

RECORD OF PROCEEDINGS

MINUTES OF A SPECIAL MEETING OF THE BOARD OF DIRECTORS OF THE GREATROCK NORTH WATER AND SANITATION DISTRICT HELD FEBRUARY 2, 2021

A special meeting of the Board of Directors (referred to hereafter as “Board”) of the Greatrock North Water and Sanitation District (referred to hereafter as “District”) was convened on Tuesday, February 2, 2021 at 4:30 P.M. Due to COVID-19, the meeting was conducted via video conference - ZOOM. The meeting was open to the public.

ATTENDANCE

Directors in Attendance:

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

Also in Attendance Were:

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

DISCLOSURE OF POTENTIAL CONFLICTS OF INTEREST

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.

RECORD OF PROCEEDINGS

ADMINISTRATIVE MATTERS

Agenda:

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

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 January 5, 2021 special meeting.
2. Ratify approval of the payment of claims for the period ending January 22, 2021 in the amount of \$66,437.61.
3. Operations and Maintenance Activities Report.
4. Review meter installation report.
5. Acceptance of cash position schedule and unaudited financial statements for the period ending December 31, 2020 and Inclusion Summary.
6. Ratify approval of engagement letter with White & Jankowski, LLC related to water rights legal services.
7. Approve Independent Contractor Agreement with Martin and Wood for water rights engineering and hydrogeological services.

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

FINANCIAL MATTERS

Delinquent Accounts:

Ms. Johnson presented a delinquent account list summary. She discussed with the Board reinstating delinquent notices and late fees. The Board directed staff to reinstate the late fees with the April 2021 billing and to communicate the Board's intentions on the February and March bills. The Board also directed staff to reinstate delinquent notices in March 2021 and to send second notices in April 2021 with water shut-offs to occur in May 2021. The Board directed Ms. Johnson to work with residents on payment plans, if needed.

ENGINEER'S REPORT

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

RECORD OF PROCEEDINGS

Capital Projects Updates:

Third Alluvial Well

Mr. Simons reviewed his report with the Board, noting that there was a final memo from BBA Water Consultants, Inc. included in his report. He reported that he had recently met with the property owner to discuss an easement that is needed for the next alluvial well project.

Evaporation Pond

Status of Easement Agreement -

Mr. Simons and Ms. Johnson provided an update to the Board. Mr. Simons is working to finalize the easement agreement and legal description and will send to Ms. Johnson for the next steps.

Mr. Simons will provide an updated estimate of cost to construct the pond later in the week.

The Board then discussed the Engagement Letter from Alderman Bernstein for Special Counsel Services Related to Condemnation.

Following discussion, upon a motion duly made by Director Fleck, seconded by Director Wyckoff and, upon vote, unanimously carried, the Board approved the engagement letter with Alderman Bernstein.

Reverse Osmosis Treatment Facility

Mr. Marcotte presented his report and provided an update on the project effort and discussed construction management services with the Board. The Board communicated their desire for the level of inspection services, etc. related to construction management services.

Water Meter Upgrade Project

Ms. Johnson provided an update to the Board and reported that Utility Sales and Service (“USS”) have installed all but 13 meters to complete the project. She continues to work with them to finish the project.

Update on EyeOnWater Account to Monitor Water Usage

The Board directed staff to notify residents of this service in the next water billing.

OPERATIONS / MAINTENANCE MATTERS

Operations and Maintenance Matters

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



Date: February 22, 2021
To: Greatrock North Water and Sanitation District, Board of Directors
From: Lisa A. Johnson, District Manager
Re: March 2, 2021 Manager's Report

Agenda Action Items

II.A. Consent Agenda

1. Approve the Minutes of the February 2, 2021 special meeting.
2. Ratify approval of the payment of claims for the period ending February 28, 2021.
3. Operations and Maintenance Activities Report.
4. Review meter installation report.
5. Acceptance of cash position schedule, property tax schedule and unaudited financial statements for the period ending January 31, 2021 and inclusion summaries.

I recommend approval of the consent agenda items.

III.A. Rescission of Resolution No. 2020-04-02: Authorizing Temporary Suspension of New Late Fees and Interest and Placing a Temporary Moratorium on Utility Shutoffs

As discussed in February, I would like the Board to formally act to rescind Resolution No. 2020-04-02: Authorizing Temporary Suspension of New Late Fees and Interest and Placing a Temporary Moratorium on Utility Shutoffs and to begin imposing late fees in April and shutoffs, after notice to customers in May 2021.

IV.A.2.a Evaporation Pond Easement

Attorney Alderman has provided the Resolution of Necessity included in your packet. In addition, I have solicited proposals for appraisal services. Proposals are due on Wednesday, February 22, 2021. I will share the information received with the Board at the meeting.

I recommend adoption of Resolution No. 2021-03-01: Resolution of Necessity

IV.A.4.Meter Upgrade Project

I continue to work with USS and Mr. Cordova on the remaining meters to be replaced.

V.A. COWARN

Mr. Murphy has obtained the Mutual Aid and Assistance Agreement with COWARN which will need to be approved and executed to join the organization.

I recommend approval of the Mutual Aid and Assistance Agreement with COWARN.

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 will review the December resume and will notify me of any cases he recommends the District oppose.

Update on other District Related Matters and/or Committee Meetings

The Committee met on February 19, 2021. Discussion centered around the status of the Evaporation Pond Project and the RO Treatment Plant Project.



**GREATROCK NORTH WATER AND SANITATION DISTRICT
ENGINEER'S REPORT
February 21, 2021**

Facility Activities

Box Elder Creek Ranch Subdivision

MMI Water Engineers continues to work with Ramey Environmental Compliance on the operation of the Box Elder Creek Ranch water treatment facility in an effort to improve upon overall water quality.

Rocking Horse Farms Subdivision

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

Greatrock North Subdivision

No activity updates to report.

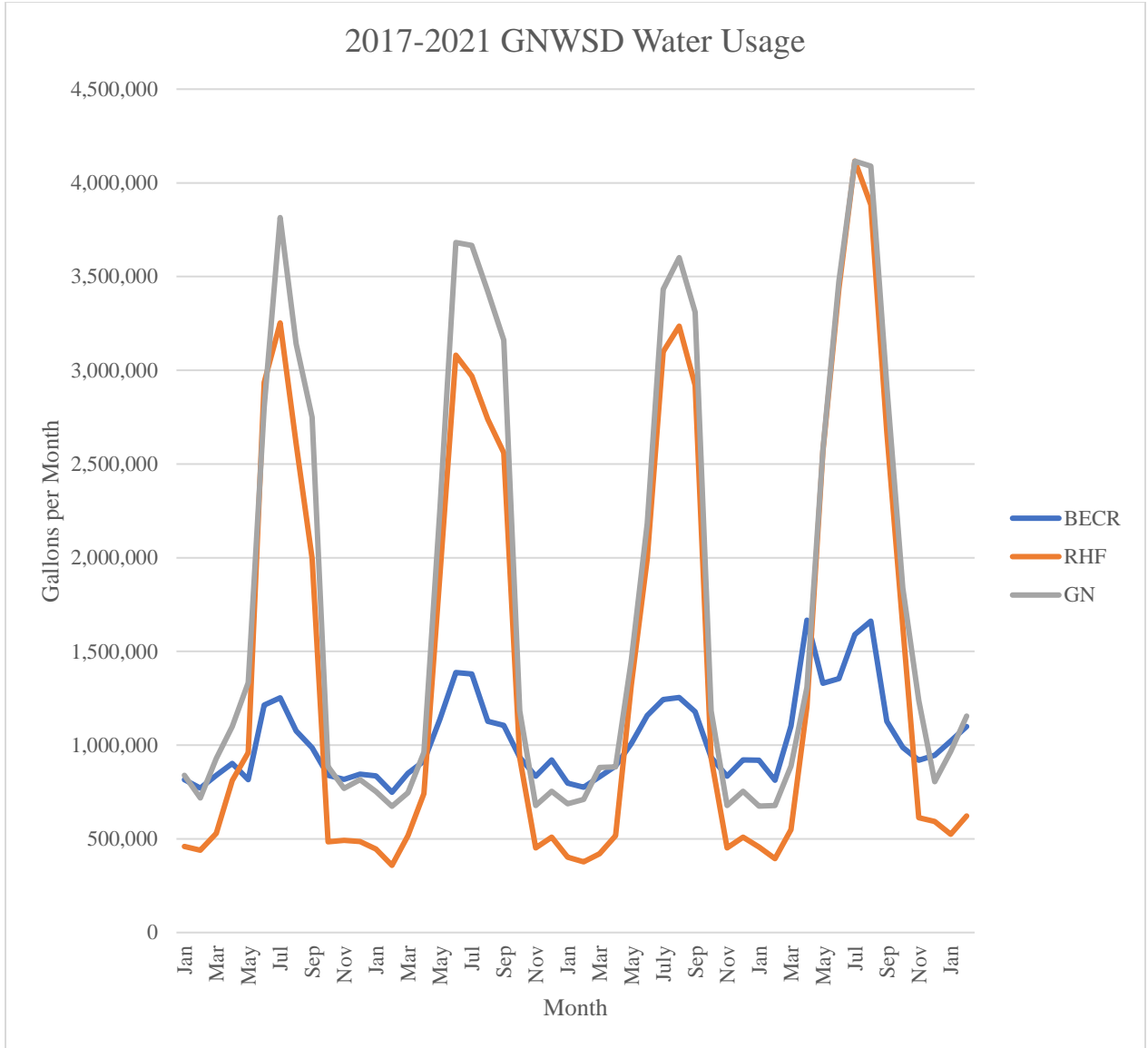
Hayesmount Estates Subdivision

No activity updates to report.

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	DATA NOT AVAILABLE		
November	DATA NOT AVAILABLE		
December (2019)	DATA NOT AVAILABLE		
January (2020)	920,151	456,104	674,231
February (2020)	813,103	393,499	677,324
March (extrapolated)	1,102,947	548,954	887,770
April (2020)	1,666,738	1,205,597	1,308,247
May (2020)	1,329,794	2,567,558	2,577,018
June (2020)	1,354,490	3,436,038	3,474,282
July (2020)	1,589,929	4,116,479	4,115,786
August (2020)	1,661,503	3,883,490	4,088,931
September (2020)	1,127,211	2,670,221	2,915,935
October (2020)	987,550	1,633,776	1,838,619
November (2020)	920,123	612,126	1,238,940
December (2020)	946,004	592,328	805,340
January (2021)	1,022,287	524,704	965,628
February (through 02/20/21)	785,474	444,280	825,092
<i>February (projected)</i>	<i>1,099,663</i>	<i>621,992</i>	<i>1,155,128</i>



Water Quality Tracking

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

Sample Date	TDS (mg/l)			Hardness (mg/l)		
	BECR	RHF	GN	BECR	RHF	GN
February 2021	NO SAMPLE RESULTS AS OF 02/20/21					
January 8, 2021	541	552	549	190.1	197.5	197.4
December 9, 2020	638	619	556	198.0	211.3	202.6
November 17, 2020	608	731	696	207.5	263.1	240.5
October 27, 2020	769	594	613	285.2	186.9	199.3
September 16, 2020	731	685	656	344.0	322.1	318.6
August 19, 2020	735	731	700	335.6	328.6	332.6
July 22, 2020	709	689	684	264.8	265.3	265.9
June 29, 2020	680	703	699	303.1	293.2	294.9
May 15, 2020	660	664	670	252.3	264.4	267.6
April 15, 2020	562	530	527	207.3	197.1	203.9
March 18, 2020	474	459	461	166.8	152.6	153.4
February 26, 2020	484	485	493	160.2	158.6	171.2
January 15, 2020	435	426	464	147.0	146.9	157.2
December 13, 2019	403	358	361	128.0	109.6	115.3
November 27, 2019	432	339	395	117.1	88.7	91.3
October 16, 2019	340	452	415	79.6	129.2	117.8
September 25, 2019	495	497	485	165.5	177.9	174.9
August 14, 2019	565	520	546	213.3	195.8	194.7
July 17, 2019	464	437	513	193.2	186.3	190.6
June 5, 2019	511	557	544	132.2	173.7	154.8
May 22, 2019	665	650	645	262.3	263.3	271.7
April 24, 2019	490	451	459	170.9	141.1	149.1
March 20, 2019	437	429	419	162.0	153.2	159.2
February 28, 2019	352	404	334	112.9	136.8	110.4
January 16, 2019	657	510	590	261.9	182.4	226.2
December 5, 2018	292	318	328	62.1	66.8	66.0
November 7, 2018	283	305	290	72.0	88.6	81.0
October 11, 2018	292	347	346	90.9	128.6	121.6
September 14, 2018	434	442	444	167.1	167.4	164.6
August 31, 2018	467	481	338	173.5	168.2	138.3

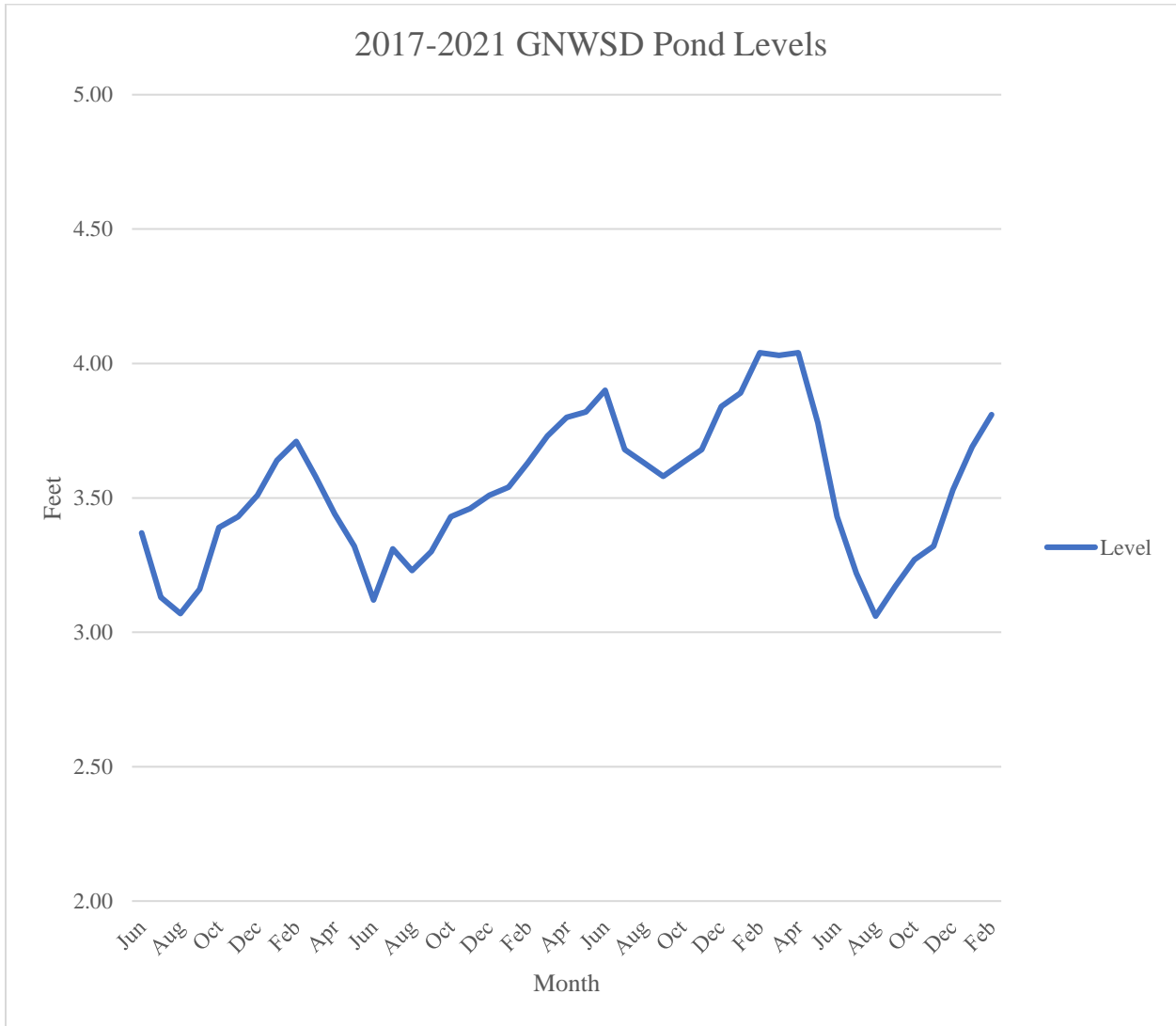
* Any projections are based upon benchtop data presented by Mike Atwood if laboratory results are unavailable.

Pond Level Management

There are approximately 110 inches of capacity available in the ponds and we will continue to monitor this data as evaporative rates and daily water usage change.

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

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



United Power Billings (NO CHANGE FROM JANUARY REPORT)

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 was informed the developer has selected a new contractor, 4X Industrial, to perform the off-site water system improvements. The developer has not provided a schedule for construction of the offsite water system improvements. MMI has requested a pre-construction meeting with the developer and his contractor.

Ridgeview Estates (PLT2019-00026)

Brad and Lisa are scheduled to inspect the Ridgeview Estates project on February 25, 2021.

Country Club Ranchettes Filing No. 2

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

Capital Projects

Third Alluvial Well

A mid-month meeting was conducted on February 19, 2021. Brad to work with BBA Water Consultants on easement exhibits and a plan for Alluvial Well No. 5.

Reverse Osmosis Water Treatment Facility

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

Concentrate Evaporation Pond

A mid-month meeting was conducted on February 19, 2021.



Greatrock North Water & Sewer District

ORC Report

March 2nd, 2021

Additional Services

Valve Exercising

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

Meter Repairs

29540 E 160th CT reported high abnormally high-water usage to the district. REC investigated and found a substantial leak where the meter body attaches to the yolk. REC was unable to stop the leak by tightening the fittings. Dan's Customs Construction was called on site repair the leak by replacing the yolk.

16541 Tree Haven St reported water coming across their driving appearing to be coming from the meter pit. REC investigated and found a leak where the standpipe connects to the yolk. REC was unable to stop the leak. Dan's Custom Construction was able to repair the leak by replacing the yolk.

16335 Greatrock Way required a meter replacement after the freeze plate was blown out due to a frozen water meter.

16780 Red Lane St reported a frozen water mater. REC was able to thaw the meter and return to normal service without replacement. REC will periodically check the location during normal site visits to ensure there are no further issues.

Alluvial Wells

Alluvial Well 1 is due for meter certification and has been scheduled with Colorado Water Well for Feb 24th. Until the meter is certified Alluvial Well 2 has been placed in the lead position. Once the flow meter for Alluvial Well 1 is certified normal operation will be resumed.

Certificate Of Completion

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