

## RECORD OF PROCEEDINGS

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### MINUTES OF A SPECIAL MEETING OF THE BOARD OF DIRECTORS OF THE GREATROCK NORTH WATER AND SANITATION DISTRICT HELD FEBRUARY 9, 2022

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 Wednesday, February 9, 2022 at 4:30 P.M. The meeting was conducted via video conference – Microsoft Teams. The meeting was open to the public.

#### ATTENDANCE

Directors in attendance:

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

Also in attendance were:

Lisa A. Johnson and Jenny Hackelman; CliftonLarsonAllen LLP (“CLA”)  
Mike Murphy; Ramey Environmental Compliance, Inc.  
Nick Marcotte; Element Engineering, LLC

Members of the Public:

Brenda Lewis; 31540 E. 162nd Avenue

#### ADMINISTRATIVE MATTERS

**Disclosures of Potential Conflicts of Interest:** Ms. Johnson advised the Board that, pursuant to Colorado law, certain disclosures may be required prior to taking official action at the meeting. The Board reviewed the Agenda for the meeting, following which, Directors Fleck, Wyckoff, Lozano, Rogers and Polliard each confirmed that they had no conflicts of interest in connection with any of the matters listed on the Agenda.

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

**Board of Director’s Report:** None.

**District Manager’s Report:** 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.

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**Water Rights Update:** This matter was deferred.

### CONSENT AGENDA

The Board considered the following actions:

1. Approve the Minutes of the January 4, 2022 regular meeting.
2. Ratify approval of the payment of claims for the period ending February 3, 2022 in the amount of \$334,987.04.
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 December 31, 2021.

Following discussion, upon a motion duly made by Director Rogers, seconded by Director Polliard and, upon vote, unanimously carried, the Board approved the Consent Agenda item Nos. 1 through 4, as presented. Item 5 was pulled for discussion under Financial Matters.

### FINANCIAL MATTERS

**Cash Position Schedule and Unaudited Financial Statements for the Period Ending December 31, 2021:** Ms. Johnson provided a high-level review of the cash position schedule and unaudited financial statements with the Board. Following review and discussion, upon a motion duly made by Director Rogers, seconded by Director Polliard and, a vote of 4 ayes to 1 nay, with Director Fleck voting the nay, the Board approved the cash position schedule and unaudited financial statements for period ending December 31, 2021, as presented.

### ENGINEER'S REPORT

Mr. Marcotte presented his Engineer's Report and provided updates. A copy of the report is attached hereto and incorporated herein by this reference.

### **CAPITAL PROJECTS UPDATES:**

**Third Alluvial Well:** No new update provided.

**Evaporation Pond:** Mr. Marcotte provided an update on a recent meeting with Adams County regarding the pond project. A conditional use permit will be required to construct the pond.

Following discussion, upon a motion by Director Rogers, seconded by Director Lozano and, upon vote, unanimously carried, the Board directed Element Engineering to proceed with the preparation of an application for a conditional use permit with Adams County, and to coordinate all associated items required by Adams County in order to obtain the permit.

## **RECORD OF PROCEEDINGS**

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**Reverse Osmosis Treatment Facility:** Mr. Marcotte provided an update to the Board. The building permit was received today. A second pre-construction meeting was held with Moltz Construction, Inc. earlier today and went very well. Construction meetings will be held weekly and minutes from these meetings will be made available. Ms. Johnson will provide the minutes to the Board when received.

- a. **Board of County Commissioners Meeting and Approval of Project:** The Board of County Commissioners approved the District's minor amendment at a meeting in January 2022.
- b. **Pay Application No. 2 to the Construction Contract with Moltz Construction, Inc. in the Amount of \$279,874.49:** Following discussion, upon a motion duly made by Director Wyckoff, seconded by Director Fleck and, upon vote, unanimously carried, the Board ratified approval of Pay Application No. 2 with Moltz Construction, Inc.
- c. **Second Addendum to the Independent Contractor Agreement with Diversified Underground Inc. for Potholing Services in the Amount of \$9,980.00:** Following discussion, upon a motion duly made by Director Wyckoff, seconded by Director Fleck and, upon vote, unanimously carried, the Board ratified approval of the Second Addendum to the Independent Contractor Agreement with Diversified Underground Inc.

### OPERATIONS / MAINTENANCE MATTERS

**Operator in Responsible Charge (ORC) Report:** Mr. Murphy presented his report and provided updates. A copy of the report is attached hereto and incorporated herein by this reference.

### LEGAL MATTERS

**2022 Directors Election:** Ms. Johnson provided an update on the election process. Ms. Adams indicated her possible desire to run for the election in May.

### OTHER MATTERS

#### **Status of Homestead Heights/Country Club Ranchettes #1:**

1. **Utility Easement between the District and Jose Luis Silva Villalobos and Iris Gallegos Silva:** The Board discussed the utility easement requests in detail. 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 utility easement between the District and Jose Luis Silva Villalobos and Iris Gallegos Silva.
2. **Utility Easements between the District and Country Club Ranchettes, LLC (Lots 21, 23, and 34):** 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 utility easements between the District and Country Club Ranchettes, LLC (Lots





Date: January 28, 2022  
To: Greatrock North Water and Sanitation District, Board of Directors  
From: Lisa A. Johnson, District Manager  
Re: February 9, 2022 Manager's Report

**Agenda Action Items**

**II.A. Consent Agenda**

1. Approve the Minutes of the January 4, 2022 regular meeting.
2. Ratify approval of the payment of claims for the period ending January 31, 2022.
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 December 31, 2021 and inclusion summaries.
6. Adopt Resolution No. 2022-02-01: Designating 24-Hour Meeting Notice Location

**I recommend approval of the consent agenda items.**

**VI.A. Update on 2022 Director's Election**

I will provide an update on the 2022 Director's Election to the Board at the meeting.

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

Mr. Scolnick has presented the district with 4 utility easements required in CC#1. Attorney Tanaka has drafted the documents and Mr. Marcotte has confirmed the legal descriptions.

**I recommend approval of the Utility Easements.**

**VII.B. Hayesmount Estates**

20 System Development Fees have been paid as of December 7, 2021.

**VII.C. Ridgeview Estates**

Updates provided in the Engineer's Report.

**VII.D. Country Club Ranchettes Filing No. 2 ("CC#2")**

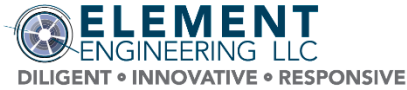
Director Wyckoff, Attorney Poznanovic, Mr. Sanchez, Mr. Marcotte and I met with Mr. Scolnick in late January to discuss his potential request to revisit the inclusion of the CC#2 property into the District's boundaries. Director Wyckoff and staff will provide a more detailed update at the meeting.

**Review of monthly Water Resumes and Other Water Related Matters**

Attorney Poznanovic has reviewed the November resume and did not find any cases he recommends the district oppose.

**Update on other District Related Matters and/or Committee Meetings**

Director Wyckoff, Director Fleck at times, Mr. Marcotte, and I are meeting on Friday mornings at 9 am via Microsoft Teams to discuss weekly updates on the capital projects as well as any operational matters.



## ENGINEER'S PROGRESS REPORT

**Date:** February 9<sup>th</sup>, 2022  
**To:** Greatrock North Water and Sanitation District  
**From:** Element Engineering  
**Job No.** 0041.0001  
**RE:** Monthly Engineers Report – **New Items Bold**

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### CAPITAL PROJECTS:

#### 1. **Water Treatment Plant Improvements - Construction**

Element Engineering recommended Moltz Construction be awarded the project. The board voted to award the project to Moltz at the district's April 4<sup>th</sup> Meeting. The notice of award and owner-contractor agreement have been signed by both the district and the contractor. Bonds and insurance (payment and performance bonds) have been received by Element. Hard copies will be provided to CLA. Element held a meeting with Moltz to discuss a schedule for the pre-construction meeting and notice to proceed. The pre-construction meeting is scheduled for the week of May 31<sup>st</sup> with the notice to proceed being issued shortly after. Moltz has already submitted documents for the septic system permit and is working on the building department permit. We expect submittals to begin arriving for review shortly.

A pre-construction meeting was held on June 10<sup>th</sup>. The Notice to Proceed has been fully executed by both parties. The following is a summary of the construction timeline:

Notice to Proceed:	June 14, 2021
Substantial Completion:	March 26, 2022 (285 days after NTP)
Punch List Complete:	May 10, 2022 (45 days after Substantial Completion)

Moltz Construction has started sending material and equipment submittals to Element for review.

During the building permit review process Adams County planning is requiring that a Major PUD Amendment process be completed. As it was our understanding that this would not be required, due to the proposed building being included in the last PUD amendment, Element reached out to Adams County to review this requirement. Adams County has indicated that as the building was included on the site plan, not the signed PUD amendment, a new amendment process would be required. The major amendment will require 2 hearings: one before the Planning Commission and one before the Board of County Commissioners. A neighborhood meeting will also be required. We have informed Moltz of this requirement and will keep them informed as to our

progress and how it may, or may not, affect their schedule. It is our hope that we can complete this process prior to Molt's planned onsite construction date, therefore causing no delays.

The required major PUD amendment mailer was sent out by certified mail. The public meeting is scheduled for August 3<sup>rd</sup> at 5:30 PM via Zoom (the same Zoom invitation as the district's board meeting). A meeting agenda has been provided to the board for review and is attached to this report.

The public meeting was held on August 3<sup>rd</sup>. The PUD application was submitted shortly after. We have received confirmation that the application has been received and assigned to a county planner. Element has reached out to our assigned project manager to see what the schedule for the PUD process will be. We have not yet received a response on that request.

Moltz Construction has requested to mobilize onsite with fencing, portlets, and other minor items. This request has been approved.

Element attended site visit meeting with Moltz and REC on September 16<sup>th</sup> to exchange building keys and discuss initial mobilization. The temporary construction fencing will be installed on or about Monday September 20<sup>th</sup>.

We have received comments from the Adams County planner assigned to our PUD amendment case. The comments provided by Adams County are attached to this report. Comments and Element responses are as follows:

- Staff has concerns with the visual and aesthetic compatibility of the proposed structure with the rest of Box Elder Creek Ranch PUD. Please provide more detail about the building material that will be used.

*Element Response: Although this information was included with the original application, we will address this comment by including images of nearby and adjacent structures and showing that the proposed building features Hardie siding and wood trim. We will stress that the district is budgeting significant money to ensure that the building blends with adjacent structures.*

- Provide a more detailed landscaping plan to show how many and what type of trees that will be planted. Please show all existing trees and vegetation that will remain after the structure is complete.

*Element Response: We will provide a landscaping plan as requested. A draft of the landscaping plan is attached. All trees installed will be Austrian Pines.*

- The secondary access will require a county access permit and review, etc.

*Element Response: Element responded to this comment with an email requesting clarification on this item. This is technically not a "secondary" access used by the project. This is the primary access to what was originally a separate lot.*



A response to all comments will be sent to Adams County by September 24<sup>th</sup>. A draft comment response letter will be provided to the district manager and board president and vice-president prior to submittal to Adams County.

Moltz has submitted Pay Application No. 1 which includes fees for mobilization. Element has reviewed this application and recommend it for approval. Moltz cannot begin work until the final building permit is issued. This requires the county to approve the Major PUD Amendment. Element has requested a schedule from the newly assigned Adams County project manager, and we are awaiting a response.

Dates for the planning commission and Board of County Commissioners meetings have been set for December 9<sup>th</sup> (6PM) and January 11<sup>th</sup> (9:30AM). Element will be present at these meetings. The district has approved Element to proceed with the removal of the water treatment plant sump design and to design a new gravity concentrate main from the water treatment plant site to the tie-in location at 162<sup>nd</sup> and Rayburn.

The planning commission has approved the major PUD amendment. The remaining task is to receive approval from the board of county commissioners at the January 11<sup>th</sup> meeting. Design on the Rayburn concentrate extension is ongoing. Element will be identifying locations for utility potholing to ensure we know the depth of utility crossings to avoid conflict.

**The BOCC has approved the major PUD amendment and Moltz construction is working to obtain a building permit. The Rayburn concentrate line and the Field Order eliminating the WTP sump is 90% complete. Upon final completion Element will submit the Rayburn concentrate design to Adams County for a ROW utility permit. A proposal for potholing has been received and processed by the district. Diversified Underground will begin potholing upon execution of the potholing agreement. Moltz has submitted Pay Application No. 2 which includes payment for stored materials.**

## **2. Concentration Evaporation Pond**

Element has reviewed all historic documents on the concentration evaporation pond and has contacted the subconsultant tasked with the concentrate line and pond grading design (CVL). The tasks necessary to complete design and permitting of the concentrate pond are as follows:

- Receive concentrate line and pond CAD files from CVL.
- Compile an Engineering Design and Operations Plan (EDOP), design plans, liner design, and specifications for the pond per CDPHE Section 9: Waste Impoundments.
- Finalize pond grading design and SWMP.
- Update concentrate line per request from developer and update easement exhibit.

Element has provided the district with a proposal to the district to complete pond design and CPDHE submittal (EDOP, plans, specifications). The EDOP, plans, and specifications will be to CPDHE for review and approval. After approval, the district will be granted approval for construction. CDPHE has strict quality control and construction documentation requirements including a construction QA/QC report that must be submitted after construction. Element can provide a proposal for pond bidding, construction observation, and construction QA/QC reporting at the appropriate time.

Element's proposal to complete the third concentrate pond and line has been approved by the district. We are currently working on the EDOP and plans. Also, we have provided a modified draft easement exhibit to Jay Scolnick for the revised concentrate line alignment.

As of August 29, 2021, Element continues to work on the concentrate pond design and EDOP. We have been coordinating with Jay on the concentrate line and have come to an agreement on the line location. We are finalizing what should be the last iteration of the concentrate line easement for signature by Jay. Our surveyor will require some field work for the easement in order to stamp the legal description. Also, there is additional survey required for the concentrate line design which will occur at the same time.

Additional survey field work was ongoing as of September 16<sup>th</sup>. Element met onsite with the surveyor to confirm required items to be surveyed. Element held discussions about the potential to eliminate the proposed sump and pump in the proposed RO WTP if the concentrate line can be lowered. Element recommends any new concentrate main installation be 8-inch diameter SDR 35 PVC minimum.

Element has received the updated survey and has provided preliminary pond alternative layouts and costs as well as concentrate line profiles for the district's discussion at the October 26<sup>th</sup> work session. Upon a final decision for layout and pond location design documents will be created. Also, it is apparent that the concentrate line in Rayburn can be lowered, allowing the proposed sump in the ROWWTP to be removed and all drains go to the concentrate line.

Element was provided direction by the board to proceed with the west pond location and the gravity concentrate main running down Hudson Mile Road. Design work is ongoing with draft design documents expected to be complete in January. Element has reached out to Adams County to determine what permitting will be required for the project. A potential pre-application meeting with Adams County was requested.

Element has submitted the initial pre-application document to Adams County. A pre-application meeting with the county will be scheduled in the coming weeks based on the county's schedule. Work continues on finalization of the design. It is our goal to submit a draft of the design submitted to the board for review during the month of January.

**A pre-application meeting with Adams County has been scheduled for Friday February 4<sup>th</sup> at 10:30 AM. This meeting will be held virtually. Element submitted progress plans on the concentrate pond to the district. We are now working to finalize the plans. The next step is to complete final internal edits and compile a stormwater management plan (SWMP) and finalize and submit the Section 9 Impoundment permitting report to CDPHE. This should be completed by the end of February to mid-March.**

### 3. Third Alluvial Well

Element will report items pertaining to the third alluvial well in this section.

Element met with the district's water resources engineer on August 12<sup>th</sup>. It was discussed that the location of Alluvial Well 3 and 4 would likely be the best locations for the new alluvial well. Element has been requested to complete a construction and design cost estimate to tie each of these well locations into the existing raw water lines. This work will begin shortly.

The well locations 3 and 4 were determined to be the best locations as they produce a satisfactory amount of water and have better water quality than location 5, which tested very high in nitrates (> 20 mg/L).

A Basis of Design Report (BDR) must be submitted to CDPHE to add an additional water source. This BDR must include the results of extensive water quality testing. Two separate testing batteries must be completed in two separate calendar quarters. Also, once drilled, the well will need to be tested to insure it is not under the direct influence of surface water.

**No work this period.**

#### **GENERAL ENGINEERING – ADMINISTRATION**

Element has been coordinating closely with CLA to onboard general engineering services. Element, CLA and GNWSD held an initial onboarding meeting at Element offices on June 10<sup>th</sup>. An additional onboarding meeting with REC has been scheduled on June 30<sup>th</sup> at REC offices. We have received all electronic and hard copy files from MMI and have reviewed them to determine the sum of available records.

Element has completed cost estimates to support 2022 budget preparation. This included estimated general engineering (ops and admin) fees, capital project fees, and engineering construction administration fees. A meeting to review the proposed budget items was held on September 22<sup>nd</sup> at REC offices.

Element is coordinating the additional information (survey) and scoping items on the concentrate line and concentrate pond and line alternatives in the General Engineering – Administration job number.

Element presented options to the board on concentrate line and concentrate pond locations. See Third Concentrate Pond reporting for more information.

**Element is working on the county permitting of the third concentrate pond. See third concentrate pond update.**

#### **1. Box Elder Creek Ranch Subdivision**

Element will report general administrative engineering items pertaining to the Box Elder Creek Ranch subdivision in this section.

**No work this period.**

#### **2. Rocking Horse Farms Subdivision**

Element will report general administrative engineering items pertaining to the Rocking Horse Farms subdivision in this section.

Element has coordinated with REC to complete the recommendation for final acceptance of the Rocking Horse Farms Pump Station Replacement Project. The project was completed on July 22, 2020, and has been successfully operating since startup. The 1-year warranty period has elapsed, and Element recommends final acceptance.

**Element met with REC at RHF on January 21<sup>st</sup> to discuss replacement of the RHF control valves. It was determined that an insertion valve could be installed downstream of the control valve to shut the tank off. A new electrically actuated gate valve could then be installed in the vault. It is recommended that two manual gate valves with wheels be installed on either side of the new actuated valve. This time was billed to General Engineering: Operations.**

**3. Greatrock North Subdivision**

Element will report general administrative engineering items pertaining to the Greatrock North subdivision in this section.

**No work this period.**

**4. Hayesmount Estates Subdivision**

Element will report general administrative engineering items pertaining to the Hayesmount Estates subdivision in this section.

**No work this period.**

**GENERAL ENGINEERING – OPERATIONS**

Element will report on water accounting, use, water quality, and electrical usage, and pond levels in this section. We are working on on-boarding and coordination with REC so that we may obtain data for regular reporting.

**See attached monthly year over year comparison of electrical use (KWH) and electrical billing (\$).**

Element met with REC on January 21<sup>st</sup> to discuss the rocks in the concentrate line. It was determined that the line could be temporarily shut down (turn off WTP) and the line upstream of the control valve could be shut. The concentrate line could then be pumped out (water discharging to the adjacent concentrate pond) and the line could be excavated, opened, and the rocks removed. Upon removal the line would need to be replaced in the excavated area.

**DEVELOPMENT SERVICES**

**1. Country Club Ranchettes Filing No. 1**

Element has contacted Jay Scolnick and his contractor (Three Sons Construction) to set up a pre-construction meeting. The meeting is tentatively scheduled to be held onsite during the weeks of July 5<sup>th</sup> or July 12<sup>th</sup> depending on final construction permit issuance from Adams County. Three Sons Construction has started the submittal process with Element. We are reviewing submittals per the district's rules and regulations.

Element will discuss construction observation and management roles and responsibilities with REC and CLA to clearly define task responsibility between each entity.

Element will be responsible for onsite construction observation. Submittals have been received and reviewed. A pre-construction meeting was held on July 16<sup>th</sup>. Onsite construction work started on July 21<sup>st</sup>. Element will be providing full time observation for the first week, and scale back observation time if we feel the contractor is completing acceptable work. Element provided the district with an estimated number of hours for onsite work that included the pre-construction, observation, GPS services and final walkthrough.

Element has completed construction observation and oversight during construction. Adams County notified the developer (Jay) and their engineer (Manhard) that their fire hydrant design and installation was three feet too close to the centerline of the asphalt roadway. The hydrants are required to be moved, which will require a new pressure test. An exhibit of this relocation is attached to this board report.

Element inspected and coordinated work on the fire hydrant relocation.

Minor construction observation/coordination occurred during this reporting period. Initial acceptance will occur after the surface improvements are complete (pavement, etc).

Element was notified that paving would occur at the project during the month of December. Upon completion of surface improvements an initial acceptance walkthrough will be completed.

## **2. Country Club Ranchettes Filing No. 2**

**On Wednesday January 26<sup>th</sup> Element met with the developer to discuss inclusion of CCR Filing 2. There were no specific engineering related action items immediately necessary at the meeting. When the inclusion packet is submitted, Element will complete necessary review tasks.**

## **3. Ridgeview Estates**

Element has requested the developer that to notify us when all surface improvements have been completed. Upon completion of these improvements an initial acceptance walkthrough can be held, and a punch list generated. Upon completion of the punch list items (if any) initial acceptance will be recommended.

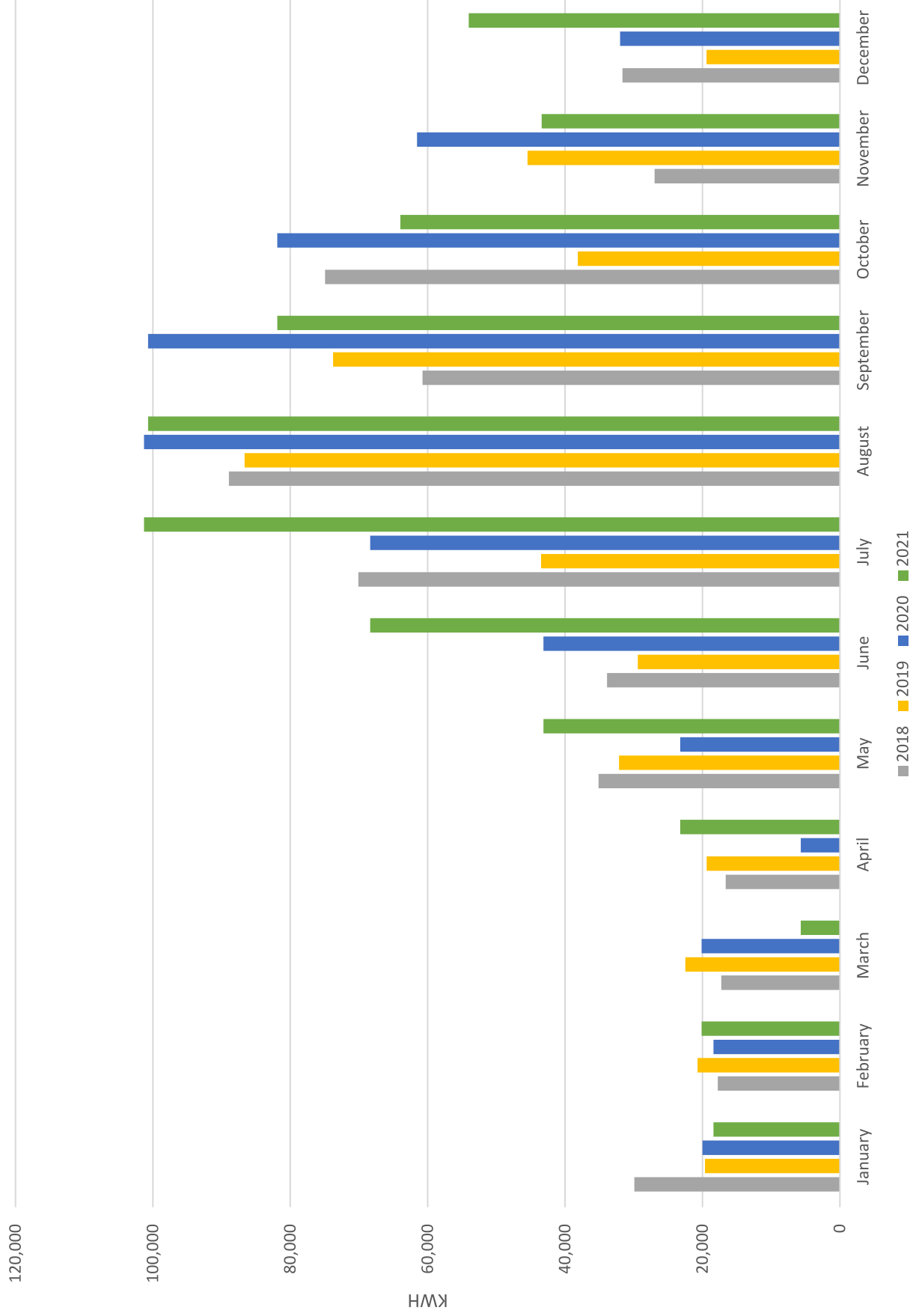
A punch list was generated and provided to the developer. We received a response that the punch list would be completed and that we would be notified when items are completed. Once complete we will do a final walkthrough.

The developer reported that the initial acceptance checklist was completed. A walkthrough was completed by Element on October 4<sup>th</sup>. There were minor items that need repair that were reported to the developer. A final inspection will be completed upon receiving word that the final remaining items have been completed.

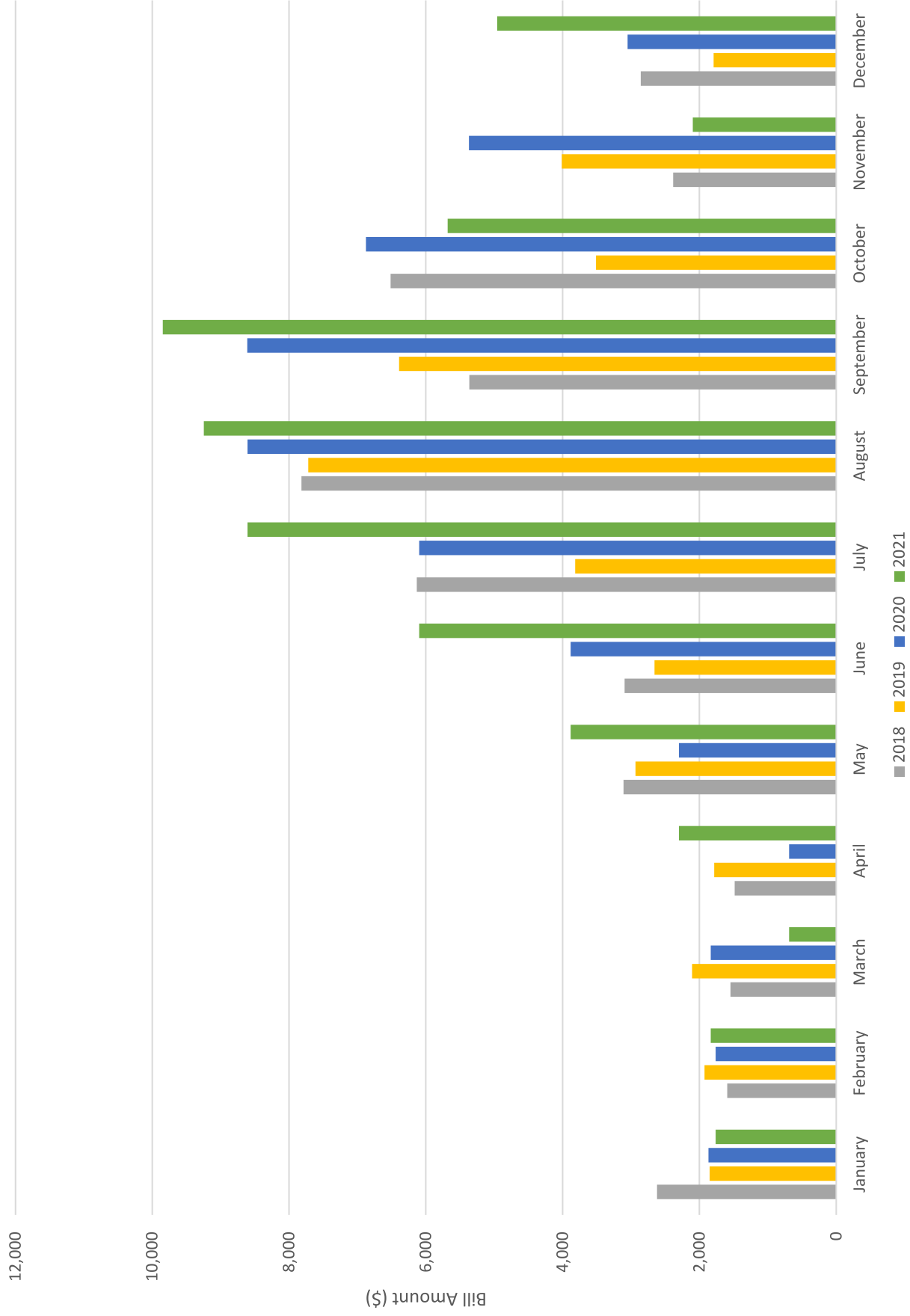
Element performed the final initial acceptance walkthrough and have verified that all required items have been completed. The infrastructure in the development has been shot with the district's GIS system and we are working with the GIS platform to upload the data.

**A list of items required for initial acceptance has been provided to the developer on December 20, 2021.**

### District-Wide Energy Use by Month (KWH)



### District-Wide Electrical Billing by Month (\$)





**Ramey Environmental Compliance, Inc.**  
Management and Operation Solutions for  
Water and Wastewater Treatment  
**303-833-5505**

PO Box 99, Firestone, Colorado 80520  
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[www.RECinc.net](http://www.RECinc.net)

**Greatrock North Water & Sewer District  
ORC Report  
February 9, 2022**

Rocking Horse Farms Tank Fill Valve

The RHF Tank fill valve is experiencing on going issues with automatic control. REC and TLECC verified the issues are not electrical or SCADA control problem. Local CLA-Valve representative contacted to schedule site visit to inspect the valve to determine best course of action moving forward. In the meantime, tank fill is being manually controlled by REC.

Update – Local CLA-Valve Representative, Pipestone Equipment, onsite to access RHF fill valve. Pipestone Equipment believes the control issues are due to an internal pressure loss through the internal components of the valve. REC is coordinating with Element Engineering to develop plan to isolate valve for inspection. Presently there is no isolation valve with in the PRV pit and no valves indicated on plant drawings. Repair and/or replacement will need to take place during low demand season due to inability to fill tank while valve is out of service.

Update – Site walk through schedule the first week of January with Element Engineering to review site layouts and develop plans for repairs.

Update – Site walk-thru completed with Element Engineering and Moltz Construction. After reviewing of site layout and plans it is confirmed there is no known isolation valve for the RHF tank fill valve. Element Engineering and REC developing plans for repair, but it is likely an insertion type isolation valve will need to be installed prior to replacement of RHF fill valve.

Laramie Fox Hills 3 Well

The VFD for the Laramie Fox Hills has failed and will need to be replaced. Operations responded to a well failure alarm and found the VFD screen unresponsive. REC ESD was called onsite to further troubleshoot and found the VFD had experienced electrical issue causing many of the internal components to be damaged. The VFD has been bypassed allowing LFH3 to be used at full speed for augmentation. REC ESD is presently working on pricing and availability for a replacement VFD and will submit and estimate once this information is received.

Update – VFD replacement was approved during previous months board meeting however REC ESD is sourced an alternative VFD due to long lead time of the original replacement. Updated quote has been forwarded for approval.



**Certificate Of Completion**

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Client Name: Greatrock North WSD

Client Number: 011-046103-OS00-2022

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Lisa Johnson

Lisa.Johnson@claconnect.com

District Manager

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### **Withdrawing your consent**

If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

### **Consequences of changing your mind**

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. Further, you will no longer be able to use the DocuSign system to receive required notices and consents electronically from us or to sign electronically documents from us.

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Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through the DocuSign system all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

**How to contact CliftonLarsonAllen LLP:**

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

To contact us by email send messages to: [BusinessTechnology@CLAconnect.com](mailto:BusinessTechnology@CLAconnect.com)

**To advise CliftonLarsonAllen LLP of your new email address**

To let us know of a change in your email address where we should send notices and disclosures electronically to you, you must send an email message to us at [BusinessTechnology@CLAconnect.com](mailto:BusinessTechnology@CLAconnect.com) and in the body of such request you must state: your previous email address, your new email address. We do not require any other information from you to change your email address.

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To inform us that you no longer wish to receive future notices and disclosures in electronic format you may:

i. decline to sign a document from within your signing session, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;

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- Until or unless you notify CliftonLarsonAllen LLP as described above, you consent to receive exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you by CliftonLarsonAllen LLP during the course of your relationship with CliftonLarsonAllen LLP.