

BOWLES METROPOLITAN DISTRICT
8390 E. Crescent Parkway, Suite 300
Greenwood Village, CO 80111
Phone: 303-779-5710
www.bowlesmetrodistrict.org

NOTICE OF REGULAR MEETING AND AGENDA

DATE: Tuesday, September 12, 2023

TIME: 4:30 p.m.

LOCATION The Village Center
7255 Grant Ranch Blvd.
Littleton, CO 80123

<u>Board of Directors</u>	<u>Office</u>	<u>Term Expires</u>
Tim LaPan	President	May, 2027
Paul Lefever	Secretary	May, 2027
Donald W. Korte	Treasurer	May, 2025
Linda Lutz-Ryan	Assistant Secretary	May, 2025
Alan R. Lee	Assistant Secretary	May, 2027

I. ADMINISTRATIVE MATTERS

- A. Call to order and approval of agenda.
- B. Present disclosures of potential conflicts of interest.
- C. Confirm quorum, location of meeting and posting of meeting notices.
- D. Public Comment.

Members of the public may express their views to the Board on matters that affect the District that are otherwise not on the agenda. Comments will be limited to three (3) minutes per person.

- E. Review and consider approval of minutes from the August 8, 2023 Board meeting (enclosure).
- F. Ratify approval of Rocky Mountain Recreation Inc. proposal to replace trash cans in the amount of \$10,172.00 (enclosure).

- G. Ratify approval of Second Amendment to Pond and Water Quality Management Task Order Services Contract with EcoResource Solutions, Inc. (enclosure).
- H. Ratify approval of purchase of new irrigation computer in the amount of \$593.60 (enclosure).

II. FINANCIAL MATTERS

- A. Approve and/or ratify approval of payment of claims in the amount of \$34,059.34 (enclosure).
- B. Review and consider acceptance of June 30, 2023 Unaudited Financial Statements (enclosure).

III. MANAGER MATTERS

- A. Pond management update.
- B. Operational updates and action items (enclosure).
 - 1. Landscape:
 - a. General update.
 - 2. Davey Tree:
 - a. General update (enclosure).
- C. Review aggregate water usage (enclosure).
- D. Review and consider approval of Lightning Mobile Inc. proposal for pressure washing wall and painting in the amount of \$12,500.00 (enclosure).
- E. Review and consider approval of DesignScapes Colorado, Inc. proposal for snow removal services (enclosure).
- F. Review and consider approval of Chavez Services LLC proposal for trail repairs in the amount of \$59,560.00 (enclosure).
- G. Review and consider approval of Chavez Services LLC proposal for Sunset Park concrete project in the amount of \$17,200.00 (enclosure).
- H. Discuss scheduling 2024 Budget workshop.

IV. LEGAL MATTERS

V. ENGINEERING MATTERS

VI. DIRECTOR MATTERS

- A. Discuss Sunset Park project (enclosure).
- B. Discuss fence replacement.

VII. OTHER BUSINESS

VIII. ADJOURNMENT

The next regular meeting is scheduled for October 10, 2023 at 4:30 p.m.

RECORD OF PROCEEDINGS

MINUTES OF A REGULAR MEETING OF
THE BOARD OF DIRECTORS OF THE
BOWLES METROPOLITAN DISTRICT (THE “DISTRICT”)
HELD
AUGUST 8, 2023

A regular meeting of the Board of Directors of the Bowles Metropolitan District (referred to hereafter as the “Board”) was convened on Tuesday, August 8, 2023, at 4:30 p.m., at the Village Center. The meeting was open to the public.

ATTENDANCE

Directors In Attendance Were:

Tim LaPan, President
Paul Lefever, Secretary
Donald W. Korte, Treasurer
Linda Lutz-Ryan, Assistant Secretary
Alan R. Lee, Assistant Secretary

Also, In Attendance Were:

Nic Carlson and Ashley Heidt; CliftonLarsonAllen LLP (“CLA”)
Johnny Jimenez; Designscapes Colorado Inc.
Derek Fox; Davey Tree
Fred Hays; EcoResource Solutions, Inc.
Al Chernosky, Pilar Hoyos, Rick & Mary Ellen Watson and Pat Lindsey;
Residents

ADMINISTRATIVE MATTERS

Call to Order & Agenda: The meeting was called to order at 4:30 p.m. by Director LaPan.

The Board reviewed the agenda for the meeting. Following discussion, upon a motion duly made by Director Korte, seconded by Director Lefever and, upon vote, unanimously carried, the Board approved the agenda, as presented.

Potential Conflicts of Interest: There were no additional conflicts of interest disclosed.

Quorum/Confirmation of Meeting Location/Posting of Notice: Mr. Carlson confirmed the presence of a quorum.

The Board entered into a discussion regarding the requirements of Section 32-1-903(1), C.R.S., concerning the location of the District's Board meeting. Following discussion, it was determined to conduct the meeting at the above-stated date, time and location.

RECORD OF PROCEEDINGS

It was further noted that notice of the time, date and location was duly posted and that no objections to the location or any requests that the meeting place be changed by taxpaying electors within the District's boundaries have been received.

July 11, 2023 Board Meeting Minutes: Following review, upon a motion duly made by Director Lutz-Ryan, seconded by Director Lefever and, upon vote, unanimously carried, the Board approved the June 13, 2023 Board Meeting Minutes, as presented.

Public Comment: Ms. Hoyos noted there is a lot of algae in the Wetland Pond and many bugs. She thanked the Board for cleaning out the drain last year and noted it was blocked again.

Discussion ensued regarding the smell from Blue Heron Pond, bugs, and vegetation.

Members of the public commented on the activity in Blue Heron Park, noting noise and fireworks disturbances. Mr. Carlson noted the best thing to do is to call the Jefferson County Police Department as the District does not have the ability to address such matters.

FINANCIAL MATTERS

Claims in the amount of \$222,327.06: Mr. Carlson reviewed the claims with the Board. Following discussion, upon a motion duly made by Director Korte, seconded by Director Lefever and, upon vote, unanimously carried, the Board approved the Claims in the amount of \$222,327.06, as presented.

May 31, 2023 Unaudited Financial Statements: Mr. Carlson reviewed the financial statements with the Board. Following review, upon a motion duly made by Director Lutz-Ryan, seconded by Director Lefever and, upon vote, unanimously carried, the Board approved the May 31, 2023 unaudited financial statements, as presented.

MANAGEMENT MATTERS

Pond Management Update:

Three Diffuser PondHawk Aeration System in the amount of \$14,954.90: Mr. Hays reviewed the proposal with the Board and explained the difference between the two-diffuser and three-diffuser aeration systems. Mr. Hays noted that since the pond is so shallow, the temperature rises quickly and causes the odor that the residents have commented on.

Discussion ensued regarding the location of the solar panel and mounting system and where to place it to get the most sun and least likely to be vandalized.

RECORD OF PROCEEDINGS

Following discussion, upon a motion duly made by Director Korte, seconded by Director Lefever and, upon vote, unanimously carried, the Board rescinded their prior approval of the three-diffuser system at Blue Heron Pond and approved the three-diffuser system in an amount not to exceed \$15,000.

Director Korte asked if a similar system could be placed in the wetland pond off of W. Prentice Circle. Fred noted it would be beneficial for a system to be placed in this pond for the same reasons it is beneficial at the Blue Heron Pond. Mr. Hays noted a two-diffuser system could be installed by the end of the month. Following discussion, upon a motion duly made by Director Korte, seconded by Director Lutz-Ryan and, upon vote, unanimously carried, the Board approved installing a three-diffuser system in an amount not to exceed \$14,000, subject to final approval by Mr. Carlson.

Operational Updates and Action Items: Mr. Carlson reviewed the action item log with the Board. Discussion ensued regarding concrete repairs that are needed and a fence in need of repair.

Landscape:

General Update: Mr. Jimenez provided an update to the Board. Discussion ensued regarding the fall plantings in the roundabout. Following discussion, upon a motion duly made by Director Lefever, seconded by Director Lutz-Ryan and, upon vote, unanimously carried, the Board approved the fall planting that included pansies and kale, in the amount of \$6,000.00.

Director Lutz-Ryan requested a list of additional plantings and noted the Isthmus planting.

Mr. Jimenez reported the computer in the pump house is no longer working. The Board directed Mr. Jimenez to work with CLA on a replacement.

Director LaPan will send the amount of trash cans necessary for replacement by Rocky Mountain Recreation.

Davey Tree:

General Update: Mr. Fox provided an update to the Board. Following discussion, upon a motion duly made by Director Korte, seconded by Director Lee and, upon vote, unanimously carried, the Board approved the removal of dying spruce trees in Vista Park in the amount of \$2,520.00.

RECORD OF PROCEEDINGS

Proposal for Removal of Fallen Spruce in the amount of \$1,150.00:

Following discussion, upon a motion duly made by Director Korte, seconded by Director Lafever and, upon vote, unanimously carried, the Board ratified approval of the proposal for removal of fallen spruce in the amount of \$1,150.00.

Proposal for Removal of Canada Red Cherry Trees in the amount of

\$300.00: Following discussion, upon a motion duly made by Director Korte, seconded by Director Lafever and, upon vote, unanimously carried, the Board ratified approval of the proposal for removal of Canada Red Cherry Trees in the amount of \$300.00.

LEGAL MATTERS

General Legislation Memo: Mr. Carlson reviewed the memo regarding general legislation with the Board.

DISTRICT ENGINEER

None.

DIRECTOR MATTERS

Sunset Park Concrete Spillway: Director Lefever commented on the spillway from the basketball courts. No action was taken.

Other: Director Korte asked about aggregate water usage.

The Board discussed the Sunset Park project. Ms. Heidt provided an update. The Board discussed the complete redesign or updating the existing playground and level of community engagement desired.

OTHER BUSINESS

None.

ADJOURNMENT

There being no further business to come before the Board at this time, upon a motion duly made by Director Lefever, seconded by Director Korte and, upon vote, unanimously carried, the Board adjourned the meeting at 6:15 p.m.

Respectfully submitted,

By _____
Secretary for the Meeting



ALL PURCHASE ORDERS, CONTRACTS, AND
CHECKS TO BE MADE OUT TO:
ROCKY MOUNTAIN RECREATION INC.
P.O. BOX 620411
LITTLETON, CO 80162
303-783-1452 800-636-0199

PROPOSAL

August 16, 2023

CONTACT: Ashley Heidt
PHONE: 303.265.7801
EMAIL: ashley.heidt@claconnect.com

Littleton, CO

F.O.B.

FREIGHT

Prepaid

Collect

SHIP TO: Grant Ranch Village Center
7255 W Grant Ranch Blvd
Littleton, CO 80123

Net 30; 1.5% Finance Charge Thereafter

TERMS

Approximately 12 Weeks A.R.O.


SHIPPING TIME

BILL TO: CLA
8390 East Crescent Parkway Ste 500
Greenwood Village, CO 80111


September 16, 2023

PROPOSAL EXPIRATION DATE

We are pleased to submit this proposal to supply the following items:

QTY	ITEM NO.	DESCRIPTION	UNIT WT	UNIT PRICE	WEIGHT	EXTENDED AMT
4	124-31PLC	 31 GAL RECEPT, CDR PL 22 3/16" DIA STL FLAT CVR, 10" HOLE	229	\$2,241.00	916	\$ 8,964.00

Comments: *If applicable, please include a copy of your tax exempt certificate. Thank you!*

DocuSigned by:

8/17/2023
ACCEPTED BY CUSTOMER
Timothy LaPan

PRINT NAME
Isabel Keegan
PROPOSED BY RMR REPRESENTATIVE
DATE
August 16, 2023

Isabel Keegan
PRINT NAME

SUBTOTAL MATERIALS	\$ 8,964.00
INSTALLATION	Not Included
FREIGHT	\$ 1,208.00
STATE SALES TAX	Exempt
TOTAL	\$ 10,172.00

BOWLES METROPOLITAN DISTRICT

SECOND AMENDMENT TO POND AND WATER QUALITY MANAGEMENT TASK ORDER SERVICES CONTRACT

This SECOND AMENDMENT TO POND AND WATER QUALITY MANAGEMENT TASK ORDER SERVICES CONTRACT (the “Second Amendment”) is entered into this 10th day of August, 2023, by and between the **BOWLES METROPOLITAN DISTRICT**, a quasi-municipal corporation and political subdivision of the State of Colorado organized pursuant to Title 32 of the Colorado Revised Statutes (the “District”), and **ECORESOURCE SOLUTIONS, INC.**, a Colorado corporation (the “Contractor”).

RECITALS

WHEREAS, the District and the Contractor entered into that certain Pond and Water Quality Management Task Order Services Contract effective January 1, 2023, as amended by that certain First Amendment to Pond and Water Quality Management Task Order Services Contract dated July 14, 2023 (the “Contract”); and

WHEREAS, the District and the Contractor desire to amend the Contract to further increase the compensation amount; and

WHEREAS, in accordance with Section 13.6 of the Contract, the Contract may not be amended, altered, or otherwise changed except by a written agreement signed by the parties.

NOW THEREFORE, in consideration of the mutual covenants and stipulations hereinafter set forth, the sufficiency of which is hereby acknowledged, the parties do hereto agree to amend the Contract as follows:

TERMS

1. COMPENSATION. Section 2.1 of the Contract is hereby amended and restated in its entirety as follows:


- 2.1 Compensation for Services. The District shall compensate the Contractor for all labor, equipment, and material necessary to provide the Services, subject to the District’s annual appropriations and in accordance with and subject to all of the conditions in this Contract as provided in the applicable Task Order(s); provided, however, the compensation amount for all Services performed under this Contract shall not exceed One Hundred Thousand Dollars (\$100,000) (the “Compensation”). The Compensation is inclusive of all reimbursable expenses and shall not be exceed without written authorization of the District.

2. FULL FORCE AND EFFECT. Except as expressly modified by this Second Amendment, all other provisions of the Contract shall remain in full force and effect.

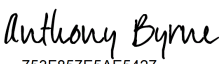
[The remainder of this page intentionally left blank].

IN WITNESS WHEREOF, the parties hereto have executed this Second Amendment on the date first above written. By the signature of its representative below, each party affirms that it has taken all necessary action to authorize said representative to execute this Second Amendment.

BOWLES METROPOLITAN DISTRICT

DocuSigned by:

F9F06457A070448
 By: Tim Lapan
 Its: President

ECORESOURCE SOLUTIONS, INC.

DocuSigned by:

753F857E5AE5427
 By: Anthony Byrne
 Its: President

Your order pickup info.

In-Store Pickup
Waiting to be Fulfilled

Your order is being picked up at:

Best Buy Littleton
5395 S Wadsworth Blvd
Lakewood, CO 80123-2229

Product Details



**Dell - Inspiron 3020 Desktop - 13th Gen Intel Core i5
 - 8GB Memory - Intel UHD Graphics 730 - 512GB
 SSD - Mist Blue**

\$549.99

Save \$150.00

Reg \$699.99

SKU: 6537087

Qty: 1

Order Insights

Additional Pickup Person: Johnny Jimenez

Your Order Summary.

Subtotal	\$549.99
Shipping	FREE
Sales Tax	\$43.61

Total	\$593.60
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[View Order Details](#)

Bowles Metropolitan District
Paid Claims August 5 - September 7, 2023

*claims paid prior to above period

<u>Date</u>	<u>Vendor</u>	<u>Amount</u>
7/17/2023	Don Korte	* \$ 200.00
7/17/2023	Tim LaPan	* 100.00
7/17/2023	Linda Lutz-Ryan	* 200.00
7/18/2023	Alan Lee	* 200.00
7/24/2023	Xcel Energy	* 119.77
7/24/2023	Xcel Energy	* 29.43
7/27/2023	Xcel Energy	* 2,213.17
8/7/2023	CenturyLink	414.66
8/7/2023	EcoResource Solutions Inc.	2,739.04
8/7/2023	Paul LeFever	200.00
8/11/2023	Tim LaPan	100.00
8/11/2023	Alan Lee	100.00
8/11/2023	Paul LeFever	100.00
8/11/2023	Linda Lutz-Ryan	100.00
8/11/2023	Don Korte	100.00
8/18/2023	CliftonLarsonAllen LLP	7,396.49
8/18/2023	Community Resource Services	202.50
8/18/2023	Davey Tree	1,050.00
8/18/2023	Designscapes Colorado	15,293.32
8/18/2023	Leigh C. Chaffee	100.00
8/18/2023	Rocky Mountain Pump & Controls LLC	195.00
8/24/2023	Xcel Energy	2,611.22
9/7/2023	Xcel Energy	58.53
9/7/2023	Xcel Energy	236.21
	TOTAL	<u><u>\$34,059.34</u></u>

BOWLES METROPOLITAN DISTRICT

FINANCIAL STATEMENTS

JUNE 30, 2023

Bowles Metropolitan District
Balance Sheet - Governmental Funds
June 30, 2023

	<u>General</u>	<u>Debt Service</u>	<u>Capital Projects</u>	<u>Total</u>
Assets				
Checking Account	\$ 11,618.70	\$ -	\$ -	\$ 11,618.70
First Bank	293,556.41	-	-	293,556.41
Colotrust	1,917,555.32	949,024.38	54,418.01	2,920,997.71
Accounts Receivable	2,278.40	-	-	2,278.40
Receivable from County Treasurer	385,129.62	448,073.30	-	833,202.92
Total Assets	<u>\$ 2,610,138.45</u>	<u>\$ 1,397,097.68</u>	<u>\$ 54,418.01</u>	<u>\$ 4,061,654.14</u>
Liabilities				
Accounts Payable	\$ 162,072.96	\$ -	\$ 54,418.01	\$ 216,490.97
Payroll Taxes Payable	430.60	-	-	430.60
Total Liabilities	<u>162,503.56</u>	<u>-</u>	<u>54,418.01</u>	<u>216,921.57</u>
Fund Balances	<u>2,447,634.89</u>	<u>1,397,097.68</u>	<u>-</u>	<u>3,844,732.57</u>
Liabilities and Fund Balances	<u>\$ 2,610,138.45</u>	<u>\$ 1,397,097.68</u>	<u>\$ 54,418.01</u>	<u>\$ 4,061,654.14</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.

Bowles Metropolitan District
General Fund Statement of Revenues, Expenditures and Changes in
Fund Balances - Budget and Actual
For the Period Ending June 30, 2023

	<u>Annual Budget</u>	<u>Actual</u>	<u>Variance</u>
Revenues			
Property taxes - Denver	\$ 660,633.00	\$ 651,735.87	\$ 8,897.13
Property taxes - Jeffco	657,477.00	650,067.26	7,409.74
Specific ownership taxes - Denver	111,705.00	44,144.08	67,560.92
Specific ownership taxes - Jeffco	111,200.00	52,091.02	59,108.98
Conservation Trust Fund proceeds	20,000.00	27,263.15	(7,263.15)
Interest income	2,000.00	71,094.58	(69,094.58)
Miscellaneous income	2,000.00	3,440.89	(1,440.89)
HOA Contribution	30,000.00	30,000.00	-
Sub HOA Contributions	4,000.00	-	4,000.00
Irrigation service fees	-	2,278.40	(2,278.40)
Total Revenue	<u>1,599,015.00</u>	<u>1,532,115.25</u>	<u>66,899.75</u>
Expenditures			
Accounting	30,000.00	34,545.20	(4,545.20)
Auditing	7,000.00	6,000.00	1,000.00
County Treasurer's fee	19,772.00	16,268.80	3,503.20
Directors' fees	6,000.00	2,100.00	3,900.00
Dues and membership	1,500.00	1,106.68	393.32
Insurance	15,000.00	20,093.00	(5,093.00)
District management	140,000.00	68,855.89	71,144.11
Legal	25,000.00	10,435.55	14,564.45
Miscellaneous	7,000.00	5,093.92	1,906.08
Monument Signs	15,000.00	790.45	14,209.55
Portable restrooms	15,000.00	3,300.00	11,700.00
Special events HOA	13,000.00	-	13,000.00
Banking fees	-	90.00	(90.00)
Payroll taxes	600.00	160.65	439.35
Election	50,000.00	4,724.50	45,275.50
Repairs and maintenance	70,000.00	12,637.46	57,362.54
Landscaping	435,000.00	278,849.60	156,150.40
General tree maint/replacement	155,000.00	181,567.01	(26,567.01)
Intergovernmental expenditures	10,000.00	4,242.01	5,757.99
Snow removal	20,000.00	6,077.50	13,922.50
Telephone	3,000.00	1,124.42	1,875.58
Utilities	24,000.00	12,411.10	11,588.90
Water	115,000.00	13,490.54	101,509.46
Irrigation improvements	-	125,185.18	(125,185.18)
Storm drainage	55,000.00	-	55,000.00
Engineering	30,000.00	2,049.60	27,950.40
Water annual assessment	-	57,400.00	(57,400.00)
Contingency	1,524,708.00	-	1,524,708.00
Total Expenditures	<u>2,786,580.00</u>	<u>868,599.06</u>	<u>1,917,980.94</u>
Other Financing Sources (Uses)			
Transfers to other fund	(1,060,558.00)	(91,880.79)	(968,677.21)
Total Other Financing Sources (Uses)	<u>(1,060,558.00)</u>	<u>(91,880.79)</u>	<u>(968,677.21)</u>
Net Change in Fund Balances	(2,248,123.00)	571,635.40	(2,819,758.40)
Fund Balance - Beginning	2,248,123.00	1,875,999.49	372,123.51
Fund Balance - Ending	<u>\$ -</u>	<u>\$ 2,447,634.89</u>	<u>\$ (2,447,634.89)</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

Bowles Metropolitan District
Debt Service Fund Schedule of Revenues, Expenditures and Changes in
Fund Balances - Budget and Actual
For the Period Ending June 30, 2023

	<u>Annual Budget</u>	<u>Actual</u>	<u>Variance</u>
Revenues			
Property taxes - Denver	\$ 793,748.00	\$ 786,816.42	\$ 6,931.58
Property taxes - Jeffco	797,557.00	784,801.97	12,755.03
Interest income	1,500.00	435.38	1,064.62
Total Revenue	<u>1,592,805.00</u>	<u>1,572,053.77</u>	<u>20,751.23</u>
Expenditures			
County Treasurer's fee	23,878.00	19,647.30	4,230.70
Legal	10,000.00	-	10,000.00
Paying agent fees	3,000.00	-	3,000.00
Bond interest	741,388.00	370,693.78	370,694.22
Bond Principal	960,000.00	-	960,000.00
Total Expenditures	<u>1,738,266.00</u>	<u>390,341.08</u>	<u>1,347,924.92</u>
Other Financing Sources (Uses)			
Transfers from other funds	100,000.00	-	100,000.00
Total Other Financing Sources (Uses)	<u>100,000.00</u>	<u>-</u>	<u>100,000.00</u>
Net Change in Fund Balances	(45,461.00)	1,181,712.69	(1,227,173.69)
Fund Balance - Beginning	215,385.00	215,384.99	0.01
Fund Balance - Ending	<u>\$ 169,924.00</u>	<u>\$ 1,397,097.68</u>	<u>\$ (1,227,173.68)</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.

Bowles Metropolitan District
Capital Projects Fund Schedule of Revenues, Expenditures and Changes in
Fund Balances - Budget and Actual
For the Period Ending June 30, 2023

	<u>Annual Budget</u>	<u>Actual</u>	<u>Variance</u>
Expenditures			
Landscaping	100,000.00	-	100,000.00
Fence and sign maintenance	75,000.00	49,615.00	25,385.00
Parks and recreation	200,000.00	83,309.00	116,691.00
Asphalt	140,000.00	-	140,000.00
Drainage	10,000.00	-	10,000.00
Sidewalks	25,000.00	34,619.79	(9,619.79)
Trees / Shrubs	115,000.00	-	115,000.00
Irrigation/Ditch improvements	126,000.00	-	126,000.00
Tree removal	8,000.00	-	8,000.00
Irrigation improvements	50,000.00	38,998.01	11,001.99
Contingency	235,279.00	-	235,279.00
Total Expenditures	<u>1,084,279.00</u>	<u>206,541.80</u>	<u>877,737.20</u>
Other Financing Sources (Uses)			
Transfers from other funds	960,558.00	91,880.79	868,677.21
Total Other Financing Sources (Uses)	<u>960,558.00</u>	<u>91,880.79</u>	<u>868,677.21</u>
Net Change in Fund Balances	(123,721.00)	(114,661.01)	(9,059.99)
Fund Balance - Beginning	123,721.00	114,661.01	9,059.99
Fund Balance - Ending	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</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.

BOWLES METROPOLITAN DISTRICT
Schedule of Cash Position
June 30, 2023
Updated as of August 14, 2023

	<u>General Fund</u>	<u>Debt Service Fund</u>	<u>Capital Fund</u>	<u>Total</u>
<u>Wells Fargo Bank Checking Account</u>				
Balance as of 6/30/2023	\$ 11,618.70	\$ -	\$ -	\$ 11,618.70
Subsequent Activities:				
<i>Anticipated Balance</i>	<u>11,618.70</u>	<u>-</u>	<u>-</u>	<u>11,618.70</u>
<u>First Bank Checking Account</u>				
Balance as of 6/30/2023	293,556.41	-	-	293,556.41
Subsequent Activities:				
7/10/2023 Bill.com payables	(78,266.23)	-	-	(78,266.23)
7/24/2023 Bill.com payables	(9,000.00)	-	-	(9,000.00)
7/26/2023 ACH Xcel	(56.18)	-	-	(56.18)
7/28/2023 ACH Xcel	(2,213.17)	-	-	(2,213.17)
8/1/2023 Void payment on Bill.com	3,523.00	-	-	3,523.00
8/4/2023 Conservation revenue	1,026.00	-	-	1,026.00
8/4/2023 Transfer from ColoTrust	150,000.00	-	-	150,000.00
8/4/2023 Bill.com payables	(135,360.83)	-	-	(135,360.83)
8/7/2023 Bill.com payables	(3,153.70)	-	-	(3,153.70)
8/14/2023 Director's fees and taxes	(538.25)	-	-	(538.25)
<i>Anticipated Balance</i>	<u>219,517.05</u>	<u>-</u>	<u>-</u>	<u>219,517.05</u>
<u>ColoTrust - Savings Account</u>				
Balance as of 6/30/2023	1,917,555.32	949,024.38	54,418.01	2,920,997.71
Subsequent Activities:				
7/10/2023 Ptax Deposit - June	385,129.63	448,073.30	-	833,202.93
7/30/2023 Interest Income	15,792.29	14.79	-	15,807.08
8/4/2023 Transfer to First Bank	(95,581.99)	-	(54,418.01)	(150,000.00)
<i>Anticipated Balance</i>	<u>2,222,895.25</u>	<u>1,397,112.47</u>	<u>-</u>	<u>3,620,007.72</u>
<i>Total Anticipated Balances</i>	<u>\$ 2,454,031.00</u>	<u>\$ 1,397,112.47</u>	<u>\$ -</u>	<u>\$ 3,851,143.47</u>

Yield information as of 8/31/2023

ColoTrust - 5.16%

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.

BOWLES METROPOLITAN DISTRICT
PROPERTY TAXES RECONCILIATION
2023

	Current Year							% of Total Property	
	Property Taxes	Delinquent Tax, Rebates and Abatements	Specific Ownership Taxes	Interest	Treasurer's Fees	Due (to) / from County	Total Amount Received	Taxes Received	
								MONTHLY	Y-T-D
January	\$ 10,361.94	\$ 23,465.41	\$ 16,327.57	\$ 12.12	\$ (366.36)	\$ -	\$ 26,335.27	0.36%	0.36%
February	1,338,700.81	-	16,191.19	-	(17,204.81)	-	1,337,687.19	46.01%	46.01%
March	170,838.55	-	18,675.41	32.42	(1,984.89)	-	187,561.49	5.87%	52.24%
April	256,813.38	-	14,375.86	-	(3,337.65)	-	267,851.59	8.83%	61.07%
May	244,787.20	-	16,373.01	232.73	(3,102.27)	-	258,290.67	8.41%	69.48%
June	828,454.23	-	14,292.06	376.76	(9,920.12)	-	833,202.93	28.47%	97.96%
July	-	-	-	-	-	-	-	0.00%	97.96%
August	-	-	-	-	-	-	-	0.00%	97.96%
September	-	-	-	-	-	-	-	0.00%	97.96%
October	-	-	-	-	-	-	-	0.00%	97.96%
November	-	-	-	-	-	-	-	0.00%	97.96%
December	-	-	-	-	-	-	-	0.00%	97.96%
	\$ 2,849,956.11	\$ 23,465.41	\$ 96,235.10	\$ 654.03	\$ (35,916.10)	\$ -	\$ 2,910,929.14	97.96%	97.96%

	Taxes Levied	% of Levied	Taxes Collected	% Collected to Amount Levied
Property Tax				
General Fund	\$ 1,318,110.00	45.30%	\$ 1,301,803.16	98.76%
Debt Service Fund	1,591,305.00	54.70%	1,571,618.36	98.76%
	\$ 2,909,415.00	100.00%	\$ 2,873,421.52	98.76%
Specific Ownership Tax				
General Fund	\$ 222,905.00	100.00%	\$ 96,235.10	43.17%
	\$ 222,905.00	100.00%	\$ 96,235.10	43.17%
Treasurer's Fees				
General Fund	\$ 19,772.00	45.30%	\$ 16,268.80	82.28%
Debt Service Fund	23,878.00	54.70%	19,647.30	82.28%
	\$ 43,650.00	100.00%	\$ 35,916.10	82.28%

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.

**BOWLES METROPOLITAN DISTRICT
PROPERTY TAXES RECONCILIATION
2023**

Denver County

	Current Year							% of Total Property Taxes Received	
	Property Taxes	Delinquent Tax, Rebates and Abatements	Specific Ownership Taxes	Interest	Treasurer's Fees	Due (to) / from County	Total Amount Received	Monthly	Y-T-D
January	\$ 4,767.91	\$ 23,465.41	\$ 7,113.64	\$ 12.12	\$ (282.45)	\$ -	\$ 35,076.63	1.94%	1.94%
February	575,144.30	-	7,494.24	-	(5,751.46)	-	576,887.08	39.44%	41.38%
March	115,609.96	-	9,560.24	24.87	(1,156.35)	-	124,038.72	7.93%	49.31%
April	102,912.46	-	6,857.63	-	(1,029.14)	-	108,740.95	0.00%	49.31%
May	114,520.16	-	7,101.67	81.37	(1,145.99)	-	120,557.21	0.00%	49.31%
June	502,132.09	-	6,016.66	343.78	(5,024.79)	-	503,467.74	0.00%	49.31%
July	-	-	-	-	-	-	-	0.00%	49.31%
August	-	-	-	-	-	-	-	0.00%	49.31%
September	-	-	-	-	-	-	-	0.00%	49.31%
October	-	-	-	-	-	-	-	0.00%	49.31%
November	-	-	-	-	-	-	-	0.00%	49.31%
December	-	-	-	-	-	-	-	0.00%	49.31%
Total	\$ 1,415,086.88	\$ 23,465.41	\$ 44,144.08	\$ 462.14	\$ (14,390.18)	\$ -	\$ 1,468,768.33	49.31%	49.31%

	<u>Assessed Value</u>	<u>Mills Levied</u>
General Fund	\$36,454,750	18.122
Debt Service Fund	\$36,454,750	21.878

Jefferson County

	Current Year							% of Total Property Taxes Received	
	Property Taxes	Delinquent Tax, Rebates and Abatements	Specific Ownership Taxes	Interest	Treasurer's Fees	Due (to) / from County	Total Amount Received	Monthly	Y-T-D
January	\$ 5,594.03	\$ -	\$ 9,213.93	\$ -	\$ (83.91)	\$ -	\$ 14,724.05	0.39%	0.39%
February	763,556.51	-	8,696.95	-	(11,453.35)	-	760,800.11	52.36%	52.75%
March	55,228.59	-	9,115.17	7.55	(828.54)	-	63,522.77	3.79%	56.54%
April	153,900.92	-	7,518.23	-	(2,308.51)	-	159,110.64	0.00%	56.54%
May	130,267.04	-	9,271.34	151.36	(1,956.28)	-	137,733.46	0.00%	56.54%
June	326,322.14	-	8,275.40	32.98	(4,895.33)	-	329,735.19	0.00%	56.54%
July	-	-	-	-	-	-	-	0.00%	56.54%
August	-	-	-	-	-	-	-	0.00%	56.54%
September	-	-	-	-	-	-	-	0.00%	56.54%
October	-	-	-	-	-	-	-	0.00%	56.54%
November	-	-	-	-	-	-	-	0.00%	56.54%
December	-	-	-	-	-	-	-	0.00%	56.54%
Total	\$ 1,434,869.23	\$ -	\$ 52,091.02	\$ 191.89	\$ (21,525.92)	\$ -	\$ 1,465,626.22	56.54%	56.54%

	<u>Assessed Value</u>	<u>Mills Levied</u>
General Fund	\$36,280,629	18.122
Debt Service Fund	\$36,280,629	21.878

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.

BOWLES METROPOLITAN DISTRICT SUMMARY OF SIGNIFICANT ASSUMPTIONS

The District, a quasi-municipal corporation and a political subdivision of the State of Colorado, was organized by order and decree of the District Court for the City of Denver in 1987, and is governed pursuant to provisions of the Colorado Special District Act (Title 32, Article 1, Colorado Revised Statutes). The District's service area is located in the City of Lakewood, Jefferson County, and the City and County of Denver.

The District was established to provide financing for the design, acquisition, installation, construction and completion of public improvements and services, including water, sanitation, street, safety protection, park and recreation, transportation, television relay and translation and mosquito control improvements and services.

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 sales 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 District is required to impose a maximum Required Mill Levy of 18.122 mills for collection in 2023 for Denver County and a maximum Required Mill Levy of 18.122 mills for collection in 2023 for Jefferson County. Required Mill Levy means an ad valorem mill levy imposed upon all taxable property of the District each year in an amount to pay the principal, premium if any, and Reserve Fund].

Senate Bill 21-293 among other things, designates multi-family residential real property (defined generally, as property that is a multi-structure of four or more units) as a new subclass of residential real property. For tax collection year 2023, the assessment rate for single family residential property decreases to 6.95% from 7.15%. The rate for multifamily residential property, the newly created subclass, decreases to 6.80% from 7.15%. Agricultural and renewable energy production property decreases to 26.4% from 29.0%. Producing oil and gas remains at 87.5%. All other nonresidential property stays at 29%.

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 8% of the property taxes collected.

Net Investment Income

Interest earned on the District's available funds has been estimated based on an average interest rate of approximately 5.0116%.

EXPENDITURES

Administrative and Operating Expenditures

Operating and administrative 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 street repairs and maintenance, street lights, street sweeping, landscaping, mowing, parks and open space maintenance, utilities and snow removal were also included the General Fund budget.

Maintenance and Repairs

Maintenance and repairs have been estimated by the District's engineer. The estimated expenditures include periodic cleaning of certain mains and repairs to the system that was constructed in previous years.

Parks and Recreation

Bowles Metro District provides the parks and recreational services for City residents. In order to enhance these services, the City has budgeted in for a cooperative participation program with \$200,000 for park and trail improvements as well as other recreational programs.

County Treasurer's Fees

County Treasurer's fees have been computed at 2% of property tax collections.

Capital Outlay

The District anticipates infrastructure improvements as noted in the Capital Projects fund.

Debt Service

Principal and interest payments are provided based on the debt amortization schedule from the Series 2013 General Obligation Refunding and Improvement Bonds.

The District has no operating leases.

BOWLES METROPOLITAN DISTRICT

GENERAL OBLIGATION REFUNDING BONDS, SERIES 2013

Series 2013

Interest Rates from 2.00% to 5.00%

Interest Payable June 1 and December 1

Principal Due December 1

Year Ended			
<u>December 31,</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2023	\$ 960,000	\$ 741,388	\$ 1,701,388
2024	1,010,000	707,788	1,717,788
2025	1,070,000	668,663	1,738,663
2026	1,130,000	625,863	1,755,863
2027	1,200,000	569,363	1,769,363
2028	1,270,000	519,863	1,789,863
2029	1,340,000	465,888	1,805,888
2030	1,430,000	398,888	1,828,888
2031	1,520,000	327,388	1,847,388
2032	1,620,000	251,388	1,871,388
2033	1,715,000	170,388	1,885,388
2034	<u>1,830,000</u>	<u>84,638</u>	<u>1,914,638</u>
	<u>\$ 16,095,000</u>	<u>\$ 5,531,506</u>	<u>\$ 21,626,506</u>

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Bowles MD Action Item Log	Lead	Status/Due Date	Notes
Admin			
Pumphouse Maintenance and Repairs	CLA	Ongoing	Reached out to Nicki- waiting on response
Blue Heron Wall Painting	CLA	In progress	Proposal included in September meeting packet
History/ Breakdown of Bonds	CLA/ Don Korte	In progress	Locate the history of the District Bonds
Sunset Park Backstop Repair	CLA	Complete	
Leigh Chaffee Park Sign	CLA	Ongoing	Scheduled installation week of September 4
Gazebo furniture	CLA	Complete	
Sunset Park District Rules Sign	CLA/Designscapes	ASAP	Designscapes installing
Trash Receptacles-RMR	CLA	Fall 2023	Ordered- waiting for shipment details
Orchard leaning fence repair	CLA	Ongoing	Waiting for repair estimate from Fence Consulting Services
Playground Expansion	CLA	Ongoing	Todd to attend September meeting
Landscape / Irrigation/Misc			
Detention pond maintenance	DS/ERS	Ongoing	Aeration installation ETA?
Irrigation Valve replacements-Tracts	Designscapes	Fall 2023	Quote for replacing 60 more valves in our tracts.
pet station repairs/new	Designscapes	In Progress	new post sleeves have been received
Pumphouse walkway shrub planting & mulch	Designscapes	Sep-23	Proposal to be distributed prior to September meeting
Additional concrete repair	Chavez	Sep-23	Remainder of quote already received.
Roundabout annual planting	Designscapes	August/September 23	Planting to happen Sept 11
Sod repair - Reservoir entrance	Designscapes	Complete	
Legal			

8/31/23

Bowles Metro District/Davey Tree Update for September Meeting

Updates

- Looked at Oak trees North side of Blue Heron Park. There are approx 2 that are thin and do not look great. I do not recommend removal at this time as there is still some life left in them. It would also create a pretty good size hole there to that North neighbor's property. I would also like to give them another season before any pruning to see if we can get some more green life out of them.
- Re-evaluated Maple tree NW corner of parking lot at Sunset park. We can prune this tree at this time to help improve aesthetics. Tree may continue to decline though. Pruning is on included proposal.
- Looked at broken branch on roof behind monument sign as per request to Nic from MSI. This broken branch is hard to see and is actually not on the roof yet. We can take care of it though. Included on attached pruning proposal.

**Denver West
303-761-3052**

4450 S. Windermere St. • Englewood, CO 80110

**Complete Tree and Shrub Care • Lawn Care Programs • Insect & Disease Control • Tree Planting
www.davey.com**

Per month nonresettable	
	28
Oct-22	
Apr-23	103,752.90
May-23	3,104,412.80
Jun-23	4,208,209.80
Jul-23	7,526,180.40
Aug-23	18,011,046.00
Sep-23	-
Oct-23	-
Nov-23	-
Total in gallons	32,953,601.90
Total in Acrefeet	101.13
Acrefeet remaining	124.37
Total percent used	44.85%



Thursday, August 17, 2023



SANDBLASTING

Ashley Heidt
 CliftonLarsonAllen, LLP
 8390 East Crescent Parkway
 Suite 300
 Greenwood Village, CO 80111

Project Name & Address:

Blue Heron Park
 5491 West Bowles Avenue
 Littleton, CO 80123



SNOW REMOVAL

Scope of Work & Itemized Estimate:



POWER WASHING

Perimeter Wall Cleaning & Painting

- \$12,500.00 – Price
- SOW: interior, or park facing, side of the stucco wall along the South side (along W Bowles Ave) of the park including the concrete retaining wall below the stucco wall
- Customer to have the overgrown portions of the trees/shrubs/bushes touching and adjacent to the wall trimmed back to better access the wall prior to cleaning and painting (*Contractor's price to perform this work is itemized below*)
- Hot water pressure wash clean the wall to prep for painting
- Customer to provide access to exterior water supplies during service
- Paint the wall utilizing high quality color matching exterior paint



GRAFFITI
REMOVAL

Add/Alternate – Landscaping Trimming

- \$3,150.00 – Price
- Trim back the overgrown portions of the trees/shrubs/bushes touching and adjacent to the wall to provide better access the wall prior to cleaning and painting
- Clean up, haul away and dispose of the debris



PARKING LOT
SERVICES

Note: any additional mobilizations and/or wait time as a result of the property not being prepared for the service(s) and additional work above/beyond the scope or work will be charged at time and material rates. Price excludes traffic control in City streets, City permits and any associated fees, engineering, vandalism or neglect from others.






COMMERCIAL
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info@LMInc.net
  

Sincerely,



SANDBLASTING

Brent Haase

Lightning Mobile Services
9752 East Hanover Court
Commerce City, CO 80640
Mobile: 303.968.8772
Office: 720.456.9191
Email: Brent.Haase@lminc.net



SNOW REMOVAL



POWER WASHING



GRAFFITI REMOVAL



PARKING LOT SERVICES



COMMERCIAL LANDSCAPING

ACKNOWLEDGEMENT AND CONSENT TO PROCEED WITH WORK ORDER / BID PROPOSAL

Manager / Customer:

Contractor:

Company Name

Lightning Mobile Services, LLC

Contractor Name

Signature

Signature

Print Name

Print Name

Date

Date

Instructions for Invoicing:

Accounts Payable Contact

Email Invoice To

Ownership

In Care Of (c/o) / Purchase Order No / Project Name

Address

Payment terms are COD for new customers and Net 30 for existing customers. 3.0% late fee charged per month for non-payment. 3.5% fee charged on balance for payment by credit card. Manager/Customer is responsible for all costs and attorneys' fees associated with Contractor collecting payment if not received within terms.



2023-2024 COMMERCIAL SNOW REMOVAL CONTRACT

THIS AGREEMENT is between **Bowles Metropolitan District**, hereinafter called “owner/owner representative/property manager” whose address is **c/o CliftonLarsonAllen LLP 8390 East Crescent Parkway, Suite 300** and **DESIGNSCAPES COLORADO, INC.**, hereinafter called “Contractor,” whose address is 15440 E. Fremont Dr. Centennial, CO 80112.

1. DESCRIPTION OF THE WORK: Contractor will remove snow at **2 inches** of accumulation on sidewalks, Crusher fine path and Port-o-let entrances and **2 inches** or more from roadways, parking lots, and driveways, upon the following described real property **Bowles Metropolitan District**. Snow removal operation will continue at the above increments until weather conditions have improved and snow removal operations have been completed. Unless otherwise directed by owner or owner’s representative in writing, snow will be plowed onto landscaped areas, outer perimeters of parking lots or other places deemed reasonably suitable by contractor. **Magnesium Chloride will be used on sidewalks in problem areas of the parking lot, as determined by DesignsCAPES Colorado. In the event trigger is not met, but icy conditions are presented, DesignsCAPES has full autonomy on application of Magnesium Chloride for liability purposes.** If demanded by excess accumulation, snow will be removed from the property and owner/owner representative will be billed accordingly. Owner/Owners Representative agrees to allow DesignsCAPES Colorado to determine accumulation rate depths and shall not dispute snow removal charges associated with ‘best average’ judgments of snowfall accumulation depth.

- 1a.)** Contractor will perform site inspections up to 48 hours after snowfall ends and will perform site inspections at least once per 24-hour period following the end of snowfall.
- 1b.)** Contractor assumes no liability after site inspections are performed for 48 hours, after snowfall ends for a single event (single event described as an accumulating winter weather event that ends, with a minimum of 24 hours between additional accumulation)

2. PAYMENT: Owner agrees to the following equipment rates (billed in half hour increments only) and will pay Contractor these rates for snow removal operations at the real property address reflected above. Owner agrees to allow Contractor to decide what equipment is best suited to the site for snow removal operations from the following fleet equipment:

	LABOR/EQUIPMENT	MATERIALS	
a) Mobilization Fee	\$100.00 Flat rate	N/A	
b) 4x4 Truck w/ Blade	\$125.00 per hour	N/A	
c) 4x4 Truck w/ Spreader	\$125.00 per hour	N/A	
d) Semi End Dump	\$175.00 per hour	N/A	
e) Dump Trucks	\$125.00 per hour	N/A	
f) Front End Loader w/ blade	\$220.00 per hour	N/A	
g) Skid Steer Loader w/ blade	\$185.00 per hour	N/A	
h) Ice Slicer Mix	\$0.00 per hour	\$273/Yard	
i) Magnesium Chloride	\$0.00 per hour	\$57/Bag	
j) Snow-Blowers	\$85.00 per hour	N/A	
k) Snow Removal Labor	\$77.00 per hour	N/A	Snow Marker Approval
l) A.T.V w/ Blade	\$95.00 per hour	N/A	Approved(Initial) _____
m) Snow Stakes/Markers	\$0.00 per hour	\$10.00 /marker	Decline (Initial) _____

Mobilization and de-mobilization time applies to the above fee schedule when plowing is not necessary. Payment terms are net 30 days from invoice date. Any invoices which become past due arising out of or relating to this contract will be charged a MINIMUM SERVICE CHARGE of \$10 or 2% of the outstanding balance, whichever is greater. This is an annual FINANCE CHARGE rate of 24%.

****THERE WILL BE A 3% FEE APPLIED TO ALL CREDIT CARD PAYMENTS.**

3. HOLIDAY PAY: In the event snow removal operations are required between the hours of 12:00 midnight and 12:00 midnight of the following days: November 23 (Thanksgiving Day), December 25 (Christmas Day), January 1 (New Year’s Day), April 1 (Easter Sunday) the above latter rate schedule of unit costs related to labor & equipment shall be doubled. Material costs will remain constant.

4. CONTRACT DURATION/TERMINATION: Either party may terminate this Agreement without penalty upon thirty (30) days advanced written notice. The duration of this contract is for the 2023-2024 season and will expire June 1, 2024, unless renewed in writing by both parties or terminated by either party delivering 30 days’ notice.

- 5. **EXTRA WORK:** Should the owner, owner’s representative, or any public body direct any modification or addition to the work covered by this contract, and the contract price shall be adjusted accordingly. Modifications or additions to the work shall be executed only when a Contract Change Order has been signed by both the Owner and Contractor. Where there is a dispute in regard to changes in contract price, then said changes in contract price shall be the Contractor’s actual cost for labor, equipment, sub-contractors, materials and attributable overhead, plus a contractor’s fee of twenty (20) percent. **In the event that gasoline prices should rise above \$3.75 a gallon, a fuel surcharge will apply. DesignsCAPES uses fuel pricing based off the U.S. Energy Information Administration, Rocky Mountain Division. https://www.eia.gov/dnav/pet/pet_pri_gnd_dcus_sco_w.htm**
- 6. **INSURANCE:** Contractor shall carry and pay for (1) Comprehensive General Liability or Commercial General Liability insurance with minimum coverage of \$1,000,000 combined single limit per occurrence for bodily injury, including death, and property damage liability, and (2) Comprehensive Automobile Liability insurance for all owned, hired and non-owned vehicles, with minimum limits of \$1,000,000, combined single limit per occurrence for bodily injury and property damage liability.
- 7. **RIGHT TO STOP WORK:** Contractor shall have the right to stop work if any payment shall not be made timely to Contractor under this agreement. Contractor may keep the job idle until all payments due are received.
- 8. **PROPERTY CONDITION:** With owner/property manager approval, DesignsCAPES will install snow markers along the driveway and road to help mark the edge of the hardscapes. **Colorado DesignsCAPES is not held responsible for damage caused by or arising from snow removal operations without proper staking areas such as, but not limited to driveways, sidewalks, and landscape beds.** Contractor assumes no liability for design or functionality of the property, such as but not limited to downspouts, drains, or excessive risks that must be addressed by owner/property manager.
- 9. **WARRANTY:** There is no warranty, representation or guarantee regarding the condition of plowed areas and sidewalks. Contractor will provide the services outlined in this contract with the understanding that plowing and shoveling will not leave surfaces completely free of snow and ice. A zero-tolerance condition is an unrealistic expectation that may not always be possible. Contractor is not responsible for moving parked vehicles or obstacles where services are to be performed. In the event a parked vehicle or obstacle is moved, owner/property manager is responsible for contacting the contractor for additional services. By paying an invoice, you approve of the quality of service and work performed for the invoiced date.
- 10. **DE-ICER USE:** It is expressly understood that the contractor assumes no liability for the effects of use of ice melt, ice slicer, use of deicers, or snow accumulation on landscaped and/or non-landscaped areas except in the case of negligence by contractor’s snow removal services. Removal of excess ice melt, ice slicer or deicers is not included.
- 11. **INDEMNITY:** Owner agrees to indemnify and hold harmless contractor from and against any and all losses, damages, liabilities, suits, claims, demands, expenses and costs (including, without limitation, attorneys’ fees and expenses) arising out of snow removal operations except in the case of gross negligence or willful misconduct by contractor.
- 12. **ASSIGNMENT:** Neither party may assign this contract without written consent of the other party.
- 13. **ATTORNEY FEES:** In the event the parties hereto become involved in litigation, the court in such litigation, or in separate suit, shall award reasonable costs, expenses and attorney’s fees to the prevailing party. The court shall not be bound by any court fee schedule, and may, in the interest of justice, award the full amount of costs, expenses and attorney’s fees incurred in good faith.

OWNER/PROPERTY MANAGER:

[Redacted Signature]

DESIGNSCAPES COLORADO, INC.

DATED:

[Redacted Date]

DATED: [Redacted Date]

BY:

[Redacted Signature]

BY: [Redacted Signature]



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

ESTIMATE

Client Name / Address	Date: 08/24/2023	Estimate No. CW23190	
CliftonLarsonAllen Attn: Nicholas Carlson 8390 E. Crescent Parkway, Suite 300 Greenwood Village, CO 80111	Project Location: Bowles Metropolitan District Littleton, CO 80123 (Areas 1 & 2 at Dave Hobart Trail)		
Task Description	Qty	Rate	Total
1. <u>Trail Repairs Area 1</u> - saw cut and remove existing concrete trail sections. Compact grade to 95% standard proctor density. Place new concrete per Jefferson County specs, 6" max thickness, 4500 psi, reinforced with fibermesh. Includes additional expenses for concrete pumps, buggies, and tree root removal. Includes 30 tons max. of CDOT Class 6 base material. Also includes traffic control and mobilization.	2230 square ft	\$18.00	\$40,140.00
1. <u>Trail Repairs Area 2</u> - saw cut and remove existing concrete trail sections. Compact grade to 95% standard proctor density. Place new concrete per Jefferson County specs, 6" max thickness, 4500 psi, reinforced with fibermesh. Includes additional expenses for concrete pumps, buggies, and tree root removal. Includes 15 tons max. of CDOT Class 6 base material. Also includes traffic control and mobilization.	1000 square ft	\$18.00	\$18,000.00
2. <u>Sealant</u> - provide and install Sikaflex Type S, Grade P, Class 25 sealant at existing expansion/control joints. Includes backer rods.	30 lf	\$18.00	\$540.00
3. <u>Concrete Grinding</u> - grind down trip hazards.	20 lf	\$30.00	\$600.00
4. <u>Concrete Patching</u> - provide and install Ardex CP patching, 12" x 12" max. per patch.	4 ea	\$70.00	\$280.00
Total			\$59,560.00
<i>Estimate Notes:</i>			
1. Estimate does not include permits .			
2. All quantities are estimated. Invoicing will be based on actual quantities used or installed.			
3. This estimate is valid for 30 days from estimate date.			

Acceptance of this estimate:

Nicholas Carlson

Date



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

ESTIMATE

Client Name / Address	Date: 08/22/2023	Estimate No. CW2023187	
CliftonLarsonAllen Attn: Nicholas Carlson 8390 E. Crescent Parkway, Suite 300 Greenwood Village, CO 80111	Project Location: Sunset Park 5900 W. Grant Ranch Blvd Littleton, CO 80123 (V-pan concrete project)		
Task Description	Qty	Rate	Total
1. Concrete saw cutting and demolition. Includes hauling and disposal expenses.		LS	\$1,800.00
2. Remove and reinstall fence railing as required to install the formwork.		LS	\$900.00
3. Earthwork - grading and compaction to 95% standard proctor density. Includes removing bad soil, tree roots, and importing approx. 5 tons of CDOT Class 6 base material.		LS	\$3,200.00
4. Place New Concrete V-pan - form and place concrete V-pan, 97' x 2' x 6". Includes providing and installing reinforcement per the drawing provided by Tim M. LaPan. Includes 6" concrete curb x 15' and (1) concrete block to improve water flow. Sprinkler modifications are not included.		LS	\$8,200.00
5. Pedestrian traffic control barricades.		LS	\$400.00
6. Additional buggie expenses to haul old concrete, bad soil, base material, and new concrete.		LS	\$1,200.00
7. Mobilization and general conditions.		LS	\$1,500.00
Total			\$17,200.00
<i>Estimate Notes:</i>			
1. Estimate does not include permits .			
2. All quantities are estimated. Invoicing will be based on actual quantities used or installed.			
3. This estimate is valid for 30 days from estimate date.			

Acceptance of this estimate:

 Nicholas Carlson

 Date



PARKS + PLAYGROUNDS

LIVABLE
CITIOSTUDIO

Livable Cities Studio is a mission-driven urban design, planning and landscape architecture studio committed to building cities for lived experiences that celebrate social connection and inclusivity. We are city builders who understand the responsibility that comes with addressing the complex needs of urbanization through innovative solutions in the built environment. Our work transforms cities, neighborhoods and communities by creating living spaces with distinct value for the people who use them.

Our work in urban planning ranges from parks, plazas, and streetscapes to urban corridors, districts, neighborhoods, and citywide strategic planning. We reconsider the traditional role of infrastructure by emphasizing people, natural systems and new forms of public space. From large-scale stormwater infrastructure to transportation improvements, we look to leverage infrastructure investments to shape cities by providing public spaces that unite residents, visitors and all people of each city, neighborhood and community we serve.

It's the people who use our designs that bring the place to life. Our people-first mentality starts in the studio, by using processes, methods and digital innovation that emphasize the human experience. We believe that locals know their community better than anyone else, and we're committed to creating an engaging process that allows us to listen to their collective voices while providing a roadmap that delivers on what we heard.

We always look beyond the parameters of a specific project to unlock its potential to affect catalytic change within a community. With our eyes to the future, we are constantly building collaborative partnerships that provide the springboard for unforeseen challenges and solutions, resulting in ongoing innovation, refinement and reapplication that will elevate public spaces for generations to come.

Livable Cities Studio provides the following services:

- Urban Planning + Design
- Landscape Architecture
- Civic + Ecological Infrastructure Design
- Public Engagement
- Graphic Communication
- Project Management + Client Representation

We are a certified WBE, DBE, EBE and SBE in the City and County of Denver.





EXPERIENCE



JOSEPH P. MARTINEZ PARK MASTER PLAN + DESIGN

Denver, Colorado

Service Provided

Planning
Landscape Architecture
Public Engagement

Dates of Work 2020 - 2023

How can parks celebrate local culture and address equity? The Joseph P. Martinez Park Master Plan provides a model for blending environmentally sensitive design with culturally responsive design through a community-driven vision to honor and celebrate the history of Joseph P. Martinez and the community of Villa Park. Located in West Denver, the 12-acre park is embedded in this diverse and underserved west Denver community.

With extensive tree canopy and the natural Lakewood Gulch drainage running through the site, the park serves as a respite and place to gather with family and friends. However, the park has fallen into disrepair and is in desperate need of investment. By focusing on a traditionally underserved neighborhood and community with high-need and limited access/opportunity, the Plan embraces diversity, culture, and people by celebrating and elevating local community identity. The new vision for the park reflects the diverse and rich culture of the neighborhoods, honors its namesake, and enhances the natural ecology of nearby Lakewood Gulch with health and wellness opportunities.

Livable Cities Studio led the Joseph P. Martinez Master Plan for the City and County of Denver. Over the 12-month planning process, our team engaged deeply with the surrounding community, schools and neighborhood organizations building ownership along the way. The COVID pandemic surfaced during the process, but our team quickly adapted engagement strategies and successfully maintained momentum with the community through the support of the Council office. The plan for the park knits together the cultural heritage of the community; opportunities for health, wellness and recreation; and, connects to the biodiversity and natural characteristics of the site. Children and families are central to the process and plan outcomes making this a truly community-driven design.



LA ALMA- LINCOLN PARK VISION PLAN

Denver, Colorado

Service Provided

Planning
Landscape Architecture
Public Engagement

Dates of Work 2022 - 2023

“Alma” translates to “soul” and this park has historically functioned as the heart and soul of the surrounding neighborhood. The park has a rich history, as it was one of Denver’s first parks. The park played a key role in Denver’s Chicano/a movement, providing gathering space for organizing and becoming a symbol of Chicano/a identity. Today, the park has an abundance of mature trees, provides key community amenities, including the La Alma Recreation Center, and supports a robust variety of recreational opportunities. The Vision Plan represents future improvements for the beloved neighborhood park, capturing the hopes and addressing concerns of the community.

Livable Cities Studio (LCS) led the La Alma-Lincoln Park Vision Plan process with Denver Parks and Recreation. Over the course of 10 months, our team made a total of 2,539 engagement touch points and facilitated a robust engagement process including three public meetings, three community surveys, and 12 community events and focus groups. The project also included two community connectors – members of the community who were financially compensated. They met regularly with the project team and shared feedback from the community to incorporate a nuanced understanding of neighborhood sentiments into the project.

Through extensive public engagement efforts, LCS developed a park concept that weaves together places to celebrate the park’s unique history with active recreation opportunities. A primary loop connects the park and is punctuated with areas to stop, enjoy community artwork, and learn about the neighborhood’s identity through interpretive installations. Overall, this plan celebrates the existing successful features while supporting new additions that will improve safety and enhance this cherished neighborhood park.



RUSSELL SQUARE PARK MASTER PLAN + DESIGN

Denver, Colorado

Service Provided

Planning
Urban Design
Landscape Architecture

Dates of Work 2020 - 2022

Russell Square Park is a traditional 2-acre park and green space for nearby residents. Though 74% of Cole neighborhood residents live within ¼ mile of a park or open space, neighborhood parks remain largely underutilized. The park offers ample green space with shade, picnicking and a playground, so we asked, why does it underperform and what can be done to offer the neighborhood attractive outdoor and nature-based activities to promote social interaction, exercise and enjoyment?

Beginning in 2016, the My Outdoor Colorado (MOC) Cole Coalition began a multi-year planning and community engagement process to help youth and community members figure out ways to safely connect and reconnect to nature and the outdoors. Working in partnership, Denver Parks and Recreation, The Trust for Public Land, the MOC Cole coalition embarked on a community engagement process that included participation by approximately 300 people in eight outreach events, resulting in a conceptual master plan for the park.

Livable Cities Studio joined the project team to continue the community-based planning process and advance the master plan from concept to implementation. The design team partnered with the community and client to craft a vision for the park that offers a new outdoor experience promoting social-cultural infrastructure and enhancing the ecology of the park. The design preserves the spectacular tree canopy and species diversity while activating the space with new programming, colorful surface textures, local art, nature play elements and new plantings. The design addresses a critical community need by providing social spaces that promote daily interaction and exchange between children, adults and the mixing of socioeconomic groups while offering connections to nature and the outdoors.





SUN VALLEY RIVERFRONT PARK

Denver, Colorado

Servies Provided

Urban Design
Public Engagement
Landscape Architecture

Dates of Work 2020 - Present

How can a re-imagined riverfront park elevate people’s lives in one of Denver’s most vulnerable neighborhoods where 83 percent of the households live below the poverty line and simultaneously contribute to the enhancement of the South Platte River open space system? Working alongside Denver’s Sun Valley community and in partnership with the Denver Housing Authority, River Sister’s Initiative, and Denver Parks and Recreation, the riverfront park is being reenvisioned as a new open space with community-focused amenities for Sun Valley residents as well as regional users of the South Platte River.

The park is envisioned to be the outdoor living room for the Sun Valley community and a destination of activity along the South Platte River. Weaving together community and nature, the park creates a new public space with community gardens, playgrounds, courts, picnic areas, and gathering spaces alongside an expansive river promenade that celebrates the natural ecology of Colorado’s landscape and rivers. Residents can explore the various amenities and gardens as they walk or bike along the promenades and paths leading to the river, The River Promenade and Neighborhood Promenade frame a series of smaller rooms that provide different park amenities and programs. Pathways leading from the neighborhood promenade to the river organize the amenity spaces into various rooms.

Livable Cities Studio led the master planning and conceptual design of the park. Ongoing stakeholder and community involvement process resulted in a clear direction for the programming and design that focuses on the needs of the community, which were balanced with the citywide goals of Denver Parks and Recreation and regional goals of Mile High Flood District.



WALKER - BRANCH PARK MASTER PLAN

Edgewater + Lakewood, Colorado

Service Provided

Planning
Landscape Architecture
Public Engagement

Dates of Work 2021 - 2022

Livable Cities Studio (LCS) collaborated with the cities of Edgewater and Lakewood to develop an updated master plan and vision for the future of Walker-Branch Park. The park spans the municipalities of Edgewater and Lakewood, creating a unique opportunity to address the complex recreation needs of the two adjacent communities. Community input through various outreach strategies and efforts served as a key driver in developing the recommendations of the master plan.

LCS hosted public open house events and facilitated multiple online surveys to reach the park's users and the surrounding community. The recommendations take a comprehensive approach to improving the park, and cover aspects such as circulation, health, recreation amenities, culture and art. LCS's community-centric design approach ensured that the community's voice was heard, helping shape the recommended improvements for each of these aspects.



39TH AVENUE GREENWAY + SHARED STREET

Denver, Colorado

Services

Urban Planning + Design
Landscape Architecture
Public Engagement

Dates of Work 2016 - 2020

Running 1 mile through the Cole and Clayton neighborhoods, the 39th Avenue Greenway provides protection to the community against storms while improving mobility, water quality, and enhancing public spaces. The greenway integrates new bike and pedestrian paths, playgrounds, plaza spaces and community gardens as well as Denver's first shared street.

Livable Cities Studio worked with the City and County of Denver to develop a preliminary design for the Greenway, as well as for the adjacent 39th Avenue Shared Street. The Greenway is part of the larger Platte to Park Hill: Stormwater Systems project, a comprehensive approach to better protecting people and property against flooding while activating underutilized community spaces.

The 39th Avenue Shared Street integrates pedestrian, bicycle, and vehicular areas into a single space that allows slow-speed vehicular access to neighboring properties, while creating a new neighborhood plaza and amenities. The street demonstrates current NACTO and FHWA best practices, using color and texture changes, furnishings and planters to identify vehicular areas while maintaining a cohesive overall design that encourages residents to walk, gather or play. Additionally, streetside stormwater planters were thoughtfully integrated into the design as well as other furnishings and design features to slow cars and create a street for people.





LORETTO HEIGHTS PARK PLAYGROUND RENOVATION

Denver, Colorado

Service Provided

Urban Planning + Design
Landscape Architecture
Public Engagement

Dates of Work 2017 - 2018

The Loretto Heights park renovations project provides the much-needed replacement of a dated playground, play equipment, and pavilion. Harvey Park South is seeing rapid transformation via the Loretto Heights Campus redevelopment. Community outreach sought to engage existing residents as well as stakeholders involved in the campus redevelopment to understand current and future needs for the community and reinforce future improvements on campus.

Most site improvements are concentrated in the center of the park at the localized high point that offers views of the front range and the neighborhood to the west. A play loop linking together 3 distinct play areas with different levels of challenge provides accessible circulation to the amenities. The pavilion overlooks play to the east and south while providing amazing views to the west. Play elements and a stone scramble reference the mountain west and connect park users to place.

Livable Cities Studio provided project management and landscape architectural services and also led the community engagement and design from concept through construction documentation, construction observation. The project scope included replacement of existing pavilion, playground, improvements to ADA pathways and trails, ecological and habitat improvements, ADA improvements and curb ramp to parking lot, and full irrigation replacement for the park.



BARNUM PARK COURT IMPROVEMENTS

Denver, Colorado

Service Provided

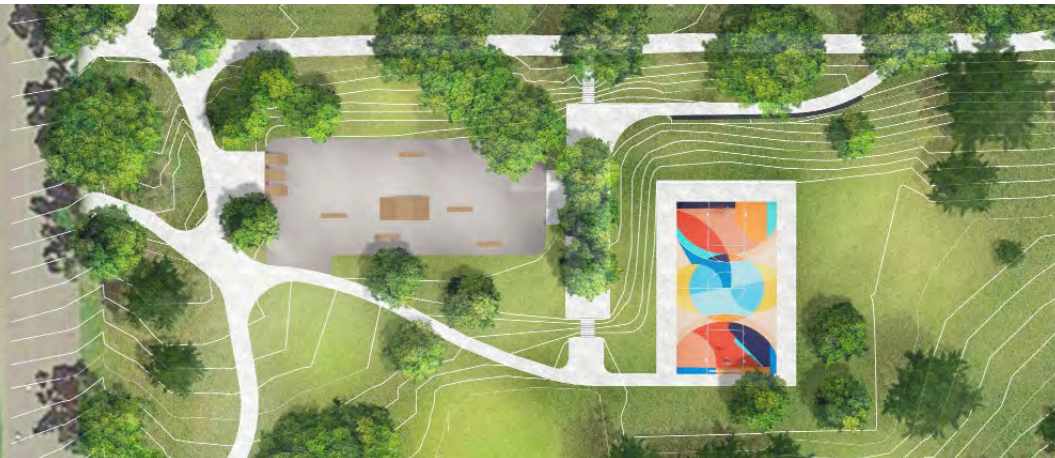
Landscape Architecture
Public Engagement

Dates of Work 2022- 2023

Improvements to Barnum Park were sparked by the release of bond funding for the replacement of the park’s aging court facilities. However, through the public engagement process, recreational needs extending beyond court-based activities were identified by the community and emphasized as a priority. A successful public engagement process was essential in developing solutions reflective of the community’s needs. Listening to their thoughts and hearing their desires and priorities allowed the project to pivot its focus and deliver a stronger result, reflective of its users. During outreach with the Barnum neighborhood, a group of skaters in the community were identified who had repurposed the unused tennis courts into an informal skate spot and were actively using the court space for skating. Immense community support for this activity to be retained and formalized steered the direction of the design to include a space to skate.

The proposed park improvements will create a community hub of youth-oriented sports: skate and basketball, with new amenities focused in the southwest portion of Barnum Park, where existing tennis and basketball facilities are being removed or replaced. The removal of fencing, reorganization of programs, and improved connectivity to the sidewalk network will allow for increased use and activation, while creating a more welcoming and safe experience. The addition of supporting adjacent lawn spaces will allow this portion of the park to be more versatile and cater to multiple interests within a single group of users.

Livable Cities Studio worked with the City and County of Denver to develop the park concepts and advance the design through full construction documentation.





OUR TEAM



TODD WENSKOSKI

PRINCIPAL



EDUCATION

Masters of Landscape Architecture
in Urban Design, Harvard University

Bachelor of Landscape
Architecture, University of Arizona

CERTIFICATIONS/LICENSURE

Licensed Landscape Architect:
Colorado #610

PROFESSIONAL AFFILIATIONS

American Society of Landscape
Architects

Denargo Market Metro District
Board Member

Urban Land Institute

University of Colorado Instructor

HONORS + AWARDS

ASLA Colorado President's Award
of Excellence, Sun Valley:
Equity, Health + Wellbeing
as the Framework for
Neighborhood Revitalization, 2021

Denver Regional Council of
Governments (DRCOG) Honor
Award for Planning, 40 West Urban
Design & Mobility Study, 2012

ASLA Colorado Honor Award for
Planning, Denargo Market Master
Plan, 2009

Todd is a Landscape Architect and Principal at Livable Cities Studio and has more than 25 years of planning and design experience in both the public and private sectors. Throughout his career, he has been responsible for leading numerous multi-disciplinary teams, establishing long-range visions and guiding them through strategic implementation with an emphasis on the role of public open space to stimulate growth, improve communities, and create socially active spaces. He specializes in complicated urban design and planning projects focused on urban redevelopment, mobility, public realm design, community outreach, and city building. During his time with the City and County of Denver, Todd directed and oversaw a portfolio of planning initiatives and capital projects totaling over \$100 million in public investment of multi-modal infrastructure, streets, and parks. In addition, Todd has is a regular studio instructor and critic at the University of Colorado Denver, and other colleges and universities throughout the United States.

Todd is known for his leadership and ability to form teams that collaborate to achieve a common goal and vision, his ability to build lasting partnerships necessary to bring projects to fruition, and his expertise guiding interdisciplinary teams and large-scale capital programs or projects. Driven by a passion to bring projects from vision to implementation and his focus on meaningful content, he is recognized for his ability to deliver outcomes in a highly collaborative fashion.

SELECT PROJECT EXPERIENCE

13th Avenue Streetscape Design, Denver, CO
39th Avenue Greenway Preliminary Design + Shared Street, Denver, CO
40W ArtLine Framework Plan, Lakewood, CO
40 West Arts District Urban Design + Mobility Concepts, Lakewood, CO*
Art Complex Mobility Study, Denver, CO
Barnum Park, Denver, CO
Broadway Station Redevelopment, Denver, CO
Brown Ranch Development Master Plan, Steamboat Springs, CO
Denargo Market Parks + Streets, Denver, CO
Denargo Market Redevelopment Plan, Denver, CO*
Denver Living Streets Initiative, Denver, CO*
Downtown Greeley Master Plan, Greeley, CO
Eastlake Conceptual Streetscape Design, Thornton, CO
Golden Mill, Golden, CO
Loretto Heights Park, Denver, CO
Montview Boulevard Design, Denver, CO
North Denver Cornerstone Collaborative Projects, Denver, CO*
- 47th + York Bike/Pedestrian Bridge
- Brighton Boulevard
- Globeville + Elyria Swansea Neighborhood Plans
- National Western Center
- Neighborhood mobility + infrastructure projects
- River North Park + RiNo Promenade
- Transit-oriented development at four new commuter rail stations
Northwest Aurora Multimodal Study, Aurora, CO
Roxborough Village Master Plan, Douglas County, CO
Russell Square Park, Denver, CO
Silver Triangle Framework Plan, Denver, CO*
Sun Valley Master Plan + Riverfront Park Design, Denver, CO
Washington Street Design, Denver, CO
West Colfax Safety Project, Lakewood, CO

*work with previous firm

MEREDITH WENSKOSKI

PRESIDENT



EDUCATION

Masters of Landscape Architecture,
University of Colorado at Denver

B.S. Landscape Horticulture,
Concentration in Landscape
Design; Colorado State University

LICENSURE/CERTIFICATION

Licensed Landscape Architect:
Colorado #970

LEED Accredited Professional

Construction Specifications
Institute CDT Certification

PROFESSIONAL AFFILIATIONS

ASLA
Commons Design Review Board
Denver Park Trust Board
Urban Land Institute

HONORS + AWARDS

Bisnow Award for Excellence +
Influence in Denver Commercial
Real Estate, 2023

Denver Business Journal Small
Business Award, 2023

Titan 100 Award, 2023

ASLA Colorado President's Award
of Excellence, Sun Valley:
Equity, Health + Wellbeing
as the Framework for
Neighborhood Revitalization, 2021

Meredith Wenskoski, President and Founder of Livable Cities Studio is an urban designer, planner, and landscape architect whose work focuses on people, equity, and resilience. With a passion for designing spaces that emphasize connection and the human experience, Meredith's 20 years of experience spans parks and public space design, streetscapes, urban design, public housing, and parks planning. With a focus on the intersection of housing, equity, public realm, and resiliency, Meredith's human-centered design work creates long-term benefits for people and places. Meredith is distinguished for her strategic leadership, collaborative spirit, and ability to build and navigate partnerships across sectors and functions. Her work on both planning and implementation allows her to seamlessly transition between a variety of project scales bringing a broader understanding to each one. Meredith is known for her ability to navigate and build partnerships, her interdisciplinary team leadership, her responsiveness to clients and her excellent communication skills.

SELECT PROJECT EXPERIENCE

13th Avenue Design, Denver, CO

39th Avenue Greenway Preliminary Design + Shared Street, Denver, CO

40W ArtLine Framework Plan, Lakewood, CO

Art Complex Mobility Study, Denver, CO

Arvada Parks, Trails + Open Space Master Plan, Arvada, CO*

Bannock Street Conceptual Design, Denver, CO

Brown Ranch Development Master Plan, Steamboat Springs, CO

Colorado Health Foundation Penn/Logan Master Plan, Denver, CO

Community Networks Planning, Denver, CO

Connecting Auraria, Denver, CO*

Curbside Action Plan, Denver, CO

Denargo Market Parks + Streets, Denver, CO*

Denver Moves: Cherry Creek, Denver, CO

Denver Moves: Downtown, Denver, CO

Downtown Littleton Mobility + Streetscape Improvements Plan, Littleton, CO

Harvard Gulch Integration Plan, Denver, CO*

High Line Canal Framework Plan, Denver Metro

Joseph P. Martinez Park Master Plan + Design, Denver, CO

La Alma-Lincoln Park Vision Plan, Denver, CO

National Western Center Placemaking, Denver, CO

Northwest Aurora Mobility Study, Aurora, CO

Outdoor Adventure + Alternative Sports Strategic Plan, Denver, CO

Outdoor Downtown Master Plan, Denver, CO*

Outdoor Places Program, Denver, CO

Platte to Park Hill: Stormwater Systems, Denver, CO

Shared Streets Program Development, Denver, CO

South Platte River Integration Plan, Denver, CO

Sun Valley Master Plan + Riverfront Park Design, Denver, CO

Sun Valley Design Guidelines, Denver, CO

Uvalda Open Channel Design, Denver, CO

Walker Branch Park Master Plan, Denver, CO

Washington Street Design, Denver, CO

Weir Gulch Integration Plan, Denver, CO*

Yale Corridor Study, Denver, CO

*work with previous firm

WILL VIITANEN

SENIOR ASSOCIATE + LANDSCAPE ARCHITECT



EDUCATION

Master of Landscape Architecture,
University of Colorado Denver

Bachelor of Environmental Design,
University of Colorado Boulder

LICENSURE/CERTIFICATIONS

Licensed Landscape Architect:
Colorado, LA.0001421

LEED AP BD+C

PROFESSIONAL AFFILIATIONS

AIA, ULI, USGBC

Downtown Denver Partnership
Leadership Program, 2023

HONORS + AWARDS

ASLA Colorado Honor Award, Penn
State University Pollinator + Bird
Garden, 2022

ASLA Colorado Merit Award,
Martinez Park Master Plan, 2021

ASLA Colorado Merit Award, Myrna
H. Berger Children + Family Garden,
2019

ASLA Colorado Merit Award,
Sensory Garden at Denver Botanic
Gardens, 2018

Will is a senior associate and landscape architect at Livable Cities Studio with more than 10 years of experience leading and designing unique projects across a variety of sectors and scales, from international civic and university campuses to local parks and gardens. Will's work explores the power of landscape in addressing complex social, economic, and environmental issues through interventions that weave architecture and landscape as one. His background in architecture informs his sensibility toward design thinking, craft, and detailing—while his landscape architecture and planning experience lends itself to an integrated, place-based approach to sustainable design, performance, and resilience. Will's vision, leadership, and attention to quality ensure success for projects and teams. He is active in the Downtown Denver Partnership, ULI, and AIA.

SELECT PROJECT EXPERIENCE

13th Avenue Redevelopment, Denver, CO

16th Street Mall Design Oversight, Denver, CO

Alcott Shared Street Design, Denver, CO

Butterfly Pavilion Concept Design, Broomfield, CO*

Cañon City Clock Tower Plaza, Cañon City, CO

Colorado State University Science Commons, Fort Collins, CO*

Cyprus International University Landscape Framework, Cyprus*

Denver Housing Authority Block 3 Development, Denver, CO

Desert Botanical Garden Children + Family Garden Master Plan, Phoenix, AZ*

Eben Ezer Assisted Living + Memory Care Center, Brush, CO*

High Line Canal: 8th Avenue Pedestrian Bridge, Aurora, CO

High Line Canal: Lee Gulch Landing + Pedestrian Bridge, Littleton, CO

High Line Canal: Origin Trailhead, Douglas County, CO

High Line Canal: Parker to Havana Trail Resurfacing, Denver, CO

Hobbs Affordable Housing Community, Hobbs, NM*

Konza Technology City: Parks + Open Space Design Guidelines, Konza, Kenya*

Konza Technology City: Streets + Mobility Design Guidelines, Konza, Kenya*

Lakewood Gulch Channel Design, Denver, CO

Littleton Mobility + Streetscape Design Guidelines, Littleton, CO

Loretto Heights Park, Denver, CO

Louisiana State University Burden Trees + Trails, Baton Rouge, LA *

Louisiana Avenue + Pearl Street, Denver, CO

Martinez Park Design, Denver, CO

McKee Botanical Garden Children's Garden, Vero Beach, FL*

Montview Boulevard, Aurora, CO

Number 38, Denver, CO*

Penn State University Pollinator + Bird Garden, State College, PA*

Riverdale Regional Park Gateway + Boulevard, Adams County, CO

Steppe Garden at Denver Botanic Gardens, Denver, CO*

Sun Valley Outfalls Concept Design, Denver, CO

Sun Valley Riverfront Park, Denver, CO

University of Denver Anna + John J. Sié Complex, Denver, CO*

Washington Street Corridor, Denver, CO

*work with previous firm

LAUREN KELLY

LANDSCAPE DESIGNER



Lauren is a landscape designer at Livable Cities Studio. She brings dedication and enthusiasm to streetscape, park, and public realm design. Lauren is passionate about interdisciplinary work and highly values research and innovation in all her projects. She embraces design as a pathway to stronger social communities and improved ecological environments. Lauren earned her Master of Landscape Architecture and Master of Urban and Regional Planning from the University of Colorado Denver in 2022, where her studies focused on environmental equity and public realm improvements. She also served as CU Denver's ASLA student chapter president.

SELECT PROJECT EXPERIENCE

High Line Canal Implementation, Denver Metropolitan Area, CO
 Loretto Heights Park Renovation, Denver, CO
 Uvalda Open Channel, Denver, CO
 Washington Street Corridor, Denver, CO
 West Colfax Safety Project, Lakewood, CO

EDUCATION

Master of Landscape Architecture
 and Master of Urban + Regional
 Planning, University of Colorado
 Denver

Bachelor of Science in
 Public Affairs, Environmental
 Management + Legal Studies,
 Minor in Marketing, Indiana
 University

PROFESSIONAL AFFILIATIONS

American Society of Landscape
 Architects

HONORS + AWARDS

University of Colorado Denver
 College of Architecture + Planning
 Studio Excellence Award, 2021

