

# GREATROCK NORTH WATER AND SANITATION DISTRICT

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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.*

## SPECIAL MEETING AGENDA

Board of Directors:	Office:	Term/Expiration:
Robert William Fleck	President	2023/May 2023
John D. Wyckoff	Vice President	2022/May 2022
Jeffrey Polliard	Treasurer	2022/May 2022
Brian K. Rogers	Secretary	2023/May 2023
Dave Lozano	Asst. Secretary	2022/May 2022

### Consultants:

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

**DATE: January 5, 2021**

**TIME: 4:30 P.M.**

**PLACE: DUE TO CONCERNS REGARDING THE SPREAD OF THE CORONAVIRUS (COVID-19) AND THE BENEFITS TO THE CONTROL OF THE SPREAD OF COVID-19 BY LIMITING IN-PERSON CONTACT, THIS MEETING WILL BE HELD BY VIDEOCONFERENCE VIA ZOOM:**

<https://zoom.us/j/98992996194?pwd=MzgwaUtDTTZOUXhIMGs5dIR2b1BrQT09>

**Meeting ID:** 989 9299 6194      **Password:** 644162

Or by calling 1-346-248-7799 (& entering Meeting ID and password)

I. ADMINISTRATIVE MATTERS (Action Items Status Matrix – enclosure - 002)

A. Present Disclosures of Potential Conflicts of Interest.

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B. Approve Agenda.

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C. Board of Director’s Report.

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D. District Manager’s Report (enclosure – 003).

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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. Approve the Minutes of the December 1, 2020 special meeting (enclosure – 004).
    - 2. Ratify approval of the payment of claims for the period ending December 17, 2020 in the amount of \$204,253.08 (included in enclosure – 007).
    - 3. Operations and Maintenance Activities Report (enclosure – 005).
    - 4. Review meter installation report (enclosure – 006).
    - 5. Acceptance of cash position schedule and unaudited financial statements for the period ending November 30, 2020 and Inclusion Summary (enclosure – 007).
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III. FINANCIAL MATTERS

- A. \_\_\_\_\_

IV. ENGINEER’S REPORT (enclosure - 008)

- A. Capital Projects Update
  - 1. Third Alluvial Well  
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  - 2. Evaporation Pond  
\_\_\_\_\_
  - 3. Reverse Osmosis Treatment Facility (enclosure – 009)  
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  - 4. Water Meter Upgrade Project  
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    - a. Update on EyeOnWater account to monitor water usage.  
\_\_\_\_\_
    - b. Review and Consider Adoption of Resolution No. 2021-01-01; Resolution Amending Appendix A of the Rules and Regulations (2019 Issuance) (enclosure - 010)  
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V. OPERATIONS AND MAINTENANCE MATTERS (ORC Report – enclosure - 011)

- A. Other  
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Greatrock North Water and Sanitation District  
January 5, 2021 Agenda

VI. LEGAL MATTERS

- A. Review and Consider Approval of Country Club Ranchettes # 2 Inclusion Agreement (Executive Session Pursuant to §§24-6-402(4)(b) and (e), C.R.S., if necessary) (to be distributed under separate cover).
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VII. OTHER MATTERS

- A. Status of Homestead Heights/Country Club Ranchettes #1.
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- B. Status of Hayesmount Estates.
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- C. Status of Ridgeview Estates.
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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).

- A. \_\_\_\_\_

IX. ADJOURNMENT

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**THE NEXT MEETING IS SCHEDULED  
for Tuesday, February 2, 2021  
at 4:30 p.m.**

Greatrock North Water and Sanitation District Action Items Status Matrix—2020

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	Dave Brad	N/A	2		X				12/6/16: Retainer received from owner. Lisa to schedule meeting with staff when owner available and ready. 1/10/17: Information on water rights provided to Lisa by Matt P. 3/21/17: Chris Sanchez has begun his analysis on the maximum number of lots that can be served with the water conveyed at the time of inclusion. 5/2/17: Chris and Paul presented analysis on availability of water for subdivision and confirmed sufficient water. Chris to provide letter to developer along with the defined limitations for the availability of water including no more than 4,000 square feet of irrigated area. 5/24/17: Lisa received final report from Chris and Paul. Lisa to review and provide to developer once finalized. Next step is to set up meeting to discuss service to the property. 6/6/17: Lisa to follow up with owners regarding evaporative pond and dual system options and required infrastructure for water service. Brad to determine percentage of costs associated with options. 7/12/17: Jonathan talking with engineer for developer. No responses from them lately. Need to meet in person to move forward. 7/13/17: Lisa advised consultants to stop work until deposit paid by developer. 7/18/17: Lisa received deposit from developer. 8/22/17: No response from developer. 9/6/17: Developer's engineer indicates they have a preliminary submittal going to Adams County in the next week or so. They are changing the name of the subdivision to Country Club Ranchettes. 10/3/17: Lisa to respond to County request for comments on preliminary plat with "no comments". 10/17/17: Lisa responded to County via email re no comments on referral request. No response from developer on project. 11/7/17: Developer processing approvals through County. 11/22/17: Brad leaves voice message with Greg Barnes, of Adams County, regarding status of Case No. PLT2017-00016 (Country

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										<p>Club Ranchettes).</p> <p>12/13/17: County requiring applicant to resubmit due to deficiencies with design standards. Holding pattern until this is complete.</p> <p>2/6/18: Applicant claims County approved submittal. Brad to confirm. Lisa discussing easements with developer.</p> <p>3/7/18: County awaiting resubmittal of plat with revised information. Once County approves the resubmitted plat, the water system design will be finalized and submitted to the District for review. Owners may need to address 300 year water supply requirement from County.</p> <p>3/26/18: No change in status on PLT2017-00016 per Greg Barnes, of Adams County Community and Economic Development Department.</p> <p>5/1/18: Easement to connect to District’s system proving difficult due to GRN HOA resistance. Evaluating options for connection points and easement.</p> <p>5/23/18: No additional communications from Developer.</p> <p>6/27/18: E-mail sent to Greg Barnes, Adams County Planner, requesting status update.</p> <p>6/28/18: District receives referral packet from Adams County.</p> <p>7/5/18: Brad provides his referral packet comments to Lisa Johnson.</p> <p>8/21/18: Lisa provided comments to Adams County. Lisa then received second review request from Adams County and forwarded to Brad for review and additional comments.</p> <p>8/22/18: Brad provides his referral packet comments to Lisa Johnson.</p> <p>9/17/18: Lisa provided second round of comments to Adams County.</p> <p>10/23/18: Adams County still has concerns with 1) the stormwater detention facilities and 2) the long-term availability of water. Chris Sanchez is communicating with the DWR, County, and Jay Scolnick.</p> <p>11/06/18: Chris and Lisa met with Adams County on their concerns with water supply. The County has accepted the District’s letter</p>

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										<p>related to adequate supply to serve the property.</p> <p>11/19 &amp; 11//20/18: Per G. Barnes (Adams County planner), staff is recommending approval of the preliminary plat application and the PC public hearing will be held at 6:00 p.m. on 12/13/18.</p> <p>01/16/19: Per Jay Scolnick, the County approved the plat in December 2018. The BOCC considered the preliminary plat on 01/15/19. 1/23/19: Per Jay on 01/23/19, he is working on the final plat and SIA for submittal to the County. Brad advised Jay on 01/23/19 that the District has never reviewed any water system improvement plans.</p> <p>2/5/19: Brad and Lisa updated Board on developer’s current plans for development. Total number of units not known at this time. Requested well site easement for project per inclusion agreement.</p> <p>2/21/19: Lisa to prepare letter to Jay regarding requirement to grant at least one (1) well site easement as reflected in para. 12 of the Inclusion Agreement. Brad e-mail Greg Barnes (Adams County) regarding process for review of final plat and construction documents. Preliminary plat shows 56 lots.</p> <p>3/5/19: County and District received construction plans for review. Not through final platting yet. Brad to review construction plans to provide comments.</p> <p>4/2/19: Board considered relocation request from Jay for well site easement. Board approved requiring location in #1 but this can be vacated upon inclusion of #2 and conveyance of water rights to the District. This can be set forth in the inclusion agreement. Chris to provide information to Lisa for Lisa to convey to Jay. Brad to review construction plans with comments due to the County by 4/11.</p> <p>5/7/19: Well and well access easement location approved by the Board. Jay to prepare easement to send to Jennifer to review. Brad to finalize legal and communicate approval back to Jay.</p> <p>5/8/19: Brad e-mails Jay and indicates the concept of a 100’ by 100’ well easement and 12’ access easement on Lot 21 was acceptable to the Board. Brad noted that ultimately a pipeline easement will be required to convey water from this site to the raw water transmission lines, but that easement can be on the CCR F2</p>

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										<p>property. Brad indicated all easements to be granted to the District are being dedicated by plat or are prepared on the proper forms per the Rules and Regulations.</p> <p>7/2/19: received final plat submittal and provided to the County. Brad to follow up with County to reiterate written comments provided regarding recordation of water easements prior to recordation of plat and drainage easement follow ups. Water line needs to be rerouted in one area as well.</p> <p>7/16/19: New documents posted for download by Manhard Consulting.</p> <p>8/6/19: Water line relocated per Brad’s request.</p> <p>9/13/19: Brad contacts Jay Scolnick. He has been working through an easement issue with United Power, but is hoping for a BOCC hearing on his final plat in the next 40 days.</p> <p>10/15/19: G. Barnes indicates last resubmittal for PLT2019-0005 was 09/09/19, the case has not been schedule for public hearing yet, but that it will be a consent agenda item before the BoCC. Greg also forwarded my inquiry on the proposed HOA to the engineer and attorney.</p> <p>10/23/19: VMS to G. Barnes requesting clarity on the public hearing being a consent agenda item, as well as the unresolved HOA inquiry.</p> <p>12/3/19: County has hearing on 1/14/2020 for final plat approval.</p> <p>01/14/20: AdCo BoCC approved final plat and SIA. Jay is working on HOA CCRs. Brad to contact Jay and Manhard Consulting regarding water system plans and easements.</p> <p>02/07/20: Manhard provides a set of “Water System Improvement” drawings for the District’s review.</p> <p>3/3/2020: Jay planning to replat from 55 to 61 homes. Brad reviewing submittals for water system improvements (WSI).</p> <p>3/5/2020: Brad meets w/ Manhard Consulting and present WSI comments.</p> <p>3/15/2020: Brad provides Manhard Consultants with fire hydrant pressure readings near point of connection in Rocking Horse Farms and Greatrock North subdivisions.</p> <p>3/19/2020: Manhard Consulting provides revised WSI plans and</p>

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										<p>comment response letter to Brad.</p> <p>4/20/2020: Brad provides comments to Manhard Consulting.</p> <p>4/20/2020: Brad presents Jay’s request to construct off-site water line improvements to Lisa. Lisa informs Ja the work is limited to easements provided to District and materials must be approved by Brad.</p> <p>4/22/2020: Manhard Consulting provides revised WSI plans and comment response notes to Brad.</p> <p>5/5/2020: Easement approved. Lisa to get signed. Jennifer to get recorded.</p> <p>5/20/2020: Brad reviewing material submittals from contractor, Wagner Construction, in anticipation of construction.</p> <p>6/2/2020: Brad reviewed 2 sets of submittals. There will be 2 more to review. Need a pre-construction meeting with the builder before they start construction. Initial retainer need to be replenished. Lisa requested additional funds to move forward.</p> <p>6/18/2020: Lisa emailed Jay to follow up on deposit.</p> <p>6/18/2020: Brad requests pre-con meeting with Rick Hassett and Wagner Construction.</p> <p>7/9/2020: Rick Hassett, Jay’s project manager, has requested a review of a directional drill of HDPE pipe on the easement in the Greatrock North subdivision to CCRF1.</p> <p>8/19/2020: Brad meets w/ R. Haswsett at proposed GN tie-in location. County has accepted concept of direction drill of waterline. Brad discusses additional easement needs. Manhard to revise plans for review.</p> <p>9/24/2020: Brad approves construction plans for off-site water connections in Greatrock North and Rocking Horse Farms.</p> <p>10/1/2020: Rick Hassett submits RFI from material supplier for check valve and flow control valve. Brad to review.</p> <p>10/15/2020: Working on off-site connections. No schedule provided yet.</p> <p>11/13/2020: Discussed off-site connections with Jay Scolnick and reminded him District needs a construction schedule for the off-site connections. District will also need to conduct a pre-construction meeting.</p>



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										11/18/2020 – meeting with Jay and others. Jay is asking to develop an additional 5 lots for a total of 61 lot in CC#1. 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.
Country Club Ranchettes Filing No. 2 Inclusion	3/5/19	Dave Brad Jennifer	N/A	2		X				Initial meeting with Jay on 3/14/19. Jay to pay inclusion deposit for further follow ups and requests. 3/14/19: Meeting rescheduled to 4/1/19 due to snow storm. 4/1/19: Jay to provide petitions for inclusion and deposit to Lisa for work to begin on water rights and inclusion. 5/7/19: Jennifer sent summary of needed documents to Lisa for Jay to get inclusion process started. District needs the petitions and \$10,000 deposit. 5/31/19: Jay provided executed petitions. Jennifer noted Assessor shows different owner for Parcel 3 and requested proof of ownership. 6/4/19: Jay provided deed for Parcel 3. Lisa to schedule staff meeting to discuss inclusion agreement terms. 6/18/19: Staff meeting scheduled for June 18, 2019. Matt and Chris to provide water requirements to Jennifer by 7/16/19. Brad to provide infrastructure requirements to Jennifer by 7/16/19. Jennifer to prepare draft inclusion agreement for circulation to group and Board for September meeting. 7/16/19: Brad provided comments to inclusion agreement. Matt and Chris to provide comments. Conference call scheduled for 7/19/19 to review Matt’s comments. 7/19/19: Jennifer circulated draft inclusion agreement to working group for review and comment. 7/31/19: 45-day notices prepared and sent for publication and to BOCC. Objection deadline is 9/21/19. 8/6/19: Draft inclusion agreement distributed to the Board for review and comment prior to the September meeting. 9/27/19: Draft inclusion agreement to Jay and Mark for review and comment. 9/30/19: Lisa reconciled inclusion fees and requested additional funding from Jay per Rules and Regulations.

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										<p>10/23/19: Comments received from Jay on Inclusion Agreement.</p> <p>10/24/19: Jennifer emailed Lisa re staff discussion to respond to comments on Inclusion Agreement.</p> <p>11/5/19: Board continued public hearings on inclusions to 12/3 meeting date and subject to completion of Inclusion Agreement. If agreement not finalized by packet deadline, will close hearing and will republish when it's ready. Jennifer to provide updated agreement and responses to Jay. Board to consider approval of agreement at December meeting provided comments received by Jay and ready to be finalized.</p> <p>12/11/19: Jay sent comments to Inclusion Agreement but no responses to previously asked questions and information. Jennifer requested that Jay respond accordingly before she reviews the inclusion agreement in total.</p> <p>1/7/20: Revisions to Inclusion Agreement received from Jay and Mark. Jennifer to consolidate comments and circulate to group. If agreement is in good shape, Jennifer to publish for the inclusion hearings for the February meeting.</p> <p>2/4/2020: Jay sold Parcel 6. No longer able to process inclusion until documents updated accordingly. Requested updated exhibits from Jay. Jay will need to sign a new petition for inclusion and inclusion agreement will need to be updated.</p> <p>2/20/2020: Jennifer emailed Jay re status of updated legal descriptions for petition for inclusion and inclusion agreement updates.</p> <p>3/3/2020: Jennifer emailed Jay re status of updated legal descriptions for petition for inclusion and inclusion agreement. Chris/Matt provided update on water rights analysis. Brad to follow up with Surveyor re status of updated legal descriptions.</p> <p>3/24/2020: Matt to require special warranty deed for water and opinion on water rights. Consider processing Parcel 3 separate from the rest if Jay doesn't submit updated legal descriptions in near future and once water is resolved.</p> <p>3/24/2020: Brad contacts Manhard Consulting (Dan Rodriguez and Brian Pfohl) regarding status of legal descriptions and leaves a voicemail with Dan.</p>

Greatrock North Water and Sanitation District Action Items Status Matrix—2020

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										<p>4/6/2020: Lisa contacted Jay regarding outstanding amounts due and replenishment of retainer.</p> <p>4/7/2020: Jennifer followed up with Matt re status of water issues. Lisa scheduling call with Jay regarding status of inclusion and water rights issues.</p> <p>4/13/2020: Received updated legals from Jay for inclusion area. Brad confirmed correct.</p> <p>4/14/2020: Lisa attended a call with Jay. Jay indicated that his water rights attorney is working on the District's request. He also confirmed the need to replenish the developer deposit and will have a check in the mail in the following week.</p> <p>4/15/2020: Brad confirms for Jennifer that Jay's most recent property request for inclusion is accurate.</p> <p>5/5/2020: Received funding from Jay. Still waiting on water rights issues to be resolved.</p> <p>6/18/2020: Lisa emailed Jay requesting an update.</p> <p>6/24/2020: Jay advised Lisa that well permit received for parcel 1. Working on revised water deed for same. Jay received other revised water deed. Lisa to follow up with Matt to determine what else is needed for the water rights portion of the project.</p> <p>8/4/2020: Signed petition for inclusion received for Sierra Vista Ranchettes, Lots 1-12. Laura to confirm ownership. Jennifer emailed working group to confirm water and engineering matters for inclusion agreement.</p> <p>8/24/2020: Ownerships for petitions confirmed. Matt reached out to water attorney for Jay to confirm information needed for inclusion. Chris confirmed water dedication requirement. Lisa to sent to Jay.</p> <p>9/1/2020: Brad to discuss water use limitations and dedication requirements with Chris to confirm Parcel 3 included.</p> <p>9/28/2020: Jay informs Lisa that he wants to go back to original plan to include all property and not just 12 lots in Filing 1.</p> <p>9/28/2020: Brad drafts memorandum regarding land to be included and water to be conveyed for Jay's concurrence.</p> <p>10/15/2020: Brad emails updated chart to Jay for review.</p> <p>10/19/2020: Jay's water rights attorney provided opinion to Matt.</p>

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										<p>Matt to review and advise whether sufficient. Lisa and Brad to provide list of needed items to Jay.</p> <p>11/13/2020: Conference call with Jay Scolnick, Lisa Johnson, and Chris Sanchez to discuss petitions for inclusion, water rights, well site easement(s), and concentrate line easement.</p> <p>11/16/2020: New petition signed by Jay. Publication of 45 day notice sent to BOCC and filed with Court and sent for publication. 45 days runs on 1/11/2021.</p> <p>11/18/2020 – Jay provided executed petition for inclusion.</p> <p>11/30/2020: Staff call to discuss agreement and status of events. Matt to provide revisions to inclusion agreement to working group by Wednesday. Matt to talk with Jay’s water attorney 12/5/2020 on water matters to get those finalized and resolved.</p> <p>12/9/2020: Staff met to review inclusion agreement. Matt to revise and recirculate to group for revisions.</p> <p>12/16/2020: Jennifer provided comments on agreement to group. Board to discuss agreement at January meeting. Anticipate holding hearing at February meeting.</p>
Ridgeview Estates	3/3/2020	Brad Dave	N/A	2		X				<p>Brad to provide comments to County on 3<sup>rd</sup> submittal to County. Dave to follow up with David Moore regarding replenishment of funding under inclusion agreement.</p> <p>3/16/2020: Brad send comment memo to Layla Bajelan (Adams County).</p> <p>3/23/2020: Brad provides comments on water system improvements plans to David Moore and Patrick Domagll.</p> <p>3/24/2020: Brad met with David Moore on 3/10. David Solin received check for replenishment of retainer and forwarded to Eric Weaver. Lisa to follow up on status of retainer and deposit.</p> <p>4/9/2020: David Moore indicates he will be sending Bard a set of WSI plans with revisions.</p> <p>4/20/2020: Brad provides David Moore another copy of the form of utility easement agreement.</p> <p>5/5/2020: No update from County on platting status. Continue to work with Dave Moore on plans and where system will tie into looping system.</p> <p>6/2/2020: Deposit has been used. Lisa requested additional funds</p>

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										<p>from developer. Developer requested budget from Brad for his portion which was provided. Waiting to see if they want to move forward.</p> <p>6/18/2020: David Moore emailed Lisa and indicated a \$3,000 check was mailed on June 18<sup>th</sup>.</p> <p>6/8/2020: Brad receives plat, plans, and easement agreement from developer’s engineer, but is awaiting Lisa’s authorization to review upon receipt of developer deposit.</p> <p>6/23/2020: Updated water line easement to Lisa for execution.</p> <p>7/20/2020: Brad provides comments on revised construction plans to David’s engineer. Brad also confirms with Adams County that the public hearing for the Phase 1 plat will be scheduled with the BoCC on September 1. Brad has also asked Adams County for clarity on HOAs which will be discussed by the Planning Director, the Planning Manager, and the County Attorney’s office on July 24.</p> <p>9/1/2020: Brad attended BOCC hearing this morning on plat. Plat approved. Brad noted concerns with HOA owned facilities and future maintenance responsibilities if it becomes defunct.</p> <p>9/17/2020: David is waiting for Adams County to schedule pre-construction meeting.</p> <p>10/19/2020: Activity on the site is for sediment and erosion control. David still waiting on Adams County for pre-construction meeting.</p> <p>11/03/2020: Pre-construction meeting conducted.</p> <p>11/18/2020: Brad reminds David Moore the District needs to review the materials of construction and requires a construction schedule for all water system improvements.</p> <p>12/10/2020: Brad meets w/ Blanco Inc. at site of water tie-in at Great Rock Way to review layout and design.</p>
<b>CAPITAL PROJECT MATTERS</b>										
Reverse Osmosis Upgrade and Building Project	2/19/19	Brad Nick	N/A	1		X				<p>2/5/19: Brad reviewed potential schematic for water facility with Board.</p> <p>2/19/19: Brad presented cost analysis to Board for similar project. Estimates approximately \$500K for this project. Brad presented updated schematic for building and reviewed with Board. Estimated building cost is \$250K. Total for project is \$750K. Brad</p>

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										<p>to set up meeting to explore possible grants or non-debt options for financing the remainder of the project.</p> <p>4/2/19: Brad continuing to obtain information and pricing for project. Will bring more information to May meeting. Updated estimated cost is \$1.25 Million for project.</p> <p>5/7/19: Testing on wells to be completed in next week. Working on building designs.</p> <p>6/4/19: Brad reached out to Dan LaCoe to get cost information. Brad to reach out to other contacts.</p> <p>7/2/19: Nick Marcotte at Element Engineering to start design work for project once ICA including scope of work is complete.</p> <p>7/18/19: Email to Brad re status of scope of services for ICA.</p> <p>7/22/19: Brad meets with Element Engineering regarding scope of services.</p> <p>8/6/19: Board approved scope of services for ICA. Lisa to finalize agreement. Brad and Nick to coordinate as necessary on projects.</p> <p>9/30/19: Nick presented update to Board along with 4 proposals received for project for the Board to review. Proposals are for the equipment only. Brad and Nick to fine tune and update for further discussion with committee at mid-month meeting.</p> <p>10/10/2019: Review plans with Nick and Alice.</p> <p>10/15/19: Nick meets with mid-month committee to review proposals and selection process.</p> <p>11/5/19: Nick provided recommendation to Board. Board awarded project to HydroChem for the manufacturing job. Nick to complete impact and mineral grant application with Lisa by 12/2 deadline. Board approved submittal of grant application.</p> <p>11/14/19: Nick emails executed agreement to Lisa.</p> <p>12/3/19: Award went to Worth-Hydrochem for the equipment. DOLA grant submitted by 12/1 deadline for funding of the project. Should know in March whether funds will be awarded after hearings are held in March. A total of 67 applications were submitted to DOLA. Would like to have one Board member attend the hearings as well. Addendum for design and permitting of system approved by Board. Jennifer to prepare addendum for execution.</p>

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										<p>1/7/20: Lisa and Eric to update financial statements for submittal to DOLA. Brad and Nick meeting to prepare for presentation to DOLA. Will do a preliminary presentation for the Board at the February meeting. Presentation limited to 7 minutes.</p> <p>1/21/20: Lisa attended conference call with Eric and provided information on revisions to the financial statements. Eric will provide those in the December statements and Lisa will present at the February meeting.</p> <p>2/19/20: Lisa presented financial presentation. BOD approved and information will now be sent to DOLA via Brad or Nick.</p> <p>3/3/2020: Drawing submittals received 2 weeks ago. Going well. Plan views laid out. Nick to have draft plans to Brad and Ramey to get their comments as well. Working on Basis of Plan Report for CDPHE. Anticipate filing plans with CDPHE in April/May. No project engineer assigned to the project yet. Equipment from Worth includes submittal packages so they can start to work on production, etc.</p> <p>3/31/2020: Nick to send progress layouts to Brad and Karl early next week. These progress layouts will give them an opportunity to comment on the piping and equipment layout early in the design process. Nick will then clean these drawings up and provide them to the Board. On-time for a May submittal to CDPHE. Nick will be working with our subconsultants (structural/mechanical/electrical/etc.) during the CDPHE review time.</p> <p>4/7/2020: DOLA denied grant application. Based denial on belief that project was a result of growth. Progress plans over to Brad and Karl earlier this week for review and comments. Plan to have everything submitted to CDPHE by May. Nick to send plans to John, Rob and Jeff in advance of May meeting for their input as well.</p> <p>4/16/2020: Plan review conference call with Nick, Alice, and Brad. Karl unavailable but will scan and email comments to Nick and Alice.</p> <p>5/5/2020: Project on schedule with design. Progress plans sent to Committee, MMI and REC to review. Will schedule meeting with</p>

Greatrock North Water and Sanitation District Action Items Status Matrix—2020

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										<p>MMI and REC to review comments and incorporation into plans. Nick to prepare timeline of project for Board. Lisa to circulate copy of plans to full Board to review.</p> <p>5/5/2020: Lisa circulated plans to Board.</p> <p>6/2/2020: Submitted plans and permitting package to the CDPHE per schedule. Once engineer is assigned, we will know the review schedule. Board determined to install bathrooms now instead of using portapotties or installing later.</p> <p>7/7/2020: Nick to meet with architects with John and Dave. Change order with Worth Hydrochem approved. Jennifer to prepare addendum for execution.</p> <p>7/14/2020: Conference call with Element Engineering and REC to review plans and operations for RO upgrade project.</p> <p>7/22/2020: HOA Solutions will be meeting with Element Engineering on July 27.</p> <p>8/4/2020: Brad and Nick to look at bidding and contracting options for the District and advise as to requirements for using these options, including CMAR options. Jennifer to look into CMAR approach for more information. Board approved addendum to Nick’s contract. Jennifer to draft for execution.</p> <p>9/1/2020: Nick discussed construction bid process with Board and timing for same. Hope to bid in early winter for early spring start. Need building permit from the County and need CDPHE approval as well.</p> <p>10/15/2020: Anticipate draft bid documents assembled by shortly for Board and Jennifer review. No word from CDPHE yet.</p> <p>10/19/2020: Lisa to meet with John on 10/21/2020 to review interior finish samples and selection.</p> <p>11/3/2020: Nick provided draft project manual. Jennifer reviewed and provided comments. Worth-Hydrochem addendum approved. Lisa to get executed.</p> <p>12/1/2020: Nick provided updated to Board. Finalizing 95% plans. Followed up with CDPHE to get comments. No comments or questions received to date. Ran into issue with the concentrate line which was discussed with the Board.</p>
SCADA/Telemetry	2/19/19	Brad	N/A	1		X				2/19/19: Estimate is still \$110K but if done with the RO project,



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Control Upgrade		Karl Brian								<p>will not be as much.</p> <p>11/6/19: Brad emails Nick Marcotte and Dave Lozano to get them connected regarding SCADA matters.</p> <p>1/21/20: Meeting scheduled with HOA Solutions for January 30<sup>th</sup> at 2pm.</p> <p>01/30/20: Meeting conducted with HOA Solutions. HOA is drafting a proposal for review.</p> <p>3/25/20: Brad to follow up on proposal.</p> <p>5/20/20: HOA Solutions indicates it emailed information to Brad on May 6, 2020, but they may have had an error in the email address. Brad has requested the proposal be resent.</p> <p>6/22/20: TLECC onsite working on SCADA system after weekend power outage. TLECC made adjustments for SCADA to automatically initialize after the computer reboot.</p> <p>6/23/2020: Conference call with Element Engineering and HOA Solutions regarding providing for an allowance for SCADA work in the RO project. Brad to send HOA Solutions information on the I/O inventory.</p> <p>10/16/2020: Nick has developed control loop descriptions for review.</p> <p>12/14/20: TLECC onsite working on additional alarm programming for remote alarm system and troubleshooting daily flow report.</p>
Evaporation Pond Matters	1/1/19	Brad	N/A	1		X				<p>10/2/18: Brad working on layout and information for pond.</p> <p>1/18/19: Brad has three (3) proposals for topographic survey for Parcel 5.</p> <p>2/5/19: Brad recommends PWSI for the geotechnical work for the pond on Parcel 5. Jennifer to draft agreement.</p> <p>2/12/19: Agreement to Brad for execution.</p> <p>2/19/19: Brad presented elevations and potential site locations for ponds. Estimated cost is \$1.1M, not including cost of the land. Brad to explore grant funding options. Brad to set up meeting and Rob to attend.</p> <p>2/20/19: Brad contacts (voicemail and e-mail) both WQCD and DOLA regarding funding options.</p> <p>3/5/19: CTL Thompson under agreement for geotech services which will start once the snow clears from the ground.</p>

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										<p>3/11/19: Brad contacts SDMS regarding locate request from PWSI. Locates requested by Dan C. on 3/14/19.</p> <p>4/2/19: Soil samples taken and to be submitted to the County. Brad to advise the directors of the expected timeframe for processing. PWSI nearly complete with survey work.</p> <p>5/7/19: Boring work being completed. Survey work expected to be complete by end of the week. Information to be submitted to County for approvals. Should be able to turn dirt over in the next few months. Should not take long for County approvals.</p> <p>5/8/19: PWSI delivers topographic survey.</p> <p>5/17/19: CTL indicates geotechnical report is in final review and will be delivered the week of May 20, 2019.</p> <p>5/22/19: Brad meets with CVL Consultants (subconsultant) regarding evaporative pond grading exhibit.</p> <p>6/4/19: Working on grading plan with CVL Consultants. Reached out to Adams County for conceptual review meeting. EDOP revisions outlined. No mechanical or electrical done yet. Will do once grading complete. Brad will have something to review for mid-month meeting on 6/21.</p> <p>7/24/19: 60% plans reviewed with CVL. Site visit scheduled for July 31.</p> <p>8/6/19: Site visit occurred 7/31.</p> <p>9/30/19: Brad to schedule meetings with County on permits, etc.</p> <p>10/14/19: Brad communicating with HMWMD regarding EDOP.</p> <p>11/5/19: Waiting to hear back from the County. Need to file EDOP and will do shortly.</p> <p>12/3/19: Brad coordinating for conditional use permit. CVL taking grading to next step. Anticipate getting it out to bid in mid-January.</p> <p>1/7/20: Project moving forward.</p> <p>3/3/2020: Brad has site visit with design assistant to look at concentrate pond alignment Friday morning. Reviewing ECCV documents for their construction project to mimic their project and process.</p> <p>4/7/2020: Brad outlined project manual using Jennifer's construction contract document. Identified technical specifications</p>

Greatrock North Water and Sanitation District Action Items Status Matrix—2020

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										<p>for project. Brad to work on Water Quality Construction Program. Brad to assemble all documents to send to Rob and John before mid-month meeting. Will discuss timeline for submittal to CDPHE for review and approval at mid-month meeting.</p> <p>4/23/20: Site walk for preferred concentrate line alignment with Lisa, Rob, John, Brad, and Jason.</p> <p>5/5/2020: Met with CVL. 15 drawings to be produced for the project. 200 technical specs in the process of being prepared. Anticipate having these complete in 7-10 days. Reviewed proposed route of project and easement needs. Will use public ROW as much as possible but will need to use private easements as well. Anticipate having drawings 90% complete in 2 weeks for review with the Committee. Currently anticipate a late summer/early fall beginning of construction.</p> <p>5/20/2020: Refer to the May 15, 2020 committee meeting notes distributed by Lisa Johnson on May 19, 2020 and attached to this list.</p> <p>6/2/2020: Redlines to CLV this week and plan to submit plans to County next week. Working on concentrate line easements with property owners. 4 of the 6 owners have agreed to the easement—just need to work out the details.</p> <p>6/26/2020: Committee meeting to be conducted regarding plans, specifications, EDOP, and CQAP.</p> <p>7/7/2020: Brad to refocus on project and review details with Lisa next week when he returns to review timeline. Brad prepared easements drawings and compensation schedules. Jennifer to prepare easements. Laura prepared easements. Jennifer to review. Lisa to send easements to property owners by certified mail to see if receive a response. Brad to prepare schedule for project. Jennifer to reach out to Jody Alderman re condemnation of remaining easements. Jennifer emailed Jody to schedule time to conference with Lisa and Jennifer.</p> <p>7/20/2020: Brad contacts Jay Scolnick regarding meeting to discuss concentrate line easement across CCRF2.</p> <p>8/4/2020: Brad working to provide updated documents referencing updated documents. John W met with 2 outstanding property</p>

Greatrock North Water and Sanitation District Action Items Status Matrix—2020

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										<p>owners regarding easements and believe they will agree to sign. Brad working to schedule meeting with Andy Todd and will prepare timeline after that meeting.</p> <p>08/21/2020: 4 easements have been acquired. 5<sup>th</sup> easement has been negotiated and waiting on executed documents. Brad is working on exhibits for final easement with Jay.</p> <p>9/1/2020: Have necessary easements for project. Survey services and locates being performed. Will get submittal finalized for submittal to the State for review and approval. Jennifer to have Adams Easement recorded.</p> <p>9/28/2020: Final easement was transmitted to Jay the week of September 21<sup>st</sup>.</p> <p>10/15/2020: Topography in process. Brad to review when complete. Brad to prepare exhibit for Brenda Adams. Anticipate advertising for late November with project beginning in November. Brad to redline construction bid documents to Jennifer for review and finalization. Board approved easement with Premier. Lisa to have executed by all parties. Brad resent to Jay exhibit showing location of easement within Sierra Vistas.</p> <p>11/3/2020: Brad met with Jay’s engineers for plans for Sierra Vistas. Working on alternate easement alignment location. Need meeting with Jay to talk about all of the things he has going on with the District and what is needed. Will schedule meeting with Jay to review and discuss. Need signed easement from Jay to move forward with the project.</p> <p>11/13/2020: Brad and CVL review potential utility conflicts in East 162<sup>nd</sup> Avenue based upon District’s record documents. Brad and CVL are also evaluating a modification to the concentrate line alignment on CCRF2 to avoid the SVRF1 properties.</p> <p>12/1/2020: Brad provided update for location of pond and alignment of pipes.</p> <p>12/14/2020: Brad sends Jay revised concentrate line alignment across Parcel 4 for review.</p>
<b>OPERATIONAL MATTERS</b>										
Pond Liner	4/3/18	Brad	N/A	1		X				Brad to research options and reporting obligations for leak in pond liner. Brad to discuss at May meeting.

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										5/1/18: Brad reviewed issue with Board. Brad to collect more data and continue to monitor. 10/23/18: Q4 2018 EDOP water quality reports received from Miki Drieth, of REC, and will be evaluated by Brad. 5/15/19: Q2 2019 EDOP water quality reports received from Miki Drieth, of REC, and will be evaluated by Brad. 10/15/19: Brad received Q3 2019 water quality reports for ALV-1, North Pond, and South Pond. 3/25/20: Brad emailed REC for updated water quality reports. 3/31/2020: Updated water quality results provided by Miki (REC) and will be integrated into the EDOP for the new concentrate pond.
Badger Meter Radio Read Upgrades	10/2/18	Dave	N/A	3		X				Obtain proposal for upgrade in radio reads. 10/12/18: Lisa asked Dan Cordova to request a proposal from National Meter. 11/14/18: Lisa sent follow-up email to Dan Cordova requesting status. 01/16/19: Dan received proposal. Lisa presented to Board committee at mid-month meeting and will present to full Board at February 2019 meeting. 2/5/19: Lisa presented proposal to Board for GRN upgrades. Board to consider at future meeting. 2/19/19: Lisa reviewed updated pricing with Board. \$170K total including installation. Need to confirm cell service is strong enough to make them work. Lisa to schedule test on cell service strength. 3/5/19: Dan working to schedule test on cell service. 4/2/19: Dan still working to get cell service test scheduled. Lisa to check to see if SCADA can communicate with the same technology. 5/7/19: Received analysis back showing positive results that we are a candidate for the program. Dan has concerns he wants to have addressed first before the Board considers the proposal and program. 6/18/19: SDMS is working with National Meter and Caselle (utility billing software) to ensure the interface between the two is working correctly.

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										<p>8/6/19: Lisa provided update to Board. Interface issues continue but underlying issue with purchase of system for clients.</p> <p>9/18/19: underlying issues have been resolved. The hope is now staff can focus on interface issues and come to a successful resolution.</p> <p>11/5/19: Have a computer and handheld for readings. Lisa believes an upgrade will be timely for 2020. Included in budget.</p> <p>11/18/19: SDMS staff attended training on new system the week of 11/11/19.</p> <p>12/3/19: On tract to pull the trigger on the project in 2020. Holding off until total cost of other projects are determined but need to have new developments install new meters with their developments. Lisa to schedule demonstration from Badger on the new meters and transmitters, etc. Lisa to also check on order time and how long it will take to get meters in once the meters are ordered.</p> <p>1/7/20: Presentation at February meeting. Proposal has been updated and if want to move forward the Board can provide the approval at that time.</p> <p>2/4/20: Greg Johnson presented and demonstrated meters to Board. Greg was to provide an updated proposal on the different options to Lisa.</p> <p>2/19/2020: Dan Cordova to follow-up with Badger Meter on revised proposals.</p> <p>3/3/2020: Updated proposals received from Badger Meter. We need definitive price which is all inclusive. Dave to request for next meeting. Dave to confirm SDMS's ability to do meter reading services with new readers.</p> <p>3/24/2020: Lisa to work with Dan to bring this to the finish line and get updated proposals for Board revision and discussion.</p> <p>4/7/2020: Lisa reviewed updated information on meter replacement project. Lisa to forward complete information to Board. Pieces in stock and upgrades can begin quickly once Board decides to move forward.</p> <p>4/17/2020: Committee met and approved moving forward with meter upgrade project. Lisa will work with Dan on finalizing the process and report back to the Board at the May meeting.</p>

Greatrock North Water and Sanitation District Action Items Status Matrix—2020

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										<p>5/5/2020: Dan notified Badger that we are moving forward with upgrade project. Badger confirmed they have sufficient stock available. Requested proposals for installation component from REC and USS. Hope to start project in mid-May. Lisa to coordinate public notice with community and coordinate installation as appropriate.</p> <p>5/20/20: REC to access scope of work site visit scheduled week of 5/28.</p> <p>6/2/2020: USS bid project per meter. All documentation is in place and all parts are available. Will start project after billing transition is complete. USS will coordinate the installation with the RHF owners directly which is part of their price. Add USS logo to website and newsletter so residents can recognize them as they do the work.</p> <p>6/18/2020: Lisa has confirmed that meter reading transition is complete. She will now schedule kick-off meeting with staff and USS.</p> <p>7/7/2020: Lisa doing kick off meeting on 7/16 with USS, Dan Cordova and CLA billing department to map out project, transition and communication for same.</p> <p>7/23/2020: Kick off meeting held, project to begin in August with testing, September and October for full upgrades with a deadline for completion of October 31, 2020.</p> <p>9/1/2020: All test meters installed. New date for completion is November 8, 2020. Lisa to discuss process with RHF resident who requested delay in installation due to COVID.</p> <p>9/28/2020: Lisa communicated process to ensure safe working conditions to resident with concerns. Project meeting was held in the field on 9/14/2020. Project is underway.</p> <p>10/15/2020: Project more than 50% complete. Addressing various issues that arise with the installations ie water leaks.</p> <p>11/3/2020: Ran into snag getting pieces to complete the project but those have now been received. Anticipate completing project by 11/15 for most subdivisions. Still working on RHF which are in-house and have been harder due to COVID.</p> <p>12/1/2020: Lisa provided update. In home stretch. 112 meters</p>

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										<p>remaining. Of those, several are in RHF. About 12 accounts which have received several letters and personal visits with no responses. Board to consider imposition of penalties or meter reading fee at January meeting. Lisa to send notices to homeowners who haven't responded. Jennifer to prepare 30 day notice for meter ready penalty fee.</p> <p>12/14/2020 – Lisa working with Heather on letters to RHF owners.</p> <p>12/16/2020 – Letters mailed to non-compliance customers on December 15, 2020.</p>
Water Pressure Issues	11/6/18	Mike	N/A	1			X			<p>Karl to investigate water pressure issues.</p> <p>2/5/19: Karl noted issue is not within the pump house but likely in the distribution system. Could be due to the flow control valve downstream that may be causing the issue. Karl to test further to identify issue.</p> <p>4/2/19: Karl still trying to get Cary to respond to set up but no response yet. Karl to provide tester to John for John to test the pressure.</p> <p>5/7/19: Karl circulated report showing PSI at John's house for April 2019. Karl to test Brian's house and homes in other neighborhoods to see what their PSI is to compare to see if the same issues are occurring throughout the system.</p> <p>5/14/19: The pressure sensor was installed in Rob's home. A pressure sensor also installed on a hydrant at the corner of Tree Haven and Umpire near Rob's house. The data from John's house has been reviewed and report will be in the OCR report.</p> <p>6/4/19: Karl reviewed updated pressure data with Board.</p> <p>7/2/19: Received a low pressure complaint. Mike investigated the issue which was the PRV.</p> <p>07/10/19: Karl to work with Rob to get a new pressure logger to him for additional data.</p> <p>8/6/19: Karl to pick up pressure logger from Rob.</p> <p>9/18/19: Karl retrieved logger and information was not able to be retrieved.</p> <p>9/19/2019: The logger failed and no data was collected. New data logger is in and will be given to Rob.</p> <p>9/30/19: Received new pressure loggers and will install soon before</p>



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										it freezes. 10/20/2019: We will need to wait until next spring before installing the meters. 02/19/20: Both Director Fleck and Director Wyckoff indicate their water pressure fluctuates. Brad to advise Karl. 3/3/2020: Need to wait until spring to install data loggers and then gather data. 5/20/2020: Repairs have been completed on Pump 1 at Great Rock North and TLECC reestablished original pump programming controls 5/20/2020: Received low water pressure complaint from 16340 Queens View Street. Mike attempted to follow up, but has not been able to make contact with homeowner at this time. 6/23/20: REC investigated low water pressure at resident’s home in RHF subdivision, determined cause to be a leaking fixture in residents basement. 6/24/2020: Brad emails Mike Murphy regarding John Wycokoff’s pressure issues identified on 06/24. 6/30/20: Pressure loggers launched at 30134 165 <sup>th</sup> as up as up and downstream hydrants. Pressure loggers retrieved 7/8/20. 7/23/2020: Mike informed Lisa that data was gathered and he will analyze and provide a summary of findings. 8/4/20: Mike still working to determine why pressure issues continue to happen. 9/28/20: Continuing to conduct pressure studies at different locations. 10/15/2020: Continue to troubleshoot and conduct studies to determine issues and various pressure locations. 10/2/20: Pressure Loggers launched at 29240 E. 165 <sup>th</sup> Ave for 7 days. Logged pressures at residents home avg. approx. 15 psi lower than system pressure.
Well Pumping Capacity and Water Level Measurements		Brad Mike	Summer of 2019	2		X				11/19/18: During the water supply planning associated with the alluvial wells, water treatment improvements, and concentrate pond addition, MMI identified a need for REC to determine actual well pumping capacities and water level measurements. REC to perform in summer of 2019. MMI to work with REC on protocol

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										<p>and execution.</p> <p>1/18/19: Discussed performing tests in summer of 2019 – Brad and Karl to coordinate date(s).</p> <p>3/18/19: Brad and Karl meeting on March 20 regarding several operational matters, including well testing.</p> <p>5/17/19: Well testing completed on all eight (8) wells. Brad awaiting data from Karl.</p> <p>5/23/19: Data will be scanned and emailed to Brad.</p> <p>9/18/19: Brad has tabulated data and has presented to Element Engineering for ROMS procurement efforts. Brad to share data with Bishop-Brogden Associates in regard to well maintenance and equipment replacement components of 2020 budget process.</p> <p>10/02/19: Brad meets with BBA regarding well maintenance and repair review, then emails Lisa for authorization to proceed.</p> <p>10/04/19: Lisa authorizes BBA to complete well maintenance and repair review.</p> <p>11/20/19: Tim Crawford (BBA) has completed a draft report which Chris Sanchez will be reviewing.</p> <p>01/20/20: Brad is reviewing report and will present in Engineer’s Report for February Board meeting.</p> <p>01/28/20: Brad sends BBA memo to Lisa.</p> <p>02/20/20: Brad emails Lisa/David BBA’s table summarizing potential pump investigation and well cleaning costs.</p> <p>3/25/20: Lisa to include in 2021 budget for consideration by BOD.</p> <p>6/15/20: REC met with Pumping System Experts to troubleshoot pressure transducer for LFH2 well. PSE working on quote to replace transducer.</p> <p>8/5/20: Applied Ingenuity found level transducer in working condition and suspect the issue is in the wiring between well head and pump house. REC working on getting quotes to replace conduit and wiring.</p> <p>10/21/20: Pricing received from Dan’s Customs to replace conduit and pull new wire for LFH well.</p> <p>11/15/20: Work scheduled week of 11/16/20 for to replace conduit and wiring.</p> <p>12/15/20: Repairs have been completed to LFH well level</p>

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										transducer wiring and level is reporting again. REC to verify level reading with nitrogen gas.
Rocks in Brine Discharge Pipe	6/4/19	Mike Brad	12/31/19	1		X				Karl to get rocks removed and pipe fixed in fall sometime or with other projects when they begin. 9/19/2019: Brad was given the video of the brine discharge pipe. 10/18/19: Brad to contact Henrylyn Irrigation District and Dave Rye about repair and maintenance work matters. 3/25/20: Brad contacted Henrylyn Irrigation District – work needs to be performed outside of irrigation season therefore will be scheduled later in the year. 4/23/2020: Ramey will be meeting with NCC to dig up the line to remove the Rocks. 5/5/2020: Karl/Mike will solicit a proposal from NCC to do this work.
BECR Curb Stop Exercising	5/5/2020	Lisa Mike	N/A	2		X				5/5/2020: Mike to advise whether REC able to perform without subcontracting the work out and charging the markup to the District. If so provide proposal. If cannot do it, who do they recommend. 5/11/20: 5 <sup>th</sup> Addendum of ICA executed to include pricing for curb stop exercising. 6/2/2020: Fee included in addendum with REC. Move forward with finishing curb stops in BECR that weren't finished by Redman last year. Approximately 40% remaining. 6/18/2020: Lisa scheduled call with REC on 6/17 to discuss project start up, etc. REC unable to join the call. Lisa is in process of rescheduling the call. 6/23/20: Phone conference with REC, Lisa J, and Dan C. to coordinate BECR valve exercising. Exercising tentatively scheduled for September. 10/19/2020: Mike reported at October meeting that curb stop exercising will begin soon. 11/3/2020: Mike has meeting with Dan next week to get this moving forward. 11/12/20: Dan C. working on update GIS software. Met with Dan to discuss next steps moving forward. 12/7/20: Curb stop exercising in progress.

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Pest Control Services	7/7/2020	John Mike Lisa	N/A	1		X				<p>Solicit proposals from Elite and others for pest control services.</p> <p>8/4/2020: Mike to send proposal to Lisa to review and approved.</p> <p>8/11/20: Quote from Pest Predator received and sent Lisa.</p> <p>9/1/2020: Board approved proposal from Pest Predator. Jennifer to draft ICA for work.</p> <p>9/28/2020: ICA transmitted to Pest Predator and follow-up was done the week of September 21<sup>st</sup>. ICA has not been received yet.</p> <p>10/15/2020: Pest Control signed ICA on Monday. Lisa to get ICA signed by District. Laura to update insurance requirements.</p> <p>10/19/20: ICA received from Pest Predators. Need to schedule initial visit.</p> <p>11/3/2020: Out last week for initial treatment. Will be back next month.</p> <p>12/1/2020: Another visit conducted on 11/30.</p>
BECR Generator	9/1/2020	Mike	N/A	1		X				<p>9/1/2020: Fuel pump went out and generator is dead. Need to get up and running or replaced. Mike to work on this.</p> <p>9/2/2020: Fuel pump at BECR replaced by Generator Source and normal operation resumed.</p> <p>9/2/2020: Block heater for Greatrock North generator repaired by Generator source.</p> <p>10/15/2020: GRN generator repaired. Waiting on updated info from TLECC and Generator Source for BECR generator.</p> <p>11/3/2020: Received additional information from TLECC. Will work on this tomorrow and then TLECC will handle programming.</p> <p>11/15/20: TLECC scheduled for 12/4/20 to complete programming. If schedule opens up for them work will be completed sooner.</p> <p>12/1/2020: Work scheduled for mid-December</p>
Water Quality Issues	9/1/2020	Mike Brad	N/A/	2		X				<p>Brad and Mike to look into issues with water quality.</p> <p>9/10/2020: RO runtime increased to maximum run time to treat as much water as possible.</p> <p>9/11/2020: REC removes RO runtime restrictions in an effort to reduce TDS and hardness in potable water.</p> <p>11/10/20: Adjusted RO operation to further increase run times.</p> <p>12/15/2020: Discussed water quality matters during 4<sup>th</sup> quarter operations meeting. Bryan to assess operating scenarios and report back on RO operations.</p>

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<b>WELL AND WATER MATTERS</b>										
Third Alluvial Well	2/5/19	Brad Chris	N/A	2		X				<p>2/5/19: Brad to talk with Chris about location limitations and permissions for well site to determine best location for ALV#4.</p> <p>2/19/19: Brad to reach out to Henrylyn and other nearby property owners re permission to drill monitoring well.</p> <p>2/22/19: Letters to nearby property owners and an e-mail to Rod Baumgartner (HID) are sent.</p> <p>3/5/19: Brad has received responses from 2 of the 3 owners requesting more information. Brad providing information and discussing options with them.</p> <p>3/8/19: Voice message left with Nelsons.</p> <p>4/2/19: Brad reached out to property owners. Have not heard back from one owner. Jeff or Rob to reach out the remaining owner to discuss.</p> <p>5/7/19: Talking with homeowners regarding easement. Open to idea but still pursuing with them. Brad to follow up with homeowners tomorrow on status to close the loop.</p> <p>5/20/19: Nelsons agree to a temporary monitoring well at 16370 Rayburn Street. Brad emails Lisa and Chris regarding next steps for an agreement for Jennifer to review.</p> <p>5/30/19: Brad sent draft agreement to Jennifer for review. Jennifer provided comments and final agreement for execution to Brad and Lisa.</p> <p>6/4/19: Brad to reach out to Nelsons to get agreement signed.</p> <p>7/18/19: Updated agreement without notary blocks to Brad for execution. Brad e-mailed to Nelsons.</p> <p>8/6/19: Board members to meet with the Nelsons re agreement.</p> <p>9/30/19: Board approved compensation requested by Nelsons. Jennifer updated agreement. Lisa to get signed.</p> <p>10/18/19: Brad meets BBA at monitoring well site.</p> <p>10/20/19: Brad emails map of potential well locations to BBA based upon 10/18/19 site visit.</p> <p>10/23/19: BBA updating Exhibit A to agreement.</p> <p>11/5/19: Agreement fully executed. Lisa to send to the Nelsons.</p> <p>11/18/19: Agreement was sent to the Nelsons.</p> <p>11/15/19: Brad requests status information from Tim Crawford</p>

Action Items	Date of Meeting	Assigned To	Deadline	Priority	Not Started	In Process	Reoccurring	Follow up Required	Complete	Notes
										<p>(BBA) that he can pass onto Nelsons and the Board.</p> <p>12/3/19: Brad to review memo from BBA and sampling anticipated to begin first of the year.</p> <p>1/7/20: Sites for preferred and alternate locations have been staked. Driller scheduled for January 23<sup>rd</sup>. Brad left Nelsons a VM and send an email re stakes and timing of project. Will test for at least 2 quarters and possibly a third depending on results.</p> <p>01/21/20: Construction of MW-4 postponed from January 23 to February 6.</p> <p>02/06/20: MW-4 constructed. BBA to summarize drilling activities and present plan for water quality sampling.</p> <p>02/19/20: Lisa approves BBA's scope and fee for water quality sampling and a write up comparing conditions at each monitoring well location.</p> <p>3/3/2020: ALV 4 constructed a couple of weeks ago on Nelson's property. Hit water bearing formation so we can collect samples. More sand and gravel than other locations. Should have results in 2-3 weeks. Brad and BBA will provide memo regarding the productivity of each of the monitoring sites and make a recommendation for the location of the drilling of the well.</p> <p>3/18/2020: BBA preparing memos associated with alluvial wells based upon results of MW-4 construction and water quality sampling.</p> <p>4/7/20: Brad received memo from BBA comparing outputs of various wells. Well #3 (east of canal and creek by BECR#4), Well #4 on Nelson property, Well #5 in CCR#2. Highest producing well is #5 but has the worst water quality. Well #4 has lowest production but best quality. #3 is in middle. Will provide information back to BBA and will get recommendation memorandum to the Board for the mid-month meeting. Brad to also include easement information. Board to take formal action at May meeting.</p> <p>5/5/20: Will test well for yield and water quality. Should have results and more information for next meeting. Brad to reach out to Henrylyn regarding when they will start flowing the canal to coordinate activities to see if canal influences the well. Can abandon Well #4 on Nelson's property.</p>

Greatrock North Water and Sanitation District Action Items Status Matrix—2020

Action Items	Date of Meeting	Assigned To	Deadline	Priority	Not Started	In Process	Reoccurring	Follow up Required	Complete	Notes
										<p>6/17/2020: BBA emails Brad information regarding testing of existing wells in the vicinity of the ALV-5 site. Brad to review and communicate with Lisa.</p> <p>7/7/2020: Board engaged BBA to do analysis of GMPA and approved Colorado Water Well initial investigation work. Jennifer to draft addenda for same.</p> <p>7/23/2020: addenda and agreements were drafted and transmitted to consultants for execution.</p> <p>8/19/2020: Brad meets w/ Tom Dea, of Colorado Water Well, to inspect Genereaux wells for preparation of testing proposal. Tom to work with BBA on scope for review.</p> <p>8/21/2020: BBA to conduct MPA sampling of MW-5 on August 25.</p> <p>9/1/2020: Cost proposal to BBA to review and comment and to make recommendation. Jennifer to prepare addendum to Colorado Water Well ICA for additional scope.</p> <p>9/18/2020: Annabelle reports MPA results as “low risk” for being under the direct influence of surface water per EPA standards.</p> <p>9/25/2020: Annabelle issues memorandum re: MPA. No indicator organisms were detected in sample.</p> <p>9/28/2020: ICA was executed by CWW and Rob the week of September 21<sup>st</sup> and transmitted to all parties.</p> <p>10/15/2020: Test pump will be done on 11/12. Brad coordinating with affected property owners.</p> <p>10/21/2020: CWW removed old pump from well and installed test pump. Tim Crawford to provide schedule for pump testing to be performed by CWW.</p> <p>11/3/2020: Existing motor and pump pulled a few weeks ago. Will be hauled off soon. Next week will do pump testing on well site.</p> <p>11/17/2020: 8-hour step testing will occur on 11/18/20. 24-hour constant rate testing will begin on 11/19/20.</p> <p>12/1/2020: Ran test on 11/19/2020. Waiting for report from Tim Crawford with the findings. Brad talked with Tom Dea and it was producing 700 gallons/minute. Others are 130-150 gallons/minute. If findings are confirmed, should be enough to feed the water plant. BBA collected samples and will run more parameters to see how</p>

Greatrock North Water and Sanitation District Action Items Status Matrix—2020

Action Items	Date of Meeting	Assigned To	Deadline	Priority	Not Started	In Process	Reoccurring	Follow up Required	Complete	Notes
										they compare with water samples from earlier in the year. 12/17/2020: Brad is awaiting report from Tim Crawford (BBA) on test pumping and water quality for the ALV-5 well site.
19CW3231 – Statement of Opposition	3/3/2020	Matt	N/A	1		X				2/28/2020: Statement of opposition filed with Court.
COGCC Mission Change Rulemaking from Public Water Suppliers	6/2/2020	Matthew Sura Lisa	N/A	1					X	6/2/2020: Board engaged Matthew Sura, Esq. as counsel for the District during rulemaking process to ensure alluvial wells included in rulemaking to keep them protected. Lisa to have engagement letter signed. 11/18/2020 – Mike Sura will present the COGCC rulemaking outcome at December meeting. 12/1/2020: Mike provided update and summary to Board.
<b>FINANCIAL MATTERS</b>										
2021 Budget	9/29/2020	Lisa	N/A	1		X				Lisa to circulate draft 2021 budget to Board by 10/15 deadline. Jennifer provided 30 day notice for consideration of fees for posting on website and SDA page. Board to conduct hearing on November 3, 2020. 10/15/2020: Board reviewed draft budget and provided comments. Janece to update accordingly. Board to provide comments to Lisa on budget if they have any. 10/21/2020: Budget resolution to Lisa for packets. 11/3/2020: Board conducted hearing and adopted budget. Lisa to finalize and certify mill levy by 12/15 deadline and file budget with DLG by 1/30/2021. 12/16/20 – DLG-70 certified to Adams County on December 15, 2020.
<b>ADMINISTRATIVE MATTERS</b>										
Contracts for Renewal, Addenda, and Termination	9/29/2020	Lisa Jennifer	10/30/2020	1		X				Review existing contracts to determine which to be renewed, which need addenda and which are to be terminated. 10/8/2020: List of existing agreements to Lisa for review and comment for revisions, terminations, etc. Laura to prepare addenda, ICAs and terminations as appropriate. 11/19/2020: All prepared and to Lisa for packets. Board to consider at 12/1/2020 meeting. 12/1/2020: Board approved. Lisa to get executed.







Date: December 29, 2020

To: Greatrock North Water and Sanitation District, Board of Directors

From: Lisa A. Johnson, District Manager

Re: January 5, 2021 Manager's Report

### **Agenda Action Items**

#### **II.A. Consent Agenda**

1. Approve the Minutes of the December 1, 2020 special meeting.
2. Ratify approval of the payment of claims for the period ending December 30, 2020.
3. Operations and Maintenance Activities Report.
4. Review meter installation report.
5. Acceptance of cash position schedule, property tax schedule and unaudited financial statements for the period ending November 30, 2020 and inclusion summary.

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

#### **IV.A.4.Meter Upgrade Project**

The project is moving along and USS continues to replace meters in all three subdivisions.

Letters from the Attorney were mailed to residents in Rocking Horse Farms that were not compliant with meter upgrade replacements. I have spoken with one homeowner on this letter and will summarize that discussion at the meeting as well as status on the remaining non-compliant customers. In addition, I also spoke to a resident in Greatrock North who expresses concerns on the notification method used regarding this project. He will attend the meeting and address the Board directly with his concerns.

Lastly, notification regarding the Board's intent on changing its fee schedule was posted on the District's website and the SDA website. The resolution included in the packet allows the Board to impose the cost of meter reading services to the non-compliant residents in the District.

**I recommend adoption of Resolution No. 2021-01-01.**

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

Updates provided in the Engineer's Report.

**VII.B. Hayesmount Estates**

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

**VII.C. Ridgeview Estates**

Updates provided in the Engineer's Report.

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

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

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

The Committee did not meet in December.

**4<sup>th</sup> Quarter Facility and Operations and Maintenance Meeting**

Director Wyckoff, Mr. Simons, Mr. Murphy and Mr. Dalrymple and I met via Teams on December 15, 2020 to discuss facility and O&M maintenance matters. We discussed each facility components, wells, distribution system, SCADA, and site issues. We also touched base on the capital projects and the inclusion area site improvements projects.

**District Insurance Renewal for 2021**

In a conference with Director Wyckoff regarding renewal of the insurance policy for 2021 he asked if we have ever solicited additional proposals to compare with the Pool's policy and premiums. I could not recall that we ever had so I worked with T. Charles Wilson to solicit bids.

Two additional proposals were received, one from Wright Specialty and another from WaterPlus. The premiums are as follows:

Wright Specialty premium- \$19,264  
 Waterplus premium \$16,283  
 CSD Pool premium (2020) \$17,489

A few things to note:

Waterplus and Wright Specialty offer a per occurrence limit of \$1,000,000 with a general aggregate of \$3,000,000. The CSD Pool's per occurrence limit is \$2,000,000 with a general aggregate of \$25,000,000.

The CSD Pool also offers a variety of specialty services that are designed custom for Special Districts which Waterplus and Wright Specialty do not offer. These include legal services under your Public Entity Liability in the event of a claim, grant services and an array of risk management services that most surplus lines carriers do not offer. For example, the district received a CBIZ appraisal in November, this is something the Pool does for free which takes the place of having to pay for an appraisal on the entire district .

I shared this information with Director Wyckoff and after review our recommendation is to stay the course with the CSD Pool.

## RECORD OF PROCEEDINGS

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### MINUTES OF A SPECIAL MEETING OF THE BOARD OF DIRECTORS OF THE GREATROCK NORTH WATER AND SANITATION DISTRICT HELD DECEMBER 1, 2020

A special meeting of the Board of Directors (referred to hereafter as “Board”) of the Greatrock North Water and Sanitation District (referred to hereafter as “District”) was convened on Tuesday, December 1, 2020 at 4:30 P.M. Due to COVID-19, the meeting was conducted via video conference - ZOOM. The meeting was open to the public.

#### Attendance

##### Directors in Attendance:

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

##### Also in Attendance Were:

Lisa A. Johnson; CliftonLarsonAllen LLP (“CLA”)  
Jennifer Gruber Tanaka, Esq.; White Bear Ankele Tanaka & Waldron, P.C.  
Bradley A. Simons P.E.; MMI Water Engineers, LLC (“MMI”)  
Chris Sanchez; Bishop Brogden Associates  
Matt Sura, Esq.; Matthew Sura, LLC – Special Counsel  
Brenda Adams; Resident

#### Administrative Matters

##### Disclosure of Potential Conflicts of Interest

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

##### Agenda

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

## RECORD OF PROCEEDINGS

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### Board of Director's Report

None.

### District Manager's Report

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

### **Consent Agenda**

The Board considered the following actions:

1. Approve the Minutes of the November 3, 2020 special meetings.
2. Ratify approval of the payment of claims for the period ending November 20, 2020 in the amount of \$281,613.27.
3. Operations and Maintenance Activities Report.
4. Review meter installation report.
5. Acceptance of cash position schedule and unaudited financial statements for the period ending October 31, 2020 and Inclusion Summary.
6. Approval of an Updated and Continued Engagement Letter with Petrock Fendel Poznanovic, P.C.
7. Approval of Sixth Addendum to Independent Contractor Agreement with Bishop-Brogden Associates, Inc. for Water Rights Acquisition Services.
8. Approval of Sixth Addendum to Independent Contractor Agreement with Bishop-Brogden Associates, Inc. for Water Rights Engineering Services.
9. Approval of Fifth Addendum to Independent Contractor Agreement with Ramey Environmental Compliance, Inc. for Operator in Responsible Charge Services.
10. Approval of Third Addendum to Independent Contractor Agreement with MMI Water Engineers, LLC for Public Water System Facilities Support Engineering Services.
11. Approval of 2020 Audit Engagement Letter and Agreed Upon Procedures for EDOP from Schilling & Co.
12. Approval of First Addendum to Independent Contractor Agreement with My Asset Map for GIS Software Maintenance Services.
13. Approval of Seventh Addendum to Independent Contractor Agreement with Dan's Custom Construction, Inc. for General Contracting Services.
14. Approval of First Addendum to Independent Contractor Agreement with Northern Colorado Constructors, Inc. for On-Call and Emergency Repairs Services.
15. Approval of Fifth Addendum to Independent Contractor Agreement with Elite Industries, Inc. for Landscape Maintenance Services.
16. Approval of Second Addendum to Independent Contractor Agreement with Generator Source LLLP, d/b/a Diesel Service and Supply for Generator Preventative Maintenance Services.
17. Approval of Second Addendum to Independent Contractor Agreement with Timber Line Electric & Control Corp., for General Electrician

## RECORD OF PROCEEDINGS

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Services.

18. Renewal of Independent Contractor Agreement with CLA for Management Services (no change in scope or fees).
19. Termination of Independent Contractor Agreement with Quantum Pump and Controls, for Rocking Horse Farms Pump Station Improvements.
20. Termination of Independent Contractor Agreement with Redman Pothole Services for Curb Stop Inspection and Exercising Services.
21. Termination of Independent Contractor Agreement with Xpress Bill Pay Gateway for Gateway and Administrative Services.
22. Termination of Independent Contractor Agreement with Dakota Drilling, Inc. for Test Well Drilling Services.
23. Termination of Independent Contractor Agreement with RESA Power LLC for Testing Services for Automatic Transfer Switches.
24. Termination of Independent Contractor Agreement with Applied Ingenuity for LFH Well Level Transducer Services.
25. Termination of Independent Contractor Agreement with Colorado Water Systems Corp. for Greatrock North Pump Replacement.
26. Adoption of Resolution No. 2020-12-01: 2021 Annual Administrative Matters Resolution.

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

### **Financial Matters**

None.

### **Engineer's Report**

Mr. Simons presented his report. A copy of the report is attached hereto and incorporated herein by this reference.

Mr. Simons provided a report on a recent call he had with a City of Brighton representative on a new wastewater treatment process they are thinking of implementing. Any waste generated from this new treatment facility is planned to be discharged to their wastewater treatment plant. Mr. Simons will continue to communicate and collaborate with him on any information obtained that may benefit the District. A copy of the report is attached hereto and incorporated herein by this reference.

### Capital Projects Updates:

#### Third Alluvial Well

Mr. Simons provided an update. Testing is complete and he is just waiting on the final report.

## RECORD OF PROCEEDINGS

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### Evaporation Pond

Mr. Simons provided an update on a revised alignment across private property. He will work with the private property owner's engineer to finalize the alignment and then will complete the design for the pond.

### Reverse Osmosis Treatment Facility

Mr. Marcotte provided an update on the project effort.

### Water Meter Upgrade Project

Ms. Johnson provided an update. She reported that there are about 12 homeowners in Rocking Horse Farms that have not contacted the District's contractor to schedule their meter replacement. The Board discussed this and determined to:

- 1) impose a penalty on residents that have not contacted the District to replace their meter; and
- 2) send a letter to those non-complying residents notifying them of the imposition of a penalty, inviting them to attend the meeting where the penalty will be discussed and considered, and giving them a certain amount of time to schedule an appointment in order to avoid the penalty.

Ms. Johnson will work with Attorney Hartung on a letter to residents which will be sent via certified mail to property owners not complying with the request to schedule an appointment. She will also post on the District's website and the SDA website the 30-day notice required by statute to impose or change fees.

a. Review Instructions to Set Up EyeOnWater Account to Monitor Water Usage

Ms. Johnson presented the instructions to create an EyeOnWater account which will allow residents to monitor their water usage. She requested the Board to create their accounts and test the software and report back to her on their experience.

### **Operations/ Maintenance Matters**

Mr. Murphy presented the Operations and Maintenance Report to the Board and provided additional updates.

### **Legal Matters**

#### Status of Country Club Ranchettes #2 Inclusion Agreement

Attorney Tanaka and Ms. Johnson provided an update on the status of the Inclusion Agreement and recent discussions with Mr. Scolnick on his



## RECORD OF PROCEEDINGS

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development projects.

### Review Summary of COGCC Rulemaking Process and Outcome

Attorney Matt Sura and Mr. Sanchez provided a summary of the COGCC Rulemaking process and outcome. No action was required.

### **Other Business**

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

Mr. Simons provided an update on the status of the installation of water line system improvements.

#### Status of Hayesmount Estates

Nothing new to report.

#### Status of Ridgeview Estates

Mr. Simons provided an update on the status of water line system improvements installation.

### **Community Comments**

None.

### **Adjournment**

There being no further business to come before the Board at this time, upon motion duly made by Director Rogers, seconded by Director Wyckoff and, upon vote, unanimously carried, the meeting was adjourned at 6:20 p.m.

Respectfully submitted,

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



## Greatrock North Water & Sewer District Monthly Activities Report November 16, 2020 to December 14, 2020

### Daily Operations Summary

**Greatrock North:** 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:** 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.

**Box Elder:** 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.

**11/16/20 (1.42hrs)** Completed routine checks. Tested chlorine residual at all three facilities, added chlorine to tanks and cleaned chlorine injectors.

**11/18/20 (3.08hrs)** Completed routine checks. Completed EDOP sampling.

**11/20/20 (1.17hrs)** Completed routine checks. Recorded daily flow totals and chlorine residuals.

**11/23/20 (2hrs)** Completed routine checks. Clean chlorine injector. Completed pH and continuity sampling.

**11/25/20 (2.25hrs)** Completed routine checks. Filled antiscalant day tank at Greatrock North.

**11/30/20 (1.32hrs)** Completed routine checks.

**12/2/20 (2.48hrs)** Completed routine checks. Completed pH and continuity sampling. Cleaned chlorine injector at Box Elder.

**12/4/20 (2hrs)** Completed routine checks.

**12/7/20 (1.83hrs)** Completed routine checks.

**12/9/20 (2hrs)** Completed routine checks. Collected sampled for hardness, TDS, and Langelier Index from each pump building. Collected three Bac-T samples, one from each subdivision, and delivered to the lab.

**12/11/20 (1.42hrs)** Completed routine checks. Added chlorine to day tank and cleaned chlorine injector.

**12/14/20 (2.92hrs)** Completed routine checks.

**November 16, 2020 to December 14, 2020**

RO Run Time	1940.0 hrs.
RO Concentrate Flow: 1 Pond (South)	3,492,000 gallons

**Sampled Date: November 17, 2020**

Monthly Testing	TDS (mg/L)	Calcium (mg/L)	Magnesium (mg/L)	Total Hardness (mg/L)
BE	608.00	64.60	11.19	207.50
RHF	731.00	81.70	14.34	263.10
GRN	696.00	75.10	12.87	240.50

Date	Permeate Flow	Concentrate Flow	% Recovery	Permeate Conductivity	Hour Meter
16-Nov	0	0	0	0	3393.00
18-Nov	0	0	0	0	3813.00
20-Nov	0	0	0	0	3813.00
23-Nov	0	0	0	0	4052.00
25-Nov	0	0	0	0	4184.00
27-Nov	0	0	0	0	4295.00
30-Nov	0	0	0	0	4479.00
2-Dec	0	0	0	0	4569.00
4-Dec	0	0	0	0	4711.00
7-Dec	0	0	0	0	4897.00
9-Dec	0	0	0	0	5007.00
11-Dec	0	0	0	0	5134.00
14-Dec	0	0	0	0	5333.00

Installed From: 11/12/20 To: 12/12/20

Current Account	Name	Location	Service Address	SVC Size	Svc Type	User Type	Fiat Chg Amount	Last Bill Amount	Last Bill Date	Install Date	Line Code	Meter Pulled
		660492	PO BOX 740837	GH	0	METER REST	0.00			11/12/20		

Total Installed Services: 1 THIS ACCOUNT AND SERVICE IS THE INVOICE FOR THE SHORT TERM HYDRANT METER\*\*\*

**GREATROCK NORTH WATER & SANITATION DISTRICT**  
**FINANCIAL STATEMENTS**  
**NOVEMBER 30, 2020**

**GREATROCK NORTH WATER & SANITATION DISTRICT**  
**Statement of Net Position - Enterprise Fund**  
**NOVEMBER 30, 2020**

	<b>Enterprise</b>
<b>CURRENT ASSETS</b>	
First Bank - Checking	\$ 242,250
First Bank - Lockbox	459,881
Colotrust	4,337,738
Accounts Receivable - Customers	46,285
Accounts Receivable - Certified with County	4,286
Receivable from County Treasurer	24,231
AR - Inclusions	(4,681)
Prepaid Insurance	450
Total Current Assets	5,110,440
<b>CAPITAL ASSETS</b>	
Water Distribution System	9,387,464
Land	94,243
Water Rights	980,105
Easements	156,588
Construction in Progress	838,853
Accumulated Depreciation	(3,264,861)
Net Capital Assets	8,192,392
<b>OTHER ASSETS</b>	
Prepaid Bond Insurance, Net	33,576
Deferred Loss on Refunding	302,847
Other Assets	336,423
<b>TOTAL ASSETS</b>	<b>\$ 13,639,255</b>
<b>LIABILITIES AND DEFERRED INFLOWS OF RESOURCES</b>	
<b>CURRENT LIABILITIES</b>	
Accounts Payable	\$ 333,931
Deposit - Refundable Water Meter	850
Accrued Interest Payable	22,833
Total Current Liabilities	357,614
<b>LONG - TERM LIABILITIES</b>	
GO Bonds - Series 2010	75,000
Loan - Series 2020	1,970,000
GO Bonds - Series 2017	4,605,000
Bond Premium, Net	317,570
Total Long-Term Liabilities	6,967,570
<b>DEFERRED INFLOWS OF RESOURCES</b>	
Unearned Service Fees	3,038
Total Deferred Inflows of Resources	3,038
<b>NET POSITION</b>	
Net Position	6,311,033
Total Net Position	6,311,033
<b>TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND NET POSITION</b>	<b>\$ 13,639,255</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**  
**STATEMENT OF REVENUES, EXPENSES**  
**AND CHANGES IN NET POSITION**  
**FOR THE ELEVEN MONTHS ENDED NOVEMBER 30, 2020**

**ENTERPRISE FUND**

	<b>Year to Date Actual</b>
<b>OPERATING REVENUES:</b>	
Service Charges - Greatrock	\$ 184,266
Service Charges - Rocking Horse	128,593
Service Charges - Box Elder	165,979
Service Charges - Hayesmout	16,570
Inspection Fees	1,409
Transfer Fees	7,350
Water Meters	1,633
Dev Fees - Hayesmout Estates	63,900
Box Elder - Water Lease Irrigation	7,500
Late Fees / Penalties	3,944
<b>TOTAL OPERATING REVENUES</b>	<b>581,144</b>
<b>OPERATING EXPENSES:</b>	
Utilities	59,292
Customer Billing	31,685
Distribution System Mntc	9,434
Engineering - Administration	22,500
Engineering - Operations	9,536
Equipment and Tools	1,688
Facility Maintenance & Repair	72,083
Generator Preventative Mntc	9,717
GIS	6,191
Locates	3,068
Meter Reading	23,698
Operator Services	47,848
Plant Supplies	7,396
Project Mgmt / Oper Admin	3,222
Testing and Reporting	7,292
Treatment - Maintenance & Repair	1,604
Water Meters - Cap	8,386
Water Rights Dev - Eng.	57,362
Water Rights Dev - Legal	10,692
<b>TOTAL OPERATING EXPENSES</b>	<b>392,694</b>
<b>NET INCOME (LOSS)</b>	<b>188,450</b>
<b>OTHER REVENUES AND (EXPENDITURES)</b>	
Property Taxes	935,799
Specific Ownership Taxes	63,048
Interest Income	33,384
Other Revenue	1,225
Available of Service Fees	3,600
Inclusion - Country Club Ranch #2	(8,638)
Accounting	(45,162)
Audit	(8,357)
County Treasurer's Fee	(13,932)
Directors' Fees	(6,200)
District Management	(85,183)

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  
STATEMENT OF REVENUES, EXPENSES  
AND CHANGES IN NET POSITION  
FOR THE ELEVEN MONTHS ENDED NOVEMBER 30, 2020**

**ENTERPRISE FUND**

Election	(2,503)
Insurance and Bonds	(18,791)
Legal	(63,939)
Miscellaneous	(7,010)
Payroll Taxes	(798)
Bond Interest - 2010	(46,625)
Bond Interest - 2017	(180,744)
Loan Issue Costs	(114,750)
Paying Agent Fees	<u>(600)</u>
<b>TOTAL OTHER REVENUES AND (EXPENDITURES)</b>	<u>433,824</u>
 <b>CHANGE IN NET POSITION</b>	 <u>622,274</u>
 <b>BEGINNING NET POSITION</b>	 <u>5,688,759</u>
 <b>ENDING NET POSITION</b>	 <u><u>\$ 6,311,033</u></u>

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 & SANITATION DISTRICT**  
**SCHEDULE OF REVENUES, EXPENDITURES AND**  
**CHANGES IN NET POSITION - BUDGET AND ACTUAL**  
**FOR THE ELEVEN MONTHS ENDED NOVEMBER 30, 2020**

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**ENTERPRISE FUND**

	<b>Annual Budget</b>	<b>Year to Date Actual</b>	<b>Variance</b>	<b>YTD Actual / Annual Budget</b>
<b>REVENUES</b>				
Service Charges - Greatrock	\$ 165,662	\$ 184,266	\$ 18,604	111.23 %
Service Charges - Rocking Horse	121,646	128,593	6,947	105.71 %
Service Charges - Box Elder	193,555	165,979	(27,576)	85.75 %
Service Charges - Hayesmount	-	16,570	16,570	-%
Inspection Fees	-	1,409	1,409	-%
Transfer Fees	-	7,350	7,350	-%
Water Meters	-	1,633	1,633	-%
Dev Fees - Hayesmount Estates	106,500	63,900	(42,600)	60.00 %
Box Elder - Water Lease Irrigation	7,500	7,500	-	100.00 %
Late Fees / Penalties	-	3,944	3,944	-%
Property Taxes	928,348	935,799	7,451	100.80 %
Specific Ownership Taxes	55,999	63,048	7,049	112.59 %
Interest Income	61,000	33,384	(27,616)	54.73 %
Other Revenue	-	1,225	1,225	-%
Grant Revenue	1,000,000	-	(1,000,000)	-%
Available of Service Fees	2,500	3,600	1,100	144.00 %
Inclusion - Country Club Ranch #2	-	(8,638)	(8,638)	-%
<b>TOTAL REVENUES</b>	<b>2,642,710</b>	<b>1,609,562</b>	<b>(1,033,148)</b>	<b>60.91 %</b>
<b>EXPENDITURES</b>				
Administrative	228,625	251,876	(23,251)	110.17 %
Operations	590,006	392,694	197,312	66.56 %
Capital	3,457,500	434,045	3,023,455	12.55 %
Debt Service	554,594	489,219	65,375	88.21 %
<b>TOTAL EXPENDITURES</b>	<b>4,830,725</b>	<b>1,567,834</b>	<b>3,262,891</b>	<b>32.46 %</b>
<b>OTHER FINANCING SOURCES (USES)</b>				
Loan Proceeds	1,940,000	1,970,000	30,000	101.55 %
Payment to Refunding Escrow	(1,805,000)	(1,849,751)	(44,751)	102.48 %
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<b>135,000</b>	<b>120,249</b>	<b>(14,751)</b>	<b>89.07 %</b>
<b>REVENUES OVER (UNDER)</b>				
<b>EXPENDITURES - BUDGET BASIS</b>	<b>(2,053,015)</b>	<b>161,977</b>	<b>2,214,992</b>	
<b>ADJUSTMENTS TO RECONCILE BUDGET BASIS TO GAAP BASIS</b>				
Capital Outlay		434,045		
Bond Principal		146,500		
Net Debt Refunding		(120,249)		
<b>CHANGE IN NET POSITION</b>		<b>622,273</b>		
<b>BEGINNING NET POSITION</b>		<b>5,688,759</b>		
<b>ENDING NET POSITION</b>		<b>\$ 6,311,032</b>		
<b>Funds Available are Calculated as Follows:</b>				
Current Assets		\$ 5,110,441		
Current Liabilities		(357,613)		
Deferred Inflows of Resources		(3,038)		
		<b>\$ 4,749,790</b>		

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**GREATROCK NORTH WATER & SANITATION DISTRICT**  
**SCHEDULE OF EXPENDITURE DETAIL**  
**FOR THE ELEVEN MONTHS ENDED NOVEMBER 30, 2020**

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**ENTERPRISE FUND**

	Annual Budget	Year to Date Actual	Variance	YTD Actual / Annual Budget
<b>Administrative</b>				
Accounting	\$ 28,000	\$ 45,162	\$ (17,162)	161.29 %
Audit	9,000	8,357	643	92.86 %
County Treasurer's Fee	13,925	13,932	(7)	100.05 %
Directors' Fees	6,000	6,200	(200)	103.33 %
District Management	62,000	85,183	(23,183)	137.39 %
Election	10,000	2,503	7,497	25.03 %
Insurance and Bonds	22,000	18,791	3,209	85.41 %
Legal	60,250	63,939	(3,689)	106.12 %
Miscellaneous	15,000	7,010	7,990	46.73 %
Payroll Taxes	450	798	(348)	177.33 %
Website	2,000	-	2,000	-%
Total Administrative	<u>228,625</u>	<u>251,875</u>	<u>(23,250)</u>	<u>110.17 %</u>
<b>Operations</b>				
Utilities	48,300	59,292	(10,992)	122.76 %
Contingency	76,000	-	76,000	-%
Customer Billing	20,000	31,685	(11,685)	158.43 %
Distribution System Mntc	19,012	9,434	9,578	49.62 %
Engineering - Administration	35,350	22,500	12,850	63.65 %
Engineering - Operations	33,320	9,536	23,784	28.62 %
Equipment and Tools	3,000	1,688	1,312	56.27 %
Facility Maintenance & Repair	15,800	72,083	(56,283)	456.22 %
Generator Preventative Mntc	12,000	9,717	2,283	80.98 %
GIS	7,000	6,191	809	88.44 %
Locates	5,000	3,068	1,932	61.36 %
Meter Reading	8,000	23,698	(15,698)	296.23 %
Operator Services	64,624	47,848	16,776	74.04 %
Plant Supplies	8,100	7,396	704	91.31 %
Project Mgmt / Oper Admin	3,200	3,222	(22)	100.69 %
Rules and Regulations	1,500	-	1,500	-%
Testing and Reporting	9,800	7,292	2,508	74.41 %
Treatment - Maintenance & Repair	44,000	1,604	42,396	3.65 %
Water Meters - Cap	5,500	8,386	(2,886)	152.47 %
Water Rights Dev - Eng.	35,500	57,362	(21,862)	161.58 %
Water Rights Dev - Legal	50,000	10,692	39,308	21.38 %
Well - Rehab & Repair	85,000	-	85,000	-%
Total Operations	<u>590,006</u>	<u>392,694</u>	<u>197,312</u>	<u>66.56 %</u>
<b>Capital</b>				
Alluvial Well	135,000	27,385	107,615	20.29 %
Concentrate Pond	1,050,000	46,000	1,004,000	4.38 %
Reverse Osmosis Unit Upgrade	2,072,500	153,812	1,918,688	7.42 %
Meter Upgrades	200,000	173,013	26,987	86.51 %
Capital Repair & Replacement	-	33,835	(33,835)	-%
Total Capital	<u>3,457,500</u>	<u>434,045</u>	<u>3,023,455</u>	<u>12.55 %</u>
<b>Debt Service</b>				
Bond Principal - 2010	75,000	76,500	(1,500)	102.00 %
Bond Principal - 2017	70,000	70,000	-	100.00 %
Bond Interest - 2010	93,250	46,625	46,625	50.00 %
Bond Interest - 2017	180,744	180,744	-	100.00 %
Loan Issue Costs	135,000	114,750	20,250	85.00 %
Paying Agent Fees	600	600	-	100.00 %
Total Debt Service	<u>554,594</u>	<u>489,219</u>	<u>65,375</u>	<u>88.21 %</u>
<b>TOTAL</b>	<u>\$ 4,830,725</u>	<u>\$ 1,567,833</u>	<u>\$ 3,262,892</u>	<u>32.46 %</u>

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

## 2020 Budget Message

### **Introduction**

The District was formed in 1998 for the primary purpose of providing design, financing, acquisition, and construction, of certain infrastructure improvements necessary to provide water and storm sewer services within and outside of the District boundaries. The 2020 budget was prepared in accordance with the Local Government Budget Law of Colorado. The budget reflects the projected spending plan for the 2020 fiscal year based on available revenues. This 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.

The Board of Directors authorized adjustment of the District mill levy in accordance with the Colorado Constitution, Article X, Section 3 (the "Gallagher Adjustment"). The Gallagher Adjustment and the District's Service Plan authorize an adjustment of the Maximum Debt Mill Levy in the event that the method of calculating assessed valuation is changed after January 1, 2004, by any change in law, change in method of calculation, or in the event of any legislation or constitutionally mandated tax credit, cut, or abatement. The adjustment to the Maximum Debt Mill Levy is determined by the Board so that, to the extent possible, the actual tax revenues generated by the mill levy, as adjusted, are neither diminished nor enhanced as a result of such changes. The Colorado General Assembly passed House Bill 17-1349 setting the ratio of valuation for assessment for real residential property at 7.15% (decreased from 7.20%) for property taxes, until the next property tax year that the General Assembly determines to adjust the ratio of valuation for assessment for residential real property. The Gallagher Adjustment for the District allows for a total mill levy imposition, as noted in the following paragraph, so the District's revenue is neither diminished nor enhanced.

The District's 2019 assessed value increased from \$15,246,500 to \$19,752,080. The District assessed a total mill levy of 47.000 for taxes to be collected in the 2020 fiscal year with 26.750 mills certified to the General Fund and 20.250 mills certified to the Debt Service Fund.

### **Budgetary Basis of Accounting**

The District uses funds to budget and report on the financial position and results of operations. Fund accounting is designed to demonstrate legal compliance and to aid financial management by segregating transactions related to certain governmental functions. The various funds determine the total District budget. All of the District's funds are considered Governmental Funds and are reported using the current financial resources and the modified accrual basis of accounting. Revenues are recognized when they are measurable and available. Revenues are considered available when they are collectible within the current period. For this purpose, the District considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures, other than the interest on long term obligations, are recorded when the liability is incurred or the long-term obligation paid.

### **Fund Summaries**

The **General Fund** is used to account for resources traditionally associated with government such as property taxes, specific ownership tax, and expenditures which include District administration, legal services, operation and maintenance of the water system, and other expenses related to statutory operations of a local government. The primary source of revenue is from property taxes, specific ownership taxes, service charges, system development fees, an irrigation lease, and interest income.

The **Debt Service Fund** is used to account for property taxes and other revenues dedicated to pay the fiscal year's debt expense which includes principal payments, interest payments, and administrative costs associated with debt issues. The primary source of revenue comes from property taxes, specific ownership taxes, and availability of service fees.

In 2010, the District issued Series 2010 general obligation bonds in the amount of \$2,230,000 to partially refund the Series 2007 bonds and to provide funding for capital projects. In 2017, the District issued \$4,730,000 in general obligation bonds to refund the remaining 2007 general obligation bonds and to provide funding for future capital projects.

The **Capital Projects Fund** is used to account for revenues and expenditures to complete capital projects such as new improvements and upgrades to existing infrastructure using funds from the Series 2017 bond issue. The District is applying for and has budgeted to receive a grant to provide partial funding to enable the District to complete the needed improvements in 2020.

### **Emergency Reserve**

As required under Article X, Section 20 of the Colorado Constitution, the District has provided for an Emergency Reserve in the amount of 3% of the total fiscal year expenditures in the General Fund.

**GREATROCK NORTH WATER & SANITATION DISTRICT**  
**Schedule of Cash Position**  
**November 30, 2020**  
**Updated as of December 17, 2020**

	<b>Enterprise Fund</b>
<b><u>First Bank - Checking Account (7792)</u></b>	
Balance as of November 30, 2020	\$ 242,250.49
Subsequent activities:	
12/02/20 - Deposit	2,687.18
12/03/20 - Deposit	2,020.06
12/04/20 - Deposit	540.38
12/04/20 - Bill.com Payments	(212,701.02)
12/04/20 - Directors' Fees	(538.25)
12/07/20 - Deposit	1,548.57
12/09/20 - Deposit	957.49
12/10/20 - Deposit	193.34
12/11/20 - Deposit	346.94
12/14/20 - Deposit	530.96
12/15/20 - Deposit	202.87
12/15/20 - Xcel ACH	(111.38)
<i>Anticipated CenturyLink ACH</i>	(258.18)
<i>Anticipated Transfer from CT</i>	200,000.00
<i>Anticipated Bill.com Payments</i>	(200,780.44)
Anticipated balance	36,889.01
<b><u>First Bank - Lockbox Account (3070)</u></b>	
Balance as of November 30, 2020	459,880.99
Subsequent activities:	
12/03/20 - Paymentech Fee	(30.00)
12/31/20 - Deposit (Utility Payments)	21,015.56
Anticipated balance	480,866.55
<b><u>ColoTrust - General</u></b>	
Balance as of November 30, 2020	4,337,737.85
Subsequent activities:	
12/10/20 - PTAX - November	17,405.84
<i>Anticipated Transfer to 1st Bank</i>	(200,000.00)
<i>Anticipated 12/1 DS Payment - Series 2020</i>	(5,850.89)
Anticipated balance	4,149,292.80
<b>Grand Total</b>	<b>\$ 4,667,048.36</b>

**Yield information as of 11/30/20:**

FirstBank Lockbox - .03%

ColoTrust - 0.1367%

Greatrock North Water & Sanitation District  
December Claims  
December 17, 2020

Vendor	Invoice #	Date	Open Balance
*CenturyLink	1-Nov	10/31/2020	\$ 258.18
*MyAssetMap	E5F5CDB-0033	10/31/2020	74.81
*United Power Inc	12341500 Nov20	11/30/2020	373.27
*United Power Inc	2893502 Nov20	11/30/2020	505.40
*United Power Inc	6666302 Nov20	11/30/2020	628.10
*United Power Inc	7891601 Nov20	11/30/2020	1,543.76
*Xcel	11/31/2020	11/30/2020	44.56
*Xcel	11/31/2020	11/30/2020	44.56
		Auto Pay	<u>\$ 3,472.64</u>

Alderman Bernstein	16050	7/31/2020	562.50
Badger Meter, Inc.	1388943	9/11/2020	69,372.20
Bishop Brogden Associates, Inc	47210	11/15/2020	1,386.00
Bishop Brogden Associates, Inc	47179	11/15/2020	2,324.25
Bishop Brogden Associates, Inc	47209	11/15/2020	1,481.25
CliftonLarsonAllen LLP	2692201	11/30/2020	3,608.13
CliftonLarsonAllen LLP	2692099	11/30/2020	2,826.60
CliftonLarsonAllen LLP	2692405	11/30/2020	8,443.84
Colorado Special Districts P&L Pool	POL-0006633	12/14/2020	17,387.00
Colorado Water Systems	20-0639	12/1/2020	19,852.00
Dan's Custom Construction Inc.	628	11/20/2020	4,340.00
Dan's Custom Construction Inc.	629	11/23/2020	750.00
Diversified Underground	22898	11/30/2020	130.00
Element Engineering, LLC	0002A-12	11/30/2020	20,050.00
Element Engineering, LLC	0001-09	11/30/2020	280.00
Elite Industries, Inc.	6342	11/30/2020	931.30
Jose Luis Ceron Duarte	Refund	12/8/2020	112.65
Michael & Heidi Stout	Refund	12/8/2020	7.98
MMI Water Engineers, LLC	1370	12/14/2020	2,720.00
MMI Water Engineers, LLC	1371	12/14/2020	2,581.95
MMI Water Engineers, LLC	1372	12/14/2020	4,791.98
Pest Predator	1799	11/30/2020	240.00
Petrock & Fendel, PC	31860	11/30/2020	92.00
Petrock & Fendel, PC	31859	11/30/2020	1,610.00
Ramey Enviromental Compliance, Inc	21563	11/30/2020	448.75
Ramey Enviromental Compliance, Inc	21543	11/30/2020	6,014.11
Ramey Enviromental Compliance, Inc	21539	11/30/2020	7,380.73
Treatment Technology	183020	8/31/2020	807.80
Treatment Technology	183357	10/29/2020	807.80
UMB Bank, N.A.	805941	12/7/2020	400.00
United Site Services, Inc	114-11317396	11/30/2020	219.96
Utility Notification Center of Colorado	220100617	10/31/2020	28.31
Utility Notification Center of Colorado	220110615	11/30/2020	38.74
Utility Sales and Service	642	11/30/2020	12,704.00
White Bear Ankele Tanaka & Waldron	13218	11/30/2020	6,048.61
		Bill.com	<u>\$ 200,780.44</u>

Grand Total			<u>\$ 204,253.08</u>
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**GREATROCK NORTH WATER AND SANITATION DISTRICT**  
**Property Taxes Reconciliation**  
**2020**

	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	\$ 6,638.02	\$ -	\$ 5,418.67	\$ -	\$ (99.57)	11,957.12	0.72%	0.72%	\$ 14,524.30	1.16%	1.16%	
February	392,091.56	-	5,833.24	-	(5,881.37)	392,043.43	42.24%	42.95%	339,271.47	43.13%	44.28%	
March	40,933.62	-	4,759.38	-	(614.02)	45,078.98	4.41%	47.36%	28,158.29	3.03%	47.31%	
April	67,329.38	-	3,146.38	22.40	(1,010.28)	69,487.88	7.25%	54.61%	73,983.59	8.99%	56.31%	
May	75,618.06	-	7,378.95	34.28	(1,134.78)	81,896.51	8.15%	62.76%	33,488.80	3.71%	60.01%	
June	319,585.07	-	4,675.83	206.60	(4,796.88)	319,670.62	34.43%	97.18%	297,562.29	37.78%	97.79%	
July	10,263.91	-	6,561.11	147.33	(156.17)	16,816.18	1.11%	98.29%	17,539.85	1.59%	99.38%	
August	5,800.50	-	6,447.29	112.66	(88.70)	12,271.75	0.62%	98.91%	6,300.87	0.00%	99.38%	
September	4,863.08	-	6,398.91	64.61	(73.92)	11,252.68	0.52%	99.44%	5,941.93	0.00%	99.38%	
October	1,782.69	-	6,085.79	108.74	(28.38)	7,948.84	0.19%	99.63%	6,295.24	0.20%	99.58%	
November	10,893.37	-	6,342.15	217.76	(47.44)	17,405.84	1.17%	100.80%	10,277.76	0.42%	100.00%	
December	-	-	-	-	-	-	0.00%	100.80%	4,894.73	0.00%	100.00%	
	<b>\$ 935,799.26</b>	<b>\$ -</b>	<b>\$ 63,047.70</b>	<b>\$ 914.38</b>	<b>\$ (13,931.51)</b>	<b>\$ 985,829.83</b>	<b>100.80%</b>	<b>100.80%</b>	<b>\$ 838,239.12</b>	<b>100.00%</b>	<b>100.00%</b>	

Taxes Levied	% of Levied	Property Taxes Collected	% Collected to Amount Levied
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Assessed Valuation	Mill Levy
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**Property Tax**

General Fund	\$ 528,368.00	56.91%	\$ 532,608.87	100.80%		26.750
Debt Service Fund	399,980.00	43.09%	403,190.39	100.80%		20.250
	<b>\$ 928,348.00</b>	<b>100.00%</b>	<b>\$ 935,799.26</b>	<b>100.80%</b>		<b>47.000</b>

**\$ 19,752,080**      **47.000**

**Specific Ownership Tax**

General Fund	\$ 32,000.00	57.14%	\$ 36,027.90	112.59%
Debt Service Fund	23,999.00	42.86%	27,019.80	112.59%
	<b>\$ 55,999.00</b>	<b>100.00%</b>	<b>\$ 63,047.70</b>	<b>112.59%</b>

**Treasurer's Fees**

General Fund	\$ 7,926.00	56.92%	\$ 7,929.14	100.04%
Debt Service Fund	6,000.00	43.08%	6,002.37	100.04%
	<b>\$ 13,926.00</b>	<b>100.00%</b>	<b>\$ 13,931.51</b>	<b>100.04%</b>

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**Greatrock North Water and Sanitation District**  
**Inclusion Detail Report**  
As of December 17, 2020

Type	Date	Num	Name	Memo	Debit	Credit	Balance
<b>401255 · AR - Country Club Ranch #2 Inclusion</b>							
Bill	04/30/2019	4842	White Bear Ankele Tanaka & Waldron		1,276.13	-	1,276.13
Bill	05/15/2019	44689	Bishop Brogden Associates, Inc		106.50	-	1,382.63
Deposit	05/30/2019	1456	Premier Community Homes, Ltd	Deposit	-	5,000.00	(3,617.37)
Bill	05/31/2019	5116	White Bear Ankele Tanaka & Waldron		510.45	-	(3,106.92)
Deposit	06/17/2019	1492	Premier Community Developments, LTD	Deposit	-	5,000.00	(8,106.92)
Bill	06/30/2019	5679	White Bear Ankele Tanaka & Waldron		1,531.35	-	(6,575.57)
Bill	07/01/2019	30437	Petrock & Fendel, PC		1,192.50	-	(5,383.07)
Bill	07/15/2019	45064	Bishop Brogden Associates, Inc		5,652.33	-	269.26
Bill	07/31/2019	30540	Petrock & Fendel, PC		3,327.50	-	3,596.76
Bill	07/31/2019	July 2019	Special District Management Services, Inc		210.00	-	3,806.76
Bill	07/31/2019	6052	White Bear Ankele Tanaka & Waldron		4,544.34	-	8,351.10
Bill	07/31/2019	1158	MMI Water Engineers, LLC	Engineering Services July 2019	569.45	-	8,920.55
Bill	08/15/2019	45132	Bishop Brogden Associates, Inc		3,035.25	-	11,955.80
Bill	08/31/2019	30637	Petrock & Fendel, PC		742.50	-	12,698.30
Bill	08/31/2019	6488	White Bear Ankele Tanaka & Waldron		1,117.25	-	13,815.55
Bill	08/31/2019	1170	MMI Water Engineers, LLC	Engineering Services July 2019	511.50	-	14,327.05
Bill	09/30/2019	6883	White Bear Ankele Tanaka & Waldron		521.73	-	14,848.78
Bill	10/15/2019	45446	Bishop Brogden Associates, Inc		2,110.50	-	16,959.28
Bill	10/31/2019	7459	White Bear Ankele Tanaka & Waldron		776.95	-	17,736.23
Bill	11/11/2019	1202	MMI Water Engineers, LLC	Engineering Services Aug 2019	124.00	-	17,860.23
Bill	11/15/2019	45591	Bishop Brogden Associates, Inc	Country Club Ranchettes Filing #2	2,441.17	-	20,301.40
Deposit	11/25/2019	1603	Premier Community Developments, LTD	Deposit	-	18,351.10	1,950.30
Bill	11/30/2019	7751	White Bear Ankele Tanaka & Waldron	Inclusion	627.81	-	2,578.11
Bill	12/31/2019	8284	White Bear Ankele Tanaka & Waldron	Country Club Ranchettes Inclusion	340.30	-	2,918.41
Bill	01/15/2020	45839	Bishop Brogden Associates, Inc	Water Rights - Country Club Ranchettes Filing #2	328.50	-	3,246.91
Bill	01/31/2020	8797	White Bear Ankele Tanaka & Waldron	Inclusion	2,586.59	-	5,833.50
Bill	01/31/2020	31141	Petrock & Fendel, PC	Country Club Ranchettes	3,450.00	-	9,283.50
Bill	02/15/2020	45963	Bishop Brogden Associates, Inc	Country Club Ranchettes Filing #2	2,808.00	-	12,091.50
Bill	02/17/2020	1250	MMI Water Engineers, LLC	Country Club Ranch #2	1,081.27	-	13,172.77
Bill	02/28/2020	31220	Petrock & Fendel, PC	Country Club Ranchettes	1,068.50	-	14,241.27
Bill	02/29/2020	9026	White Bear Ankele Tanaka & Waldron	Inclusion	392.06	-	14,633.33
Bill	03/15/2020	46090	Bishop Brogden Associates, Inc	Country Club Ranchettes	460.50	-	15,093.83
Bill	03/22/2020	1256	MMI Water Engineers, LLC	Country Club Ranch #2 Inclusion	241.79	-	15,335.62
Bill	03/31/2020	9578	White Bear Ankele Tanaka & Waldron	Inclusion	746.20	-	16,081.82
Bill	03/31/2020	31295	Petrock & Fendel, PC	Country Club Ranchettes	1,853.00	-	17,934.82
Deposit	04/21/2020	1914	Premier Community Developments Ltd	Deposit	-	22,000.00	(4,065.18)
Bill	04/24/2020	1278	MMI Water Engineers, LLC	Country Club Ranch #2 Inclusion	80.00	-	(3,985.18)
Bill	04/30/2020	04/30/20	White Bear Ankele Tanaka & Waldron	Inclusion	310.58	-	(3,674.60)
Bill	04/30/2020	2487606	CliftonLarsonAllen LLP	Inclusion Costs	215.00	-	(3,459.60)
Bill	07/31/2020	11472	White Bear Ankele Tanaka & Waldron	Inclusion Costs	261.38	-	(3,198.22)
Bill	07/31/2020	2583683	CliftonLarsonAllen LLP	Inclusion Costs	193.50	-	(3,004.72)
Bill	08/15/2020	46778	Bishop Brogden Associates, Inc	Inclusion Costs	307.50	-	(2,697.22)
Bill	08/31/2020	11909	White Bear Ankele Tanaka & Waldron	Inclusion Costs	945.05	-	(1,752.17)
Bill	08/31/2020	2609106	CliftonLarsonAllen LLP	Inclusion Costs	129.00	-	(1,623.17)
Bill	09/14/2020	1339	MMI Water Engineers, LLC	Inclusion Costs	416.00	-	(1,207.17)
Bill	09/30/2020	2638016	CliftonLarsonAllen LLP	Inclusion Costs	731.00	-	(476.17)
Bill	10/20/2020	1352	MMI Water Engineers, LLC	Inclusion Costs	480.00	-	3.83
Bill	11/15/2020	1356	MMI Water Engineers, LLC	Inclusion Costs	576.00	-	579.83
Deposit	11/20/2020	1117	Premier Community Developments Ltd	Deposit	-	5,000.00	(4,420.17)
Deposit	11/20/2020	2275	CC Ranchettes	Deposit	-	5,000.00	(9,420.17)
Bill	11/30/2020	13218	White Bear Ankele Tanaka & Waldron	Inclusion Costs	1,503.68	-	(7,916.49)
Bill	11/30/2020	2692405	CliftonLarsonAllen LLP	Inclusion Costs	814.00	-	(7,102.49)
Bill	12/14/2020	1371	MMI Water Engineers, LLC	Inclusion Costs	480.00	-	(6,622.49)
<b>Total 401255 · AR - Country Club Ranch #2 Inclusion</b>					<b>53,728.61</b>	<b>60,351.10</b>	<b>(6,622.49)</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**  
**Inclusion Detail Report**  
As of December 17, 2020

Type	Date	Num	Name	Memo	Debit	Credit	Balance
<b>401256 · AR - Ridgeview Estates Inclusion</b>							
Deposit	03/21/2019	0088252775	Ridgeview Properties	Ridgeview Estates - Deposit to Prepare Letter	-	3,500.00	(3,500.00)
Bill	03/30/2019	1103	MMI Water Engineers, LLC		31.00	-	(3,469.00)
Bill	04/29/2019	1114	MMI Water Engineers, LLC		511.50	-	(2,957.50)
Bill	05/01/2019	30225	Petrock & Fendel, PC		315.00	-	(2,642.50)
Bill	05/15/2019	44772	Bishop Brogden Associates, Inc		768.50	-	(1,874.00)
Bill	06/05/2019	1129	MMI Water Engineers, LLC		31.00	-	(1,843.00)
Bill	06/15/2019	44846	Bishop Brogden Associates, Inc		1,103.25	-	(739.75)
Bill	11/11/2019	1202	MMI Water Engineers, LLC	Engineering Services Aug 2019	775.00	-	35.25
Bill	11/30/2019	7751	White Bear Ankele Tanaka & Waldron	Inclusion	297.76	-	333.01
Bill	01/19/2020	1232	MMI Water Engineers, LLC	Inclusion Engineering	201.50	-	534.51
Bill	02/17/2020	1250	MMI Water Engineers, LLC	Ridgeview Estates	32.00	-	566.51
Bill	03/22/2020	1256	MMI Water Engineers, LLC	Ridgeview Estates Inclusion	923.45	-	1,489.96
Deposit	04/15/2020	1006	Ridgeview Properties		-	2,000.00	(510.04)
Bill	04/24/2020	1278	MMI Water Engineers, LLC	Ridgeview Estates Inclusion	208.00	-	(302.04)
Bill	05/25/2020	1292	MMI Water Engineers, LLC	Ridgeview Estates Inclusion	128.00	-	(174.04)
Bill	06/30/2020	1302	MMI Water Engineers, LLC		208.00	-	33.96
Bill	06/30/2020	10926	White Bear Ankele Tanaka & Waldron		217.81	-	251.77
Bill	06/30/2020	2550017	CliftonLarsonAllen LLP		64.50	-	316.27
Bill	08/19/2020	1325	MMI Water Engineers, LLC	Inclusion Costs	272.00	-	588.27
Deposit	08/21/2020	1007	Ridgeview Properties		-	3,000.00	(2,411.73)
Withdrawal	08/27/2020	1007	Ridgeview Properties		3,000.00	-	588.27
Bill	08/31/2020	2609106	CliftonLarsonAllen LLP	Inclusion Costs	43.00	-	631.27
Deposit	09/02/2020	WIRE	Ridgeview Properties		-	3,000.00	(2,368.73)
Bill	09/14/2020	1339	MMI Water Engineers, LLC	Inclusion Costs	304.00	-	935.27
Bill	10/20/2020	1352	MMI Water Engineers, LLC	Inclusion Costs	16.00	-	951.27
Bill	11/15/2020	1356	MMI Water Engineers, LLC	Inclusion Costs	576.98	-	1,528.25
Bill	11/30/2020	21539	Ramey Environmental Compliance	Inclusion Costs	217.50	-	1,745.75
Bill	11/30/2020	2692405	CliftonLarsonAllen LLP	Inclusion Costs	44.00	-	1,789.75
Bill	12/14/2020	1371	MMI Water Engineers, LLC	Inclusion Costs	1,269.95	-	3,059.70
Total 401256 · AR - Ridgeview Estates Inclusion					<u>11,559.70</u>	<u>11,500.00</u>	<u>59.70</u>
<b>401258 · AR - Homestead Heights Inclusion</b>							
Bill	03/30/2019	1104	MMI Water Engineers, LLC		263.50	-	263.50
Bill	03/30/2019	1103	MMI Water Engineers, LLC		108.50	-	372.00
Bill	04/29/2019	1114	MMI Water Engineers, LLC		294.50	-	666.50
Bill	06/05/2019	1129	MMI Water Engineers, LLC		682.00	-	1,348.50
Bill	06/30/2019	1138	MMI Water Engineers, LLC	Engineering Services April 21 - May 18, 2019	201.50	-	1,550.00
Bill	07/31/2019	1158	MMI Water Engineers, LLC	Engineering Services July 2019	1,007.50	-	2,557.50
Bill	08/31/2019	1170	MMI Water Engineers, LLC	Engineering Services July 2019	62.00	-	2,619.50
Bill	09/30/2019	1182	MMI Water Engineers, LLC	Engineering Services Aug & Sept 2019	170.50	-	2,790.00
Bill	11/11/2019	1202	MMI Water Engineers, LLC	Engineering Services Aug 2019	77.50	-	2,867.50
Bill	12/16/2019	1217	MMI Water Engineers, LLC	Homestead Heights Inclusion	62.00	-	2,929.50
Bill	01/19/2020	1232	MMI Water Engineers, LLC	Inclusion Engineering	524.65	-	3,454.15
Bill	02/17/2020	1250	MMI Water Engineers, LLC	Homestead Heights	931.43	-	4,385.58
Bill	04/24/2020	1278	MMI Water Engineers, LLC	Homestead Heights	96.00	-	4,481.58
Bill	05/25/2020	1292	MMI Water Engineers, LLC	Homestead Heights	496.00	-	4,977.58
Bill	06/30/2020	1302	MMI Water Engineers, LLC	Homestead Heights	1,808.00	-	6,785.58
Bill	07/31/2020	1313	MMI Water Engineers, LLC	Homestead Heights	96.00	-	6,881.58
Deposit	08/07/2020	2103839	Greatrock North WSD	Homestead Heights	-	5,000.00	1,881.58
Bill	08/19/2020	1325	MMI Water Engineers, LLC	Inclusions Costs	272.00	-	2,153.58
Bill	09/14/2020	1339	MMI Water Engineers, LLC	Inclusion Costs	216.53	-	2,370.11
Bill	09/30/2020	2638016	CliftonLarsonAllen LLP	Inclusion Costs	107.50	-	2,477.61
Bill	10/20/2020	1352	MMI Water Engineers, LLC	Inclusion Costs	288.00	-	2,765.61
Bill	11/15/2020	1356	MMI Water Engineers, LLC	Inclusion Costs	256.20	-	3,021.81
Bill	12/14/2020	1371	MMI Water Engineers, LLC	Inclusion Costs	832.00	-	3,853.81
Total 401258 · AR - Homestead Heights Inclusion					<u>8,853.81</u>	<u>5,000.00</u>	<u>3,853.81</u>

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  
ENGINEER'S REPORT  
December 27, 2020**

**Facility Activities**

**Box Elder Creek Ranch Subdivision**

No activity updates to report.

**Rocking Horse Farms Subdivision**

No activity updates to report.

**Greatrock North Subdivision**

No activity updates to report.

**Hayesmount Estates Subdivision**

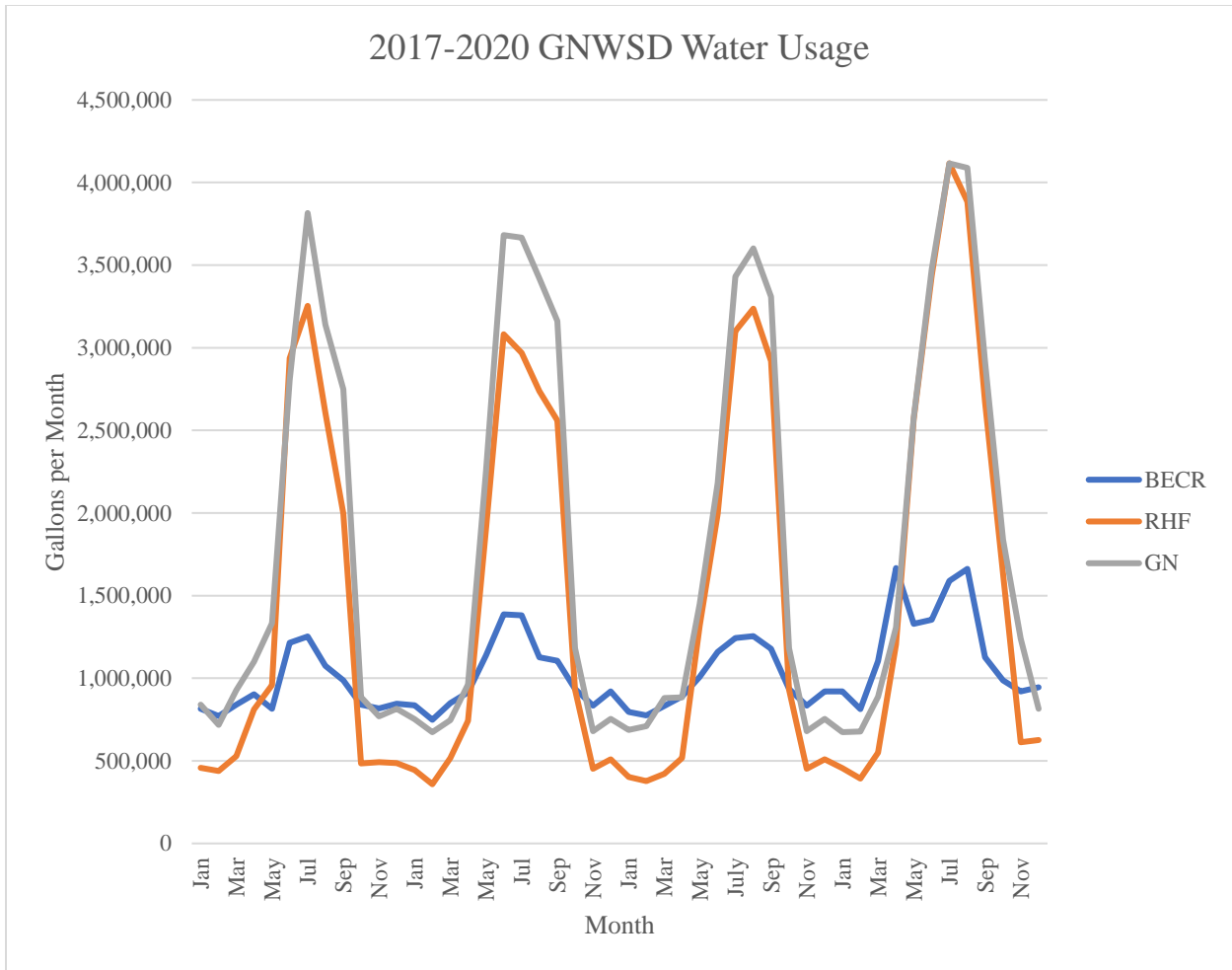
No activity updates to report.

**District-wide Activities**

**General Water Accounting**

Below is a tabulation and graph of water usage (gallons) for each month for each subdivision based upon the daily/monthly SCADA reports.

2018, 2019, & 2020	BECR	RHF	GN
December (2018)	921,072	508,705	754,203
January (2019)	796,883	401,939	686,814
February	774,758	377,806	710,598
March	831,348	420,949	880,730
April (projected)#	888,839	516,644	883,631
May	1,007,538	1,318,466	1,450,327
June	1,158,465	1,995,163	2,181,844
July	1,244,000	3,099,940	3,432,270
August	1,254,862	3,235,914	3,601,755
<i>September (as of 09/22/19)</i>	<i>864,337</i>	<i>2,141,286</i>	<i>2,427,177</i>
<i>September (projected)</i>	<i>1,178,641</i>	<i>2,919,936</i>	<i>3,309,787</i>
October	<b>DATA NOT AVAILABLE</b>		
November	<b>DATA NOT AVAILABLE</b>		
December (2019)	<b>DATA NOT AVAILABLE</b>		
January (2020)	920,151	456,104	674,231
February (2020)	813,103	393,499	677,324
March (extrapolated)	1,102,947	548,954	887,770
April (2020)	1,666,738	1,205,597	1,308,247
May (2020)	1,329,794	2,567,558	2,577,018
June (2020)	1,354,490	3,436,038	3,474,282
July (2020)	1,589,929	4,116,479	4,115,786
August (2020)	1,661,503	3,883,490	4,088,931
September (2020)	1,127,211	2,670,221	2,915,935
October (2020)	987,550	1,633,776	1,838,619
November (2020)	920,123	612,126	1,238,940
December (through 12/26/20)	792,211	525,495	683,257
<i>December (projected)</i>	<i>944,560</i>	<i>626,552</i>	<i>814,652</i>



## Water Quality Tracking

Below are tables summarizing water quality, pond levels, and electricity usage. On September 11, 2020, REC removed the reverse osmosis runtime restrictions.

Sample Date	TDS (mg/l)			Hardness (mg/l)		
	BECR	RHF	GN	BECR	RHF	GN
December 9, 2020	638	619	556	198.0	211.3	202.6
November 17, 2020	608	731	696	207.5	263.1	240.5
October 27, 2020	769	594	613	285.2	186.9	199.3
September 16, 2020	731	685	656	344.0	322.1	318.6
August 19, 2020	735	731	700	335.6	328.6	332.6
July 22, 2020	709	689	684	264.8	265.3	265.9
June 29, 2020	680	703	699	303.1	293.2	294.9
May 15, 2020	660	664	670	252.3	264.4	267.6
April 15, 2020	562	530	527	207.3	197.1	203.9
March 18, 2020	474	459	461	166.8	152.6	153.4
February 26, 2020	484	485	493	160.2	158.6	171.2
January 15, 2020	435	426	464	147.0	146.9	157.2
December 13, 2019	403	358	361	128.0	109.6	115.3
November 27, 2019	432	339	395	117.1	88.7	91.3
October 16, 2019	340	452	415	79.6	129.2	117.8
September 25, 2019	495	497	485	165.5	177.9	174.9
August 14, 2019	565	520	546	213.3	195.8	194.7
July 17, 2019	464	437	513	193.2	186.3	190.6
June 5, 2019	511	557	544	132.2	173.7	154.8
May 22, 2019	665	650	645	262.3	263.3	271.7
April 24, 2019	490	451	459	170.9	141.1	149.1
March 20, 2019	437	429	419	162.0	153.2	159.2
February 28, 2019	352	404	334	112.9	136.8	110.4
January 16, 2019	657	510	590	261.9	182.4	226.2
December 5, 2018	292	318	328	62.1	66.8	66.0
November 7, 2018	283	305	290	72.0	88.6	81.0
October 11, 2018	292	347	346	90.9	128.6	121.6
September 14, 2018	434	442	444	167.1	167.4	164.6
August 31, 2018	467	481	338	173.5	168.2	138.3

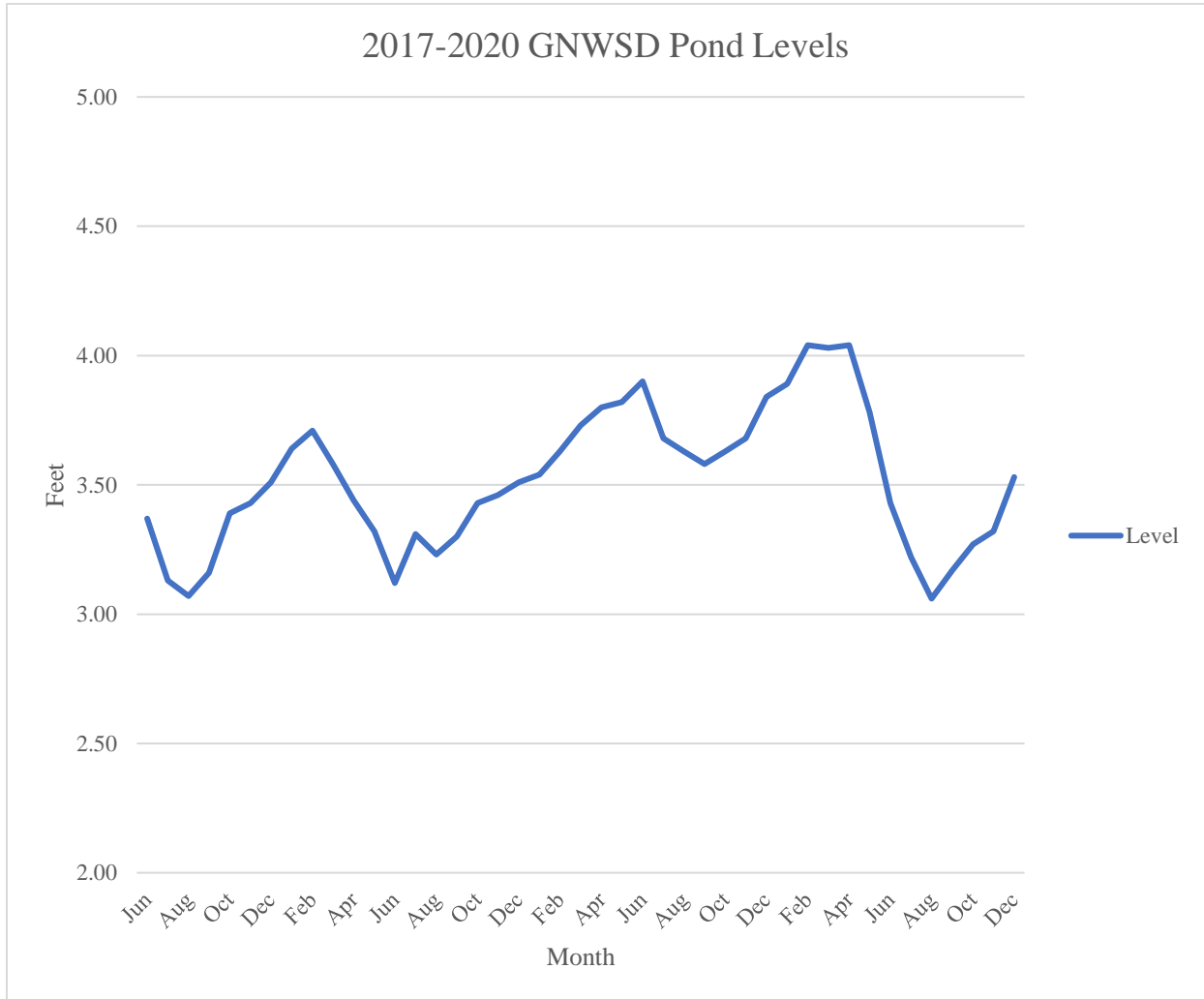
\* Any projections are based upon benchtop data presented by Mike Atwood if laboratory results are unavailable.

Pond Level Management

There are approximately 13 inches of capacity available in the ponds and we will continue to monitor this data as evaporative rates and daily water usage change.

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

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





**United Power Billings**

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

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

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

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

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

**Development Activities**

**Hayesmount Estates**

No engineering activity.

**Country Club Ranchettes, Filing 1**

MMI Water Engineers continues to review materials submittals from the water system improvements contractor (Blanco, Inc.) and communicate with the developer (Jay Scolnick) and

the design engineer (Manhard Consulting). The developer has not provided a schedule for construction of the offsite water system improvements.

#### Ridgeview Estates (PLT2019-00026)

The pre-construction meeting was conducted on November 3, 2020.

MMI Water Engineers has reviewed all materials submittals received to date from the water system improvements contractor (Blanco, Inc.). MMI also continues to communicate with the developer (David Moore) regarding revisions to the approved construction drawings based upon staking of the proposed improvements. The developer has not provided an updated schedule for construction of the water system improvements.

#### Country Club Ranchettes Filing No. 2

On December 22, District staff completed another round of revisions to the inclusion agreement for Country Club Ranchettes Filing No. 2 and associated property. On December 23, the developer (Jay Scolnick) indicated he is analyzing development possibilities for the land adjacent to Hudson Mile Road with an engineer (Matrix Design).

### **Capital Projects**

#### Third Alluvial Well

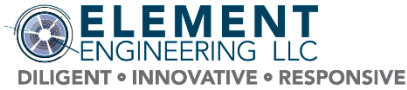
MMI Water Engineers is awaiting a report from BBA Water Consultants from the November 18/19 pump testing and subsequent water quality sampling analysis of the nearby Genereaux well.

#### Reverse Osmosis Water Treatment Facility

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

#### Concentrate Evaporation Pond

MMI Water Engineers presented the landowner (Jay Scolnick) an alternative concentrate line alignment on December 14. The alternative alignment routes the concentrate line north of the conceptual Sierra Vista Ranchettes Filing No. 1 and crosses in a diagonal path to the proposed concentrate evaporation pond. On December 23, Mr. Scolnick contacted MMI and indicated he is analyzing development possibilities for this land adjacent to Hudson Mile Road with an engineer (Matrix Design).



## ENGINEER'S PROGRESS REPORT

**Date:** January 5, 2021  
**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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### **Water Treatment Plant Improvements - Design**

Design of the water treatment plant is ongoing with interior and exterior piping being set both horizontally and vertically. Preliminary site and grading plans have been completed. Equipment has been laid out and situated in the building floorplan.

Progress plans were sent to MMI and Ramey Environmental on March 30th. A review meeting was held to discuss comments and gather input on the drawings from the design team on April 16th. We are currently working on updating the plans per the comments received. These updated plans will be sent to the district board and design team by the week of May 4th.

Plans and a Basis of Design Report (BDR) will be submitted to CDPHE by the end of May. During CDPHE review Element will continue to move the design forward and will be working with subconsultants on their respective areas of the design (structural, MEP, electrical, etc).

Element submitted progress plans for the district committee meeting. Changes to the site plan were discussed including removing the northern access and moving the future septic system location. Discussion on the finishing of the future office location was also discussed.

We are currently continuing to work on the design plans including comments discussed at the meeting. A new progress set will be submitted to the district prior to the June board meeting. We are on schedule for a May submittal to CDPHE. We have kicked all subconsultants off on their designs and have entered the multi-disciplinary phase of design.

Further discussion on the future office location was held at the June 2<sup>nd</sup> board meeting. There were no comments discussing moving equipment/piping, therefore we will move forward with all subconsultants on the proposed layout.

The Basis of Design Report (BDR) was submitted to CDPHE on June 1<sup>st</sup>. At the June 2<sup>nd</sup> it was discussed and agreed upon by the board that the building would include a unisex restroom and the plans would include the necessary septic system and leach field design. These will be incorporated into the documents.

Element held a design coordination meeting with subconsultants on June 28, 2020. Plans and documents have been provided to the subconsultants and they have started their design work. A coordination

meeting with the controls engineer will be held on June 23<sup>rd</sup>. A site visit with the electrical engineer was held on June 24<sup>th</sup>.

Element has submitted plans to the RO equipment manufacturer for review and comment. We have reviewed all connection points and flowrates with Marlo to verify piping location and size. Worth Hydrochem has indicated that Marlo did not bid the project to install the skids back-to-back as is the case in our design and has requested a change order of \$5,760.00 to re-orient piping on the second skid rather than providing two identical skids (non-mirrored configuration). This will need to be discussed in more detail at the upcoming committee meeting and board meeting.

Further correspondence and work with Marlo has shown that we can simply mirror the skids as initially intended without the additional piping relocation changes. This will significantly reduce the necessary change order to costs associated with drafting only. Element is awaiting the revised change order amount from Marlo and will report that amount to the board.

Design coordination meetings with designated board members are being held with the architect. The floorplan has been generally finalized. The district board met at a special meeting on July 28<sup>th</sup> where it was determined that the building would be 40'x80' and would include finished restroom, operator room, storage room, electrical room, office room, and conference room. There will not be a mezzanine included in the design which will allow for the building height to be reduced. Element has developed a change order for engineering, drafting, design, and technical specification efforts necessary to complete this work.

Element has contacted Adams County to verify the submittal requirements that will be necessary prior to obtaining a building permit. The following are required and appear to be contractor related:

- apply online at our EPermit Center for a building permit
- have a General Contractor, currently licensed in Adams County before permit application will go to the review process.
  - Sub-Contractors, currently licensed in Adams County before permit will be issued.
- have all documents listed on the Commercial Submittal Requirements uploaded to your application online (PDF Format)

As previously discussed, Adams County approvals for planning/land use were completed during the water storage tank project.

Alternative delivery methods were discussed at a committee meeting on August 14<sup>th</sup>. This included DB, CMAR, etc. Element and MMI discussed the potential of short-listing contractors and entering a modified partnership with a selected contractor after receiving competitive bids from the short list. To determine the statutory requirement necessary to short-list and retain contractors Element consulted with the district's council Jennifer Tanaka, Esq. According to feedback, Title 32 requires that the district public notice for bids on all construction contracts over \$60,000 or more. There is not a specific process required for prequalifying contractors in these instances. The district could create a short-list of contractors, however, the district would need to publicly bid the project in order to show consideration to other contractors potentially not on that short list.

Geotechnical work necessary for the ISDS design was completed on August 19<sup>th</sup>. This included excavation and materials sampling. Element met onsite with MMI on August 19<sup>th</sup> to review the yard piping design and augmentation piping/strategy.

With the general finalization of the floorplan all subconsultants are now working on construction plans. Note that the floorplan can still be modified or changed by the board, but Element wanted to get other disciplines going based on the general acceptance of the floorplan we have arrived at.

Worth and Marlo were submitted updated skid drawings allowing a back to back installation on August 14<sup>th</sup>. These drawings were accepted by Element. The updated skid drawings are being incorporated into the design by Element.

Element has followed up with LOA to determine when the next architectural review meeting will be held. LOA is drafting cross section views of rooms and generating recommendations for finishes in rooms. LOA has indicated they will be ready for a meeting in early September with the architectural committee.

Several operational alternatives were developed for SCADA design. These are being reviewed internally and will be sent to the GNWSD board, Ramey, MMI and HMI for design of the SCADA system.

SCADA and controls designs have been completed to schematic level. Per our discussion with district staff we plan to have a bid item listing HOA solutions as the SCADA/controls provider. They will provide their cost to design, install, troubleshoot and startup the districtwide (and plant specific) controls systems. The design in the plans to be bid includes dry conduit for controls to each piece of process equipment. HOA is solely responsible for the design of the controls system and is not contracted under Element Engineering.

A meeting was held with HOA, Lisa and John to discuss the architectural layout on October 27<sup>th</sup> at 4:00 PM.

95% progress plans, bid documents, and technical specifications were provided by the end of the November for all disciplines (excluding controls --- see above). This did not include the architectural changes discussed on October 27<sup>th</sup> due to time constraints to meet the end of the month deadline.

We have contacted CDPHE on the design review. We have been assured that our project is in the queue for review and will be under review soon. CDPHE may issue an RFI (request for information) that we must answer in order to achieve approval.

**Because the existing onsite concentrate line is buried much shallower than originally anticipated the building drains cannot gravity drain to the concentrate line. We discussed draining floor drains to the leach field or the possibility of a sump pump with the board. The board preferred the sump pump option. A sump and sump pump has been added to the design. It is important to note that the onsite (existing) concentrate line appears to be only 4-inch in diameter.**

Therefore, the existing line cannot handle off-spec permeate (permeate flow to concentrate disposal for a short period of time upon skid startup) as it is not big enough to handle the instantaneous 200 gpm flow. We have contacted Marlo and Worth to discuss this and both are in agreement that the system will have an option to turn off off-spec permeate. Off-spec permeate is not necessary for this installation as we are not treating for a primary MCL.

**Resolution Number 2021-01-01**

RESOLUTION  
OF THE  
BOARD OF DIRECTORS  
OF THE  
GREATROCK NORTH WATER AND SANITATION DISTRICT  
AMENDING APPENDIX A OF THE RULES AND REGULATIONS  
(2019 Reissuance)

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WHEREAS, the Greatrock North Water and Sanitation District (the “**District**”) was organized in accordance with and pursuant to §§ 32-1-101, *et seq.*, C.R.S. for the purpose of providing water and storm drainage facilities and services to properties within and without its boundaries; and

WHEREAS, pursuant to § 32-1-1001(1)(m), C.R.S., the District’s Board of Directors (the “**Board**”) is empowered to adopt, amend and enforce rules and regulations of the District; and

WHEREAS, pursuant to § 32-1-1001(1)(j)(I), C.R.S., the Board is authorized to fix and from time to time increase or decrease, fees, rates, tolls, penalties, or charges for services, programs, or facilities furnished by the District to properties within and without the District’s boundaries; and

WHEREAS, on May 2, 2017, the Board adopted rules and regulations, which rules and regulations incorporated all prior revisions adopted by the Board and were reissued as of this date, and which have been subsequently amended by separate resolution since their original adoption (collectively, the “**Prior Rules and Regulations**”); and

WEREAS, on December 3, 2019, the Board updated and replaced the Prior Rules and Regulations with a reissuance (the “**Rules and Regulations**”), which Rules and Regulations are currently in effect and followed by the District; and

WHEREAS, the Board has determined that the fees and charges set forth in Appendix A of the Rules and Regulations need to be updated; and

WHEREAS, pursuant to §32-1-1001(2), C.R.S., the Board, as a governing body furnishing domestic water services directly to residents and property owners within or outside of the District, may fix or increase fees, rates, tolls, penalties or charges for domestic water services only after consideration of the action at a public meeting held at least thirty (30) days after providing notice stating that the action is being considered and stating the date, time and place of the meeting at which the action is being considered; and

WHEREAS, pursuant to § 32-1-1001(2)(a)(III), C.R.S., on December 2, 2020, the Board provided the required thirty (30) days’ notice to the residents and property owners within and outside of the District by posting the information on the official website of the District, a link to which is on the official website of the Division of Local Government; and

WHEREAS, pursuant to § 32-1-1001(2)(a)(IV), C.R.S., on December 2, 2020, the Board further provided the required (30) days' notice by posting the notice on the official website of the Colorado Special District Association, the statewide association of special districts forms pursuant to § 29-1-401, C.R.S., which association posted the notice of a publicly accessible section of its website; and

WHEREAS, the Board desires to amend the Rules and Regulations in this Resolution to provide for the changes in fees, rates, tolls, penalties and charges reflected in the Schedule of Fees and Charges appended to the Rules and Regulations as Appendix A thereto.

NOW, THEREFORE, be it resolved by the Board as follows:

Section 1.     REPLACEMENT OF APPENDIX A “SCHEDULE OF FEES AND CHARGES”. Appendix A of the Rules and Regulations shall be replaced in its entirety with the Schedule of Fees and Charges set forth in **Exhibit A**, attached hereto.

Section 2.     PRIOR PROVISIONS EFFECTIVE. Except as specifically amended hereby, all the terms and provisions of the Rules and Regulations, as amended, shall remain in full force and effect.

*[Remainder of Page Intentionally Left Blank. Signature Page Follows].*

ADOPTED THIS 5<sup>TH</sup> DAY OF JANUARY, 2021.

GREATROCK NORTH WATER AND  
SANITATION DISTRICT, a quasi-municipal  
corporation and political subdivision of the State of  
Colorado

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Officer of the District

ATTEST:

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APPROVED AS TO FORM:

WHITE BEAR ANKELE TANAKA & WALDRON  
Attorneys at Law

---

General Counsel to the District



**EXHIBIT A**

Appendix A  
Schedule of Fees and Charges

**APPENDIX A**

**SCHEDULE OF FEES AND CHARGES**

Adopted and Approved

January 5, 2021

**SYSTEM DEVELOPMENT FEE (All Developments Other than Hayesmount Estates, Homestead Heights and Ridgeview Estates)** \$ 12,300

This fee is a one-time contribution per single-family residential equivalent unit (“EQR”) required of new Customers (or existing Customers having change of use) to be used for capital investment in Regional Facilities and the organization of the District. Regional Facilities shall include the wells, treatment (including the water treatment facility and two evaporation ponds), storage, transmission, mechanical and electrical components, instrumentation and control components constructed, installed and/or acquired by the District on or before September 5, 2017. Regional Facilities shall not include site specific infrastructure or facilities or transmission lines extending from the Regional Facilities to a subdivision. The System Development Fee shall be due within five (5) business days of the issuance of a building permit by the County for each lot.

Fees for the following tap sizes will be calculated at the stated EQR values multiplied by the SDF amount stated above:

¾” Size	1 EQR
1” Size	1.67 EQR
1½” Size	3.33 EQR
2” Size	6.67 EQR
3” Size	16.67 EQR
4” Size	33.33 EQR
Larger than 4”	As Determined by District

**SYSTEM DEVELOPMENT FEE (Hayesmount Estates)**

\$ 21,300

The System Development Fee for Hayesmount Estates is a one-time contribution per single-family residential equivalent unit (“EQR”) required of new Customers (or existing Customers having change of use) to be used for capital investment in Regional Facilities and the organization of the District. Regional Facilities for Hayesmount Estates shall include wells, treatment (including the water treatment facility and current/future concentrate evaporation ponds), water storage tanks, transmission, mechanical and electrical components, and instrumentation and control components constructed, installed, acquired, or planned by the District for its public water system. Regional Facilities for Hayesmount Estates shall not include site specific infrastructure (i.e. distribution system improvements (waterlines)) within the subdivision or connected to another subdivision’s infrastructure (waterlines). The System Development Fee shall be due within five (5) business days of the issuance of a building permit by the County for each lot.

Fees for the following tap sizes will be calculated at the stated EQR values multiplied by the SDF amount stated above:

¾" Size	1 EQR
1" Size	1.67 EQR
1½" Size	3.33 EQR
2" Size	6.67 EQR
3" Size	16.67 EQR
4" Size	33.33 EQR
Larger than 4"	As Determined by District

SYSTEM DEVELOPMENT FEE (Homestead Heights II (a/k/a Country Club Ranchettes) and Ridgeview Estates)

\$ 21,900

The System Development Fee for Homestead Heights II (a/k/a Country Club Ranchettes) and Ridgeview Estates is a one-time contribution per single-family residential equivalent unit ("EQR") required of new Customers (or existing Customers having change of use) to be used for capital investment in Regional Facilities and the organization of the District. Regional Facilities for Homestead Heights II (a/k/a Country Club Ranchettes) and Ridgeview Estates shall include wells, treatment (including the water treatment facility and current/future concentrate evaporation ponds), water storage tanks, transmission, mechanical and electrical components, and instrumentation and control components constructed, installed, acquired, or planned by the District for its public water system. Regional Facilities for Homestead Heights II (a/k/a Country Club Ranchettes) and Ridgeview Estates shall not include site specific infrastructure (i.e. distribution system improvements (waterlines)) within the subdivision or connected to another subdivision's infrastructure (waterlines). The System Development Fee shall be due within five (5) business days of the issuance of a building permit by the County for each lot.

Fees for the following tap sizes will be calculated at the stated EQR values multiplied by the SDF amount stated above:

¾" Size	1 EQR
1" Size	1.67 EQR
1½" Size	3.33 EQR
2" Size	6.67 EQR
3" Size	16.67 EQR
4" Size	33.33 EQR
Larger than 4"	As Determined by District

SYSTEM DEVELOPMENT FEE (Country Club Ranchettes Filing No. 2)

\$ 24,400

The System Development Fee for Country Club Ranchettes Filing No. 2 is a one-time contribution per single-family residential equivalent unit ("EQR") required of new Customers (or existing Customers having change of use) to be used for capital investment in Regional Facilities and the organization of the District. Regional Facilities for Country Club Ranchettes Filing No. 2 shall include wells, treatment (including the water treatment facility and current/future concentrate evaporation ponds), water storage tanks, transmission, mechanical and electrical components, and instrumentation and control components constructed, installed, acquired, or planned by the District for its public water

system. Regional Facilities for Country Club Ranchettes Filing No. 2 shall not include site specific infrastructure (i.e. distribution system improvements (waterlines)) within the subdivision or connected to another subdivision's infrastructure (waterlines). The System Development Fee shall be due within five (5) business days of the issuance of a building permit by the County for each lot.

Fees for the following tap sizes will be calculated at the stated EQR values multiplied by the SDF amount stated above:

¾" Size	1 EQR
1" Size	1.67 EQR
1½" Size	3.33 EQR
2" Size	6.67 EQR
3" Size	16.67 EQR
4" Size	33.33 EQR
Larger than 4"	As Determined by District

#### TAP INSPECTION FEE

\$150

This fee is intended to cover the cost of the District's inspection of the physical tap and of the Customer's Service Line, entering the tap location on the District's as-built drawing set, and other ancillary services needed in connection with a new tap.

#### MONTHLY WATER SERVICE CHARGES

Base Rate (0 gallons)	\$ 48.00 flat rate
40,000 gallons	\$ 4.50 per 1,000 gals.
40,001 + gallons	\$ 10.00 per 1,000 gals.
LATE CHARGE	\$ 15.00

#### RENEWABLE WATER RESOURCE FEE

Meter Size	SFE	GPM	Fee*
5/8 & ¾	0.67	20	\$9,936
¾	1	30	\$14,830
1"	1.67	50	\$24,766
1.5"	3.33	100	\$49,384
2"	6.67	200	\$98,916
3"	16.67	500	\$247,216
4"	33.33	1000	\$494,284
6"	66.67	2000	\$988,716

\*Fee structure based on Town of Castle Rock Municipal Code, 2012 Renewable Water Resource Fees, Chapter 4.04, Water Dedication Code.

Credit against the renewable water resource fee may be granted in consideration of the dedication of tributary water or surface water rights on such terms and conditions acceptable to the District Board.

Payment of the renewable water resource fee shall be assessed in accordance with the schedule of rates in effect as of the date of inclusion. Payment of the renewable water resource fee shall be a condition to issuance of the issuance of a water tap.

AVAILABILITY OF SERVICE CHARGE 50% of Monthly Water Service Charge Base Rate

Assessed on each parcel of land established by a recorded final subdivision plat located within the District's boundaries and where the lot line of which is located within one hundred feet (100') of a water line which is installed and ready for connection. Charge assessed and due on same schedule as Monthly Water Service Charge.

INSPECTION FEES

Service Line / Meter Pit Inspection	\$	180.00
Meter Installation	\$	180.00
Other Inspection	\$	180.00

REINSPECTION FEE OR RETURN VISIT FEE \$ 180.00

METER COST Current cost to District

WATER TURN ON/TURN OFF \$ 90.00 each on/off  
(Customer Requested)

**MISCELLANEOUS FEES:**

CONSTRUCTION WATER FEE \$ 50.00 / month

District shall make construction water available to homebuilders, from the date a building permit is pulled until a meter is installed at a flat monthly rate.

FIRE HYDRANT METER FEES

Meter Assembly Rental Deposit	\$	2,000.00 (refundable)
Monthly Fee	\$	10.00 / 1,000 gallons

FORMAL INCLUSION HEARING FEE \$ 1,000.00 / application fee

Plus all costs of publication of notices and engineering, management and attorneys; fees incurred by District in processing the inclusion.

INCLUSION FEE

Initial Deposit	\$	10,000.00
		Non-refundable
Incremental Refundable Deposits of	\$	5,000.00

For actual time and expenses incurred over the \$10,000 initial deposit, including but not limited to costs of publication of notices and engineering, management and attorneys' fees.

TRANSFER OF SERVICE FEE \$ 175.00/occurrence  
 Fee due and owing upon transfer of account from one responsible party and/or account holder to another.

PLAN REVIEW FEES  
 Actual Time and expenses incurred by District \$ 1,500.00 / minimum fee

PENALTY FEES / FINES:

Excavation During Non-Excavation Period - Bond \$ 5,000.00  
 December 1 through March 31 of each year. The District may adjust the no-excavation period based on actual weather conditions. The bond is security for repairs which may be required due to damage to the District's existing facilities.

Installation of any non-metered device \$ 2,000.00 / occurrence  
 Installation of any device (i.e., "jumper") to allow for circumvention of the District's monitoring or delivery systems shall constitute unauthorized tampering and the use of the District water system shall be subject to a penalty fee. Such fines shall, until paid, constitute a lien upon the subject property, pursuant to Section 32-1-1001, C.R.S.

Irrigating with Domestic Water<sup>1</sup> - First Offense \$ 1,000.00

Irrigating with Domestic Water<sup>1</sup> - Second Offense \$ 2,000.00  
 & Flow Restrictor will be installed

Irrigating with Domestic Water<sup>1</sup> - Disconnection of Service. Service not to be reinstated until all fees, including penalties, are paid in full.

Failure to Possess Rules and Regulations \$ 1,000.00 / occurrence  
 Failure to purchase and/or have a copy of the Greatrock North Water and Sanitation District Rules and Regulations, and updates, and approved construction plans on site during construction.

Occupation of Building Prior to Meter Set \$ 1,000.00

Repair of Broken or Damaged Water Meters, Meter Pits and Curb Stop Boxes 100%<sup>2</sup>  
 Plus any management and attorneys' fees incurred to collect associated costs.

<sup>1</sup> In a dual domestic and irrigation water service area.

<sup>2</sup> A) If a Customer damages or breaks their water meter, the Customer shall pay 100% of the associated costs for the repair and/or replacement of the water meters, meter pits and curb stop boxes.

B) The District will notify the Customer of the broken or damaged water meters, meter pits and curb stop boxes and the costs of repair and/or replacement. A copy of the invoice for the work will be included with the notice. The Customer will reimburse the costs to the District within thirty (30) days of receipt of the notice.

C) If reimbursement is not received by the District within thirty (30) days of the notice, the costs will be added as a charge to the Customer's water bill for the next billing cycle.

Unauthorized Tampering with District systems or meters:       \$    2,000.00 / incident  
 Plus actual cost of damage, expense, and loss.

Unauthorized Connection Fee   2 x the current SDF  
 Plus actual cost of damage, expense, and loss, legal fees, and any other costs incurred  
 in the filing of criminal charges.

Failure to Comply with Article 3, Section 9 of the Rules and Regulations Monthly Fee    Cost to District  
 The District may charge a Property Owner with the additional costs the District incurs due to  
 a Property Owner's failure and/or refusal to permit access to District personnel in order to perform their  
 duties to install, repair, replace, maintain, upgrade, inspect or otherwise observe the services and facilities  
 provided by the District. This includes, but is not limited to, the additional costs incurred by the District  
 to manually read meters and all associated administrative costs.



## **Greatrock North Water & Sewer District**

### **ORC Report**

**January 5th, 2020**

#### Additional Services

##### **Valve Exercising**

REC is completing curb stop exercising at BECR working from list provided by Dan C.

##### **Periodic Tank Inspections**

All 2020 periodic tank inspections completed for storage tanks at all subdivisions. Quarterly inspections for Greatrock North and Rocking Horse Farms scheduled for January 2021.

#### Back-up Remote Alarming

TLECC on site early December to program additional alarms to be sent to the OmniSite alarm system from the SCADA computer. Critical alarms from Rocking Horse Farms and Greatrock North added to the OminiSite unit. TLECC also working on troubleshooting the monthly flow report during site visit.

#### Water Quality

Samples were collected from the individual tanks at BECR to be analyzed for TDS and hardness in addition to the normal monthly samples. REC will provide a results comparison when they become available. RO skid runtime continues to be maximized.

#### Water Augmentation

Augmentation started at 35 gpm using the LFH 1 and LFH 2 wells on 12/18/20.