

RECORD OF PROCEEDINGS

MINUTES OF A SPECIAL MEETING OF THE BOARD OF DIRECTORS OF THE GREATROCK NORTH WATER AND SANITATION DISTRICT HELD APRIL 6, 2021

A special meeting of the Board of Directors (referred to hereafter as “Board”) of the Greatrock North Water and Sanitation District (referred to hereafter as “District”) was convened on Tuesday, April 6, 2021 at 4:30 P.M. Due to COVID-19, the meeting was conducted via video conference - ZOOM. The meeting was open to the public.

ATTENDANCE

Directors in Attendance:

Robert W. Fleck
John D. Wyckoff
Jeffrey Polliard
Brian K. Rogers
Dave Lozano

Also in Attendance Were:

Lisa A. Johnson and Krista Baptist; CliftonLarsonAllen LLP (“CLA”)
Jennifer Gruber Tanaka, Esq.; White Bear Ankele Tanaka & Waldron, P.C.
Bradley A. Simons P.E.; MMI Water Engineers, LLC (“MMI”)
Nick Marcotte; Element Engineering
Michael Murphy; Ramey Environmental Compliance, Inc.

DISCLOSURE OF POTENTIAL CONFLICTS OF INTEREST

Attorney Tanaka advised the Board that, pursuant to Colorado law, certain disclosures may be required prior to taking official action at the meeting. Attorney Tanaka confirmed that disclosures of conflicts of interest were filed with the Secretary of State’s Office and the Board at least 72 hours prior to the meeting for those Directors with potential conflicts of interest. The Board reviewed the Agenda for the meeting, following which, Directors Fleck, Wyckoff, Polliard, Rogers and Lozano each confirmed that they had no additional conflicts of interest in connection with any of the matters listed on the Agenda.

ADMINISTRATIVE MATTERS

Agenda: Ms. Johnson distributed for the Board’s review and approval a proposed Agenda for the District’s special meeting. Following discussion, upon motion duly made by Director Polliard seconded by Director Wyckoff and, upon vote, unanimously carried, the Board approved the Agenda as amended.

Board of Director’s Report: None.

District Manager’s Report: Ms. Johnson presented her report to the Board.

RECORD OF PROCEEDINGS

The Board reviewed the monthly Manager's Report. There were no questions. A copy of the report is attached hereto and incorporated herein by this reference.

CONSENT AGENDA

The Board considered the following actions:

1. Approve the Minutes of the March 2, 2021 special meeting.
2. Ratify approval of the payment of claims for the period ending March 25, 2021 in the amount of \$57,822.32.
3. Operations and Maintenance Activities Report.
4. Review meter installation report.
5. Acceptance of cash position schedule and unaudited financial statements for the period ending February 28, 2021 and Inclusion Summary.
6. Adopt Resolution No. 2021-04-01: Amended and Restated Resolution Establishing Guidelines for the Processing and Collection of Delinquent Fees and Charges.

Following discussion, upon motion duly made by Director Wyckoff, seconded by Director Rogers and, upon vote, unanimously carried, the Board approved the consent agenda items, as presented.

FINANCIAL MATTERS

None.

ENGINEER'S REPORT

Mr. Simons presented his report. He updated the Board on the pond capacity noted in the report, there are 10 inches of capacity left in the pond, not 110 inches. He also informed the Board that Timber Line Electric & Control Corporation ("TLECC") is working on re-establishing transmission of the daily reports from SCADA. A copy of the report is attached hereto and incorporated herein by this reference.

CAPITAL PROJECTS UPDATES:

Third Alluvial Well: Mr. Simons provided an update on the project to the Board. He has been working with BBA Water Consultants, Inc. to create an exhibit for an easement for the next alluvial well. He also provided the alignment for the water line that will connect to the new well.

Evaporation Pond: Mr. Simons provided an update on the project to the Board and noted that he has not made much progress on the Evaporation Pond Project in the last few weeks. He asked to schedule a meeting with the committee to review additional information and informed the Board that he is overwhelmed at this point and may be asking Mr. Marcotte to assist with the Evaporation Pond Project.

RECORD OF PROCEEDINGS

Reverse Osmosis Treatment Facility: Mr. Marcotte presented his report and noted that he has not yet received final approval of the project from the Colorado Department of Public Health & Environment (“CDPHE”) as of the date of the meeting. He will follow up with them later in the week.

- Change Order No. 2 to the Agreement with Worth Hydrochem in the Amount of \$19,013 (total contract price - \$403,947): Mr. Marcotte reviewed Change Order No. 2 with Worth Hydrochem with the Board. Following review and discussion, upon a motion duly made by Director Wyckoff, seconded by Director Fleck and, upon vote, unanimously carried, the Board approved Change Order No. 2 in the amount of \$19,013, making the total contract price \$403,947.

Water Meter Upgrade Project: Ms. Johnson provided an update to the Board and reported that eight meters remain in Rocking Horse Farms to be upgraded. She has not received communication from any of the remaining property owners to schedule their meter replacement.

OPERATIONS / MAINTENANCE MATTERS

Operator in Responsible Charge (ORC) Report: Mr. Murphy presented his monthly report. A copy of the report is attached hereto and incorporated herein by this reference. Mr. Murphy will solicit bids for flow meters to be installed at Alluvial Well No. 1 to mitigate the bypass concern expressed by CDPHE.

Director Fleck asked about water quality and noted that in the past, the water quality improves in the winter months but this year, it didn’t show much improvement in hardness and total dissolved solids (TDS). Mr. Murphy has begun to investigate this issue from an operations perspective and will report back.

Mr. Murphy also reported that Generator Source LLP has scheduled the semi-annual generator preventative maintenance work with Ramey Environmental Compliance, Inc.

Cybersecurity Efforts: The Board continued discussions on cybersecurity efforts. Mr. Murphy continues to work with TLECC on enhancing cyber security at District sites.

Proposal from Inland Potable Services, Inc. for Tank Inspections/Diving Services: Mr. Murphy presented the proposal to the Board. Following review and discussion, upon a motion duly made by Director Wyckoff, seconded by Director Rogers and, upon vote, unanimously carried, the Board approved the proposal from Inland Potable Services, Inc. and approved the corresponding Independent Contractor Agreement, subject to finalization by legal counsel.



Date: March 30, 2021
To: Greatrock North Water and Sanitation District, Board of Directors
From: Lisa A. Johnson, District Manager
Re: April 6, 2021 Manager's Report

Agenda Action Items

II.A. Consent Agenda

1. Approve the Minutes of the March 2, 2021 special meeting.
2. Ratify approval of the payment of claims for the period ending March 31, 2021.
3. Operations and Maintenance Activities Report.
4. Review meter installation report.
5. Acceptance of cash position schedule, property tax schedule and unaudited financial statements for the period ending February 28, 2021 and inclusion summaries.
6. Adopt Resolution No. 2021-04-01: Amended and Restated Resolution Establishing Guidelines for the Processing and Collection of Delinquent Fees and Charges.

I recommend approval of the consent agenda items.

IV.A.4.Meter Upgrade Project

I received a call from one of the remaining 9 residents in Rocking Horse Farms and have scheduled a meter installation for Friday, April 2nd.

VII.A. Homestead Heights/ Country Club Ranchettes #1

Updates provided in the Engineer's Report.

VII.B. Hayesmount Estates

19 System Development Fees have been paid as of February 21, 2020.

VII.C. Ridgeview Estates

Updates provided in the Engineer's Report.

Review of monthly Water Resumes and Other Water Related Matters

Attorney Poznanovic has reviewed the December and January resume and did not find any cases he recommends the District oppose.

Update on other District Related Matters and/or Committee Meetings

The Committee met on March 26, 2021. Discussion centered around the status of the RO Treatment Plant Project pre-bid meeting.



**GREATROCK NORTH WATER AND SANITATION DISTRICT
ENGINEER'S REPORT
March 28, 2021**

Facility Activities

Box Elder Creek Ranch Subdivision

MMI Water Engineers continues to work with Ramey Environmental Compliance on the operation of the Box Elder Creek Ranch water treatment facility in an effort to improve upon overall water quality. The March 2021 water quality samples were collected on March 22, 2021 for analysis by Colorado Analytical Laboratories and results are pending.

Rocking Horse Farms Subdivision

Brad Simons and Mike Murphy plan to meet at the Rocking Horse Farms tank site to review yard piping and pump operations in an effort to address water pressure issues.

Greatrock North Subdivision

No activity updates to report.

Hayesmount Estates Subdivision

No activity updates to report.

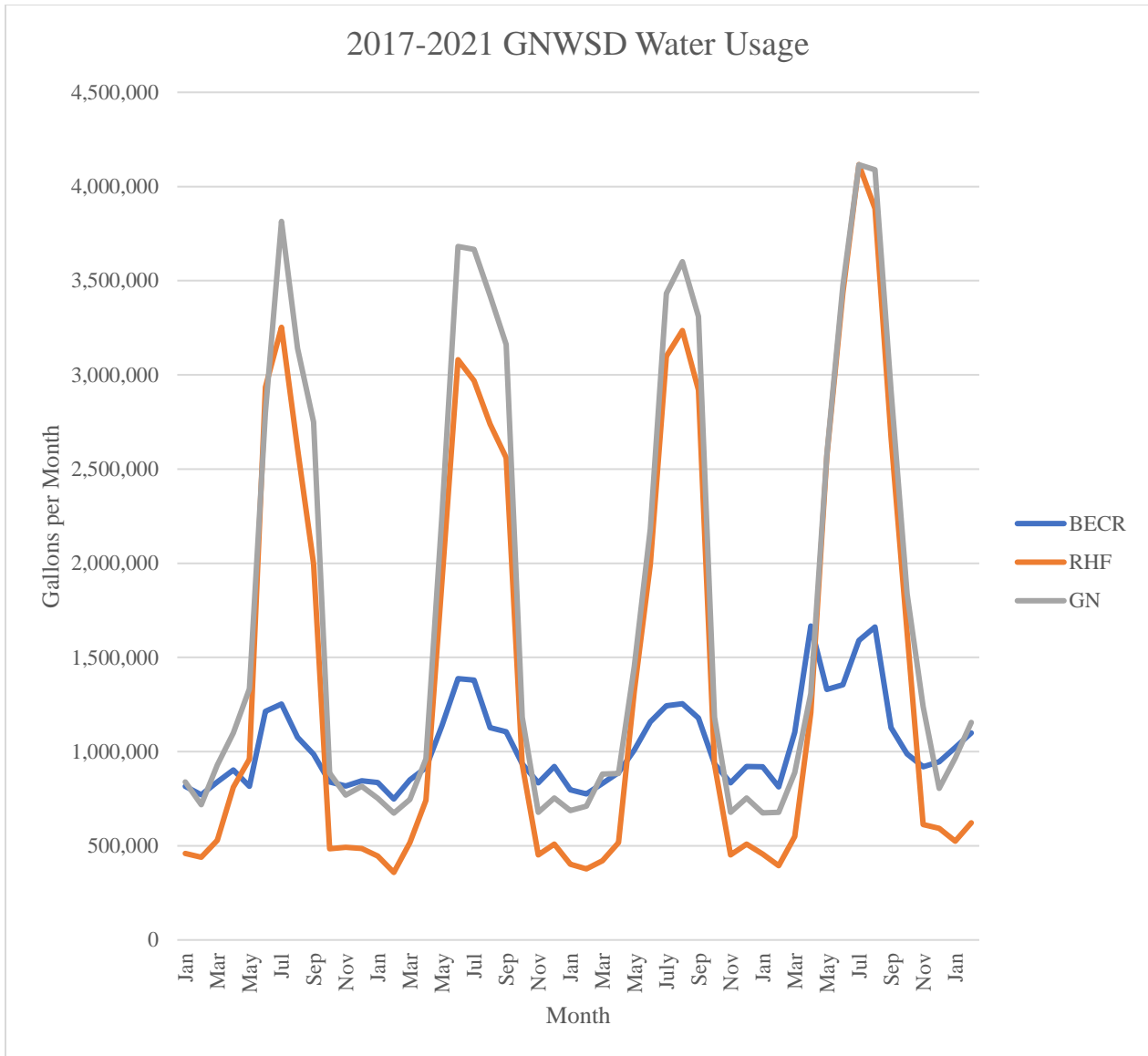
Country Club Ranchettes Filing No. 1 (f.k.a. Homestead Heights Subdivision)

No activity updates to report.

District-wide Activities**General Water Accounting**

Below is a tabulation and graph of water usage (gallons) for each month for each subdivision based upon the daily/monthly SCADA reports. **The last daily flow report was emailed on February 26, 2021. MMI Water Engineers has contacted TLECC (Dan Schuelke) regarding the status of the reporting function and its significance.**

2018, 2019, & 2020	BECR	RHF	GN
December (2018)	921,072	508,705	754,203
January (2019)	796,883	401,939	686,814
February	774,758	377,806	710,598
March	831,348	420,949	880,730
April (projected)#	888,839	516,644	883,631
May	1,007,538	1,318,466	1,450,327
June	1,158,465	1,995,163	2,181,844
July	1,244,000	3,099,940	3,432,270
August	1,254,862	3,235,914	3,601,755
<i>September (as of 09/22/19)</i>	<i>864,337</i>	<i>2,141,286</i>	<i>2,427,177</i>
<i>September (projected)</i>	<i>1,178,641</i>	<i>2,919,936</i>	<i>3,309,787</i>
October	DATA NOT AVAILABLE		
November	DATA NOT AVAILABLE		
December (2019)	DATA NOT AVAILABLE		
January (2020)	920,151	456,104	674,231
February (2020)	813,103	393,499	677,324
March (extrapolated)	1,102,947	548,954	887,770
April (2020)	1,666,738	1,205,597	1,308,247
May (2020)	1,329,794	2,567,558	2,577,018
June (2020)	1,354,490	3,436,038	3,474,282
July (2020)	1,589,929	4,116,479	4,115,786
August (2020)	1,661,503	3,883,490	4,088,931
September (2020)	1,127,211	2,670,221	2,915,935
October (2020)	987,550	1,633,776	1,838,619
November (2020)	920,123	612,126	1,238,940
December (2020)	946,004	592,328	805,340
January (2021)	1,022,287	524,704	965,628
February (through 02/20/21)	785,474	444,280	825,092
<i>February (projected)</i>	<i>1,099,663</i>	<i>621,992</i>	<i>1,155,128</i>



Water Quality Tracking

Below are tables summarizing water quality, pond levels, and electricity usage. On September 11, 2020, REC removed the reverse osmosis runtime restrictions. The March 2021 water quality samples were collected on March 22, 2021 for analysis by Colorado Analytical Laboratories and results are pending.

<u>Sample Date</u>	TDS (mg/l)			Hardness (mg/l)		
	<u>BECR</u>	<u>RHF</u>	<u>GN</u>	<u>BECR</u>	<u>RHF</u>	<u>GN</u>
March 2021	NO SAMPLE RESULTS AS OF 03/28/21					
February 22, 2021	755	635	671	278.6	224.3	242.1
January 8, 2021	541	552	549	190.1	197.5	197.4
December 9, 2020	638	619	556	198.0	211.3	202.6
November 17, 2020	608	731	696	207.5	263.1	240.5
October 27, 2020	769	594	613	285.2	186.9	199.3
September 16, 2020	731	685	656	344.0	322.1	318.6
August 19, 2020	735	731	700	335.6	328.6	332.6
July 22, 2020	709	689	684	264.8	265.3	265.9
June 29, 2020	680	703	699	303.1	293.2	294.9
May 15, 2020	660	664	670	252.3	264.4	267.6
April 15, 2020	562	530	527	207.3	197.1	203.9
March 18, 2020	474	459	461	166.8	152.6	153.4
February 26, 2020	484	485	493	160.2	158.6	171.2
January 15, 2020	435	426	464	147.0	146.9	157.2
December 13, 2019	403	358	361	128.0	109.6	115.3
November 27, 2019	432	339	395	117.1	88.7	91.3
October 16, 2019	340	452	415	79.6	129.2	117.8
September 25, 2019	495	497	485	165.5	177.9	174.9
August 14, 2019	565	520	546	213.3	195.8	194.7
July 17, 2019	464	437	513	193.2	186.3	190.6
June 5, 2019	511	557	544	132.2	173.7	154.8
May 22, 2019	665	650	645	262.3	263.3	271.7
April 24, 2019	490	451	459	170.9	141.1	149.1
March 20, 2019	437	429	419	162.0	153.2	159.2
February 28, 2019	352	404	334	112.9	136.8	110.4
January 16, 2019	657	510	590	261.9	182.4	226.2
December 5, 2018	292	318	328	62.1	66.8	66.0
November 7, 2018	283	305	290	72.0	88.6	81.0
October 11, 2018	292	347	346	90.9	128.6	121.6
September 14, 2018	434	442	444	167.1	167.4	164.6
August 31, 2018	467	481	338	173.5	168.2	138.3

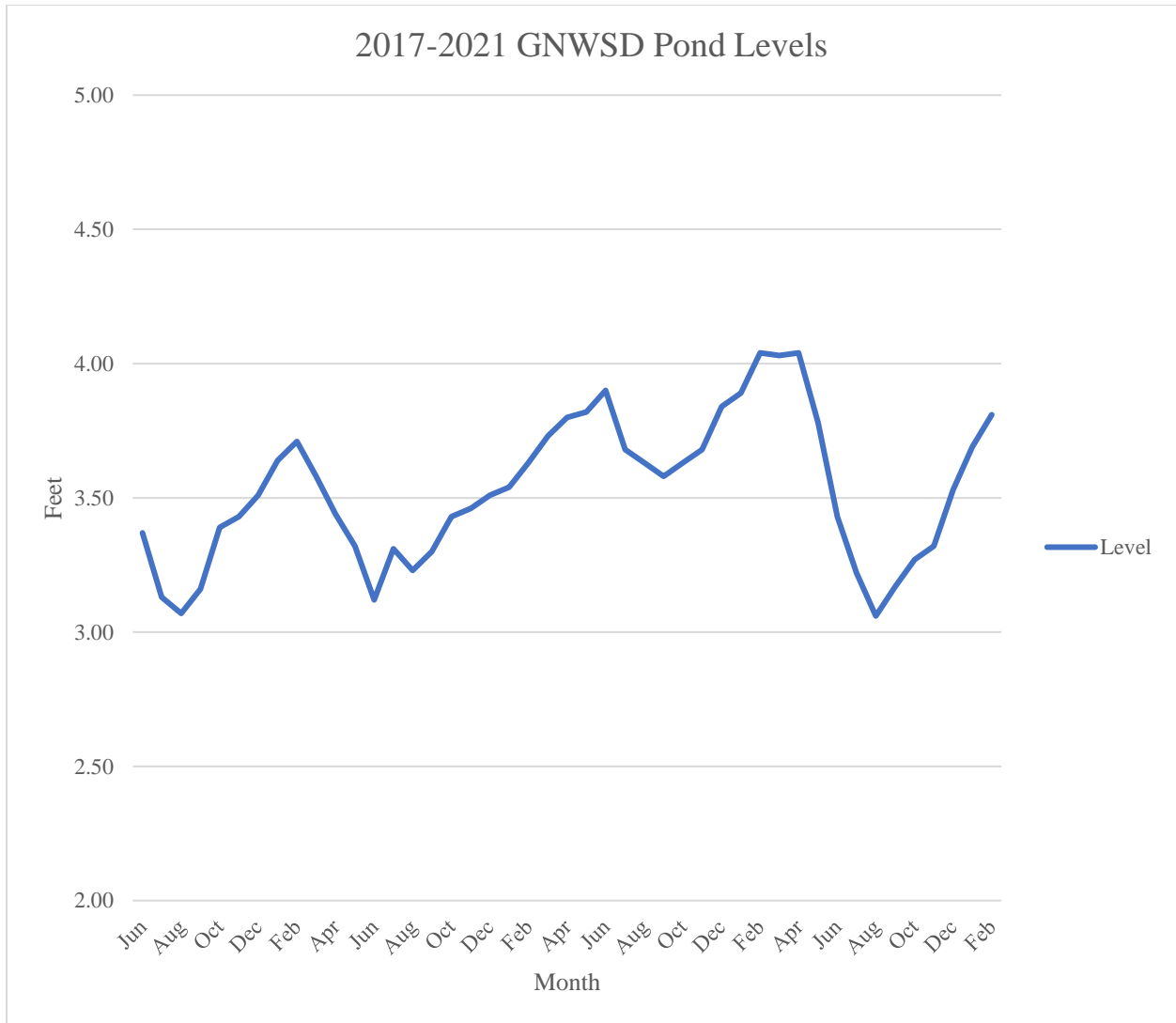
* Any projections are based upon benchtop data presented by Mike Atwood if laboratory results are unavailable.

Pond Level Management

There are approximately 110 inches of capacity available in the ponds and we will continue to monitor this data as evaporative rates and daily water usage change. **The last daily flow report was emailed on February 26, 2021. MMI Water Engineers has contacted TLECC (Dan Schuelke) regarding the status of the reporting function and its significance.**

Date	South Pond Level Reading
March 25, 2018	3.58
June 30, 2018	3.12
September 23, 2018	3.30
December 31, 2018	3.51
February 21, 2019	3.63
March 22, 2019	3.73
June 23, 2019	3.90
September 22, 2019	3.58
November 11, 2019	3.68
December 18, 2019#	3.80
January 1, 2020	3.84
January 31, 2020	3.92
February 20, 2020	4.04
March 18, 2020	4.03
April 25, 2020	4.04
May 24, 2020	3.78
June 27, 2020	3.43
July 25, 2020	3.22
August 31, 2020	3.06
September 11, 2020	3.14
September 30, 2020	3.17
October 4, 2020	3.21
October 24, 2020	3.27
November 20, 2020	3.32
December 26, 2020	3.53
January 23, 2021	3.69
February 20, 2021	3.81

Data may not be accurate since the daily reporting function had not been reliably restored.



United Power Billings

Below is tracking of the annual electrical usage and billings for five consecutive 12-month periods. Effective March of 2020, United Power began billing on calendar month cycles reflecting usage from the first to last day of the month.

12-Month Comparisons – Energy Usage (KWH)					
2016	41,650	276,080	54,440	93,880	466,050
2017	46,917	261,160	79,360	96,880	484,317
2018	49,690	236,640	120,480	97,040	503,850
2019	49,710	265,400	51,360	84,160	450,630
2020	67,377	276,240	120,320	112,400	576,337

12-Month Comparisons – Billing Amount					
2016	\$4,684.06	\$22,276.78	\$4,910.30	\$7,705.29	\$39,576.43
2017	\$5,488.99	\$21,895.19	\$7,296.10	\$8,548.16	\$43,228.44
2018	\$5,795.20	\$19,377.87	\$10,946.48	\$8,394.95	\$44,514.50
2019	\$5,789.98	\$22,400.29	\$4,790.39	\$7,515.75	\$40,496.41
2020	\$7,521.68	\$23,141.47	\$10,608.11	\$9,673.29	\$50,944.55

NOTE: United Power's energy rates changed in the billings issued on February 25, 2020.

Energy Category	2017 Rates	2018 Rates	2019 Rates	2020 Rates
C1 (Energy)	\$0.11219 / KWH	\$0.1122 / KWH	\$0.1078 / KWH	\$0.1031 / KWH
C1 (Demand)	-	-	\$1.00 / KW	\$1.50 / KW
CTD1 (On Peak)	\$0.15932 / KWH	\$0.1594 / KWH	\$0.1594 / KWH	\$0.1594 / KWH
CTD1 (Demand)	-	-	\$1.00 / KW	\$1.50 / KW
CTD2 (Off Peak)	\$0.06177 / KWH	\$0.0618 / KWH	\$0.0554 / KWH	\$0.052 / KWH

Below is tracking of the annual electrical usage and billings for six consecutive 2-month periods (2016 to 2021).

2-Month Comparisons – Energy Usage (KWH)					
2016	3,546	28,680	5,560	10,600	48,386
2017	4,587	24,200	6,440	11,320	46,547
2018	3,831	26,400	6,080	11,360	47,671
2019	4,942	21,160	3,640	10,600	40,342
2020	4,395	21,880	4,600	7,520	38,395
2021	5,789	28,360	15,980	15,720	65,849

2-Month Comparisons – Billing Amount					
2016	\$428.44	\$2,319.18	\$530.56	\$906.62	\$4,184.80
2017	\$539.98	\$2,074.34	\$600.85	\$996.96	\$4,212.13
2018	\$469.82	\$2,190.28	\$571.90	\$981.11	\$4,213.11
2019	\$598.35	\$1,871.20	\$367.04	\$937.87	\$3,774.46
2020	\$540.74	\$1,929.62	\$484.87	\$676.00	\$3,631.23
2021	\$707.90	\$2,616.30	\$1,455.92	\$1,469.62	\$6,249.74

Development Activities

Hayesmount Estates

No engineering activity.

Country Club Ranchettes, Filing 1

A pre-construction meeting for the off-site water system improvements was conducted on March 9, 2021.

On March 23, 2021, Blanco, Inc. hit a gas line in the Greatrock North subdivision north of East 162nd Avenue and west of Hayesmount Road. Juan Blanco, of Blanco, Inc. indicated the utility locates were incorrect in regard to the location of the gas line. MMI Water Engineers communicated with Ramey Environmental Compliance.

On March 26, 2021, Blanco, Inc. completed the off-site water system tie-in to the Greatrock North subdivision. MMI Water Engineers was contacted by Juan Blanco at 6:13 p.m. regarding a water pressure concern received from a resident at 16310 Great Rock Way. MMI Water Engineers communicated the same to Ramey Environmental Compliance. At 6:33 p.m., Juan Blanco indicated the resident called back and indicated the pressure had returned to normal.

Ridgeview Estates (PLT2019-00026)

Brad and Lisa were scheduled to inspect the Ridgeview Estates project on February 25, 2021, but the weather caused us to cancel the site visit. We will reschedule.

Country Club Ranchettes Filing No. 2

No activity pending the developer's analysis of additional development possibilities.

Capital Projects

Third Alluvial Well

MMI Water Engineers is working with BBA Water Consultants on easement exhibits and a plan for Alluvial Well No. 5.

Reverse Osmosis Water Treatment Facility

MMI Water Engineers will defer to Element Engineering on the status of the Reverse Osmosis Water Treatment Facility project.

Concentrate Evaporation Pond

Information regarding the third concentrate evaporation pond will be transmitted separately.



Greatrock North Water & Sewer District

ORC Report

April 6, 2021

Alluvial Wells

Alluvial Well 1 meter certification has been completed and submitted to CDPHE with no issues found with the flow meter at this time. Alluvial Well 1 is currently not use due to questions from CDPHE involving a bypass line, that is currently not in use, but could allow water to bypass the flow meter. REC is proposing the valves be removed and blind flanges be installed on both Alluvial Well 1 and Alluvial Well 2 flow meter bypass lines.

Country Club Ranchettes

The tie in to the Greatrock North distribution system was completed March 26, 2021 after clear water testing and pressure testing was completed with no issues at this time. The tie for Rocking Horse Farms distribution system is scheduled for week of March 29, 2021

Box Elder WTP Expansion

Pre-construction meeting was held on March 25th, 2021 at the Box Elder WTP site. Approximately 25 contractors in attendance for the pre-construction meeting and site tour.

COWARN

GRWSD is now an active member of COWARN with REC serving as the primary contact. Other contacts included District Manager, District Engineer, and Board Member. Online access is set up so any board member can access the account if need be.

Cyber Security

REC and TLECC working on ways to improve cyber security in the immediate future after discussions during previous board meeting. TLECC has reviewed the current cyber security and is drafting a proposal to increase security measures.

Certificate Of Completion

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