



**ADJOURN AS THE PVH SUBDISTRICT OF RWSD AND RECONVENE AS THE ROXBOROUGH WATER AND SANITATION DISTRICT BOARD:**

Upon a motion by Director Lehman, second by Director Thomas, and unanimous vote, the Board adjourned as the Subdistrict Board and reconvened as the Roxborough Water and Sanitation District Board (RWSD).

**CONSENT AGENDA:**

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

- a. Approved the Minutes of the Regular Meeting of the RWSD on November 16, 2022, and the Special Meeting on December 7, 2022.
- b. Ratified Payrolls for November 30, 2022, December 15, 2022, December 31, 2022, and January 15, 2023
- c. Ratified Payments since November 17, 2022, Checks: 102081-102206, 102208-102221, 102223-102226,
- d. Approved Payments of Claims Checks: 102207, 102222
- e. Approved Pay App #10 for the WTP HSP Serving DWSD in the amount of \$138,891.17
- f. Approved Pay App #11 for the WTP HSP Serving DWSD in the amount of \$105,769.56
- g. Approved Rampart Range Road Transmission Main Replacement Change Order #5 adding \$39,761.00 and 3 days to Substantial Completion
- h. Approved Pay App #8 for the Rampart Range Road Transmission Main Replacement in the amount of \$171,297.31
- i. Approved Pay App #9 for the Rampart Range Road Transmission Main Replacement in the amount of \$80,058.40

**GENERAL MANAGER'S REPORT:**

Ms. Biggs provided the General Manager's Report. A copy of Ms. Biggs' report is attached to these minutes.

**LEGAL COUNSEL REPORT:**

Mr. Pogue reported he did not have a report other than the action item to be discussed later in Executive Session.

**OPERATIONS:**

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

**ENGINEERING:**

Mr. Goetz, of TST Infrastructure, provided the engineering status report to the Board. A copy of Mr. Goetz's report is attached to these minutes.

**FINANCIAL RWSD:**

Ted Snailum, of TWS Financial, presented the November 2022 RWSD Financial Statements to the Board. Upon a motion by Director Lehmann, second by Director Thomas, and unanimous vote by the Board, the October 2022 and November 2022 financial reports were approved.

**BOARD ACTION ITEMS:**

**EXECUTIVE SESSION:**

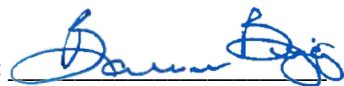
Upon a motion by Director Thomas, second by Director Kim, and unanimous vote by the Board, the Board entered executive session pursuant to Section 24-6-402(4)(b), C.R.S. to receive legal advice from general counsel on specific legal questions related to the relocation of the Rampart Reservoir pump station.

Upon a motion by Director Thomas, second by Director Lehman, and unanimous vote, the Board adjourned the executive Session at 9:21 a.m. No action was taken in executive session.

**ADJOURN:**

Upon a motion by Director Lehman, second by Director Thomas, and unanimous vote, the meeting was adjourned at 9:25 a.m.

Secretary of the meeting:





## ROXBOROUGH WATER AND SANITATION DISTRICT

### General Manager's Report

#### Plum Valley Heights Subdistrict of Roxborough Water and Sanitation District

January 18, 2023

##### Valley View Christian Church:

- Surveyors are working on the legal description for permanent and temporary construction easements.
- Mike and I walked the alignment with TST and identified potential challenges.
- We plan to construct this project using a Construction Manager/General Contractor (CMGC) delivery method. Under this delivery method, requests for statements of qualifications will be solicited from contractors based on the preliminary design, and the contractor will be selected based on their qualifications. The selected contractor will then participate in advancing the final design for the project, and at approximately 90% design, they will provide a Guaranteed Maximum Price (GMP) to construct the project. The District will have the flexibility to accept the GMP or reject it and put the project out for bid. We hope this delivery method will address some of the challenges we've had with contractors on the last two large projects.
- If this delivery method is successful for this project, it will likely be the District's preferred delivery method going forward.

##### Titan Road Industrial Park:

- The luxury condominium project has finally incorporated all of our comments into their design of a water line to serve the proposed development and has executed the Facilities Conveyance Agreement for the extension of the water main that will be owned by the District.
- District staff will provide inspection oversight during construction of this water line.

##### McMakin Property:

- Nothing new to report.

**Roxborough Water and Sanitation - PVH  
Financial Recap  
October 31, 2022**

**General Fund**

1. Property taxes collected for the month total \$ 3,888
2. Specific ownership taxes collected for the month total \$ 3,214
3. Paid \$ 1000 for monthly accounting fees.

**Roxborough Water and Sanitation - PVH  
Financial Recap  
November 30, 2022**

**General Fund**

1. Property taxes collected for the month total \$ 0
2. Specific ownership taxes collected for the month total \$ 3,354
3. Paid \$ 1000 for monthly accounting fees.
4. Paid Legal Fees - \$ 136 for the month.



# ROXBOROUGH WATER AND SANITATION DISTRICT

## General Manager’s Report January 18, 2023

### Information Only

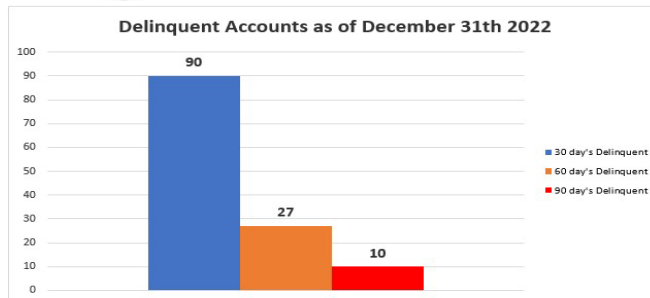
- I will be away from the District the week of February 13 attending the National Association of Clean Water Agencies Winter Conference and Board meeting. There are three options for the Board to consider for the regular Board meeting scheduled for February 15:
  - Hold the meeting and I can participate remotely.
  - Cancel the meeting – I’m not anticipating any action items for the agenda.
  - Reschedule the meeting for either February 8 or 22.

### Past Due Accounts:

- As of December 31, we had 10 accounts with a past due balance of \$6,028, compared to 14 accounts with a past due balance of \$7,273 as of November 30.
- We had 22 properties on the shut off list on January 3, and shut off water service to 2. Eighteen of the residents paid their accounts to avoid being shut off. One resident was given until January 11 to make a \$500 payment on his past due account, and another was given until January 19 to pay their account in full. Of the two accounts that were shut off, one property was abandoned by the previous tenant, and the owner paid the past due bill in full to restore service. The second property paid their past due balance on-line on January 6 and accessed the curb stop to restore service without contacting the District. They received notice thanking them for their payment and reminding them that District staff should restore service, and any future access of District facilities will result in a fine.



### Delinquent Accounts



Total Amount  
Past Due 30 days  
**\$14,770**

Total Amount  
Past Due 60 days  
**\$4,469**

Total Amount  
Past Due 90 days  
**\$6,028**

## December 2022

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

- Day-to-day operations going well.
- We continue to provide temporary service to Sterling Ranch Filing 4. Sterling Ranch Development Co. has been cooperating on the limitations on construction water.

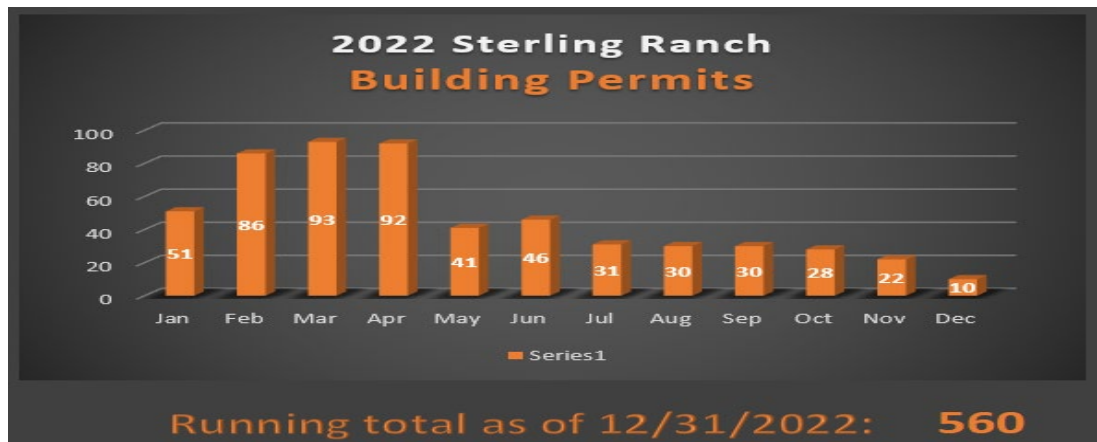


## ROXBOROUGH WATER AND SANITATION DISTRICT

- Dominion continues to provide updates on their addition of chemical feed at the Titan Road lift station for odor control and seems to be making progress, but we continue to get odor complaints. Dominion expects to have a chemical feed system in place by the second quarter of 2023.
- There were an additional 61 Certificates of Occupancy (CO) issued in Sterling Ranch in December bringing the total number of COs that have been issued in Sterling Ranch to 1,875 for a monthly Wastewater Operations Charge of \$37,500.
- Year to date development summary:



- The next \$1M Capital Improvements fee is due from Dominion when they reach 2,000 EQRs. This will bring the total Capital Improvements paid to date to \$3M of the \$5M required under the Wastewater Conveyance Agreement. Dominion will be assessed 50% of the cost of the 2022 lift station pump replacement project against this fund as a wastewater capacity improvement, and 50% of the cost to replace the emergency backup generator at the lift station planned for 2023.
- Under the Purchase and Sale Agreement for the Wastewater Treatment Plant, RWSD tracks new building permits issued in Sterling Ranch. Dominion is invoiced \$300 for each residential equivalent building permit in the prior year. Based on building permits issued in 2022, Dominion will be invoiced for \$168,000 in 2023.





## ROXBOROUGH WATER AND SANITATION DISTRICT

### **Projects:**

- The addition of the new pump to serve Dominion's high zone is essentially complete except for the permanent VFD.
- Work on the new south entrance gate is progressing well; and work is ongoing on the yard piping for the conversion of the backwash pond to an emergency containment basin.
- The Rampart Range Road Transmission Main Replacement Project is complete for now. Remaining work will include restoration and seeding of the construction staging area, and mill and overlay of the asphalt patches in the southbound lanes.
- Work continues on the sewer lining project in the Roxborough Park neighborhood. Replacing and adding valves to the water distribution system will occur later in 2023 and be coordinated with the Roxborough Park Foundation.
- We had a very productive meeting with the Haberer family on January 10 and have reached conceptual agreement to relocate the Rampart Pump Station to property owned by Don and Cara Haberer.

### **Public Outreach/Opportunities:**

- We received the analytical results from the per- and poly-fluorinated chemicals (PFAS) sampling completed by the State of Colorado's contractor on September 1. Of the four PFAS chemicals with health advisories issued by the U.S. EPA, only one was detected above the health advisory level. The results for PFOA were estimated at 0.64 parts per trillion (ppt) compared to a health advisory level of 0.004 ppt. The concentration in RWSD's drinking water was estimated because it was below the level a laboratory can precisely quantify. A part per trillion is equivalent of one drop of water in an Olympic size swimming pool. I've attached the post we did on the results for the website and social media to this report.
- Quarterly newsletter included in the December water/sewer bills included my annual message.
- In November you adopted a Resolution regarding Water Availability/Drought Surcharges that we had been told would be imposed by the City of Aurora on January 1, 2023. After that Resolution was adopted, we learned that Aurora was delaying its declaration of a Stage I drought and would not be imposing the surcharge.



## Quality Water Matters: Keeping Our Customers Informed

At Roxborough Water and Sanitation District (RWSD) our top priority is providing you with reliable, safe drinking water. That’s why we test our raw-water source and finished waters regularly and comply with every regulation of the Colorado Department of Public Health and Environment (CDPHE) and the U.S. Environmental Protection Agency (EPA). What’s important to know is your drinking water remains safe to drink.

In the fall of 2022, RWSD voluntarily participated in proactive testing for a group of unregulated chemicals scientifically known as per- and polyfluoroalkyl substances or PFAS. This program was designed to help water providers across Colorado and the communities they serve determine if PFAS chemicals are present in the drinking water.

Prior to June 15, 2022, only PFOA and PFOS had advisory limits set at 70 parts per trillion (ppt). (One part-per-trillion would be the equivalent of one drop of water in an Olympic sized pool.) Previous sampling results were below these limits.

On June 15, 2022, the EPA released much lower, interim health advisories for two PFAS compounds – PFOA and PFOS – and issued final health advisories for two new compounds – GenX and PFBS.

The sampling this fall showed PFOA and PFBS present in the drinking water. PFBS was present but well below the final health advisory. The results for PFOA are approximate because the concentrations were below the level a laboratory can precisely quantify PFAS concentrations.

RWSD’S staff is working closely with the Colorado Department of Public Health and Environment (CDPHE) to understand and address this concern and will use the latest and best available technology to monitor and safeguard your drinking water.

PFAS	Interim health advisory:	Finished water results:	Results of sampling:
PFOA	0.004 parts per trillion	0.64 parts per trillion	This is above the health advisory. It is an approximate value that is below the level a laboratory can precisely quantify PFAS.
PFOS	0.02 parts per trillion	Non-detect	This is below the health advisory.

PFAS	Final health Advisory:	Finished water results:	Results of sampling:
GenX	10 parts per trillion	Non-detect	This is below the health advisory.
PFBS	2,000 parts per trillion	0.84 parts per trillion	This is below the health advisory.

### What is a health advisory?

A health advisory provides information on substances that can cause negative human health effects. Health advisories are non-enforceable and non-regulatory.

The health advisory levels were calculated to offer a margin of protection for all people, including sensitive populations and ages, against adverse health effects and to consider other potential sources of exposure beyond drinking water (for example, food, air, consumer products, etc.). Because these substances have been used in an array of consumer products, most people have been exposed to them and have them in their system. According to the Centers for Disease Control (CDC), the average concentration (geometric mean) measured in the general U.S. population during 2017-2018 was 1.4 parts per billion (ppb) for PFOA and 4.3 ppb for PFOS.

Research has shown that there may be health effects associated with cumulative exposure to PFAS. Because there are many types of PFAS chemicals, which often occur in complex mixtures and in various everyday products, researchers face challenges in studying them. More research is needed to fully understand all sources of exposure, and if and how they may cause health problems.

### **What is PFAS?**

It is an abbreviation for per- and polyfluoroalkyl substances which are man-made chemicals used in metal plating and a wide variety of consumer products including fire-suppressing foam, carpets, paints, polishes, and waxes. These products were originally created to make our lives easier, as they are resistant to water, grease, and stains. Researchers, however, have found that there may be health effects associated with cumulative exposure to PFAS compounds.

PFAS compounds are difficult to detect. They exist in most products at extremely miniscule levels. It's only recently that laboratory testing technology could even see them at the levels being discussed.

Technological advances now allow us to detect concentrations in the parts-per-trillion (ppt) range. The health advisory limits, however, are below what can be currently detected. The scientific understanding and regulatory response to these compounds is uncertain but rapidly evolving. This includes potential health implications.

For more information on PFAS, please visit the CDPHE website: <https://cdphe.colorado.gov/pfas>

### **What actions should I consider? What does this mean?**

- People do not need to stop drinking or using RWSD's tap water.
  - There is not an immediate public health risk, and people do not need to stop drinking their water.
  - CDPHE will keep providing facts to help inform the public on the latest science.
  - There are certain higher risk groups that may want to reduce their exposure (ex: more vulnerable populations).
- People can reduce their exposure from drinking water by using water treated by an in-home water treatment filter that is certified to lower the levels of PFAS. If you do choose to purchase an in-home water filter, please make sure it is certified. You will want to replace the filter regularly and because our mountain water supply is considered moderately hard, you may need to replace the filter more frequently than the manufacturer's recommendation. Also do not be alarmed if you notice discoloration on the filter – that just means it's doing its job and is filtering out the calcium and trace levels of dissolved minerals in the water.
  - It is important to know there are reports of companies using predatory sales tactics to scare customers into paying more than they need to on home water filters.
- Roxborough Water does not recommend using bottled water, but if you choose to drink bottled water make sure it has been purified with a reverse-osmosis (RO) process.

- Using bottled water is an individual choice, but there are important concerns with bottled water. CDPHE cannot verify that all bottled water is below PFAS health advisories. Reverse osmosis is a treatment that removes PFAS. We recommend people who use bottled water choose a brand that has been treated using RO and includes this language on the bottle.
- Additionally, bottled water does not contain fluoride to support oral health, may contain micro-plastics, and creates solid waste and other environmental concerns.
- Boiling, freezing, or letting water stand does not reduce PFAS levels.

### **What can be done about PFAS?**

RWSD's staff remains committed to protecting the safety of your drinking water. Our staff has been engaged in numerous discussions with federal, regional, and state levels (including both regulators and elected officials) stressing the importance of appropriately regulating, managing, and remediating PFAS substances. These communications have included the importance of holding those parties who introduced the PFAS into the environment responsible for remediation and clean-up and the importance of prohibiting additional use of PFAS compounds in the manufacture of goods.

Drinking water providers test their product more than just about any other industry. Water quality is highly regulated, primarily through CDPHE, which is responsible for enforcement of EPA's Safe Drinking Water Act and Clean Water Act. Measuring PFAS in water is easy compared to measuring exposure from other sources of PFAS like clothing, food packaging, or dental floss.

We encourage residents to avoid anything containing PFAS when purchasing consumers goods and new household products. This will help protect your health and prevent the compounds from further entering our environment.

PFAS is a growing national concern, and you can be assured that RWSD, will continue to closely monitor and work with the CDPHE and EPA regulatory agencies. To learn more, you can look to our website (Roxwater.org) for evolving information and certainly contact us if you have any questions regarding this or any other water quality issues at RWSD.

### **About our Water Quality**

You can review our current water quality Consumer Confidence Report (CCR) by [clicking here \(links to the CCR\)](#)

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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 **14** days with an average plant production of **1.4** MGD and a max day of **2.6** MGD.

The original High Zone Pump contract remains the same. We are still awaiting the arrival of the permanent VFD and there are a couple punch list items left. The VFD did not ship in mid-December as last indicated; we are working on getting a better date from Eaton, the manufacture of the drive.

The office addition is complete and is now occupied, we are still waiting on the fire strobe before the bathroom is complete.

Backwash Pond Phase 2 continues, Moltz is working on overflow piping currently. Steel pipe and check valves expected to arrive in January and the fittings in March.

Electrical conduit has been installed to the south gate we are waiting on some pull boxes to come in before we can pull the wire. They have also been a long lead item that's been difficult to get, so we are starting to look at other options.

December production was **26** million gallons of treated water; **8.5** million gallons of that was for Sterling Ranch.

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## Lift Stations

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The lift stations are running smoothly.

The new pump has been installed and started up, there are some cavitation issues with it, we are building some data to analyze it against the other Flygt pump to see if we can dial in the valves at the Transition Vault to smooth it out.

December saw **24** million gallons of sewage pumped to Littleton-Englewood. Approximately **4.7** million was conveyed for Sterling Ranch.

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## Field

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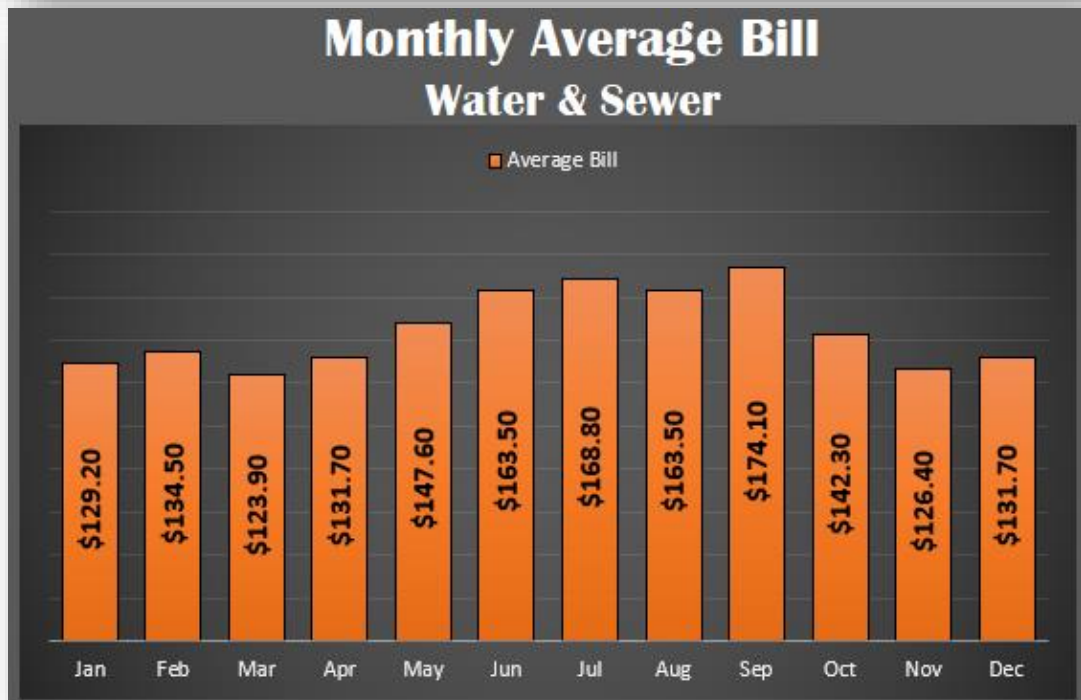
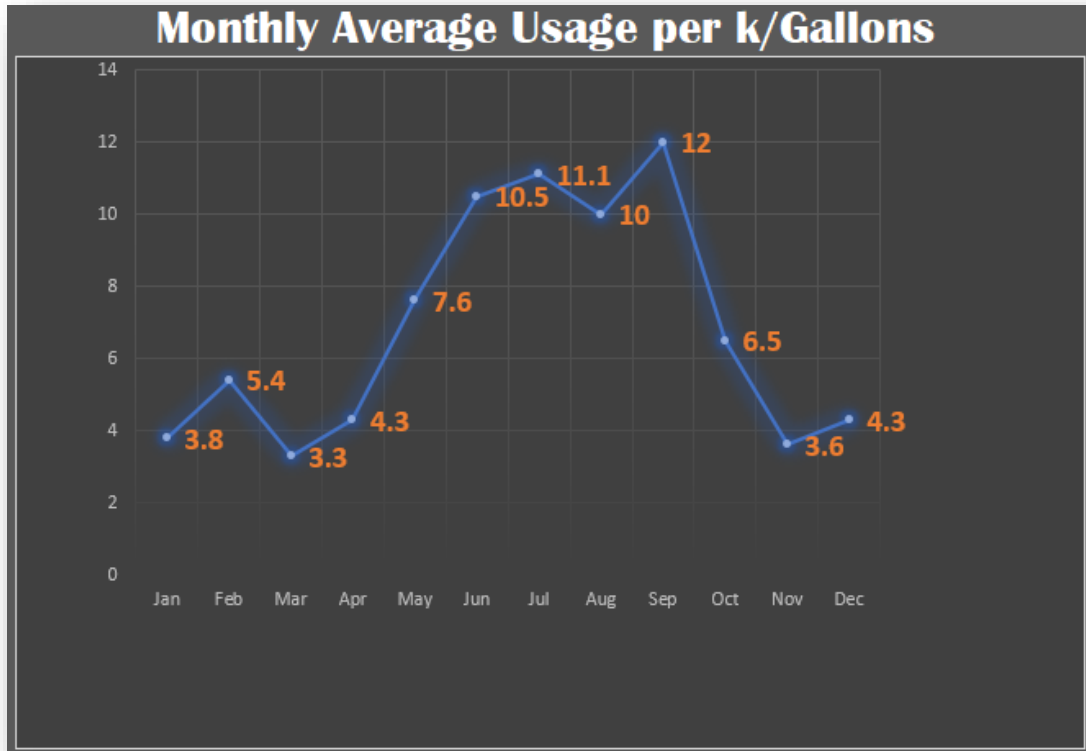
The field had **175** locates for the month of December.

Our endpoint replacement project has been completed and over 800 endpoints shipped back to Badger.

The new transmission main is complete and in service. Revegetation and final mil and overlay will happen in spring as weather allows.

Numerous froze service line calls and breaks during the cold spell over the holiday. All issues were on the private side and our distribution system and tanks were ok.

## Monthly Averages



**MEMORANDUM**

TO: Roxborough Water and Sanitation District  
Board of Directors

FROM: TST Infrastructure, LLC  
Michael Gerstner

SUBJECT: Engineering Status Report

DATE: January 12, 2023

**I. DEVELOPMENT PROJECTS**

Berkeley Homes – Construction of water and sewer lines is not expected to begin until late 2022 or early 2023 pending relocation of overhead electric lines. (No Change)

Valley View Church – Field survey and a site walk to determine alignment was completed. Legal descriptions are being prepared for the Chatfield East Property Owners Association.

Sherwin Williams Store – District staff and TST have met with the developer to discuss requirements for water and sewer. Revised drawings have not been received. (No Change)

Titan Road Vehicle Storage (Luxury Condominiums) – Revised plans have been received from the developer and all plan comments have been addressed. A preconstruction meeting was held with the developer's contractor.

McDonald's – Plans were received from the developer and review comments have been provided.

**II. RAMPART WATER LINE REPLACEMENT**

Waterline work is complete. Concrete path replacement is complete. Asphalt is 90% complete and the contractor will return in the spring to complete asphalt mill and overlay in the Spring. Revegetation will occur once weather conditions are appropriate.

Memorandum  
January 12, 2023  
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III. RAMPART PUMP STATION RELOCATION

Cost estimates and exhibits were prepared on location agreed to by Aurora. A meeting was held with the property owner on the new pump station site and a tentative agreement for a pump station site has been reached.

IV. WTP HIGH ZONE PUMP FOR DWSD

The new pump and piping have been installed and the pump is operational using the temporary VFD. The most recent proposed shipping date for the permanent VFD is February 7th, however the reliability of the proposed date is again uncertain. TST met with operators on an updated control narrative due to changed pipe configuration at the DWSD high zone to low zone pipe interface.

V. WATER TREATMENT PLANT OVERFLOW POND (PHASE 2)

Installation of yard and interior piping continues.

VI. LIFT STATION PUMP 201 REPLACEMENT

The new pump has been successfully started up. The pump is producing noise that appears to be cavitation and is being investigated.

VII. TRANSITION VAULT DRAINAGE IMPROVEMENTS

Preliminary design options have been developed based on the field survey information. Options are under consideration by District staff. A meeting was held on January 10<sup>th</sup> with CDOT, Jefferson County, and Mile High Flood District about potential cost sharing and options. A follow-up meeting is planned for later this month.

VIII. GIS

The latest IT pipes data showing condition of existing sewer was added to GIS. Existing easements that are available in CAD format are being added to GIS.



Memorandum  
January 12, 2023  
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IX. DISTRIBUTION SYSTEM ISOLATION VALVES

Planning of installation sequence has been completed and staff is reviewing the proposed sequence with Foundation staff. (No Change)

X. SEWER LINING PROJECT

The GIS map is being updated to indicate the status of sewer lining. (No Change)

XI. REPLACE O-LINE O-2 TO O-5

TST is evaluating trenchless options for replacement and preparing exhibits for review with Ravenna.

**Roxborough Water and Sanitation  
Financial Recap  
October 31, 2022**

**General Fund**

1. Property taxes collected for the month total \$ 7,263
2. Specific ownership taxes collected for the month total \$ 11,765

**Debt Service Fund**

1. Property taxes collected for the month total \$ 3,580
2. Specific ownership taxes collected for the month total \$ 5,7999
3. Transfers in for Debt Surcharge in the amount \$ 93,568

**Water Fund Treatment**

1. Service charges billed for the month were \$ 350,656
2. Availability of Service Charges \$ 20,881.
3. Dominion WTP Operations income of \$ 51,074 for the month.
4. Irrigation Water \$ 28,033 for the month.
5. Collected \$ 93,568 in capital surcharges for the WTP
6. Ravenna monthly SDC totaled \$ 28,943
7. Capital Project Expense includes \$ 8,473 for engineering and \$ 9,100 to De Nora Water

**Water Fund -Distribution**

1. Water Costs for the month \$ 183,348
2. Capital Outlay for the month includes \$ 368,046 to American West, \$ 19,440 to Ferguson Waterworks and \$ 36,059 for engineering.

**Sewer Fund**

1. Service charges for the month totaled \$ 158,267
2. Lockheed Martin service charges totaled \$ 27,548 for the month.
3. Availability of Service charges \$ 6825

**Capital Fund**

1. Paid \$ 142,119 to Moltz Construction
2. Paid \$ 43,790 for Dominion System Improvements

**Roxborough Water and Sanitation  
Financial Recap  
November 30, 2022**

**General Fund**

1. Property taxes collected for the month total \$ 1,910
2. Specific ownership taxes collected for the month total \$ 12,294

**Debt Service Fund**

1. Property taxes collected for the month total \$ 941
2. Specific ownership taxes collected for the month total \$ 6,060
3. Paid CWCB Loan c150346 in the amount of \$ 976,643
4. Transfers in for Debt Surcharge in the amount \$ 93,653

**Water Fund Treatment**

1. Service charges billed for the month were \$ 228,114
2. Dominion WTP Operations income of \$ 51,074 for the month.
3. Irrigation Water \$ 10,178 for the month.
4. Collected \$ 93,653 in capital surcharges for the WTP
5. Collected SDC for the month of \$ 71,839
6. Ravenna monthly SDC totaled \$ 21,482
7. Operating supplies of \$ 34,138 to DPC Industries for chemicals.

**Water Fund -Distribution**

1. Water Costs for the month \$ 70,182
2. Capital Outlay for the month includes \$ 343,448 to American West, and \$ 27,441 for engineering.

**Sewer Fund**

1. Service charges for the month totaled \$ 158,078
2. Lockheed Martin service charges totaled \$ 29,520 for the month.
3. Operating Supplies of \$ 31,050 to DPC Industries for chemicals.

**Capital Fund**

1. Paid \$ 116,843 to Moltz Construction
2. Paid \$ 24,088 for Dominion System Improvements
3. Paid \$ 15,078 for Valley View Project