



Roxborough

Water & 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: 878 7526 3896 Password: 784798**

Date: Wednesday, April 17, 2024
Time 8:00 am

Board of Directors

Christine Thomas, President
Dave Bane, Vice President
John Kim, Treasurer
Keith Lehman, Secretary
Loren McFall, Assistant Secretary

Term Expiration

5/2025
5/2027
5/2025
5/2025
5/2027

- I. Call to Order as the Roxborough Water and Sanitation District (RWSD) Board of Directors regular meeting.
- II. Declaration of Quorum/Disclosure of Conflicts of Interest
- III. Public Comment on items not on Agenda

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 are contained in and part of the Minutes of the Roxborough Water & Sanitation District Minutes for the Regular Meeting on March 20, 2024.
- V. Staff Reports
 - a. General Manager’s Report
 - b. Financial Report
- VI. **Board Action Items**
 - a. **None**

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 Board on March 20, 2024.
 - b. Ratify Payrolls for March 30 and April 15
 - c. Ratify Payments since March 20, 2024: Checks –
 - d. Approve Payments of Claims: Checks –
 - e. Approve Pay App #2 from Studio 7 North for the VVCC Waterline Project in the amount of \$93,573.17.
 - f. Approve Pay App #1 from Sun Valley Contractors for the Lift Station Generator Project in the amount of \$25,142.80.
- VIII. Staff Reports
 - a. General Manager’s Report
 - b. Legal Counsel Report
 - c. Director of Operations Report
 - d. Engineering Report / Water Use Graphs
 - e. Financial Report
- IX. **Board Action Items:**
 - a. **None**
- 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
March 20, 2024**

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 March 20, 2024, at 8:00 a.m. The meeting was conducted in person 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: Christine Thomas President
Dave Bane Vice President
Keith Lehmann Secretary
John Kim Treasurer
Loren McFall Assistant Secretary

Consultants: Bill Goetz, TST Infrastructure, LLC
Michael Gerstner, TST Infrastructure, LLC
Christy Kline, TST Infrastructure, LLC
Ted Snailum, TWS Financial
Alan Pogue, Icenogle, Seaver and Pogue, PC (via zoom)

RWSD Staff: Mike Marcum
Mitchell Stroehlein
Lisa Hoover
Lucie Taylor
Dorice Vidger

Public: Dave Thomas

CALL TO ORDER:

The meeting was called to order at 8:01 a.m. by Director Thomas, it was established that a quorum was in attendance and there were no conflicts of interest to disclose.

PUBLIC HEARING ON RATES AND CHARGES

Director Thomas opened the public hearing on rates at 8:01 a.m. Mr. Gerstner provided the rate presentation and addressed questions from the Board of Directors. Following the presentation, public comments and questions were addressed.

PLUM VALLEY HEIGHTS SUBDISTRICT:

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

- a) Approved the Minutes of the Regular Meeting of the PVH Subdistrict which are contained in and part of the Minutes of the Roxborough Water & Sanitation District Minutes for the Regular Meeting on February 21, 2024.

GENERAL MANAGER’S REPORT:

Mr. Marcum provided a report on recent activities in the Plum Valley Heights Subdistrict. A copy of Mr. Marcum’s report is attached to these minutes.

FINANCIAL PVH:

Ted Snailum of TWS Financial presented the January 2024 Financial Recap for Plum Valley Heights. Upon a motion from Director Lehman, second by Director McFall, and unanimous vote, the Board approved the January 2024 financial reports for Plum Valley Heights.

BOARD ACTION ITEMS:

Consideration of Resolution No. 24-03-01 Approving and Adopting Changes to the Sub-District’s Water and Wastewater Service Rates and Charges -Director Lehmann moved to approve Resolution 24-03-01 as presented. The motion was seconded by Director Bane. Following discussion, Director Kim moved to amend the original motion to remove the \$2,500 inspection fee from the System Development Charge. The motion to amend the original motion was approved (I don’t think it was clear that anyone voted against the motion to amend).

Following approval of the amendment to the original motion, upon a motion by Director Kim, second by Director Bane, the Board approved and adopted Resolution 24-03-01, approving changes to the Sub-District’s water and wastewater service rates and charges with the removal of the \$2,500 Inspection fee from the System Development Charge. The vote was 4-1 with Keith Lehmann voting no.

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

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

CONSENT AGENDA:

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

- a. Approved the Minutes of the Regular Meeting of the RWSD Board on February 21, 2024.
- b. Ratified Payrolls for February 29 and March 15
- c. Ratified Payments since February 21, 2024: Checks – 103295-103317, 103322, 103324-103331, 103333-103340, 103342-103346, 103348-103349, 103352-103353, 103355, 103360.
- d. Ratified Phase 2 Work Order Contract with Sun Valley Contractors in the amount of \$118,700.00 for the Lift Station Generator Project.
- e. Approved Payments of Claims: Checks – 103318-103321, 103323, 103332, 103341, 103347, 103350-103351, 103354, 103356-103359.
- f. Approved Pay App #2 from Studio 7 North for the VVCC Waterline Project in the amount of \$179,977.87.
- g. Approved Pay App #1 from Sun Valley Contractors for the Lift Station Generator Project in the amount of \$92,492.20.

GENERAL MANAGER’S REPORT:

Mr. Marcum provided the General Manager’s Report. A copy of Mr. Marcum’s report is attached to these minutes.

LEGAL COUNSEL REPORT: Mr. Pogue deferred his comments to the Board Action Items.

OPERATIONS:

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

ENGINEERING:

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

FINANCIAL RWSD:

Ted Snailum, of TWS Financial, presented the January 2024 RWSD Financial Statements to the Board. Upon a motion by Director Bane, second by Director Lehmann, and unanimous vote by the Board, the January 2024 financial reports were approved.

BOARD ACTION ITEMS:

- a. **Approve selected contractor for Rampart Pump Station Relocation CM/GC Project** – Upon a motion by Director Lehmann, second by Director Bane and unanimous vote the approved Redline for Rampart Station Relocation CM/GC Project.
- b. **Consider waving Availability of Service Charges for Steve Ketcham** – Upon a motion by Director McFall second by Director Bane and unanimous vote the Board declined waving the Service Charges for Steve Ketchum.
- c. **Consideration of Resolution No. 24-03-01 Approving and Adopting Changes to the District’s Water and Wastewater Service Rates and Charges** - Upon a motion by Director Bane, second by Director Lehmann the Board approved and adopted changes to the District’s water and wastewater service rates and charges with the removal of the \$2,500 Inspection fee from the System Development Charge. The vote was unanimous..

ADJOURN:

Upon a motion by Director Bane, second by Director Lehmann, and unanimous vote, the meeting was adjourned at 10:56 a.m.

Secretary of the meeting: _____



GENERAL MANAGER'S REPORT

Plum Valley Heights Subdistrict

Of

Roxborough Water and Sanitation District

April 17, 2024

Valley View Christian Church

- Construction continues with Studio 7 North, Mitch will fill you in with the details.

Titan Road Industrial Park

- No updates to report in TRIP.

Plum Valley Heights

- I was recently contacted by a woman representing Ventana Capital regarding a potential development request on the south end of Moore Road for 1,400 single family residences. After letting them know we did not have the infrastructure or the taps to serve this kind of development they stated they could build the infrastructure needed and supply the water rights. TST is putting together a feasibility memo for the infrastructure and we've asked Lytle Water Solution for a quote to analyze the supply they put forward.

McMakin Property

- Nothing new to report.

**Roxborough Water and Sanitation - PVH
Financial Recap
February 29, 2024**

General Fund

1. Property taxes collected for the month total \$ 22,424
2. Specific ownership taxes collected for the month total \$ 3,203

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Secretary of the meeting: _____

Contractor's Application for Payment No. 3

	Application Period: 3/1/24 - 3/31/24	Application Date: 4/1/2024 (Revised 4/9/24)
To (Owner): Roxborough Water and Sanitation District	From (Contractor): Studio 7 North, Inc.	Via (Engineer): TST Infrastructure, LLC
Project: Valley View Christian Church Waterline	Contract: Valley View Christian Church Waterline	
Owner's Contract No.:	Contractor's Project No.: 2315	Engineer's Project No.: 001.397.01

Application For Payment Change Order Summary

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

1. ORIGINAL CONTRACT PRICE			\$ <u>584,951.00</u>
2. Net change by Change Orders			\$ _____
3. Current Contract Price (Line 1 ± 2)			\$ <u>584,951.00</u>
4. TOTAL COMPLETED AND STORED TO DATE (Column F total on Progress Estimates).....			\$ <u>349,218.50</u>
5. RETAINAGE:			
a. 5% X \$236,429.03 Work Completed.....			\$ <u>11,821.45</u>
b. 5% X \$112,789.47 Stored Material.....			\$ <u>5,639.48</u>
c. Total Retainage (Line 5.a + Line 5.b).....			\$ <u>17,460.93</u>
6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5.c)			\$ <u>331,757.57</u>
7. LESS PREVIOUS PAYMENTS (Line 6 from prior Application)			\$ <u>238,184.40</u>
8. AMOUNT DUE THIS APPLICATION			\$ <u>93,573.17</u>
9. BALANCE TO FINISH, PLUS RETAINAGE (Column G total on Progress Estimates + Line 5.c above).....			\$ <u>253,193.43</u>

Contractor's Certification

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

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

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

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

Contractor Signature

By: *Alyssa Kipp* Date: 04/09/2024

Payment of: \$ 93,573.17
(Line 8 or other - attach explanation of the other amount)

is recommended by: *Moh Cotto* April 9, 2024 | 4:05:38 PM
DocuSigned by: AB35BE8777B24A (Engineer) (Date)

Payment of: \$ 93573.17
(Line 8 or other - attach explanation of the other amount)

is approved by: *Mitchell Stroellein* April 10, 2024 | 7:20:22
DocuSigned by: C2D24A7CD90041F (Owner) (Date)

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

Progress Estimate

Contractor's Application

For (Contract): Valley View Christian Church Waterline										Application Number: 3								
Application Period: 3/1/24 - 3/31/24										Application Date: 4/1/2024 (Revised 4/9/24)								
A				B		C		D		C + D		E			F		G	
Item				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 (B - F)	
Bid Item No.	Description	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				
BASE BID -																		
General																		
1	Performance and Payment Bonds	1	LS	\$10,000.00	\$10,000.00	1.00	\$10,000.00			1.00	\$10,000.00					\$10,000.00	100.0%	
2	Insurance	1	LS	\$8,500.00	\$8,500.00	1.00	\$8,500.00			1.00	\$8,500.00					\$8,500.00	100.0%	
3	Submittals	1	LS	\$2,500.00	\$2,500.00	0.80	\$2,000.00	0.20	\$500.00	1.00	\$2,500.00				\$500.00	\$2,500.00	100.0%	
4	Grading, Erosion, and Sediment Control	1	LS	\$8,000.00	\$8,000.00	0.64	\$5,121.18			0.64	\$5,121.18					\$5,121.18	64.0%	
5	Other Permits	1	LS	\$1,800.00	\$1,800.00												\$1,800.00	
6	Contractor Mobilization and Staging	1	EA	\$22,000.00	\$22,000.00	0.50	\$11,000.00			0.50	\$11,000.00					\$11,000.00	50.0%	
7	Construction Survey	2250	LF	\$4.50	\$10,125.00	2,250.00	\$10,125.00			2,250.00	\$10,125.00					\$10,125.00	100.0%	
8	As-Built Survey	2250	LF	\$1.25	\$2,812.50												\$2,812.50	
9	Temporary Pedestrian Walking Path Detour	1250	LF	\$2.50	\$3,125.00												\$3,125.00	
Water Line Replacement																		
10	8-inch PVC Water Line, 0 to 8 Feet Deep	2190	LF	\$89.00	\$194,910.00	93.00	\$8,277.00	1,073.00	\$95,497.00	1,166.00	\$103,774.00	\$63,542.88	(\$31,881.50)	\$31,661.38	\$63,615.50	\$135,435.38	69.5%	\$59,474.62
11	Additional 0-8 Feet of Trench Depth - 8-inch PVC Water Line	45	LF	\$89.00	\$4,005.00												\$4,005.00	
12	8-inch DI Bends and Fittings	37	EA	\$1,100.00	\$40,700.00	8.00	\$8,800.00	11.00	\$12,100.00	19.00	\$20,900.00	\$25,762.87	(\$10,784.57)	\$14,978.30	\$1,315.43	\$35,878.30	88.2%	\$4,821.70
13	8-inch Gate Valves	3	EA	\$3,500.00	\$10,500.00	3.00	\$10,500.00			3.00	\$10,500.00					\$10,500.00	100.0%	
14	8-inch Water Main Connection A at STA 0+00	1	LS	\$2,500.00	\$2,500.00	1.00	\$2,500.00			1.00	\$2,500.00					\$2,500.00	100.0%	
15	6-inch DIP Water Line, 0 to 8 Feet Deep	43	LF	\$99.00	\$4,257.00							\$2,596.92		\$2,596.92		\$2,596.92	61.0%	\$1,660.08
16	6-inch DI Bends and Fittings	2	EA	\$740.00	\$1,480.00							\$1,023.04		\$1,023.04		\$1,023.04	69.1%	\$456.96
17	6-inch Gate Valves	1	EA	\$2,500.00	\$2,500.00							\$1,620.93		\$1,620.93		\$1,620.93	64.8%	\$879.07
18	1.5-inch Water Service Line	1	EA	\$5,500.00	\$5,500.00							\$3,741.07		\$3,741.07		\$3,741.07	68.0%	\$1,758.93
19	Fire Hydrant Assembly	1	EA	\$8,500.00	\$8,500.00							\$6,064.58		\$6,064.58		\$6,064.58	71.3%	\$2,435.42
20	Pressure Reducing Valve Vault	1	EA	\$78,000.00	\$78,000.00							\$25,566.94		\$25,566.94		\$25,566.94	32.8%	\$52,433.06
21	Blowoff Assembly	2	EA	\$6,800.00	\$13,600.00			1.00	\$6,800.00	1.00	\$6,800.00	\$5,226.46	(\$1,357.29)	\$3,869.17	\$5,442.71	\$10,669.17	78.4%	\$2,930.83
22	Air Vac MH & Assembly	3	EA	\$13,500.00	\$40,500.00							\$21,419.70	\$247.44	\$21,667.14	\$247.44	\$21,667.14	53.5%	\$18,832.86
23	Valve Marker Posts	9	EA	\$525.00	\$4,725.00												\$4,725.00	
24	Concrete Encasement	40	LF	\$250.00	\$10,000.00			52.00	\$13,000.00	52.00	\$13,000.00				\$13,000.00	\$13,000.00	130.0%	(\$3,000.00)
25	Water Trench Over Excavation	2250	LF	\$12.00	\$27,000.00	84.00	\$1,008.00	1,082.00	\$12,984.00	1,166.00	\$13,992.00				\$12,984.00	\$13,992.00	51.8%	\$13,008.00
Grading, Erosion, and Sediment Control																		
26	Vehicle Tracking Pad	2	EA	\$1,800.00	\$3,600.00	2.00	\$3,600.00			2.00	\$3,600.00					\$3,600.00	100.0%	
27	Construction Fence	1740	LF	\$2.10	\$3,654.00	1,585.00	\$3,328.50			1,585.00	\$3,328.50					\$3,328.50	91.1%	\$325.50
28	Construction Markers	2500	LF	\$0.75	\$1,875.00	2,289.00	\$1,716.75			2,289.00	\$1,716.75					\$1,716.75	91.6%	\$158.25
29	Silt Fence	3300	LF	\$2.10	\$6,930.00	2,131.00	\$4,475.10			2,131.00	\$4,475.10					\$4,475.10	64.6%	\$2,454.90
30	Reinforced Rock Berm	44	LF	\$75.00	\$3,300.00												\$3,300.00	
31	Concrete Washout Area	1	EA	\$1,800.00	\$1,800.00	1.00	\$1,800.00			1.00	\$1,800.00					\$1,800.00	100.0%	
32	Sediment Control Log	260	LF	\$3.50	\$910.00	401.00	\$1,403.50			401.00	\$1,403.50					\$1,403.50	154.2%	(\$493.50)
33	Stabilized Staging Area	0.412	SY	\$12,000.00	\$4,944.00												\$4,944.00	
34	Seeding and Mulching	5.3	SY	\$1,800.00	\$9,540.00												\$9,540.00	
35	Erosion Control Blanket	5.3	AC	\$2,175.00	\$11,527.50												\$11,527.50	
36	Additional GESC BMP's	1	LS	\$1.00	\$1.00												\$1.00	
37	Landscaping Rock	10	CY	\$60.00	\$600.00												\$600.00	
38	Crushed Fines	90	CY	\$18.00	\$1,620.00												\$1,620.00	
Provisional Items																		
39	Trench Stabilization Rock	100	CY	\$45.00	\$4,500.00												\$4,500.00	
40	Rock Excavation - Rock Teeth / Ripper	350	CY	\$21.00	\$7,350.00			33.00	\$693.00	33.00	\$693.00				\$693.00	\$693.00	9.4%	\$6,657.00
41	Rock Excavation - Pneumatic Chiseling	120	CY	\$38.00	\$4,560.00												\$4,560.00	
42	Tree Removal	2	EA	\$350.00	\$700.00			2.00	\$700.00	2.00	\$700.00				\$700.00	\$700.00	100.0%	
Totals					\$584,951.00	8,851.94	\$94,155.03	2,254.20	\$142,274.00	\$11,106.14	\$236,429.03	\$156,565.39	-\$43,775.92	\$112,789.47	\$98,498.08	\$349,218.50	59.70%	\$235,732.50

TO OWNER/CLIENT:

Roxborough Water and Sanitation
8383 Waterton Rd.
Littleton, Colorado 80125

PROJECT:

Roxborough LS Generator and ATS
11282 Caretaker Road
Littleton, Colorado 80125

APPLICATION NO: 2

INVOICE NO: 2

PERIOD: 03/01/24 - 03/31/24

PROJECT NO: 30165-05

CONTRACT DATE: 11/6/2023

FROM CONTRACTOR:

Sun Valley Contractors
5475 Highway 86 #3
Elizabeth, Colorado 80107

VIA ARCHITECT/ENGINEER:

CONTRACT FOR: Phase 1 Construction Contract

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet is attached.

1. Original Contract Sum	\$117,635.00
2. Net change by change orders	\$0.00
3. Contract Sum to date (Line 1 ± 2)	\$117,635.00
4. Total completed and stored to date (Column G on detail sheet)	\$117,635.00
5. Retainage:	
a. 0.00% of completed work	\$0.00
b. 0.00% of stored material	\$0.00
Total retainage (Line 5a + 5b or total in column I of detail sheet)	\$0.00
6. Total earned less retainage (Line 4 less Line 5 Total)	\$117,635.00
7. Less previous certificates for payment (Line 6 from prior certificate)	\$92,492.20
8. Current payment due:	\$25,142.80
9. Balance to finish, including retainage (Line 3 less Line 6)	\$0.00

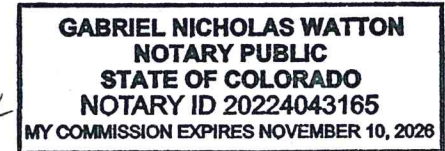
CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner/Client:	\$0.00	\$0.00
Total approved this month:	\$0.00	\$0.00
Totals:	\$0.00	\$0.00
Net change by change orders:	\$0.00	

The undersigned certifies that to the best of the Contractor's knowledge, information and belief, the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work which previous Certificates for payment were issued and payments received from the Owner/Client, and that current payments shown herein is now due.

CONTRACTOR: Sun Valley Contractors

By: *[Signature]* Date: 3/31/24

State of: COLOrado
County of: ELBERT
Subscribed and sworn to before
me this 3TH day of April
Notary Public: GABRIEL WATTON
My commission expires: 11/10/26



ARCHITECT'S/ENGINEER'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on the on-site observations and the data comprising this application, the Architect/Engineer certifies to the Owner/Client that to the best of the Architect's/Engineer's knowledge, information and belief that Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED: \$25,142.80

(Attach explanation if amount certified differs from the amount applied for. Initial all figures on this Application and on the Continuation Sheet that are changed to confirm the amount certified.)

ARCHITECT/ENGINEER:

By: _____ Date: _____

This certificate is not negotiable. The amount certified is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to the rights of the Owner/Client or Contractor under this Contract.

Document SUMMARY SHEET, APPLICATION AND CERTIFICATE FOR PAYMENT, containing Contractor's signed Certification is attached.
 Use Column I on Contracts where variable retainage for line items apply.

APPLICATION NUMBER: 2
 APPLICATION DATE: 3/31/2024
 PERIOD: 03/01/24 - 03/31/24

Contract Lines

ITEM NO.	BUDGET CODE	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	%(G / C)	BALANCE TO FINISH (C - G)	RETAINAGE
				FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
				1	C-10.O Excavation/Grading-Site.Other					
2	C-16.O Form/Pour Flatwork.Other		\$32,953.00	\$32,953.00	\$0.00	\$0.00	\$32,953.00	100.00%	\$0.00	\$0.00
3	E-10.O Underground Conduit Install.Other		\$26,482.00	\$15,889.20	\$10,592.80	\$0.00	\$26,482.00	100.00%	\$0.00	\$0.00
TOTALS:			\$117,635.00	\$92,492.20	\$25,142.80	\$0.00	\$117,635.00	100.00%	\$0.00	\$0.00

Grand Totals

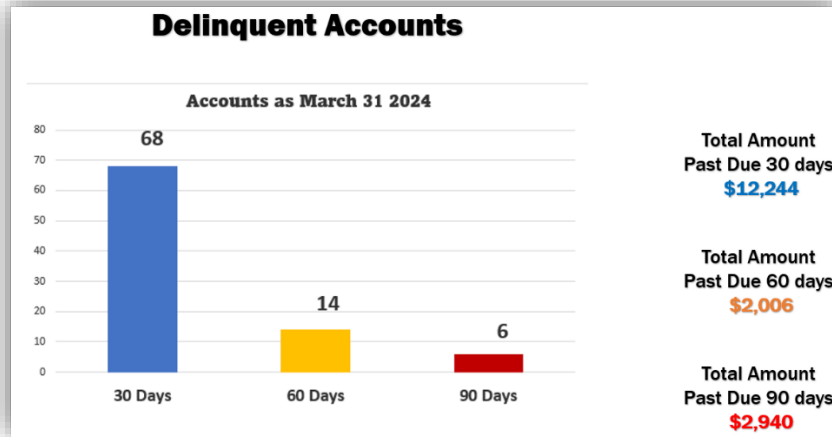
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	%(G / C)	BALANCE TO FINISH (C - G)	RETAINAGE
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
			GRAND TOTALS:						

General Manager's Report

April 17, 2024

General Information

Past Due Accounts:

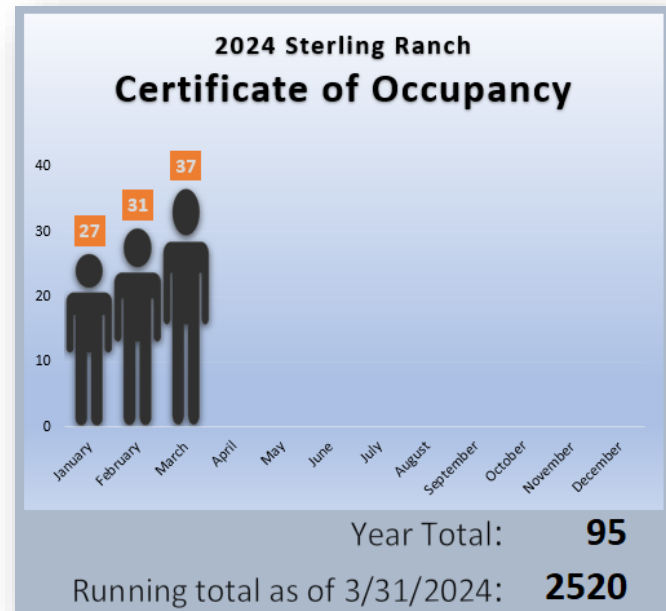


As of March 31st, we had 6 accounts with a 90 day past due balance of **\$2,940**, compared to 7 accounts with a 90 day past due balance of **\$3,537** as of February 29th.

We posted 9 customers this month. 2 Were shut off. Both paid immediately.

Dominion Water and Sanitation District/Sterling Ranch

There were an additional **37** Certificates of Occupancy (CO) issued in Sterling Ranch in March bringing the total number of COs that have been issued in Sterling Ranch to **2,520**. The monthly Wastewater Conveyance Charge for March was **\$50,400**.



General Manager's Report



Through March there has been a total of **2,568** building permits issues.

- Chemical addition at Dominions Titan Road Lift Station commenced on 11/9. RWSD continues to gather data. After a few mishaps with freezing lines and supply issues they have found the dose that appears to be working. We are seeing good data with low H2S results, assuming they continue to constantly dose we believe they are almost there. Many members in the One Roxborough meeting agreed.

Projects

- Douglas County has relieved American West of their warranty obligation to fix the sag in Rampart Range Rd. at Village Circle East. They will be addressing the sag as a part of a larger upcoming paving effort.
- The Haberer's are yet to sign the easements needed for the Rampart Pump Station Relocation, they believe they are to the point they would like to see another draft agreement. Alan is preparing that for their review. The design contract has been signed with Redline Pipeline for the project and we have had the CM/GC kick-off meeting.
- We had the 60% CM/GC design meeting for the O-Line last week. Progress is going well, depending on CDPHE approval we are hoping to start the first week of June and wrap up mid-August. DWSD is responsible for 60% of all costs associated with this project.
- The Pump Station Rehabilitation Project design meetings continue. Filanc is bringing valuable input to the project during these meetings.
- The solar farms have indicated that due to the infrastructure costs to bring a tap to their project they have decided to eliminate their landscaping. However, there is some action on the Rampart 55 property just west of there. I am being told that the bridge is constructed over the highline canal as part of an access agreement for the landlocked property just to the south. That property is not included in the District. I have a meeting with Clint Packo to discuss his development soon.

General Manager's Report

- Still working with Ravenna on the new 8 lot project and the 4-lot golf course project. Not much to report on the 4 lots but the 8-lot project has received comments on their water and sewer drawings. They are trying to figure their sewer situation. They are now back to individual force mains for the 8 lots and the maintenance center.
- I have learned that Pomeroy Group has closed on their property and plans to move forward with their Nortic Spa project. I understand they have sued RPF for impeding access to a land locked property. They are included for 18 EQR's which is the equivalent of a 3" tap, that would be about \$1M in SDC's.

Public Outreach/Opportunities

- Garden In a Box kits sold out quickly once again, they were sold out by the end of the week of March 27th.
- Spring flushing has begun, the Park, Ravenna and the Village have been completed so far.
- I attended the April One Roxborough meeting where I gave a presentation to the group on the District's 2024 projects, I have committed to attending those meetings moving forward. Not only was it beneficial to the group to hear an update, but it was also beneficial to me as well.
- Hughes and Stuart were the firm that managed our website and helped with publications has decided to close shop and retire. We proactively signed on with a new website management company called Streamline and a PR firm called Sigler. Between the two new platforms we have a new fresh look on the website and are issuing some great new media flyers. Big thanks to Lucie, Lisa, and Dorice for stepping up and assuming roles managing these platforms and projects.
- Final touches are being done on our Annual Water Quality Report, we plan to insert these into the May bills to meet our CDPHE requirement of June 30th.

Water Plant

The water treatment plant has been running well. In March, the plant was operational for **12** days with an average plant production of **1.8** MGD and a max day of **2.9** MGD.

Fiber has been run into the plant and delivery orders have been placed. Next steps are for Lumen to land the circuits to the delivery point and have our SCADA integrators pick them up and land them to our fire walls. Ultimately, we will have two 100 mb circuits, one for the SCADA networks and one for the admin network. This is currently scheduled for 4/25.

The leach field for the septic system has been overloaded. We have been put on notice with Douglas County. Douglas County's Environmental Health Specialist has seen the failed leach field. TST has sent drawings to Iron Woman to temporarily pump sewer up to Ordway in Sterling Ranch. This work will be completed as soon as possible.

The ACH pilot is underway as of March 25th. We have 60 days to test ACH. It has been difficult to get the chemical dose dialed in. Before the pilot, we were dosing a total of 21 mg/L of Alum.

A quote has been signed with Browns Hill to provide cameras, radio communication, and more robust cyber security to all facilities.

March production was **22** million gallons of treated water, **7.0** million gallons of that was for Sterling Ranch.

Lift Stations

The lift stations are running smoothly.

The new pump from RLS has been ordered by submitting a PO to Water Technology Group last month. This pump is anticipated to arrive the last week of June. We have reviewed plans with TST.

We have begun dosing our new chemical combination at RLS. We are still gathering odor logger data to determine a dosing setpoint.

A new chemical tank has been ordered. Garney installed the new tank.

April's Operations Report

DWSD odor control systems have been started up and monitoring has begun. We are still gathering data from odor loggers in the O-Line to compare to Dominion's dosing. Dominion says they will try maintaining a pH of 12 for a longer period to burn off the biofilm they believe is causing the odors. If the higher pH does not work, they will also try a biocide and/or mechanical cleaning.

The new generator is set. Phase one is complete. That includes pouring the pad, and setting the generator, grading, and reseeding. Running the duct bank from the building to the pad has been moved to phase 2 which is almost complete as well. The new Automatic Transfer Switch is going to be the last portion of the project. The ATS is scheduled to ship in late August.

March saw **32** million gallons of sewage pumped to Littleton-Englewood. Approximately **5.9** million was conveyed for Sterling Ranch.

Field

The field had **208** locates for the month of March.

Our leak monitoring system is in place. No leaks detected yet.

Infrastructure for the new meter network is installed. Operators have been installing some new meters to test the function. There have been issues with connecting to the nodes.

Annual flushing is almost complete.

Studio 7 North has been moving forward with construction. Most of the pipeline work is complete. They will begin grading and reseeding while waiting for vaults with long lead times to be delivered.

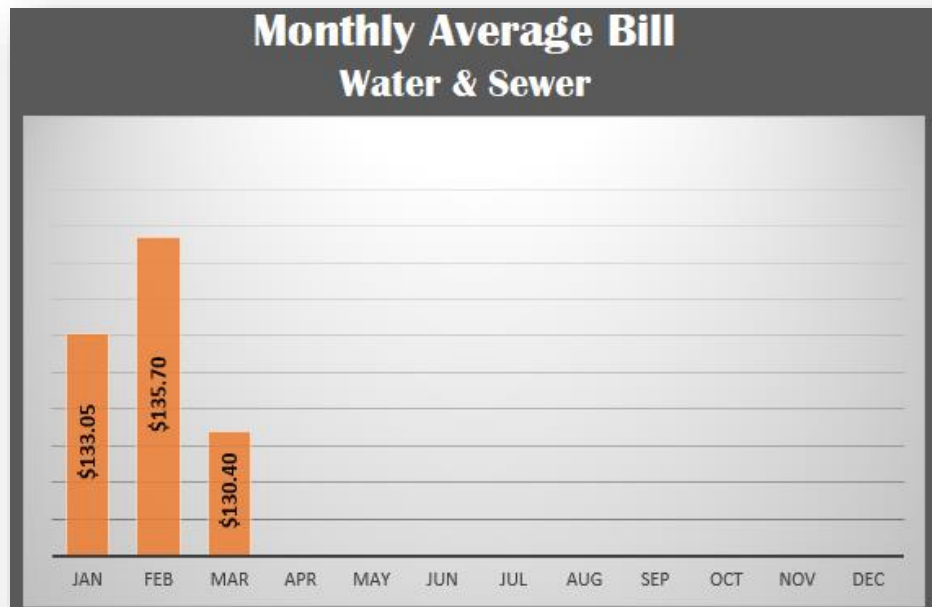
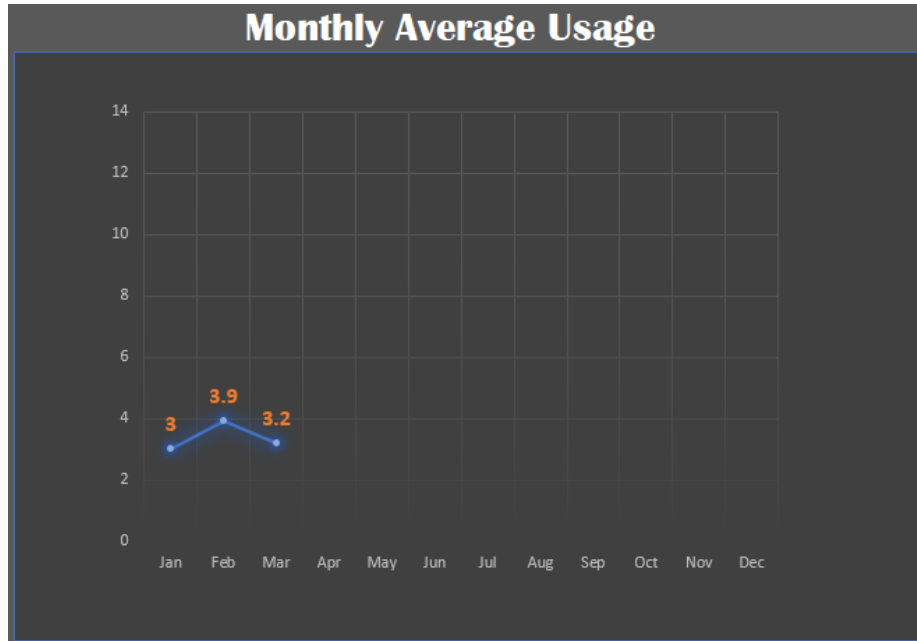
Rampart Pump Station project kick off meeting was held on 4/10.

O-Line 60% design meeting was held on 4/10. We are trying to find a location to store stockpiles.

Pump Station Improvements 30% design meeting was held on 4/9. We are working with Filanc to identify potential cost savings.

Next Month the District will begin water violations.

Monthly Averages



MEMORANDUM

TO: Roxborough Water and Sanitation District
Board of Directors

FROM: TST Infrastructure, LLC
Michael Gerstner

SUBJECT: Engineering Status Report

DATE: April 10, 2024

I. DEVELOPMENT PROJECTS

Berkeley Homes – Construction of water and sewer lines has not started, and no projected start date has been received from the developer. (No Change)

Valley View Christian Church – The contractor has installed 1500 of 2250 feet of pipeline.

McDonald's – A fifth drawing submittal was reviewed, and comments returned. Coordination with McDonalds has continued to obtain drawing approval.

Valvoline Instant Oil Change – Plans have been approved. (No Change)

Christian Brothers Automotive – Plans have been approved. (No Change)

Ravenna Maintenance Facility – Coordination with the developers' engineer has occurred to develop sewer flow rates and sewer configuration to serve the facility.

II. RAMPART WATER LINE REPLACEMENT

The contractor was directed by Douglas County to adjust valve boxes in the Rampart Range Road and Village Circle East intersection and Douglas County will address asphalt settling in the area.

III. RAMPART PUMP STATION RELOCATION

Development of an agreement with the landowner is in progress. 60% design is in progress.

The CM/GC kickoff meeting occurred on April 10th.

Memorandum
April 10, 2024
Page 2

IV. TRANSITION VAULT DRAINAGE IMPROVEMENTS

CDOT installation of curb to divert roadway drainage away from the site is complete. A plan has been developed for cleanup of the existing site. (No Change)

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

60% design drawings are complete. The Site Application was approved by the Chatfield Watershed Authority. The site application was submitted to the state health department for approval.

The CM/GC design meeting took place for contractor feedback on design of the sewer replacement.

VI. WATER PUMP STATION UPGRADES

The CM/GC kickoff meeting and the first design meeting occurred with Filanc. The potholing of utility crossing is being scheduled and electrical is progressing on 60% design drawings.

VII. LIFT STATION GENERATOR

Phase 1 work is complete. Phase 2 has commenced and includes completing the conduit to and within the Lift Station and surface restoration. Conduit has been installed from the generator to the lift station.

VIII. LIFT STATION P-203 PUMP REPLACEMENT

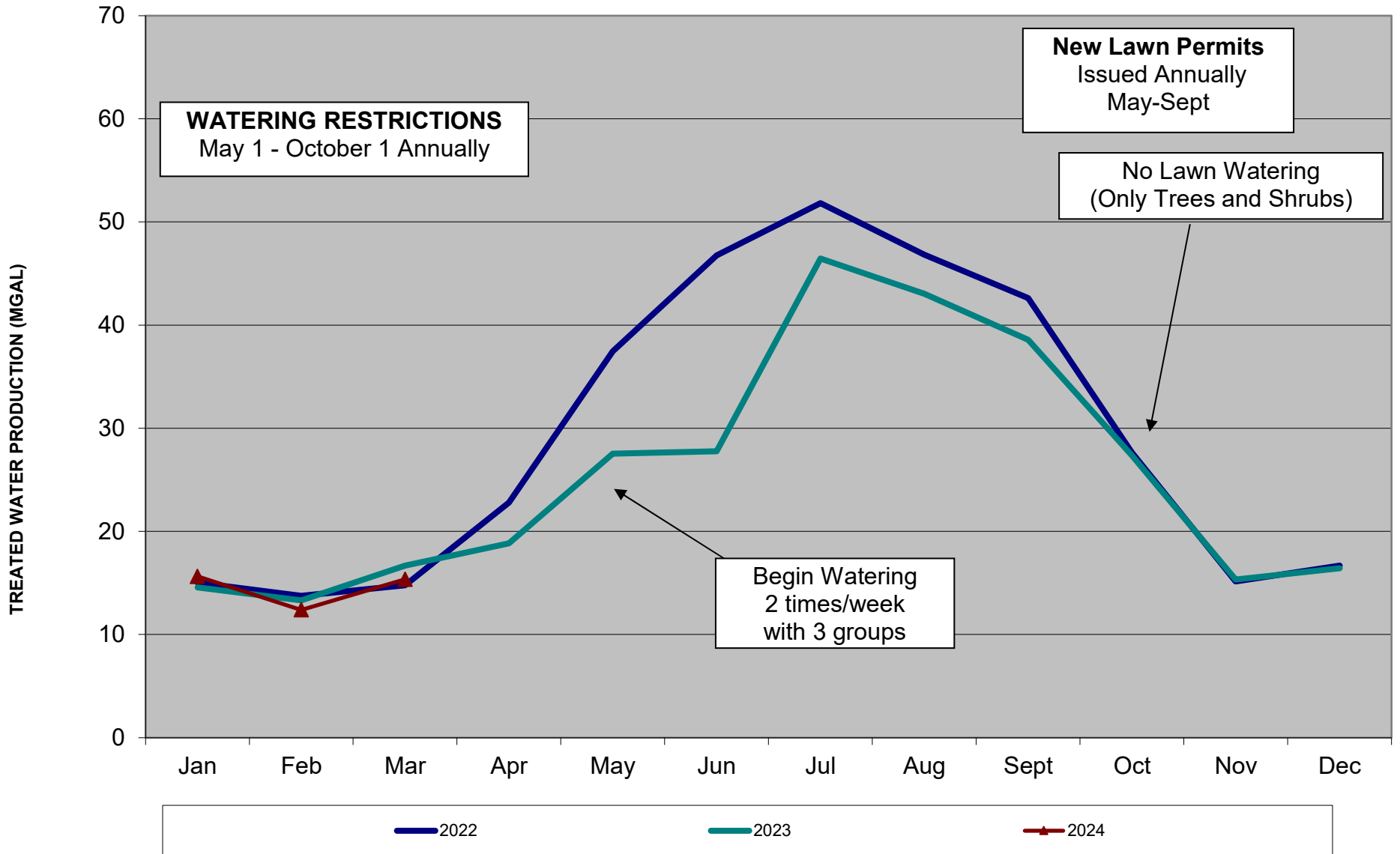
The new pump has been ordered and expected delivery is late June or early July.

The project has been advertised and the plans are available for contractors starting April 11th. Bid opening is scheduled for May 2nd.

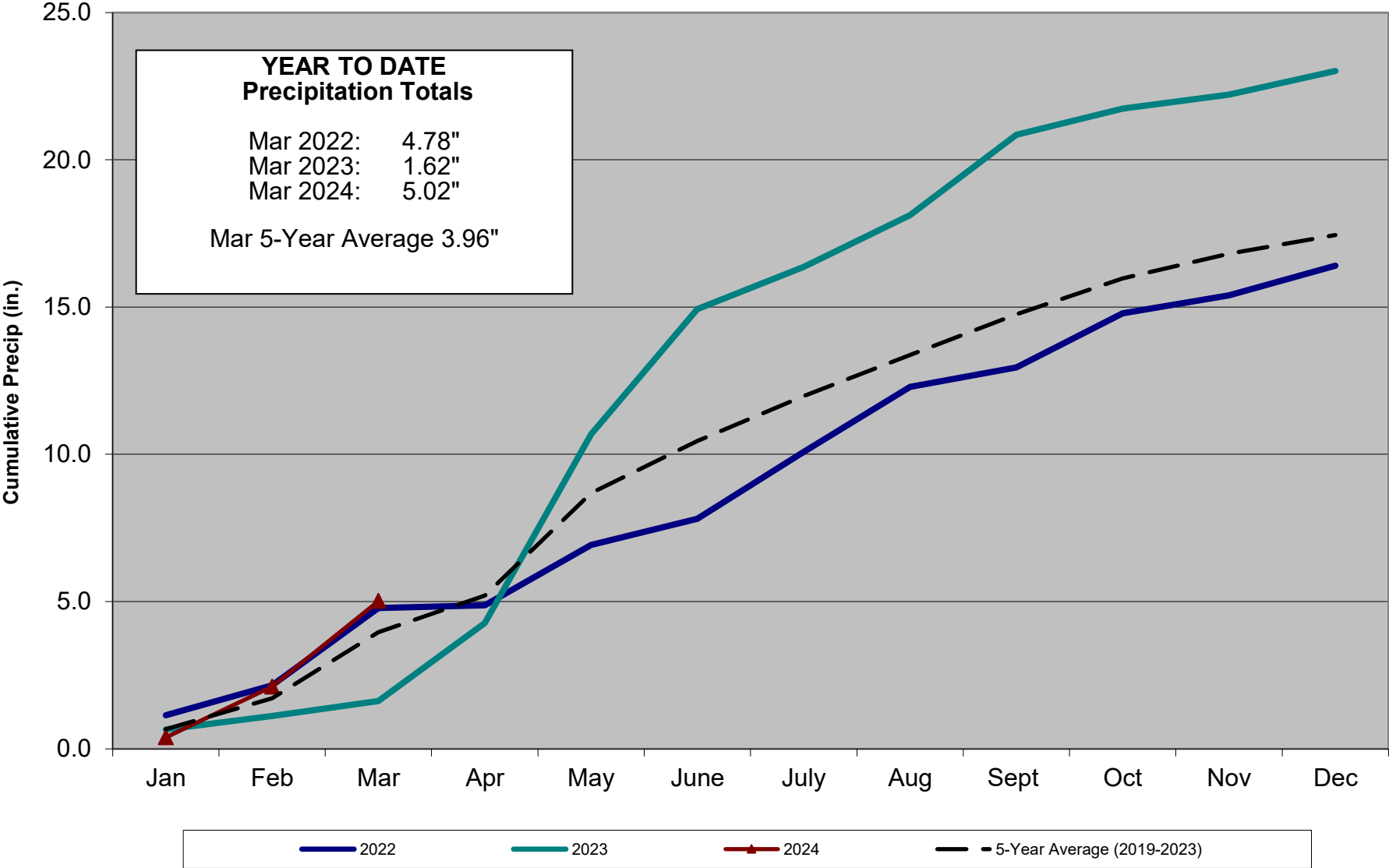
IX. GIS

Coordination occurred with DES to access GIS information for completing sewer cleaning and inspections.

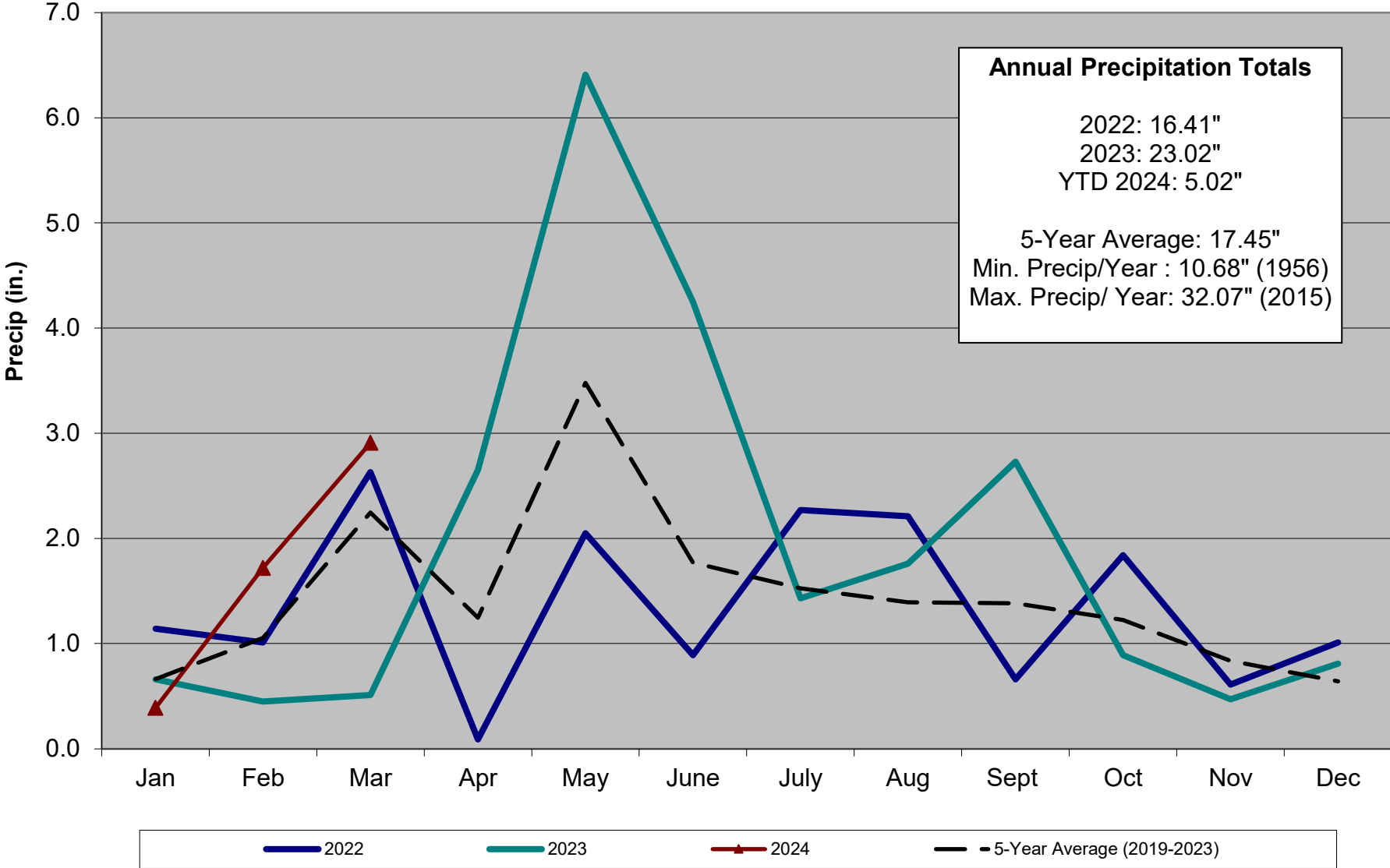
ROXBOROUGH WATER AND SANITATION DISTRICT TREATED WATER PRODUCTION 2022-2024



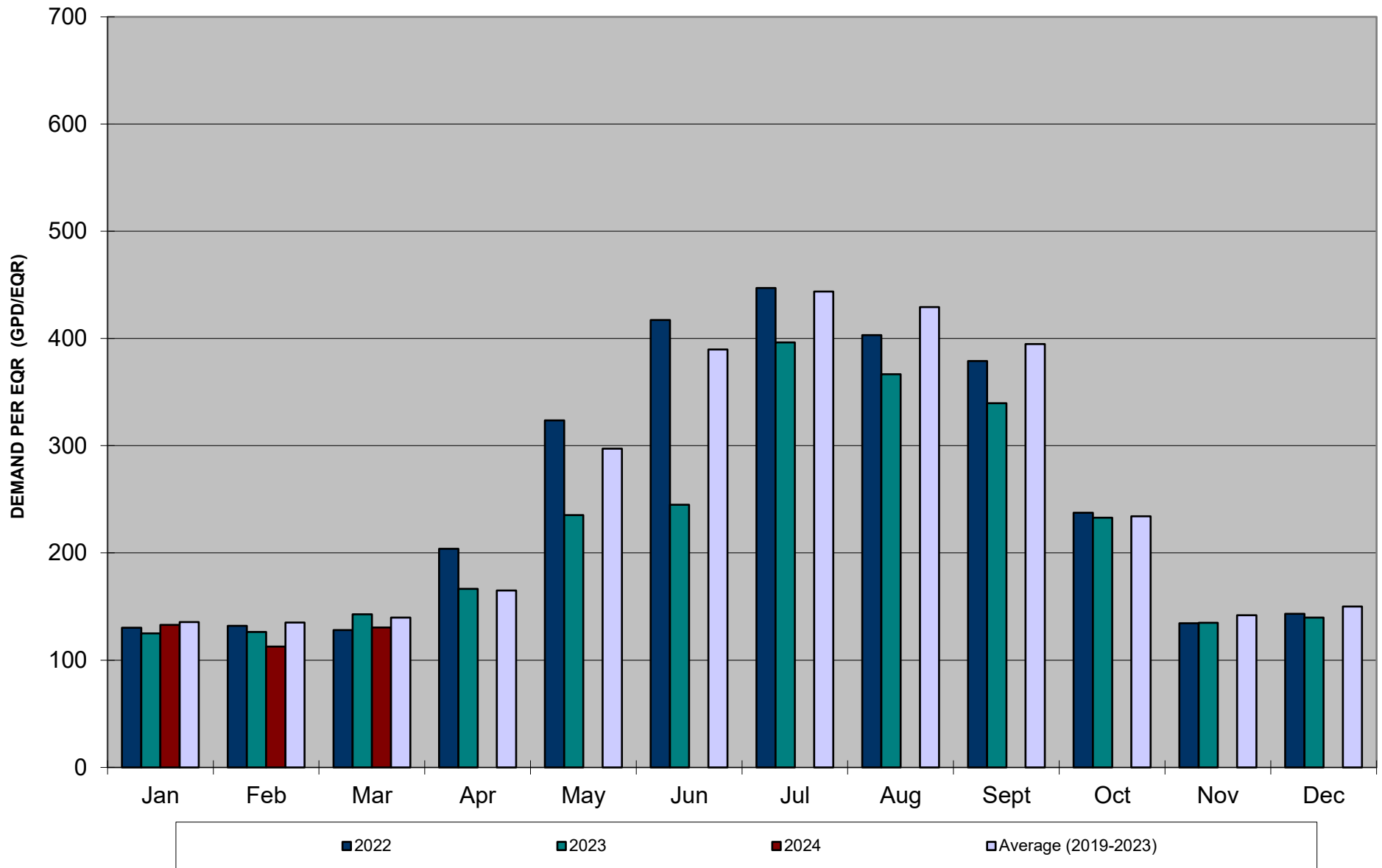
ROXBOROUGH WATER AND SANITATION DISTRICT CUMULATIVE PRECIPITATION 2022-2024



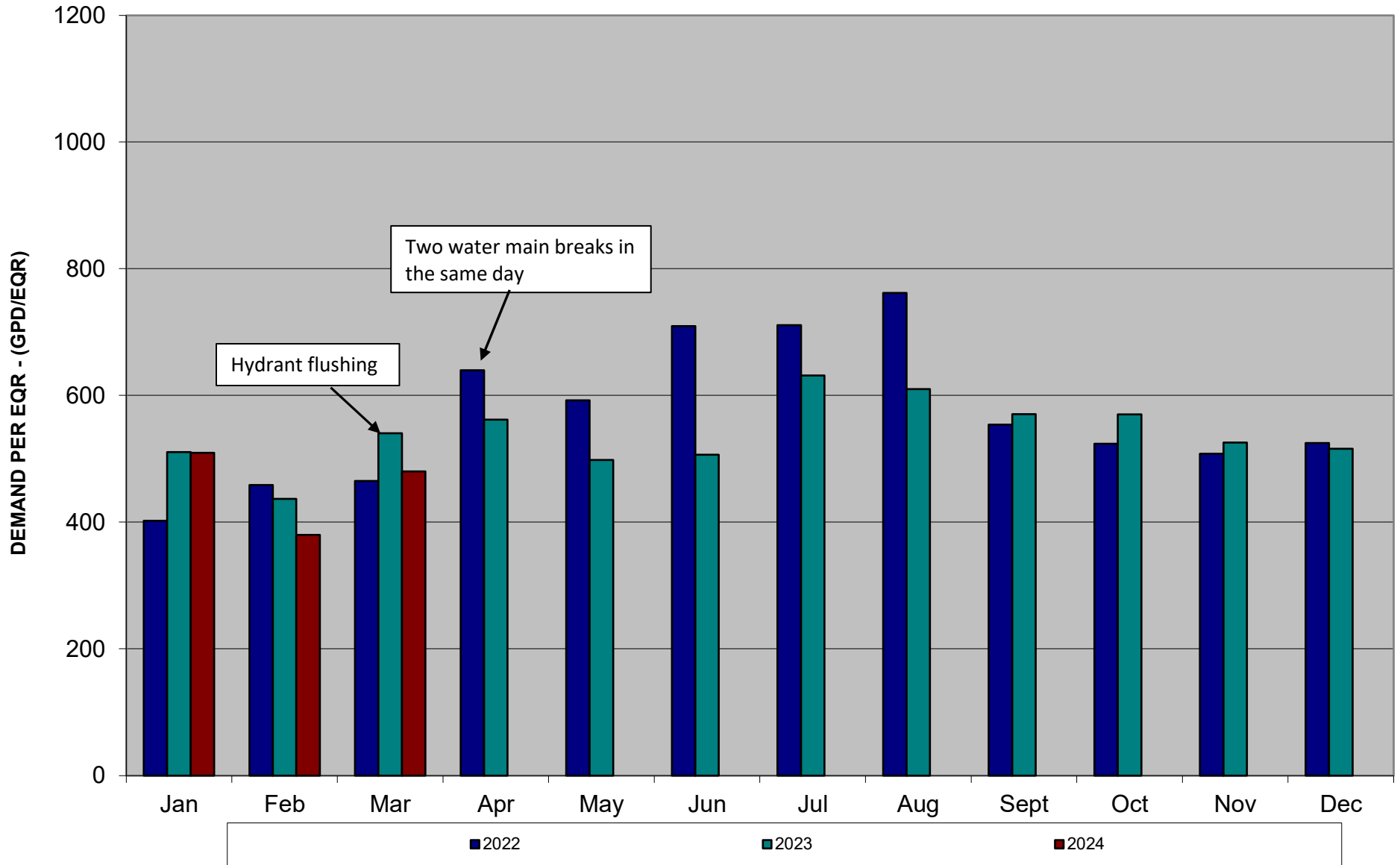
ROXBOROUGH WATER AND SANITATION DISTRICT PRECIPITATION 2022-2024



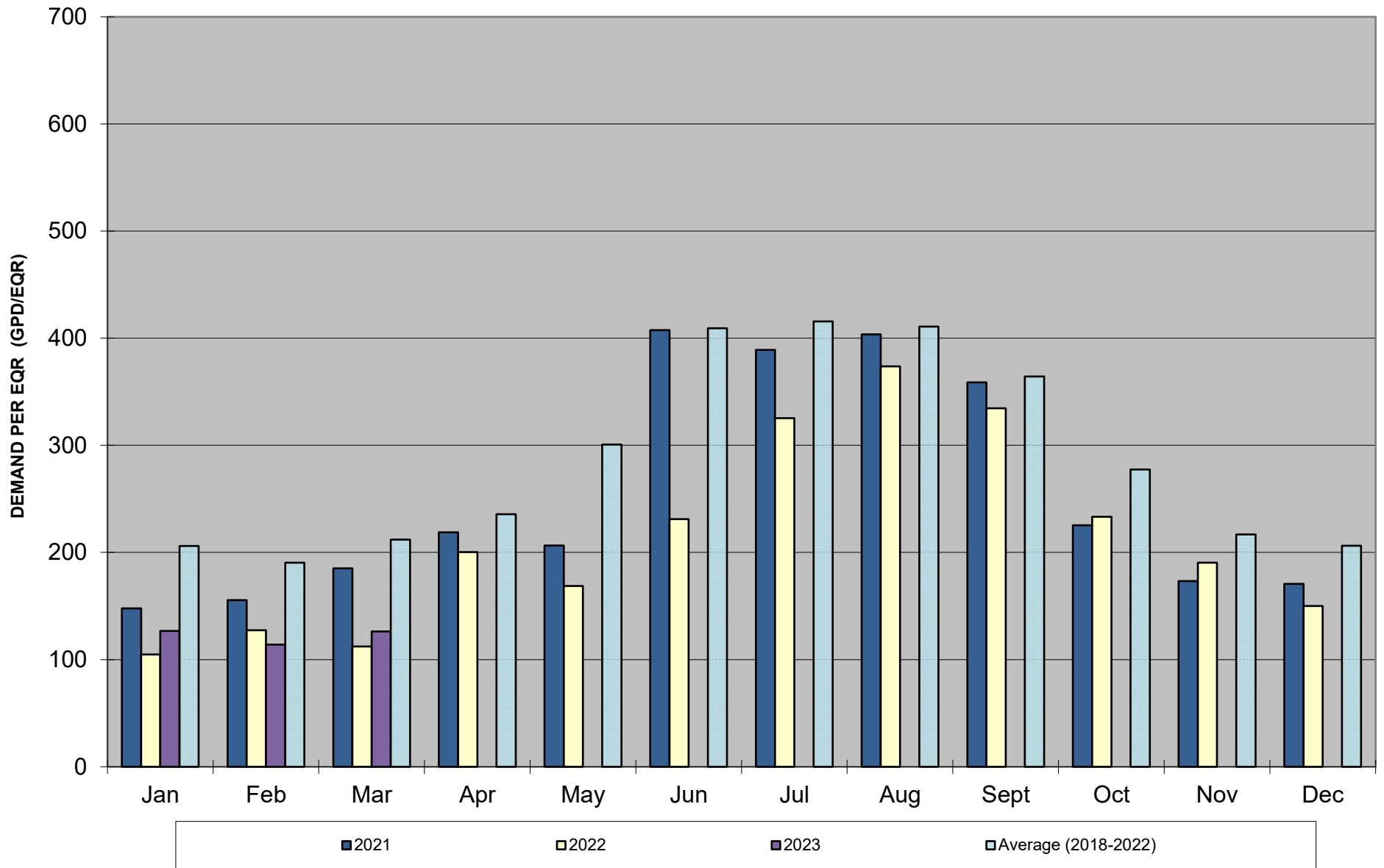
ROXBOROUGH WATER AND SANITATION DISTRICT AVERAGE DEMAND PER EQR



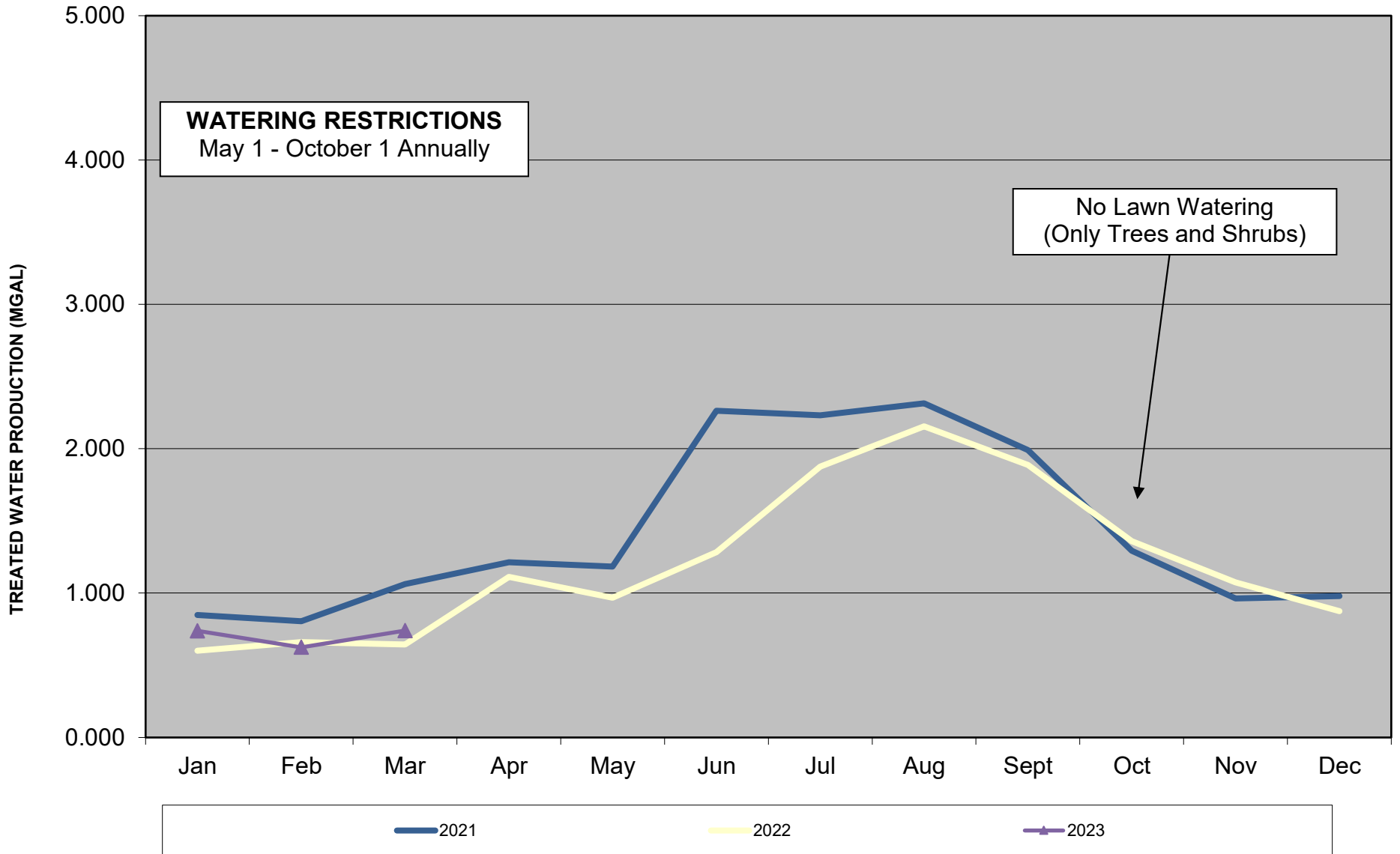
ROXBOROUGH WATER AND SANITATION DISTRICT MAX DAY DEMAND PER EQR



ROXBOROUGH NW DOUGLAS COUNTY AVERAGE DEMAND PER EQR



ROXBOROUGH NW DOUGLAS COUNTY TREATED WATER PRODUCTION 2022-2024



**Roxborough Water and Sanitation
Financial Recap
February 29, 2024**

General Fund

1. Property taxes collected for the month total \$ 9,315
2. Specific ownership taxes collected for the month total \$ 11,605

Debt Service Fund

1. Property taxes collected for the month total \$ 3001
2. Specific ownership taxes collected for the month total \$ 3,739
3. Transfers in for Debt Surcharge in the amount \$ 93,929
4. Paid debt service in the amount of \$ 667,696

Water Fund Treatment

1. Service charges billed for the month were \$ 249,013
2. Dominion WTP Operations income of \$ 57,833 for the month.
3. Collected \$ 93,929 in capital surcharges for the WTP
4. Ravenna monthly SDC totaled \$ 22,613

Water Fund -Distribution

1. Water Costs for the month \$ 59,672
2. Repairs expense in the amount of \$ 88,924 includes C&L Water Solutions in the amount of \$ 72,938.

Sewer Fund

1. Service charges for the month totaled \$ 166,464
2. Lockheed Martin service charges totaled \$ 28,040 for the month.
3. Dominion Sewer Conveyance income of \$ 49,660
4. Capital projects includes \$ 102,811 to QPS

Capital Fund

1. Paid \$ 13,728 for Valley View Project
2. Paid \$ 4,261 or Dominion System Improvement
3. Paid \$ 13,878 for O-Line Improvements
4. Paid \$ 31,103 for Ravenna Pump Station

Interest Income Recap

1. Interest Income for the month - \$ 157,616
2. Wells Fargo rate 01/31/2024- 5.191%
3. Colotrust rate 01/31/2024 - 5.5162%

ROXBOROUGH WATER & SANITATION DISTRICT
FINANCIAL STATEMENTS

February 29, 2024

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**Roxborough Water and Sanitation District
Balance Sheet by Class**
As of February 29, 2024

	1-General Fund	2-Debt Services	3-Water-Treatment	4-Sewer	5-Capital Fund	6-Water- Distribution	7-Pum Valley Heights	TOTAL
ASSETS								
Current Assets								
Checking/Savings								
1105 Wells Fargo Checking	282,776.02	4,467,722.94	34,221,484.18	4,631,960.19	896,061.02	-29,373,432.77	-1,536,981.85	13,589,589.73
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	0.00	2,066,334.30
1139 -W/F 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	2,993,279.31	753,579.18	5,991,042.44	8,678,019.85	0.00	0.00	0.00	18,415,920.78
1155- Colotrust Bond Fund	0.00	0.00	387,356.82	537,689.00	0.00	0.00	0.00	925,045.82
1160 -System Develop Colo Trust	0.00	0.00	0.00	1,064,381.49	0.00	0.00	0.00	1,064,381.49
Total Checking/Savings	3,276,055.33	6,894,417.22	43,796,880.62	14,912,050.53	896,061.02	-29,373,432.77	529,352.45	40,921,384.40
Other Current Assets								
1300-A/R Service	0.00	0.00	496,888.59	297,310.60	0.00	0.00	0.00	794,199.19
1310-A/R Availability	0.00	0.00	4,675.57	1,665.29	0.00	0.00	0.00	6,340.86
1330- A/R Taxes	1,576,131.00	675,485.00	0.00	0.00	0.00	0.00	447,966.00	2,699,582.00
1356-Due From NWDG Inclusion	0.00	0.00	6,777.13	0.00	0.00	0.00	0.00	6,777.13
1366 Due Club at Ravenna	0.00	0.00	7,235.15	0.00	0.00	0.00	0.00	7,235.15
1370- Due From Others	0.00	0.00	37,789.37	0.00	0.00	0.00	0.00	37,789.37
1400- Prepaid Insurance	23,611.55	0.00	23,611.55	23,611.55	0.00	23,613.35	0.00	94,448.00
Total Other Current Assets	1,599,742.55	675,485.00	576,977.36	322,587.44	0.00	23,613.35	447,966.00	3,646,371.70
Total Current Assets	4,875,797.88	7,559,902.22	44,373,857.98	15,234,637.97	896,061.02	-29,349,819.42	977,318.45	44,567,756.10
Fixed Assets								
1500- Capital Assets	0.00	0.00	107,286,944.32	33,658,082.45	0.00	0.00	0.00	140,945,026.77
1550- Accumulated Depreciation	0.00	0.00	-20,974,750.00	-16,653,535.00	0.00	0.00	0.00	-37,628,285.00
Total Fixed Assets	0.00	0.00	86,312,194.32	17,004,547.45	0.00	0.00	0.00	103,316,741.77
TOTAL ASSETS	4,875,797.88	7,559,902.22	130,686,052.30	32,239,185.42	896,061.02	-29,349,819.42	977,318.45	147,984,497.87
LIABILITIES & EQUITY								
Liabilities								
Current Liabilities								
Accounts Payable	5,339.75	0.00	5,062.25	27,471.25	62,968.10	88,189.31	3,795.50	192,826.16
2000- Accounts Payable	0.00	0.00	0.00	27,471.25	0.00	88,189.31	0.00	115,650.56
Total Accounts Payable	5,339.75	0.00	5,062.25	27,471.25	62,968.10	88,189.31	3,795.50	192,826.16
Other Current Liabilities								
2015 Accrued Vac/ Sick Leave	0.00	0.00	44,294.38	36,309.38	0.00	30,120.97	0.00	110,724.73
2052 - Deferred Rental Income	0.00	0.00	14,599.98	0.00	0.00	0.00	0.00	14,599.98
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	1,576,131.00	675,485.00	0.00	0.00	0.00	0.00	0.00	2,699,582.00
Accrued Payroll	1,349.65	0.00	7,425.41	5,594.22	0.00	4,704.93	0.00	19,074.21
Deferred Income	0.00	0.00	0.00	2,925,032.00	0.00	0.00	0.00	2,925,032.00
Total Other Current Liabilities	1,577,480.65	675,485.00	3,263,316.95	2,966,935.60	0.00	34,825.90	447,966.00	8,966,010.10
Total Current Liabilities	1,582,820.40	675,485.00	3,268,379.20	2,994,406.85	62,968.10	123,015.21	451,761.50	9,158,836.26
Total Liabilities								
Total Liabilities	1,582,820.40	675,485.00	3,268,379.20	2,994,406.85	62,968.10	123,015.21	451,761.50	9,158,836.26
Equity								
3900 - Retained Earnings	3,310,167.99	7,276,315.51	127,290,934.79	29,049,378.16	961,010.42	-29,102,561.81	498,479.57	139,283,724.63
Net Income	-17,190.51	-391,898.29	126,738.31	195,400.41	-127,917.50	-370,272.82	27,077.38	-358,053.02
Total Equity	3,292,977.48	6,884,417.22	127,417,673.10	29,244,778.57	833,092.92	-29,472,834.63	525,556.95	138,725,661.61
TOTAL LIABILITIES & EQUITY	4,875,797.88	7,559,902.22	130,686,052.30	32,239,185.42	896,061.02	-29,349,819.42	977,318.45	147,984,497.87

No assurance is provided on these financial statements

Roxborough Water and Sanitation District Profit & Loss by Class

February 2024

	1-General Fund	2-Debt Service	3-Water-Treatment	4-Sewer	5-Capital Fund	6-Water-Distribution	7-Plum Valley Heights	TOTAL
Ordinary Income/Expense								
Income								
5010- Service Charges	0.00	0.00	249,019.38	186,463.55	0.00	0.00	0.00	415,482.93
5100-Availability Charges	0.00	0.00	-841.90	-356.25	0.00	0.00	0.00	-1,198.15
5101- Service Charges LIMA	0.00	0.00	0.00	28,039.51	0.00	0.00	0.00	28,039.51
5200- Property Taxes	9,314.69	3,000.87	0.00	0.00	0.00	0.00	22,423.65	34,739.21
5210- Specific Ownership Taxes	11,604.71	3,738.63	0.00	0.00	0.00	0.00	3,203.02	18,546.36
5211- Dominion WTP Operations	0.00	0.00	57,833.66	0.00	0.00	0.00	0.00	57,833.66
5410-Hydrant Water	0.00	0.00	5,638.00	0.00	0.00	0.00	0.00	5,638.00
5510-Potable Irrigation Water	0.00	0.00	2,396.25	0.00	0.00	0.00	0.00	2,396.25
5511-Irrigation Water	0.00	0.00	6,692.13	0.00	0.00	0.00	0.00	6,692.13
5601-Late Fees, Penalties,	0.00	0.00	3,976.20	1,915.87	0.00	0.00	0.00	5,892.07
5610- Miscellaneous Income	0.00	0.00	-346.02	-346.01	0.00	0.00	0.00	-692.03
5611-Inclusion fees-NWDC	0.00	0.00	5,882.04	0.00	0.00	0.00	0.00	5,882.04
5623- Dominion Sewer Conveyance	0.00	0.00	0.00	49,660.00	0.00	0.00	0.00	49,660.00
5640- Dominion Treated Water Us	0.00	0.00	9,673.75	0.00	0.00	0.00	0.00	9,673.75
5650 Dominion Exp Reimbursement	0.00	0.00	836.00	0.00	0.00	0.00	0.00	836.00
5700- Sys. Development Charge	0.00	0.00	135.00	0.00	0.00	0.00	0.00	135.00
5705 Ravenna SDC	0.00	0.00	22,613.33	0.00	0.00	0.00	0.00	22,613.33
5710- Capital Surcharge	0.00	0.00	11,941.55	0.00	0.00	0.00	0.00	11,941.55
5715- Capital Surcharge WTP Sup	0.00	0.00	93,929.47	0.00	0.00	0.00	0.00	93,929.47
5820- Reimbursement Exp Other	14,169.74	27,348.33	50,095.97	64,240.48	0.00	0.00	1,761.49	157,616.01
	0.00	0.00	2,952.20	0.00	0.00	0.00	0.00	2,952.20
Total Income	35,089.14	34,087.83	522,227.01	322,726.14	0.00	0.00	27,388.16	941,518.28
Gross Profit	35,089.14	34,087.83	522,227.01	322,726.14	0.00	0.00	27,388.16	941,518.28
Expense								
6020-Payroll Expenses	5,534.58	0.00	47,910.31	31,701.71	0.00	27,032.66	0.00	112,179.26
6040- Accounting	0.00	0.00	2,750.00	0.00	0.00	0.00	-217.00	2,533.00
6050- Contract Labor	0.00	0.00	0.00	32.34	0.00	32.34	0.00	64.68
6080- Education	481.25	0.00	511.25	651.25	0.00	651.25	0.00	2,295.00
6100- Engineering	555.00	0.00	6,425.00	13,995.00	0.00	16,682.50	0.00	37,667.50
6115- GPS/GIS	0.00	0.00	0.00	1,950.00	0.00	82.50	0.00	2,032.50
6130- Insurance	2,361.00	0.00	2,361.00	2,361.00	0.00	2,361.00	0.00	9,444.00
6140- Lab & Test Fees	0.00	0.00	375.00	0.00	0.00	1,690.00	0.00	2,065.00
6150- Legal	2,034.75	0.00	4,069.50	2,034.75	0.00	2,034.75	0.50	10,174.25
6180- Misc. Expenses	646.55	0.00	398.96	0.00	0.00	0.00	0.00	1,005.11
6200- Office Expense	3,982.51	0.00	802.79	1,851.78	0.00	1,907.87	0.00	8,544.95
6210-Operating Supplies	0.00	0.00	415.16	59,835.00	0.00	0.00	0.00	60,250.16
6220- Permits	16,666.67	0.00	-587.21	600.00	0.00	88,924.44	0.00	17,266.67
6230- Repairs and Maint	11,637.75	0.00	257.03	4,581.98	0.00	559.09	0.00	17,266.67
6240- Safety Equipment	0.00	0.00	0.00	500.61	0.00	0.00	336.35	839.94
6250- Treasurers Fees	139.70	45.01	931.07	0.00	0.00	4,727.37	0.00	14,124.01
6260- Utilities	54.86	0.00	914.14	8,410.71	0.00	2,463.04	0.00	13,200.94
6270- Vehicle	2,251.07	0.00	0.00	2,762.69	0.00	59,672.10	0.00	59,672.10
6280- Water Costs	0.00	0.00	0.00	0.00	0.00	0.00	0.00	38,400.00
6420-Loan Administrative Fees	0.00	38,400.00	0.00	0.00	0.00	0.00	0.00	38,400.00
6500- CWRPDA -PVH D15a356- Pin	0.00	118,087.00	0.00	0.00	0.00	0.00	0.00	118,087.00
6501-Interest D15a356-PVH	0.00	35,061.69	0.00	0.00	0.00	0.00	0.00	35,061.69
6560- Principal CT2015- PVH	0.00	56,134.69	0.00	0.00	0.00	0.00	0.00	56,134.69
6561 - Interest CT2015-176 PVH	0.00	59,312.46	0.00	0.00	0.00	0.00	0.00	59,312.46
7100-Principal Payments-W05A105	0.00	280,000.00	0.00	0.00	0.00	0.00	0.00	280,000.00
7150-Ravenna CMCB	0.00	82,425.19	0.00	0.00	0.00	0.00	0.00	82,425.19
7200- Interest Payments	0.00	-1,770.00	0.00	0.00	0.00	0.00	0.00	-1,770.00
7300- Capital Projects	6,895.37	0.00	0.00	109,810.00	0.00	10,395.20	2,795.00	129,856.57
7308- O-Line Capacity Improve.	0.00	0.00	0.00	0.00	13,877.50	0.00	0.00	13,877.50
7311- Dominion System Improve.	0.00	0.00	0.00	0.00	4,260.50	0.00	0.00	4,260.50
7312- Ravenna Pump Station	0.00	0.00	0.00	0.00	31,102.50	0.00	0.00	31,102.50
7313 - Valley View Project	0.00	0.00	0.00	0.00	13,727.60	0.00	0.00	13,727.60
Total Expense	53,202.06	667,696.04	67,493.60	241,078.82	62,968.10	219,216.11	2,914.85	1,314,569.58

No assurance is provided on these financial statements

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

February 2024

	1-General Fund	2-Debt Service	3-Water-Treatment	4-Sewer	5-Capital Fund	6-Water- Distribution	7-Plum Valley Heights	TOTAL
Net Ordinary Income	-18,112.92	-633,608.21	454,733.41	81,647.32	-62,968.10	-219,216.11	24,473.31	-373,051.30
Other Income/Expense								
Other Income								
6902- Transfers In WTP	0.00	93,929.47	0.00	0.00	0.00	0.00	0.00	93,929.47
Total Other Income	0.00	93,929.47	0.00	0.00	0.00	0.00	0.00	93,929.47
Other Expense								
8002- Transfers Water Supply SV	0.00	0.00	93,929.47	0.00	0.00	0.00	0.00	93,929.47
9000 -Depreciation Expense	0.00	0.00	165,000.00	69,000.00	0.00	0.00	0.00	234,000.00
Total Other Expense	0.00	0.00	258,929.47	69,000.00	0.00	0.00	0.00	327,929.47
Net Other Income	0.00	93,929.47	-258,929.47	-69,000.00	0.00	0.00	0.00	-234,000.00
Net Income	-18,112.92	-539,678.74	195,803.94	12,647.32	-62,968.10	-219,216.11	24,473.31	-607,051.30

Roxborough Water and Sanitation District
Profit & Loss by Class
 January through February 2024

Ordinary Income/Expense	1-General Fund	2-Debt Service	3-Water-Treatment	4-Sewer	5-Capital Fund	6-Water- Distribution	7-Pump Valley Heights	TOTAL
Income								
5010- Service Charges	0.00	0.00	483,391.61	332,210.67	0.00	0.00	0.00	815,602.28
5100-Availability Charges	0.00	0.00	18,858.56	5,985.00	0.00	0.00	0.00	24,843.56
5101- Service Charges LMA	0.00	0.00	0.00	59,609.85	0.00	0.00	0.00	59,609.85
5200- Property Taxes	9,721.09	3,131.80	0.00	0.00	0.00	0.00	22,423.55	35,276.54
5210- Specific Ownership Taxes	21,216.57	6,835.24	0.00	0.00	0.00	0.00	5,903.75	33,955.56
5211- Dominion WTP Operations	0.00	0.00	115,667.32	0.00	0.00	0.00	0.00	115,667.32
5410-Hydrant Water	0.00	0.00	4,106.00	0.00	0.00	0.00	0.00	4,106.00
5510-Potable Irrigation Water	0.00	0.00	4,151.25	0.00	0.00	0.00	0.00	4,151.25
5511-Irrigation Water	0.00	0.00	13,384.26	0.00	0.00	0.00	0.00	13,384.26
5601-Late Fees, Penalties,	0.00	0.00	7,422.72	3,578.65	0.00	0.00	0.00	11,001.37
5610-Miscellaneous Income	0.00	0.00	-589.76	-585.75	0.00	0.00	0.00	-1,175.51
5611-Inclusion Fees-NWDC	0.00	0.00	13,384.40	0.00	0.00	0.00	0.00	13,384.40
5625- Dominion Sewer Conveyance	0.00	0.00	0.00	98,700.00	0.00	0.00	0.00	98,700.00
5640- Dominion Treated Water Us	0.00	0.00	17,702.50	0.00	0.00	0.00	0.00	17,702.50
5650 Dominion Exp Reimbursement	0.00	0.00	13,495.02	6,967.47	0.00	0.00	0.00	20,462.49
5700- Sys. Development Charge	0.00	0.00	270.00	0.00	0.00	0.00	0.00	270.00
5705 Ravenna SDC	0.00	0.00	50,858.50	0.00	0.00	0.00	0.00	50,858.50
5710- Capital Surcharge	0.00	0.00	23,870.77	26,386.01	0.00	0.00	0.00	50,256.78
5715- Capital Surcharge WTP Sup	0.00	0.00	187,773.91	0.00	0.00	0.00	0.00	187,773.91
5820- Investment Income	29,605.03	52,017.06	100,810.84	130,134.92	0.00	0.00	3,625.33	316,193.18
5850 - Reimbursed Exp Other	0.00	0.00	6,090.20	0.00	0.00	0.00	0.00	6,090.20
Total Income	60,542.69	61,984.10	1,060,648.10	662,986.82	0.00	0.00	31,952.73	1,878,114.44
Gross Profit	60,542.69	61,984.10	1,060,648.10	662,986.82	0.00	0.00	31,952.73	1,878,114.44
Expense								
6020-Payroll Expenses	11,614.33	0.00	98,383.89	64,519.52	0.00	54,981.92	0.00	229,499.66
6040- Accounting	2,750.00	0.00	5,500.00	2,750.00	0.00	2,750.00	783.00	14,533.00
6050- Contract Labor	0.00	0.00	0.00	2,888.46	0.00	2,888.48	0.00	5,776.94
6080- Education	-137.50	0.00	492.50	632.50	0.00	632.50	0.00	1,620.00
6100- Engineering	1,465.00	0.00	7,627.50	20,731.75	0.00	20,813.05	0.00	50,657.30
6115- GPS/GIS	0.00	0.00	0.00	7,557.36	0.00	1,065.00	0.00	8,622.36
6130- Insurance	4,722.00	0.00	4,722.00	4,722.00	0.00	4,722.00	0.00	18,888.00
6140- Lab & Test Fees	0.00	0.00	2,144.00	0.00	0.00	1,834.00	0.00	3,978.00
6150- Legal	5,092.63	0.00	8,267.13	5,748.63	0.00	3,952.88	961.00	24,022.27
6170- Meter Expenses	0.00	0.00	-105.77	0.00	0.00	0.00	0.00	-105.77
6180- Misc. Expenses	1,265.30	0.00	977.31	618.75	0.00	618.75	0.00	3,480.11
6185- Littleton Service Fees	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
6200- Office Expense	5,929.25	0.00	802.79	3,597.10	0.00	3,708.08	0.00	14,035.22
6210-Operating Supplies	0.00	0.00	2,916.78	59,835.00	0.00	0.00	0.00	62,751.78
6220- Permits	16,666.67	0.00	0.00	3,000.00	0.00	800.00	0.00	20,466.67
6230- Repairs and Maint	13,410.59	0.00	7,068.87	4,590.17	0.00	93,206.40	0.00	118,276.03
6240- Safety Equipment	0.00	0.00	257.03	500.61	0.00	559.09	0.00	1,316.73
6250- Treasurers Fees	145.79	46.98	0.00	0.00	0.00	0.00	336.35	529.12
6260- Utilities	132.32	0.00	976.11	8,524.75	0.00	4,837.79	0.00	14,470.97
6270- Vehicle	7,820.45	0.00	4,988.28	9,428.56	0.00	9,129.00	0.00	31,346.29
6280- Water Costs	0.00	0.00	0.00	0.00	0.00	134,936.38	0.00	134,936.38
6420-Loan Administrative Fees	0.00	38,400.00	0.00	0.00	0.00	0.00	0.00	38,400.00
6500- CWRPDA -PVH D15a356- Prin	0.00	118,087.00	0.00	0.00	0.00	0.00	0.00	118,087.00
6501-Interest D15a356-PVH	0.00	35,061.69	0.00	0.00	0.00	0.00	0.00	35,061.69
6560- Principal CT2015- PVH	0.00	56,134.69	0.00	0.00	0.00	0.00	0.00	56,134.69
6561 - Interest CT2015-176 PVH	0.00	59,312.46	0.00	0.00	0.00	0.00	0.00	59,312.46
7100-Principal Payments-W05A105	0.00	280,000.00	0.00	0.00	0.00	0.00	0.00	280,000.00
7150-Ravenna CWCB	0.00	82,425.19	0.00	0.00	0.00	0.00	0.00	82,425.19
7200- Interest Payments	0.00	-1,770.00	0.00	0.00	0.00	0.00	0.00	-1,770.00
7300- Capital Projects	6,856.37	0.00	251,437.00	123,600.00	29,319.40	28,839.50	2,795.00	413,527.87
7308- O-Line Capacity Improve.	0.00	0.00	0.00	0.00	7,049.20	0.00	0.00	7,049.20
7311- Dominion System Improve.	0.00	0.00	0.00	0.00	66,135.00	0.00	0.00	66,135.00
7312- Ravenna Pump Station	0.00	0.00	0.00	0.00	25,413.90	0.00	0.00	25,413.90
7313 - Valley View Project	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

No assurance is provided on these financial statements

Roxborough Water and Sanitation District
Profit & Loss by Class
 January through February 2024

	1-General Fund	2-Debt Service	3-Water-Treatment	4-Sewer	5-Capital Fund	6-Water- Distribution	7-Plum Valley Heights	TOTAL
Total Expense	77,733.20	657,698.01	396,435.42	323,245.16	127,917.50	370,272.82	4,875.35	1,968,177.46
Net Ordinary Income	-17,190.51	-605,713.91	664,212.88	339,741.68	-127,917.50	-370,272.82	27,077.38	-90,063.02
Other Income/Expense								
6900- Transfers In	0.00	26,041.71	0.00	0.00	0.00	0.00	0.00	26,041.71
6902- Transfers In WTP	0.00	187,773.91	0.00	0.00	0.00	0.00	0.00	187,773.91
Total Other Income	0.00	213,815.62	0.00	0.00	0.00	0.00	0.00	213,815.62
Other Expense								
8000- Transfers to Other Funds	0.00	0.00	19,700.46	6,341.25	0.00	0.00	0.00	26,041.71
8002- Transfers Water Supply SV	0.00	0.00	187,773.91	0.00	0.00	0.00	0.00	187,773.91
9000 -Depreciation Expense	0.00	0.00	330,000.00	138,000.00	0.00	0.00	0.00	468,000.00
Total Other Expense	0.00	0.00	537,474.37	144,341.25	0.00	0.00	0.00	681,815.62
Net Other Income	0.00	213,815.62	-537,474.37	-144,341.25	0.00	0.00	0.00	-468,000.00
Net Income	-17,190.51	-391,898.29	126,738.31	195,400.41	-127,917.50	-370,272.82	27,077.38	-558,063.02

Roxborough Water and Sanitation District
Profit & Loss -General Fund
February 2024

	<u>Feb 24</u>	<u>Jan - Feb 24</u>
Ordinary Income/Expense		
Income		
5200- Property Taxes	9,314.69	9,721.09
5210- Specific Ownership Taxes	11,604.71	21,216.57
5820- Investment Income	14,169.74	29,605.03
Total Income	<u>35,089.14</u>	<u>60,542.69</u>
Gross Profit	35,089.14	60,542.69
Expense		
6020-Payroll Expenses	5,534.58	11,614.33
6040- Accounting	0.00	2,750.00
6080- Education	481.25	-137.50
6100- Engineering	555.00	1,465.00
6130- Insurance	2,361.00	4,722.00
6150- Legal	2,034.75	5,092.63
6180- Misc. Expenses	646.55	1,265.30
6200- Office Expense	3,982.51	5,929.25
6220- Permits	16,666.67	16,666.67
6230- Repairs and Maint	11,637.75	13,410.59
6250- Treasurers Fees	139.70	145.79
6260- Utilities	54.86	132.32
6270- Vehicle	2,251.07	7,820.45
7300- Capital Projects	6,856.37	6,856.37
Total Expense	<u>53,202.06</u>	<u>77,733.20</u>
Net Ordinary Income	<u>-18,112.92</u>	<u>-17,190.51</u>
Net Income	<u><u>-18,112.92</u></u>	<u><u>-17,190.51</u></u>

Roxborough Water and Sanitation District
Profit & Loss -Debt Service
February 2024

	Feb 24	Jan - Feb 24
Ordinary Income/Expense		
Income		
5200- Property Taxes	3,000.87	3,131.80
5210- Specific Ownership Taxes	3,738.63	6,835.24
5820- Investment Income	27,348.33	52,017.06
Total Income	<u>34,087.83</u>	<u>61,984.10</u>
Gross Profit	34,087.83	61,984.10
Expense		
6250- Treasurers Fees	45.01	46.98
6420-Loan Administrative Fees	38,400.00	38,400.00
6500- CWRPDA -PVH D15a356- Prin	118,087.00	118,087.00
6501-Interest D15a356-PVH	35,061.69	35,061.69
6560- Principal CT2015- PVH	56,134.69	56,134.69
6561 - Interest CT2015-176 PVH	59,312.46	59,312.46
7100-Principal Payments-W05A105	280,000.00	280,000.00
7150-Ravenna CWCB	82,425.19	82,425.19
7200- Interest Payments	-1,770.00	-1,770.00
Total Expense	<u>667,696.04</u>	<u>667,698.01</u>
Net Ordinary Income	-633,608.21	-605,713.91
Other Income/Expense		
Other Income		
6900- Transfers In	0.00	26,041.71
6902- Transfers In WTP	93,929.47	187,773.91
Total Other Income	<u>93,929.47</u>	<u>213,815.62</u>
Net Other Income	93,929.47	213,815.62
Net Income	<u><u>-539,678.74</u></u>	<u><u>-391,898.29</u></u>

Roxborough Water and Sanitation District
Profit & Loss -Water Treatment
February 2024

	<u>Feb 24</u>	<u>Jan - Feb 24</u>
Ordinary Income/Expense		
Income		
5010- Service Charges	249,019.38	483,391.61
5100-Availability Charges	-841.90	18,858.56
5211- Dominion WTP Operations	57,833.66	115,667.32
5410-Hydrant Water	5,638.00	4,106.00
5510-Potable Irrigation Water	2,396.25	4,151.25
5511-Irrigation Water	6,692.13	13,384.26
5601-Late Fees, Penalties,	3,976.20	7,422.72
5610- Miscellaneous Income	-346.02	-589.76
5611-Inclusion fees-NWDC	5,682.04	13,384.40
5640- Dominion Treated Water Us	9,673.75	17,702.50
5650 Dominion Exp Reimbursement	836.00	13,495.02
5700- Sys. Development Charge	135.00	270.00
5705 Ravenna SDC	22,613.33	50,858.50
5710- Capital Surcharge	11,941.55	23,870.77
5715- Capital Surcharge WTP Sup	93,929.47	187,773.91
5820- Investment Income	50,095.97	100,810.84
5850 - Reimbursed Exp Other	2,952.20	6,090.20
Total Income	<u>522,227.01</u>	<u>1,060,648.10</u>
Gross Profit	522,227.01	1,060,648.10
Expense		
6020-Payroll Expenses	47,910.31	98,383.89
6040- Accounting	2,750.00	5,500.00
6080- Education	511.25	492.50
6100- Engineering	6,425.00	7,627.50
6130- Insurance	2,361.00	4,722.00
6140- Lab & Test Fees	375.00	2,144.00
6150- Legal	4,069.50	8,267.13
6170 - Meter Expenses	0.00	-105.77
6180- Misc. Expenses	358.56	977.31
6200- Office Expense	802.79	802.79
6210-Operating Supplies	415.16	2,916.78
6230- Repairs and Maint	-587.21	7,068.87
6240- Safety Equipment	257.03	257.03
6260- Utilities	931.07	976.11
6270- Vehicle	914.14	4,968.28
7300- Capital Projects	0.00	251,437.00
Total Expense	<u>67,493.60</u>	<u>396,435.42</u>
Net Ordinary Income	454,733.41	664,212.68
Other Income/Expense		
Other Expense		
8000- Transfers to Other Funds	0.00	19,700.46
8002- Transfers Water Supply SV	93,929.47	187,773.91
9000 -Depreciation Expense	165,000.00	330,000.00
Total Other Expense	<u>258,929.47</u>	<u>537,474.37</u>
Net Other Income	<u>-258,929.47</u>	<u>-537,474.37</u>
Net Income	<u><u>195,803.94</u></u>	<u><u>126,738.31</u></u>

Roxborough Water and Sanitation District
Profit & Loss -Water Distribution
February 2024

	<u>Feb 24</u>	<u>Jan - Feb 24</u>
Ordinary Income/Expense		
Expense		
6020-Payroll Expenses	27,032.66	54,981.92
6040- Accounting	0.00	2,750.00
6050- Contract Labor	32.34	2,888.48
6080- Education	651.25	632.50
6100- Engineering	16,682.50	20,813.05
6115- GPS/GIS	82.50	1,065.00
6130- Insurance	2,361.00	4,722.00
6140- Lab & Test Fees	1,690.00	1,834.00
6150- Legal	2,034.75	3,952.88
6180- Misc. Expenses	0.00	618.75
6200- Office Expense	1,907.87	3,706.08
6220- Permits	0.00	800.00
6230- Repairs and Maint	88,924.44	93,206.40
6240- Safety Equipment	559.09	559.09
6260- Utilities	4,727.37	4,837.79
6270- Vehicle	2,463.04	9,129.00
6280- Water Costs	59,672.10	134,936.38
7300- Capital Projects	10,395.20	28,839.50
Total Expense	<u>219,216.11</u>	<u>370,272.82</u>
Net Ordinary Income	<u>-219,216.11</u>	<u>-370,272.82</u>
Net Income	<u><u>-219,216.11</u></u>	<u><u>-370,272.82</u></u>

Roxborough Water and Sanitation District
Profit & Loss -Sewer Fund
February 2024

	<u>Feb 24</u>	<u>Jan - Feb 24</u>
Ordinary Income/Expense		
Income		
5010- Service Charges	166,463.55	332,210.67
5100-Availability Charges	-356.25	5,985.00
5101- Service Charges LMA	28,039.51	59,609.85
5601-Late Fees, Penalties,	1,915.87	3,578.65
5610- Miscellaneous Income	-346.01	-585.75
5625- Dominion Sewer Conveyance	49,660.00	98,700.00
5650 Dominion Exp Reimbursement	0.00	6,967.47
5710- Capital Surcharge	13,108.99	26,386.01
5820- Investment Income	64,240.48	130,134.92
Total Income	<u>322,726.14</u>	<u>662,986.82</u>
Gross Profit	322,726.14	662,986.82
Expense		
6020-Payroll Expenses	31,701.71	64,519.52
6040- Accounting	0.00	2,750.00
6050- Contract Labor	32.34	2,888.46
6080- Education	651.25	632.50
6100- Engineering	13,995.00	20,731.75
6115- GPS/GIS	1,950.00	7,557.36
6130- Insurance	2,361.00	4,722.00
6150- Legal	2,034.75	5,748.63
6180- Misc. Expenses	0.00	618.75
6185- Littleton Service Fees	0.00	0.00
6200- Office Expense	1,851.78	3,597.10
6210-Operating Supplies	59,835.00	59,835.00
6220- Permits	600.00	3,000.00
6230- Repairs and Maint	4,581.98	4,590.17
6240- Safety Equipment	500.61	500.61
6260- Utilities	8,410.71	8,524.75
6270- Vehicle	2,762.69	9,428.56
7300- Capital Projects	109,810.00	123,600.00
Total Expense	<u>241,078.82</u>	<u>323,245.16</u>
Net Ordinary Income	81,647.32	339,741.66
Other Income/Expense		
Other Expense		
8000- Transfers to Other Funds	0.00	6,341.25
9000 -Depreciation Expense	69,000.00	138,000.00
Total Other Expense	<u>69,000.00</u>	<u>144,341.25</u>
Net Other Income	<u>-69,000.00</u>	<u>-144,341.25</u>
Net Income	<u><u>12,647.32</u></u>	<u><u>195,400.41</u></u>

Roxborough Water and Sanitation District
Profit & Loss -Capital Fund
February 2024

	Feb 24	Jan - Feb 24
Ordinary Income/Expense		
Expense		
7308- O-Line Capacity Improve.	13,877.50	29,319.40
7311- Dominion System Improve.	4,260.50	7,049.20
7312- Ravenna Pump Station	31,102.50	66,135.00
7313 - Valley View Project	13,727.60	25,413.90
Total Expense	62,968.10	127,917.50
Net Ordinary Income	-62,968.10	-127,917.50
Net Income	-62,968.10	-127,917.50

Roxborough Water and Sanitation District
Profit & Loss-PVH
February 2024

	Feb 24	Jan - Feb 24
Ordinary Income/Expense		
Income		
5200- Property Taxes	22,423.65	22,423.65
5210- Specific Ownership Taxes	3,203.02	5,903.75
5820- Investment Income	1,761.49	3,625.33
Total Income	27,388.16	31,952.73
Gross Profit	27,388.16	31,952.73
Expense		
6040- Accounting	-217.00	783.00
6150- Legal	0.50	961.00
6250- Treasurers Fees	336.35	336.35
7300- Capital Projects	2,795.00	2,795.00
Total Expense	2,914.85	4,875.35
Net Ordinary Income	24,473.31	27,077.38
Net Income	24,473.31	27,077.38

Roxborough Water and Sanitation District
Profit & Loss Budget vs. Actual- General Fund
January through February 2024

	Jan - Feb 24	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
5200- Property Taxes	9,721.09	1,576,131.00	-1,566,409.91	0.6%
5210- Specific Ownership Taxes	21,216.57	120,000.00	-98,783.43	17.7%
5610- Miscellaneous Income	0.00	1,000.00	-1,000.00	0.0%
5820- Investment Income	29,605.03	80,000.00	-50,394.97	37.0%
Total Income	60,542.69	1,777,131.00	-1,716,588.31	3.4%
Gross Profit	60,542.69	1,777,131.00	-1,716,588.31	3.4%
Expense				
6020-Payroll Expenses	11,614.33	150,000.00	-138,385.67	7.7%
6040- Accounting	2,750.00	31,500.00	-28,750.00	8.7%
6041- Audit	0.00	30,000.00	-30,000.00	0.0%
6050- Contract Labor	0.00	10,000.00	-10,000.00	0.0%
6060- Directors Fee	0.00	8,000.00	-8,000.00	0.0%
6080- Education	-137.50	30,000.00	-30,137.50	-0.5%
6100- Engineering	1,465.00	40,000.00	-38,535.00	3.7%
6130- Insurance	4,722.00	30,000.00	-25,278.00	15.7%
6150- Legal	5,092.63	25,000.00	-19,907.37	20.4%
6180- Misc. Expenses	1,265.30	10,000.00	-8,734.70	12.7%
6200- Office Expense	5,929.25	40,000.00	-34,070.75	14.8%
6220- Permits	16,666.67	50,000.00	-33,333.33	33.3%
6225-Rent	0.00	5,000.00	-5,000.00	0.0%
6230- Repairs and Maint	13,410.59	205,000.00	-191,589.41	6.5%
6250- Treasurers Fees	145.79	45,000.00	-44,854.21	0.3%
6260- Utilities	132.32	2,000.00	-1,867.68	6.6%
6270- Vehicle	7,820.45	5,000.00	2,820.45	156.4%
6300- Bank Service Charges	0.00	2,000.00	-2,000.00	0.0%
7300- Capital Projects	6,856.37	75,000.00	-68,143.63	9.1%
Total Expense	77,733.20	793,500.00	-715,766.80	9.8%
Net Ordinary Income	-17,190.51	983,631.00	-1,000,821.51	-1.7%
Other Income/Expense				
Other Expense				
8000- Transfers to Other Funds	0.00	700,000.00	-700,000.00	0.0%
Total Other Expense	0.00	700,000.00	-700,000.00	0.0%
Net Other Income	0.00	-700,000.00	700,000.00	0.0%
Net Income	-17,190.51	283,631.00	-300,821.51	-6.1%

Roxborough Water and Sanitation District
Profit & Loss Budget vs. Actual-Debt Service
January through February 2024

	Jan - Feb 24	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
5200- Property Taxes	3,131.80	675,485.00	-672,353.20	0.5%
5210- Specific Ownership Taxes	6,835.24	80,000.00	-73,164.76	8.5%
5820- Investment Income	52,017.06	30,000.00	22,017.06	173.4%
Total Income	61,984.10	785,485.00	-723,500.90	7.9%
Gross Profit	61,984.10	785,485.00	-723,500.90	7.9%
Expense				
6250- Treasurers Fees	46.98	15,000.00	-14,953.02	0.3%
6420-Loan Administrative Fees	38,400.00	76,800.00	-38,400.00	50.0%
6500- CWRPDA -PVH D15a356- Prin	118,087.00	233,236.00	-115,149.00	50.6%
6501-Interest D15a356-PVH	35,061.69	71,586.00	-36,524.31	49.0%
6550-CWCB Principal c150346	0.00	483,231.00	-483,231.00	0.0%
6551- CWCB Interest c150346	0.00	493,412.00	-493,412.00	0.0%
6560- Principal CT2015- PVH	56,134.69	54,473.00	1,661.69	103.1%
6561 - Interest CT2015-176 PVH	59,312.46	60,974.00	-1,661.54	97.3%
6599- Less PVH Debt Service	0.00	-420,269.00	420,269.00	0.0%
7100-Principal Payments-W05A105	280,000.00	545,000.00	-265,000.00	51.4%
7150-Ravenna CWCB	82,425.19	82,425.00	0.19	100.0%
7200- Interest Payments	-1,770.00	61,956.00	-63,726.00	-2.9%
Total Expense	667,698.01	1,757,824.00	-1,090,125.99	38.0%
Net Ordinary Income	-605,713.91	-972,339.00	366,625.09	62.3%
Other Income/Expense				
Other Income				
6900- Transfers In	26,041.71	160,000.00	-133,958.29	16.3%
6901- Transfer In PVH Debt	0.00	1,092,000.00	-1,092,000.00	0.0%
6902- Transfers In WTP	187,773.91			
Total Other Income	213,815.62	1,252,000.00	-1,038,184.38	17.1%
Net Other Income	213,815.62	1,252,000.00	-1,038,184.38	17.1%
Net Income	-391,898.29	279,661.00	-671,559.29	-140.1%

Roxborough Water and Sanitation District
Profit & Loss Budget vs. Actual-Water Treatment
January through February 2024

	Jan - Feb 24	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
5010- Service Charges	483,391.61	3,200,000.00	-2,716,608.39	15.1%
5100-Availability Charges	18,858.56	120,000.00	-101,141.44	15.7%
5211- Dominion WTP Operations	115,667.32	500,000.00	-384,332.68	23.1%
5310-Permit Fees	0.00	1,200.00	-1,200.00	0.0%
5400-Rental Income	0.00	7,200.00	-7,200.00	0.0%
5410-Hydrant Water	4,106.00	40,000.00	-35,894.00	10.3%
5510-Potable Irrigation Water	4,151.25	40,000.00	-35,848.75	10.4%
5511-Irrigation Water	13,384.26	250,000.00	-236,615.74	5.4%
5601-Late Fees, Penalties,	7,422.72	70,000.00	-62,577.28	10.6%
5610- Miscellaneous Income	-589.76	0.00	-589.76	100.0%
5611-Inclusion fees-NWDC	13,384.40	50,000.00	-36,615.60	26.8%
5620- Dominion Dist. Operations	0.00	200,000.00	-200,000.00	0.0%
5640- Dominion Treated Water Us	17,702.50	100,000.00	-82,297.50	17.7%
5650 Dominion Exp Reimbursement	13,495.02			
5660- Ravenna Reimbursement	0.00	3,196,667.00	-3,196,667.00	0.0%
5670-Dominion Cap Lease O-Line	0.00	0.00	0.00	0.0%
5700- Sys. Development Charge	270.00	275,000.00	-274,730.00	0.1%
5705 Ravenna SDC	50,858.50	250,000.00	-199,141.50	20.3%
5710- Capital Surcharge	23,870.77	80,000.00	-56,129.23	29.8%
5715- Capital Surcharge WTP Sup	187,773.91	1,036,808.00	-849,034.09	18.1%
5820- Investment Income	100,810.84	50,000.00	50,810.84	201.6%
5850 - Reimbursed Exp Other	6,090.20	1,225,000.00	-1,218,909.80	0.5%
Total Income	1,060,648.10	10,691,875.00	-9,631,226.90	9.9%
Gross Profit	1,060,648.10	10,691,875.00	-9,631,226.90	9.9%
Expense				
6020-Payroll Expenses	98,383.89	750,000.00	-651,616.11	13.1%
6040- Accounting	5,500.00	32,500.00	-27,000.00	16.9%
6050- Contract Labor	0.00	15,000.00	-15,000.00	0.0%
6065- Dominion expenses	0.00	20,000.00	-20,000.00	0.0%
6080- Education	492.50	30,000.00	-29,507.50	1.6%
6100- Engineering	7,627.50	175,000.00	-167,372.50	4.4%
6115- GPS/GIS	0.00	25,000.00	-25,000.00	0.0%
6130- Insurance	4,722.00	25,000.00	-20,278.00	18.9%
6140- Lab & Test Fees	2,144.00	15,000.00	-12,856.00	14.3%
6150- Legal	8,267.13	37,500.00	-29,232.87	22.0%
6170 - Meter Expenses	-105.77	0.00	-105.77	100.0%
6180- Misc. Expenses	977.31	10,000.00	-9,022.69	9.8%
6200- Office Expense	802.79	20,000.00	-19,197.21	4.0%
6210-Operating Supplies	2,916.78	175,000.00	-172,083.22	1.7%
6220- Permits	0.00	10,000.00	-10,000.00	0.0%
6230- Repairs and Maint	7,068.87	250,000.00	-242,931.13	2.8%
6240- Safety Equipment	257.03	5,000.00	-4,742.97	5.1%
6260- Utilities	976.11	240,000.00	-239,023.89	0.4%
6270- Vehicle	4,968.28	10,000.00	-5,031.72	49.7%
6280- Water Costs	0.00	50,000.00	-50,000.00	0.0%
7300- Capital Projects	251,437.00	530,000.00	-278,563.00	47.4%
7302- Water Taps Centennial	0.00	50,000.00	-50,000.00	0.0%
Total Expense	396,435.42	2,475,000.00	-2,078,564.58	16.0%
Net Ordinary Income	664,212.68	8,216,875.00	-7,552,662.32	8.1%
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	19,700.46	120,000.00	-100,299.54	16.4%
8002- Transfers Water Supply SV	187,773.91	1,036,808.00	-849,034.09	18.1%
8100- Transfer to Other Funds	0.00	0.00	0.00	0.0%

Roxborough Water and Sanitation District
Profit & Loss Budget vs. Actual-Water Treatment
January through February 2024

	<u>Jan - Feb 24</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
9000 -Depreciation Expense	330,000.00			
Total Other Expense	537,474.37	1,156,808.00	-619,333.63	46.5%
Net Other Income	-537,474.37	-656,808.00	119,333.63	81.8%
Net Income	<u>126,738.31</u>	<u>7,560,067.00</u>	<u>-7,433,328.69</u>	<u>1.7%</u>

Roxborough Water and Sanitation District
Profit & Loss Budget vs. Actual-Water Distribution
January through February 2024

	<u>Jan - Feb 24</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense				
Expense				
6020-Payroll Expenses	54,981.92	400,000.00	-345,018.08	13.7%
6040- Accounting	2,750.00	32,500.00	-29,750.00	8.5%
6050- Contract Labor	2,888.48	40,000.00	-37,111.52	7.2%
6065- Dominion expenses	0.00	60,000.00	-60,000.00	0.0%
6080- Education	632.50	30,000.00	-29,367.50	2.1%
6100- Engineering	20,813.05	200,000.00	-179,186.95	10.4%
6110-Conservation Rebates	0.00	2,500.00	-2,500.00	0.0%
6115- GPS/GIS	1,065.00	25,000.00	-23,935.00	4.3%
6130- Insurance	4,722.00	25,000.00	-20,278.00	18.9%
6140- Lab & Test Fees	1,834.00	15,000.00	-13,166.00	12.2%
6150- Legal	3,952.88	37,500.00	-33,547.12	10.5%
6170 - Meter Expenses	0.00	50,000.00	-50,000.00	0.0%
6180- Misc. Expenses	618.75	10,000.00	-9,381.25	6.2%
6200- Office Expense	3,706.08	20,000.00	-16,293.92	18.5%
6220- Permits	800.00	10,000.00	-9,200.00	8.0%
6230- Repairs and Maint	93,206.40	225,000.00	-131,793.60	41.4%
6230-Meter Expenses	0.00	2,000.00	-2,000.00	0.0%
6240- Safety Equipment	559.09			
6260- Utilities	4,837.79	75,000.00	-70,162.21	6.5%
6270- Vehicle	9,129.00	5,000.00	4,129.00	182.6%
6280- Water Costs	134,936.38	2,000,000.00	-1,865,063.62	6.7%
7300- Capital Projects	28,839.50	6,400,000.00	-6,371,160.50	0.5%
Total Expense	<u>370,272.82</u>	<u>9,664,500.00</u>	<u>-9,294,227.18</u>	<u>3.8%</u>
Net Ordinary Income	<u>-370,272.82</u>	<u>-9,664,500.00</u>	<u>9,294,227.18</u>	<u>3.8%</u>
Net Income	<u>-370,272.82</u>	<u>-9,664,500.00</u>	<u>9,294,227.18</u>	<u>3.8%</u>

Roxborough Water and Sanitation District
Profit & Loss Budget vs. Actual-Sewer Fund
January through February 2024

	Jan - Feb 24	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
5010- Service Charges	332,210.67	1,800,000.00	-1,467,789.33	18.5%
5100-Availability Charges	5,985.00	40,000.00	-34,015.00	15.0%
5101- Service Charges LMA	59,609.85	300,000.00	-240,390.15	19.9%
5310-Permit Fees	0.00	33,000.00	-33,000.00	0.0%
5601-Late Fees, Penalties,	3,578.65	20,000.00	-16,421.35	17.9%
5610- Miscellaneous Income	-585.75	0.00	-585.75	100.0%
5625- Dominion Sewer Conveyance	98,700.00	360,000.00	-261,300.00	27.4%
5650 Dominion Exp Reimbursement	6,967.47	50,000.00	-43,032.53	13.9%
5670-Dominion Cap Lease O-Line	0.00	200,000.00	-200,000.00	0.0%
5700- Sys. Development Charge	0.00	200,000.00	-200,000.00	0.0%
5710- Capital Surcharge	26,386.01	160,000.00	-133,613.99	16.5%
5820- Investment Income	130,134.92	55,000.00	75,134.92	236.6%
Total Income	<u>662,986.82</u>	<u>3,218,000.00</u>	<u>-2,555,013.18</u>	<u>20.6%</u>
Gross Profit	662,986.82	3,218,000.00	-2,555,013.18	20.6%
Expense				
6020-Payroll Expenses	64,519.52	500,000.00	-435,480.48	12.9%
6040- Accounting	2,750.00	31,500.00	-28,750.00	8.7%
6050- Contract Labor	2,888.46	30,000.00	-27,111.54	9.6%
6080- Education	632.50	30,000.00	-29,367.50	2.1%
6099- Election	0.00	0.00	0.00	0.0%
6100- Engineering	20,731.75	125,000.00	-104,268.25	16.6%
6115- GPS/GIS	7,557.36	25,000.00	-17,442.64	30.2%
6130- Insurance	4,722.00	30,000.00	-25,278.00	15.7%
6140- Lab & Test Fees	0.00	1,000.00	-1,000.00	0.0%
6150- Legal	5,748.63	15,000.00	-9,251.37	38.3%
6180- Misc. Expenses	618.75	1,000.00	-381.25	61.9%
6185- Littleton Service Fees	0.00	1,100,000.00	-1,100,000.00	0.0%
6200- Office Expense	3,597.10	15,000.00	-11,402.90	24.0%
6210-Operating Supplies	59,835.00	145,000.00	-85,165.00	41.3%
6220- Permits	3,000.00	10,000.00	-7,000.00	30.0%
6230- Repairs and Maint	4,590.17	150,000.00	-145,409.83	3.1%
6240- Safety Equipment	500.61	2,000.00	-1,499.39	25.0%
6260- Utilities	8,524.75	100,000.00	-91,475.25	8.5%
6270- Vehicle	9,428.56	2,000.00	7,428.56	471.4%
6300- Bank Service Charges	0.00	3,000.00	-3,000.00	0.0%
7300- Capital Projects	123,600.00	1,750,000.00	-1,626,400.00	7.1%
Total Expense	<u>323,245.16</u>	<u>4,065,500.00</u>	<u>-3,742,254.84</u>	<u>8.0%</u>
Net Ordinary Income	339,741.66	-847,500.00	1,187,241.66	-40.1%
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	6,341.25	633,500.00	-627,158.75	1.0%
9000 -Depreciation Expense	138,000.00			
Total Other Expense	<u>144,341.25</u>	<u>633,500.00</u>	<u>-489,158.75</u>	<u>22.8%</u>
Net Other Income	-144,341.25	-433,500.00	289,158.75	33.3%
Net Income	<u><u>195,400.41</u></u>	<u><u>-1,281,000.00</u></u>	<u><u>1,476,400.41</u></u>	<u><u>-15.3%</u></u>

Roxborough Water and Sanitation District
Profit & Loss Budget vs. Actual-Capital Fund
January through February 2024

	Jan - Feb 24	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
5650 Dominion Exp Reimbursement	0.00	861,500.00	-861,500.00	0.0%
5850 - Reimbursed Exp Other	0.00	700,000.00	-700,000.00	0.0%
Total Income	0.00	1,561,500.00	-1,561,500.00	0.0%
Gross Profit	0.00	1,561,500.00	-1,561,500.00	0.0%
Expense				
6805-Ravenna Phase 3/4 Expense	0.00	2,360,000.00	-2,360,000.00	0.0%
6806-System Capacity Expense	0.00	785,000.00	-785,000.00	0.0%
7308- O-Line Capacity Improve.	29,319.40	670,000.00	-640,680.60	4.4%
7311- Dominion System Improve.	7,049.20			
7312- Ravenna Pump Station	66,135.00			
7313 - Valley View Project	25,413.90	700,000.00	-674,586.10	3.6%
Total Expense	127,917.50	4,515,000.00	-4,387,082.50	2.8%
Net Ordinary Income	-127,917.50	-2,953,500.00	2,825,582.50	4.3%
Other Income/Expense				
Other Income				
6900- Transfers In	0.00	2,953,500.00	-2,953,500.00	0.0%
Total Other Income	0.00	2,953,500.00	-2,953,500.00	0.0%
Net Other Income	0.00	2,953,500.00	-2,953,500.00	0.0%
Net Income	-127,917.50	0.00	-127,917.50	100.0%

Roxborough Water and Sanitation District
Profit & Loss Budget vs. Actual-PVH
January through February 2024

	Jan - Feb 24	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
5200- Property Taxes	22,423.65	447,966.00	-425,542.35	5.0%
5210- Specific Ownership Taxes	5,903.75	50,000.00	-44,096.25	11.8%
5820- Investment Income	3,625.33	1,000.00	2,625.33	362.5%
Total Income	<u>31,952.73</u>	<u>498,966.00</u>	<u>-467,013.27</u>	<u>6.4%</u>
Gross Profit	31,952.73	498,966.00	-467,013.27	6.4%
Expense				
6040- Accounting	783.00	12,000.00	-11,217.00	6.5%
6080- Education	0.00	1,000.00	-1,000.00	0.0%
6100- Engineering	0.00	2,500.00	-2,500.00	0.0%
6150- Legal	961.00	2,500.00	-1,539.00	38.4%
6250- Treasurers Fees	336.35	9,000.00	-8,663.65	3.7%
6500- CWRPDA -PVH D15a356- Prin	0.00	306,297.00	-306,297.00	0.0%
7150-Ravenna CWCB	0.00	115,447.00	-115,447.00	0.0%
7300- Capital Projects	2,795.00			
Total Expense	<u>4,875.35</u>	<u>448,744.00</u>	<u>-443,868.65</u>	<u>1.1%</u>
Net Ordinary Income	<u>27,077.38</u>	<u>50,222.00</u>	<u>-23,144.62</u>	<u>53.9%</u>
Net Income	<u><u>27,077.38</u></u>	<u><u>50,222.00</u></u>	<u><u>-23,144.62</u></u>	<u><u>53.9%</u></u>

SUPPLEMENTAL INFORMATION

Roxborough Water & Sanitation District
February 29, 2024

Long Term Obligations

	Maturity	
CWCB- 2014 Loan	12/01/2044	\$ 14,698,681
CT2015-176 CWCB-PVH Water Supply	08/01/2036	\$ 1,888,536
2015 CWRPDA- PVH Infrastructure	02/01/2047	\$ 3,323,186
2019-2250 CWCB- Ravenna	02/01/2047	\$ 1,351,660
2005 CWRPDA Loan Payable	08/01/2026	<u>\$ 1,515,000</u>
TOTAL LONG TERM LIABILITIES		\$ 22,777,063

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 February 29, 2024 is as follows:

	Debt Service		Capital		Sewer		Total
	Water Fund	Sewer Fund	Projects Fund	Water Fund	Fund	PVH	
Operating Reserve	\$ -	\$ -	\$ 896,061	\$ 3,000,000	\$ 1,000,000		\$ 4,896,061
Capital Reserve	-	-	-	1,292,687	1,363,871		\$ 2,656,558
Operating Cash	<u>3,276,055</u>	<u>6,466,097</u>	<u>-</u>	<u>10,224,690</u>	<u>12,548,180</u>	<u>529,352</u>	<u>\$ 33,368,765</u>
Total Cash on Hand	<u>\$ 3,276,055</u>	<u>\$ 6,466,097</u>	<u>\$ 465,279</u>	<u>\$ 14,517,377</u>	<u>\$ 14,912,051</u>	<u>\$ 529,352</u>	<u>\$ 40,921,384</u>

Roxborough Water and Sanitation
Distribution of Cash in Bank- Water Fund
2024

	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec
Cash Funds Available												
Cash in Bank - Water Fund	14,263,008	14,517,377										
Total Funds Available	14,263,008	14,517,377										
Distribution of Available Funds												
Operating Reserve	3,000,000	3,000,000										
25% of Budgeted Expenditures												
Capital Reserve	1,033,741	1,292,687										
Operating Cash	10,229,267	10,224,690										
Total Cash	14,263,008	14,517,377										
Capital Reserve												
Beginning Reserve Balance	1,053,622	1,053,622										
Additions to Reserve	250,000	250,000										
Use of Reserves	269,881	10,935										
Ending Reserve Balance	1,033,741	1,292,687										

**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	14,448,907	14,912,051										
Total Funds Available	14,448,907	14,912,051	0	0	0	0	0	0	0	0	0	0
Distribution of Available Funds												
Operating Reserve	1,000,000	1,000,000										
25% of Budgeted Expenditures												
Capital Reserve	1,369,891	1,363,871										
Operating Cash	12,079,016	12,548,180										
Total Available Funds	14,448,907	14,912,051	0	0	0	0	0	0	0	0	0	0
Capital Reserve												
Beginning Reserve Balance	1,198,681	1,198,681										
Additions to Reserve	185,000	185,000										
Use of Reserves	-13,790	-19,810										
Ending Reserve Balance	1,369,891	1,363,871	0	0	0	0	0	0	0	0	0	0

No Assurance is provided on these Financial Statements

Roxborough Water and Sanitation
Distribution of Cash in Bank - Debt Service
2024

	Jan	Feb	March	April	May	June	July	August	Sept	Oct	Nov	Dec
Cash Funds Available - Water Treatment Plant												
Beginning Cash Balance	799,115	895,601										
Surcharge Collected	93,844	93,844										
Availability of Service Trans.	2,642	2,642										
Payment of Debt	0	667,696										
Ending Cash Balance	895,601	324,391	0	0	0	0	0	0	0	0	0	0

	Jan	Feb	March	April	May	June	July	August	Sept	Oct	Nov	Dec
Cash Funds Available - Sewer Debt Service												
Operating Cash	6,258,494	6,466,097										
Total	7,154,095	6,790,488	0	0	0	0	0	0	0	0	0	0

No Assurance is provided on these Financial Statements

Roxborough Water & Sanitation District
 Property Tax Schedule
 2024

SUMMARY - DOUGLAS & JEFFERSON COUNTIES

	2023										2023		
	Property Taxes	Delinquent Tax, Rebates and Abatements	Specific Ownersh 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	\$ 537		\$ 15,409		\$ (8)		\$ 15,938	0.02%	0.02%	\$ 15,938	0.56%	0.56%	
February	\$ 12,316		\$ 15,344		\$ (185)		\$ 27,475	0.59%	0.61%	\$ 27,475	1.49%	2.05%	
March							\$ -	0.00%	0.61%	\$ -	0.00%	2.05%	
April							\$ -	0.00%	0.61%	\$ -	0.00%	2.05%	
May							\$ -	0.00%	0.61%	\$ -	0.00%	2.05%	
June							\$ -	0.00%	0.61%	\$ -	0.00%	2.05%	
July							\$ -	0.00%	0.61%	\$ -	0.00%	2.05%	
August							\$ -	0.00%	0.61%	\$ -	0.00%	2.05%	
September							\$ -	0.00%	0.61%	\$ -	0.00%	2.05%	
October							\$ -	0.00%	0.61%	\$ -	0.00%	2.05%	
November					\$ (33)		\$ (33)	0.00%	0.61%	\$ (33)	0.00%	2.05%	
December							\$ -	0.00%	0.61%	\$ -	0.00%	2.05%	
TOTAL	\$ 12,853	\$ -	\$ 30,753	\$ -	\$ (226)	\$ -	\$ 43,380	0.61%	0.61%	\$ 43,380	2.05%	2.05%	

No Assurance is provided on these Financial Statements
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