>10,183</b>	<b>8,720</b>	<b>1,463</b>	<b>117%</b>
53500 · Community Relations Exp.				
53520 · Newsletter Expense	0	4,360	(4,360)	0%
<b>Total 53500 · Community Relations Exp.</b>	<b>0</b>	<b>4,360</b>	<b>(4,360)</b>	<b>0%</b>
54000 · Payroll Expenses				
54060 · Employer Payroll Taxes	727	1,274	(547)	57%
54000 · Payroll Expenses - Other	72			
<b>Total 54000 · Payroll Expenses</b>	<b>799</b>	<b>1,274</b>	<b>(476)</b>	<b>63%</b>



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

January through December 2023

	Jan - Dec 23	Budget	Budget Variance	% of Budget
<b>57000 · Professional Services Fees</b>				
57010 · Auditing	7,000	6,540	460	107%
57020 · Legal Expenses	151,422	103,550	47,872	146%
57030 · Accounting Services	54,832	63,815	(8,983)	86%
57040 · District Management	138,713	162,102	(23,389)	86%
57050 · Engineering Expense	19,101	35,970	(16,870)	53%
57070 · Master Plan Fee	0	74,500	(74,500)	0%
57085 · Paying Agent Fees	0	3,700	(3,700)	0%
<b>Total 57000 · Professional Services Fees</b>	<b>371,067</b>	<b>450,177</b>	<b>(79,110)</b>	<b>82%</b>
57500 · Misc & Petty Cash Expense	0	0	0	0%
61000 · Miscellaneous Expense	0	1,635	(1,635)	0%
61500 · Reimbursed Expenditures	0	0	0	0%
<b>62000 · Repairs and Maintenance</b>				
62010 · General Repairs and Maintenance	18,869	13,000	5,869	145%
62020 · Utility Locate	4,178	4,000	178	104%
<b>Total 62000 · Repairs and Maintenance</b>	<b>23,047</b>	<b>17,000</b>	<b>6,047</b>	<b>136%</b>
63000 · Vehicle Expense	280			
<b>64000 · Landscape Expenses</b>				
64010 · Landscape Repairs and Maint	8,955	43,350	(34,395)	21%
64020 · Landscape Weed Control Expense	39,923	48,000	(8,077)	83%
64030 · Irrigation Expense	63,756	53,995	9,761	118%
64040 · Landscape Contract	171,335	171,335	0	100%
<b>Total 64000 · Landscape Expenses</b>	<b>283,970</b>	<b>316,680</b>	<b>(32,710)</b>	<b>90%</b>
<b>65000 · Playground &amp; Infrastructure Exp</b>				
65010 · Playground Repairs and Maint	0	16,350	(16,350)	0%
65030 · Graffiti Removal /Vandalism Exp	8,786	3,815	4,971	230%
65040 · Skate Park Maintenance	0	15,000	(15,000)	0%
<b>Total 65000 · Playground &amp; Infrastructure Exp</b>	<b>8,786</b>	<b>35,165</b>	<b>(26,379)</b>	<b>25%</b>
<b>68000 · Parks &amp; Open Space Expense</b>				
68010 · Foothills Park & Rec Fees	22,195	22,500	(305)	99%
68020 · Mosquito Control Expense	15,500	10,000	5,500	155%
68025 · Water Expense	25,363			
68030 · Seasonal Lighting Expense	8,530	15,260	(6,730)	56%
68045 · Tree Care Expense	80,563	82,000	(1,437)	98%
68050 · Portable Restroom Exp.	6,212	7,630	(1,418)	81%
68065 · Water Rights Expense	8,298	125,350	(117,052)	7%
68070 · Snow Removal Expense	96,597	54,500	42,097	177%
68080 · Algae Control Exp.	0	5,450	(5,450)	0%
68085 · Annual Trails Maintenance	0	114,450	(114,450)	0%
68090 · Pond Maintenance	0	5,509	(5,509)	0%
68095 · Open Space Maintenances / Fire	0	27,250	(27,250)	0%
<b>Total 68000 · Parks &amp; Open Space Expense</b>	<b>263,258</b>	<b>469,899</b>	<b>(206,641)</b>	<b>56%</b>
<b>68500 · Park &amp; Recreation Events</b>				
68540 · Community Service Events	0	1,700	(1,700)	0%
<b>Total 68500 · Park &amp; Recreation Events</b>	<b>0</b>	<b>1,700</b>	<b>(1,700)</b>	<b>0%</b>
<b>70000 · Bond Interest &amp; Principal Exp.</b>				
70010 · Bond Interest - Series 1993	0	45,704	(45,704)	0%
70020 · Bond Principal - Series 1993	0	429,555	(429,555)	0%
70110 · Bond Interest - Series 2014	0	29,537	(29,537)	0%
70120 · Bond Principal - Series 2014	0	1,455,000	(1,455,000)	0%
<b>Total 70000 · Bond Interest &amp; Principal Exp.</b>	<b>0</b>	<b>1,959,796</b>	<b>(1,959,796)</b>	<b>0%</b>
<b>80000 · Capital Expenses</b>				
80010 · Park Infrastructure/Improvements	115,938			
80020 · Irrigation Improvements	0	100,000	(100,000)	0%
80030 · Spillway / Embankment Cost	0	0	0	0%
80060 · Plant Nursery	12,065	10,000	2,065	121%
80070 · New Playground	0	350,000	(350,000)	0%
80000 · Capital Expenses - Other	0	0	0	0%
<b>Total 80000 · Capital Expenses</b>	<b>128,003</b>	<b>460,000</b>	<b>(331,997)</b>	<b>28%</b>
99000 · Contingency	0	113,852	(113,852)	0%
<b>Total Expense</b>	<b>1,166,242</b>	<b>3,975,197</b>	<b>(2,808,955)</b>	<b>29%</b>
<b>Net Ordinary Income</b>	<b>77,875</b>	<b>(2,073,211)</b>	<b>2,151,086</b>	<b>(4%)</b>

Roxborough Village Metro District  
**Profit & Loss Budget vs. Actual**  
 January through December 2023

	Jan - Dec 23	Budget	Budget Variance	% of Budget
Other Income/Expense				
Other Expense				
78500 · Reserve Expense	0	0	0	0%
99900 · Non-Operating Expense				
99960 · Transfers	0	(3,852)	3,852	0%
Total 99900 · Non-Operating Expense	0	(3,852)	3,852	0%
Total Other Expense	0	(3,852)	3,852	0%
Net Other Income	0	3,852	(3,852)	0%
<b>Net Income</b>	<b>77,875</b>	<b>(2,069,359)</b>	<b>2,147,233</b>	<b>(4)%</b>

**Roxborough Village Metro District**  
**Capital Fund Profit & Loss Budget vs. Actual**  
 January through December 2023

	Jan - Dec 23	Budget	Budget Variance	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
41000 · Property Tax Income	0	0	0	0%
46000 · Interest Income	59,527	15,000	44,527	397%
48000 · CTF/Lottery Income	49,776	44,000	5,776	113%
49000 · Miscellaneous Income	0	3,000	(3,000)	0%
<b>Total Income</b>	109,304	62,000	47,304	176%
<b>Gross Profit</b>	109,304	62,000	47,304	176%
<b>Expense</b>				
51000 · General Overhead	19	0	19	100%
52000 · Computer & Software Expenses	256			
52500 · Insurance Expense	1,528			
54000 · Payroll Expenses	0	500	(500)	0%
57000 · Professional Services Fees	13,906	137,667	(123,761)	10%
61500 · Reimbursed Expenditures	0	0	0	0%
62000 · Repairs and Maintenance	0	2,100	(2,100)	0%
64000 · Landscape Expenses	0	27,000	(27,000)	0%
68000 · Parks & Open Space Expense	8,298	107,920	(99,622)	8%
80000 · Capital Expenses	97,059	460,000	(362,941)	21%
99000 · Contingency	0	60,713	(60,713)	0%
<b>Total Expense</b>	121,065	795,900	(674,835)	15%
<b>Net Ordinary Income</b>	(11,761)	(733,900)	722,139	2%
<b>Net Income</b>	(11,761)	(733,900)	722,139	2%

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

January through December 2023

	Jan - Dec 23	Budget	Budget Variance	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
41000 · Property Tax Income				
41010 · Specific Ownership Tax	79,468	86,294	(6,826)	92%
41020 · Property Tax	1,010,904	1,003,565	7,339	101%
41040 · Prior Year Tax	(9)			
41045 · Property Tax Interest	515			
<b>Total 41000 · Property Tax Income</b>	<b>1,090,878</b>	<b>1,089,859</b>	<b>1,019</b>	<b>100%</b>
43000 · Park and Field Income				
43010 · Sports Field Fees	2,200	2,000	200	110%
<b>Total 43000 · Park and Field Income</b>	<b>2,200</b>	<b>2,000</b>	<b>200</b>	<b>110%</b>
46000 · Interest Income				
46010 · General Bank Account Interest	41,735			
46000 · Interest Income - Other	0	5,000	(5,000)	0%
<b>Total 46000 · Interest Income</b>	<b>41,735</b>	<b>5,000</b>	<b>36,735</b>	<b>835%</b>
49000 · Miscellaneous Income	0	2,000	(2,000)	0%
<b>Total Income</b>	<b>1,134,813</b>	<b>1,098,859</b>	<b>35,954</b>	<b>103%</b>
<b>Gross Profit</b>	<b>1,134,813</b>	<b>1,098,859</b>	<b>35,954</b>	<b>103%</b>
<b>Expense</b>				
50000 · Treasurer Fees	15,052	16,483	(1,431)	91%
51000 · General Overhead				
51005 · Dues & Subscriptions	0	1,526	(1,526)	0%
51010 · Communication / Website Expense	446	2,180	(1,734)	20%
51015 · Postage & Shipping	0	0	0	0%
51030 · Security Expense	0	239	(239)	0%
51050 · Utilities Expense	15,689	23,112	(7,423)	68%
51060 · District Functions/Events	47	0	47	100%
<b>Total 51000 · General Overhead</b>	<b>16,182</b>	<b>27,057</b>	<b>(10,875)</b>	<b>60%</b>
52000 · Computer & Software Expenses				
52040 · Software & Online Subscriptions	6,138	425	5,713	1,444%
52000 · Computer & Software Expenses - Oth...	0	0	0	0%
<b>Total 52000 · Computer &amp; Software Expenses</b>	<b>6,138</b>	<b>425</b>	<b>5,713</b>	<b>1,444%</b>
52500 · Insurance Expense				
52550 · General Insurance	37,675	34,880	2,795	108%
52500 · Insurance Expense - Other	0	0	0	0%
<b>Total 52500 · Insurance Expense</b>	<b>37,675</b>	<b>34,880</b>	<b>2,795</b>	<b>108%</b>
52600 · Election Expense	0	45,000	(45,000)	0%
53000 · Board of Director's Expense				
53010 · Directors' Stipend	9,500	8,720	780	109%
53020 · BOD Travel/Mileage Expense	308			
53040 · BOD Conference/Retreat Expense	375			
<b>Total 53000 · Board of Director's Expense</b>	<b>10,183</b>	<b>8,720</b>	<b>1,463</b>	<b>117%</b>
53500 · Community Relations Exp.				
53520 · Newsletter Expense	0	4,360	(4,360)	0%
<b>Total 53500 · Community Relations Exp.</b>	<b>0</b>	<b>4,360</b>	<b>(4,360)</b>	<b>0%</b>
54000 · Payroll Expenses				
54060 · Employer Payroll Taxes	727	774	(47)	94%
54000 · Payroll Expenses - Other	72			
<b>Total 54000 · Payroll Expenses</b>	<b>799</b>	<b>774</b>	<b>25</b>	<b>103%</b>

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

January through December 2023

	Jan - Dec 23	Budget	Budget Variance	% of Budget
<b>57000 · Professional Services Fees</b>				
57010 · Auditing	6,720	6,540	180	103%
57020 · Legal Expenses	145,700	76,300	69,400	191%
57030 · Accounting Services	53,081	60,000	(6,919)	88%
57040 · District Management	133,221	110,000	23,221	121%
57050 · Engineering Expense	18,439	35,970	(17,531)	51%
57070 · Master Plan Fee	0	20,000	(20,000)	0%
57085 · Paying Agent Fees	0	0	0	0%
<b>Total 57000 · Professional Services Fees</b>	<b>357,161</b>	<b>308,810</b>	<b>48,351</b>	<b>116%</b>
<b>57500 · Misc &amp; Petty Cash Expense</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0%</b>
<b>61000 · Miscellaneous Expense</b>	<b>0</b>	<b>1,635</b>	<b>(1,635)</b>	<b>0%</b>
<b>61500 · Reimbursed Expenditures</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0%</b>
<b>62000 · Repairs and Maintenance</b>				
62010 · General Repairs and Maintenance	18,869	10,900	7,969	173%
62020 · Utility Locate	4,178	4,000	178	104%
<b>Total 62000 · Repairs and Maintenance</b>	<b>23,047</b>	<b>14,900</b>	<b>8,147</b>	<b>155%</b>
<b>63000 · Vehicle Expense</b>	<b>280</b>			
<b>64000 · Landscape Expenses</b>				
64010 · Landscape Repairs and Maint	8,955	16,350	(7,395)	55%
64020 · Landscape Weed Control Expense	39,923	48,000	(8,077)	83%
64030 · Irrigation Expense	63,756	53,995	9,761	118%
64040 · Landscape Contract	171,335	171,335	0	100%
<b>Total 64000 · Landscape Expenses</b>	<b>283,970</b>	<b>289,680</b>	<b>(5,710)</b>	<b>98%</b>
<b>65000 · Playground &amp; Infrastructure Exp</b>				
65010 · Playground Repairs and Maint	0	16,350	(16,350)	0%
65030 · Graffiti Removal /Vandalism Exp	8,786	3,815	4,971	230%
65040 · Skate Park Maintenance	0	15,000	(15,000)	0%
<b>Total 65000 · Playground &amp; Infrastructure Exp</b>	<b>8,786</b>	<b>35,165</b>	<b>(26,379)</b>	<b>25%</b>
<b>68000 · Parks &amp; Open Space Expense</b>				
68010 · Foothills Park & Rec Fees	22,195	22,500	(305)	99%
68020 · Mosquito Control Expense	15,500	10,000	5,500	155%
68025 · Water Expense	25,363			
68030 · Seasonal Lighting Expense	8,530	15,260	(6,730)	56%
68045 · Tree Care Expense	80,563	70,000	10,563	115%
68050 · Portable Restroom Exp.	6,212	7,630	(1,418)	81%
68065 · Water Rights Expense	0	89,380	(89,380)	0%
68070 · Snow Removal Expense	96,597	54,500	42,097	177%
68080 · Algae Control Exp.	0	5,450	(5,450)	0%
68085 · Annual Trails Maintenance	0	54,500	(54,500)	0%
68090 · Pond Maintenance	0	5,509	(5,509)	0%
68095 · Open Space Maintenances / Fire	0	27,250	(27,250)	0%
<b>Total 68000 · Parks &amp; Open Space Expense</b>	<b>254,961</b>	<b>361,979</b>	<b>(107,018)</b>	<b>70%</b>
<b>68500 · Park &amp; Recreation Events</b>				
68540 · Community Service Events	0	1,700	(1,700)	0%
<b>Total 68500 · Park &amp; Recreation Events</b>	<b>0</b>	<b>1,700</b>	<b>(1,700)</b>	<b>0%</b>
<b>70000 · Bond Interest &amp; Principal Exp.</b>				
70020 · Bond Principal - Series 1993	0			
<b>Total 70000 · Bond Interest &amp; Principal Exp.</b>	<b>0</b>			
<b>80000 · Capital Expenses</b>				
80010 · Park Infrastructure/Improvements	30,943			
80000 · Capital Expenses - Other	0	0	0	0%
<b>Total 80000 · Capital Expenses</b>	<b>30,943</b>	<b>0</b>	<b>30,943</b>	<b>100%</b>

**Roxborough Village Metro District**  
**General Fund Profit & Loss Budget vs. Actual**  
 January through December 2023

	Jan - Dec 23	Budget	Budget Variance	% of Budget
99000 · Contingency	0	53,139	(53,139)	0%
<b>Total Expense</b>	<b>1,045,177</b>	<b>1,204,707</b>	<b>(159,530)</b>	<b>87%</b>
<b>Net Ordinary Income</b>	<b>89,636</b>	<b>(105,848)</b>	<b>195,484</b>	<b>(85)%</b>
<b>Other Income/Expense</b>				
Other Expense				
78500 · Reserve Expense	0	0	0	0%
<b>Total Other Expense</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0%</b>
<b>Net Other Income</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0%</b>
<b>Net Income</b>	<b>89,636</b>	<b>(105,848)</b>	<b>195,484</b>	<b>(85)%</b>

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

Accrual Basis

January through December 2023

	Jan - Dec 23	Budget	Budget Variance	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
41000 · Property Tax Income	272,957	299,857	(26,900)	91%
<b>Total Income</b>	272,957	299,857	(26,900)	91%
<b>Gross Profit</b>	272,957	299,857	(26,900)	91%
<b>Expense</b>				
50000 · Treasurer Fees	2,258	4,394	(2,136)	51%
51000 · General Overhead	4,829	3,009	1,820	160%
52000 · Computer & Software Expenses	921			
52500 · Insurance Expense	5,651	5,232	419	108%
52600 · Election Expense	0	8,993	(8,993)	0%
53000 · Board of Director's Expense	46	1,308	(1,262)	4%
53500 · Community Relations Exp.	0	654	(654)	0%
54000 · Payroll Expenses	0	0	0	0%
57000 · Professional Services Fees	74,969	48,887	26,082	153%
61000 · Miscellaneous Expense	0	245	(245)	0%
62000 · Repairs and Maintenance	12,164	1,635	10,529	744%
63000 · Vehicle Expense	42			
64000 · Landscape Expenses	58,753	65,482	(6,729)	90%
65000 · Playground & Infrastructure Exp	716	1,390	(674)	51%
68000 · Parks & Open Space Expense	39,363	44,554	(5,191)	88%
68500 · Park & Recreation Events	0	255	(255)	0%
80000 · Capital Expenses	30,943	0	30,943	100%
99000 · Contingency	0	1,594	(1,594)	0%
<b>Total Expense</b>	230,655	187,632	43,023	123%
<b>Net Ordinary Income</b>	42,303	112,225	(69,922)	38%
<b>Net Income</b>	<b>42,303</b>	<b>112,225</b>	<b>(69,922)</b>	<b>38%</b>

**Roxborough Village Metro District**  
**A/P Aging Summary**  
As of December 31, 2023

	<u>Current</u>	<u>1 - 45</u>	<u>46 - 90</u>	<u>&gt; 90</u>	<u>TOTAL</u>
ARK Ecological Services, LLC	0.00	4,082.65	0.00	0.00	4,082.65
Bill.com LLC	560.19	0.00	0.00	0.00	560.19
Colorado Special Districts Property and L	0.00	39,990.00	0.00	0.00	39,990.00
Consolidated Divisions Inc	0.00	33,758.06	17,133.54	0.00	50,891.60
CORE Electric Cooperative	0.00	902.26	0.00	0.00	902.26
Diversified Underground	160.00	240.00	0.00	5,295.00	5,695.00
Ephram Glass*	0.00	66.46	0.00	0.00	66.46
Exaco Trading Co	0.00	68.70	0.00	0.00	68.70
Foothills Park & Recreation District	1,787.34	1,563.59	0.00	0.00	3,350.93
Gembok Consulting Inc.	1,876.25	0.00	0.00	0.00	1,876.25
McBride Lighting, Inc.	0.00	0.00	1,413.91	0.00	1,413.91
Mission Communication LLC	0.00	0.00	0.00	730.80	730.80
Roxborough Metro District	0.00	0.00	0.00	0.00	0.00
Roxborough Water & Sanitation District	875.33	0.00	0.00	0.00	875.33
SavATree, LLC	0.00	13,699.00	0.00	0.00	13,699.00
Special District Management Services, Inc	5,658.08	0.00	0.00	0.00	5,658.08
Utility Notification Center of Colorado	43.86	0.00	0.00	0.00	43.86
<b>TOTAL</b>	<b><u>10,961.05</u></b>	<b><u>94,370.72</u></b>	<b><u>18,547.45</u></b>	<b><u>6,025.80</u></b>	<b><u>129,905.02</u></b>



Roxborough Village Metro District  
A/P Aging Detail

As of December 31, 2023

Date	Num	Name	Due Date	Split	Memo	Aging	Open Balance
<b>Current</b>							
12/31/2023	223121166	Utility Notification Cen...	12/31/2023	-SPLIT-	RTL Transmissions		43.86
12/31/2023	131496	Special District Manag...	12/31/2023	-SPLIT-	December 2023 Distri...		5,658.08
12/31/2023	SALES000...	Foothills Park & Recre...	12/31/2023	-SPLIT-	December 2023 Resi...		1,787.34
12/31/2023		Roxborough Water & ...	01/10/2024	-SPLIT-	Billing Period 12/01/2...		875.33
12/31/2023	24015782417	Bill.com LLC	01/10/2024	-SPLIT-	Billing Period 12/05/2...		560.19
12/31/2023	29004	Diversified Underground	01/30/2024	-SPLIT-	Screen Charge		160.00
12/31/2023	5862	Gembok Consulting I...	02/14/2024	57030 · Accounting Servi...	December 2023 Chatf...		247.50
12/31/2023	5863	Gembok Consulting I...	02/14/2024	57030 · Accounting Servi...	December 2023		1,628.75
<b>Total Current</b>							10,961.05
<b>1 - 45</b>							
11/11/2023	2011885	Consolidated Division...	11/26/2023	-SPLIT-	T&M Nov 5-11	35	600.00
11/30/2023	SALES000...	Foothills Park & Recre...	11/30/2023	-SPLIT-	November 2023 Resi...	31	1,563.59
11/30/2023	12919320	SavATree, LLC	12/10/2023	-SPLIT-		21	3,947.00
12/01/2023	24PL-6010...	Colorado Special Distr...	12/11/2023	14010 · Prepaid Expense		20	39,990.00
11/30/2023	2011637	Consolidated Division...	12/15/2023	-SPLIT-	November Landscape...	16	17,133.54
12/01/2023	2011975	Consolidated Division...	12/16/2023	-SPLIT-	December Landscape...	15	8,566.77
12/07/2023		Exaco Trading Co	12/17/2023	80060 · Plant Nursery		14	68.70
12/08/2023	13835536	SavATree, LLC	12/18/2023	-SPLIT-	Holiday Decor Lighting	13	7,650.00
12/08/2023	1383553	SavATree, LLC	12/18/2023	-SPLIT-	Holiday Decor Lighting	13	880.00
12/11/2023	13236839	SavATree, LLC	12/21/2023	-SPLIT-		10	1,222.00
12/09/2023	2012137	Consolidated Division...	12/24/2023	-SPLIT-	T&M Dec 3-9	7	120.00
12/10/2023	2012185	Consolidated Division...	12/25/2023	-SPLIT-	Storm Cycle 12/08/23...	6	6,605.75
12/14/2023	2012242	Consolidated Division...	12/29/2023	-SPLIT-	Storm Cycle 12/12/23...	2	732.00
12/19/2023	RVMD10007	Ephram Glass*	12/29/2023	80060 · Plant Nursery	SDA Conference Mile...	2	66.46
12/19/2023		CORE Electric Cooper...	12/29/2023	-SPLIT-		2	902.26
11/30/2023	28840	Diversified Underground	12/30/2023	-SPLIT-	November Utility Loca...	1	240.00
11/30/2023	3616	ARK Ecological Servic...	12/30/2023	-SPLIT-	Invoice Period Nov1-...	1	4,082.65
<b>Total 1 - 45</b>							94,370.72
<b>46 - 90</b>							
10/10/2023	20766	McBride Lighting, Inc.	10/20/2023	-SPLIT-		72	150.00
11/01/2023	20850	McBride Lighting, Inc.	11/11/2023	-SPLIT-		50	1,263.91
10/31/2023	2011534	Consolidated Division...	11/15/2023	-SPLIT-	October Landscape M...	46	17,133.54
<b>Total 46 - 90</b>							18,547.45
<b>&gt; 90</b>							
08/18/2022	1068174	Mission Communicati...	08/28/2022	64030 · Irrigation Expense		490	359.40
10/31/2022	26607	Diversified Underground	11/30/2022	51050 · Utilities Expense	10/1-10/31/2022	396	3,735.00
11/30/2022	26763	Diversified Underground	12/30/2022	62020 · Utility Locate		366	1,060.00
12/31/2022	AJE22#3Audi	Roxborough Metro Dis...		14010 · Prepaid Expense	To reclassify balance ...		-37,962.00
01/01/2023	AJE22#3Au...	Roxborough Metro Dis...		14010 · Prepaid Expense	To reclassify balance ...		37,962.00
05/26/2023	1076676	Mission Communicati...	06/05/2023	-SPLIT-	Annual Service	209	371.40
07/31/2023	28120	Diversified Underground	08/30/2023	-SPLIT-	July Utility Locates	123	500.00
<b>Total &gt; 90</b>							6,025.80
<b>TOTAL</b>							<b>129,905.02</b>

Roxborough Village Metro District  
 Claims by Vendor Detail

01/10/24

Cash Basis

December 2023

Type	Date	Num	Memo	Account	Original Amount	Balance
<b>Bill.com LLC</b>						
Bill	12/06/2023	23125415691	Billing Period 11/05/2023-12/04/2023	52040 · Software & Online Subscr...	454.76	454.76
Bill	12/06/2023	23125415691	Billing Period 11/05/2023-12/04/2023	52040 · Software & Online Subscr...	80.25	535.01
Bill	12/06/2023	23125415691	Billing Period 11/05/2023-12/04/2023	52040 · Software & Online Subscr...	22.29	557.30
Total Bill.com LLC						557.30
<b>Chavez Services LLC</b>						
Bill	12/04/2023	CW-2023-167		80010 · Park Infrastructure/Improv...	30,293.89	30,293.89
Bill	12/04/2023	CW-2023-167		80010 · Park Infrastructure/Improv...	72,520.48	102,814.37
Bill	12/04/2023	CW-2023-167		80010 · Park Infrastructure/Improv...	3,680.50	106,494.87
Bill	12/04/2023	CW-2023-167		80010 · Park Infrastructure/Improv...	649.50	107,144.37
Total Chavez Services LLC						107,144.37
<b>Colorado Community Media</b>						
Bill	12/04/2023	99404		51010 · Communication / Website...	31.63	31.63
Bill	12/04/2023	99404		51010 · Communication / Website...	5.58	37.21
Bill	12/04/2023	99404		51010 · Communication / Website...	1.55	38.76
Total Colorado Community Media						38.76
<b>Colorado Treasury Unclaimed Property Divi</b>						
Bill	12/21/2023		Payment of unclaimed propert	70020 · Bond Principal - Series 1...	735.55	735.55
Total Colorado Treasury Unclaimed Property Divi						735.55
<b>Consolidated Divisions Inc</b>						
Bill	12/04/2023	2011884	T&M Nov 5-11	64010 · Landscape Repairs and ...	194.58	194.58
Bill	12/04/2023	2011884	T&M Nov 5-11	64010 · Landscape Repairs and ...	34.34	228.92
Bill	12/27/2023	2009082	April T&M	64030 · Irrigation Expense	4,086.05	4,314.97
Bill	12/27/2023	2009082	April T&M	64030 · Irrigation Expense	721.07	5,036.04
Bill	12/27/2023	2009323	T&M May 7 through May 13	64030 · Irrigation Expense	927.43	5,963.47
Bill	12/27/2023	2010522	T&M August 1 - August 5	64030 · Irrigation Expense	3,788.16	9,751.63
Bill	12/27/2023	2010522	T&M August 1 - August 5	64030 · Irrigation Expense	668.50	10,420.13
Bill	12/27/2023	2011222	T&M September 10-16	64030 · Irrigation Expense	1,208.64	11,628.77
Bill	12/27/2023	2011222	T&M September 10-16	64030 · Irrigation Expense	325.54	11,954.31
Bill	12/27/2023	2011322	T&M September 24-30	64030 · Irrigation Expense	192.55	12,146.86
Bill	12/27/2023	2011322	T&M September 24-30	64030 · Irrigation Expense	3,075.12	15,221.98
Bill	12/27/2023	2011222	T&M September 10-16	65030 · Graffiti Removal /Vandali...	295.26	15,517.24
Bill	12/27/2023	2011200	T&M Sept 17-23	65030 · Graffiti Removal /Vandali...	437.61	15,954.85
Bill	12/27/2023	2011200	T&M Sept 17-23	64030 · Irrigation Expense	758.50	16,713.35
Bill	12/27/2023	2011200	T&M Sept 17-23	64030 · Irrigation Expense	557.95	17,271.30
Bill	12/27/2023	2011200	T&M Sept 17-23	65030 · Graffiti Removal /Vandali...	77.23	17,348.53
Total Consolidated Divisions Inc						17,348.53
<b>CORE Electric Cooperative</b>						
Bill	12/11/2023			51050 · Utilities Expense	836.76	836.76
Bill	12/11/2023			51050 · Utilities Expense	37.26	874.02
Total CORE Electric Cooperative						874.02
<b>Diversified Underground</b>						
Bill	12/19/2023	28689	October Utility Locates	62020 · Utility Locate	450.50	450.50
Bill	12/19/2023	28689	October Utility Locates	62020 · Utility Locate	79.50	530.00
Total Diversified Underground						530.00
<b>Farnsworth Group, Inc</b>						
Bill	12/04/2023	247180		57050 · Engineering Expense	16,057.60	16,057.60
Bill	12/04/2023	247180		57050 · Engineering Expense	2,381.40	18,439.00
Bill	12/04/2023	247180		57050 · Engineering Expense	661.50	19,100.50
Total Farnsworth Group, Inc						19,100.50
<b>Gemsbok Consulting Inc.</b>						
Bill	12/08/2023	5814	October 2023	57030 · Accounting Services	2,403.12	2,403.12
Bill	12/08/2023	5814	October 2023	57030 · Accounting Services	651.58	3,054.70
Bill	12/08/2023	5814	October 2023	57030 · Accounting Services	117.80	3,172.50
Bill	12/19/2023	5837	November 2023	57030 · Accounting Services	1,200.00	4,372.50
Bill	12/19/2023	5838	November 2023	57030 · Accounting Services	2,387.82	6,760.32
Bill	12/19/2023	5838	November 2023	57030 · Accounting Services	421.38	7,181.70
Bill	12/19/2023	5838	November 2023	57030 · Accounting Services	117.05	7,298.75
Total Gemsbok Consulting Inc.						7,298.75
<b>Ireland Stapleton Pryor &amp; Pascoe PC</b>						
Bill	12/19/2023	151580	Billed Through 11/30/2023	57020 · Legal Expenses	6,955.74	6,955.74
Bill	12/19/2023	151580	Billed Through 11/30/2023	57020 · Legal Expenses	2,043.98	8,999.72
Bill	12/19/2023	151580	Billed Through 11/30/2023	57020 · Legal Expenses	340.97	9,340.69
Bill	12/19/2023	151580	Billed Through 11/30/2023	68065 · Water Rights Expense	71.00	9,411.69
Total Ireland Stapleton Pryor & Pascoe PC						9,411.69
<b>QuickBooks Payroll Service</b>						
Liability Che...	12/28/2023		Fee for 2 direct deposit(s) at \$1.75 each	54000 · Payroll Expenses	3.50	3.50
Total QuickBooks Payroll Service						3.50

Roxborough Village Metro District  
**Claims by Vendor Detail**

December 2023

Type	Date	Num	Memo	Account	Original Amount	Balance
<b>Roxborough Water &amp; Sanitation District</b>						
Bill	12/15/2023		Service Period 10/25/23 to 11/24/23 Elk Mtn Cir	68025 · Water Expense	105.80	105.80
Bill	12/15/2023		Service Period 10/25/23 - 11/24/23 Rampart Range	68025 · Water Expense	114.50	220.30
Bill	12/15/2023		Service Period 10/25/23 to 11/24/23 Mule Deer Pl	68025 · Water Expense	100.50	320.80
Bill	12/15/2023		Service Period 10/25/23 - 11/24/23 Marmot Ridge Cir	68025 · Water Expense	201.00	521.80
Bill	12/15/2023		Billing Period 11/01/23 to 11/30/23	68025 · Water Expense	747.71	1,269.51
Bill	12/15/2023		Billing Period 11/01/23 to 11/30/23	68025 · Water Expense	131.95	1,401.46
Total Roxborough Water & Sanitation District						1,401.46
<b>Special District Management Services, Inc</b>						
Bill	12/27/2023	130511	November 2023 District Management Fees	57040 · District Management	7,611.92	7,611.92
Bill	12/27/2023	130511	November 2023 District Management Fees	57040 · District Management	1,391.28	9,003.20
Bill	12/27/2023	130511	November 2023 District Management Fees	57040 · District Management	373.13	9,376.33
Bill	12/27/2023	130511	November 2023 District Management Fees	68065 · Water Rights Expense	32.00	9,408.33
Total Special District Management Services, Inc						9,408.33
<b>UMB Bank</b>						
Deposit	12/01/2023		Escheatment Checks	70020 · Bond Principal - Series 1...	-735.55	-735.55
Total UMB Bank						-735.55
<b>United Site Services</b>						
Bill	12/19/2023	INV-3928481	November Services Chatfield Farms Park	68050 · Portable Restroom Exp.	274.76	274.76
Bill	12/19/2023	INV-3928480	November Services Roxborough Community Park	68050 · Portable Restroom Exp.	267.79	542.55
Bill	12/31/2023	INV-3997395	December Services Roxborough Community Park	68050 · Portable Restroom Exp.	267.79	810.34
Bill	12/31/2023	INV-3997394	December Services Chatfield Farms Park	68050 · Portable Restroom Exp.	274.76	1,085.10
Total United Site Services						1,085.10
<b>Utility Notification Center of Colorado</b>						
Bill	12/19/2023	223111228	RTL Transmissions	62020 · Utility Locate	33.99	33.99
Bill	12/19/2023	223111228	RTL Transmissions	62020 · Utility Locate	6.00	39.99
Total Utility Notification Center of Colorado						39.99
<b>Xcel Energy</b>						
Bill	12/29/2023	December Statement	December Statement	51050 · Utilities Expense	4.33	4.33
Total Xcel Energy						4.33
<b>TOTAL</b>						<b>174,246.63</b>

Roxborough Village Metro District  
**Payroll Detail**  
December 2023

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<u>Num</u>	<u>Date</u>	<u>Source Name</u>	<u>Payroll Item</u>	<u>Type</u>	<u>Wage Base</u>	<u>Amount</u>
<b>BOD Compensation</b>						
DD1048	12/29/2023	Debra D Prysby	BOD Compensation	Paycheck	0.00	100.00
DD1049	12/29/2023	Mathew Hart	BOD Compensation	Paycheck	0.00	100.00
Total BOD Compensation					0.00	200.00
<b>TOTAL</b>					<b>0.00</b>	<b>200.00</b>

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Roxborough Village Metro District  
Capital Fund Profit & Loss Detail

January through December 2023

Type	Date	Num	Name	Memo	Debit	Credit	Balance
<b>Ordinary Income/Expense</b>							
<b>Income</b>							
<b>46000 · Interest Income</b>							
<b>46010 · General Bank Account Interest</b>							
Deposit	01/31/2023			Deposit		4,689.17	4,689.17
Deposit	02/28/2023			Deposit		4,316.14	9,005.31
Deposit	03/10/2023			Deposit		5,325.74	14,331.05
Deposit	04/30/2023			Deposit		5,705.78	20,036.83
Deposit	05/31/2023			Deposit		6,008.31	26,045.14
Deposit	06/30/2023			Deposit		5,967.66	32,012.80
Deposit	07/31/2023			Deposit		6,971.14	38,983.94
Deposit	08/31/2023			Deposit		2,863.63	41,847.57
Deposit	09/30/2023			Deposit		881.53	42,729.10
Deposit	09/30/2023			Deposit		38.68	42,767.78
Deposit	10/31/2023			Deposit		5,391.38	48,159.16
Deposit	10/31/2023			Deposit		240.83	48,399.99
Deposit	11/30/2023			Deposit		5,225.83	53,625.82
Deposit	11/30/2023			Deposit		235.43	53,861.25
Deposit	12/31/2023			Deposit		5,421.55	59,282.80
Deposit	12/31/2023			Deposit		244.68	59,527.48
Total 46010 · General Bank Account Interest					0.00	59,527.48	59,527.48
Total 46000 · Interest Income					0.00	59,527.48	59,527.48
<b>48000 · CTF/Lottery Income</b>							
Deposit	03/10/2023			Deposit		14,615.74	14,615.74
Deposit	06/22/2023			Deposit		11,471.99	26,087.73
Deposit	09/14/2023			Deposit		9,194.58	35,282.31
Deposit	12/08/2023			Deposit		14,493.74	49,776.05
Total 48000 · CTF/Lottery Income					0.00	49,776.05	49,776.05
Total Income					0.00	109,303.53	109,303.53
Gross Profit					0.00	109,303.53	109,303.53
<b>Expense</b>							
<b>51000 · General Overhead</b>							
<b>51010 · Communication / Website Expense</b>							
Bill	02/17/2023	78949	Colorado Community Media	Legal: Call for Nominations	1.24		1.24
Bill	03/24/2023	82095	Colorado Community Media	Notice of Cancellation	0.96		2.20
Bill	05/26/2023	1076676	Mission Communication LLC	Annual Service	14.86		17.06
Bill	11/03/2023	99404	Colorado Community Media		1.55		18.61
Total 51010 · Communication / Website Expense					18.61	0.00	18.61
<b>51050 · Utilities Expense</b>							
Check	01/10/2023		CORE Electric Cooperative				0.00
Check	01/31/2023		Xcel Energy				0.00
Check	02/09/2023		CORE Electric Cooperative				0.00
Check	02/28/2023		Xcel Energy				0.00
Total 51050 · Utilities Expense					0.00	0.00	0.00
Total 51000 · General Overhead					18.61	0.00	18.61
<b>52000 · Computer &amp; Software Expenses</b>							
<b>52040 · Software &amp; Online Subscriptions</b>							
Check	01/06/2023		Bill.com LLC		12.65		12.65
Check	02/07/2023		Bill.com LLC		15.80		28.45
Bill	03/05/2023	2303860...	Bill.com LLC	Billing Period 2/05/2023-3/04/2023	18.83		47.28
Bill	04/07/2023	2304897...	Bill.com LLC	Billing Period 03/05/2023-04/04/2023	17.94		65.22
Bill	05/04/2023	2305934...	Bill.com LLC	Billing Period 04/05/2023-05/04/2023	17.73		82.95
Bill	06/05/2023	2306970...	Bill.com LLC	Billing Period 05/05/2023-06/04/2023	20.26		103.21
Bill	07/05/2023	2307006...	Bill.com LLC	Billing Period 06/05/2023-07/04/2023	20.22		123.43
Bill	08/05/2023	2308042...	Bill.com LLC	Billing Period 07/05/2023-08/04/2023	20.14		143.57
Bill	09/05/2023	2309077...	Bill.com LLC	Billing Period 08/05/2023-09/04/2023	22.41		165.98
Bill	10/05/2023	2310262...	Bill.com LLC	Billing Period 08/05/2023-09/04/2023	22.47		188.45
Bill	11/07/2023	2311502...	Bill.com LLC	Billing Period 10/05/2023-11/04/2023	22.61		211.06
Bill	12/05/2023	2312541...	Bill.com LLC	Billing Period 11/05/2023-12/04/2023	22.29		233.35
Bill	12/31/2023	2401578...	Bill.com LLC	Billing Period 12/05/2023 - 01/04/2024	22.40		255.75
Total 52040 · Software & Online Subscriptions					255.75	0.00	255.75
Total 52000 · Computer & Software Expenses					255.75	0.00	255.75

Roxborough Village Metro District  
Capital Fund Profit & Loss Detail

January through December 2023

Type	Date	Num	Name	Memo	Debit	Credit	Balance
<b>52500 · Insurance Expense</b>							
<b>52550 · General Insurance</b>							
General Journal	01/31/2023	0123BusIns		To move Business Insruance prepaid to exp...	126.54		126.54
General Journal	02/28/2023	0223BusIns		To move Business Insruance prepaid to exp...	126.54		253.08
General Journal	03/31/2023	0323BusIns		To move Business Insruance prepaid to exp...	126.54		379.62
General Journal	04/30/2023	0423BusIns		To move Business Insruance prepaid to exp...	126.54		506.16
Bill	05/02/2023	21909	Colorado Special Districts ...	Add Location - Greenhouse	9.12		515.28
General Journal	05/31/2023	0523BusIns		To move Business Insruance prepaid to exp...	126.54		641.82
General Journal	06/30/2023	0623BusIns		To move Business Insruance prepaid to exp...	126.54		768.36
General Journal	07/31/2023	0723BusIns		To move Business Insruance prepaid to exp...	126.54		894.90
General Journal	08/31/2023	0823BusIns		To move Business Insruance prepaid to exp...	126.54		1,021.44
General Journal	09/30/2023	0923BusIns		To move Business Insruance prepaid to exp...	126.54		1,147.98
General Journal	10/31/2023	1023BusIns		To move Business Insruance prepaid to exp...	126.54		1,274.52
General Journal	11/30/2023	1123BusIns		To move Business Insruance prepaid to exp...	126.54		1,401.06
General Journal	12/31/2023	1223BusIns		To move Business Insruance prepaid to exp...	126.54		1,527.60
Total 52550 · General Insurance					1,527.60	0.00	1,527.60
Total 52500 · Insurance Expense					1,527.60	0.00	1,527.60
<b>57000 · Professional Services Fees</b>							
<b>57010 · Auditing</b>							
Bill	09/14/2023	1169	Colorado CPA Company PC	2022 Audit	280.00		280.00
Total 57010 · Auditing					280.00	0.00	280.00
<b>57020 · Legal Expenses</b>							
General Journal	01/31/2023	JanAccru...		Jan Legal Fees	821.00		821.00
General Journal	02/01/2023	JanAccru...		Jan Legal Fees		821.00	0.00
Bill	02/01/2023	144420	Ireland Stapleton Pryor & ...	January Statement for all Non Retainer Matt...	821.00		821.00
Bill	02/28/2023	145113	Ireland Stapleton Pryor & ...	February Statement for all Non Retainer Ma...	269.68		1,090.68
Bill	03/31/2023	145800	Ireland Stapleton Pryor & ...	Billed Through 03/31/2023	394.73		1,485.41
Bill	04/30/2023	146487	Ireland Stapleton Pryor & ...	Billed Through 04/30/2023	526.09		2,011.50
Bill	05/31/2023	147227	Ireland Stapleton Pryor & ...	Billed Through 05/31/2023	443.83		2,455.33
Bill	06/30/2023	147911	Ireland Stapleton Pryor & ...	Billed Through 06/30/2023	373.09		2,828.42
Bill	07/31/2023	148748	Ireland Stapleton Pryor & ...	Billed Through 07/31/2023	538.29		3,366.71
Bill	08/31/2023	149398	Ireland Stapleton Pryor & ...	Billed Through 08/31/2023	324.12		3,690.83
Bill	09/30/2023	150146	Ireland Stapleton Pryor & ...	Billed Through 09/30/2023	524.39		4,215.22
Bill	10/31/2023	150855	Ireland Stapleton Pryor & ...	Billed Through 10/31/2023	566.03		4,781.25
Bill	11/30/2023	151580	Ireland Stapleton Pryor & ...	Billed Through 11/30/2023	340.97		5,122.22
General Journal	12/31/2023	1231Accr...		December invoice accruals	600.00		5,722.22
Total 57020 · Legal Expenses					6,543.22	821.00	5,722.22
<b>57030 · Accounting Services</b>							
General Journal	01/31/2023	JanAccru...		Jan Accounting Fees	121.27		121.27
General Journal	02/01/2023	JanAccru...		Jan Accounting Fees		121.27	0.00
Bill	02/02/2023	5605	Gemsbok Consulting Inc.	January Accounting Services	121.27		121.27
Bill	02/28/2023	5627	Gemsbok Consulting Inc.	February Services	150.95		272.22
Bill	03/31/2023	5648	Gemsbok Consulting Inc.	March 2023	185.80		458.02
Bill	04/30/2023	5672	Gemsbok Consulting Inc.	April 2023	85.25		543.27
Bill	05/31/2023	5700	Gemsbok Consulting Inc.	May 2023	152.80		696.07
Bill	06/30/2023	5723	Gemsbok Consulting Inc.	June 2023	316.55		1,012.62
Bill	07/31/2023	5748	Gemsbok Consulting Inc.	July 2023	208.05		1,220.67
Bill	08/31/2023	5770	Gemsbok Consulting Inc.	August 2023	179.00		1,399.67
Bill	09/30/2023	5790	Gemsbok Consulting Inc.	September 2023	115.90		1,515.57
Bill	10/31/2023	5814	Gemsbok Consulting Inc.	October 2023	117.80		1,633.37
Bill	11/30/2023	5838	Gemsbok Consulting Inc.	November 2023	117.05		1,750.42
Total 57030 · Accounting Services					1,871.69	121.27	1,750.42
<b>57040 · District Management</b>							
Bill	01/31/2023	01/31/2023	Special District Manageme...	January 2023 District Management Fees	716.28		716.28
Bill	02/28/2023	02/28/2023	Special District Manageme...	February 2023 District Management Fees	375.01		1,091.29
Bill	03/31/2023	03/31/23	Special District Manageme...	March 2023 District Management Fees	465.70		1,556.99
Bill	04/30/2023	123409	Special District Manageme...	April 2023 District Management Fees	469.78		2,026.77
Bill	05/31/2023	124839	Special District Manageme...	May 2023 District Management Fees	537.98		2,564.75
Bill	06/30/2023	125914	Special District Manageme...	June 2023 District Management Fees	613.27		3,178.02
Bill	07/31/2023	126438	Special District Manageme...	July 2023 District Management Fees	459.16		3,637.18
Bill	08/31/2023	127510	Special District Manageme...	August 2023 District Management Fees	468.69		4,105.87
Bill	09/30/2023	128433	Special District Manageme...	September 2023 District Management Fees	527.99		4,633.86
Bill	10/31/2023	129520	Special District Manageme...	October 2023 District Management Fees	264.72		4,898.58
Bill	11/30/2023	130511	Special District Manageme...	November 2023 District Management Fees	373.13		5,271.71
Bill	12/31/2023	131496	Special District Manageme...	December 2023 District Management Fees	220.07		5,491.78
Total 57040 · District Management					5,491.78	0.00	5,491.78
<b>57050 · Engineering Expense</b>							
Bill	11/20/2023	247180	Farnsworth Group, Inc		661.50		661.50
Total 57050 · Engineering Expense					661.50	0.00	661.50
Total 57000 · Professional Services Fees					14,848.19	942.27	13,905.92
<b>64000 · Landscape Expenses</b>							
<b>64040 · Landscape Contract</b>							
Bill	02/01/2023	2007915	Consolidated Divisions Inc	January Maintenance			0.00
General Journal	02/01/2023	JanAccru...		Jan-Mar Landscape Contract	0.00		0.00
Total 64040 · Landscape Contract					0.00	0.00	0.00
Total 64000 · Landscape Expenses					0.00	0.00	0.00

**Roxborough Village Metro District**  
**Capital Fund Profit & Loss Detail**

January through December 2023

Type	Date	Num	Name	Memo	Debit	Credit	Balance
<b>68000 · Parks &amp; Open Space Expense</b>							
<b>68025 · Water Expense</b>							
Check	01/17/2023		Roxborough Water & Sanit...				0.00
Check	01/17/2023		Roxborough Water & Sanit...				0.00
Check	01/17/2023		Roxborough Water & Sanit...				0.00
Check	01/17/2023		Roxborough Water & Sanit...				0.00
Check	01/17/2023		Roxborough Water & Sanit...				0.00
Check	02/15/2023		Roxborough Water & Sanit...				0.00
Check	02/15/2023		Roxborough Water & Sanit...				0.00
Check	02/15/2023		Roxborough Water & Sanit...				0.00
Check	02/15/2023		Roxborough Water & Sanit...				0.00
Check	02/15/2023		Roxborough Water & Sanit...				0.00
Total 68025 · Water Expense					0.00	0.00	0.00
<b>68065 · Water Rights Expense</b>							
Bill	05/31/2023	147227	Ireland Stapleton Pryor & ...	Billed Through 05/31/2023	2,869.00		2,869.00
Bill	05/31/2023	124839	Special District Manageme...	Water Rights Matters	56.00		2,925.00
Bill	06/30/2023	147911	Ireland Stapleton Pryor & ...	Billed Through 06/30/2023	2,281.15		5,206.15
Bill	07/31/2023	148748	Ireland Stapleton Pryor & ...	Billed Through 07/31/2023	518.00		5,724.15
Bill	08/31/2023	127510	Special District Manageme...	August 2023 District Management Fees	32.00		5,756.15
Bill	08/31/2023	149398	Ireland Stapleton Pryor & ...	Billed Through 08/31/2023	497.00		6,253.15
Bill	09/30/2023	128433	Special District Manageme...	September 2023 District Management Fees	0.00		6,253.15
Bill	09/30/2023	150146	Ireland Stapleton Pryor & ...	Billed Through 09/30/2023	1,337.18		7,590.33
Bill	10/31/2023	150855	Ireland Stapleton Pryor & ...	Billed Through 10/31/2023	0.00		7,590.33
Bill	10/31/2023	129520	Special District Manageme...	October 2023 District Management Fees	0.00		7,590.33
Bill	11/08/2023	24687	LRE Water		588.25		8,178.58
Bill	11/30/2023	130511	Special District Manageme...	November 2023 District Management Fees	32.00		8,210.58
Bill	11/30/2023	151580	Ireland Stapleton Pryor & ...	Billed Through 11/30/2023	71.00		8,281.58
Bill	12/31/2023	131496	Special District Manageme...	December 2023 District Management Fees	16.00		8,297.58
Total 68065 · Water Rights Expense					8,297.58	0.00	8,297.58
Total 68000 · Parks & Open Space Expense					8,297.58	0.00	8,297.58
<b>80000 · Capital Expenses</b>							
<b>80010 · Park Infrastructure/Improvements</b>							
Bill	07/31/2023	16106	Coatings, Incorporated	Stripe Pickleball Lines	1,100.00		1,100.00
Bill	10/03/2023	INV-12185	Game-Set-Match Inc.	Tennis Court Nets	691.96		1,791.96
Bill	10/03/2023	INV-12184	Game-Set-Match Inc.	Tennis Court Wind Screens	7,001.57		8,793.53
Bill	11/21/2023	CW-2023...	Chavez Services LLC		76,200.98		84,994.51
Total 80010 · Park Infrastructure/Improvements					84,994.51	0.00	84,994.51
<b>80060 · Plant Nursery</b>							
Bill	04/17/2023	783	ACME FIX-IT, LLC	Greenhouse Rox Intermediate School	4,935.00		4,935.00
Bill	05/01/2023	61963	Stuewe & Sons, Inc.		2,290.08		7,225.08
Bill	06/09/2023	RVMD10...	Ephram Glass*	Soil and seed starting mix	385.69		7,610.77
Bill	06/29/2023	29781	JPL Cares, Inc.		4,319.00		11,929.77
Bill	12/07/2023		Exaco Trading Co	Parts for repair or greenhouse	68.70		11,998.47
Bill	12/19/2023	RVMD10...	Ephram Glass*	SDA Conference Mileage	66.46		12,064.93
Total 80060 · Plant Nursery					12,064.93	0.00	12,064.93
Total 80000 · Capital Expenses					97,059.44	0.00	97,059.44
Total Expense					122,007.17	942.27	121,064.90
Net Ordinary Income					122,007.17	110,245.80	-11,761.37
<b>Net Income</b>					<b>122,007.17</b>	<b>110,245.80</b>	<b>-11,761.37</b>

Roxborough Village Metro District  
General Fund Profit & Loss Detail

January through December 2023

Type	Date	Num	Name	Memo	Debit	Credit	Balance
<b>Ordinary Income/Expense</b>							
<b>Income</b>							
<b>41000 · Property Tax Income</b>							
<b>41010 · Specific Ownership Tax</b>							
General Journal	01/01/2023	AJE22 #2R		Reverse of GJE AJE22 #2 -- To move reven...	6,529.36		-6,529.36
Deposit	01/10/2023			Deposit		6,529.36	0.00
Deposit	03/10/2023			Deposit		7,980.02	7,980.02
Deposit	04/10/2023			Deposit		8,089.10	16,069.12
Deposit	05/10/2023			Deposit		6,809.87	22,878.99
Deposit	06/29/2023			Deposit		8,472.97	31,351.96
Deposit	07/10/2023			Deposit		7,590.15	38,942.11
Deposit	08/10/2023			Deposit		8,043.65	46,985.76
Deposit	09/08/2023			Deposit		8,694.11	55,679.87
Deposit	10/10/2023			Deposit		7,583.12	63,262.99
Deposit	11/10/2023			Deposit		8,009.93	71,272.92
Deposit	12/08/2023			Deposit		8,194.88	79,467.80
Total 41010 · Specific Ownership Tax					6,529.36	85,997.16	79,467.80
<b>41020 · Property Tax</b>							
Deposit	02/10/2023			Deposit		26,926.64	26,926.64
Deposit	03/10/2023			Deposit		443,970.87	470,897.51
Deposit	04/10/2023			Deposit		20,662.84	491,560.35
Deposit	05/10/2023			-MULTIPLE-		66,726.12	558,286.47
Deposit	05/10/2023			Current Year Value Adjustment	107.79		558,178.68
Deposit	06/29/2023			Deposit		79,461.77	637,640.45
Deposit	07/10/2023			Deposit		363,139.81	1,000,780.26
Deposit	08/10/2023			Misc Treasurer Credit		5,169.82	1,005,950.08
Deposit	09/08/2023			Deposit		2,278.53	1,008,228.61
Deposit	10/10/2023			Deposit		1,268.25	1,009,496.86
Deposit	11/10/2023			Deposit		552.59	1,010,049.45
Deposit	12/08/2023			Deposit		854.74	1,010,904.19
Total 41020 · Property Tax					107.79	1,011,011.98	1,010,904.19
<b>41040 · Prior Year Tax</b>							
Deposit	05/10/2023			Value Adjustment Abatement	9.44		-9.44
Total 41040 · Prior Year Tax					9.44	0.00	-9.44
<b>41045 · Property Tax Interest</b>							
Deposit	04/10/2023			Deposit		7.71	7.71
Deposit	05/10/2023			Deposit		10.01	17.72
Deposit	05/10/2023			-MULTIPLE-	4.46		13.26
Deposit	06/29/2023			Deposit		73.60	86.86
Deposit	07/10/2023			Deposit		69.29	156.15
Deposit	08/10/2023			Current Year Interest		125.41	281.56
Deposit	09/08/2023			Deposit		78.84	360.40
Deposit	10/10/2023			Deposit		60.81	421.21
Deposit	11/10/2023			Deposit		38.25	459.46
Deposit	12/08/2023			Deposit		55.58	515.04
Total 41045 · Property Tax Interest					4.46	519.50	515.04
Total 41000 · Property Tax Income					6,651.05	1,097,528.64	1,090,877.59
<b>43000 · Park and Field Income</b>							
<b>43010 · Sports Field Fees</b>							
Deposit	05/17/2023	352		Ken Caryl Little League Field Use Spring		2,200.00	2,200.00
Total 43010 · Sports Field Fees					0.00	2,200.00	2,200.00
Total 43000 · Park and Field Income					0.00	2,200.00	2,200.00
<b>46000 · Interest Income</b>							
<b>46010 · General Bank Account Interest</b>							
Deposit	01/31/2023			Deposit		1,823.57	1,823.57
Deposit	02/28/2023			Deposit		1,678.49	3,502.06
Deposit	03/10/2023			Deposit		2,071.12	5,573.18
Deposit	04/30/2023			Deposit		2,218.91	7,792.09
Deposit	05/31/2023			Deposit		2,336.56	10,128.65
Deposit	06/30/2023			Deposit		2,320.76	12,449.41
Deposit	07/31/2023			Deposit		2,711.00	15,160.41
Deposit	08/31/2023			Deposit		7,363.63	22,524.04
Deposit	09/30/2023			Deposit		8,810.66	31,334.70
Deposit	10/31/2023			Deposit		4,131.98	35,466.68
Deposit	11/30/2023			Deposit		3,528.21	38,994.89
Deposit	12/31/2023			Deposit		2,740.34	41,735.23
Total 46010 · General Bank Account Interest					0.00	41,735.23	41,735.23
Total 46000 · Interest Income					0.00	41,735.23	41,735.23
Total Income					6,651.05	1,141,463.87	1,134,812.82
Gross Profit					6,651.05	1,141,463.87	1,134,812.82



**Roxborough Village Metro District  
General Fund Profit & Loss Detail**

January through December 2023

Type	Date	Num	Name	Memo	Debit	Credit	Balance
<b>Expense</b>							
<b>50000 · Treasurer Fees</b>							
Deposit	02/10/2023			Deposit	290.23		290.23
Deposit	03/10/2023			Deposit	6,659.55		6,949.78
Deposit	04/10/2023			Deposit	310.02		7,259.80
Deposit	05/10/2023			Deposit	993.42		8,253.22
Deposit	05/10/2023			Prior Year Treasurer Fees		0.14	8,253.08
Deposit	06/29/2023			Deposit	1,193.05		9,446.13
Deposit	07/10/2023			Deposit	5,448.12		14,894.25
Deposit	08/10/2023			Deposit	79.42		14,973.67
Deposit	09/08/2023			Deposit	35.37		15,009.04
Deposit	10/10/2023			Deposit	19.95		15,028.99
Deposit	11/10/2023			Deposit	8.87		15,037.86
Deposit	12/08/2023			Deposit	13.65		15,051.51
Total 50000 · Treasurer Fees					15,051.65	0.14	15,051.51
<b>51000 · General Overhead</b>							
<b>51010 · Communication / Website Expense</b>							
Bill	02/17/2023	78949	Colorado Community Media	Legal: Call for Nominations	29.72		29.72
Bill	03/24/2023	82095	Colorado Community Media	Notice of Cancellation	22.96		52.68
Bill	05/26/2023	1076676	Mission Communication LLC	Annual Service	356.54		409.22
Bill	11/03/2023	99404	Colorado Community Media		37.21		446.43
Total 51010 · Communication / Website Expense					446.43	0.00	446.43
<b>51050 · Utilities Expense</b>							
Check	01/10/2023		CORE Electric Cooperative		874.53		874.53
Check	01/31/2023		Xcel Energy		20.60		895.13
Check	02/09/2023		CORE Electric Cooperative		884.17		1,779.30
Check	02/28/2023		Xcel Energy		20.42		1,799.72
Bill	03/14/2023		CORE Electric Cooperative		878.69		2,678.41
Bill	03/28/2023	March St...	Xcel Energy	March Statement	20.10		2,698.51
Bill	04/10/2023		CORE Electric Cooperative		879.14		3,577.65
Bill	04/30/2023	April Stat...	Xcel Energy	April Statement	19.89		3,597.54
Bill	05/16/2023		CORE Electric Cooperative		1,071.23		4,668.77
Bill	05/31/2023	May Stat...	Xcel Energy	May Statement	19.59		4,688.36
Bill	06/01/2023	June Stat...	Xcel Energy	June Statement	3.91		4,692.27
Bill	06/07/2023		CORE Electric Cooperative		901.41		5,593.68
Bill	06/20/2023		CORE Electric Cooperative		1,036.74		6,630.42
Bill	07/03/2023	July State...	Xcel Energy	July Statement	4.39		6,634.81
Bill	07/08/2023		CORE Electric Cooperative		1,688.58		8,323.39
Bill	08/03/2023	August St...	Xcel Energy	August Statement	4.38		8,327.77
Bill	08/17/2023		CORE Electric Cooperative		2,371.71		10,699.48
Bill	09/01/2023	Septemb...	Xcel Energy	September Statement	4.38		10,703.86
Bill	09/21/2023		CORE Electric Cooperative		2,008.74		12,712.60
Bill	10/02/2023	October ...	Xcel Energy	October Statement	4.39		12,716.99
Bill	10/18/2023		CORE Electric Cooperative		1,186.73		13,903.72
Bill	11/01/2023	Novembe...	Xcel Energy	November Statement	4.33		13,908.05
Bill	11/20/2023		CORE Electric Cooperative		874.02		14,782.07
Bill	12/01/2023	Decembe...	Xcel Energy	December Statement	4.33		14,786.40
Bill	12/19/2023		CORE Electric Cooperative		902.26		15,688.66
Total 51050 · Utilities Expense					15,688.66	0.00	15,688.66
<b>51060 · District Functions/Events</b>							
Bill	02/13/2023	40086	Douglas County School Di...	Classroom Rental	47.25		47.25
Total 51060 · District Functions/Events					47.25	0.00	47.25
Total 51000 · General Overhead					16,182.34	0.00	16,182.34
<b>52000 · Computer &amp; Software Expenses</b>							
<b>52040 · Software &amp; Online Subscriptions</b>							
Check	01/06/2023		Bill.com LLC		303.59		303.59
Check	02/07/2023		Bill.com LLC		379.12		682.71
Bill	03/05/2023	2303860...	Bill.com LLC	Billing Period 2/05/2023-3/04/2023	452.00		1,134.71
Bill	04/07/2023	2304897...	Bill.com LLC	Billing Period 03/05/2023-04/04/2023	430.56		1,565.27
Bill	05/04/2023	2305934...	Bill.com LLC	Billing Period 04/05/2023-05/04/2023	425.43		1,990.70
Bill	06/05/2023	2306970...	Bill.com LLC	Billing Period 05/05/2023-06/04/2023	486.13		2,476.83
Bill	07/05/2023	2307006...	Bill.com LLC	Billing Period 06/05/2023-07/04/2023	485.19		2,962.02
Bill	08/05/2023	2308042...	Bill.com LLC	Billing Period 07/05/2023-08/04/2023	483.36		3,445.38
Bill	09/05/2023	2309077...	Bill.com LLC	Billing Period 08/05/2023-09/04/2023	538.00		3,983.38
Bill	10/05/2023	2310262...	Bill.com LLC	Billing Period 08/05/2023-09/04/2023	539.19		4,522.57
Bill	11/07/2023	2311502...	Bill.com LLC	Billing Period 10/05/2023-11/04/2023	542.65		5,065.22
Bill	12/05/2023	2312541...	Bill.com LLC	Billing Period 11/05/2023-12/04/2023	535.01		5,600.23
Bill	12/31/2023	2401578...	Bill.com LLC	Billing Period 12/05/2023 - 01/04/2024	537.79		6,138.02
Total 52040 · Software & Online Subscriptions					6,138.02	0.00	6,138.02
Total 52000 · Computer & Software Expenses					6,138.02	0.00	6,138.02

Roxborough Village Metro District  
General Fund Profit & Loss Detail

January through December 2023

Type	Date	Num	Name	Memo	Debit	Credit	Balance
<b>52500 · Insurance Expense</b>							
<b>52550 · General Insurance</b>							
Bill	01/31/2023	01/31/23 ...	Special District Association...		1,013.01		1,013.01
General Journal	01/31/2023	0123BusIns		To move Business Insruance prepaid to exp...	3,036.96		4,049.97
General Journal	02/28/2023	0223BusIns		To move Business Insruance prepaid to exp...	3,036.96		7,086.93
General Journal	03/31/2023	0323BusIns		To move Business Insruance prepaid to exp...	3,036.96		10,123.89
General Journal	04/30/2023	0423BusIns		To move Business Insruance prepaid to exp...	3,036.96		13,160.85
Bill	05/02/2023	21909	Colorado Special Districts ...	Add Location - Greenhouse	218.88		13,379.73
General Journal	05/31/2023	0523BusIns		To move Business Insruance prepaid to exp...	3,036.96		16,416.69
General Journal	06/30/2023	0623BusIns		To move Business Insruance prepaid to exp...	3,036.96		19,453.65
General Journal	07/31/2023	0723BusIns		To move Business Insruance prepaid to exp...	3,036.96		22,490.61
General Journal	08/31/2023	0823BusIns		To move Business Insruance prepaid to exp...	3,036.96		25,527.57
General Journal	09/30/2023	0923BusIns		To move Business Insruance prepaid to exp...	3,036.96		28,564.53
General Journal	10/31/2023	1023BusIns		To move Business Insruance prepaid to exp...	3,036.96		31,601.49
General Journal	11/30/2023	1123BusIns		To move Business Insruance prepaid to exp...	3,036.96		34,638.45
General Journal	12/31/2023	1223BusIns		To move Business Insruance prepaid to exp...	3,036.96		37,675.41
Total 52550 · General Insurance					37,675.41	0.00	37,675.41
Total 52500 · Insurance Expense					37,675.41	0.00	37,675.41
<b>53000 · Board of Director's Expense</b>							
<b>53010 · Directors' Stipend</b>							
Paycheck	02/10/2023	DD1009	Calvin Brown	Direct Deposit	200.00		200.00
Paycheck	02/10/2023	DD1010	Ephram Glass	Direct Deposit	200.00		400.00
Paycheck	02/10/2023	DD1011	Mathew Hart	Direct Deposit	200.00		600.00
Paycheck	02/10/2023	DD1012	Travis Jensen	Direct Deposit	200.00		800.00
Paycheck	02/28/2023	DD1013	Calvin Brown	Direct Deposit	200.00		1,000.00
Paycheck	02/28/2023	DD1014	Ephram Glass	Direct Deposit	200.00		1,200.00
Paycheck	02/28/2023	DD1015	Mathew Hart	Direct Deposit	200.00		1,400.00
Paycheck	02/28/2023	DD1016	Travis Jensen	Direct Deposit	200.00		1,600.00
Paycheck	03/31/2023	DD1017	Calvin Brown	Direct Deposit	200.00		1,800.00
Paycheck	03/31/2023	DD1018	Ephram Glass	Direct Deposit	200.00		2,000.00
Paycheck	03/31/2023	DD1019	Mathew Hart	Direct Deposit	200.00		2,200.00
Paycheck	03/31/2023	DD1020	Travis Jensen	Direct Deposit	200.00		2,400.00
Paycheck	05/01/2023	DD1021	Calvin Brown	Direct Deposit	200.00		2,600.00
Paycheck	05/01/2023	DD1022	Ephram Glass	Direct Deposit	200.00		2,800.00
Paycheck	05/01/2023	DD1023	Mathew Hart	Direct Deposit	200.00		3,000.00
Paycheck	05/01/2023	DD1024	Travis Jensen	Direct Deposit	100.00		3,100.00
Paycheck	05/31/2023	DD1025	Ephram Glass	Direct Deposit	300.00		3,400.00
Paycheck	05/31/2023	DD1026	Mathew Hart	Direct Deposit	300.00		3,700.00
Paycheck	05/31/2023	DD1027	Travis Jensen	Direct Deposit	200.00		3,900.00
Paycheck	06/30/2023	DD1028	Ephram Glass	Direct Deposit	200.00		4,100.00
Paycheck	06/30/2023	DD1029	Mathew Hart	Direct Deposit	200.00		4,300.00
Paycheck	06/30/2023	DD1030	Travis Jensen	Direct Deposit	200.00		4,500.00
Paycheck	07/31/2023	DD1031	Ephram Glass	Direct Deposit	200.00		4,700.00
Paycheck	07/31/2023	DD1032	Mathew Hart	Direct Deposit	200.00		4,900.00
Paycheck	07/31/2023	DD1033	Travis Jensen	Direct Deposit	200.00		5,100.00
Paycheck	08/31/2023	DD1034	Ephram Glass	Direct Deposit	500.00		5,600.00
Paycheck	08/31/2023	DD1035	Mathew Hart	Direct Deposit	300.00		5,900.00
Paycheck	08/31/2023	DD1036	Travis Jensen	Direct Deposit	500.00		6,400.00
Paycheck	09/29/2023	DD1037	Debra D Prysby	Direct Deposit	1,000.00		7,400.00
Paycheck	09/29/2023	DD1038	Ephram Glass	Direct Deposit	200.00		7,600.00
Paycheck	09/29/2023	DD1039	Mathew Hart	Direct Deposit	200.00		7,800.00
Paycheck	09/29/2023	DD1040	Travis Jensen	Direct Deposit	200.00		8,000.00
Paycheck	10/31/2023	DD1041	Debra D Prysby	Direct Deposit	200.00		8,200.00
Paycheck	10/31/2023	DD1042	Ephram Glass	Direct Deposit	200.00		8,400.00
Paycheck	10/31/2023	DD1043	Mathew Hart	Direct Deposit	200.00		8,600.00
Paycheck	10/31/2023	DD1044	Travis Jensen	Direct Deposit	200.00		8,800.00
Paycheck	11/30/2023	DD1045	Debra D Prysby	Direct Deposit	200.00		9,000.00
Paycheck	11/30/2023	DD1046	Mathew Hart	Direct Deposit	100.00		9,100.00
Paycheck	11/30/2023	DD1047	Travis Jensen	Direct Deposit	200.00		9,300.00
Paycheck	12/29/2023	DD1048	Debra D Prysby	Direct Deposit	100.00		9,400.00
Paycheck	12/29/2023	DD1049	Mathew Hart	Direct Deposit	100.00		9,500.00
Total 53010 · Directors' Stipend					9,500.00	0.00	9,500.00
<b>53020 · BOD Travel/Mileage Expense</b>							
Bill	09/18/2023	RVMD10...	Ephram Glass*	SDA Conference Mileage	308.11		308.11
Total 53020 · BOD Travel/Mileage Expense					308.11	0.00	308.11
<b>53040 · BOD Conference/Retreat Expense</b>							
Bill	09/06/2023	35556	Special District Association...	Ephram Glass 2023	375.00		375.00
Total 53040 · BOD Conference/Retreat Expense					375.00	0.00	375.00
Total 53000 · Board of Director's Expense					10,183.11	0.00	10,183.11

Roxborough Village Metro District  
General Fund Profit & Loss Detail

January through December 2023

Type	Date	Num	Name	Memo	Debit	Credit	Balance
<b>54000 - Payroll Expenses</b>							
<b>54060 - Employer Payroll Taxes</b>							
Paycheck	02/10/2023	DD1009	Calvin Brown	Direct Deposit	15.30		15.30
Paycheck	02/10/2023	DD1010	Ephram Glass	Direct Deposit	15.30		30.60
Paycheck	02/10/2023	DD1011	Mathew Hart	Direct Deposit	15.30		45.90
Paycheck	02/10/2023	DD1012	Travis Jensen	Direct Deposit	15.30		61.20
Paycheck	02/28/2023	DD1013	Calvin Brown	Direct Deposit	15.30		76.50
Paycheck	02/28/2023	DD1014	Ephram Glass	Direct Deposit	15.30		91.80
Paycheck	02/28/2023	DD1015	Mathew Hart	Direct Deposit	15.30		107.10
Paycheck	02/28/2023	DD1016	Travis Jensen	Direct Deposit	15.30		122.40
Paycheck	03/31/2023	DD1017	Calvin Brown	Direct Deposit	15.30		137.70
Paycheck	03/31/2023	DD1018	Ephram Glass	Direct Deposit	15.30		153.00
Paycheck	03/31/2023	DD1019	Mathew Hart	Direct Deposit	15.30		168.30
Paycheck	03/31/2023	DD1020	Travis Jensen	Direct Deposit	15.30		183.60
Paycheck	05/01/2023	DD1021	Calvin Brown	Direct Deposit	15.30		198.90
Paycheck	05/01/2023	DD1022	Ephram Glass	Direct Deposit	15.30		214.20
Paycheck	05/01/2023	DD1023	Mathew Hart	Direct Deposit	15.30		229.50
Paycheck	05/01/2023	DD1024	Travis Jensen	Direct Deposit	7.65		237.15
Paycheck	05/31/2023	DD1025	Ephram Glass	Direct Deposit	22.95		260.10
Paycheck	05/31/2023	DD1026	Mathew Hart	Direct Deposit	22.95		283.05
Paycheck	05/31/2023	DD1027	Travis Jensen	Direct Deposit	15.30		298.35
Paycheck	06/30/2023	DD1028	Ephram Glass	Direct Deposit	15.30		313.65
Paycheck	06/30/2023	DD1029	Mathew Hart	Direct Deposit	15.30		328.95
Paycheck	06/30/2023	DD1030	Travis Jensen	Direct Deposit	15.30		344.25
Paycheck	07/31/2023	DD1031	Ephram Glass	Direct Deposit	15.30		359.55
Paycheck	07/31/2023	DD1032	Mathew Hart	Direct Deposit	15.30		374.85
Paycheck	07/31/2023	DD1033	Travis Jensen	Direct Deposit	15.30		390.15
Paycheck	08/31/2023	DD1034	Ephram Glass	Direct Deposit	38.25		428.40
Paycheck	08/31/2023	DD1035	Mathew Hart	Direct Deposit	22.95		451.35
Paycheck	08/31/2023	DD1036	Travis Jensen	Direct Deposit	38.25		489.60
Paycheck	09/29/2023	DD1037	Debra D Prysby	Direct Deposit	76.50		566.10
Paycheck	09/29/2023	DD1038	Ephram Glass	Direct Deposit	15.30		581.40
Paycheck	09/29/2023	DD1039	Mathew Hart	Direct Deposit	15.30		596.70
Paycheck	09/29/2023	DD1040	Travis Jensen	Direct Deposit	15.30		612.00
Paycheck	10/31/2023	DD1041	Debra D Prysby	Direct Deposit	15.30		627.30
Paycheck	10/31/2023	DD1042	Ephram Glass	Direct Deposit	15.30		642.60
Paycheck	10/31/2023	DD1043	Mathew Hart	Direct Deposit	15.30		657.90
Paycheck	10/31/2023	DD1044	Travis Jensen	Direct Deposit	15.30		673.20
Paycheck	11/30/2023	DD1045	Debra D Prysby	Direct Deposit	15.30		688.50
Paycheck	11/30/2023	DD1046	Mathew Hart	Direct Deposit	7.65		696.15
Paycheck	11/30/2023	DD1047	Travis Jensen	Direct Deposit	15.30		711.45
Paycheck	12/29/2023	DD1048	Debra D Prysby	Direct Deposit	7.65		719.10
Paycheck	12/29/2023	DD1049	Mathew Hart	Direct Deposit	7.65		726.75
Total 54060 - Employer Payroll Taxes					726.75	0.00	726.75
<b>54000 - Payroll Expenses - Other</b>							
Paycheck	02/10/2023	DD1009	Calvin Brown	Direct Deposit	0.00		0.00
Paycheck	02/10/2023	DD1010	Ephram Glass	Direct Deposit	0.00		0.00
Paycheck	02/10/2023	DD1011	Mathew Hart	Direct Deposit	0.00		0.00
Paycheck	02/10/2023	DD1012	Travis Jensen	Direct Deposit	0.00		0.00
Liability Check	02/21/2023		QuickBooks Payroll Service	Fee for 4 direct deposit(s) at \$1.75 each	7.00		7.00
Liability Check	02/27/2023		QuickBooks Payroll Service	Fee for 4 direct deposit(s) at \$1.75 each	7.00		14.00
Paycheck	02/28/2023	DD1013	Calvin Brown	Direct Deposit	0.00		14.00
Paycheck	02/28/2023	DD1014	Ephram Glass	Direct Deposit	0.00		14.00
Paycheck	02/28/2023	DD1015	Mathew Hart	Direct Deposit	0.00		14.00
Paycheck	02/28/2023	DD1016	Travis Jensen	Direct Deposit	0.00		14.00
Liability Check	03/30/2023		QuickBooks Payroll Service	Fee for 4 direct deposit(s) at \$1.75 each	7.00		21.00
Paycheck	03/31/2023	DD1017	Calvin Brown	Direct Deposit	0.00		21.00
Paycheck	03/31/2023	DD1018	Ephram Glass	Direct Deposit	0.00		21.00
Paycheck	03/31/2023	DD1019	Mathew Hart	Direct Deposit	0.00		21.00
Paycheck	03/31/2023	DD1020	Travis Jensen	Direct Deposit	0.00		21.00
Liability Check	04/28/2023		QuickBooks Payroll Service	Fee for 4 direct deposit(s) at \$1.75 each	7.00		28.00
Paycheck	05/01/2023	DD1021	Calvin Brown	Direct Deposit	0.00		28.00
Paycheck	05/01/2023	DD1022	Ephram Glass	Direct Deposit	0.00		28.00
Paycheck	05/01/2023	DD1023	Mathew Hart	Direct Deposit	0.00		28.00
Paycheck	05/01/2023	DD1024	Travis Jensen	Direct Deposit	0.00		28.00
Liability Check	05/30/2023		QuickBooks Payroll Service	Fee for 3 direct deposit(s) at \$1.75 each	5.25		33.25
Paycheck	05/31/2023	DD1025	Ephram Glass	Direct Deposit	0.00		33.25
Paycheck	05/31/2023	DD1026	Mathew Hart	Direct Deposit	0.00		33.25
Paycheck	05/31/2023	DD1027	Travis Jensen	Direct Deposit	0.00		33.25
Liability Check	06/29/2023		QuickBooks Payroll Service	Fee for 3 direct deposit(s) at \$1.75 each	5.25		38.50
Paycheck	06/30/2023	DD1028	Ephram Glass	Direct Deposit	0.00		38.50
Paycheck	06/30/2023	DD1029	Mathew Hart	Direct Deposit	0.00		38.50
Paycheck	06/30/2023	DD1030	Travis Jensen	Direct Deposit	0.00		38.50
Liability Check	07/28/2023		QuickBooks Payroll Service	Fee for 3 direct deposit(s) at \$1.75 each	5.25		43.75
Paycheck	07/31/2023	DD1031	Ephram Glass	Direct Deposit	0.00		43.75
Paycheck	07/31/2023	DD1032	Mathew Hart	Direct Deposit	0.00		43.75
Paycheck	07/31/2023	DD1033	Travis Jensen	Direct Deposit	0.00		43.75
Liability Check	08/30/2023		QuickBooks Payroll Service	Fee for 3 direct deposit(s) at \$1.75 each	5.25		49.00
Paycheck	08/31/2023	DD1034	Ephram Glass	Direct Deposit	0.00		49.00
Paycheck	08/31/2023	DD1035	Mathew Hart	Direct Deposit	0.00		49.00
Paycheck	08/31/2023	DD1036	Travis Jensen	Direct Deposit	0.00		49.00
Liability Check	09/28/2023		QuickBooks Payroll Service	Fee for 4 direct deposit(s) at \$1.75 each	7.00		56.00
Paycheck	09/29/2023	DD1037	Debra D Prysby	Direct Deposit	0.00		56.00
Paycheck	09/29/2023	DD1038	Ephram Glass	Direct Deposit	0.00		56.00
Paycheck	09/29/2023	DD1039	Mathew Hart	Direct Deposit	0.00		56.00
Paycheck	09/29/2023	DD1040	Travis Jensen	Direct Deposit	0.00		56.00
Liability Check	10/30/2023		QuickBooks Payroll Service	Fee for 4 direct deposit(s) at \$1.75 each	7.00		63.00
Paycheck	10/31/2023	DD1041	Debra D Prysby	Direct Deposit	0.00		63.00
Paycheck	10/31/2023	DD1042	Ephram Glass	Direct Deposit	0.00		63.00

**Roxborough Village Metro District  
General Fund Profit & Loss Detail**

Accrual Basis

January through December 2023

Type	Date	Num	Name	Memo	Debit	Credit	Balance
Paycheck	10/31/2023	DD1043	Mathew Hart	Direct Deposit	0.00		63.00
Paycheck	10/31/2023	DD1044	Travis Jensen	Direct Deposit	0.00		63.00
Liability Check	11/29/2023		QuickBooks Payroll Service	Fee for 3 direct deposit(s) at \$1.75 each	5.25		68.25
Paycheck	11/30/2023	DD1045	Debra D Prysby	Direct Deposit	0.00		68.25
Paycheck	11/30/2023	DD1046	Mathew Hart	Direct Deposit	0.00		68.25
Paycheck	11/30/2023	DD1047	Travis Jensen	Direct Deposit	0.00		68.25
Liability Check	12/28/2023		QuickBooks Payroll Service	Fee for 2 direct deposit(s) at \$1.75 each	3.50		71.75
Paycheck	12/29/2023	DD1048	Debra D Prysby	Direct Deposit	0.00		71.75
Paycheck	12/29/2023	DD1049	Mathew Hart	Direct Deposit	0.00		71.75
Total 54000 · Payroll Expenses - Other					71.75	0.00	71.75
Total 54000 · Payroll Expenses					798.50	0.00	798.50
<b>57000 · Professional Services Fees</b>							
<b>57010 · Auditing</b>							
Bill	09/14/2023	1169	Colorado CPA Company PC	2022 Audit	6,720.00		6,720.00
Total 57010 · Auditing					6,720.00	0.00	6,720.00
<b>57020 · Legal Expenses</b>							
General Journal	01/31/2023	JanAccru...		Jan Legal Fees	19,712.39		19,712.39
General Journal	02/01/2023	JanAccru...		Jan Legal Fees		19,712.39	0.00
Bill	02/01/2023	144420	Ireland Stapleton Pryor & ...	January Statement for all Non Retainer Matt...	19,712.39		19,712.39
Bill	02/28/2023	145113	Ireland Stapleton Pryor & ...	February Statement for all Non Retainer Ma...	6,472.32		26,184.71
Bill	03/31/2023	145800	Ireland Stapleton Pryor & ...	Billed Through 03/31/2023	9,473.49		35,658.20
Bill	04/30/2023	146487	Ireland Stapleton Pryor & ...	Billed Through 04/30/2023	12,626.07		48,284.27
Bill	05/31/2023	147227	Ireland Stapleton Pryor & ...	Billed Through 05/31/2023	10,651.86		58,936.13
Bill	06/30/2023	147911	Ireland Stapleton Pryor & ...	Billed Through 06/30/2023	6,672.91		65,609.04
Bill	07/31/2023	148748	Ireland Stapleton Pryor & ...	Billed Through 07/31/2023	14,054.90		79,663.94
Bill	08/31/2023	149398	Ireland Stapleton Pryor & ...	Billed Through 08/31/2023	8,968.01		88,631.95
Bill	09/30/2023	150146	Ireland Stapleton Pryor & ...	Billed Through 09/30/2023	17,669.82		106,301.77
Bill	10/31/2023	150855	Ireland Stapleton Pryor & ...	Billed Through 10/31/2023	15,998.66		122,300.43
Bill	11/30/2023	151580	Ireland Stapleton Pryor & ...	Billed Through 11/30/2023	8,999.72		131,300.15
General Journal	12/31/2023	1231Accr...		December invoice accruals	14,400.00		145,700.15
Total 57020 · Legal Expenses					165,412.54	19,712.39	145,700.15
<b>57030 · Accounting Services</b>							
General Journal	01/31/2023	JanAccru...		Jan Accounting Fees	2,910.46		2,910.46
General Journal	02/01/2023	JanAccru...		Jan Accounting Fees		2,910.46	0.00
Bill	02/02/2023	5605	Gemsbok Consulting Inc.	January Accounting Services	2,910.46		2,910.46
Bill	02/28/2023	5627	Gemsbok Consulting Inc.	February Services	3,622.80		6,533.26
Bill	03/31/2023	5648	Gemsbok Consulting Inc.	March 2023	4,459.20		10,992.46
Bill	04/30/2023	5672	Gemsbok Consulting Inc.	April 2023	5,863.50		16,855.96
Bill	05/31/2023	5700	Gemsbok Consulting Inc.	May 2023	3,667.20		20,523.16
Bill	06/30/2023	5723	Gemsbok Consulting Inc.	June 2023	9,032.20		29,555.36
Bill	07/31/2023	5748	Gemsbok Consulting Inc.	July 2023	4,993.20		34,548.56
Bill	08/31/2023	5770	Gemsbok Consulting Inc.	August 2023	5,986.00		40,534.56
Bill	09/30/2023	5790	Gemsbok Consulting Inc.	September 2023	3,606.60		44,141.16
Bill	10/31/2023	5814	Gemsbok Consulting Inc.	October 2023	3,054.70		47,195.86
Bill	11/30/2023	5837	Gemsbok Consulting Inc.	November 2023	1,200.00		48,395.86
Bill	11/30/2023	5838	Gemsbok Consulting Inc.	November 2023	2,809.20		51,205.06
Bill	12/31/2023	5862	Gemsbok Consulting Inc.	December 2023 Chatfield	247.50		51,452.56
Bill	12/31/2023	5863	Gemsbok Consulting Inc.	December 2023	1,628.75		53,081.31
Total 57030 · Accounting Services					55,991.77	2,910.46	53,081.31
<b>57040 · District Management</b>							
Bill	01/31/2023	01/31/2023	Special District Manageme...	January 2023 District Management Fees	17,190.55		17,190.55
Bill	02/28/2023	02/28/2023	Special District Manageme...	February 2023 District Management Fees	9,000.28		26,190.83
Bill	03/31/2023	03/31/23	Special District Manageme...	March 2023 District Management Fees	11,176.85		37,367.68
Bill	04/30/2023	123409	Special District Manageme...	April 2023 District Management Fees	11,274.66		48,642.34
Bill	05/31/2023	124839	Special District Manageme...	May 2023 District Management Fees	14,141.23		62,783.57
Bill	06/30/2023	125914	Special District Manageme...	June 2023 District Management Fees	14,718.60		77,502.17
Bill	07/31/2023	126438	Special District Manageme...	July 2023 District Management Fees	11,019.87		88,522.04
Bill	08/31/2023	127510	Special District Manageme...	August 2023 District Management Fees	11,248.64		99,770.68
Bill	09/30/2023	128433	Special District Manageme...	September 2023 District Management Fees	12,671.79		112,442.47
Bill	10/31/2023	129520	Special District Manageme...	October 2023 District Management Fees	6,353.35		118,795.82
Bill	11/30/2023	130511	Special District Manageme...	November 2023 District Management Fees	9,003.20		127,799.02
Bill	12/31/2023	131496	Special District Manageme...	December 2023 District Management Fees	5,422.01		133,221.03
Total 57040 · District Management					133,221.03	0.00	133,221.03
<b>57050 · Engineering Expense</b>							
Bill	11/20/2023	247180	Farnsworth Group, Inc		18,439.00		18,439.00
Total 57050 · Engineering Expense					18,439.00	0.00	18,439.00
Total 57000 · Professional Services Fees					379,784.34	22,622.85	357,161.49

Roxborough Village Metro District  
General Fund Profit & Loss Detail

January through December 2023

Type	Date	Num	Name	Memo	Debit	Credit	Balance
<b>62000 · Repairs and Maintenance</b>							
<b>62010 · General Repairs and Maintenance</b>							
Bill	03/01/2023	95294	Good Plumbing Service	Winterization for season 7671 N Rampart R...	325.00		325.00
Bill	05/25/2023	98564	Good Plumbing Service	Plumbing	350.00		675.00
Bill	06/09/2023	RVMD10...	Ephram Glass*	Dog Waste Cans	651.57		1,326.57
Bill	08/16/2023	8368MNT	Property Solutions Team (...)		1,216.75		2,543.32
Bill	10/06/2023	30137	Arvada Pump Company		500.00		3,043.32
Bill	10/10/2023	20766	McBride Lighting, Inc.		150.00		3,193.32
Bill	10/30/2023	8123COM	Property Solutions Team (...)		11,227.50		14,420.82
Bill	10/30/2023	8330COM	Property Solutions Team (...)		554.70		14,975.52
Bill	10/30/2023	8185COM	Property Solutions Team (...)		2,249.23		17,224.75
Bill	11/01/2023	20850	McBride Lighting, Inc.		1,263.91		18,488.66
Bill	11/08/2023	98481	Good Plumbing Service		380.00		18,868.66
Total 62010 · General Repairs and Maintenance					18,868.66	0.00	18,868.66
<b>62020 · Utility Locate</b>							
Bill	01/31/2023	223011129	Utility Notification Center o...	RTL Transmission	64.50		64.50
Bill	02/28/2023	223021113	Utility Notification Center o...	RTL Transmissions	99.33		163.83
Bill	02/28/2023	27220	Diversified Underground	February Utility Locates	785.00		948.83
Bill	03/31/2023	223031205	Utility Notification Center o...	RTL Transmissions	89.01		1,037.84
Bill	04/30/2023	223041243	Utility Notification Center o...	RTL Transmissions	92.88		1,130.72
Bill	05/31/2023	223051279	Utility Notification Center o...	RTL Transmissions	123.84		1,254.56
Bill	06/30/2023	223061275	Utility Notification Center o...	RTL Transmissions	107.07		1,361.63
Bill	07/31/2023	223071251	Utility Notification Center o...	RTL Transmissions	73.53		1,435.16
Bill	07/31/2023	28120	Diversified Underground	July Utility Locates	500.00		1,935.16
Bill	08/31/2023	223081262	Utility Notification Center o...	RTL Transmissions	90.30		2,025.46
Bill	08/31/2023	28307	Diversified Underground	August Utility Locates	620.00		2,645.46
Bill	09/30/2023	223091271	Utility Notification Center o...	RTL Transmissions	86.43		2,731.89
Bill	09/30/2023	28472	Diversified Underground	September Utility Locates	305.00		3,036.89
Bill	10/31/2023	223101280	Utility Notification Center o...	RTL Transmissions	127.71		3,164.60
Bill	10/31/2023	28689	Diversified Underground	October Utility Locates	530.00		3,694.60
Bill	11/30/2023	223111228	Utility Notification Center o...	RTL Transmissions	39.99		3,734.59
Bill	11/30/2023	28840	Diversified Underground	November Utility Locates	240.00		3,974.59
Bill	12/31/2023	223121166	Utility Notification Center o...	RTL Transmissions	43.86		4,018.45
Bill	12/31/2023	29004	Diversified Underground	Screen Charge	160.00		4,178.45
Total 62020 · Utility Locate					4,178.45	0.00	4,178.45
Total 62000 · Repairs and Maintenance					23,047.11	0.00	23,047.11
<b>63000 · Vehicle Expense</b>							
Bill	08/28/2023	01-149188	Colorado Golf and Turf, Inc		280.00		280.00
Total 63000 · Vehicle Expense					280.00	0.00	280.00
<b>64000 · Landscape Expenses</b>							
<b>64010 · Landscape Repairs and Maint</b>							
Bill	02/15/2023	021523 ...	Metco Landscape, LLC		929.86		929.86
Bill	02/28/2023	2008611	Consolidated Divisions Inc	February T&M	1,941.86		2,871.72
Bill	03/31/2023	2009038	Consolidated Divisions Inc	March T&M	779.67		3,651.39
Bill	06/29/2023	2009998	Consolidated Divisions Inc	T&M June 25 through June 30	299.00		3,950.39
Bill	09/30/2023	2011327	Consolidated Divisions Inc	T&M September 24-30	4,055.90		8,006.29
Bill	11/11/2023	2011884	Consolidated Divisions Inc	T&M Nov 5-11	228.92		8,235.21
Bill	11/11/2023	2011885	Consolidated Divisions Inc	T&M Nov 5-11	600.00		8,835.21
Bill	12/09/2023	2012137	Consolidated Divisions Inc	T&M Dec 3-9	120.00		8,955.21
Total 64010 · Landscape Repairs and Maint					8,955.21	0.00	8,955.21
<b>64020 · Landscape Weed Control Expense</b>							
General Journal	05/31/2023	AccruedE...		May services	6,980.70		6,980.70
General Journal	06/30/2023	AccruedE...		May services	6,980.70		13,961.40
General Journal	07/31/2023	AccruedE...		May services	6,980.70		20,942.10
Bill	11/11/2023	3612	ARK Ecological Services, ...	Invoice Period Aug 2 - Oct 31 2023	14,898.25		35,840.35
Bill	11/30/2023	3616	ARK Ecological Services, ...	Invoice Period Nov1-Nov22	4,082.65		39,923.00
Total 64020 · Landscape Weed Control Expense					39,923.00	0.00	39,923.00
<b>64030 · Irrigation Expense</b>							
Bill	03/31/2023	2009039	Consolidated Divisions Inc	March Construction Damage T&M	2,200.00		2,200.00
Bill	04/30/2023	2009081	Consolidated Divisions Inc	April T&M(Construction)	1,530.00		3,730.00
Bill	04/30/2023	2009082	Consolidated Divisions Inc	April T&M	4,807.12		8,537.12
Bill	05/13/2023	2009323	Consolidated Divisions Inc	T&M May 7 through May 13	927.43		9,464.55
Bill	05/27/2023	2009522	Consolidated Divisions Inc	T&M May 21 - May 27	3,191.54		12,656.09
Bill	05/31/2023	2009570	Consolidated Divisions Inc	T&M May 28 - May 31	1,476.64		14,132.73
Bill	06/17/2023	2009855	Consolidated Divisions Inc	T&M June 11 - June 17	1,280.00		15,412.73
Bill	06/17/2023	2009726	Consolidated Divisions Inc	June Backflow Test	450.00		15,862.73
Bill	06/24/2023	2009927	Consolidated Divisions Inc	T&M June 18 - June 24	1,266.91		17,129.64
Bill	06/30/2023	2009977	Consolidated Divisions Inc	T&M June 25 through June 30	11,744.29		28,873.93
Bill	07/08/2023	2010098	Consolidated Divisions Inc	T&M July 2 - July 8	1,210.99		30,084.92
Bill	07/15/2023	2010188	Consolidated Divisions Inc	T&M July 9 - July 15	5,012.98		35,097.90
Bill	07/22/2023	2010343	Consolidated Divisions Inc	T&M July 16 - July 22	3,360.42		38,458.32
Bill	07/29/2023	2010374	Consolidated Divisions Inc	T&M July 23 - July 29	790.10		39,248.42
Bill	07/31/2023	2010447	Consolidated Divisions Inc	T&M July 30 - July 31	280.00		39,528.42
Bill	08/05/2023	2010522	Consolidated Divisions Inc	T&M August 1 - August 5	4,456.66		43,985.08
Bill	08/12/2023	2010587	Consolidated Divisions Inc	T&M August 6 - August 12	836.42		44,821.50
Bill	08/31/2023	2010737	Consolidated Divisions Inc	T&M August 13-19	3,368.06		48,189.56
Bill	08/31/2023	2010887	Consolidated Divisions Inc	T&M August 27-31	4,041.91		52,231.47
Bill	09/09/2023	2011030	Consolidated Divisions Inc	T&M September 3-9	4,923.41		57,154.88
Bill	09/16/2023	2011222	Consolidated Divisions Inc	T&M September 10-16	1,534.18		58,689.06
Bill	09/23/2023	2011200	Consolidated Divisions Inc	T&M Sept 17-23	1,316.45		60,005.51



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Type	Date	Num	Name	Memo	Debit	Credit	Balance
Bill	09/30/2023	2011326	Consolidated Divisions Inc	T&M September 24-30	482.83		60,488.34
Bill	09/30/2023	2011322	Consolidated Divisions Inc	T&M September 24-30	3,267.67		63,756.01
Total 64030 · Irrigation Expense					63,756.01	0.00	63,756.01
<b>64040 · Landscape Contract</b>							
General Journal	01/31/2023	JanAccru...		Jan Landscape Contract	8,566.77		8,566.77
Bill	02/01/2023	2007915	Consolidated Divisions Inc	January Maintenance	8,566.77		17,133.54
General Journal	02/01/2023	JanAccru...		Jan-Mar Landscape Contract		8,566.77	8,566.77
Bill	02/28/2023	2008592	Consolidated Divisions Inc	February Maintenance	8,566.77		17,133.54
Bill	03/24/2023	2008854	Consolidated Divisions Inc	March Maintenance	8,566.77		25,700.31
Bill	04/30/2023	2009194	Consolidated Divisions Inc	April Landscape Maintenance	17,133.54		42,833.85
Bill	05/31/2023	2009403	Consolidated Divisions Inc	May Landscape Maintenance	17,133.54		59,967.39
Bill	06/30/2023	2009786	Consolidated Divisions Inc	June Landscape Maintenance	17,133.54		77,100.93
Bill	07/31/2023	2010267	Consolidated Divisions Inc	July Landscape Maintenance	17,133.54		94,234.47
Bill	08/31/2023	2010687	Consolidated Divisions Inc	August Landscape Maintenance	17,133.54		111,368.01
Bill	09/30/2023	2010993	Consolidated Divisions Inc	September Landscape Maintenance	17,133.54		128,501.55
Bill	10/31/2023	2011534	Consolidated Divisions Inc	October Landscape Maintenance	17,133.54		145,635.09
Bill	11/30/2023	2011637	Consolidated Divisions Inc	November Landscape Maintenance	17,133.54		162,768.63
Bill	12/01/2023	2011975	Consolidated Divisions Inc	December Landscape Maintenance	8,566.77		171,335.40
Total 64040 · Landscape Contract					179,902.17	8,566.77	171,335.40
Total 64000 · Landscape Expenses					292,536.39	8,566.77	283,969.62
<b>65000 · Playground &amp; Infrastructure Exp</b>							
<b>65030 · Graffiti Removal /Vandalism Exp</b>							
Bill	01/12/2023	2007690	Consolidated Divisions Inc	Graffiti Removal	4,255.45		4,255.45
Bill	03/31/2023	2009038	Consolidated Divisions Inc	March T&M	779.68		5,035.13
Bill	05/20/2023	2009463	Consolidated Divisions Inc	T&M May 14th-20th	367.23		5,402.36
Bill	06/10/2023	2009704	Consolidated Divisions Inc	T&M June 5 - June 10	1,485.56		6,887.92
Bill	07/31/2023	2010446	Consolidated Divisions Inc	T&M July 30 - July 31	765.32		7,653.24
Bill	08/05/2023	2010521	Consolidated Divisions Inc	T&M August 1 - August 5 Graffiti Removal	322.37		7,975.61
Bill	09/16/2023	2011222	Consolidated Divisions Inc	T&M September 10-16	295.26		8,270.87
Bill	09/23/2023	2011200	Consolidated Divisions Inc	T&M Sept 17-23	514.84		8,785.71
Total 65030 · Graffiti Removal /Vandalism Exp					8,785.71	0.00	8,785.71
Total 65000 · Playground & Infrastructure Exp					8,785.71	0.00	8,785.71
<b>68000 · Parks &amp; Open Space Expense</b>							
<b>68010 · Foothills Park &amp; Rec Fees</b>							
Bill	01/31/2023	SALES00...	Foothills Park & Recreatio...	January 2023 Resident Use	2,033.76		2,033.76
Bill	02/28/2023	34725	Foothills Park & Recreatio...	February 2023 Resident Use	1,161.67		3,195.43
Bill	03/31/2023	SALES00...	Foothills Park & Recreatio...	March 2023 Resident Use	1,414.21		4,609.64
Bill	04/30/2023	SALES00...	Foothills Park & Recreatio...	April 2023 Resident Use	3,317.49		7,927.13
Bill	05/31/2023	SALES00...	Foothills Park & Recreatio...	May 2023 Resident Use	1,519.84		9,446.97
Bill	06/30/2023	SALES00...	Foothills Park & Recreatio...	June 2023 Resident Use	1,650.40		11,097.37
Bill	07/31/2023	SALES00...	Foothills Park & Recreatio...	July 2023 Resident Use	3,246.17		14,343.54
Bill	08/31/2023	SALES00...	Foothills Park & Recreatio...	August 2023 Resident Use	1,486.89		15,830.43
Bill	09/30/2023	SALES00...	Foothills Park & Recreatio...	September 2023 Resident Use	771.64		16,602.07
Bill	10/31/2023	SALES00...	Foothills Park & Recreatio...	October 2023 Resident Use	2,242.14		18,844.21
Bill	11/30/2023	SALES00...	Foothills Park & Recreatio...	November 2023 Resident Use	1,563.59		20,407.80
Bill	12/31/2023	SALES00...	Foothills Park & Recreatio...	December 2023 Resident Use	1,787.34		22,195.14
Total 68010 · Foothills Park & Rec Fees					22,195.14	0.00	22,195.14
<b>68020 · Mosquito Control Expense</b>							
Bill	04/04/2023	967045	Patriot Pest Control	April Mosquito Control Service	2,000.00		2,000.00
Bill	05/02/2023	967119	Patriot Pest Control	May Mosquito Control Service	2,000.00		4,000.00
Bill	06/05/2023	967186	Patriot Pest Control	June Mosquito Control Service	2,300.00		6,300.00
Bill	07/03/2023	967264	Patriot Pest Control	July Mosquito Control Service	2,300.00		8,600.00
Bill	08/02/2023	967338	Patriot Pest Control	August Mosquito Control Service	2,300.00		10,900.00
Bill	09/02/2023	967406	Patriot Pest Control	September Mosquito Control Service	2,300.00		13,200.00
Bill	10/03/2023	967483	Patriot Pest Control	October Mosquito Control Service	2,300.00		15,500.00
Total 68020 · Mosquito Control Expense					15,500.00	0.00	15,500.00
<b>68025 · Water Expense</b>							
Check	01/17/2023		Roxborough Water & Sanit...		195.00		195.00
Check	01/17/2023		Roxborough Water & Sanit...		97.50		292.50
Check	01/17/2023		Roxborough Water & Sanit...		110.50		403.00
Check	01/17/2023		Roxborough Water & Sanit...		798.35		1,201.35
Check	01/17/2023		Roxborough Water & Sanit...		97.50		1,298.85
Check	02/15/2023		Roxborough Water & Sanit...		875.33		2,174.18
Check	02/15/2023		Roxborough Water & Sanit...		195.00		2,369.18
Check	02/15/2023		Roxborough Water & Sanit...		110.50		2,479.68
Check	02/15/2023		Roxborough Water & Sanit...		97.50		2,577.18
Check	02/15/2023		Roxborough Water & Sanit...		97.50		2,674.68
Bill	02/24/2023	022023	Roxborough Water & Sanit...	Service Period 1/25/23 - 2/24/23	97.50		2,772.18
Bill	03/15/2023		Roxborough Water & Sanit...	Service Period 1/25/23 - 2/24/23	97.50		2,869.68
Bill	03/15/2023		Roxborough Water & Sanit...	Service Period 1/25/23 - 2/24/23	110.50		2,980.18
Bill	03/15/2023		Roxborough Water & Sanit...	Service Period 1/25/23 - 2/24/23	195.00		3,175.18
Bill	03/15/2023		Roxborough Water & Sanit...	Billing Period 02/01/23-02/28/2023	875.33		4,050.51
Bill	04/15/2023		Roxborough Water & Sanit...	Billing Period 03/01/23-03/31/2023	875.33		4,925.84
Bill	04/15/2023		Roxborough Water & Sanit...	Service Period 2/25/23 - 3/24/23 Marmot Ri...	195.00		5,120.84
Bill	04/15/2023		Roxborough Water & Sanit...	Service Period 2/25/23 - 3/24/23 Rampart R...	110.50		5,231.34
Bill	04/15/2023		Roxborough Water & Sanit...	Service Period 2/25/23 - 3/24/23 Mule Deer	97.50		5,328.84
Bill	04/15/2023		Roxborough Water & Sanit...	Service Period 2/25/23 - 3/24/23 Elk Mtn Cir	97.50		5,426.34
Bill	05/15/2023		Roxborough Water & Sanit...	Service Period 3/25/23 - 4/24/23 Elk Mtn Cir	100.50		5,526.84
Bill	05/15/2023		Roxborough Water & Sanit...	Service Period 3/25/23 - 4/24/23 Mule Deer	152.00		5,678.84
Bill	05/15/2023		Roxborough Water & Sanit...	Service Period 3/25/23 - 4/24/23 Rampart R...	114.50		5,793.34
Bill	05/15/2023		Roxborough Water & Sanit...	Service Period 3/25/23 - 4/24/23 Marmot Ri...	201.00		5,994.34

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Type	Date	Num	Name	Memo	Debit	Credit	Balance
Bill	05/15/2023		Roxborough Water & Sanit...	Billing Period 04/01/23-04/30/2023	879.66		6,874.00
Bill	06/15/2023		Roxborough Water & Sanit...	Service Period 4/25/23 - 5/24/23 Mule Deer ...	189.25		7,063.25
Bill	06/15/2023		Roxborough Water & Sanit...	Service Period 4/25/23 - 5/24/23 Rampart R...	114.50		7,177.75
Bill	06/15/2023		Roxborough Water & Sanit...	Service Period 4/25/23 - 5/24/23 Marmot Ri...	279.00		7,456.75
Bill	06/15/2023		Roxborough Water & Sanit...	Service Period 4/25/23 - 5/24/23 Elk Mtn Cir	111.10		7,567.85
Bill	06/15/2023		Roxborough Water & Sanit...	Billing Period 05/01/23 to 05/31/23	879.66		8,447.51
Bill	07/15/2023		Roxborough Water & Sanit...	Service Period 5/25/23 - 6/24/23 Marmot Ri...	1,721.50		10,169.01
Bill	07/15/2023		Roxborough Water & Sanit...	Service Period 5/25/23 - 6/24/23 Mule Deer ...	295.75		10,464.76
Bill	07/15/2023		Roxborough Water & Sanit...	Service Period 5/25/23 - 6/24/23 Elk Mtn Cir	212.50		10,677.26
Bill	07/15/2023		Roxborough Water & Sanit...	Service Period 5/25/23 - 6/24/23 Rampart R...	114.50		10,791.76
Bill	07/15/2023		Roxborough Water & Sanit...	Billing Period 06/01/23 to 06/30/23	879.66		11,671.42
Bill	08/15/2023		Roxborough Water & Sanit...	Service Period 06/25/23 to 07/24/23 Elk Mt...	189.25		11,860.67
Bill	08/15/2023		Roxborough Water & Sanit...	Service Period 06/25/23 to 07/24/23 Mule D...	220.25		12,080.92
Bill	08/15/2023		Roxborough Water & Sanit...	Service Period 6/25/23 - 7/24/23 Marmot Ri...	973.50		13,054.42
Bill	08/15/2023		Roxborough Water & Sanit...	Service Period 6/25/23 - 7/24/23 Rampart R...	122.06		13,176.48
Bill	08/15/2023		Roxborough Water & Sanit...	Billing Period 07/01/23 to 07/30/23	883.99		14,060.47
Bill	09/15/2023		Roxborough Water & Sanit...	Service Period 7/25/23 - 8/24/23 Marmot Ri...	939.50		14,999.97
Bill	09/15/2023		Roxborough Water & Sanit...	Service Period 07/25/23 to 08/24/23 Elk Mt...	189.25		15,189.22
Bill	09/15/2023		Roxborough Water & Sanit...	Service Period 7/25/23 - 8/24/23 Rampart R...	114.50		15,303.72
Bill	09/15/2023		Roxborough Water & Sanit...	Service Period 07/25/23 to 08/24/23 Mule D...	656.75		15,960.47
Bill	09/15/2023		Roxborough Water & Sanit...	Billing Period 08/01/23 to 08/31/23	879.66		16,840.13
Bill	10/15/2023		Roxborough Water & Sanit...	Service Period 8/25/23 - 9/24/23 Rampart R...	114.50		16,954.63
Bill	10/15/2023		Roxborough Water & Sanit...	Service Period 08/25/23 to 09/24/23 Elk Mt...	212.50		17,167.13
Bill	10/15/2023		Roxborough Water & Sanit...	Service Period 8/25/23 - 9/24/23 Marmot Ri...	1,653.50		18,820.63
Bill	10/15/2023		Roxborough Water & Sanit...	Service Period 08/25/23 to 09/24/23 Mule D...	877.75		19,698.38
Bill	10/15/2023		Roxborough Water & Sanit...	Billing Period 09/01/23 to 09/31/23	879.66		20,578.04
Bill	11/15/2023		Roxborough Water & Sanit...	Service Period 09/25/23 to 10/24/23 Elk Mt...	189.25		20,767.29
Bill	11/15/2023		Roxborough Water & Sanit...	Service Period 09/25/23 to 10/24/23 Mule D...	152.00		20,919.29
Bill	11/15/2023		Roxborough Water & Sanit...	Service Period 9/25/23 - 10/24/23 Marmot R...	1,177.50		22,096.79
Bill	11/15/2023		Roxborough Water & Sanit...	Service Period 9/25/23 - 10/24/23 Rampart ...	114.50		22,211.29
Bill	11/15/2023		Roxborough Water & Sanit...	Billing Period 10/01/23 to 10/31/23	875.33		23,086.62
Bill	12/15/2023		Roxborough Water & Sanit...	Service Period 10/25/23 to 11/24/23 Elk Mt...	105.80		23,192.42
Bill	12/15/2023		Roxborough Water & Sanit...	Service Period 10/25/23 - 11/24/23 Rampart...	114.50		23,306.92
Bill	12/15/2023		Roxborough Water & Sanit...	Service Period 10/25/23 to 11/24/23 Mule D...	100.50		23,407.42
Bill	12/15/2023		Roxborough Water & Sanit...	Service Period 10/25/23 - 11/24/23 Marmot ...	201.00		23,608.42
Bill	12/15/2023		Roxborough Water & Sanit...	Billing Period 11/01/23 to 11/30/23	879.66		24,488.08
Bill	12/31/2023		Roxborough Water & Sanit...	Billing Period 12/01/23 to 12/31/23	875.33		25,363.41
Total 68025 · Water Expense					25,363.41	0.00	25,363.41
<b>68030 · Seasonal Lighting Expense</b>							
Bill	12/08/2023	13835536	SavATree, LLC	Holiday Decor Lighting	7,650.00		7,650.00
Bill	12/08/2023	1383553	SavATree, LLC	Holiday Decor Lighting	880.00		8,530.00
Total 68030 · Seasonal Lighting Expense					8,530.00	0.00	8,530.00
<b>68045 · Tree Care Expense</b>							
Bill	09/27/2023	13236838	SavATree, LLC		3,416.00		3,416.00
Bill	09/27/2023	12919321	SavATree, LLC		71,978.00		75,394.00
Bill	11/30/2023	12919320	SavATree, LLC		3,947.00		79,341.00
Bill	12/11/2023	13236839	SavATree, LLC		1,222.00		80,563.00
Total 68045 · Tree Care Expense					80,563.00	0.00	80,563.00
<b>68050 · Portable Restroom Exp.</b>							
Bill	01/04/2023	INV-0132...	United Site Services	January Services	444.44		444.44
Bill	01/04/2023	INV-0132...	United Site Services		444.93		889.37
Bill	04/18/2023	INV-0161...	United Site Services	Placement and April Services Rampart Range	404.07		1,293.44
Bill	04/18/2023	INV-0161...	United Site Services	Placement and April Services Liverpool Cir	411.04		1,704.48
Bill	05/16/2023	INV-0169...	United Site Services	May Services Liverpool Cir	274.76		1,979.24
Bill	05/16/2023	INV-0169...	United Site Services	May Services Rampart Range	267.79		2,247.03
Bill	06/05/2023	711608	United Site Services	One Time Charges	83.52		2,330.55
Bill	06/05/2023	711603	United Site Services	One Time Charges	20.88		2,351.43
Bill	06/30/2023	INV-0176...	United Site Services	June Services Rampart Range Rd	330.43		2,681.86
Bill	06/30/2023	INV-0176...	United Site Services	June Services Liverpool Cir	274.76		2,956.62
Bill	07/31/2023	INV-0184...	United Site Services	July Services Liverpool Cir	274.76		3,231.38
Bill	07/31/2023	INV-0184...	United Site Services	July Services Rampart Range Rd	267.79		3,499.17
Bill	08/31/2023	INV-0192...	United Site Services	August Services Chatfield Farms Park	274.76		3,773.93
Bill	08/31/2023	INV-0192...	United Site Services	August Services Roxborough Community P...	267.79		4,041.72
Bill	09/30/2023	INV-0199...	United Site Services	September Services Chatfield Farms Park	274.76		4,316.48
Bill	09/30/2023	INV-0199...	United Site Services	September Services Roxborough Commun...	267.79		4,584.27
Bill	10/31/2023	INV-0206...	United Site Services	October Services Chatfield Farms Park	274.76		4,859.03
Bill	10/31/2023	INV-0206...	United Site Services	October Services Roxborough Community ...	267.79		5,126.82
Bill	11/30/2023	INV-3928...	United Site Services	November Services Chatfield Farms Park	274.76		5,401.58
Bill	11/30/2023	INV-3928...	United Site Services	November Services Roxborough Commun...	267.79		5,669.37
Bill	12/31/2023	INV-3997...	United Site Services	December Services Roxborough Commun...	267.79		5,937.16
Bill	12/31/2023	INV-3997...	United Site Services	December Services Chatfield Farms Park	274.76		6,211.92
Total 68050 · Portable Restroom Exp.					6,211.92	0.00	6,211.92

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Type	Date	Num	Name	Memo	Debit	Credit	Balance
<b>68070 · Snow Removal Expense</b>							
Bill	01/03/2023	2007737	Consolidated Divisions Inc	Storm Cycle 01/02/23-01/03/23	5,599.00		5,599.00
Bill	01/28/2023	2008157	Consolidated Divisions Inc	Storm Cycle 1/22/23 to 1/28/23	5,590.00		11,189.00
General Journal	01/31/2023	JanAccru...		Jan Snow Removal Services	27,009.00		38,198.00
Bill	01/31/2023	2007811	Consolidated Divisions Inc	Snow remediation 1.04 - 1.14	12,847.00		51,045.00
General Journal	02/01/2023	JanAccru...		Jan Snow Removal Services		27,009.00	24,036.00
Bill	02/01/2023	2008022	Consolidated Divisions Inc	Storm Cycle 1/17/23 to 1/19/23	25,151.00		49,187.00
Bill	02/01/2023	2008071	Consolidated Divisions Inc	Post storm ice and snow mit. 1/20/23 to 1/2...	1,858.00		51,045.00
Bill	02/04/2023	2008262	Consolidated Divisions Inc	Storm Cycle 01/29/23 - 02/04/23	6,196.00		57,241.00
Bill	02/16/2023	2008462	Consolidated Divisions Inc	Storm Cycle: 02/14/23 to 02/16/23	13,697.97		70,938.97
Bill	02/18/2023	2008508	Consolidated Divisions Inc	Post-storm snow and ice mitigation 2/17/23-...	10,051.26		80,990.23
Bill	02/24/2023	2008691	Consolidated Divisions Inc	Storm Cycle 02/19/23 to 02/24/23	300.00		81,290.23
Bill	10/29/2023	2011751	Consolidated Divisions Inc	Snow removal 10/28/23-10/29/23	7,969.25		89,259.48
Bill	12/10/2023	2012185	Consolidated Divisions Inc	Storm Cycle 12/08/23-12/10/23	6,605.75		95,865.23
Bill	12/14/2023	2012242	Consolidated Divisions Inc	Storm Cycle 12/12/23-12/14/23	732.00		96,597.23
Total 68070 · Snow Removal Expense					123,606.23	27,009.00	96,597.23
Total 68000 · Parks & Open Space Expense					281,969.70	27,009.00	254,960.70
<b>70000 · Bond Interest &amp; Principal Exp.</b>							
<b>70020 · Bond Principal - Series 1993</b>							
Deposit	12/01/2023		UMB Bank	Escheatment Checks		735.55	-735.55
Bill	12/07/2023		Colorado Treasury Unclai...	Payment of unclaimed propert	735.55		0.00
Total 70020 · Bond Principal - Series 1993					735.55	735.55	0.00
Total 70000 · Bond Interest & Principal Exp.					735.55	735.55	0.00
<b>80000 · Capital Expenses</b>							
<b>80010 · Park Infrastructure/Improvements</b>							
Bill	11/21/2023	CW-2023...	Chavez Services LLC		30,943.39		30,943.39
Total 80010 · Park Infrastructure/Improvements					30,943.39	0.00	30,943.39
Total 80000 · Capital Expenses					30,943.39	0.00	30,943.39
Total Expense					1,104,111.22	58,934.31	1,045,176.91
Net Ordinary Income					1,110,762.27	1,200,398.18	89,635.91
<b>Net Income</b>					<b>1,110,762.27</b>	<b>1,200,398.18</b>	<b>89,635.91</b>



Location	Date	Time	Approved?	Deposit \$100	Deposit Returned	Fee	In Binder?	Voided/ Cashed?	Date Permit Issued	Notes
Community Park	5/27/2023	1-4pm	Yes	Received						
Softball Field	4/8/2023	10am-2pm	Yes	Received	6/28/2023					
Community Park Gazebo and parking	4/1/2023	10am-1pm	Yes	Received						
Community Park/Baseball field	4/13/23-6/15/23	4:30pm-8:30pm	Yes	Received \$500	7/6/2023	\$2,200		Mailed to Gemsbok 3.2.2023		
Community Park/ Baseball Field	4/18/2023 & 5/2/2023 or 4/25/23 & 5/9/23	9am-2:30pm	Yes	Waived						
Chatfield Farms	6/7/2023, 6/21/2023, 7/5/2023 and 7/19/2023	8:30 am- 10:30	Yes	Received						
Softball Field	3/30/2024	930-3:30p	Yes	Received						
Community Park	7/22/2023	11am-7pm	Yes	Received	7/26/2023					
Community Park/Softball Field	7/21/2023	5:30 pm- 8:30 p	Yes	Received						
Community Park/Softball Field	8/4/2023	3:30 pm- 6:30	Yes	Received	8/10/2023					
Chatfield Farms	8/5/2023	6pm-9pm	Yes	Received						
Chatfield Farms Gazebo	10/14/2023	10am-1pm	Yes	Received	10/24/2023					
Community Park parking lot	11/28/2023	11am-7pm	Yes	Received \$250						

**Roxborough Village Metropolitan District  
District Management Report  
December 15, 2023 – January 11, 2024**

**\*\* Please see the Action Item list for the full update regarding SDMS actions.**

**Homeowner Contact/Communication**

Little communication has been received from homeowners due to the time of year.

**Contractor/Consultant Communication Overview**

**1. CDI**

We have received the proposals needed for the HOA areas; we are working with CDI regarding planning for next year.

**2. Legal**

Legal has been working on the final agreements for landscaping, snow and Airplane Park.

**3. Tree Care**

Nothing to report.

**4. Ark Ecological Services**

Nothing to report.

**5. Farnsworth**

Nothing to report.

**Community Communication Overview:**

1. The SIPA website is close to being finished; I will have an update at the meeting.

**Park/Facility Permits:**

No new requests.

**CORA Requests**

No CORA requests were received.



Invoice Number	SALES000000035202
Date	12/31/2023
Payment Terms	Upon Receipt
Customer ID	RVMD

6612 South Ward Street  
Littleton Co 80127  
(303) 409-2100 Ext. 0000

**Customer:**

SPECIAL DISTRICT MANAGEMENT SERVICES, IN 8390 E CRESCENT PKWY STE 3 GREENWOOD VILLAGE CO 8
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Description	Amount
ROXBOROUGH VILLAGE RESIDENT USE DECEMBER 2023	1,787.34

<b>Subtotal</b>	1,787.34
<b>Misc</b>	0.00
<b>Tax</b>	0.00
<b>Freight</b>	0.00
<b>Trade Discount</b>	0.00
<b>Payment</b>	0.00
<b>Total Due</b>	1,787.34