

**GREATROCK NORTH WATER AND SANITATION DISTRICT**

8390 E. Crescent Parkway, Suite 300  
Greenwood Village, CO 80111  
(P) 303-779-5710 (F) 303-779-0348  
[www.colorado.gov/greatrocknorthwsd](http://www.colorado.gov/greatrocknorthwsd)

*Mission: To provide the highest quality of water at the most affordable price for current customers and to provide for the expansion of the District as growth occurs.*

**NOTICE OF REGULAR MEETING AND AGENDA**

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**DATE:** Tuesday, May 7, 2024  
**TIME:** 4:30 P.M.  
**LOCATION:** Reverse Osmosis Water Treatment Plant  
16373 Rayburn Street  
Hudson, CO 80642

AT LEAST ONE INDIVIDUAL, INCLUDING CERTAIN BOARD MEMBERS AND CONSULTANTS OF THE DISTRICT WILL BE PHYSICALLY PRESENT AND WILL ATTEND THIS MEETING IN PERSON AT THE ABOVE-REFERENCED LOCATION. HOWEVER, CERTAIN OTHER BOARD MEMBERS AND CONSULTANTS OF THE DISTRICT MAY ATTEND THIS MEETING VIA TELECONFERENCE, OR WEB-ENABLED VIDEO CONFERENCE. MEMBERS OF THE PUBLIC WHO WISH TO ATTEND THIS MEETING MAY CHOOSE TO ATTEND VIA TELECONFERENCE OR WEB-ENABLED VIDEO CONFERENCE USING THE INFORMATION BELOW.

**ACCESS:** You can attend the meeting in any of the following ways:

1. To attend via MS Teams videoconference use the below link –  
[https://teams.microsoft.com/l/meetup-join/19%3ameeting\\_MWU4MzQ3ZjQtNjhYy00M2VjLTg3M2EtNzlyNjE2MjNINDlw%40thread.v2/0?context=%7b%22Tid%22%3a%224aaa468e-93ba-4ee3-ab9f-6a247aa3ade0%22%2c%22Oid%22%3a%227e78628f-89cd-4e97-af6c-60df84b55ffe%22%7d](https://teams.microsoft.com/l/meetup-join/19%3ameeting_MWU4MzQ3ZjQtNjhYy00M2VjLTg3M2EtNzlyNjE2MjNINDlw%40thread.v2/0?context=%7b%22Tid%22%3a%224aaa468e-93ba-4ee3-ab9f-6a247aa3ade0%22%2c%22Oid%22%3a%227e78628f-89cd-4e97-af6c-60df84b55ffe%22%7d)
2. Or by calling 1-720-547-5281 & entering the following Phone Conference ID: **545 876 415#**

<u>Board of Directors:</u>	<u>Office</u>	<u>Term Expires</u>
John D. Wyckoff	President	May, 2025
Robert W. Fleck	Vice President	May, 2027
Lisa Jacoby	Treasurer	May, 2025

Greatrock North Water and Sanitation District  
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Brian K. Rogers	Secretary	May, 2027
Brenda Adams	Assistant Secretary	May, 2025

Consultants:

Lisa A. Johnson	District Manager
Jennifer Gruber Tanaka, Esq.	District General Counsel
Nicholaus Marcotte, PE	District Engineer
Mike Murphy	District Operator in Responsible Charge

- I. ADMINISTRATIVE MATTERS (Action Items Status Matrix – enclosure).
  - A. Present Disclosures of Potential Conflicts of Interest.
  - B. Approve Agenda.
  - C. Board of Director’s Report.
  - D. District Manager’s Report (to be distributed).
  
- II. CONSENT AGENDA
  - A. These items are considered to be routine and will be approved by one motion. There will be no separate discussion of these items unless requested; in which event, the item will be removed from the Consent Agenda and considered in the Regular Agenda.
    1. Approval of the Minutes of the Minutes of the April 2, 2024 regular meeting (enclosure).
    2. Ratify approval of the payment of claims for the period ending April 28, 2024, in the amount of \$192,197.51 (enclosure).
    3. Acceptance of unaudited financial statements for the period ending March 31, 2024 Schedule of Cash Position updated as of April 23, 2024, and Inclusion Summaries (enclosure).
    4. Operations and Maintenance Activities Report (enclosure).
    5. Review meter installation report (enclosures).
    6. Ratify approval of engagement letter with Curtis, Justice & Zahedi, LLC for special legal counsel (enclosure).
    7. Ratify approval of Statewide Internet Portal Authority (SIPA) domain renewal for 6/08/2024 to 6/07/2025 (enclosure).
  
- III. FINANCIAL MATTERS
  
- IV. ENGINEER’S REPORT (enclosure)
  - A. Capital Projects Update
    1. Third Alluvial Well
    2. Evaporation Pond
  
- V. OPERATIONS AND MAINTENANCE MATTERS (ORC Report – enclosure).

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VI. LEGAL MATTERS

VII. OTHER MATTERS

VIII. COMMUNITY COMMENTS (ITEMS NOT ON THE AGENDA ONLY. COMMENTS LIMITED TO 3 MINUTES PER PERSON AND TAKEN IN ORDER LISTED ON SIGN UP SHEET).

IX. ADJOURNMENT

**THE NEXT MEETING IS SCHEDULED  
for Tuesday, June 4, 2024  
at 4:30 p.m.**

Greatrock North Water and Sanitation District Action Items Status Matrix—2024

Action Items	Date of Meeting	Assigned To	Deadline	Priority	Not Started	In Process	Reoccurring	Follow up Required	Complete	Notes
<b>INCLUSION AND DEVELOPMENT MATTERS</b>										
Homestead Heights Development (a/k/a Country Club Ranchettes Filing No. 1)	12/6/16	Nick	N/A	2		X				<p>12/15/2020: Brad is reviewing submittals for the off-site water connections and requested information on the RHF check valve vault from Manhard Consulting.</p> <p>1/7/2021: New list started. Items preceding 12/2020 on prior action items lists.</p> <p>1/17/2021: Brad emails Laurie at Manhard re: the revised information Blanco needs to resubmit on the RHF check valve vault.</p> <p>1/20/2021: Blanco emails revised submittal for RHF check valve vault to Brad. Brad to review and comment.</p> <p>2/10/2021: Jay Skolnick indicates he has selected a different contractor to perform the work. Brad advised Jay the District needs a schedule and requires a pre-construction meeting.</p> <p>2/18/2021: Brad emailed Jay to request a pre-construction meeting.</p> <p>4/13/21: Jay Skolnick emails inquiry on status of construction observations on Blanco by Bryan Dalrymple; Brad forwards email to Bryan</p> <p>4/19/21: MMI meeting with Bryan Dalrymple to review inspection and testing records cancelled due to weather forecast.</p> <p>05/10/2021: A pre-construction meeting scheduled for May 11 for the on-site water system improvements was postponed since the developer does not have plans approved by Adams County therefore no work can be performed within the new rights-of-way.</p> <p>05/10/2021: Adams County cannot approve the plans or issue any permits until the County has received and approved the surety for the SIA.</p> <p>9/7/21: Nick is working with the developer to relocate fire hydrants per County requirements.</p> <p>12/28/2021 – District notified that the County has potentially provided a variance on the relocation of hydrants.</p> <p>02/23/2022 – water line and well easements approved by BOD.</p> <p>3/25/2022 – 11 SDF’s collected to date.</p> <p>06/01/2022 – 13 SDF’s collected to date.</p> <p>06/28/2022- initial punch list provided to Jay.</p> <p>7/26/2022 – 15 SDF’s collected to date. Lisa requested additional funds from developer to cover inclusion costs.</p>

Greatrock North Water and Sanitation District Action Items Status Matrix—2024

Action Items	Date of Meeting	Assigned To	Deadline	Priority	Not Started	In Process	Reoccurring	Follow up Required	Complete	Notes
										08/29/2022 – Jay is working with Nick and Mike on punch list items. 10/05/2022 – 17 SDF’s paid to date. 02/28/2023 – Jay has provided all documents necessary for staff to finalize the initial acceptance of water improvements. 03/28/2023 – Amended Warranty Agreement was transmitted to Jay for his review and execution. 4/25/2023 – LOC received. Board to ratify warranty agreement at the May meeting. 7/4/2023 – final acceptance scheduled for Spring of 2024. 07/21/2023 – HHII amendment approved by the Board in July. 9/22/2023 = 26 SDF’s collected to date. 01/31/2024 – Staff continues to work with the developer on the 3 <sup>rd</sup> Amendment to the inclusion agreement.
Ridgeview Estates	3/3/2020	Nick	N/A	2					X	12/10/2020: Brad meets w/ Blanco Inc. at site of water tie-in at Great Rock Way to review layout and design. 1/7/2021: New list started. Items preceding 12/2020 on prior action items lists. 1/7/2021: Met yesterday with Blanco regarding tie in at tank site. 1/13/2021: GN residents report brown water following tie-in in Great Rock Way. Bryan flushes fire hydrants. 2/18/2021: Brad talked with David Moore and emailed DM a request for an updated schedule for coordination with REC and testing required. 5/4/2021: onsite water improvements in process and project is almost complete. 7/19/21: Offsite water improvements was completed by REC. Onsite water system improvements initial acceptance will be provided after onsite surface improvements (asphalt, curb, gutter) have been placed. Element has notified the developer of this requirement on 7/6/21. 8/19/21: An initial walkthrough and punch list was generated and forwarded to the developer’s engineer. A response to the punch list is expected when items are complete. After completion a letter recommending initial acceptance will be generated. 9/7/21: Developer requested waiver of lien. Board discussed and denied request. Lisa to communicate to Developer. 12/28/2021 – Nick drafted initial acceptance letter and transmitted to developer.

Greatrock North Water and Sanitation District Action Items Status Matrix—2024

Action Items	Date of Meeting	Assigned To	Deadline	Priority	Not Started	In Process	Reoccurring	Follow up Required	Complete	Notes
										2/23/2022 – Nick followed up with David Moore in February. 3/25/2022 – 7 SDF’s collected to date. 06/01/2022 – 10 SDF’s collected to date. 06/28/22 – 11 SDF’s collected to date. 7/26/2022 – 12 SDF’s collected to date. Lisa requested additional funds from developer to cover inclusion costs. 8/29/2022 – David Moore provided information requested. Nick to draft letter of review and acceptance. 10/05/2022 – Nick provided letter to Jennifer. Jennifer to review and confirm documents and recommend the Board consider preliminary acceptance of the improvements. 10/25/2022 – The Board accepted the improvements subject to final review by counsel and President Wyckoff. 02/28/2023 – Erin is working with the developer’s bank to acquire LOC and then documents to finalize initial acceptance will be finalized. 4/25/2023 – LOC received. Board to ratify warranty agreement at May meeting. 07/04./2023 – final acceptance due in Spring of 2024. 01/31/2024 – Mr. Moore has requested the District consider final acceptance of the improvements. 04/19/2024 – Final acceptance was granted.
<b>CAPITAL PROJECT MATTERS</b>										
Third Alluvial Well	2/5/19	Chris	N/A	2		X				1/5/2021: Brad received memo from Tim Crawford regarding ALV-5. Quantity from well site is favorable. Quality less favorable than other locations but better from monitoring well. Memo summarizing results sent to Brad to review for comment. 1/7/2021: New list started. Items preceding 2021 on prior action items lists. 1/11/2021: Brad meets w/ Tony Lopez re: well site easement and pipeline easement. Brad to work up exhibit and discuss w/ Brian at Manhard. 2/18/2021: Brad talked with Tim Crawford regarding the well site and pipeline easement needs. 4/6/21: Brad emails proposed easements layout to Tim/Chris and requests information from Jay Skolnick and Brian Pfohl 4/9/21: Jay indicates easements should be on title work.

Greatrock North Water and Sanitation District Action Items Status Matrix—2024

Action Items	Date of Meeting	Assigned To	Deadline	Priority	Not Started	In Process	Reoccurring	Follow up Required	Complete	Notes
										8/6/21: A meeting was held at Element offices to discuss the third alluvial well. Element is to generate a cost estimate to connect sites 3 and 4 to the existing raw water lines.
Evaporation Pond Matters	1/1/19	Nick	N/A	1		X				<p>1/5/2021: Profile has not changed. Brad to submit to CDPHE again. Need to finalize easement with Jay. If cannot be finalized in 2 weeks, Board to consider moving forward with condemnation proceedings.</p> <p>1/7/2021: New list started. Items preceding 2021 on prior action items lists.</p> <p>1/7/2021: Brad to review options available to expedite process through CDPHE.</p> <p>1/20/2021: Lisa emailed Jody and Jennifer to schedule call related to condemnation efforts to acquire final easement needed to construct pond.</p> <p>2/2/2021: Brad working to finalize easement agreement and legal description. Brad to send to Lisa for next steps when complete.</p> <p>2/2/2021: Brad will provide updated cost estimate.</p> <p>4/9/2021: Brad asked to schedule a meeting with the committee to review additional information / may ask Nick to assist with Evaporation Pond project.</p> <p>5/4/2021: Brad informed the Board that he is no longer able to continue with this project. The Board asked Lisa to gather a list of qualified firms and contact them to solicit interest and a proposal.</p> <p>7/6/2021: Nick to start working on the evaporation pond and prepare a new exhibit related to final easement with Jay Skolnick.</p> <p>7/19/21: Board has approved Element to complete the evaporative pond design. Work is ongoing.</p> <p>8/13/21: Design work on the evaporation pond and EDOP report is ongoing. Element is finalizing the easement with direct correspondence between Element and Jay’s engineer for CCR Filing 2.</p> <p>9/7/21: Nick is preparing an alternatives analysis regarding pond location and will present his findings at the October board meeting.</p> <p>1/24/22: The board selected the western pond location with the concentrate line in Hudson Mile Road. The design is now being completed in that location.</p> <p>1/24/22: Element requested quotes for utility potholing to confirm utility location and depth for crossings.</p>

Greatrock North Water and Sanitation District Action Items Status Matrix—2024

Action Items	Date of Meeting	Assigned To	Deadline	Priority	Not Started	In Process	Reoccurring	Follow up Required	Complete	Notes
										<p>2/23/2022 – Element working on permit requirements with Adams County.</p> <p>3/25/2022 – Public Meeting will be held on April 5<sup>th</sup>. Property owners were notified via mail.</p> <p>06/01/2022 – Element to finalize reports to submit to CDPHE and ADCO the week of May 30, 2022.</p> <p>6/28/22 – reports and submittals made to CDPHE and ADCO.</p> <p>10/25/2022 – Nick responded to comments from Adams County.</p> <p>02/28/2023 – Board determined to use CMAR process. Nick is working with Jennifer and Erin to document process for bidding, contract docs. etc.</p> <p>05/19/2023 – invitation to bid will be published the week of 5/29/2023. Bids are due by 6/23/2023. Board to take action at the July meeting.</p> <p>8/18/2023 – Nick is finalizing the contract and will send for execution, Kick-off meeting scheduled next week.</p> <p>9/23/2023 – Planning commission meeting scheduled in October and BOCC meeting in November for approval with ADCO.</p> <p>11/17/2023 – Planning Commission and BOCC approved the project. Nick is waiting on CDPHE approval.</p> <p>12/15/2023 – Nick sent final comments to CDPHE and is awaiting final approval.</p> <p>01/31/2024 – Nick continues to work with CDPHE on comments and final approval.</p> <p>04/19/2024 – approval for CDPHE was received. All approvals have been received. Nick has scheduled a meeting with Performance Energy Services for next week and asked them to update their cost estimate for that meeting.</p>
<b>OPERATIONAL MATTERS</b>										
Rocks in Brine Discharge Pipe	6/4/19	Mike	N/A	3		X				<p>1/7/2021: New list started. Items preceding 10/2020 on prior action items lists.</p> <p>1/7/2021: Rocks not causing issues right now. Cannot push them out at any point. Would need to cut pipe, clean out and replace area. Do work with pond liner possibly. Not a current emergency. Mike to obtain pricing from Blanco and Dan LaCoe for doing work so can be incorporated into budget.</p> <p>12/26/21: Site visit schedule first week of January to get Element</p>



Greatrock North Water and Sanitation District Action Items Status Matrix—2024

Action Items	Date of Meeting	Assigned To	Deadline	Priority	Not Started	In Process	Reoccurring	Follow up Required	Complete	Notes
										Engineering updated on this project. 1/21/22: Element met with REC onsite to discuss potential remedies for this issue. 5/19/2023 – this will be addressed once the new pond is constructed and the existing ponds can be taken offline and maintained.
Rocking Horse Farms Control Valves	5/19/2023	Nick Mike		2	X					Automatic fill valve replacement. Nick to draft an exhibit and solicit bids from the district’s contractors. 8/18/2023 -Nick to finalize schematic and send to Mike by end of August. 9/23/2023 – Nick provided Mike the schematic for review. Insertion valves are recommended. Once schematic approved bids will need to be solicited. HOA will also be involved. 11/17/2023 – Nick will review schematic with Mike and finalize. Project can then be bid. 12/15/2023 – Mike will solicit bids. 03/26/24 – Mike is working with Nick to finalize schematic and then bid the work. 04/19/2024 – schematics have been finalized. Mike is soliciting proposals with the goal to budget for the work in 2025.

## RECORD OF PROCEEDINGS

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### MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE GREATROCK NORTH WATER AND SANITATION DISTRICT APRIL 2, 2024

A regular 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 2, 2024, at 4:30 p.m. at the Reverse Osmosis Water Treatment Plant, 16373 Rayburn Street, Hudson, CO 80642. This District Board meeting was also held virtually via Microsoft Teams and by conference call. The meeting was open to the public.

#### ATTENDANCE

##### Directors in attendance:

John D. Wyckoff; President  
Brenda Adams; Assistant Secretary  
Lisa Jacoby; Treasurer  
Brian K. Rogers, Secretary

Absent and excused was Director Robert W. Fleck, Vice President.

##### Also in attendance were:

Lisa Johnson, Shauna D’Amato, and Alex Clem; CliftonLarsonAllen LLP (“CLA”)  
Mike Murphy; Ramey Environmental Compliance, Inc. (“REC”)  
Nicholaus Marcotte, PE; Element Engineering LLC  
Alan Curtis; Curtis, Justice & Zahedi, LLC  
Bill Berg; Martin and Wood Water Consultants, Inc.

#### ADMINISTRATIVE MATTERS

**Disclosures of Potential Conflicts of Interest:** Ms. Johnson called the meeting to order at 4:32 p.m. The Board discussed the requirements of Colorado law to disclose any potential conflicts of interest or potential breaches of fiduciary duty of the Board of Directors to the Board and to the Secretary of State. The members of the Board were requested to disclose any potential conflicts of interest with regard to any matters scheduled for discussion at this meeting and incorporated for the record those applicable disclosures made by the Board members prior to this meeting in accordance with statute. It was noted that disclosures of potential conflicts of interest were filed with the Secretary of State for all directors, and no additional conflicts were disclosed at the meeting.

**Agenda:** The Board reviewed the Agenda for the meeting. Following discussion, upon motion duly made by Director Wyckoff, seconded by Director Rogers and, upon vote, unanimously carried, the Board approved the Agenda, as amended, adding an item under Administrative Matters: Approve Engagement Letter with Curtis, Justice & Zahedi, LLC, and approving the absence of Director Fleck.

**Board of Director’s Report:** None.

## **RECORD OF PROCEEDINGS**

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**District Manager’s Report:** Ms. Johnson reviewed her monthly Manager’s Report with the Board. There were no questions. A copy of the report is attached hereto and incorporated herein by this reference.

**Engagement of Curtis, Justice & Zahedi, LLC:** Ms. Johnson reviewed the engagement letter with 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 engagement of Curtis, Justice & Zahedi, LLC for special counsel water rights services.

### **CONSENT AGENDA**

The Board considered the following actions:

1. Approve the Minutes of the February 26, 2024 special meeting and the Minutes of the March 5, 2024 regular meeting.
2. Ratify approval of the payment of claims for the period ending March 25, 2024, in the amount of \$110,252.79.
3. Acceptance of unaudited financial statements for the period ending February 29, 2024, Schedule of Cash Position updated as of March 21, 2024, and Inclusion Summaries.
4. Operations and Maintenance Activities Report.
5. Review meter installation report.
6. Ratify approval of Independent Contractor Agreement with Applied Ingenuity, LLC for Well and Water System Services.

Following discussion, upon a motion duly made by Director Wyckoff, seconded by Director Jacoby and, upon vote, unanimously carried, the Board approved the Consent Agenda items.

### **FINANCIAL MATTERS**

None.

### **ENGINEER’S REPORT**

Mr. Marcotte presented the Engineer’s Report to the Board. A copy of the report is attached hereto and incorporated herein by this reference.

### **CAPITAL PROJECTS UPDATES:**

**Third Alluvial Well:** Update was included in the Engineer’s Report.

**Evaporation Pond:** Update was included in the Engineer’s Report.

**Reverse Osmosis Treatment Facility:** Update was included in the Engineer’s Report.

### **OPERATIONS / MAINTENANCE MATTERS**

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

### **LEGAL MATTERS**

**Acceptance of the Bill of Sale for Ridgeview Estates Filing No. 1 and Approval of Termination of the Warranty Agreement:** Ms. Johnson

## RECORD OF PROCEEDINGS

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presented the Bill of Sale, the Engineering Certification, and Termination of the Warranty Agreement for final acceptance of Ridgeview Estates Filing No. 1. Following review and discussion, upon a motion duly made by Director Wyckoff, seconded by Director Jacoby and, upon vote, unanimously carried, the Board approved the final acceptance of the Ridgeview Estates Filing 1 improvements, including acceptance of the Bill of Sale and Engineering Certification, and approved the Termination of the Warranty Agreement.

### WATER RIGHTS MATTERS

**Executive Session pursuant to Sections 24-6-402 (4)(b) and (e), C.R.S. to receive legal advice regarding water court case No. 20CW3214:** Pursuant to Sections 24-6-402 (4)(b) and (e), C.R.S. to receive legal advice and to discuss negotiations regarding water court case No. 20CW3214, upon a motion duly made by Director Wyckoff, seconded by Director Rogers and, and upon an affirmative vote of at least two-thirds of the quorum present, the Board convened in executive session at 5:05 p.m. for the purpose of receiving legal advice and discuss negotiations regarding water court case No. 20CW3214 as authorized by Sections 24-6-402 (4)(b) and (e), C.R.S. Furthermore, pursuant to Section 24-6-402(2)(d.5)(II)(B), C.R.S., no record or electronic recording will be kept of those portions of the executive session that, in the opinion of the Board's attorney, constitute privileged attorney-client communication pursuant to Section 24-6-402(4)(b), C.R.S.

Following discussion, upon a motion duly made by Director Rogers, seconded by Director Wyckoff and, upon vote unanimously carried, the Board reconvened into regular session at 6:09 p.m.

### OTHER MATTERS

None.

### COMMUNITY COMMENTS

None.

### ADJOURNMENT

There being no further business to come before the Board at this time, upon a motion duly made by Director Wyckoff, seconded by Director Rogers and, upon vote, unanimously carried, the meeting was adjourned at 6:09 p.m.

Respectfully submitted,

By \_\_\_\_\_  
Secretary for the Meeting

## RECORD OF PROCEEDINGS

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### **Attorney Statement Regarding Privileged Attorney-Client Communication**

Pursuant to § 24-6-402(2)(d.5)(II)(B), C.R.S., I attest that in my capacity as special counsel representing the Greatrock North Water and Sanitation District (the “District”), I attended the Executive Session on April 2, 2024, for the purpose of conferencing with the District’s Board of Directors to provide legal advice and discuss negotiations regarding water court Case No. 20CW3214 as authorized by Sections 24-6-402(4)(b) and (e), C.R.S. I further attest that it is my opinion that all or a portion of the executive session discussion constituted attorney-client privileged communication as provided by § 24-6-402(4)(b), C.R.S., and based on that opinion, no further record, written or electronic, was kept or required to be kept pursuant to § 24-6-402(2)(d.5)(II)(B), C.R.S.

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Matthew S. Poznanovic, Esq.

**Greatrock North Water & Sanitation District**  
**Interim Claims Listing**  
**April 28, 2024**

Vendor	Invoice Number	Process Date	Amount
*Comcast	1974476Mar24	04/16/24	\$ 262.31
*My Asset Map LLC	E5F5CDB-0074	03/28/24	199.99
*United Power Inc	23129500Feb24	03/25/24	1,687.82
*United Power Inc	23129500Mar24	04/23/24	1,637.41
*Xcel Energy	Multiple	04/18/24	171.76
		<b>Auto Pay</b>	<b>3,959.29</b>
Badger Meter, Inc.	80152522	03/25/24	501.41
Badger Meter, Inc.	80154926	04/24/24	502.32
Bishop Brogden Associates, Inc	Multiple	03/25/24	3,331.00
Bishop Brogden Associates, Inc	Multiple	04/24/24	4,086.01
CliftonLarsonAllen LLP	L241075462	03/25/24	4,926.60
CliftonLarsonAllen LLP	L241203911	04/24/24	16,693.95
CliftonLarsonAllen LLP	L241148669	04/24/24	24,547.50
Country Club Ranchettes LLC	Refund	03/25/24	90.00
Country Club Ranchettes LLC	Multiple	04/24/24	1,705.00
Curtis, Justus & Zahedi LLC	19552	03/25/24	9,836.00
Curtis, Justus & Zahedi LLC	19440	04/22/24	1,326.00
Curtis, Justus & Zahedi LLC	19596	04/24/24	5,649.50
Diversified Underground	29301	03/25/24	90.00
Diversified Underground	29466	04/24/24	55.00
Element Engineering, LLC	Multiple	03/25/24	960.00
Element Engineering, LLC	0001D-03	04/24/24	320.00
Generator Source	INV69679	03/25/24	857.49
Generator Source	Multiple	04/24/24	13,416.38
Hayes Poznanovic Korver LLC	Multiple	03/25/24	2,747.50
Hayes Poznanovic Korver LLC	50123	04/24/24	459.00
John Wyckoff*	Refund	03/25/24	86.03
Maidpro	Multiple	03/25/24	256.00
Maidpro	Multiple	04/24/24	128.00
Martin & Wood Water Consultants Inc.	Multiple	03/25/24	17,676.25
Martin & Wood Water Consultants Inc.	Multiple	04/24/24	23,808.75
Northern Colorado Constructors, Inc.	24-1044-01	04/24/24	2,681.98
Pest Predator	4312	03/25/24	240.00
Pest Predator	4372	04/24/24	240.00
Ramey Enviromental Compliance, Inc	Multiple	03/25/24	23,606.35
Ramey Enviromental Compliance, Inc	Multiple	04/24/24	16,337.02
Special District Association	2024 Dues	03/25/24	1,237.50
Treatment Technology	Multiple	04/24/24	5,369.60
Utility Notification Center of Colorado	224020651	03/25/24	23.22
Utility Notification Center of Colorado	224030658	04/24/24	16.77
White Bear Ankele Tanaka & Waldron	33556	03/25/24	1,872.70
White Bear Ankele Tanaka & Waldron	34074	04/24/24	2,557.39
		<b>Bill.com</b>	<b>188,238.22</b>
			<b>\$ 192,197.51</b>

GREATROCK NORTH WATER & SANITATION DISTRICT  
FINANCIAL STATEMENTS  
**MARCH 31, 2024**

Greatrock North Water and Sanitation District  
Statement of Net Position - Enterprise Fund  
March 31, 2024

	Enterprise
<b>CURRENT ASSETS</b>	
Checking Account	\$ 28,653.76
Lockbox Account	13,356.63
Colotrust	4,897,708.05
AR - Customers	35,979.17
AR - Certified with County	2,241.78
Receivable from County Treasurer	94,497.65
AR - Inclusions	3,689.03
Total Current Assets	5,076,126.07
<b>CAPITAL ASSETS</b>	
Water Distribution System	12,917,334.41
Easements	152,989.42
Water Rights	980,105.19
Land	94,243.05
Construction in Progress	633,707.48
Accumulated Depreciation	(4,396,829.95)
Net Capital Assets	10,381,549.60
<b>OTHER ASSETS</b>	
Prepaid Bond Insurance, Net	16,937.88
Deferred Loss on Refunding, Net	53,909.47
Total Other Assets	70,847.35
<b>TOTAL ASSETS</b>	<b>\$ 15,528,523.02</b>
<b>LIABILITIES AND DEFERRED INFLOWS OF RESOURCES</b>	
<b>CURRENT LIABILITIES</b>	
Accounts Payable	124,817.24
Due to County Treasurer	565.93
Deposit - Refundable Water Meter	850.00
Accrued Interest	16,284.02
Loan Series 2020 - Current Portion	210,000.00
Total Current Liabilities	352,517.19
<b>LONG-TERM LIABILITIES</b>	
Loan - Series 2020	1,355,000.00
Bond - Series 2017	4,375,000.00
Unamortized Bond Premium	209,588.47
Total Long-Term Liabilities	5,939,588.47
<b>DEFERRED INFLOWS OF RESOURCES</b>	
Unearned Service Fees	7,186.99
Total Deferred Inflows of Resources	7,186.99
<b>NET POSITION</b>	<b>9,229,230.37</b>
<b>TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND NET POSITION</b>	<b>\$ 15,528,523.02</b>

No assurance is provided on these financial statements. Substantially all required disclosures, the government-wide financial statements, and the statement of revenues, expenditures and changes in fund balances – governmental funds have been omitted



Greatrock North Water and Sanitation District  
Statement Of Revenues, Expenses And Changes In Net Position  
For the Period Ending March 31, 2024  
Enterprise Fund

	Year to Date Actual
<b>OPERATING REVENUES</b>	
Service Charges - Greatrock	\$ 24,520.17
Service Charges - Rocking Horse	16,022.29
Service Charges - Box Elder	37,504.38
Service Charges - Hayesmount	2,948.99
Transfer Fees	1,400.00
Utility Penalties & Adjustments	2,838.76
Water Lease Irrigation - Box Elder	7,500.00
SDF - Country Club Ranchettes	34,000.00
Total Operating Revenues	126,734.59
<b>OPERATING EXPENSES</b>	
Utilities	15,168.84
Customer Billing	14,558.82
Distribution System Mntc	2,681.98
Engineering - Administration	800.00
Facility Maintenance & Repair	1,619.74
Generator Preventative Mntc	14,273.87
GIS	599.97
Locates	246.60
Operator Services	12,898.87
Plant Supplies	2,659.80
Testing and Reporting	1,527.35
Treatment - Maintenance & Repair	41,492.65
Water Meters - Cap	16,685.16
Water Rights Dev - Eng	44,679.50
Water Rights Dev - Legal	19,850.50
Total Operating Expenses	189,743.65
<b>NET INCOME (LOSS)</b>	<b>(63,009.06)</b>
<b>OTHER REVENUES AND (EXPENSES)</b>	
Property taxes	652,956.14
Specific ownership taxes	17,395.44
Interest income	59,376.72
Available of Service Fees	3,930.00
Accounting	(15,696.30)
County Treasurer's Fee	(9,795.02)
Directors' fees	(1,500.00)
District management	(28,980.00)
Dues and membership	(1,237.50)
Insurance	(31,267.00)
Legal	(5,402.42)
Miscellaneous	(1,557.06)
Payroll taxes	(191.80)
Total Other Revenues and (Expenses)	638,031.20
Change in Net Position	575,022.14
Net Position - Beginning	8,654,208.23
Net Position - Ending	<b>\$ 9,229,230.37</b>

No assurance is provided on these financial statements. Substantially all required disclosures, the government-wide financial statements, and the statement of revenues, expenditures and changes in fund balances – governmental funds have been omitted.

## SUPPLEMENTARY INFORMATION

Greatrock North Water and Sanitation District  
 Schedule of Revenues, Expenses and Changes in Net Position - Budget and Actual  
 For the Period Ending March 31, 2024

	Annual Budget	Year to Date Actual	Variance	YTD Actual/Annual Budget
<b>REVENUES</b>				
Service Charges - Greatrock	\$ 225,310.00	\$ 24,520.17	\$ (200,789.83)	10.88 %
Service Charges - Rocking Horse	165,803.00	16,022.29	(149,780.71)	9.66 %
Service Charges - Box Elder	262,287.00	37,504.38	(224,782.62)	14.30 %
Service Charges - Hayesmout	35,272.00	2,948.99	(32,323.01)	8.36 %
Inspection and Water Meter Fees	2,000.00	0.00	(2,000.00)	0.00 %
Transfer Fees	3,000.00	1,400.00	(1,600.00)	46.67 %
Utility Penalties & Adjustments	5,000.00	2,838.76	(2,161.24)	56.78 %
Water Lease Irrigation - Box Elder	7,500.00	7,500.00	0.00	100.00 %
SDF - Country Club Ranchettes	0.00	34,000.00	34,000.00	0.00 %
Property taxes	1,459,139.00	652,956.14	(806,182.86)	44.75 %
Specific ownership taxes	102,140.00	17,395.44	(84,744.56)	17.03 %
Interest income	100,000.00	59,376.72	(40,623.28)	59.38 %
Other revenue	600.00	0.00	(600.00)	0.00 %
Available of Service Fees	10,000.00	3,930.00	(6,070.00)	39.30 %
<b>TOTAL REVENUES</b>	<b>2,378,051.00</b>	<b>860,392.89</b>	<b>(1,517,658.11)</b>	<b>36.18 %</b>
<b>EXPENSES</b>				
Administrative	287,750.00	95,627.10	(192,122.90)	33.23 %
Operations	965,048.00	189,743.65	(775,304.35)	19.66 %
Capital	4,240,100.00	2,340.00	(4,237,760.00)	0.06 %
Debt Service	404,102.00	0.00	(404,102.00)	0.00 %
<b>TOTAL</b>	<b>5,897,000.00</b>	<b>287,710.75</b>	<b>(5,609,289.25)</b>	<b>4.88 %</b>
<b>REVENUES OVER (UNDER) EXPENSES - BUDGET BASIS</b>	<b>(3,518,949.00)</b>	<b>572,682.14</b>	<b>4,091,631.14</b>	<b>(16.27) %</b>
<b>BEGINNING FUNDS AVAILABLE</b>	<b>4,099,478.00</b>	<b>4,353,738.32</b>	<b>4,353,738.32</b>	<b>106.20 %</b>
<b>ENDING FUNDS AVAILABLE</b>	<b>\$ 580,529.00</b>	<b>\$ 4,926,420.46</b>	<b>\$ 8,445,369.46</b>	<b>848.61 %</b>

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Greatrock North Water and Sanitation District  
 Schedule of Expense Detail  
 For the Period Ending March 31, 2024  
 Enterprise Fund

	Annual Budget	Year to Date Actual	Variance	YTD Actual / Annual Budget Summary
<b>Administrative</b>				
Accounting	\$ 52,000.00	\$ 15,696.30	\$ (36,303.70)	30.19 %
Auditing	14,300.00	-	(14,300.00)	-
County Treasurer's Fee	21,887.00	9,795.02	(12,091.98)	44.75 %
Directors' fees	6,000.00	1,500.00	(4,500.00)	25.00 %
District management	95,000.00	28,980.00	(66,020.00)	30.51 %
Dues and membership	1,300.00	1,237.50	(62.50)	95.19 %
Insurance	28,800.00	31,267.00	2,467.00	108.57 %
Legal	58,050.00	5,402.42	(52,647.58)	9.31 %
Miscellaneous	10,000.00	1,557.06	(8,442.94)	15.57 %
Payroll taxes	413.00	191.80	(221.20)	46.44 %
<b>Total Administrative</b>	<b>287,750.00</b>	<b>95,627.10</b>	<b>(192,122.90)</b>	<b>33.23 %</b>
<b>Operations</b>				
Utilities	78,750.00	15,168.84	(63,581.16)	19.26 %
Contingency	70,193.00	-	(70,193.00)	-
Customer Billing	50,000.00	14,558.82	(35,441.18)	29.12 %
Distribution System Mntc	35,000.00	2,681.98	(32,318.02)	7.66 %
Engineering - Administration	37,440.00	800.00	(36,640.00)	2.14 %
Engineering - Operations	19,200.00	-	(19,200.00)	-
Equipment and Tools	5,000.00	-	(5,000.00)	-
Facility Maintenance & Repair	58,796.00	1,619.74	(57,176.26)	2.75 %
Generator Preventative Mntc	17,300.00	14,273.87	(3,026.13)	82.51 %
GIS	3,000.00	599.97	(2,400.03)	20.00 %
Locates	20,000.00	246.60	(19,753.40)	1.23 %
Meter Reading	2,250.00	-	(2,250.00)	-
Operator Services	134,319.00	12,898.87	(121,420.13)	9.60 %
Plant Supplies	24,000.00	2,659.80	(21,340.20)	11.08 %
Rules and Regulations	3,000.00	-	(3,000.00)	-
Testing and Reporting	11,250.00	1,527.35	(9,722.65)	13.58 %
Treatment - Maintenance & Repair	21,550.00	41,492.65	19,942.65	192.54 %
Water Meters - Cap	5,000.00	16,685.16	11,685.16	333.70 %
Water Rights Dev - Eng	72,000.00	44,679.50	(27,320.50)	62.05 %
Water Rights Dev - Legal	207,000.00	19,850.50	(187,149.50)	9.59 %
Well - Rehab and Repair	90,000.00	-	(90,000.00)	-
<b>Total Operations</b>	<b>965,048.00</b>	<b>189,743.65</b>	<b>(775,304.35)</b>	<b>19.66 %</b>
<b>Capital</b>				
Concentrate Pond	4,160,100.00	2,340.00	(4,157,760.00)	0.06 %
Reverse Osmosis Unit Upgrade	30,000.00	-	(30,000.00)	-
Hydraulic Modeling	50,000.00	-	(50,000.00)	-
<b>Total Capital</b>	<b>4,240,100.00</b>	<b>2,340.00</b>	<b>(4,237,760.00)</b>	<b>0.06 %</b>
<b>Debt Service</b>				
Bond Interest - 2017	172,244.00	-	(172,244.00)	-
Loan Interest - 2020	20,658.00	-	(20,658.00)	-
Loan Principal - 2020	210,000.00	-	(210,000.00)	-
Paying agent fees	1,200.00	-	(1,200.00)	-
<b>Total Debt Service</b>	<b>404,102.00</b>	<b>-</b>	<b>(404,102.00)</b>	<b>-</b>
<b>TOTAL</b>	<b>\$ 5,897,000.00</b>	<b>\$ 287,710.75</b>	<b>\$ (5,609,289.25)</b>	<b>4.88 %</b>

No assurance is provided on these financial statements. Substantially all required disclosures, the government-wide financial statements, and the statement of revenues, expenditures and changes in fund balances – governmental funds have been omitted.

**GREATROCK NORTH WATER & SANITATION DISTRICT**  
**Schedule of Cash Position**  
**March 31, 2024**  
**Updated as of April 23, 2024**

	<b>Enterprise Fund</b>
<b><u>First Bank - Checking Account (7792)</u></b>	
Balance as of March 31, 2024	\$ 28,653.76
Subsequent activities:	
04/01/24 - Deposit	1,510.39
04/03/24 - Deposit	649.37
04/04/24 - Deposit	446.60
04/04/24 - ADP Wage Pay	(430.60)
04/05/24 - Deposit	385.49
04/08/24 - Deposit	1,240.53
04/10/24 - Deposit	199.68
04/12/24 - Deposit	80.42
04/15/24 - SDF - CC#1	34,000.00
04/15/24 - Deposit	205.00
04/16/24 - Deposit	64.69
04/16/24 - Comcast ACH	(262.31)
04/17/24 - Deposit	147.93
04/18/24 - Xcel Energy	(171.76)
04/19/24 - Transfer from Colotrust	79,000.00
04/19/24 - Bank Fee	(537.76)
04/22/24 - Deposit	1,023.61
04/22/24 - Bill.com Payables	(1,326.00)
04/22/24 - CenturyLink ACH	(855.51)
<i>Anticipated activities</i>	
<i>Anticipated Bill.com Payments</i>	<i>(121,526.07)</i>
<i>Anticipated balance</i>	<i>22,497.46</i>
<b><u>First Bank - Lockbox Account (3070)</u></b>	
Balance as of March 31, 2024	13,356.63
Subsequent activities:	
04/03/24 - Paymentech Fee	(30.00)
04/23/24 - Deposits to Date	25,469.15
<i>Anticipated balance</i>	<i>38,795.78</i>
<b><u>ColoTrust - General (8001)</u></b>	
Balance as of March 31, 2024	4,897,708.05
Subsequent activities:	
<i>Anticipated balance</i>	<i>4,897,708.05</i>
<b><i>Grand Total</i></b>	<b><i>\$ 4,959,001.29</i></b>

**Yield information as of 03/31/24**

FirstBank Lockbox - 2.5000%

ColoTrust - 5.4521%

No assurance is provided on these financial statements. Substantially all required disclosures, the government-wide financial statements, and the statement of revenues, expenditures and changes in fund balances – governmental funds have been omitted.

**GREATROCK NORTH WATER AND SANITATION DISTRICT**  
**Property Taxes Reconciliation**  
**2024**

	Current Year							Prior Year			
	Property Taxes	Delinquent Taxes, Rebates and Abatements	Specific Ownership Taxes	Interest	Treasurer's Fees	Net Amount Received	% of Total Property Taxes Received		Total Cash Received	% of Total Property Taxes Received	
							Monthly	Y-T-D		Monthly	Y-T-D
Beg Balance											
January	\$ 1,164.73	\$ -	\$ 5,255.59	\$ -	\$ (17.47)	\$ 6,402.85	0.08%	0.08%	\$ 5,611.48	0.00%	0.00%
February	562,050.14	-	6,081.48	-	(8,430.75)	559,700.87	38.52%	38.60%	394,843.25	38.64%	38.64%
March	89,741.27	-	6,058.37	44.81	(1,346.80)	94,497.65	6.15%	44.75%	87,810.57	8.14%	46.78%
April	-	-	-	-	-	-	0.00%	44.75%	106,468.12	10.58%	57.37%
May	-	-	-	-	-	-	0.00%	44.75%	34,678.85	2.37%	59.73%
June	-	-	-	-	-	-	0.00%	44.75%	385,267.25	37.71%	97.44%
July	-	-	-	-	-	-	0.00%	44.75%	18,872.88	1.24%	98.68%
August	-	-	-	-	-	-	0.00%	44.75%	10,006.70	0.33%	99.00%
September	-	-	-	-	-	-	0.00%	44.75%	6,628.70	0.00%	99.01%
October	-	-	-	-	-	-	0.00%	44.75%	11,890.48	0.60%	99.61%
November	-	-	-	-	-	-	0.00%	44.75%	10,648.67	0.39%	100.00%
December	-	-	-	-	-	-	0.00%	44.75%	5,767.70	0.00%	100.00%
	<b>\$ 652,956.14</b>	<b>\$ -</b>	<b>\$ 17,395.44</b>	<b>\$ 44.81</b>	<b>\$ (9,795.02)</b>	<b>\$ 660,601.37</b>	<b>44.75%</b>	<b>44.75%</b>	<b>\$ 1,078,494.65</b>	<b>100.00%</b>	<b>100.00%</b>

Taxes Levied	% of Levied	Property Taxes Collected	% Collected to Amount Levied	
General Fund	\$ 946,906.00	64.89%	\$ 423,734.88	44.75%
Debt Service Fund	512,233.00	35.11%	229,221.26	44.75%
<b>\$ 1,459,139.00</b>	<b>100.00%</b>	<b>\$ 652,956.14</b>	<b>44.75%</b>	

Assessed Valuation	Mill Levy
	32.500
	17.581
<b>\$ 29,135,580</b>	<b>50.081</b>

**Property Tax**

General Fund	\$ 946,906.00	64.89%	\$ 423,734.88	44.75%
Debt Service Fund	512,233.00	35.11%	229,221.26	44.75%
<b>\$ 1,459,139.00</b>	<b>100.00%</b>	<b>\$ 652,956.14</b>	<b>44.75%</b>	

**Specific Ownership Tax**

General Fund	\$ 66,283.00	64.89%	\$ 11,288.64	17.03%
Debt Service Fund	35,857.00	35.11%	6,106.80	17.03%
<b>\$ 102,140.00</b>	<b>100.00%</b>	<b>\$ 17,395.44</b>	<b>17.03%</b>	

**Treasurer's Fees**

General Fund	\$ 14,203.00	64.89%	\$ 6,356.22	44.75%
Debt Service Fund	7,684.00	35.11%	3,438.80	44.75%
<b>\$ 21,887.00</b>	<b>100.00%</b>	<b>\$ 9,795.02</b>	<b>44.75%</b>	

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## Greatrock North Water and Sanitation District

## Inclusion Detail Report

As of March 31, 2024

Type	Date	Num	Name	Memo	Debit	Credit	Balance
<b>401255 · AR - Country Club Ranch #2 Inclusion</b>							
<b>2019 Totals</b>					<b>31,269.51</b>	<b>28,351.10</b>	<b>2,918.41</b>
<b>2020 Totals</b>					<b>36,503.23</b>	<b>32,000.00</b>	<b>4,503.23</b>
<b>2021 Totals</b>					<b>30,810.75</b>	<b>41,939.76</b>	<b>(11,129.01)</b>
<b>2022 Totals</b>					<b>14,131.71</b>	<b>10,000.00</b>	<b>4,131.71</b>
<b>2023 Totals</b>					<b>57,445.87</b>	<b>57,186.52</b>	<b>259.35</b>
Bill	01/31/2024	33040	White Bear Ankele Tanaka & Waldron	Inclusion Costs	1,640.51	-	2,324.20
Bill	01/31/2024	49710	Hayes Poznanovic	Inclusion Costs	1,657.50	-	3,981.70
Bill	01/31/2024	L241064985	CliftonLarsonAllen LLP	Inclusion Costs	990.00	-	4,971.70
Bill	02/15/2024	53586	Bishop Brogden Associates, Inc	Inclusion Costs	1,712.50	-	6,684.20
Bill	02/29/2024	33556	White Bear Ankele Tanaka & Waldron	Inclusion Costs	710.84	-	7,395.04
Bill	02/29/2024	49964	Hayes Poznanovic	Inclusion Costs	586.50	-	7,981.54
Bill	03/15/2024	53822	Bishop Brogden Associates, Inc	Inclusion Costs	1,981.51	-	9,963.05
Bill	03/31/2024	34074	White Bear Ankele Tanaka & Waldron	Inclusion Costs	479.19	-	10,442.24
Bill	03/31/2024	50123	Hayes Poznanovic	Inclusion Costs	459.00	-	10,901.24
Bill	03/31/2024	L241203911	CliftonLarsonAllen LLP	Inclusion Costs	396.00	-	11,297.24
<b>2024 Totals</b>					<b>10,613.55</b>	<b>-</b>	<b>10,613.55</b>
<b>Total 401255 · AR - Country Club Ranch #2 Inclusion</b>					<b>180,774.62</b>	<b>169,477.38</b>	<b>11,297.24</b>
<b>401256 · AR - Ridgeview Estates Inclusion</b>							
<b>2019 Totals</b>					<b>3,833.01</b>	<b>3,500.00</b>	<b>333.01</b>
<b>2020 Totals</b>					<b>7,726.69</b>	<b>8,000.00</b>	<b>(273.31)</b>
<b>2021 Totals</b>					<b>7,485.21</b>	<b>6,000.00</b>	<b>1,485.21</b>
<b>2022 Totals</b>					<b>5,775.44</b>	<b>4,000.00</b>	<b>1,775.44</b>
<b>2023 Totals</b>					<b>-</b>	<b>3,320.35</b>	<b>(3,320.35)</b>
<b>2024 Totals</b>					<b>-</b>	<b>-</b>	<b>-</b>
<b>Total 401256 · AR - Ridgeview Estates Inclusion</b>					<b>24,820.35</b>	<b>24,820.35</b>	<b>-</b>
<b>401257 · AR - Hayesmount Estates Inclusion</b>							
<b>Total 401257 · AR - Hayesmount Estates Inclusion</b>					<b>5,243.27</b>	<b>5,243.27</b>	<b>-</b>
<b>401258 · AR - Homestead Heights/CC#1 Inclusion</b>							
<b>2019 Totals</b>					<b>2,929.50</b>	<b>-</b>	<b>2,929.50</b>
<b>2020 Totals</b>					<b>5,924.31</b>	<b>5,000.00</b>	<b>924.31</b>
<b>2021 Totals</b>					<b>20,183.98</b>	<b>21,625.00</b>	<b>(1,441.02)</b>
<b>2022 Totals</b>					<b>2,325.00</b>	<b>-</b>	<b>2,325.00</b>
<b>2023 Totals</b>					<b>927.50</b>	<b>10,000.00</b>	<b>(9,072.50)</b>
<b>2024 Totals</b>					<b>-</b>	<b>-</b>	<b>-</b>
<b>Total 401258 · AR - Homestead Heights/CC#1 Inclusion</b>					<b>32,290.29</b>	<b>36,625.00</b>	<b>(4,334.71)</b>
<b>401259 · AR - Epic Estates Inclusion</b>							
<b>2021 Totals</b>					<b>1,969.25</b>	<b>5,000.00</b>	<b>(3,030.75)</b>
<b>2022 Totals</b>					<b>4,818.62</b>	<b>10,000.00</b>	<b>(5,181.38)</b>
<b>2023 Totals</b>					<b>4,504.88</b>	<b>-</b>	<b>4,504.88</b>
Bill	01/31/2024	0006-06	Element Engineering, LLC	Inclusion Costs	675.00	-	675.00
Bill	01/31/2024	L241064985	CliftonLarsonAllen LLP	Inclusion Costs	330.00	-	1,005.00
<b>2024 Totals</b>					<b>1,005.00</b>	<b>-</b>	<b>1,005.00</b>
<b>Total 401259 · AR - Epic Estates Inclusion</b>					<b>12,297.75</b>	<b>15,000.00</b>	<b>(2,702.25)</b>
<b>401261 · AR - Horse Creek Retreat Inclusion</b>							
<b>2022 Totals</b>					<b>2,428.75</b>	<b>3,000.00</b>	<b>(571.25)</b>
<b>2023 Totals</b>					<b>-</b>	<b>-</b>	<b>-</b>
<b>2024 Totals</b>					<b>-</b>	<b>-</b>	<b>-</b>
<b>Total 401261 · AR - Horse Creek Retreat Inclusion</b>					<b>2,428.75</b>	<b>3,000.00</b>	<b>(571.25)</b>

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**GREATROCK NORTH WATER AND SANITATION DISTRICT  
2024 BUDGET  
SUMMARY OF SIGNIFICANT ASSUMPTIONS**

**Services Provided**

Greatrock North Water and Sanitation District (District), was organized on May 27, 1998, as a quasi-municipal corporation and a political subdivision of the State of Colorado, and is governed pursuant to provisions of the Colorado Special District Act (Title 32, Article 1, Colorado Revised Statutes). The District's service area is located in Adams County, Colorado. The District's purpose is to design, financing, acquisition and construction of certain infrastructure improvements necessary to provide public water and stormwater drainage and detention to the property owners and residents of the District.

The District has no employees and all operations and administrative functions are contracted.

The District prepares its budget on the modified accrual basis of accounting in accordance with the requirements of Colorado Revised Statutes C.R.S. 29-1-105 using its best estimates as of the date of the budget hearing. These estimates are based on expected conditions and its expected course of actions. The assumptions disclosed herein are those that the District believes are significant to the budget. There will usually be differences between the budget and actual results, because events and circumstances frequently do not occur as expected, and those differences may be material. For financial statements reporting under generally accepted accounting principles (GAAP), the District uses the full accrual basis of accounting. Consequently, the terminology of "Funds Available" is used in the budget to distinguish the difference from GAAP accounting for Fund Balance. Funds Available represents each fund's current assets less its current liabilities except for the current portion of long-term debt. In addition, the budget separates individual funds, which are included as one entity in the GAAP presentation.

The budget provides for the annual debt service on the District's general obligation debt as well as the general operation of the District and capital improvements.

**Revenues**

**Property Taxes**

Property taxes are levied by the District's Board of Directors. The levy is based on assessed valuations determined by the County Assessor generally as of January 1 of each year. The levy is normally set by December 15 by certification to the County Commissioners to put the tax lien on the individual properties as of January 1 of the following year. The County Treasurer collects the determined taxes during the ensuing calendar year. The taxes are payable by April or, if in equal installments, at the taxpayer's election, in February and June. Delinquent taxpayers are notified in August and generally sales of the tax liens on delinquent properties are held in November or December. The County Treasurer remits the taxes collected monthly to the District.

The calculation of the taxes levied is displayed on the Property Tax Summary Information page of the budget using the adopted mill levy imposed by the District.



**GREATROCK NORTH WATER AND SANITATION DISTRICT  
2024 BUDGET  
SUMMARY OF SIGNIFICANT ASSUMPTIONS**

**Revenues (continued)**

**Property Taxes (continued)**

For property tax collection year 2024, SB22-238 and SB23B-001 set the assessment rates and actual value reductions as follows:

<b>Category</b>	<b>Rate</b>		<b>Category</b>	<b>Rate</b>	<b>Actual Value Reduction</b>	<b>Amount</b>
Single-Family Residential	6.70%		Agricultural Land	26.40%	Single-Family Residential	\$55,000
Multi-Family Residential	6.70%		Renewable Energy Land	26.40%	Multi-Family Residential	\$55,000
Commercial	27.90%		Vacant Land	27.90%	Commercial	\$30,000
Industrial	27.90%		Personal Property	27.90%	Industrial	\$30,000
Lodging	27.90%		State Assessed	27.90%	Lodging	\$30,000
			Oil & Gas Production	87.50%		

**Specific Ownership Taxes**

Specific ownership taxes are set by the State and collected by the County Treasurer, primarily on vehicle licensing within the County as a whole. The specific ownership taxes are allocated by the County Treasurer to all taxing entities within the County. The budget assumes that the District's share will be equal to approximately 7% of the property taxes collected by the General Fund and Debt Service Fund.

**Water Service Charges**

The District bills its customers monthly for water services. Revenue for water service is comprised of billings to residential customers. Fees are based upon a base fee and water meter readings at established rates.

**Availability of Service Fees**

The District anticipates collecting approximately \$10,000 in availability of service fees. Availability of service fees are imposed on properties in need of future services.

**Water Lease Irrigation**

The District anticipates collecting \$7,500 from Box Elder Creek Ranch Water Company for the option to lease a portion of its Laramie-Fox Hills aquifer ground water available for specific uses.

**Net Investment Income**

Interest earned on the District's available funds has been estimated based on historical interest earnings.

No assurance is provided on these financial statements. Substantially all required disclosures, the government-wide financial statements, and the statement of revenues, expenditures and changes in fund balances – governmental funds have been omitted

**GREATROCK NORTH WATER AND SANITATION DISTRICT  
2024 BUDGET  
SUMMARY OF SIGNIFICANT ASSUMPTIONS**

**Expenditures**

**Administrative and Operating Expenditures**

Administrative expenditures include the estimated services necessary to maintain the District's administrative viability such as legal, management, accounting, insurance, and meeting expense. Operating and maintenance expenditures are estimated expenditures related to the operation, repair and maintenance of the District water plant and systems.

**County Treasurer's Fees**

County Treasurer's fees have been computed at 1.5% of property tax collections.

**Capital Outlay**

The budget anticipates construction activity during 2024, primarily for infrastructure improvements within the development. These expenditures are detailed within the budget.

**Debt Service**

Principal and interest payments in 2024 are provided based on the debt amortization schedule from the \$4,750,000 Series 2017 General Obligation Refunding and Improvement Bonds and the \$1,970,000 Series 2020 Loan Agreement (discussed under Debt and Leases).

**Debt and Leases**

**Series 2017**

On December 21, 2017, the District issued \$4,750,000 in Series 2017 General Obligation Refunding and Improvement Bonds, which bears average interest of 2.950%, maturing on December 1, 2044. The Series 2017 Bonds refunded the Series 2007 Bonds and provided \$2,000,000 for capital infrastructure projects.

The bonds are secured by and payable from the levy of ad valorem taxes consisting of monies derived by the District from the following sources, net of any collection costs (1) revenues from an ad valorem mill levy imposed upon all taxable property of the District each year, and (2) the portion of the specific ownership tax which is collected as a result of the imposition of the mill levy. The District is required to levy an ad valorem tax to pay the principal of, and interest on, the bonds without limitation as to rate and in an amount sufficient to pay the bonds when due. The adopted mill levies imposed the District, are displayed on the Property Tax Summary Information page of the budget.

**GREATROCK NORTH WATER AND SANITATION DISTRICT  
2024 BUDGET  
SUMMARY OF SIGNIFICANT ASSUMPTIONS**

**Debt and Leases (continued)**

**Series 2020**

On September 10, 2020, the District issued \$1,970,000 of debt under the Series 2020 Loan Agreement, which bears interest of 1.320%, maturing on December 1, 2030. The Series 2020 Loan refunded the Series 2010 Bonds.

The bonds are secured by and payable from the levy of ad valorem taxes consisting of monies derived by the District from the following sources, net of any collection costs (1) revenues from an ad valorem mill levy imposed upon all taxable property of the District each year, and (2) the portion of the specific ownership tax which is collected as a result of the imposition of the mill levy. The District is required to levy an ad valorem tax to pay the principal of, and interest on, the bonds without limitation as to rate and in an amount sufficient to pay the bonds when due. The adopted mill levies imposed the District, are displayed on the Property Tax Summary Information page of the budget.

The District has no capital or operating leases.

**Reserves**

**Emergency Reserve**

The District has provided for an emergency reserve equal to at least 3% of the fiscal year spending as defined under TABOR.



## Greatrock North Water & Sewer District Monthly Activities Report March 15<sup>th</sup>, 2024 – April 15<sup>th</sup>, 2024

### Daily Operations Summary

**Greatrock North (GRN):** Record LFH Well #1, UKA Well #1, and distribution flow totalizers. Visual inspection of generator to record run hours and check for any active faults. Collect and analyze chlorine residual sample each visit. Collect entry point sample to analyze for pH and conductivity weekly. Complete walk through of pump station to inspect distribution pumps, distribution pressure/tank level, and verify operation of PRV.

**Rocking Horse Farms (RHF):** Record LFH Well #2, UKA Well #3, and distribution flow totalizers. Visual inspection of generator to record run hours and check for any active faults. Collect and analyze chlorine residual sample each visit. Collect entry point sample to analyze for pH and conductivity weekly. Complete walk through of pump station to inspect distribution pumps, distribution pressure/tank level, and verify operation of PRV. Adjust manual fill valve as needed to maintain tank levels.

**Box Elder (BE):** Check SCADA for any active alarms and record process numbers. Record flow totalizers for wells, RO skid, and distribution meters. Visual inspection of generator to record run hours and check for any active faults. Collect and analyze chlorine residual sample each visit. Collect entry point sample to analyze for pH and conductivity weekly. Complete walk through of pump station to inspect distribution pumps, distribution pressure/tank level, and verify operation of PRV. Complete walk through of RO building to verify proper operation and record equipment run hours. Check chemical feed systems for proper operation and refill day tanks, as necessary.

**3/15/24 (4.0hr)** Completed routine site visit of each facility. Generator Source onsite to perform maintenance and four-hour load bank test at BECR.

**3/18/24 (4.0hr)** Completed routine site visit of each facility. Generator Source onsite to perform maintenance along with four-hour load testing at RHF.

**3/19/24 (4.0hr)** Completed routine site visit of each facility. Generator Source onsite to perform maintenance along with four-hour load testing at GRN.

**3/20/24 (4.0hr)** Completed routine site visit of each facility.

**3/21/24 (4.0hr)** Completed routine site visit of each facility.

**3/22/24 (4.0hr)** Completed routine site visit of each facility.

**3/25/24 (4.0hr)** Completed routine site visit of each facility. Installed a new meter at 28505 E 159th and forwarded the meter information district management.

**3/26/24 (4.0hr)** Completed routine site visit of each facility.

**3/27/24(4.0hr)** Completed routine site visit of each facility. Completed general cleaning and organizing the water plant.

**3/28/24 (4.0hr)** Completed routine site visit of each facility. Organized files, lab results, work orders, and process control logs in the new 2024 onsite box. Dropped off completed work orders to the office.

**3/29/24 (4.0hr)** Completed routine site visit of each facility. Shut off a resident's home water in RHF so they could complete a repair inside the home. Started augmenting from LFH 2.

**4/01/24 (4.0hr)** Completed routine site visit of each facility. Collected monthly compliance samples and process control samples and delivered them to Colorado Analytical.

**4/02/24 (4.0hr)** Completed routine site visit of each facility. Performed a meter pit inspection, a service line inspection, and installed a meter at 28305 E 159th Ave. The meter information was forwarded to CLA.

**4/03/24 (4.0hr)** Completed routine site visit of each facility.

**4/04/24 (4.0hr)** Completed routine site visit of each facility. Collected quarterly process control samples and delivered them to Colorado Analytical. Met with a BE resident to troubleshoot why the meter was not recording water usage, replaced the meter as a new register.

**4/05/24 (4.0hr)** Completed routine site visit of each facility. Placed an order for chlorine from Treatment Tech.

**4/08/24 (4.0hr)** Completed routine site visit of each facility. Printed and started the manual meter reads for CLA.

**4/09/24 (4.0hr)** Completed routine site visit of each facility. Continued manual meter reads.

**4/10/24 (4.0hr)** Completed routine site visit of each facility. Continued manual meter reads.

**4/11/24 (4.0hr)** Completed routine site visit of each facility. Dug a water meter pit up for a resident in Greatrock North to get the meter. Forwarded the manual meter readings to CLA for processing. Received 180 gallons of Sodium Hypochlorite from Treatment Tech.

**4/12/24 (4.0hr)** Completed routine site visit of each facility. Performed annual and bi-annual tank inspections for BE, RHF, and GRN.

**4/15/24 (4.0hr)** Completed routine site visit of each facility. Completed monthly report and sent it over to the office.

**March 15<sup>th</sup> – April 15th, 2024**

ROs Run Time	163 Hours
RO Concentrate Flow: 1 Pond (South)	490,552

<b>Date</b>	<b>Permeate Flow (gpm)</b>	<b>Concentrate Flow (gpm)</b>	<b>% Recovery</b>	<b>Permeate Conductivity (μSeimens)</b>
3/18/24	200	49	80	19
3/19/24	197	50	80	15
3/22/24	202	49	81	24
3/25/24	201	49	81	25
3/27/24	201	50	80	25
4/05/24	203	46	81	28
4/09/24	197	48	81	23
4/10/24	198	48	81	30
4/12/24	201	47	81	30

Installed From: 03/05/24 To: 04/10/24

Current Account	Name	Location	Service Address	SVC	Svc Size	Svc Type	User Type	Flat Chg Amount	Last Bill Amount	Last Bill Date	Install Date	Line Code	Meter Status
660653	MITCHELL AND COCO UPTON	660550	28305 E 159th Ave	GB	0	FLAT	RESI	1.00			04/03/24		
660653	MITCHELL AND COCO UPTON	660550	28305 E 159th Ave	GW	75	METER	RESI	0.00			04/03/24		On
660655	JOSEPH AND MEGAN RHOADES	660552	28505 E 159th Ave	GB	0	FLAT	RESI	1.00			03/27/24		
660655	JOSEPH AND MEGAN RHOADES	660552	28505 E 159th Ave	GW	75	METER	RESI	0.00			03/27/24		On

GB Services Count: 2  
 GW Services Count: 2  
 Total Count: 4

Metered Services : GW Installed/Change-Out/Serviced Between: 03/12/24 And 04/10/24

Location Code	Service Address	Active Customer	Svc	AI LP	User Type	Rt Ty	Svc Sz	Rte/Seq	RIC	Serial Number	Remote Serial No.	Date	Serv Inst	Chg-Out Date
660261	16281 Timber Cove St	KEVIN SCHAMAUN	GW-0	A	RESI	6	75	2/9040	J	230889235	132422018	04/04/24	SERV	10/09/20
660550	28305 E 159th Ave	MITCHELL AND CO	GW-0	A	RESI	9	75	2/283	J	230889231	131974592	04/03/24	INST	
660552	28505 E 159th Ave	JOSEPH AND MEGA	GW-0	A	RESI	9	75	2/552	J	230889236	131983522	03/27/24	INST	
Total: 3 Serv: 1 Install: 2														



# Curtis, Justus, & Zahedi, LLC

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April 5, 2024

## VIA EMAIL

John Wyckoff, President  
Greatrock North Water and Sanitation District  
c/o Lisa Johnson  
CLA Broomfield  
370 Interlocken Boulevard Suite 500  
Broomfield, CO 80021-8014  
(303) 439-6029  
[lisa.johnson@CLAconnect.com](mailto:lisa.johnson@CLAconnect.com)

**Re: Ongoing Representation in Case No. 20CW3214 (Rangeview et al.)**

Dear Lisa:

White & Jankowski has merged and become Curtis, Justus, & Zahedi, LLC (CJZ) and is pleased to continue to represent Greatrock North Water and Sanitation District (the District) as conflict counsel as discussed below. The purpose of this Agreement is to provide the District with important information about CJZ's ongoing scope of work, CJZ's fees and billing policies, and other terms governing the ongoing attorney-client relationship between the District and CJZ.

## SCOPE OF WORK

In providing legal representation, CJZ will continue to represent the District as conflict counsel in connection with the water court application filed by Rangeview Metropolitan District, Pure Cycle Corporation and the State Board of Land Commissioners in Case No. 20CW3214, Water Division 1. CJZ will not perform additional work for the District unless: (1) the District specifically requests CJZ's advice or representation on other issues or projects; and (2) CJZ specifically agrees to perform the requested additional work.

After CJZ completes the Scope of Work described above, CJZ will not assume continuing responsibility to advise the District on matters affecting the work CJZ has performed unless the District and CJZ agree in writing that CJZ's representation extends to providing continuing advice.

## ATTORNEY-CLIENT RELATIONSHIP

The attorney-client relationship is one of mutual trust, confidence, and respect. To represent the District competently and diligently, CJZ will depend on the District for factual and other information.

The District agrees to be available at reasonable times to confer with CJZ by telephone and/or email on necessary issues and to cooperate and participate in the foregoing matters as CJZ

John Wyckoff, President  
Greatrock North Water and Sanitation District  
April 5, 2024  
Page 2 of 3

may request. The District agrees to advise CJZ of any changes to the contact information listed on the first page of this Agreement.

The District may terminate CJZ's representation at any time, although the District will remain obligated to pay accrued fees and costs. CJZ may also terminate representation pursuant to the Rules of Professional Conduct, Rule 1.16 and any additional provisions applicable to a particular situation.

### **COSTS AND FEES/HOURLY RATES**

CJZ charges fees on an hourly basis. CJZ also charges for costs advanced, such as filing fees, large photocopying jobs, computerized legal research, travel and lodging expenses, and other similar disbursements. CJZ's current hourly rates are as follows: (1) \$330 for David Taussig; (2) \$320 for myself; (3) \$185 for associate attorneys Nicoli Bowley and Bryan Stacy; (4) \$160 for CJZ's paralegal Melanie Cabral; and (5) \$140 for CJZ's legal administrative assistant Andrea Browne.

### **MONTHLY BILLING STATEMENT**

CJZ will email the District a monthly statement for all services performed during the previous month by email at [lisa.johnson@CLAconnect.com](mailto:lisa.johnson@CLAconnect.com) or an updated email address or addresses provided by the District in writing to CJZ. In addition to fees, the statement may also include charges for costs advanced. Payment of the entire remaining amount shown in the statement is required within 30 days of receipt of the statement.

Failure to timely pay will be grounds for CJZ to terminate its representation, subject to applicable rules. CJZ reserves the right to charge interest on all past-due balances at one and one-half percent per month, or 18 percent annually.

### **FILE RETENTION**

By signing below, the District agrees to, and acknowledges notice of, CJZ's file retention policy which was developed in accordance with the Colorado Rules of Professional Conduct. Absent a written agreement to the contrary, CJZ will consider the District's client matters to be closed sixty (60) days after all pending tasks have been completed, provided that CJZ has no knowledge of pending or threatened litigation against the District relating to the Scope of Work.

Once the District's client matters are closed as discussed above, CJZ will return any original documents the District has provided to CJZ and may elect to deliver the documents developed during our representation to the District or retain those documents.

Any documents not provided to the District will be retained for a period of five (5) years following closure of this matter and will be destroyed subject to court rule and any applicable statutory exceptions. The District may request any documents prior to their destruction. The District is responsible for notifying CJZ of any change in address or contact information.

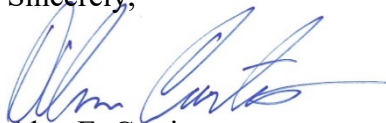
John Wyckoff, President  
Greatrock North Water and Sanitation District  
April 5, 2024  
Page 3 of 3

**ACCEPTANCE OF TERMS OF REPRESENTATION**

If the scope and terms of engagement are acceptable to the District, please indicate this by countersigning below. Please return a signed letter for our files and retain a copy for the District's files.

Thank you for the opportunity to represent the District.

Sincerely,



Alan E. Curtis

I, John Wyckoff, President, Greatrock North Water and Sanitation District, agree to engage Curtis, Justus, & Zahedi, LLC for the scope of work described in this letter under the terms above.

\_\_\_\_\_ Dated: \_\_\_\_\_

# Statewide Internet Portal Authority (SIPA)

Company Address 950 S. Cherry St.  
Suite 900  
Denver, CO 80246  
US

Created Date 4/15/2024  
Expiration Date 6/5/2024  
Quote Number 00003994

Prepared By Heather Nelson  
Phone 7204095638  
Email heather@cosipa.gov

Contact Name Natalie Herschberg  
Phone (303) 779-5710  
Email natalie.herschberg@claconnect.com  
Fax (303) 987-2032

Bill To Name Greatrock North Water and Sanitation District  
Bill To 8390 E. Crescent Parkway  
Ste 300  
Greenwood Village, CO 80111  
USA

Ship To Name Greatrock North Water and Sanitation District  
Ship To 500 Cooperative Blvd  
Brighton, CO 80603

Product	Line Item Description	Sales Price	Quantity	Total Price
Google Workspace Business Starter	Domain: greatrocknorthwsd.org; Renewal: 06/08/2024 to 06/07/2025	\$46.20	1.00	\$46.20

Description Quote for Greatrock North Water Sanitation District to renew 1 Google Workspace Business Starter subscription for the term: 06/08/2024 to 06/07/2025, with the option to renew at the end of the term.

Grand Total \$46.20

Domain: greatrocknorthwsd.org

Please return a signed quote or PO to sipa@cosipa.gov to renew and include the email address of the person who is supposed to receive the invoice.

## Additional Details

Additional Details Please note: Fees are not refundable.

Please note: Fees may increase at next renewal.

Please note: This is not an invoice. Please do not submit payment until you have received an invoice.

### Terms & Conditions:

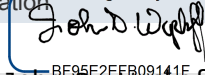
Customer accepts Google flow down

terms: [https://static.carahsoft.com/concrete/files/6116/6981/5856/US\\_Public\\_Sector\\_CMA\\_flowdowns\\_10.17.22\\_-\\_Worksp](https://static.carahsoft.com/concrete/files/6116/6981/5856/US_Public_Sector_CMA_flowdowns_10.17.22_-_Worksp)

By signing this Quote or issuing a Purchase Order, you are agreeing to the above Terms and Conditions and you are agreeing to purchase the above mentioned products and/or services and you will be responsible for payment upon invoicing. You also certify that you have authority to enter into this agreement between your entity and SIPA.

## Quote Acceptance Information

DocuSigned by:



Signature

Name

John D. Wyckoff

Title

President

Date

4/15/2024

**Certificate Of Completion**

Envelope Id: 2D1432BECE64422A8019A9005E4723D0	Status: Completed
Subject: Complete with DocuSign: Greatrock North WSD-2024 Google WS Renewal_V1.pdf	
Client Name: Greatrock North WSD	
Client Number: A179912	
Source Envelope:	
Document Pages: 1	Signatures: 1
Certificate Pages: 4	Initials: 0
AutoNav: Enabled	Envelope Originator:
Enveloped Stamping: Enabled	Cindy Jenkins
Time Zone: (UTC-06:00) Central Time (US & Canada)	220 S 6th St Ste 300
	Minneapolis, MN 55402-1418
	Cindy.Jenkins@claconnect.com
	IP Address: 73.229.160.48

**Record Tracking**

Status: Original	Holder: Cindy Jenkins	Location: DocuSign
4/15/2024 3:21:18 PM	Cindy.Jenkins@claconnect.com	

**Signer Events**

John D. Wyckoff  
 johndwyckoff@aol.com  
 President  
 Security Level: Email, Account Authentication (None)

**Signature**

DocuSigned by:  
  
 BF95E2EFB09141F...  
 Signature Adoption: Drawn on Device  
 Using IP Address: 97.122.201.119  
 Signed using mobile

**Timestamp**

Sent: 4/15/2024 3:25:31 PM  
 Viewed: 4/15/2024 3:38:54 PM  
 Signed: 4/15/2024 3:39:23 PM

**Electronic Record and Signature Disclosure:**  
 Accepted: 1/31/2022 4:22:26 PM  
 ID: b3254546-b9df-48c0-8295-da9ea3723898

In Person Signer Events	Signature	Timestamp
Editor Delivery Events	Status	Timestamp
Agent Delivery Events	Status	Timestamp
Intermediary Delivery Events	Status	Timestamp
Certified Delivery Events	Status	Timestamp
Carbon Copy Events	Status	Timestamp
Witness Events	Signature	Timestamp
Notary Events	Signature	Timestamp
Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	4/15/2024 3:25:31 PM
Certified Delivered	Security Checked	4/15/2024 3:38:54 PM
Signing Complete	Security Checked	4/15/2024 3:39:23 PM
Completed	Security Checked	4/15/2024 3:39:23 PM
Payment Events	Status	Timestamps
Electronic Record and Signature Disclosure		

## **ELECTRONIC RECORD AND SIGNATURE DISCLOSURE**

From time to time, CliftonLarsonAllen LLP (we, us or Company) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through the DocuSign system. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to this Electronic Record and Signature Disclosure (ERSD), please confirm your agreement by selecting the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system.

### **Getting paper copies**

At any time, you may request from us a paper copy of any record provided or made available electronically to you by us. You will have the ability to download and print documents we send to you through the DocuSign system during and immediately after the signing session and, if you elect to create a DocuSign account, you may access the documents for a limited period of time (usually 30 days) after such documents are first sent to you. After such time, if you wish for us to send you paper copies of any such documents from our office to you, you will be charged a \$0.00 per-page fee. You may request delivery of such paper copies from us by following the procedure described below.

### **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.

### **All notices and disclosures will be sent to you electronically**

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.

If you created a DocuSign account, you may update it with your new email address through your account preferences.

#### **To request paper copies from CliftonLarsonAllen LLP**

To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an email to [BusinessTechnology@CLAconnect.com](mailto:BusinessTechnology@CLAconnect.com) and in the body of such request you must state your email address, full name, mailing address, and telephone number. We will bill you for any fees at that time, if any.

#### **To withdraw your consent with CliftonLarsonAllen LLP**

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;
- ii. send us an email to [BusinessTechnology@CLAconnect.com](mailto:BusinessTechnology@CLAconnect.com) and in the body of such request you must state your email, full name, mailing address, and telephone number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

### **Required hardware and software**

The minimum system requirements for using the DocuSign system may change over time. The current system requirements are found here: <https://support.docusign.com/guides/signer-guide-signing-system-requirements>.

### **Acknowledging your access and consent to receive and sign documents electronically**

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## ENGINEER'S PROGRESS REPORT

**Date:** May 7, 2024  
**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

The Certificate of Substantial Completion has been provided to Moltz Construction. The date of Substantial Completion was set for October 6, 2022. The advertisement for final payment was posted as required and the final payment was issued. The end of the two-year warranty period is October 6, 2024.

#### 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, 2021. 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, 2021 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, 2022 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.

Element and CLA staff attended a pre-application meeting with Adams County. A detailed summary of submittal requirements was sent to the GNWSD board. In summary a Conditional Use Permit is required. The board approved Element to begin working on this submittal. Work is ongoing. We expect submittal of the conditional use permit and EDOP to Adams County and CDPHE in mid-March.

The public meeting for the conditional use permit is to be held at the April 5, 2022 board meeting. The required environmental study on the property is being completed by an Element subconsultant. Upon completion of the environmental study and public meeting, Element will submit the conditional use permit application to Adams County.

Element received the ownership and encumbrance report to research mineral rights owners to notify them (as required by Adams County). Also, we received the environmental report prepared

by Olsson Associates that is required with the Conditional Use Permit. Our final task is to finalize the EDOP and submit it to CPDPHE and Adams County as well as provide notifications to mineral holders. This is to be completed by the week of May 30, 2022.

The EDOP and Adams County submittal have been completed and submitted. The Adams County review fee has been paid by Element.

Element has followed up with agencies to determine who is the primary contact. We have not been assigned a planner or engineer yet, but this is likely to occur soon.

Our project has been assigned a planner at Adams County. The county has promised to expedite the review of the project. Element will be ready to answer any questions or comments on the proposed project.

We held a county comment review meeting with Adams County on September 16, 2022. Comments received are relatively minor and we are currently working on the response letter. All responses have been completed. Element is confirming the Adams County requirement for landscaping.

It is recommended that the district proceed with bidding the project under the Construction Manager at Risk (CMAR) procurement procedure. We have completed responses to all Adams County comments. Also we held a meeting with CDPHE to request either an approval letter or a list of comments to respond to. CDPHE has indicated they will send a brief list of comments. We anticipate having those during the week of January 30<sup>th</sup>, 2023.

The district approved the CMAR bidding approach at the March 7<sup>th</sup> meeting. Element is working with the district's attorney to compile an Owner-CMAR agreement. Upon completion of this agreement, the CMAR bid documents will be completed and advertised.

The bid package is complete and we have forwarded all items to the district council to review. The attorneys are working to finalize the Owner-CMAR agreement.

The county has requested some minor modifications to the grading which are being completed. We are finalizing that for final re-submittal to the county. Our next step will be the planning commission and board of county commissioners.

The district's attorney has provided both the Owner-CMAR agreement and the Owner-Contract agreement. The CMAR bid package has been advertised and the bid package has been assembled. The following is the bid schedule for the CMAR process:

RFP Release Date	June 2 <sup>nd</sup> at 4:00 PM
Non-Mandatory Pre-Bid Meeting	June 9 <sup>th</sup> at 10:00 AM
Last Day to Request Interpretations of the Documents	June 16 <sup>th</sup> at 4:00 PM
Proposals Due (via email to nmarcotte@elementengineering.net)	June 23 <sup>rd</sup> at 4:00 PM
Anticipated Design Phase CMAR Award	July Board Meeting

Element has finalized and re-submitted all documents to CDPHE and Adams County for permitting purposes. This includes all grading and drainage changes requested by Adams County.

The CMAR package for the Third Concentrate Pond advertised and bid. The district received two (2) proposals. Please see the attached summary and recommendation letter for a detailed analysis of the bids and a recommendation for award.

Element held a project kickoff meeting with PES and representatives from their subcontractor team on August 24, 2023. The meeting went well with discussion centering around the team's ideas for value engineering. While the entire project was discussed, detailed questions discussed were as follows:

- Will a 4-ft fence be acceptable rather than the currently specified 6-ft fence? This will save significant money given the length of the fence.
- Use of the existing concentrate pond water for compaction will save significantly on water haul costs from on offsite area.
- A 40-mil under liner instead of the currently specified 60-mil is requested to save money.
- A slightly re-balancing of dirt work will ensure no net import or export is required.

We are currently awaiting approval from both CDPHE and Adams County to proceed with construction. Adams County has indicated that our Conditional Use Permit Application has satisfied their requirements and they are working to schedule our project on the board of county commissioners and the planning commission meetings.

Adams County has scheduled our Planning Commission and Board of County Commissioner Hearings. These dates are as follows:

- Planning Commission: October 25 at 5:00 PM
- BOCC: November 14<sup>th</sup> at 9:30 AM

CDPHE has reviewed our most recent submittal and provided us with a list of additional questions. We are working on responding to that request for information. The planning commission and BOCC have both approved the project. CDPHE approval is the final item required to go to construction.

Element requested and held a meeting with CDPHE on January 29, 2024. In this meeting we reviewed our comment responses, the updates to the plans and EDOP, and reviewed our request to use the brine water for beneficial use (compaction). We requested CDPHE expedite their review and come to us with any questions and concerns. We also let them know the district is very eager to get the project to construction. We were not given a firm date for turnaround on the review, but CDPHE indicated they would coordinate with us on questions.

We are awaiting final CDPHE approval of the updated documents. Additional changes/comments are unlikely. Therefore, we have sent all plans, technical specifications, and construction QA/QC requirements to the CMAR for updated pricing.

**We have received CPDHE approval for the construction of the third concentrate pond. We are now coordinating with the CMAR on updated pricing and a schedule for the work. The CMAR will complete a presentation to the district of the GMP and schedule.**

### 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, 2021. 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.**

**It is suggested that the board continue discussions of adding the third alluvial well. With the construction of the new water treatment plant being finalized, both existing alluvial wells are required for operation. Currently there is no redundant alluvial source.**

#### 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, 2021. An additional onboarding meeting with REC has been scheduled on June 30<sup>th</sup>, 2021 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.

Element provided draft General Engineering estimates and concentrate pond cost estimates for the 2023 budgeting period.

Element is currently working on budgeting and rate analysis updates for the 2023 calendar year. Also, we have been coordinating with the district's consultants on the Town of Castle Rock water court case.

Element is now meeting monthly with the district manager and operator to go over district related tasks, and make sure coordination and progress is ongoing.

Element completed a design schematic of the necessary work to replace the existing Rocking Horse Farm water storage tank fill valve. These exhibits are attached. It is likely the project will cost less than the statutory public bid requirement of \$120,000. Therefore, it is recommended that the district solicit an on-call contractor for a price to complete the work. HAO solutions will also need to coordinate electrical and control work for the new actuated valve.

Element assisted the district in completing an application for the CDPHE Technical Assistance Grant. This grant is for \$25,000 and is intended to support the district in funding a district-wide hydraulic model.

Element assisted the district in preparing a rate model based on the 2024 budget. This model will be presented and reviewed at the district's board meeting.

**No work this period.**

**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>, 2022 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.

**No work this period.**

**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.

Element met with REC on January 21<sup>st</sup>, 2022 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.

**No work this period.**

### 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, 2021, or July 12, 2021 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>, 2021. Onsite construction work started on July 21<sup>st</sup>, 2021. 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.

Element completed an initial acceptance walkthrough and compiled the attached punch list and closeout requirements. A letter was sent to the developer on June 23, 2022, and we are awaiting a response and required items.

Element has received a draft Bill of Sale and as-built documentation. We are waiting on final documents for initial acceptance.

We have final documents for Initial Acceptance and anticipate board approval during the February meeting. These documents have been submitted to the attorney for review.

Element is planning to GIS the new infrastructure in CCRF1 and upload it to the district's GIS software. Work should be completed during the month of June.

The GIS work for the Country Club Ranchettes Filing 1 work has been completed and the all linework and data added to the district's GIS system.

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

On Wednesday January 26<sup>th</sup>, 2022. 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.

The inclusion agreement for CCR F2 has been submitted and Element is working with the district's consulting team to review and provide comments.

Element met with the district staff to review the inclusion agreement. During this review it was determined that a capacity analysis would need to be updated to document that the district has adequate capacity to serve CCR F2. This capacity analysis will be completed to ensure the inclusion can be adequately served by existing district infrastructure, or if additional infrastructure by the developer is required.

A district-wide capacity analysis is currently being worked on. This will assist in determining what, if any, capital improvements are necessary for the CCRF1 Inclusion Agreement.

The capacity analysis has been completed and submitted to the district for consideration. This capacity analysis is a district-wide model that should be updated with the addition of any new development.

**No work this period.**

## **3. Ridgeview Estates**

This subdivision has gained Initial Acceptance.

**No work this period.**



#### 4. Epic Estates

Element attended a meeting discussing water rights and potential water treatment for the proposed development.

Element attended an inclusion meeting at the CLA offices to discuss the Epic Estates inclusion process and needed information. We specifically requested water quality results from Epic's raw water wells. A sampling and testing battery of necessary information was sent to Epic Estates.

**Element attended a district staff coordination meeting to discuss the Epic Estates inclusion. There are no Element tasks to complete at this time.,**

#### 5. Horse Creek Retreat

No work this period.

#### OTHER PROJECTS:

##### 1. Water Model

No work this period.



**Greatrock North Water & Sewer District**  
**ORC Report**  
**May 7, 2024**

Rocking Horse Farms Tank Fill Valve

The RHF Tank fill valve is experiencing ongoing issues with automatic control. REC and TLECC verified the issues are not electrical or SCADA control problems. A local CLA-Valve representative was contacted to schedule a site visit to inspect the valve to determine the 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 a plan to isolate the valve for inspection. Presently there is no isolation valve within the PRV pit, and no valves are indicated on plant drawings. Repair and/or replacement will need to take place during low demand season due to the inability to fill the tank while the valve is out of service.

Update – Site walk-through is scheduled for 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 before the replacement of the RHF fill valve.

Update – Element Engineering is developing the scope of work for Moltz Construction to repair.

Update – Element Engineering has completed drawings for valve replacement work.

### Augmentation

On 3/28/24 BBA Water requested augmentation be set to 30 gpm on 3/29/24. LFH Well 2 set to 30 gpm on 3/29/24 for augmentation.

On 4/10/24 BBA Water requested augmentation be turned off. Augmentation shutdown on 4/10/24.

### Additional Activities

Assisted Generator Source with preventative maintenance and load bank test on all facilities generators.

Completed inspections and new meter installation at 30275 E 162<sup>nd</sup> Ave.

### Water Quality

Month	ALV 1		ALV2		BECR		RHF		GRN	
	TDS mg/L	Hardness mg/L	TDS mg/L	Hardness mg/L	TDS mg/L	Hardness mg/L	TDS mg/L	Hardness mg/L	TDS mg/L	Hardness mg/L
Apr-24	1390	684	1290	608	170	31	186	31	191	19
Mar-24	1339	704	1609	836	165	19	179	16	165	17
Feb-24					158	14	164	17	161	17
Jan-24					185	27	225	44	216	42
Dec-23					191	29	213	24	237	28
Nov-23					322	44	167	18	170	23
Oct-23	1283	646	1280	632	119	16	162	26	174	27
Sep-23					140	18	135	21	142	22
Aug-23					256	73	173	17	267	77
Jul-23	1230	559	1265	554	303	92	217	84	340	63
Jun-23					147	17	174	22	152	14
May-23					181	36	213	30	189	139
Apr-23	1002	537	1055	537	216	36	253	34	233	134
Minimum	1002	537	1055	537	119	14	135	16	142	14
Maximum	1390	704	1609	836	322	92	253	84	340	139
Average	1249	626	1300	633	196	35	189	30	203	48