

**LEYDEN ROCK METROPOLITAN DISTRICT**

**REGULAR MEETING**

Via Teleconference

Tuesday, May 21, 2024 at 6:00 PM

<https://leydenrocklife.com/>

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Brett Vernon, President	Term to May 2027
Scott J. Plummer, Secretary	Term to May 2027
Jeff Cunningham, Treasurer	Term to May 2025
Christian Ardit, Assistant Secretary	Term to May 2025
Tanis Batsel Stewart, Assistant Secretary	Term to May 2025

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Link:

<https://us06web.zoom.us/j/81614742884?pwd=7akl0u97asQ3Xq7p0iOHGdArIldqXd.1>

Meeting ID: 816 1474 2884

Passcode: 499413

Call-in Number: +1-720-707-2699

**NOTICE OF REGULAR MEETING AND AGENDA**

1. Call to Order/Declaration of Quorum
2. Director Conflict of Interest Disclosures
3. Approval of Agenda
4. Public Comment – Members of the public may express their views to the Board on matters that affect the District on items not otherwise on the agenda. Comments will be limited to three (3) minutes per person.
5. Consent Agenda:
  - a. Approval of Minutes
    - i. Minutes from April 16, 2024 Regular Meeting (**enclosure**)
    - ii. Minutes from April 23, 2024 Special Meeting (**enclosure**)
  - b. Approval and Ratification of Agreements
    - i. Agreement with Buddy Holley Co for Porter Services, dated 11/20/2023
    - ii. Agreement with Equalized Productions for Clubhouse A/V System Services, dated 1/3/2023.
    - iii. Agreement with Broken Spoke, LLC for Wagon Rides, dated 9/14/2023.
    - iv. Agreement with House and Howell Social for Catering on June 6<sup>th</sup>, 2023, dated 3/15/2023
    - v. Agreement with Nelson Enterprises LLC for 2023 Movie Night Equipment Rental
    - vi. Agreement with Sherri McClean for Facepainting on 9/23/2023, dated 8/18/2023.
    - vii. Agreement with Bloom Painting Company for Clubhouse Painting Services dated 3/4/2024.
    - viii. Agreement with A Casino Event, Inc. for Casino Event on 3/6/2023, dated 3/8/2023.
    - ix. Agreement with Blinds Couture for Clubhouse Wallpaper and Drapery

**2024 Regular Meetings**

January 16; February 20; March 19; April 16; May 21; June 18; July 16; August 20; September 17; October 15; November 19; and December 17 at 6:00 p.m. via teleconference.

Installation, dated 2/6/2024.

- x. Agreement with Bradford Weddings & Events for Holiday Decorating Services, dated 11/9/2023.
- xi. Agreement with Equalized Productions for Easter Bunny Appearance on 3/4/2024, dated 3/4/2024.
- xii. Agreement with Respect Electric for Clubhouse Electrical Work, dated 2/16/2024.
- xiii. Agreement with Santiago's Pro Painting for Clubhouse Drywall Repair, dated 2/16/2024.
- xiv. Agreement with Snowdrops & Sage for Flower Arranging Workshop, dated 1/22/2024
- xv. Agreement with Denver Flooring Finishes for Clubhouse Remodel (Materials and Labor), dated 2/26/2024.
- xvi. Agreement with Equalized Productions for Santa Claus Entertainment Services, dated 3/8/2023
- xvii. Agreement with Grants Custom Carpentry for Carpentry and Installation Services dated 2/26/2024
- xviii. Agreement with Keesen Landscape Management, Inc. for Winter Rock Project dated 11/7/2023
- xix. Agreement with Preservation Tree Care, Inc. for 2023 Tree Care Services dated 11/7/2023
- xx. Agreement with Preservation Tree Care Inc. for 2024 Tree Care Services
- xxi. Agreement with Welsley Wallcovering for Wallpaper Installation, dated 2/16/2024

c. Approval and Ratification of Work Orders

- i. Work Orders #98239 and #98241 with Keesen Landscape Management for 2023 Filing 5 Trail Restoration
- ii. Work Order # 96998 with Keesen Landscape Management for Trail Breezeway 17283 84<sup>th</sup> Drive, approved on 7/18/2023
- iii. Work Order # 96998 with Keesen Landscape Management for Addition of Flower Pots at the Pool, approved on 3/21/2023
- iv. Work Order #4789 with PeakOne Pool Lights, approved 4/16/2024.

6. Financial Matters

- a. Consider Approval of Payables/Financials (**enclosure**)
- b. Other Financial Matters

7. District Management Matters

- a. District Manager's Report (**enclosure**)
- b. Discuss and Consider Approval of Live Streaming Proposal (**enclosure**)
- c. Discuss and Consider Approval of Video Course Proposal for Emergency Preparedness (**enclosure**)
- d. Consider Approval of Signs for the Jefferson Parkway (**enclosure**)
- e. Other Management Matters

8. Director's Matters

- a. Other Director's Matters

**2024 Regular Meetings**

January 16; February 20; March 19; April 16; May 21; June 18; July 16; August 20; September 17; October 15; November 19; and December 17 at 6:00 p.m. via teleconference.

9. Capital Projects Discussion
  - a. Discussion Regarding Trails Project
  - b. Other Capital Project Matters
10. Legal Matters
  - a. Other Legal Matters
11. Other Business
12. Adjourn

**2024 Regular Meetings**

January 16; February 20; March 19; April 16; May 21; June 18; July 16; August 20; September 17; October 15;  
November 19; and December 17 at 6:00 p.m. via teleconference.

MINUTES OF THE REGULAR MEETING OF THE BOARD OF  
DIRECTORS OF

LEYDEN ROCK METROPOLITAN DISTRICT

Held: Tuesday, April 16, 2024, at 6:00 P.M. via teleconference

**Attendance**

The regular meeting of the Board of Directors of the Leyden Rock Metropolitan District was called and held as shown above and in accordance with the applicable statutes of the State of Colorado. The following directors, having confirmed their qualification to serve on the Board, were in attendance:

Brett Vernon  
Scott Plummer  
Jeff Cunningham  
Christian Ardita  
Tanis Batsel-Stewart

Also present: Megan J. Murphy, Esq., and Marissa Peck, Esq., White Bear Ankele Tanaka & Waldron, District General Counsel; Katie Call and Christine Ahern, AdvanceHOA, District Management; Angie Sherman, Keesen Landscape; and members of the public.

**Call to Order**

It was noted that a quorum of the Board was present, and the meeting was called to order.

**Conflict of Interest  
Disclosures**

Ms. Murphy advised the Board that, pursuant to Colorado law, certain disclosures might be required prior to taking official action at the meeting. Ms. Murphy reported that disclosures for those directors with potential or existing conflicts of interest were filed with the Secretary of State's Office and the Board at least 72 hours prior to the meeting, in accordance with Colorado law, and those disclosures were acknowledged by the Board. Ms. Murphy noted that a quorum was present and inquired into whether members of the Board had any additional disclosures of potential or existing conflicts of interest regarding any matters scheduled for discussion at the meeting. No additional disclosures were noted.

**Agenda**

The Board reviewed the agenda. Following discussion, upon a motion duly made and seconded, the Board unanimously approved the agenda

as amended.

**Public Comment**

Mr. Newton engaged in discussion with the Board regarding jellyfish lighting. noting his opposition to the use of jellyfish lighting. He noted that the impact on wildlife is unknown and that these lights detract from the aura and established tenor of Leyden Rock Community. Mr. Newton inquired about how the lights would be monitored and noted it would take away from the ability to have dark nights and see the star.

Mr. Southern noted he is dealing with technological issues. The Board determined to let him comment once those issues were resolved.

**Consent Agenda**

Following a summary by Ms. Murphy, the items on the consent agenda were ratified, approved, or accepted in one motion duly made and seconded and unanimously carried:

- Minutes from March 19, 2024 Special Meeting

**Financial Matters**

Consider Approval of Payables/Financials

Director Cunningham presented the financial statements dated December 31, 2023 and updated as of April 9, 2024 to the Board. Director Cunningham presented the Claims dated March 14, 2024 through April 9, 2024 in the amount of \$272,090.87 to the Board. Following discussion, upon a motion duly made and seconded the Board unanimously approved the financial statements and claims.

Other Financial Matters

None.

**District Management Matters**

District Manager's Report

Ms. Call presented the report to the Board. Ms. Call noted the first hybrid Board meeting is set for May 21<sup>st</sup>. Equalized Productions will set up the teleconference portion at the Clubhouse.

Ms. Ahern noted the Clubhouse installed a new dishwasher. Ms. Ahern noted additional clubhouse renovation items that were completed, including drywall repair, removal of the large tv , and the installation of electrical for fans and sconces. Upcoming projects scheduled for the next few weeks include staining, painting, and cabinet updates. The hardscapes will be installed in the clubhouse simultaneously with new clubhouse furniture. Due to the clubhouse refresh, there will be no derby party this year. Ms. Ahern noted two blood drives are set to occur during May and trivia in the clubhouse

will resume soon.

It was noted the Preservation Tree Care is preparing a bid for the trail repair work.

Consider Approval of Signs for Jefferson Parkway

Ms. Call presented a status update to the Board. The City of Arvada is requiring the District to replace the signs for Jefferson Parkway per an agreement between the City and Leyden Rock Metropolitan District. The City noted they would consider changing the design. It is anticipated that the cost would be roughly \$12,000. The City suggested eliminating all red line signs along with other modifications. The City noted it is the responsibility of the District to maintain the signs. Ms. Call will send the original agreement with the Developer regarding the number of signs as the City is requiring fewer signs than they originally were. The City sent notice to the District stating the deadline to have this completed is May 16<sup>th</sup>.

Public Comment

Mr. Southern noted that homeowners check with the Homeowner's Association before investing in jellyfish lighting. Mr. Southern noted that these lights have already been installed. It will not work to tell homeowners they cannot have them.

Discussion and Consider Approval of Keesen Proposal Clubhouse Turf Grading and Rock Install

Ms. Call presented the Proposal from Keesen for Clubhouse Turf Grading and Rock install. Following discussion, upon a motion duly made and seconded, the Board unanimously approved the proposal.

*Keesen – Weather TRAK*

Ms. Sherman provided an update on the District's Weather TRAK system. Ms. Sherman that she is meeting with the Vice President and branch manager of Weather TRAK on May 3<sup>rd</sup> at 3:00 p.m. to provide training on the services and alerts. Ms. Sherman noted that Hydpoint estimated the District saved roughly 3.3 million gallons of water through the use of the 4 Weather TRAK system

Discussion Regarding Power Wash and Window Washing Quote form Sunset Hill Window Cleaning

Ms. Call presented the proposal from Sunset Hill Window Cleaning for power washing services. Following discussion, upon a motion duly made and seconded, the Board unanimously approved the proposal.

Discussion and Consider Approval of Mile High Pools Swim Lesson Proposed Hours

Jenna and Ray with Mile Hile Pools presented the proposal for Swim Lesson Proposed Hours to the Board. It is noted the change would be to add more hours to accommodate additional sign-up times. Following discussion, upon a motion duly made and seconded, a majority of the Board approved the proposal. Director

Plummer voted against the proposal.

Discussion and Consider Approval of Peak One Pool & Spa Proposal Automated Chemical Injection System

Ms. Call presented the proposal from Peak One Pool & Spa for automated chemical injection system to the Board. Director Plummer inquired about updates for temperature control updates. Ms. Call noted this process uses a digital thermometer and they temp cannot be adjusted quickly. Director Plummer inquired about an approved technology. Following discussion, upon a motion duly made and seconded, the Board unanimously approved the proposal.

Discussion and Consider Approval of Peak One Pool & Spa Proposal LED Light Replacement

The Board engaged in discussion regarding the Peak One Pool & Spa proposal for LED light replacement. The Board inquired about the color of the lights and the cost of replacing all six lights. Director Vernon prefers that Peak One replace the lights with warmer lights as the correct color was not installed to begin with. Other Board members noted that the cooler lights provide better visibility and enhanced safety around the pool. Following discussion, upon a motion duly made and seconded, the Board unanimously approved the proposal as presented.

Discussion and Consider Approval of Advantage Pest Control Proposal for Pest/Rodent Control

Ms. Call presented the proposal from Advantage Pest Control for Pest/Rodent control to the Board. The Board inquired about prairie dog remediation and if they are being removed or only treated for disease. Following discussion, upon a motion duly made and seconded, the Board unanimously approved the proposal including Bluetooth program and boxes.

Discussion Regarding CTL Thompson Soil & Sediment Contract

The Board engaged in discussion regarding the CTL Thompson Soil and Sediment Contract. An environmental release was done before the community was built and there was concern that there would be seepage from the spill heading downhill into Barbara Gulch. In 2013, the Developer ordered a Phaser II study that revealed no contaminants of concern. Additional testing came to the same conclusion. The recommendation is to close the Phase II report and report to the Environmental Protection Agency to close this matter. Following discussion, upon a motion duly made and seconded, the Board unanimously approved to close this matter and report to the Environmental Protection Agency.

Discussion Regarding Hybrid Board Meeting AV Support

Ms. Call requested two Board members to work with Equalized Productions for AV support. Director Plummer and Director Vernon volunteer to work with Equalized Productions.

Other Management Matters

None.

## **Director's Matters**

Other Director's Matters     Director Ardita noted the grass behind his house has been damaged due to plows. Ms. Call will look into this matter and submit the request to the City.

Director Cunningham requested an update regarding landscaping. Director Cunningham noted no major erosion issues on Jefferson Parkway. Director Cunningham inquired about bidding out accounting services. He noted he would prefer to do this between audit and budget season. It is noted that CliftonLarsonAllen LLP requires 30-day notice.

## **Capital Projects Discussion**

Discussion Regarding Trails Project     Director Cunningham noted he has not received information from the City of Arvada regarding cost of maintenance. Director Cunningham received communication from Keesen Landscape noting they would require a \$15,000 annual maintenance cost.

Other Capital Project Matters     Ms. Cooley visited the clubhouse and confirmed the May 7<sup>th</sup> Capital Project Board Meeting.

## **Legal Matters**

Other Legal Matters     None.

## **Other Business**

**Adjournment**     There being no further business to come before the Board and following discussion and upon motion duly made, seconded, and unanimously carried, the Board determined to adjourn the meeting.

The foregoing constitutes a true and correct copy of the minutes of the above-referenced meeting.

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Secretary for the Meeting

The foregoing minutes were approved by the Board of Directors on the 21<sup>st</sup> day of May, 2024.



MINUTES OF A SPECIAL MEETING OF THE BOARD OF DIRECTORS

OF

LEYDEN ROCK METROPOLITAN DISTRICT

Held: Tuesday, April 23, 2024 at 6:00 p.m., at Leyden Rock Clubhouse (17685 W. 83<sup>rd</sup> Avenue, CO).

**Attendance**

The special meeting referenced above was called and held in accordance with the applicable statutes of the State of Colorado. The following directors, having confirmed their qualification to serve, were in attendance:

Brett Vernon  
Scott J. Plummer  
Jeff Cunningham  
Christian Ardit  
Tanis Batsel Stewart

Also present: Christine Ahern, AdvanceHOA, District Management; Katie Cooley, Ascent Land Development; and members of the public.

**Call to Order**

It was noted that a quorum of the Board was present, and the meeting was called to order.

**Conflict of Interest Disclosures**

Ms. Ahern advised the Board that, pursuant to Colorado law, certain disclosures might be required prior to taking official action at the meeting. Ms. Ahern reported that disclosures for those directors with potential or existing conflicts of interest were filed with the Secretary of State's Office and the Board at least 72 hours prior to the meeting, in accordance with Colorado law, and those disclosures were acknowledged by the Board. Ms. Ahern noted that a quorum was present and inquired into whether members of the Board had any additional disclosures of potential or existing conflicts of interest regarding any matters scheduled for discussion at the meeting. No additional disclosures were noted.

**Agenda**

The Board reviewed the agenda. Following discussion, upon a motion duly made and seconded, the Board unanimously approved the agenda.

**Public Comment**

Ms. Jackson noted she is concerned about several damaged areas in the community. Ms. Jackson noted damage to the Trail on 87<sup>th</sup> Avenue, damage to the prairie dog area on 86<sup>th</sup> Place and 85<sup>th</sup> Drive, and the trail that has been washed out. Ms. Jackson will provide the location of trail area.

Mr. Glaser noted there are coyotes in the community that took the life of his dog. Mr. Glaser noted parking issues in his Cul De Sac due to no parking signs. The Board requested Mr. Glaser contact the City of Arvada.

Ms. Rowe noted she is a board member for the Patio Villas. The residents have replaced trees on the street but they continue to die. Ms. Rowe would like advisement from the Board regarding dead tree replacement.

**Capital Projects Discussion**

Discussion and Approval of Capital Improvement Plans from The Architerra Group

Ms. Cooley presented capital improvement plans from The Architerra Group to the Board. The Board engaged in discussion and gave general feedback to Ms. Cooley. The Board requested the City of Arvada and Xcel Energy review the proposed capital improvement plans.

**District Management Matters**

Consider Approval of Contract with Streamline for Website Accessibility

Ms. Ahern noted that legal counsel provided a memorandum regarding Public Entity Digital Accessibility Standards to the Board for review. Following discussion, the Board determined to switch the District’s website provider to Streamline at the Community Pro subscription level.

**Director’s Matters**

None.

**Other Business**

None.

**Adjourn**

There being no further business to come before the Boards, and following discussion and upon motion duly made, seconded and unanimously carried, the Boards determined to adjourn the meeting.

The foregoing constitutes a true and correct copy of the minutes of the above-referenced meeting.

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Secretary for the Meeting

The foregoing minutes were approved on the 21<sup>st</sup> day of May, 2024.

LEYDEN ROCK METROPOLITAN DISTRICT  
FINANCIAL STATEMENTS  
MARCH 31, 2024

**Leyden Rock Metro District  
Balance Sheet - Governmental Funds  
March 31, 2024**

	<u>General</u>	<u>Special Revenue</u>	<u>Debt Service</u>	<u>Capital Projects</u>	<u>Total</u>
<b>Assets</b>					
Checking Account	\$ 20,760.02	\$ -	\$ -	\$ 19,459.49	\$ 40,219.51
Checking Account - AHM	-	65,500.31	-	-	65,500.31
Petty Cash/Debit Card - AHM	-	4,999.81	-	-	4,999.81
CSAFE	734,742.78	-	1,037,338.91	-	1,772,081.69
UMB Bond Fund	-	-	264,119.55	-	264,119.55
UMB Project Fund	-	-	-	4,103,732.39	4,103,732.39
Accounts Receivable	-	20,224.72	-	-	20,224.72
Receivable from County Treasurer	72,317.72	-	94,054.02	-	166,371.74
<b>Total Assets</b>	<u>\$ 827,820.52</u>	<u>\$ 90,724.84</u>	<u>\$ 1,395,512.48</u>	<u>\$ 4,123,191.88</u>	<u>\$ 6,437,249.72</u>
<b>Liabilities</b>					
Accounts Payable	\$ 20,763.15	\$ 72,525.06	\$ -	\$ 59,773.89	\$ 153,062.10
Prepaid assessments	-	2,622.32	-	-	2,622.32
<b>Total Liabilities</b>	<u>20,763.15</u>	<u>75,147.38</u>	<u>-</u>	<u>59,773.89</u>	<u>155,684.42</u>
<b>Fund Balances</b>	<u>807,057.37</u>	<u>15,577.46</u>	<u>1,395,512.48</u>	<u>4,063,417.99</u>	<u>6,281,565.30</u>
<b>Liabilities and Fund Balances</b>	<u>\$ 827,820.52</u>	<u>\$ 90,724.84</u>	<u>\$ 1,395,512.48</u>	<u>\$ 4,123,191.88</u>	<u>\$ 6,437,249.72</u>

No assurance is provided on these financial statements. Substantially all required disclosures, the government-wide financial statements, and the statement of revenues, expenditures and changes in fund balances – governmental funds have been omitted.

**Leyden Rock Metro District**  
**General Fund Schedule of Revenues, Expenditures and Changes in**  
**Fund Balances - Budget and Actual**  
**For the Period Ending March 31, 2024**

	Budget	Year to Date Budget	Year to Date Actual	Variance
Revenues				
Property taxes	\$ 1,765,484.00	\$ 882,742.00	\$ 852,774.30	\$ 29,967.70
Specific ownership taxes	123,584.00	30,895.98	29,740.42	1,155.56
Interest income	19,500.00	4,875.00	7,494.57	(2,619.57)
Other revenue	10,000.00	2,499.99	-	2,499.99
Total Revenue	<u>1,918,568.00</u>	<u>921,012.97</u>	<u>890,009.29</u>	<u>31,003.68</u>
Expenditures				
Accounting	55,000.00	13,749.99	10,565.62	3,184.37
Auditing	7,000.00	-	-	-
County Treasurer's Fee	26,482.00	13,241.00	12,791.65	449.35
Directors' fees	7,200.00	1,800.00	600.00	1,200.00
Dues and membership	2,000.00	2,000.00	534.96	1,465.04
Insurance	36,000.00	36,000.00	34,659.00	1,341.00
Legal	160,000.00	39,999.99	49,673.30	(9,673.31)
Miscellaneous	2,000.00	499.98	45.90	454.08
Contingency	6,018.00	6,018.00	-	6,018.00
Total Expenditures	<u>301,700.00</u>	<u>113,308.96</u>	<u>108,870.43</u>	<u>4,438.53</u>
Other Financing Sources (Uses)				
Transfers to other fund	(1,631,662.00)	(407,915.49)	(240,747.55)	(167,167.94)
Total Other Financing Sources (Uses)	<u>(1,631,662.00)</u>	<u>(407,915.49)</u>	<u>(240,747.55)</u>	<u>(167,167.94)</u>
Net Change in Fund Balances	(14,794.00)	399,788.52	540,391.31	(140,602.79)
Fund Balance - Beginning	214,855.00	214,855.00	266,666.06	(51,811.06)
Fund Balance - Ending	<u>\$ 200,061.00</u>	<u>\$ 614,643.52</u>	<u>\$ 807,057.37</u>	<u>\$ (192,413.85)</u>

No assurance is provided on these financial statements. Substantially all required disclosures, the government-wide financial statements, and the statement of revenues, expenditures and changes in fund balances - governmental funds have been omitted.

**Leyden Rock Metro District**  
**Special Revenue Fund Schedule of Revenues, Expenditures and Changes in**  
**Fund Balances - Budget and Actual**  
**For the Period Ending March 31, 2024**

	Budget	Year to Date Budget	Year to Date Actual	Variance
<b>Revenues</b>				
Tract K Filing Fee	\$ 1,488.00	\$ 1,488.00	\$ 1,488.00	\$ -
Transfer Fees	15,250.00	3,812.49	3,965.00	(152.51)
Interest income	300.00	75.00	15.88	59.12
Other revenue	-	-	60.00	(60.00)
Rental income	15,000.00	3,750.00	4,115.00	(365.00)
Design Review Fee	6,000.00	1,500.00	-	1,500.00
Social Events	4,000.00	999.99	150.00	849.99
Sponsorship Income	10,000.00	2,499.99	15,200.00	(12,700.01)
Pool Income	4,000.00	999.99	-	999.99
<b>Total Revenue</b>	<b>56,038.00</b>	<b>15,125.46</b>	<b>24,993.88</b>	<b>(9,868.42)</b>
<b>Expenditures</b>				
Dues and membership	2,500.00	624.99	908.76	(283.77)
Miscellaneous	-	-	724.04	(724.04)
Management Fees	288,000.00	72,000.00	60,717.58	11,282.42
Banking fees	-	-	257.12	(257.12)
Irrigation repairs	40,000.00	9,999.99	9,683.77	316.22
Pool parts & supplies	12,000.00	3,000.00	-	3,000.00
Pool repairs and maintenance	10,000.00	2,499.99	-	2,499.99
Trash & debris clean up	16,000.00	3,999.99	-	3,999.99
Lifeguard contract service	96,500.00	24,124.98	-	24,124.98
Dog waste stations	25,000.00	6,249.99	3,360.00	2,889.99
Cleaning supplies	5,000.00	1,249.98	180.00	1,069.98
Landscape replace/enhance	200,000.00	49,999.98	2,430.00	47,569.98
Holiday lighting	6,500.00	1,624.98	6,306.30	(4,681.32)
Landscape other (weed control)	70,000.00	17,499.99	-	17,499.99
Landscape maintenance	197,000.00	49,249.98	49,113.00	136.98
ARC design review	4,000.00	999.99	965.00	34.99
Landscape tree care maintenance	135,000.00	33,750.00	64,613.00	(30,863.00)
Fence/walls	38,000.00	9,499.98	-	9,499.98
Social Events	63,000.00	15,750.00	7,363.84	8,386.16
Cleaning/janitorial	31,000.00	7,749.99	3,835.21	3,914.78
Locks & keys	1,200.00	300.00	-	300.00
Common Area R&M	7,000.00	1,749.99	-	1,749.99
Building R&M - CLUB	7,000.00	1,749.99	401.32	1,348.67
Pest control	10,000.00	2,499.99	4,500.00	(2,000.01)
Snow removal	55,000.00	13,749.99	36,487.48	(22,737.49)
Electric/gas	20,000.00	4,999.98	2,227.11	2,772.87
Garbage removal	258,500.00	64,624.98	63,132.19	1,492.79
Water and sewer	30,000.00	7,500.00	423.31	7,076.69
Telephone/Wi-Fi/Cable	8,000.00	1,999.98	1,182.88	817.10
Postage, printing, copies	1,200.00	300.00	331.58	(31.58)
Water/sediment sampling	10,000.00	2,499.99	-	2,499.99
Mileage/auto	1,300.00	324.99	-	324.99
Office equipment rental	2,600.00	649.98	245.20	404.78
Office Supplies	5,600.00	1,399.98	4,932.51	(3,532.53)
Meeting expense	1,200.00	300.00	368.39	(68.39)
Website	3,600.00	900.00	182.78	717.22
Pool service	22,000.00	5,499.99	-	5,499.99
Contingency	4,000.00	4,000.00	-	4,000.00
Reserve funding	40,000.00	40,000.00	-	40,000.00

No assurance is provided on these financial statements. Substantially all required disclosures, the government-wide financial statements, and the statement of revenues, expenditures and changes in fund balances - governmental funds have been omitted.

**Leyden Rock Metro District**  
**Special Revenue Fund Schedule of Revenues, Expenditures and Changes in**  
**Fund Balances - Budget and Actual**  
**For the Period Ending March 31, 2024**

	<u>Budget</u>	<u>Year to Date Budget</u>	<u>Year to Date Actual</u>	<u>Variance</u>
Total Expenditures	1,727,700.00	464,924.63	324,872.37	140,052.26
Other Financing Sources (Uses)				
Transfers from other funds	1,631,662.00	407,915.49	150,000.00	257,915.49
Total Other Financing Sources (Uses)	1,631,662.00	407,915.49	150,000.00	257,915.49
Net Change in Fund Balances	(40,000.00)	(41,883.68)	(149,878.49)	107,994.81
Fund Balance - Beginning	134,479.00	134,479.00	165,455.95	284,357.49
Fund Balance - Ending	<u>\$ 94,479.00</u>	<u>\$ 92,595.32</u>	<u>\$ 15,577.46</u>	<u>\$ 392,352.30</u>

No assurance is provided on these financial statements. Substantially all required disclosures, the government-wide financial statements, and the statement of revenues, expenditures and changes in fund balances - governmental funds have been omitted.



## SUPPLEMENTARY INFORMATION

**Leyden Rock Metro District**  
**Debt Service Fund Schedule of Revenues, Expenditures and Changes in**  
**Fund Balances - Budget and Actual**  
**For the Period Ending March 31, 2024**

	Budget	Year to Date Budget	Year to Date Actual	Variance
Revenues				
Property taxes	\$ 2,296,131.00	\$ 1,148,066.00	\$ 1,109,090.48	\$ 38,975.52
Specific ownership taxes	160,729.00	40,182.24	38,679.35	1,502.89
Interest income	34,000.00	8,499.99	3,319.92	5,180.07
Total Revenue	<u>2,490,860.00</u>	<u>1,196,748.23</u>	<u>1,151,089.75</u>	<u>45,658.48</u>
Expenditures				
County Treasurer's Fee	34,442.00	17,221.00	16,636.58	584.42
Paying agent fees	6,000.00	6,000.00	-	6,000.00
Bond interest - Series 2021A	1,726,100.00	-	-	-
Bond principal - Series 2021A	570,000.00	-	-	-
Contingency	10,458.00	10,458.00	-	10,458.00
Total Expenditures	<u>2,347,000.00</u>	<u>33,679.00</u>	<u>16,636.58</u>	<u>17,042.42</u>
Net Change in Fund Balances	143,860.00	1,163,069.23	1,134,453.17	28,616.06
Fund Balance - Beginning	253,478.00	253,478.00	261,059.31	(7,581.31)
Fund Balance - Ending	<u>\$ 397,338.00</u>	<u>\$ 1,416,547.23</u>	<u>\$ 1,395,512.48</u>	<u>\$ 21,034.75</u>

No assurance is provided on these financial statements. Substantially all required disclosures, the government-wide financial statements, and the statement of revenues, expenditures and changes in fund balances - governmental funds have been omitted.

**Leyden Rock Metro District**  
**Capital Projects Fund Schedule of Revenues, Expenditures and Changes in**  
**Fund Balances - Budget and Actual**  
**For the Period Ending March 31, 2024**

	Budget	Year to Date Budget	Year to Date Actual	Variance
Revenues				
Interest income	\$ 108,500.00	\$ 27,124.98	\$ 55,412.15	\$ (28,287.17)
Other revenue	12,999.00	3,249.75	-	3,249.75
Total Revenue	<u>121,499.00</u>	<u>30,374.73</u>	<u>55,412.15</u>	<u>(25,037.42)</u>
Expenditures				
Capital outlay	4,489,501.00	1,122,375.24	212,293.70	910,081.54
Club House Capital Outlay	-	-	90,747.55	(90,747.55)
Contingency	12,999.00	12,999.00	-	12,999.00
Total Expenditures	<u>4,502,500.00</u>	<u>1,135,374.24</u>	<u>303,041.25</u>	<u>832,332.99</u>
Other Financing Sources (Uses)				
Transfers from other funds	-	-	90,747.55	(90,747.55)
Total Other Financing Sources (Uses)	<u>-</u>	<u>-</u>	<u>90,747.55</u>	<u>(90,747.55)</u>
Net Change in Fund Balances	(4,381,001.00)	(1,104,999.51)	(156,881.55)	(948,117.96)
Fund Balance - Beginning	4,381,001.00	4,381,001.00	4,220,299.54	160,701.46
Fund Balance - Ending	<u>\$ -</u>	<u>\$ 3,276,001.49</u>	<u>\$ 4,063,417.99</u>	<u>\$ (787,416.50)</u>

No assurance is provided on these financial statements. Substantially all required disclosures, the government-wide financial statements, and the statement of revenues, expenditures and changes in fund balances - governmental funds have been omitted.

**LEYDEN ROCK METROPOLITAN DISTRICT**  
Schedule of Cash Position  
March 31, 2024  
Updated as of May 13, 2024

	General Fund	Special Revenue Fund	Debt Service Fund	Capital Projects Fund	Total Funds
<b><u>First Bank - Checking</u></b>					
Balance as of 03/31/24	\$ 20,760.02	\$ -	\$ -	\$ 19,459.49	\$ 40,219.51
Subsequent activities:					
04/01/24 Transfer from CSAFE	250,000.00	-	-	-	250,000.00
04/02/24 Transfer to AHM	(250,000.00)	-	-	-	(250,000.00)
04/12/24 Transfer from CSAFE	50,000.00	-	-	-	50,000.00
04/16/24 Bill.com Payments	-	-	-	(24,008.27)	(24,008.27)
04/18/24 Bill.com Payments	(10,078.93)	-	-	(14,466.56)	(24,545.49)
04/19/24 CSDPLP Deposit	5,023.54	-	-	-	5,023.54
04/26/24 Bill.com Payments	(446.00)	-	-	(4,933.42)	(5,379.42)
04/26/24 ADP Wage Pay	(215.30)	-	-	-	(215.30)
04/29/24 Transfer from CSAFE	200,000.00	-	-	-	200,000.00
04/29/24 Bill.com Payments	-	-	-	(199.60)	(199.60)
04/30/24 Transfer to AHM	(200,000.00)	-	-	-	(200,000.00)
05/08/24 Bill.com Payments	-	-	-	(16,666.57)	(16,666.57)
05/13/24 Transfer from GF to CPF for Clubhouse Refresh	(34,895.13)	-	-	34,895.13	-
Anticipated activities:					
Anticipated Requisition No. 16	-	-	-	62,256.65	62,256.65
Anticipated Bill.com Payments	(17,265.07)	-	-	(56,336.85)	(73,601.92)
<b>Anticipated Balance</b>	<b>\$ 12,883.13</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 12,883.13</b>
<b><u>Advanced HOA Management - Checking</u></b>					
Balance as of 03/31/24	\$ -	\$ 65,500.31	\$ -	\$ -	\$ 65,500.31
Subsequent activities:					
<b>Anticipated Balance</b>	<b>\$ -</b>	<b>\$ 65,500.31</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 65,500.31</b>
<b><u>Advanced HOA Management - Petty Cash/Debit Card</u></b>					
Balance as of 03/31/24	\$ -	\$ 4,999.81	\$ -	\$ -	\$ 4,999.81
Subsequent activities:					
<b>Anticipated Balance</b>	<b>\$ -</b>	<b>\$ 4,999.81</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 4,999.81</b>
<b><u>CSAFE</u></b>					
Balance as of 03/31/24	\$ 734,742.78	\$ -	\$ 1,037,338.91	\$ -	\$ 1,772,081.69
Subsequent activities:					
04/01/24 Transfer to First Bank	(250,000.00)	-	-	-	(250,000.00)
04/10/24 Pledged Revenue Transfer	-	-	(1,037,338.91)	-	(1,037,338.91)
04/10/24 Property/SO tax	72,317.72	-	94,054.02	-	166,371.74
04/12/24 Transfer to First Bank	(50,000.00)	-	-	-	(50,000.00)
04/29/24 Transfer to First Bank	(200,000.00)	-	-	-	(200,000.00)
04/30/24 Interest Income	3,867.78	-	-	-	3,867.78
05/10/24 Property/SO tax	112,635.87	-	143,735.27	-	256,371.14
Anticipated activities:					
Anticipated Pledged Revenue Transfer	-	-	(237,789.29)	-	(237,789.29)
<b>Anticipated Balance</b>	<b>\$ 423,564.15</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 423,564.15</b>
<b><u>UMB - 2021 Bond Fund</u></b>					
Balance as of 03/31/24	\$ -	\$ -	\$ 264,119.55	\$ -	\$ 264,119.55
Subsequent activities:					
4/10/2024 Pledged Revenue Transfer	-	-	1,037,338.91	-	1,037,338.91
4/30/2024 Interest Income	-	-	1,166.82	-	1,166.82
Anticipated activities:					
Anticipated Pledged Revenue Transfer	-	-	237,789.29	-	237,789.29
<b>Anticipated Balance</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,540,414.57</b>	<b>\$ -</b>	<b>\$ 1,540,414.57</b>
<b><u>UMB - 2021 Project Fund</u></b>					
Balance as of 03/31/24	\$ -	\$ -	\$ -	\$ 4,103,732.39	\$ 4,103,732.39
Subsequent activities:					
4/30/2024 Interest Income	-	-	-	18,354.42	18,354.42
Anticipated activities:					
Anticipated Requisition No. 16	-	-	-	(62,256.65)	(62,256.65)
<b>Anticipated Balance</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 4,059,830.16</b>	<b>\$ 4,059,830.16</b>
<b>Anticipated Balances</b>	<b>\$ 436,447.28</b>	<b>\$ 70,500.12</b>	<b>\$ 1,540,414.57</b>	<b>\$ 4,059,830.16</b>	<b>\$ 6,107,192.13</b>

Yield information (as of 04/30/24):

CSAFE - 5.37%

UMB invested in Goldman Sachs Govt Fund - 5.14%

No assurance is provided on these financial statements. Substantially all required disclosures, the government-wide financial statements, and the statement of revenues, expenditures and changes in fund balances - governmental funds have been omitted.

**LEYDEN ROCK METROPOLITAN DISTRICT**  
**Property Taxes Reconciliation**  
**2023**

	Current Year						Prior Year				
	Property Taxes	Delinquent Taxes, Rebates and Abatements	Specific Ownership Taxes	Interest	Treasurer's Fees	Net Amount Received	% of Total Property Taxes Received		Total Cash Received	% of Total Property Taxes Received	
							Monthly	Y-T-D		Monthly	Y-T-D
January	\$ -	\$ -	\$ 25,905.72	\$ -	\$ -	\$ 25,905.72	0.00%	0.00%	\$ 29,920.11	0.19%	0.19%
February	1,813,889.67	-	21,914.66	-	(27,208.35)	1,808,595.98	44.66%	44.66%	1,647,357.13	45.52%	45.71%
March	147,975.11	-	20,599.39	17.12	(2,219.88)	166,371.74	3.64%	48.30%	111,848.63	2.49%	48.20%
April	-	-	-	-	-	-	0.00%	48.30%	211,807.18	5.40%	53.61%
May	-	-	-	-	-	-	0.00%	48.30%	264,115.83	6.74%	60.35%
June	-	-	-	-	-	-	0.00%	48.30%	1,411,588.01	38.94%	99.29%
July	-	-	-	-	-	-	0.00%	48.30%	34,942.84	0.38%	99.67%
August	-	-	-	-	-	-	0.00%	48.30%	30,114.08	0.14%	99.81%
September	-	-	-	-	-	-	0.00%	48.30%	23,495.43	0.06%	99.87%
October	-	-	-	-	-	-	0.00%	48.30%	24,346.97	0.03%	99.91%
November	-	-	-	-	-	-	0.00%	48.30%	25,881.46	0.08%	99.98%
December	-	-	-	-	-	-	0.00%	48.30%	16,025.77	0.00%	99.98%
	<b>\$ 1,961,864.78</b>	<b>\$ -</b>	<b>\$ 68,419.77</b>	<b>\$ 17.12</b>	<b>\$ (29,428.23)</b>	<b>\$ 2,000,873.44</b>	<b>48.30%</b>	<b>48.30%</b>	<b>\$ 3,831,443.44</b>	<b>99.98%</b>	<b>99.98%</b>

Taxes Levied	% of Levied	Property Taxes Collected	% Collected to Amount Levied
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**Property Tax**

General Fund	23.256	\$ 1,765,484.00	43.47%	\$ 852,774.30	48.30%
Debt Service Fund	30.246	2,296,131.00	56.53%	1,109,090.48	48.30%
	<u>53.502</u>	<u>\$ 4,061,615.00</u>	<u>100.00%</u>	<u>\$ 1,961,864.78</u>	<u>48.30%</u>

**Specific Ownership Tax**

General Fund	\$ 123,584.00	43.47%	\$ 29,740.42	24.06%
Debt Service Fund	160,729.00	56.53%	38,679.35	24.06%
	<u>\$ 284,313.00</u>	<u>100.00%</u>	<u>\$ 68,419.77</u>	<u>24.06%</u>

**Treasurer's Fees**

General Fund	\$ 26,482.00	43.47%	\$ 12,791.65	48.30%
Debt Service Fund	34,442.00	56.53%	16,636.58	48.30%
	<u>\$ 60,924.00</u>	<u>100.00%</u>	<u>\$ 29,428.23</u>	<u>48.30%</u>

No assurance is provided on these financial statements. Substantially all required disclosures, the government-wide financial statements, and the statement of revenues, expenditures and changes in fund balances - governmental funds have been omitted.

**LEYDEN ROCK METROPOLITAN DISTRICT  
2024 BUDGET  
SUMMARY OF SIGNIFICANT ASSUMPTIONS**

**Services Provided**

The District, a quasi-municipal corporation and a political subdivision of the State of Colorado, was organized (originally as Leyden Rock Metropolitan District No. 10) by order and decree of the District Court for the County of Jefferson on January 5, 2012, and is governed pursuant to provisions of the Colorado Special District Act (Title 32, Article 1, Colorado Revised Statutes).

The District was established to provide financing for the operations and maintenance and design, acquisition, installation, construction and completion of public improvements and services, including water, sanitation, street, safety protection, park and recreation, transportation, fire protection, security, television relay and translation and mosquito control improvements and services. The District provides covenant control and was organized in conjunction with nine other related Districts – Leyden Rock Metropolitan District Nos. 1, 2, 3, 4, 5, 6, 7, 8, and 9. The District serves as the Operating and Financing District which will pay all vendors, issue debt, levy ad valorem taxes on taxable properties within each District and assess fees, rates and other charges as authorized by law. The District's service area is located entirely within the City of Arvada, Jefferson County, Colorado. District Nos. 1-9 have been dissolved.

The District is not authorized to plan for, design, acquire, construct, install, relocate, redevelop, finance, operate or maintain fire protection facilities or services, unless such facilities and services are provided pursuant to an intergovernmental agreement with the City. The District is not authorized to plan for, design acquire, construct, install, relocate, redevelop, finance, operate or maintain television relay and translation facilities and services, other than for the installation of conduit as part of a street construction project, unless such facilities and services are provided pursuant to an intergovernmental agreement with the City.

On November 1, 2011, the District's voters authorized total indebtedness of \$80,000,000 for each of the above listed facilities, \$80,000,000 for intergovernmental agreements and \$80,000,000 for refunding of debt. Collectively, the Districts shall not issue debt over the amount of \$80,000,000. Additionally, the maximum debt mill levy is 40.000 mills, subject to adjustment, which shall not be imposed for longer than 40 years from the first year the debt service mill levy is imposed unless a refunding of the Debt has been voted upon. The election also approved an annual property tax of \$5,000,000 without limitation of rate, to pay the District's operation and maintenance costs.

The District has no employees and all administrative functions are contracted.

The District prepares its budget on the modified accrual basis of accounting in accordance with the requirements of Colorado Revised Statutes C.R.S. 29-1-105 using its best estimates as of the date of the budget hearing. These estimates are based on expected conditions and its expected course of actions. The assumptions disclosed herein are those that the District believes are significant to the budget. There will usually be differences between the budget and actual results, because events and circumstances frequently do not occur as expected, and those difference may be material.

**LEYDEN ROCK METROPOLITAN DISTRICT  
2024 BUDGET  
SUMMARY OF SIGNIFICANT ASSUMPTIONS**

**Revenues**

**Property Taxes**

Property taxes are levied by the District’s Board of Directors. The levy is based on assessed valuations determined by the County Assessor generally as of January 1 of each year. The levy is normally set by December 15 by certification to the County Commissioners to put the tax lien on the individual properties as of January 1 of the following year. The County Treasurer collects the determined taxes during the ensuing calendar year. The taxes are payable by April or, if in equal installments, at the taxpayer’s election, in February and June. Delinquent taxpayers are notified in August and, generally, sale of the tax liens on delinquent properties are held in November or December. The County Treasurer remits the taxes collected monthly to the District.

The calculation of the taxes levied is displayed on the property tax summary information page of the budget.

For property tax collection year 2024, SB22-238 and SB23B-001 set the assessment rates and actual value reductions as follows:

Category	Rate	Category	Rate	Actual Value Reduction	Amount
Single-Family Residential	6.70%	Agricultural Land	26.40%	Single-Family Residential	\$55,000
Multi-Family Residential	6.70%	Renewable Energy Land	26.40%	Multi-Family Residential	\$55,000
Commercial	27.90%	Vacant Land	27.90%	Commercial	\$30,000
Industrial	27.90%	Personal Property	27.90%	Industrial	\$30,000
Lodging	27.90%	State Assessed	27.90%	Lodging	\$30,000
		Oil & Gas Production	87.50%		

**Operations Fee**

The District will collect a fee of \$372 per year from homeowners located within Filing 6, Tract K, of the District to pay for the District’s costs of operations, payable on January 1 of each year or in quarterly installments. In addition, the District receives \$305 from each new homeowner.

**Specific Ownership Taxes**

Specific ownership taxes are set by the State and collected by the County Treasurer, primarily on vehicle licensing within the County as a whole. The specific ownership taxes are allocated by the County Treasurer to all taxing entities within the County. The budget assumes that the District’s share will be equal to approximately 7% of the property taxes collected.

**Interest Income**

Interest earned on the District’s available funds has been estimated based on prior year’s earnings.

No assurance is provided on these financial statements. Substantially all required disclosures, the government-wide financial statements, and the statement of revenues, expenditures and changes in fund balances - governmental funds have been omitted.

**LEYDEN ROCK METROPOLITAN DISTRICT  
2024 BUDGET  
SUMMARY OF SIGNIFICANT ASSUMPTIONS**

**Expenditures**

**Administrative and Operating Expenditures**

Administrative and operating expenditures include the estimated services necessary to maintain the District's administrative viability such as legal, management, accounting, insurance and meeting expense. Estimated expenditures related to landscaping and utilities are included in the Fee Operations Fund budget.

**County Treasurer's Fee**

County Treasurer's collection fees have been computed at 1.5% of property taxes.

**Debt Service**

Principal and interest payments in 2024 are provided based on the debt amortization schedule from the Series 2021 Bonds (discussed under Debts and Leases).

**Debt and Leases**

The District issued its 2021 Bonds (the Bonds) on October 22, 2021, in the amount of \$45,840,000. The proceeds from the sale of the Bonds were used to: (i) pay the costs of refunding the 2016A, 2016B and 2017C Bonds; (ii) funding and reimbursing a portion of the costs of constructing and installing certain public improvements benefiting the District; (iii) paying the costs of issuing the costs of issuance of the Bonds, including premium for the Insurance Policy and the Reserve Policy.

The Bonds bear interest at 3.00%-5.00%, payable semi-annually on June 1 and December 1, beginning on December 1, 2021. The Bonds are subject to redemption prior to maturity at the option of the District, as a whole or in part by lot in integral multiples of \$1,000 on December 1, 2031, and on any date thereafter upon payment of 100% of the principal amount of the Bonds to be redeemed, plus accrued interest to the redemption date, without redemption premium. The Bonds maturing on December 1, 2046 also are subject to mandatory sinking fund redemption prior to maturity, in part, by lot, upon payment of 100% of the principal amount of the Bonds to be redeemed plus accrued interest to the redemption date, without redemption premium. The Bonds maturing on December 1, 2051 also are subject to mandatory sinking fund redemption prior to maturity, in part, by lot, upon payment of 100% of the principal amount of the Bonds to be redeemed plus accrued interest to the redemption date, without redemption premium.

The Bonds are secured by and payable solely from and to the extent of the Pledged Revenue, which includes monies derived from the following, net of costs of collection: (i) the Required Mill Levy; (ii) the portion of the Specific Ownership Tax which is collected as a result of the imposition of the Required Mill Levy and (iii) any other legally available amounts that the District determines, in its absolute discretion to transfer to the trustee for application as Pledge Revenue.

The Bonds are also secured by amounts on deposit in the Reserve Fund in the amount of \$2,739,400, which is funded by the Reserve Policy. The Reserve Policy, issued by Assured Guaranty Municipal Corp. (AGM) is a policy of insurance guaranteeing the payment, when due, of the principal and interest on the Bonds. The insurance extends over the life of the issue and cannot be canceled by AGM as further provided in the policy.

The District has no operating or capital leases.

No assurance is provided on these financial statements. Substantially all required disclosures, the government-wide financial statements, and the statement of revenues, expenditures and changes in fund balances - governmental funds have been omitted.



**LEYDEN ROCK METROPOLITAN DISTRICT  
2024 BUDGET  
SUMMARY OF SIGNIFICANT ASSUMPTIONS**

**Emergency Reserves**

The District has provided for an Emergency Reserve equal to at least 3% of fiscal year spending, as defined under the TABOR Amendment.

**LEYDEN ROCK METROPOLITAN DISTRICT  
SCHEDULE OF DEBT SERVICE  
REQUIREMENTS TO MATURITY**

**\$45,840,000**

**2021 General Obligation Limited Tax Convertible to  
Unlimited Tax Refunding and Improvement Bonds**

**Principal Payable December 1**

**3.00% - 5.00%**

**June 1 and December 1**

**Beginning December 1, 2021**

<u>Year Ended December 31,</u>	<u>Principal Amount</u>	<u>Interest Amount</u>	<u>Annual Total</u>
2024	\$ 570,000	\$ 1,726,100	\$ 2,296,100
2025	665,000	1,697,600	2,362,600
2026	745,000	1,664,350	2,409,350
2027	780,000	1,627,100	2,407,100
2028	865,000	1,588,100	2,453,100
2029	910,000	1,544,850	2,454,850
2030	1,005,000	1,499,350	2,504,350
2031	1,055,000	1,449,100	2,504,100
2032	1,155,000	1,396,350	2,551,350
2033	1,200,000	1,350,150	2,550,150
2034	1,300,000	1,302,150	2,602,150
2035	1,350,000	1,250,150	2,600,150
2036	1,455,000	1,196,150	2,651,150
2037	1,515,000	1,137,950	2,652,950
2038	1,610,000	1,092,500	2,702,500
2039	1,660,000	1,044,200	2,704,200
2040	1,745,000	994,400	2,739,400
2041	1,795,000	942,050	2,737,050
2042	1,850,000	888,200	2,738,200
2043	1,925,000	814,200	2,739,200
2044	2,000,000	737,200	2,737,200
2045	2,080,000	657,200	2,737,200
2046	2,165,000	574,000	2,739,000
2047	2,250,000	487,400	2,737,400
2048	2,340,000	397,400	2,737,400
2049	2,435,000	303,800	2,738,800
2050	2,530,000	206,400	2,736,400
2051	2,630,000	105,200	2,735,200
<b>Total</b>	<b>\$ 43,585,000</b>	<b>\$ 29,673,600</b>	<b>\$ 73,258,600</b>

No assurance is provided on these financial statements. Substantially all required disclosures, the government-wide financial statements, and the statement of revenues, expenditures and changes in fund balances - governmental funds have been omitted.

**Leyden Rock Metropolitan District**

Interim Claims 04/10/24 - 05/16/24

Invoice Date	Payment Date	Vendor	Invoice Number	Amount
02/29/24	04/18/24	Winzenburg, Leff, Purvis & Payne, LLP	696822	\$ 374.00
03/04/24	04/16/24	Shelby Williams	15855	20,870.27
03/08/24	05/08/24	Loft & Blush Interiors, LLC	ReimbursementApr24-9	725.62
03/28/24	04/16/24	Bloom Kitchens	3282024	3,138.00
03/31/24	04/18/24	White, Bear & Ankele PC	34115	9,704.93
04/04/24	04/18/24	The Architerra Group, Inc.	7820	10,181.40
04/05/24	04/26/24	Loft & Blush Interiors, LLC	ReimbursementApr24	784.97
04/10/24	04/18/24	Loft & Blush Interiors, LLC	ReimbursementApr24-2	4,285.16
04/12/24	04/29/24	Loft & Blush Interiors, LLC	ReimbursementApr24-3	199.60
04/12/24	04/26/24	Loft & Blush Interiors, LLC	ReimbursementApr24-4	985.45
04/15/24	04/26/24	Colorado Special District P&L Pool	27667	446.00
04/16/24	04/26/24	Santiago's Pro Painting LLC	17685	3,163.00
04/23/24	05/08/24	Loft & Blush Interiors, LLC	ReimbursementApr24-6	437.95
04/23/24	05/08/24	Loft & Blush Interiors, LLC	ReimbursementApr24-8	312.00
04/25/24	05/08/24	Loft & Blush Interiors, LLC	ReimbursementApr24-5	350.00
05/01/24	05/15/24	Blinds Couture LLC	10313 - 10314 Final	6,965.00
05/01/24	05/08/24	Denver Flooring & Finishes, LLC	JE009374-001 Final	14,841.00
				<u>\$ 77,764.35</u>

# MANAGEMENT REPORT

COMMUNITY:	MANAGER:	REPORT DATE:
Leyden Rock Metro District	Katie Call	May 15, 2024

<p><b>2024 Regular Board Meeting Schedule:</b>  <u>Capital Projects Discussion on the First Tuesday of each month</u></p> <ul style="list-style-type: none"> <li>❖ January 2</li> <li>❖ February 6</li> <li>❖ <del>March 5, canceled</del></li> <li>❖ <del>April 2, canceled</del></li> <li>❖ May 7</li> <li>❖ June 4</li> <li>❖ July 2</li> <li>❖ August 6</li> <li>❖ <b>September 3* (day after Labor Day)</b></li> <li>❖ October 11</li> <li>❖ November 5</li> <li>❖ December 3</li> </ul>	<p><b>2024 Regular Board Meeting Schedule:</b>  <u>Regular Business on the Third Tuesday of each month</u></p> <ul style="list-style-type: none"> <li>❖ January 16</li> <li>❖ February 20</li> <li>❖ March 19</li> <li>❖ April 16</li> <li>❖ <b>May 21</b></li> <li>❖ <b>June 18- FIRST HYBRID MEETING</b></li> <li>❖ <b>July 16- ANNUAL MEETING</b></li> <li>❖ <b>August 20</b></li> <li>❖ <b>September 17</b></li> <li>❖ <b>October 15</b></li> <li>❖ <b>November 19- BUDGET HEARING</b></li> <li>❖ <b>December 17</b></li> </ul>
<p><b>Last Reserve Study:</b> 2020</p> <p><b>Operating Fee:</b> \$0.00/year  <b>Tract K Filing Fee:</b> \$372/year</p> <p><b>Current mill levy (2023), for collection in 2024</b>            23.256 mills - (general fund)            30.246 mills - (debt service fund)</p>	<p><b>Board of Directors:</b></p> <ul style="list-style-type: none"> <li>❖ <b>Brett Vernon, President</b> Term to May 2027</li> <li>❖ <b>Scott J. Plummer, Secretary</b> Term to May 2027</li> <li>❖ <b>Christian Ardita, Assistant Secretary</b> Term to May 2025</li> <li>❖ <b>Tanis Batsel Stewart, Assistant Secretary</b> Term to May 2025</li> <li>❖ <b>Jeff Cunningham, Treasurer</b> Term to May 2025</li> </ul>
<p><b>District Services:</b> Residential Trash, Common Area Landscape Maintenance, Common Area Snow Removal, Pet Waste Removal, Pool Maintenance &amp; Staffing, Social Events</p>	<p><b>Dates to Note:</b></p> <ul style="list-style-type: none"> <li>❖ Pool Opening: Friday May 24<sup>th</sup></li> <li>❖ Movie in the Park: Sunday, May 26<sup>th</sup></li> <li>❖ Empty Nester &amp; Trivia Night: Friday May 31<sup>st</sup></li> </ul>
<p><b>Landscape Committee:</b>            Tanis Batsel-Stewart, Chair            Carolyn Rowe            Thu Koelling            Diane Mangam            Lisa Coleman            Pam Hill</p>	<p><b>Additional Information:</b></p> <ul style="list-style-type: none"> <li>❖ Landfill Free Day Participation: 80 loads (\$10,000)</li> <li>❖ E-newsletter Performance:                Total Contacts: 2,107                Email Open Rate: 73%  <i>Reaching approximately 88% of the homes in the community</i></li> </ul>

## COMPLIANCE INSPECTIONS

Inspector: Pam Mitchell

<p><b>Schedule:</b></p>	<p>Inspections occur <b>weekly</b>. Trash day: Monday</p> <p>Week 1: Filing 1 &amp; 2 Week 2: Filing 3 &amp; 4 Week 3: Filing 5 Week 4: Filing 6</p> <p>Every drive re-inspects existing violations that are flagged for inspection</p>
<p><b>Ways of Working:</b></p>	<p>Katie to review report violation report weekly:</p> <ul style="list-style-type: none"> <li>- Courtesy Notices will begin to auto-send from inspector findings</li> <li>- Identify addresses that require additional support by Pam.</li> <li>- Close violations as needed.</li> <li>- Send violations to the attorney as needed.</li> </ul> <p>Katie to flag any items to Pam for the following week by Wednesday.</p> <p>Pam may close a violation before compliance date if cured but cannot escalate to next step before the compliance date.</p> <p>Pam to email or text Katie potential exterior modification that may require approval (such as painting or major landscape renovation taking place) and note vehicles driving through common areas to access their units and any construction/project activity.</p>
<p><b>Priorities:</b></p>	<p>Landscaping:</p> <ul style="list-style-type: none"> <li>- Lawn – brown / dead grass: June through September</li> <li>- Lawn Maintenance- mowed &amp; trimmed.</li> <li>- Weeds in lawn and rock beds: all year</li> <li>- Dead shrubs/trees: all year</li> </ul> <p>– Seasonal pruning –<b>Summer 2024, Begin addressing streetscape dead trees</b></p> <p>Other Items:</p> <ul style="list-style-type: none"> <li>- Trash can storage: all year</li> <li>- Basketball hoops: all year <ul style="list-style-type: none"> <li>– must be stored halfway up driveway when not in use</li> <li>– prohibited to be attached to the home</li> </ul> </li> <li>- General disrepair (fences, shingles, shutters)</li> </ul> <p>– <b>Summer 2024, Begin addressing fence staining needs</b></p> <ul style="list-style-type: none"> <li>- Unsightly conditions (exterior storage of landscaping materials &amp; equipment, oil stains, un-stored items)</li> </ul> <p>Seasonal:</p> <ul style="list-style-type: none"> <li>- Holiday lighting, including clips.</li> <li>- Snow removal <ul style="list-style-type: none"> <li>– owners are responsible for removing snow on driveways &amp; sidewalks</li> </ul> </li> </ul>

## CURRENT PROJECTS / ACTION ITEMS

PROJECT	DESCRIPTION	STATUS
Pest Control	Researching pest control at clubhouse/pool	Installation complete, ongoing monthly maintenance
Pool Shade Installation/Removal	Schedule installation/removal	Complete- Shade installed- Friday, May 10 <sup>th</sup> Shade removal scheduled- Friday, October 4 <sup>th</sup> <i>(tentatively)</i>
Winter Rock	Landscape project along Leyden Rock Drive	Complete
Backflow Prevention Insurance Update	Request from White Bear to include backflow information	Complete
Retaining Wall	Retaining wall repair on LR Drive	Complete <i>*The crew was able to clean up the retaining wall at the clubhouse included in the rate that was approved for the LR Drive repairs</i>
Updated Maps Project	Community maps used for vendors	Complete
Online pool forms	Turning pool forms into online and more easily trackable	Complete
Pool check in process	Identifying potential controls/management for pool check in process	Complete
Safety Grant Submission	Grant reimbursement for security cameras	Complete, received
Jefferson Parkway Signs	Notice of Parkway signs installed along parkway	In progress, scheduled for discussion 5/21
Hybrid Meeting Prep	Support from Chris Woodley for Board meeting	In progress, scheduled for discussion 5/21
Clubhouse Refresh	Refresh includes updated furniture, design upgrades, acoustic elements	In progress
Hydroseeding	Capital project- working with Hall	In progress, managed by K.Cooley
Soil Sediment Application	Working with CTL for application to dismiss testing	In progress
Pool Lighting	Upgrade lights to LED	In progress
Pool Opening Prep	Preparation with vendors for pool opening <ul style="list-style-type: none"> <li>• Pool fob distribution</li> <li>• Pool Rules signs</li> <li>• Pool maintenance opening</li> <li>• Pool monitor orientation/pool furniture pull out</li> <li>• Swim lessons</li> <li>• Power wash/window wash</li> </ul>	In progress, will be complete for May 24 opening <ul style="list-style-type: none"> <li>• Ongoing</li> <li>• Pending Policy Update</li> <li>• In progress</li> <li>• Scheduled for Saturday, May 18<sup>th</sup></li> <li>• Complete, managed by Mile High Pools</li> <li>• Scheduled Wednesday, May 22</li> </ul>

	<ul style="list-style-type: none"> <li>Grill cleaning</li> </ul>	<ul style="list-style-type: none"> <li>Scheduled for Friday, May 17th</li> </ul>
Pool & Clubhouse Use Policy Update	Work with WBA for updates to policy	In progress
Snow Removal Landscape Damages	Working with City/Keesen for repairs from 3/14-3/15 snowstorm	In progress
Sidewalk/Trail Moss	Behind W 83 <sup>rd</sup> Pl and Yule Street	In progress
Fence Staining	Working with Neighborly Fence Staining for Phase 2	In progress
Trail Repair	Repairs to trail from Preservation Tree Care stuck vehicle damage	Repairs, in progress Restoration needs, proposal received
Parking Lot Lighting	Adding lighting to the parking lot at the clubhouse	In progress, request proposals from Hinton Electric (received 4/2), and Pro Systems
Pool Plaster	Resurfacing the pool	In progress
Concrete Repairs	Identifying concrete repair needs around the community	In progress
Community FAQ	Compile FAQ questions from Board members and create location on website	Complete, no additional feedback received On hold, website placement
Fence Repairs	Windblown fence repairs	In progress
Entrance Lighting Repair	LR Drive entry monument lights are broken	In progress
Website Host Transfer	Transition website to Streamline	In progress
Tree Care Program	Tree replacement program with Preservation Tree Care	On hold, until Fall following IPM visit
Jellyfish Lighting	Working with Tanis/Scott to review & consider updated guidelines	On hold, pending update from WLPP
Clubhouse Updated Cleaning Checklist	Cleaning requirement changes from refresh	On hold, pending completion of clubhouse refresh
Pet Stations	Station relocation	On Hold
Pool Heater	Addition w/ Electronic Thermostat	On Hold
Column Stone Replacement	Stone has come off on of the fence columns in the community	On Hold
Clubhouse Repairs	Replacement of blocks on back railings	On Hold
Wayfinding Sign Stain	Stain the wood on the wayfinding signs and Ping Pong Park sign	On Hold
Tower Storage Room	Seeking shelving options to better utilize storage space	On hold
Landscape Project Planning	Project planning for summer season of landscape projects with Board liaisons	Ongoing
Lifestyle	Event planning/execution	Ongoing
Sponsorship Management	Community Partnerships	Ongoing
Weekly Community E-Newsletter	Content creation	Ongoing
District Website	Updates to website	Ongoing

Management		
Wayfinding Signs/Message Board	Updates to current information	Ongoing
Reservation Calendar	Managing private rental and clubhouse use	Ongoing
Vendor Management	Ongoing vendor maintenance and meetings	Ongoing
Board Meeting Prep	Management Report and memo prep	Ongoing
Financials	Invoice Review	Ongoing
Resident Support	Homeowner inquiries	Ongoing
Violations	Inspection review and follow up	Ongoing
Architectural Review	Application review and follow up	Ongoing



<b>January</b>	<ul style="list-style-type: none"> <li>▪ District Office Closed - January 1, 2024</li> <li>▪ Domain Auto Renewal - January 5, 2024</li> <li>▪ District Office Closed - January 15, 2024</li> <li>▪ HVAC Preventative Maintenance – January 26, 2024</li> </ul>
<b>February</b>	<ul style="list-style-type: none"> <li>▪ District Office Closed - February 19, 2024</li> </ul>
<b>March</b>	<ul style="list-style-type: none"> <li>▪</li> </ul>
<b>April</b>	<ul style="list-style-type: none"> <li>▪ Board Email Auto Renewal - April 8, 2024</li> <li>▪ Pool Forms/FOB Distribution begins</li> </ul>
<b>May</b>	<ul style="list-style-type: none"> <li>▪ Pet Waste- 3x Weekly Starts- May 1</li> <li>▪ Community Meeting (Arvada Fire &amp; Arvada PD)- May 13, 2024</li> <li>▪ District Office Closed - May 27, 2024</li> <li>▪ Snow Contract Expires - May 31, 2024</li> <li>▪ Irrigation Start-up / Spring Clean-up</li> <li>▪ Backflow Inspection</li> <li>▪ HVAC Preventative Maintenance – May 14, 2024</li> <li>▪ Pool Shade Installation</li> </ul>
<b>June</b>	<ul style="list-style-type: none"> <li>▪ District Office Closed - June 19, 2024</li> <li>▪ Phase 2 Fence Staining - TBD</li> </ul>
<b>July</b>	<ul style="list-style-type: none"> <li>▪ District Office Closed - July 4, 2024</li> <li>▪ Annual Meeting - July 16, 2024</li> </ul>
<b>August</b>	<ul style="list-style-type: none"> <li>▪ Budget Working Session - TBD</li> </ul>
<b>September</b>	<ul style="list-style-type: none"> <li>▪ District Office Closed – September 2, 2024</li> <li>▪ Pool Closing Date - September 4, 2024</li> <li>▪ Renew Snow Contract</li> <li>▪ HVAC Preventative Maintenance - TBD</li> </ul>
<b>October</b>	<ul style="list-style-type: none"> <li>▪ Pet Waste- 2x Weekly Starts- October 1</li> <li>▪ Draft Budget Due to CLA- October 1, 2024</li> <li>▪ District Office Closed – October 14, 2024</li> <li>▪ Draft Budget Submitted by CLA- October 15, 2024</li> <li>▪ Irrigation Shutdown / Fall Clean-up</li> <li>▪ Pool Shade Removal</li> </ul>
<b>November</b>	<ul style="list-style-type: none"> <li>▪ Final Budget Changes to CLA- November 1, 2024</li> <li>▪ District Office Closed - November 11, 2024</li> <li>▪ Board Meeting/Budget Hearing (Regular Business) - November 19, 2024</li> <li>▪ District Office Closed - November 27 thru November 29, 2024</li> </ul>
<b>December</b>	<ul style="list-style-type: none"> <li>▪ District Office Closed – TBD</li> </ul>

<b><i>Special Events This Month</i></b>	<b>Pool Opening Party</b>	<b>Friday, May 24</b>
	<b>Movie Night @ Lookout Park</b>	<b>Sunday, May 26</b>
<b><i>Upcoming Events Next Month</i></b>	<b>Community Garage Sale</b>	<b>Friday, June 7</b>
	<b>Dive In Movie</b>	<b>Friday, June 7</b>
	<b>Community Garage Sale</b>	<b>Saturday, June 8</b>
	<b>Summer Market</b>	<b>Saturday, June 22</b>
<b><i>Monthly Events</i></b>	Arvada Story Time	First Wednesday AM of the month
	Sound Bath	First Wednesday PM of the month
	Mobile Groomer	Second Tuesday of the month
	Toddler Time	Third Wednesday of the month
	Empty Nesters	Last Friday AM of the month
	Trivia Night	Last Friday PM of the month
	Mobile Barber	Rotating Dates, 1x monthly
<b><i>Signature Events</i></b>	Easter	Sunday, March 24, 2024
	Pool Opening Party	Friday, May 24, 2024
	Fourth of July	Thursday, July 4, 2024
	Fall Fest	Saturday, September 21, 2024
	Adults Night Out- 2 times	TBD
	Turkey Trot	Saturday, November 16, 2024
	Holiday Market	First weekend in December
	Santa Visits	Saturday, December 14, 2024 Sunday, December 15, 2024
<b><i>Club Activity</i></b>	Mahjong Club*	Weekly meetups
	Running Club	Weekly meetups
	Book Club	Monthly meetups
	Hiking Club	Monthly meetups
	Bunco Club	Monthly meetups
	Craft Club	Monthly meetups
	Give Back Club	Monthly meetups

## **CURRENT CONTRACTS**

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SERVICE	COMPANY	RATE	EXPIRATION	TERMINATION CLAUSE
Landscaping (including pond maintenance)	Keesen Landscape	\$196,450 <i>See scope for fees</i>	December 31, 2024	30 days
Snow Removal	Keesen Landscape	T&M <i>See scope for fees</i>	May 31, 2024	30 days
Soil/Sediment Sampling	CTL Thompson	\$4,000 per sample every 6 months	December 31, 2024	30 days
Weed & Pest Control	Weed Wranglers	\$73,500 \$4,500/pest control visit (2x/year)	December 31, 2024	30 days
Pet Waste Removal	Poop 911	\$2,060/ 3x week per month \$1,610/ 2x week per month + \$10.00 per roll for bags	December 31, 2024	30 days
Trash Removal	Republic Services	\$256,170	December 31, 2024	30 days
Janitorial Services	Done & Dusted (f.k.a. The Helping Hand)	\$200.00/ clubhouse cleaning \$95.00/pool cleaning	December 31, 2024	30 days
Pool Maintenance	Peak One Pool & Spa	\$110.00/weekday visit + \$7,000 chemicals	December 31, 2024	30 days
Pool Monitors	Mile High Pools	\$96,448	September 4, 2024	30 days
HVAC	Timberline Mechanical	\$105/ PM visit + materials	December 31, 2024	30 days
Design Review	Lee Design Group	\$55/ application \$75/custom exterior painting submission	December 31, 2024	30 days
Fence Staining	Neighborly Fence Staining, LLC	\$33,741/ phase	December 31, 2024	30 days
Tree Care Services	Preservation Tree Care	<i>See scope for fees</i>	December 31, 2024	30 days

## FACILITY MAINTENANCE HISTORY

ELEMENT	MAINTENANCE	MAINTENANCE / INSPECTION HISTORY	NOTES
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	APPROACH		
<b>AED</b>	Annual	<ul style="list-style-type: none"> <li>• Inspection for expiration of pads &amp; battery</li> </ul>	
<b>Backflows</b>	Annual Testing Required by COA	<ul style="list-style-type: none"> <li>• Completed in in May/June 2023</li> </ul>	23 backflow locations
<b>Fencing</b>	Each fence staining phase completed once every 5 years  Repairs, as needed	<ul style="list-style-type: none"> <li>• Phase 1- 2023, Complete</li> <li>• Phase 2- 2024</li> <li>• Phase 3- 2025</li> <li>• Phase 4- 2026</li> <li>• Phase 5- 2027</li> </ul> Restart <ul style="list-style-type: none"> <li>• Phase 1 – 2028</li> <li>• Phase 2 – 2029</li> <li>• Phase 3- 2030</li> <li>• Phase 4 – 2031</li> <li>• Phase 5- 2032</li> </ul>	
<b>HVAC</b>	3 preventative maintenance visits per year	<ul style="list-style-type: none"> <li>• Completed January, May 2024</li> <li>• September 2024 – TBD</li> </ul>	
<b>Window Washing &amp; Deck Power Wash</b>	Annual	<ul style="list-style-type: none"> <li>• May 22, 2024</li> </ul>	
<b>Pool Grill Cleaning</b>	Annual	<ul style="list-style-type: none"> <li>• May 17, 2024</li> </ul>	
<b>Pest Control</b>	Monthly	<ul style="list-style-type: none"> <li>• Installed May 13, 2024</li> </ul>	
<b>Plumbing</b>	PENDING	<ul style="list-style-type: none"> <li>• Inspection of drains, faucets, toilets</li> </ul>	Annual cost \$515.00.
<b>Fire System</b>	PENDING	<ul style="list-style-type: none"> <li>• Inspection of fire extinguishers, emergency lights</li> </ul>	Annual Cost ~ \$385

## CLUBHOUSE RENTAL HISTORY

MONTH	RESIDENT	NON-RESIDENT	NON-PAYING RENTALS (501c3, clubs, HOA)	Total
<i>January</i>	5	1	19	25
<i>February</i>	5	-	19	24
<i>March</i>	3	1	17	21
<i>April</i>	-	-	-	-
<i>May</i>	5	-	18	23
<i>June</i>	8	2	9	19
<i>July</i>				
<i>August</i>				
<i>September</i>				
<i>October</i>				
<i>November</i>				
<i>December</i>				

## CAPITAL PROJECT BUDGET

Submittal Categories	Project	Location Name	Budget
<b>METRO DISTRICT TRACTS</b>	Major Vista	String of Pearls	1,000,000
		Zircon Street culdesac	0
		Traveler's Hub	0
		Ping Pong Park	0
		Demo Garden	0
	Major Vista/Mudflow	Timber Way (walkway between W 85 <sup>th</sup> Blf & W 84 <sup>th</sup> Pl)	100,000
		The 84th Ave area (between Yucca & Windy)	100,000
		84th Ave Cul de sac (Leclair)	0
	Drainage remediation	Multiple locations	250,000
		Winter Rock Section A	36,000
		Winter Rock Section B	139,000
	Fire exit	Eldora Way to 82nd	0
	Trailheads & minor vistas (general palette)		0
<b>TOTAL</b>			<b>1,625,000</b>
<b>ENTRANCES</b>	Entrance, + Electricity	Culebra	see total below
	Entrance, + Electricity	Yule	see total below
	Entrance	LR Drive	0
<b>TOTAL</b>			<b>250,000</b>
<b>PARKS</b>	Westridge (includes the hillside in front)		750,000
	Lookout		0
	Daybreak		500,000
<b>TOTAL</b>			<b>1,250,000</b>
<b>TRAILS</b>	Trails		850,000
<b>TOTAL</b>			<b>850,000</b>
<b>CONTINGENCY</b>			25,000
<b>TOTAL</b>			<b>25,000</b>
			\$4,000,000.00



## Leyden Rock Live Streaming Proposal

This document covers the logistics and cost for Chris Woodley with Mountain Media Production Co., LLC to assist in producing live streams at the Leyden Rock Clubhouse for the Metro District and possibly other meetings.

Included:

1. Consulting with LRMD staff to learn the needs of upcoming meeting(s), in order to be prepared for guests, etc.
2. Setting up and testing of all equipment at clubhouse at least one (1) hour before meetings
3. Production of meeting for live streaming distribution, to include titles and potential other production elements, if/as needed
4. Uploading of completed meeting(s) to LRMD YouTube Channel and/or other distribution channels for viewing and archival purposes
5. Troubleshooting and consultation with LRMD staff for other potential needs

I normally charge \$650 per live stream, incorporating the production elements noted above. This level of production is likely overkill and outside the scope of the LRMD budget for ongoing meetings, so I propose a reduced hourly fee that would cover this work of \$50/hour. Likely the number of hours should not exceed 3 per meeting or \$150.

I look forward to speaking with the board to discuss and/or answer any questions.

Sincerely,

Chris Woodley  
Owner, Mountain Media Production Co., LLC



**mountainmedia**  
production company

## **Leyden Rock Emergency Preparedness Multi-Video Course**

**What:** A series of videos, as described below, educating our community about plans and procedures to be taken during an emergency affecting Leyden Rock.

**Why:** As work continues on adding evacuation routes from the Leyden Rock community, even if realized, they will be less effective if residents aren't adequately educated on what to do when an emergency occurs. This is knowledge that can and should be imparted regardless of whether additional evacuation routes are added.

Utilizing the power of video as a communications tool for this purpose

**Who:** These videos will be produced by Mountain Media Production Co., with the guidance and cooperation of the Leyden Rock Metropolitan District (LRMD), Arvada Fire, and Arvada PD. Interviews with Leyden Rock, and City of Arvada officials (FD/PD) will be featured in each video. LRMD will own the final copyright to the completed videos, as well as all raw footage. This will allow for future edits with or without Mountain Media's services.

**Process:** With funding from LRMD, Mountain Media Production Co. will take on all aspects of production - from scripting (with input from Arvada FD / PD), to footage acquisition, to the creation and distribution of the final videos.

**Deliverables:** A series of short videos, uploaded to LRMD's YouTube Channel as well as other online distribution platforms (Nextdoor, Facebook, etc.) deemed to be of value. While still in formative stages, I am initially proposing the video series be made up of the following:

*1. Introduction* - Why a cohesive emergency plan is important for Leyden Rock, including: wind-driven wildfire, challenging topography, limited available egress routes, many residents needing to evacuate in an emergency.

*2. Mitigation and Preparation* - How to "harden" your property against wildfire and other emergencies (could possibly include basic anti-crime information here as well?); and how to prepare: include subjects like Go Bags, planning an escape route, insurance - taking photos/video of house contents, rendezvous points, talking to neighbors to formulate a possible plan for your block and identifying those who may require assistance (elderly, etc.).

3. *Communications* - How to confirm you're registered to receive texts / calls from 911 should an emergency occur (Lookout Alert, Smart 911, etc.); where to turn for official information in emergencies (radio, TV, social media); how to reach loved ones and/or neighbors in an emergency - SMS texting might be only resource. Finally, if you see something (like smoke, a dangerous situation (power lines failing), etc.), say something. Call 911 and report it, even if you think someone else already has. Could buy time!

4. *Time to Go* - Formulate an actual evacuation plan for your family should the need occur. Includes: when to go; how to navigate when it's dark, ashes falling, blocked roads, etc. What to do if your plan can't be followed for a variety of reasons (traffic, vehicle failure, etc.).

5. *Final Summary* - It's critical we all have a plan for emergencies. Key take-aways: make a plan; talk to your family members and neighbors; share this video; be vigilant and pay attention to dangerous conditions; don't wait.

Note: for future-proofing as much as possible, all video project files would be saved in an editable format using industry-standard software (Final Cut Pro). While Mountain Media would plan to make updates as the need arises, having these files would also allow the LRMD to have another resource to have changes made as needed.

**When:** Production on these videos should begin ASAP so the series can be ready to roll out in the late summer / early fall, in time for Leyden Rock's "windy season."

**Cost:** I'm estimating the time required to create this video series will amount to weeks of work: from in-person and virtual meetings with LRMD and City officials to create scripting and multiple revisions; days of on-location interviews and "b-roll" footage acquisition (including drone aeriels); and days to edit all materials, including the recording of voice overs, creation of graphics, selection of music, revisions, etc.

To put that into hourly terms, I am figuring on at least 100 hours of work needed, in totality. Were I bidding this normally - at my usual (industry standard) rate of \$100/hour - the cost associated would be \$10,000. While I believe this to be fair and accurate for the amount of work that will be required, if that's not in the LRMD budget - and because I feel so strongly about the importance of this project - I am open to a budgetary discussion in order to get these important educational pieces out.

I look forward to speaking with the board further to answer questions and see this plan through.

Sincerely,

Chris Woodley  
Owner, Mountain Media Production Co., LLC



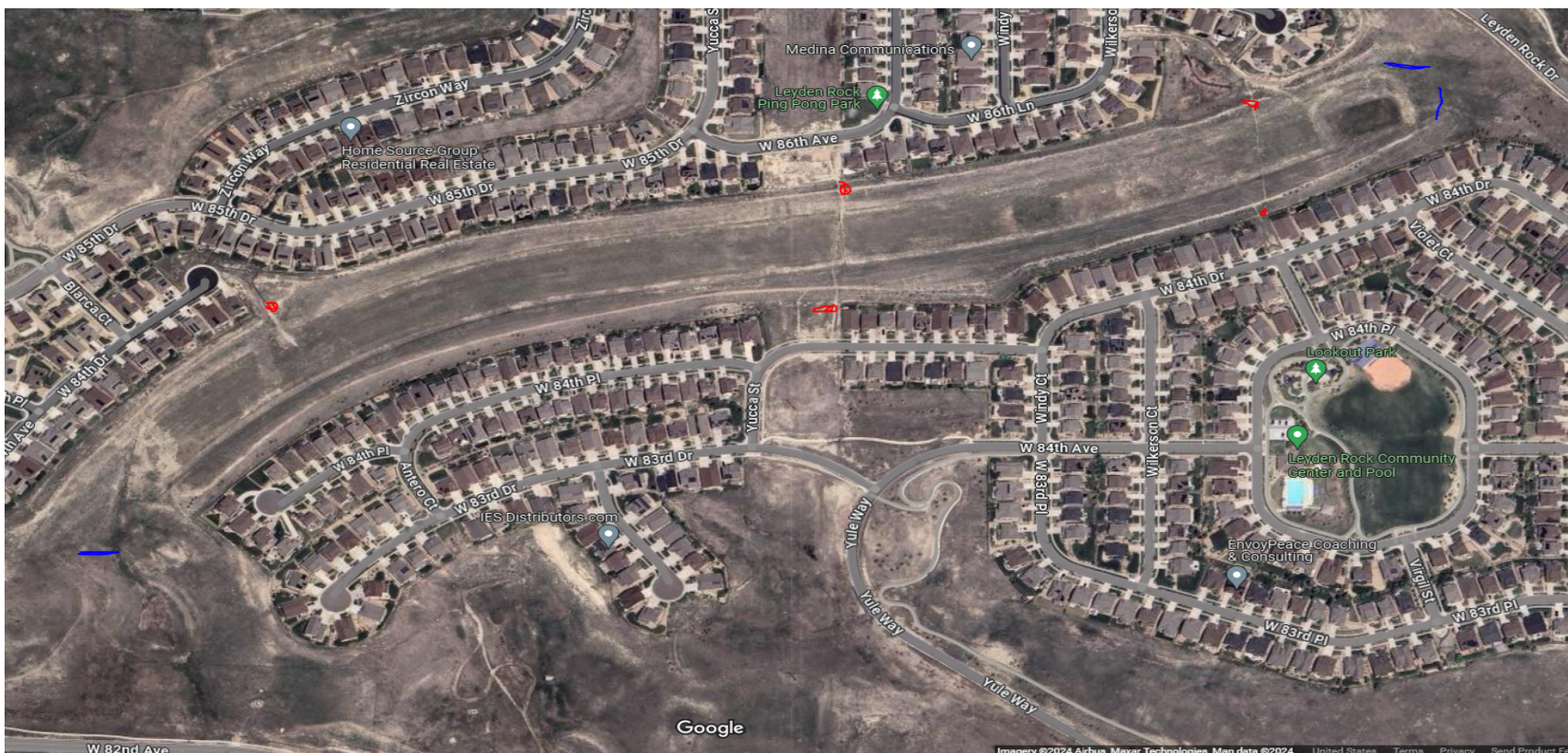
## **Leyden Rock Metropolitan District Plans for signs marking the Right of Way for the Jefferson Parkway**

These plans are intended to modify the requirements currently in place for signage marking the ROW for the Jefferson parkway as it transitions through the Leyden Rock Metropolitan District.

The proposed design considerations include:

- The retention of the single large sign along 82<sup>nd</sup> Ave between the Yule St and Culebra St entrances to the community and the installation of two matching large signs along Leyden Rock Drive. Three signs are needed on Leyden Rock Drive due to the topography. Two angled signs on the south side and one sign on the north side allow for visibility for vehicle traffic traveling up and down Leyden Rock Drive; with the existing sign on 82<sup>nd</sup> already achieving visibility from both traveling directions. The existing sign on 82nd will be replaced with a new sign due to its deteriorated condition
- The placement of smaller single-sided signs at the entrances of two organic trails which transition the ROW, the paved Barbra Gulch Trail, and two more along the soft surface trails north of Leyden Rock Dr. We will also install a sign at the single vehicular access point into the ROW.
- The modified verbiage for the signs has been proposed to reduce characters and increase the size of the font to enhance readability.
- The total number of signs proposed to be placed (including the existing sign) = 12

## Western Section of the ROW



**Red Dots** = 16" X 20" single-sided single post steel signs at each end of the organic trail crossings and the one vehicular entrance.

**5 new smaller sign locations**

**Blue Lines** = 40" X 60" single sided double post wood signs.

**3 sign locations**

## Eastern Section of the ROW

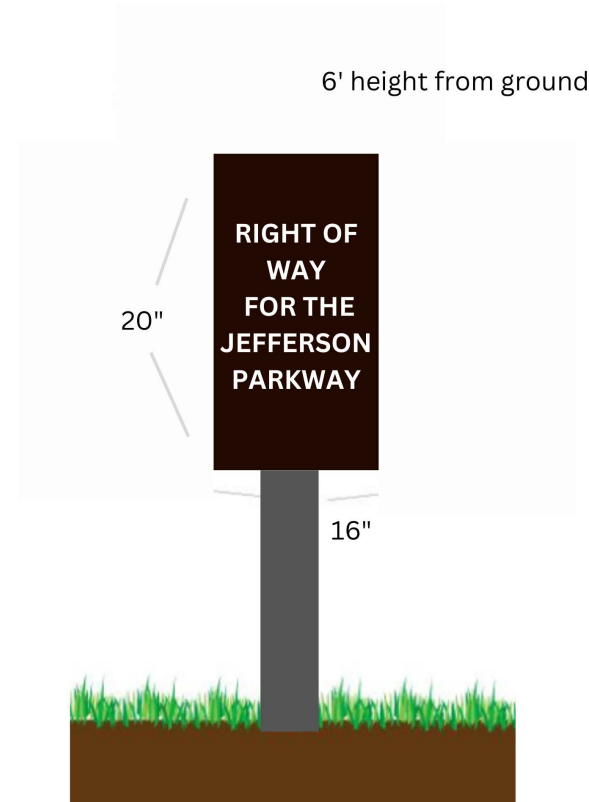
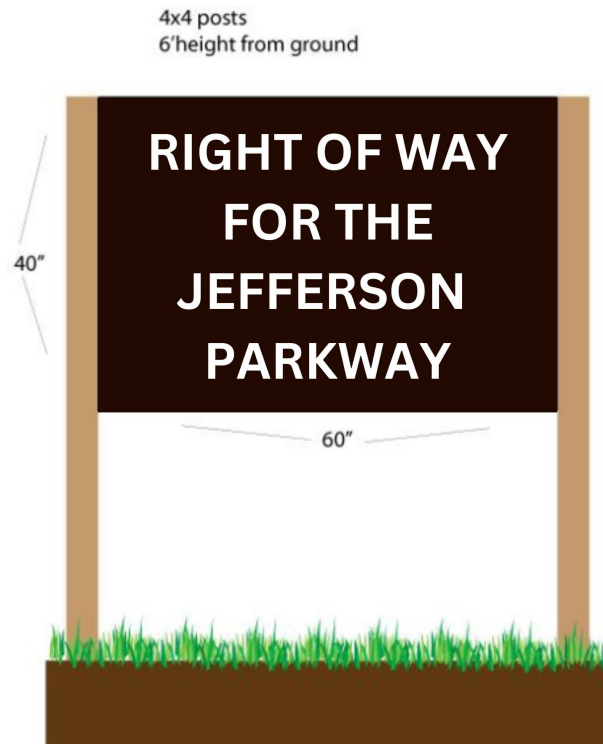


**Red Dots** = 16" X 20" single-sided single-post steel signs in 3 key locations. The sign on the paved Barbara Gulch Trail will be double sided

**Blue Lines** = 40" X 60" single sided double post wood signs.

**4 total sign locations**

## Sign Specifications



### Details

- All signs will be bold white font on a dark brown background
- The larger signs will be single-sided wood signs 40" high by 60" wide, supported by two 4"x4" wood posts. Top of the signs will be 6' from the ground
- The smaller signs will be single-sided steel signs 16" x 20" (or a similar size not to be less than 300 square inches). They will be supported by a single steel post and the top of the signs will be 6' from the ground. One of these signs will be double sided.



Payment Terms: Cash Customer

Created Date: 12/8/2023

DESCRIPTION: Estimate for Flat Panel "Jefferson Parkway Signs"

Bill To: Advance HOA Management, Inc.  
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Arvada, CO 80002  
US

Pickup At: FASTSIGNS of Arvada  
7320 w. 52nd Ave Unit A  
Arvada, CO 80002  
US

Requested By: Katie Call  
Email: katie.call@advancehoa.com  
Work Phone: (303) 518-6815  
Cell Phone: (303) 518-6815

Salesperson: Michael Zaun  
Email: M.Zaun@fastsigns.com  
Work Phone: 303-422-7440

PRODUCTS	QTY	UNIT PRICE	TOTALS
1 "Jefferson Parkway Signs" 40"h X 60"w, Cal Vinyl/Cal matte lam, SS, Qty 4	4	\$378.0625	\$1,512.25
1.1.1 MDO 1/2" SS Painted - <b>Part Qty:</b> 1 <b>Width:</b> 60.00" <b>Height:</b> 40.00" <b>Sides:</b> 1			
1.1.2 Vinyl - Calendered (ON SUBSTRATE) - <b>Part Qty:</b> 1 <b>Width:</b> 60.00" <b>Height:</b> 40.00"			
1.1.3 Calendered Laminate - 3 mil UV Matte - <b>Part Qty:</b> 1 <b>Width:</b> 60.00" <b>Height:</b> 40.00"			
2 "Smaller Metal Signs, SS" 24"H x 24"W, .063 Alum, Cal Vinyl/Cal Matte lam, SS, Qty 7	7	\$145.1414	\$1,015.99
2.1.1 Aluminum .063 - <b>Part Qty:</b> 1 <b>Width:</b> 24.00" <b>Height:</b> 24.00" <b>Sides:</b> 1			
2.1.2 Vinyl - Calendered (ON SUBSTRATE) - <b>Part Qty:</b> 1 <b>Width:</b> 24.00" <b>Height:</b> 24.00"			

2.1.3 Calendered Laminate - 3 mil UV Matte -

**Part Qty:** 1  
**Width:** 24.00"  
**Height:** 24.00"

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3 **"Smaller Metal Signs DS" 24"H x 24"W, .040 Alum, Cal Vinyl/Cal Matte lam, DS, Qty 1** 1 \$248.22 \$248.22

3.1.1 Aluminum .063 -

**Part Qty:** 1  
**Width:** 24.00"  
**Height:** 24.00"  
**Sides:** 2

3.1.2 Vinyl - Calendered (ON SUBSTRATE) -

**Part Qty:** 2  
**Width:** 24.00"  
**Height:** 24.00"

3.1.3 Calendered Laminate - 3 mil UV Matte -

**Part Qty:** 2  
**Width:** 24.00"  
**Height:** 24.00"

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4 **Six 4x4 Posts for Large Signs and 16 U-channel posts for smaller signs +Hardware** 1 \$908.96 \$908.96

4.1 Hardware - 4x4 wood posts, 8' tall

**Part Qty:** 8  
- Retail Price: \$0.00

4.2 Hardware - Green U-channel posts, 8'

**Part Qty:** 16  
- Retail Price: \$0.00

4.3 Hardware - hardware, screws, nuts bolts

**Part Qty:** 1

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5 **Survey, Place Dig Locate signs, Submit dig locates, Monitor** 1 \$264.00 \$264.00

5.1 SURVEY -

- # of Hours: 2

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6 **Installation of all signs, 2 Installers, 2 Hours per Post/Panel signs, 20 minutes for each u-channel signs** 1 \$1,747.13 \$1,747.13

6.1 INSTALLATION - PER HOUR WITH TWO INSTALLERS -

- # of Hours: 10

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Base Subtotal: \$5,696.55

Subtotal: \$5,696.55

COLORADO (2.9000%): \$106.96

ARVADA (5.0600%): \$186.63

Total Taxes: \$293.59

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Grand Total: \$5,990.14

Signature: \_\_\_\_\_

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