



ROXBOROUGH WATER AND SANITATION DISTRICT

The Roxborough Water & Sanitation District and Plum Valley Heights Subdistrict of the Roxborough Water & Sanitation District Regular Board meeting and Budget Hearing will be held in the Community Room at the West Metro Fire Station #15 located at 6222 N Roxborough Park Rd, Littleton, CO 80125

This meeting can also be accessed via video conference at **ZOOM Meeting ID 886 9458 7200**
Password: 843986

Date: Wednesday, June 16, 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 on items not on Agenda
- III. 2020 Audit Presentation by Jason Adams of the Adams Group

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

- IV. Consent Agenda
 - a. Approve the Minutes of the Regular Meeting of the PVH Subdistrict which is contained in and is part of the Minutes of the Roxborough Water & Sanitation District Minutes for the Regular Meeting on May 19, 2021.
- V. Staff Reports
 - a. General Manager’s Report
 - b. Financial Reports
- VI. **Board Action Items**

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

- VII. Consent Agenda
 - a. Approve the Minutes of the Regular Meeting of the RWSD on May 19, 2021.
 - b. Ratify Payrolls for May 31 and June 15, 2021
 - c. Ratify Payments since May 19, 2021 #
 - d. Approve Payments of Claims: Checks#
 - e. Approve Pay App #1 Brannan Construction in the amount of \$69,430.37
- VIII. Staff Reports
 - a. General Manager’s Report
 - b. Legal Counsel Report
 - c. Operation Director’s Report
 - d. Engineering Report/Water Use Graphs
 - e. Financial Report
 - f. Administrative Update
- IX. **Board Action Items:**
 - a. **Public Hearing on 2020 Budget Amendment**
 - b. **Approve Resolution 21-06-02 to Amend the 2020 Budget**
 - c. **Approve the 2020 Audit as presented by The Adams Group**
 - d. **Approve Amendment to the Facilities Relocation Agreement with Sterling Ranch CAB for the RWSD 12” North Loop Water Line**
 - e. **Approve Additional Easement Agreement with Sterling Ranch CAB for relocated 12” North Loop Water Line**
- X. **Adjourn**

RECORD OF PROCEEDINGS

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS OF THE
ROXBOROUGH WATER AND SANITATION DISTRICT AND THE
BOARD OF DIRECTORS OF THE
PLUM VALLEY HEIGHTS SUB-DISTRICT OF
ROXBOROUGH WATER AND SANITATION DISTRICT
HELD
MAY 19, 2021**

The regular meeting of the Board of Directors of the Roxborough Water and Sanitation District and the Board of Directors of the Plum Valley Heights Subdistrict was held on May 19, 2021 at 8:00 a.m. The meeting was conducted via Zoom Meeting. Notice of the meeting ID and Password was duly posted at the District's Administrative Offices and on the District's website, as required by State law.

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

Consultants: Bill Goetz, TST Infrastructure, LLC
Christy Kline, 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 8:02 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 Lehmann, second by Director Throneberry 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 Minutes of the Plum Valley Heights Subdistrict of Roxborough Water and Sanitation District which are contained in and part of the Roxborough Water and Sanitation District Minutes for the April 21, 2021 Regular Meeting.

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 March 31, 2021 Financial Recap for Plum Valley Heights. Upon a motion from Director Thomas, second by Director Bane and a unanimous vote, the Board approved the financial report for Plum Valley Heights.

Board Action Items: none

ROXBOROUGH WATER AND SANITATION DISTRICT

Upon a motion by Director Bane, second by Director Thomas and a unanimous vote, the Board adjourned and reconvened as the Roxborough Water and Sanitation District.

CONSENT AGENDA:

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

- A. Approval of the corrected minutes of the Regular Meeting of the RWSD on April 21, 2021
- B. Ratify Payrolls for April 30 and May 15, 2021
- C. Ratify Payments since April 21, 2021 #100504-100531,100541,100543,100545,100548-100551,100554.
- D. Approve Payments of Claims: Check #100532-100540,100542,100544,100546-100547,100552-100553,100555-100568.

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 March 31, 2021 RWSD Financial Statements to the Board. Upon a motion by Director Thomas to approve the financial report, second by Director Bane and unanimous vote by the Board, the financial report was approved.

ADMINISTRATIVE UPDATE:

Ms. Cindy Taylor provided the administrative update.

BOARD ACTION ITEMS:

Board Action Items:

- A. **Upon a motion by Director Thomas, second by Director Bane and unanimous vote the Board approved the Amendment to the Operations Agreement with Dominion Water & Sanitation District**
- B. **Upon a motion by Director Bane, second by Director Thomas and unanimous vote the Board approved the Award of the Water Treatment Plant Emergency Containment Basin Project to Redline Pipeline Construction**

ADJOURN:

Upon a motion by Director Bane, second by Director Throneberry, the Board voted to adjourn the regular meeting of the Board of Directors. Meeting adjourned at 9:28 AM.

Secretary of the meeting: _____

General Manager's Report
Plum Valley Heights Subdistrict of Roxborough Water and Sanitation District
June 16, 2021

Inclusions:

- Continue to work with Valley View Christian Church on proposed inclusion
 - Indoor water uses – 4 EQRs
 - Outdoor water use – 4-8 EQRs
 - We have encouraged the Church to continue to rely on their well for outdoor use due to RWSD limited water supply
 - Identified 4 alternative alignments for an 8-inch water line to meet indoor water use and fire protection
 - Costs range from \$740,000 to \$1,550,000
 - Church has asked for a revised cost estimate for a 2 or 4 inch service line
 - They have proposed to South Metro that they maintain their existing fire protection system
 - It is the Church's responsibility to resolve fire protection issues with South Metro Fire Rescue

**Roxborough Water and Sanitation - PVH
Financial Recap
April 30, 2021**

General Fund

1. Property taxes collected for the month total \$ 54,333
2. Specific ownership taxes collected for the month total \$ 4,555
3. Accounting expenses \$ 1000



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Contractor's Application for Payment No. 1

	Application Period: 5/1/2021 through 5/31/2021	Application Date: 5/27/2021
To (Owner): Roxborough Water and Sanitation District	From (Contractor): Brannan Construction Company	Via (Engineer): TST Infrastructure, LLC
Project: Rock Wren Water and Sewer Replacement	Contract: Rock Wren Water and Sewer Replacement	
Owner's Contract No.: n/a	Contractor's Project No.:	Engineer's Project No.: 001.367.02

Application For Payment Change Order Summary

Approved Change Orders		
Number	Additions	Deductions
TOTALS		
NET CHANGE BY CHANGE ORDERS		

1. ORIGINAL CONTRACT PRICE.....	\$ 393,552.56
2. Net change by Change Orders.....	\$
3. Current Contract Price (Line 1 ± 2).....	\$ 393,552.56
4. TOTAL COMPLETED AND STORED TO DATE	
(Column F total on Progress Estimates).....	\$ 773,084.60
5. RETAINAGE:	
a. 5% X \$73,084.60 Work Completed.....	\$ 3,654.23
b. 5% X _____ Stored Material.....	\$
c. Total Retainage (Line 5.a + Line 5.b).....	\$ 3,654.23
6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5.c).....	\$ 69,430.37
7. LESS PREVIOUS PAYMENTS (Line 6 from prior Application).....	\$
8. AMOUNT DUE THIS APPLICATION.....	\$ 69,430.37
9. BALANCE TO FINISH, PLUS RETAINAGE	
(Column G total on Progress Estimates + Line 5.c above).....	\$ 324,122.19

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;

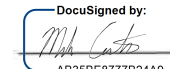
(2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all Liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner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

Contractor Signature

By:  Date: 6/2/21

Payment of: \$ 69,430.37
(Line 8 or other - attach explanation of the other amount)

is recommended by:  June 4, 2021 | 8:24:01 AM
AB35BE8777B24A9... (Engineer) (Date)

Payment of: \$ 69,430.37
(Line 8 or other - attach explanation of the other amount)

is approved by:  June 4, 2021 | 8:32:24 AM
1A855CAD7E241B... (Owner) (Date)

Approved by: _____ (Date)
Funding or Financing Entity (if applicable) (Date)

Progress Estimate

Contractor's Application

For (Contract): Rock Wren Water and Sewer Replacement					Application Number 1		1											
Application Period: 5/1/2021 through 5/31/2021					Application Date: 5/27/2021													
A		B			C		D		(C + D)		E			F		G		
Item No.	Description	Contract Information			Work Completed						Stored Materials (Not in C or D)			Total Completed and Stored This Period (D + E)	Total Completed and Stored to Date (C + D + E)	% (F / B)	Balance to Finish (G - F)	
		Item Quantity	Units	Unit Price	Bid Item Value (\$)	Quantity Installed Prev. Period	Quantity Value Prev. Period	Quantity Installed This Period	Quantity Value This Period	Total Estimated Quantity	Value of Work Installed to Date	From Prev Period	This Period					Total Stored Materials
General Items																		
1	Performance and Payment Bonds	1	LS	\$ 4,211.15	\$4,211.15			1	\$4,211.15	1	\$4,211.15				\$4,211.15	\$4,211.15	100.0%	
2	Insurance	1	LS	\$ 139.60	\$139.60			1	\$139.60	1	\$139.60				\$139.60	\$139.60	100.0%	
3	Submittals	1	LS	\$ 129.86	\$129.86			1	\$129.86	1	\$129.86				\$129.86	\$129.86	100.0%	
4	Grading, Erosion, and Sediment Control Permit	1	LS	\$ 383.89	\$383.89			0.69	\$265.00	0.69	\$265.00				\$265.00	\$265.00	69.0%	\$118.89
5	Right-of-Way Permit	1	LS	\$ 697.99	\$697.99			0.72	\$500.00	0.72	\$500.00				\$500.00	\$500.00	71.6%	\$197.99
6	Other Permits	1	LS	\$ 348.99	\$348.99													\$348.99
7	Contractor Mobilization and Staging	1	LS	\$ 15,261.92	\$15,261.92			0.5	\$7,630.96	0.5	\$7,630.96				\$7,630.96	\$7,630.96	50.0%	\$7,630.96
8	Temporary Residential Parking Area Preparation	1	LS	\$ 16,271.58	\$16,271.58			1	\$16,271.58	1	\$16,271.58				\$16,271.58	\$16,271.58	100.0%	
9	Temporary Residential Parking Area Demolition	1	LS	\$ 7,565.26	\$7,565.26													\$7,565.26
10	Temporary Homeowner Access from Temporary Parking to Rock Wren	1	LS	\$ 1,197.87	\$1,197.87			1	\$1,197.87	1	\$1,197.87				\$1,197.87	\$1,197.87	100.0%	
11	Traffic Control	1	LS	\$ 22,075.81	\$22,075.81													\$22,075.81
12	Construction Survey	597	LF	\$ 10.88	\$6,495.36			597	\$6,495.36	597	\$6,495.36				\$6,495.36	\$6,495.36	100.0%	
13	As-Built Survey	597	LF	\$ 10.60	\$6,328.20													\$6,328.20
Temporary Water Line Installation																		
14	3-inch Temporary Water System Piping	9	EA	\$ 2,088.92	\$18,800.28			9	\$18,800.28	9	\$18,800.28				\$18,800.28	\$18,800.28	100.0%	
15	Water Service Line Connection to Temporary Water Line	9	EA	\$ 746.35	\$6,717.15			9	\$6,717.15	9	\$6,717.15				\$6,717.15	\$6,717.15	100.0%	
Sewer Line Replacement																		
16	8-inch PVC Sewer Line, 0 to 12 Feet Deep	297	LF	\$ 66.70	\$19,809.90													\$19,809.90
17	Additional 0 to 4 Feet of Trench Depth - 8-inch Sewer Line	297	LF	\$ 10.91	\$3,240.27													\$3,240.27
18	Additional 4 or More Feet of Trench Depth - 8-inch Sewer Line	297	LF	\$ 10.91	\$3,240.27													\$3,240.27
19	6-inch PVC Sewer Line	45	LF	\$ 96.61	\$4,347.45													\$4,347.45
20	6-inch Cleanout	2	EA	\$ 1,057.99	\$2,115.98													\$2,115.98
21	Manhole MEI-AB-2A with Cast-in-Place Base	1	EA	\$ 9,924.58	\$9,924.58													\$9,924.58
22	4-foot Diameter Manhole	3	EA	\$ 8,429.24	\$25,287.72													\$25,287.72
23	Remove Existing 4-foot Diameter Manhole	1	EA	\$ 2,403.23	\$2,403.23													\$2,403.23
24	Flow Fill Existing Sewer Main	300	LF	\$ 16.61	\$4,983.00													\$4,983.00
25	Service Line Reconnection to New 6" and 8" Sanitary Sewer	9	EA	\$ 1,759.33	\$15,833.97													\$15,833.97
26	Video Inspection of Sewer Line	342	LF	\$ 9.84	\$3,365.28													\$3,365.28
Water Line Replacement																		
27	8-inch DIP Water Line, 0 to 8 Feet Deep	300	LF	\$ 77.15	\$23,145.00													\$23,145.00
28	8-inch DIP Bends	2	EA	\$ 693.88	\$1,387.76													\$1,387.76
29	8-inch Gate Valves	3	EA	\$ 2,131.86	\$6,395.58													\$6,395.58
30	8-inch Water Main Connection	1	LS	\$ 6,469.90	\$6,469.90													\$6,469.90
31	Remove and Dispose of Existing 4" Asbestos Cement (AC) Pipe	300	LF	\$ 33.71	\$10,113.00													\$10,113.00
32	Fire Hydrant Assembly	1	EA	\$ 9,511.04	\$9,511.04													\$9,511.04
33	2" Blowoff Assembly	1	EA	\$ 3,552.93	\$3,552.93													\$3,552.93
34	Water Service Line Connection to New 8" Water Main	9	EA	\$ 1,230.24	\$11,072.16													\$11,072.16
Asphalt and Flatwork																		
35	Install Temporary Gravel Access Road - Sewer	572	SY	\$ 15.42	\$ 8,820.24													\$8,820.24
36	Install Temporary Gravel Access Road - Water	564	SY	\$ 15.53	\$ 8,758.92													\$8,758.92
37	Remove and Dispose of Asphalt	1371	SY	\$ 10.41	\$ 14,272.11													\$14,272.11
38	Asphalt Surface Replacement 5" Deep	6855	SY	\$ 6.23	\$ 42,706.65													\$42,706.65
Grass, Erosion, and Sediment Control																		
39	Vehicle Tracking Pad	1	EA	\$ 3,863.27	\$ 3,863.27			1	\$3,863.27	1	\$3,863.27				\$3,863.27	\$3,863.27	100.0%	\$253.50
40	Construction Fence	1155	LF	\$ 1.95	\$ 2,252.25			1025	\$1,998.75	1025	\$1,998.75				\$1,998.75	\$1,998.75	88.7%	\$34.32
41	Silt Fence	1155	LF	\$ 1.43	\$ 1,651.65			1131	\$1,617.33	1131	\$1,617.33				\$1,617.33	\$1,617.33	97.9%	\$1,023.55
42	Sediment Control Log	427	LF	\$ 3.05	\$ 1,302.35													\$1,302.35
43	Seeds and Mulch	0.68	AC	\$ 2,363.40	\$ 1,607.11													\$1,607.11
44	Site and Landscape Restoration	1	LS	\$ 3,246.44	\$ 3,246.44													\$3,246.44
45	Additional GESC BMP's	1	LS	\$ 6,492.88	\$ 6,492.88			0.5	\$3,246.44	0.5	\$3,246.44				\$3,246.44	\$3,246.44	50.0%	\$3,246.44
Provisional Items																		
46	Trench Stabilization Rock - Provisional Item	25	CY	\$ 89.49	\$ 2,237.25													\$2,237.25
47	Road Base - Provisional Item	150	CY	\$ 26.44	\$ 3,966.00													\$3,966.00
48	Export Unavailable Material	50	CY	\$ 63.68	\$ 3,184.00													\$3,184.00
49	Import Backfill Material	50	CY	\$ 89.09	\$ 4,454.50													\$4,454.50
50	Rock Excavation	100	CY	\$ 119.13	\$ 11,913.00													\$11,913.00
Totals									\$ 73,084.60	\$73,084.60				\$73,084.60	\$73,084.60	18.6%	\$320,467.96	

**General Manager's Report
Roxborough Water and Sanitation District
June 16, 2021**

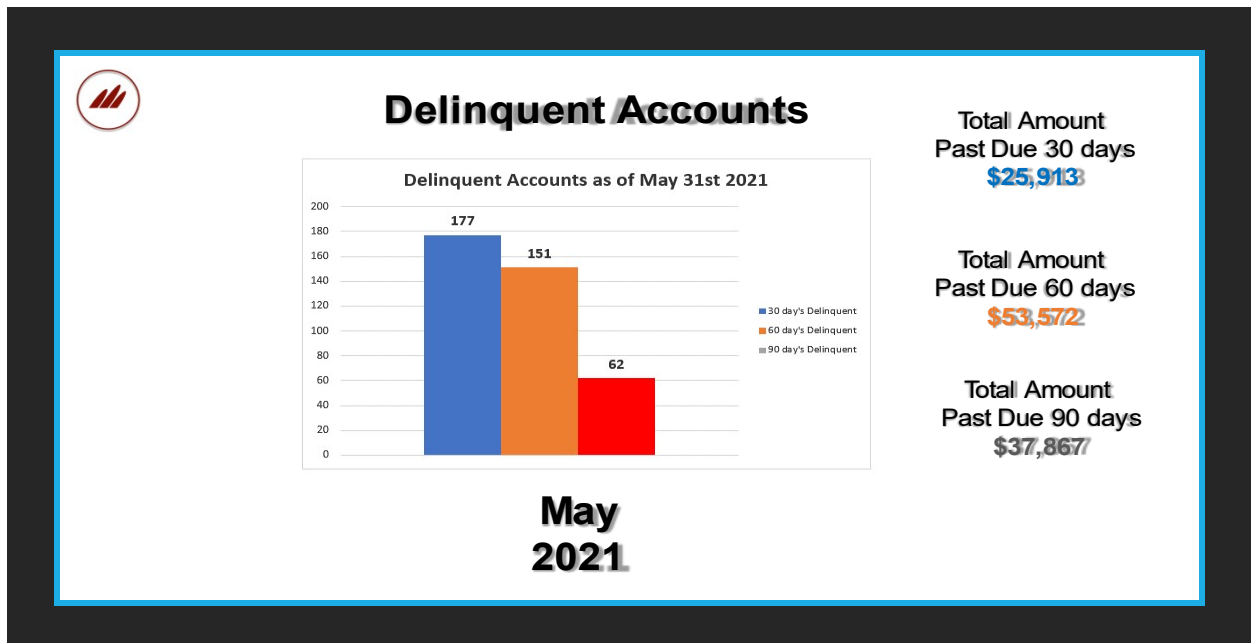
Information Only

Cyber Security:

- We have successfully migrated the District's e-mail from the on-premise server to Microsoft 365 on the Cloud, greatly improving security.
- Our contract for Microsoft 365 includes enhanced security testing and training from our spam filter, Mimecast.
- Evaluating alternatives for permanent office and operational servers to improve redundancy and security.
- All staff were required to complete cyber security training in 2021.

Past Due Accounts:

- 62 accounts with a total past due balance of \$37,867 compared to 47 accounts with a total past due balance of \$44,700 in April.
- May bills included a notice that beginning in June the District would begin assessing late fees and posting past-due accounts for shut off.



Dominion Water and Sanitation District/Sterling Ranch:

- Day-to-day operations going well.
- Redesign work on the high zone pump addition to the water treatment plant is complete.
- Completed installation of a structural liner in O-line pipe was completed May 28 without incident. Dominion has been invoiced for the manhole liners and notified of the cost of the pipeline liner including a 5% interest rate for 8 months until payment expected in early 2022.
- Sterling Ranch will once again be hosting the Tough Mudder race this summer.

Projects:

- Work has commenced on the new sewer line in Rock Wren. Contractor has encountered some challenges with trench stability that has affected schedule. Project is still expected to be completed in July.
- Contract finalized for conversion of old backwash pond to emergency containment basin.
- Roxborough Village Metro District has agreed to allow the District to use a portion of its open space on the east side of Rampart Road for construction staging for the Rampart Transmission Main project planned for 2022 construction.
- Nothing new from Denver Water on approval for the site for the relocated pump station.
- Risk and Resilience Assessment required by the American Water Infrastructure Act is nearly complete. Certification is due to U.S. EPA by June 30, 2021. The District is also required to update our Emergency Response Plan by December 31, 2021.

New Development:

- Nothing new to report.

Public Outreach:

- Letter of Support for Louviers Water and Sanitation District for Hickenlooper Office of Congressionally Directed Spending application
- Developing outreach materials related to meters.

Water Plant

The water treatment plant has been running smoothly. In May, the plant was operational for **27** days with an average plant production of **1.2** MGD and a max day of **2.0** MGD.

Flows are beginning to rise sporadically between the rainy weather and sunshine. The plant is running full speed, we have began processing sludge for the season. We were able to go all winter without processing sludge using mixing basin storage, we have processed about 60 yards so far.

We have identified that all the PLC's located at the pump stations and lift stations are outdated and no longer supported. We are working with Mountain Peak Controls to upgrade those and supported.

The Emergency Overflow Pond project has been awarded to Redline Pipeline. We only awarded the base bid due to bids coming in a bit higher than expected. We will budget for the remaining work next year.

May production was **33.7** million gallons of treated water, **9.7** million gallons of that was for Sterling Ranch.

Lift Stations

The lift stations are running smoothly.

May saw **30** million gallons of sewage pumped to Littleton-Englewood. Approximately **3.3** million was conveyed for Sterling Ranch.

Field

The field remains busy for May with over **567** locates, most of them were in Sterling Ranch, only **174** were in Roxborough.

Structural lining of the 2700' of 30" sewer pipe has been completed downstream of the Dominion force main tie-in. We have also applied structural coatings to the manholes, this work was completed to repair/ restore the infrastructure that has been compromised by the high H2s that is being discharged from Dominion.

Brannan has started construction; temporary water service to the houses on Rock Wren has been installed and put into service. The new waterline tee and valves has been installed and the old line has been capped. This shut down did not go as planned as a valve failed requiring us to shut down more houses than anticipated. This caused the office to field some angry phone calls. The new manhole base has been installed and sewer line installation is starting, this also got off to a rough start when Brannan hit an unmarked Comcast line. Golf carts have been delivered and assigned to the residence and traffic on Hawks Nest has been diverted.

Fire Hydrant flushing has been completed in all Roxborough, including the sub-district and Sterling Ranch.

Maintenance at Lambert Reservoir that the State Engineer has required us to do has begun. C&L in scheduled to install the stilling well and monitoring station at the ditch diversion. The downstream side of the flume has been mucked out, so flow is not interrupted. Davey Tree has cleared the overgrown trees on the downstream side of the ditch.

Iron Woman will start the water line deflections on the 12" North Loop line beginning the second week in June. This is to relocate the line away from the electrical cabinets that were installed along Rampart at the expense of Sterling Ranch. The tie-ins will be short shutdowns on Mondays which are non-irrigation days so the system load isn't effected.

Summer helpers have started and are working hard getting grounds maintenance completed at all our facilities and performing fire hydrant maintenance.

MEMORANDUM

TO: Roxborough Water and Sanitation District
Board of Directors

FROM: TST Infrastructure, LLC
Bill Goetz

SUBJECT: Engineering Status Report

DATE: June 8, 2021

I. DEVELOPMENT PROJECTS

North Loop Water Relocation – Relocations of the North Loop Waterline to eliminate conflicts with new electrical boxes are in progress. Completion is expected on or about June 14, 2021.

II. WATER TREATMENT PLANT

The Backwash Pond Phase 1 project was approved at the May board meeting and Notice of Award has been issued. Execution of contracts is in progress and Notice to Proceed is expected the week of June 14, 2021.

III. ROCK WREN SEWER REPLACEMENT

Work at the site has commenced. The new manhole in Hawk's Nest Trail has been constructed and installation of the new sewer line began on June 7, 2021. Initial progress has been slow due to the depth of the excavation as well as rock encountered in the excavation.

IV. RAMPART WATER LINE REPLACEMENT

Potholing of existing utilities is complete and final design of the project is in progress. Approval of a staging area on RVMD property is expected to occur at the RVMD board meeting in June.

Memorandum
June 8, 2021
Page 2

V. RAMPART PUMP STATION RELOCATION

RWSD and TST met with Denver Water and Aurora on March 9 to review the project concepts and get input from all parties. Denver Water is reviewing the request for easement internally. (No Change)

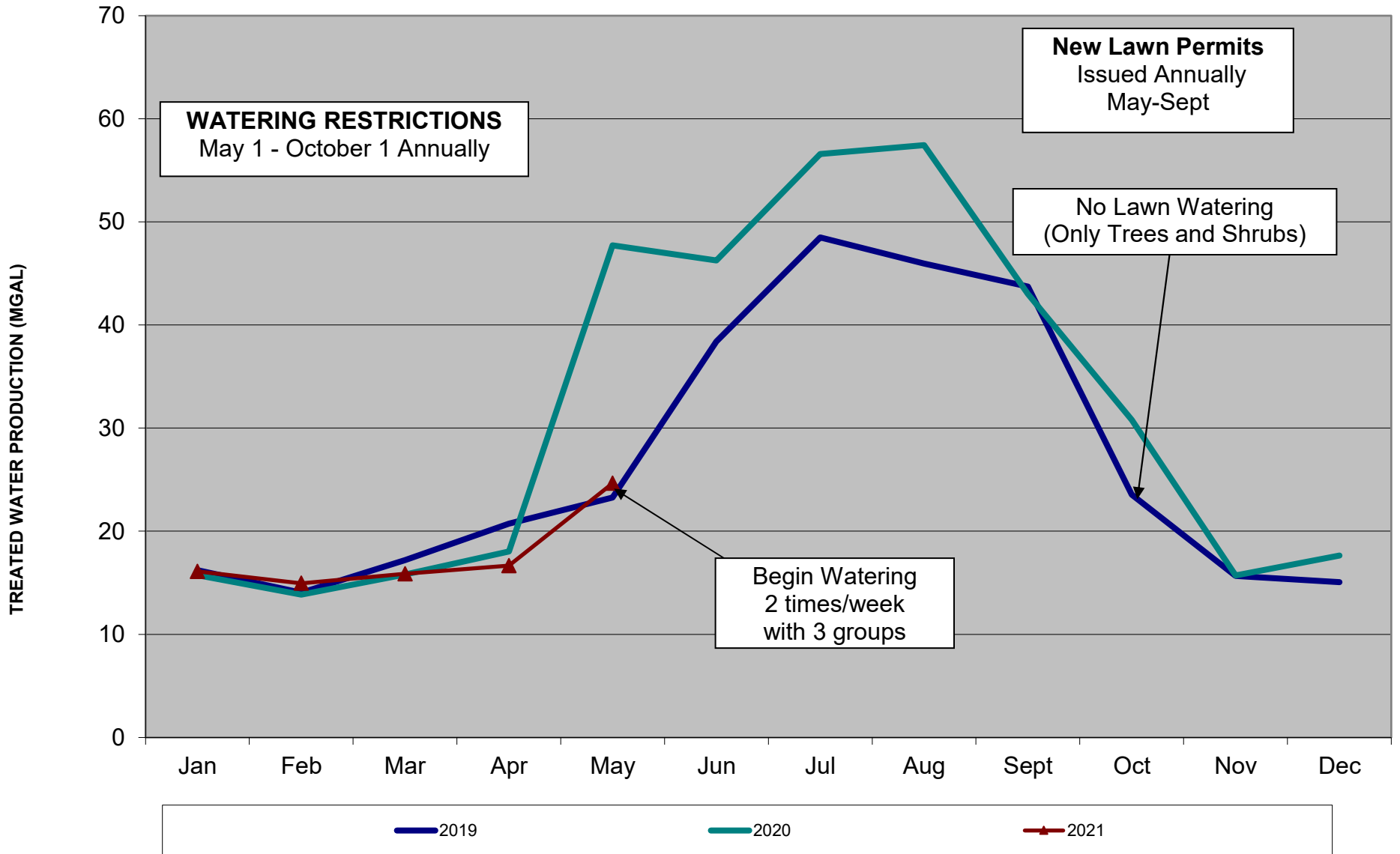
VI. WTP HIGH ZONE PUMP FOR DWSD

Completion of design is expected the week of June 7, and receipt of contractor pricing is scheduled for mid-July. Completion of construction is scheduled for the end of April 2022.

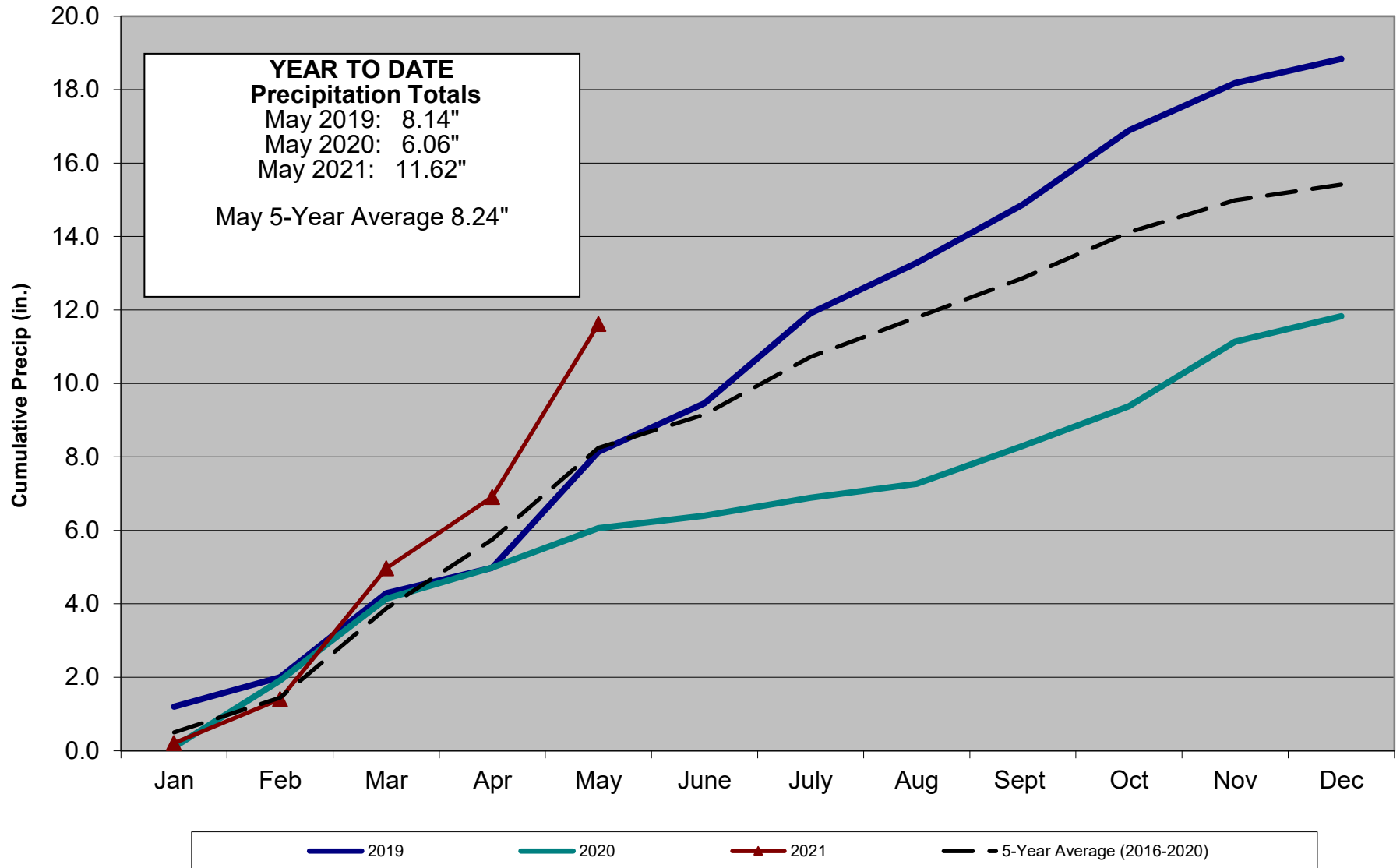
VII. GIS

A training session for new GIS features was conducted on May 27 and several additional features and modifications were requested by the operations staff. Development of the requested modifications is in progress.

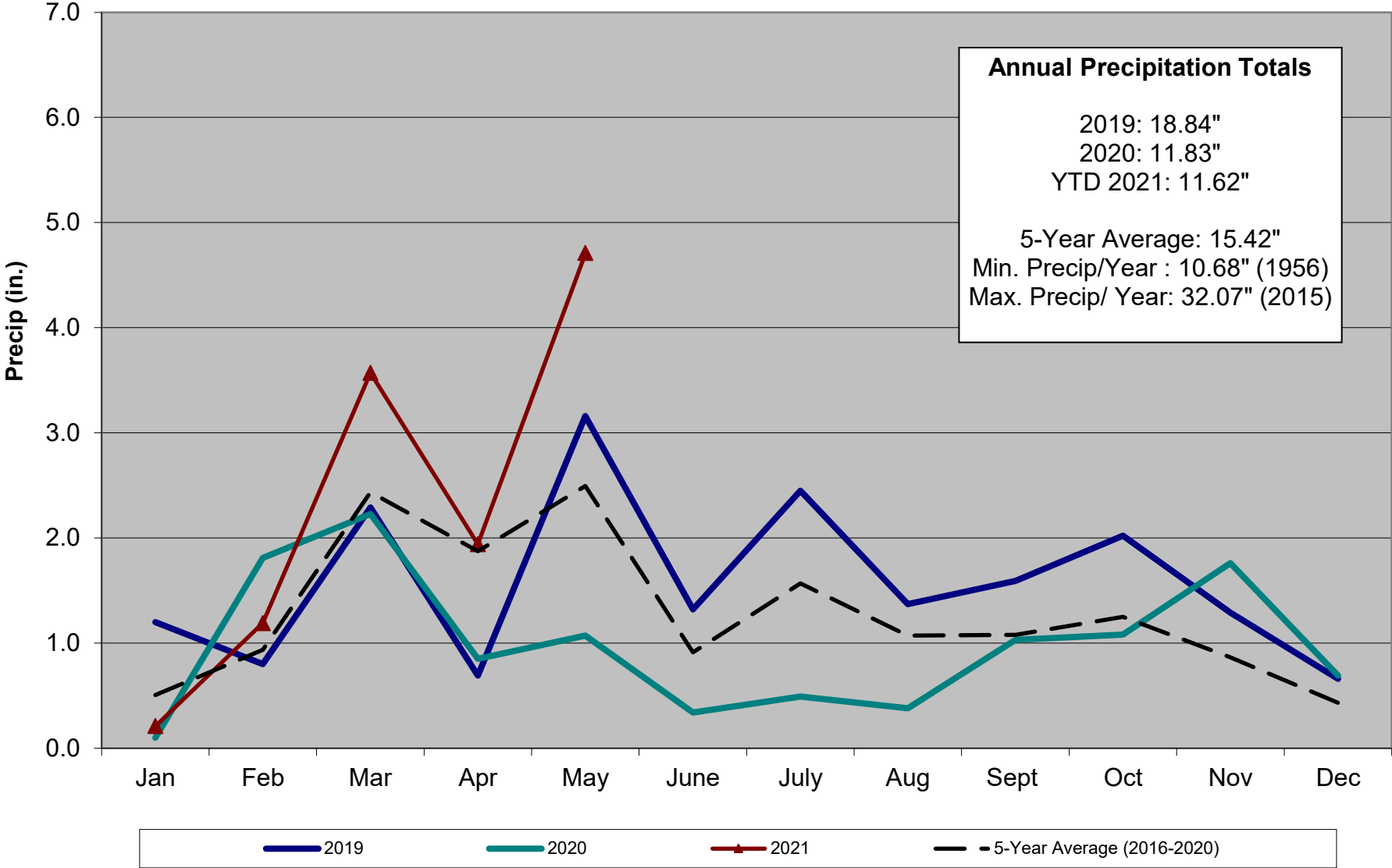
ROXBOROUGH WATER AND SANITATION DISTRICT TREATED WATER PRODUCTION 2019-2021



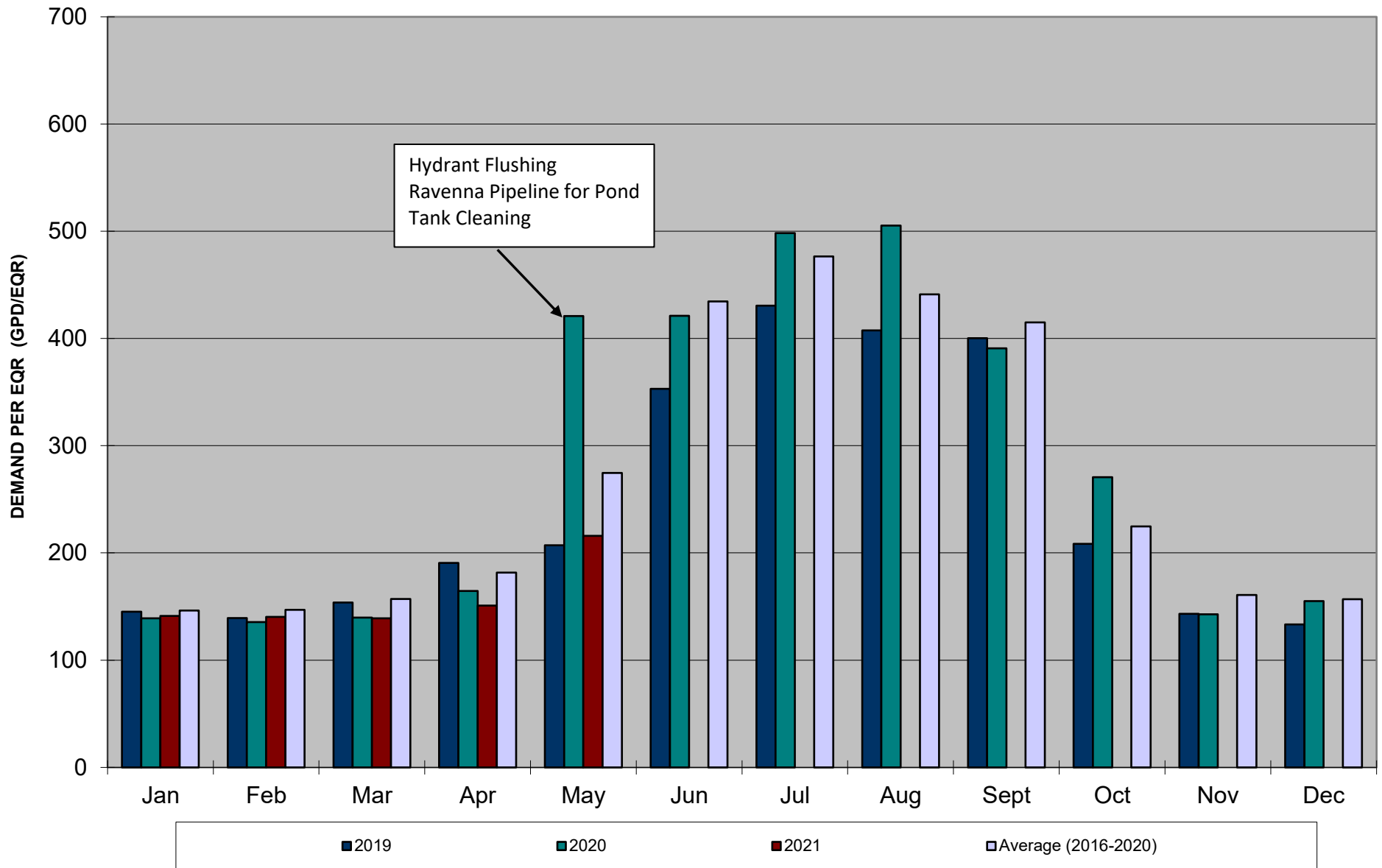
ROXBOROUGH WATER AND SANITATION DISTRICT CUMULATIVE PRECIPITATION 2019-2021



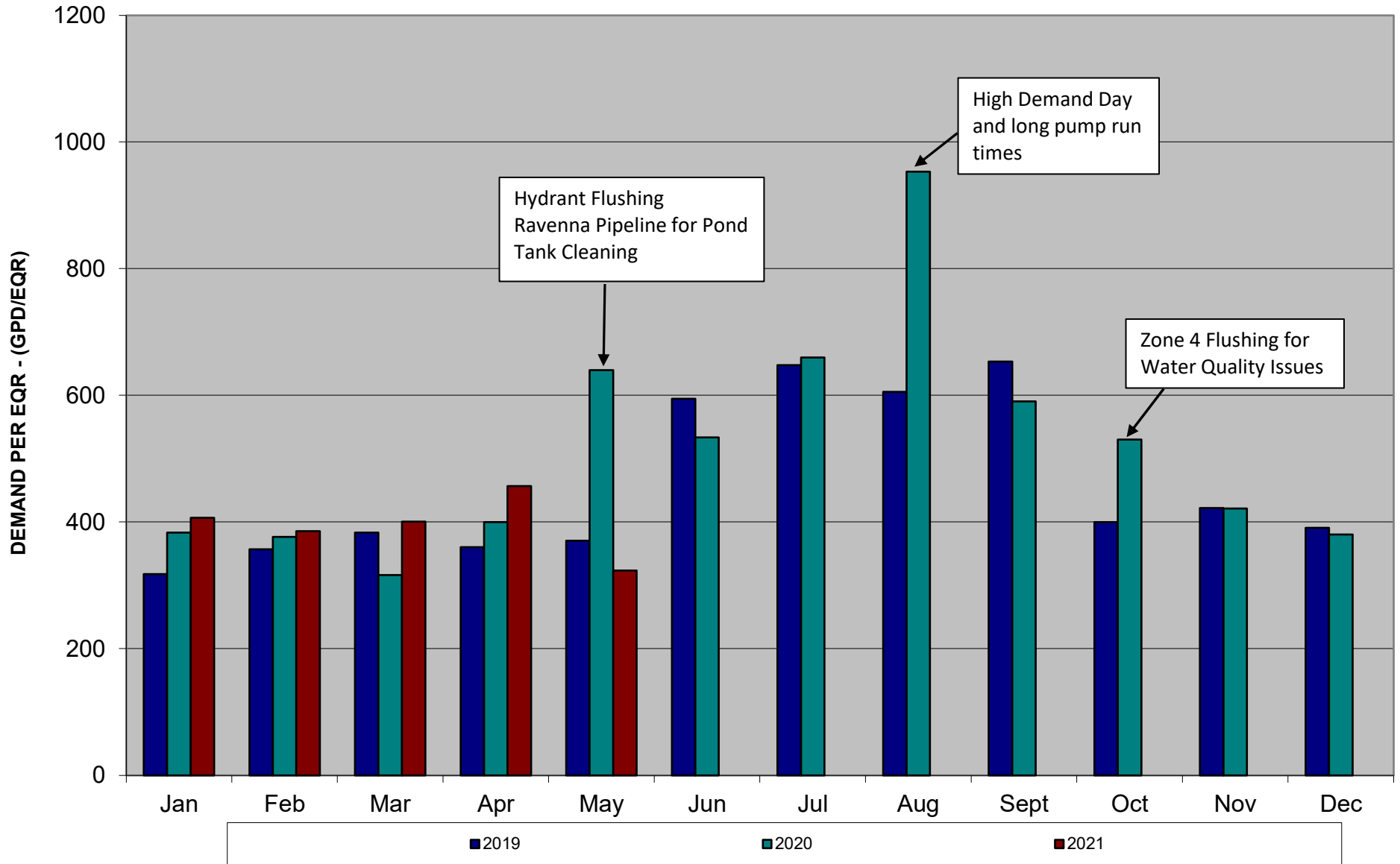
ROXBOROUGH WATER AND SANITATION DISTRICT PRECIPITATION 2019-2021



ROXBOROUGH WATER AND SANITATION DISTRICT AVERAGE DEMAND PER EQR



ROXBOROUGH WATER AND SANITATION DISTRICT MAX DAY DEMAND PER EQR



ROXBOROUGH WATER AND SANITATION DISTRICT

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Total
Treated Water (MGAL)													
2001	12,896	10,732	13,139	17,682	23,775	37,211	41,464	36,026	33,660	24,197	16,317	13,590	280,689
2002	14,409	14,251	15,708	25,837	33,774	39,489	43,253	43,149	30,955	21,896	15,952	16,320	314,993
2003	15,157	13,559	15,844	15,366	21,246	25,025	38,569	36,880	32,821	33,034	15,953	15,172	278,626
2004	16,325	18,678	18,572	17,037	28,880	30,671	35,891	34,793	31,867	20,521	16,185	16,416	285,836
2005	18,124	17,565	20,281	20,659	33,636	41,766	57,879	44,463	39,982	25,387	19,938	22,416	362,096
2006	22,572	20,843	23,554	30,521	42,801	52,357	46,739	36,853	31,626	21,832	17,937	19,279	366,914
2007	16,837	16,078	19,097	21,937	27,827	49,368	54,417	44,990	41,003	27,691	20,124	23,633	363,002
2008	24,863	19,657	21,177	22,647	34,898	50,196	59,399	49,686	39,732	26,950	19,315	19,137	387,657
2009	17,791	16,890	20,429	19,083	31,869	34,293	45,513	45,163	35,948	20,794	16,268	18,680	322,721
2010	17,154	15,961	17,846	19,833	29,844	44,996	46,537	44,574	45,438	27,670	16,509	16,754	343,116
2011	16,890	15,668	17,660	21,667	27,671	45,243	38,967	45,797	37,233	26,631	18,220	17,045	328,912
2012	17,067	15,367	19,091	26,665	38,380	49,632	46,971	48,559	38,515	21,575	17,493	18,015	357,350
2013	17,634	15,747	17,663	17,631	29,037	48,638	47,571	44,696	32,089	21,222	17,433	17,644	327,005
2014	17,883	15,681	17,168	18,034	29,090	39,059	41,554	35,570	29,096	20,198	17,274	16,284	296,891
2015	16,514	13,524	16,946	18,601	18,821	29,142	38,685	42,303	42,508	25,801	15,304	15,727	293,876
2016	15,439	14,821	15,669	15,570	22,839	41,632	51,517	47,624	43,165	29,837	19,570	17,578	335,261
2017	16,585	15,380	19,054	23,910	24,366	47,026	52,854	45,557	44,612	20,430	16,998	17,087	343,859
2018	16,279	14,552	16,912	15,303	32,877	49,804	48,665	46,999	45,804	22,200	16,198	17,017	342,610
2019	16,213	14,045	17,188	20,718	23,271	38,396	48,501	45,953	43,731	23,543	15,657	15,058	322,274

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

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	AVG GPD/EQR
Treated Water (GPD/EQR)													
2001	211.49	194.86	205.75	286.12	356.05	575.84	609.08	529.20	490.38	341.15	232.14	187.11	351.60
2002	191.51	209.71	203.58	346.02	427.58	516.60	535.61	534.32	388.05	265.63	197.52	195.56	334.31
2003	179.10	177.38	184.44	184.84	245.47	298.77	443.55	424.13	386.31	376.28	186.72	171.85	271.57
2004	183.55	224.49	207.95	197.12	320.58	351.81	394.34	382.27	360.57	224.70	182.39	179.02	267.40
2005	195.14	209.39	216.77	228.18	357.27	458.41	609.16	467.96	430.19	264.34	213.42	232.21	323.54
2006	233.30	238.51	241.59	323.49	435.96	551.07	473.97	371.62	328.62	218.92	185.57	192.72	316.28
2007	167.94	177.39	189.90	225.13	276.03	505.10	537.97	444.23	417.84	272.33	203.83	231.30	304.08
2008	242.67	204.35	205.76	227.24	338.67	502.92	575.23	480.88	397.12	260.29	192.71	184.72	317.71
2009	171.67	180.33	196.83	189.82	306.78	341.12	438.00	434.63	356.95	199.69	161.44	179.34	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
2019	145.16	139.22	153.67	190.67	207.14	352.97	430.53	407.46	400.25	208.41	143.18	133.23	242.66

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

ROXBOROUGH WATER AND SANITATION DISTRICT

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec
Treated Water (MGAL)												
2019	16,213	14,045	17,188	20,718	23,271	38,396	48,501	45,953	43,731	23,543	15,657	15,058
2020	15,727	13,854	15,8	18,034	47,714	46,262	56,584	57,45	42,99	30,793	15,716	17,639
2021	16,104	14,961	15,881	16,662	24,664							
Increase/Decrease	2.4%	8.0%	0.5%	-7.6%	-48.3%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec
Monthly EQRs (Connected)												
2019	3603	3603	3608	3622	3624	3626	3634	3638	3642	3644	3645	3646
2020	3648	3649	3651	3656	3657	3662	3663	3667	3667	3671	3671	3672
2021	3677	3678	3682	3682	3685							
Increase/Decrease	0.8%	0.8%	0.8%	0.7%	0.8%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%

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

Water Savings												
Increase/Decrease*	1.6%	7.2%	-0.3%	-8.3%	-49.1%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%

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

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec
Treated Water (GPD/EQR)												
2019	145.16	139.22	153.67	190.67	207.14	352.97	430.53	407.46	400.25	208.41	143.18	133.23
2020	139.07	135.59	139.60	164.42	420.88	421.10	498.30	505.38	390.78	270.59	142.70	154.96
2021	141.28	140.27	139.13	150.84	215.91	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
Increase/Decrease	1.6%	3.5%	-0.3%	-8.3%	-48.7%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!

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

ROXBOROUGH WATER AND SANITATION DISTRICT

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

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

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

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

ROXBOROUGH WATER AND SANITATION DISTRICT

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec
Max Day Treated Water (MGD)												
2019	1.145	1.286	1.382	1.305	1.342	2.156	2.354	2.202	2.379	1.457	1.538	1.425
2020	1.398	1.373	1.154	1.461	2.340	1.954	2.416	3.495	2.165	1.946	1.546	1.396
2021	1.495	1.418	1.475	1.682	1.192							
Increase/ Decrease	6.9%	3.3%	27.8%	15.1%	-49.1%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%

Monthly EQRs (Connected)												
2019	3603	3603	3608	3622	3624	3626	3634	3638	3642	3644	3645	3646
2020	3648	3649	3651	3656	3657	3662	3663	3667	3667	3671	3671	3672
2021	3677	3678	3682	3682	3685							
Increase/Decrease	0.8%	0.8%	0.8%	0.7%	0.8%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%

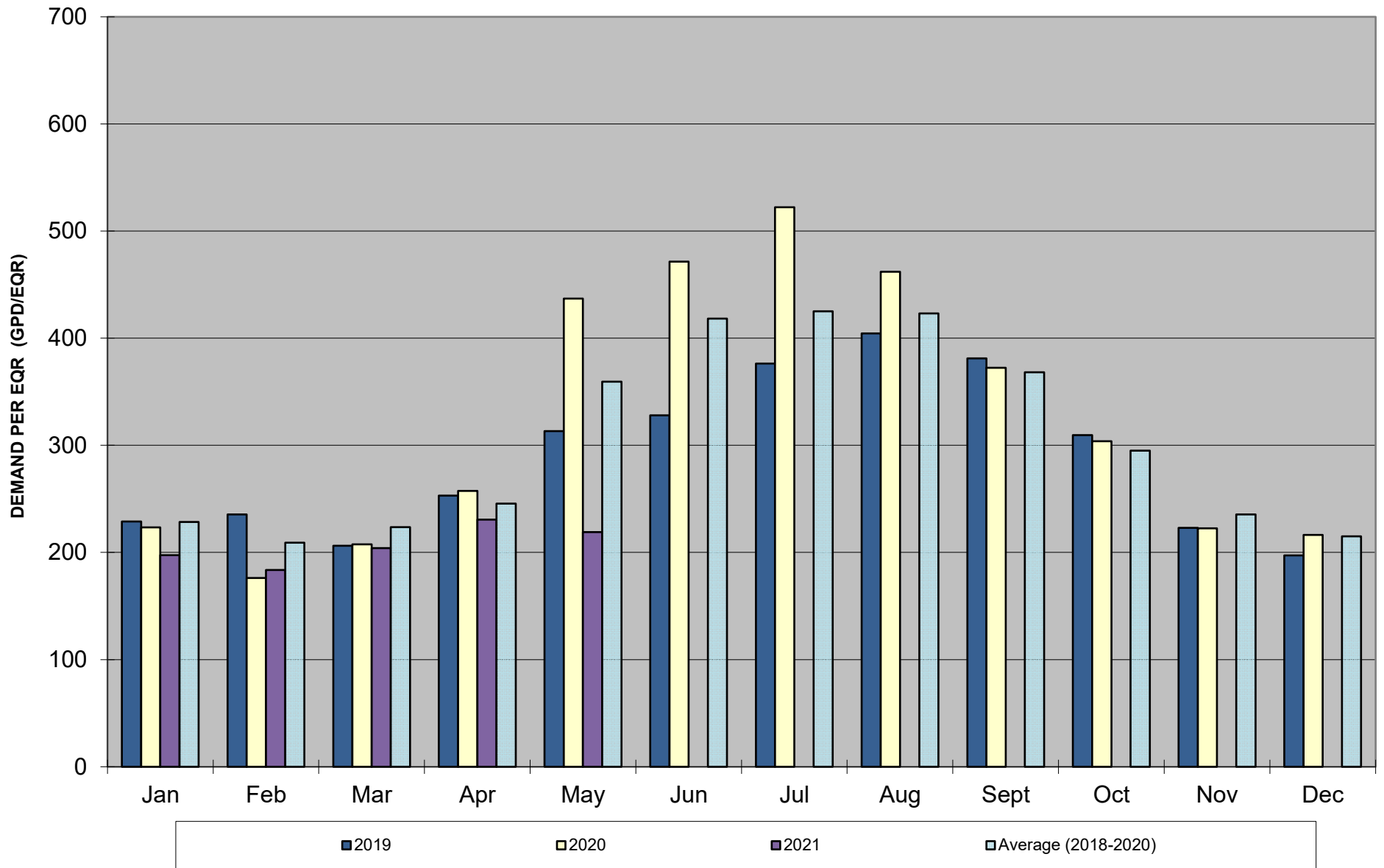
*EQR increase for Sept/20-Oct/20 per verbal information from Cindy due to ADG issues

Max Day Treated Water (GPD/EQR)												
2019	317.79	356.92	383.04	360.30	370.31	594.59	647.77	605.28	653.21	399.84	421.95	390.84
2020	383.22	376.27	316.08	399.62	639.87	533.59	659.57	953.10	590.40	530.10	421.14	380.17
2021	406.58	385.54	400.60	456.82	323.47	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
Increase/ Decrease	6.1%	2.5%	26.7%	14.3%	-49.4%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!

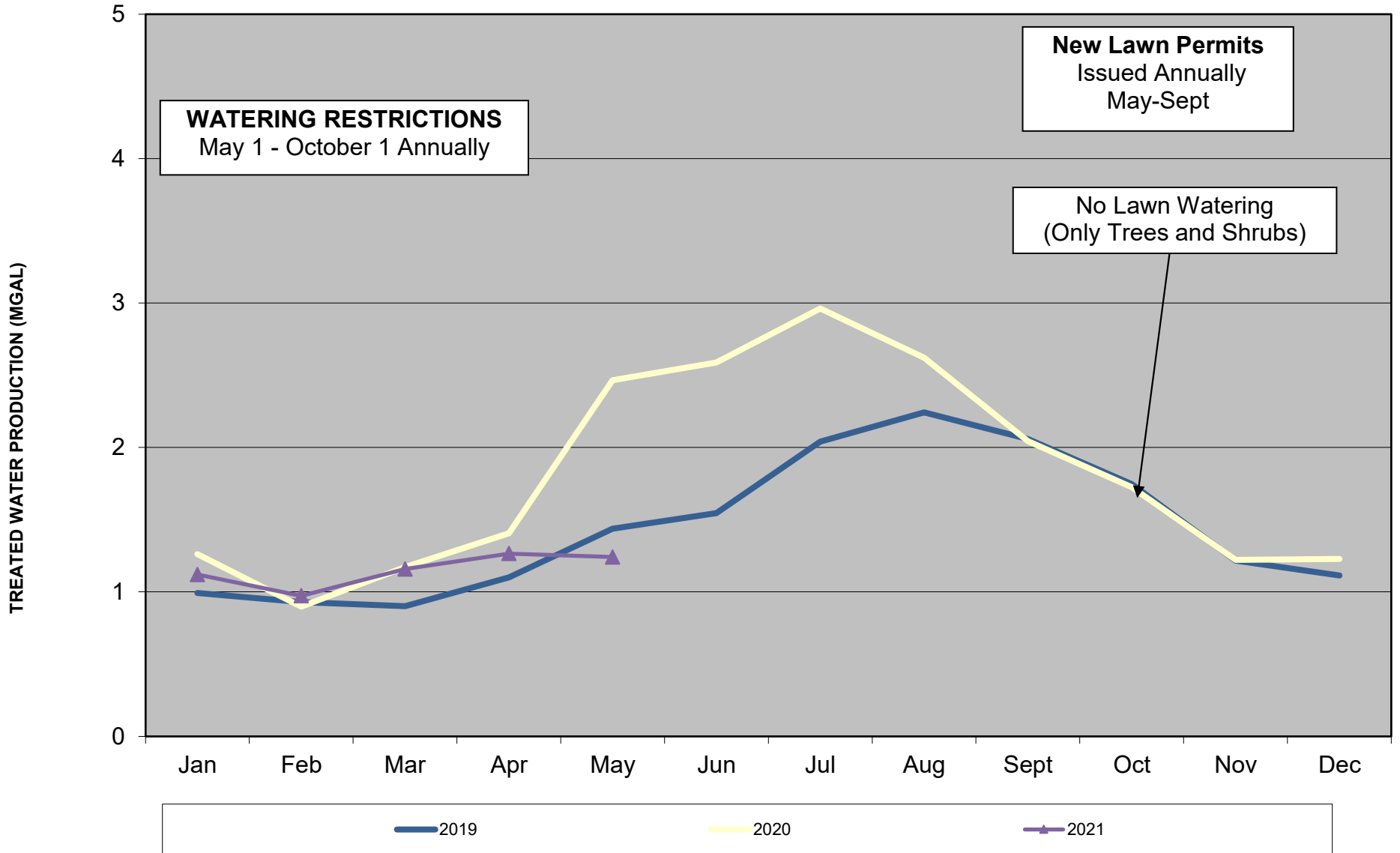
Notes:

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

ROXBOROUGH NW DOUGLAS COUNTY AVERAGE DEMAND PER EQR



ROXBOROUGH NW DOUGLAS COUNTY TREATED WATER PRODUCTION 2019-2021



ROXBOROUGH NW DOUGLAS COUNTY

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

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

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

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

ROXBOROUGH NW DOUGLAS COUNTY

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec
Treated Water (MGAL)												
2019	0.993	0.93	0.902	1.101	1.437	1.545	2.041	2.244	2.058	1.746	1.217	1.113
2020	1.261	0.898	1.171	1.406	2.465	2.588	2.963	2.621	2.044	1.724	1.222	1.228
2021	1.120	0.974	1.158	1.266	1.242							
Increase/Decrease	-11.2%	8.5%	-1.1%	-10.0%	-49.6%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%

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

Water Savings												
Increase/Decrease*	-11.7%	8.0%	-1.6%	-10.5%	-50.1%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
(From Projected) * Change in treated water - Change in monthly units												

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec
Treated Water (GPD/EQR)												
2019	228.80	235.56	206.36	253.10	313.21	328.03	376.22	404.40	381.11	309.46	222.89	197.27
2020	223.50	176.22	207.55	257.51	436.90	471.40	522.30	462.01	372.31	303.90	222.59	216.46
2021	197.43	183.53	204.12	230.60	218.93	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
Increase/Decrease	-11.7%	4.1%	-1.7%	-10.5%	-49.9%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!

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

**Roxborough Water and Sanitation
Financial Recap
April 30, 2021**

General Fund

1. Property taxes collected for the month total \$ 35,805
2. Specific ownership taxes collected for the month total \$ 6,478
3. Repairs includes \$ 4,565 to Browns Hill Engineering for IT Support

Debt Service Fund

1. Property taxes collected for the month total \$ 35,805
2. Specific ownership taxes collected for the month total \$ 6,478
3. Transfers in for Debt Surcharge in the amount \$ 91,448
4. Transfers in Availability of Service in the amount of \$ 42,664

Water Fund Treatment

1. Service charges billed for the month were \$ 219,196
2. Collected \$ 91,448 in capital surcharges for the WTP
3. SDC collected for the month \$ 149,707
4. Ravenna monthly SDC totaled \$ 39,406
5. Capital Project Expense includes \$ 32,440 to TST and \$ 11,724 to Cogent.

Water Fund -Distribution

1. Water Costs for the month \$ 89,974
2. Engineering expenses for the month \$ 21,318
3. Capital Outlay includes \$ 7816 to Cogent. \$ 6,533 to Ten Point Sales and \$ 12,679 TST

4. Sewer Fund

1. Service charges for the month totaled \$ 146,966
2. Lockheed Martin service charges totaled \$ 24,758 for the month.
3. SDC Collected for the month \$ 121,376
4. Capital Outlay includes \$ 11,724 to Cogent, \$ 52,500 to Biorem Environmental, \$ 11,760 to QPS

Roxborough Water and Sanitation District
Interim Financial Statements
Substantially all Disclosures Omitted
April 30, 2021

Roxborough Water and Sanitation District Balance Sheet by Class

As of April 30, 2021

	1-General Fund	2-Debt Service	3-Water-Treatment	4-Sewer	5-Capital Fund	6-Water-Distribution	7-Plum Valley Heights	TOTAL
ASSETS								
Current Assets								
Checking/Savings								
1105-Checking	307,706.34	2,828,026.16	17,342,419.88	2,352,902.57	543,315.63	-14,744,239.65	-239,896.18	8,390,234.75
1111-WF Bond Redemption	0.00	1,663,115.10	0.00	0.00	0.00	0.00	0.00	1,663,115.10
1125-Wells Fargo Savings	0.00	0.00	0.00	0.00	0.00	0.00	760,188.97	760,188.97
1139-WF Ravenna	0.00	0.00	3,196,997.18	0.00	0.00	0.00	0.00	3,196,997.18
1150-Investment in Colostrust	1,388,326.75	1,668,915.71	5,558,763.30	7,767,540.77	0.00	0.00	0.00	16,383,546.53
1155-Colostrust Bond Fund	0.00	0.00	358,038.97	496,942.28	0.00	0.00	0.00	854,981.25
1160-System Develop Colo Trust	0.00	0.00	983,821.57	50.85	0.00	0.00	0.00	983,872.42
Total Checking/Savings	1,696,033.09	6,160,056.97	27,440,040.90	10,617,436.47	543,315.63	-14,744,239.65	520,292.79	32,232,936.20
Other Current Assets								
1300-A/R Service	0.00	0.00	691,457.45	259,739.72	0.00	0.00	0.00	951,197.17
1310-A/R Availability	0.00	0.00	36,400.16	11,689.29	0.00	0.00	0.00	48,089.45
1350-A/R Taxes	1,485,396.00	693,887.00	0.00	0.00	0.00	0.00	465,070.00	2,644,353.00
1356-Due From NWDC Inclusion	0.00	0.00	8,974.33	0.00	0.00	0.00	0.00	8,974.33
1366-Due from the Club at Raven	0.00	0.00	11,479.71	0.00	0.00	0.00	0.00	11,479.71
1370-Due From Others	0.00	0.00	5,375.10	0.00	0.00	0.00	0.00	5,375.10
1396-Due from PA13	0.00	0.00	1,605.56	0.00	0.00	0.00	0.00	1,605.56
1399-Due From Arrowhead	0.00	0.00	140.00	0.00	0.00	0.00	0.00	140.00
1400- Prepaid Insurance	16,645.75	0.00	16,645.75	16,645.75	0.00	16,645.75	0.00	66,583.00
Total Other Current Assets	1,502,041.75	693,887.00	772,078.06	288,074.76	0.00	16,645.75	465,070.00	3,737,797.32
Total Current Assets	3,198,074.84	6,853,943.97	28,212,118.96	10,905,511.23	543,315.63	-14,727,593.90	985,362.79	35,970,733.52
Fixed Assets								
1500- Capital Assets	0.00	0.00	83,598,571.32	16,818,243.89	0.00	0.00	0.00	100,416,815.21
Total Fixed Assets	0.00	0.00	83,598,571.32	16,818,243.89	0.00	0.00	0.00	100,416,815.21
TOTAL ASSETS	3,198,074.84	6,853,943.97	111,810,690.28	27,723,755.12	543,315.63	-14,727,593.90	985,362.79	136,387,548.73
LIABILITIES & EQUITY								
Liabilities								
Current Liabilities								
Accounts Payable	4,098.25	0.00	43,479.05	32,464.89	0.00	111,037.72	1,000.00	192,079.91
2000- Accounts Payable	4,098.25	0.00	43,479.05	32,464.89	0.00	111,037.72	1,000.00	192,079.91
Total Accounts Payable	8,196.50	0.00	86,958.10	64,929.78	0.00	222,075.44	2,000.00	384,159.82
Other Current Liabilities								
2015 Accrued Vac/ Sick Leave	0.00	0.00	40,206.68	40,206.68	0.00	0.00	0.00	80,413.36
2052 - Deferred Rental Income	0.00	0.00	19,466.65	0.00	0.00	0.00	0.00	19,466.65
2055- Ravenna Costs Advanced	0.00	0.00	3,196,997.18	0.00	0.00	0.00	0.00	3,196,997.18
2060 - Deferred Taxes	1,485,396.00	693,887.00	0.00	0.00	0.00	0.00	465,070.00	2,644,353.00
2400 - Retainage Payable	0.00	0.00	0.00	13,782.85	0.00	0.00	0.00	13,782.85
Deferred Income	0.00	0.00	0.00	1,000,000.00	0.00	0.00	0.00	1,000,000.00
Total Other Current Liabilities	1,485,396.00	693,887.00	3,256,670.51	1,053,989.53	0.00	0.00	465,070.00	6,955,013.04
Total Current Liabilities	5,681,494.25	7,547,834.00	41,965,258.14	17,541,884.20	0.00	111,037.72	466,070.00	65,147,702.95
Total Liabilities	1,489,494.25	7,547,834.00	41,965,258.14	17,541,884.20	0.00	111,037.72	466,070.00	65,147,702.95
Equity								
3900 -Retained Earnings	1,094,673.36	6,102,365.64	107,755,771.15	26,517,305.23	543,315.63	-14,099,737.21	301,597.90	128,215,291.70
Net Income	613,907.23	57,691.33	754,769.57	119,995.47	0.00	-738,894.41	217,694.89	1,025,164.08
Total Equity	1,708,580.59	6,160,056.97	108,510,540.72	26,637,300.70	543,315.63	-14,838,631.62	519,292.79	129,240,455.78
TOTAL LIABILITIES & EQUITY	3,198,074.84	6,853,943.97	111,810,690.28	27,723,755.12	543,315.63	-14,727,593.90	985,362.79	136,387,548.73

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

	<u>Apr 21</u>	<u>Jan - Apr 21</u>
Ordinary Income/Expense		
Income		
5200- Property Taxes	72,640.26	501,401.57
5210- Specific Ownership Taxes	13,141.33	43,323.87
5820- Investment Income	61.87	335.82
5860- Insurance Claim	0.00	200,000.00
Total Income	<u>85,843.46</u>	<u>745,061.26</u>
Gross Profit	85,843.46	745,061.26
Expense		
6020-Payroll Expenses	9,127.12	37,572.84
6040- Accounting	2,375.00	9,500.00
6050- Contract Labor	1,321.80	1,321.80
6053- Data Recovery	1,000.00	11,596.50
6080- Education	264.46	3,985.33
6100- Engineering	1,010.00	4,987.50
6130- Insurance	1,865.00	7,220.50
6150- Legal	713.25	8,418.65
6180- Misc. Expenses	208.57	695.23
6200- Office Expense	3,474.86	10,782.90
6220- Permits	565.00	10,750.72
6230- Repairs and Maint	4,565.25	15,753.30
6250- Treasurers Fees	1,089.60	7,521.36
6260- Utilities	151.83	476.65
6270- Vehicle	28.26	280.98
6300- Bank Service Charges	0.00	289.77
Total Expense	<u>27,760.00</u>	<u>131,154.03</u>
Net Ordinary Income	<u>58,083.46</u>	<u>613,907.23</u>
Net Income	<u><u>58,083.46</u></u>	<u><u>613,907.23</u></u>

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

	<u>Apr 21</u>	<u>Jan - Apr 21</u>
Ordinary Income/Expense		
Income		
5200- Property Taxes	35,805.29	247,147.05
5210- Specific Ownership Taxes	6,477.52	21,354.88
5820- Investment Income	77.23	436.19
Total Income	<u>42,360.04</u>	<u>268,938.12</u>
Gross Profit	42,360.04	268,938.12
Expense		
6250- Treasurers Fees	537.08	3,707.39
7100-Principal Payments	0.00	425,709.95
7150-Ravenna CWCB	0.00	82,425.19
7200- Interest Payments	0.00	156,722.39
Total Expense	<u>537.08</u>	<u>668,564.92</u>
Net Ordinary Income	41,822.96	-399,626.80
Other Income/Expense		
Other Income		
6900- Transfers In	42,664.44	92,005.68
6902- Transfers In WTP	91,448.45	365,312.45
Total Other Income	<u>134,112.89</u>	<u>457,318.13</u>
Net Other Income	<u>134,112.89</u>	<u>457,318.13</u>
Net Income	<u><u>175,935.85</u></u>	<u><u>57,691.33</u></u>

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

	<u>Apr 21</u>	<u>Jan - Apr 21</u>
Ordinary Income/Expense		
Income		
5010- Service Charges	219,196.11	914,192.78
5011- Service Charge Ravenna	0.00	28,816.60
5100-Availability Charges	31,988.71	68,747.30
5211- Dominion WTP Operations	50,679.30	176,790.69
5310-Permit Fees	7,425.00	18,150.00
5410-Hydrant Water	1,614.25	4,876.75
5510-Potable Irrigation Water	10,840.40	15,712.70
5511-Irrigation Water	11,976.88	29,861.14
5601-Late Fees, Penalties,	15.90	31.64
5610- Miscellaneous Income	5,328.36	-1,057.58
5611-Inclusion fees-NWDC	6,854.12	25,778.36
5620- Dominion Dist. Operations	19,641.58	92,116.57
5640- Dominion Treated Water Us	7,681.59	22,775.13
5650 Dominion Exp Reimbursement	0.00	33,219.21
5700- Sys. Development Charge	149,707.00	346,574.00
5705 Ravenna SDC	39,406.02	112,046.10
5710- Capital Surcharge	11,631.83	46,460.21
5715- Capital Surcharge WTP Sup	91,448.45	365,312.45
5820- Investment Income	327.16	1,742.71
5850 - Reimbursed Exp Other	0.00	753.56
Total Income	<u>665,762.66</u>	<u>2,302,900.32</u>
Gross Profit	665,762.66	2,302,900.32
Expense		
6020-Payroll Expenses	39,271.07	174,214.19
6040- Accounting	2,375.00	9,500.00
6050- Contract Labor	1,321.80	1,321.80
6080- Education	711.87	3,392.74
6100- Engineering	6,038.45	10,762.67
6130- Insurance	1,865.00	7,220.50
6140- Lab & Test Fees	0.00	2,087.00
6150- Legal	713.25	6,062.14
6180- Misc. Expenses	87.80	292.72
6200- Office Expense	86.61	797.90
6210-Operating Supplies	10,572.41	20,384.80
6220- Permits	0.00	0.00
6230- Repairs and Maint	2,076.61	32,401.12
6240- Safety Equipment	105.03	682.63
6260- Utilities	14,888.08	49,272.18
6270- Vehicle	1,533.19	1,533.19
6300- Bank Service Charges	311.85	1,915.16
7300- Capital Projects	51,833.41	127,875.26
7301-Capital DWSD	4,355.00	4,355.00
Total Expense	<u>138,146.43</u>	<u>454,071.00</u>
Net Ordinary Income	527,616.23	1,848,829.32
Other Income/Expense		
Other Expense		
8000- Transfers to Other Funds	31,988.71	68,747.30
8002- Transfers Water Supply SV	91,448.45	365,312.45
9000 -Depreciation Expense	165,000.00	660,000.00
Total Other Expense	<u>288,437.16</u>	<u>1,094,059.75</u>
Net Other Income	-288,437.16	-1,094,059.75
Net Income	<u><u>239,179.07</u></u>	<u><u>754,769.57</u></u>

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

	<u>Apr 21</u>	<u>Jan - Apr 21</u>
Ordinary Income/Expense		
Income		
5010- Service Charges	146,966.03	575,406.87
5100-Availability Charges	10,675.73	23,258.38
5101- Service Charges LMA	24,758.19	98,534.71
5310-Permit Fees	7,425.00	21,450.00
5610- Miscellaneous Income	1,094.25	545.00
5625- Dominion Sewer Conveyance	22,980.00	88,440.00
5650 Dominion Exp Reimbursement	0.00	2,580.85
5670-Dominion Cap Lease O-Line	0.00	0.00
5700- Sys. Development Charge	121,376.00	212,026.00
5710- Capital Surcharge	12,722.71	50,256.78
5820- Investment Income	392.12	2,097.79
Total Income	<u>348,390.03</u>	<u>1,074,596.38</u>
Gross Profit	348,390.03	1,074,596.38
Expense		
6020-Payroll Expenses	30,714.23	125,649.85
6040- Accounting	2,375.00	9,500.00
6050- Contract Labor	1,321.80	7,779.85
6065- Dominion expenses	0.00	0.00
6080- Education	519.88	3,168.25
6100- Engineering	4,148.75	53,204.00
6130- Insurance	1,865.00	7,220.50
6140- Lab & Test Fees	35.00	105.00
6150- Legal	713.25	6,062.14
6180- Misc. Expenses	59.04	215.39
6185- Littleton Service Fees	0.00	0.00
6200- Office Expense	1,310.07	3,955.56
6210-Operating Supplies	0.00	7,690.80
6220- Permits	0.00	577.50
6230- Repairs and Maint	5,256.48	21,722.71
6240- Safety Equipment	193.38	1,000.76
6260- Utilities	7,307.86	22,177.22
6270- Vehicle	1,619.64	2,751.84
6300- Bank Service Charges	311.85	1,915.16
7300- Capital Projects	99,165.29	380,646.00
Total Expense	<u>156,916.52</u>	<u>655,342.53</u>
Net Ordinary Income	191,473.51	419,253.85
Other Income/Expense		
Other Expense		
8000- Transfers to Other Funds	10,675.73	23,258.38
9000 -Depreciation Expense	69,000.00	276,000.00
Total Other Expense	<u>79,675.73</u>	<u>299,258.38</u>
Net Other Income	<u>-79,675.73</u>	<u>-299,258.38</u>
Net Income	<u><u>111,797.78</u></u>	<u><u>119,995.47</u></u>

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

	<u>Apr 21</u>	<u>Jan - Apr 21</u>
Ordinary Income/Expense		
Expense		
6020-Payroll Expenses	27,474.81	111,379.69
6040- Accounting	2,375.00	9,500.00
6050- Contract Labor	1,321.80	7,780.36
6065- Dominion expenses	0.00	2,801.50
6080- Education	659.88	3,311.27
6100- Engineering	21,318.70	87,517.05
6110-Conservation Rebates	0.00	50.00
6130- Insurance	1,865.00	7,220.50
6140- Lab & Test Fees	257.00	2,611.00
6150- Legal	713.23	6,579.62
6170 - Meter Expenses	2,338.66	16,346.82
6180- Misc. Expenses	59.03	150.97
6200- Office Expense	1,310.07	3,955.60
6220- Permits	119.88	839.88
6230- Repairs and Maint	16,703.52	32,645.24
6240- Safety Equipment	236.08	1,117.53
6260- Utilities	4,087.67	9,839.08
6270- Vehicle	1,634.63	2,741.70
6280- Water Costs	89,973.91	289,636.69
6300- Bank Service Charges	311.85	601.61
7290- Water Rights	442.50	649.00
7300- Capital Projects	27,027.41	141,619.30
Total Expense	<u>200,230.63</u>	<u>738,894.41</u>
Net Ordinary Income	<u>-200,230.63</u>	<u>-738,894.41</u>
Net Income	<u><u>-200,230.63</u></u>	<u><u>-738,894.41</u></u>

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

	Apr 21	Jan - Apr 21
Ordinary Income/Expense		
Income		
5200- Property Taxes	54,333.35	210,594.33
5210- Specific Ownership Taxes	4,555.18	14,680.87
5820- Investment Income	6.12	23.60
Total Income	58,894.65	225,298.80
Gross Profit	58,894.65	225,298.80
Expense		
6040- Accounting	1,000.00	4,000.00
6150- Legal	0.02	445.00
6250- Treasurers Fees	815.00	3,158.91
Total Expense	1,815.02	7,603.91
Net Ordinary Income	57,079.63	217,694.89
Net Income	57,079.63	217,694.89

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

	Jan - Apr 21	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
5200- Property Taxes	501,401.57	1,485,396.00	-983,994.43	33.8%
5210- Specific Ownership Taxes	43,323.87	100,000.00	-56,676.13	43.3%
5610-Misc Income	0.00	1,000.00	-1,000.00	0.0%
5820- Investment Income	335.82	7,500.00	-7,164.18	4.5%
5860- Insurance Claim	200,000.00			
Total Income	<u>745,061.26</u>	<u>1,593,896.00</u>	<u>-848,834.74</u>	<u>46.7%</u>
Gross Profit	745,061.26	1,593,896.00	-848,834.74	46.7%
Expense				
6020-Payroll Expenses	37,572.84	125,000.00	-87,427.16	30.1%
6040- Accounting	9,500.00	30,000.00	-20,500.00	31.7%
6041- Audit	0.00	30,000.00	-30,000.00	0.0%
6050- Contract Labor	1,321.80	15,000.00	-13,678.20	8.8%
6053- Data Recovery	11,596.50			
6060- Directors Fee	0.00	8,000.00	-8,000.00	0.0%
6080- Education	3,985.33	30,000.00	-26,014.67	13.3%
6100- Engineering	4,987.50	50,000.00	-45,012.50	10.0%
6130- Insurance	7,220.50	12,500.00	-5,279.50	57.8%
6150- Legal	8,418.65	30,000.00	-21,581.35	28.1%
6180- Misc. Expenses	695.23	20,000.00	-19,304.77	3.5%
6200- Office Expense	10,782.90	40,000.00	-29,217.10	27.0%
6220- Permits	10,750.72	15,000.00	-4,249.28	71.7%
6225-Rent	0.00	3,000.00	-3,000.00	0.0%
6230- Repairs and Maint	15,753.30	175,000.00	-159,246.70	9.0%
6250- Treasurers Fees	7,521.36	20,000.00	-12,478.64	37.6%
6260- Utilities	476.65	5,000.00	-4,523.35	9.5%
6270- Vehicle	280.98	6,000.00	-5,719.02	4.7%
6300- Bank Service Charges	289.77			
7300- Capital Projects	0.00	12,000.00	-12,000.00	0.0%
Total Expense	<u>131,154.03</u>	<u>626,500.00</u>	<u>-495,345.97</u>	<u>20.9%</u>
Net Ordinary Income	613,907.23	967,396.00	-353,488.77	63.5%
Other Income/Expense				
Other Expense				
8000- Transfers to Other Funds	0.00	700,000.00	-700,000.00	0.0%
Total Other Expense	<u>0.00</u>	<u>700,000.00</u>	<u>-700,000.00</u>	<u>0.0%</u>
Net Other Income	<u>0.00</u>	<u>-700,000.00</u>	<u>700,000.00</u>	<u>0.0%</u>
Net Income	<u><u>613,907.23</u></u>	<u><u>267,396.00</u></u>	<u><u>346,511.23</u></u>	<u><u>229.6%</u></u>

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

	Jan - Apr 21	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
5200- Property Taxes	247,147.05	693,887.00	-446,739.95	35.6%
5210- Specific Ownership Taxes	21,354.88	80,000.00	-58,645.12	26.7%
5820- Investment Income	436.19	30,000.00	-29,563.81	1.5%
Total Income	268,938.12	803,887.00	-534,948.88	33.5%
Gross Profit	268,938.12	803,887.00	-534,948.88	33.5%
Expense				
6250- Treasurers Fees	3,707.39	15,000.00	-11,292.61	24.7%
6420-Loan Administrative Fees	38,400.00	76,800.00	-38,400.00	50.0%
6550-CWCB Debt Service	0.00	0.00	0.00	0.0%
7100-Principal Payments	425,709.95	930,201.00	-504,491.05	45.8%
7150-Ravenna CWCB	82,425.19	82,425.00	0.19	100.0%
7200- Interest Payments	118,322.39	669,310.00	-550,987.61	17.7%
Total Expense	668,564.92	1,773,736.00	-1,105,171.08	37.7%
Net Ordinary Income	-399,626.80	-969,849.00	570,222.20	41.2%
Other Income/Expense				
Other Income				
6900- Transfers In	92,005.68	160,000.00	-67,994.32	57.5%
6902- Transfers In WTP	365,312.45	1,092,000.00	-726,687.55	33.5%
6903- Ravenna Loan Surcharge	0.00	82,425.00	-82,425.00	0.0%
Total Other Income	457,318.13	1,334,425.00	-877,106.87	34.3%
Net Other Income	457,318.13	1,334,425.00	-877,106.87	34.3%
Net Income	57,691.33	364,576.00	-306,884.67	15.8%

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

	Jan - Apr 21	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
5010- Service Charges	914,192.78	3,200,000.00	-2,285,807.22	28.6%
5011- Service Charge Ravenna	28,816.60			
5100-Availability Charges	68,747.30	120,000.00	-51,252.70	57.3%
5211- Dominion WTP Operations	176,790.69	500,000.00	-323,209.31	35.4%
5310-Permit Fees	18,150.00	1,200.00	16,950.00	1,512.5%
5400-Rental Income	0.00	7,200.00	-7,200.00	0.0%
5410-Hydrant Water	4,876.75	40,000.00	-35,123.25	12.2%
5510-Potable Irrigation Water	15,712.70	40,000.00	-24,287.30	39.3%
5511-Irrigation Water	29,861.14	250,000.00	-220,138.86	11.9%
5601-Late Fees, Penalties,	31.64			
5610- Miscellaneous Income	-1,057.58	70,000.00	-71,057.58	-1.5%
5611-Inclusion fees-NWDC	25,778.36	50,000.00	-24,221.64	51.6%
5620- Dominion Dist. Operations	92,116.57	225,000.00	-132,883.43	40.9%
5640- Dominion Treated Water Us	22,775.13	84,000.00	-61,224.87	27.1%
5650 Dominion Exp Reimbursement	33,219.21	125,000.00	-91,780.79	26.6%
5660- Ravenna Reimbursement	0.00	225,000.00	-225,000.00	0.0%
5700- Sys. Development Charge	346,574.00	275,000.00	71,574.00	126.0%
5705 Ravenna SDC	112,046.10	250,000.00	-137,953.90	44.8%
5710- Capital Surcharge	46,460.21	80,000.00	-33,539.79	58.1%
5715- Capital Surcharge WTP Sup	365,312.45	1,036,808.00	-671,495.55	35.2%
5820- Investment Income	1,742.71	50,000.00	-48,257.29	3.5%
5850 - Reimbursed Exp Other	753.56	20,000.00	-19,246.44	3.8%
Total Income	2,302,900.32	6,649,208.00	-4,346,307.68	34.6%
Gross Profit	2,302,900.32	6,649,208.00	-4,346,307.68	34.6%
Expense				
6020-Payroll Expenses	174,214.19	660,000.00	-485,785.81	26.4%
6040- Accounting	9,500.00	32,500.00	-23,000.00	29.2%
6050- Contract Labor	1,321.80	15,000.00	-13,678.20	8.8%
6065- Dominion expenses	0.00	20,000.00	-20,000.00	0.0%
6080- Education	3,392.74	25,000.00	-21,607.26	13.6%
6100- Engineering	10,762.67	100,000.00	-89,237.33	10.8%
6115- GPS/GIS	0.00	50,000.00	-50,000.00	0.0%
6130- Insurance	7,220.50	17,500.00	-10,279.50	41.3%
6140- Lab & Test Fees	2,087.00	8,000.00	-5,913.00	26.1%
6150- Legal	6,062.14	37,500.00	-31,437.86	16.2%
6180- Misc. Expenses	292.72	10,000.00	-9,707.28	2.9%
6200- Office Expense	797.90	20,000.00	-19,202.10	4.0%
6210-Operating Supplies	20,384.80	120,000.00	-99,615.20	17.0%
6220- Permits	0.00	3,000.00	-3,000.00	0.0%
6230- Repairs and Maint	32,401.12	250,000.00	-217,598.88	13.0%
6240- Safety Equipment	682.63	5,000.00	-4,317.37	13.7%
6260- Utilities	49,272.18	150,000.00	-100,727.82	32.8%
6270- Vehicle	1,533.19	11,000.00	-9,466.81	13.9%
6280- Water Costs	0.00	48,000.00	-48,000.00	0.0%
6300- Bank Service Charges	1,915.16			
7300- Capital Projects	127,875.26	800,000.00	-672,124.74	16.0%
7301-Capital DWSD	4,355.00			
7302- Water Taps Centennial	0.00	50,000.00	-50,000.00	0.0%
Total Expense	454,071.00	2,432,500.00	-1,978,429.00	18.7%
Net Ordinary Income	1,848,829.32	4,216,708.00	-2,367,878.68	43.8%
Other Income/Expense				
Other Income				
6900- Transfers In	0.00	500,000.00	-500,000.00	0.0%
Total Other Income	0.00	500,000.00	-500,000.00	0.0%
Other Expense				
8000- Transfers to Other Funds	68,747.30	120,000.00	-51,252.70	57.3%
8002- Transfers Water Supply SV	365,312.45	1,080,000.00	-714,687.55	33.8%

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

	<u>Jan - Apr 21</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
9000 -Depreciation Expense	660,000.00			
Total Other Expense	1,094,059.75	1,200,000.00	-105,940.25	91.2%
Net Other Income	-1,094,059.75	-700,000.00	-394,059.75	156.3%
Net Income	<u>754,769.57</u>	<u>3,516,708.00</u>	<u>-2,761,938.43</u>	<u>21.5%</u>

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

	Jan - Apr 21	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
5010- Service Charges	575,406.87	1,600,000.00	-1,024,593.13	36.0%
5100-Availability Charges	23,258.38	40,000.00	-16,741.62	58.1%
5101- Service Charges LMA	98,534.71	300,000.00	-201,465.29	32.8%
5310-Permit Fees	21,450.00	5,000.00	16,450.00	429.0%
5610- Miscellaneous Income	545.00	30,000.00	-29,455.00	1.8%
5610-Misc Income	0.00	0.00	0.00	0.0%
5625- Dominion Sewer Conveyance	88,440.00	240,000.00	-151,560.00	36.9%
5630-Dominion Collections Opear	0.00	70,000.00	-70,000.00	0.0%
5650 Dominion Exp Reimbursement	2,580.85	50,000.00	-47,419.15	5.2%
5670-Dominion Cap Lease O-Line	0.00	120,000.00	-120,000.00	0.0%
5700- Sys. Development Charge	212,026.00	50,000.00	162,026.00	424.1%
5710- Capital Surcharge	50,256.78	100,000.00	-49,743.22	50.3%
5820- Investment Income	2,097.79	50,000.00	-47,902.21	4.2%
Total Income	<u>1,074,596.38</u>	<u>2,655,000.00</u>	<u>-1,580,403.62</u>	<u>40.5%</u>
Gross Profit	1,074,596.38	2,655,000.00	-1,580,403.62	40.5%
Expense				
6020-Payroll Expenses	125,649.85	325,000.00	-199,350.15	38.7%
6040- Accounting	9,500.00	30,000.00	-20,500.00	31.7%
6050- Contract Labor	7,779.85	40,000.00	-32,220.15	19.4%
6065- Dominion expenses	0.00	50,000.00	-50,000.00	0.0%
6080- Education	3,168.25	30,000.00	-26,831.75	10.6%
6100- Engineering	53,204.00	100,000.00	-46,796.00	53.2%
6115- GPS/GIS	0.00	25,000.00	-25,000.00	0.0%
6130- Insurance	7,220.50	12,500.00	-5,279.50	57.8%
6140- Lab & Test Fees	105.00	1,000.00	-895.00	10.5%
6150- Legal	6,062.14	35,000.00	-28,937.86	17.3%
6180- Misc. Expenses	215.39	8,000.00	-7,784.61	2.7%
6185- Littleton Service Fees	0.00	950,000.00	-950,000.00	0.0%
6200- Office Expense	3,955.56	20,000.00	-16,044.44	19.8%
6210-Operating Supplies	7,690.80	80,000.00	-72,309.20	9.6%
6220- Permits	577.50	3,000.00	-2,422.50	19.3%
6230- Repairs and Maint	21,722.71	200,000.00	-178,277.29	10.9%
6240- Safety Equipment	1,000.76	2,000.00	-999.24	50.0%
6260- Utilities	22,177.22	110,000.00	-87,822.78	20.2%
6270- Vehicle	2,751.84	8,000.00	-5,248.16	34.4%
6300- Bank Service Charges	1,915.16			
7300- Capital Projects	380,646.00	2,000,000.00	-1,619,354.00	19.0%
Total Expense	<u>655,342.53</u>	<u>4,029,500.00</u>	<u>-3,374,157.47</u>	<u>16.3%</u>
Net Ordinary Income	419,253.85	-1,374,500.00	1,793,753.85	-30.5%
Other Income/Expense				
Other Income				
6900- Transfers In	0.00	200,000.00	-200,000.00	0.0%
Total Other Income	0.00	200,000.00	-200,000.00	0.0%
Other Expense				
8000- Transfers to Other Funds	23,258.38	40,000.00	-16,741.62	58.1%
8100- Transfer to Other Funds	0.00	0.00	0.00	0.0%
9000 -Depreciation Expense	276,000.00			
Total Other Expense	<u>299,258.38</u>	<u>40,000.00</u>	<u>259,258.38</u>	<u>748.1%</u>
Net Other Income	-299,258.38	160,000.00	-459,258.38	-187.0%
Net Income	<u><u>119,995.47</u></u>	<u><u>-1,214,500.00</u></u>	<u><u>1,334,495.47</u></u>	<u><u>-9.9%</u></u>

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

	Jan - Apr 21	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Expense				
6020-Payroll Expenses	111,379.69	330,000.00	-218,620.31	33.8%
6040- Accounting	9,500.00	32,500.00	-23,000.00	29.2%
6050- Contract Labor	7,780.36	40,000.00	-32,219.64	19.5%
6065- Dominion expenses	2,801.50	60,000.00	-57,198.50	4.7%
6080- Education	3,311.27	25,000.00	-21,688.73	13.2%
6100- Engineering	87,517.05	100,000.00	-12,482.95	87.5%
6110-Conservation Rebates	50.00	2,500.00	-2,450.00	2.0%
6115- GPS/GIS	0.00	50,000.00	-50,000.00	0.0%
6130- Insurance	7,220.50	17,500.00	-10,279.50	41.3%
6140- Lab & Test Fees	2,611.00	14,000.00	-11,389.00	18.7%
6150- Legal	6,579.62	37,500.00	-30,920.38	17.5%
6170 - Meter Expenses	16,346.82	125,000.00	-108,653.18	13.1%
6180- Misc. Expenses	150.97	10,000.00	-9,849.03	1.5%
6200- Office Expense	3,955.60	20,000.00	-16,044.40	19.8%
6210-Operating Supplies	0.00	4,000.00	-4,000.00	0.0%
6220- Permits	839.88	5,000.00	-4,160.12	16.8%
6230- Repairs and Maint	32,645.24	200,000.00	-167,354.76	16.3%
6240- Safety Equipment	1,117.53	2,000.00	-882.47	55.9%
6260- Utilities	9,839.08	75,000.00	-65,160.92	13.1%
6270- Vehicle	2,741.70	11,000.00	-8,258.30	24.9%
6280- Water Costs	289,636.69	1,552,000.00	-1,262,363.31	18.7%
6300- Bank Service Charges	601.61			
7290- Water Rights	649.00	75,000.00	-74,351.00	0.9%
7300- Capital Projects	141,619.30	6,400,000.00	-6,258,380.70	2.2%
Total Expense	738,894.41	9,188,000.00	-8,449,105.59	8.0%
Net Ordinary Income	-738,894.41	-9,188,000.00	8,449,105.59	8.0%
Net Income	-738,894.41	-9,188,000.00	8,449,105.59	8.0%

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

	Jan - Apr 21	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
5200- Property Taxes	210,594.33	465,070.00	-254,475.67	45.3%
5210- Specific Ownership Taxes	14,680.87	50,000.00	-35,319.13	29.4%
5820- Investment Income	23.60	75.00	-51.40	31.5%
Total Income	225,298.80	515,145.00	-289,846.20	43.7%
Gross Profit	225,298.80	515,145.00	-289,846.20	43.7%
Expense				
6040- Accounting	4,000.00	12,000.00	-8,000.00	33.3%
6080- Education	0.00	2,500.00	-2,500.00	0.0%
6100- Engineering	0.00	5,000.00	-5,000.00	0.0%
6150- Legal	445.00	2,500.00	-2,055.00	17.8%
6250- Treasurers Fees	3,158.91	9,000.00	-5,841.09	35.1%
6500- CWRPDA Debt Service	0.00	303,013.00	-303,013.00	0.0%
6550-CWCB Debt Service	0.00	115,447.00	-115,447.00	0.0%
Total Expense	7,603.91	449,460.00	-441,856.09	1.7%
Net Ordinary Income	217,694.89	65,685.00	152,009.89	331.4%
Net Income	217,694.89	65,685.00	152,009.89	331.4%

Administrative Update 2021

	Rox Village	Rox Park	PVH	NWDC	Comm	Irrigation	TRIP	Ravenna	Avail	Avg Use	Avg Bill	Watering Permits	Violations
Jan	2376	999	29	146	32	15	23	147	167	4k gallons	\$127.80	0	0
Feb	2376	1008	29	146	32	15	23	152	167	4k gallons	\$127.80	0	0
March	2375	1008	29	146	32	15	23	152	167	3k gallons	\$122.50	0	0
April	2375	1009	29	146	32	15	23	152	167	3k gallons	\$123.90	0	0
May	2375	1009	29	146	32	15	23	152	167	3k gallons	\$123.90	3	0
June													
July													
Aug													
Sept													
Oct													
Nov													
Dec													

Avail Charges \$225.60 per quarter (\$75.20 per month)

Rebates: Through 5/31/21 \$78,655.00

\$50 for toilets, \$75 for washers

Sterling Ranch Building Permits
Total through 5/31/2021 1248

- 2021-200
- 2020-323
- 2019-275
- 2018-242
- 2017-208

Sterling Ranch Certificate of Occupancy
Total through 5/31/21 1171

- 2021-132
- 2020-314
- 2019-275
- 2018-242
- 2017-208



ROXBOROUGH WATER AND SANITATION DISTRICT

The Roxborough Water & Sanitation District and Plum Valley Heights Subdistrict of the Roxborough Water & Sanitation District Regular Board meeting and Budget Hearing will be held in the Community Room at the West Metro Fire Station #15 located at 6222 N Roxborough Park Rd, Littleton, CO 80125

This meeting can also be accessed via video conference at **ZOOM Meeting ID 886 9458 7200**
Password: 843986

Date: Wednesday, June 16, 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 on items not on Agenda
- III. 2020 Audit Presentation by Jason Adams of the Adams Group

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

- IV. Consent Agenda
 - a. Approve the Minutes of the Regular Meeting of the PVH Subdistrict which is contained in and is part of the Minutes of the Roxborough Water & Sanitation District Minutes for the Regular Meeting on May 19, 2021.
- V. Staff Reports
 - a. General Manager’s Report
 - b. Financial Reports
- VI. **Board Action Items**

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

- VII. Consent Agenda
 - a. Approve the Minutes of the Regular Meeting of the RWSD on May 19, 2021.
 - b. Ratify Payrolls for May 31 and June 15, 2021
 - c. Ratify Payments since May 19, 2021 #
 - d. Approve Payments of Claims: Checks#
 - e. Approve Pay App #1 Brannan Construction in the amount of \$69,430.37
- VIII. Staff Reports
 - a. General Manager’s Report
 - b. Legal Counsel Report
 - c. Operation Director’s Report
 - d. Engineering Report/Water Use Graphs
 - e. Financial Report
 - f. Administrative Update
- IX. **Board Action Items:**
 - a. **Public Hearing on 2020 Budget Amendment**
 - b. **Approve Resolution 21-06-02 to Amend the 2020 Budget**
 - c. **Approve the 2020 Audit as presented by The Adams Group**
 - d. **Approve Amendment to the Facilities Relocation Agreement with Sterling Ranch CAB for the RWSD 12” North Loop Water Line**
 - e. **Approve Additional Easement Agreement with Sterling Ranch CAB for relocated 12” North Loop Water Line**
- X. **Adjourn**

**RESOLUTION NO. 21-06-02
RESOLUTION OF THE BOARD OF DIRECTORS OF
ROXBOROUGH WATER AND SANITATION DISTRICT**

A RESOLUTION APPROVING A SECOND AMENDMENT TO THE ROXBOROUGH
WATER AND SANITATION DISTRICT'S ADOPTED BUDGET FOR FISCAL YEAR 2020

WHEREAS, on November 19, 2019, Roxborough Water and Sanitation District (the "District") adopted an annual budget for fiscal year 2020, as amended on November 18, 2020 ("2020 Adopted Budget"); and

WHEREAS, the District desires to again amend its 2020 Adopted Budget to appropriate funds for additional expenditures as set forth herein; and

WHEREAS, due and proper notice of the date and time of the District's hearing on the proposed amendment to the District's 2020 Adopted Budget was published on June 9, 2021 in the *Canyon Courier* and June 10, 2021 in *The Douglas County News Press*; and

WHEREAS, a public hearing on the proposed amendment to the 2020 Adopted Budget was opened on Wednesday, June 16, 2021, at a regular meeting of the Board of Directors, at which time any objections of the electors of the District were considered.

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

1. The Board of Directors hereby adopts the second amended 2020 budget for its Debt Service Fund, as set forth in Exhibit A attached hereto ("Second Amended 2020 Budget"), which Second Amended 2020 Budget appropriates additional funds for unanticipated expenditures:

a. Debt Service Fund. Available revenues in the Debt Service Fund are hereby appropriated in the following amount to pay for expenditures and fund transfers identified in the Second Amended 2020 Budget:

2020 Adopted Budget:	\$ <u>1,758,362</u>
Amendment to 2020 Adopted Budget:	\$ <u>1,938,551</u>

2. The adoption of the Second Amended 2020 Budget reflects a balanced budget as required by State law.

3. This Resolution shall take effect on the date and at the time of its adoption.

ADOPTED THIS 16TH DAY OF JUNE, 2021.

ROXBOROUGH WATER AND SANITATION
DISTRICT

Keith Lehmann, President

ATTEST:

David Bane, Secretary

STATE OF COLORADO
COUNTIES OF DOUGLAS AND JEFFERSON
ROXBOROUGH WATER AND SANITATION DISTRICT

I, David Bane, hereby certify that I am a Director and the duly elected and qualified Secretary of Roxborough Water and Sanitation District, and that the foregoing constitutes a true and correct copy of the record of proceedings of the Board of Directors of said District, heard and approved at a regular meeting of the Board of Directors of Roxborough Water and Sanitation District held on Wednesday, June 16, 2021 at 8:00 a.m. at 6222 North Roxborough Park Road, in Littleton, Colorado and also via held via Zoom due to the State of Emergency declared by Governor Polis and the threat and safety posed by the COVID-19 pandemic, as recorded in the official record of the proceedings of the District, insofar as said proceedings relate to the public hearing on and adoption of the second amendment to the District's 2020 Adopted Budget; that said proceedings were duly had and taken; that the meeting was duly held; and that the persons were present at the meeting as therein shown.

IN WITNESS WHEREOF, I have hereunto subscribed my name and affixed the official seal of the District this 16th day of June, 2021.

(S E A L)

David Bane, Secretary

EXHIBIT A

SECOND AMENDED BUDGET FOR FISCAL YEAR 2020

Roxborough Water & Sanitation District
Debt Service Fund
Forecasted 2020 Budget as Projected
With 2018 Actual and 2019 Estimated
For the Years Ended and Ending December 31

	Actual 2018	Estimated 2019	Adopted 2020	Amended 2020
BEGINNING FUNDS AVAILABLE	\$ 5,693,036	\$ 5,202,733	\$ 5,643,488	\$ 5,643,488
REVENUE				
Property Taxes	888,648	889,339	687,874	687,874
Specific Ownership Taxes	82,202	83,000	80,000	80,000
Investment Income	38,342	35,000	10,000	10,000
Total Revenue	1,009,192	1,007,339	777,874	777,874
TRANSFERS IN				
Water Fund- Avail Serv		100,000	90,000	90,000
Water Supply Fund	83,406	1,092,000	1,082,000	1,082,000
Ravenna CWCB Loan			82,425	82,425
Sewer Fund - Avail Serv	33,267	40,000	40,000	40,000
Total Transfers In	116,673	1,232,000	1,294,425	1,294,425
Total Funds Available	6,818,901	7,442,072	7,715,787	7,715,787
EXPENDITURES				
Treasurer Fees	13,258	15,000	13,010	13,010
Loan Administrative Fee	76,800	76,800	76,800	76,800
Principle CWCB	411,817	425,201	439,020	439,020
Interest CWCB	564,826	551,442	537,623	537,623
Ravenna CWCB		82,425	82,425	82,425
Principle Payments	480,000	490,000	505,000	505,000
Interest Payments	69,467	157,716	104,484	104,484
Total Expenditures	1,616,168	1,798,584	1,758,362	1,758,362
TRANSFERS OUT				
Transfers Out	-	-	-	180,189
Total Transfers Out	0	-	0	180,189
Total Expenditures and Transfers Out				
Requiring Appropriation	1,616,168	1,798,584	1,758,362	1,938,551
ENDING FUNDS AVAILABLE	\$ 5,202,733	\$ 5,643,488	\$ 5,957,425	\$ 5,777,236

This financial information should be read only in connection with the accompanying accountant's report and summary of significant assumption

AMENDMENT TO FACILITIES RELOCATION AGREEMENT

THIS AMENDMENT TO FACILITIES RELOCATION AGREEMENT (“Amendment”) is made and entered into this ____ day of _____, 2021, by and between ROXBOROUGH WATER AND SANITATION DISTRICT, a quasi-municipal corporation and political subdivision of the State of Colorado (“RWSD”), whose address is 6222 N. Roxborough Park Road, Littleton, Colorado, 80125, and STERLING RANCH COMMUNITY AUTHORITY BOARD, a political subdivision and public corporation of the state of Colorado (“CAB”), whose address is 8155 Piney River Avenue, Littleton, CO 80125.

RECITALS

WHEREAS, RWSD and CAB are parties to the certain Facilities Relocation Agreement dated June 23, 2020, concerning the relocation of a 12” water distribution line within Sterling Ranch Filing No. 3A, Douglas, County (“Agreement”); and

WHEREAS, CAB has relocated the 12” water distribution line; however, field conditions required a minor adjustment to the alignment contained in the agreed upon plans attached to the Agreement; and

WHEREAS, RWSD and CAB desire to enter into this Amendment to acknowledge the realignment as described and depicted in **Exhibit A**, attached hereto.

NOW, THEREFORE, in consideration of the covenants and agreements set forth herein, the receipt and sufficiency of which are hereby acknowledged, the parties hereto agree as follows:

COVENANTS AND AGREEMENTS

1. Amendment. The Agreement is hereby amended solely to replace the existing Exhibit A-1 attached to the Agreement with the **Exhibit A** attached hereto. All other terms and conditions in the Agreement shall remain in full force and effect.
2. Signatures; Counterparts. This Amendment may be executed by electronic means and in one or more counterparts which, taken together, shall constitute a single document.

(REMAINDER OF PAGE LEFT INTENTIONALLY BLANK.)

IN WITNESS WHEREOF, RWSD and the CAB have executed this Agreement to be effective on the date and year first above written.

ROXBOROUGH WATER AND SANITATION DISTRICT

By: _____
Its: _____

STATE OF COLORADO)
) ss.
COUNTY OF DOUGLAS)

The foregoing instrument was acknowledged before me this ____ day of _____, 20____, by _____ of ROXBOROUGH WATER AND SANITATION.

WITNESS my hand and official seal.

My commission expires: _____ .

Notary Public

STERLING RANCH COMMUNITY AUTHORITY BOARD

By: _____
Its: _____

STATE OF COLORADO)
) ss.
COUNTY OF DOUGLAS)

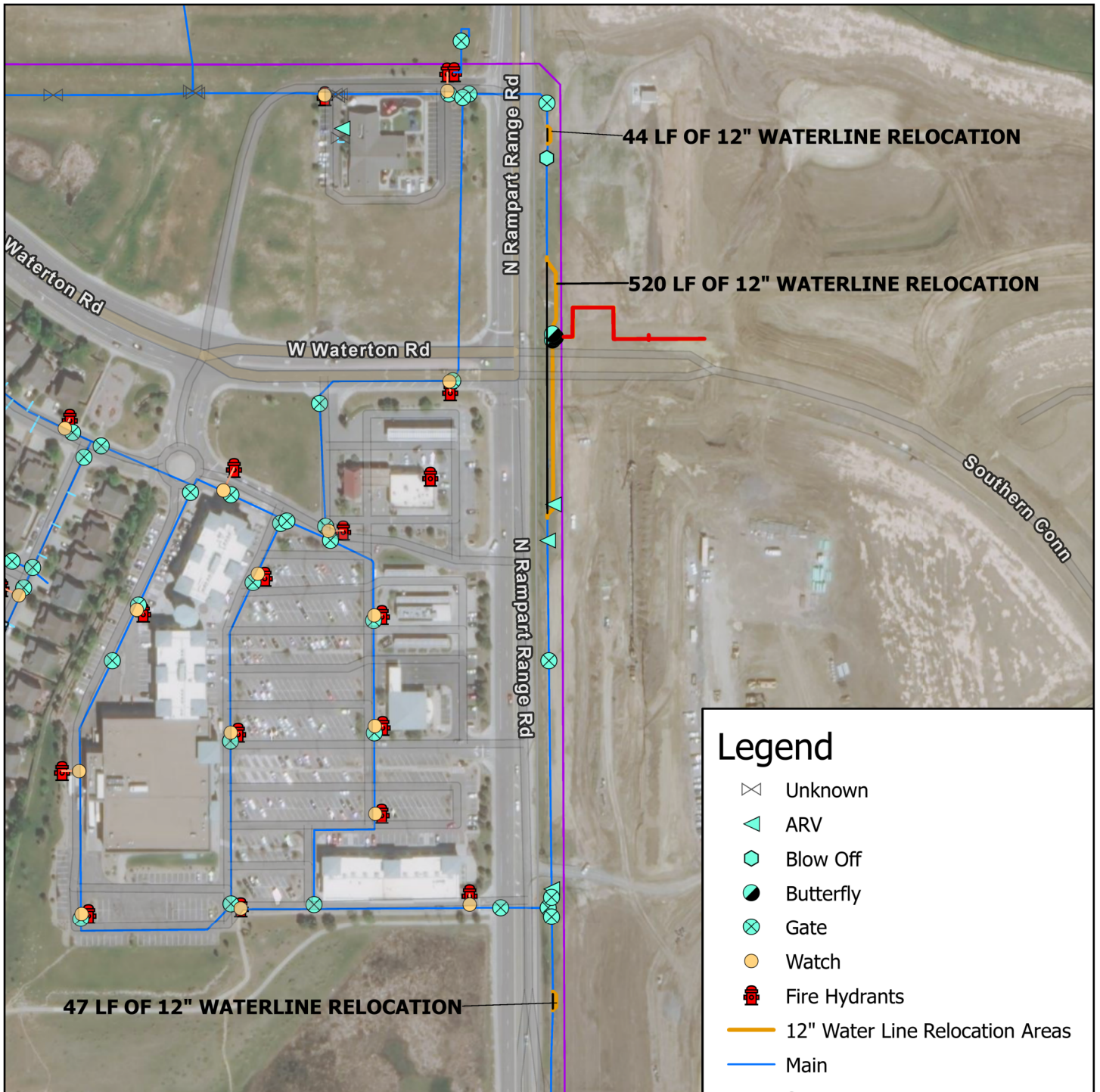
The foregoing instrument was acknowledged before me this ____ day of _____, 20____, by _____ of the STERLING RANCH COMMUNITY AUTHORITY BOARD.

WITNESS my hand and official seal.

My commission expires: _____ .

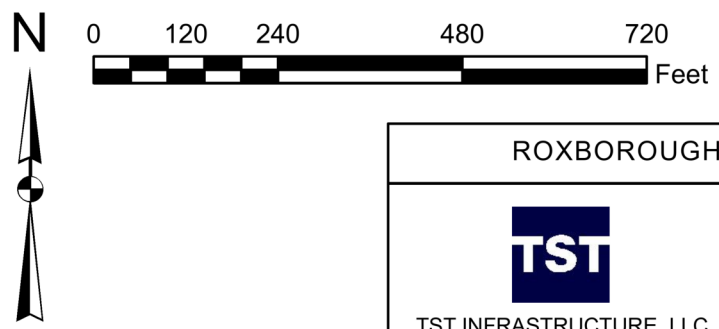
Notary Public

EXHIBIT A
FACILITIES



Legend

- Unknown
- ARV
- Blow Off
- Butterfly
- Gate
- Watch
- Fire Hydrants
- 12" Water Line Relocation Areas
- Main
- Service
- Hydrant
- DWSD Emergency Interconnect
- Removed/Abandoned Water Line
- Active Non Potable Water Line



ROXBOROUGH WATER AND SANITATION DISTRICT	
NORTH LOOP 12" WATER LINE RELOCATION	
RELOCATION SECTIONS	
JOB NO. 001.382.00	DATE 5/12/2021



TST INFRASTRUCTURE, LLC
Consulting Engineers

**EASEMENT AGREEMENT
FOR PARTIAL RELOCATION OF
WATER LINE**

THIS EASEMENT AGREEMENT FOR PARTIAL RELOCATION OF WATER LINE (“**Agreement**”) is entered into as of the ____ day of _____ 2021 by and between **STERLING RANCH COMMUNITY AUTHORITY BOARD**, a political subdivision and public corporation of the State of Colorado, whose address is 8155 Piney River Avenue, Littleton, CO 80125 (“**Grantor**”), and **ROXBOROUGH WATER AND SANITATION DISTRICT**, an quasi-municipal corporation and political subdivision of the State of Colorado, whose address is 6222 N. Roxborough Road, Littleton, Colorado 80125 (the “**Grantee**”).

WHEREAS, Grantor and Grantee are parties to the certain Facilities Relocation Agreement dated June 23, 2020, concerning the relocation of a 12” water distribution line and related appurtenances (“**Facilities**”) within Sterling Ranch Filing No. 3A, Douglas, County (“**IGA**”);

WHEREAS, following relocation of the Facilities as contemplated by the IGA, Grantor installed certain electrical switch boxes in close proximity to, and in some instances directly on top of, additional infrastructure owned by Grantee, resulting in the need to relocate portions of such additional infrastructure, such that additional easement interests are necessary for Grantee’s access and maintenance thereof (the “**Additional Easement**”); and

WHEREAS, Grantor and Grantee desire to enter into this Agreement so that Grantor may convey the Additional Easement to Grantee.

NOW, THEREFORE, in consideration of the mutual promises and covenants herein contained, Grantor and the Grantee hereby agree as follows:

1. Grant. For and in consideration of the sum of Ten Dollars (\$10.00) and other good and valuable consideration, the sufficiency and receipt of which are hereby acknowledged by Grantor, Grantor hereby grants, bargains, sells, and conveys to the Grantee and its agents, successors and assigns a perpetual, non-exclusive Additional Easement, in, to, through, over, under and across certain real property located in Douglas County, Colorado, as more particularly described in Exhibit A attached hereto and incorporated herein by this reference (the “**Additional Easement Area**”) (i) for vehicular and pedestrian ingress and egress and (ii) to construct, reconstruct, operate, use, maintain, repair, replace and/or remove the Facilities, and all related improvements, facilities, devices, structures, and appurtenances thereto necessary or useful in the operation of said water Facilities, subject and pursuant to the terms and conditions set forth herein.

2. Limitations on Use. Grantor shall not construct or place any structure or building, hard surfacing improvements such as concrete or asphalt, fencing, streetlight, power pole, yard light, mailbox or sign, whether temporary or permanent, or plant or locate any landscaping features, trees or shrubs, on any part of the Easement Area without having first obtained the prior written consent of the Grantee, which consent shall not be unreasonably withheld if Grantor’s proposed improvements will not interfere with the Grantee’s use and enjoyment of the Additional

Easement granted hereby; provided that Grantor may plant vegetation within the Easement Area without such consent so long as no plants, trees or shrubs exceed 48” in height at maturity and the root system of the vegetation will not interfere with or damage the Facilities. Any structure or building, fencing, streetlight, power pole, yard light, mailbox or sign, whether temporary or permanent, or any landscaping features, trees or shrubs situated on the Additional Easement Area as of the date of this Agreement or subsequently placed thereon without such prior written consent may be removed by the Subdistrict without liability for damages arising therefrom. Additionally, if Grantor violates these restrictions or if Grantor’s actions cause damage to the Facilities, Grantor will be liable for the cost to correct such violation or damage.

3. Access. The Grantee, its agents, employees, contractors, licensees, consultants, successors and assigns, shall have the right of ingress and egress in, to, through, over, under, and across the Additional Easement Area for any purpose necessary and at any and all times necessary or convenient for the full enjoyment of the rights granted to it hereby.

4. Restoration. Upon completion of any of its activities that disturb the surface of the Additional Easement Area, the Grantee, at its cost and expense, shall restore the Additional Easement Area to the condition it was in immediately prior to such disturbance, except as otherwise provided herein or as necessarily modified to accommodate the Facilities.

5. Maintenance. The Grantee shall own and maintain the Facilities at its sole cost and expense until the Facilities are convey or assigned to a successor entity.

6. Relocation. Grantor may, upon prior written notice to the Grantee, cause the Facilities to be relocated at Grantor’s sole cost and expense, provided that the Facilities continue to operate to the satisfaction of the Grantee upon such relocation. If Grantor causes the Facilities to be relocated, Grantor shall grant to the Grantee such additional easements as may be required to allow the Grantee to access, construct, reconstruct, operate, use, maintain, repair, replace, and/or remove the Facilities.

7. Insurance. During all times the Grantee is performing work in the Additional Easement Area, the Grantee will maintain insurance coverages and limits reasonable and customary to its operations in accordance with industry standards. Proof of insurance will be provided upon request. If the Grantee engages subcontractors to perform work in the Additional Easement Area, the Grantee will contractually obligate its subcontractors to maintain insurance coverages and limits reasonable and customary to their operations.

8. Warranties. Grantor warrants that it is the fee simple owner of the Additional Easement Area and has good right, full power and lawful authority to grant, bargain, sell, and convey the same in manner and form as aforesaid, and that the same are free and clear from all former and other grants, bargains, sales, liens, taxes, assessments, encumbrances, and restrictions of whatever kind and nature except those of record as of the date first entered above. Grantor further promises and agrees to warrant and forever defend the Grantee in the exercise of the Grantee’s right’s hereunder against any defect in Grantor’s title to the Additional Easement Area and Grantor’s right to make the grant herein described, except those matters of record as of the date first written above. To the extent permitted by law, Grantor specifically agrees to indemnify

and hold harmless the Grantee from and against any and all loss, cost, damage, expense, and liability, including reasonable attorney's fees and expenses that may be incurred by or asserted, claimed, or charged against Grantee in the event that any beneficiary of a deed of trust or holder of the indebtedness secured thereby obtains fee title to the Additional Easement Area, whether by foreclosure, deed in lieu of foreclosure, or other means and thereafter attempts to nullify or otherwise dishonor the terms of this Agreement.

9. Certain Reserved Rights. Except as otherwise provided herein, Grantor reserves the right to use the Additional Easement Area and to grant further easement interests in the Additional Easement Area to other grantees so long as (i) such interests and uses do not materially or unreasonably interfere with the use of the Grantee, its agents, successors and assigns as permitted herein, and (ii) Grantor does not allow any other utility lines or facilities to be located within six feet (6') of any Facilities without obtaining the Grantee's prior written consent.

10. Subjacent and Lateral Support; Earth Cover and Final Grade. The Grantee shall have the right of subjacent and lateral support for the Facilities. Grantor shall not take any action which would impair the lateral or subjacent support for the Facilities or modify or impair the earth cover over any installed lines, mains or other underground Facilities. Grantor may request the Grantee's specific written permission to modify the earth cover over any installed underground lines, mains or other Facilities but recognizes that such written permission may be withheld by the Grantee in its sole and absolute discretion, not to be unreasonably withheld unless such modification would have a material, adverse effect on the operation or maintenance of the Facilities. If the Grantee renders such specific written permission, it shall be conditioned upon, among other things, the reimbursement to the Grantee for the cost of any alterations to any of its Facilities made necessary by such earth cover modification.

11. Assignment. The Grantee may assign this Agreement in the event it transfers the Facilities to another entity, and it may do so without the Grantor's consent.

12. Termination. If, at some time in the future, the Grantee abandons the Facilities with written notice to Grantor, the Additional Easement hereby granted shall terminate, and the real property interest represented by such Additional Easement shall revert to Grantor, its successors and assigns.

13. Inurement; Runs with Land. Each and every one of the benefits and burdens of this Agreement shall inure to and be binding upon the parties and their respective agents, successors and assigns. The rights and responsibilities set forth in this Agreement are intended to be covenants on the Additional Easement Area and are to run with the land.

14. Attorneys' Fees. In the event any party seeks to enforce its rights hereunder through litigation, arbitration or another legal proceeding, the court or panel shall award to the prevailing party in such litigation, arbitration or other legal proceeding, as part of its judgment or award, its reasonable attorneys' fees and costs.

15. Paragraph Headings; Recitals. The paragraph headings contained herein are included for convenience and reference purposes only and are not intended to construe the

provisions hereof. However, the recitals set forth at the beginning of this Agreement are hereby incorporated into the body of this Agreement as if fully set forth herein.

16. Governing Law; Venue. The terms, covenants and provisions hereof shall be governed by and construed pursuant to the applicable laws of the State of Colorado. Venue for the resolution of any dispute arising hereunder shall be in the Douglas County District Court.

17. Governmental Immunity. Nothing in this Agreement shall be construed as a waiver in whole or in part of any of the rights, protections, privileges, limitations on damages, or governmental immunity provided to the Grantor and Grantee, or the directors, officers, employees, servants, agents, or authorized volunteers of the Grantor and Grantee, in the Colorado Governmental Immunity Act, Sections 24-10-101, *et seq.*, C.R.S., as the same currently exists or may hereafter be amended.

18. Recording. This Agreement shall be recorded in the Douglas County Clerk and Recorder's Office.

19. Severance. If any provision of the Agreement, or the application of such provision to any person or circumstance, shall be held invalid, the remainder of this Agreement shall not be affected thereby.

20. Signatures; Counterparts. This Agreement may be executed in one or more counterparts which, taken together, shall constitute a single document.

(Signatures begin on following page)

IN WITNESS WHEREOF, the parties have executed this Agreement as of the day and year first set forth above.

GRANTOR:

**STERLING RANCH COMMUNITY
AUTHORITY BOARD**, a political subdivision
and public corporation of the State of Colorado

By: _____
Its: _____

STATE OF COLORADO)
) ss.
COUNTY OF _____)

The foregoing instrument was acknowledged before me this ___ day of _____,
2021, by _____ as _____ of STERLING RANCH COMMUNITY
AUTHORITY BOARD, a political subdivision and public corporation of the State of Colorado.

Witness my hand and official seal.

My commission expires: _____.

Notary Public

GRANTEE:

ROXBOROUGH WATER AND SANITATION DISTRICT, a quasi-municipal corporation and political subdivision of the State of Colorado

By: _____
Its: _____

STATE OF COLORADO)
) ss.
COUNTY OF DOUGLAS)

The foregoing instrument was acknowledged before me this ___ day of _____, 2021, by _____ as _____ of ROXBOROUGH WATER AND SANITATION DISTRICT, a quasi-municipal corporation and political subdivision of the state of Colorado.

WITNESS my hand and official seal.

My commission expires: _____.

Notary Public

EXHIBIT A
LEGAL DESCRIPTION AND DEPICTION OF THE ADDITIONAL EASEMENT AREA

EXHIBIT A

LEGAL DESCRIPTION

A PARCEL OF LAND BEING A PORTION OF TRACT B, STERLING RANCH FILING NO. 3A, AS RECORDED UNDER RECEPTION NO. 2019083357 OF THE RECORDS OF THE DOUGLAS COUNTY, COLORADO CLERK AND RECORDER'S OFFICE, LOCATED IN THE SOUTHWEST QUARTER OF SECTION 36, TOWNSHIP 6 SOUTH, RANGE 69 WEST OF THE SIXTH PRINCIPAL MERIDIAN, COUNTY OF DOUGLAS, STATE OF COLORADO, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTHWEST CORNER OF SAID TRACT B, WHENCE THE WESTERLY BOUNDARY OF SAID TRACT B BEARS NORTH 00°25'17" WEST, A DISTANCE OF 1,123.91 FEET, ALL BEARINGS HEREON ARE REFERENCED TO THIS LINE;

THENCE NORTH 01°22'24" EAST, A DISTANCE OF 118.97 FEET TO A POINT ON THE EASTERLY BOUNDARY OF THAT CERTAIN TWENTY (20) FOOT WIDE ROXBOROUGH PARK METROPOLITAN DISTRICT EASEMENT AS RECORDED IN BOOK 1625 AT PAGE 471 IN SAID RECORDS, SAID POINT BEING THE **POINT OF BEGINNING**;

THENCE ALONG SAID EASTERLY BOUNDARY, NORTH 00°02'04" EAST, A DISTANCE OF 45.01 FEET;

THENCE DEPARTING SAID EASTERLY BOUNDARY, SOUTH 44°37'41" EAST, A DISTANCE OF 14.23 FEET;

THENCE SOUTH 00°02'04" WEST, A DISTANCE OF 25.01 FEET;

THENCE SOUTH 45°22'19" WEST, A DISTANCE OF 14.06 FEET TO THE **POINT OF BEGINNING**.

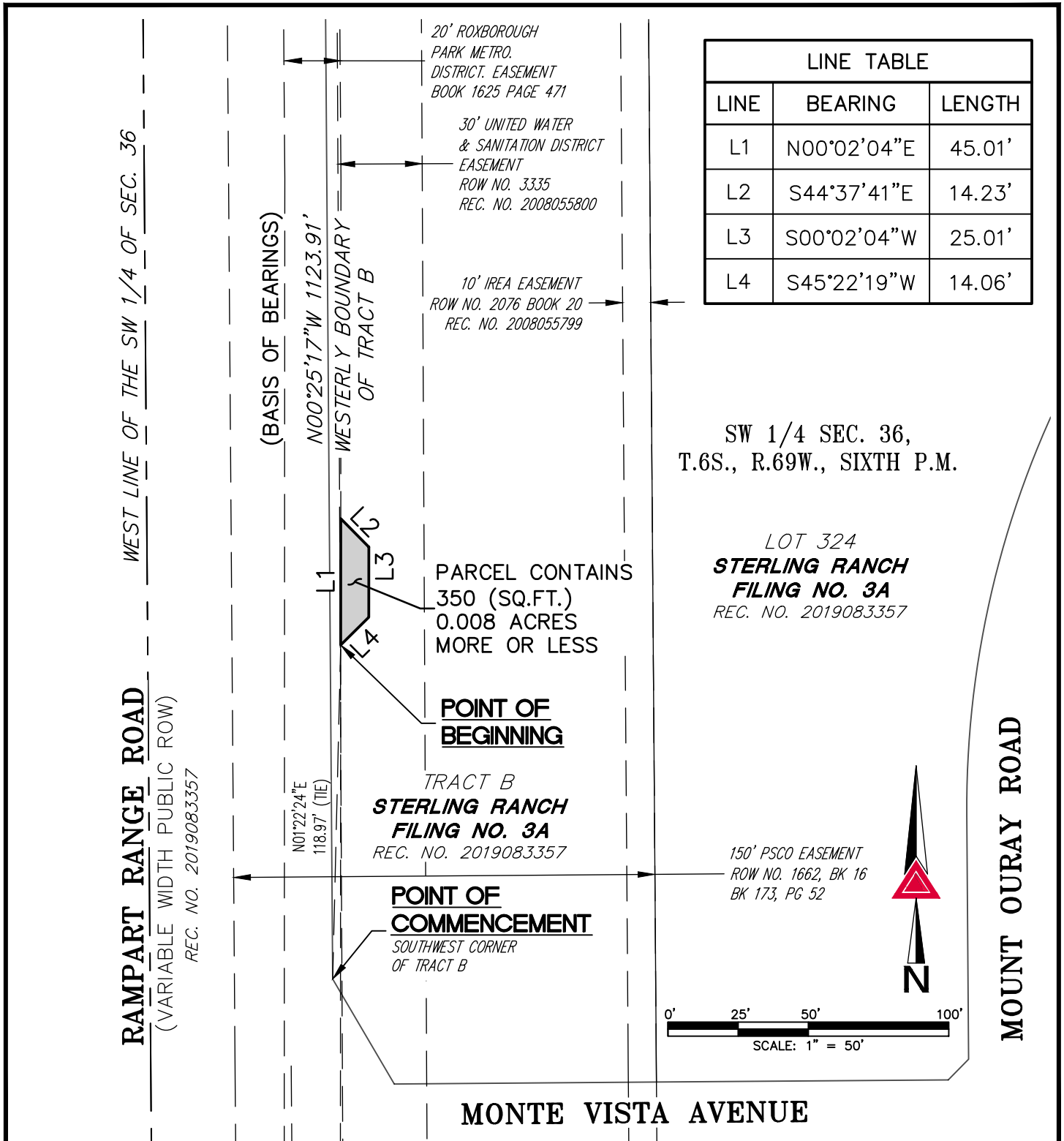
CONTAINING AN AREA OF 0.008 ACRES, (350 SQUARE FEET), MORE OR LESS.

EXHIBIT ATTACHED AND MADE A PART HEREOF.



PREPARED BY:
ANTHONY K. PEALL
COLORADO LICENSED PROFESSIONAL LAND SURVEYOR NO. 38636
FOR AND ON BEHALF OF AZTEC CONSULTANTS, INC.
300 E. MINERAL AVENUE, SUITE 1, LITTLETON, CO 80122
(303) 718-1898

ILLUSTRATION TO EXHIBIT A



NOTE: THIS DRAWING DOES NOT REPRESENT A MONUMENTED LAND SURVEY AND IS ONLY INTENDED TO DEPICT THE ATTACHED LEGAL DESCRIPTION.

PATH:
 DWG NAME: 2021-04-28 - WATER EASEMENT 3.DWG
 DWG: BAM CHK: AKP
 DATE: 04-29-2021
 SCALE: 1" = 50'



AZTEC
CONSULTANTS, INC.

300 East Mineral Ave,
Suite 1
Littleton, Colorado 80122
Phone: (303)713-1898
Fax: (303)713-1897
www.aztecconsultants.com

Q:\124018-18 - Sterling Ranch Filing 3AB\DWG\EXHIBITS\Roxborough Water

WATER EASEMENT

SW 1/4 SEC, 36, T6S, R69W, 6TH P.M.
DOUGLAS COUNTY, COLORADO

JOB NUMBER 124018-18

2 OF 2 SHEETS

EXHIBIT A

LEGAL DESCRIPTION

A PARCEL OF LAND BEING A PORTION OF TRACT A, STERLING RANCH FILING NO. 3A, AS RECORDED UNDER RECEPTION NO. 2019083357 OF THE RECORDS OF THE DOUGLAS COUNTY, COLORADO CLERK AND RECORDER'S OFFICE, LOCATED IN THE NORTHWEST QUARTER OF SECTION 36, TOWNSHIP 6 SOUTH, RANGE 69 WEST OF THE SIXTH PRINCIPAL MERIDIAN, COUNTY OF DOUGLAS, STATE OF COLORADO, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE NORTHWEST CORNER OF SAID TRACT A WHENCE THE WESTERLY BOUNDARY OF SAID TRACT A BEARS, SOUTH 00°06'53" EAST, A DISTANCE OF 421.17, ALL BEARINGS HEREON ARE REFERENCED TO THIS LINE;

THENCE SOUTH 02°47'48" EAST, A DISTANCE OF 107.66 FEET TO A POINT ON THE EASTERLY BOUNDARY OF THAT CERTAIN TWENTY (20) FOOT WIDE ROXBOROUGH PARK METROPOLITAN DISTRICT EASEMENT AS RECORDED IN BOOK 1625 AT PAGE 471 IN SAID RECORDS, SAID POINT BEING THE **POINT OF BEGINNING**;

THENCE SOUTH 46°06'35" EAST, A DISTANCE OF 9.73 FEET;

THENCE SOUTH 00°06'53" EAST, A DISTANCE OF 26.83 FEET;

THENCE SOUTH 44°04'13" WEST, A DISTANCE OF 10.04 FEET TO SAID EASTERLY BOUNDARY;

THENCE ALONG SAID EASTERLY BOUNDARY, NORTH 00°06'53" WEST, A DISTANCE OF 40.80 FEET TO THE **POINT OF BEGINNING**.

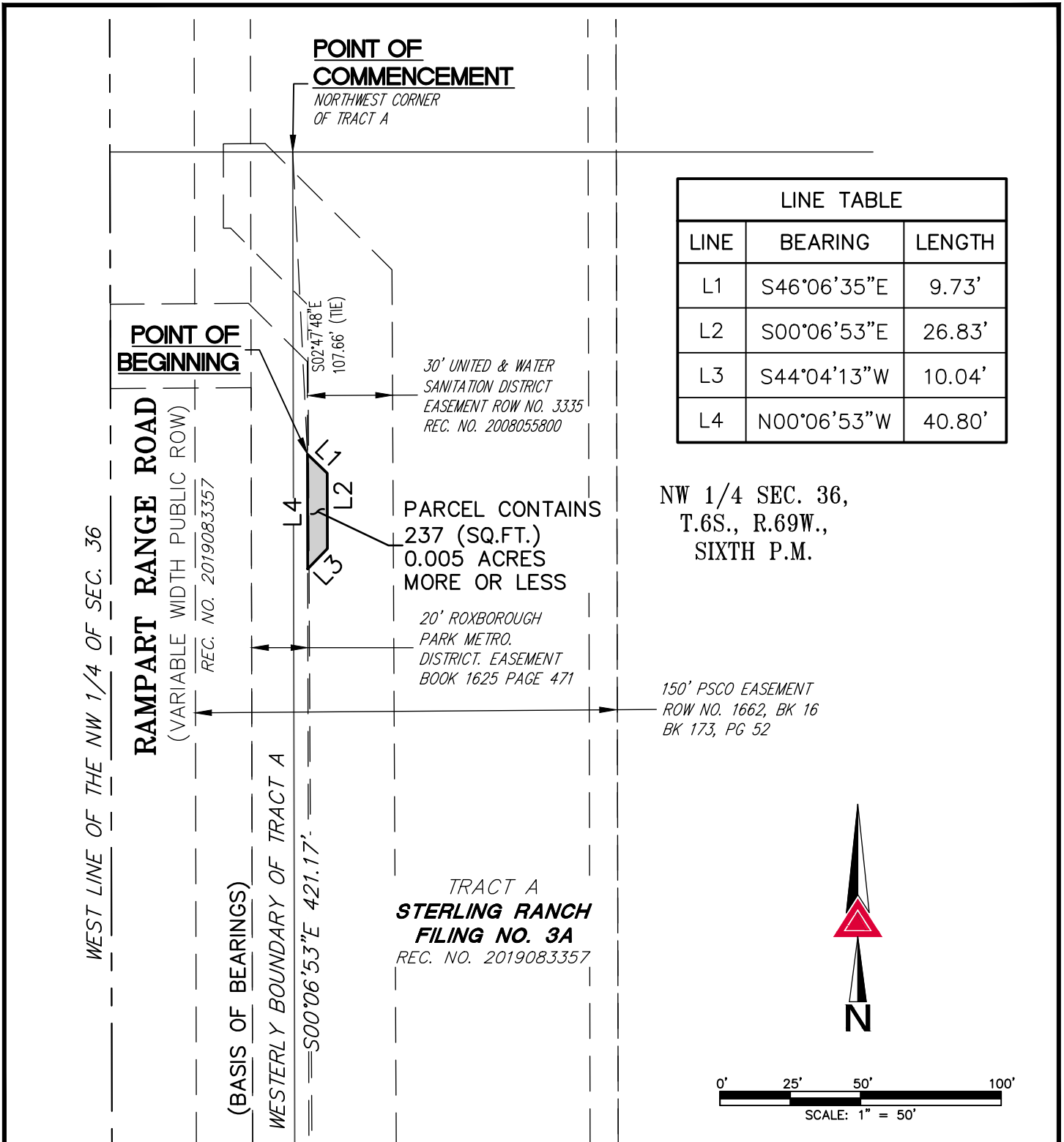
CONTAINING AN AREA OF 0.005 ACRES, (237 SQUARE FEET), MORE OR LESS.

EXHIBIT ATTACHED AND MADE A PART HEREOF.



PREPARED BY:
ANTHONY K. PEALL
COLORADO LICENSED PROFESSIONAL LAND SURVEYOR NO. 38636
FOR AND ON BEHALF OF AZTEC CONSULTANTS, INC.
300 E. MINERAL AVENUE, SUITE 1, LITTLETON, CO 80122
(303) 718-1898

ILLUSTRATION TO EXHIBIT A

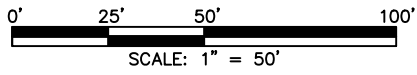


LINE TABLE		
LINE	BEARING	LENGTH
L1	S46°06'35"E	9.73'
L2	S00°06'53"E	26.83'
L3	S44°04'13"W	10.04'
L4	N00°06'53"W	40.80'

NW 1/4 SEC. 36,
T.6S., R.69W.,
SIXTH P.M.

TRACT A
STERLING RANCH
FILING NO. 3A
REC. NO. 2019083357

150' PSCO EASEMENT
ROW NO. 1662, BK 16
BK 173, PG 52



NOTE: THIS DRAWING DOES NOT REPRESENT A MONUMENTED LAND SURVEY AND IS ONLY INTENDED TO DEPICT THE ATTACHED LEGAL DESCRIPTION.

PATH:
DWG NAME: 2021-04-28 - WATER EASEMENT 4.DWG
DWG: BAM CHK: AKP
DATE: 04-29-2021
SCALE: 1" = 50'

AZTEC

CONSULTANTS, INC.

300 East Mineral Ave,
Suite 1
Littleton, Colorado 80122
Phone: (303)713-1898
Fax: (303)713-1897
www.aztecconsultants.com

Q:\124018-18 - Sterling Ranch Filing 3AB\Dwg\EXHIBITS\Roxborough Water

WATER EASEMENT
NW 1/4 SEC, 36, T6S, R69W, 6TH P.M.
DOUGLAS COUNTY, COLORADO

JOB NUMBER 124018-18 2 OF 2 SHEETS