



ROXBOROUGH WATER AND SANITATION DISTRICT

The Roxborough Water & Sanitation District and Plum Valley Heights Subdistrict of the Roxborough Water & Sanitation District Regular Board meeting 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 874 5981 8759**

Password: 694389

Date: Wednesday, February 16, 2022

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

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

- III. Consent Agenda
 - a. Approve the Minutes of the Regular Meeting of the PVH Subdistrict which is contained in and is part of the Minutes of the Roxborough Water & Sanitation District Minutes for the Regular Meeting on January 19, 2022.
- IV. Staff Reports
 - a. General Manager's Report
 - b. Financial Report
- V. **Board Action Items**

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

- VI. Consent Agenda
 - a. Approve the Minutes of the Regular Meeting of the RWSD on January 19, 2022
 - b. Ratify Payments since January 19, 2022:
 - c. Approve Payments of Claims:
- VII. Staff Reports
 - a. General Manager's Report
 - b. Legal Counsel Report
 - c. Operation Director's Report
 - d. Engineering Report/Water Use Graphs
 - e. Financial Report (October and November 2021)
- VIII. **Board Action Items:**
 - a. **Public Hearing on Petition for Inclusion from River Canyon Real Estate**
 - b. **Consideration and Approval of Petition for Inclusion from the River Canyon Real Estate**
 - c. **Consideration 2022 Water Lease Agreement with Castle Rock**
 - d. **Consideration and Approval of Cooperation Agreement with Thunderbird Water and Sanitation District**
- IX. **Executive Session**

Executive session pursuant to Section 24-6-402(4)(a), C.R.S., to discuss the transfer or sale of real, personal, or other property interests.
- 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 SUBDISTRICT OF ROXBOROUGH WATER AND SANITATION
DISTRICT HELD
January 19, 2022**

A 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 January 19, 2022, at 8:00 a.m. The meeting was conducted in person in the Community Room at West Metro Fire, 6222 N. Roxborough Park Drive, and via Zoom meeting. Notice of the meeting and the Zoom ID and Password were duly posted at the District's Administrative Offices and on the District's website, as required by State law.

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

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

RWSD Employees: Barbara Biggs Public: Dave Thomas
Mike Marcum
Lisa Hoover
Lucie Taylor
Dorice Vidger

CALL TO ORDER:

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

PLUM VALLEY HEIGHTS SUBDISTRICT:

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

CONSENT AGENDA:

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

- A. Approved 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 November 17, 2021, and December 15, 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:

Ted Snailum of TWS Financial presented the November 2021 and December 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:

No action items

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

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

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. Approved the Minutes of the Regular Meeting of the RWSD on November 17, 2021, and Special Meeting on December 15, 2021.
- b. Ratify Payrolls for November 30, 2021, and December 15 and 31, 2021.
- c. Ratify Payments since November 17, 2021: 101079-101177, 101179-101180, 101183, 101187-101188, 101190-101192, 101195, 101197-101216, 101217, 101220, 101222, 101225, 101226, 101228, 101229, 101231-101235
- d. Approved Payments of Claims: 101178, 101181, 101182, 101184, 101185, 101189, 101193, 101194, 101196, 101218, 101219, 101221, 101223, 101224, 101227, 101230, 101236-101241
- e. Approved Change Order #2 Redline Pipeline, LLC WTP Backwash Pond-Phase 1 to add \$22,527.28, 30 days to Substantial Completion, and 75 Days to Final Completion
- f. Approved Pay App #5 Redline Construction (Emergency Containment Basin) in the amount of \$73,568.66
- g. Approved Pay App #6 Redline Construction (Emergency Containment Basin) in the amount of \$30,592.05

GENERAL MANAGER'S REPORT:

Ms. Biggs provided the General Manager's Report. Upon a motion from Director Maas, second by Director Lehmann, and a unanimous vote, the Board agreed to waive to suspend the accounts for the two homes destroyed in the December fire and waive the Connection Permit Fee when the homes are reconstructed. A copy of Ms. Biggs' report is attached to these minutes.

LEGAL COUNSEL REPORT:

Mr. Pogue provided a brief overview of bills that have been introduced to the 2022 General Assembly.

OPERATIONS:

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

ENGINEERING:

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

FINANCIAL RWSD:

Ted Snailum of TWS Financial, presented the November 2021 and December 2021, RWSD Financial Statements to the Board. Upon a motion by Director Thomas, second by Director Bane, and unanimous vote by the Board, the financial report was approved.

BOARD ACTION ITEMS:

- a. **Consider award of the Rampart Transmission Main Replacement Project construction contract to American West.** Upon a motion by Director Bane, second by Director Thomas and unanimous vote, the Board awarded the Rampart Transmission Main Replacement Project to American West.

ADJOURN:

Upon a motion by Director Maas, second by Director Thomas and unanimous vote, the meeting was adjourned at 9:38 a.m.

Secretary of the meeting: _____

General Manager's Report
Plum Valley Heights Subdistrict of Roxborough Water and Sanitation District
February 16, 2022

Valley View Christian Church:

- Nothing new to report.

Titan Road Industrial Park:

- Nothing new to report.

McMakin Property:

- Several potential buyers for the 40-acre parcel have recently contacted the District. Under the Inclusion Agreement with Linda McMakin, the parcel is entitled to up to 16 residential equivalent units (EQRs) including the existing home for water service only.

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

General Fund

1. Property taxes collected for the month total \$ 380
2. Specific ownership taxes collected for the month total \$ 3,638
3. Legal fees \$ 442



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- X. **Adjourn**



ROXBOROUGH WATER AND SANITATION DISTRICT

General Manager’s Report February 16, 2022

Information Only

General Matters

- We have started the annual rate study for presentation at the March Board meeting.
- 2022 General Assembly Bills of Interest:
 - HB 22-1151 money for turf removal and replacement
 - HB 22-1152 limitations on employer actions for marijuana use
 - SB 22-126 Prioritize South Platte river basin water projects
 - Draft legislation from Conservation Colorado to phase out PFOS and PFOA in consumer products and certain industrial uses.

Cyber Security:

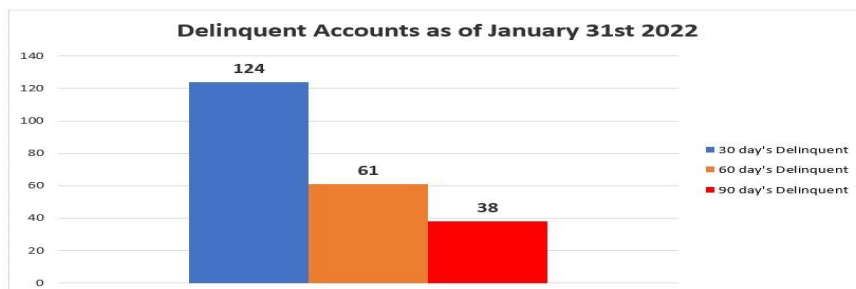
- We have renewed our membership in WaterISAC, an association of water and wastewater utilities that monitors cybersecurity issues, hosts webinars, provides twice weekly updates, and distributes alerts from the Cyber and Infrastructure Security Agency (CISA).
- The District is obtaining a quote from Perch, a cybersecurity firm that independently monitors the District’s computer networks for any threats.

Past Due Accounts:

- As of January 31, we had 38 accounts with a past due balance of \$7,836, compared to 39 accounts with a past due balance of \$8,645 as of December 31.
- All payment agreements for past-due water and sewer bills are current except one. The resident that is not paying his past due water and sewer bill also hasn’t paid his current bill since November 4, so we continue to push him to at the very least pay his current monthly bill.



Delinquent Accounts



**Total Amount
Past Due 30 days
\$18,809**

**Total Amount
Past Due 60 days
\$9,870**

**Total Amount
Past Due 90 days
\$7,836**

January 2022



ROXBOROUGH WATER AND SANITATION DISTRICT

Dominion Water and Sanitation District/Sterling Ranch:

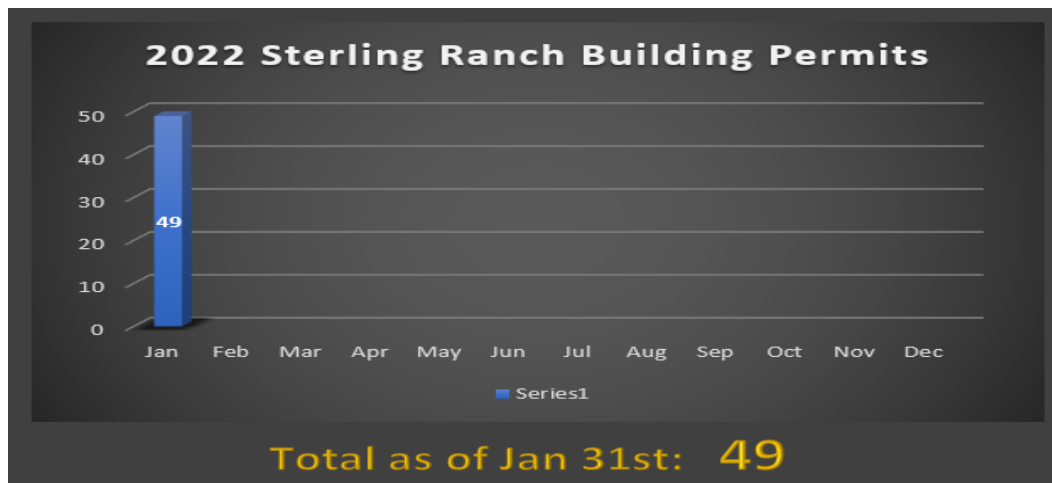
- Day-to-day operations going well.
- There continue to be sporadic complaints about sediment in the water in Sterling Ranch. Flushing at the water main is clear, so we believe the issue is mineral build up on filters and scaling in tankless hot water heaters.
- There were an additional 20 Certificates of Occupancy (CO) issued in Sterling Ranch in January bringing the total number of COs that have been issued in Sterling Ranch to 1,421 for a monthly Wastewater Operations Charge of \$28,420.
- Year to date development summary:





ROXBOROUGH WATER AND SANITATION DISTRICT

- Under the Purchase and Sale Agreement for the Wastewater Treatment Plant, RWSD invoices Dominion \$300 for each residential equivalent building permit in the prior year. In 2021 there were 256 residential building permits issued and one 2-inch commercial building permit, for a total of 264 residential equivalents. In addition, RWSD staff completed an audit of building permits from 2017 through 2020 and found 96 residential equivalents that were never billed, and 17 that were billed more than once. Dominion was invoiced a total of \$162,900.



Projects:

- New high-zone pump for the water treatment plant has been delivered, and the contractor has mobilized.
- New pump for the Roxborough Lift Station has been ordered.
- Blower for the wastewater transition vault is in the shop for repairs.

Public Outreach:

- Blog post on Water22 commemorating the 100th anniversary of the Colorado River Compact, the 50th anniversary of the Clean Water Act, and the 85th anniversary of the Colorado Water Conservation Board. Post tied the State's Water22 celebration to the 50th anniversary of Roxborough Water and Sanitation District and the need to address aging infrastructure throughout the District.



Water Plant

The water treatment plant has been running smoothly. In January, the plant was operational for **17** days with an average plant production of **1.4** MGD and a max day of **2.6** MGD.

Construction on the Emergency Overflow Pond project is nearly complete, the hatch that we are waiting on has shipped and will be installed in February.

Work has begun on the WTP High Zone Pump Addition project. Moltz has slowly begun to mobilize, and the high service pump has been delivered. Water Technology Group is scheduled to install it in early March.

January production was **24** million gallons of treated water, **8.5** million gallons of that was for Sterling Ranch.

Lift Stations

The lift stations are running smoothly. We have ordered the replacement pump for P203, it has a 20–24-week lead time. TST will begin the design for the installation in the meantime.

The blower at the Transition Vault is still out of service, Water Technology Group has ordered the parts needed for repair, this was an air seal that was very difficult to find availability on. The part should be here soon, and they will repair immediately.

Work continues on the infiltration study; we have purchased three of the portable flow meters that will help us identify infiltration areas. We have completed the radio path study in the entrance to Ravenna to identify areas where we can install the static flow meters at the end of the trunk lines. We have provided conceptual drawings to Ravenna to seek approval on the proposed locations.

January saw **23** million gallons of sewage pumped to Littleton-Englewood. Approximately **3.9** million was conveyed for Sterling Ranch.



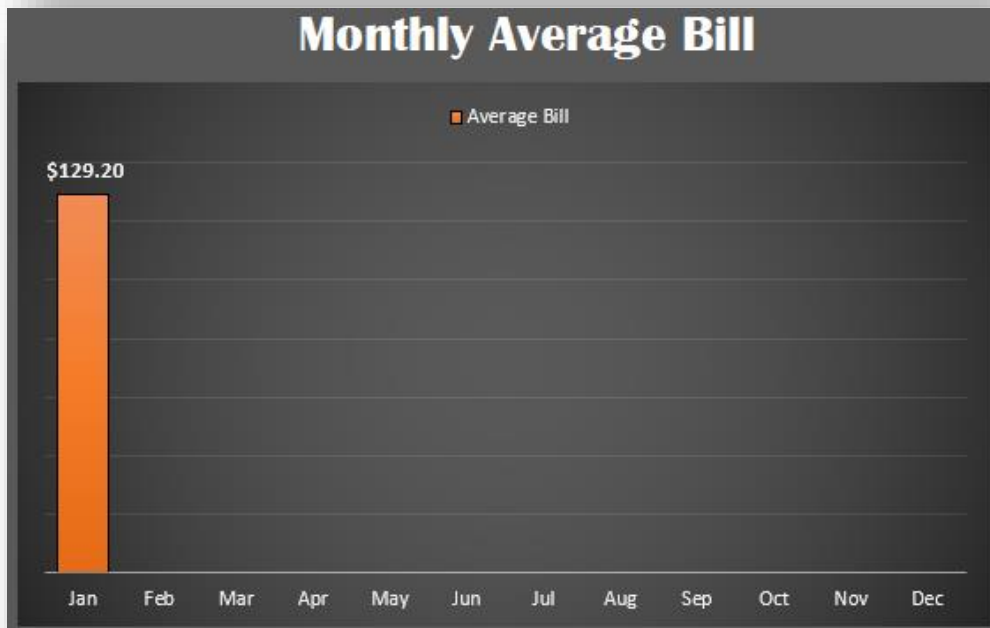
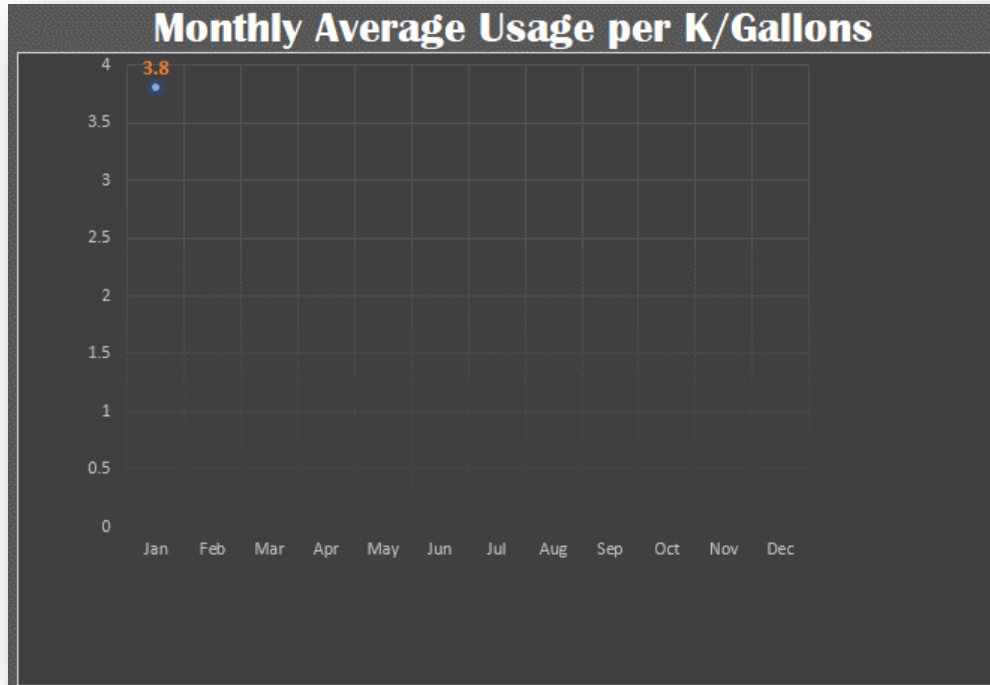
Field

The field remains busy for January with over **624** locates, most of them were in Sterling Ranch, **154** were in Roxborough.

We are evaluating short comings in the distribution system in means of valve locations and fire hydrant spacing. TST has put together a thorough map that we have gone through to identify where valves are needed. They have also provided a link to the Isolation Analysis so we can look at the short comings on GIS. We will prioritize the necessities and work them into our CIP list.



Monthly Averages



MEMORANDUM

TO: Roxborough Water and Sanitation District
Board of Directors

FROM: TST Infrastructure, LLC
Bill Goetz

SUBJECT: Engineering Status Report

DATE: February 10, 2022

I. DEVELOPMENT PROJECTS

North Loop Water Relocation – Punchlist items remain. (No Change)

Berkeley Homes – Construction plans have been approved. Remaining items to be submitted include the geotechnical report and easements. (No Change)

Valley View Church – Title work and legal descriptions for easements have been completed. VVC is working on getting easements from landowners. Design work has not commenced pending VVC decision to proceed.

Sherwin Williams Store – Review comments have been provided for utility drawings for the proposed Sherwin Williams store. (No Change)

Titan Road Vehicle Storage – Review comments have been provided for utility drawings for the proposed vehicle storage facility. (No Change)

II. WATER TREATMENT PLANT OVERFLOW POND (PHASE 1)

Work is complete except for installation of a manhole top and hatch. The hatch has been received and the manhole top and hatch are expected to be delivered to the site the week of February 7.

III. RAMPART WATER LINE REPLACEMENT

The project has been awarded and TST has received a large package of submittals for review. The contractor has indicated that delivery of valves could potentially impact the construction schedule.

Memorandum
February 10, 2022
Page 2

IV. RAMPART PUMP STATION RELOCATION

Little progress has been made in discussions with Denver Water regarding easements for the proposed pump station. An initial meeting with an adjacent landowner indicates that the pump station and pipeline could potentially be located on the adjacent property. TST is preparing conceptual site layouts and cost estimates.

V. WTP HIGH ZONE PUMP FOR DWSD

Notice to Proceed was issued on October 18th. The contractor has provided submittals for review. Demolition of existing piping is expected to begin February 21, and the pump is scheduled to be installed March 2-3. Delivery of the new VFD remains an issue.

VI. LIFT STATION PUMP 203 REPLACEMENT

The new pump has been ordered. The pump submittal has been received from the supplier and is under review. Drawings for pump installation and piping revisions are in progress.

VII. SEWER FLOW MEASURING STATIONS

A combination of permanent and portable flow measuring devices are planned to monitor Inflow and Infiltration in the sewer system. New sites for the permanent stations have been selected based on initial comments from Ravenna and the completed radio path study. Obtaining developer concurrence for the new sites is in progress. Additional portable meters have been ordered.

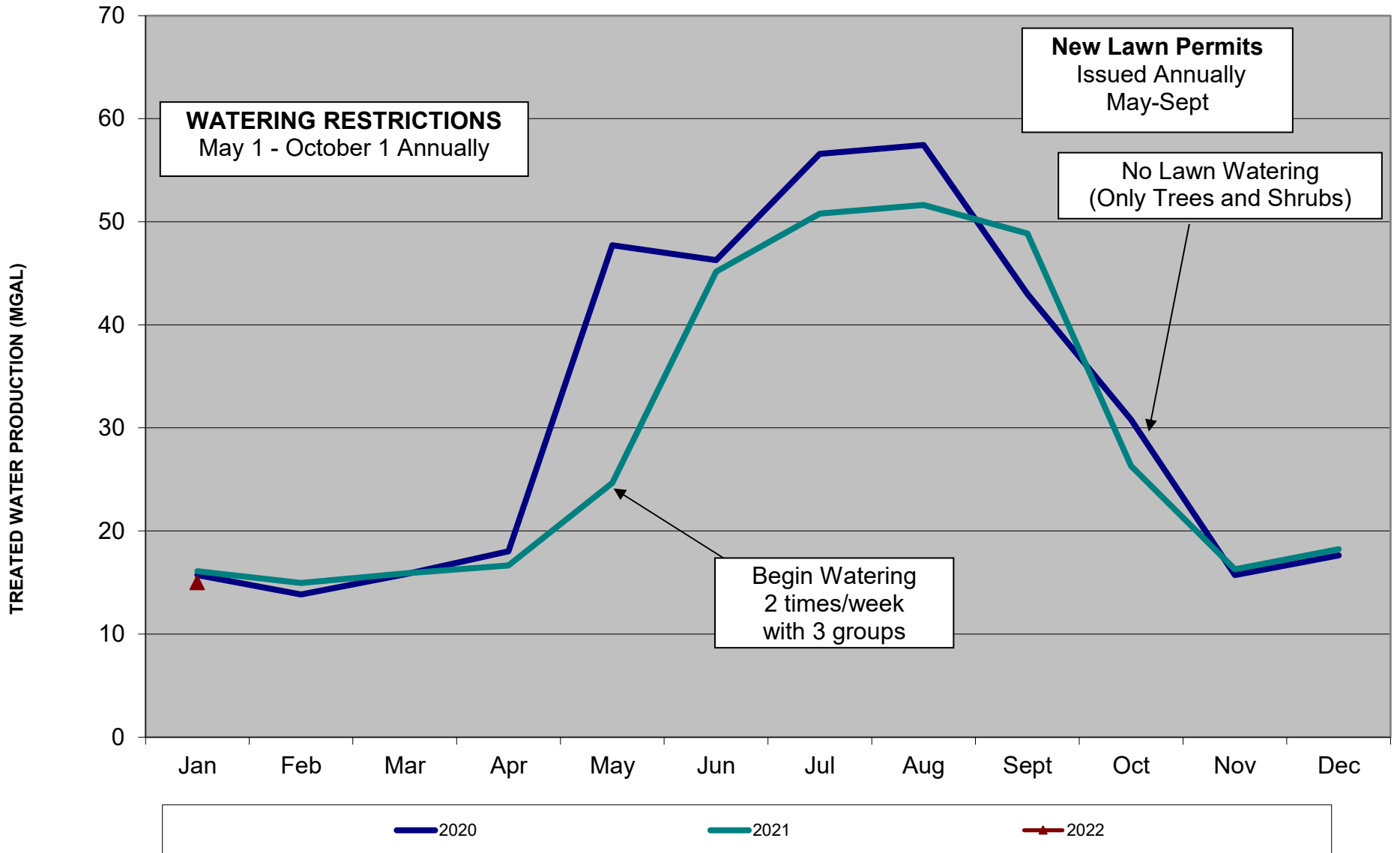
VIII. EMERGENCY RESPONSE PLAN

Preparation of the final report is complete.

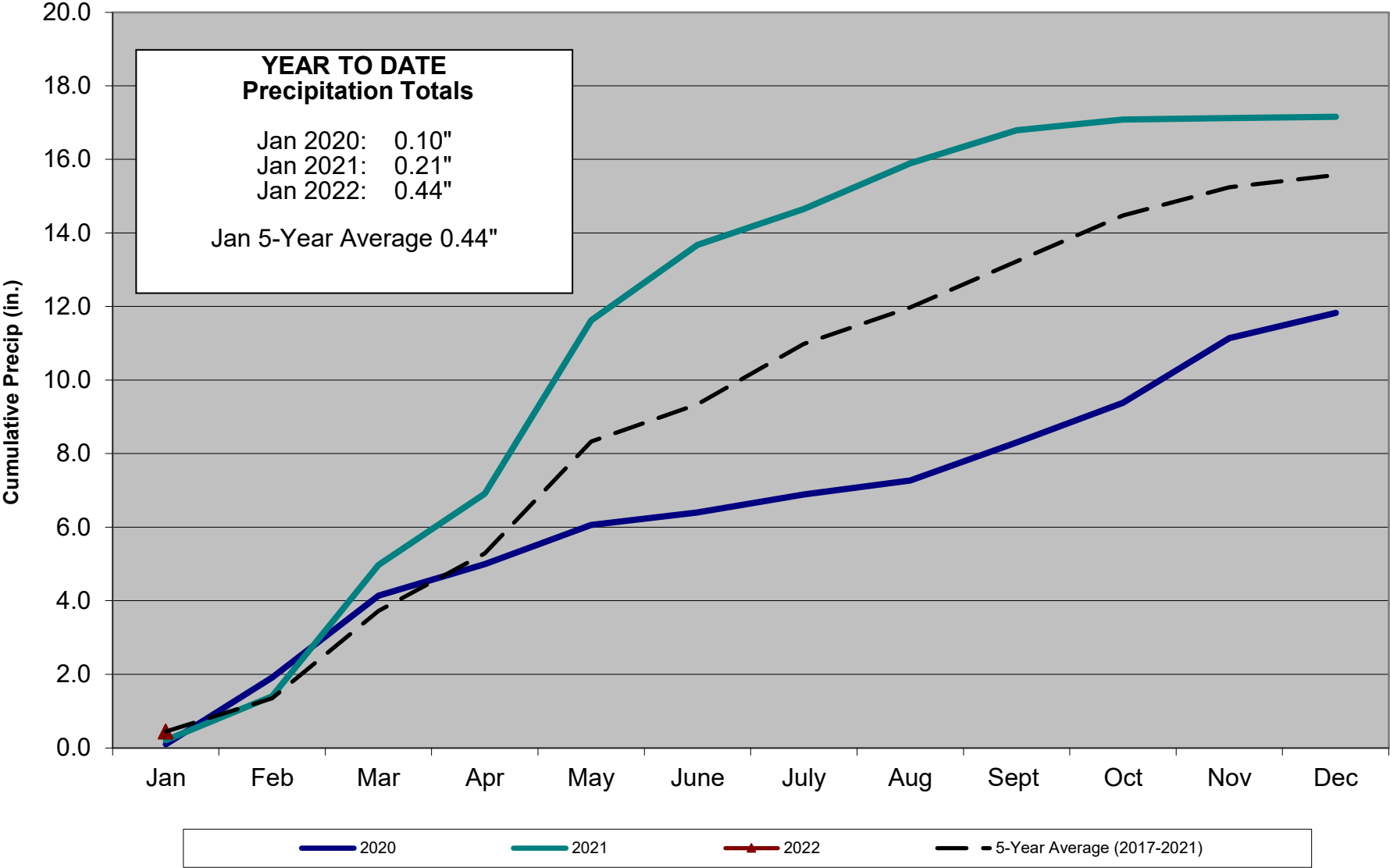
IX. GIS

The latest IT pipes data showing condition of existing sewer lines is being added to the GIS.

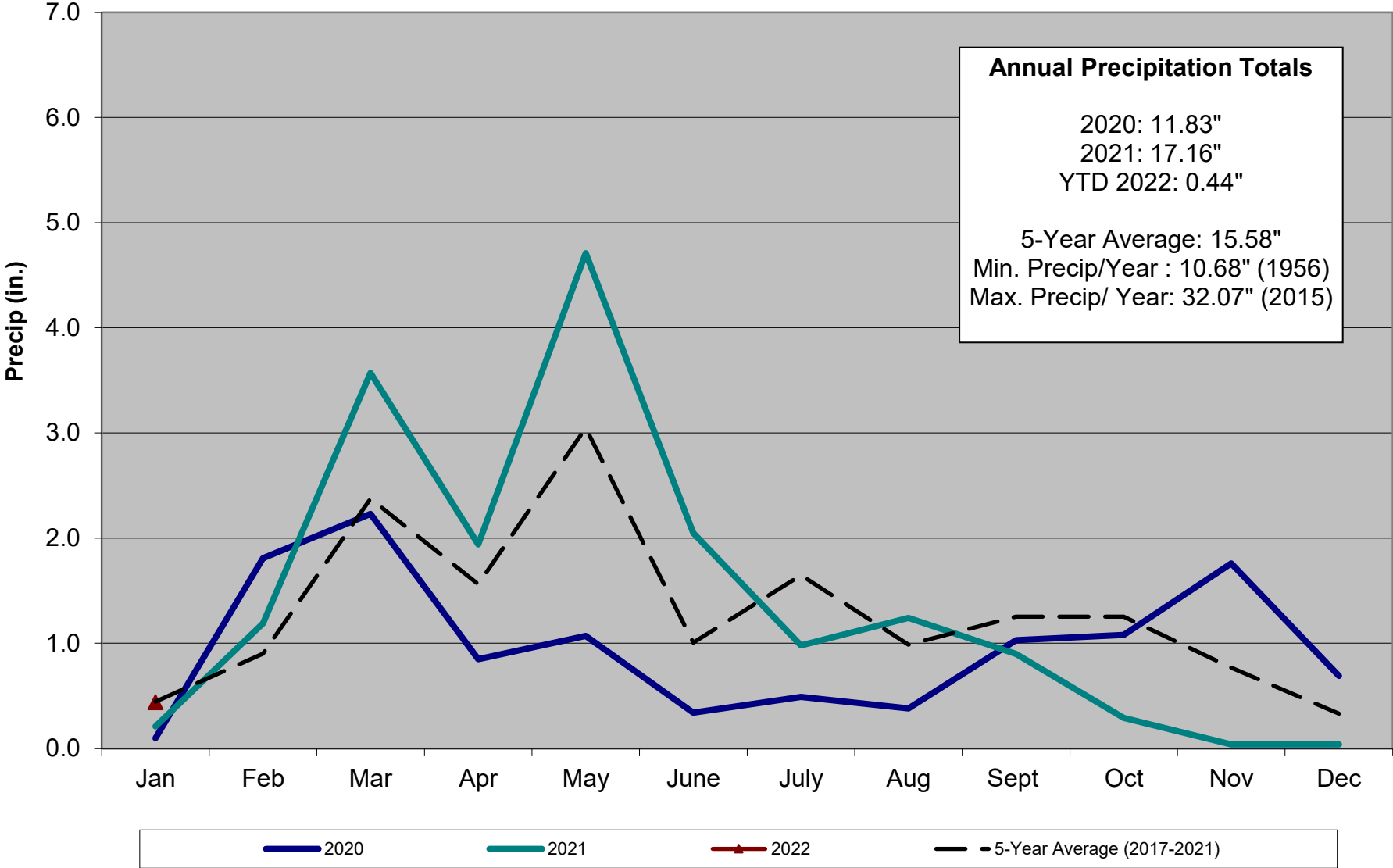
ROXBOROUGH WATER AND SANITATION DISTRICT TREATED WATER PRODUCTION 2020-2022



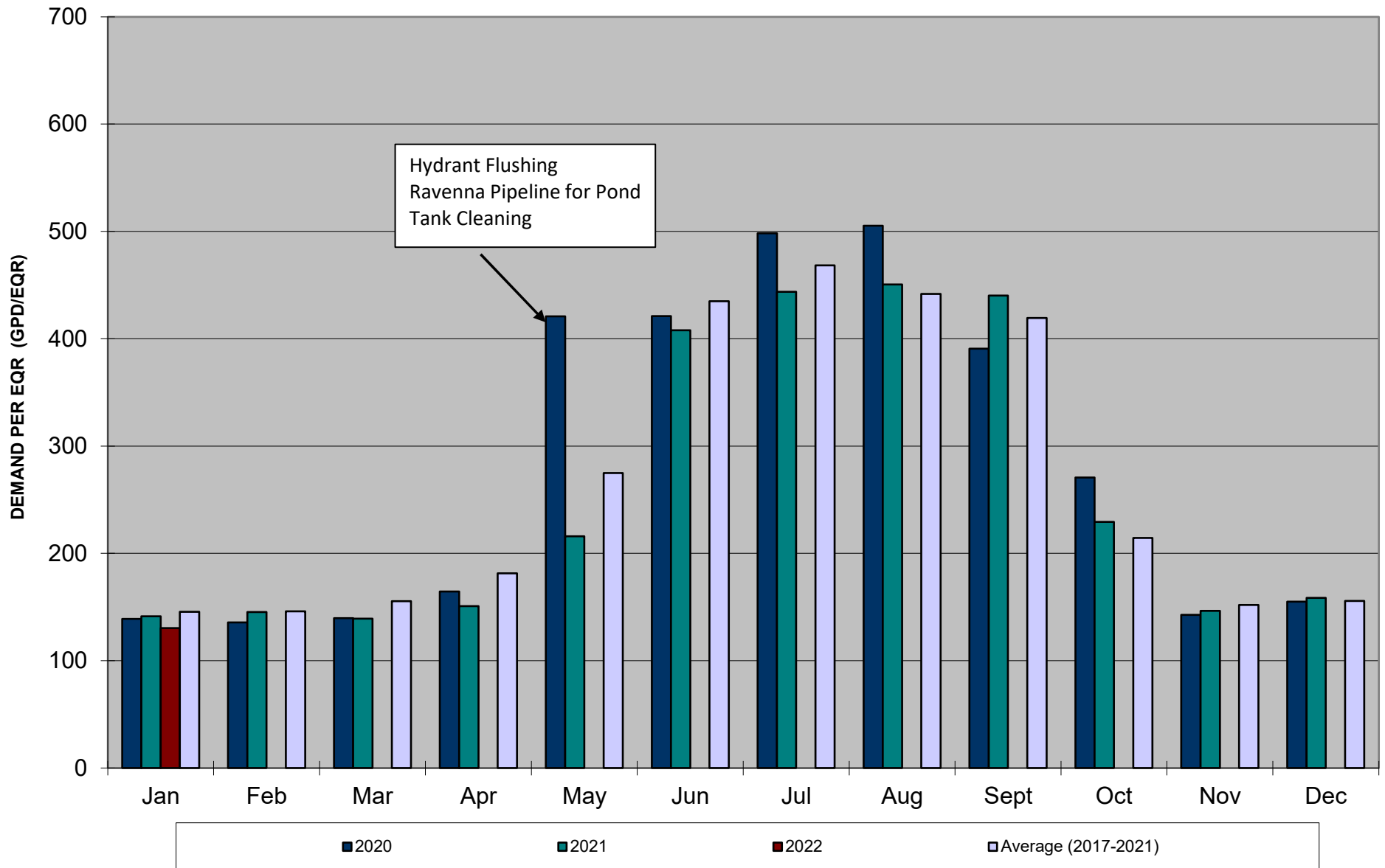
ROXBOROUGH WATER AND SANITATION DISTRICT CUMULATIVE PRECIPITATION 2020-2022



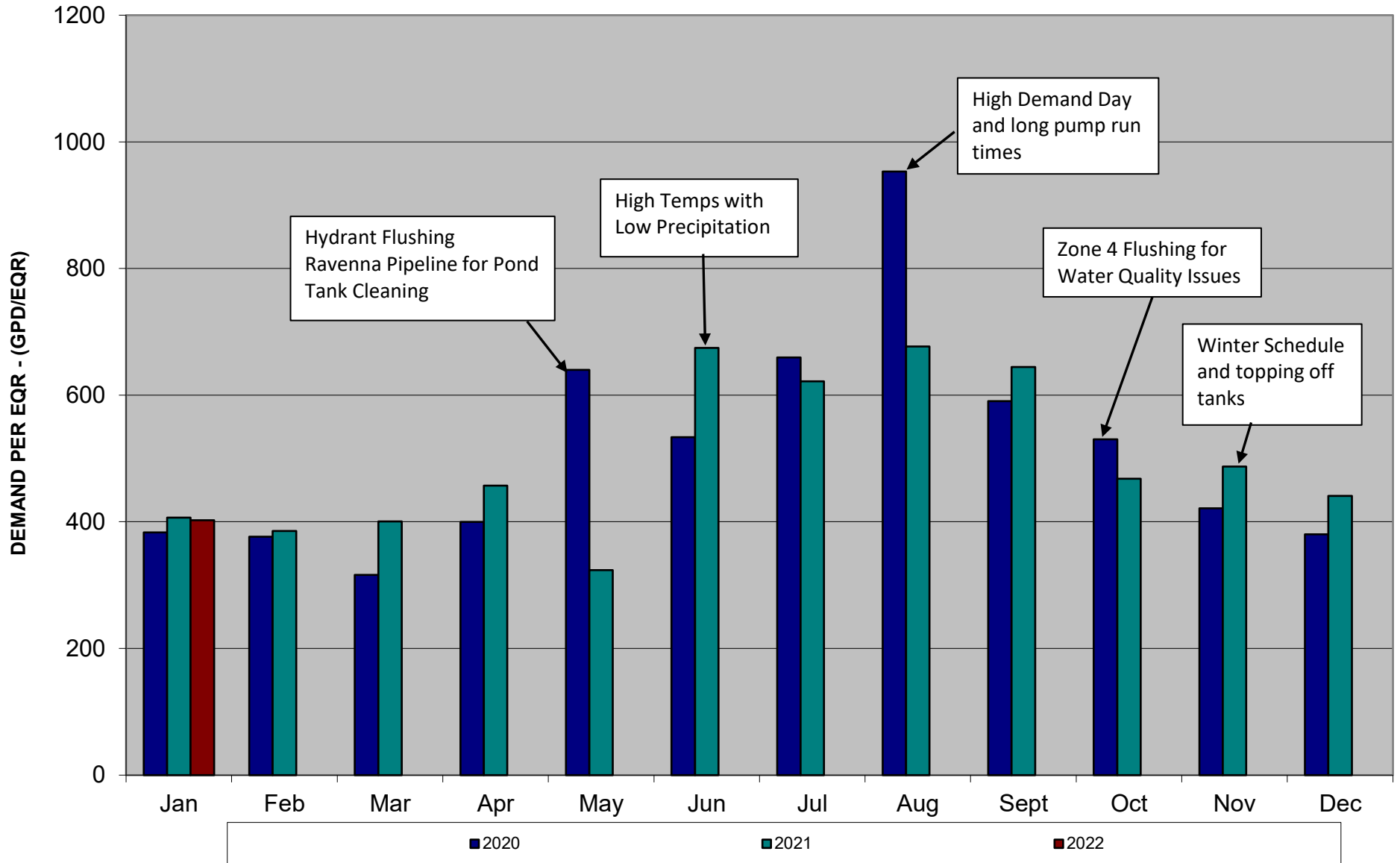
ROXBOROUGH WATER AND SANITATION DISTRICT PRECIPITATION 2019-2022



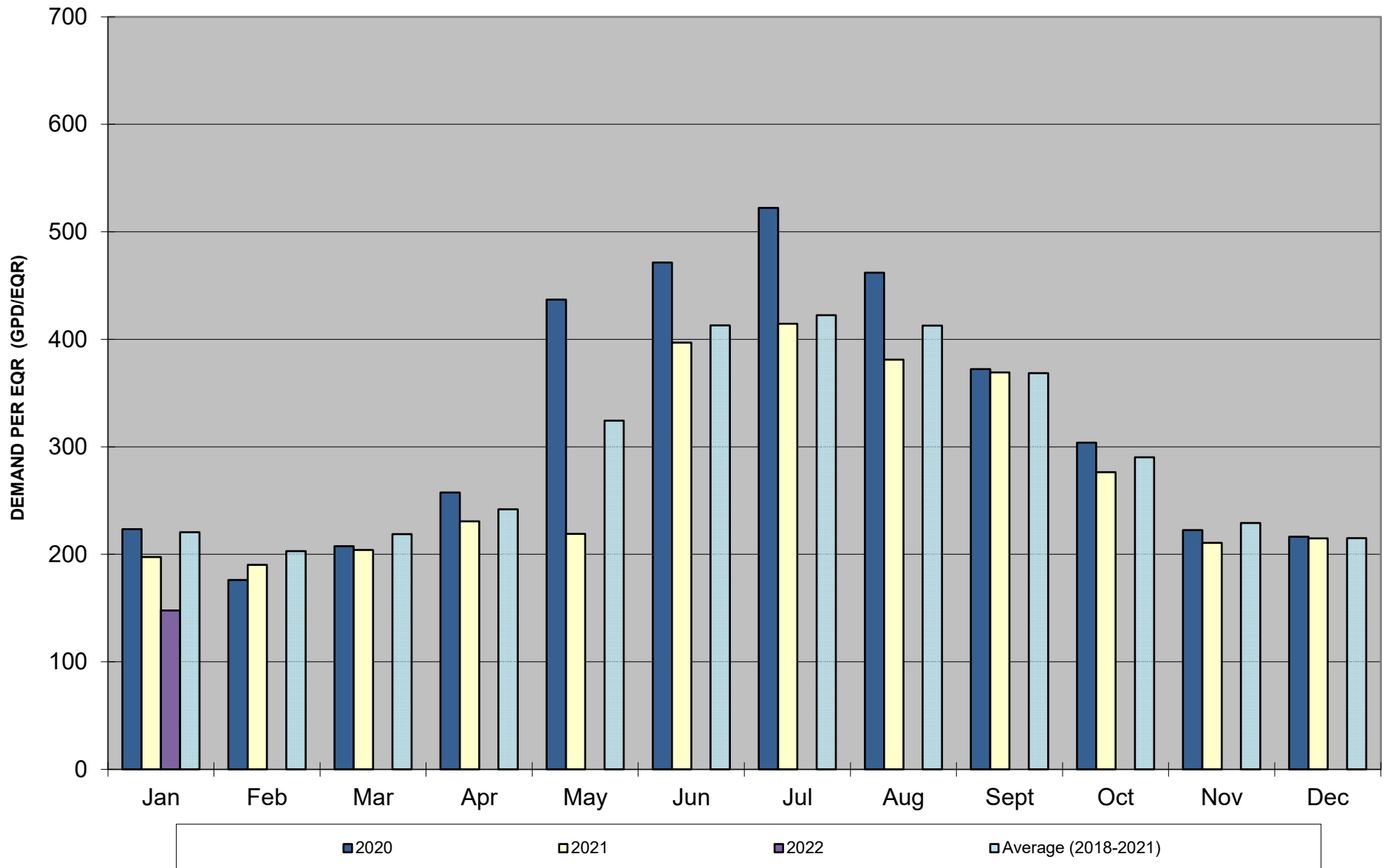
ROXBOROUGH WATER AND SANITATION DISTRICT AVERAGE DEMAND PER EQR



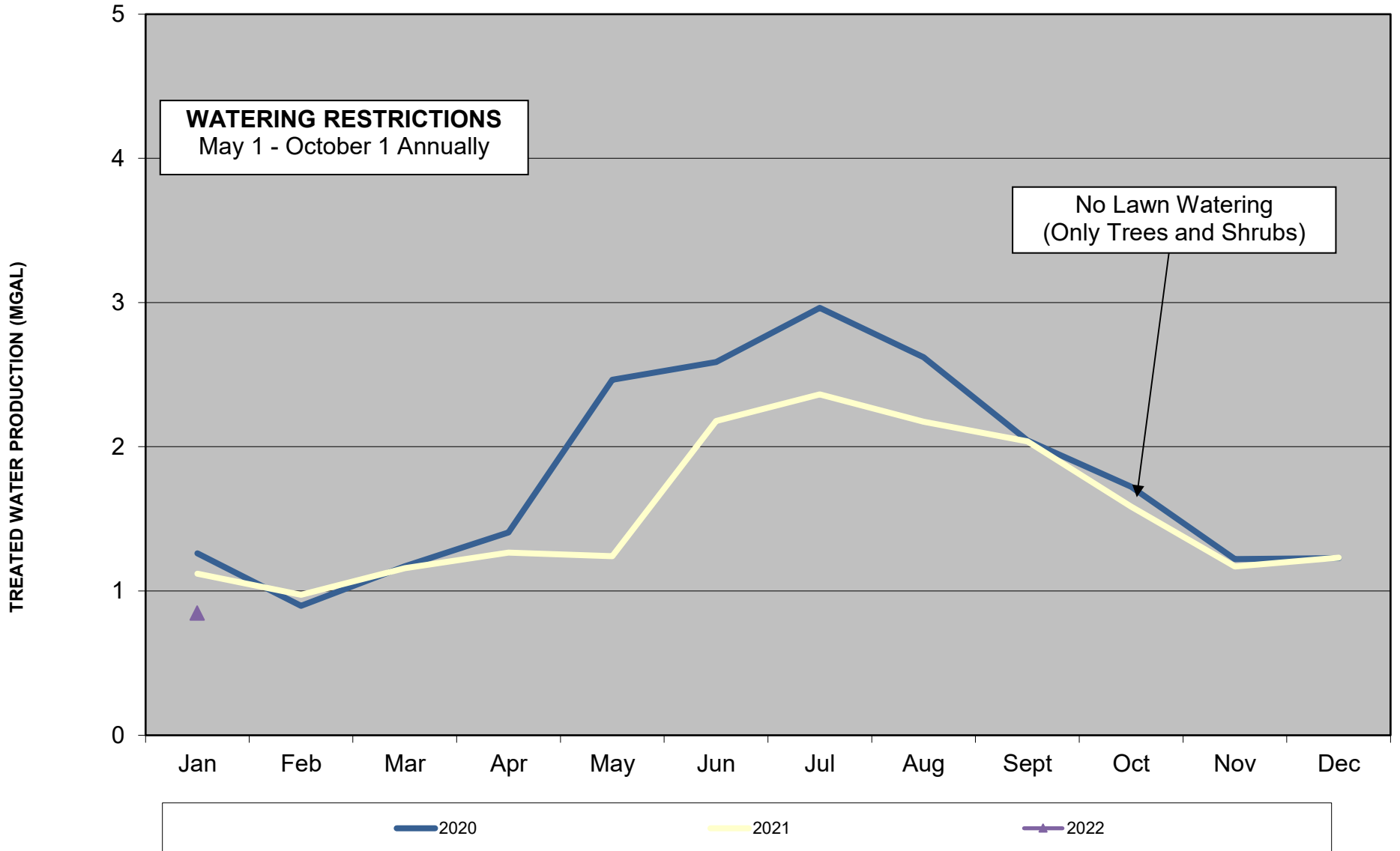
ROXBOROUGH WATER AND SANITATION DISTRICT MAX DAY DEMAND PER EQR



ROXBOROUGH NW DOUGLAS COUNTY AVERAGE DEMAND PER EQR



ROXBOROUGH NW DOUGLAS COUNTY TREATED WATER PRODUCTION 2020-2022



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

General Fund

1. Property taxes collected for the month total \$ 1,007
2. Specific ownership taxes collected for the month total \$ 10,958
3. Repairs includes \$ 22,163 to Browns Hill Engineering for IT Support and Equipment Upgrades

Debt Service Fund

1. Property taxes collected for the month total \$ 496
2. Specific ownership taxes collected for the month total \$ 5,401
3. Transfers in for Debt Surcharge in the amount \$ 92,477

Water Fund Treatment

1. Service charges billed for the month were \$ 220,044
2. Dominion WTP Operations income of \$ 50,679 for the month.
3. Collected \$ 92,477 in capital surcharges for the WTP
4. Ravenna monthly SDC totaled \$ 19,107
5. Capital Project Expense includes \$ 47,103 to Redline Pipeline and \$ 49,109 to Goble Sampson

Water Fund -Distribution

1. Water Costs for the month \$ 91,184
2. Capital Outlay includes \$ 25,470 to TST

Sewer Fund

1. Service charges for the month totaled \$ 158,887
2. Lockheed Martin service charges totaled \$ 24,975 for the month.
3. SDC Collected for the month \$ 79,547
4. Paid \$ 447,765 to Littleton for Semi- Annual Fees
5. Capital Outlay includes \$ 22,834 to JWC Environmental
6. Repairs Expense includes \$ 25,330 to QPS

ROXBOROUGH WATER & SANITATION DISTRICT
FINANCIAL STATEMENTS

December 31, 2021

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Roxborough Water and Sanitation District Balance Sheet by Class

As of December 31, 2021

	1-General Fund	2-Debt Service	3-Water-Treatment	4-Sewer	5-Capital Fund	6-Water-Distribution	7-Plum Valley Heights	TOTAL
ASSETS								
Current Assets								
Checking/Savings								
1105-Checking	-6,078.10	4,060,595.01	20,427,435.20	2,424,808.68	525,058.53	-17,837,077.29	-668,480.53	8,926,261.50
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	1,041,056.73	1,041,056.73
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 Colotrust	2,423,939.16	737,758.71	5,560,016.32	7,769,294.47	0.00	0.00	0.00	16,491,010.66
1155-Colotrust Bond Fund	0.00	0.00	356,116.97	497,104.11	0.00	0.00	0.00	855,223.08
1160-System Develop Colo Trust	0.00	0.00	984,041.40	0.00	0.00	0.00	0.00	984,041.40
Total Checking/Savings	2,417,861.06	6,461,468.82	30,526,611.07	10,691,207.26	525,058.53	-17,837,077.29	372,576.20	33,157,705.65
Other Current Assets								
1300-A/R Service	0.00	0.00	599,480.00	313,690.95	0.00	0.00	0.00	913,170.95
1310-A/R Availability	0.00	0.00	12,569.17	3,283.69	0.00	0.00	0.00	15,852.86
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	7,805.32	0.00	0.00	0.00	0.00	7,805.32
1366-Due Club at Ravenna	0.00	0.00	62,946.17	0.00	0.00	0.00	0.00	62,946.17
1370-Due From Others	0.00	0.00	50,871.13	0.00	0.00	0.00	0.00	50,871.13
1390-Due from Dominion	0.00	0.00	145,738.54	624,352.04	0.00	0.00	0.00	770,090.58
1399-Due From Arrowhead	0.00	0.00	140.00	0.00	0.00	0.00	0.00	140.00
1400- Prepaid Insurance	21,729.75	0.00	21,729.75	21,729.75	0.00	21,729.75	0.00	86,919.00
Total Other Current Assets	1,507,125.75	693,887.00	901,280.08	963,056.43	0.00	21,729.75	465,070.00	4,552,149.01
Total Current Assets	3,924,986.81	7,155,355.82	31,427,891.15	11,654,263.69	525,058.53	-17,815,347.54	837,646.20	37,709,854.66
Fixed Assets								
1500- Capital Assets	0.00	0.00	82,278,571.32	16,266,243.89	0.00	0.00	0.00	98,544,815.21
Total Fixed Assets	0.00	0.00	82,278,571.32	16,266,243.89	0.00	0.00	0.00	98,544,815.21
TOTAL ASSETS	3,924,986.81	7,155,355.82	113,706,462.47	27,920,507.58	525,058.53	-17,815,347.54	837,646.20	136,254,669.87
LIABILITIES & EQUITY								
Liabilities								
Current Liabilities								
Accounts Payable	15,171.44	0.00	43,843.63	74,159.47	15,597.39	215,926.77	442.00	365,140.70
2000- Accounts Payable	15,171.44	0.00	43,843.63	74,159.47	15,597.39	215,926.77	442.00	365,140.70
Total Accounts Payable	30,342.88	0.00	87,687.26	148,318.94	31,194.78	431,853.54	884.00	730,281.40
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
Deferred Income	0.00	0.00	0.00	2,000,000.00	0.00	0.00	0.00	2,000,000.00
Total Other Current Liabilities	1,485,396.00	693,887.00	3,256,670.51	2,040,206.68	0.00	0.00	465,070.00	7,941,230.19
Total Current Liabilities	1,500,567.44	693,887.00	3,300,514.14	2,114,366.15	15,597.39	215,926.77	465,512.00	8,306,370.89
Total Liabilities	1,500,567.44	693,887.00	3,300,514.14	2,114,366.15	15,597.39	215,926.77	465,512.00	8,306,370.89
Equity								
3900 -Retained Earnings	1,094,248.68	6,102,365.64	107,754,631.80	26,517,217.90	543,315.63	-14,100,161.69	301,597.90	128,213,215.66
Net Income	1,330,170.69	359,103.18	2,651,316.53	-711,076.47	-33,654.49	-3,931,112.42	70,536.30	-264,916.68
Total Equity	2,424,419.37	6,461,468.82	110,405,948.33	25,806,141.43	509,461.14	-18,031,274.31	372,134.20	127,948,298.98
TOTAL LIABILITIES & EQUITY	3,924,986.81	7,155,355.82	113,706,462.47	27,920,507.58	525,058.53	-17,815,347.54	837,646.20	136,254,669.87

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

	<u>Dec 21</u>	<u>Jan - Dec 21</u>
Ordinary Income/Expense		
Income		
5200- Property Taxes	1,006.82	1,459,960.74
5210- Specific Ownership Taxes	10,958.02	134,292.62
5820- Investment Income	97.90	799.21
5860- Insurance Claim	0.00	200,000.00
Total Income	<u>12,062.74</u>	<u>1,795,052.57</u>
Gross Profit	12,062.74	1,795,052.57
Expense		
6020-Payroll Expenses	8,364.70	117,165.23
6040- Accounting	0.00	28,500.00
6041- Audit	0.00	28,000.00
6050- Contract Labor	0.00	1,861.80
6053- Data Recovery	0.00	11,596.50
6080- Education	688.75	8,086.85
6099- Election	111.98	111.98
6100- Engineering	3,260.40	25,944.60
6130- Insurance	3,290.00	25,291.25
6140- Lab & Test Fees	0.00	54.00
6150- Legal	776.47	21,247.22
6180- Misc. Expenses	1,240.38	6,443.43
6200- Office Expense	9,139.93	48,106.69
6210-Operating Supplies	0.00	1,652.91
6220- Permits	3,700.00	18,066.22
6225-Rent	0.00	2,693.52
6230- Repairs and Maint	30,266.16	90,526.11
6250- Treasurers Fees	15.10	21,900.26
6260- Utilities	222.14	3,675.54
6270- Vehicle	39.93	2,071.24
6300- Bank Service Charges	208.40	1,886.53
Total Expense	<u>61,324.34</u>	<u>464,881.88</u>
Net Ordinary Income	<u>-49,261.60</u>	<u>1,330,170.69</u>
Net Income	<u><u>-49,261.60</u></u>	<u><u>1,330,170.69</u></u>

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

	Dec 21	Jan - Dec 21
Ordinary Income/Expense		
Income		
5200- Property Taxes	496.27	719,632.71
5210- Specific Ownership Taxes	5,401.35	66,194.51
5820- Investment Income	29.71	794.27
Total Income	<u>5,927.33</u>	<u>786,621.49</u>
Gross Profit	5,927.33	786,621.49
Expense		
6250- Treasurers Fees	7.45	10,794.93
6420-Loan Administrative Fees	0.00	76,800.00
7100-Principal Payments	0.00	973,288.01
7150-Ravenna CWCB	0.00	82,425.19
7200- Interest Payments	0.00	555,637.13
Total Expense	<u>7.45</u>	<u>1,698,945.26</u>
Net Ordinary Income	5,919.88	-912,323.77
Other Income/Expense		
Other Income		
6900- Transfers In	0.00	168,781.76
6902- Transfers In WTP	92,476.68	1,102,645.19
Total Other Income	<u>92,476.68</u>	<u>1,271,426.95</u>
Net Other Income	92,476.68	1,271,426.95
Net Income	<u><u>98,396.56</u></u>	<u><u>359,103.18</u></u>

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

	Dec 21	Jan - Dec 21
Ordinary Income/Expense		
Income		
5010- Service Charges	220,043.52	3,609,802.21
5011- Service Charge Ravenna	0.00	137,235.61
5100-Availability Charges	0.00	126,572.38
5211- Dominion WTP Operations	50,679.30	582,225.09
5310-Permit Fees	7,425.00	50,325.00
5410-Hydrant Water	1,715.25	34,884.50
5510-Potable Irrigation Water	6,769.50	94,977.80
5511-Irrigation Water	12,847.86	402,143.14
5601-Late Fees, Penalties,	2,602.86	15,998.72
5610- Miscellaneous Income	779.23	28,262.72
5611-Inclusion fees-NWDC	5,631.08	73,276.82
5620- Dominion Dist. Operations	19,295.58	247,173.21
5640- Dominion Treated Water Us	10,046.32	132,982.94
5650 Dominion Exp Reimbursement	145,755.75	539,213.62
5700- Sys. Development Charge	135.00	557,502.00
5705 Ravenna SDC	19,106.67	290,270.94
5710- Capital Surcharge	11,755.20	140,204.63
5715- Capital Surcharge WTP Sup	92,476.68	1,102,645.19
5820- Investment Income	280.12	3,297.56
5850 - Reimbursed Exp Other	7,895.14	53,383.15
Total Income	615,240.06	8,222,377.23
Gross Profit	615,240.06	8,222,377.23
Expense		
6020-Payroll Expenses	45,217.45	540,705.30
6040- Accounting	0.00	28,500.00
6050- Contract Labor	2,702.87	4,024.67
6080- Education	1,911.75	9,007.69
6100- Engineering	27,923.05	100,953.13
6130- Insurance	3,788.75	25,790.00
6140- Lab & Test Fees	299.00	3,458.00
6150- Legal	461.38	14,534.61
6170 - Meter Expenses	7,115.50	7,115.50
6180- Misc. Expenses	440.79	2,843.44
6200- Office Expense	547.13	4,806.91
6210-Operating Supplies	11,722.88	124,256.49
6220- Permits	0.00	955.00
6230- Repairs and Maint	24,835.19	170,725.01
6240- Safety Equipment	0.00	-1,612.93
6260- Utilities	17,852.70	165,413.93
6270- Vehicle	175.51	2,771.68
6300- Bank Service Charges	208.40	3,305.42
7300- Capital Projects	124,435.97	1,100,137.23
7301-Capital DWSD	0.00	43,282.05
7302- Water Taps Centennial	0.00	10,870.00
Total Expense	269,638.32	2,361,843.13
Net Ordinary Income	345,601.74	5,860,534.10
Other Income/Expense		
Other Expense		
8000- Transfers to Other Funds	0.00	126,572.38
8002- Transfers Water Supply SV	92,476.68	1,102,645.19
9000 -Depreciation Expense	165,000.00	1,980,000.00
Total Other Expense	257,476.68	3,209,217.57
Net Other Income	-257,476.68	-3,209,217.57
Net Income	88,125.06	2,651,316.53

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

	Dec 21	Jan - Dec 21
Ordinary Income/Expense		
Expense		
6020-Payroll Expenses	30,785.87	349,333.43
6040- Accounting	0.00	28,500.00
6050- Contract Labor	0.00	27,471.63
6065- Dominion expenses	0.00	4,296.00
6080- Education	4,828.05	15,338.64
6100- Engineering	20,387.23	218,448.79
6110-Conservation Rebates	100.00	1,000.00
6115- GPS/GIS	1,610.00	11,625.00
6130- Insurance	3,788.75	25,790.00
6140- Lab & Test Fees	578.00	8,731.00
6150- Legal	631.38	25,875.67
6170 - Meter Expenses	2,898.73	33,320.60
6180- Misc. Expenses	91.09	459.57
6200- Office Expense	1,855.52	14,268.16
6220- Permits	0.00	3,144.88
6230- Repairs and Maint	62,662.32	172,275.37
6240- Safety Equipment	0.00	1,291.50
6260- Utilities	10,628.46	76,476.59
6270- Vehicle	776.42	10,236.70
6280- Water Costs	91,184.45	1,887,869.71
6300- Bank Service Charges	208.40	1,991.88
7290- Water Rights	732.00	16,590.47
7300- Capital Projects	55,499.49	996,776.83
Total Expense	289,246.16	3,931,112.42
Net Ordinary Income	-289,246.16	-3,931,112.42
Net Income	-289,246.16	-3,931,112.42

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

	Dec 21	Jan - Dec 21
Ordinary Income/Expense		
Income		
5010- Service Charges	158,886.50	1,775,437.90
5100-Availability Charges	0.00	42,209.38
5101- Service Charges LMA	24,975.61	300,055.36
5310-Permit Fees	7,425.00	60,185.00
5601-Late Fees, Penalties,	1,117.14	5,606.45
5610- Miscellaneous Income	-74.67	14,590.53
5625- Dominion Sewer Conveyance	28,020.00	293,080.00
5650 Dominion Exp Reimbursement	665.00	748,047.89
5670-Dominion Cap Lease O-Line	0.00	0.00
5700- Sys. Development Charge	79,547.00	721,259.00
5710- Capital Surcharge	2,428.57	142,334.90
5820- Investment Income	335.53	3,962.47
Total Income	303,325.68	4,106,768.88
Gross Profit	303,325.68	4,106,768.88
Expense		
6020-Payroll Expenses	32,136.53	392,870.63
6040- Accounting	0.00	28,500.00
6050- Contract Labor	5,707.25	33,178.37
6065- Dominion expenses	0.00	0.00
6080- Education	2,772.17	12,850.92
6100- Engineering	16,262.08	131,442.45
6115- GPS/GIS	350.00	1,635.00
6130- Insurance	3,717.50	25,718.75
6140- Lab & Test Fees	1,789.57	1,894.57
6150- Legal	461.38	15,070.11
6180- Misc. Expenses	0.00	382.95
6185- Littleton Service Fees	447,765.30	983,534.35
6200- Office Expense	1,332.66	13,462.58
6210-Operating Supplies	10,632.00	39,441.76
6220- Permits	0.00	2,692.50
6230- Repairs and Maint	41,120.08	198,447.87
6240- Safety Equipment	216.97	1,391.67
6260- Utilities	8,603.76	122,280.49
6270- Vehicle	776.44	10,232.67
6300- Bank Service Charges	208.40	3,305.41
7300- Capital Projects	54,063.59	1,929,302.92
Total Expense	627,915.68	3,947,635.97
Net Ordinary Income	-324,590.00	159,132.91
Other Income/Expense		
Other Expense		
8000- Transfers to Other Funds	0.00	42,209.38
9000 -Depreciation Expense	69,000.00	828,000.00
Total Other Expense	69,000.00	870,209.38
Net Other Income	-69,000.00	-870,209.38
Net Income	-393,590.00	-711,076.47

Roxborough Water and Sanitation District
Profit & Loss -Capital Fund
December 2021

	<u>Dec 21</u>	<u>Jan - Dec 21</u>
Ordinary Income/Expense		
Expense		
7310 - WTP- Dominion Pump	8,113.00	18,690.10
7311- Dominion System Improve.	7,484.39	15,164.39
Total Expense	<u>15,597.39</u>	<u>33,854.49</u>
Net Ordinary Income	<u>-15,597.39</u>	<u>-33,854.49</u>
Net Income	<u><u>-15,597.39</u></u>	<u><u>-33,854.49</u></u>

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

	Dec 21	Jan - Dec 21
Ordinary Income/Expense		
Income		
5200- Property Taxes	380.12	464,588.48
5210- Specific Ownership Taxes	3,637.61	45,300.40
5820- Investment Income	8.84	89.72
Total Income	4,026.57	509,978.60
Gross Profit	4,026.57	509,978.60
Expense		
6040- Accounting	0.00	12,000.00
6150- Legal	442.00	2,011.32
6250- Treasurers Fees	5.70	6,970.95
6500- CWRPDA Debt Service	0.00	303,012.88
6550-CWCB Debt Service	0.00	115,447.15
Total Expense	447.70	439,442.30
Net Ordinary Income	3,578.87	70,536.30
Net Income	3,578.87	70,536.30

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

	Jan - Dec 21	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
5200- Property Taxes	1,459,960.74	1,485,396.00	-25,435.26	98.3%
5210- Specific Ownership Taxes	134,292.62	100,000.00	34,292.62	134.3%
5610- Misc Income	0.00	1,000.00	-1,000.00	0.0%
5820- Investment Income	799.21	7,500.00	-6,700.79	10.7%
5860- Insurance Claim	200,000.00			
Total Income	<u>1,795,052.57</u>	<u>1,593,896.00</u>	<u>201,156.57</u>	<u>112.6%</u>
Gross Profit	1,795,052.57	1,593,896.00	201,156.57	112.6%
Expense				
6020-Payroll Expenses	117,165.23	125,000.00	-7,834.77	93.7%
6040- Accounting	28,500.00	30,000.00	-1,500.00	95.0%
6041- Audit	28,000.00	30,000.00	-2,000.00	93.3%
6050- Contract Labor	1,861.80	15,000.00	-13,138.20	12.4%
6053- Data Recovery	11,596.50			
6060- Directors Fee	0.00	8,000.00	-8,000.00	0.0%
6080- Education	8,086.85	30,000.00	-21,913.15	27.0%
6099- Election	111.98			
6100- Engineering	25,944.60	50,000.00	-24,055.40	51.9%
6130- Insurance	25,291.25	12,500.00	12,791.25	202.3%
6140- Lab & Test Fees	54.00			
6150- Legal	21,247.22	30,000.00	-8,752.78	70.8%
6180- Misc. Expenses	6,443.43	20,000.00	-13,556.57	32.2%
6200- Office Expense	48,106.69	40,000.00	8,106.69	120.3%
6210-Operating Supplies	1,652.91			
6220- Permits	18,066.22	15,000.00	3,066.22	120.4%
6225-Rent	2,693.52	3,000.00	-306.48	89.8%
6230- Repairs and Maint	90,526.11	175,000.00	-84,473.89	51.7%
6250- Treasurers Fees	21,900.26	20,000.00	1,900.26	109.5%
6260- Utilities	3,675.54	5,000.00	-1,324.46	73.5%
6270- Vehicle	2,071.24	6,000.00	-3,928.76	34.5%
6300- Bank Service Charges	1,886.53			
7300- Capital Projects	0.00	12,000.00	-12,000.00	0.0%
Total Expense	<u>464,881.88</u>	<u>626,500.00</u>	<u>-161,618.12</u>	<u>74.2%</u>
Net Ordinary Income	1,330,170.69	967,396.00	362,774.69	137.5%
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>1,330,170.69</u></u>	<u><u>267,396.00</u></u>	<u><u>1,062,774.69</u></u>	<u><u>497.5%</u></u>

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

	Jan - Dec 21	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
5200- Property Taxes	719,632.71	693,887.00	25,745.71	103.7%
5210- Specific Ownership Taxes	66,194.51	80,000.00	-13,805.49	82.7%
5820- Investment Income	794.27	30,000.00	-29,205.73	2.6%
Total Income	<u>786,621.49</u>	<u>803,887.00</u>	<u>-17,265.51</u>	<u>97.9%</u>
Gross Profit	786,621.49	803,887.00	-17,265.51	97.9%
Expense				
6250- Treasurers Fees	10,794.93	15,000.00	-4,205.07	72.0%
6420-Loan Administrative Fees	76,800.00	76,800.00	0.00	100.0%
6550-CWCB Debt Service	0.00	0.00	0.00	0.0%
7100-Principal Payments	973,288.01	930,201.00	43,087.01	104.6%
7150-Ravenna CWCB	82,425.19	82,425.00	0.19	100.0%
7200- Interest Payments	555,637.13	669,310.00	-113,672.87	83.0%
Total Expense	<u>1,698,945.26</u>	<u>1,773,736.00</u>	<u>-74,790.74</u>	<u>95.8%</u>
Net Ordinary Income	-912,323.77	-969,849.00	57,525.23	94.1%
Other Income/Expense				
Other Income				
6900- Transfers In	168,781.76	160,000.00	8,781.76	105.5%
6902- Transfers In WTP	1,102,645.19	1,092,000.00	10,645.19	101.0%
6903- Ravenna Loan Surcharge	0.00	82,425.00	-82,425.00	0.0%
Total Other Income	<u>1,271,426.95</u>	<u>1,334,425.00</u>	<u>-62,998.05</u>	<u>95.3%</u>
Net Other Income	1,271,426.95	1,334,425.00	-62,998.05	95.3%
Net Income	<u><u>359,103.18</u></u>	<u><u>364,576.00</u></u>	<u><u>-5,472.82</u></u>	<u><u>98.5%</u></u>

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

	Jan - Dec 21	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
5010- Service Charges	3,609,802.21	3,200,000.00	409,802.21	112.8%
5011- Service Charge Ravenna	137,235.61			
5100-Availability Charges	126,572.38	120,000.00	6,572.38	105.5%
5211- Dominion WTP Operations	582,225.09	500,000.00	82,225.09	116.4%
5310-Permit Fees	50,325.00	1,200.00	49,125.00	4,193.8%
5400-Rental Income	0.00	7,200.00	-7,200.00	0.0%
5410-Hydrant Water	34,884.50	40,000.00	-5,115.50	87.2%
5510-Potable Irrigation Water	94,977.80	40,000.00	54,977.80	237.4%
5511-Irrigation Water	402,143.14	250,000.00	152,143.14	160.9%
5601-Late Fees, Penalties,	15,998.72			
5610- Miscellaneous Income	28,262.72	70,000.00	-41,737.28	40.4%
5611-Inclusion fees-NWDC	73,276.82	50,000.00	23,276.82	146.6%
5620- Dominion Dist. Operations	247,173.21	225,000.00	22,173.21	109.9%
5640- Dominion Treated Water Us	132,982.94	84,000.00	48,982.94	158.3%
5650 Dominion Exp Reimbursement	539,213.62	125,000.00	414,213.62	431.4%
5660- Ravenna Reimbursement	0.00	225,000.00	-225,000.00	0.0%
5700- Sys. Development Charge	557,502.00	275,000.00	282,502.00	202.7%
5705 Ravenna SDC	290,270.94	250,000.00	40,270.94	116.1%
5710- Capital Surcharge	140,204.63	80,000.00	60,204.63	175.3%
5715- Capital Surcharge WTP Sup	1,102,645.19	1,036,808.00	65,837.19	106.3%
5820- Investment Income	3,297.56	50,000.00	-46,702.44	6.6%
5850 - Reimbursed Exp Other	53,383.15	20,000.00	33,383.15	266.9%
Total Income	8,222,377.23	6,649,208.00	1,573,169.23	123.7%
Gross Profit	8,222,377.23	6,649,208.00	1,573,169.23	123.7%
Expense				
6020-Payroll Expenses	540,705.30	660,000.00	-119,294.70	81.9%
6040- Accounting	28,500.00	32,500.00	-4,000.00	87.7%
6050- Contract Labor	4,024.67	15,000.00	-10,975.33	26.8%
6065- Dominion expenses	0.00	20,000.00	-20,000.00	0.0%
6080- Education	9,007.69	25,000.00	-15,992.31	36.0%
6100- Engineering	100,953.13	100,000.00	953.13	101.0%
6115- GPS/GIS	0.00	50,000.00	-50,000.00	0.0%
6130- Insurance	25,790.00	17,500.00	8,290.00	147.4%
6140- Lab & Test Fees	3,458.00	8,000.00	-4,542.00	43.2%
6150- Legal	14,534.61	37,500.00	-22,965.39	38.8%
6170 - Meter Expenses	7,115.50			
6180- Misc. Expenses	2,843.44	10,000.00	-7,156.56	28.4%
6200- Office Expense	4,806.91	20,000.00	-15,193.09	24.0%
6210-Operating Supplies	124,256.49	120,000.00	4,256.49	103.5%
6220- Permits	955.00	3,000.00	-2,045.00	31.8%
6230- Repairs and Maint	170,725.01	250,000.00	-79,274.99	68.3%
6240- Safety Equipment	-1,612.93	5,000.00	-6,612.93	-32.3%
6260- Utilities	165,413.93	150,000.00	15,413.93	110.3%
6270- Vehicle	2,771.68	11,000.00	-8,228.32	25.2%
6280- Water Costs	0.00	48,000.00	-48,000.00	0.0%
6300- Bank Service Charges	3,305.42			
7300- Capital Projects	1,100,137.23	800,000.00	300,137.23	137.5%
7301-Capital DWSD	43,282.05			
7302- Water Taps Centennial	10,870.00	50,000.00	-39,130.00	21.7%
Total Expense	2,361,843.13	2,432,500.00	-70,656.87	97.1%
Net Ordinary Income	5,860,534.10	4,216,708.00	1,643,826.10	139.0%
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	126,572.38	120,000.00	6,572.38	105.5%
8002- Transfers Water Supply SV	1,102,645.19	1,080,000.00	22,645.19	102.1%

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

	<u>Jan - Dec 21</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
9000 -Depreciation Expense	1,980,000.00			
Total Other Expense	3,209,217.57	1,200,000.00	2,009,217.57	267.4%
Net Other Income	-3,209,217.57	-700,000.00	-2,509,217.57	458.5%
Net Income	<u>2,651,316.53</u>	<u>3,516,708.00</u>	<u>-865,391.47</u>	<u>75.4%</u>

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

	Jan - Dec 21	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Expense				
6020-Payroll Expenses	349,333.43	330,000.00	19,333.43	105.9%
6040- Accounting	28,500.00	32,500.00	-4,000.00	87.7%
6050- Contract Labor	27,471.63	40,000.00	-12,528.37	68.7%
6065- Dominion expenses	4,296.00	60,000.00	-55,704.00	7.2%
6080- Education	15,338.64	25,000.00	-9,661.36	61.4%
6100- Engineering	218,448.79	100,000.00	118,448.79	218.4%
6110-Conservation Rebates	1,000.00	2,500.00	-1,500.00	40.0%
6115- GPS/GIS	11,625.00	50,000.00	-38,375.00	23.3%
6130- Insurance	25,790.00	17,500.00	8,290.00	147.4%
6140- Lab & Test Fees	8,731.00	14,000.00	-5,269.00	62.4%
6150- Legal	25,875.67	37,500.00	-11,624.33	69.0%
6170 - Meter Expenses	33,320.60	125,000.00	-91,679.40	26.7%
6180- Misc. Expenses	459.57	10,000.00	-9,540.43	4.6%
6200- Office Expense	14,268.16	20,000.00	-5,731.84	71.3%
6210-Operating Supplies	0.00	4,000.00	-4,000.00	0.0%
6220- Permits	3,144.88	5,000.00	-1,855.12	62.9%
6230- Repairs and Maint	172,275.37	200,000.00	-27,724.63	86.1%
6240- Safety Equipment	1,291.50	2,000.00	-708.50	64.6%
6260- Utilities	76,476.59	75,000.00	1,476.59	102.0%
6270- Vehicle	10,236.70	11,000.00	-763.30	93.1%
6280- Water Costs	1,887,869.71	1,552,000.00	335,869.71	121.6%
6300- Bank Service Charges	1,991.88			
7290- Water Rights	16,590.47	75,000.00	-58,409.53	22.1%
7300- Capital Projects	996,776.83	6,400,000.00	-5,403,223.17	15.6%
Total Expense	3,931,112.42	9,188,000.00	-5,256,887.58	42.8%
Net Ordinary Income	-3,931,112.42	-9,188,000.00	5,256,887.58	42.8%
Net Income	-3,931,112.42	-9,188,000.00	5,256,887.58	42.8%

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

	Jan - Dec 21	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
5010- Service Charges	1,775,437.90	1,600,000.00	175,437.90	111.0%
5100-Availability Charges	42,209.38	40,000.00	2,209.38	105.5%
5101- Service Charges LMA	300,055.36	300,000.00	55.36	100.0%
5310-Permit Fees	60,185.00	5,000.00	55,185.00	1,203.7%
5601-Late Fees, Penalties,	5,606.45			
5610- Miscellaneous Income	14,590.53	30,000.00	-15,409.47	48.6%
5610-Misc Income	0.00	0.00	0.00	0.0%
5625- Dominion Sewer Conveyance	293,080.00	240,000.00	53,080.00	122.1%
5630-Dominion Collections Opear	0.00	70,000.00	-70,000.00	0.0%
5650 Dominion Exp Reimbursement	748,047.89	50,000.00	698,047.89	1,496.1%
5670-Dominion Cap Lease O-Line	0.00	120,000.00	-120,000.00	0.0%
5700- Sys. Development Charge	721,259.00	50,000.00	671,259.00	1,442.5%
5710- Capital Surcharge	142,334.90	100,000.00	42,334.90	142.3%
5820- Investment Income	3,962.47	50,000.00	-46,037.53	7.9%
Total Income	4,106,768.88	2,655,000.00	1,451,768.88	154.7%
Gross Profit	4,106,768.88	2,655,000.00	1,451,768.88	154.7%
Expense				
6020-Payroll Expenses	392,870.63	325,000.00	67,870.63	120.9%
6040- Accounting	28,500.00	30,000.00	-1,500.00	95.0%
6050- Contract Labor	33,178.37	40,000.00	-6,821.63	82.9%
6065- Dominion expenses	0.00	50,000.00	-50,000.00	0.0%
6080- Education	12,850.92	30,000.00	-17,149.08	42.8%
6100- Engineering	131,442.45	100,000.00	31,442.45	131.4%
6115- GPS/GIS	1,635.00	25,000.00	-23,365.00	6.5%
6130- Insurance	25,718.75	12,500.00	13,218.75	205.8%
6140- Lab & Test Fees	1,894.57	1,000.00	894.57	189.5%
6150- Legal	15,070.11	35,000.00	-19,929.89	43.1%
6180- Misc. Expenses	382.95	8,000.00	-7,617.05	4.8%
6185- Littleton Service Fees	983,534.35	950,000.00	33,534.35	103.5%
6200- Office Expense	13,462.58	20,000.00	-6,537.42	67.3%
6210-Operating Supplies	39,441.76	80,000.00	-40,558.24	49.3%
6220- Permits	2,692.50	3,000.00	-307.50	89.8%
6230- Repairs and Maint	198,447.87	200,000.00	-1,552.13	99.2%
6240- Safety Equipment	1,391.67	2,000.00	-608.33	69.6%
6260- Utilities	122,280.49	110,000.00	12,280.49	111.2%
6270- Vehicle	10,232.67	8,000.00	2,232.67	127.9%
6300- Bank Service Charges	3,305.41			
7300- Capital Projects	1,929,302.92	2,000,000.00	-70,697.08	96.5%
Total Expense	3,947,635.97	4,029,500.00	-81,864.03	98.0%
Net Ordinary Income	159,132.91	-1,374,500.00	1,533,632.91	-11.6%
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	42,209.38	40,000.00	2,209.38	105.5%
8100- Transfer to Other Funds	0.00	0.00	0.00	0.0%
9000 -Depreciation Expense	828,000.00			
Total Other Expense	870,209.38	40,000.00	830,209.38	2,175.5%
Net Other Income	-870,209.38	160,000.00	-1,030,209.38	-543.9%
Net Income	-711,076.47	-1,214,500.00	503,423.53	58.5%

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

	<u>Jan - Dec 21</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense				
Income				
5809-System Capacity Revenue	0.00	1,000,000.00	-1,000,000.00	0.0%
Total Income	0.00	1,000,000.00	-1,000,000.00	0.0%
Gross Profit	0.00	1,000,000.00	-1,000,000.00	0.0%
Expense				
6806-System Capacity Expense	0.00	1,000,000.00	-1,000,000.00	0.0%
7310 - WTP- Dominion Pump	18,690.10			
7311- Dominion System Improve.	15,164.39			
Total Expense	33,854.49	1,000,000.00	-966,145.51	3.4%
Net Ordinary Income	-33,854.49	0.00	-33,854.49	100.0%
Net Income	-33,854.49	0.00	-33,854.49	100.0%

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

	Jan - Dec 21	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
5200- Property Taxes	464,588.48	465,070.00	-481.52	99.9%
5210- Specific Ownership Taxes	45,300.40	50,000.00	-4,699.60	90.6%
5820- Investment Income	89.72	75.00	14.72	119.6%
Total Income	509,978.60	515,145.00	-5,166.40	99.0%
Gross Profit	509,978.60	515,145.00	-5,166.40	99.0%
Expense				
6040- Accounting	12,000.00	12,000.00	0.00	100.0%
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	2,011.32	2,500.00	-488.68	80.5%
6250- Treasurers Fees	6,970.95	9,000.00	-2,029.05	77.5%
6500- CWRPDA Debt Service	303,012.88	303,013.00	-0.12	100.0%
6550-CWCB Debt Service	115,447.15	115,447.00	0.15	100.0%
Total Expense	439,442.30	449,460.00	-10,017.70	97.8%
Net Ordinary Income	70,536.30	65,685.00	4,851.30	107.4%
Net Income	70,536.30	65,685.00	4,851.30	107.4%

SUPPLEMENTAL INFORMATION

Roxborough Water & Sanitation District
December 31, 2021

Long Term Obligations

CWCB- 2014 Loan	\$ 15,649,931
CT2015-176 CWCB-PVH Water Supply	\$ 2,052,006
2015 CWRPDA- PVH Infrastructure	\$ 3,827,301
2019-2250 CWCB- Ravenna	\$ 1,427,742
2005 CWRPDA Loan Payable	<u>\$ 2,875,000</u>
TOTAL LONG TERM LIABILITIES	\$ 25,831,980

Cash and Reserves Balances

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

	General Fund	Debt Service		Capital Projects Fund	Water		Sewer		Total
		Water Fund	Sewer Fund		Fund	Fund	Fund	PVH	
Operating Reserve	\$ -	\$ -	\$ -	\$ 525,059	\$ 3,000,000	\$ 1,000,000		\$ 4,525,059	
Capital Reserve	-	-	-	791,983	227,224			\$ 1,019,207	
Operating Cash	<u>2,417,861</u>	<u>913,470</u>	<u>5,547,999</u>	<u>-</u>	<u>8,897,551</u>	<u>9,463,983</u>		<u>372,576</u>	<u>27,613,440</u>
Total Cash on Hand	<u>\$ 2,417,861</u>	<u>\$ 913,470</u>	<u>\$ 5,547,999</u>	<u>\$ 525,059</u>	<u>\$ 12,689,534</u>	<u>\$ 10,691,207</u>		<u>\$ 372,576</u>	<u>\$ 33,157,706</u>

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

	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec
Cash Funds Available												
Cash in Bank - Water Fund	12,034,383	12,237,477	12,490,319	12,684,907	12,782,800	12,776,287	12,967,856	12,946,787	12,757,447	13,021,382	12,648,537	12,689,534
Total Funds Available	12,034,383	12,237,477	12,490,319	12,684,907	12,782,800	12,776,287	12,967,856	12,946,787	12,757,447	13,021,382	12,648,537	12,689,534
Distribution of Available Funds												
Operating Reserve	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000
25% of Budgeted Expenditures												
Capital Reserve	344,117	487,606	576,509	691,324	821,553	864,996	1,030,346	907,008	929,847	1,038,385	778,243	791,983
Operating Cash	8,690,266	8,749,871	8,913,810	8,993,583	8,961,247	8,911,291	8,937,510	9,039,779	8,827,600	8,982,997	8,870,294	8,897,551
Total Cash	12,034,383	12,237,477	12,490,319	12,684,907	12,782,800	12,776,287	12,967,856	12,946,787	12,757,447	13,021,382	12,648,537	12,689,534
Capital Reserve												
Beginning Reserve Balance	185,948	344,117	487,606	576,509	691,324	821,553	864,996	1,030,346	907,008	929,847	1,038,385	778,243
Additions to Reserve	193,675	193,675	193,675	193,675	193,675	193,675	193,675	193,675	193,675	193,675	193,675	193,675
Use of Reserves	35,506	50,186	104,772	78,860	63,446	150,232	28,325	317,013	170,836	85,137	453,817	179,935
Ending Reserve Balance	344,117	487,606	576,509	691,324	821,553	864,996	1,030,346	907,008	929,847	1,038,385	778,243	791,983

No Assurance is provided on these Financial Statements

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

	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec
Cash Funds Available												
Cash in Bank - Sewer Fund	9,028,954	9,169,321	10,371,854	10,617,604	10,629,845	10,197,972	9,919,822	9,863,567	9,866,985	10,006,842	10,003,155	10,691,207
Total Funds Available	9,028,954	9,169,321	10,371,854	10,617,604	10,629,845	10,197,972	9,919,822	9,863,567	9,866,985	10,006,842	10,003,155	10,691,207
Distribution of Available Funds												
Operating Reserve	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000
25% of Budgeted Expenditures	161,046	199,393	273,520	359,355	324,768	-228,536	-114,049	-161,568	-73,434	11,427	96,288	227,224
Capital Reserve	7,867,908	7,969,928	9,098,334	9,258,249	9,305,077	9,426,508	9,033,871	9,025,135	8,940,419	8,995,415	8,906,867	9,463,983
Operating Cash	9,028,954	9,169,321	10,371,854	10,617,604	10,629,845	10,197,972	9,919,822	9,863,567	9,866,985	10,006,842	10,003,155	10,691,207
Capital Reserve												
Beginning Reserve Balance	0	161,046	199,393	273,520	359,355	324,768	-228,536	-114,049	-161,568	-73,434	11,427	96,288
Additions to Reserve	185,000	185,000	185,000	185,000	185,000	185,000	185,000	185,000	185,000	185,000	185,000	185,000
Use of Reserves	-23,954	-146,653	-110,873	-99,165	-219,587	-738,304	-70,513	-232,519	-96,866	-100,139	-100,139	-54,064
Ending Reserve Balance	161,046	199,393	273,520	359,355	324,768	-228,536	-114,049	-161,568	-73,434	11,427	96,288	227,224

No Assurance is provided on these Financial Statements
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**Roxborough Water and Sanitation
Distribution of Cash in Bank - Debt Service
2021**

	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec
Cash Funds Available - Water Treatment Plant												
Beginning Cash Balance	1,688,617	1,164,065	1,255,500	1,255,500	1,389,612	1,481,308	1,573,250	1,390,653	1,483,651	1,575,726	1,705,076	820,993
Surcharge Collected	90,965	91,435	91,464	91,448	91,696	91,942	91,942	92,321	92,075	92,316	92,564	92,477
Availability of Service Trans.	49,341	0	0	42,664	0	0	39,065	677	0	37,034	0	0
Payment of Debt	664,858	0	0	0	0	0	313,604				976,647	0
Ending Cash Balance	1,164,065	1,255,500	1,346,964	1,389,612	1,481,308	1,573,250	1,390,653	1,483,651	1,575,726	1,705,076	820,993	913,470

	Jan	Feb	March	April	May	June	July	August	Sept	Sept	Sept	
Cash Funds Available - Sewer Debt Service												
Operating Cash	4,419,084	4,592,644	4,783,384	4,770,445	5,043,251	5,087,269	5,236,539	5,252,112	5,110,211	5,117,674	5,123,619	5,547,999
Total	5,583,149	5,848,144	6,130,348	6,160,057	6,524,559	6,660,519	6,627,192	6,735,763	6,685,937	6,822,750	5,944,612	6,461,469

No Assurance is provided on these Financial Statements

Roxborough Water & Sanitation District
Property Tax Schedule
2021

SUMMARY - DOUGLAS & JEFFERSON COUNTIES

	2021										2021		
	Property Taxes	Delinquent Tax, Rebates and Abatements	Specific Ownership Taxes	Interest	Treasurer's Fees	HB 1006 Tax	HB 1006 Treasurer's Fee	Total Amount Received	Percentage of Levied Taxes Received		Total Amount Received	Percentage of Levied Taxes Received	
									Monthly	Y-T-D		Monthly	Y-T-D
January	4		\$ 15,591	\$ 4			\$ 15,599	0.00%	0.00%	\$ 15,599	0.85%	0.85%	
February	68,135		\$ 16,390		\$ (1,023)		\$ 83,502	3.27%	3.27%	\$ 83,502	4.53%	5.37%	
March	392,549		\$ 14,080		\$ (8,580)		\$ 398,049	18.84%	22.11%	\$ 398,049	21.57%	26.95%	
April	108,445		\$ 19,619		\$ (1,627)		\$ 126,437	5.21%	27.32%	\$ 126,437	6.85%	33.80%	
May	821,478		\$ 16,852		\$ (12,322)		\$ 826,008	39.43%	66.75%	\$ 826,008	44.77%	78.57%	
June	119,773		\$ 15,149		\$ (1,786)		\$ 133,136	5.75%	72.50%	\$ 133,136	7.22%	85.78%	
July	442,825		\$ 15,752		\$ (6,643)		\$ 451,934	21.25%	93.75%	\$ 451,934	24.49%	110.28%	
August	26,792		\$ 20,659		\$ (400)		\$ 47,051	1.29%	95.04%	\$ 47,051	2.55%	112.83%	
September	16,753		\$ 20,480		\$ (251)		\$ 36,982	0.80%	95.84%	\$ 36,982	2.00%	114.83%	
October	5,587		\$ 17,027		\$ (84)		\$ 22,530	0.27%	96.11%	\$ 22,530	1.22%	116.05%	
November	824		\$ 21,074		\$ (14)		\$ 21,884	0.04%	96.15%	\$ 21,884	1.19%	117.24%	
December	1,883		\$ 19,997		\$ (28)		\$ 21,852	0.09%	96.24%	\$ 21,852	1.18%	118.42%	
TOTAL	\$ 2,005,048	\$ -	\$ 212,670	\$ 4	\$ (32,758)	\$ -	\$ 2,184,964	96.24%	96.24%	\$ 2,184,964	118.42%	118.42%	

<u>Douglas County</u>	
\$ 175,246,790	Assessed Value
\$ 64,024,440	
6.208	General Mill Levy
\$ 397,464	

<u>Jefferson County</u>	
2.9000	Debt Mill Levy
\$ 185,671	

No Assurance is provided on these Financial Statements
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ROXBOROUGH WATER AND SANITATION DISTRICT

The Roxborough Water & Sanitation District and Plum Valley Heights Subdistrict of the Roxborough Water & Sanitation District Regular Board meeting 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 874 5981 8759**

Password: 694389

Date: Wednesday, February 16, 2022

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

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

- III. Consent Agenda
 - a. Approve the Minutes of the Regular Meeting of the PVH Subdistrict which is contained in and is part of the Minutes of the Roxborough Water & Sanitation District Minutes for the Regular Meeting on January 19, 2022.
- IV. Staff Reports
 - a. General Manager's Report
 - b. Financial Report
- V. **Board Action Items**

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

- VI. Consent Agenda
 - a. Approve the Minutes of the Regular Meeting of the RWSD on January 19, 2022
 - b. Ratify Payments since January 19, 2022:
 - c. Approve Payments of Claims:
- VII. Staff Reports
 - a. General Manager's Report
 - b. Legal Counsel Report
 - c. Operation Director's Report
 - d. Engineering Report/Water Use Graphs
 - e. Financial Report (October and November 2021)
- VIII. **Board Action Items:**
 - a. **Public Hearing on Petition for Inclusion from River Canyon Real Estate**
 - b. **Consideration and Approval of Petition for Inclusion from the River Canyon Real Estate**
 - c. **Consideration 2022 Water Lease Agreement with Castle Rock**
 - d. **Consideration and Approval of Cooperation Agreement with Thunderbird Water and Sanitation District**
- IX. **Executive Session**

Executive session pursuant to Section 24-6-402(4)(a), C.R.S., to discuss the transfer or sale of real, personal, or other property interests.
- X. **Adjourn**

PETITION FOR INCLUSION OF LAND
(Into Roxborough Water and Sanitation District)

TO: ROXBOROUGH WATER AND SANITATION DISTRICT

River Canyon Real Estate Investments LLC, a Colorado limited liability company (“Petitioner”), whose address is 11118 Caretaker Road, Littleton, CO 80125, hereby respectfully petitions Roxborough Water and Sanitation District (the “District”), acting by and through its Board of Directors, for the inclusion of certain real property, as more particularly described in Exhibit A, attached hereto and incorporated herein by reference (the “Property”), into the boundaries of the District.

The inclusion of the Property into the District is sought pursuant to Section 32-1-401 *et seq.*, C.R.S.

Petitioner represents that it is the fee owner of one hundred percent (100%) of the Property capable of being served with the facilities and services of the District and assents to the inclusion of the Property in the District.

Petitioner acknowledges that the Board of Directors of the District may, in its sole and absolute discretion, require the Petitioner to enter into an inclusion agreement prior to the inclusion of the Property into the District.

The Petitioner hereby requests that the Board of Directors of the District approve the inclusion of the Property into the boundaries of the District, and that the District file a motion for an Order to be entered in the District Court, Douglas County, Colorado, including the Property into the boundaries of the District such that, as of the effective date of such Order, the Property shall be subject to all of the taxes and charges imposed by the District, and the Property shall be liable for its proportionate share of existing bonded indebtedness of the District.

Submitted this 28th day of JANUARY, 2022.

PETITIONER:

**RIVER CANYON REAL ESTATE
INVESTMENTS LLC**

By: _____

Its: _____

KEVIN R. COLLINS

PRESIDENT & CEO

STATE OF COLORADO)
) ss.
COUNTY OF DOUGLAS)

The foregoing Petition for Inclusion of Land was acknowledged before me this 28th day of JANUARY, 2022, by KEVIN R COLLINS as PRESIDENT & CEO of River Canyon Real Estate Investments LLC.

WITNESS my hand and official seal.

My commission expires: 4 DEC 2025



**NORMAN K SOLOMON
NOTARY PUBLIC
STATE OF COLORADO
NOTARY ID 20014036966
MY COMMISSION EXPIRES DECEMBER 04, 2025**

Notary Public

EXHIBIT A
(To Petition for Inclusion of Land)

Legal Description of the Property

LOT 3, RIVER CANYON FILING NO. 2, ACCORDING TO THE PLAT RECORDED IN THE OFFICE OF THE DOUGLAS COUNTY CLERK AND RECORDER AT RECEPTION NO. 2005073807.

CONTAINING 5.55 ACRES (241,992 SF)

**TOWN OF CASTLE ROCK/ROXBOROUGH WATER AND SANITATION DISTRICT
2022 WATER LEASE AGREEMENT**

THIS WATER LEASE AGREEMENT (“Agreement”) is entered into _____, 2022 by and between the Town of Castle Rock, a home rule municipal corporation, acting by and through the Town the Castle Rock Water Enterprise (“Town”), as Lessor, whose address is 100 N. Wilcox Street, Castle Rock, Colorado 80104 and Roxborough Water and Sanitation District, a quasi-municipal corporation and political subdivision of the State of Colorado (“Roxborough”), as Lessee, whose address is: 6222 North Roxborough Park Road, Littleton, Colorado 80125, collectively referred to as the Parties.

RECITALS

WHEREAS, the Town owns certain water in the Chatfield Basin that is reusable and fully consumable after its first use for municipal purposes by the Town. From time to time, a certain amount of this water is surplus to the needs and obligations of the Town (“Surplus Water”);

WHEREAS, the Town anticipates it will have Surplus Water available from time to time in 2022; and

WHEREAS, Roxborough desires to lease a certain portion of the Surplus Water from the Town in accordance with the terms and conditions of this Agreement; and

WHEREAS, Roxborough owns certain Denver Basin non-tributary groundwater rights in the Dawson, Denver and Arapahoe Aquifers (“Bell Mountain Ground Water”) accessible by the Bell Mountain Wells (Well Permit Nos. 57960-F, 57961-F, and 57962-F) and delivered to East Plum Creek via existing pipeline infrastructure. The decreed quantity of the Bell Mountain Ground Water is as follows:

Dawson Aquifer	136.5 acre-feet/year
Denver Aquifer	129.8 acre-feet/year
Arapahoe Aquifer	157.7 acre-feet/year

WHEREAS, the Town may, from time to time, desire to use and successively reuse to extinction, the Bell Mountain Ground Water for the Town’s municipal use.

AGREEMENT

NOW THEREFORE, in consideration of the mutual agreements contained herein and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Town and Roxborough agree as follows:

1. If the Town elects to withdraw the Bell Mountain Ground Water, it will provide a minimum of 48 hours’ notice to Roxborough and indicate which Bell Mountain Well(s) will be utilized and the pumping of the Bell Mountain Ground Water shall be in compliance with the

applicable decrees and well permits. This Agreement does not obligate the Town to withdraw any specific quantity of the Bell Mountain Ground Water.

2. The Town intends to divert the Bell Mountain Ground Water from East Plum Creek at its CR-1 Diversion located near the Plum Creek Water Purification Facility for treatment and delivery into its municipal distribution system.

3. The Town shall record pumping rates of the Bell Mountain Ground Water on a daily basis for water accounting purposes and shall provide a weekly report to Roxborough on the previous week pumped quantities. If the Town is the only user of the Bell Mountain Wells during this period, the Town shall pay the electrical costs associated with pumping. If other parties request the wells be pumped during this period (Roxborough or Lochbuie), the electrical costs shall be split on a pro-rata basis relative to the quantities of water pumped for each party.

4. In exchange for the Bell Mountain Ground Water the Town withdraws, the Town shall make available to Roxborough an equivalent amount of Surplus Water constituting fully reusable effluent to Roxborough at the following prices:

- a. \$44.38 per acre-foot for the same quantity of the Bell Mountain Ground Water that was pumped from the Dawson Aquifer;
- b. \$100.58 per acre-foot for the same quantity of the Bell Mountain Ground Water that was pumped from the Denver Aquifer;
- c. \$185.78 per acre-foot for the same quantity of the Bell Mountain Ground Water that was pumped from the Arapahoe Aquifer.

5. If Section 4 is not applicable, and if the Town has Surplus Water available, and if Roxborough has requested a quantity of Surplus Water to be delivered, the Town shall lease this quantity of water at \$355 per acre-foot, measured at the Ravenna Pump Station flow meter. This lease price is subject to annual review by the Town and can be changed by market price evaluations and/or cost of service adjustments.

6. Roxborough intends to pick up the Surplus Water at the Town's Plum Creek Diversion near Sedalia. All costs of diversion, transmission and utilization of the Surplus Water shall be borne by Roxborough. The rate of delivery of Surplus Water shall be mutually agreed upon by the Parties.

7. The Town shall invoice to Roxborough on a quarterly basis for Surplus Water taken by Roxborough and Roxborough shall make payment within 30 days of receipt.

8. Town shall confirm to Roxborough that all Surplus Water is decreed to allow Roxborough to divert, store, inject, use, reuse, and successively reuse to extinction the Surplus Water, and shall confirm to Roxborough satisfaction that all Surplus Water and has been recognized and is administered by the Colorado State Engineer for all such uses.

9. Surplus Water shall be delivered "as is," but shall be of a quality that meets all standards and effluent limitations specified in Colorado Discharge Permit System Permit No. CO-

0038547, as amended, or in any other discharge permit issued by the Water Quality Control Division or by the U.S. EPA authorizing discharges from the Plum Creek Water Reclamation Authority facility; such quality to be measured at the authorized discharge point(s) specified in any such discharge permit. By entering into this Agreement and taking delivery of the Surplus Water, Roxborough acknowledges that the Surplus Water is suitable for all purposes that Roxborough shall make of the water, if the Surplus Water meets the requirements of this Section. Roxborough and any entity providing water to Roxborough shall be precluded from arguing or otherwise asserting that effluent discharged from the Plum Creek Water Reclamation Authority and carried in East Plum Creek and Plum Creek to the Plum Creek Diversion is not of suitable quality to meet the requirement of use to which water delivered to Roxborough has normally been put. Roxborough shall have no obligation to take delivery of or pay for any of the Surplus Water that does not satisfy the requirements of this Section.

10. The term of this Agreement shall commence on its execution and expire December 31, 2022. Provided however, by mutual written agreement of the Parties, this Agreement may be renewed on the same or on different terms.

11. Roxborough's financial obligations under this Agreement are limited to making the payments as described in Sections 4 and 5, above, as applicable, for the Surplus Water it elects to take. Roxborough's sole source of compensation for the Bell Mountain Ground Water withdrawn by the Town is the right to utilize Surplus Water pursuant to this Agreement.

12. All notices which may be required to be given by either Party to the other shall be made in writing and either hand delivered or sent by first class United States mail, postage prepaid, addressed as follows, or by facsimile, or via electronic means:

If to Town: Town of Castle Rock
 Attn: Town Attorney
 100 N. Wilcox Street
 Castle Rock, CO 80104

with copy to: Town of Castle Rock
 Attn: Director of Castle Rock Water
 100 N. Wilcox Street
 Castle Rock, CO 80104

If to Roxborough: Roxborough Water and Sanitation District
 Attn: General Manager
 6222 North Roxborough Park Road
 Littleton, CO 80125

13. This Agreement represents the entire Agreement between the Parties on the matters set forth herein and supersedes all prior negotiations, representations or agreements respecting said matters whether written or oral.

14. The execution of the Agreement by the Town as lessor and Roxborough as lessee constitutes the execution of a binding lease agreement by those Parties on the terms and conditions contained herein.

LESSOR:

ATTEST:

TOWN OF CASTLE ROCK

Lisa Anderson, Town Clerk

Jason Gray, Mayor

Approved as to form:

Approved as to content:

Michael J. Hyman, Town Attorney

Mark Marlowe, Dir. of Castle Rock Water

LESSEE:

ATTEST:

Roxborough Water and Sanitation District

Approved as to form:

STATE OF COLORADO)
) ss.
COUNTY OF DOUGLAS)

The foregoing instrument as acknowledged before me this ___ day of _____,
2022 by _____ as _____ and
_____ as _____ for Roxborough.

Witness my official hand and seal.
My commission expires:

Notary Public

**COOPERATION AGREEMENT
BETWEEN ROXBOROUGH WATER AND SANITATION DISTRICT
AND THUNDERBIRD WATER AND SANITATION DISTRICT**

THIS COOPERATION AGREEMENT (“Agreement”), dated as of _____, 2022, is made and entered into between **ROXBOROUGH WATER AND SANITATION DISTRICT**, a quasi-municipal corporation and political subdivision of the State of Colorado (“Roxborough”), and **THUNDERBIRD WATER AND SANITATION DISTRICT**, a quasi-municipal corporation and political subdivision of the State of Colorado (“Thunderbird”).

RECITALS

WHEREAS, Roxborough and Thunderbird are distinct, quasi-municipal corporations duly organized and existing as water and sanitation districts pursuant to the Special District Act, Sections 32-1-101 *et seq.*, C.R.S.; and

WHEREAS, Roxborough is the owner of various easements recorded in the public records of Douglas County, Colorado, on January 12, 2005 at Reception No. 2005004306, one of which is for a pumping and pipeline facility that extends over and across the area as more particularly described and depicted on **Exhibit A**, as attached hereto and incorporated herein by this reference (the “RWSD Easement”); and

WHEREAS, Thunderbird has commenced an eminent domain proceeding in the Douglas County District Court, Case No. 2021CV30658 (the “Eminent Domain Proceeding”), for purposes of acquiring various water pipeline, access, and well site easements, as more particularly identified, and depicted on **Exhibit A** (collectively the “TWSD Easement”), to construct, operate, and maintain water pipelines and water wells, commonly known as the “Lambert Ranch Project”; and

WHEREAS, the TWSD Easement will extend over, across, and onto a portion of the RWSD Easement within the area identified herein as the “Cooperation Area” and depicted on **Exhibit A**; and

WHEREAS, Roxborough does not object to Thunderbird’s acquisition of the TWSD Easement, including that portion of the TWSD Easement that will extend over, across and onto the Cooperation Area; and

WHEREAS, Thunderbird does not desire to condemn that portion of the RWSD Easement located within the Cooperation Area and is willing to dismiss Roxborough from the Eminent Domain Proceeding, as set forth herein.

NOW, THEREFORE, in consideration of the mutual promises set forth below, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, Roxborough and Thunderbird agree as follows:

1. Roxborough does not and will not object to Thunderbird’s acquisition of the TWSD Easement in the Eminent Domain Proceeding, including and in particular that portion of the TWSD Easement that is located within the Cooperation Area.

2. In the event Roxborough desires to install facilities in the RWSD Easement within the Cooperation Area, Roxborough agrees to submit the design for said facilities to Thunderbird for approval, which approval shall not be unreasonably withheld, conditioned, or delayed. The installation and design of any such Roxborough facilities shall not unreasonably interfere with Thunderbird's exercise of its easement rights in the Cooperation Area. The parties agree to work together such that Roxborough and Thunderbird may install, operate, maintain, repair, and replace their respective facilities in the Cooperation Area, each without unreasonably interfering with the other.

3. Upon execution of this Agreement, Thunderbird shall file a stipulation in the Eminent Domain Proceeding dismissing Roxborough therefrom.

4. This Agreement constitutes the entire agreement between the parties with respect to the subject matter hereof and shall supersede all prior negotiations, representations, or agreements, either written or oral, between the parties relating to the subject matter of this Agreement.

5. No modification or change of any provision in this Agreement shall be made, or construed to have been made, unless such modification is mutually agreed to in writing by the parties. Memoranda of understanding and correspondence shall not be construed as amendments to this Agreement.

6. No waiver of a breach of any provision of this Agreement by either party shall constitute a waiver of any other breach or of such provision. Failure of either party to enforce, at any time, or from time to time, any provision of this Agreement shall not be construed as a waiver thereof.

7. This Agreement shall not be assigned, in whole or in part, by either party without the written consent of the other.

8. This Agreement is entered into for the sole benefit of Roxborough and Thunderbird. Neither Roxborough nor Thunderbird shall be obligated or liable under the terms of this Agreement to any person or entity not a party hereto.

9. In the event of a dispute arising between Roxborough and Thunderbird as to the exercise of their respective easement rights within the Cooperation Area, the parties agree to meet to attempt resolution of the dispute. If the parties are unable to resolve the dispute, they may submit that dispute to binding arbitration which will be conducted in accordance with the rules of the American Arbitration Association. If the parties cannot agree on a single arbitrator, they will each select their own arbitrator. The two selected arbitrator will then select a third. The third arbitrator, however, shall be a person who has experience with water and sanitation districts and in particular the ownership and exercise of easement rights by such entities.

10. This Agreement shall inure to and be binding on the successors and assigns of the parties hereto.

11. If any provision of this Agreement is held to be invalid, illegal, or unenforceable, the validity, legality and enforceability of the remaining provisions shall not in any way be affected or impaired.

12. This Agreement may be executed in counterparts, each of which shall be deemed and original, and all of which together shall constitute one and the same document.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed on the date set forth above.

ROXBOROUGH WATER AND SANITATION DISTRICT

Keith Lehmann, President

(SEAL)

ATTESTED:

David Bane, Secretary

THUNDERBIRD WATER AND SANITATION DISTRICT

Larry Morris, President

(SEAL)

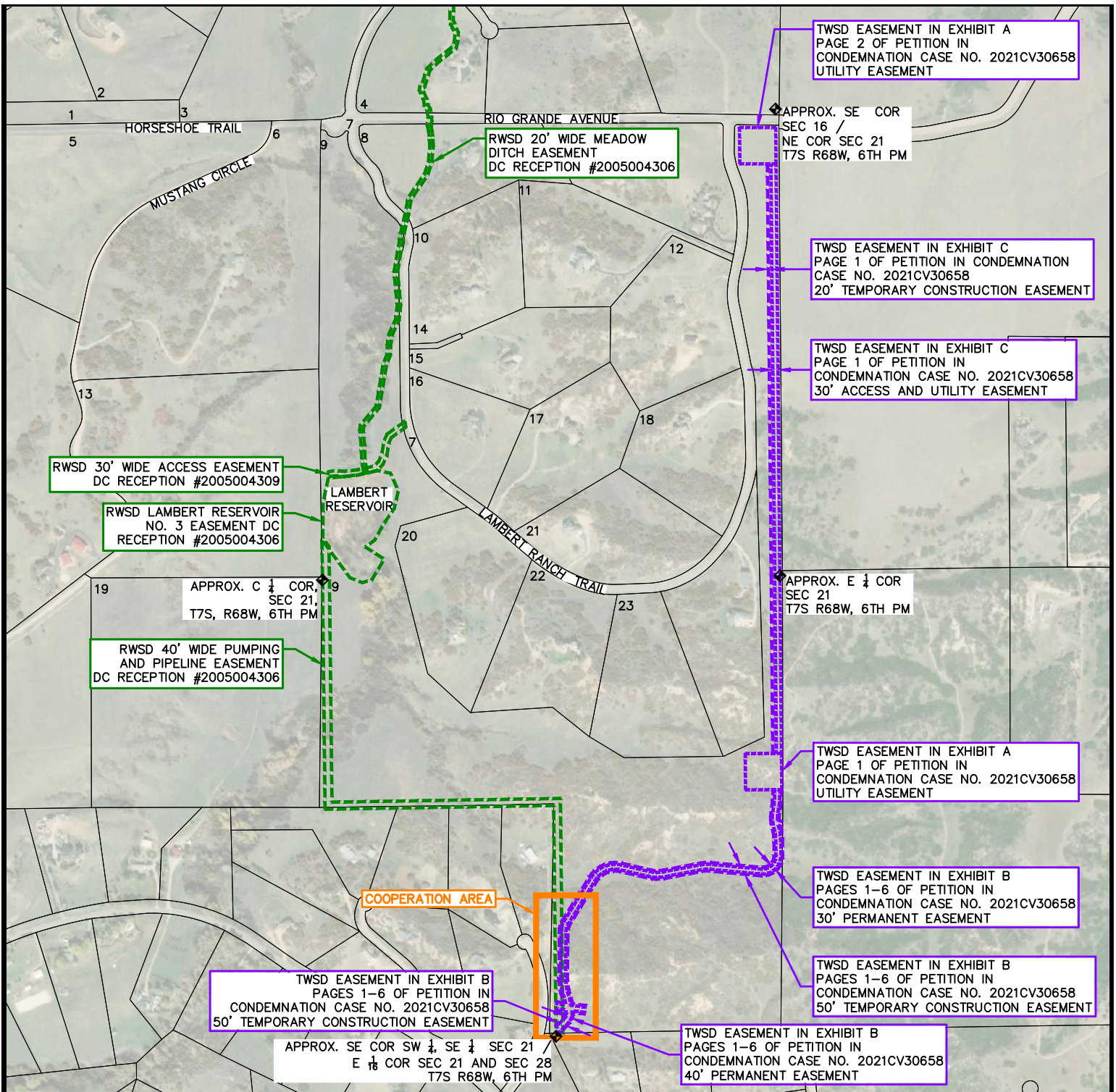
ATTESTED:

Gary Cammarata, Secretary

Exhibit A

RWSD Easement
TWSD Easement
Cooperation Area

H:\Drawings\Roxborough\001_345.00_Meadow Ditch Water Pipe Line Routing_Study\Lambert Reservoir Exhibit With TWSW Proposed Easements.dwg, LAMBERT EXISTING EASEMENTS WITH TWSW PROPOSED EASEMENTS, 1/7/2022 5:06 PM



PROPERTY LEGEND

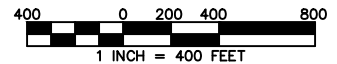
#	OWNER
1	LAMBERT RANCH ASSOCIATION INC
2	ROMAN AND ELIZABETH MATHERNE TRUST
3	LAMBERT RANCH ASSOCIATION INC
4	TIMOTHY AND PATRICIA BEAUCHAMP
5	PATRICIA LIEBLEIN REVOCABLE TRUST
6	JEANETTE DIXON
7	DOUGLAS COUNTY BOARD OF COUNTY COMMISSIONERS
8	RYAN KOWALSKI
9	LAMBERT RANCH ASSOCIATION INC
10	HELEN AND LARRY TURNBAUGH
11	SUZANNE MILES
12	GARY AND JANET LEBLANC
13	ROBERT AND SUSAN REID
14	LAMBERT RANCH ASSOCIATION INC
15	FRANK AND IRMA LOCKRIDGE
16	MICHAEL AND CAROLYN STEVENS
17	WARREN MCKINNEY AND BRENDA CABLE-MCKINNEY
18	JOHN AND THRESA KREY
19	MICHAEL TALBERT, ROBIN GRAY, ROBERTA GRAY AND OTHERS
20	JEFFREY AND ANGELA LYNNE
21	JAMES AND GINA HUNTER
22	DEMETRIOS AND MELISSA STATHAKIS
23	KEVIN SUTTON

LEGEND

- TWSW EASEMENT PROPOSED THUNDERBIRD WATER AND SANITATION DISTRICT (TWSW) EASEMENT
- RWSD EASEMENT EXISTING ROXBOROUGH WATER AND SANITATION DISTRICT (RWSD) EASEMENT
- COOPERATION AREA RWSD / TWSW COOPERATION AREA

NOTES:

1. EASEMENT LOCATIONS, SECTION CORNERS, AND PROPERTY BOUNDARIES SHOWN ARE APPROXIMATE. FIELD SURVEY REQUIRED TO DETERMINE ACTUAL LOCATION OF EASEMENTS RELATIVE TO SURVEY MONUMENTS.



ROXBOROUGH WATER AND SANITATION DISTRICT

LAMBERT RESERVOIR EASEMENTS

EXHIBIT A



JOB NO.	001.345.00	DATE	JANUARY 7, 2022
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