



**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 DeGrande, 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 DeGrande 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 March 18, 2026.
- b. Ratified Payrolls for March 31, 2026:
- c. Ratified Payments from March 18, 2026: 105290-105317, 105319-105331, 105335-105347, 105349-105356.
- d. Approved Payments of Claims: Checks: 105318, 105332-105334, 105348, 105357.
- e. Ratified Application #2 to QP Services in the amount of \$155,600.00 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 Hearing with Arrowhead Metro 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 February 2026 RWSD Financial Statements to the Board. Upon a motion by Director Santagata, second by Director Thomas and unanimous vote by the Board, the February 2026 financial reports were accepted.

**ADMINISTRATIVE REPORT:**

Ms. Hoover provided the Administrative Report.

**BOARD ACTION Items:**

Upon a motion by Director Santagata, second by Director DeGrande, and unanimous vote the Board approved Resolution No. 26-04-01 Approving and adopting The City of Aurora's Stage 1 drought Restrictions as required by our 2020 Water Supply Agreement IGA.

Upon a motion by Director Santagata, second by Director DeGrande, and unanimous vote the Board approved the Work Order Contract for Flowmore Services in the amount of \$24,389 for Forcemain Pigging Maintenance.

Upon a motion by Director Thomas, second by Director Santagata, and unanimous vote the Board granted approval to execute the Amended and Restated Water Service Agreement with Highlands Ranch Water when all conditions have been met and approved by Mike Marcum, Michael Gerstner and Alan Pogue and allow the General Manager Mike Marcum to Execute the Agreement.

**ADJOURN:** Upon a motion by Director Santagata, second by Director DeGrande and unanimous vote, the meeting was adjourned at 8:59am.

Secretary of the meeting: 



## GENERAL MANAGER'S REPORT

# Plum Valley Heights Subdistrict

Of

Roxborough Water and Sanitation District

*April 15<sup>th</sup>, 2026*

### Titan Road Industrial Park

- I have received a new draft from Highlands Ranch Water (HRW) on the restated IGA. They removed the 2-year term to find a new source if termination happened and went to 0.44 AF/YR/EQR to align with our Aurora IGA. They will allow the sub-district to increase the number of EQR's served from 287 to 330. Once the agreement is executed, we anticipate 6-8 months for design / approvals and 8-10 months for construction pending the receipt of the prepaid costs for these items. I will be asking for conditional approval to execute once our last couple comments are made which were very minor; correcting a math error, updating our tier structure and seeking clarification on drought restrictions.
- Comcast provided annual flow data to HRW to confirm 39 EQR's is consistent with their planning criteria. Based on the annual consumption provided it looks like it will be 40 EQR's.

### Plum Valley Heights

- No action

### McMakin Property

- No action

### General

- Field staff completed flushing in the Chatfield's, TRIP and PVH.

# Roxborough Water and Sanitation - PVH Financial Recap February 28, 2026

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## **General Fund**

- Property taxes collected: \$8,999
- Specific ownership taxes: \$2,800
- Interest income: \$15
- Professional fees: \$1,000

# General Manager's Report

*April 15<sup>th</sup>, 2026*

## Projects

- We are working with 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 have performed their site visit and are working on design. They indicated it would be roughly \$6,000 - \$7,000 for our piece. I do not have a better update on the timing yet.

## Potential Inclusions / Updates

- No update on the referral from Douglas County for Chatfield Commercial Center zoning resolution. Sterling Ranch told me that filing 7 touches Rampart on the former Burgess property and they would be willing to serve the corridor through a master meter connection and loop the system when the former Rush property is developed. That would reduce the capital cost and length of pipe by about 2,500 ft as well as reduce the need to add an expensive PRV vault. Depending on the timing could work out for those folks. Lisa attended a One Roxborough meeting last week and was approached by Seven Stones requesting timeframe on providing water. I provided them with an update on Chatfield Commercial Centers progress as well as the SR update and asked them if they were in a position to participate and they were excited and let me know they were going to provide the information given to the manager and the board and get back to me. May be time to hold another meeting to recap the requirements needed to connect with the folks around the corridor.
- Received comments back from Roxborough State Park which are under TST's review for their new maintenance building. They are getting close to being approved.
- Ravenna 8-lot addition plans have been approved and revisions on the 4-lot addition have been received and are under review by TST.

## Dominion Water & Sanitation District

- The amended and restated O-Line Agreement has been presented to DWSD for comment / review. We have a revised agreement from ISP that is under current staff review. They are eager to get the agreement done.
- Monks Construction has rented two hydrant meters from us to be used on the Moore Rd. Douglas County site to begin earth work on the Zebulon site.

## Public Outreach/Opportunities

- April 6<sup>th</sup> Aurora issued Stage 1 Drought Restrictions. We are contractually required to adhere to them. Lucie has prepared the mailers that will go to the customers notifying them of the requirements. Lisa will be tracking the revenue RWSD receives from the surcharges. That money is not owed to Aurora it is simply promoting conservation through the pocketbooks of the end users.

## General Manager's Report

- April 8<sup>th</sup> Denver Water issued Stage 1 Drought Restrictions. They are in line with Aurora's with a \$1.10 surcharge on tier 2 and \$2.20 on tier 3, tier 1 for indoor use remains the same.
- As usual the Garden in a Box coupons are going like crazy, they are 80% claimed. The Smart Controllers, Rain Sensors and Sprinkler Evaluations are in preseason status to gauge interest they all are sitting at 25%. Resource Central is also providing us with Drought Communications that we can offer as helpful information to our customers.
- RWSD qualified to host the blood drive, we are working on a date. This is to continue to promote our culture and interact with the community for a good cause.
- We are promoting for our summer help positions this year, we will hire 4 again. One of the helpers from last year has inquired about a full-time position. With Jordan leaving it is a good opportunity to give him an interview.
- The entire staff has completed two, 4-hour, training sessions from The Blue Cell company for ICS (Incident Command System) levels 200 & 700 for emergency disaster response. Thank you to Fran for the connection. The training was very in depth and was a huge success. All the staff found great value in it. We will continue with Emergency Response training at upcoming Operations Tasking meeting to familiarize all staff with the plan.
- Finally, Lisa is attending a 3-day ADG training session, which is our billing software. She is enhancing her skills and will be making helpful SOP's for to assist with training the new front desk person for when Dorice retires in January.

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## Water Plant

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We are starting to see improvements with the plant. In March, the plant was operational for 21 days with an average plant production of **1.6** MGD and a max day of **3.1** million gallons.

The coagulant for treatment switched from Alum to ACH on Monday.

Castle Rock began a free chloring burnout of their system on February 2<sup>nd</sup>. During this burnout, DWSD has shut off the feed from Castle Rock and is now receiving all water from RWSD. Flow from Castle Rock is anticipated to return May 21<sup>st</sup> or 22<sup>nd</sup>.

The WTP generator dual fuel conversions are awaiting Xcel to schedule the gas meter replacement. Once everything is complete, all generators will be commissioned with a load bank test to set the natural gas feed. These systems should extend the run time by 50%-70% by blending natural gas with diesel fuel. Roxborough will also be looking to add bulk diesel storage on site for additional generator run time in an emergency. TST is working on the permitting.

InflexionPoint is preparing a quote to replace Browns Hill for SCADA support. This will include a change in SCADA platforms, a support contract, and Roxborough Lift Station PLC cabinet rehab.

A PO has been sent for new Rotork valve actuators to replace old Keystone actuators that have been faulting.

February production was **33.6** million gallons of treated water, **14.7** million gallons of that was for Sterling Ranch.

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## Lift Stations

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The lift stations are running well.

Flow Equalization Basin testing took place, although programming was not complete. With normal flows, it took about 1.5 hours to back up enough sewage to flow into the FEB. One leak was identified that has been corrected and backing up sewage did not cause any other issues. The control narrative for opening the valve is under review due to the amount of sewage backed up and the need to slowly release to the lift station.

Permanent H<sub>2</sub>S sensors at the Transition Vault, DWSD's force main air vac in Waterton near McDonalds continue to track odor control. An additional odor logger set in the O-Line upstream of the DWSD connection to monitor RWSD H<sub>2</sub>S shows zero H<sub>2</sub>S coming from RWSD.

## April's Operations Report

A new blower has been ordered for the Transition Vault to replace the old, rusted blower. Delivery is expected any day. Then installation will be scheduled.

Force main air vac replacements are being evaluated. Current air vacs have been neglected due to size. Replacements would be significantly lighter and have flushing ports to allow maintenance without disassembly.

A PO has been sent to replace all four grinders at Waterton and Roxborough lift stations.

February saw **28.5** million gallons of sewage pumped to Littleton-Englewood. Approximately **9.6** million was conveyed for Sterling Ranch.

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## Field

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The field had **228** locates for the month of February.

A boring company damaged the electrical feed to one of the master meter vaults from Highlands Ranch to NWDC. They restored power the following week. Daily meter reads were reported to Highlands Ranch from the residential meters during the outage.

Annual water main flushing is complete and valve turning has begun.

Annual sewer lining is underway. QPS did have to perform one point repair due to an offset joint. Over 18,000' of clay sewer will be structurally lined. Cost savings from QPS self performing the lining has allowed for additional manhole lining around Crystal Lake in the Village for infiltration. Sewer lining is expected to be completed in May.



## April's Operations Report

Meter installs continue. An additional 300 meters have been delivered, and 300 more nodes are on order.

Water quality in Tank 4 required flushing in years past to combat nitrification issues due to water age. Excessive flushing resulted in significant erosion around Thunder Run and Sumac. In an arrangement with Roxborough Park Foundation, RWSD has agreed to reimburse a portion of the work for the Foundation to repair the drainage into the state park and RWSD will contract Redline for repairs to this hillside.

Aurora is planning insertion valves to replace the failed valves that feed raw water to the WTP. Aurora believes the existing valves are leaking, back feeding the raw transmission mains, making it impossible to isolate each main for maintenance. Once these valves are replaced, Aurora will be able to isolate the second main for the other connection to Rampart Pump Station.

**MEMORANDUM**

TO: Roxborough Water and Sanitation District  
Board of Directors

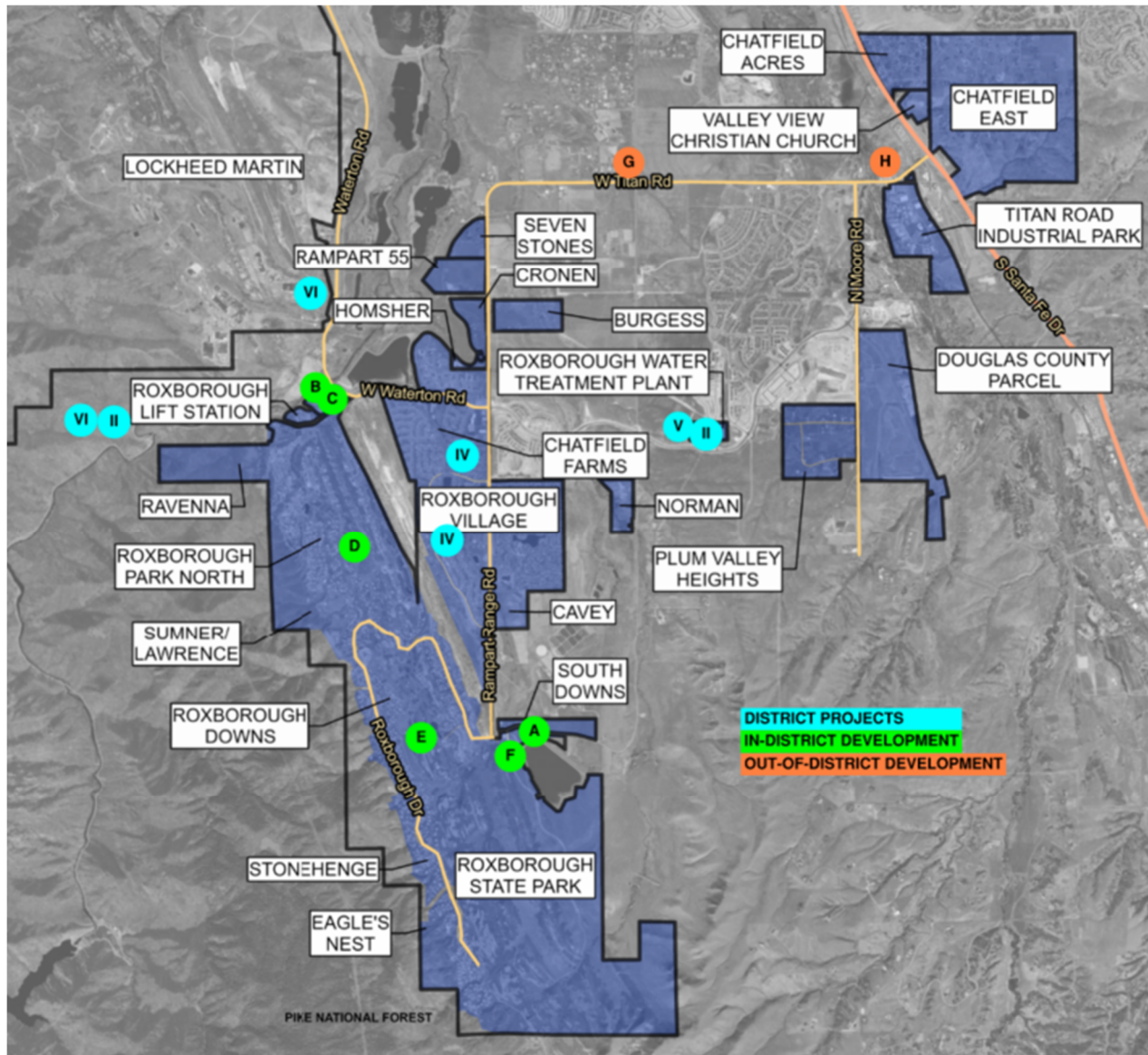
FROM: TST Infrastructure  
Michael Gerstner

SUBJECT: Engineering Status Report

DATE: April 8, 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 were returned to the developer with comments on March 23, 2026. License agreements for water mains in Denver Water Caretaker Road are in progress.
- C. Ravenna 8-Lots near Roxborough Lift Station – The final set of plans were received on March 27th. The plans were reviewed and are ready for signature.
- D. Ravenna 4-Lots near Ravenna Tank – The second set of plans were received on April 6, 2026, and are under review.
- 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 third drawing submittal was returned with comments on March 24, 2026.
- G. Chatfield Commercial Center – Review of response for eReferral for rezoning of lot to Light Industrial. (No Change)
- H. Comcast – Review agreement with Highlands Ranch for additional EQRs to accommodate Comcast.



## II. LIFT STATION AND WTP GENERATOR NATURAL GAS CONVERSION

The lift station gas meter is complete, 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 the gas service line installed to the Generator at the WTP. Pending startup on Xcel installing new meter. (No Change)

## 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 water model update is in progress. The Master Plan outline and content are in progress.

## IV. 2027 ROXBOROUGH VILLAGE WATERLINE REPLACEMENT

Survey for site is completed. The Geotechnical and Cathodic investigation is being scheduled and estimated to occur in April or May.

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

The regulatory and approval requirements for diesel storage were developed. It was determined the Location and Extent is not required from Douglas County and South Metro Fire will require drawing submittal and a permit. A diesel tank quote has been obtained and is under review.

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 being coordinated.

## VI. FORCEMAIN CLEANING

References checks were completed for the low quote that was obtained. A summary of reference checks is included, and approval is necessary to proceed.

# Roxborough Water and Sanitation Financial Recap February 28, 2026

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## **General Fund**

- Property taxes collected: \$2,866
- Specific ownership taxes: \$5,251
- Repairs expense: \$6,638 (includes \$4,722 to Initial.IT)
- Permits include dues to Employers Council

## **Debt Service Fund**

- Property taxes collected: \$1,246
- Specific ownership taxes: \$1,692
- Transfers in (Debt Surcharge): \$97,789

## **Water Fund - Treatment**

- Service charges billed: \$268,482
- Dominion WTP Operations income: \$66,026
- Capital surcharges collected: \$97,789
- Ravenna monthly SDC: \$23,605
- Repairs expense includes \$10,646 to Frontier Mechanical

## **Water Fund - Distribution**

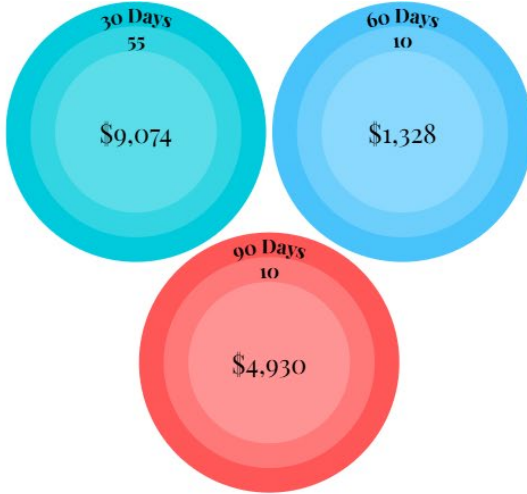
- Water costs: \$90,258
- Capital projects: \$46,380 (Repmasters) and \$25,005 (Autonation Ford)

## **Sewer Fund**

- Service charges: \$184,760

# Administrative Updates

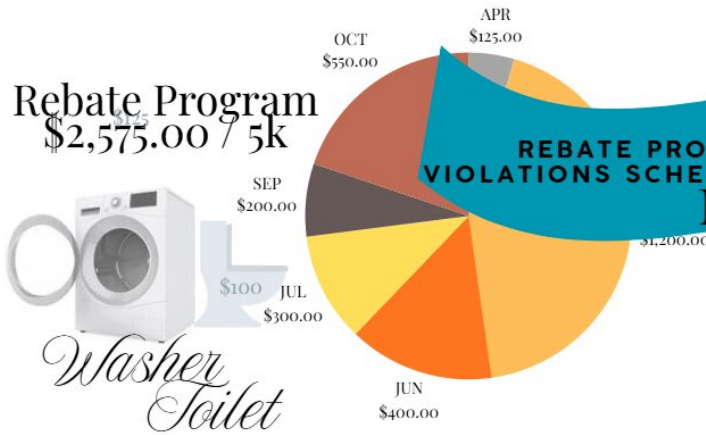
April 15<sup>th</sup>, 2026



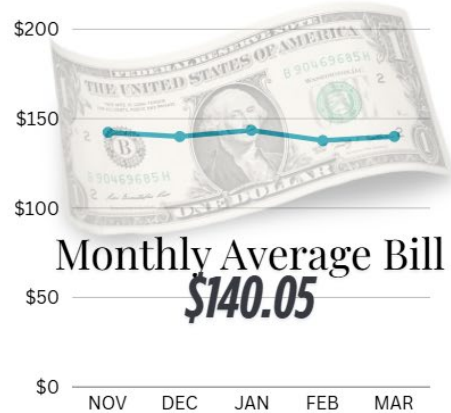
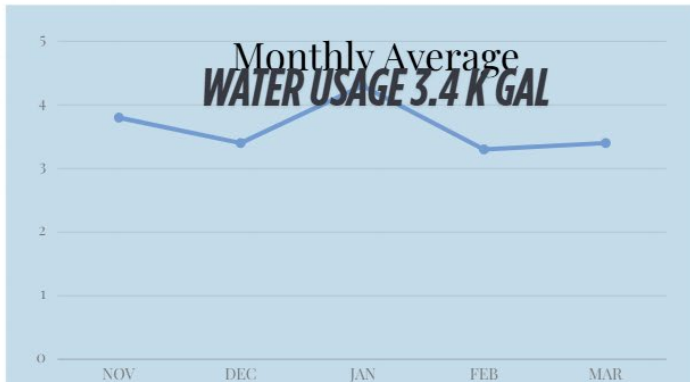
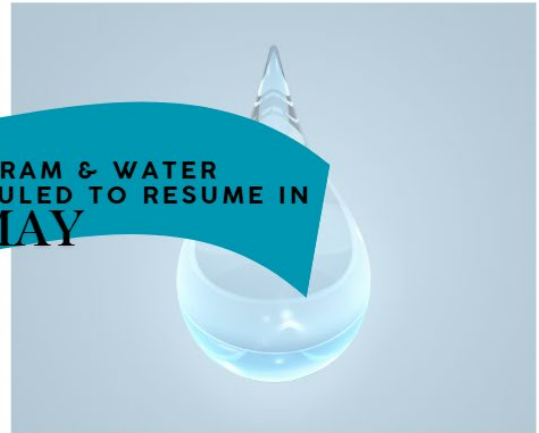
## March 2026 Delinquent Accounts

**8** Customers Posted  
for Non-Payment

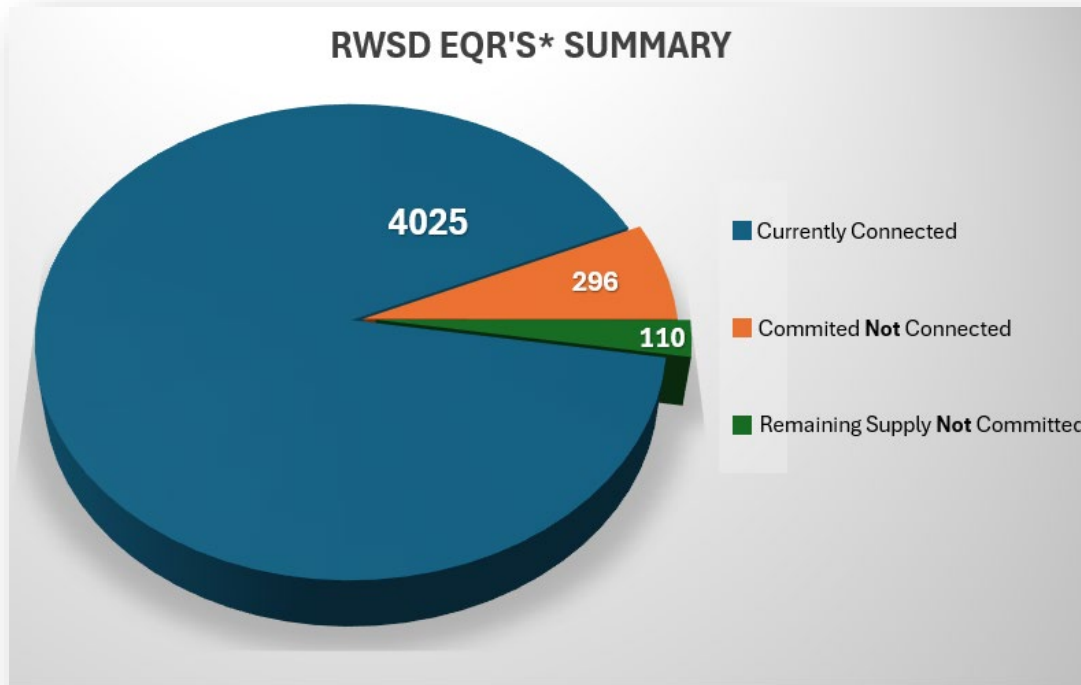
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**REBATE PROGRAM & WATER VIOLATIONS SCHEDULED TO RESUME IN MAY**



# Administrative Updates



This Chart shows how many water service connections we have connected to our 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 **13** Certificates of Occupancy (CO) issued in Sterling Ranch in **March** bringing the total number of CO's that have been issued in Sterling Ranch to **3,220**. The monthly Wastewater Conveyance Charge for **March** was **\$64,400**

(\$20/EQR)



In **March**, Sterling Ranch had **25** new Building Permits.

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