

RECORD OF PROCEEDINGS

MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE GREATROCK NORTH WATER AND SANITATION DISTRICT HELD NOVEMBER 1, 2022

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, November 1, 2022 at 4:30 P.M. The meeting was conducted via video conference – Microsoft Teams. The meeting was open to the public.

ATTENDANCE

Directors in attendance:

John D. Wyckoff
Brian K. Rogers
Lisa Jacoby

Absent and excused were Directors Fleck and Adams.

Also in attendance were:

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

ADMINISTRATIVE MATTERS

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

Agenda: Ms. Johnson distributed for the Board’s review and approval a proposed Agenda for the District’s regular meeting. Following discussion, upon a motion duly made by Director Wyckoff, seconded by Director Jacoby and, upon vote, unanimously carried, the Board approved the Agenda as amended, and excused the absences of Directors Fleck and Adams.

Board of Director’s Report: None.

District Manager’s Report: Ms. Johnson provided an update of the training on the new lock system at the reverse osmosis water treatment plant.

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

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CONSENT AGENDA

The Board considered the following actions:

1. Approval of the Minutes of the October 13, 2022 special meeting.
2. Ratify approval of the payment of claims for the period ending October 21, 2022 in the amount of \$167,269.02.
3. Acceptance of unaudited financial statements for the period ending September 30, 2022, Schedule of Cash Position updated as of October 21, 2022, and inclusion summaries.
4. Operations and Maintenance Activities Report.
5. Review meter installation report.
6. Adoption of Resolution No. 2022-11-01: Annual Administrative Resolution.

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

Water Rate Model Related to 2023 Water Rates: Mr. Marcotte presented the water rate model for 2023. No action was taken and the Board will consider approval of a rate change at their December Board meeting.

Public Hearing on Proposed 2023 Budget; Resolution No. 2022-11-03 to Adopt Budget, Imposing Mill Levy and Appropriating Funds: Ms. Johnson opened the public hearing to consider adopting the 2023 Budget. It was noted that Notice stating the Board would consider adopting the 2023 Budget, and the date, time and place of the public hearing was published in a newspaper having general circulation within the District. No written objections were received prior to the public hearing, no public was in attendance for comment, and the public hearing was closed.

Ms. Johnson presented the draft 2023 Budget to the Board.

Following discussion, upon a motion duly made by Director Wyckoff, seconded by Director Jacoby and, upon motion, unanimously carried, the Board adopted Resolution No. 2022-11-03, a Resolution adopting the 2023 Budget as discussed and revised, appropriating funds, and imposing a total mill levy of 48.268 mills (General Fund – 31.323 and Debt Service Fund – 16.945).

Appointment of Board Member to Sign the DLG-70 Certification of Tax Levies: Following discussion, upon a motion duly made by Director Wyckoff, seconded by Director Jacoby and, upon vote, unanimously carried, the Board authorized Director Wyckoff to sign the DLG-70 Certification of Tax Levies.

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ENGINEER'S REPORT

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

CAPITAL PROJECTS UPDATES:

Third Alluvial Well: No new update.

Evaporation Pond: Mr. Marcotte noted that he will finalize the comments to the County as soon as possible.

Reverse Osmosis Treatment Facility:

- **Change Order No. 13 to the Construction Contract with Moltz Construction, Inc. for a Reduction in the Amount of (\$12,357.96):** Following review and discussion, upon a motion duly made by Director Wyckoff, seconded by Director Rogers and, upon vote, unanimously carried, the Board approved Change Order No. 13 to the Construction Contract with Moltz Construction, Inc. for a reduction in the amount of (\$12,357.96).
- **Pay Application No. 11 to the Construction Contract with Moltz Construction, Inc. in the Amount of \$5,357.95:** Following review and discussion, upon a motion duly made by Director Wyckoff, seconded by Director Jacoby and, upon vote, unanimously carried, the Board approved Pay Application No. 11 to the Construction Contract with Moltz Construction, Inc. in the amount of \$5,357.95.
- **Proposal from Desks Inc. for Reverse Osmosis Water Treatment Plant:** Director Wyckoff presented the proposal to the Board. Director Rogers offered to provide contact information for a firm he has used in the past for office furniture. The Board directed staff to solicit a proposal from that firm and present it at the December meeting.

OPERATIONS / MAINTENANCE MATTERS

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

LEGAL MATTERS

Resolution No. 2022-11-04 Calling a Regular Election for Directors on May 2, 2023, Appointing the DEO and Authorizing the DEO to Perform all Tasks Required for the Conduct of a Mail Ballot Election: Following review and discussion, upon a motion duly made by Director Wyckoff, seconded by Director Rogers and, upon vote, unanimously carried, the Board adopted Resolution No. 2022-11-04 Calling a Regular Election for Directors on May 2, 2023, appointing the DEO and authorizing the DEO to perform all tasks required for the conduct of a mail ballot election.

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Resolution No. 2022-11-02 Certifying Delinquent Water Service Fees and Charges to Adams County Treasurer for Collection: Following review and discussion, upon a motion duly made by Director Rogers, seconded by Director Wyckoff and, upon vote, unanimously carried, the Board adopted Resolution No. 2022-11-02 Certifying Delinquent Water Service Fees and Charges to Adams County Treasurer for Collection.

OTHER MATTERS

Status of Homestead Heights/Country Club Ranchettes #1: There were no new updates.

Status of Hayesmount Estates: There were no new updates.

Status of Ridgeview Estates: There were no new updates.

Status of Country Club Ranchettes Filing #2: Ms. Johnson provided a report and noted that the property owner recently provided updates to the current water rights. Legal counsel is reviewing the water rights.


COMMUNITY COMMENTS

None.

ADJOURNMENT

There being no further business to come before the Board at this time, upon a motion duly made by Director Rogers, seconded by Director Wyckoff and, upon vote, unanimously carried, the meeting was adjourned at 6:10 p.m.

Respectfully submitted,

By 
Secretary for the Meeting

DocuSigned by:
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Date: October 25, 2022
To: Greatrock North Water and Sanitation District, Board of Directors
From: Lisa A. Johnson, District Manager
Re: November 1, 2022 Manager's Report

Agenda Action Items

II.A. Consent Agenda

1. Approve the Minutes of the October 13, 2022 special meeting.
2. Ratify approval of the payment of claims for the period ending October 21, 2022 in the amount of \$167,269.02.
3. Acceptance of unaudited financial statements for the period ending September 30, 2022, Schedule of Cash Position updated as of October 21, 2022, and Inclusion Summaries.
4. Operations and Maintenance Activities Report.
5. Review meter installation report.
6. Adopt Resolution No. 2022-11-01; Annual Administrative Resolution.

I recommend approval of the consent agenda items.

III.A. Water Rate Model and 2023 Water Rates

Nick and I will present the results of the 2023 rate model and recommendations or changes to water rates.

III.B 2023 Budget Hearing

I will present the final draft of the 2023 budget to the Board.

I recommend approval of Resolution No. 2022-11-02 Adopting the 2023 Budget, Imposing Mill Levy and Appropriating Funds.

VI.A. May 2023 Director's Election

I will present the resolution to call the May 2023 Director's Election to the Board.

I recommend adoption of Resolution No. 2022-11-03 Calling a Regular Election for Directors on May 2, 2023, appointing the DEO and authorizing the DEO to perform all tasks required for the conduct of a mail ballot election.

VI.B. Certifying Delinquent Accounts to Adams County

I will present the list of delinquent account holders eligible for certification to Adams County for collection in 2023.

I recommend adoption of Resolution No. 2022-11-04 Certifying Delinquent Water Service Fees and Charges to Adams County Treasurer for Collection.

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

Updates included in Engineer's Report. In addition, 17 System Development Fees have been collected to date.

VII.B. Hayesmount Estates

20 System Development Fees have been paid to date.

VII.C. Ridgeview Estates

Updates provided in the Engineer's Report. In addition, 12 System Development Fees have been collected to date which includes all of Phase 1.

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

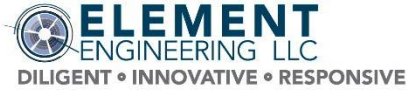
Matt is working with property owner's water rights counsel on reviewing water rights matters.

Review of monthly Water Resumes and Other Water Related Matters

Attorney Poznanovic will review the August resume and will let me know if he learns of any cases he would recommend the district oppose.

Update on other District Related Matters and/or Committee Meetings

No new updates for October.



ENGINEER'S PROGRESS REPORT

Date: November 1, 2022
To: Greatrock North Water and Sanitation District
From: Element Engineering
Job No. 0041.0001
RE: Monthly Engineers Report – **New Items Bold**

CAPITAL PROJECTS:

1. Water Treatment Plant Improvements - Construction

Element Engineering recommended Moltz Construction be awarded the project. The board voted to award the project to Moltz at the district's April 4, 2021 meeting. The notice of award and owner-contractor agreement have been signed by both the district and the contractor. Bonds and insurance (payment and performance bonds) have been received by Element. Hard copies will be provided to CLA. Element held a meeting with Moltz to discuss a schedule for the pre-construction meeting and notice to proceed. The pre-construction meeting is scheduled for the week of May 31, 2021 with the notice to proceed being issued shortly after. Moltz has already submitted documents for the septic system permit and is working on the building department permit. We expect submittals to begin arriving for review shortly.

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

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

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

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

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

The required major PUD amendment mailer was sent out by certified mail. The public meeting is scheduled for August 3, 2021 at 5:30 PM via Zoom (the same Zoom invitation as the district's board meeting). A meeting agenda has been provided to the board for review and is attached to this report.

The public meeting was held on August 3, 2021. The PUD application was submitted shortly after. We have received confirmation that the application has been received and assigned to a county planner. Element has reached out to our assigned project manager to see what the schedule for the PUD process will be. We have not yet received a response on that request.

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

Element attended site visit meeting with Moltz and REC on September 16, 2021 to exchange building keys and discuss initial mobilization. The temporary construction fencing will be installed on or about Monday September 20, 2021.

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

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

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

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

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

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

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

A response to all comments will be sent to Adams County by September 24, 2022. A draft comment response letter will be provided to the district manager and board president and vice-president prior to submittal to Adams County.

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

Dates for the planning commission and Board of County Commissioners meetings have been set for December 9, 2022 (6PM) and January 11, 2022 (9:30AM). Element will be present at these meetings. The district has approved Element to proceed with the removal of the water treatment plant sump design and to design a new gravity concentrate main from the water treatment plant site to the tie-in location at 162nd and Rayburn.

The planning commission has approved the major PUD amendment. The remaining task is to receive approval from the board of county commissioners at the January 11, 2022 meeting. Design on the Rayburn concentrate extension is ongoing. Element will be identifying locations for utility potholing to ensure we know the depth of utility crossings to avoid conflict.

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

The building permit has been issued and Moltz is making good progress on the project. Element performed a reinforcing steel inspection on the southern half of the spread footer and stem wall. Remaining reinforcing steel inspections will be performed by Ground Engineering hired by Moltz. The first construction progress meeting was held on Thursday February 17, 2022 at 1:30 PM. Weekly meetings are being held via Microsoft Teams on the same day (Thursday) and time (1:30 PM). Element has issued Field Order No. 1 which includes elimination of the WTP sump and a new concentrate line down Rayburn Street to the intersection of 162nd. Initial discussions with Adams County have indicated that the area will be either overlaid or crack sealed in the near future. It is our intent to have this pipe installed prior to the work with Adams County, however, the county's schedule is unknown. A utility permit is required to install the infrastructure as designed. Element expects to submit this application to Adams County.

The utility permit has been submitted to Adams County for the concentrate line from the WTP site to the intersection of Rayburn and 162nd. Moltz is working to determine a final cost for the field order (sump elimination and construction of the concentrate line). Potholing for the utility crossings in the area has been completed and has been documented on the plans.

Element has received and reviewed Change Order No. 2 and No. 3 submitted by Moltz Construction. These are to be reviewed and discussed at the upcoming board meeting. Also, Pay Application No. 5 has been submitted and reviewed. Payment is recommended.

Element has received and reviewed Change Orders No. 4 and No. 5 submitted by Moltz Construction. Change Order No. 4 is a credit for an irrigation line tie-in change and Change Order No. 5 is for raising valve boxes as requested by the district. Also Pay Application No. 6 has been submitted and reviewed. Payment is recommended.

Adams County Planning has approved, in writing, our change from a metal scale roofing material to a asphalt shingle roofing material. John has approved the color of the shingles.

Construction is ongoing with the majority of the equipment having been installed. Interior and exterior piping have largely been completed. Also, the new concentrate piping down Rayburn to 162nd has been approved and scheduled by TLowell. A newly submitted pay application (Pay Application No. 7) is attached to this report. Approval of this pay application is recommended.

The new concentrate piping has been installed from the tie-in point at 162nd and Rayburn to the WTP site. No water service lowerings were required, also the proposed 12-inch water main lowering at the WTP site was not required. A full accounting of the credits for this work (Change Order No. 3) will be completed by Moltz and Element upon completion of all work by TLowell. Change Order No. 7 was submitted by Moltz to include valves on the concentrate line at the intersection to make the future extension easier. This change order was discussed at the last board meeting but an additional breakdown was requested. This breakdown was sent to CLA for distribution.

Several meetings between Element/Moltz/HOA/Ramey were conducted to discuss the change-over plan to switch from the existing equipment to the new equipment. Moltz is planning to present a formal transition and phasing plan during the week of July 25th, 2022.

Moltz is planning to request a short time extension to complete the project and achieve substantial completion. Although not received at the time of the completion of this board report, it is expected that Moltz will request an extension to September 30, 2022 for substantial completion.

Element has been requested to provide a breakdown of the existing WTP budget including the original bid amount, all change orders (both time and money) and a status of the engineering

construction oversite contract. This information will be presented at the August board meeting with real time updated fund balances.

Transfer and cutover to the new water treatment plant and pumping system was completed during the week of September 12, 2022. Startup of the new equipment was successfully completed.

Change Order No. 12, the addition of a remote access for SCADA programming changes, was requested by Element. This is an optional change order but will allow the district's integrator to make remote changes to the district's programing (without being onsite). This change order is attached.

Pay Application No. 10 is attached to this board report. The pay application has been reviewed and payment is recommended.

Also, Ramey Environmental has received the invoice from American West for the emergency leak repair on Hudson Mile Road which totaled to \$12,357.96. This amount will be deducted from the next pay application from Moltz Construction through a deductive change order.

Element, Ramey, and Moltz are completing the punch list walk on October 6, 2022, at 1:30 PM. If it is found that the project is at substantial completion, a Certificate of Substantial Completion along with the punch list will be issued.

The punch list walkthrough was completed and punch list generated. It was agreed by all onsite that the Certificate of Substantial Completion should be issued and dated October 6, 2022. This certificate was completed and sent to Moltz with the punch list attached. Moltz has 45 calendar days from the date of Substantial Completion to complete all punch list items.

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. We anticipate having this complete during the month of October.

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 30th, 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 22nd 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.

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 21st, 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 21st, 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.

See attached monthly year over year comparison of electrical use (KWH) and electrical billing (\$). Element has assisted with mapping of water mains to determine the source of the distribution system leak on Haysemount.

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 16th, 2021. Onsite construction work started on July 21st, 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.**

2. Country Club Ranchettes Filing No. 2

On Wednesday January 26th, 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 comment.

No work this period.

3. Ridgeview Estates

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

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

The developer reported that the initial acceptance checklist was completed. A walkthrough was completed by Element on October 4, 2021. There were minor items that need repair that were reported to the developer. A final inspection will be completed upon receiving word that the final remaining items have been completed.

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

A list of items required for initial acceptance has been provided to the developer on December 20, 2021, and we are awaiting a response and required items.

No work this period.

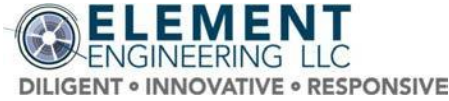
4. Epic Estates

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

No work this period.

5. Horse Creek Retreat

No work this period.



CERTIFICATE OF SUBSTANTIAL COMPLETION

Owner:	Greatrock North WSD	Owner's Project No.:	N/A
Engineer:	Element Engineering, LLC	Engineer's Project No.:	0082.0002
Contractor:	Moltz Construction, Inc.	Contractor's Project No.:	2125
Project:	Reverse Osmosis Water Treatment Plant Improvements Project		
Contract Name:	See project name.		

This Preliminary Final Certificate of Substantial Completion applies to:

All Work The following specified portions of the Work: **N/A**

Date of Substantial Completion: **October 6, 2022**

The Work to which this Certificate applies has been inspected by authorized representatives of Owner, Contractor, and Engineer, and found to be substantially complete. The Date of Substantial Completion of the Work or portion thereof designated above is hereby established, subject to the provisions of the Contract pertaining to Substantial Completion. The date of Substantial Completion in the final Certificate of Substantial Completion marks the commencement of the contractual correction period and applicable warranties required by the Contract.

A punch list of items to be completed or corrected is attached to this Certificate. This list may not be all-inclusive, and the failure to include any items on such list does not alter the responsibility of the Contractor to complete all Work in accordance with the Contract Documents.

Amendments of contractual responsibilities recorded in this Certificate should be the product of mutual agreement of Owner and Contractor.

The responsibilities between Owner and Contractor for security, operation, safety, maintenance, heat, utilities, insurance, and warranties upon Owner's use or occupancy of the Work must be as provided in the Contract, except as amended as follows:

Amendments to Owner's Responsibilities: None As follows:

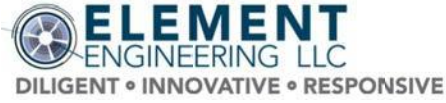
N/A

Amendments to Contractor's Responsibilities: None As follows:

N/A


The following documents are attached to and made a part of this Certificate:

Punch List Dated 10/11/2022



This Certificate does not constitute an acceptance of Work not in accordance with the Contract Documents, nor is it a release of Contractor's obligation to complete the Work in accordance with the Contract Documents.

Engineer

By *(signature)*: 
Name *(printed)*: **Nicholaus P. Marcotte, P.E.**
Title: **District Engineer**

Greatrock RO WTP Punchlist

10/11/2022

Item #	Location	Description	Responsibility	Date Added	Date Closed	Notes
1		FASTEN DOWN GRATING	MOLTZ	10/7/2022		
2		SIGNAGE	MOLTZ	10/7/2022		
3		FINISH DOOR HARDWARE	MOLTZ	10/7/2022		
4		WINDOW BLIND	MOLTZ	10/7/2022		
5		DRYWALL ABOVE DOOR	MOLTZ	10/7/2022		
6		CLEAN DRYWALL BY SWITCH CHEMICAL ROOM	MOLTZ	10/7/2022		
7		CHEMICAL SIGN ON DOOR	MOLTZ	10/7/2022		
8		REROUTE LFH AUG	MOLTZ	10/7/2022		
9		REPLACE CEILING TILE		10/7/2022		
10		FINAL CLEANING	MOLTZ	10/7/2022		
11						
12		URINAL SENSOR	KERWIN	10/7/2022		
13		REPLACE LEAKING VALVE ON COPPER LINE TO CHEM ROOM	KERWIN	10/7/2022		
14		REPLACE BROKEN PRESSURE GAUGE	KERWIN	10/7/2022		
15						
16		PAINT DOORS	COBLACO	10/7/2022		
17		PAINT PIPE	COBLACO	10/7/2022		
18		PIPE LABELS	COBLACO	10/7/2022		
19		FINISH COAT ON WALLS	COBLACO	10/7/2022		
20		CONCRETE SEALER	COBLACO	10/7/2022		
21						
22		REMOVE EXTRA CONSTRUCTION MATERIAL	KENNY	10/7/2022		
23		INSTALL MISSING HARDWARE ON PANELS	KENNY	10/7/2022		
24		INSTALL MISSING COVER PLATES	KENNY	10/7/2022		
25		BATHROOM LIGHTS	KENNY	10/7/2022		
26						
27		HVAC TEST AND BALANCE	HORIZON	10/7/2022		

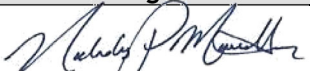


Water Quality Control Division

Drinking Water Construction Completion as Approved Certification Form

Instructions:

1. Upon completion of construction and **prior** to commencing operations, please complete this form and submit online at wqcdcompliance.com/login (preferred), or by fax/mail (listed below).
2. A revised Monitoring Plan which includes all new facilities must be submitted to the Division within 30 days of construction completion. Please submit Monitoring Plans online at wqcdcompliance.com/login.
3. Any items requested in the design approval letter must also be addressed or submitted to the Division with this form.

A. Project and System Information			
PWS ID	CO0101063		
System Name	Greatrock North Water and Sanitation District		
Project Title	Reverse Osmosis Water Treatment Plant		
County	Adams		
B. Project Approval Information			
Project Approval Date	April 13, 2021		
Division Reviewer	Brit Abney, P.E.		
C. Project Operational Dates			
Actual Operational Date	9/30/2022		
Anticipated Operational Date	N/A		
D. Project comments (Include any changes made from the design approval letter)			
All construction followed the approved plans and specifications.			
E. Construction As Approved Certification Form			
I certify that to the best of my knowledge, information and belief, based on limited site observation per the contract between <u>Element Engineering, LLC</u> (Professional Engineer* / entity responsible for construction) and the Public Water System (listed above) and information furnished by others that the drinking water project(s) was constructed consistent with the design documents as approved by the Water Quality Control Division.			
Role	Date	Typed Name & Company	Signature
District Engineer	9/16/2022	Nicholaus P. Marcotte, P.E. Element Engineering, LLC	

*A Professional Engineer registered in the State of Colorado is required to design all treatment systems for a community system.

Submit Online (preferred): wqcdcompliance.com/login - Use "Requests and Other Certifications" Category
 Fax: (303) 758-1398
 WQCD - Drinking Water CAS
 4300 Cherry Creek Drive South; Denver, CO 80246-1530



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

PO Box 99, Firestone, Colorado 80520
email: contact.us@RECinc.net
www.RECinc.net

**Greatrock North Water & Sewer District
ORC Report
November 1, 2022**

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 problem. 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.

Augmentation

On 10/13 BBA Water requested augmentation of 85 GPM. Request complete on 10/13.

Additional Services

Completed 10 water meter endpoint replacements on 10/14/22.

Completed WTP substantial completion with Moltz Construction and Element Engineering on 10/6/2022

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
October	1080	525	924	526	385	157	449	179	456	202
September					777	309	792	302	772	308
August					778	382	758	308	762	312
July	1031	503	1037	497	709	324	718	327	742	314
June					718	321	689	298	693	302
May					691	277	762	313	743	308
April	1050	433	795	415	495	165	385	125	369	118
March					387	128	572	219	513	190
February	846	388	824	387	553	297	699	299	723	292
January					658	275	678	265	662	268
December					675	295	658	282	638	291
November	1087	451	1180	450	621	237	653	240	643	238
October					684	244	432	145	470	155
Minimum	846	388	795	387	385	128	385	125	369	118
Maximum	1087	525	1180	526	778	382	792	327	772	314
Average	1019	460	952	455	625	262	634	254	630	254

Certificate Of Completion

Envelope Id: AC39E914C2AF4F73B116AECD68284A4A	Status: Completed
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Client Name: Greatrock North WSD	
Client Number: A179912-OS00-2022	
Source Envelope:	
Document Pages: 74	Signatures: 12
Certificate Pages: 5	Initials: 0
AutoNav: Enabled	Envelope Originator:
Envelopeld 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: 67.176.12.84

Record Tracking

Status: Original	Holder: Cindy Jenkins	Location: DocuSign
12/13/2022 6:43:27 PM	Cindy.Jenkins@claconnect.com	

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

Signature

DocuSigned by:

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 Signature Adoption: Drawn on Device
 Using IP Address: 97.122.223.88
 Signed using mobile

Timestamp

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Brian Rogers
 brian@rogershvac.com
 Corporate Secretary
 Rogers & Sons, Inc.
 Security Level: Email, Account Authentication (None)

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Jennifer Gruber Tanaka
 jtanaka@wbapc.com
 Security Level: Email, Account Authentication (None)

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Intermediary Delivery Events	Status	Timestamp

Certified Delivery Events	Status	Timestamp
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Envelope Summary Events	Status	Timestamps
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Completed	Security Checked	12/14/2022 1:26:37 PM

Payment Events	Status	Timestamps
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