



ROXBOROUGH WATER AND SANITATION DISTRICT

Roxborough Water & Sanitation District and Plum Valley Heights Subdistrict of the Roxborough Water & Sanitation District (RWSD) Regular Board

Due to the State of Emergency declared by Governor Polis and the threat to health and safety posed by the COVID-19 pandemic, this meeting will be held via video conference and may be accessed at **ZOOM Meeting ID 886 1260 8328**
Password: 545779

Date: Wednesday, March 17, 2021
Time 8:00 am

Board of Directors

Keith Lehmann
Ken Maas
Dave Bane
Christine Thomas
Stephen Throneberry

Term Expiration

5/2022
5/2023
5/2023
5/2022
5/2022

- I. Call to Order/Declaration of Quorum/Disclosure of Conflicts of Interest
- II. Public Comment/Public Comment on items not on Agenda
- III. Public Hearing on 2021 Rates
 - A. Rates Presentation
 - B. Public Comments and Questions
 - C. Consider Resolution authorizing changes to Water and Wastewater Service Charge Rates and Systems Development Charges

CONVENE AS THE BOARD OF THE PLUM VALLEY HEIGHTS (PVH) SUBDISTRICT OF THE RWSD

- IV. Consent Agenda
 - a. Approve the Minutes of the Regular Meeting of the PVH Subdistrict which is contained in and is part of the Minutes of the Roxborough Water & Sanitation District Minutes for the Regular Meeting on February 17, 2021.
- V. Staff Reports
 - a. General Manager's Report
 - b. Financial Reports
- VI. **Board Action Items**
 - a. **Resolution 21-03-01 Approving and Adopting Changes to the District's Water and Wastewater Service Rates and Charges.**

ADJOURN AS THE PVH SUBDISTRICT OF RWSD AND CONVENE AS THE RWSD BOARD

- VII. Consent Agenda
 - a. Approve the Minutes of the Regular Meeting of the RWSD on February 17, 2021.
 - b. Ratify Payrolls for February 28 and March 15, 2021
 - c. Ratify Payments since February 17, 2021 #
 - d. Approve Payments of Claims: Checks#
 - e. Approve Pay App#7 Velocity Construction Pump P-204 in the amount of \$61,655.00
 - f. Approve Change Order #2 Velocity Construction Pump P-204 to add 45 days
- VIII. Staff Reports
 - a. General Manager's Report
 - b. Legal Counsel Report
 - c. Operation Director's Report
 - d. Engineering Report/Water Use Graphs
 - e. Financial Report
 - f. Administrative Update
- IX. **Board Action Items:**
 - a. **Resolution 21-03-01 Approving and Adopting Changes to the District's Water and Wastewater Service Rates and Charges.**
 - B. **Consider Award for Rock Wren Project**
 - C. **Consider Approval of Agreement with Dominion for the High Zone Pump Addition to the WTP**
- X. **Adjourn**

RECORD OF PROCEEDINGS

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS OF THE
ROXBOROUGH WATER AND SANITATION DISTRICT AND THE
BOARD OF DIRECTORS OF THE
PLUM VALLEY HEIGHTS SUB-DISTRICT OF
ROXBOROUGH WATER AND SANITATION DISTRICT
HELD
FEBRUARY 17, 2021**

The regular meeting of the Board of Directors of the Roxborough Water and Sanitation District and the Board of Directors of the Plum Valley Heights Subdistrict was held on February 17, 2021 at 8:00 a.m. The meeting was conducted via Zoom Meeting. Notice of the meeting ID and Password was duly posted at the District's Administrative Offices and on the District's website, as required by State law.

ATTENDANCE: Directors: Keith Lehmann President
Ken Maas Vice President
Dave Bane Secretary
Christine Thomas Treasurer
Stephen Throneberry Assistant Secretary

Consultants: Bill Goetz, TST Infrastructure, LLC
Alan Pogue, Esq., Icenogle Seaver Pogue, PC
Ted Snailum, TWS Financial

RWSD Employees: Barbara Biggs
Cindy Taylor
Lucie Taylor
Mike Marcum
Mary Beth Chandler

CALL TO ORDER: The meeting was called to order at 8:04 a.m. by Director Lehmann. It was also established that a quorum was in attendance and there were no conflicts of interest to disclose.

Board Director Appointment: Upon a motion by Director Lehmann, second by Director Thomas and unanimous vote, the Board appointed Stephen Throneberry as Assistant Secretary of the Board of Directors

PLUM VALLEY HEIGHTS SUBDISTRICT:

Upon a motion by Director Thomas, second by Director Bane and a unanimous vote, the Board convened as the Board of the Plum Valley Heights Subdistrict of Roxborough Water and Sanitation District.

CONSENT AGENDA:

Upon a motion by Director Thomas, second by Director Bane and a unanimous vote, the Board approved the Consent Agenda which consisted of

- A. Approve the Minutes of the Plum Valley Heights Subdistrict of Roxborough Water and Sanitation District which are contained in and part of the Roxborough Water and Sanitation District Minutes for the January 20, 2021 Regular Meeting as well as the amended minutes from the November 18 & December 16, 2020.

GENERAL MANAGER'S REPORT:

Ms. Biggs provided a report on recent activities in the Plum Valley Heights Subdistrict. A copy of Ms. Biggs' report is attached to these minutes.

FINANCIAL PVH:

Mr. Snailum presented the December 31, 2020 Financial Recap for Plum Valley Heights. Upon a motion from Director Thomas, second by Director Bane and a unanimous vote, the Board approved the financial report for Plum Valley Heights.

Board Action Items:

- a. **Upon a motion by Director Thomas, second by Director Bane and unanimous vote, the Board approved the Facility Relocation Agreement with the Sterling Ranch CAB concerning the relocation of the Plum Valley Heights water line.**
- b. **Upon a motion by Director Thomas, second by Director Bane and unanimous vote, the Board approved an updated Amended Inclusion Agreement with Linda McMakin**

ROXBOROUGH WATER AND SANITATION DISTRICT

Upon a motion by Director Thomas, second by Director Bane and a unanimous vote, the Board adjourned and reconvened as the Roxborough Water and Sanitation District. There were no conflicts of interests to disclose.

CONSENT AGENDA:

Upon a motion from Director Thomas, second by Director Bane and a unanimous vote, the Board approved the Consent Agenda which consisted of:

- A. Approval of the corrected minutes of the Regular Meeting of the RWSD on January 20, 2021 as well as the amended minutes from the November 18 & December 16, 2020 meetings.
- B. Ratify Payrolls for January 31 and February 15, 2021
- C. Ratify Payments since January 20, 2021 #100277-100295,100297-100298,100300-100302,100304-100311,100313-100314,100316-100318,100327,100329-100330,100334-100338,100340-100342.
- D. Approve Payments of Claims: Check #100296,100299,100303,100312,100315,100319-100326,100328,100331,100333,100339,100343-100345.
- E. Approve Pay App#6 Velocity Construction Pump P-204 in the amount of \$111,960.35.
- F. Approve Change Order #1 Velocity Construction to add \$78,181.00 and 15 days.

GENERAL MANAGER'S REPORT:

Ms. Biggs provided the General Manager's Report which a copy is attached to these minutes.

OPERATIONS:

Mr. Marcum provided the Operations Report, and a copy is attached to these minutes.

ENGINEERING:

Mr. Goetz gave the engineering status report to the Board. A copy of Mr. Goetz' report is attached to these minutes.

FINANCIAL RWSD:

Mr. Snailum presented the December 31, 2020 RWSD Financial Statements to the Board. Upon a motion by Director Thomas to approve the financial report, second by Director Bane and unanimous vote by the Board, the financial report was approved.

ADMINISTRATIVE UPDATE:

Ms. Cindy Taylor provided the administrative update.

BOARD ACTION ITEMS:

Board Action Items:

- a. **Upon a motion by Director Thomas, second by Director Maas and unanimous vote, the Board approved the Facility Relocation Agreement with the Sterling Ranch CAB concerning the relocation of the Plum Valley Heights water line.**
- b. **Upon a motion by Director Bane, second by Director Thomas and unanimous vote, the Board approved an updated Amended Inclusion Agreement with Linda McMakin**

ADJOURN:

Upon a motion by Director Thomas, second by Director Bane, the Board voted to adjourn the regular meeting of the Board of Directors. Meeting adjourned at 9:08 AM.

Secretary of the meeting _____

General Manager's Report
Plum Valley Heights Subdistrict of Roxborough Water and Sanitation District
March 17, 2021

Operations:

- Relocated 16" water line to serve Plum Valley Heights is complete and in service.
- Sterling Ranch has not been allowed to complete the tie-in to serve Filing 4 due to last minute changes to the Facility Relocation Agreement.
- Last remaining property in Plum Valley Heights that had not paid their SDC has sold and the SDC and other amounts due have been collected.
- Remaining 3 properties in Chatfield East/Acres have been certified to Douglas County and one-half of the SDC has been collected and paid.
- McMakin is paying Availability of Service Charges for 16 EQRs for her house and the 40-acre parcel. Under Amended Inclusion Agreement approved last month, she has until March 1, 2026, to finalize development plans or connect her house and pay the SDC.
- Three other property owners in Chatfield East/Acres have vacant lots and are paying Availability of Service Charges.

**Roxborough Water and Sanitation - PVH
Financial Recap
January 31, 2021**

General Fund

1. Specific ownership taxes collected for the month total \$ 3,616
2. Accounting expenses \$ 2,000
3. Legal Expenses \$ 309

RESOLUTION NO. 21-03-01

A RESOLUTION OF THE ROXBOROUGH WATER AND SANITATION DISTRICT APPROVING AND ADOPTING CHANGES TO THE DISTRICT'S WATER AND WASTEWATER SERVICE RATES AND CHARGES, AND AMENDING THE DISTRICT'S SCHEDULE OF FEES

WHEREAS, pursuant to Section 32-1-1001(1)(j), C.R.S., Roxborough Water and Sanitation District (the "District") is authorized to fix and from time to time increase or decrease fees, rates, tolls, penalties or charges for services, programs, or facilities furnished by the District; and

WHEREAS, pursuant to section 32-1-1001(1)(k), C.R.S., the District is authorized to furnish services and facilities without the boundaries of the District and to establish fees, rates, tolls, penalties or charges for such services and facilities; and

WHEREAS, pursuant to Section 32-1-1006(1)(h)(I), C.R.S., the District may assess availability of service or facilities charges solely for the purpose of paying principal of and interest on outstanding indebtedness; and

WHEREAS, in addition to resolutions adopted annually by the District to set water and wastewater rates and charges, the District and Plum Valley Heights Subdistrict of Roxborough Water and Sanitation District (the "Subdistrict") have adopted resolutions fixing certain of the District's and the Subdistrict's fees and charges pursuant to the statutory authority cited herein, including the following (collectively, the "Prior Resolutions"):

- A. District Resolution No. 14-03-01 Imposing Availability of Service Charges for Retirement of Debt Incurred to Acquire a Permanent Water Supply and to Construct Regional Wastewater Improvements;
- B. Joint Resolution No. 15-11-17 Fixing Certain Fees and Surcharges for Real Property within the Boundaries of the Subdistrict;
- C. District Resolution No. 16-10-07, Fixing the Fee to Be Charged to Dominion Water and Sanitation District for Water Treatment Services;
- D. District Resolution No. 17-09-07 Authorizing the Imposition of System Development Charges for the Inclusion of Property Comprising the Ravenna Metropolitan District into the Boundaries of the District;
- E. Joint Resolution No. 17-10-09 Fixing System Development Charges for Real Property within the Real Property to be Included within the boundaries of the Subdistrict;

F. District Resolution No. 18-09-11 Adopting Changes to the Monthly Surcharge Imposed Against the Property in the Ravenna Metropolitan District as Included into the Boundaries of the District; and

G. Joint Resolution No. 20-08-01 Approving and Adopting Changes to the System Development Charges for the Real Property within the Boundaries of the Subdistrict.

WHEREAS, pursuant to Section 8.1 of the District's Rules and Regulations, current fees, rates, tolls, penalties and charges imposed by the District are set forth in "Exhibit A, Schedule of Fees, Rates and Charges" (the "Schedule of Fees") attached thereto, and may be amended from time to time; and

WHEREAS, pursuant to the District's policy for the setting of water and wastewater service rates, as adopted by the District's Board of Directors (the "Board") on March 17, 2010 via Resolution No. 10-03-01, the Board has reviewed the District's water and wastewater service rates set forth in the Schedule of Fees and has determined to amend certain rates, fees and/or charges set forth therein; and

WHEREAS, pursuant to Section 32-1-1001(2)(a), C.R.S., the Board may fix or increase fees, rates, tolls, penalties or charges for domestic water or sanitary sewer services only after consideration of the action at a public meeting held at least thirty (30) days after providing notice to its customers stating that the action is being considered and stating the date, time and place of the meeting at which the action is being considered ("Notice") in one of the ways specified in Section 32-1-1001(2)(a), C.R.S.; and

WHEREAS, in accordance with Section 32-1-1001(2)(a)(III), C.R.S., Notice was provided to the District's customers by posting the Notice on the District's official website, www.roxwater.org, on February 16, 2021; and

WHEREAS, at a public meeting held on March 17, 2021, the Board considered changes to the District's water and wastewater service rates and charges, reviewed the District's Schedule of Fees, and took such actions as set forth herein.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF ROXBOROUGH WATER AND SANITATION DISTRICT AS FOLLOWS:

1. Amendment to Schedule of Fees. The Board hereby amends the Schedule of Fees, as set forth in **Exhibit A** attached hereto and incorporated herein by reference, to reflect changes to the District's service rates and charges. Such changes to the Schedule of Fees shall be effective as of March 25, 2021 and shall remain in effect until modified by the Board. The District's complete Schedule of Fees, as amended hereby, and including, but not limited to, the fees, rates, tolls, penalties, and charges adopted pursuant to the Prior Resolutions, is attached hereto in **Exhibit B** and incorporated herein by this reference.

2. Actions to Effectuate Resolution. The District's General Manager and legal counsel are authorized and directed to take all actions necessary and appropriate to effectuate this Resolution and the imposition of all fees, rates, tolls, penalties, and charges contemplated hereunder. All actions not inconsistent with the provisions of this Resolution heretofore taken by the members of the Board, the District's General Manager, legal counsel, and the officers, agents, and employees of the District and directed toward effectuating the purposes stated herein are hereby ratified, approved, and confirmed.

3. Effective Date. This Resolution shall be effective as of the date of its adoption and shall remain effective until rescinded, repealed, or otherwise modified by the Board.

(Signature Begin on Next Page.)

APPROVED AND ADOPTED THIS 17th DAY OF MARCH, 2021.

**ROXBOROUGH WATER & SANITATION
DISTRICT**

By: Keith Lehmann, President

ATTEST:

By: David Bane, Secretary

EXHIBIT A
Amendment to Schedule of Fees
Effective March 25, 2021

EXHIBIT B
Schedule of Fees, as Amended

Contractor's Application for Payment No. 7

	Application Period: 1/31/2021 through 2/28/2021	Application Date: 2/26/2021
To (Owner): Roxborough Water and Sanitation District	From (Contractor): Velocity Constructors, Inc.	Via (Engineer): TST Infrastructure, LLC
Project: Roxborough Lift Station Pump P-204 Addition	Contract: Roxborough Lift Station Pump P-204 Addition	
Owner's Contract No.: n/a	Contractor's Project No.: 2009	Engineer's Project No.: 001.364.02

Application For Payment Change Order Summary

Approved Change Orders		
Number	Additions	Deductions
1	\$78,181.00	
TOTALS	\$78,181.00	
NET CHANGE BY CHANGE ORDERS	\$78,181.00	

1. ORIGINAL CONTRACT PRICE.....	\$ <u>\$406,645.00</u>
2. Net change by Change Orders.....	\$ <u>\$78,181.00</u>
3. Current Contract Price (Line 1 ± 2).....	\$ <u>\$484,826.00</u>
4. TOTAL COMPLETED AND STORED TO DATE	
(Column F total on Progress Estimates).....	\$ <u>\$458,410.00</u>
5. RETAINAGE:	
a. 5% X <u>\$458,410.00</u> Work Completed.....	\$ <u>\$22,920.50</u>
b. 5% X <u> </u> Stored Material.....	\$ <u> </u>
c. Total Retainage (Line 5.a + Line 5.b).....	\$ <u>\$22,920.50</u>
6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5.c).....	\$ <u>\$435,489.50</u>
7. LESS PREVIOUS PAYMENTS (Line 6 from prior Application).....	\$ <u>\$373,834.50</u>
8. AMOUNT DUE THIS APPLICATION.....	\$ <u>\$61,655.00</u>
9. BALANCE TO FINISH, PLUS RETAINAGE	
(Column G total on Progress Estimates + Line 5.c above).....	\$ <u>\$49,336.50</u>

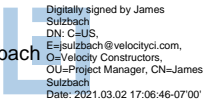
Contractor's Certification

The undersigned Contractor certifies, to the best of its knowledge, the following:

(1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment;

(2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all Liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such Liens, security interest, or encumbrances); and

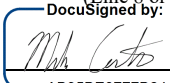
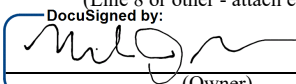
(3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.



Digitally signed by James Sulzbach
DN: c=US,
E=jsulzbach@velocityci.com,
O=Velocity Constructors,
OU=Project Manager, CN=James Sulzbach
Date: 2021.03.02 17:06:46-07'00'

Contractor Signature *James Sulzbach*

By: James Sulzbach	Date: 2/28/2021
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Payment of:	\$ <u>61,655.00</u>	(Line 8 or other - attach explanation of the other amount)
is recommended by:	 DocuSigned by: AB35BE877B24A (Engineer)	<u>March 8, 2021</u> 3:14:40 PM M (Date)
Payment of:	\$ <u>61,655.00</u>	(Line 8 or other - attach explanation of the other amount)
is approved by:	 DocuSigned by: 1A8855CAD7E241E... (Owner)	<u>March 8, 2021</u> 3:20:15 PM M (Date)
Approved by:	Funding or Financing Entity (if applicable)	(Date)



Change Order No. 2

Date of Issuance: 03/08/2021		Effective Date: 03/08/2021	
Owner:	Roxborough Water and Sanitation District	Owner's Contract No.:	N/A
Contractor:	Velocity Constructors, Inc.	Contractor's Project No.:	2009
Engineer:	TST Infrastructure, LLC	Engineer's Project No.:	001.364.02
Project:	Roxborough Lift Station Pump P-204 Addition	Contract Name:	Roxborough Lift Station Pump P-204 Addition

The Contract is modified as follows upon execution of this Change Order:

Description:

- | | |
|--|-------------|
| 1. Provide additional work and materials to replace existing media in Lift Station Odor Bed with RWSD supplied new Biorem Engineered media. Modify existing odor control bed with new concrete builder block wall, concrete foundation and additional air piping to accommodate new Biorem Engineered media as indicated in attached WCD #4. | Add \$0.00* |
| | Add 45 days |

*Only time included in this change order item to allow work to be completed within the contract times. Contract price change shall be incorporated into Change Order No. 3.

Total Change Order No. 2:	Add \$0.00
	Add 45 days

Attachments:
Work Change Directive #4

**General Manager's Report
Roxborough Water and Sanitation District
March 17, 2021**

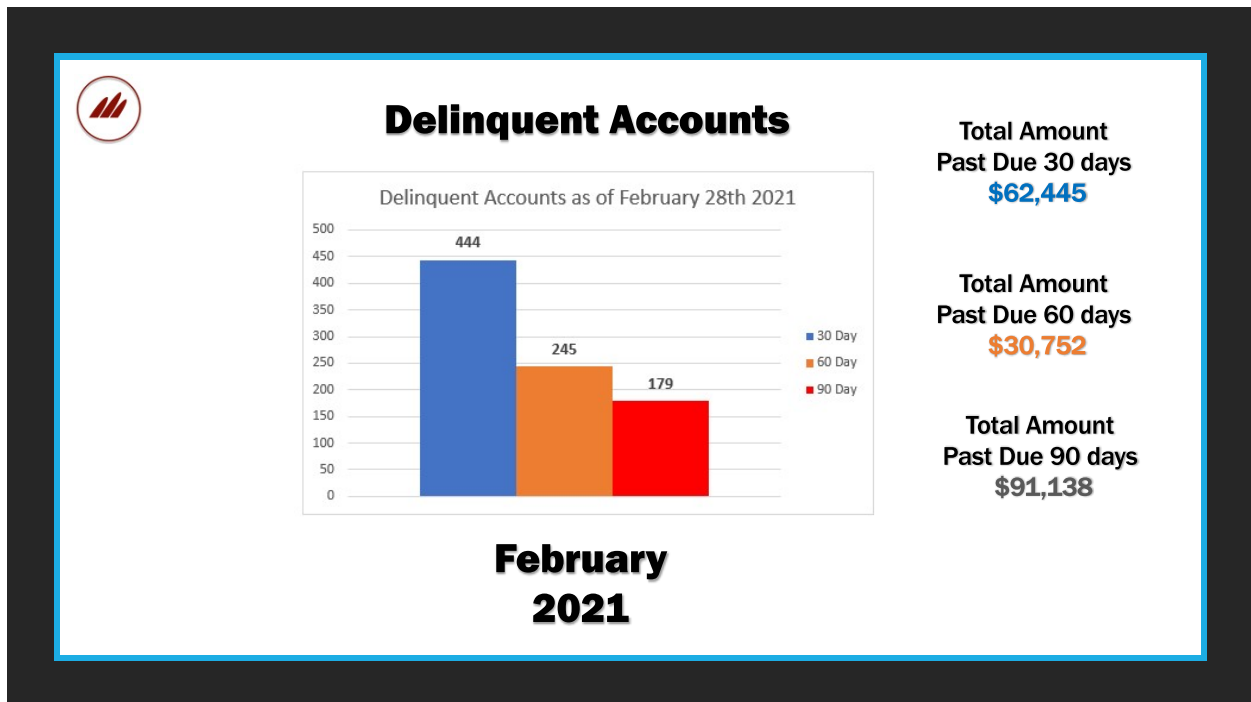
Information Only

Cyberattack:

- The independent cyber security assessment through the Colorado Special District Property & Liability Pool is progressing well. Browns Hill has been extremely helpful in compiling the information necessary for the assessment.
- On March 4 we received an alert from the Cybersecurity & Infrastructure Security Agency (CISA) that vulnerabilities had been identified in on-site Microsoft Exchange servers that can be exploited by threat actors. In response, Browns Hill restored the District's Exchange server with a backup from Feb. 26 and applied patches to address the vulnerabilities. Regular scans are being run to ensure the server has not been compromised, and Browns Hill is working on a proposal to move the District's e-mail server to the Cloud.

Past Due Accounts:

- February delinquent accounts looking much better thanks to Cindy's hard work contacting people and getting them to pay at least something and commit to a plan.
- We have \$91,138 in total accounts 90 days or more past due, compared with \$140,306 in January.
- We need to continue to watch this closely because the amount 30-60 days past due has increased since the January report.



Dominion Water and Sanitation District/Sterling Ranch:

- Day-to-day operations going well.
- We provided Dominion with a detailed list of actions needed to complete the transfer of all wastewater operations effective April 1, 2021.
- RWSD has received a proposed price to line the O-Line manholes and pipe and have put together a summary for Dominion since they will be responsible for all costs. Dominion is prepared to fund the lining of the manholes immediately but did not budget to line the pipeline this year. RWSD has been clear that we are proceeding with lining of the pipeline to protect our critical infrastructure, and Dominion will be expected to reimburse RWSD for the cost, plus a project management fee and interest.
- We have reached agreement with Dominion to get all other amounts due RWSD paid up to date.

Ravenna:

- Nothing to report.

2021 General Assembly:

- Thus far 410 bills have been introduced. The following bills are most relevant to RWSD:
- HB21-1105 would create a low-income utility assistance fund with voluntary contributions on water bills. Amendments will be proposed to (1) ensure the program is voluntary; (2) ensure funding is for water utility customers; and (3) clarify that each water utility is able to set its own eligibility requirements.
- SB21-034 would create a State enterprise fund to administer a fee-based water resources financing program. All water utilities would be required to assess a fee of \$0.25/1,000 gallons used above 4,000 gallons per month.
- SB21-176 regarding Workplace Discrimination contains several provisions of concern such as including independent contractors in the definition of "Employee," allowing claims to go directly to court without first filing a complaint with the Colorado Civil Rights Division, and other vague and broad requirements.
- Numerous bills related to wildfire mitigation, firefighting, and prevention.

Public Outreach:

- Blog post on the cyber security breach at a water utility in Florida and the steps RWSD has taken to ensure we are not vulnerable to a similar breach.
- Blog post on staff's recommendation related to 2021 Rates and Charges.
- We will update the detailed explanation of Rates and Charges on the website to reflect the Board's action today.
- On March 9 I was named to Colorado's Water Equity Task Force that will consist of 20 people from around the State. A press release that includes all the Task Force member's names will be released soon.

Water Plant

The water treatment plant has been running smoothly. In February, the plant was operational for **12** days with an average plant production of **1.5** MGD and a max day of **1.9** MGD.

Final design drawings are being put together for the emergency overflow basin work. GESC plans have been sent to Douglas County and pending approval plans should be available for contractors around the second week of April.

I would like to recognize members of our Operations team for recently passing certification exams. Jordan Tasei and Mitchell Stroehlein have acquired their Class B Water certificates and Rusty Dietz and Jeff Barnier has achieved their Class C Water certificates.

February production was **17.4** million gallons of treated water, **3.4** million gallons of that was for Sterling Ranch.

Lift Stations

The lift stations are running smoothly. Odor issues remain at the lift station with the high H₂S coming from Dominion. Velocity has started work related to the installation of the new media. There are modifications required to the current odor bed to meet their specs. The media is ready and should be onsite towards the end of March.

Progress continues on the 4th pump addition project at the lift station, the substantial completion certificate has been signed and only punch list items remain as well as the change order for the odor bed work and underdrain line relocation. The pump start-up was a big success, no cavitation issues were noted, and the pumps performance is very quiet and exactly what we were hoping for.

February saw **20** million gallons of sewage pumped to Littleton-Englewood. Approximately **3.0** million was conveyed for Sterling Ranch.

Field

The field remains busy for February with over **576** locates with the majority in Sterling Ranch. A total of **267** were for Roxborough.

We have held the mandatory pre-bid meeting for the Rock Wren Project, 5 General Contractors and 1 Subcontractor attended. Bid opening was March 3rd.

Douglas County has agreed that the new 24" line can be installed in the north bound lane of Rampart Range Rd., Douglas County is showing resistance to our exploratory potholing for the new alignment as they don't want to have any more lane closures in conjunction with all of the ones related to Filing 3 construction in Sterling Ranch. We are working towards a satisfactory resolution on this.

Iron Woman continues to work on our repair list of sewer deficiencies for the year, multiple repairs have been completed so far. There is one repair on a sewer line in the north bound exit lane of Roxborough Park and the remaining repairs are sewer liners. We have also received a quote from Iron Woman to coat the manholes on the O-line and line 2700' of the 30" pipe downstream of the DWSD connection where the pipe and manholes are deteriorating from high H2S concentrations from DWSD's force main.

Field staff has responded to numerous calls for frozen pipes and broken meters with the recent cold weather, we had 12 calls in one weekend during the negative weather cold snap.

I would like to recognize members of our staff for recently passing certification exams. Rusty Dietz has acquired his Class II Collection and Distribution certificates and Joseph D'Amico has acquired his Class II Collection certificate.

MEMORANDUM

TO: Roxborough Water and Sanitation District
Board of Directors

FROM: TST Infrastructure, LLC
Bill Goetz

SUBJECT: Engineering Status Report

DATE: March 10, 2021

I. DEVELOPMENT PROJECTS

North Loop Water Relocation – The new pipeline has been constructed and tied-in to the existing system. Resolution of conflicts between the relocated line and other utilities remains.

II. WATER TREATMENT PLANT

Design for converting the old reclaim pond to an emergency holding pond is approximately 90% complete. The required GESC report has been submitted to the county for approval. The project will be advertised for bids in April.

III. LIFT STATION PUMP ADDITION

The new pump is in service and the contractor is working on punchlist items in the lift station. Work is also in progress on rerouting the lift station drain line and rebuilding the odor control bed at the lift station.

IV. ROCK WREN SEWER REPLACEMENT

Bids for the Rock Wren water and sewer replacement project were received on March 4, 2021. The bid tab is included in the board packet and award of a contract will be requested at the board meeting.

V. RAMPART WATER LINE REPLACEMENT

Potholing of existing utilities has not started due to delays in obtaining a permit from Douglas County. A meeting was held with county personnel on March 9 and the permit is now expected to be issued in the near future. Field work for the geotechnical investigation is in progress.

Memorandum
March 10, 2021
Page 2

VI. RAMPART PUMP STATION RELOCATION

RWSD and TST met with Denver Water and Aurora on March 9 to review the project concepts and get input from all parties. Denver Water is reviewing the request for easement internally.

VII. WTP HIGH ZONE PUMP FOR DWSD

Design drawings based on the original DWSD request were complete and ready for advertising. Changes to the project were subsequently requested by DWSD. Redesign of the project is on hold pending execution of an IGA to address project changes. (No Change)

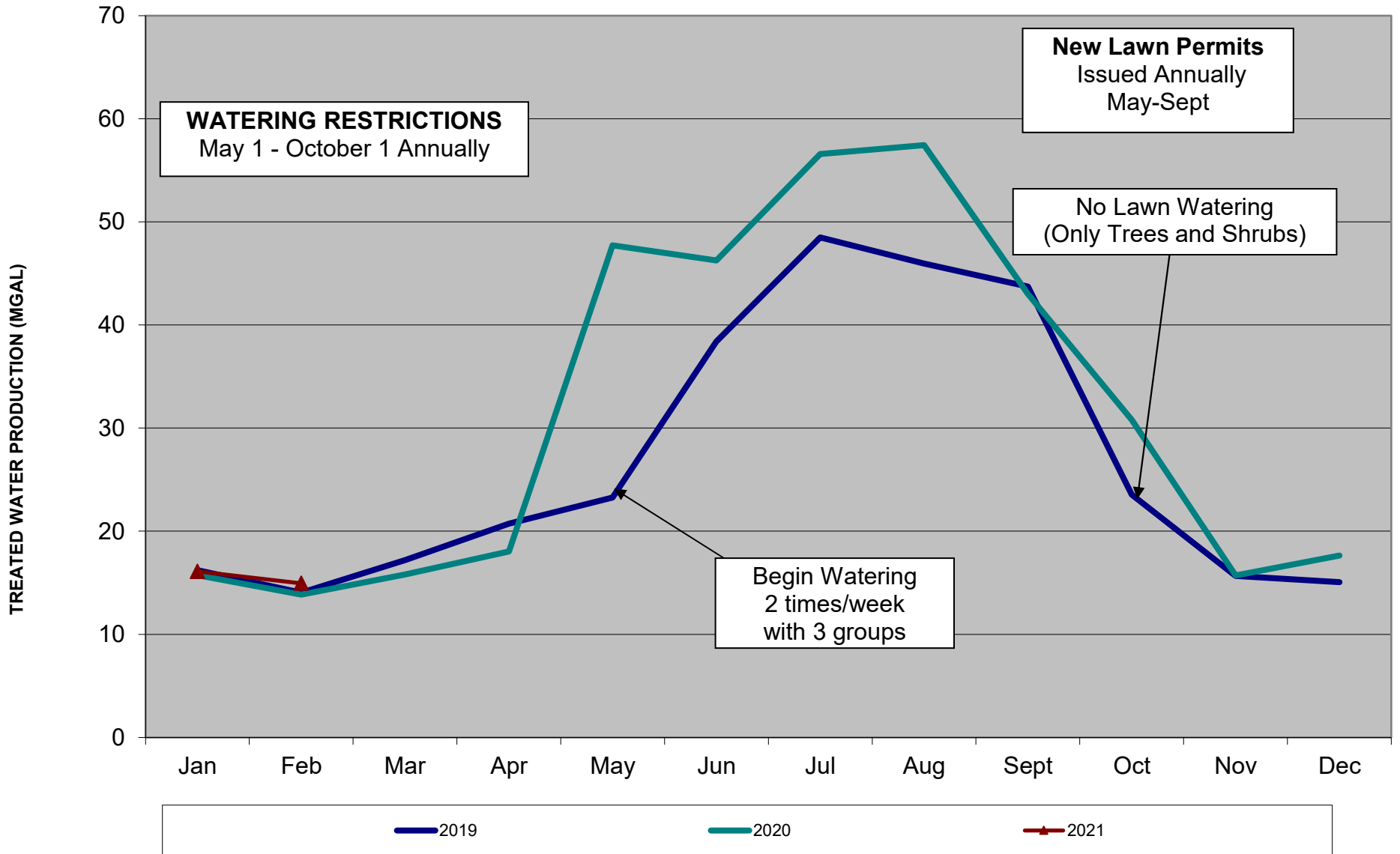
VIII. GIS

The GIS system has been updated to include information from sewer line video inspections.

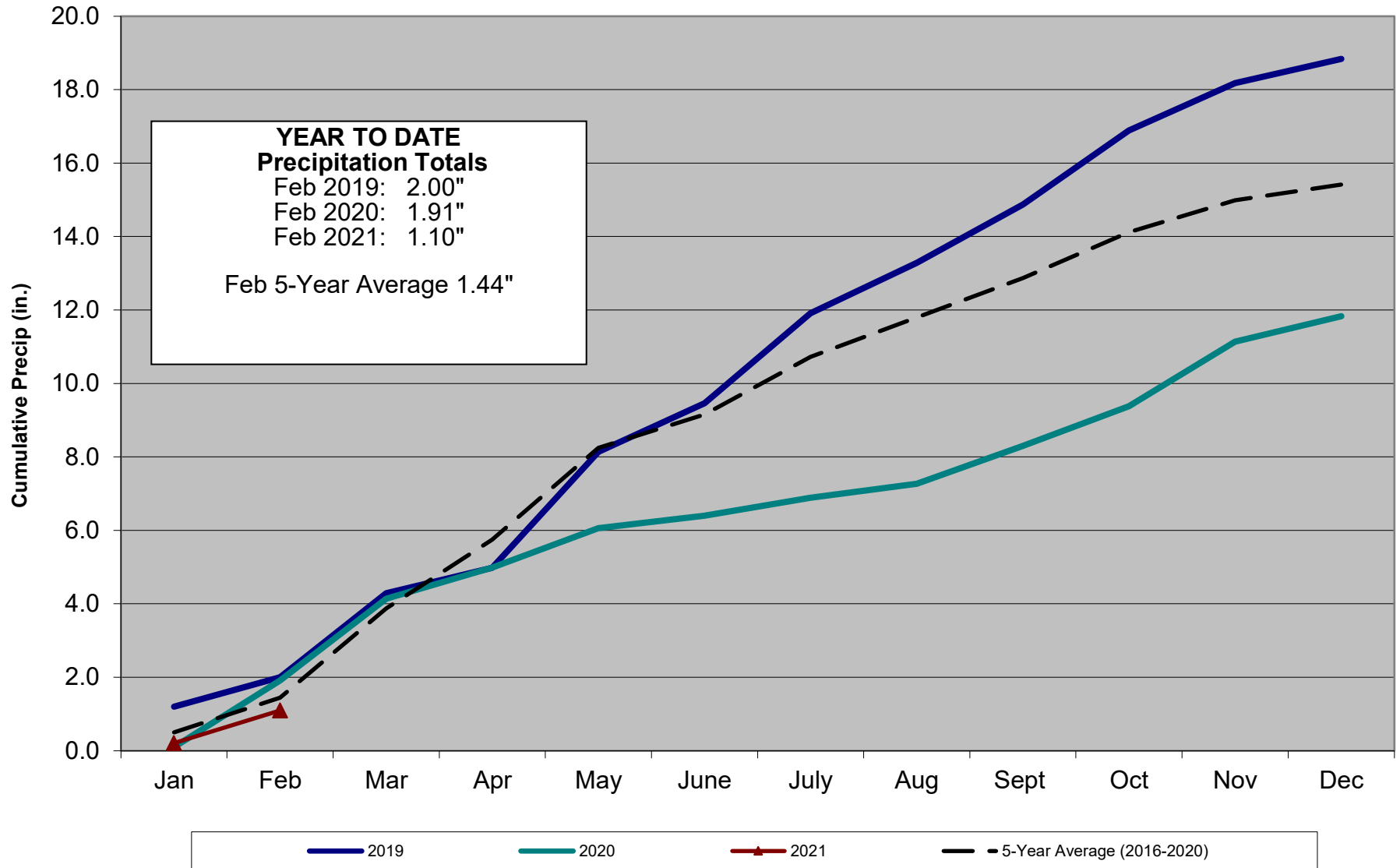
IX. 2020 MASTER PLAN UPDATE

A draft of the full version master plan is complete and ready for review.

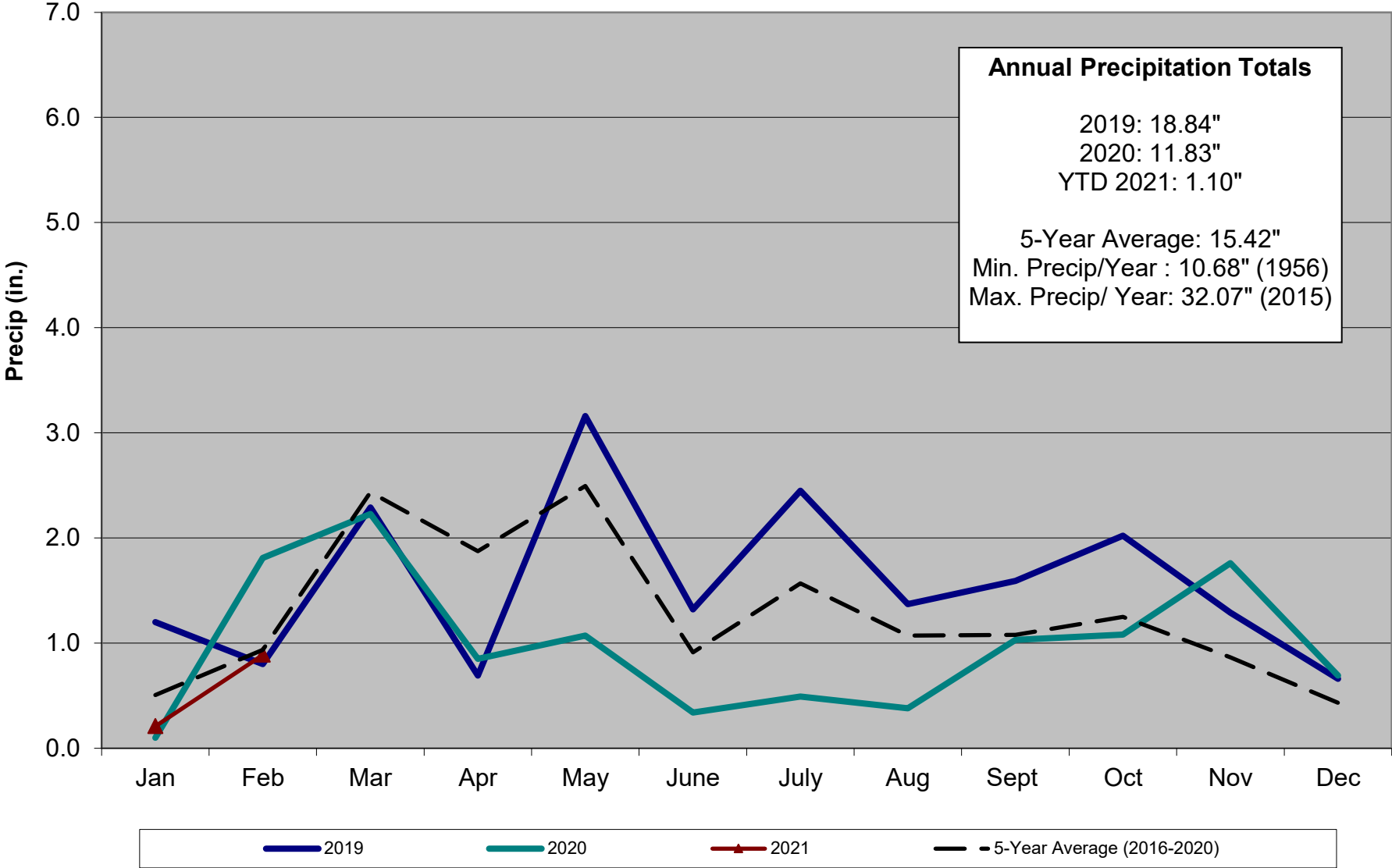
ROXBOROUGH WATER AND SANITATION DISTRICT TREATED WATER PRODUCTION 2019-2021



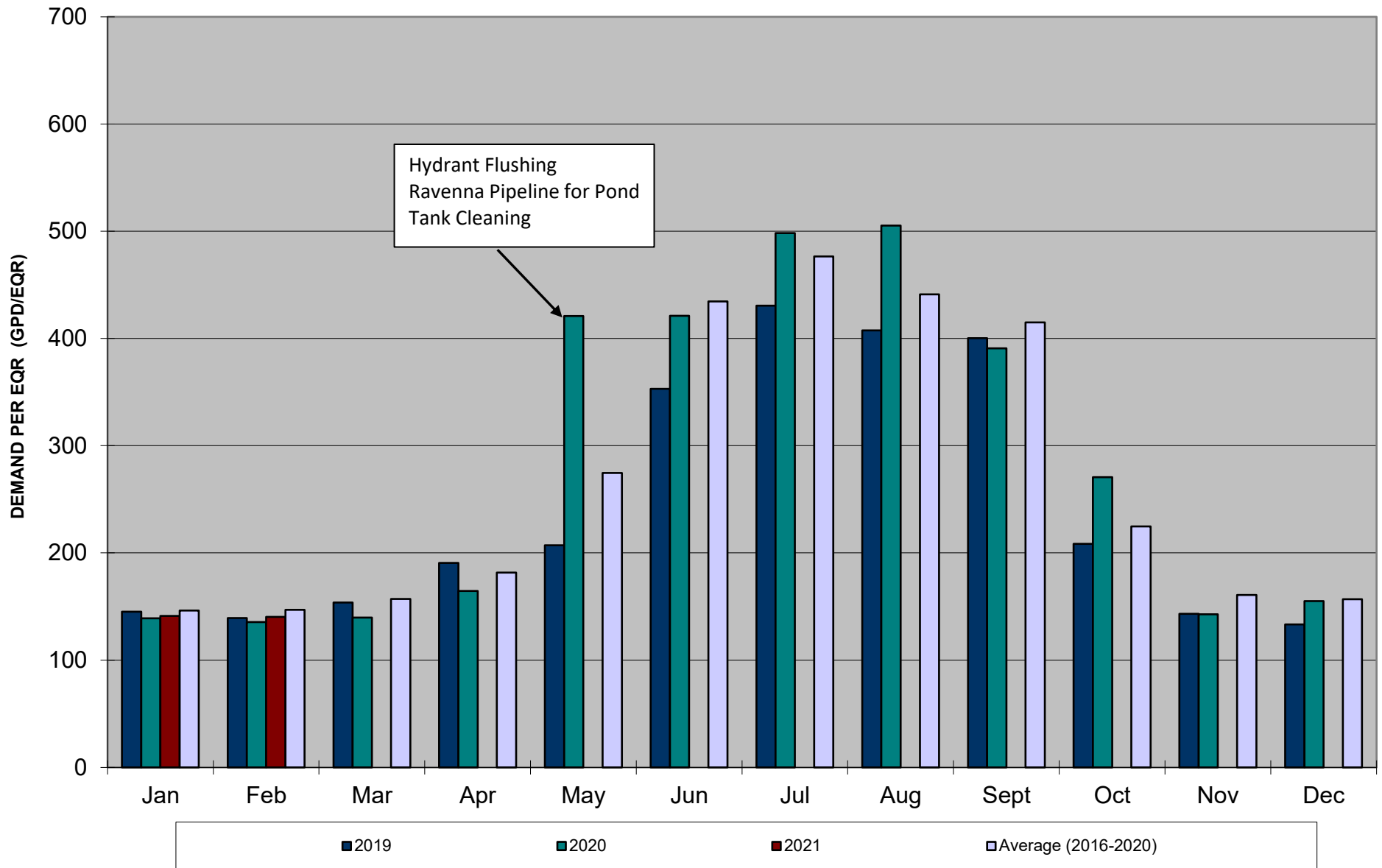
ROXBOROUGH WATER AND SANITATION DISTRICT CUMULATIVE PRECIPITATION 2019-2021



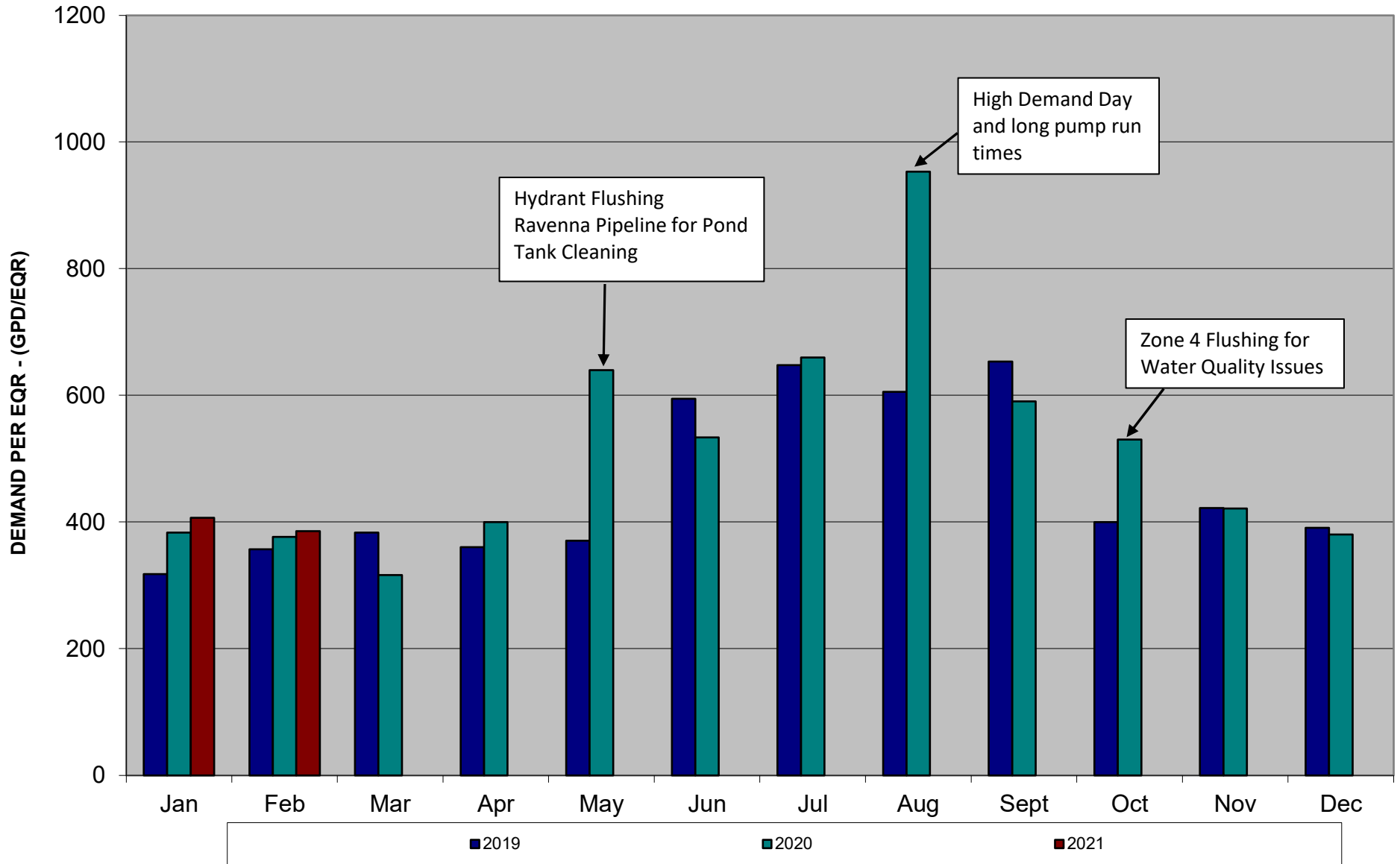
ROXBOROUGH WATER AND SANITATION DISTRICT PRECIPITATION 2019-2021



ROXBOROUGH WATER AND SANITATION DISTRICT AVERAGE DEMAND PER EQR



ROXBOROUGH WATER AND SANITATION DISTRICT MAX DAY DEMAND PER EQR



ROXBOROUGH WATER AND SANITATION DISTRICT

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Total
Treated Water (MGAL)													
2001	12.896	10.732	13.139	17.682	23.775	37.211	41.464	36.026	33.660	24.197	16.317	13.590	280.689
2002	14.409	14.251	15.708	25.837	33.774	39.489	43.253	43.149	30.955	21.896	15.952	16.320	314.993
2003	15.157	13.559	15.844	15.366	21.246	25.025	38.569	36.880	32.821	33.034	15.953	15.172	278.626
2004	16.325	18.678	18.572	17.037	28.880	30.671	35.891	34.793	31.867	20.521	16.185	16.416	285.836
2005	18.124	17.565	20.281	20.659	33.636	41.766	57.879	44.463	39.982	25.387	19.938	22.416	362.096
2006	22.572	20.843	23.554	30.521	42.801	52.357	46.739	36.853	31.626	21.832	17.937	19.279	366.914
2007	16.837	16.078	19.097	21.937	27.827	49.368	54.417	44.990	41.003	27.691	20.124	23.633	363.002
2008	24.863	19.657	21.177	22.647	34.898	50.196	59.399	49.686	39.732	26.950	19.315	19.137	387.657
2009	17.791	16.890	20.429	19.083	31.869	34.293	45.513	45.163	35.948	20.794	16.268	18.680	322.721
2010	17.154	15.961	17.846	19.833	29.844	44.996	46.537	44.574	45.438	27.670	16.509	16.754	343.116
2011	16.890	15.668	17.660	21.667	27.671	45.243	38.967	45.797	37.233	26.631	18.220	17.045	328.912
2012	17.067	15.387	19.091	26.665	38.380	49.632	46.971	48.559	38.515	21.575	17.493	18.015	357.350
2013	17.634	15.747	17.663	17.631	29.037	48.638	47.571	44.696	32.089	21.222	17.433	17.644	327.005
2014	17.883	15.681	17.168	18.034	29.090	39.059	41.554	35.570	29.096	20.198	17.274	16.284	296.891
2015	16.514	13.524	16.946	18.601	18.821	29.142	38.685	42.303	42.508	25.801	15.304	15.727	293.876
2016	15.439	14.821	15.669	15.570	22.839	41.632	51.517	47.624	43.165	29.837	19.570	17.578	335.261
2017	16.585	15.380	19.054	23.910	24.366	47.026	52.854	45.557	44.612	20.430	16.998	17.087	343.859
2018	16.279	14.552	16.912	15.303	32.877	49.804	48.665	46.999	45.804	22.200	16.198	17.017	342.610
2019	16.213	14.045	17.188	20.718	23.271	38.396	48.501	45.953	43.731	23.543	15.657	15.058	322.274

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Total
Monthly EQRs (Connected)													
2001	1967	1967	2060	2060	2154	2154	2196	2196	2288	2288	2343	2343	
2002	2427	2427	2489	2489	2548	2548	2605	2605	2659	2659	2692	2692	
2003	2730	2730	2771	2771	2792	2792	2805	2805	2832	2832	2848	2848	
2004	2869	2869	2881	2881	2906	2906	2936	2936	2946	2946	2958	2958	
2005	2996	2996	3018	3018	3037	3037	3065	3065	3098	3098	3114	3114	
2006	3121	3121	3145	3145	3167	3167	3181	3199	3208	3217	3222	3227	
2007	3234	3237	3244	3248	3252	3258	3263	3267	3271	3280	3291	3296	
2008	3305	3317	3320	3322	3324	3327	3331	3333	3335	3340	3341	3342	
2009	3343	3345	3348	3351	3351	3351	3352	3352	3357	3359	3359	3360	
2010	3361	3361	3361	3365	3367	3368	3370	3372	3372	3373	3378	3378	
2011	3379	3381	3381	3383	3383	3383	3383	3383	3383	3383	3383	3383	
2012	3389	3389	3390	3390	3390	3390	3390	3390	3390	3390	3390	3390	
2013	3390	3390	3390	3395	3395	3395	3399	3399	3399	3399	3399	3399	
2014	3399	3399	3399	3399	3399	3400	3402	3402	3403	3405	3406	3406	
2015	3406	3408	3408	3410	3411	3413	3415	3416	3416	3419	3420	3421	
2016	3421	3423	3424	3424	3425	3425	3426	3426	3429	3430	3434	3435	
2017	3441	3443	3446	3452	3458	3460	3463	3465	3469	3470	3557	3562	
2018	3569	3570	3574	3576	3579	3582	3583	3587	3589	3596	3601	3603	
2019	3603	3603	3608	3622	3624	3626	3634	3638	3642	3644	3645	3646	

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	AVG GPD/EQR
Treated Water (GPD/EQR)													
2001	211.49	194.86	205.75	286.12	356.05	575.84	609.08	529.20	490.38	341.15	232.14	187.11	351.60
2002	191.51	209.71	203.58	346.02	427.58	516.60	535.61	534.32	388.05	265.63	197.52	195.56	334.31
2003	179.10	177.38	184.44	184.84	245.47	298.77	443.55	424.13	386.31	376.28	186.72	171.85	271.57
2004	183.55	224.49	207.95	197.12	320.58	351.81	394.34	382.27	360.57	224.70	182.39	179.02	267.40
2005	195.14	209.39	216.77	228.18	357.27	458.41	609.16	467.96	430.19	264.34	213.42	232.21	323.54
2006	233.30	238.51	241.59	323.49	435.96	551.07	473.97	371.62	328.62	218.92	185.57	192.72	316.28
2007	167.94	177.39	189.90	225.13	276.03	505.10	537.97	444.23	417.84	272.33	203.83	231.30	304.08
2008	242.67	204.35	205.76	227.24	338.67	502.92	575.23	480.88	397.12	260.29	192.71	184.72	317.71
2009	171.67	180.33	196.83	189.82	306.78	341.12	438.00	434.63	356.95	199.69	161.44	179.94	263.05
2010	164.64	169.60	171.28	196.46	285.93	445.33	445.46	426.41	449.17	264.63	162.91	159.99	278.48
2011	161.24	165.50	168.49	213.49	265.76	445.79	371.75	436.69	366.86	253.94	179.53	162.53	265.96
2012	162.45	156.56	181.66	262.19	365.21	488.02	446.96	462.07	378.71	205.30	172.01	171.42	287.71
2013	167.80	165.90	168.07	173.11	275.90	477.55	451.47	424.19	314.69	201.41	170.96	167.45	263.21
2014	169.72	164.76	162.93	176.86	276.08	382.93	394.02	337.28	285.00	191.35	169.05	154.22	238.68
2015	156.40	141.73	160.40	181.83	177.99	284.62	365.42	399.48	414.55	243.43	149.16	148.30	235.28
2016	145.58	149.30	147.62	151.58	215.11	405.18	485.07	448.41	419.61	280.61	189.96	165.07	266.93
2017	155.48	159.54	178.36	230.88	227.30	453.04	492.34	424.12	428.67	189.92	159.29	154.74	271.14
2018	147.14	145.58	152.64	142.65	296.33	463.47	438.14	422.66	425.41	199.15	149.94	152.36	261.29
2019	145.16	139.22	153.67	190.67	207.14	352.97	430.53	407.46	400.25	208.41	143.18	133.23	242.66

Notes:
 1. Daily units = Connected monthly EQRs / # of days per month
 2. Note: Data obtained from District WTP data sheet, and from RWSD

ROXBOROUGH WATER AND SANITATION DISTRICT

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec
Treated Water (MGAL)												
2019	16,213	14,045	17,188	20,718	23,271	38,396	48,501	45,953	43,731	23,543	15,657	15,058
2020	15,727	13,854	15.8	18,034	47,714	46,262	56,584	57.45	42.99	30,793	15,716	17,639
2021	16,104	14,961										
Increase/Decrease	2.4%	8.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%

Monthly EQRs (Connected)												
2019	3603	3603	3608	3622	3624	3626	3634	3638	3642	3644	3645	3646
2020	3648	3649	3651	3656	3657	3662	3663	3667	3667	3671	3671	3672
2021	3677	3678										
Increase/Decrease	0.8%	0.8%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%

*EQR increase for Sept/20-Oct/20 per verbal information from Cindy due to ADG issues

Water Savings												
Increase/Decrease*	1.6%	7.2%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%

(From Projected) * Change in treated water - Change in monthly units

Treated Water (GPD/EQR)												
2019	145.16	139.22	153.67	190.67	207.14	352.97	430.53	407.46	400.25	208.41	143.18	133.23
2020	139.07	135.59	139.60	164.42	420.88	421.10	498.30	505.38	390.78	270.59	142.70	154.96
2021	141.28	140.27	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
Increase/Decrease	1.6%	3.5%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!

- Notes:
1. Daily units = Connected monthly EQRs / # of days per month
 2. Note: Data obtained from District WTP data sheet, and from RWSD

ROXBOROUGH WATER AND SANITATION DISTRICT

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec
Max Day Treated Water (MGD)												
2001	0.629	0.682	0.774	1.300	1.510	2.112	1.911	2.069	1.635	1.191	0.879	0.762
2002	0.740	1.183	1.105	1.507	1.663	1.908	1.805	2.028	1.782	1.334	0.795	0.870
2003	0.852	0.721	0.757	0.651	1.185	1.269	1.914	1.761	1.518	1.563	0.666	0.594
2004	0.803	1.065	1.387	1.224	1.686	1.763	1.980	1.959	1.645	1.062	0.760	0.875
2005	0.839	1.113	1.046	0.945	1.952	1.912	2.466	2.502	2.294	1.439	0.914	0.963
2006	1.038	0.942	1.006	1.774	2.195	2.462	2.028	1.813	1.465	1.237	1.375	1.093
2007	0.872	0.765	1.345	1.263	1.459	2.289	2.183	2.030	2.057	1.664	1.396	1.406
2008	1.057	1.177	1.417	1.473	1.816	2.313	2.901	2.865	1.857	1.728	1.428	0.936
2009	1.247	0.861	1.041	1.524	1.762	2.207	2.184	2.026	1.902	1.575	1.008	1.107
2010	1.089	1.224	1.062	1.231	1.674	2.854	2.202	2.092	2.2	1.849	1.027	1.14
2011	0.793	1.017	1.632	1.325	1.685	2.126	1.975	2.119	1.926	2.423	1.217	1.277
2012	1.330	1.326	1.070	1.822	1.781	2.181	2.130	2.219	2.262	1.132	1.221	1.224
2013	1.069	1.125	0.992	1.306	1.724	2.193	2.211	1.920	1.735	1.216	0.930	1.187
2014	0.957	1.091	0.822	1.201	1.928	2.018	1.967	2.023	1.618	1.317	1.081	1.247
2015	1.078	0.845	1.656	1.185	1.098	1.787	2.499	2.018	1.973	1.318	0.931	1.152
2016	1.274	1.147	1.176	1.342	1.802	2.053	2.293	2.147	2.374	1.384	1.394	1.127
2017	1.124	1.181	1.244	1.727	1.640	2.337	2.829	3.069	2.240	1.664	1.268	1.591
2018	1.264	1.355	1.249	1.975	1.979	2.413	2.302	2.517	2.033	1.429	0.983	1.321
2019	1.145	1.286	1.382	1.305	1.342	2.156	2.354	2.202	2.379	1.457	1.538	1.425

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec
Monthly EQRs (Connected)												
2001	1967	1967	2060	2060	2154	2154	2196	2196	2288	2288	2343	2343
2002	2427	2427	2489	2489	2548	2548	2605	2605	2659	2659	2692	2692
2003	2730	2730	2771	2771	2792	2792	2805	2805	2832	2832	2848	2848
2004	2869	2869	2881	2881	2906	2906	2936	2936	2946	2946	2958	2958
2005	2996	2996	3018	3018	3037	3037	3065	3065	3098	3098	3114	3114
2006	3121	3121	3145	3145	3167	3167	3181	3199	3208	3217	3222	3227
2007	3234	3237	3244	3248	3252	3258	3263	3267	3271	3280	3291	3296
2008	3305	3317	3320	3322	3324	3327	3331	3333	3335	3340	3341	3342
2009	3343	3345	3348	3351	3351	3351	3352	3352	3357	3359	3359	3360
2010	3361	3361	3361	3365	3367	3368	3370	3372	3372	3373	3378	3378
2011	3379	3381	3381	3383	3383	3383	3383	3383	3383	3383	3383	3383
2012	3389	3389	3390	3390	3390	3390	3390	3390	3390	3390	3390	3390
2013	3390	3390	3390	3395	3395	3395	3399	3399	3399	3399	3399	3399
2014	3399	3399	3399	3399	3399	3400	3402	3402	3403	3405	3406	3406
2015	3406	3408	3408	3410	3411	3413	3415	3416	3416	3419	3420	3421
2016	3421	3423	3424	3424	3425	3425	3426	3426	3429	3430	3434	3435
2017	3441	3443	3446	3452	3458	3460	3463	3465	3469	3470	3557	3562
2018	3569	3570	3574	3576	3579	3582	3583	3587	3589	3596	3601	3603
2019	3603	3603	3608	3622	3624	3626	3634	3638	3642	3644	3645	3646

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	AVG GPD/EQR
Max Day Treated Water (GPD/EQR)													
2001	319.78	346.72	375.73	631.07	701.02	980.50	870.22	942.17	714.60	520.54	375.16	325.22	591.89
2002	304.90	487.43	443.95	605.46	652.67	748.82	692.90	778.50	670.18	501.69	295.32	323.18	542.08
2003	312.09	264.10	273.19	234.93	424.43	454.51	682.35	627.81	536.02	551.91	233.85	208.57	400.31
2004	279.89	371.21	481.43	424.85	580.18	606.68	674.39	667.23	558.38	360.49	256.93	295.81	463.12
2005	280.04	371.50	346.59	313.12	642.74	629.57	804.57	816.31	740.48	464.49	293.51	309.25	501.01
2006	332.59	301.83	319.87	564.07	693.08	777.39	637.54	566.74	456.67	384.52	426.75	338.70	483.31
2007	269.64	236.33	414.61	388.85	448.65	702.58	669.02	621.37	628.86	507.32	424.19	426.58	478.17
2008	319.82	354.84	426.81	443.41	546.33	695.22	870.91	859.59	556.82	517.37	427.42	280.07	524.88
2009	373.02	257.40	310.93	454.79	525.81	658.61	651.55	604.42	566.58	468.89	300.09	329.46	458.46
2010	324.01	364.18	315.98	365.82	497.18	847.39	653.41	620.40	652.43	548.18	304.03	337.48	485.87
2011	234.68	300.80	482.70	391.66	498.08	628.44	583.80	626.37	569.32	716.23	359.74	377.48	480.78
2012	392.45	391.27	315.63	537.46	525.37	643.36	628.32	654.57	667.26	333.92	360.18	361.06	484.24
2013	315.34	331.86	292.63	384.68	507.81	645.95	650.49	564.87	510.44	357.75	273.61	349.22	432.05
2014	281.55	320.98	241.84	353.34	567.23	593.53	578.19	594.65	475.46	386.78	317.38	366.12	423.09
2015	316.50	247.95	485.92	347.51	321.90	523.59	731.77	590.75	577.24	385.49	272.22	336.74	428.13
2016	372.41	335.09	343.46	391.94	526.13	599.42	669.29	626.68	692.33	403.50	405.94	328.09	474.52
2017	326.65	343.01	361.00	500.29	474.26	675.43	816.92	885.71	645.72	479.54	356.48	446.66	525.97
2018	354.16	379.55	349.47	552.29	552.95	673.65	642.48	701.70	566.45	397.39	272.98	366.64	484.14
2019	317.79	356.92	383.04	360.30	370.31	594.59	647.77	605.28	653.21	399.84	421.95	390.84	458.49

Notes:
 1. Daily units = Connected monthly EQRs / # of days per month
 2. Note: Data obtained from District WTP data sheet, and from RWSD

ROXBOROUGH WATER AND SANITATION DISTRICT

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec
Max Day Treated Water (MGD)												
2019	1.145	1.286	1.382	1.305	1.342	2.156	2.354	2.202	2.379	1.457	1.538	1.425
2020	1.398	1.373	1.154	1.461	2.340	1.954	2.416	3.495	2.165	1.946	1.546	1.396
2021	1.495	1.418										
Increase/ Decrease	6.9%	3.3%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%

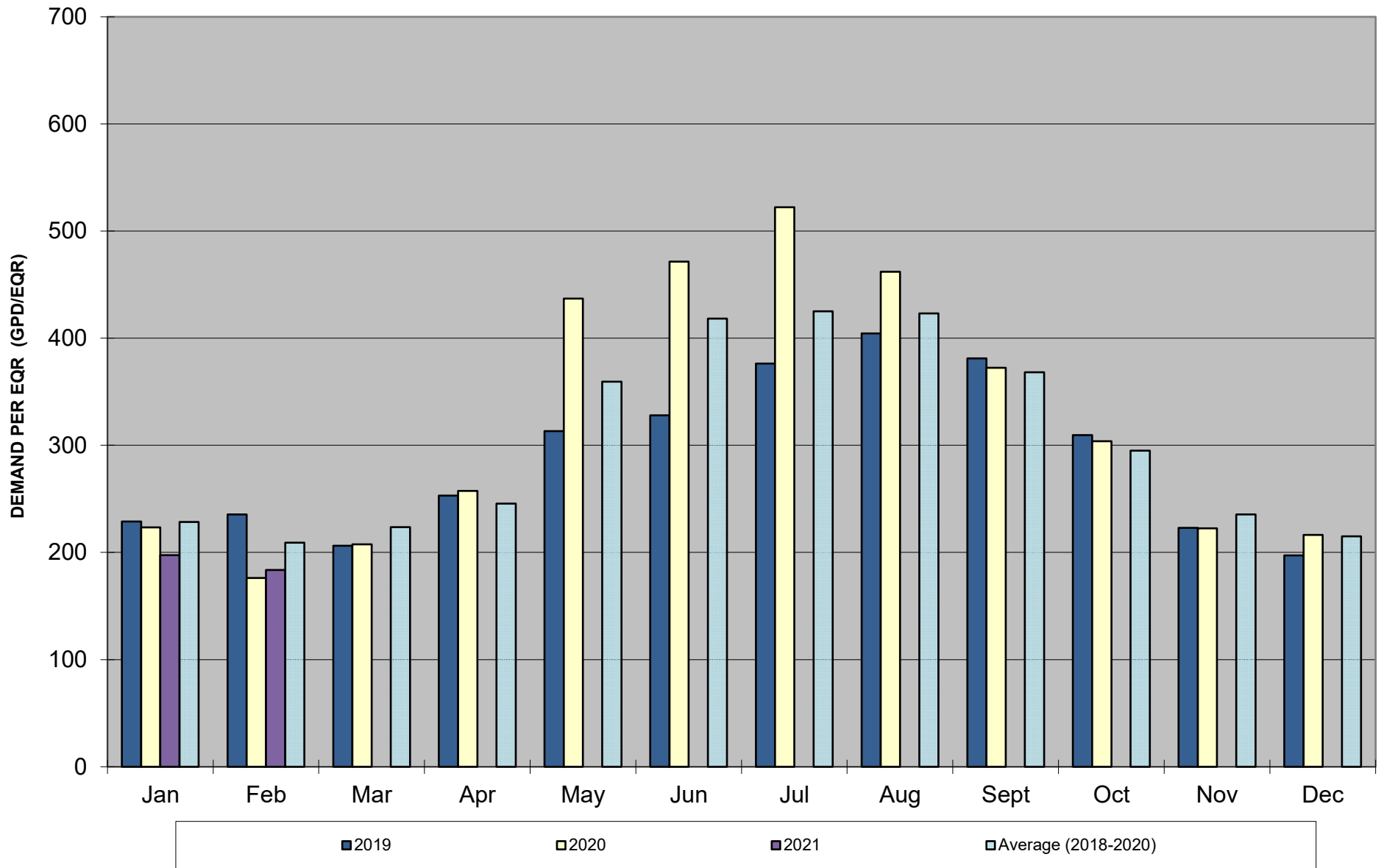
Monthly EQRs (Connected)												
2019	3603	3603	3608	3622	3624	3626	3634	3638	3642	3644	3645	3646
2020	3648	3649	3651	3656	3657	3662	3663	3667	3667	3671	3671	3672
2021	3677	3678										
Increase/Decrease	0.8%	0.8%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%

*EQR increase for Sept/20-Oct/20 per verbal information from Cindy due to ADG issues

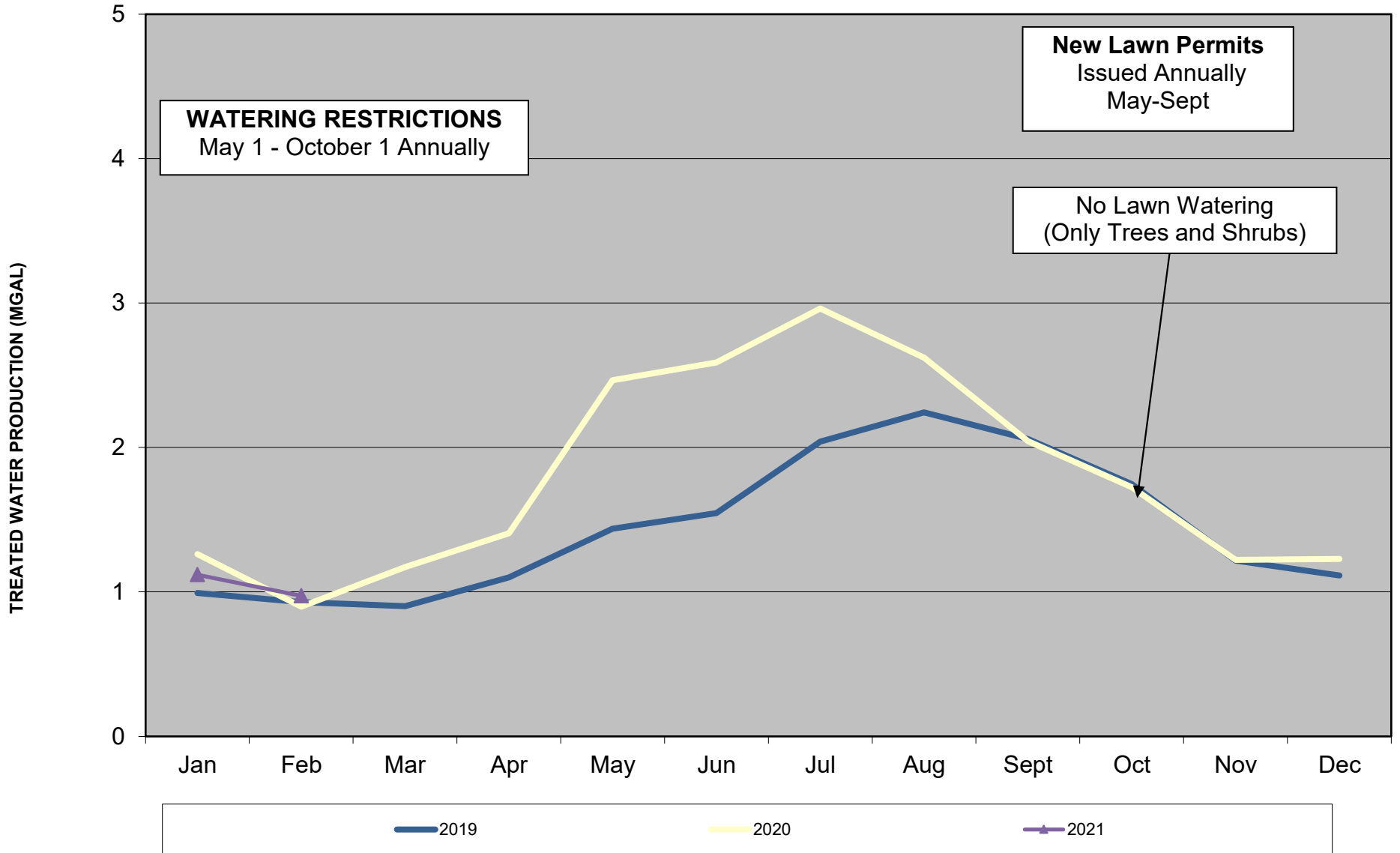
Max Day Treated Water (GPD/EQR)												
2019	317.79	356.92	383.04	360.30	370.31	594.59	647.77	605.28	653.21	399.84	421.95	390.84
2020	383.22	376.27	316.08	399.62	639.87	533.59	659.57	953.10	590.40	530.10	421.14	380.17
2021	406.58	385.54	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
Increase/ Decrease	6.1%	2.5%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!

- Notes:
1. Daily units = Connected monthly EQRs / # of days per month
 2. Note: Data obtained from District WTP data sheet, and from RWSD

ROXBOROUGH NW DOUGLAS COUNTY AVERAGE DEMAND PER EQR



ROXBOROUGH NW DOUGLAS COUNTY TREATED WATER PRODUCTION 2019-2021



ROXBOROUGH NW DOUGLAS COUNTY

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Total
Treated Water (MGAL)													
2018	0.873	0.731	0.979	0.848	1.282	1.748	1.541	1.674	1.433	1.162	1.087	1.005	14.363
2019	0.993	0.93	0.902	1.101	1.437	1.545	2.041	2.244	2.058	1.746	1.217	1.113	17.327
2020	1.261	0.898	1.171	1.406	2.465	2.588	2.963	2.621	2.044	1.724	1.222	1.228	21.591
Average	1.042	0.853	1.017	1.118	1.728	1.960	2.182	2.180	1.845	1.544	1.175	1.115	

Monthly EQRs (Connected)													
2018	121	121	123	125	126	128	132	134	136	138	139	140	
2019	140	141	141	145	148	157	175	179	180	182	182	182	
2020	182	182	182	182	182	183	183	183	183	183	183	183	

													AVE GPD/EQR
Treated Water (GPD/EQR)													
2018	232.74	215.76	256.75	226.13	328.21	455.21	376.59	402.99	351.23	271.62	260.67	231.57	300.79
2019	228.80	235.56	206.36	253.10	313.21	328.03	376.22	404.40	381.11	309.46	222.89	197.27	288.03
2020	223.50	176.22	207.55	257.51	436.90	471.40	522.30	462.01	372.31	303.90	222.59	216.46	322.72
Average	228.35	209.18	223.55	245.58	359.44	418.21	425.04	423.13	368.22	294.99	235.38	215.10	

- Notes:
 1. Daily units = Connected monthly EQRs / # of days per month
 2. Note: Data obtained from District WTP data sheet, and from RWSD

ROXBOROUGH NW DOUGLAS COUNTY

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec
Treated Water (MGAL)												
2019	0.993	0.93	0.902	1.101	1.437	1.545	2.041	2.244	2.058	1.746	1.217	1.113
2020	1.261	0.898	1.171	1.406	2.465	2.588	2.963	2.621	2.044	1.724	1.222	1.228
2021	1.120	0.974										
Increase/Decrease	-11.2%	8.5%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec
Monthly EQRs (Connected)												
2019	140	141	141	145	148	157	175	179	180	182	182	182
2020	182	182	182	182	182	183	183	183	183	183	183	183
2021	183	183										
Increase/Decrease	0.5%	0.5%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%

Water Savings												
Increase/Decrease*	-11.7%	8.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
(From Projected) * Change in treated water - Change in monthly units												

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec
Treated Water (GPD/EQR)												
2019	228.80	235.56	206.36	253.10	313.21	328.03	376.22	404.40	381.11	309.46	222.89	197.27
2020	223.50	176.22	207.55	257.51	436.90	471.40	522.30	462.01	372.31	303.90	222.59	216.46
2021	197.43	183.53	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
Increase/Decrease	-11.7%	4.1%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!

- Notes:
 1. Daily units = Connected monthly EQRs / # of days per month
 2. Note: Data obtained from District WTP data sheet, and from RWSD

**Roxborough Water and Sanitation
Financial Recap
January 31, 2021**

General Fund

1. Property taxes collected for the month total \$ 5
2. Specific ownership taxes collected for the month total \$ 10,443
3. Data Recovery expenses for the month \$ 10,776
4. Receive an insurance claim in the amount of \$ 146,565 related to Data Recovery

Debt Service Fund

1. Property taxes collected for the month total \$ 2
2. Specific ownership taxes collected for the month total \$ 5,148
3. Transfers in for Debt Surcharge in the amount \$ 90,965
4. Debt Service payments in the amount of \$ 664,858

Water Fund Treatment

1. Service charges billed for the month were \$ 236,028
2. Collected \$ 90,965 in capital surcharges for the WTP
3. System Development charges in the amount of \$ 28,201
4. Ravenna monthly SDC totaled \$ 40,671

Water Fund -Distribution

1. Water Costs for the Month \$ 68,567
2. Capital Projects includes \$ 15,507 to TST

Sewer Fund

1. Service charges for the month totaled \$ 142,225
2. Lockheed Martin service charges totaled \$ 24,207 for the month.
3. Capital Projects includes \$ 23,955 to TST

ROXBOROUGH WATER & SANITATION DISTRICT
FINANCIAL STATEMENTS

January 31, 2021

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**Roxborough Water and Sanitation District
Balance Sheet by Class
As of January 31, 2021**

	1-General Fund	2-Debt Service	3-Water-Treatment	4-Sewer	5-Capital Fund	6-Water- Distribution	7-Plum Valley Heights	TOTAL
ASSETS								
Current Assets								
Checking/Savings								
1105-Checking	325,032.69	2,511,014.20	16,303,637.90	765,729.35	543,315.63	-14,365,704.92	-236,451.18	5,846,573.67
1111- WF Bond Redemption	0.00	1,663,115.10	0.00	0.00	0.00	0.00	0.00	1,663,115.10
1125- Wells Fargo Savings	0.00	0.00	0.00	0.00	0.00	0.00	541,670.06	541,670.06
1139 -WF Ravenna	0.00	0.00	3,196,997.18	0.00	0.00	0.00	0.00	3,196,997.18
1150-Investment in Colofrust	861,400.05	1,409,019.54	5,557,817.75	7,766,219.50	0.00	0.00	0.00	15,594,456.84
1155- Colofrust Bond Fund	0.00	0.00	357,978.75	496,909.48	0.00	0.00	0.00	854,888.23
1160 -System Develop Colo Trust	0.00	0.00	983,656.07	95.80	0.00	0.00	0.00	983,751.87
Total Checking/Savings	1,186,432.74	5,563,148.84	26,400,087.65	9,028,954.13	543,315.63	-14,365,704.92	305,218.88	28,681,452.95
Other Current Assets								
1300-A/R Service	0.00	0.00	652,198.39	304,037.74	0.00	0.00	0.00	1,156,236.13
1310-A/R Availability	0.00	0.00	35,693.43	11,102.90	0.00	0.00	0.00	46,796.33
1350- A/R Taxes	1,485,396.00	693,887.00	0.00	0.00	0.00	0.00	465,070.00	2,644,353.00
1356-Due From NWDC Inclusion	0.00	0.00	6,377.17	0.00	0.00	0.00	0.00	6,377.17
1370- Due From Others	0.00	0.00	5,856.80	0.00	0.00	0.00	0.00	5,856.80
1390- Due from Dominion	0.00	0.00	19,203.03	105,496.00	0.00	0.00	0.00	124,701.03
1396- Due from PA13	0.00	0.00	1,558.34	0.00	0.00	0.00	0.00	1,558.34
1399- Due From Arrowhead	0.00	0.00	140.00	0.00	0.00	0.00	0.00	140.00
1400- Prepaid Insurance	20,507.25	0.00	20,507.25	20,507.25	0.00	20,507.25	0.00	82,029.00
Total Other Current Assets	1,505,903.25	693,887.00	943,534.41	441,145.89	0.00	20,507.25	465,070.00	4,070,047.80
Total Current Assets	2,692,335.99	6,277,035.84	27,343,622.06	9,470,100.02	543,315.63	-14,345,197.67	770,288.88	32,751,500.75
Fixed Assets								
1500- Capital Assets	0.00	0.00	82,719,638.32	16,522,916.89	0.00	0.00	140,953.57	99,383,508.78
Total Fixed Assets	0.00	0.00	82,719,638.32	16,522,916.89	0.00	0.00	140,953.57	99,383,508.78
TOTAL ASSETS	2,692,335.99	6,277,035.84	110,063,260.38	25,993,016.91	543,315.63	-14,345,197.67	911,242.45	132,135,009.53
LIABILITIES & EQUITY								
Liabilities								
Current Liabilities								
Accounts Payable								
2000- Accounts Payable	21,557.17	0.00	26,494.77	39,344.72	0.00	181,617.47	2,309.00	271,323.13
Total Accounts Payable	21,557.17	0.00	26,494.77	39,344.72	0.00	181,617.47	2,309.00	271,323.13
Other Current Liabilities								
2015 Accrued Vac/ Sick Leave	0.00	0.00	40,206.68	40,206.68	0.00	0.00	0.00	80,413.36
2052 - Deferred Rental Income	0.00	0.00	24,333.32	0.00	0.00	0.00	0.00	24,333.32
2055- Ravenna Costs Advanced	0.00	0.00	3,196,997.18	0.00	0.00	0.00	0.00	3,196,997.18
2060 - Deferred Taxes	1,485,396.00	693,887.00	0.00	0.00	0.00	0.00	465,070.00	2,644,353.00
2400 -Retainage Payable	0.00	0.00	0.00	13,782.85	0.00	0.00	0.00	13,782.85
Total Other Current Liabilities	1,485,396.00	693,887.00	3,261,537.16	53,989.53	0.00	465,070.00	465,070.00	5,959,879.71
Total Current Liabilities	1,506,953.17	693,887.00	3,298,031.95	93,334.25	0.00	181,617.47	467,379.00	6,231,202.84
Total Liabilities	1,506,953.17	693,887.00	3,298,031.95	93,334.25	0.00	181,617.47	467,379.00	6,231,202.84
Equity								
3900 -Retained Earnings	1,065,568.86	6,102,365.64	106,625,631.69	25,867,526.58	543,315.63	-14,380,507.14	442,551.47	126,256,652.73
Net Income	119,813.96	-519,216.80	149,396.74	32,156.08	0.00	-136,306.00	1,311.98	-352,846.04
Total Equity	1,185,382.82	5,583,148.84	106,775,028.43	25,899,682.66	543,315.63	-14,526,815.14	443,863.45	125,903,806.69
TOTAL LIABILITIES & EQUITY	2,692,335.99	6,277,035.84	110,063,260.38	25,993,016.91	543,315.63	-14,345,197.67	911,242.45	132,135,009.53

Roxborough Water and Sanitation District
Profit & Loss by Class
 January 2021

	1-General Fund	2-Debt Service	3-Water-Treatment	4-Sewer	6-Water- Distribution	7-Plum Valley Heights	TOTAL
Ordinary Income/Expense							
Income							
5010- Service Charges	0.00	0.00	236,027.92	142,225.05	0.00	0.00	378,252.97
5100-Availability Charges	0.00	0.00	36,758.59	12,582.65	0.00	0.00	49,341.24
5101- Service Charges LMA	0.00	0.00	0.00	24,206.80	0.00	0.00	24,206.80
5200- Property Taxes	4.96	2.45	0.00	0.00	0.00	0.00	7.41
5210- Specific Ownership Taxes	10,443.14	5,147.56	0.00	0.00	0.00	3,616.38	19,207.08
5211- Dominion WTP Operations	0.00	0.00	42,037.13	0.00	0.00	0.00	42,037.13
5410-Hydrant Water	0.00	0.00	2,312.50	0.00	0.00	0.00	2,312.50
5410-Potable Irrigation Water	0.00	0.00	1,629.00	0.00	0.00	0.00	1,629.00
5511-Irrigation Water	0.00	0.00	5,961.42	0.00	0.00	0.00	5,961.42
5610- Miscellaneous Income	0.00	0.00	-4,982.64	-1,972.80	0.00	0.00	-6,555.24
5611-Inclusion fees-NWDC	0.00	0.00	7,670.52	0.00	0.00	0.00	7,670.52
5620- Dominion Dist. Operations	0.00	0.00	24,158.33	0.00	0.00	0.00	24,158.33
5625- Dominion Sewer Conveyance	0.00	0.00	0.00	21,240.00	0.00	0.00	21,240.00
5640- Dominion Treated Water Us	0.00	0.00	4,686.66	0.00	0.00	0.00	4,686.66
5650- Dominion Exp Reimbursement	0.00	0.00	-12,391.94	0.00	0.00	0.00	-12,391.94
5700- Sys. Development Charge	0.00	0.00	28,201.00	-23,399.00	0.00	0.00	4,802.00
5705 Ravenna SDC	0.00	0.00	40,671.15	0.00	0.00	0.00	40,671.15
5710- Capital Surcharge	0.00	0.00	11,575.92	12,318.68	0.00	0.00	23,894.60
5715- Capital Surcharge WTP Sup	0.00	0.00	90,964.93	0.00	0.00	0.00	90,964.93
5820- Investment Income	165.17	184.59	571.44	788.67	0.00	0.00	1,714.47
5850 - Reimbursed Exp Other	0.00	0.00	497.13	0.00	0.00	4.60	497.13
5860- Insurance Claim	146,564.64	0.00	0.00	0.00	0.00	0.00	146,564.64
Total Income	157,177.91	5,334.60	516,749.06	187,990.25	0.00	3,620.98	870,872.80
Gross Profit	157,177.91	5,334.60	516,749.06	187,990.25	0.00	3,620.98	870,872.80
Expense							
6020-Payroll Expenses	9,137.43	0.00	43,149.12	31,246.09	26,583.76	0.00	110,116.40
6040- Accounting	4,750.00	0.00	4,750.00	4,750.00	4,750.00	2,000.00	21,000.00
6050- Contract Labor	1,773.45	0.00	0.00	1,749.75	1,750.25	0.00	5,273.45
6053- Data Recovery	10,776.00	0.00	0.00	0.00	0.00	0.00	10,776.00
6055- Dominion expenses	0.00	0.00	0.00	0.00	2,366.51	0.00	2,366.51
6080- Education	542.87	0.00	542.87	542.87	542.89	0.00	2,171.50
6100- Engineering	1,110.00	0.00	1,792.05	8,118.30	8,669.60	0.00	19,689.95
6130- Insurance	1,865.00	0.00	1,865.00	1,865.00	1,865.00	0.00	7,460.00
6140- Lab & Test Fees	0.00	0.00	1,470.00	0.00	138.00	0.00	1,608.00
6150- Legal	957.72	0.00	957.72	957.72	1,217.72	309.00	4,399.88
6180- Misc. Expenses	0.00	0.00	0.00	68.11	0.00	0.00	68.11
6185- Littleton Service Fees	0.00	0.00	0.00	0.00	0.00	0.00	0.00
6200- Office Expense	819.14	0.00	270.64	398.54	398.55	0.00	1,886.87
6210-Operating Supplies	0.00	0.00	979.74	0.00	0.00	0.00	979.74
6220- Permits	3,390.00	0.00	-1,650.00	-4,672.50	0.00	0.00	-2,932.50
6230- Repairs and Maint	2,190.00	0.00	-715.97	4,026.86	3,796.03	0.00	9,296.92
6240- Safety Equipment	0.00	0.00	43.64	43.64	43.66	0.00	130.94
6250- Treasurers Fees	0.07	0.04	0.00	0.00	0.00	0.00	0.11
6260- Utilities	52.27	0.00	457.33	498.83	52.28	0.00	1,060.71
6270- Vehicle	0.00	0.00	0.00	70.54	0.00	0.00	141.10
6280- Water Costs	0.00	0.00	0.00	633.06	68,566.71	0.00	68,566.71
6300- Bank Service Charges	0.00	0.00	0.00	0.00	0.00	0.00	1,266.11
7100-Principal Payments	0.00	425,709.95	0.00	0.00	0.00	0.00	425,709.95
7150-Ravenna CWCB	0.00	82,425.19	0.00	0.00	0.00	0.00	82,425.19
7200- Interest Payments	0.00	156,722.39	0.00	0.00	0.00	0.00	156,722.39
7300- Capital Projects	0.00	0.00	19,988.60	23,954.70	15,506.50	0.00	59,459.80
7301-Capital WTP	0.00	0.00	85.00	0.00	0.00	0.00	85.00
Total Expense	37,363.95	664,857.57	74,628.80	74,251.52	136,308.00	2,309.00	989,718.84
Net Ordinary Income	119,813.96	-659,522.97	442,120.26	113,738.73	-136,308.00	1,311.98	-118,846.04

Roxborough Water and Sanitation District
Profit & Loss by Class
January 2021

	1-General Fund	2-Debt Service	3-Water-Treatment	4-Sewer	6-Water-Distribution	7-Plum Valley Heights	TOTAL
Other Income/Expense							
Other Income	0.00	49,341.24	0.00	0.00	0.00	0.00	49,341.24
6900- Transfers In	0.00	90,964.93	0.00	0.00	0.00	0.00	90,964.93
6902- Transfers In WTP							
Total Other Income	0.00	140,306.17	0.00	0.00	0.00	0.00	140,306.17
Other Expense							
8000- Transfers to Other Funds	0.00	0.00	36,758.59	12,582.65	0.00	0.00	49,341.24
8002- Transfers Water Supply SV	0.00	0.00	90,964.93	0.00	0.00	0.00	90,964.93
9000 -Depreciation Expense	0.00	0.00	165,000.00	69,000.00	0.00	0.00	234,000.00
Total Other Expense	0.00	0.00	292,723.52	81,582.65	0.00	0.00	374,306.17
Net Other Income	0.00	140,306.17	-292,723.52	-81,582.65	0.00	0.00	-234,000.00
Net Income	119,813.96	-519,216.80	149,396.74	32,156.08	-136,308.00	1,311.98	-352,846.04

Roxborough Water and Sanitation District
Profit & Loss -General Fund
January 2021

	TOTAL
Ordinary Income/Expense	
Income	
5200- Property Taxes	4.96
5210- Specific Ownership Taxes	10,443.14
5820- Investment Income	165.17
5860- Insurance Claim	146,564.64
Total Income	157,177.91
Gross Profit	157,177.91
Expense	
6020-Payroll Expenses	9,137.43
6040- Accounting	4,750.00
6050- Contract Labor	1,773.45
6053- Data Recovery	10,776.00
6080- Education	542.87
6100- Engineering	1,110.00
6130- Insurance	1,865.00
6150- Legal	957.72
6180- Misc. Expenses	0.00
6200- Office Expense	819.14
6220- Permits	3,390.00
6230- Repairs and Maint	2,190.00
6250- Treasurers Fees	0.07
6260- Utilities	52.27
6270- Vehicle	0.00
Total Expense	37,363.95
Net Ordinary Income	119,813.96
Net Income	119,813.96

Roxborough Water and Sanitation District
Profit & Loss -Debt Service
January 2021

	TOTAL
Ordinary Income/Expense	
Income	
5200- Property Taxes	2.45
5210- Specific Ownership Taxes	5,147.56
5820- Investment Income	184.59
Total Income	5,334.60
Gross Profit	5,334.60
Expense	
6250- Treasurers Fees	0.04
7100-Principal Payments	425,709.95
7150-Ravenna CWCB	82,425.19
7200- Interest Payments	156,722.39
Total Expense	664,857.57
Net Ordinary Income	-659,522.97
Other Income/Expense	
Other Income	
6900- Transfers In	49,341.24
6902- Transfers In WTP	90,964.93
Total Other Income	140,306.17
Net Other Income	140,306.17
Net Income	-519,216.80

Roxborough Water and Sanitation District
Profit & Loss -Water Treatment
January 2021

	TOTAL
Ordinary Income/Expense	
Income	
5010- Service Charges	236,027.92
5100-Availability Charges	36,758.59
5211- Dominion WTP Operations	42,037.13
5410-Hydrant Water	2,312.50
5510-Potable Irrigation Water	1,629.00
5511-Irrigation Water	5,961.42
5610- Miscellaneous Income	-4,582.64
5611-Inclusion fees-NWDC	7,670.52
5620- Dominion Dist. Operations	24,158.33
5640- Dominion Treated Water Us	4,686.66
5650 Dominion Exp Reimbursement	-12,391.94
5700- Sys. Development Charge	28,201.00
5705 Ravenna SDC	40,671.15
5710- Capital Surcharge	11,575.92
5715- Capital Surcharge WTP Sup	90,964.93
5820- Investment Income	571.44
5850 - Reimbursed Exp Other	497.13
Total Income	516,749.06
Gross Profit	516,749.06
Expense	
6020-Payroll Expenses	43,149.12
6040- Accounting	4,750.00
6080- Education	542.87
6100- Engineering	1,792.05
6130- Insurance	1,865.00
6140- Lab & Test Fees	1,470.00
6150- Legal	957.72
6180- Misc. Expenses	0.00
6200- Office Expense	270.64
6210-Operating Supplies	979.74
6220- Permits	-1,650.00
6230- Repairs and Maint	-715.97
6240- Safety Equipment	43.64
6260- Utilities	457.33
6270- Vehicle	0.00
6300- Bank Service Charges	633.06
7300- Capital Projects	19,998.60
7301-Capital WTP	85.00
Total Expense	74,628.80
Net Ordinary Income	442,120.26
Other Income/Expense	
Other Expense	
8000- Transfers to Other Funds	36,758.59
8002- Transfers Water Supply SV	90,964.93
9000 -Depreciation Expense	165,000.00
Total Other Expense	292,723.52
Net Other Income	-292,723.52
Net Income	149,396.74

Roxborough Water and Sanitation District
Profit & Loss -Water Distribution
January 2021

	<u>TOTAL</u>
Ordinary Income/Expense	
Expense	
6020-Payroll Expenses	26,583.76
6040- Accounting	4,750.00
6050- Contract Labor	1,750.25
6065- Dominion expenses	2,356.51
6080- Education	542.89
6100- Engineering	8,669.60
6130- Insurance	1,865.00
6140- Lab & Test Fees	138.00
6150- Legal	1,217.72
6180- Misc. Expenses	0.00
6200- Office Expense	398.55
6230- Repairs and Maint	3,796.03
6240- Safety Equipment	43.66
6260- Utilities	52.28
6270- Vehicle	70.54
6280- Water Costs	68,566.71
7300- Capital Projects	15,506.50
Total Expense	<u>136,308.00</u>
Net Ordinary Income	<u>-136,308.00</u>
Net Income	<u><u>-136,308.00</u></u>

Roxborough Water and Sanitation District
Profit & Loss -Sewer Fund
January 2021

	TOTAL
Ordinary Income/Expense	
Income	
5010- Service Charges	142,225.05
5100-Availability Charges	12,582.65
5101- Service Charges LMA	24,206.80
5610- Miscellaneous Income	-1,972.60
5625- Dominion Sewer Conveyance	21,240.00
5700- Sys. Development Charge	-23,399.00
5710- Capital Surcharge	12,318.68
5820- Investment Income	788.67
Total Income	187,990.25
Gross Profit	187,990.25
Expense	
6020-Payroll Expenses	31,246.09
6040- Accounting	4,750.00
6050- Contract Labor	1,749.75
6065- Dominion expenses	0.00
6080- Education	542.87
6100- Engineering	8,118.30
6130- Insurance	1,865.00
6150- Legal	957.72
6180- Misc. Expenses	68.11
6185- Littleton Service Fees	0.00
6200- Office Expense	398.54
6210-Operating Supplies	0.00
6220- Permits	-4,672.50
6230- Repairs and Maint	4,026.86
6240- Safety Equipment	43.64
6260- Utilities	498.83
6270- Vehicle	70.56
6300- Bank Service Charges	633.05
7300- Capital Projects	23,954.70
Total Expense	74,251.52
Net Ordinary Income	113,738.73
Other Income/Expense	
Other Expense	
8000- Transfers to Other Funds	12,582.65
9000 -Depreciation Expense	69,000.00
Total Other Expense	81,582.65
Net Other Income	-81,582.65
Net Income	32,156.08

Roxborough Water and Sanitation District
Profit & Loss -PVH
January 2021

	<u>TOTAL</u>
Ordinary Income/Expense	
Income	
5210- Specific Ownership Taxes	3,616.38
5820- Investment Income	4.60
Total Income	<u>3,620.98</u>
Gross Profit	3,620.98
Expense	
6040- Accounting	2,000.00
6150- Legal	309.00
Total Expense	<u>2,309.00</u>
Net Ordinary Income	<u>1,311.98</u>
Net Income	<u><u>1,311.98</u></u>

Roxborough Water and Sanitation District
Profit & Loss Budget vs. Actual- General Fund
January 2021

	Jan 21	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
5200- Property Taxes	4.96	1,485,396.00	-1,485,391.04	0.0%
5210- Specific Ownership Taxes	10,443.14	100,000.00	-89,556.86	10.4%
5610- Misc Income	0.00	1,000.00	-1,000.00	0.0%
5820- Investment Income	165.17	7,500.00	-7,334.83	2.2%
5860- Insurance Claim	146,564.64			
Total Income	<u>157,177.91</u>	<u>1,593,896.00</u>	<u>-1,436,718.09</u>	<u>9.9%</u>
Gross Profit	157,177.91	1,593,896.00	-1,436,718.09	9.9%
Expense				
6020- Payroll Expenses	9,137.43	125,000.00	-115,862.57	7.3%
6040- Accounting	4,750.00	30,000.00	-25,250.00	15.8%
6041- Audit	0.00	30,000.00	-30,000.00	0.0%
6050- Contract Labor	1,773.45	15,000.00	-13,226.55	11.8%
6053- Data Recovery	10,776.00			
6060- Directors Fee	0.00	8,000.00	-8,000.00	0.0%
6080- Education	542.87	30,000.00	-29,457.13	1.8%
6100- Engineering	1,110.00	50,000.00	-48,890.00	2.2%
6130- Insurance	1,865.00	12,500.00	-10,635.00	14.9%
6150- Legal	957.72	30,000.00	-29,042.28	3.2%
6180- Misc. Expenses	0.00	20,000.00	-20,000.00	0.0%
6200- Office Expense	819.14	40,000.00	-39,180.86	2.0%
6220- Permits	3,390.00	15,000.00	-11,610.00	22.6%
6225- Rent	0.00	3,000.00	-3,000.00	0.0%
6230- Repairs and Maint	2,190.00	175,000.00	-172,810.00	1.3%
6250- Treasurers Fees	0.07	20,000.00	-19,999.93	0.0%
6260- Utilities	52.27	5,000.00	-4,947.73	1.0%
6270- Vehicle	0.00	6,000.00	-6,000.00	0.0%
7300- Capital Projects	0.00	12,000.00	-12,000.00	0.0%
Total Expense	<u>37,363.95</u>	<u>626,500.00</u>	<u>-589,136.05</u>	<u>6.0%</u>
Net Ordinary Income	119,813.96	967,396.00	-847,582.04	12.4%
Other Income/Expense				
Other Expense				
8000- Transfers to Other Funds	0.00	700,000.00	-700,000.00	0.0%
Total Other Expense	0.00	700,000.00	-700,000.00	0.0%
Net Other Income	0.00	-700,000.00	700,000.00	0.0%
Net Income	<u><u>119,813.96</u></u>	<u><u>267,396.00</u></u>	<u><u>-147,582.04</u></u>	<u><u>44.8%</u></u>

Roxborough Water and Sanitation District
Profit & Loss Budget vs. Actual-Debt Service
January 2021

	Jan 21	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
5200- Property Taxes	2.45	693,887.00	-693,884.55	0.0%
5210- Specific Ownership Taxes	5,147.56	80,000.00	-74,852.44	6.4%
5820- Investment Income	184.59	30,000.00	-29,815.41	0.6%
Total Income	<u>5,334.60</u>	<u>803,887.00</u>	<u>-798,552.40</u>	<u>0.7%</u>
Gross Profit	5,334.60	803,887.00	-798,552.40	0.7%
Expense				
6250- Treasurers Fees	0.04	15,000.00	-14,999.96	0.0%
6420-Loan Administrative Fees	0.00	76,800.00	-76,800.00	0.0%
6550-CWCB Debt Service	0.00	0.00	0.00	0.0%
7100-Principal Payments	425,709.95	930,201.00	-504,491.05	45.8%
7150-Ravenna CWCB	82,425.19	82,425.00	0.19	100.0%
7200- Interest Payments	156,722.39	669,310.00	-512,587.61	23.4%
Total Expense	<u>664,857.57</u>	<u>1,773,736.00</u>	<u>-1,108,878.43</u>	<u>37.5%</u>
Net Ordinary Income	-659,522.97	-969,849.00	310,326.03	68.0%
Other Income/Expense				
Other Income				
6900- Transfers In	49,341.24	160,000.00	-110,658.76	30.8%
6902- Transfers In WTP	90,964.93	1,092,000.00	-1,001,035.07	8.3%
6903- Ravenna Loan Surcharge	0.00	82,425.00	-82,425.00	0.0%
Total Other Income	<u>140,306.17</u>	<u>1,334,425.00</u>	<u>-1,194,118.83</u>	<u>10.5%</u>
Net Other Income	140,306.17	1,334,425.00	-1,194,118.83	10.5%
Net Income	<u><u>-519,216.80</u></u>	<u><u>364,576.00</u></u>	<u><u>-883,792.80</u></u>	<u><u>-142.4%</u></u>

Roxborough Water and Sanitation District
Profit & Loss Budget vs. Actual-Water Treatment
January 2021

	Jan 21	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
5010- Service Charges	236,027.92	3,200,000.00	-2,963,972.08	7.4%
5100-Availability Charges	36,758.59	120,000.00	-83,241.41	30.6%
5211- Dominion WTP Operations	42,037.13	500,000.00	-457,962.87	8.4%
5310-Permit Fees	0.00	1,200.00	-1,200.00	0.0%
5400-Rental Income	0.00	7,200.00	-7,200.00	0.0%
5410-Hydrant Water	2,312.50	40,000.00	-37,687.50	5.8%
5510-Potable Irrigation Water	1,629.00	40,000.00	-38,371.00	4.1%
5511-Irrigation Water	5,961.42	250,000.00	-244,038.58	2.4%
5610- Miscellaneous Income	-4,582.64	70,000.00	-74,582.64	-6.5%
5611-Inclusion fees-NWDC	7,670.52	50,000.00	-42,329.48	15.3%
5620- Dominion Dist. Operations	24,158.33	225,000.00	-200,841.67	10.7%
5640- Dominion Treated Water Us	4,686.66	84,000.00	-79,313.34	5.6%
5650 Dominion Exp Reimbursement	-12,391.94	125,000.00	-137,391.94	-9.9%
5660- Ravenna Reimbursement	0.00	225,000.00	-225,000.00	0.0%
5700- Sys. Development Charge	28,201.00	275,000.00	-246,799.00	10.3%
5705 Ravenna SDC	40,671.15	250,000.00	-209,328.85	16.3%
5710- Capital Surcharge	11,575.92	80,000.00	-68,424.08	14.5%
5715- Capital Surcharge WTP Sup	90,964.93	1,036,808.00	-945,843.07	8.8%
5820- Investment Income	571.44	50,000.00	-49,428.56	1.1%
5850 - Reimbursed Exp Other	497.13	20,000.00	-19,502.87	2.5%
Total Income	516,749.06	6,649,208.00	-6,132,458.94	7.8%
Gross Profit	516,749.06	6,649,208.00	-6,132,458.94	7.8%
Expense				
6020-Payroll Expenses	43,149.12	660,000.00	-616,850.88	6.5%
6040- Accounting	4,750.00	32,500.00	-27,750.00	14.6%
6050- Contract Labor	0.00	15,000.00	-15,000.00	0.0%
6065- Dominion expenses	0.00	20,000.00	-20,000.00	0.0%
6080- Education	542.87	25,000.00	-24,457.13	2.2%
6100- Engineering	1,792.05	100,000.00	-98,207.95	1.8%
6115- GPS/GIS	0.00	50,000.00	-50,000.00	0.0%
6130- Insurance	1,865.00	17,500.00	-15,635.00	10.7%
6140- Lab & Test Fees	1,470.00	8,000.00	-6,530.00	18.4%
6150- Legal	957.72	37,500.00	-36,542.28	2.6%
6180- Misc. Expenses	0.00	10,000.00	-10,000.00	0.0%
6200- Office Expense	270.64	20,000.00	-19,729.36	1.4%
6210-Operating Supplies	979.74	120,000.00	-119,020.26	0.8%
6220- Permits	-1,650.00	3,000.00	-4,650.00	-55.0%
6230- Repairs and Maint	-715.97	250,000.00	-250,715.97	-0.3%
6240- Safety Equipment	43.64	5,000.00	-4,956.36	0.9%
6260- Utilities	457.33	150,000.00	-149,542.67	0.3%
6270- Vehicle	0.00	11,000.00	-11,000.00	0.0%
6280- Water Costs	0.00	48,000.00	-48,000.00	0.0%
6300- Bank Service Charges	633.06			
7300- Capital Projects	19,998.60	800,000.00	-780,001.40	2.5%
7301-Capital WTP	85.00			
7302- Water Taps Centennial	0.00	50,000.00	-50,000.00	0.0%
Total Expense	74,628.80	2,432,500.00	-2,357,871.20	3.1%
Net Ordinary Income	442,120.26	4,216,708.00	-3,774,587.74	10.5%
Other Income/Expense				
Other Income				
6900- Transfers In	0.00	500,000.00	-500,000.00	0.0%
Total Other Income	0.00	500,000.00	-500,000.00	0.0%
Other Expense				
8000- Transfers to Other Funds	36,758.59			
8002- Transfers Water Supply SV	90,964.93			
9000 -Depreciation Expense	165,000.00			

Roxborough Water and Sanitation District
Profit & Loss Budget vs. Actual-Water Treatment
January 2021

	<u>Jan 21</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Total Other Expense	292,723.52			
Net Other Income	-292,723.52	500,000.00	-792,723.52	-58.5%
Net Income	<u>149,396.74</u>	<u>4,716,708.00</u>	<u>-4,567,311.26</u>	<u>3.2%</u>

Roxborough Water and Sanitation District
Profit & Loss Budget vs. Actual-Water Distribution
January 2021

	Jan 21	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Expense				
6020-Payroll Expenses	26,583.76	330,000.00	-303,416.24	8.1%
6040- Accounting	4,750.00	32,500.00	-27,750.00	14.6%
6050- Contract Labor	1,750.25	40,000.00	-38,249.75	4.4%
6065- Dominion expenses	2,356.51	60,000.00	-57,643.49	3.9%
6080- Education	542.89	25,000.00	-24,457.11	2.2%
6100- Engineering	8,669.60	100,000.00	-91,330.40	8.7%
6110-Conservation Rebates	0.00	2,500.00	-2,500.00	0.0%
6115- GPS/GIS	0.00	50,000.00	-50,000.00	0.0%
6130- Insurance	1,865.00	17,500.00	-15,635.00	10.7%
6140- Lab & Test Fees	138.00	14,000.00	-13,862.00	1.0%
6150- Legal	1,217.72	37,500.00	-36,282.28	3.2%
6170 - Meter Expenses	0.00	125,000.00	-125,000.00	0.0%
6180- Misc. Expenses	0.00	10,000.00	-10,000.00	0.0%
6200- Office Expense	398.55	20,000.00	-19,601.45	2.0%
6210-Operating Supplies	0.00	4,000.00	-4,000.00	0.0%
6220- Permits	0.00	5,000.00	-5,000.00	0.0%
6230- Repairs and Maint	3,796.03	200,000.00	-196,203.97	1.9%
6240- Safety Equipment	43.66	2,000.00	-1,956.34	2.2%
6260- Utilities	52.28	75,000.00	-74,947.72	0.1%
6270- Vehicle	70.54	11,000.00	-10,929.46	0.6%
6280- Water Costs	68,566.71	1,552,000.00	-1,483,433.29	4.4%
7290- Water Rights	0.00	75,000.00	-75,000.00	0.0%
7300- Capital Projects	15,506.50	6,400,000.00	-6,384,493.50	0.2%
Total Expense	136,308.00	9,188,000.00	-9,051,692.00	1.5%
Net Ordinary Income	-136,308.00	-9,188,000.00	9,051,692.00	1.5%
Net Income	-136,308.00	-9,188,000.00	9,051,692.00	1.5%

Roxborough Water and Sanitation District
Profit & Loss Budget vs. Actual-Sewer Fund
January 2021

	Jan 21	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
5010- Service Charges	142,225.05	1,600,000.00	-1,457,774.95	8.9%
5100-Availability Charges	12,582.65	40,000.00	-27,417.35	31.5%
5101- Service Charges LMA	24,206.80	300,000.00	-275,793.20	8.1%
5310-Permit Fees	0.00	5,000.00	-5,000.00	0.0%
5610- Miscellaneous Income	-1,972.60	30,000.00	-31,972.60	-6.6%
5610-Misc Income	0.00	0.00	0.00	0.0%
5625- Dominion Sewer Conveyance	21,240.00	240,000.00	-218,760.00	8.9%
5630-Dominion Collections Opear	0.00	70,000.00	-70,000.00	0.0%
5650 Dominion Exp Reimbursement	0.00	50,000.00	-50,000.00	0.0%
5670-Dominion Cap Lease O-Line	0.00	120,000.00	-120,000.00	0.0%
5700- Sys. Development Charge	-23,399.00	50,000.00	-73,399.00	-46.8%
5710- Capital Surcharge	12,318.68	100,000.00	-87,681.32	12.3%
5820- Investment Income	788.67	50,000.00	-49,211.33	1.6%
Total Income	<u>187,990.25</u>	<u>2,655,000.00</u>	<u>-2,467,009.75</u>	<u>7.1%</u>
Gross Profit	187,990.25	2,655,000.00	-2,467,009.75	7.1%
Expense				
6020-Payroll Expenses	31,246.09	325,000.00	-293,753.91	9.6%
6040- Accounting	4,750.00	30,000.00	-25,250.00	15.8%
6050- Contract Labor	1,749.75	40,000.00	-38,250.25	4.4%
6065- Dominion expenses	0.00	50,000.00	-50,000.00	0.0%
6080- Education	542.87	30,000.00	-29,457.13	1.8%
6100- Engineering	8,118.30	100,000.00	-91,881.70	8.1%
6115- GPS/GIS	0.00	25,000.00	-25,000.00	0.0%
6130- Insurance	1,865.00	12,500.00	-10,635.00	14.9%
6140- Lab & Test Fees	0.00	1,000.00	-1,000.00	0.0%
6150- Legal	957.72	35,000.00	-34,042.28	2.7%
6180- Misc. Expenses	68.11	8,000.00	-7,931.89	0.9%
6185- Littleton Service Fees	0.00	950,000.00	-950,000.00	0.0%
6200- Office Expense	398.54	20,000.00	-19,601.46	2.0%
6210-Operating Supplies	0.00	80,000.00	-80,000.00	0.0%
6220- Permits	-4,672.50	3,000.00	-7,672.50	-155.8%
6230- Repairs and Maint	4,026.86	200,000.00	-195,973.14	2.0%
6240- Safety Equipment	43.64	2,000.00	-1,956.36	2.2%
6260- Utilities	498.83	110,000.00	-109,501.17	0.5%
6270- Vehicle	70.56	8,000.00	-7,929.44	0.9%
6300- Bank Service Charges	633.05			
7300- Capital Projects	23,954.70	2,000,000.00	-1,976,045.30	1.2%
Total Expense	<u>74,251.52</u>	<u>4,029,500.00</u>	<u>-3,955,248.48</u>	<u>1.8%</u>
Net Ordinary Income	113,738.73	-1,374,500.00	1,488,238.73	-8.3%
Other Income/Expense				
Other Income				
6900- Transfers In	0.00	200,000.00	-200,000.00	0.0%
Total Other Income	0.00	200,000.00	-200,000.00	0.0%
Other Expense				
8000- Transfers to Other Funds	12,582.65			
8100- Transfer to Other Funds	0.00	40,000.00	-40,000.00	0.0%
9000 -Depreciation Expense	69,000.00			
Total Other Expense	<u>81,582.65</u>	<u>40,000.00</u>	<u>41,582.65</u>	<u>204.0%</u>
Net Other Income	<u>-81,582.65</u>	<u>160,000.00</u>	<u>-241,582.65</u>	<u>-51.0%</u>
Net Income	<u><u>32,156.08</u></u>	<u><u>-1,214,500.00</u></u>	<u><u>1,246,656.08</u></u>	<u><u>-2.6%</u></u>

**Roxborough Water and Sanitation District
Profit & Loss Budget vs. Actual-PVH
January 2021**

	Jan 21	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
5200- Property Taxes	0.00	465,070.00	-465,070.00	0.0%
5210- Specific Ownership Taxes	3,616.38	50,000.00	-46,383.62	7.2%
5820- Investment Income	4.60	75.00	-70.40	6.1%
Total Income	<u>3,620.98</u>	<u>515,145.00</u>	<u>-511,524.02</u>	<u>0.7%</u>
Gross Profit	3,620.98	515,145.00	-511,524.02	0.7%
Expense				
6040- Accounting	2,000.00	12,000.00	-10,000.00	16.7%
6080- Education	0.00	2,500.00	-2,500.00	0.0%
6100- Engineering	0.00	5,000.00	-5,000.00	0.0%
6150- Legal	309.00	2,500.00	-2,191.00	12.4%
6250- Treasurers Fees	0.00	9,000.00	-9,000.00	0.0%
6500- CWRPDA Debt Service	0.00	303,013.00	-303,013.00	0.0%
6550-CWCB Debt Service	0.00	115,447.00	-115,447.00	0.0%
Total Expense	<u>2,309.00</u>	<u>449,460.00</u>	<u>-447,151.00</u>	<u>0.5%</u>
Net Ordinary Income	<u>1,311.98</u>	<u>65,685.00</u>	<u>-64,373.02</u>	<u>2.0%</u>
Net Income	<u><u>1,311.98</u></u>	<u><u>65,685.00</u></u>	<u><u>-64,373.02</u></u>	<u><u>2.0%</u></u>

SUPPLEMENTAL INFORMATION

Roxborough Water & Sanitation District
January 31, 2021

Long Term Obligations

CWCB- 2014 Loan	\$ 16,103,219
CT2015-176 CWCB-PVH Water Supply	\$ 2,052,006
2015 CWRPDA- PVH Infrastructure	\$ 3,941,715
2019-2250 CWCB- Ravenna	\$ 1,427,742
2005 CWRPDA Loan Payable	<u>\$ 3,135,000</u>
TOTAL LONG TERM LIABILITIES	\$ 26,659,682

Cash and Reserves Balances

The board of directors has directed the authority to designate a portion of the cash on hand as operating and capital reserves for both the Water and Sewer Funds. The operating reserves will be in an amount equal to 25% of the budgeted annual expenditures for each fund. These funds will be used to fund any operational expenses in excess of operating cash on hand. The capital reserves will be funded in an amount equal to 20% of the budgeted annual expenditures for the water fund and 10 % of the budgeted annual expenditures for the sewer fund. These funds will be used to fund capital improvements on existing capital assets and acquisitions of new capital assets. The balance in these funds as of January 31, 2021 is as follows:

	General Fund	Debt Service		Capital Projects Fund	Water Fund		Sewer Fund		PVH	Total
		Water Fund	Sewer Fund		Water Fund	Fund	Sewer Fund	Fund		
Operating Reserve	\$ -	\$ -	\$ -	\$ 543,316	\$ 3,000,000	\$ 1,000,000				\$ 4,543,316
Capital Reserve	-	-	-	344,117	11,046					\$ 355,163
Operating Cash	<u>1,186,433</u>	<u>1,164,065</u>	<u>4,419,084</u>	<u>-</u>	<u>8,690,266</u>	<u>8,017,908</u>			<u>305,219</u>	<u>\$ 23,782,975</u>
Total Cash on Hand	<u>\$ 1,186,433</u>	<u>\$ 1,164,065</u>	<u>\$ 4,419,084</u>	<u>\$ 543,316</u>	<u>\$ 12,034,383</u>	<u>\$ 9,028,954</u>			<u>\$ 305,219</u>	<u>\$ 28,681,454</u>

**Roxborough Water and Sanitation
Distribution of Cash in Bank- Water Fund
2021**

	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec
Cash Funds Available												
Cash in Bank - Water Fund	12,034,383	0	0	0	0	0	0	0	0	0	0	0
Total Funds Available	12,034,383	0	0	0	0	0	0	0	0	0	0	0
Distribution of Available Funds												
Operating Reserve 25% of Budgeted Expenditures	3,000,000	0	0	0	0	0	0	0	0	0	0	0
Capital Reserve	344,117	0	0	0	0	0	0	0	0	0	0	0
Operating Cash	8,690,266	0	0	0	0	0	0	0	0	0	0	0
Total Cash	12,034,383	0	0	0	0	0	0	0	0	0	0	0
Capital Reserve												
Beginning Reserve Balance	185,948	0	0	0	0	0	0	0	0	0	0	0
Additions to Reserve	193,675	0	0	0	0	0	0	0	0	0	0	0
Use of Reserves	35,506	0	0	0	0	0	0	0	0	0	0	0
Ending Reserve Balance	344,117	0	0	0	0	0	0	0	0	0	0	0

**Roxborough Water and Sanitation
Distribution of Cash in Bank- Sewer Fund**

	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec
Cash Funds Available												
Cash in Bank - Sewer Fund	9,028,954	0	0	0	0	0	0	0	0	0	0	0
Total Funds Available	9,028,954	0	0	0	0	0	0	0	0	0	0	0
Distribution of Available Funds												
Operating Reserve	1,000,000	0	0	0	0	0	0	0	0	0	0	0
25% of Budgeted Expenditures	11,046	0	0	0	0	0	0	0	0	0	0	0
Capital Reserve	8,017,908	0	0	0	0	0	0	0	0	0	0	0
Operating Cash	9,028,954	0	0	0	0	0	0	0	0	0	0	0
Total Available Funds	9,028,954	0	0	0	0	0	0	0	0	0	0	0
Capital Reserve												
Beginning Reserve Balance	0	0	0	0	0	0	0	0	0	0	0	0
Additions to Reserve	35,000	0	0	0	0	0	0	0	0	0	0	0
Use of Reserves	-23,954	0	0	0	0	0	0	0	0	0	0	0
Ending Reserve Balance	11,046	0	0	0	0	0	0	0	0	0	0	0

Roxborough Water and Sanitation
Distribution of Cash in Bank - Debt Service
2021

	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec
Cash Funds Available - Water Treatment Plant												
Beginning Cash Balance	1,688,617	0	0	0	0	0	0	0	0	0	0	0
Surcharge Collected	90,965	0	0	0	0	0	0	0	0	0	0	0
Availability of Service Trans.	49,341	0	0	0	0	0	0	0	0	0	0	0
Payment of Debt	664,858	0	0	0	0	0	0	0	0	0	0	0
Ending Cash Balance	1,164,065	0	0	0	0	0	0	0	0	0	0	0

	Jan	Feb	March	April	April	April	April	April	April	April	Sept	Sept	Sept
Cash Funds Available - Sewer Debt Service													
Operating Cash	4,419,084	0	0	0	0	0	0	0	0	0	0	0	0
Total	5,583,149	0	0	0	0	0	0	0	0	0	0	0	0

No Assurance is provided on these Financial Statements

Roxborough Water & Sanitation District
 Property Tax Schedule
 2021

SUMMARY - DOUGLAS & JEFFERSON COUNTIES

	2021						2019				
	Property Taxes	Delinquent Tax, Rebates and Abatements	Specific Ownerships Taxes	Interest	Treasurer's Fees	HB 1006 Tax	HB 1006 Treasurer's Fee	Total Amount Received	Percentage of Levied Taxes Received		
									Monthly	Y-T-D	Monthly
January	4		\$ 15,591				\$ 15,595	0.00%	0.00%	0.85%	0.85%
February							\$ -	0.00%	0.00%	0.00%	0.85%
March				4			\$ 4	0.00%	0.00%	0.00%	0.85%
April							\$ -	0.00%	0.00%	0.00%	0.85%
May							\$ -	0.00%	0.00%	0.00%	0.85%
June							\$ -	0.00%	0.00%	0.00%	0.85%
July							\$ -	0.00%	0.00%	0.00%	0.85%
August							\$ -	0.00%	0.00%	0.00%	0.85%
September							\$ -	0.00%	0.00%	0.00%	0.85%
October							\$ -	0.00%	0.00%	0.00%	0.85%
November							\$ -	0.00%	0.00%	0.00%	0.85%
December							\$ -	0.00%	0.00%	0.00%	0.85%
TOTAL	4		\$ 15,591	4	\$ -	\$ -	\$ 15,599	0.00%	0.00%	0.85%	0.85%

<u>Douglas County</u>	<u>Jefferson County</u>
\$ 175,246,790 Assessed Value	\$ 64,024,440
6.208 General Mill Levy	6.208
<u>\$ 1,087,932</u>	<u>\$ 397,464</u>
2.9000 Debt Mill Levy	2.9000
<u>\$ 508,216</u>	<u>\$ 185,671</u>

Administrative Update 2021

	Rox Village	Rox Park	PVH	NWDC	Comm	Irrigation	TRIP	Ravenna	Avail	Avg Use	Avg Bill
Jan	2376	999	29	146	32	15	23	147		167 4k gallons	\$127.80
Feb	2376	1008	29	146	32	15	23	152		167 4k gallons	\$127.80
March											
April											
May											
June											
July											
Aug											
Sept											
Oct											
Nov											
Dec											

* Avail charges \$223.95 per quarter (\$62.71 per month)

Rebates: Through 2/28/2021 \$78,455.00 since 2008 \$50 for toilets, \$75 for washers

Sterling Ranch Building Permits

Total through 2/28/2021 1186

- 2021- 78
- 2020-383
- 2019-275
- 2018-242
- 2017-208

Watering Permits 2021 0

Violations 2021 0

Sterling Ranch Certificate of Occupancy

Total through 2/28/2021 1089

- 2021- 50
- 2020-314
- 2019-275
- 2018-242
- 2017-208

RESOLUTION NO. 21-03-01

A RESOLUTION OF THE ROXBOROUGH WATER AND SANITATION DISTRICT APPROVING AND ADOPTING CHANGES TO THE DISTRICT'S WATER AND WASTEWATER SERVICE RATES AND CHARGES, AND AMENDING THE DISTRICT'S SCHEDULE OF FEES

WHEREAS, pursuant to Section 32-1-1001(1)(j), C.R.S., Roxborough Water and Sanitation District (the "District") is authorized to fix and from time to time increase or decrease fees, rates, tolls, penalties or charges for services, programs, or facilities furnished by the District; and

WHEREAS, pursuant to section 32-1-1001(1)(k), C.R.S., the District is authorized to furnish services and facilities without the boundaries of the District and to establish fees, rates, tolls, penalties or charges for such services and facilities; and

WHEREAS, pursuant to Section 32-1-1006(1)(h)(I), C.R.S., the District may assess availability of service or facilities charges solely for the purpose of paying principal of and interest on outstanding indebtedness; and

WHEREAS, in addition to resolutions adopted annually by the District to set water and wastewater rates and charges, the District and Plum Valley Heights Subdistrict of Roxborough Water and Sanitation District (the "Subdistrict") have adopted resolutions fixing certain of the District's and the Subdistrict's fees and charges pursuant to the statutory authority cited herein, including the following (collectively, the "Prior Resolutions"):

- A. District Resolution No. 14-03-01 Imposing Availability of Service Charges for Retirement of Debt Incurred to Acquire a Permanent Water Supply and to Construct Regional Wastewater Improvements;
- B. Joint Resolution No. 15-11-17 Fixing Certain Fees and Surcharges for Real Property within the Boundaries of the Subdistrict;
- C. District Resolution No. 16-10-07, Fixing the Fee to Be Charged to Dominion Water and Sanitation District for Water Treatment Services;
- D. District Resolution No. 17-09-07 Authorizing the Imposition of System Development Charges for the Inclusion of Property Comprising the Ravenna Metropolitan District into the Boundaries of the District;
- E. Joint Resolution No. 17-10-09 Fixing System Development Charges for Real Property within the Real Property to be Included within the boundaries of the Subdistrict;

F. District Resolution No. 18-09-11 Adopting Changes to the Monthly Surcharge Imposed Against the Property in the Ravenna Metropolitan District as Included into the Boundaries of the District; and

G. Joint Resolution No. 20-08-01 Approving and Adopting Changes to the System Development Charges for the Real Property within the Boundaries of the Subdistrict.

WHEREAS, pursuant to Section 8.1 of the District's Rules and Regulations, current fees, rates, tolls, penalties and charges imposed by the District are set forth in "Exhibit A, Schedule of Fees, Rates and Charges" (the "Schedule of Fees") attached thereto, and may be amended from time to time; and

WHEREAS, pursuant to the District's policy for the setting of water and wastewater service rates, as adopted by the District's Board of Directors (the "Board") on March 17, 2010 via Resolution No. 10-03-01, the Board has reviewed the District's water and wastewater service rates set forth in the Schedule of Fees and has determined to amend certain rates, fees and/or charges set forth therein; and

WHEREAS, pursuant to Section 32-1-1001(2)(a), C.R.S., the Board may fix or increase fees, rates, tolls, penalties or charges for domestic water or sanitary sewer services only after consideration of the action at a public meeting held at least thirty (30) days after providing notice to its customers stating that the action is being considered and stating the date, time and place of the meeting at which the action is being considered ("Notice") in one of the ways specified in Section 32-1-1001(2)(a), C.R.S.; and

WHEREAS, in accordance with Section 32-1-1001(2)(a)(III), C.R.S., Notice was provided to the District's customers by posting the Notice on the District's official website, www.roxwater.org, on February 16, 2021; and

WHEREAS, at a public meeting held on March 17, 2021, the Board considered changes to the District's water and wastewater service rates and charges, reviewed the District's Schedule of Fees, and took such actions as set forth herein.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF ROXBOROUGH WATER AND SANITATION DISTRICT AS FOLLOWS:

1. Amendment to Schedule of Fees. The Board hereby amends the Schedule of Fees, as set forth in **Exhibit A** attached hereto and incorporated herein by reference, to reflect changes to the District's service rates and charges. Such changes to the Schedule of Fees shall be effective as of March 25, 2021 and shall remain in effect until modified by the Board. The District's complete Schedule of Fees, as amended hereby, and including, but not limited to, the fees, rates, tolls, penalties, and charges adopted pursuant to the Prior Resolutions, is attached hereto in **Exhibit B** and incorporated herein by this reference.

2. Actions to Effectuate Resolution. The District's General Manager and legal counsel are authorized and directed to take all actions necessary and appropriate to effectuate this Resolution and the imposition of all fees, rates, tolls, penalties, and charges contemplated hereunder. All actions not inconsistent with the provisions of this Resolution heretofore taken by the members of the Board, the District's General Manager, legal counsel, and the officers, agents, and employees of the District and directed toward effectuating the purposes stated herein are hereby ratified, approved, and confirmed.

3. Effective Date. This Resolution shall be effective as of the date of its adoption and shall remain effective until rescinded, repealed, or otherwise modified by the Board.

(Signature Begin on Next Page.)

APPROVED AND ADOPTED THIS 17th DAY OF MARCH, 2021.

**ROXBOROUGH WATER & SANITATION
DISTRICT**

By: Keith Lehmann, President

ATTEST:

By: David Bane, Secretary

EXHIBIT A
Amendment to Schedule of Fees
Effective March 25, 2021

EXHIBIT B
Schedule of Fees, as Amended



MEMORANDUM

TO: Roxborough Water and Sanitation District Board of Directors

CC: TST Infrastructure, LLC File

FROM: TST Infrastructure, LLC

SUBJECT: Rock Wren Water and Sewer Replacement Project
Contract Award Recommendation

DATE: March 9, 2021

Bids for the Rock Wren Water and Sewer Replacement Project were received by TST Infrastructure, LLC on March 04, 2021. A total of 3 bids were received, which ranged in price from \$393,552.56 to \$1,063,018.98. The apparent low bidder was Brannan Construction Company, with a bid price of \$393,552.56. Please reference the attached Bid Tabulation for more information regarding the bid results.

TST Infrastructure, LLC reviewed Brannan Construction Company's bid submittal for completeness and contacted the references included in the bid packet. The bid submittal was found to be complete, and the results of the reference checks were mostly positive. TST Infrastructure, LLC met with Brannan Construction Company on March 5, 2021 to review the construction project, components, and phasing. Refer to the attached Summary of Reference Check comments memorandum for additional details.

Based on the above, Brannan Construction Company is recommended for award of the Rock Wren Water and Sewer Replacement Project. Should the Roxborough Water and Sanitation District Board of Directors approve award of this contract to Brannan Construction Company, an electronic copy of the Notice of Award requires signature by the District.

Attachments: Bid Tabulation dated March 4, 2021
Summary of Reference Checks dated March 9, 2021

Roxborough Water & Sanitation District
Rock Wren Water and Sewer Replacement
Bid Tabulation
Bid Opening: March 4, 2021 @ 11:00 AM

Item No.	Description	Unit	Quantity	Brannan Construction Company		Elite Surface Infrastructure		Native Sun Construction		Engineer's Estimate	
				Unit Price	Bid Price	Unit Price	Bid Price	Unit Price	Bid Price	Unit Price	Bid Price
BASE BID - Complete work Rock Wren Site											
General Items											
1	Performance and Payment Bonds	LS	1	\$ 4,211.15	\$ 4,211.15	\$ 12,650.00	\$ 12,650.00	\$ 20,843.51	\$ 20,843.51	\$ 10,000.00	\$ 10,000.00
2	Insurance	LS	1	\$ 139.60	\$ 139.60			\$ 10,524.94	\$ 10,524.94	\$ 5,000.00	\$ 5,000.00
3	Submittals	LS	1	\$ 129.86	\$ 129.86	\$ 1,750.00	\$ 1,750.00	\$ 9,377.41	\$ 9,377.41	\$ 7,500.00	\$ 7,500.00
4	Grading, Erosion, and Sediment Control Permit	LS	1	\$ 383.89	\$ 383.89	\$ 1,800.00	\$ 1,800.00	\$ 9,240.00	\$ 9,240.00	\$ 1,000.00	\$ 1,000.00
5	Right-of-Way Permit	LS	1	\$ 697.99	\$ 697.99	\$ 600.00	\$ 600.00	\$ 2,310.00	\$ 2,310.00	\$ 500.00	\$ 500.00
6	Other Permits	LS	1	\$ 348.99	\$ 348.99	\$ 1,200.00	\$ 1,200.00	\$ 5,775.00	\$ 5,775.00	\$ 1,000.00	\$ 1,000.00
7	Contractor Mobilization and Staging	LS	1	\$ 15,261.92	\$ 15,261.92	\$ 42,050.00	\$ 42,050.00	\$ 30,961.72	\$ 30,961.72	\$ 5,000.00	\$ 5,000.00
8	Temporary Residential Parking Area Preparation	LS	1	\$ 16,271.58	\$ 16,271.58	\$ 47,550.00	\$ 47,550.00	\$ 79,990.33	\$ 79,990.33	\$ 25,000.00	\$ 25,000.00
9	Temporary Residential Parking Area Demolition	LS	1	\$ 7,565.26	\$ 7,565.26	\$ 27,600.00	\$ 27,600.00	\$ 28,075.92	\$ 28,075.92	\$ 10,000.00	\$ 10,000.00
10	Temporary Homeowner Access from Temporary Parking to Rock Wren	LS	1	\$ 1,197.87	\$ 1,197.87	\$ 22,300.00	\$ 22,300.00	\$ 5,250.00	\$ 5,250.00	\$ 10,000.00	\$ 10,000.00
11	Traffic Control	LS	1	\$ 22,075.81	\$ 22,075.81	\$ 113,250.00	\$ 113,250.00	\$ 43,391.04	\$ 43,391.04	\$ 75,000.00	\$ 75,000.00
12	Construction Survey	LF	597	\$ 10.88	\$ 6,495.36	\$ 9.05	\$ 5,402.85	\$ 19.10	\$ 11,402.70	\$ 10.00	\$ 5,970.00
13	As-Built Survey	LF	597	\$ 10.60	\$ 6,328.20	\$ 4.20	\$ 2,507.40	\$ 9.67	\$ 5,772.99	\$ 5.00	\$ 2,985.00
Temporary Water Line Installation											
14	3-inch Temporary Water System Piping	EA	9	\$ 2,088.92	\$ 18,800.28	\$ 1,240.00	\$ 11,160.00	\$ 1,658.93	\$ 14,930.37	\$ 1,500.00	\$ 13,500.00
15	Water Service Line Connection to Temporary Water Line	EA	9	\$ 746.35	\$ 6,717.15	\$ 1,020.00	\$ 9,180.00	\$ 761.91	\$ 6,857.19	\$ 2,500.00	\$ 22,500.00
Sewer Line Replacement											
16	8-inch PVC Sewer Line, 0 to 12 Feet Deep	LF	297	\$ 66.70	\$ 19,809.90	\$ 82.00	\$ 24,354.00	\$ 313.89	\$ 93,225.33	\$ 205.00	\$ 60,885.00
17	Additional 0 to 4 Feet of Trench Depth - 8-inch Sewer Line	LF	297	\$ 10.91	\$ 3,240.27	\$ 26.00	\$ 7,722.00	\$ 42.00	\$ 12,474.00	\$ 25.00	\$ 7,425.00
18	Additional 4 or More Feet of Trench Depth - 8-inch Sewer Line	LF	297	\$ 10.91	\$ 3,240.27	\$ 26.00	\$ 7,722.00	\$ 84.00	\$ 24,948.00	\$ 50.00	\$ 14,850.00
19	6-inch PVC Sewer Line	LF	45	\$ 96.61	\$ 4,347.45	\$ 55.75	\$ 2,508.75	\$ 294.00	\$ 13,230.00	\$ 120.00	\$ 5,400.00
20	6-inch Cleanout	EA	2	\$ 1,057.99	\$ 2,115.98	\$ 890.00	\$ 1,780.00	\$ 1,754.14	\$ 3,508.28	\$ 2,000.00	\$ 4,000.00
21	Manhole MH-AB-2A with Cast-in-Place Base	EA	1	\$ 9,924.58	\$ 9,924.58	\$ 15,250.00	\$ 15,250.00	\$ 8,767.50	\$ 8,767.50	\$ 15,000.00	\$ 15,000.00
22	4-foot Diameter Manhole	EA	3	\$ 8,429.24	\$ 25,287.72	\$ 9,350.00	\$ 28,050.00	\$ 7,612.50	\$ 22,837.50	\$ 13,000.00	\$ 39,000.00
23	Remove Existing 4-foot Diameter Manhole	EA	1	\$ 2,403.23	\$ 2,403.23	\$ 2,100.00	\$ 2,100.00	\$ 6,457.50	\$ 6,457.50	\$ 5,000.00	\$ 5,000.00
24	Flow Fill Existing Sewer Main	LF	300	\$ 16.61	\$ 4,983.00	\$ 8.00	\$ 2,400.00	\$ 22.47	\$ 6,741.00	\$ 20.00	\$ 6,000.00

Item No.	Description	Unit	Quantity	Brannan Construction Company		Elite Surface Infrastructure		Native Sun Construction		Engineer's Estimate	
				Unit Price	Bid Price	Unit Price	Bid Price	Unit Price	Bid Price	Unit Price	Bid Price
25	Service Line Reconnection to New 6" and 8" Sanitary Sewer	EA	9	\$ 1,759.33	\$ 15,833.97	\$ 3,150.00	\$ 28,350.00	\$ 10,521.59	\$ 94,694.31	\$ 6,000.00	\$ 54,000.00
26	Video Inspection of Sewer Line,	LF	342	\$ 9.84	\$ 3,365.28	\$ 5.50	\$ 1,881.00	\$ 13.82	\$ 4,726.44	\$ 14.00	\$ 4,788.00
Water Line Replacement											
27	8-inch DIP Water Line, 0 to 8 Feet Deep,	LF	300	\$ 77.15	\$ 23,145.00	\$ 144.00	\$ 43,200.00	\$ 133.64	\$ 40,092.00	\$ 165.00	\$ 49,500.00
28	8-inch DIP Bends	EA	2	\$ 693.88	\$ 1,387.76	\$ 1,040.00	\$ 2,080.00	\$ 1,125.29	\$ 2,250.58	\$ 2,500.00	\$ 5,000.00
29	8-inch Gate Valves	EA	3	\$ 2,131.86	\$ 6,395.58	\$ 2,125.00	\$ 6,375.00	\$ 2,209.83	\$ 6,629.49	\$ 5,000.00	\$ 15,000.00
30	8-inch Water Main Connection	LS	1	\$ 6,469.90	\$ 6,469.90	\$ 4,735.00	\$ 4,735.00	\$ 6,099.20	\$ 6,099.20	\$ 10,000.00	\$ 10,000.00
31	Remove and Dispose of Existing 4" Asbestos Cement (AC) Pipe:	LF	300	\$ 33.71	\$ 10,113.00	\$ 90.00	\$ 27,000.00	\$ 94.50	\$ 28,350.00	\$ 75.00	\$ 22,500.00
32	Fire Hydrant Assembly	EA	1	\$ 9,511.04	\$ 9,511.04	\$ 12,220.00	\$ 12,220.00	\$ 14,282.82	\$ 14,282.82	\$ 10,000.00	\$ 10,000.00
33	2" Blowoff Assembly	EA	1	\$ 3,552.93	\$ 3,552.93	\$ 3,315.00	\$ 3,315.00	\$ 2,803.92	\$ 2,803.92	\$ 5,000.00	\$ 5,000.00
34	Water Service Line Connection to New 8" Water Main	EA	9	\$ 1,230.24	\$ 11,072.16	\$ 2,900.00	\$ 26,100.00	\$ 4,973.01	\$ 44,757.09	\$ 3,500.00	\$ 31,500.00
Asphalt and Flatwork											
35	Install Temporary Gravel Access Road - Sewer	SY	572	\$ 15.42	\$ 8,820.24	\$ 5.85	\$ 3,346.20	\$ 59.55	\$ 34,062.60	\$ 15.00	\$ 8,580.00
36	Install Temporary Gravel Access Road - Water	SY	564	\$ 15.53	\$ 8,758.92	\$ 5.85	\$ 3,299.40	\$ 80.48	\$ 45,390.72	\$ 15.00	\$ 8,460.00
37	Remove and Dispose of Asphalt	SY	1371	\$ 10.41	\$ 14,272.11	\$ 8.90	\$ 12,201.90	\$ 8.10	\$ 11,105.10	\$ 25.00	\$ 34,275.00
38	Asphalt Surface Replacement 5" Deep	SYI	6855	\$ 6.23	\$ 42,706.65	\$ 5.55	\$ 38,045.25	\$ 6.48	\$ 44,420.40	\$ 16.00	\$ 109,680.00
Grading, Erosion, and Sediment Control											
39	Vehicle Tracking Pad	EA	1	\$ 3,863.27	\$ 3,863.27	\$ 2,915.00	\$ 2,915.00	\$ 12,967.50	\$ 12,967.50	\$ 5,000.00	\$ 5,000.00
40	Construction Fence	LF	1155	\$ 1.95	\$ 2,252.25	\$ 2.90	\$ 3,349.50	\$ 17.43	\$ 20,131.65	\$ 5.00	\$ 5,775.00
41	Silt Fence	LF	1155	\$ 1.43	\$ 1,651.65	\$ 1.35	\$ 1,559.25	\$ 5.58	\$ 6,444.90	\$ 5.00	\$ 5,775.00
42	Sediment Control Log	LF	427	\$ 3.05	\$ 1,302.35	\$ 1.90	\$ 811.30	\$ 6.63	\$ 2,831.01	\$ 7.00	\$ 2,989.00
43	Seeding and Mulching	AC	0.68	\$ 2,363.40	\$ 1,607.11	\$ 2,400.00	\$ 1,632.00	\$ 10,290.00	\$ 6,997.20	\$ 6,000.00	\$ 4,080.00
44	Site and Landscape Restoration	LS	1	\$ 3,246.45	\$ 3,246.45	\$ 35,200.00	\$ 35,200.00	\$ 74,739.57	\$ 74,739.57	\$ 15,000.00	\$ 15,000.00
45	Additional GESC BMP's	LS	1	\$ 6,492.88	\$ 6,492.88	\$ 2,600.00	\$ 2,600.00	\$ 21,000.00	\$ 21,000.00	\$ 15,000.00	\$ 15,000.00
Provisional Items											
46	Trench Stabilization Rock - Provisional Item	CY	25	\$ 89.49	\$ 2,237.25	\$ 90.00	\$ 2,250.00	\$ 122.09	\$ 3,052.25	\$ 75.00	\$ 1,875.00
47	Road Base - Provisional Item	CY	150	\$ 26.44	\$ 3,966.00	\$ 60.00	\$ 9,000.00	\$ 71.62	\$ 10,743.00	\$ 100.00	\$ 15,000.00
48	Export Unsuitable Material	CY	50	\$ 63.68	\$ 3,184.00	\$ 37.50	\$ 1,875.00	\$ 28.65	\$ 1,432.50	\$ 50.00	\$ 2,500.00
49	Import Backfill Material	CY	50	\$ 89.09	\$ 4,454.50	\$ 43.00	\$ 2,150.00	\$ 82.45	\$ 4,122.50	\$ 50.00	\$ 2,500.00
50	Rock Excavation	CY	100	\$ 119.13	\$ 11,913.00	\$ 66.00	\$ 6,600.00	\$ 420.00	\$ 42,000.00	\$ 200.00	\$ 20,000.00
TOTAL BID PRICE:					\$ 393,552.56		\$ 672,977.80		\$ 1,063,018.98		\$ 816,292.00

Note:
Item No. 2 for Elite Surface Infrastructure, left blank and is assumed to be zero.
Item No. 27 for Elite Surface Infrastructure, Bid Price was found to be inaccurate. Original bid price was \$82,268. Actual bid price using unit price was found to be \$43,200. Original total cost estimate was \$732,145.80, actual total cost estimate is \$672,977.80

MEMORANDUM

TO: Roxborough Water and Sanitation District Board of Directors

CC: TST Infrastructure, LLC File

FROM: TST Infrastructure, LLC

SUBJECT: Rock Wren Water and Sewer Replacement Project
Summary of Reference Check Comments

DATE: March 9, 2021

The following is a summary of comments from the references listed in Brannan Construction Company (Brannan) Bid Documents submitted on March 4, 2021 for the Rock Wren Water and Sewer Replacement project.

1. City and County of Denver
2019 Wastewater Infrastructure Program Support
Estimated Date of Completion May 2021
 - a. City and County of Denver (Owner) – Aaron McMichael – (303) 446-3706

Aaron stated that Brannan has done an amazing job for the City and County of Denver on past projects. Brannan has been on multiple 3-year long contracts with the owner. Brannan is currently the contractor for the 2019 Wastewater Infrastructure Program Support project which was included in the latest 3-year long contract. Denver has made it evident that Brannan is their preferred contractor. Brannan has always completed projects on time and multiple projects are usually included in the 3-year contracts. Projects are usually short term and completed on time. For the 2019 WIP Support project, everything so far is being completed on schedule and the project is expected to be complete by the completion date. Change orders have been requested by the contractor before but are uncommon. Denver has worked with multiple superintendents from Brannan and have enjoyed working with all of them. Superintendents are usually on site and are very easy to communicate with. Aaron stated Brannan is very easy to get in touch with and does a great job of communicating with the owner, engineer, and sub-contractor. Aaron has been very impressed by the contractor and is looking forward to continuing working with them, even stating that they are looking to add Brannan to another 3-year contract when available.

2. Rampart Range Metro District No. 5
Ridge Gate-Happy Canyon Trunk
Completed August 2020
 - a. Merrick & Company (Engineer) – Carson Besgreove – (303) 353-3857

Carson stated that working with Brannan was great and that Brannan finished the project earlier than the expected project completion date. Brannan had minimal change orders, and Carson is unsure but does not believe there was a change order made for this project. Jake Jennings was the superintendent on the project, but Merrick and Company worked with both Jake and Paul McDonald for the project and

stated that communication with Brannan was easy and that Brannan is very responsive. Carson said he would definitely work with Brannan again and that they did a great job working with the engineer and owner with specifics of the project, helping to identify and work with the engineer to solve any issues that were found while working on the project.

3. South Adams County Water and Sanitation District (SACWSD)
Waterline Replacement Fairfax Park Ave
Completed November 2020

a. South Adams County Water and Sanitation District (Owner) – Able Moreno – (303) 288-2646

Able indicated that there were issues with personnel during the beginning of the project. Crew personnel had problems working with SACWSD. Able said that management was great and that the issue was resolved after a month. Able described that the project was ran by 3 crews. 2 crews by Brannan once they picked up the project after another contractor left the project. Able described project as large and difficult but mentioned that Brannan did a great job after personal issues were resolved and that Brannan completed the project on schedule. Multiple change orders were included in the project. Most change orders were reasonable and were not related to work of the contractor. There was one change order that SACWSD had with Brannan, Able described Brannan wanting more money than owner thought was acceptable. Paul and Rick were project managers with Shane Nash as the superintendent. The superintendent was on site every day and both project managers were very responsive and helpful. Able did mention that Paul seemed to still be learning roles of project manager and that Paul and Rick had discussions before decision making due to Paul's learning role. Able described that he would work with Brannan again but has hesitations due to difficulty working with contractor at the beginning of the project.

4. Cherry Hills Village Sanitation District
S Gilpin Street Sanitary Sewer Extension
Completed November 2020

a. Cherry Hills Village Sanitation District (Owner) – Kathy McKune – (303) 762-8222

Kathy described working with the contractor as great. Kathy stated that the project Brannan was working on was completed on schedule and that the contractor did not request many change orders. Two change orders were created for the project and both were created based on what was found in the ground during construction. Jake Jennings was the superintendent for the project and that the superintendent was on site as required. According to Kathy she was not aware of any issues with how the contractor worked/handled the sub-contractors. Overall, Kathy stated she would "definitely" work with Brannan again.

5. City of Westminster
Distribution System Meter Vaults
Completed January 2020

- a. Dewberry Engineers (Engineer) – Melinda Brown – (303) 951-0634

Melinda stated that working with the contractor was good, Brannan provided good work and brought items that came up during construction to the Owner. This project was not completed on schedule, but Melinda emphasized this was not necessarily Brannan's fault, and that issues were raised due to the supplier of the vault. Change orders did occur for this project both from the Owner and from the Contractor. Need for change orders stemmed from issues with utility locates resulting in utilities having to be moved and redesigned. Jake Jennings was the superintendent and was great to work with. Jake was on site for project when required and did a great job of informing the owner and engineer when they needed to be on site. Melinda described working with Brannan as a great experience, stated they had great communication with engineer/owner and would consider working with the contractor again.

6. Southgate Water Sanitation District
2020 Watermain Replacement Project
Completed November 2020

- a. Kahlich Consulting, LLC (Engineer) – David Kahlich – (432) 770-4997

David indicated that Brannan does a really good job on projects and has worked on multiple big water projects with contractor. According to David, Brannan completed this project on schedule and that past projects have always been completed on schedule if not early. Change orders were completed on this project but were more requested by the owner and not Brannan. Joe Santaniello was on site for project when required and did a great job communicating with David. Sub-contractors were not involved much on the project, but Brannan did work well with sub-contractors that were hired. David expressed that he really enjoyed working with Brannan and would do so again.

7. Grant Water and Sanitation
2019 Capital Improvement Project
Estimated completion May 2021

- a. Martin Martin Engineering (Engineer) – Justin Meeks – (303) 431-3100

Justin said that he thought Brannan was a good construction firm and that they do a good job at paying close attention to projects and bring potential issues with projects to the engineer for review. Work for past projects was completed on schedule and that Brannan usually completes projects on schedule (has worked with Brannan for past 5 years). Change orders were made but everything was justified for when requested. Justin stated that Brannan has good communication, being very responsive and easy to communicate with. There was very minimal sub-contractor work involved in project but thought that Brannan was fair and just to sub-contractors. Justin said that he would work with Brannan again.

8. Aurora Public Schools
LPS Ames Elementary School Utilities
Estimated completion March 2021

- a. Roche Constructors, Inc. (General Contractor) – Jesse Schuchman – (303) 920-5534

Jesse said Brannan is great to work with and that she has had no issues with them with the LPS Ames Elementary School project. She expressed that the project was delayed because water provider did not get their permits as scheduled, out of Brannan's control but Brannan rolled with it. Outside the delay caused by no fault of Brannan, they did excellent work at completing the work on the new time schedule. Brannan did not request additional money and are great to work with because they do not nickel and dime them. Communication is good and Brannan has good relationships with the on-site inspectors. Brannan had only one sub-contractor to build the stormwater concrete boxes and had no problem with them. Jesse said he would work with Brannan again.

9. Equity Lifestyle Properties, Inc
Hillcrest Village Waterline Replacement
Estimated completion June 2021

- a. Martin/Martin Engineers (Engineer) – Bill Willis – (303) 431-6100

Bill said Brannan did an excellent job on the project, in addition to 3200 LF of 8" PVC waterline they installed a meter vault and a PRV vault which was more challenging than originally thought. They encountered groundwater that they had to deal with that was not anticipated or evident in the Geotechnical report. They handled the required permitting and construction went very well. They also did a very good job of following City of Aurora criteria on the project. Project was extended due to delays from the groundwater issues which were unforeseen. Brannan's Superintendent was on site and worked well with their construction crew. Communication between Owner, Contractor, Engineer, City of Aurora, and the State went very well. Bill does not recall the use of any sub-contractors; Brannan did their own asphalt work. Bill was very happy with Brannan's work and would work with them again and currently have other projects with them.

10. Bonding Agent – Western Surety Company – Doug Dusso (303) 858-4452

Doug indicated that Brannan has never defaulted or leined on a bond. Also, their bid bond required by the Contract Documents of 5% of total bid amount is well within their bond limits.

11. Insurance Agent – Moody Insurance – Leigh Pullen – (303) 824-6634

Leigh stated that there are no insurance claims against Brannan for their current policy term and that Brannan has never defaulted on a claim. She confirmed that Brannan carries at least the minimum required insurance limits specified in the RWSD Rock Wren Water and Sewer Replacement contract documents. Leigh also confirmed that the date of Certificate of Liability Insurance is correct and up to date.

12. Brannan Construction Company teleconference with Paul McDonald (Brannan Construction), Michael Gerstner (TST), Tanner Ford (TST), Joel Catlin (TST):

Brannan indicated they have completed a thorough review of their bid and indicated they are comfortable with their pricing. They propose to complete the water and sewer installation while maintaining vehicular access to the residences but agree to keep the temporary access due to unforeseen circumstances. They are prepared to provide temporary offsite parking and cart paths. They do not anticipate any long delays in materials delivery. Overall, Brannan indicated they looked forward to working with RWSD and were confident they could complete the job at the cost they bid the job and meet the required timeframe.