

**General Manager's Report
Roxborough Water and Sanitation District
January 19, 2022**

Information Only

General Matters

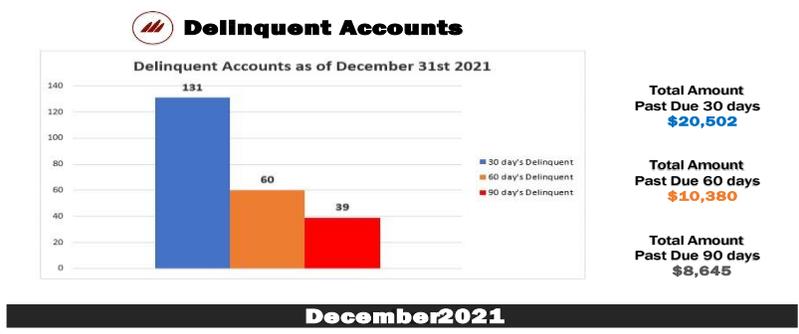
- On December 19, 2021, two homes on Jared Way were destroyed by fire. Section 7.1.3 of Volume I of the District's Rules and Regulations provides:
When buildings are moved or destroyed, the original Water/Sewer Connection Permit/Availability of Service Certificate shall terminate. If the service lines to the new building are the same size upon reconnection to the new building as they were on the date the building was moved or destroyed, no additional System Development Charge will be required; however, all permitting fees and other fees permitted under the Schedule of Fees, Rates and Charges in Exhibit A shall be required.
- Based on this provision, the homeowners were informed they had two options under the Rules and Regulations:
 - Suspend the accounts and pay a Connection Permit Fee of \$1,650 when the homes are reconnected; or
 - Pay Availability of Service Charges (\$225.60/quarter) until service is restored.
 - Both homeowners have indicated that it will probably be 2 years before they can rebuild their homes, so the first option is the more cost effective.
- After speaking with both homeowners, we've suspended the accounts, and I agreed to ask the Board to waive Connection Permit Fee.

Cyber Security:

- We will begin migrating all administrative files, except the billing system and web site hosting, to a cloud-based file service (Egnyte) to eliminate the need for virtual private network (VPN) access to the servers. This will increase security and facilitate secure remote access.

Past Due Accounts:

- As of December 31, we had 39 accounts with a past due balance of \$8,645, compared to 83 accounts with a past due balance of \$35,807 as of October 31. We've made significant progress recovering from the account problems caused by the pandemic.
- All payment agreements for past-due water and sewer day bills are current except one. The one resident that is not paying under his payment agreement is paying his current monthly bill. He has applied for the Low-Income Household Water Assistance Program, and at least one household that applied for assistance has been approved.

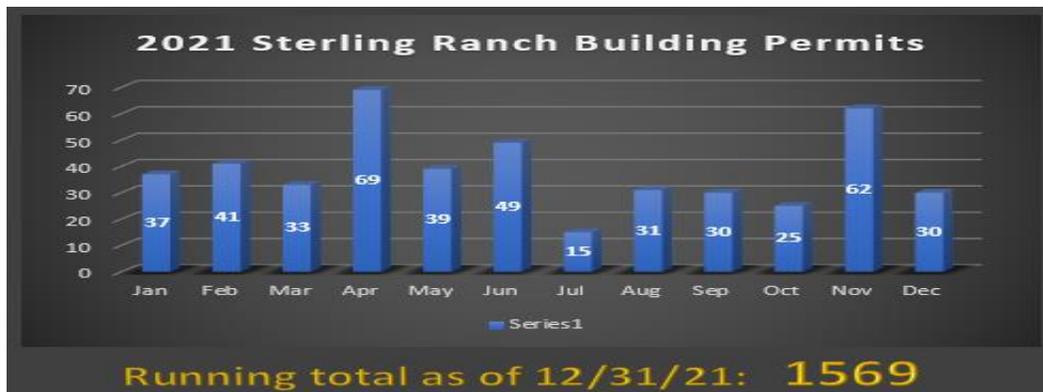


Dominion Water and Sanitation District/Sterling Ranch:

- Day-to-day operations going well.
- As of December 31, 2021, a total of 1,401 Certificates of Occupancy (CO) had been issued in Sterling Ranch. We will invoice Dominion for the next Capital Lease Payment of \$200,000 when they reach 1,500 COs.
- Year to date development summary:



- 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. We are currently working to reconcile the County's building permit records with aerial views of Sterling Ranch and past payments under this Agreement and will be invoicing Dominion.
- For 2020 Dominion was billed \$96,000 for 320 residential equivalents permitted during the year.



Projects:

- Preconstruction meeting on January 11, 2022, for the high-zone pump addition to the water treatment plant.

Public Outreach:

- Blog post on the May 2022 Board election. There has been a lot of interest from residents, so I anticipate having an election.
- I've been asked to speak on cybersecurity lessons learned at the National Association of Clean Water Agencies Winter Conference on February 1.
- The District has joined a consortium of other water and wastewater utilities and watershed groups promoting the voluntary use of phosphorus-free fertilizer to protect water quality. This is a voluntary initiative that promotes testing your soil before you fertilize in the spring to determine if phosphorus is needed. All Colorado ACE Hardware stores are participating in the program.