

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 June 17, 2026

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 June 17, 2026, 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: Loren McFall President
 Dave Bane Vice President
 Fran Santagata Secretary
 David Thomas Treasurer
 Kim DeGrande Assistant Secretary (via zoom)

Consultants: Michael Gerstner, TST Infrastructure, LLC
 Ted Snailum, TWS Financial
 Alan Pogue, Icenogle Seaver Pogue PC

RWSD Staff: Mike Marcum Public: Jan Berger (via zoom)
 Mitchell Stroehlein
 Lisa Hoover
 Lucie Taylor
 Dorice Vidger

CALL TO ORDER:

The meeting was called to order as the Roxborough Water and Sanitation District (RWSD) Board of Directors regular meeting at 8:02 by Director McFall, it was 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 Santigata, second by Director Thomas 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 Santagata, second by Director Thomas, 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 May 20, 2026.

GENERAL MANAGER'S REPORT:

Mr. Marcum provided the 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 April 2026 Financial Recap for Plum Valley Heights. Upon a motion from Director Santagata, second by Director Thomas and unanimous vote, the Board accepted the April 2026 financial reports for Plum Valley Heights.

Board Action Items:

Director McFall opened the Public Hearing on the 2025 budget amendment at 8:07am. Mr. Snailum presented the 2025 budget amendment, there was not public comment, and Director McFall closed the Public Hearing at 8:09am. Upon a motion by Director Santagata second by Director Thomas and unanimous vote the Board approved the Resolution Amending the 2025 Budget Amendment.

Mr. Snailum presented the 2025 Audit report. Upon a motion by Director Santagata second by Director Thomas and unanimous vote the Board approved the 2025 Audit.

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

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

CONSENT AGENDA:

Upon a motion from Director Santagata, second by Director Thomas 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 April 15, 2026.
- b. Ratified Payrolls for May 31, 2026: 105447-105462, 105464-105490, 105493, 105495-105497, 105500-105501, 105503-105504, 105506, 105507.
- c. Ratified Payments from May 20, 2026: 105463, 105491-105492, 105494, 105498-105499, 105502, 105505, 105508-105516.
- d. Approved Payments of Claims: Checks:
- e. Ratified Pay App #4 from QP Services, LLC for \$275,266.00 for the 2026 Roxborough CIPP project.

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 gave an update on the Condemnation involving Arrowhead Colorado Metropolitan District.

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 April 2026 RWSD Financial Statements to the Board. Upon a motion by Director Santagata, second by Director Thomas and unanimous vote by the Board, the April 2026 financial reports were accepted.

ADMINISTRATIVE REPORT:

Ms. Hoover provided the Administrative Report and presented the 2026 Cyber Risk Assessment Memorandum as required by CSD Pool to maintain the current level of our Cyber Security insurance coverage.

BOARD ACTION Items:

Director McFall opened the Public Hearing on the 2025 budget amendment at 9:03 am. Mr. Snailum presented the 2025 budget amendment, there was no public comment, and Director McFall closed the Public Hearing at 9:06am.

Upon a motion by Director Santagata second by Director Thomas and unanimous vote the Board approved the Resolution Amending the 2025 Budget.

Mr. Snailum presented the 2025 Audit report. Upon a motion by Director Santagata second by Director Thomas and unanimous vote the Board approved the 2025 Audit.

At 9:15 am, upon a motion by Director Thomas second by Director Santagata and unanimous vote the Board convened an Executive Session, pursuant to Section 24-6-402(4)(b), C.R.S., to receive legal advice from general counsel on a proposed Amended and Restated Intergovernmental Agreement Regarding Capacity in the Roxborough Wastewater Collection System with Dominion Water and Sanitation District.

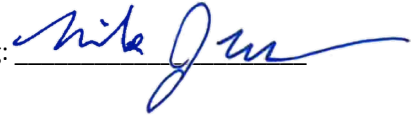
Upon a motion a by Director Thomas second by Director Santagata and unanimous vote the Executive Session was closed at 10:03am. All Directors were present throughout the Executive Session, with the exception of Director DeGrande, who departed at 10:00am. No action was taken in the Executive Session and no matters outside the scope of the Executive Session were discussed in the Executive Session.

Mr. Marcum and Mr. Pogue presented the Amended and Restated Intergovernmental Agreement Regarding Capacity in the Roxborough Wastewater Collection System with Dominion Water and Sanitation District.

Upon a motion by Director Thomas second by Director Santagata and unanimous vote Amended and Restated Intergovernmental Agreement Regarding Capacity in the Roxborough Wastewater Collection System with Dominion Water and Sanitation District was approved.

ADJOURN: Upon a motion by Director Santagata, second by Director Thomas and unanimous vote, the meeting was adjourned at 10:06am.

Secretary of the meeting: _____

A handwritten signature in blue ink, appearing to read "Mike Jones", is written over a horizontal line.



GENERAL MANAGER'S REPORT

Plum Valley Heights Subdistrict

Of

Roxborough Water and Sanitation District

June 17th, 2026

Titan Road Industrial Park

- Comcast has requested an invoice for the prepayment obligations which included the inclusion fees for the main and sub-districts, the design costs and the past due amount for the feasibility studies and meetings. Their legal team is still reviewing the documents we provided.
- Martin Marrieta set up an ACH account to pay for the invoice we sent them for the meeting we had with them. They have engaged a design engineer to work with them to develop their water service. Mitch has sent them drawings.

Plum Valley Heights

- Zuma Ranch would like to have an in-person meeting to discuss water and her challenges with Sterling Ranch and PVH.

McMakin Property

- No action

General

- No action

Roxborough Water and Sanitation - PVH

Financial Recap

April 30, 2026

General Fund

- Property taxes collected: \$ 51,741
- Specific ownership taxes: \$2,608
- Interest income: \$53
- Professional fees: \$1,000

General Manager's Report

June 17th, 2026

Projects

- Still waiting for CORE Electric to complete the removal of the electrical power pole that remains in the easement for the raw water line on Ketcham's property that fed the old raw water pump station. They are in the design phase, however communication on progress has gotten progressively worse. I'll continue to reach out.
- We are in the design phase of a waterline replacement project on Village Circle West. This neighborhood has shown increased mainline breaks over the years, and we'll design this year and replace next year. Preliminary soil analysis shows very corrosive soil as the culprit.
- We are working on a couple of capital projects including a generator at the T-Vault, bulk fuel storage at the water plant and back-up batteries for critical distribution panels at the WTP.

Potential Inclusions / Updates

- No updates from The Chatfield Commercial Property.

Dominion Water & Sanitation District

- The O-Line 4th draft is in DWSD's court for review; they are eager to execute.
- Reminder; DWSD would like to host a dinner with the RWSD board for all of those who will be attending SDA this year. It is on September 15-17, as you all know lodging goes fast and booking is already open. Follow this link to book <https://www.sdaco.org/2025-conference>. I've heard from two board members so far, if you don't plan to attend SDA please let me know.

Public Outreach/Opportunities

- We are tracking drought surcharges and Lisa will report on them later, but we are showing a 20% reduction as required by Aurora.
- The Spring Garden in the box have sold out, Slow the Flow and Rain Sensors have more interest than available and will likely sell out soon as appointments are made. The Fall Garden in a Box coupon's will be available at the end of this month; we'll have about 7-15 additional coupons available. Another successful year of conservation efforts.
- The blood drive is June 29th, there is a banner on the website with a QR code if you'd like to sign up.
- Summer help has started and is doing a great job so far, 1 of the 4 helpers has already quit due to some pre-existing knee issues.
- The joint presentation with Douglas County OEM & Aurora Water focused on our District's capabilities during emergencies went very well and there were lots of good questions fielded from the participants.

Water Plant

In May, the plant was operational for 29 days with an average plant production of **1.5** MGD and a max day of **3.3** million gallons.

Filter run improvements have stalled since the initial skimming of the top layer of anthracite media. Operators will continue with replacement of the top four inches of media as recommended.

WTP generators are ready to commission the dual fuel conversions. Once the lift station gas meter is complete, all generators will be commissioned with a load bank test to set the natural gas feed.

InflexionPoint has begun building a new SCADA system on a more modern platform. Operators will be working closely with programmers to ensure the final product is more useful for all operators. InflexionPoint will replace Browns Hill for SCADA support following implementation of the new platform.

This year's Rotork valve actuators have been delivered. Installation will be coordinated with contractors. These actuators will replace original Keystone actuators that have been faulting.

Replacement pH sensors for the entire plant have been ordered. The old sensors were unreliable and expensive to maintain.

Flow from Castle Rock to DWSD has returned, providing significant relief in operations.

May production was **42.6** million gallons of treated water, **13** million gallons of that was for Sterling Ranch.

Lift Stations

Flow Equalization Basin is in service following successful testing; however, after completion, Browns Hill expressed concerns over a level transmitter in the basin which will require further testing and coordination with DWSD.

A small generator is being added to the Transition Vault to power the PLC during power outages. Without PLC communications, the valves cannot open on their own and pumps fault at Roxborough Lift Station.

Force main air vac parts have been ordered. Full replacement air vacs did not offer significant improvements in design. This will also save over \$300,000 in the budget. The Field Department is working on a maintenance program to ensure proper function following initial rebuilds.

June's Operations Report

All four grinders for Waterton and Roxborough lift stations have been delivered. Operators will attempt to install themselves.

Force main pigging was completed in the first week of June. One line at Waterton Lift Station was not cleaned due to a blockage of grit. Operators will attempt to clear this blockage and flush when DES is onsite to catch the grit before pushing it to Roxborough Lift Station. All Roxborough operators helped with pigging. In the future, this will be done in house.



May saw **30** million gallons of sewage pumped to Littleton-Englewood. Approximately **10.1** million was conveyed for Sterling Ranch.

Field

The field had **202** locates for the month of May.

QPS is nearly complete with annual sewer lining. One homeowner was upset about not being able to flush while lining was done on their section of sewer. He later accused QPS of backing into his car, filing a report with Douglas County Sheriff. QPS has trackers and cameras on all vehicles, which proved none of their vehicles hit this homeowner's car. QPS also had a camera stuck in a sewer main requiring that section to be dug up in another homeowner's yard. Landscaping was restored exactly how it was before digging. Final costs are projected under budget, so additional lines are being quoted to get a head start on next year.

June's Operations Report

Annual valve turning in the park continues.

Redline completed repairs to a hillside off Sumac that was damaged due to flushing two years ago.

Annual sewer jetting and TVing have begun. This year includes Village Circle East and the Chatfields.

MEMORANDUM

TO: Roxborough Water and Sanitation District
Board of Directors

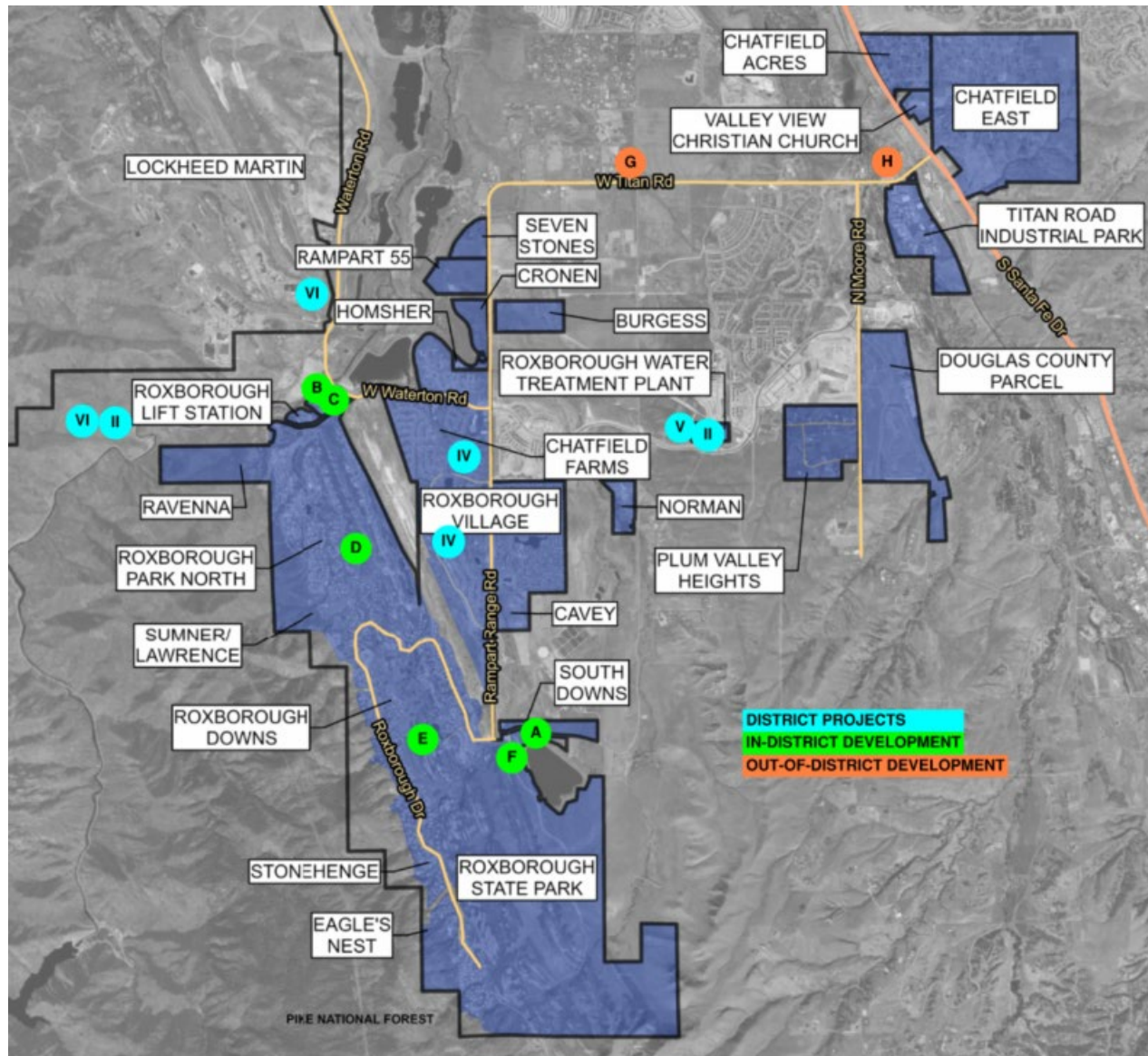
FROM: TST Infrastructure
Michael Gerstner

SUBJECT: Engineering Status Report

DATE: June 10, 2026

I. DEVELOPMENT PROJECTS

- A. Berkeley Homes – Construction of water and sewer lines has not started. A meeting occurred with the developer and the developer indicated no immediate plans to proceed with development. (No Change)
- B. Ravenna Maintenance Facility – Plans resubmitted April 27, 2026 were reviewed and all comments have been addressed. License agreements for water mains in Denver Water Caretaker Road are in progress. (No Change)
- C. Ravenna 8-Lots near Roxborough Lift Station – The plans were approved. Pending Ravenna Maintenance Facility for construction. (No Change)
- D. Ravenna 4-Lots near Ravenna Tank – The second set of plans were reviewed and comments returned May 1, 2026. Met with Ravenna Engineer May 27th to review comment questions.
- E. Pomeroy – Received District formation approval from Douglas County for infrastructure. Pending developer lawsuit for immediate possession to move forward. (No Change)
- F. Roxborough State Park – The plans were approved. (No Change)
- G. Chatfield Commercial Center – Review of response for eReferral for rezoning of lot to Light Industrial. (No Change)
- H. Comcast – Meetings with Comcast on next steps were completed the cost estimate was updated. (No Change)



II. LIFT STATION AND WTP GENERATOR NATURAL GAS CONVERSION

The lift station gas meter is pending installation and the conversion is ready for startup in progress at the Lift Station, pending Xcel. (No Change)

The Xcel gas line has been upsized and meter installed, and the gas service line installed to the Generator at the WTP. Pending startup once gas line is completed at the lift station.

III. MASTER PLAN UPDATE

Master Plan EQR historical evaluation of water use, and sewer flow evaluations are completed and planning numbers has been prepared. The Master Plan draft is in progress. The Service Area section is drafted, the Water and Wastewater system sections are in progress.

IV. 2027 ROXBOROUGH VILLAGE WATERLINE REPLACEMENT

Survey for site is completed. The Geotechnical field investigation and report is completed and Cathodic lab work and reports are in progress. The drawing file setup is in progress.

V. WTP DIESEL STORAGE AND BACKUP POWER SUPPLY/BATTERY BANK EVALUATION

A diesel tank quote has been obtained and is pending updates to meet fire code requirements.

A site walk was conducted to evaluate necessary equipment to power during a power outage. A powering schedule has been prepared and a power study is in progress.

VI. FORCEMAIN CLEANING

The forcemain cleaning has been completed.

Roxborough Water and Sanitation

Financial Recap

April 30, 2026

General Fund

- Property taxes collected: \$35 449
- Specific ownership taxes: \$ 4,875
- Repairs expense: \$ 19,138 including \$ 9,734 to ADG and \$ 4,772 to Initial. IT
- Office expense includes \$ 3,022 to Jet Print and Mail and \$ 1,458 to Silver Cloud Mgmt

Debt Service Fund

- Property taxes collected: \$ 11,420
- Specific ownership taxes: \$1,570
- Transfers in (Debt Surcharge): \$94,244

Collected \$ 26,042 of Avail. Of Service Charges

Water Fund - Treatment

- Service charges billed: \$ 322,246
- Dominion WTP Operations income: \$ 54,030
- Capital surcharges collected: \$94,244
- Ravenna monthly SDC: \$27,605
- Repairs expense includes \$17,157 to \$ 9,765 to BFI Foothills, \$ 6,331 to Browns Hill

Water Fund - Distribution

- Water costs: \$171,488
- Capital projects: Includes \$ 32,964 to Repmasters

Administrative Updates

June 17th, 2026



May 2026 Delinquent Accounts

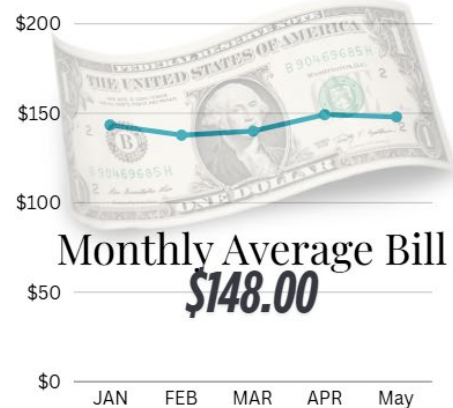
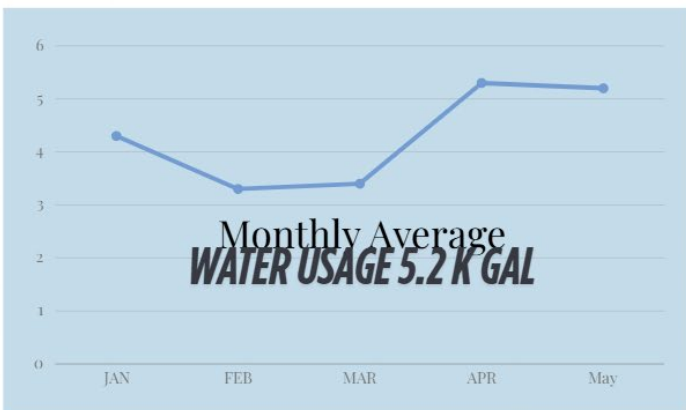
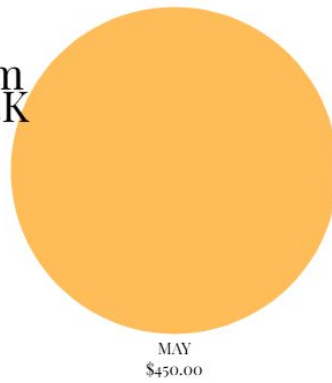
6 Customers Posted
for Non-Payment

- all 6 paid - no one shut off

Rebate Program
\$450 of aloted 5K

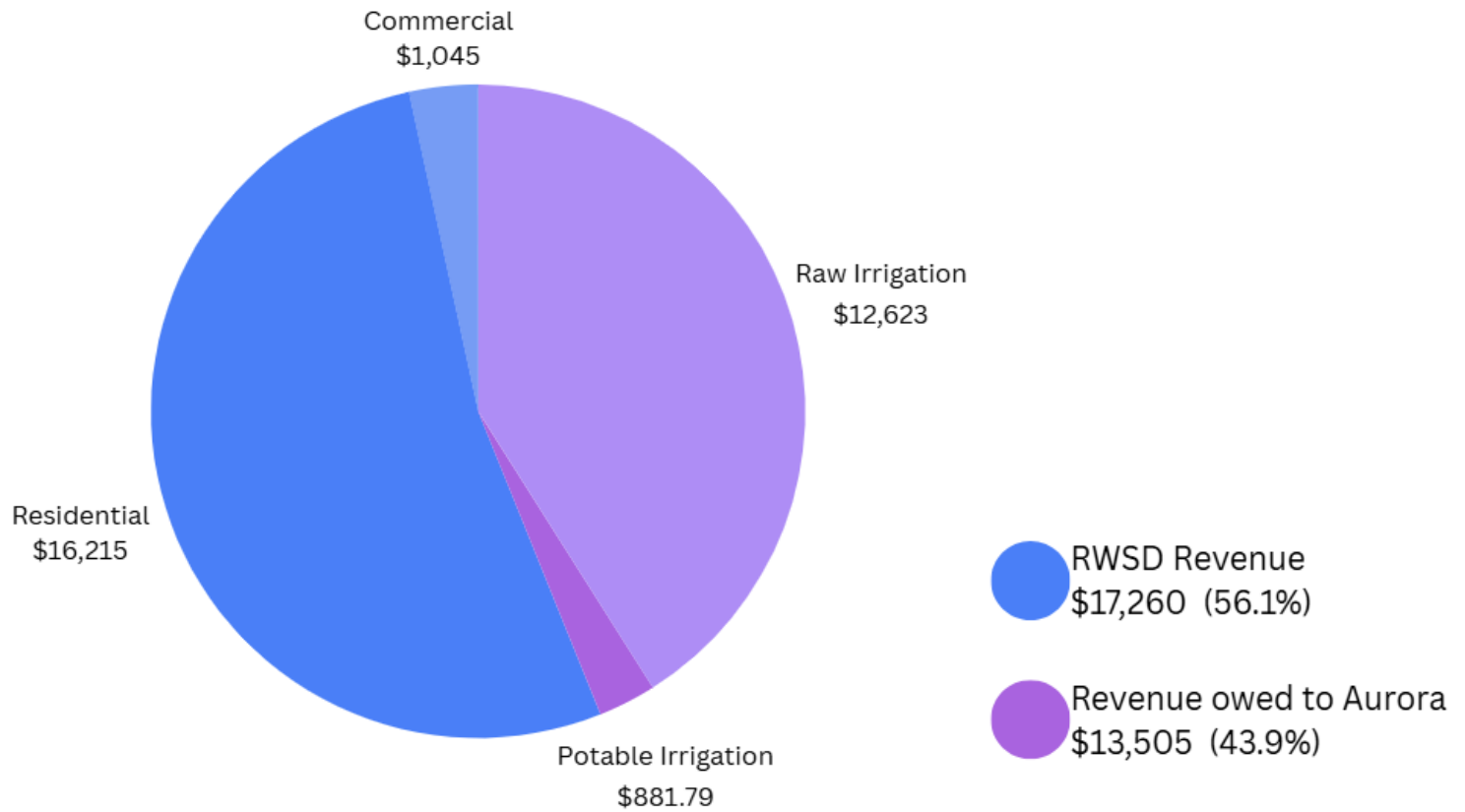


*Washer
Toilet*



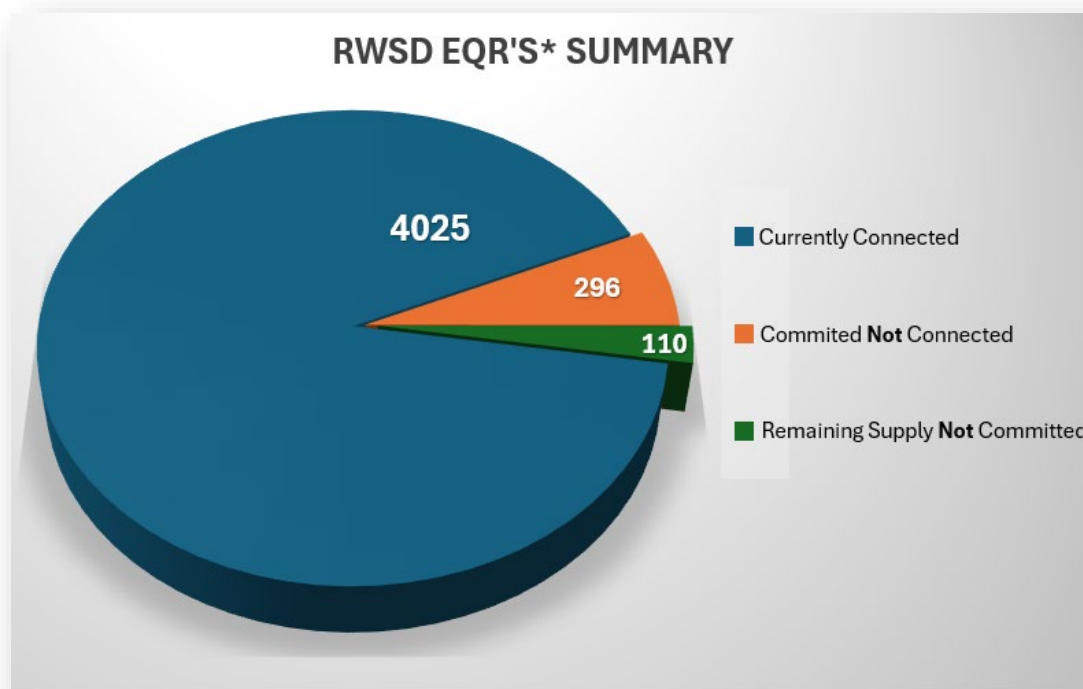
Administrative Updates

May Irrigation Usage vs. Commercial/Residential



Chart

Administrative Updates



This Chart shows how many water service connections we have connected to our water service....

Connected to the districts water service

***EQR (Equivalent Residential Unit) Conversion Chart**

Water Tap Size	Multiplier (EQR)
¾"	1
1"	2
1 ½"	4
2"	8
3"	18

Spreadsheet

*EQR stands for **Equivalent Residential Unit**. a standardized unit of measurement the district uses to fairly allocate costs based on the equivalent water consumption of a residential/commercial unit.*

Dominion

Sterling Ranch

There were an additional **20** Certificates of Occupancy (CO) issued in Sterling Ranch in **May** bringing the total number of CO's that have been issued in Sterling Ranch to **3,250**. The monthly Wastewater Conveyance Charge for **May** was **\$65,000**

(\$20/EQR)



In **May**, Sterling Ranch had **42** new Building Permits.

Running Total of **3,421** building permits issued.
(\$300/EQR = \$990K)