



# 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 823 4056 6716**  
**Password: 855016**

Date: Wednesday, January 20, 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
- CONVENE AS THE BOARD OF THE PLUM VALLEY HEIGHTS (PVH) SUBDISTRICT OF THE RWSD**
- III. 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 December 16, 2020.
- IV. Staff Reports
  - a. General Manager's Report
  - b. Financial Reports
- V. **Board Action Items**

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

- VI. Consent Agenda
  - a. Approve the Minutes of the Regular Meeting of the RWSD on November 18, 2020.
  - b. Ratify Payrolls for December 31, 2020 and January 15, 2021
  - c. Ratify Payments since December 16, 2020 #
  - d. Approve Payments of Claims: Checks#
  - e. Approve Pay App#5 Velocity Construction Pump P-204 in the amount of \$117,606.20
- VII. 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
- VIII. **Board Action Items:**
  - a. **Consider approval of professional services agreement with Jacobs Engineering to develop a distribution system monitoring plan**
- IX. **Adjourn**

**RECORD OF PROCEEDINGS**

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**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  
DECEMBER 16, 2020**

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 December 16, 2020 at 8:00 a.m. The meeting was conducted via Zoom Meeting ID 823 4056 6716 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        Assistant Secretary  
   Stephen Throneberry     Treasurer

   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 8:03 a.m. by Director Lehmann. It was also established that a quorum was in attendance and there were no conflicts of interest to disclose.

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

- A. Approve the corrected Minutes of the Plum Valley Heights Subdistrict of Roxborough Water and Sanitation District which contained in and part of the Roxborough Water and Sanitation District Minutes for the November 18, 2020 Regular Meeting.
- B. Annual Administrative Matters Resolution

**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 October 31, 2020 Financial Recap for PVH. Upon a motion from Director Thomas, second by Director Bane and a unanimous vote, the Board approved the financial report for Plum Valley Heights.

## **ROXBOROUGH WATER AND SANITATION DISTRICT**

Upon a motion by Director Maas, 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 Bane, second by Director Thomas 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 November 18, 2020.
- B. Ratify Payrolls for November 30 and December 15, 2020.
- C. Ratify Payments since November 18, 2020 #100094-100147,100152,100154,100156,100160-100161
- D. Approve Payments of Claims: Check #100148-100151,100153,100155,100157-100159,100162-100177
- E. Approve Pay App#4 Velocity Construction Pump P-204 in the amount of \$101,327.95
- F. Annual Administrative Matters Resolution

### **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 October 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:**

**Upon a motion by Director Bane, Second by Director Thomas and unanimous vote, the Board approved the Sterling Ranch CAB Emergency Interconnect Agreement**

**Upon a motion by Director Thomas, Second by Director Bane and unanimous vote, the Board approved the Castle Rock 2021 Water Lease Agreement**

Upon a motion by Director Thomas, second by Director Maas, and unanimous vote, the Board went into Executive Session pursuant to Section 24-6-402 (4) (b), C. R. S. to receive legal advice from general counsel concerning the O-Line and High Zone Pump Installation

Upon a motion by Director Lehmann, second by Director Thomas to adjourn the Executive Session at 9:47.

### **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 9:50 AM.

**General Manager's Report**  
**Plum Valley Heights Subdistrict of Roxborough Water and Sanitation District**  
**January 20, 2021**

**Operations:**

- Relocation of PVH water line continues.
- Working to finalize Facility Relocation Agreement for the PVH water line with Sterling Ranch CAB and Dominion including temporary connection to service Sterling Ranch Filing 4.

**Inclusions:**

- Nothing to report

**Roxborough Water and Sanitation - PVH  
Financial Recap  
November 30, 2020**

**General Fund**

1. Property taxes collected for the month total \$ 1,254
2. Specific ownership taxes collected for the month total \$ 3,564

**Contractor's Application for Payment No. 5**

Application Period: 11/30/2020 through 12/31/2020		Application Date: 12/31/2020	
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
<b>TOTALS</b>		
<b>NET CHANGE BY CHANGE ORDERS</b>		

<b>1. ORIGINAL CONTRACT PRICE.....</b>	<b>\$ 406,645.00</b>
<b>2. Net change by Change Orders.....</b>	<b>\$</b>
<b>3. Current Contract Price (Line 1 ± 2).....</b>	<b>\$ 406,645.00</b>
<b>4. TOTAL COMPLETED AND STORED TO DATE</b>	
(Column F total on Progress Estimates).....	<b>\$ 275,657.00</b>
<b>5. RETAINAGE:</b>	
a. 5% X \$275,657.00 Work Completed.....	<b>\$ 13,782.85</b>
b. 5% X _____ Stored Material.....	<b>\$</b>
c. Total Retainage (Line 5.a + Line 5.b).....	<b>\$ 13,782.85</b>
<b>6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5.c).....</b>	<b>\$ 261,874.15</b>
<b>7. LESS PREVIOUS PAYMENTS (Line 6 from prior Application).....</b>	<b>\$ 144,267.95</b>
<b>8. AMOUNT DUE THIS APPLICATION.....</b>	<b>\$ 117,606.20</b>
<b>9. BALANCE TO FINISH, PLUS RETAINAGE</b>	
(Column G total on Progress Estimates + Line 5.c above).....	<b>\$ 144,770.85</b>

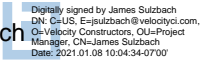
**Contractor's Certification**

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.



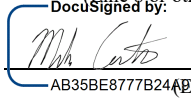
Digitally signed by James Sulzbach  
DN: cn=US, e=j.sulzbach@velocityci.com,  
ou=Velocity Constructors, O=James Sulzbach,  
Manager, cn=James Sulzbach,  
Date: 2021.01.08 10:04:34-0700

**Contractor Signature** *James Sulzbach*

By: James Sulzbach	Date: 12/31/2020
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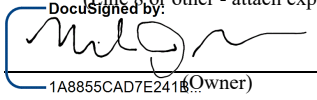
Payment of: \$ 117,606.20

(Line 8 or other - attach explanation of the other amount)

is recommended by:  January 11, 2021 | 10:58:23  
(Date)

Payment of: \$ 117,606.20

(Line 8 or other - attach explanation of the other amount)

is approved by:  January 11, 2021 | 11:07:23  
(Date)

Approved by: \_\_\_\_\_ (Date)

Funding or Financing Entity (if applicable) \_\_\_\_\_ (Date)

**General Manager's Report  
Roxborough Water and Sanitation District  
January 20, 2021**

**Information Only**

**Operations:**

- As of January 7, the water treatment plant has returned to normal operations with chloramines for disinfection residual. This should resolve the issues with discolored water and chlorine taste/odor.

**Cyberattack:**

- The District has \$200,000 in cybersecurity insurance coverage.
- Three claims have been submitted to the CSD Pool for the cyber-attack in the amounts of \$146,564.64, 33,023.50 and \$20,411.86 totaling \$200,000.00.
- We are expecting the first two reimbursements to arrive mid-January and the third reimbursement to arrive in late January.
- As of now, the District has incurred \$2,801.64 in recovery expenses above the limit of the insurance.

**Dominion Water and Sanitation District/Sterling Ranch:**

- Day-to-day operations going well.
- RWSD will proceed with lining O-Line manholes and pipe to address corrosion caused by DWSD discharge.
- Sterling Ranch CAB has begun the work to relocate the PVH water line; working to finalize the Facility Relocation Agreement including temporary service to Sterling Ranch Filing 4.
- We completed a high-pressure flush of the entire Sterling Ranch Distribution system pursuant to specific direction received from DWSD.

**Lambert Reservoir/Meadow Ditch Water Rights:**

- Nothing new to report.

**Public Outreach:**

- Completed a blog post related to discolored water explaining the cause and encouraging residents to contact the District directly so we can address the issue.
- The Range Metro District that is planning 550 residential units on the east side of Hwy 85 near Louviers has asked for a letter of support for their proposed Development Plan. Water and sewer service will be provided by Dominion and will include service to Louviers, and the infrastructure may also provide central sewer service to the Titan Road Industrial Park (TRIP).
- 7499 Moore Road Properties, LLC has proposed 200 residential units south of south of Plum Valley Heights and the Messenich horse rescue and abutting Sterling Ranch on the west. Water and sewer service will be provided by Dominion, but the developer did mention RWSD as a potential water provider in their County application.

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## Water Plant

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The water treatment plant has been running smoothly. In December, the plant was operational for **13** days with an average plant production of **0.7** MGD and a max day of **2.4** MGD.

We have continued design meetings for the emergency overflow basin at the water treatment plant. We have decided to split the project into two phases due to budget restrictions and current cost estimates, in 2021 we will complete all the pond grading and associated pipework and in 2022 we will complete the process piping within the treatment plant. This will allow us to reseed and get vegetation established in the disturbed areas that we are still under GESC permits for with Douglas County

The distribution system disinfectant has been switched back to chloramines on 01/04/2021, the free chlorine flush was successful getting the nitrification issue resolved but came with a few challenges of its own. The system experienced numerous discolored water complaints that had to be resolved with system flushing, this was somewhat expected but there were more than we thought.

December production was **18.8** million gallons of treated water, **4.3** million gallons of that was for Sterling Ranch.

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## Lift Stations

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The lift stations are running smoothly. Odor issues remain at the lift station with the high H<sub>2</sub>S coming from Dominion. We are still evaluating engineered media replacement vs. natural media replacement for the odor bed on that site.

Progress continues on the 4<sup>th</sup> pump addition project at the lift station, the pump has arrived, and interior suction and discharge piping has begun. The shutdowns are tentatively looking that they will be mid- January for tie-ins of the pump. Electrical work continues, as necessary. Velocity has completed the rebuilding of the odor beds and some gravel placement at the Transition Vaults as part of this project.

December saw **22** million gallons of sewage pumped to Littleton-Englewood. Approximately **2.8** million was conveyed for Sterling Ranch.



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## Field

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The field remains busy for December with over **464** locates with the majority in Sterling Ranch. A total of **204** were for Roxborough.

A final design review meeting has been set-up with the Foundation for the Rock Wren sewer line replacement project where we will share comments from our public meetings and review final alignments.

Alignment challenges are still coming up while trying to complete design of the transmission line upsized in Rampart Range Rd. Meetings with Douglas County are currently being scheduled to discuss the concept of aligning the pipe in Rampart Range Rd.



## **MEMORANDUM**

TO: Roxborough Water and Sanitation District  
Board of Directors

FROM: TST Infrastructure, LLC  
Bill Goetz

SUBJECT: Engineering Status Report

DATE: January 12, 2021

### I. DEVELOPMENT PROJECTS

North Loop Water Relocation – The new pipeline has been constructed and tied-in to the existing system. Minor work remains.

### II. WATER TREATMENT PLANT

TST is performing preliminary design for converting the old reclaim pond to an emergency holding pond.

### III. LIFT STATION PUMP ADDITION

The new pump has been installed and installation of piping systems is in progress.

### IV. ROCK WREN SEWER REPLACEMENT

Design for the Rock Wren water and sewer replacement is 98% complete. Final reviews are in progress.

### V. RAMPART WATER LINE REPLACEMENT

RWSD and TST met with Douglas County to review the requirements for locating the pipeline in the road to avoid conflicts with existing utilities and other constraints. Additional information has been provided to Douglas County and they are reviewing.

Memorandum  
January 12, 2021  
Page 2

VI. RAMPART PUMP STATION RELOCATION

Exhibits showing the proposed location for the new pipelines and pump station have been forwarded to Denver Water for their review. RWSD and TST met with Denver Water to review the project concepts. Denver Water requested that RWSD consider additional alternatives for the location of the pipelines and pump station. Additional exhibits have been prepared to address the Denver Water Request.

VII. WTP HIGH ZONE PUMP FOR DWSD

Design drawings are complete and ready for advertising. Advertisement is currently on hold pending funding of the project by DWSD. (No Change)

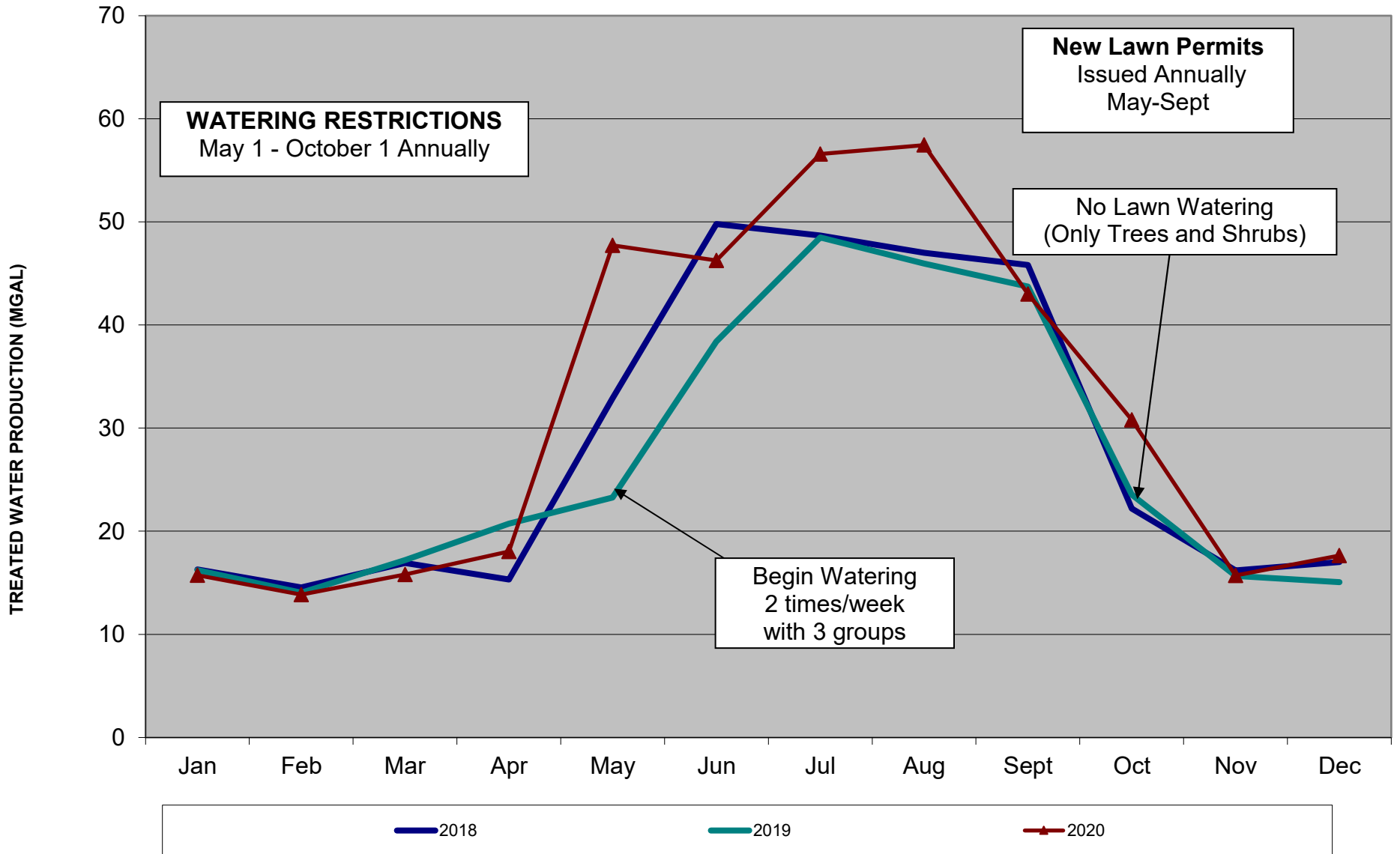
VIII. GIS

TST has reconfigured system architecture to improve system functionality and reliability. Conversion of previous functionality to the new system architecture continues. (No Change)

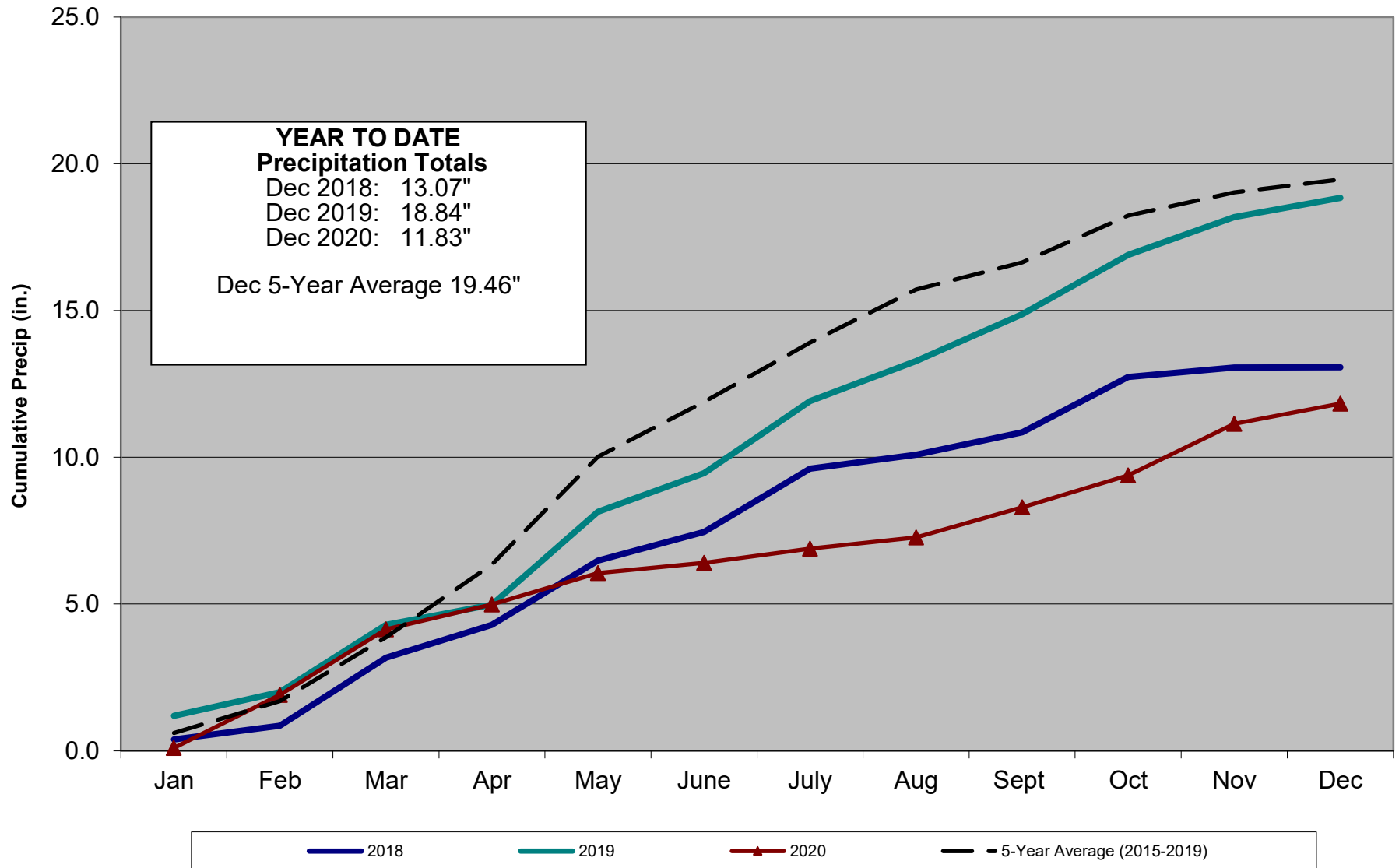
IX. 2020 MASTER PLAN UPDATE

The Summary Master Plan has been finalized and finalization of the full version is in progress.

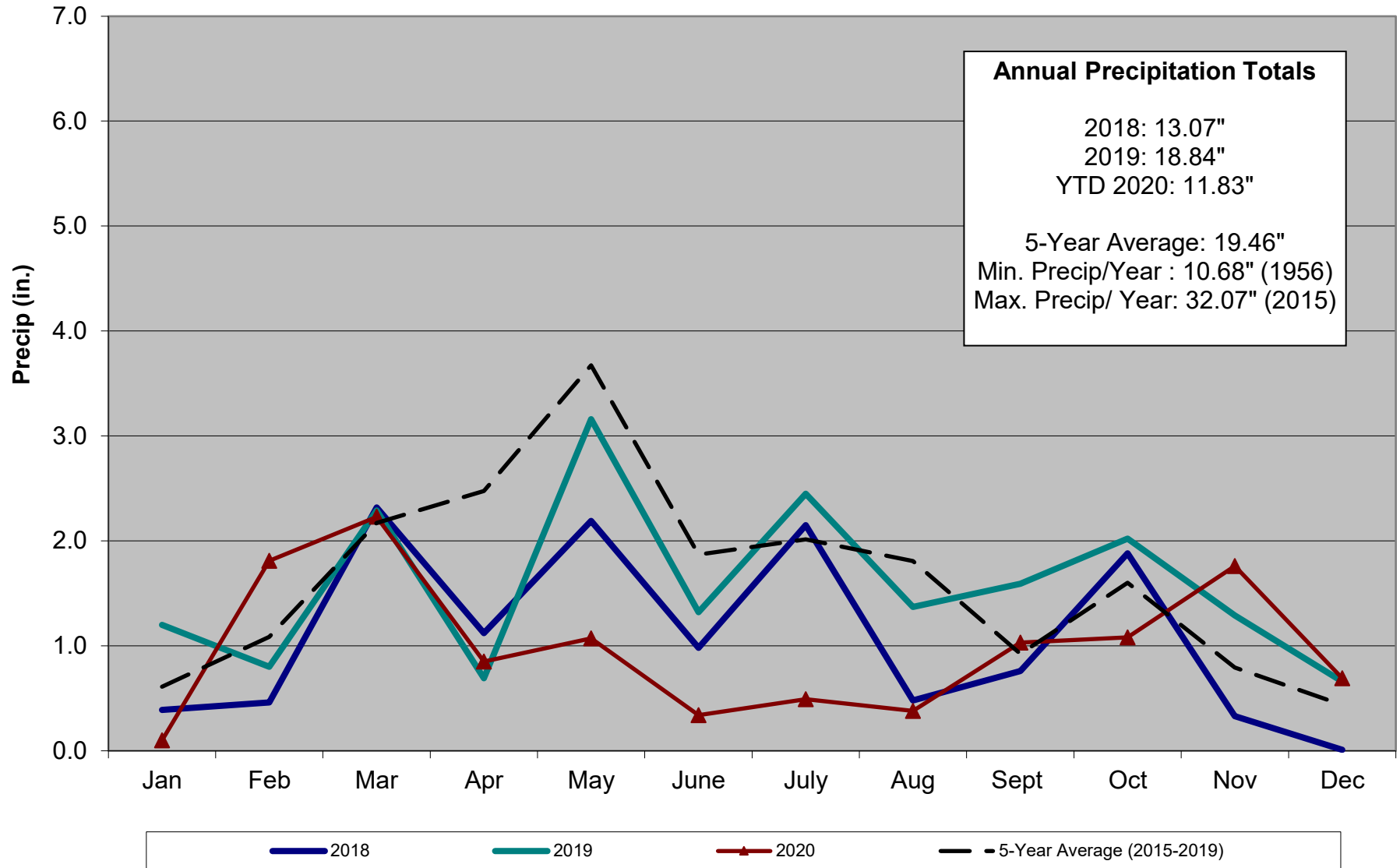
# ROXBOROUGH WATER AND SANITATION DISTRICT TREATED WATER PRODUCTION 2018-2020



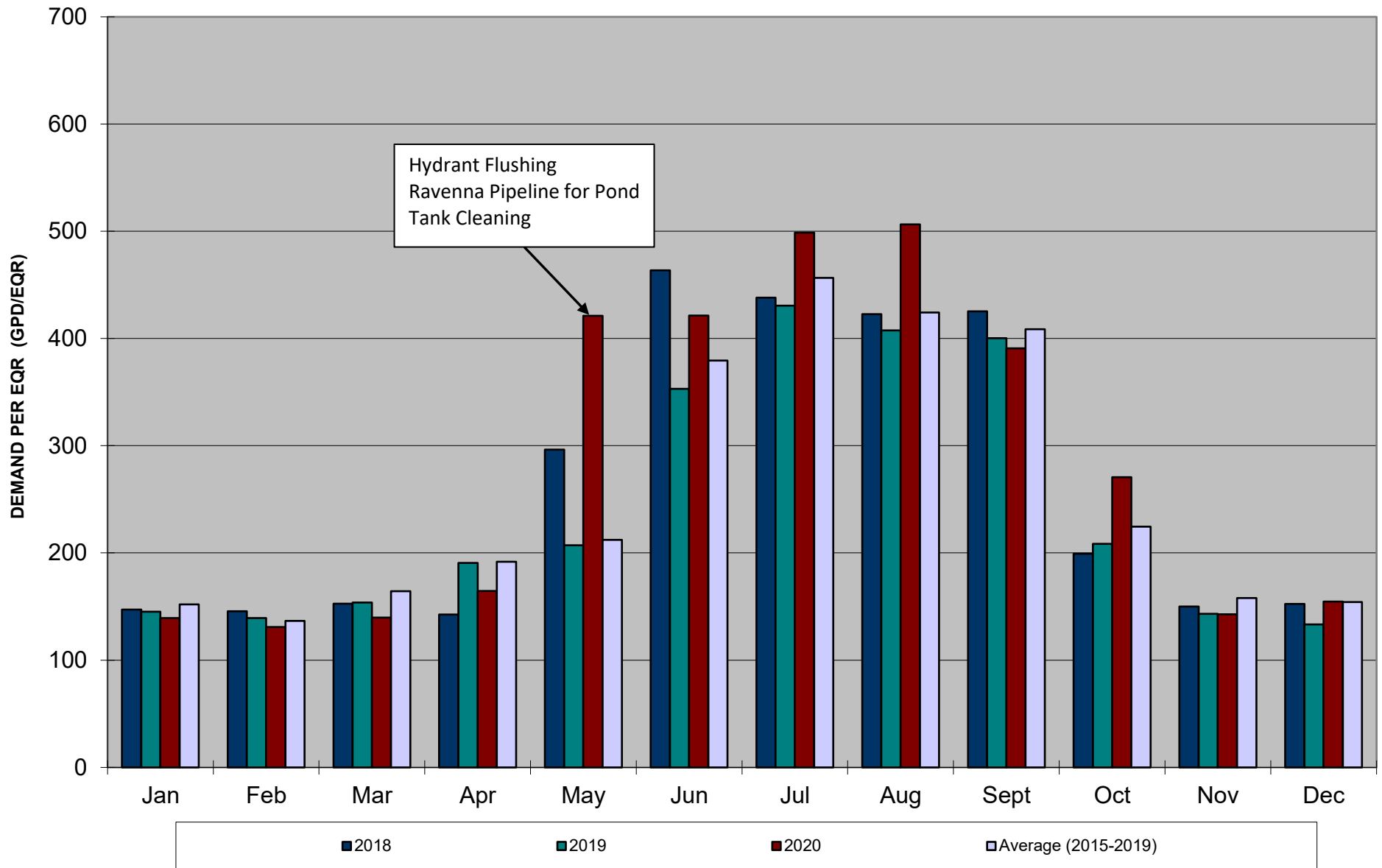
# ROXBOROUGH WATER AND SANITATION DISTRICT CUMULATIVE PRECIPITATION 2018-2020



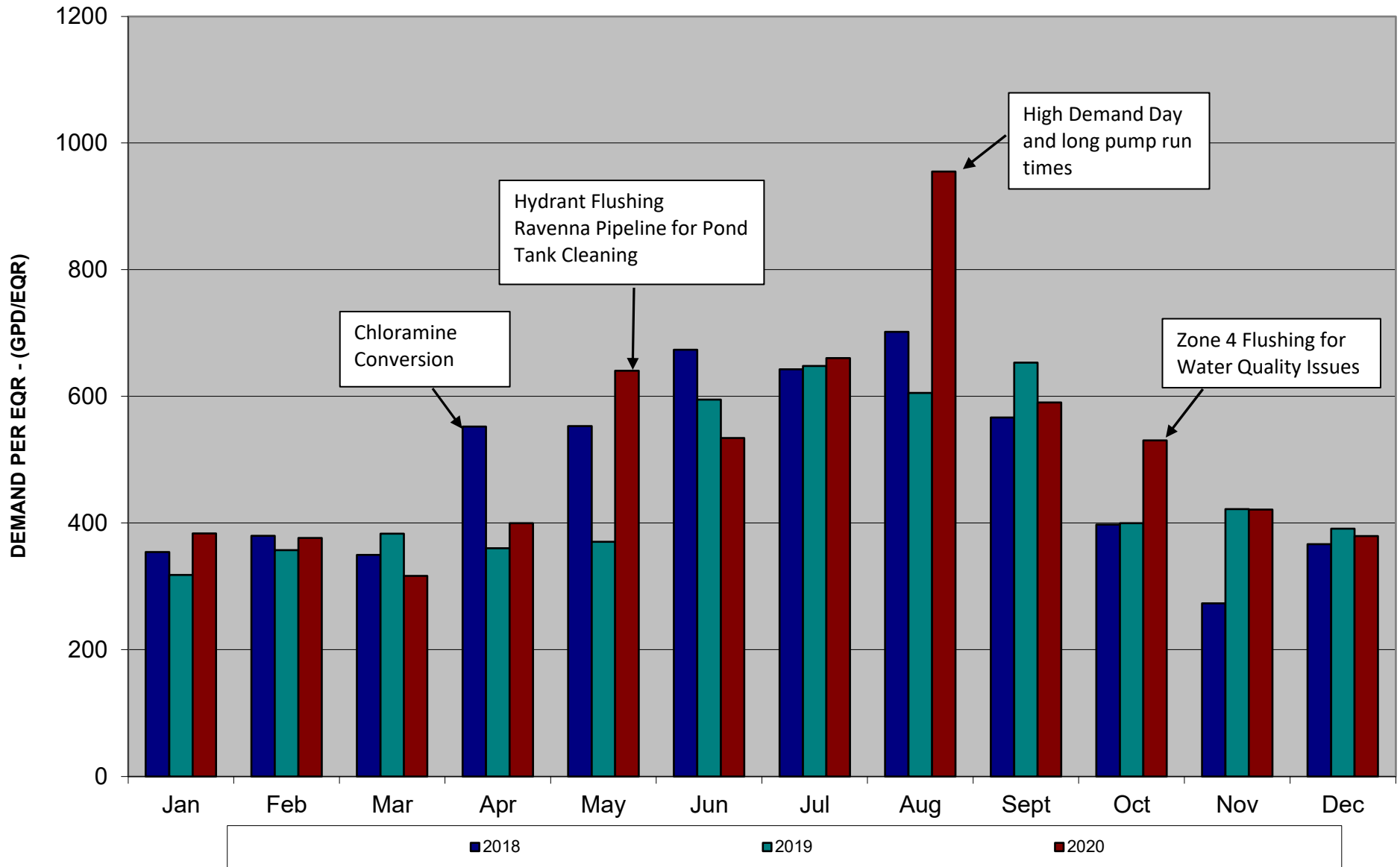
# ROXBOROUGH WATER AND SANITATION DISTRICT PRECIPITATION 2018-2020



## 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
<b>Treated Water (MGAL)</b>													
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

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Total
<b>Monthly EQRs (Connected)</b>													
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	

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	AVG GPD/EQR
<b>Treated Water (GPD/EQR)</b>													
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	179.34	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	436.14	422.66	425.41	199.15	149.94	152.36	261.29

- 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
<b>Treated Water ( MGAL)</b>												
2018	16,279	14,552	16,912	15,303	32,877	49,804	48,665	46,999	45,804	22.2	16,198	17,017
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
Increase/Decrease	-3.0%	-1.4%	-8.1%	-13.0%	105.0%	20.5%	16.7%	25.0%	-1.7%	30.8%	0.4%	17.1%

<b>Monthly EQRs (Connected)</b>												
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
2020	3646	3647	3649	3654	3654	3659	3660	3660	3667	3669	3671	3679
Increase/Decrease	1.2%	1.2%	1.1%	0.9%	0.8%	0.9%	0.7%	0.6%	0.7%	0.7%	0.7%	0.9%

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

<b>Water Savings</b>												
Increase/Decrease*	-4.2%	-2.6%	-9.2%	-13.9%	104.2%	19.6%	16.0%	24.4%	-2.4%	30.1%	-0.3%	16.2%

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

<b>Treated Water (GPD/EQR)</b>												
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
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	139.14	130.99	139.68	164.51	421.22	421.44	498.71	506.35	390.78	270.73	142.70	154.66
Increase/Decrease	-4.1%	-5.9%	-9.1%	-13.7%	103.4%	19.4%	15.8%	24.3%	-2.4%	29.9%	-0.3%	16.1%

- 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
<b>Max Day Treated Water (MGD)</b>												
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

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec
<b>Monthly EQRs (Connected)</b>												
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	3271	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	3395	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	3418	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

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	AVG GPD/EQR
<b>Max Day Treated Water (GPD/EQR)</b>													
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	689.29	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

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
<b>Max Day Treated Water (MGD)</b>												
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
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
Increase/ Decrease	22.1%	6.8%	-16.5%	12.0%	74.4%	-9.4%	2.6%	58.7%	-9.0%	33.6%	0.5%	-2.0%

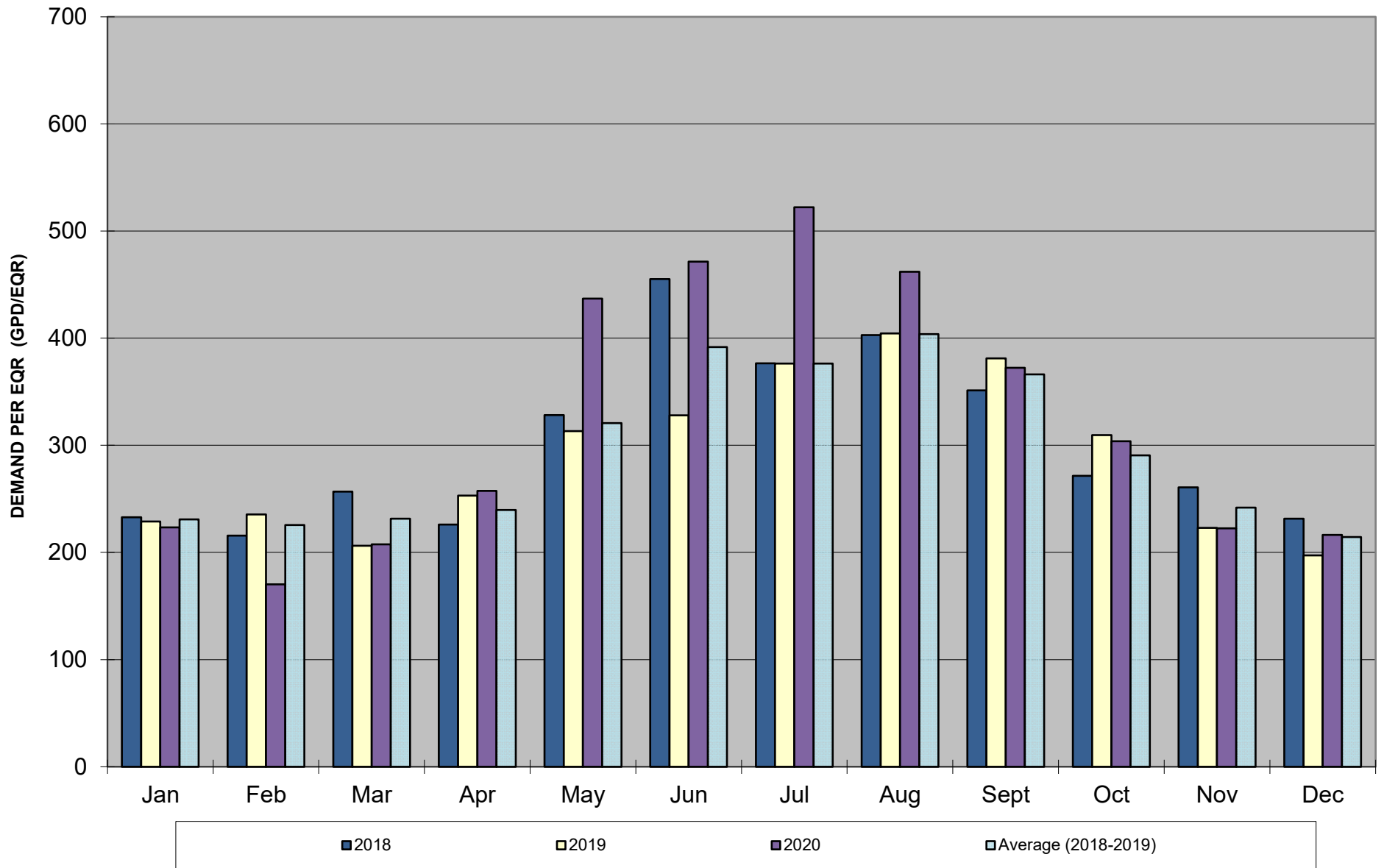
<b>Monthly EQRs (Connected)</b>												
2018	3569	3570	3574	3576	3579	3582	3583	3587	3589	3596	3601	3603
2019	3603	3603	3608	3622	3624	3626	3634	3638	3642	3644	3645	3646
2020	3646	3647	3649	3654	3654	3659	3660	3660	3667	3669	3671	3679
Increase/Decrease	1.2%	1.2%	1.1%	0.9%	0.8%	0.9%	0.7%	0.6%	0.7%	0.7%	0.7%	0.9%

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

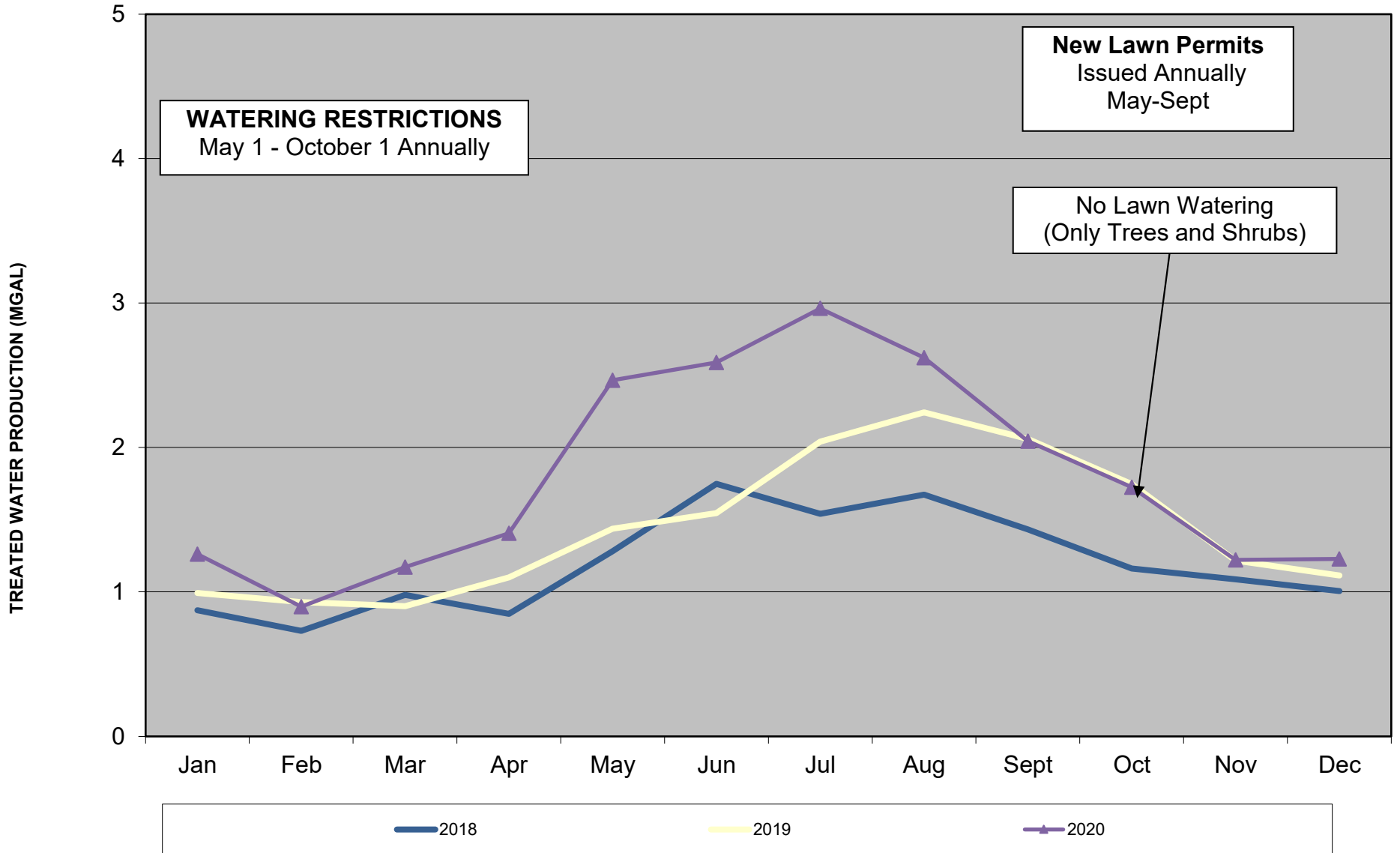
<b>Max Day Treated Water (GPD/EQR)</b>												
2018	354.16	379.55	349.47	552.29	552.95	673.65	642.48	701.70	566.45	397.39	272.98	366.64
2019	317.79	356.92	383.04	360.30	370.31	594.59	647.77	605.28	653.21	399.84	421.95	390.84
2020	383.43	376.47	316.25	399.84	640.39	534.03	660.11	954.92	590.40	530.39	421.14	379.45
Increase/ Decrease	20.7%	5.5%	-17.4%	11.0%	72.9%	-10.2%	1.9%	57.8%	-9.6%	32.7%	-0.2%	-2.9%

- 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 2018-2020



ROXBOROUGH NW DOUGLAS COUNTY

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Total
<b>Treated Water (MGAL)</b>													
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
<b>Average</b>	0.933	0.8305	0.9405	0.9745	1.3595	1.6465	1.791	1.959	1.7455	1.454	1.152	1.059	

<b>Monthly EQRs (Connected)</b>													
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	

													<b>AVE</b>
													<b>GPD/EQR</b>
<b>Treated Water (GPD/EQR)</b>													
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
<b>Average</b>	230.77	225.66	231.555	239.615	320.71	391.62	376.405	403.695	366.17	290.54	241.78	214.42	

- 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
<b>Treated Water ( MGAL)</b>												
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
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
Increase/Decrease	27.0%	-3.4%	29.8%	27.7%	71.5%	67.5%	45.2%	16.8%	-0.7%	-1.3%	0.4%	10.3%

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec
<b>Monthly EQRs (Connected)</b>												
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
Increase/Decrease	30.0%	29.1%	29.1%	25.5%	23.0%	16.6%	4.6%	2.2%	1.7%	0.5%	0.5%	0.5%

<b>Water Savings</b>												
Increase/Decrease*	-3.0%	-32.5%	0.7%	2.2%	48.5%	50.9%	40.6%	14.6%	-2.4%	-1.8%	-0.1%	9.8%
(From Projected) * Change in treated water - Change in monthly units												

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec
<b>Treated Water (GPD/EQR)</b>												
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
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	170.14	207.55	257.51	436.90	471.40	522.30	462.01	372.31	303.90	222.59	216.46
Increase/Decrease	-2.3%	-27.8%	0.6%	1.7%	39.5%	43.7%	38.8%	14.2%	-2.3%	-1.8%	-0.1%	9.7%

- 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  
November 30, 2020**

**General Fund**

1. Property taxes collected for the month total \$ 4,733
2. Specific ownership taxes collected for the month total \$ 10,413
3. Data Recovery expenses for the month \$ 44,193

**Debt Service Fund**

1. Property taxes collected for the month total \$ 2,333
2. Specific ownership taxes collected for the month total \$ 5,133
3. Transfers in for Debt Surcharge in the amount \$ 90,622
4. Paid Debt Service in the amount of \$ 976,678

**Water Fund Treatment**

1. Service charges billed for the month were \$ 197,434
2. Collected \$ 90,622 in capital surcharges for the WTP
3. Irrigation Raw water \$ 21,255 for the month
4. Ravenna monthly SDC totaled \$ 15,100
5. Repairs expense for the month includes a refund in the amount of \$ 44,464 from BFI.

**Water Fund -Distribution**

1. Water Costs for the Month \$ 83,117

**Sewer Fund**

1. Service charges for the month totaled \$ 141,650
2. Lockheed Martin service charges totaled \$ 24,042 for the month.
3. Capital Projects includes \$ 23,465 to Velocity and \$ 10,819 to Water Technology Group

ROXBOROUGH WATER & SANITATION DISTRICT  
FINANCIAL STATEMENTS

November 30, 2020

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## Roxborough Water and Sanitation District Balance Sheet by Class

As of November 30, 2020

ASSETS	1-General Fund	2-Debt Service	3-Water-Treatment	4-Sewer	5-Capital Fund	6-Water- Distribution	7-Plum Valley Heights	Unclassified	TOTAL
<b>Current Assets</b>									
Checking/Savings	283,457.34	2,280,029.71	14,866,720.70	647,381.06	543,315.63	-14,078,865.14	-234,363.64	0.00	4,319,625.66
1105-Checking	0.00	1,863,115.10	0.00	0.00	0.00	0.00	0.00	0.00	1,863,115.10
1111- WF Bond Redemption	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
1125- Wells Fargo Savings	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
1139- WF Ravenita	0.00	0.00	3,196,997.18	0.00	0.00	0.00	0.00	0.00	3,196,997.18
1150-Investment in Colotruct	835,446.41	2,060,910.55	5,556,792.05	7,764,768.51	0.00	0.00	0.00	0.00	16,217,917.52
1155- Colotruct Bond Fund	0.00	0.00	357,909.69	496,813.68	0.00	0.00	0.00	0.00	854,723.37
1160- System Develop Colo Trust	0.00	0.00	983,466.45	0.00	0.00	0.00	0.00	0.00	983,466.45
<b>Total Checking/Savings</b>	<b>1,128,903.75</b>	<b>6,003,955.36</b>	<b>24,963,886.07</b>	<b>8,906,963.25</b>	<b>543,315.63</b>	<b>-14,078,865.14</b>	<b>293,567.12</b>	<b>0.00</b>	<b>27,762,706.04</b>
<b>Other Current Assets</b>									
1300-ARR Service	0.00	0.00	1,504,925.15	436,167.58	0.00	0.00	0.00	0.00	1,941,092.73
1310-ARR Availability	0.00	0.00	29,217.08	10,540.15	0.00	0.00	0.00	0.00	39,757.23
1350-ARR Taxes	1,407,649.00	693,848.00	0.00	0.00	0.00	0.00	467,661.00	0.00	2,569,158.00
1356-Due From NWDC Inclusion	0.00	0.00	12,066.92	0.00	0.00	0.00	0.00	0.00	12,066.92
1370- Due From Others	0.00	0.00	7,849.30	0.00	0.00	0.00	0.00	0.00	7,849.30
1390- Due from Dominion	0.00	0.00	7,369.02	8,288.00	0.00	0.00	0.00	0.00	15,667.02
1396- Due from PA13	0.00	0.00	1,527.63	0.00	0.00	0.00	0.00	0.00	1,527.63
1399- Due From Arrowhead	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
1400- Prepaid Insurance	3,575.00	0.00	140.00	0.00	0.00	0.00	0.00	0.00	140.00
<b>Total Other Current Assets</b>	<b>1,411,224.00</b>	<b>693,848.00</b>	<b>1,566,670.10</b>	<b>458,580.73</b>	<b>0.00</b>	<b>3,575.00</b>	<b>0.00</b>	<b>0.00</b>	<b>4,901,558.83</b>
<b>Total Current Assets</b>	<b>2,540,127.75</b>	<b>6,697,803.36</b>	<b>26,530,556.17</b>	<b>9,367,543.98</b>	<b>543,315.63</b>	<b>-14,075,310.14</b>	<b>760,228.12</b>	<b>0.00</b>	<b>32,364,264.87</b>
<b>Fixed Assets</b>									
1500- Capital Assets	0.00	0.00	85,049,638.32	16,660,916.89	0.00	0.00	140,953.57	0.00	99,851,508.78
<b>Total Fixed Assets</b>	<b>0.00</b>	<b>0.00</b>	<b>83,049,638.32</b>	<b>16,660,916.89</b>	<b>0.00</b>	<b>0.00</b>	<b>140,953.57</b>	<b>0.00</b>	<b>99,851,508.78</b>
<b>TOTAL ASSETS</b>	<b>2,540,127.75</b>	<b>6,697,803.36</b>	<b>109,580,194.49</b>	<b>26,026,460.87</b>	<b>543,315.63</b>	<b>-14,075,310.14</b>	<b>901,181.69</b>	<b>0.00</b>	<b>132,215,773.65</b>
<b>LIABILITIES &amp; EQUITY</b>									
<b>Liabilities</b>									
Current Liabilities									
Accounts Payable	5,044.09	0.00	16,937.47	44,075.39	0.00	105,266.67	1,521.76	0.00	172,845.38
2000- Accounts Payable	0.00	0.00	16,937.47	44,075.39	0.00	105,266.67	1,521.76	0.00	172,845.38
Total Accounts Payable	5,044.09	0.00	33,874.94	88,150.78	0.00	210,533.34	3,043.52	0.00	345,690.76
Other Current Liabilities									
2015 Accrued Util/ Sick Leave	0.00	0.00	29,350.98	29,350.98	0.00	0.00	0.00	0.00	58,701.96
2015 Deferred Rental Income	0.00	0.00	24,333.32	0.00	0.00	0.00	0.00	0.00	24,333.32
2065- Ravenita Costs Advanced	0.00	0.00	3,196,997.18	0.00	0.00	0.00	0.00	0.00	3,196,997.18
2060- Deferred Taxes	1,407,649.00	693,847.56	0.00	0.00	0.00	0.00	467,661.00	0.00	2,569,157.56
2400- Retainage Payable	0.00	0.00	0.00	0.00	0.00	25,311.03	0.00	0.00	25,311.03
Total Other Current Liabilities	1,407,649.00	693,847.56	3,250,681.48	29,350.98	0.00	25,311.03	467,661.00	0.00	5,874,501.05
<b>Total Current Liabilities</b>	<b>1,412,693.09</b>	<b>693,847.56</b>	<b>3,267,618.95</b>	<b>73,426.37</b>	<b>0.00</b>	<b>130,577.70</b>	<b>469,182.76</b>	<b>0.00</b>	<b>6,047,346.43</b>
<b>Total Liabilities</b>	<b>1,412,693.09</b>	<b>693,847.56</b>	<b>3,267,618.95</b>	<b>73,426.37</b>	<b>0.00</b>	<b>130,577.70</b>	<b>469,182.76</b>	<b>0.00</b>	<b>6,047,346.43</b>
<b>Equity</b>									
3900- Retained Earnings	939,738.78	5,829,607.31	103,318,375.19	25,882,445.96	546,588.68	-10,695,653.80	199,240.27	0.00	126,020,342.39
Net Income	187,695.88	174,348.49	2,994,200.35	72,589.54	-3,273.05	-3,510,234.04	232,758.66	0.00	148,084.83
<b>Total Equity</b>	<b>1,127,434.66</b>	<b>6,003,955.80</b>	<b>106,312,575.54</b>	<b>26,055,035.50</b>	<b>543,315.63</b>	<b>-14,205,987.84</b>	<b>431,998.93</b>	<b>0.00</b>	<b>126,168,427.22</b>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>2,540,127.75</b>	<b>6,697,803.36</b>	<b>109,580,194.49</b>	<b>26,026,460.87</b>	<b>543,315.63</b>	<b>-14,075,310.14</b>	<b>901,181.69</b>	<b>0.00</b>	<b>132,215,773.65</b>

**Roxborough Water and Sanitation District  
Profit & Loss by Class  
November 2020**

	1-General Fund	2-Debt Service	3-Water-Treatment	4-Sewer	6-Water-Distribution	7-Plum Valley Heights	TOTAL
<b>Ordinary Income/Expense</b>							
Income							
5010- Service Charges	0.00	0.00	197,434.46	141,649.54	0.00	0.00	339,084.00
5101- Service Charges LMA	0.00	0.00	0.00	24,042.28	0.00	0.00	24,042.28
5200- Property Taxes	4,732.60	2,332.75	0.00	0.00	0.00	1,254.45	8,319.80
5210- Specific Ownership Taxes	10,413.45	5,132.92	0.00	0.00	0.00	3,546.20	19,092.57
5211- Dominion WTP Operations	0.00	0.00	42,037.13	0.00	0.00	0.00	42,037.13
5213- Sewer Service Dominion	0.00	0.00	0.00	19,820.00	0.00	0.00	19,820.00
5410- Hydrant Water	0.00	0.00	5,762.50	0.00	0.00	0.00	5,762.50
5410- Potable Irrigation Water	0.00	0.00	1,724.40	0.00	0.00	0.00	1,724.40
5511- Irrigation Water	0.00	0.00	19,530.80	0.00	0.00	0.00	19,530.80
5610- Miscellaneous Income	-138.23	0.00	7,379.94	68.64	-119.72	0.00	7,190.63
5611- Inclusion fees-NWDC	0.00	0.00	5,121.48	0.00	0.00	0.00	5,121.48
5620- Dominion Dist. Operations	0.00	0.00	24,158.33	0.00	0.00	0.00	24,158.33
5640- Dominion Treated Water Us	0.00	0.00	3,931.29	0.00	0.00	0.00	3,931.29
5700- Sys. Development Charge	0.00	0.00	135.00	0.00	0.00	0.00	135.00
5705- Ravenna SDC	0.00	0.00	15,100.00	0.00	0.00	0.00	15,100.00
5710- Capital Surcharge	0.00	0.00	11,378.59	12,444.31	0.00	0.00	23,822.90
5715- Capital Surcharge WTP Sup	0.00	0.00	90,621.76	0.00	0.00	0.00	90,621.76
5820- Investment Income	201.66	335.66	710.47	860.43	0.00	0.00	2,112.54
5850- Reimbursed Exp Other	0.00	15.13	0.00	0.00	0.00	0.00	15.13
<b>Total Income</b>	15,209.48	7,801.33	425,041.28	198,885.20	-119.72	4,804.97	651,622.54
<b>Gross Profit</b>	15,209.48	7,801.33	425,041.28	198,885.20	-119.72	4,804.97	651,622.54
<b>Expense</b>							
6020- Payroll Expenses	18,294.55	0.00	58,604.04	44,031.75	40,995.92	0.00	161,926.26
6040- Accounting	2,375.00	0.00	2,375.00	2,375.00	2,375.00	1,000.00	10,500.00
6050- Contract Labor	0.00	0.00	0.00	1,625.00	1,625.00	0.00	3,250.00
6053- Data Recovery	44,193.00	0.00	0.00	0.00	0.00	0.00	44,193.00
6080- Education	868.12	0.00	868.12	868.13	868.13	0.00	3,472.50
6100- Engineering	1,337.00	0.00	13,113.38	19,117.30	9,437.15	0.00	42,994.83
6130- Insurance	1,985.00	0.00	1,985.00	1,985.00	1,985.00	0.00	7,940.00
6140- Lab & Test Fees	0.00	0.00	39.00	429.00	1,574.00	0.00	2,042.00
6150- Legal	1,374.09	0.00	1,044.09	1,044.09	1,979.59	521.76	5,963.62
6170- Meter Expenses	0.00	0.00	0.00	0.00	10,111.22	0.00	10,111.22
6180- Misc. Expenses	0.00	0.00	0.00	0.00	357.10	0.00	357.10
6200- Office Expense	892.04	0.00	0.00	458.33	458.34	0.00	1,808.71
6210- Operating Supplies	0.00	0.00	11,922.76	0.00	0.00	0.00	11,922.76
6220- Permits	850.00	0.00	0.00	0.00	0.00	0.00	850.00
6230- Repairs and Maint	2,405.55	0.00	-7,178.67	1,824.78	3,449.60	0.00	501.26
6250- Treasurers Fees	71.13	35.06	0.00	0.00	0.00	18.82	125.01
6260- Utilities	6.92	0.00	12,800.28	5,851.35	13,429.06	0.00	32,087.61
6280- Water Costs	0.00	0.00	0.00	0.00	83,117.12	0.00	83,117.12
6300- Bank Service Charges	155.98	0.00	155.98	155.98	155.99	0.00	623.93
6500- CWRPDA Debt Service	0.00	439,019.86	0.00	0.00	0.00	0.00	439,019.86
7200- Interest Payments	0.00	537,622.78	0.00	59,067.50	12,684.50	0.00	537,622.78
7300- Capital Projects	0.00	0.00	27,441.45	0.00	0.00	0.00	99,193.45
7301- Capital WTP	0.00	0.00	185.00	0.00	0.00	0.00	185.00
9000- Depreciation Expense	0.00	0.00	165,000.00	69,000.00	0.00	0.00	234,000.00
<b>Total Expense</b>	74,808.38	976,677.70	288,745.43	207,443.21	184,592.72	1,540.58	1,733,808.02
<b>Net Ordinary Income</b>	-59,598.90	-968,876.37	136,295.85	-8,558.01	-184,712.44	3,284.39	-1,082,185.48
<b>Other Income/Expense</b>							
Other Income							
6900- Transfers In	0.00	0.00	500,000.00	200,000.00	0.00	0.00	700,000.00
6902- Transfers in WTP	0.00	90,621.76	0.00	0.00	0.00	0.00	90,621.76
<b>Total Other Income</b>	0.00	90,621.76	500,000.00	200,000.00	0.00	0.00	790,621.76
<b>Other Expense</b>							
8000- Transfers to Other Funds	700,000.00	0.00	0.00	0.00	0.00	0.00	700,000.00

**Roxborough Water and Sanitation District  
Profit & Loss by Class**

November 2020

	1-General Fund	2-Debt Service	3-Water-Treatment	4-Sewer	6-Water-Distribution	7-Plum Valley Heights	TOTAL
8002- Transfers Water Supply SV	0.00	0.00	90,621.76	0.00	0.00	0.00	90,621.76
Total Other Expense	700,000.00	0.00	90,621.76	0.00	0.00	0.00	790,621.76
Net Other Income	-700,000.00	90,621.76	409,378.24	200,000.00	0.00	0.00	0.00
Net Income	<b>-759,598.90</b>	<b>-878,254.61</b>	<b>545,674.09</b>	<b>191,441.99</b>	<b>-184,712.44</b>	<b>3,264.39</b>	<b>-1,082,185.48</b>



**Roxborough Water and Sanitation District  
Profit & Loss by Class**

January through November 2020

	1-General Fund	2-Debt Service	3-Water-Treatment	4-Sewer	5-Capital Fund	6-Water- Distribution	7-Plum Valley Heights	Unclassified	TOTAL
6902- Transfers in WTP	0.00	997,238.22	0.00	0.00	0.00	0.00	0.00	0.00	997,238.22
Total Other Income	0.00	1,207,723.02	500,000.00	200,000.00	0.00	0.00	0.00	0.00	1,907,723.02
Other Expense									
8000- Transfers to Other Funds	700,000.00	0.00	156,604.24	53,880.56	0.00	0.00	0.00	0.00	910,484.80
8002- Transfers Water Supply SV	0.00	0.00	997,238.22	0.00	0.00	0.00	0.00	0.00	997,238.22
Total Other Expense	700,000.00	0.00	1,153,842.46	53,880.56	0.00	0.00	0.00	0.00	1,907,723.02
Net Other Income	-700,000.00	1,207,723.02	-653,842.46	146,119.44	0.00	0.00	0.00	0.00	0.00
Net Income	197,695.98	174,348.49	2,994,200.35	72,588.54	-3,273.05	-3,510,234.04	232,758.66	0.00	148,084.83



**Roxborough Water and Sanitation District**  
**Profit & Loss -General Fund**  
November 2020

	Nov 20	Jan - Nov 20
<b>Ordinary Income/Expense</b>		
<b>Income</b>		
5200- Property Taxes	4,732.60	1,392,741.14
5210- Specific Ownership Taxes	10,413.45	108,087.44
5610- Miscellaneous Income	-138.23	44.77
5820- Investment Income	201.66	8,063.49
<b>Total Income</b>	<u>15,209.48</u>	<u>1,508,936.84</u>
<b>Gross Profit</b>	15,209.48	1,508,936.84
<b>Expense</b>		
6020-Payroll Expenses	18,294.55	117,899.03
6040- Accounting	2,375.00	26,125.00
6041- Audit	0.00	30,000.00
6053- Data Recovery	44,193.00	157,859.13
6080- Education	868.12	5,181.56
6099- Election	0.00	22,652.60
6100- Engineering	1,337.00	37,435.10
6130- Insurance	1,985.00	21,835.00
6150- Legal	1,374.09	14,361.10
6180- Misc. Expenses	0.00	5,587.39
6200- Office Expense	892.04	37,638.29
6220- Permits	850.00	6,989.15
6225-Rent	0.00	2,693.52
6230- Repairs and Maint	2,405.55	68,118.69
6250- Treasurers Fees	71.13	20,884.94
6260- Utilities	6.92	28,531.64
6270- Vehicle	0.00	1,091.17
6300- Bank Service Charges	155.98	3,712.14
7300- Capital Projects	0.00	12,645.51
<b>Total Expense</b>	<u>74,808.38</u>	<u>621,240.96</u>
<b>Net Ordinary Income</b>	-59,598.90	887,695.88
<b>Other Income/Expense</b>		
<b>Other Expense</b>		
8000- Transfers to Other Funds	700,000.00	700,000.00
<b>Total Other Expense</b>	<u>700,000.00</u>	<u>700,000.00</u>
<b>Net Other Income</b>	-700,000.00	-700,000.00
<b>Net Income</b>	<u><u>-759,598.90</u></u>	<u><u>187,695.88</u></u>

**Roxborough Water and Sanitation District**  
**Profit & Loss -Debt Service**  
November 2020

	<u>Nov 20</u>	<u>Jan - Nov 20</u>
<b>Ordinary Income/Expense</b>		
<b>Income</b>		
5200- Property Taxes	2,332.75	686,259.90
5210- Specific Ownership Taxes	5,132.92	53,277.66
5820- Investment Income	335.66	20,445.29
<b>Total Income</b>	<u>7,801.33</u>	<u>759,982.85</u>
<b>Gross Profit</b>	7,801.33	759,982.85
<b>Expense</b>		
6250- Treasurers Fees	35.06	10,294.47
6420-Loan Administrative Fees	0.00	38,400.00
6500- CWRPDA Debt Service	439,019.86	439,019.86
6550-CWCB Debt Service	0.00	115,811.50
7100-Principal Payments	0.00	505,000.00
7200- Interest Payments	537,622.78	684,831.55
<b>Total Expense</b>	<u>976,677.70</u>	<u>1,793,357.38</u>
<b>Net Ordinary Income</b>	-968,876.37	-1,033,374.53
<b>Other Income/Expense</b>		
<b>Other Income</b>		
6900- Transfers In	0.00	210,484.80
6902- Transfers In WTP	90,621.76	997,238.22
<b>Total Other Income</b>	<u>90,621.76</u>	<u>1,207,723.02</u>
<b>Net Other Income</b>	<u>90,621.76</u>	<u>1,207,723.02</u>
<b>Net Income</b>	<u><u>-878,254.61</u></u>	<u><u>174,348.49</u></u>

**Roxborough Water and Sanitation District**  
**Profit & Loss -Water Treatment**  
November 2020

	Nov 20	Jan - Nov 20
<b>Ordinary Income/Expense</b>		
<b>Income</b>		
5010- Service Charges	197,434.46	3,775,012.25
5100-Availability Charges	0.00	156,604.24
5211- Dominion WTP Operations	42,037.13	533,778.84
5410-Hydrant Water	5,762.50	66,037.50
5510-Potable Irrigation Water	1,724.40	59,187.00
5511-Irrigation Water	19,530.80	451,754.54
5601-Late Fees, Penalties,	0.00	7,432.44
5610- Miscellaneous Income	7,379.94	22,773.98
5611-Inclusion fees-NWDC	5,121.48	69,458.48
5620- Dominion Dist. Operations	24,158.33	255,555.88
5640- Dominion Treated Water Us	3,931.29	32,954.13
5650 Dominion Exp Reimbursement	0.00	148,138.86
5700- Sys. Development Charge	135.00	336,761.83
5705 Ravenna SDC	15,100.00	276,058.84
5710- Capital Surcharge	11,378.59	125,721.83
5715- Capital Surcharge WTP Sup	90,621.76	997,238.22
5820- Investment Income	710.47	46,003.11
5850 - Reimbursed Exp Other	15.13	13,438.11
<b>Total Income</b>	<u>425,041.28</u>	<u>7,373,910.08</u>
<b>Gross Profit</b>	425,041.28	7,373,910.08
<b>Expense</b>		
6020-Payroll Expenses	58,604.04	526,083.82
6040- Accounting	2,375.00	26,125.00
6065- Dominion expenses	0.00	190.00
6080- Education	868.12	7,830.62
6100- Engineering	13,113.38	98,275.56
6130- Insurance	1,985.00	21,360.82
6140- Lab & Test Fees	429.00	15,365.85
6150- Legal	1,044.09	10,109.27
6180- Misc. Expenses	0.00	17,496.62
6200- Office Expense	0.00	6,267.97
6210-Operating Supplies	11,922.76	97,823.38
6220- Permits	0.00	682.19
6230- Repairs and Maint	-7,178.67	397,309.16
6240- Safety Equipment	0.00	1,160.98
6260- Utilities	12,800.28	119,385.44
6270- Vehicle	0.00	6,050.76
6280- Water Costs	0.00	3,814.23
6300- Bank Service Charges	155.98	2,014.66
7290- Water Rights	0.00	3,687.75
7300- Capital Projects	27,441.45	461,208.65
7301-Capital WTP	185.00	77,754.54
7302- Water Taps Centennial	0.00	10,870.00
9000 -Depreciation Expense	165,000.00	1,815,000.00
<b>Total Expense</b>	<u>288,745.43</u>	<u>3,725,867.27</u>
<b>Net Ordinary Income</b>	136,295.85	3,648,042.81
<b>Other Income/Expense</b>		
<b>Other Income</b>		
6900- Transfers In	500,000.00	500,000.00
<b>Total Other Income</b>	500,000.00	500,000.00
<b>Other Expense</b>		
8000- Transfers to Other Funds	0.00	156,604.24
8002- Transfers Water Supply SV	90,621.76	997,238.22
<b>Total Other Expense</b>	<u>90,621.76</u>	<u>1,153,842.46</u>
<b>Net Other Income</b>	<u>409,378.24</u>	<u>-653,842.46</u>

**Roxborough Water and Sanitation District**  
**Profit & Loss -Water Treatment**  
November 2020

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	<u>Nov 20</u>	<u>Jan - Nov 20</u>
Net Income	<u>545,674.09</u>	<u>2,994,200.35</u>

**Roxborough Water and Sanitation District**  
**Profit & Loss -Water Distribution**  
**October 2020**

Ordinary Income/Expense	Oct 20	Jan - Oct 20
<b>Expense</b>		
6020-Payroll Expenses	25,566.13	263,431.23
6040- Accounting	4,750.00	23,750.00
6050- Contract Labor	4,983.00	29,254.37
6065- Dominion expenses	0.00	2,832.04
6080- Education	170.00	6,239.31
6100- Engineering	7,237.50	213,232.83
6110-Conservation Rebates	0.00	600.00
6115- GPS/GIS	0.00	20,240.00
6130- Insurance	1,985.00	19,996.34
6140- Lab & Test Fees	253.00	12,437.22
6150- Legal	2,713.55	19,488.18
6170 - Meter Expenses	17,704.21	41,055.13
6180- Misc. Expenses	218.84	712.71
6200- Office Expense	116.09	20,224.76
6210-Operating Supplies	2,689.57	2,689.57
6220- Permits	0.00	5,798.84
6230- Repairs and Maint	13,248.30	217,632.37
6240- Safety Equipment	274.77	1,225.47
6260- Utilities	6,682.76	56,986.56
6270- Vehicle	60.10	6,268.25
6280- Water Costs	185,504.62	2,114,970.29
6300- Bank Service Charges	367.36	1,793.68
6830- Costs Returned to DC	0.00	1,264.59
7290- Water Rights	1,155.00	33,646.97
7300- Capital Projects	10,165.50	209,750.89
<b>Total Expense</b>	<b>285,845.30</b>	<b>3,325,521.60</b>
<b>Net Ordinary Income</b>	<b>-285,845.30</b>	<b>-3,325,521.60</b>
<b>Net Income</b>	<b>-285,845.30</b>	<b>-3,325,521.60</b>

**Roxborough Water and Sanitation District**  
**Profit & Loss -Sewer Fund**  
November 2020

	Nov 20	Jan - Nov 20
<b>Ordinary Income/Expense</b>		
<b>Income</b>		
5010- Service Charges	141,649.54	1,557,313.27
5100-Availability Charges	0.00	53,880.56
5101- Service Charges LMA	24,042.28	264,957.73
5213-Sewer Service Dominion	19,820.00	103,693.58
5601-Late Fees, Penalties,	0.00	3,086.10
5610- Miscellaneous Income	68.64	8,065.67
5650 Dominion Exp Reimbursement	0.00	5,230.85
5700- Sys. Development Charge	0.00	37,254.70
5710- Capital Surcharge	12,444.31	136,287.29
5820- Investment Income	860.43	54,480.50
<b>Total Income</b>	<u>198,885.20</u>	<u>2,224,250.25</u>
<b>Gross Profit</b>	198,885.20	2,224,250.25
<b>Expense</b>		
6020-Payroll Expenses	44,031.75	287,743.26
6040- Accounting	2,375.00	26,125.00
6050- Contract Labor	1,625.00	30,879.33
6065- Dominion expenses	0.00	8,854.03
6080- Education	868.13	7,151.69
6100- Engineering	19,117.30	116,160.38
6115- GPS/GIS	0.00	2,725.00
6130- Insurance	1,985.00	21,360.84
6140- Lab & Test Fees	39.00	1,579.00
6150- Legal	1,044.09	15,713.34
6180- Misc. Expenses	0.00	572.59
6185- Littleton Service Fees	0.00	485,840.20
6200- Office Expense	458.33	19,236.98
6210-Operating Supplies	0.00	37,250.14
6220- Permits	0.00	2,099.84
6230- Repairs and Maint	1,824.78	141,187.24
6240- Safety Equipment	0.00	1,215.89
6260- Utilities	5,851.35	65,333.85
6270- Vehicle	0.00	5,466.68
6300- Bank Service Charges	155.98	1,611.58
7300- Capital Projects	59,067.50	260,674.29
9000 -Depreciation Expense	69,000.00	759,000.00
<b>Total Expense</b>	<u>207,443.21</u>	<u>2,297,781.15</u>
<b>Net Ordinary Income</b>	-8,558.01	-73,530.90
<b>Other Income/Expense</b>		
<b>Other Income</b>		
6900- Transfers In	200,000.00	200,000.00
<b>Total Other Income</b>	<u>200,000.00</u>	<u>200,000.00</u>
<b>Other Expense</b>		
8000- Transfers to Other Funds	0.00	53,880.56
<b>Total Other Expense</b>	<u>0.00</u>	<u>53,880.56</u>
<b>Net Other Income</b>	<u>200,000.00</u>	<u>146,119.44</u>
<b>Net Income</b>	<u><u>191,441.99</u></u>	<u><u>72,588.54</u></u>

**Roxborough Water and Sanitation District**  
**Profit & Loss -Capital Fund**  
November 2020

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	<u>Nov 20</u>	<u>Jan - Nov 20</u>
Ordinary Income/Expense		
Expense		
7307-Ravenna Infrastructure	0.00	3,273.05
Total Expense	0.00	3,273.05
Net Ordinary Income	0.00	-3,273.05
Net Income	<u>0.00</u>	<u>-3,273.05</u>

**Roxborough Water and Sanitation District**  
**Profit & Loss -PVH**  
**November 2020**

	<u>Nov 20</u>	<u>Jan - Nov 20</u>
<b>Ordinary Income/Expense</b>		
<b>Income</b>		
5200- Property Taxes	1,254.45	454,606.33
5210- Specific Ownership Taxes	3,546.20	37,295.50
5820- Investment Income	4.32	45.26
5840- CWCB Loan Proceeds	0.00	14,356.62
<b>Total Income</b>	<u>4,804.97</u>	<u>506,303.71</u>
<b>Gross Profit</b>	4,804.97	506,303.71
<b>Expense</b>		
6040- Accounting	1,000.00	11,000.00
6100- Engineering	0.00	0.00
6150- Legal	521.76	1,071.26
6250- Treasurers Fees	18.82	6,819.08
6500- CWRPDA Debt Service	0.00	139,207.56
6550-CWCB Debt Service	0.00	115,447.15
<b>Total Expense</b>	<u>1,540.58</u>	<u>273,545.05</u>
<b>Net Ordinary Income</b>	<u>3,264.39</u>	<u>232,758.66</u>
<b>Net Income</b>	<u><u>3,264.39</u></u>	<u><u>232,758.66</u></u>



**Roxborough Water and Sanitation District**  
**Profit & Loss Budget vs. Actual- General Fund**  
**January through November 2020**

	Jan - Nov 20	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
5200- Property Taxes	1,392,741.14	1,395,530.00	-2,788.86	99.8%
5210- Specific Ownership Taxes	108,087.44	90,000.00	18,087.44	120.1%
5610- Miscellaneous Income	44.77	1,000.00	-955.23	4.5%
5820- Investment Income	8,063.49	2,000.00	6,063.49	403.2%
<b>Total Income</b>	<u>1,508,936.84</u>	<u>1,488,530.00</u>	<u>20,406.84</u>	<u>101.4%</u>
<b>Gross Profit</b>	1,508,936.84	1,488,530.00	20,406.84	101.4%
<b>Expense</b>				
6020- Payroll Expenses	117,899.03	125,000.00	-7,100.97	94.3%
6040- Accounting	26,125.00	30,000.00	-3,875.00	87.1%
6041- Audit	30,000.00	25,000.00	5,000.00	120.0%
6050- Contract Labor	0.00	15,000.00	-15,000.00	0.0%
6053- Data Recovery	157,859.13	200,000.00	-42,140.87	78.9%
6060- Directors Fee	0.00	8,000.00	-8,000.00	0.0%
6080- Education	5,181.56	30,000.00	-24,818.44	17.3%
6099- Election	22,652.60	30,000.00	-7,347.40	75.5%
6100- Engineering	37,435.10	50,000.00	-12,564.90	74.9%
6130- Insurance	21,835.00	20,000.00	1,835.00	109.2%
6150- Legal	14,361.10	30,000.00	-15,638.90	47.9%
6180- Misc. Expenses	5,587.39	20,000.00	-14,412.61	27.9%
6200- Office Expense	37,638.29	40,000.00	-2,361.71	94.1%
6220- Permits	6,989.15	15,000.00	-8,010.85	46.6%
6225- Rent	2,693.52	3,000.00	-306.48	89.8%
6230- Repairs and Maint	68,118.69	160,000.00	-91,881.31	42.6%
6250- Treasurers Fees	20,884.94	20,000.00	884.94	104.4%
6260- Utilities	28,531.64	11,000.00	17,531.64	259.4%
6270- Vehicle	1,091.17	0.00	1,091.17	100.0%
6300- Bank Service Charges	3,712.14	0.00	3,712.14	100.0%
7300- Capital Projects	12,645.51	12,000.00	645.51	105.4%
<b>Total Expense</b>	<u>621,240.96</u>	<u>844,000.00</u>	<u>-222,759.04</u>	<u>73.6%</u>
<b>Net Ordinary Income</b>	887,695.88	644,530.00	243,165.88	137.7%
<b>Other Income/Expense</b>				
<b>Other Expense</b>				
8000- Transfers to Other Funds	700,000.00	700,000.00	0.00	100.0%
<b>Total Other Expense</b>	<u>700,000.00</u>	<u>700,000.00</u>	<u>0.00</u>	<u>100.0%</u>
<b>Net Other Income</b>	<u>-700,000.00</u>	<u>-700,000.00</u>	<u>0.00</u>	<u>100.0%</u>
<b>Net Income</b>	<u><u>187,695.88</u></u>	<u><u>-55,470.00</u></u>	<u><u>243,165.88</u></u>	<u><u>-338.4%</u></u>

**Roxborough Water and Sanitation District**  
**Profit & Loss Budget vs. Actual-Debt Service**  
 January through November 2020

	<u>Jan - Nov 20</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
5200- Property Taxes	686,259.90	687,874.00	-1,614.10	99.8%
5210- Specific Ownership Taxes	53,277.66	80,000.00	-26,722.34	66.6%
5820- Investment Income	20,445.29	10,000.00	10,445.29	204.5%
<b>Total Income</b>	<u>759,982.85</u>	<u>777,874.00</u>	<u>-17,891.15</u>	<u>97.7%</u>
<b>Gross Profit</b>	759,982.85	777,874.00	-17,891.15	97.7%
<b>Expense</b>				
6250- Treasurers Fees	10,294.47	13,010.00	-2,715.53	79.1%
6420-Loan Administrative Fees	38,400.00	76,800.00	-38,400.00	50.0%
6500- CWRPDA Debt Service	439,019.86	439,020.00	-0.14	100.0%
6550-CWCB Debt Service	115,811.50	439,020.00	-323,208.50	26.4%
7100-Principal Payments	505,000.00	505,000.00	0.00	100.0%
7200- Interest Payments	684,831.55	724,532.00	-39,700.45	94.5%
<b>Total Expense</b>	<u>1,793,357.38</u>	<u>2,197,382.00</u>	<u>-404,024.62</u>	<u>81.6%</u>
<b>Net Ordinary Income</b>	-1,033,374.53	-1,419,508.00	386,133.47	72.8%
<b>Other Income/Expense</b>				
<b>Other Income</b>				
6900- Transfers In	210,484.80	130,000.00	80,484.80	161.9%
6902- Transfers In WTP	997,238.22	1,082,000.00	-84,761.78	92.2%
6903- Ravenna Loan Surcharge	0.00	82,425.00	-82,425.00	0.0%
<b>Total Other Income</b>	<u>1,207,723.02</u>	<u>1,294,425.00</u>	<u>-86,701.98</u>	<u>93.3%</u>
<b>Net Other Income</b>	1,207,723.02	1,294,425.00	-86,701.98	93.3%
<b>Net Income</b>	<u><u>174,348.49</u></u>	<u><u>-125,083.00</u></u>	<u><u>299,431.49</u></u>	<u><u>-139.4%</u></u>

**Roxborough Water and Sanitation District**  
**Profit & Loss Budget vs. Actual-Water Treatment**  
 January through November 2020

	Jan - Nov 20	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
5010- Service Charges	3,775,012.25	3,000,000.00	775,012.25	125.8%
5100-Availability Charges	156,604.24	90,000.00	66,604.24	174.0%
5211- Dominion WTP Operations	533,778.84	432,000.00	101,778.84	123.6%
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	66,037.50	40,000.00	26,037.50	165.1%
5510-Potable Irrigation Water	59,187.00	40,000.00	19,187.00	148.0%
5511-Irrigation Water	451,754.54	80,000.00	371,754.54	564.7%
5601-Late Fees, Penalties,	7,432.44			
5610- Miscellaneous Income	22,773.98	70,000.00	-47,226.02	32.5%
5611-Inclusion fees-NWDC	69,458.48	50,000.00	19,458.48	138.9%
5620- Dominion Dist. Operations	255,555.88	158,000.00	97,555.88	161.7%
5625- Dominion Sewer Conveyance	0.00	425,000.00	-425,000.00	0.0%
5640- Dominion Treated Water Us	32,954.13	84,000.00	-51,045.87	39.2%
5650 Dominion Exp Reimbursement	148,138.86			
5660- Ravenna Reimbursement	0.00	82,425.00	-82,425.00	0.0%
5700- Sys. Development Charge	336,761.83	90,000.00	246,761.83	374.2%
5705 Ravenna SDC	276,058.84	210,375.00	65,683.84	131.2%
5710- Capital Surcharge	125,721.83	80,000.00	45,721.83	157.2%
5715- Capital Surcharge WTP Sup	997,238.22	1,036,808.00	-39,569.78	96.2%
5820- Investment Income	46,003.11	50,000.00	-3,996.89	92.0%
5850 - Reimbursed Exp Other	13,438.11			
<b>Total Income</b>	<b>7,373,910.08</b>	<b>6,027,008.00</b>	<b>1,346,902.08</b>	<b>122.3%</b>
<b>Gross Profit</b>	<b>7,373,910.08</b>	<b>6,027,008.00</b>	<b>1,346,902.08</b>	<b>122.3%</b>
<b>Expense</b>				
6020-Payroll Expenses	526,083.82	620,000.00	-93,916.18	84.9%
6040- Accounting	26,125.00	32,500.00	-6,375.00	80.4%
6050- Contract Labor	0.00	15,000.00	-15,000.00	0.0%
6065- Dominion expenses	190.00	20,000.00	-19,810.00	1.0%
6080- Education	7,830.62	25,000.00	-17,169.38	31.3%
6100- Engineering	98,275.56	100,000.00	-1,724.44	98.3%
6115- GPS/GIS	0.00	37,500.00	-37,500.00	0.0%
6130- Insurance	21,360.82	17,500.00	3,860.82	122.1%
6140- Lab & Test Fees	15,365.85	8,000.00	7,365.85	192.1%
6150- Legal	10,109.27	37,500.00	-27,390.73	27.0%
6180- Misc. Expenses	17,496.62	10,000.00	7,496.62	175.0%
6200- Office Expense	6,267.97	20,000.00	-13,732.03	31.3%
6210-Operating Supplies	97,823.38	120,000.00	-22,176.62	81.5%
6220- Permits	682.19	3,000.00	-2,317.81	22.7%
6230- Repairs and Maint	397,309.16	78,000.00	319,309.16	509.4%
6240- Safety Equipment	1,160.98	5,000.00	-3,839.02	23.2%
6260- Utilities	119,385.44	150,000.00	-30,614.56	79.6%
6270- Vehicle	6,050.76	17,500.00	-11,449.24	34.6%
6280- Water Costs	3,814.23	48,000.00	-44,185.77	7.9%
6300- Bank Service Charges	2,014.66	0.00	2,014.66	100.0%
7290- Water Rights	3,687.75			
7300- Capital Projects	461,208.65	1,000,000.00	-538,791.35	46.1%
7301-Capital WTP	77,754.54	0.00	77,754.54	100.0%
7302- Water Taps Centennial	10,870.00	50,000.00	-39,130.00	21.7%
9000 -Depreciation Expense	1,815,000.00			
<b>Total Expense</b>	<b>3,725,867.27</b>	<b>2,414,500.00</b>	<b>1,311,367.27</b>	<b>154.3%</b>
<b>Net Ordinary Income</b>	<b>3,648,042.81</b>	<b>3,612,508.00</b>	<b>35,534.81</b>	<b>101.0%</b>
<b>Other Income/Expense</b>				
<b>Other Income</b>				
6900- Transfers In	500,000.00	500,000.00	0.00	100.0%
<b>Total Other Income</b>	<b>500,000.00</b>	<b>500,000.00</b>	<b>0.00</b>	<b>100.0%</b>
<b>Other Expense</b>				
8000- Transfers to Other Funds	156,604.24	90,000.00	66,604.24	174.0%

No assurance is provided on these financial statements

**Roxborough Water and Sanitation District**  
**Profit & Loss Budget vs. Actual-Water Treatment**  
 January through November 2020

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	Jan - Nov 20	Budget	\$ Over Budget	% of Budget
8002- Transfers Water Supply SV	997,238.22	1,082,000.00	-84,761.78	92.2%
8100- Transfer to Other Funds	0.00	82,425.00	-82,425.00	0.0%
9000-Depreciation	0.00	0.00	0.00	0.0%
<b>Total Other Expense</b>	<b>1,153,842.46</b>	<b>1,254,425.00</b>	<b>-100,582.54</b>	<b>92.0%</b>
<b>Net Other Income</b>	<b>-653,842.46</b>	<b>-754,425.00</b>	<b>100,582.54</b>	<b>86.7%</b>
<b>Net Income</b>	<b>2,994,200.35</b>	<b>2,858,083.00</b>	<b>136,117.35</b>	<b>104.8%</b>

**Roxborough Water and Sanitation District**  
**Profit & Loss Budget vs. Actual-Water Distribution**  
 January through November 2020

	<u>Jan - Nov 20</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>Ordinary Income/Expense</b>				
<b>Expense</b>				
6020-Payroll Expenses	304,427.15	320,000.00	-15,572.85	95.1%
6040- Accounting	26,125.00	32,500.00	-6,375.00	80.4%
6050- Contract Labor	30,879.37	40,000.00	-9,120.63	77.2%
6065- Dominion expenses	2,832.04	60,000.00	-57,167.96	4.7%
6080- Education	7,107.44	25,000.00	-17,892.56	28.4%
6100- Engineering	222,659.98	100,000.00	122,659.98	222.7%
6110-Conservation Rebates	600.00	2,500.00	-1,900.00	24.0%
6115- GPS/GIS	20,240.00	37,500.00	-17,260.00	54.0%
6130- Insurance	21,981.34	17,500.00	4,481.34	125.6%
6140- Lab & Test Fees	14,011.22	14,000.00	11.22	100.1%
6150- Legal	21,467.77	37,500.00	-16,032.23	57.2%
6170 - Meter Expenses	51,166.35	125,000.00	-73,833.65	40.9%
6180- Misc. Expenses	1,069.81	10,000.00	-8,930.19	10.7%
6200- Office Expense	20,683.10	20,000.00	683.10	103.4%
6210-Operating Supplies	2,689.57	4,000.00	-1,310.43	67.2%
6220- Permits	5,798.84	5,000.00	798.84	116.0%
6230- Repairs and Maint	221,201.69	200,000.00	21,201.69	110.6%
6240- Safety Equipment	1,225.47	2,000.00	-774.53	61.3%
6260- Utilities	70,415.62	75,000.00	-4,584.38	93.9%
6270- Vehicle	6,268.25	17,500.00	-11,231.75	35.8%
6280- Water Costs	2,198,087.41	1,552,000.00	646,087.41	141.6%
6300- Bank Service Charges	1,949.67	0.00	1,949.67	100.0%
6830- Costs Returned to DC	1,264.59	0.00	1,264.59	100.0%
7290- Water Rights	33,646.97	100,000.00	-66,353.03	33.6%
7300- Capital Projects	222,435.39	1,700,000.00	-1,477,564.61	13.1%
<b>Total Expense</b>	<u>3,510,234.04</u>	<u>4,497,000.00</u>	<u>-986,765.96</u>	<u>78.1%</u>
<b>Net Ordinary Income</b>	<u>-3,510,234.04</u>	<u>-4,497,000.00</u>	<u>986,765.96</u>	<u>78.1%</u>
<b>Net Income</b>	<u><u>-3,510,234.04</u></u>	<u><u>-4,497,000.00</u></u>	<u><u>986,765.96</u></u>	<u><u>78.1%</u></u>

**Roxborough Water and Sanitation District**  
**Profit & Loss Budget vs. Actual-Sewer Fund**  
**January through November 2020**

	Jan - Nov 20	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
5010- Service Charges	1,557,313.27	1,500,000.00	57,313.27	103.8%
5100-Availability Charges	53,880.56	40,000.00	13,880.56	134.7%
5101- Service Charges LMA	264,957.73	300,000.00	-35,042.27	88.3%
5211- Dominion WTP Operations	0.00	0.00	0.00	0.0%
5213-Sewer Service Dominion	103,693.58	8,400.00	95,293.58	1,234.4%
5310-Permit Fees	0.00	5,000.00	-5,000.00	0.0%
5601-Late Fees, Penalties,	3,086.10	0.00	3,086.10	100.0%
5610- Miscellaneous Income	8,065.67	30,000.00	-21,934.33	26.9%
5625- Dominion Sewer Conveyance	0.00	39,600.00	-39,600.00	0.0%
5630-Dominion Collections Opear	0.00	39,600.00	-39,600.00	0.0%
5650 Dominion Exp Reimbursement	5,230.85	50,000.00	-44,769.15	10.5%
5700- Sys. Development Charge	37,254.70	50,000.00	-12,745.30	74.5%
5710- Capital Surcharge	136,287.29	120,000.00	16,287.29	113.6%
5820- Investment Income	54,480.50	15,000.00	39,480.50	363.2%
<b>Total Income</b>	<u>2,224,250.25</u>	<u>2,197,600.00</u>	<u>26,650.25</u>	<u>101.2%</u>
<b>Gross Profit</b>	2,224,250.25	2,197,600.00	26,650.25	101.2%
<b>Expense</b>				
6020-Payroll Expenses	287,743.26	310,000.00	-22,256.74	92.8%
6040- Accounting	26,125.00	30,000.00	-3,875.00	87.1%
6050- Contract Labor	30,879.33	40,000.00	-9,120.67	77.2%
6065- Dominion expenses	8,854.03	50,000.00	-41,145.97	17.7%
6080- Education	7,151.69	30,000.00	-22,848.31	23.8%
6100- Engineering	116,160.38	100,000.00	16,160.38	116.2%
6115- GPS/GIS	2,725.00	50,000.00	-47,275.00	5.5%
6130- Insurance	21,360.84	12,500.00	8,860.84	170.9%
6140- Lab & Test Fees	1,579.00	1,000.00	579.00	157.9%
6150- Legal	15,713.34	35,000.00	-19,286.66	44.9%
6180- Misc. Expenses	572.59	8,000.00	-7,427.41	7.2%
6185- Littleton Service Fees	485,840.20	925,000.00	-439,159.80	52.5%
6200- Office Expense	19,236.98	20,000.00	-763.02	96.2%
6210-Operating Supplies	37,250.14	80,000.00	-42,749.86	46.6%
6220- Permits	2,099.84	3,000.00	-900.16	70.0%
6230- Repairs and Maint	141,187.24	200,000.00	-58,812.76	70.6%
6240- Safety Equipment	1,215.89	2,000.00	-784.11	60.8%
6260- Utilities	65,333.85	110,000.00	-44,666.15	59.4%
6270- Vehicle	5,466.68	8,000.00	-2,533.32	68.3%
6300- Bank Service Charges	1,611.58	0.00	1,611.58	100.0%
6420-Loan Adminstrative Fees	0.00	0.00	0.00	0.0%
7290- Water Rights	0.00	0.00	0.00	0.0%
7300- Capital Projects	260,674.29	2,025,000.00	-1,764,325.71	12.9%
9000 -Depreciation Expense	759,000.00			
<b>Total Expense</b>	<u>2,297,781.15</u>	<u>4,039,500.00</u>	<u>-1,741,718.85</u>	<u>56.9%</u>
<b>Net Ordinary Income</b>	-73,530.90	-1,841,900.00	1,768,369.10	4.0%
<b>Other Income/Expense</b>				
<b>Other Income</b>				
6900- Transfers In	200,000.00	200,000.00	0.00	100.0%
<b>Total Other Income</b>	<u>200,000.00</u>	<u>200,000.00</u>	<u>0.00</u>	<u>100.0%</u>
<b>Other Expense</b>				
8000- Transfers to Other Funds	53,880.56	40,000.00	13,880.56	134.7%
9000-Depreciation	0.00	0.00	0.00	0.0%
<b>Total Other Expense</b>	<u>53,880.56</u>	<u>40,000.00</u>	<u>13,880.56</u>	<u>134.7%</u>
<b>Net Other Income</b>	146,119.44	160,000.00	-13,880.56	91.3%
<b>Net Income</b>	<u><u>72,588.54</u></u>	<u><u>-1,681,900.00</u></u>	<u><u>1,754,488.54</u></u>	<u><u>-4.3%</u></u>

**Roxborough Water and Sanitation District**  
**Profit & Loss Budget vs. Actual-Capital Fund**  
**January through November 2020**

	<u>Jan - Nov 20</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
<b>5809-System Capacity Revenue</b>	0.00	500,000.00	-500,000.00	0.0%
<b>5850 - Reimbursed Exp Other</b>	0.00	500,000.00	-500,000.00	0.0%
<b>Total Income</b>	<u>0.00</u>	<u>1,000,000.00</u>	<u>-1,000,000.00</u>	<u>0.0%</u>
<b>Gross Profit</b>	0.00	1,000,000.00	-1,000,000.00	0.0%
<b>Expense</b>				
<b>6805-Ravenna Phase 3/4 Expense</b>	0.00	500,000.00	-500,000.00	0.0%
<b>6806-System Capacity Expense</b>	0.00	500,000.00	-500,000.00	0.0%
<b>7307-Ravenna Infrastructure</b>	3,273.05	0.00	3,273.05	100.0%
<b>Total Expense</b>	<u>3,273.05</u>	<u>1,000,000.00</u>	<u>-996,726.95</u>	<u>0.3%</u>
<b>Net Ordinary Income</b>	<u>-3,273.05</u>	<u>0.00</u>	<u>-3,273.05</u>	<u>100.0%</u>
<b>Net Income</b>	<u><u>-3,273.05</u></u>	<u><u>0.00</u></u>	<u><u>-3,273.05</u></u>	<u><u>100.0%</u></u>

**Roxborough Water and Sanitation District**  
**Profit & Loss Budget vs. Actual-PVH**  
 January through November 2020

	<u>Jan - Nov 20</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
5200- Property Taxes	454,606.33	467,661.00	-13,054.67	97.2%
5210- Specific Ownership Taxes	37,295.50	50,000.00	-12,704.50	74.6%
5820- Investment Income	45.26	75.00	-29.74	60.3%
5840- CWCB Loan Proceeds	14,356.62			
<b>Total Income</b>	<u>506,303.71</u>	<u>517,736.00</u>	<u>-11,432.29</u>	<u>97.8%</u>
<b>Gross Profit</b>	506,303.71	517,736.00	-11,432.29	97.8%
<b>Expense</b>				
6040- Accounting	11,000.00	12,000.00	-1,000.00	91.7%
6080- Education	0.00	2,500.00	-2,500.00	0.0%
6100- Engineering	0.00	25,000.00	-25,000.00	0.0%
6150- Legal	1,071.26	7,500.00	-6,428.74	14.3%
6250- Treasurers Fees	6,819.08	9,000.00	-2,180.92	75.8%
6500- CWRPDA Debt Service	139,207.56	307,208.00	-168,000.44	45.3%
6550-CWCB Debt Service	115,447.15	115,447.00	0.15	100.0%
<b>Total Expense</b>	<u>273,545.05</u>	<u>478,655.00</u>	<u>-205,109.95</u>	<u>57.1%</u>
<b>Net Ordinary Income</b>	<u>232,758.66</u>	<u>39,081.00</u>	<u>193,677.66</u>	<u>595.6%</u>
<b>Net Income</b>	<u><u>232,758.66</u></u>	<u><u>39,081.00</u></u>	<u><u>193,677.66</u></u>	<u><u>595.6%</u></u>



SUPPLEMENTAL INFORMATION

Roxborough Water & Sanitation District  
November 30, 2020

**Long Term Obligations**

CWCB- 2014 Loan	\$ 16,103,219
CT2015-176 CWCB-PVH Water Supply	\$ 2,103,302
2015 CWRPDA- PVH Infrastructure	\$ 4,056,129
2019-2250 CWCB- Ravenna	\$ 1,464,050
2005 CWRPDA Loan Payable	<u>\$ 3,395,000</u>
TOTAL LONG TERM LIABILITIES	 <u>\$ 27,121,700</u>

**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 November 30, 2020 is as follows:

	General Fund	Debt Service		Capital Projects Fund	Water		Sewer		Total
		Water Fund	Sewer Fund		Fund	Fund	Fund	PVH	
Operating Reserve	\$ -	\$ -	\$ -	\$ 543,316	\$ 1,100,000	\$ 500,000		\$ 2,143,316	
Capital Reserve	-	-	-		231,618	49,081		\$ 280,699	
Operating Cash	<u>1,128,904</u>	<u>1,597,939</u>	<u>4,406,016</u>	<u>-</u>	<u>9,553,383</u>	<u>8,359,882</u>		<u>292,567</u>	
Total Cash on Hand	<u>\$ 1,128,904</u>	<u>\$ 1,597,939</u>	<u>\$ 4,406,016</u>	<u>\$ 543,316</u>	<u>\$ 10,885,001</u>	<u>\$ 8,908,963</u>		<u>\$ 27,762,706</u>	

**Roxborough Water and Sanitation**  
**Distribution of Cash in Bank- Water Fund**  
**2020**

	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec
<b>Cash Funds Available</b>												
Cash in Bank - Water Fund	\$ 10,442,248	\$ 10,557,556	\$ 10,688,240	\$ 10,764,521	\$ 10,787,881	\$ 10,931,949	\$ 10,723,337	\$ 10,930,668	\$ 10,369,748	\$ 10,312,420	\$ 10,885,001	\$ 10,885,001
<b>Total Funds Available</b>	<b>\$ 10,442,248</b>	<b>\$ 10,557,556</b>	<b>\$ 10,688,240</b>	<b>\$ 10,764,521</b>	<b>\$ 10,787,881</b>	<b>\$ 10,931,949</b>	<b>\$ 10,723,337</b>	<b>\$ 10,930,668</b>	<b>\$ 10,369,748</b>	<b>\$ 10,312,420</b>	<b>\$ 10,885,001</b>	<b>\$ 10,885,001</b>
<b>Distribution of Available Funds</b>												
Operating Reserve	\$ 1,100,000	\$ 1,100,000	\$ 1,100,000	\$ 1,100,000	\$ 1,100,000	\$ 1,100,000	\$ 1,100,000	\$ 1,100,000	\$ 1,100,000	\$ 1,100,000	\$ 1,100,000	\$ 1,100,000
25% of Budgeted Expenditures												
Capital Reserve	255,745	318,375	344,141	394,919	388,635	313,864	129,032	136,457	148,882	199,224	231,618	231,618
Operating Cash	9,086,503	9,139,181	9,244,099	9,269,602	9,299,246	9,518,085	9,494,305	9,694,211	9,120,866	9,013,196	9,553,383	9,553,383
<b>Total Cash</b>	<b>\$ 10,442,248</b>	<b>\$ 10,557,556</b>	<b>\$ 10,688,240</b>	<b>\$ 10,764,521</b>	<b>\$ 10,787,881</b>	<b>\$ 10,931,949</b>	<b>\$ 10,723,337</b>	<b>\$ 10,930,668</b>	<b>\$ 10,369,748</b>	<b>\$ 10,312,420</b>	<b>\$ 10,885,001</b>	<b>\$ 10,885,001</b>
<b>Capital Reserve</b>												
Beginning Reserve Balance	\$ 228,456	\$ 255,745	\$ 318,375	\$ 344,141	\$ 394,919	\$ 388,635	\$ 313,864	\$ 129,032	\$ 136,457	\$ 148,882	\$ 199,224	\$ 199,224
Additions to Reserve	70,000	70,000	70,000	70,000	70,000	70,000	70,000	70,000	70,000	70,000	70,000	70,000
Use of Reserves	42,711	7,370	44,234	19,222	76,284	144,771	254,832	62,575	57,575	19,658	37,606	37,606
<b>Ending Reserve Balance</b>	<b>\$ 255,745</b>	<b>\$ 318,375</b>	<b>\$ 344,141</b>	<b>\$ 394,919</b>	<b>\$ 388,635</b>	<b>\$ 313,864</b>	<b>\$ 129,032</b>	<b>\$ 136,457</b>	<b>\$ 148,882</b>	<b>\$ 199,224</b>	<b>\$ 231,618</b>	<b>\$ 231,618</b>

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

	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec
<b>Cash Funds Available</b>												
Cash in Bank - Sewer Fund	\$ 8,397,724	\$ 8,499,466	\$ 8,647,107	\$ 8,762,527	\$ 8,879,366	\$ 8,948,053	\$ 8,631,743	\$ 8,674,174	\$ 8,759,853	\$ 8,724,211	\$ 8,908,963	\$ 8,908,963
Total Funds Available	\$ 8,449,067	\$ 8,499,466	\$ 8,647,107	\$ 8,762,527	\$ 8,879,366	\$ 8,948,053	\$ 8,631,743	\$ 8,674,174	\$ 8,759,853	\$ 8,724,211	\$ 8,908,963	\$ -
<b>Distribution of Available Funds</b>												
Operating Reserve	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000
25% of Budgeted Expenditures												
Capital Reserve	110,462	100,112	104,540	124,540	123,272	108,391	122,500	123,982	110,685	88,149	49,081	49,081
Operating Cash	7,838,605	7,899,354	8,042,567	8,137,987	8,256,094	8,339,662	8,009,243	8,050,192	8,149,168	8,136,062	8,359,882	8,359,882
Total Available Funds	\$ 8,449,067	\$ 8,499,466	\$ 8,647,107	\$ 8,762,527	\$ 8,879,366	\$ 8,948,053	\$ 8,631,743	\$ 8,674,174	\$ 8,759,853	\$ 8,724,211	\$ 8,908,963	\$ -
<b>Capital Reserve</b>												
Beginning Reserve Balance	\$ 137,821	\$ 110,462	\$ 100,112	\$ 104,540	\$ 124,540	\$ 123,272	\$ 108,391	\$ 122,500	\$ 123,982	\$ 110,685	\$ 88,149	\$ 88,149
Additions to Reserve	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000
Use of Reserves	(47,359)	(30,350)	(15,572)	-	(21,268)	(34,881)	(5,891)	(18,518)	(33,297)	(42,536)	(59,068)	(59,068)
Ending Reserve Balance	\$ 110,462	\$ 100,112	\$ 104,540	\$ 124,540	\$ 123,272	\$ 108,391	\$ 122,500	\$ 123,982	\$ 110,685	\$ 88,149	\$ 49,081	\$ -

**Roxborough Water and Sanitation  
Distribution of Cash in Bank - Debt Service  
2020**

	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec
<b>Cash Funds Available - Water Treatment Plant</b>												
Beginning Cash Balance	\$ 2,139,907	\$ 1,919,590	\$ 2,010,343	\$ 2,101,146	\$ 2,244,893	\$ 2,335,703	\$ 2,426,559	\$ 2,569,190	\$ 2,198,739	\$ 2,289,288	\$ 2,431,884	
Surcharge Collected	90,748	90,753	90,803	90,866	90,810	90,856	90,957	90,941	90,549	90,485	90,622	
Availability of Service Trans.	-	-	-	52,881	-	-	51,674	-	-	52,111	52,111	
Payment of Debt	311,065	-	-	-	-	-	-	461,392	-	-	976,678	
Ending Cash Balance	\$ 1,919,590	\$ 2,010,343	\$ 2,101,146	\$ 2,244,893	\$ 2,335,703	\$ 2,426,559	\$ 2,569,190	\$ 2,198,739	\$ 2,289,288	\$ 2,431,884	\$ 1,597,939	\$ -
<b>Cash Funds Available - Sewer Debt Service</b>												
Operating Cash	\$ 3,700,637	\$ 3,561,903	\$ 3,813,499	\$ 3,841,132	\$ 4,074,180	\$ 4,121,045	\$ 4,274,779	\$ 4,289,845	\$ 4,442,295	\$ 4,450,326	\$ 4,406,016	
Total	\$ 5,620,227	\$ 5,572,246	\$ 5,914,645	\$ 6,086,025	\$ 6,409,883	\$ 6,547,604	\$ 6,843,969	\$ 6,488,584	\$ 6,731,583	\$ 6,882,210	\$ 6,003,955	\$ -

No Assurance is provided on these Financial Statements

Roxborough Water & Sanitation District  
Property Tax Schedule  
2020

SUMMARY - DOUGLAS & JEFFERSON COUNTIES

	2020										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		Total Amount Received	Percentage of Levied Taxes Received	
									Monthly	Y-T-D		Monthly	Y-T-D
January	\$ 4		\$ 18,426				\$ 18,430	0.00%	0.00%	\$ 18,430	1.00%	1.00%	
February	\$ 57,575		\$ 16,801		\$ (864)		\$ 73,512	2.76%	2.76%	\$ 91,942	4.98%	5.98%	
March	\$ 583,039		\$ 12,388	\$ 4	\$ (8,746)		\$ 586,685	27.98%	30.75%	\$ 678,627	36.78%	42.76%	
April	\$ 65,693		\$ 11,439		\$ (986)		\$ 76,146	3.15%	33.90%	\$ 754,773	40.91%	83.67%	
May	\$ 700,317		\$ 10,761		\$ (10,505)		\$ 700,573	33.61%	67.52%		0.00%	83.67%	
June	\$ 128,110		\$ 12,014		\$ (1,922)		\$ 138,202	6.15%	73.66%	\$ 138,202	7.49%	91.16%	
July	\$ 453,364		\$ 15,700		\$ (6,800)		\$ 462,264	21.76%	95.43%	\$ 600,466	32.54%	123.71%	
August	\$ 26,253		\$ 17,212		\$ (394)		\$ 43,071	1.26%	96.69%	\$ 643,537	34.88%	158.59%	
September	\$ 52,894		\$ 22,368		\$ (794)		\$ 74,468	2.54%	99.22%	\$ 718,005	38.92%	197.50%	
October	\$ 4,198		\$ 13,680		\$ (63)		\$ 17,815	0.20%	99.43%	\$ 735,820	39.88%	237.38%	
November	\$ 8,320		\$ 19,093		\$ (125)		\$ 27,288	0.40%	99.83%	\$ 763,108	41.36%	278.74%	
December							\$ -	0.00%	99.83%	\$ 763,108	41.36%	320.10%	
TOTAL	\$ 2,079,767	\$ -	\$ 169,882	\$ 4	\$ (31,199)	\$ -	\$ 2,218,454	99.83%	99.83%	\$ 5,906,018	320.10%	320.10%	

<u>Douglas County</u>	Assessed Value	\$ 51,767,113
	General Mill Levy	6.208
		\$ 321,370
<u>Jefferson County</u>	Debt Mill Levy	3.0600
		\$ 158,407

**Monthly Customer Billing and Rebate Summary**

**2020- Average Bill**

Month	Rox Village	Rox Park	PVH	Chatfields	Commercial	Irrigation	TRIP	Ravenna	Avail	Avg Use	Avg Bill	Watering Permits	Watering Violations
Jan	2370	980	29	150	31	15	31	237	77	4k	\$125.59		
Feb	2373	993	29	146	32	15	23	142	198	3k	\$120.29		
March	2373	993	29	146	32	15	23	143	198	3k	\$120.29		
April	2374	993	29	146	32	15	23	143	190	4K	\$127.80		
May	2374	993	29	146	32	15	23	140	190	7k	\$143.70	5	
June	2374	993	29	146	32	15	23	142	190	14k	\$184.80	4	9
July	2375	996	29	146	32	15	23	143	190	12k	\$172.20	5	1
Aug	2375	996	29	146	32	15	23	144	190	13k	\$178.50	2	0
Sept	2375	996	29	146	32	15	23	144	190	11k	\$165.90	0	0
Oct	2375	996	29	146	32	15	23	144	190	5k	\$133.10	0	0
Nov	2375	996	29	146	32	15	23	144	190	3k	\$122.50		
Dec	2375	998	29	146	32	15	23	144	190	3k	\$122.50		

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

**RWSD Rebate Program Summary:**

**Total Amount Rebated since 2008= \$78,455.00 (through 12/31/2020)**

Rebates are \$50 for water efficient toilets and \$75 for water efficient washers

**Sterling Ranch Building Permits total= 1108 through 12/31/2020**

**Certif of Occupancy 2020=310 as of 12/31/2020**

2017-208

2018-242

2019-275

2020-383 thru 12/31/2020 (Total of 1108 Building Permits since beginning)

(Total of 1039 CO's since beginning)

## PROFESSIONAL SERVICES AGREEMENT

This **PROFESSIONAL SERVICES AGREEMENT** (“Agreement”) is made and entered into as of the \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by and between **ROXBOROUGH WATER AND SANITATION DISTRICT**, a quasi-municipal corporation and political subdivision of the State of Colorado (the “District”), and **Jacobs Engineering Group Inc.**, a Delaware Corporation (the “Consultant”), collectively, the “Parties.”

### RECITALS

WHEREAS, the District was organized pursuant to the laws of the State of Colorado in order to construct, operate and maintain certain public facilities, improvements, and infrastructure in accordance with its service plan; and

WHEREAS, pursuant to Section 32-1-1001(1)(d)(I), C.R.S., the District is permitted to enter into contracts affecting its affairs; and

WHEREAS, the District desires certain engineering consulting services; and

WHEREAS, the District desires to engage the Consultant to render such services consistent with the terms of this Agreement.

NOW THEREFORE, in consideration of the mutual covenants and agreements hereinafter set forth, the sufficiency of which is acknowledged, the Parties agree as follows:

### COVENANTS AND AGREEMENT

#### 1.0 SERVICES PROVIDED BY CONSULTANT

1.1 Scope of Services. The Consultant shall provide such services as are set forth in **Exhibit A** attached hereto and incorporated herein (the “Services”). The District may, from time to time, request changes to the Services to be performed hereunder. Such changes, including any increase or decrease in the amount of Consultant’s compensation, shall be mutually agreed by the Parties, and set forth in an amendment to this Agreement. No amendment to provide for a change in the Services that results in an increase in the Consultant’s compensation shall be authorized and executed by the District unless sufficient funds have been appropriated for payment of the increased compensation. The Consultant shall have no right or authority, express or implied, to take any action, expend any sum, incur an obligation, or otherwise obligate the District in any manner whatsoever, except to the extent specifically provided in this Agreement.

1.2 Professional Practices. The Services shall be provided by personnel experienced in their respective fields and using that degree of skill and knowledge customarily employed by other professionals performing similar services in the Denver metropolitan area. The Consultant shall be responsible for providing, at the Consultant’s sole cost and expense, all management, supervision, labor, materials, administrative support, supplies and equipment necessary to perform the Services, all in accordance with this Agreement.

1.3 Representation. The Consultant represents that it is familiar with all laws that may affect its performance of this Agreement and shall advise the District of any changes in any laws that



may affect the Consultant's performance of this Agreement. The Consultant represents that it shall perform the Services in compliance with all applicable laws and regulations.

1.4 Subcontractors. The Consultant is solely and fully responsible to the District for the Services, including all acts and omissions of subcontractors and their employees. The Consultant will require any subcontractor to obtain the required insurance coverage pursuant to Section 5.0 hereof and to agree to indemnify the District in the same manner as the Consultant pursuant to Section 7.5 hereof.

1.5 Responsibility for Errors. The Consultant shall be responsible for its work and results pursuant to this Agreement in accordance with Section 1.2 hereof. In the event that an error or omission attributable to the Consultant occurs, the Consultant shall, at no cost to the District, provide all necessary design drawings, estimates and other Consultant professional services necessary to rectify and correct the matter and participate in any meeting required with regard to the correction at no cost to the District.

## **2.0 Compensation and Billing**

2.1 Compensation. Compensation for satisfactory performance of the Services shall be based on the fee/rate schedule set forth in **Exhibit A** attached hereto and incorporated herein and shall not exceed Thirty One Thousand, Eight Hundred Fourteen Dollars (\$31,814), which has been budgeted and appropriated by the District in the current year of performance of the Services.

2.2 Compensation for Change in Services. The Consultant shall not receive additional compensation for any change in Services unless the Parties have executed an amendment to this Agreement authorizing the change in Services and the payment of additional compensation. It is specifically understood that oral requests and/or approvals of a change in Services and payment of additional compensation are barred and unenforceable. Any amendment to this Agreement resulting in additional compensation to be paid by the District is subject to annual appropriations.

2.3 Method of Billing. The Consultant shall submit invoices for the Services performed to the District for approval on a progress basis by the 3<sup>rd</sup> day of each month. The invoices shall be based on the total of all Services provided by the Consultant that have been completed to the District's sole satisfaction. The District shall pay Consultant's invoice within thirty (30) days from the 3<sup>rd</sup> day of each month. Each invoice shall describe in detail the Services performed and the associated time for completion.

## **3.0 TIME OF PERFORMANCE**

3.1 Commencement and Completion of Work. The Services to be performed pursuant to this Agreement shall commence upon execution of this Agreement (the "Effective Date"). Failure to commence work in a timely manner and/or to diligently pursue work to completion may be grounds for termination of this Agreement.

3.2 Excusable Delays. Neither party shall be responsible for delays or lack of performance resulting from acts beyond the reasonable control of the party or Parties. Such acts include, but are not limited to, acts of God, fire, strikes, material shortages, riots, acts of war, pandemics or any other condition beyond the reasonable control of a party.

## **4.0 TERM AND TERMINATION**

4.1 Term. This Agreement shall commence upon the Effective Date and shall expire upon the completion of all Services, provided that, in the event the completion of Services occurs in a fiscal year following the Effective Date of this Agreement, such Services to be performed in the following fiscal year shall be subject to annual appropriations by the District. This Agreement may be extended in writing upon mutual agreement of the Parties, and such writing shall become an amendment to and part of this Agreement. Any extension of this Agreement shall be subject to annual appropriations by the District.

4.2 Notice of Termination. The District may terminate this Agreement prior to its expiration or completion of the Services for convenience or for cause, in whole or in part, by delivery to the Consultant of a written notice of termination. Notice shall specify the extent and effective date of termination. If the Consultant violates any provision of this Agreement, the Consultant shall be liable for actual direct damages proven to have been incurred by the District. In the event of such termination, the Consultant shall immediately stop rendering Services unless otherwise directed by the District. The Consultant may terminate this Agreement, with cause, by delivery to the District of written notice of termination at least thirty (30) days prior to the effective date of termination. The Consultant shall stop rendering Services upon the effective date of termination.

4.3 Compensation. In the event of termination by either party, the District shall pay the Consultant only for those Services satisfactorily performed, as determined by the District, up to the effective date of termination. Compensation for work in progress shall be prorated as to the percentage of work completed as of the effective date of termination, as applicable. In ascertaining the Services actually rendered hereunder up to the effective date of termination of this Agreement, consideration shall be given to both completed work and work in progress, to complete and incomplete drawings, and to other documents pertaining to the Services contemplated herein whether delivered to the District or in the possession of the Consultant.

4.4 Documents. In the event of termination of this Agreement by either party, all documents, including all Work Product as described in Section 7.1 prepared by the Consultant in its performance of this Agreement including, but not limited to, finished or unfinished design, development and construction documents, data studies, drawings, maps and reports, shall be delivered to the District if all undisputed amounts owed to the Consultant are paid within ten (10) days of delivery of the effective date of termination, at no cost to the District. Any use of uncompleted documents without specific written authorization from the Consultant shall be at the District's sole risk and without liability or legal expense to the Consultant.

## **5.0 INSURANCE**

5.1 Scope and Limits of Insurance. The Consultant shall acquire and maintain in full force and effect during the entire term of this Agreement, and at its sole cost and expense, including any extension of this Agreement, the insurance coverages and limits set forth in this Section 5.1 to provide protection from claims set forth below that may arise out of or result from the Consultant's performance or obligation pursuant to this Agreement, whether such performance is by the Consultant, by anyone directly or indirectly employed by the Consultant, or by anyone for whom the Consultant is legally liable including any subcontractors of the Consultant. The insurance coverages and limits to be acquired by the Consultant are as follows:

- (1) Commercial General Liability Insurance:

General Aggregate	\$ 2,000,000.00
Products and Completed Operations	\$ 1,000,000.00
Personal and Advertising Injury	\$ 1,000,000.00
Each Occurrence	\$ 1,000,000.00
Damage to Rented Premises	\$ 100,000.00
Medical Expenses (Any one person)	\$ 5,000.00

(2) Business Automobile Liability Insurance shall include all motor vehicles owned, hired, leased, or borrowed, with a combined single limit for bodily injury and property damage of \$1,000,000 combined single limit.

(3) Workmen's Compensation and Employer Liability Insurance:

Worker's Compensation	Per Colorado Statutes
Employers' Liability	\$1,000,000 each accident, disease- each employee, and disease-policy limit

(4) Professional Liability Insurance: Professional Liability insurance with coverage in the amount of One Million Dollars (\$1,000,000) each claim and in the aggregate covering the negligent acts, errors, or omissions of the Consultant in the performance of the Services.

(5) Umbrella Policy: \$1,000,000 per occurrence and aggregate

Unless otherwise indicated, all policies listed herein shall be on an occurrence basis.

5.2 Additional Insured Parties. The District shall be named as an additional insured on all policies (except workers' compensation/employer's liability and professional liability insurance). With the exception of workers' compensation/employer's liability and professional liability insurance, the Consultant's insurance coverage shall be primary insurance and non-contributory with respect to all other available insurance sources.

5.3 Certificates of Insurance. Prior to performing the Services pursuant to this Agreement, the Consultant shall provide the District with certificates of insurance showing the insurance coverages and required endorsements described above.

5.4 Notice. The Consultant agrees to provide the District with a minimum 10-day notice for the cancellation of any insurance policies required by this Agreement due to the non-payment of a premium and with a minimum of a 30-day notice for any material adverse change to or cancellation of an insurance policy other than for non-payment of a premium. Any failure on the part of the Consultant to comply with the notice reporting provisions or other conditions of the insurance policies set forth herein shall not affect the obligation of the Consultant to provide the required coverage to the District and its directors, officers, employees, and agents.

5.5 Subcontractor Insurance. If the Consultant subcontracts any portion(s) of the Services, said subcontractor(s) shall be required to maintain the insurance coverages set forth in Section 5.1 hereof. The Consultant shall require each subcontractor to provide to the Consultant insurance

certificates and endorsements, including necessary updates to the same, demonstrating compliance with Section 5.1. The Consultant shall retain all subcontractor insurance certificates and endorsements for the duration of the Agreement. The Consultant shall, upon District request, submit them to the District for review. Failure to acquire and maintain subcontractor insurance certificates is a material breach of this Agreement.

5.6 Non-limiting. No provision, term or condition set forth in Sections 5.0 through 5.5 of this Agreement shall be construed as limiting in any way, the indemnification provision contained in Section 6.5 hereof, or any rights, immunities and protections provided to the District by the Colorado Governmental Immunity Act, Sections 24-10-101, *et seq.*, C.R.S., or the extent to which the Consultant may be held responsible for payments of damages to persons or property.

## 6.0 ILLEGAL ALIEN PROVISIONS.

6.1 Certification. Prior to the execution of this Agreement, the Consultant shall certify to the District, as attached hereto as **Exhibit B**, that at the time of certification, it does not knowingly employ or contract with an illegal alien who will perform work pursuant to this Agreement and that the Consultant will participate in either the E-Verify Program administered by the U.S. Department of Homeland Security and the Social Security Administration, or in the Colorado Department of Labor and Employment's Employment Verification Program (the "Department Program"), as further described in Section 6.6 herein, in order to confirm the employment eligibility of all employees who are newly hired for employment to perform work pursuant to this Agreement.

6.2 Prohibited Acts. The Consultant shall not:

- (A) Knowingly employ or contract with an illegal alien to perform work pursuant to this Agreement; or
- (B) Enter into a contract with a subcontractor that fails to certify to the Consultant that the subcontractor shall not knowingly employ or contract with an illegal alien to perform work pursuant to this Agreement.

6.3 Verification.

- (A) The Consultant has confirmed the employment eligibility of all employees who are newly hired for employment to perform work pursuant to this Agreement through participation in either the E-Verify Program or the Department Program.
- (B) The Consultant shall not use either the E-Verify Program or the Department Program procedures to undertake pre-employment screening of job applicants while this Agreement is being performed.
- (C) If the Consultant obtains actual knowledge that a subcontractor performing work pursuant to this Agreement knowingly employs or contracts with an illegal alien, the Consultant shall:
  - (i) Notify the subcontractor and the District within three (3) days that the Consultant has actual knowledge that the subcontractor is employing or contracting with an illegal alien; and

(ii) Terminate the subcontract with the subcontractor if, within three (3) days of receiving the notice required pursuant to subparagraph (i) hereof, the subcontractor does not stop employing or contracting with the illegal alien; except that the Consultant shall not terminate the contract with the subcontractor if during such three (3) days the subcontractor provides information to establish that the subcontractor has not knowingly employed or contracted with an illegal alien.

6.4 Duty to Comply with Investigations. The Consultant shall comply with any reasonable request by the Colorado Department of Labor and Employment (the "Department") made in the course of an investigation conducted pursuant to Section 8-17.5-102 (5), C.R.S. to ensure that the Consultant is complying with the terms and conditions contained under Section 6.0 of this Agreement.

6.5 Breach. If the Consultant violates any provision set forth under Section 6.0 herein, the District may terminate the Agreement for breach of the Agreement. If the Agreement is so terminated, the Consultant shall be liable for actual and consequential damages to the District. The District shall notify the Colorado office of the Secretary of State if the Consultant violates any provision set forth under Section 6.0 herein and the District terminates the Agreement.

6.6 Department Program. If the Consultant participates in the Department Program in lieu of the E-Verify Program, the Consultant shall notify the Department and the District of such participation. The Consultant shall, within twenty (20) days after hiring an employee who is newly hired for employment to perform work under the Agreement, affirm that the Consultant has examined the legal work status of such employee, retained file copies of the documents required by 8 U.S.C. Sec. 1324a, and has not altered or falsified the identification documents for such employees. The Consultant shall provide a written, notarized copy of the affirmation to the District.

## 7.0 GENERAL PROVISIONS

7.1 Ownership of Work Product. Any and all Work Product, as such term is defined herein, created, prepared, and/or produced by the Consultant pursuant to this Agreement shall become the sole and exclusive property of the District under all circumstances, whether or not the Consultant completes the Services or the Agreement is terminated. Upon request, all Work Product shall be delivered to the District in hard copy and in an electronic format compatible to the District's computer applications at the Consultant's expense. Upon payment to the Consultant for its Services, the District shall have the right to use and re-use all Work Product resulting from the Consultant's efforts performed pursuant to this Agreement in any way or manner deemed appropriate by the District. Any modification of the documents, without written verification, completion, or adaptation by the Consultant, as appropriate for the specific purpose intended, will be at the District's sole risk and without liability or legal exposure to the Consultant or to its officers, directors, members, partners, agents, employees, and subcontractors. The District's use of any or all such Work Product for its own purposes shall not be a violation of any patent or copyright thereof. The Consultant agrees that the copyright and other intellectual property rights (as are applicable) in and to any component of the Work Product, and to the design and content of the Work Product, are hereby assigned and shall belong exclusively to the District. Upon request by the District, the Consultant shall promptly execute whatever legal documents or other materials that the District deems necessary to secure, perfect, or substantiate the District's exclusive rights and interest in any Work Product created pursuant to this Agreement. For purposes of this Agreement, "Work Product" includes, but is not limited to, any and all finished or unfinished design, development and/or construction documents, drawings, reports, writings, data, studies, graphics, maps, plans, specifications, electronic files and other documents, materials and information,

in every form and/or format, which the Consultant prepared and/or used in connection with this Agreement. All drawings, specifications and other documents prepared by the Consultant pursuant to this Agreement are not intended or represented to be suitable for reuse by the District or others on extensions of the work or on any other project.

7.2 Independent Contractor Status. The Consultant is an independent contractor and nothing contained herein shall be construed as constituting any relationship with the District other than that of owner and independent contractor, nor shall it be construed as creating any relationship whatsoever between the District and any of the Consultant's employees. Neither the Consultant nor any of its employees are or shall be deemed employees of the District. The Consultant is not, and shall not act as, the agent of the District. The employees who assist the Consultant in the performance of the Services shall at all times be under the Consultant's exclusive direction and control and shall be employees of the Consultant and not employees of the District. The Consultant shall pay all wages, salaries, and other amounts due the Consultant's employees in connection with the performance of the Services and shall be responsible for all reports and obligations respecting such employees including, without limitation social security tax, income tax withholding, unemployment compensation, worker's compensation, employee benefits and similar matters. Further, the Consultant has sole authority and responsibility to employ, discharge, and otherwise control the Consultant's employees. The Consultant has sole authority and responsibility as principal for the Consultant's agents, employees, subcontractors and all others the Consultant hires to perform or assist in performing the Services. Upon execution of this Agreement, the Consultant shall provide the District with a copy of the Consultant's IRS Form W-9, Request for Taxpayer Identification Number.

7.3 Modification. This Agreement may not be amended, modified, or changed, in whole or in part, without a written agreement executed by both the District and the Consultant.

7.4 Assignment. The Consultant shall not assign or transfer all or any part of the Consultant's interest in this Agreement without the District's prior written consent. Any attempted assignment or transfer shall be void and shall constitute a breach of the Agreement and cause for termination of this Agreement. Regardless of the District's consent, no assignment or transfer shall release the Consultant from the Consultant's obligation to perform all other obligations to be performed by the Consultant hereunder for the term of the Agreement. The consent to one assignment shall not be deemed to be consent to any subsequent assignment nor the waiver of any right to consent to such subsequent assignment.

7.5 Indemnification. The Consultant shall indemnify and hold harmless the District and each of its directors, officers, employees, and authorized volunteers, from and against claims, demands, suits, actions, proceedings, judgments, losses, damages, injuries, penalties, costs, and expenses (including reasonable attorneys' fees), and liabilities asserted by third parties for personal injury (including death) or damage to tangible property to the proportionate extent arising from any intentional or negligent act or omission of the Consultant or any of its subcontractors, agents or employees, in connection with the Consultant's performance, duties, and obligations pursuant to this Agreement; provided, however, that the Consultant shall not be liable for any claim, loss, damage, injury or liability caused by the negligence or fault of the District or any third party under the control or supervision of the District. If the Consultant is providing architectural, engineering, surveying, or other design services, then the extent of the Consultant's obligation to indemnify or hold harmless the District may be determined only after the Consultant's liability or fault has been determined by adjudication, alternative dispute resolution, or otherwise resolved by mutual agreement between the

Consultant and the District. The obligations of the indemnifications extended by the Consultant to the District under this Paragraph shall survive termination or expiration of this Agreement.

7.6 Governmental Immunity. Nothing in this Agreement shall be construed to be a waiver, in whole or in part, of any right, privilege, or protection afforded the District or its Board of Directors, officers, employees, servants, agents, or authorized volunteers, pursuant to the Colorado Governmental Immunity Act, Sections 24-10-101, *et seq.*, C.R.S., as amended from time to time.

7.7 Liability of the District. No provision, covenant or agreement contained in this Agreement, nor any obligations herein imposed upon the District shall constitute or create an indebtedness or debt of the District within the meaning of any Colorado constitutional provision or statutory limitation.

7.8 Subject to Annual Appropriations. The District does not intend hereby to create a multiple-fiscal year direct or indirect debt or other financial obligation whatsoever. The District's payment obligations hereunder, including for any change in Services authorized pursuant to an amendment to this Agreement as set forth in Section 1.1 hereof, are subject to annual appropriations. The District has appropriated sufficient funds for this Agreement for the current fiscal year.

7.9 Notices. Any notices, demands, or other communications required or permitted to be given by any provision of this Agreement shall be in writing and may be personally delivered; sent by certified mail, return receipt requested; sent by electronic mail, delivery receipt requested; or sent by a nationally recognized receipted overnight delivery service for earliest delivery the next day. Any such notice shall be deemed to have been given as follows: when personally delivered to the party to whom it is addressed; when mailed, three delivery (3) days after deposit in the United States mail, postage prepaid; when by electronic mail, on the day sent if sent on a day during regular business hours (9 a.m. to 5 p.m.) of the recipient, otherwise on the next day at 9 a.m.; and when by overnight delivery service, one (1) day after deposit in the custody of the delivery service. The addresses for mailing, transmitting, or delivering notices shall be as follows:

**If to the District:** Roxborough Water and Sanitation District  
Attention: Barbara J. Biggs  
6222 North Roxborough Park Road  
Littleton, CO 80125  
Email: Barbara@roxwater.org

**Copy to:** Icenogle Seaver Pogue, P.C.  
Attn: Alan D. Pogue  
4725 S. Monaco St., Suite 360  
Denver, Colorado 80237  
Email: APogue@ISP-law.com

**If to the Consultant:** Jacobs Engineering Group Inc.  
Attention: Chris Kurtz, P.E.  
2725 Rocky Mountain Ave., Suite 330  
Loveland, CO, 80538  
Email: chris.kurtz@jacobs.com

7.10 No Waiver. The delay or failure of either party at any time to require performance or compliance by the other of any of its obligations or agreements shall in no way be deemed a waiver of those rights to require such performance or compliance. No waiver of any provision of this Agreement shall be effective unless in writing and signed by a duly authorized representative of the party against whom enforcement of a waiver is sought. The waiver of any right or remedy with respect to any occurrence of event shall not be deemed a waiver of any right or remedy with respect to any other occurrence or event, nor shall any waiver constitute a continuing waiver.

7.11 Governing Law. This Agreement shall be governed by and construed in accordance with the laws of the State of Colorado.

7.12 Severability. If any provision of this Agreement is determined by a court of competent jurisdiction to be unenforceable in any circumstance, such determination shall not affect the validity or enforceability of the remaining terms and provisions hereof or of the offending provision in any other circumstance.

7.13 Attorneys' Fees. In the event that litigation is brought by either party hereto in connection with this Agreement, the prevailing party shall be entitled to recover from the opposing party all costs and expenses, including reasonable attorneys' fees, incurred by the prevailing party in the exercise of any of its rights or remedies hereunder or the enforcement of any terms, conditions, or provisions hereof.

7.14 No Third Party Beneficiary Rights. This Agreement is entered into for the sole benefit of the District and the Consultant and no other parties are intended to be direct or incidental beneficiaries of this Agreement and no third party shall have any right in, under, or to this Agreement.

7.15 Conflicts. The terms of this Agreement may be used to construe the intent of the Parties in connection with any exhibit addendum or amendment attached hereto, and shall be read as nearly as possible to make the provisions of any such exhibit, addendum, or amendment and this Agreement fully effective. Should any irreconcilable conflict arise between the terms of this Agreement and the provisions of any exhibit, addendum, or amendment, the terms of this Agreement shall prevail.

7.16 Headings. The headings, captions and titles contained herein are intended for convenience and reference only and are not intended to modify or explain content thereof, and shall not affect the meaning or interpretation of this Agreement.

7.17 Binding Agreement. This Agreement shall inure to and be binding upon the respective Parties hereto and their successors and permitted assigns.

7.18 Entire Agreement. This Agreement, including all exhibits attached hereto, constitutes the entire Agreement between the Parties with respect to any matter referenced herein and supersedes any and all other prior writings and oral negotiations.

7.19 Counterparts. This Agreement may be executed in one or more counterparts, each of which shall be deemed an original and together shall constitute one and the same instrument.

(Remainder of Page Left Intentionally Blank.)



IN WITNESS WHEREOF, the Parties hereto have executed this Agreement as of the day and year first above written.

**DISTRICT:**

**ROXBOROUGH WATER AND SANITATION  
DISTRICT**

\_\_\_\_\_  
By: Barbara J. Biggs  
Its: General Manager

ATTEST:

\_\_\_\_\_  
By: \_\_\_\_\_  
Its: \_\_\_\_\_

**CONSULTANT:**

Jacobs Engineering Group Inc.



\_\_\_\_\_  
By: Kyle Hamilton, P.E.  
Its: Designated Manager

**EXHIBIT B**

**CERTIFICATION  
REGARDING ILLEGAL ALIENS**

To: ROXBOROUGH WATER AND SANITATION DISTRICT

I, Kyle Hamilton, as Designated Manager of Jacobs Engineering Group Inc., the prospective "Consultant" for that certain contract for engineering consulting services ("Agreement") to be entered into with Roxborough Water and Sanitation District, do hereby certify on behalf of said Consultant that, as of the date of this Certification, Consultant does not knowingly employ or contract with an illegal alien who will perform work pursuant to this Agreement and that Consultant will participate in either the E-Verify Program administered by the U.S. Department of Homeland Security and the Social Security Administration, or in the Colorado Department of Labor and Employment's Employment Verification Program pursuant to Section 8-17.5-102(5)(c), C.R.S. in order to confirm the employment eligibility of all employees who are newly hired for employment to perform work pursuant to this Agreement.

Executed on the 11 of January, 2021.

**CONSULTANT**



By: Kyle Hamilton, P.E.

Its: Designated Manager

**EXHIBIT A**

**SCOPE OF SERVICES & FEE/RATE SCHEDULE**

**Roxborough Water and Sanitation District  
Professional Engineering Services**

**Scope of Work**

**Exhibit A**

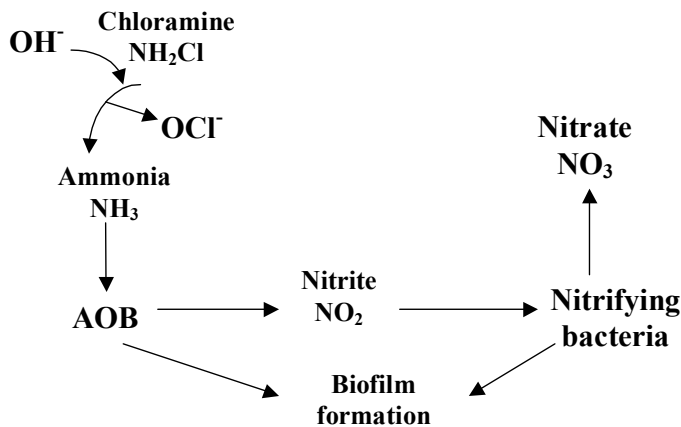
**Nitrification Monitoring and Response Plan**

**January 8, 2021**

**Introduction**

In 2017, Roxborough Water and Sanitation District (RWSD) switched its secondary drinking water disinfectant from free chlorine to monochloramine to reduce disinfection byproducts which are regulated compounds found in drinking water systems that form when chlorine reacts with natural organic material in the source water.

In 2020, RWSD began experiencing higher nitrite concentrations and disinfectant residual loss in some of the storage tanks. Nitrification is a common cycle that occurs in chloraminated systems. When chloramine is produced at the water treatment plant, some free ammonia can enter the distribution system. In addition, the breakdown of chloramine in the distribution system can contribute to free ammonia. Free ammonia is a primary food source for ammonia-oxidizing bacteria (AOB), which are ubiquitous in distribution systems. AOB will convert ammonia to nitrite which, in turn, becomes food for nitrogen oxidizing bacteria. This process creates a symbiosis community that will continue to grow and breakdown chloramine, utilizing the ammonia to catalyze the nitrification cycle (Figure 1). Under full nitrification, chloramine disinfectant can decay rapidly, leaving very little disinfectant downstream and causing pH levels to decrease in low buffer intensity water.



*Figure 1. Nitrification Cycle from the Addition of Chloramine*

## Project Scope Summary

Jacobs Engineering Group Inc. (Jacobs) will review the RWSD water treatment plant and distribution system data in order to provide recommendations for developing and maintaining a stable monochloramine residual in the distribution system (Task 2 and Task 3). Maintaining a stable and elevated monochloramine residual will minimize the nitrification process occurring in the distribution system.

### 1. Project Execution

#### Task 1 – Project Management and Coordination

The Project Management task includes several activities necessary to complete this project:

- Manage completion of all tasks included in the Scope of Work.
- Conduct quality reviews of deliverables.
- Provide management of data and documents generated during the project.
- Initial virtual kick-off meeting with RWSD and Jacobs staff.
- Conduct monthly meetings with RWSD staff via Microsoft Teams.

#### Task 2 – Review Historical Data

Jacobs staff will review drinking water treatment and distribution system data that can impact the formation and breakdown of chloramine. Data will be provided by RWSD from the past three years including parameters such as pH, monochloramine, total chlorine, free ammonia, total organic carbon, alkalinity, and calcium. In addition, distribution system information such as maps, geographic information system (GIS) data, system demand and tank volumes will be provided. Jacobs will provide an analysis of the data and recommendations for RWSD that will minimize chloramine breakdown in the distribution system, reduce nitrification, and minimize chlorine odors that can form when monochloramine converts to di-chloramine and tri-chloramine. Recommendations could include treatment and operation strategies related to chloramine optimization.

It is assumed that data provided by others is accurate, complete, and will be provided in a timely fashion. Correction of data provided by others is not included herein.

#### Task 3 – Develop Nitrification Monitoring and Response Plan

Water utilities that use monochloramine as a secondary disinfectant should have a nitrification monitoring and response plan to minimize the impacts that nitrification can have on a distribution system. This task will identify the parameters to be analyzed and a specified monitoring frequency for each parameter. Preventative actions will also be recommended as part of this plan. The goal of this task is to prepare for and mitigate the spread of future nitrification events.

## 2. Deliverables

Jacobs will deliver a technical memorandum (TM) summarizing the results of Tasks 2 and 3, including the nitrification monitoring and response plan.

## 3. Schedule

Table 1 provides an estimated schedule for each task after notice to proceed (NTP) is provided.

**Table 1: Schedule**

Task	Schedule from NTP
Task 1: Project Management	N/A
Task 2: Review Historical Data	6 weeks
Task 3: Develop Nitrification Monitoring Plan	12 weeks

## 4. Fee Estimate

Compensation will be on a time and expense basis and an estimated budget by task is presented in Attachment A-1, including billing rates, and summarized below in Table 2. Non-labor expenses will be billed at cost. Budget will be managed at the project level and overruns/underruns at the task level may occur. Due to the nature of this work, budget and scope will be managed together, and may be adjusted, to meet project objectives.

**Table 2: Fee Estimate**

Task	Labor	Expenses	Total
Task 1: Project Management	\$4,670	\$0	\$4,670
Task 2: Review Historical Data	\$14,632	\$100	\$14,732
Task 3: Develop Nitrification Monitoring and Response Plan	\$12,412	\$0	\$12,412
<b>Total</b>	<b>\$31,714</b>	<b>\$100</b>	<b>\$31,814</b>

Jacobs Engineering Group Inc.

Project: Nitrification Monitoring and Response Plan  
Client: Roxborough Water and Sanitation District  
Date: Friday, January 8, 2021  
Project Number: TBD  
Project Manager: Chris Kurtz/LVD



**Attachment A-1: ESTIMATED FEE**

Task Description	Project Manager	Lead Technologist	Senior Technologist	QC	Total	Labor	Expense	Total
	Chris Kurtz	Rich Giani	Jennifer Liggett	Tyler Nading	Hours	Cost	Allowance	Cost
2021 Bill Rate	\$181	\$200	\$156	\$181				
Task 1: Project Management	12	6	6	2	26	\$ 4,670	\$ -	\$ 4,670
Task 2: Review Historical Data	4	35	35	8	82	\$ 14,632	\$ 100	\$ 14,732
Task 3: Develop Nitrification Monitoring and Response Plan	4	20	40	8	72	\$ 12,412	\$ -	\$ 12,412
<b>Total</b>	<b>20</b>	<b>61</b>	<b>81</b>	<b>18</b>	<b>180</b>	<b>\$ 31,714</b>	<b>\$ 100</b>	<b>\$ 31,814</b>