

GREATROCK NORTH WATER AND SANITATION DISTRICT

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

NOTICE OF A SPECIAL MEETING AND AGENDA

<u>Board of Directors:</u>	<u>Office:</u>	<u>Term/Expiration:</u>
Robert William Fleck	President	2016/May 2016
John D. Wyckoff	Vice-President	2018/May 2018
Jeffrey Polliard	Treasurer	2018/May 2018
Brian K. Rogers	Secretary	2016/May 2016
Dave Lozano	Asst. Secretary	2018/May 2018

Consultants:

Lisa A. Johnson	District Manager
Jennifer Gruber Tanaka, Esq.	District General Counsel
Bradley A. Simons, PE	District Engineer

DATE: **April 28, 2016**
TIME: 5:30 P.M.
PLACE: United Power
500 Cooperative Way
Brighton, Colorado 80603

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

A. Present Disclosures of Potential Conflicts of Interest.

B. Approve Agenda.

C. Board of Director's Report.

D. Manager's Report (enclosure - 003).

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. Review and approve the Minutes of the March 1, 2016 regular meeting (enclosure – 004).

2. Consider ratifying approval of payment of claims through the period ending March 14, 2016 (enclosure - 005).

General Fund	\$	23,566.381
Debt Service Fund	\$	-0-
Capital Projects Fund	\$	-0-
Total Claims:	\$	<u>23,566.81</u>

3. Consider ratifying approval of payment of claims through the period ending April 11, 2016 (enclosure - 006).

General Fund	\$	37,527.06
Debt Service Fund	\$	-0-
Capital Projects Fund	\$	289.16
Total Claims:	\$	<u>37,816.22</u>

4. Operations and Maintenance update and monthly work orders (enclosure – 007a, 007b and 007c).

5. Review water quality report (enclosure – 008).

6. Review water meter installations (enclosure – 009).

7. Ratify approval of Independent Contractor Agreement with Tamarack Consulting, LLC for GIS Services.

REGULAR AGENDA

III. FINANCIAL MATTERS

- A. Xpress Bill Pay Presentation (enclosure - 010).
-

- B. Review and consider acceptance of cash position schedule and unaudited financial statements through the period ending March 31, 2016 (enclosure – 011).
-

IV. WATER MATTERS (ADJOURN TO EXECUTIVE SESSION PURSUANT TO §§24-6-402(4)(b) and (e), C.R.S., IF NECESSARY)

- A. Discuss pending water court cases.
-

V. ENGINEER’S REPORT (enclosure - 012)

- A. Concentrate Management.
-

- B. Review bid summary and consider award of contract for Greatrock North Pump Station Project (to be distributed).
-

VI. OPERATIONS/MAINTENANCE MATTERS

- A. Presentation of GIS Services to date.
-

1. Review cost to purchase hand held data collection device (enclosure – 013).
-

- B. Review proposals for storage tank cleaning services and consider approval (enclosures – 014a and 014b).
-

VII. LEGAL MATTERS

- A. _____

VIII. OTHER BUSINESS

A. _____

IX. 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. _____

X. ADJOURNMENT **THE NEXT MEETING IS SCHEDULED FOR TUESDAY, JUNE 7, 2016 AT 5:30 P.M.**

Informational Enclosure:

*Sanitary Survey Results (enclosure – 015)

Greatrock North Water and Sanitation District Action Items Status Matrix—2016

Action Items	Date of Meeting	Assigned To	Deadline	Priority	Not Started	In Process	Reoccurring	Follow up Required	Complete	Notes
GRN Pump Station Improvements Project (2016 Capital Project)	5/6/14	Brad Jennifer Lisa	10/31/16	1		X				<p>Project to be started and completed in 2016. Refer to previous action items for history of project prior to 2016.</p> <p>12/9/15: Brad has engineers getting caught up on project and design.</p> <p>1/20/16: David and Jonathan working to pick up project. Re-engaged structural engineer to review details. Brad has design status review meeting on Thursday and will bring information to mid-morning lunch. Jennifer to update bid documents for 2016 bidding.</p> <p>2/10/16: Jennifer sent updated bid documents to Brad for review and comment. Brad to provide redlined revisions to same.</p> <p>2/16/16: Electrical design 50% complete. Scheduled to advertise on or before 3/7 and award at April meeting.</p> <p>3/1/16: Lisa to provide courtesy notice to HOA of project.</p> <p>3/15/16: Email to Brad re status of review of construction docs.</p> <p>3/22/16: Email to Brad re status of review of construction docs and bidding of project.</p> <p>3/23/16: Brad published invitation to bid on project.</p> <p>3/29/16: David provided redlined construction docs to Jennifer. Jennifer responded with revisions to be incorporated into final documents. Jennifer requested copy of published invitation.</p> <p>4/19/16: Project advertised in Brighton Blade 3/23, 3/30, 4/6. Pre-bid conducted 4/6. Six (6) GCs requested plans. Bid opening is scheduled for 4/26/16 at 3:00 p.m. at SDMS. Adams County plan review package to be submitted upon receipt of plan review fee (\$1,390). TZA meeting with TLECC on 4/28/16 to discuss updated instrumentation and control components.</p>

Greatrock North Water and Sanitation District Action Items Status Matrix—2016

Action Items	Date of Meeting	Assigned To	Deadline	Priority	Not Started	In Process	Reoccurring	Follow up Required	Complete	Notes
Rules and Regulations	8/27/14	Jennifer Lisa Brad Jeff	5/31/16	3		X				<p>Board to consider reissuance of rules and regulations to update. Add final inspection of meters/pits with issuance of letter of acceptance by District. Must have in place going forward. Any failure to keep pit visible and accessible is violation of rules and regulations and may be subject to fees and/or fines. Copper piping v. blue pipe.</p> <p>5/5/15: Address outdoor use of water in BECR based upon Matt Poznanovic’s determination of permitted uses in decrees.</p> <p>6/17/15: Also address set up and location of curb stops in BECR to avoid issues going forward. Brad to look at current R&R to see how this is addressed and whether an option is provided.</p> <p>6/25/15: Chad Weaver (TZA) provided information on the curb stop boxes to Lisa Johnson on June 17. The Rules & Regulations should specify 6500 Series Screw Type curb boxes, as manufactured by Castings Inc. (970-243-2032), having a minimum internal diameter of 2.25 inches, or an approved equal. The part number is “C.I. 95-E” and includes a 30” top section and a 39” bottom section allowing for a bury depth of 41 inches to 64 inches. For deeper installations, Castings Inc. offers extensions in 9” (Item 151), 16” (Item 152), 28” (Item 153), and 30” (Item 154) heights.</p> <p>10/21/15: Budgeted as 2016 project.</p> <p>12/9/15: Brad and Jennifer to discuss how to address properties adding a second building to water tap.</p> <p>3/1/16: Jennifer blocked off 3/7 to work on revisions.</p>
Water Rights Acquisition	10/30/13	Lisa Chris Brad Jennifer	12/31/16	1		X	X			Updates to be provided in Executive Session or under separate cover.

Greatrock North Water and Sanitation District Action Items Status Matrix—2016

Action Items	Date of Meeting	Assigned To	Deadline	Priority	Not Started	In Process	Reoccurring	Follow up Required	Complete	Notes
SOPs for RO Operations	6/2/15	Jeff Brad Lisa	3/31/16	3					X	<p>Determine how to document our SOPs for operations going forward.</p> <p>6/17/15: Brad to discuss with Jeff at lunch meeting.</p> <p>6/25/15: Brad and Jeff will discuss the SOPs during 6/30 meeting.</p> <p>7/21/15: Jeff is developing SOPs for the RO operations as a part of the overall operating plan in light of recent state-wide WQCD activities related to Regulation No. 100 (operator certification).</p> <p>8/19/15: Jeff working on this.</p> <p>9/16/15: In process.</p> <p>10/21/15: In process.</p> <p>12/9/15: In process.</p> <p>12/22/15: Draft to Brad and Lisa for review and comment.</p> <p>1/20/16: Lisa and Brad to review.</p> <p>2/16/16: Lisa provided comments. Brad to review and comment.</p> <p>2/29/16: Brad responded to draft SOP and requested finalization and copies. Lisa requested confirmation from Jeff of information and final document for copies.</p> <p>4/21/16: SOP finalized and provided to all parties.</p>

Greatrock North Water and Sanitation District Action Items Status Matrix—2016

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GIS Services	7/7/15	Brad Lisa	5/31/16	2		X				<p>12/4/15: First proposal from Tamarack expensive. Brad to look at other options which are more cost effective. Dave to check to see who they use as well.</p> <p>1/6/2016: Brad to invite GeoLens and Tamarack to February meeting for 15 minute demonstration by each. Request written proposal from Tamarack. Determine what is provided by GeoLens for monthly charge.</p> <p>1/20/16: Brad met with GeoLens and Tamarack regarding presentation at meeting. Brad to prepare summary memorandum for Board.</p> <p>2/16/16: Group to attend March meeting.</p> <p>3/1/16: Presentations given to Board. Brad and Lisa to meet with Shane at Tamarack to refine and tailor pricing for District.</p> <p>3/23/16: Committee approved engagement of Tamarack and revised proposal received. Agreement for Tamarack for GIS work sent to Lisa for execution.</p> <p>3/29/16: Brad to follow-up with Jonathan on the status of the first data transmittal to Shane Bergman.</p> <p>4/19/16: Tamarack has received and processed boundary and easement data; Spatial issues have been identified that will be discussed on 4/25 (tentative).</p>
Altela System	8/4/15	Brad Altela	12/31/16	1		X				<p>12/9/15: ON HOLD pending resolution of license matter. Refer to prior action items for history of matter prior to 2016.</p> <p>1/20/16: Brad reached out to Altela to get update.</p> <p>3/29/16: Brad to determine if Mountain Air Ranch is interested in any of these 330-gallon totes. Info sent to MAR via e-mail on 3/29/16 – awaiting response on interest.</p>
Emergency Response for Water Outages	8/31/15	Jeff	3/31/16	3		X				<p>Jeff to develop emergency response plan for water outages to add to SOPs. Intended to deal with issue of one tank going down, how water will get to that subdivision, what improvements are needed, what the costs are and the time to get them back up.</p> <p>1/20/16: Jeff sent to Brad and Lisa to review.</p> <p>2/16/16: Lisa reviewed and provided comment. Brad to review and comment.</p> <p>3/29/16: Brad to review Jeff's email from 1/13/16.</p> <p>3/31/16: Brad reviewed. Jeff to revise accordingly and finalize.</p>

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SCADA Reports	8/31/15	Jeff Brad	3/31/16	2		X				<p>Jeff to review reports to look at erratic levels and determine what issues are. Brad to follow up with Jeff on same.</p> <p>9/16/15: Jeff to meet with Brad to review.</p> <p>10/21/15: Reviewed on Monday. Jeff to provide proposal for new meter.</p> <p>11/18/15: Brad to review reports to determine whether erratic behavior has settled down.</p> <p>12/9/15: Brad to collect additional data in review of reports due to recent changes. Jeff to take picture of readings as well.</p> <p>1/20/16: Reports looking good. Waiting to replace GRN flow meter as part of pump station project. RHF meter appears to be going bad. Brad to look at meter and reports again for this meter to determine if needs to be replaced.</p> <p>2/16/16: RHF meter reading about 1/3 of what is going to the tank. Jeff to put together a quote to replace the RHF distribution meter which is in the vault. Brad believes it is a 6" meter but need to confirm size. (REF. RHF Distribution Flow Meter below.)</p> <p>4/19/16: Jeff e-mailed TLECC on 4/6/16 regarding alluvial well meters resetting during power outages and responded to TLECC's question on 4/7/16.</p>
Box Elder RO Plant Flow Meter	8/31/15	Jeff Brad	3/31/16	3					X	<p>11/18/15: Jeff believes meter is failing and needs to be replaced. Jeff to obtain additional information for complete proposal. Lisa and Brad to review and place order.</p> <p>12/9/15: Brad discussed with Chris. Model code different from literature. Working to determine correct and approved model for ordering.</p> <p>1/20/16: Information from Chris looks good and meter needs to be ordered. Brad to forward order information to Jeff. Jeff to make sure proposal revised accordingly and then Jeff to order.</p> <p>2/16/16: On order.</p> <p>3/16/16: Flow Meter replaced.</p>
RHF Distribution Flow Meter	3/16/16	Jeff	5/31/16	3		X				3/18/16: Lisa approved purchase of flow meter. Jeff to place order for same.

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Control Valve Evaluation	9/1/15	Jeff	3/31/16	2		X				<p>Brad to develop plan for control valve evaluation. Brad and Jeff to update valve inventory in Allmax software system and work with Lisa and budget committee to prioritize efforts for 2016 and beyond.</p> <p>9/16/15: Brad started compiling list of valves. Brad and Jeff to walk facilities. Brad to begin on Thursday with BECR.</p> <p>9/23/15: Check valve on BECR fire pump completed.</p> <p>10/21/15: Brad started inventory sheet and sent to Jeff with photos. Jeff to complete rest of facilities by end of year.</p> <p>1/20/16: Brad to contact isiWest for quote on servicing BECR pump station valves.</p> <p>2/16/16: Brad contacted isiWest. No response yet. Brad to reach out again.</p> <p>3/1/16: isiWest called back. Brad to send specific valve information for pricing.</p> <p>3/11/16: Jeff transmitted a valve inventory to Lisa for review.</p> <p>3/29/16: Brad to follow-up with iSiWest on the BECR valves and I will review and comment on Jeff's e-mail of 03/11/16.</p> <p>4/19/16: TZA sent inventory of valves to be serviced to iSiWest and REC-ESD on 3/29/16. No responses to date.</p>
2010 Arbitrage Analysis	10/6/15	Divena Lisa	12/31/16	3		X				<p>2010 Analysis to be completed.</p> <p>1/20/16: On schedule to begin work.</p>
Tar on Valve Covers in BECR	11/18/15	Jeff Lisa	1/31/16	2		X				<p>93 valve covers in BECR but can only access about 30 due to being covered by tar with road crack sealing performed by County. Jeff placed call to Lydia Stegall at County requesting County scrape tar off so we can access.</p> <p>12/9/15: Jeff and Lisa to follow up with County.</p> <p>1/5/16: County has uncovered 10 of the valves and continues to work on remaining valves.</p> <p>1/20/16: County says project complete. Jeff to confirm all uncovered.</p> <p>2/16/16: Jeff noted project complete. Valves also exercised. There may be 1 more that needs to be uncovered but Jeff to determine where that is located.</p>

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Henrilyn Easement	1/5/16	Brad Jennifer	3/31/16	3		X				Brad to add easement to easement binder and map. Jennifer to review to determine whether any additional easements not included. 1/20/16: Jennifer sent additional easements and deeds to Brad to confirm whether in binder and on map. 4/19/16: Brad reviewed the eight (8) easements – only one (08/24/06) is associated with Henrylyn. Others will be addressed with the “GIS Services” in the future.
RO Adjustments	1/5/16	Brad Jeff	3/31/16	1		X				Brad and Jeff to revise RO blending so that TDS is 300 mg/l and hardness is 70 mg/l are achieved. 1/6/16: RO operations reduced to 4 hours. 1/20/16: Jeff forwarded latest test results to Brad. 2/16/16: Jeff to get updated results so they can be reviewed prior to meeting. Send results to Brad. 3/1/16: Jeff to adjust to 6 hours per day. 3/2/16: Mike Atwood made adjustments at 1400. Sample results for 3/9/16 received on 3/21/16.
Utility Billing Charts	1/5/16	Brad	3/31/16	3		X				Brad to note rate changes from United Power in charts. 1/20/16: Brad to review rates to determine last rate change and whether new change anticipated. 2/16/16: Brad has not seen update in rates for awhile. Will review and bring forward if and as needed. 3/1/16: United Power fees per kw are lower from prior years. Not sure if the rates will increase in 2016. 3/18/16: TZA e-mails Director Wyckoff and Manager Johnson with a summary of accounts. In all cases, the base rates increased 20% to 25% but the on-peak usage rates decreased.
2015 Audit	1/5/16	Neil Divena Lisa	7/31/16	2		X				2015 Audit to be conducted.
RHF Water Tank Paint and Roof	2/25/16	Jeff Brad	5/31/16	2		X				Jeff reported paint peeling from tank. Brad left message for Coblaco, the contractor, regarding the matter. 3/28/16: Brad to follow up with Coblaco about roof issues as well. 3/30/16: Mike Atwood met with Coblaco representative on-site. 4/19/16: Brad to follow-up with Coblaco (Greg Smith).
BECR South Storage Tank Drain Line Flapper	2/25/16	Jeff	4/30/16	3					X	Jeff reported that the flapper has come loose due to the amount of sand built up from the wind. Mike to dig out and repair flapper. 3/18/16: Drain line dug out and screen repaired.

Greatrock North Water and Sanitation District Action Items Status Matrix—2016

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BECR Entrance Road Culvert Clean Out	2/25/16	Jeff	5/31/16	3					X	Jeff reported that the culvert under the entrance road is plugged and needs to be cleaned out. Will require a back hoe. Redman has a backhoe and provided proposal for work. 2/26/16: Jeff to check with Cary Redman for proposal. 3/1/16: Cary Redman cleaned out culvert.
Construction Meter for Cary Redman	3/1/16	Jeff Lisa	5/31/16	2		X				Jeff to work with Cary to get him set up for use of construction meter. SDMS to read meter and bill Cary.
Request for Reduction in Water Rates	3/1/16	Lisa	3/31/16	2					X	Charge customer according to policy and advise accordingly. 4/21/16: Customer notified and arrangements made.
CDPHE Sanitary Survey	3/1/16	Jeff	5/31/16	1		X				3/15/16: Jeff completed survey. All went well and letter to be sent within 30 days. 4/1/16: Letter received from CDPHE. No deficiencies or violations. 4 recommendations.
Spare Motors for Pump Stations	3/28/16	Brad	12/31/17	4		X				Incorporate into 2017 budget the purchase of spare motors for pump stations. 3/31/16: Lisa received quote for a spare motor for RHF standard service pumps. Brad to review.
Air/Vac Valves	3/28/16	John				X				John to contact Cary Redman about potholing the installations west of the BECR tank.
Discharge Permit Application	3/28/16	Brad				X				Brad to review comments from Jennifer Charles's email.
BECRWC Water Quality Data	3/28/16	Brad								Request water quality data from Dave Rye. 3/29/16: Jeff quote "roughly \$120.00" to run a third set of well water parameters with the 2 nd quarter EDOP tests for ALV-1 and ALV-3. 4/19/16: Brad e-mailed Dave Rye about sampling BECRWC irrigation well.
WATER RIGHTS CASES										
13CW3108 Box Elder Creek Ranch Properties Water Court Application (District's Opposition)	12/3/13	W&J	N/A	1		X				White & Jankowski to provide updates on status of case as available and necessary. Updates to be provided under separate cover.
Prosper Farms Water Court Application 13CW3143	2/5/14	Matt Lisa Chris	N/A	1		X				Updates to be provided under separate cover and discussed in executive session. 9/1/15: Trial scheduled for 10/31-11/4/2016.
14CV3174 District's Water Court Case to Secure Junior Water Rights	11/4/14	Lisa Matt Chris	N/A	1		X				Updates to be provided in Executive Session or under separate cover.

Greatrock North Water and Sanitation District Action Items Status Matrix—2016

Action Items	Date of Meeting	Assigned To	Deadline	Priority	Not Started	In Process	Reoccurring	Follow up Required	Complete	Notes
15CW3010 Box Elder Creek Ranch Properties Application for Augmentation Rights Water Court Case (District's Opposition)	3/3/15	W&J	N/A	1		X				Updates to be provided in Executive Session or under separate cover.
14CW3166 Cooper Surface and Storage Rights Water Court Application (District's Opposition)	3/3/15	Matt	N/A	1		X				Updates to be provided in Executive Session or under separate cover.



Date: April 21, 2016
To: Greatrock North Water and Sanitation District, Board of Directors
From: Lisa A. Johnson, District Manager
Re: April 28, 2016 Manager's Report

Agenda Action Items

II.A. Consent Agenda

1. Review and approve the Minutes of the March 1, 2016 regular meeting.
2. Ratify the approval of the claims for March and April 2016.
3. Operations and Maintenance update and monthly work orders.
4. Review monthly water quality report.
5. Review monthly water meter installations.
6. Ratify approval of ICA with Tamarack Consulting, LLC for GIS Services.

I recommend approval of the consent agenda items.

III.A. Xpress Bill Pay Presentation

Ms. Mortimeyer will attend the board meeting to present an online bill pay and lockbox processing service to the Board to enhance our current billing services to our customers.

III.B. March 31, 2016 Financial Statements

I will present the March 31, 2016 unaudited financial statements to the Board at the meeting.

I recommend acceptance of the March 31, 2016 unaudited financial statements.

VI.A.1 Hand Held Data Collection Device

Director Wyckoff, Mr. Simons and I met with Shane Bergman of Tamarack Consulting, LLC to discuss Phase 1 GIS services. At the meeting, Director Wyckoff requested cost options to purchase a hand held data collection device. Include in the Board packet is email correspondence between Mr. Bergman and me regarding options.

Review of monthly Water Resumes and Other Water Related Matters

Attorney Poznanovic reviewed the January resume, and did not find any cases that he thinks the District would have an interest in opposing.

Summary of Mid-Month Meeting

Directors Fleck and Wyckoff, Mr. Simons and I did not meet for a mid-month meeting in March or April.

Status of 2015 Audit

Fieldwork has been scheduled to conduct the 2015 audit and the audit is scheduled to be presented to the Board in June or July.

1st Quarter 2016 Facility Inspection

Director Wyckoff, Mr. Simons, Mr. Rabas and I met on March 28, 2016 to conduct the 1st quarter facility inspection. Topics discussed are as follows:

Miscellaneous Topics

Reviewed 3rd quarter 2015 inspection comments/issues.

Control Valves Inventory is in progress

Air Vacuum valves at BECR need to be lowered – Mr. Simons will research and prepare a plan to lower. Mr. Simons will provide dates for work and Director Wyckoff will coordinate potholing services with Redman Pothole Services.

Well Review

Alluvial Well #2 – confirmed that is it exercised quarterly.

Treatment Review

RHF tank needs paint repairs. Mr. Simons has contacted Coblaco regarding this issue.

Storage Tank Plan is in process.

Storage tank inspections – proposals received and will be presented to the Board at April meeting.

Distribution System Review

No concerns identified at this time.

RECORD OF PROCEEDINGS

MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE GREATROCK NORTH WATER AND SANITATION DISTRICT HELD MARCH 1, 2016

A regular meeting of the Board of Directors (referred to hereafter as "Board") of the Greatrock North Water and Sanitation District (referred to hereafter as "District") was convened on Tuesday, March 1, 2016 at 5:30 P.M., at United Power, 500 Cooperative Way, Brighton, Colorado. The meeting was open to the public.

ATTENDANCE

Directors In Attendance Were:

Robert W. Fleck
John D. Wyckoff
Jeffrey Polliard (for a portion of the meeting)
Brian K. Rogers
Dave Lozano

Also In Attendance Were:

Lisa A. Johnson; Special District Management Services, Inc.

Jennifer Gruber Tanaka, Esq.; White Bear Ankele Tanaka & Waldron, P.C.

Brad Simons; TZA Water Engineers

Layne Johnson; Resident at 16380 Queensview Street (for a portion of the meeting)

Don Adamski; Resident at 16685 Stroilaway Street

Ron Gerrans; GeoLens (for a portion of the meeting)

Shane Bergman; Tamarack Consulting, LLC (for a portion of the meeting)

DISCLOSURE OF POTENTIAL CONFLICTS OF INTEREST

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

RECORD OF PROCEEDINGS

Agenda.

COMMUNITY COMMENTS

Public Comment: Layne Johnson addressed the Board. He was interested in obtaining additional information regarding the planned improvements at the Box Elder Creek Ranch Facility. Mr. Simons had spoken with Mr. Johnson prior to the meeting regarding the Altela improvements. Ms. Johnson informed Mr. Johnson that the District's plans to make improvements are on hold at the current time due to a dispute between Altela and Arizona State University regarding an intellectual property issue. Mr. Johnson then discussed his plans to make improvements on his property which borders the District's facility in Box Elder Creek Ranch.

Don Adamski addressed the Board regarding questions related to the current mill levy and recent increase in water service charges. Attorney Tanaka explained the financial structure of the District and the process the Board completes each year to set the water service charges and rates for the next year.

Director Polliard left the meeting at this time.

ADMINISTRATIVE MATTERS

Agenda: Ms. Johnson distributed for the Board's review and approval a proposed Agenda for the District's regular meeting.

Following discussion, upon motion duly made by Director Wyckoff, seconded by Director Rogers and, upon vote, unanimously carried, the Agenda was approved.

Board of Directors' Report: Director Wyckoff reported that the culverts at the Box Elder Creek Ranch facility are in the process of being cleaned out. Redman Pothole Services is conducting this work.

Director Wyckoff also mentioned that Mr. Redman would like to purchase hydrant water from the District for use with his personal business. Ms. Johnson will work with Mr. Redman to collect the deposit and issue a hydrant meter.

Manager's Report: Ms. Johnson presented and the Board reviewed the March Manager's Report. A copy of the report is attached hereto and incorporated herein by this reference.

Request from Mr. and Mrs. Vogel Regarding Waiver of Water Fees: The Board considered the request from Mr. and Mrs. Vogel regarding a waiver of water fees. Ms. Johnson reported that the meter at the property was removed and taken to National Meter and Automation to conduct a meter bench test and the meter passed the test, no issues with the measuring device was detected.

RECORD OF PROCEEDINGS

The Board discussed the request and information and determined to charge the customer for the water used at the lowest tiered rate of \$4.50 per thousand gallons of water and directed Ms. Johnson to communicate this decision to Mr. and Mrs. Vogel.

CONSENT AGENDA

Consent Agenda: The Board considered the following actions:

- Approve Minutes of the December 1, 2015 regular meeting.
- Ratify approval of payment of claims through the period ending December 8, 2015, as follows:

General Fund	\$ 80,996.45
Debt Service Fund	\$ -0-
Capital Projects Fund	\$ -0-
Total Claims:	<u>\$ 80,996.45</u>

- Ratify approval of payment of claims through the period ending January 15, 2016, as follows:

General Fund	\$ 29,755.47
Debt Service Fund	\$ 150.00
Capital Projects Fund	\$ -0-
Total Claims:	<u>\$ 29,905.47</u>

- Ratify approval of payment of claims through the period ending February 17, 2016, as follows:

General Fund	\$ 26,328.71
Debt Service Fund	\$ 200.00
Capital Projects Fund	\$ -0-
Total Claims:	<u>\$ 26,528.71</u>

- Review operations and maintenance update and monthly work orders for the period January through March
- Review monthly water quality report for the period January through March
- Monthly water meter installations for the period January through March
- Approval of Resolution 2016-03-01 Designating 24-Hour Posting Location

RECORD OF PROCEEDINGS

- Approval of an Independent Contractor Agreement with Ramey Environmental Compliance for 2016 Operator in Responsible Charge Services
- Approval of the First Addendum to Independent Contractor Agreement for Renewable Water Supply Acquisition Services with Bishop-Brogden Associates, Inc. related to hourly rate changes
- Approval of the First Addendum to Independent Contractor Agreement for Water Rights Engineering Services with Bishop-Brogden Associates, Inc. related to hourly rate changes

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.

FINANCIAL MATTERS

December 31, 2015 Revised Unaudited Financial Statements: Ms. Johnson presented and the Board reviewed the December 31, 2015 Revised unaudited financial statements and schedule of cash position.

Following discussion, upon motion duly made by Director Wyckoff, seconded by Director Lozano and, upon vote, unanimously carried, the Board accepted the cash position schedule and Revised unaudited financial statements through the period ending December 31, 2015.

WATER MATTERS

Pending Water Court Cases: Ms. Johnson gave a brief update on the District's pending water court cases.

ENGINEER'S REPORT

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

Status of Greatrock North Pump Station Project: Mr. Simons updated the Board on the status of the design of the pump station. He plans to advertise for bids early in March and the Board will consider award of a contract at the April meeting.

OPERATIONS/ MAINTENANCE MATTERS

GIS Mapping: Mr. Simons reported that two consultants will present GIS technology to the Board.

Mr. Ron Gerrans with GeoLens gave a PowerPoint presentation on the GIS Services provided by his firm. The Board reviewed the presentation and asked

RECORD OF PROCEEDINGS

questions.

Mr. Gerrans then left the meeting.

Mr. Shane Bergman with Tamarack Consulting, LLC gave a PowerPoint presentation on the GIS services provided by his firm. The Board reviewed the presentation and asked questions.

The Board directed staff to schedule a meeting with Director Wyckoff, Mr. Bergman, Mr. Simons, and Ms. Johnson to discuss in more detail the GIS needs of the District. Mr. Bergman will then submit an estimate of cost to create and maintain a GIS database for the District.

Independent Contractor Agreement with Worth Hydrochem of Oklahoma, Inc.: The Board reviewed a proposal and Independent Contractor Agreement with Worth Hydrochem of Oklahoma, Inc. for annual onsite analysis, service and check of reverse osmosis system and related equipment in the amount of \$1,270.

Following discussion, upon motion duly made by Director Rogers, seconded by Director Wyckoff and, upon vote, unanimously carried, the Board approved an Independent Contractor Agreement with Worth Hydrochem of Oklahoma, Inc. for annual onsite analysis, service and check of reverse osmosis system and related equipment in the amount of \$1,270.

LEGAL MATTERS

Status of May 3, 2016 Election: The District received two self-nomination and acceptance forms, one from Rob Fleck and one from Brian Rogers. The election has been cancelled and Director Fleck and Director Rogers have been deemed elected by acclamation and will take their oaths of office shortly after May 3, 2016 and will each serve 4 year terms.

OTHER BUSINESS

Other Business: There was no other business.

ADJOURNMENT

There being no further business to come before the Board at this time, upon motion duly made, seconded and, upon vote, unanimously carried, the meeting was adjourned.

Respectfully submitted,

By _____

Secretary for the Meeting

RECORD OF PROCEEDINGS

THESE MINUTES APPROVED AS THE OFFICIAL MARCH 1, 2016
MINUTES OF THE GREATROCK NORTH WATER AND SANITATION
DISTRICT BY THE BOARD OF DIRECTORS SIGNING BELOW:

Robert William Fleck

Jeffrey L. Polliard

Brian K. Rogers

John D. Wyckoff

Dave Lozano



Date: February 23, 2016
To: Greatrock North Water and Sanitation District, Board of Directors
From: Lisa A. Johnson, District Manager
Re: March 1, 2016 Manager's Report

Agenda Action Items

II.A. Consent Agenda

1. Review and approve the Minutes of the December 1, 2015 regular meeting.
2. Consider ratifying approval of payment of claims through the period ending December 8, 2015, January 15, 2016 and February ____, 2016.
3. Operations and Maintenance update and monthly work orders for the period January through March 2016.
4. Review monthly water quality report for the period January through March 2016.
5. Review monthly water meter installations for the period January through March 2016.
6. Consider adoption of Resolution No. 2016-03-01 Designating Posting Locations.
7. Approval of ICA with REC for Operator in Responsible Charge Services.
8. Approval of First Addendum to ICA with Bishop-Brodgen & Associates, Inc. for Renewable Water Supply Acquisition Services related to hourly rate changes.
9. Approval of First Addendum to ICA with Bishop-Brodgen & Associates, Inc. for Water Rights Engineering Services related to hourly rate changes.

I recommend approval of the consent agenda items.

III.A. December 31, 2015 Revised Financial Statements

I will present the December 31, 2015 Revised unaudited financial statements to the Board at the meeting.

I recommend acceptance of the December 31, 2015 Revised unaudited financial statements.

VI.B. Proposal from Worth Hydrochem of Oklahoma, Inc.

Mr. Rabas has solicited a proposal from Worth Hydrochem of Oklahoma, Inc. for annual onsite analysis, service and check of reverse osmosis system and related equipment. Proposal amount is \$1,250.00 including travel to Denver.

I recommend approval of the proposal from Worth Hydrochem of Oklahoma, Inc. in the amount of \$1,250.00.

Review of monthly Water Resumes and Other Water Related Matters

Attorney Poznanovic reviewed the December resume, and did not find any cases that he thinks the District would have an interest in opposing.

Summary of Mid-Month Meeting

Directors Fleck and Wyckoff, Mr. Simons and I did not meet for a mid-month meeting in February.



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

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

**Greatrock North W & S District
Monthly Activities
November 16th – December 11th**

11/16/15: Regular checks and readings. Concentrate tank conductivity = 4446; pH = 8.19.

11/17/15: Responded several times to alarms and power issues from the snow storm.

11/18/15: Regular checks and readings. Concentrate tank conductivity = 4437; pH = 8.24. Completed locates at: 29750 E 167th Ave, 31425 E 162nd Ave and 16655 Stroilway St.

11/20/15: Regular checks and readings. Checked the oil and fuel levels in all of the generators. Completed locates at: 28285 E 160th Ave and 166th Ave & Hudson Rd.

11/21/15: Operator responded to power issues at RHF's pump station. Power issue had solved itself and pumps were running normal.

11/23/15: Regular checks and readings.

11/25/15: Regular checks and readings. Completed a locate at 16530 Umpire Ct.

11/27/15: Regular checks and readings.

11/30/15: Regular checks and readings. Replaced a leaking chlorine fitting at 16480 Umpire St.

12/2/15: Regular checks and readings. Completed locates at: 29500 E 160th Ct and 28660 E 163rd Pl. Changed the valving to send RO concentrate to the south pond.

12/3/15: Mike and Randy onsite to install valve covers at pump stations. Completed all of Greatrock North. Rocky Horse Farms is complete other than unable to locate the bypass or insulation valve upstream of the treated water meter vault. All of Boxelder complete other than the 8 valves behind the RO building. Assume 6 of the valves may be abandoned.

12/7/15: Regular checks and readings.

12/9/15: Regular checks and readings. Collected and delivered samples from Alluvial wells #1 and #2. Provided pictures of the screen and process control to Brad and Earl, with Worth Hydro.

12/11/15: Regular checks and readings. Completed a locate at 16380 Queensview.

Status of valve box inserts and markers project – *Completed*

November 13th – December 11th

RO Run Time Hrs	113.30 hrs
RO Concentrate Flow – 1 pond (North)	197,142 gallons

11/9/15

Monthly Testing	TDS(mg/L)	Calcium (mg/L)	Magnesium (mg/L)	Total Hardness(mg/L)
BE	275	19.8	3.4	63.5
RHF	346	32.0	5.7	103.3
GRN	320	25.5	4.4	82.0



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**Greatrock North W & S District
Monthly Activities
December 14th – January 22nd**

12/14/15: (1.35hrs) Regular checks and readings. Collected and delivered monthly samples.

12/16/15: (1.07hrs) Regular checks and readings.

12/18/15: (2.05hrs) Regular checks and readings.

12/21/15: (1.53hrs) Regular checks and readings. Completed a locate at: 30355 E 166th Ave.

12/23/15: (2.20hrs) Regular checks and readings. Checked fuel level on all generators = 75% plus. Collected and delivered samples for TDS and Hardness from each pump station.

12/25/15: (1.07hrs) Regular checks and readings.

12/28/15: (1.80hrs) Regular checks and readings.

12/30/15: (3.18hrs) Regular checks and readings. Completed locates at: 31645 162nd Ave and 31380 162nd Ave.

12/31/15: (1.72hrs) Regular checks and readings.

1/4/16: (2.12hrs) Regular checks and readings. Collected and delivered monthly samples.

1/6/16: (1.32hrs) Regular checks and readings. RO run timer is set to 240 minutes.

1/8/16: (2.83hrs) Regular checks and readings.

1/11/16: (2.15hrs) Regular checks and readings. Collected and delivered TDS and Hardness samples from each pump station.

1/13/16: (1.80hrs) Regular checks and readings. Collected and delivered annual samples. Checked the level of the north pond.

1/15/16: (2.12hrs) Regular checks and readings. Checked the fuel and oil levels in all of the generators.

1/18/16: (1.27hrs) Regular checks and readings.

1/20/16: (1.95hrs) Regular checks and readings. Completed a locate at: 28285 E 160th Ave.

1/22/16: (3.63hrs) Regular checks and readings. Flushed the fire hydrant on Kenuil Ct.

Dec 11th – January 22nd

RO Run Time Hrs	198.40 hrs
RO Concentrate Flow – 1 pond (North)	345,216 gallons

12/23/15

Monthly Testing	TDS(mg/L)	Calcium (mg/L)	Magnesium (mg/L)	Total Hardness(mg/L)
BE	247	14.4	2.4	45.9
RHF	290	19.8	3.4	63.3
GRN	276	16.4	2.7	52.0

1/11/16

Monthly Testing	TDS(mg/L)	Calcium (mg/L)	Magnesium (mg/L)	Total Hardness(mg/L)
BE	278	15.7	2.6	49.7
RHF	266	17.3	3.0	55.4
GRN	243	20.7	3.7	67.0

Completed Work Order List Report

12/14/2015

Page 1 of 1

Completed	Equipment Number	Task	Priority	WO#	Type
12/9/2015	ALV-1 Well	EDOP Sampling	1	553.01	Scheduled
12/9/2015	ALV-2 Well	EDOP Sampling	1	554.01	Scheduled
12/4/2015	BOX Generator	Ck Fuel Check Fuel Level	5	586.01	Scheduled
12/4/2015	GN Generator	Ck Fuel Check Fuel Level	5	587.01	Scheduled
12/4/2015	RHF Generator	Ck Fuel Check Fuel Level	5	589.01	Scheduled
12/2/2015	BOX Generator	Ck Fuel Check Fuel Level	5	571.01	Scheduled
11/30/2015	BOX BP1 VFD	Clean Eqp Clean Equipment	5	568.01	Scheduled
11/30/2015	BOX BP2 VFD	Clean Eqp Clean Equipment	5	569.01	Scheduled
11/30/2015	BOX BP3 VFD	Clean Eqp Clean Equipment	5	570.01	Scheduled
11/20/2015	BOX Generator	Ck Oil Check Oil Level(069)	5	572.01	Scheduled
11/20/2015	GN Generator	Ck Oil Check Oil Level(069)	5	574.01	Scheduled
11/20/2015	GN Generator	Ck Fuel Check Fuel Level	5	573.01	Scheduled
11/20/2015	RHF Generator	Ck Oil Check Oil Level(069)	5	576.01	Scheduled
11/20/2015	RHF Generator	Ck Fuel Check Fuel Level	5	575.01	Scheduled



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**Greatrock North W & S District
 Monthly Activities
 January 25th – February 19th**

1/25/16: (1.20hrs) Regular checks and readings.

1/27/16: (2.17hrs) Regular checks and readings.

1/29/16: (1.82hrs) Regular checks and readings.

2/1/16: (1.42hrs) Regular checks and readings.

2/3/16: (2.20hrs) Regular checks and readings. Power was off at Boxelder, upon arrival. The power was back on and generator off before departure.

2/5/16: (2.20hrs) Regular checks and readings.

2/8/16: (2.37hrs) Regular checks and readings. Collected and delivered monthly samples.

2/10/16: (3.03hrs) Regular checks and readings. Collected and delivered Total hardness and TDS samples.

2/12/16: (3.43hrs) Regular checks and readings. Completed a water line inspection at 16380 Queensview St. Checked the fluid levels in all generators. Swept the floor at Boxelder Well House.

2/15/16: (1.22hrs) Regular checks and readings.

2/17/16: (1.67hrs for regular checks) Regular checks and readings. Randy Meyer onsite with Cummins Rocky Mtn for generator annual maintenance.

2/19/16: (2.72hrs) Regular checks and readings. Completed a locate at 31355 166th Ave.

January 22nd – February 19th

RO Run Time Hrs	90.90 hrs
RO Concentrate Flow – 1 pond (North)	158,166 gallons

2/10/16

Monthly Testing	TDS(mg/L)	Calcium (mg/L)	Magnesium (mg/L)	Total Hardness(mg/L)
BE	422	42.4	7.1	134.8
RHF	324	27.7	4.8	88.9
GRN	337	30.6	5.0	97.1

Completed Work Order List Report

1/25/2016

Page 1 of 1

Completed	Equipment Number	Task	Priority	WO#	Type
1/13/2016	Water Sampling 011	Nitrate Nitrate Sampling(069)	1	605.01	Scheduled
1/13/2016	Water Sampling 011	VOC's VOC's	1	597.01	Scheduled
1/11/2016	Boxelder Pump Buildi	TDS and Hardness	1	598.01	Scheduled
1/11/2016	GRN Pump Building	TDS and Hardness	1	598.03	Scheduled
1/11/2016	RHF Building	TDS and Hardness	1	598.02	Scheduled
1/4/2016	Water Sampling	Bacti Bacti Sampling(069)	1	606.01	Scheduled
12/23/2015	Boxelder Pump Buildi	TDS and Hardness	1	582.01	Scheduled
12/23/2015	GRN Pump Building	TDS and Hardness	1	582.03	Scheduled
12/23/2015	RHF Building	TDS and Hardness	1	582.02	Scheduled
12/15/2015	GN Dist Valves	Exercise Exercise Valves	3	591.01	Scheduled
12/14/2015	Water Sampling	Bacti Bacti Sampling(069)	1	590.01	Scheduled

**GREATROCK NORTH WATER AND SANITATION DISTRICT
ENGINEER'S REPORT
FEBRUARY 23, 2016**

Concentrate Management

On December 2, 2015, Ramey Environmental Compliance closed the valve to the north concentrate pond and opened the valve to the south concentrate pond. The valve between the two ponds remains closed. At the time the valves were changed, the north pond had approximately six inches to eight inches of freeboard and the south pond had a pond level recording of 2.23 feet. Since the valves were changed, the south pond has risen to a level recording of 3.32 feet as of February 23, 2016. From December 15 to January 6, the RO unit was programmed to run a maximum of 8 hours each day and the pond level raised an average of 0.020 feet per day. On January 6, Jeff Rabas reduced the maximum run time to 4 hours per day and since the pond level raised an average of 0.010 feet per day. We have worked with Ramey Environmental Compliance to implement a predictive model that will help to manage the South pond level while targeting our water quality goals for total dissolved solids and hardness. Below is information from the first month of data collection.

Date	Location	TDS (lab)	Hardness (lab)	Conductivity (field)
02/10/16	RHF Tank	324 mg/l	88.9 mg/l	541 micromho/cm
02/10/16	GN Tank	337 mg/l	97.1 mg/l	567 micromho/cm
02/10/16	BECR Tanks	422 mg/l	134.8 mg/l	578 micromho/cm

Greatrock North Pump Station Improvements

Our electrical subconsultant has initiated their subconsultant services and is finalizing the power distribution plan for the new pump station. We will also be developing the instrumentation and control logic in conjunction with Ramey Environmental Compliance and Timber Line Electric and Control Corporation. We are planning to publish a notice and invitation to bid in early March and will receive bids in advance of the April Board meeting. We will bring a recommendation of award to the Board meeting in April and anticipate conducting the pre-construction meeting in May. Substantial completion of the construction is scheduled for September, with a final completion target of October of 2016.

LAMP RYNEARSON COMPANIES



Engineer's Report
February 23, 2016

Reverse Osmosis Water Treatment Plant Monitoring

TZA is monitoring the performance of the Osmonics reverse osmosis unit following Worth Hydrochem's service call in October of 2015. The new membranes were installed on October 28, 2015.

Date	Rejection (%)	Diff. Pressure (psi)	Feed Water Temp. (F)	Recovery (%)	RO Pump Hours
10/29/2015	99.4	31	58.9	79.3	1293.1
12/09/2015	99.3	32	53.6	78.6	1506.8
01/15/2016	99.2	31	54.4	79	1689.1
February 2016	Data Pending				

Other Activities

Altela, Inc. – No update.

Water Quality and Hardness – Below are tables summarizing the water production data, water quality results, and water treatment plant observations.

Month	RO Permeate	Unfiltered UKA Water	Unfiltered ALV Wells
February (02/22/16)	37%	38%	25%
January (01/20/16)	42%	38%	20%
December (12/14/15)	51%	38%	11%
November (11/21/15)	52%	38%	10%
October (10/25/15)	25%	36%	39%
September (09/20/15)	17%	34%	49%
August (08/24/15)	10%	33%	57%
July (07/19/15)	17%	35%	48%
June (06/28/15)	23%	37%	40%
May (05/25/15)	39%	42%	19%
April (04/27/15)	37%	39%	24%
March (03/22/15)	41%	40%	19%

Engineer's Report
February 23, 2016

Total Dissolved Solids (TDS)			
Date	BECR Tanks	RHF Tank	GN Tank
02/10/16	422 mg/l	324 mg/l	337 mg/l
01/11/16	278 mg/l	266 mg/l	243 mg/l
12/14/15	247 mg/l	290 mg/l	276 mg/l
11/09/15	275 mg/l	346 mg/l	320 mg/l
10/14/15	414 mg/l	406 mg/l	385 mg/l
09/09/15	470 mg/l	471 mg/l	495 mg/l
08/19/15	469 mg/l	500 mg/l	482 mg/l
07/10/15	417 mg/l	449 mg/l	468 mg/l
06/11/15	369 mg/l	350 mg/l	341 mg/l
05/11/15	401 mg/l	347 mg/l	366 mg/l
04/13/15	386 mg/l	326 mg/l	322 mg/l
March 2015	274 mg/l	324 mg/l	302 mg/l
02/02/15	350 mg/l	394 mg/l	383 mg/l
01/14/15	350 mg/l	394 mg/l	417 mg/l
12/03/14	417 mg/l	552 mg/l	511 mg/l
10/01/14	538 mg/l	603 mg/l	594 mg/l
07/11/14	565 mg/l	597 mg/l	599 mg/l
03/05/14	586 mg/l	543 mg/l	566 mg/l
01/08/14	553 mg/l	559 mg/l	575 mg/l
10/28/13	677 mg/l	643 mg/l	594 mg/l

The total hardness results tabulated below generally reflect a moderately hard water as of February of 2016:

Total Hardness (as CaCO₃)			
Date	BECR Tanks	RHF Tank	GN Tank
02/10/16	134.8 mg/l	88.9 mg/l	97.1 mg/l
01/11/16	49.7 mg/l	55.4 mg/l	67.0 mg/l
12/14/15	45.9 mg/l	63.3 mg/l	52.0 mg/l
11/09/15	63.5 mg/l	103.3 mg/l	82.0 mg/l
10/14/15	134.1 mg/l	117.2 mg/l	118.7 mg/l
09/09/15	152.6 mg/l	164.3 mg/l	158.4 mg/l
08/19/15	159.1 mg/l	175.6 mg/l	173.1 mg/l
07/10/15	136.2 mg/l	158.8 mg/l	156.5 mg/l
06/11/15	92.0 mg/l	78.0 mg/l	80.1 mg/l
05/11/15	84.8 mg/l	72.6 mg/l	73.9 mg/l
04/13/15	99.6 mg/l	67.7 mg/l	68.6 mg/l
March 2015	53.7 mg/l	68.3 mg/l	59.1 mg/l
02/02/15	83.4 mg/l	113.8 mg/l	104.6 mg/l
01/14/15	105.2 mg/l	123.0 mg/l	111.7 mg/l
12/03/14	115.3 mg/l	194.5 mg/l	169.8 mg/l
10/01/14	188.8 mg/l	231.7 mg/l	225.6 mg/l
07/11/14	221.5 mg/l	222.7 mg/l	220.4 mg/l
05/16/14	165.2 mg/l	209.6 mg/l	198.1 mg/l

Engineer's Report
February 23, 2016

For comparison, hardness values are generally classified as:

Classification	Mg/l
Soft	0 – 60
Moderately hard	61 – 120
Hard	121 – 180
Very hard	GTE 181

Utility Billings and Energy Costs – TZA is tracking the United Power utility bills and associated water operations on a monthly basis. Below are the annual comparisons for each year. I will return to the monthly reporting format next month.

	2012	2013	2014	2015
Annual KWH	693,583	520,026	333,629	366,737
Annual Billings	\$74,040.05	\$43,316.56	\$28,204.49	\$31,044.16
Average \$/KWH	\$0.10675	\$0.08330	\$0.08454	\$0.08465

- The Rocking Horse Farms pumps were replaced on August 13, 2013
- The Box Elder Creek Ranch pumps were replaced on March 13, 2014

Well, Pump, and Motor Replacements – The District has initiated efforts to better understand its well infrastructure and the potential need for replacement of pumps and motors, as well as the well structures themselves. As a part of that effort, TZA Water Engineers will need to work with Bishop-Brogden Associates to compile the historical aspects of the wells constructed, the pumps installed, and any other improvements (i.e. water level measuring devices) integrated at each site. This information will be used to evaluate the benefits of a pump, motor, and well maintenance program to detect changes in well performance. Early detection of deterioration in well performance will allow less expensive repairs, rehabilitation, or treatment procedures in order to maximize production capacity. This preventative maintenance program will be discussed with the District's Manager, and a formal proposal will be brought to the Board if deemed appropriate.

Warranty Inspections – Here is a summary of recent independent contractor projects:

- Rocking Horse Farms Pump Station – The warranty inspection was conducted by Jeff Rabas on July 18, 2014.
- Box Elder Creek Ranch Pump Station – The warranty inspection was conducted by Brad Simons on January 26, 2015.
- Rocking Horse Farms Tank Repainting – The improvements were inspected and accepted on June 11, 2014. A preliminary warranty inspection was conducted by Ramey Environmental Compliance on April 24, 2015 and Coblaco addressed some minor surface rust and some isolated coating repairs on August 5, 2015.

Engineer's Report
February 23, 2016

Control Valves Evaluation – During the 3rd Quarter Operational Review Meeting, conducted on August 17, 2015, it was determined the District should develop a control valve evaluation plan. As the Board may recall, the District contracted with iSiWest in 2014 (July 14-15 and September 19), to inspect and service five (5) control valves, including one (1) at the Box Elder Creek Ranch Pump Station, one (1) at Rocking Horse Farms Pump Station, and three (3) at the Greatrock North Pump Station. On March 6, 2015, the District contracted with Ramey Environmental Compliance's Equipment Services Division to service one (1) pressure relief valve at the Box Elder Creek Ranch Water Treatment Plant. Since the District has an assortment of valves in a variety of locations throughout the District, REC will update the valve inventory in the Allmax software and work with Lisa Johnson, TZA, and the budget committee to prioritize the efforts for 2016 and beyond. A sample of the valves that could be addressed in the Box Elder Creek Ranch Pump Station are tabulated below. I will request a proposal from iSiWest for servicing these valves.

Valve Location	Valve Type	Valve Size
UKA-3 Check	Cla-Val Hytrol	2"
UKA-3 Air/Vacuum	Val-Matic	1/2"
UKA-3 CRL	Cla-Val Pressure Relief	1/2"
LFH-3 Check	Cla-Val Hytrol	3"
LFH-3 Pressure Relief	Cla-Val Series 50	1-1/2"
LFH-3 CRL	Cla-Val Pressure Relief	1/2"
LFH-3 Air/Vacuum	Cla-Val Series 35	1/2"
Alluvial Wells Air/Vacuum	Cla-Val Series 35	2"

Check No and Date	Payee	Invoice No	GL Account Title	GL Acct	Amount	Total	Manual
11706							
03/14/2016	Bishop-Brogden Associa	39299	Water Rights Dev - Eng.	1-618	3,690.00	3,690.00	
Total 11706:						3,690.00	
11707							
03/14/2016	Century Link	2907 MARCH 2016	Utilities	1-794	323.22	323.22	
Total 11707:						323.22	
11708							
03/14/2016	Elite Industries, Inc	2216	Facility Maintenance & R	1-851	710.00	710.00	
Total 11708:						710.00	
11709							
03/14/2016	Mail Services, LLC	1540679	Utility Billing	1-630	302.91	302.91	
Total 11709:						302.91	
11710							
03/14/2016	Petrock & Fendel, PC	26365	Water Rights Dev-Legal	1-617	1,132.50	1,132.50	
Total 11710:						1,132.50	
11711							
03/14/2016	Ramey Environmental	12195	Operator Services	1-840	4,128.14	4,128.14	
03/14/2016	Ramey Environmental	12195	Testing and Reporting	1-802	63.00	63.00	
03/14/2016	Ramey Environmental	12195	Facility Maintenance & R	1-851	514.47	514.47	
Total 11711:						4,705.61	
11712							
03/14/2016	Rocky Mountain Power G	5 037838	Generator Preventative M	1-854	583.00	583.00	
03/14/2016	Rocky Mountain Power G	5 037840	Generator Preventative M	1-854	583.00	583.00	
03/14/2016	Rocky Mountain Power G	5 0378939	Generator Preventative M	1-854	583.00	583.00	
Total 11712:						1,749.00	
11713							
03/14/2016	Special Dist Management	999341	District Management	1-614	2,032.80	2,032.80	
03/14/2016	Special Dist Management	999341	Accounting	1-612	1,584.00	1,584.00	
03/14/2016	Special Dist Management	999341	Elections	1-672	92.40	92.40	
03/14/2016	Special Dist Management	999341	Locates	1-876	56.00	56.00	
03/14/2016	Special Dist Management	999341	Utility Billing	1-630	864.00	864.00	
03/14/2016	Special Dist Management	999341	Meter Reading	1-853	435.60	435.60	
03/14/2016	Special Dist Management	999341	Website Dev & Maintenan	1-650	85.00	85.00	
03/14/2016	Special Dist Management	999341	Meter Reading	1-853	224.72	224.72	
03/14/2016	Special Dist Management	999341	Miscellaneous Expense	1-685	209.73	209.73	
Total 11713:						5,584.25	
11714							
03/14/2016	Timber Line Electric & Co	527	Facility Maintenance & R	1-851	456.50	456.50	
Total 11714:						456.50	

Check No and Date	Payee	Invoice No	GL Account Title	GL Acct	Amount	Total	Manual
11715							
03/14/2016	Treatment Technology	172012	Plant Supplies	1-798	369.70	369.70	
Total 11715:						369.70	
11716							
03/14/2016	United Site Services	114-3735411	Facility Maintenance & R	1-851	115.09	115.09	
Total 11716:						115.09	
11717							
03/14/2016	Utility Notification Center	21602375	Locates	1-876	11.44	11.44	
Total 11717:						11.44	
11718							
03/14/2016	White & Jankowski LLP	13254	Water Rights Dev-Legal	1-617	495.00	495.00	
Total 11718:						495.00	
11719							
03/14/2016	White Bear Ankele Tanak	70273	Legal	1-675	1,075.00	1,075.00	
03/14/2016	White Bear Ankele Tanak	70273	Elections	1-672	210.00	210.00	
03/14/2016	White Bear Ankele Tanak	70273	Miscellaneous Expense	1-685	35.13	35.13	
Total 11719:						1,320.13	
11720							
03/14/2016	Wycoff, John	3/2016	Equipment and Tools	1-835	22.01	22.01	
Total 11720:						22.01	
13138							
03/14/2016	United Power	3/2016	Utilities	1-794	196.89	196.89	M
03/14/2016	United Power	3/2016	Utilities	1-794	1,042.58	1,042.58	M
03/14/2016	United Power	3/2016	Utilities	1-794	251.05	251.05	M
03/14/2016	United Power	3/2016	Utilities	1-794	429.37	429.37	M
Total 13138:						1,919.89	
13139							
03/14/2016	Xcel Energy	3/2016	Utilities	1-794	49.47	49.47	M
03/14/2016	Xcel Energy	3/2016	Utilities	1-794	71.84	71.84	M
Total 13139:						121.31	
Grand Totals:						23,028.56	

DW

Check Issue Date	Check Number	Payee	Amount
03/14/2016	91158	Fleck, Robert	92.35
03/14/2016	91159	Lozano, Dave	92.35
03/14/2016	91160	Polliard, Jeffrey	92.35
03/14/2016	91161	Rogers, Brian	92.35
03/14/2016	91162	Wyckoff, John	92.35

Grand Totals:

5

461.75



Greatrock North Water and Sanitation District
March-16

	General	Debt	Capital	Totals
Disbursements	\$ 23,028.56	\$ -	\$ -	\$ 23,028.56
Payroll	\$ 461.75	\$ -	\$ -	\$ 461.75
Payroll Taxes	\$ 76.50			\$ 76.50
Total Disbursements from Checking Acct	\$ 23,566.81	\$ -	\$ -	\$ 23,566.81

DW

Check No and Date	Payee	Invoice No	GL Account Title	GL Acct	Amount	Total	Manual
11721							
04/11/2016	Bishop-Brogden Associa	39376	Water Rights Dev - Eng.	1-618	2,988.00	2,988.00	
Total 11721:						2,988.00	
11722							
04/11/2016	Century Link	03-2016	Utilities	1-794	226.48	226.48	
Total 11722:						226.48	
11723							
04/11/2016	Elite Industries, Inc	2224	Facility Maintenance & R	1-851	388.34	388.34	
04/11/2016	Elite Industries, Inc	2279	Facility Maintenance & R	1-851	904.17	904.17	
Total 11723:						1,292.51	
11724							
04/11/2016	Gator Rubbish	320151	Facility Maintenance & R	1-851	52.00	52.00	
Total 11724:						52.00	
11725							
04/11/2016	Green Bros Oil Co, Inc	692269	Plant Supplies	1-798	199.74	199.74	
04/11/2016	Green Bros Oil Co, Inc	692270	Plant Supplies	1-798	206.97	206.97	
04/11/2016	Green Bros Oil Co, Inc	692273	Plant Supplies	1-798	200.64	200.64	
Total 11725:						607.35	
11726							
04/11/2016	Mail Services, LLC	1544477	Utility Billing	1-630	302.66	302.66	
Total 11726:						302.66	
11727							
04/11/2016	Metrowest Newspapers	03/2016	Greatrock North Pump St	3-853	122.76	122.76	
Total 11727:						122.76	
11728							
04/11/2016	National Meter & Auto, In	S1069763.001	Water Meters	1-850	1,433.76	1,433.76	
Total 11728:						1,433.76	
11729							
04/11/2016	Petrock & Fendel, PC	03/2016	Water Rights Dev-Legal	1-617	2,039.00	2,039.00	
Total 11729:						2,039.00	
11730							
04/11/2016	Ramey Environmental	12301	Capital Repair & Replace	1-898	4,167.22	4,167.22	
04/11/2016	Ramey Environmental	12366	Operator Services	1-840	4,055.10	4,055.10	
04/11/2016	Ramey Environmental	12366	Testing and Reporting	1-802	786.84	786.84	
04/11/2016	Ramey Environmental	12366	Locates	1-876	81.75	81.75	
04/11/2016	Ramey Environmental	12366	Project Mgmt/Oper Admi	1-780	375.02	375.02	
04/11/2016	Ramey Environmental	12366	Generator Preventative M	1-854	333.75	333.75	
04/11/2016	Ramey Environmental	12367	Distribution Sys Mntc	1-825	882.00	882.00	
04/11/2016	Ramey Environmental	12380	Facility Maintenance & R	1-851	400.00	400.00	

Check No and Date	Payee	Invoice No	GL Account Title	GL Acct	Amount	Total	Manual
Total 11730:						11,081.68	
11731							
04/11/2016	Redman Pothole Service	030916G	Facility Maintenance & R	1-851	1,550.00	1,550.00	
04/11/2016	Redman Pothole Service	032416G	Distribution Sys Mntc	1-825	250.00	250.00	
Total 11731:						1,800.00	
11732							
04/11/2016	Special Dist Management	999918	District Management	1-614	3,828.00	3,828.00	
04/11/2016	Special Dist Management	999918	Accounting	1-612	882.00	882.00	
04/11/2016	Special Dist Management	999918	Elections	1-672	211.20	211.20	
04/11/2016	Special Dist Management	999918	Miscellaneous Expense	1-685	479.77	479.77	
04/11/2016	Special Dist Management	999918	Utility Billing	1-630	1,122.00	1,122.00	
04/11/2016	Special Dist Management	999918	Facility Maintenance & R	1-851	376.20	376.20	
04/11/2016	Special Dist Management	999918	Meter Reading	1-853	1,179.60	1,179.60	
04/11/2016	Special Dist Management	999918	Website Dev & Maintenanc	1-650	148.75	148.75	
04/11/2016	Special Dist Management	999918	Locates	1-876	56.00	56.00	
04/11/2016	Special Dist Management	999918	Greatrock North Pump St	3-853	26.40	26.40	
Total 11732:						8,309.92	
11733							
04/11/2016	United Site Services	114-3799915	Facility Maintenance & R	1-851	115.09	115.09	
04/11/2016	United Site Services	114-3885642	Facility Maintenance & R	1-851	115.09	115.09	
Total 11733:						230.18	
11734							
04/11/2016	Utility Notification Center	21603402	Locates	1-876	14.30	14.30	
Total 11734:						14.30	
11735							
04/11/2016	White & Jankowski LLP	13322	Water Rights Dev-Legal	1-617	2,073.00	2,073.00	
Total 11735:						2,073.00	
11736							
04/11/2016	White Bear Ankele Tanak	70437	Miscellaneous Expense	1-685	77.88	77.88	
04/11/2016	White Bear Ankele Tanak	70437	Legal	1-675	3,030.37	3,030.37	
04/11/2016	White Bear Ankele Tanak	70437	Greatrock North Pump St	3-853	140.00	140.00	
Total 11736:						3,248.25	
13140							
04/11/2016	Xcel Energy	495353771	Utilities	1-794	42.28	42.28	M
Total 13140:						42.28	
13141							
04/11/2016	Xcel Energy	495231878	Utilities	1-794	58.88	58.88	M
Total 13141:						58.88	

Check No and Date	Payee	Invoice No	GL Account Title	GL Acct	Amount	Total	Manual
13142							
04/11/2016	United Power	04/2016	Utilities	1-794	221.82	221.82	M
04/11/2016	United Power	04/2016	Utilities	1-794	987.96	987.96	M
04/11/2016	United Power	04/2016	Utilities	1-794	242.34	242.34	M
04/11/2016	United Power	04/2016	Utilities	1-794	441.09	441.09	M
Total 13142:						1,893.21	
Grand Totals:						37,816.22	

Greatrock North Water and Sanitation District
April-16

	General	Debt	Capital	Totals
Disbursements	\$ 37,527.06	\$ -	\$ 289.16	\$ 37,816.22
Payroll	\$ -	\$ -	\$ -	\$ -
Payroll Taxes	\$ -			\$ -
Total Disbursements from Checking Acct	\$ 37,527.06	\$ -	\$ 289.16	\$ 37,816.22

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**Greatrock North W & S District
 Monthly Activities
 March 28th – April 18th**

3/28/16: (1.64hrs) Regular checks and readings.

3/30/16: (2.77hrs) Regular checks and readings. Met with the Coblanco tech for the Rocking Horse Farms tank. Changed the oil on the tonka flow pump.

4/1/16: (1.5hrs) Regular checks and readings.

4/4/16: (2.25hrs) Regular checks and readings. Attempted locate for 16665 Electra St. – address not in District.

4/6/16: (2.10hrs) Regular checks and readings.

4/8/16: (2.95hrs) Regular checks and readings. Tested the alluvial well backup power. Completed locates at: 28285 E 160th Ave and 16580 Umpire St.

4/11/16: (1.42hrs) Regular checks and readings.

4/12/16: Completed locates at: 16458 Joppa St and 16370 Jalna Ct.

4/13/16: (3.07hrs) Regular checks and readings. Completed a locate at 16480 Tree Haven St.

4/14/16: Completed a locate at 31310 E 164th Ave.

4/15/16: (1.32hrs) Regular checks and readings.

4/18/16: (2.78hrs) Regular checks and readings. Collected monthly samples. Completed a locate at 31405 E 166th Ave.

4/19/16: Completed a locate at 16353 Rayburn St.
 During the recent snow storms all three generators ran fine and fuel tanks have been topped off.

March 25th – April 18th

RO Run Time Hrs	129.90 hrs
RO Concentrate Flow – 1 pond (North)	226,026 gallons

(Available next report)

Monthly Testing	TDS(mg/L)	Calcium (mg/L)	Magnesium (mg/L)	Total Hardness(mg/L)
BE				
RHF				
GRN				

Completed Work Order List Report

4/20/2016

Page 1 of 1

Completed	Equipment Number	Task	Priority	WO#	Type
3/31/2016	BOX RO system	CIP Clean in place	1	630.01	Scheduled
3/30/2016	BOX RO Pump	Change Oil Change Oil(069)	2	621.01	Scheduled
3/30/2016	BOX BP3 VFD	Clean Eqp Clean Equipment	5	627.01	Scheduled
3/30/2016	BOX BP2 VFD	Clean Eqp Clean Equipment	5	626.01	Scheduled
3/30/2016	BOX BP1 VFD	Clean Eqp Clean Equipment	5	625.01	Scheduled
3/25/2016	RHF Generator	Ck Fuel Check Fuel Level	5	634.01	Scheduled
3/25/2016	GN Generator	Ck Fuel Check Fuel Level	5	632.01	Scheduled
3/25/2016	BOX RO system	Send Pictures	2	620.01	Scheduled
3/25/2016	BOX Generator	Ck Fuel Check Fuel Level	5	629.01	Scheduled
3/17/2016	GN Generator	Annual Ser Annual Service	3	631.01	Scheduled
3/9/2016	RHF Building	TDS and Hardness	1	624.02	Scheduled
3/9/2016	GRN Pump Building	TDS and Hardness	1	624.03	Scheduled
3/9/2016	Boxelder Pump Buildi	TDS and Hardness	1	624.01	Scheduled
2/29/2016	South Concentrate Pond	EDOP Sampling	1	596.01	Scheduled
2/29/2016	North Concentrate Pond	EDOP Sampling	1	595.01	Scheduled
2/29/2016	ALV-2 Well	EDOP Sampling	1	594.01	Scheduled
2/29/2016	ALV-1 Well	EDOP Sampling	1	593.01	Scheduled
2/26/2016	BOX RO system	Send Pictures	2	607.01	Scheduled
2/26/2016	BOX BP3 VFD	Clean Eqp Clean Equipment	5	610.01	Scheduled
2/26/2016	BOX BP2 VFD	Clean Eqp Clean Equipment	5	609.01	Scheduled
2/26/2016	BOX BP1 VFD	Clean Eqp Clean Equipment	5	608.01	Scheduled
2/17/2016	RHF Generator	Annual Ser Annual Service	3	633.01	Scheduled
2/17/2016	BOX Generator	Annual Ser Annual Service	3	628.01	Scheduled
2/12/2016	RHF Generator	Ck Oil Check Oil Level(069)	5	617.01	Scheduled
2/12/2016	RHF Generator	Ck Fuel Check Fuel Level	5	616.01	Scheduled
2/12/2016	GN Generator	Ck Oil Check Oil Level(069)	5	614.01	Scheduled
2/12/2016	GN Generator	Ck Fuel Check Fuel Level	5	613.01	Scheduled
2/12/2016	BOX Generator	Ck Oil Check Oil Level(069)	5	612.01	Scheduled
2/12/2016	BOX Generator	Ck Fuel Check Fuel Level	5	611.01	Scheduled
2/10/2016	RHF Building	TDS and Hardness	1	618.02	Scheduled
2/10/2016	GRN Pump Building	TDS and Hardness	1	618.03	Scheduled
2/10/2016	Boxelder Pump Buildi	TDS and Hardness	1	618.01	Scheduled
2/8/2016	Water Sampling	Bacti Bacti Sampling(069)	1	619.01	Scheduled



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

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

MEMORANDUM

DATE: 3-31-16

TO: Greatrock North Water & Sanitation District

FROM: Ramey Environmental Compliance – Equipment Services Division

SUBJECT: Cleaning of Electrical Cabinets

On Wednesday, March 23rd we performed cleaning of the electrical cabinets at the following locations and this was our findings:

Box Elder: Vacuumed out bottom of MCC. Inspected upper boxes, which had little to no dirt present. The bottom two rows had a rodent nest, one large rodent and three carcasses present, cleaned all this out. The RO Building had no issues with rodents.

Rocking Horse: Vacuumed out bottom of MCC. Upper boxes were a little dusty, which were vacuumed out. On the bottom rodent feces and nests were found, which were removed and vacuumed out.

Great Rock North: No MCC. Opened Cabinet, all were fairly clean with no rodents or dirt.

Greatrock North WSD
Water Quality Calls 2010 - 2012

Date	Complaint	Name	Address	Phone	Subd	Action Taken	Notes
02/08/10	Fluoride	Greer, Sherry	16385 Jalna Ct	303-637-9200	RHF	Discussion and forward lab results	
03/22/10	Brown water	Lloyd	16588 Joppa Ct.		RHF	Flush on 3/22	
04/02/10	Bad Hot Water Tank		16460 Tree Haven		BOX	Discussed with Rob Fleck	
04/26/10	Gray water turning whites gray, smelly	Roppo, Mary	16715 Shadowwood Ct	303-659-4688	BOX	Discussed with homeowner; flush on 4/28	
05/07/10	Brown water	Randall	16481 Tree Haven St.	303-667-7222	BOX	Asked him to run water for a few minutes to see if it would clear	
05/12/10	Brown water	Arnold, Brian	16530 Treehaven	303-655-8121	BOX	Flush on 5/12	
05/18/10	Brown water	Lovato	31305 E. 166th Ave.	303-659-2616	BOX	Flush on 5/18	
05/29/10	Murky water; musky smell	Paustian, Corinne	16555 Umpire Ct	303-655-1954	BOX	Asked her to run water for a few minutes to see if it would clear	
06/04/10	Brown water	Dahlin	16181 Rayburn St.	303-655-1289	BOX	Flush on 6/4	
06/04/10	Brown water	Obrechert, Ted	16651 Treehaven	303-659-1914	BOX	Flush on 6/4	
07/10/10	Brown water	Montoya, Jeff	31450 E 167th Ave	303-655-0606	BOX	Flush on 7/12	
07/15/10	Brown water	Cheserinnick	32285 E. 166th Ct.	303-637-0079	BOX	Flush on 7/16	
07/23/10	Brown water	Frank	16261 Timber Cove St.		BOX	Flush on 7/26	
08/03/10	Brown water	Leonard, Travis	16720 Kenuil Ct.	303-655-3744	RHF	Flush on 8/3	
08/03/10	Brown water	Zaiss, Brian	31351 E 167th	303-710-0193	BOX	Flush on 8/3	
08/10/10	Brown water	Fleck, Rob	16460 Tree Haven St	via email	BOX	Flush on 8/10	Also 2 neighbors
08/12/10	Milky then brown water	Watt	29365 E. 160th Ct.	303-6551757	GN	Flush on 8/12	Caused by system losing pressure
08/13/10	Brown water	Campbell, Robert	28355 E. 160th Ave.	303-655-0148	GN	Flush on 8/13	Caused by system losing pressure
8/17/10	Brown water	Fleck, Rob	16460 Tree Haven St	via email	BOX	Waiting for controlled flush with Olsson	Also 1 neighbor
9/14/10						FLUSH ALL OF BOX ELDER CREEK SUBD.	
9/15/10	Brown water	Gerry	16290 Greatrock Way	303-325-6894	GN	Called customer	Water was not brown anymore
9/20/10	Brown water	Moore, Ken	16480 Timber Cove	720-685-7167	BOX	flush lines and met with customer	
10/4/10	Tea colored	Moore, Ken	16480 Timber Cove	303-906-1355	BOX	Flush on 10/4	
10/12/10	Reddish Brown	Moore, Denise	16480 Timber Cove		BOX	Inspection by Brad Simons - see Olsson memo 16480 timbercove 10-12-10.xls	
10/21/10	particles in water	Dahlberg, Julie	16600 Umpire Ct.	303-498-0419	BOX	flush on 10/21/10	
11/5/10	bad taste	Jimison, Robert	16580 Umpire St.	Stopped Katie reading meters	BOX	explained RO just went back online	Wanted to bring a jug to the District and make us drink it. Asked when are we getting our good water back? Didn't notice brown water
11/5/10	bad taste	Howes, Angie	16141 Rayburn St.	Stopped Katie reading meters	BOX	explained RO just went back online	Katie tasted seemed fine. Also asked when they were getting their good water back? Didn't notice brown water
12/8/10	Water filter turns brown very quickly	Curl, Jo Ann	29430 E 160th Ct	303-654-0132	GN	Discussed status of water looping project and present blending of RO and well water	Recent fire flows could have stirred up main lines
1/5/11	Update	Leonard, Travis	16720 Kenuil Ct.	303-655-3744	RHF		Katie saw Travis while reading the meters. Travis said "Thanks, the water has been good lately"
2/17/11	Update	Leonard, Travis	16720 Kenuil Ct.	303-655-3744	RHF	Flushed this date; water was clear	
2/19/11	Update	Williams, Ken	32505 E 167 Dr	303-637-0708	BOX		While responding to a call about a leak; Ken said the water has been good, no more "blue water"
2/21/11	Brown water	Moore, Ken	16480 Timber Cove	303-906-1355	BOX	Flush fire hydrants one South of address and one North of address on 2/22/11	Says filters are still plugging every month; if he bypasses it plugs the refig filter
2/21/11	Lt Brown Water	Allain, Kimberly	16321 Timber Cove	303-637-9886	BOX	Flush Timber Cove & Umpire St. fire hydrant and the Timber Cove cul-de-sac blowoff on 2/22/11	Still slight yellow color in water; not as bad as before; mostly from hot water; told her she might want to drain the hot water tank
2/21/11	Brown water	Ross, Don	29957 E 166th Place	720-685-0905	RHF	Flush on 2/22/11	Water still brown, hasn't seen much improvement
2/22/11	Light brown water	Dahlin, Mathew	16181 Rayburn St.	303-655-1289	BOX	Flush on 2/22/11	Water has been good since last flush on 6/4/10
2/23/11	Blue staining in cup	Fleck, Rob	16460 Tree Haven St	via email	BOX	Langelier Index sample to lab on 2/23/11	Began adding Calciquest (Re: blue water) on 3/10/11
2/23/11	Much better, running clear	Ross, Don	29957 E 166th Place	720-685-0905	RHF	Flush on 2/22/11	Don called back to thank us; said the water was clear this AM
3/12/11	Lt Brown Water	Tario, Alma	16655 Strollway St	303-637-0121	BOX	Flushed on 3/14/11	FH at Strollway and 168th ran cloudy for 62 minutes at around 300 gpm
3/14/11	Brown water	Eberle, Doug	16640 Strollway St	303-659-3733	BOX	Flushed on 3/14/11	The water used to be great; now it's getting worse and worse; not happy. Never seen it this bad
3/15/11	Brown water	Best, Dan	16785 Red Lane	303-748-1800	BOX	Flushed on 3/15/11	It's been bad all week
5/9/11	Horrible Taste	Fleck, Rob	16460 Tree Haven St	via Brad	BOX	No Action	
8/5/11	Ruining his evaporative coolers	Whitley, William	31451 E 167th Ave	303-961-8859	BOX	Discussed changes in blending and % of RO water	
8/5/11	Pleased with water quality	Leonard, Travis	16720 Kenuil Ct.	303-655-3744	RHF		Email to T. Krayenhagen
11/7/11	Water smells musty when first turned on	Snider, Bev	16675 Strollway	303-467-5882	Box	Checking with Engineer	Flushed Fire Hydrant near house; smelled like chlorine; called Bev to let her know we had flushed to see if that helped
11/25/11	Brown water	Moore, Ken	16480 Timber Cove	720-685-7167	BOX	Sent email to Terry K.	

46	2/21/12	high water usage	Neff, Linda	28580 E. 160th Pl	303-654-9860	GN	asked Mike to verify meter pit isn't full of water	2/21/12: Mike went onsite and confirmed the meter pit was dry.
47	3/26/12	Flushed All Hydrants	REC, Inc.	All three subdivisions		BOX, GN, RHF	Will provide Separate Memo	
48	06/20/12	Low PSI and yucky water in filters	Greer, Sherry	16385 Jalna Ct	303-637-9200	RHF	Increased pressure at Rocking Horse Farms Pump station from 60 to 65 psi.	
49	07/20/12	Brown Water	Keith	16685 Keniul Ct	303-915-0918	RHF	Flushed Hydrant next to house	
50	09/15/12	Brown Water	Ted Obrecht	16460 Tree Haven St	303-659-1914	BOX	Flushed Hydrant next to house	
51	01/24/13	Brown Water/odor	Terry Snyder	16675 Stroilway	303-655-1292	BOX	previous day had a water leak/	
52	04/08/13	Low Water Pressure	Debra Brown	16685 Keniul Ct	303-915-0918	RHF	Operator checked outside faucet with pressure gauge and it was showing 70 psi. Operator called and left homeowner a message of his findings.	
53	04/18/13	Low Water Pressure/Brown Water	Several Customers			GRN	Large Fire in the area and Fire Department was pulling water from hydrants creating low and high pressure spikes along with brown water from stirring up the lines. Operator checked out and found no issues upon arrival	
54	05/29/13	Low Water Pressure	Tony	30265 E. 166th Ave	720-352-0290	RHF	Spoke with the Tony and advised him I would increase the pressure at the pump station a couple pounds. Also advised him to double check his pressure reducing valve setpoint.	
55	06/11/13	Low Water Pressure	John and several others	30061 East 163rd Ave.	303-655-8614	RHF	Spoke with the John and advised him we were looking into the issue.	
56	June 19-23	Low Water Pressure	several residents	Rocking Horse Farms		RHF	Working with Timberline on low pressure issues	
57	06/25/13	Brown/smelly Water	Greg Mott	16770 Kenosha Ct		RHF	Flushed Hydrant next to house	
58	07/24/13	Blue/Pink Water	Joe Martinez	16450 Timber Cove St.	303-591-5726	BE	Blue marks are due to leaking faucet and toilet that he has repaired and will keep an eye on	
59	July 25 - August 12	Low Water Pressure	several residents	Rocking Horse Farms		RHF	Working with Timberline on low pressure issues	
60	8/19/2013	Low Water Pressure	Buck Benke	30002 E. 163rd Place		RHF	Mr. Benke is experiencing low water pressure issues. Brad, John, Lisa and Dan met with him and initially determined that he is experiencing a flow issue. Staff continues to research the issue.	
61	8/22/2013	Cloudy water/grit in bowls	Mary Houston	28820 E. 160th Place	303-659-0668	GRN	cloudy dishes, dirt or grit in sinks and toilet bowls, ice leaves white floaty things in drinks. REC staff flushed hydrants in the area on 8/23/13.	
62	9/23/2013	White Spots on canning jars	Karen	28540 E. 162nd Ct	303-558-0063	GRN	Had white spots on canning jars after boiling. Sent Operator over to investigate.	
63	10/10/2013	Spots on dishes	Denise	16480 Timber Cove	720-685-7167	GRN	Had spots on canning jars after boiling. Sent Operator over to speak with owner and flush two hydrants	
64	10/10/2013	Bad tasting water and low pressure	Sharon	16385 Jalna Ct		RHF	Spoke to Sharon and listened to her concerns. Flushed two hydrants near her house.	
65	10/10/2013	Bad tasting water and low pressure	Susan	29145 East 16th Ct	303-659-7857	GRN	Spoke to Susan and listened to her concerns and explained how the RO works and why the water is harder now than in the past.	
66	10/23/2013	Bad tasting water and Water Spots	Kathy	28455 East 162nd Ave	303-655-0061	GRN	Spoke to Kathy and listened to her concerns and explained how the RO works and why the water is harder now than in the past.	
67	12/21/2013	Brown Water	Richard & Kelly	16531 Timber Cove	303-637-7537	BE	Spoke to Kelly who had concerns with some brown water, notified Kelly someone would be out to flush a couple hydrants near her home. This was in the same area as the leak that was repaired 12/20/13. Two hydrants were flushed near home.	
68	12/30/2013	Blue Water Stains	Shela	29000 East 160th	303-637-7537	GRN	Spoke to Kelly who was seeing blue spots on her dishes and toilets. Explained to Shela about how the water is treated and why the water is harder now than in the past. Also gave her the name of a dishwasher cleaner called "Limi Shine" that one other resident stated worked very well to remove these stains.	
69	5/6/2014	Change in Water Quality	Ken Kirwin	28565 E. 162nd Ave		GRN	He has lived in the District for 14 years. In the past year or two he has noticed a significant change in the water quality. He has found much more mineral deposits on his faucets and valves. He has replaced four faucets and six valves in his home in that period of time. The Board explained the history and reason for looping the system and the struggles the District has faced with management of the brine concentrate. Mr. Kirwin thanked the Board for their time and the Board thanked him for sharing his comments. Mr. Kirwin left the meeting at this time.	
70	6/2/2014	Brown Water	John Wycoff	30061 East 163rd Ave.		RHF	Brown water in tub, Operator flushed hydrants in the area on 6/4/14.	
71	6/2/2014	Low Water Pressure	Laura	28410 E. 163rd	303-709-4895	GRN	Customer complained of low water pressure. Operator checked VFD at pump station and also made contact with owner and found pressure was fine and no issues were observed.	
72	7/24/2014	Brown Stuff on filters	Pat McMann	16195 Bently	303-637-0078	GRN	Explained Brown debris on his filters and Lisa explained the RO run time issues.	
73	7/25/2014	Noise from Water Line	Shela	29000 East 160th	303-637-7537	GRN	Hearing a noise coming from her water pipes at 4:00 a.m. Discussed what this could be and to try and pinpoint the noise in the house and call me on Monday to discuss further.	
74	11/13/2014	Mineral Build up and once in awhile brown water out of tub that is not used often	Matt	16181 Rayburn St.	303-489-4876	BE	Has a lot of mineral build up on faucets and once in awhile has brown water out of a tub that's not used much. Explained to Matt about how the water is treated and the history and management of the RO brine. I also suggested Matt flush his hot water heater and if he could obtain a sample of the brown water next time this is used we would be happy to come and look at the sample. Matt was interested in a treatment system for his house so I suggested he look up John Wycoff's number from the news letter and discuss what John put in his house. Matt also complained about the water rates and I explained he would need to address that with the District board.	
75	2/10/2015	Sent letter to Board about changes in water over the years	Albert and Linda Johnson	28320 East 163rd Place	303-659-1321	BE	2/10/15 - Left message at 7:40 p.m. Left another message on 2/13. Linda returned my call on 2/13. Explained the situation with not being able to run the RO as much as we would like. Also gave Linda John Wycoff's phone number to ask about the problem and his whole house filter.	

76	2/23/2015	Water Quality from one end of GRN to the other.	Harvey Houston	16250 Delray Ct.	303-944-7044	GRN	Says the water quality has went down hill the last few years and wanted to know why the water quality is different at his house than his parents on the other end of the neighborhood. He states it's not only his parents but there neighbors as well. Was the water tested at his house and also at his parents house to see the differences. Harvey also wants to know what the District is going to do about the valves in the road and the pavement sinking around them? I explained the RO situation to Mr. Houston like I have done to the others. I told him I could not sample the water as he requested without out discussing with the District Manager first and that goes the same with the valves in the road.	
77	3/6/2015	Sulfide Smell in Water	John Wycoff	30061 East 163rd Ave.		RHF	John stated his wife could smell something in the water similar to rotten eggs. Mike Atwood responded right away and could not duplicate the smell.	
78	8/4/2015	Low Water Pressure	David Stevens	28425 E. 162nd Qt	720-296-5362	BE	Customer complained of low water pressure to SDMS who passed message on to Ramey. Jeff called and left two messages and never received a call back.	
79	10/19/2015	Smelly/Brown Water	Bill & Gayla Dempsey	30164 E 165th Ave.		RHF	Customer complained to John that the water was smelly and brown. John contacted Mike Atwood and they visited the house. Nothing unusual was found but a sample was taken at the request of John and taken to the lab for a water quality test.	
80	12/1/2015	Chlorine Smell	Rob Fleck	16460 Tree Haven St		BE	Customer stated the chlorine was more notciable now then in past. Explained to customer chloirone has been normal in system.	
16-Mar		low pressure	Chuck	29951 E 163rd Pl	720-933-8558	Greatrock	low pressure issues for approx a month - has changed pressure relief valve twice. Pressure remains at 60psi and drops to barely a trickle.	

Greatrock Meter Install/Replacements

Meter Replacement Report		
<u>Address</u>	<u>Date</u>	<u>Reason why meter was replaced</u>
31485 E. 162nd Ave	10/29/15	new install
16355 Queensview Street	11/04/15	new install
16290 Queensview Street	11/24/15	new install
16580 Timber Cove Street	12/10/15	faulty transmitter
31310 E. 164th Avenue	12/11/15	new install
29757 E. 166th Place	12/29/15	meter leaking from the bottom
28315 E. 163rd Place	01/29/16	high reading, bench tested good, customer requested
16250 Bentley Street	03/08/16	faulty transmitter, transmitter and meter had different readings
16380 Queensview Street	03/11/16	new install
29951 E. 163rd Place	03/21/16	low pressure at residence, replacement requested by DM



GREATROCK NORTH
WATER & SANITATION DISTRICT

Xpress Bill Pay

A Better Way to Service Your Customers

What is Xpress Bill Pay?

- A web-based online bill payment system that allows customers to pay their bills with credit cards, debit cards, or electronic funds transfer from a checking or savings account.
- The system also allows the customer to view their statements online with the ability to maintain two years of account history.

Why Xpress Bill Pay?

- In response to multiple requests from customers, Xpress Bill Pay allows the customer to have access to view their statements online.
- Xpress Bill Pay also has a lockbox feature which is more economical than the current payment processing option.

What are the benefits to customers?

- Customer can initiate and manage monthly payments using their credit cards or e-checks.
- Customers will be able to view their invoices online.
- Customers will have the opportunity to opt out of paper bills since customers will receive bills electronically.
- If the customer is in an area in which other providers use Xpress Bill Pay, they can have the option of making payments to other providers with one user account.

4

How secure is the information?

- Xpress Bill Pay is a Payment Card Industry Data Security Standards (PCI-DSS) Level 1 compliance company, which is the highest level of compliance.
- All information is encrypted using Secure Socket Layer (SSL).
- SSL creates a 256-bit encrypted connection between the browser and the Xpress Bill Pay servers.
- All information in Xpress Bill Pay's database such as user IDs, passwords and account information is encrypted. All information is stored at Xpress Bill Pay, not at SDMS.
- Xpress Bill Pay partners with Center 7 Data Centers, one of the hosting industry's premier providers.

5

What are the benefits to the District?

- Meeting customer requests.
- More efficient method of collecting payments (e.g. savings in collection services and savings in preparation of paper bills).
- Allows the District the option to send out periodic correspondence to customers (e.g. monthly newsletter, information updates, etc.).
- Xpress Bill Pay integrates with the District's accounting software and provides tools that assist the accountant with reconciling the credit card transactions on the monthly bank statements which could create a reduction in accounting fees. There will also be a reduction in the utility billing clerk fees as she will no longer need to manually enter credit card transactions.

6

What are the one-time costs to the District?

- \$300 for initial setup with Xpress Bill Pay.
 - Normally a \$1,500 fee, but because of SDMS' relationship with Xpress Bill Pay, they have agreed to reduce the fee.
- \$79.95 one-time setup fee to Chase Paymentech for districts that choose to process credit cards.

7

What are the monthly costs to the District to utilize the Xpress Bill Pay?

- Xpress Bill Pay has agreed to a monthly fee of \$50 for the support fee and \$19 for the service fee which will be allocated to the District.
- As other districts come online with Xpress Bill Pay, this fee will be reduced to the District because Xpress Bill Pay has agreed to a total monthly support fee of \$100 and a total monthly service fee of \$38 which will be allocated across all districts using the service.

8

What are the monthly costs to the District if credit cards are processed?

- \$5 service fee with Chase Paymentech (the credit card processor)
- \$25 minimum usage fee, based on total number of transactions per month.*

* - This minimum fee generally applies to entities that process only a handful of transactions on a monthly basis. The District may incur this fee the first few months while the program is in its beginning stages, but then will most likely generate larger fees once customers start utilizing their credit cards to pay bills.

9

What are the monthly costs to the District if credit cards are processed?

- These transaction fees would fluctuate based on total number of customers who utilize the credit card option.
- Example number 1:
 - Average water bill for December 12, 2015 billing:
 - \$65.24 – Average bill
 - \$1.47 – Average credit card fee per transaction based on the average bill (assuming use of standard cards, not premium cards)
 - If 20% of Greatrock’s customers (roughly 85 of the total water customers) were using credit cards, the total credit card fees to the District would be \$124.95, in addition to the other monthly fees noted previously.

What are the monthly costs to the District if credit cards are processed?

- Example number 2:
 - Average water bill for August 12, 2015 billing:
 - \$114.11 – Average bill
 - \$1.65 – Average credit card fee per transaction based on the average bill (assuming use of standard cards, not premium cards)
 - If 20% of Greatrock’s customers (roughly 85 of the total water customers) were using credit cards, the total credit card fees to the District would be \$140.25, in addition to the other monthly fees noted previously.

What are the costs to the District for electronic checks?

- If a customer chooses to use the electronic check feature, the cost to the District is \$.40 per item.

What are the costs to the District for utilizing Online Banking Consolidation?

- If a customer pays with the bill pay option that originates with their bank, the District can have those funds pulled automatically from the bank (rather than waiting for the check to be sent to the lockbox). The total cost is \$.20 per transaction which is \$.28 less than the fee to process the check through the lockbox.

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What are the costs to the District for the lockbox feature?

- Annual PO Box rental fee of \$266 (\$22.17 per month)
- \$.48 for each transaction
- The free lockbox with FirstBank will expire in June 2016.

14

Total Estimated Costs for 2016

- Approximate costs for 2016:
 - **One-time expenses**
 - \$900 - Xpress Bill Pay setup fee
 - \$79.95 - Chase Paymentech
 - **Annual fees**
 - \$266 - Lockbox fee
 - **Monthly fees**
 - \$50 monthly support fee
 - \$9 monthly service fee
 - \$163.20 monthly fee to process 340 customer collections via the lockbox for six months (assuming 85 customers use credit card or ACH option)
 - \$124.95 - Credit card fees based on average calculations for 3 months at lower rate
 - \$140.25 - Credit card fees based on average calculations for 3 months at higher rate
 - Total **monthly** cost for remaining six months of 2016 (does not include one-time expenses) - ~~\$357.15~~ - ~~\$372.45~~
 - If payments are brought in-house to SDMS, the charge will be \$60 per hour to process those payments, which would cost approximately \$500 per month.
 - Total **savings per month** would be approximately ~~\$127~~-~~\$143~~ AND the District would acquire access to a very robust online system that will better meet the needs of its customers.

15

In Conclusion

- Our recommendation:
 - Utilize Xpress Bill Pay's online option
 - Utilize the lockbox feature offered through Xpress Bill Pay

16

Questions?

17

Next Steps

- Approve Xpress Bill Pay Gateway and Administrative Service Agreement.
- SDMS will coordinate with Xpress Bill Pay to upload the utility billing database.
- Once the database is live, staff will work with the Board of Directors to notify residents.

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GREATROCK NORTH WATER AND SANITATION DISTRICT
 Schedule of Cash Position
 March 31, 2016

	<u>Rate</u>	<u>Operating</u>	<u>Debt Service</u>	<u>Capital Projects</u>	<u>Total</u>
Checking:					
FirstBank		\$ 57,768.12	\$ -	\$ -	\$ 57,768.12
Investments:					
FirstBank Lockbox	0.10%	280,229.24	6,945.16	322,241.82	609,416.22
Colotrust - Plus	0.52%	994,404.99	116,351.23	-	1,110,756.22
Colotrust - Bond Fund	0.52%	-	0.14	-	0.14
Colotrust - Project Fund	0.52%	-	-	0.07	0.07
Total Funds		<u>\$ 1,332,402.35</u>	<u>\$ 123,296.53</u>	<u>\$ 322,241.89</u>	<u>\$ 1,777,940.77</u>

2016 Mill Levy Information:

Certified General Fund Mill Levy	28.340
Certified Debt Service Fund Mill Levy	<u>18.500</u>
Total Certified Mill Levy	<u>46.840</u>

Debt Service Mill Levy Cap per Bond Indenture: unlimited

Board of Directors:

John Wyckoff	*
Jeffrey Polliard	*
Brian Rogers	*
Dave Lozano	*
Robert Fleck	*
Lisa Johnson	**

* Board member is an authorized signer on the checking account.

** District Manager is an authorized signer on the checking account.

GREATROCK NORTH WATER AND SANITATION DISTRICT

FINANCIAL STATEMENTS

March 31, 2016

GREATROCK NORTH WATER AND SANITATION DISTRICT
 COMBINED BALANCE SHEET - ALL FUND TYPES AND ACCOUNT GROUPS
 March 31, 2016

	GENERAL	DEBT SERVICE	CAPITAL PROJECTS	FIXED ASSETS	LONG-TERM DEBT	TOTAL MEMO ONLY
Assets						
FirstBank Checking Account	\$ 57,768.12	\$ -	\$ -	\$ -	\$ -	\$ 57,768.12
First Bank Lockbox	280,229.24	6,945.16	322,241.82	-	-	609,416.22
Cash in Bank-ColoTrust	994,404.99	116,351.23	-	-	-	1,110,756.22
Cash with County Treasurer	-	-	-	-	-	-
ColoTrust - Bond Fund	-	0.14	-	-	-	0.14
ColoTrust-Capital	-	-	0.07	-	-	0.07
Accounts Receivable-Other	42,397.09	-	-	-	-	42,397.09
Prepaid Expense	-	-	-	-	-	-
Property Taxes Receivable	193,926.91	340,182.80	-	-	-	534,109.71
	-	-	-	-	-	-
Total Current Assets	<u>1,568,726.35</u>	<u>463,479.33</u>	<u>322,241.89</u>	<u>-</u>	<u>-</u>	<u>2,354,447.57</u>
Other Debits						
Amount in Debt Service Fund	-	-	-	-	123,296.53	123,296.53
Bond Issue Costs, Net	-	-	-	-	248,510.77	248,510.77
Amount to be Provided for Debt	-	-	-	-	4,801,771.93	4,801,771.93
	-	-	-	-	-	-
Total Other Debits	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>5,173,579.23</u>	<u>5,173,579.23</u>
Capital Assets						
Water Distribution System	-	-	-	8,843,642.96	-	8,843,642.96
Land	-	-	-	94,243.05	-	94,243.05
Water Rights	-	-	-	980,105.19	-	980,105.19
Easements	-	-	-	152,989.42	-	152,989.42
Construction in Progress	-	-	-	4,207.50	-	4,207.50
Accumulated Depreciation	-	-	-	(2,119,840.99)	-	(2,119,840.99)
	-	-	-	-	-	-
Total Capital Assets	<u>-</u>	<u>-</u>	<u>-</u>	<u>7,955,347.13</u>	<u>-</u>	<u>7,955,347.13</u>
Total Assets	<u>\$ 1,568,726.35</u>	<u>\$ 463,479.33</u>	<u>\$ 322,241.89</u>	<u>\$ 7,955,347.13</u>	<u>\$ 5,173,579.23</u>	<u>\$ 15,483,373.93</u>
Liabilities						
Accounts Payable	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Payroll Taxes Payable	-	-	-	-	-	-
Retainage Payable	-	-	-	-	-	-
Due to Other Funds	-	-	-	-	-	-
Deposit-Refundable Water Meter	850.00	-	-	-	-	850.00
Accrued interest payable	-	-	-	-	20,748.72	20,748.72
Bond Premium	-	-	-	-	80,025.74	80,025.74
Bonds Payable-Series 2007	-	-	-	-	3,105,000.00	3,105,000.00
Bonds Payable-Series 2010	-	-	-	-	2,125,000.00	2,125,000.00
Discount, Net	-	-	-	-	(7,128.74)	(7,128.74)
Deferred Loss, Refunding	-	-	-	-	(150,066.49)	(150,066.49)
	-	-	-	-	-	-
Total Liabilities	<u>850.00</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>5,173,579.23</u>	<u>5,174,429.23</u>
Deferred Inflows of Resources						
Due to Developer	-	-	-	-	-	-
Deferred Property Taxes	193,926.91	340,182.80	-	-	-	534,109.71
	-	-	-	-	-	-
Total Deferred Inflows of Resources	<u>193,926.91</u>	<u>340,182.80</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>534,109.71</u>
Fund Balance						
Investment in Fixed Assets	-	-	-	7,955,347.13	-	7,955,347.13
	-	-	-	-	-	-
Fund Balance	1,178,993.62	11,503.79	322,116.63	-	-	1,512,614.04
Current Year Earnings	194,955.82	111,792.74	125.26	-	-	306,873.82
	-	-	-	-	-	-
Total fund balances	<u>1,373,949.44</u>	<u>123,296.53</u>	<u>322,241.89</u>	<u>-</u>	<u>-</u>	<u>9,774,834.99</u>
Total Liabilities, Deferred Inflows of Resources and Fund Balance	<u>\$ 1,568,726.35</u>	<u>\$ 463,479.33</u>	<u>\$ 322,241.89</u>	<u>\$ 7,955,347.13</u>	<u>\$ 5,173,579.23</u>	<u>\$ 15,483,373.93</u>

GREATROCK NORTH WATER AND SANITATION DISTRICT
Statement of Revenues, Expenditures and Changes in Fund Balance - Budget and Actual
General Fund
For the 3 Months Ending,
March 31, 2016

Acct No	Account Description	Period Actual	YTD Actual	Budget	Under/(Over) Budget	% of Budget
Revenues						
1510	Property Tax Revenue	156,937.06	163,598.09	357,525.00	193,926.91	45.8%
1515	Specific Ownership Taxes	2,321.44	4,732.14	25,027.00	20,294.86	18.9%
1525	Service Charges-Greatrock	9,695.46	29,556.15	151,031.00	121,474.85	19.6%
1526	Service Charges-Rocking Horse	6,744.91	20,582.54	107,530.00	86,947.46	19.1%
1527	Service Charges-Box Elder	12,252.56	37,265.00	152,318.00	115,053.00	24.5%
1530	Inspection Fees	-	608.50	-	(608.50)	0.0%
1560	Interest Income	476.03	1,170.45	1,500.00	329.55	78.0%
1580	Other Income	-	1,585.96	-	(1,585.96)	0.0%
1581	Box Elder-Wtr Lease Irrigation	-	7,500.00	7,500.00	-	100.0%
Total Revenues		188,427.46	266,598.83	802,431.00	535,832.17	33.2%
Expenditures						
Administration						
1612	Accounting	1,584.00	3,405.60	23,220.00	19,814.40	14.7%
1614	District Management	2,032.80	5,280.00	65,450.00	60,170.00	8.1%
1617	Water Rights Dev-Legal	1,627.50	3,901.83	70,000.00	66,098.17	5.6%
1618	Water Rights Dev - Eng.	3,690.00	5,800.50	36,000.00	30,199.50	16.1%
1616	Engineering-Administration	-	-	22,208.00	22,208.00	0.0%
1615	Audit	-	-	7,500.00	7,500.00	0.0%
1620	Director's Fees	500.00	1,000.00	6,500.00	5,500.00	15.4%
1630	Utility Billing	1,166.91	2,394.48	19,200.00	16,805.52	12.5%
1672	Elections	302.40	513.00	10,000.00	9,487.00	5.1%
1650	Website Dev & Maintenance	85.00	85.00	1,000.00	915.00	8.5%
1670	Insurance/SDA	-	18,227.31	18,118.00	(109.31)	100.6%
1675	Legal	1,075.00	4,075.00	59,750.00	55,675.00	6.8%
1685	Miscellaneous Expense	277.56	1,316.68	14,000.00	12,683.32	9.4%
1693	Payroll Taxes	38.25	76.50	497.00	420.50	15.4%
1700	Treasurer's Fees	2,354.06	2,453.98	5,363.00	2,909.02	45.8%
Subtotal Administration		14,733.48	48,529.88	358,806.00	310,276.12	13.5%
Operations						
1755	Rules and Regulations	-	-	1,000.00	1,000.00	0.0%
1780	Project Mgmt/Oper Admin	-	49.00	3,920.00	3,871.00	1.3%
1784	Engineering-Operations	-	-	28,509.00	28,509.00	0.0%
1794	Utilities	2,364.42	7,367.12	35,000.00	27,632.88	21.0%
1798	Plant Supplies	369.70	369.70	8,000.00	7,630.30	4.6%
1802	Testing and Reporting	63.00	385.20	7,000.00	6,614.80	5.5%
1825	Distribution Sys Mntc	-	-	26,902.00	26,902.00	0.0%
1835	Equipment and Tools	22.01	22.01	3,800.00	3,777.99	0.6%
1840	Operator Services	4,128.14	8,083.49	54,084.00	46,000.51	14.9%
1850	Water Meters	-	80.00	5,400.00	5,320.00	1.5%
1851	Facility Maintenance & Repair	1,796.06	3,064.11	34,520.00	31,455.89	8.9%
1853	Meter Reading	660.32	1,692.02	8,500.00	6,807.98	19.9%
1854	Generator Preventative Mntc	1,749.00	1,749.00	2,800.00	1,051.00	62.5%
1872	Concentrate Disposal	-	-	5,000.00	5,000.00	0.0%
1876	Locates	67.44	251.48	9,000.00	8,748.52	2.8%
1898	Capital Repair & Replacement	-	-	295,848.00	295,848.00	0.0%
Subtotal Operations		11,220.09	23,113.13	529,283.00	506,169.87	4.4%
Total Expenditures		25,953.57	71,643.01	888,089.00	816,445.99	8.1%
Excess (Deficiency) of Revenues Over Expenditures		162,473.89	194,955.82	(85,658.00)	(280,613.82)	-227.6%

GREATROCK NORTH WATER AND SANITATION DISTRICT
Statement of Revenues, Expenditures and Changes in Fund Balance - Budget and Actual
General Fund
For the 3 Months Ending,
March 31, 2016

Acct No	Account Description	Period Actual	YTD Actual	Budget	Under/(Over) Budget	% of Budget
Transfers and Other Sources (Uses)						
1890	Transfer to Debt Service	-	-	(160,000.00)	(160,000.00)	0.0%
1895	Emergency Reserves	-	-	(24,073.00)	(24,073.00)	0.0%
Total Transfers and Other Sources (Uses)		<u>-</u>	<u>-</u>	<u>(184,073.00)</u>	<u>(184,073.00)</u>	0.0%
Change in Fund Balance		162,473.89	194,955.82	(269,731.00)	(464,686.82)	-72.3%
1501	Beginning Fund Balance	-	1,178,993.62	1,144,618.00	(34,375.62)	103.0%
Ending Fund Balance		<u>162,473.89</u>	<u>1,373,949.44</u>	<u>874,887.00</u>	<u>(499,062.44)</u>	157.0%

GREATROCK NORTH WATER AND SANITATION DISTRICT
Statement of Revenues, Expenditures and Changes in Fund Balance - Budget and Actuals
Debt Service Fund
For the 3 Months Ending,
March 31, 2016

Acct No	Account Description	Period Actual	YTD Actual	Budget	Under/(Over) Budget	% of Budget
Revenues						
2510	Property Tax Revenue	102,446.56	106,794.80	233,388.00	126,593.20	45.8%
2515	Specific Ownership Taxes	1,515.40	3,089.08	16,337.00	13,247.92	18.9%
2518	Available of Service Fees	2,376.00	3,696.00	14,880.00	11,184.00	24.8%
2560	Interest Income	8.02	14.78	100.00	85.22	14.8%
Total Revenues		106,345.98	113,594.66	264,705.00	151,110.34	42.9%
Expenditures						
2607	Bond Principal-2007 GO	-	-	135,000.00	135,000.00	0.0%
2608	Bond Interest-2007 GO	-	-	136,157.00	136,157.00	0.0%
2610	Bonds Principal-2010 GO	-	-	55,000.00	55,000.00	0.0%
2611	Bond Interest-2010 GO	-	-	102,050.00	102,050.00	0.0%
2668	Paying Agent Fees	-	200.00	500.00	300.00	40.0%
2675	Legal	-	-	500.00	500.00	0.0%
2676	Arbitrage compliance	-	-	2,000.00	2,000.00	0.0%
2700	Treasurer's Fees	1,536.70	1,601.92	3,501.00	1,899.08	45.8%
2899	Contingency	-	-	500.00	500.00	0.0%
Total Expenditures		1,536.70	1,801.92	435,208.00	433,406.08	0.4%
Excess (Deficiency) of Revenues Over Expenditures		104,809.28	111,792.74	(170,503.00)	(282,295.74)	-65.6%
Transfers and Other Sources (Uses)						
2587	Transfer from General Fund	-	-	160,000.00	160,000.00	0.0%
Total Transfers and Other Sources (Uses)		-	-	160,000.00	160,000.00	0.0%
Change in Fund Balance		104,809.28	111,792.74	(10,503.00)	(122,295.74)	-1064.4%
2501	Beginning Fund Balance	-	11,503.79	16,642.00	5,138.21	69.1%
Ending Fund Balance		104,809.28	123,296.53	6,139.00	(117,157.53)	2008.4%

GREATROCK NORTH WATER AND SANITATION DISTRICT
Statement of Revenues, Expenditures and Changes in Fund Balance - Budget and Actual
Capital Projects Fund
For the 3 Months Ending,
March 31, 2016

Acct No	Account Description	Period Actual	YTD Actual	Budget	Under/(Over) Budget	% of Budget
Revenues						
3560	Interest Income	27.92	125.26	-	(125.26)	0.0%
Total Revenues		<u>27.92</u>	<u>125.26</u>	<u>-</u>	<u>(125.26)</u>	#DIV/0!
Expenditures						
3675	Legal	-	-	3,000.00	3,000.00	0.0%
3853	Greatrock North Pump Station	-	-	187,970.00	187,970.00	0.0%
3880	Acquisition Costs	-	-	-	-	0.0%
Total Expenditures		<u>-</u>	<u>-</u>	<u>190,970.00</u>	<u>190,970.00</u>	0.0%
Excess (Deficiency) of Revenues Over Expenditures		27.92	125.26	(190,970.00)	(191,095.26)	-0.1%
3501	Beginning Fund Balance	-	322,116.63	322,121.00	4.37	100.0%
Ending Fund Balance		<u>27.92</u>	<u>322,241.89</u>	<u>131,151.00</u>	<u>(191,090.89)</u>	245.7%

Greatrock North Water and Sanitation District

Series 2010 General Obligation Refunding and Improvement Bonds
 Series 2007 General Obligation Refunding and Improvement Bonds

Bonds Principal and Interest Maturing in the Year(s) Ending December 31,	Totals		
	Principal	Interest	Total
2016	190,000	238,207	428,207
2017	195,000	230,337	425,337
2018	215,000	222,808	437,808
2019	235,000	214,193	449,193
2020	255,000	204,313	459,313
2021-2025	1,465,000	843,242	2,308,242
2026-2030	2,020,000	445,390	2,465,390
2031-2033	655,000	59,408	714,408
Total	<u>5,230,000</u>	<u>2,457,898</u>	<u>7,687,898</u>

**GREATROCK NORTH WATER AND SANITATION DISTRICT
ENGINEER'S REPORT
APRIL 20, 2016**

Greatrock North Pump Station Improvements

The project was advertised in the Brighton Standard Blade on March 23, March 30, and April 6. A pre-bid meeting was conducted on April 6. Six (6) general contractors have requested project manuals. Addenda were issued on April 8 and April 21. The bid opening is scheduled for April 26 at 3:00 p.m. at Lisa's office. A bid tabulation and recommendation of award will be presented at the April 28 Board meeting. An Adams County plan review package will be submitted upon receipt of the plan review fee (\$1,390) from Lisa's office. TZA will be meeting with Timber Line Electric on April 28 to discuss updated instrumentation and control components.

Concentrate Management

On December 2, 2015, Ramey Environmental Compliance closed the valve to the north concentrate pond and opened the valve to the south concentrate pond. The valve between the two ponds remains closed. At the time the valves were changed, the north pond had approximately six inches to eight inches of freeboard and the south pond had a pond level recording of 2.23 feet. Since the valves were changed, the south pond has risen to a level recording of 3.75 feet as of April 20, 2016. Last weekend's snow storm raised the level from 3.53 feet to 3.75 feet. From December 15 to January 6, the RO unit was programmed to run a maximum of 8 hours each. On January 6, Jeff Rabas reduced the maximum run time to 4 hours per day. On March 2, 2016 Jeff Rabas increased the maximum run time to 6 hours per day. We continue to monitor the South pond level while targeting our water quality goals for total dissolved solids and hardness. Below is information from monthly data collection provided by Ramey Environmental Compliance for 2016.

Date	Location	TDS (lab)	Hardness (lab)	Conductivity (field)
02/10/16	RHF Tank	324 mg/l	88.9 mg/l	541 micromho/cm
02/10/16	GN Tank	337 mg/l	97.1 mg/l	567 micromho/cm
02/10/16	BEGR Tanks	422 mg/l	134.8 mg/l	578 micromho/cm
March 2016	DATA PENDING FROM RAMEY ENVIRONMENTAL COMPLIANCE			
April 2016	DATA PENDING FROM RAMEY ENVIRONMENTAL COMPLIANCE			

LAMP RYNEARSON COMPANIES

Engineer's Report April 20, 2016

Reverse Osmosis Water Treatment Plant Monitoring

TZA is monitoring the performance of the Osmonics reverse osmosis unit following Worth Hydrochem's service call in October of 2015. The new membranes were installed on October 28, 2015.

Date	Rejection (%)	Diff. Pressure (psi)	Feed Water Temp. (F)	Recovery (%)	RO Pump Hours
10/29/2015	99.4	31	58.9	79.3	1293.1
12/09/2015	99.3	32	53.6	78.6	1506.8
01/15/2016	99.2	31	54.4	79	1689.1
02/05/2016	99.1	33	54.2	79	1763.0
03/18/16	99.1	32	54.2	79	1932.9
April 2016	Data Pending				

Other Activities

Altela, Inc. – No update.

Water Quality and Hardness – Below are tables summarizing the water production data, water quality results, and water treatment plant observations.

Month	RO Permeate	Unfiltered UKA Water	Unfiltered ALV Wells
April (04/19/16)	53%	37%	10%
March 03/31/16)	51%	38%	11%
February (02/22/16)	37%	38%	25%
January (01/20/16)	42%	38%	20%
December (12/14/15)	51%	38%	11%
November (11/21/15)	52%	38%	10%
October (10/25/15)	25%	36%	39%
September (09/20/15)	17%	34%	49%
August (08/24/15)	10%	33%	57%
July (07/19/15)	17%	35%	48%
June (06/28/15)	23%	37%	40%
May (05/25/15)	39%	42%	19%
April (04/27/15)	37%	39%	24%
March (03/22/15)	41%	40%	19%

**Engineer's Report
April 20, 2016**

The total hardness results tabulated below generally reflect a moderately hard water as of February of 2016:

Total Hardness (as CaCO₃)			
Date	BECR Tanks	RHF Tank	GN Tank
April 2016	DATA PENDING		
March 2016	DATA PENDING		
02/10/16	134.8 mg/l	88.9 mg/l	97.1 mg/l
01/11/16	49.7 mg/l	55.4 mg/l	67.0 mg/l
12/14/15	45.9 mg/l	63.3 mg/l	52.0 mg/l
11/09/15	63.5 mg/l	103.3 mg/l	82.0 mg/l
10/14/15	134.1 mg/l	117.2 mg/l	118.7 mg/l
09/09/15	152.6 mg/l	164.3 mg/l	158.4 mg/l
08/19/15	159.1 mg/l	175.6 mg/l	173.1 mg/l
07/10/15	136.2 mg/l	158.8 mg/l	156.5 mg/l
06/11/15	92.0 mg/l	78.0 mg/l	80.1 mg/l
05/11/15	84.8 mg/l	72.6 mg/l	73.9 mg/l
04/13/15	99.6 mg/l	67.7 mg/l	68.6 mg/l
March 2015	53.7 mg/l	68.3 mg/l	59.1 mg/l
02/02/15	83.4 mg/l	113.8 mg/l	104.6 mg/l
01/14/15	105.2 mg/l	123.0 mg/l	111.7 mg/l
12/03/14	115.3 mg/l	194.5 mg/l	169.8 mg/l
10/01/14	188.8 mg/l	231.7 mg/l	225.6 mg/l
07/11/14	221.5 mg/l	222.7 mg/l	220.4 mg/l
05/16/14	165.2 mg/l	209.6 mg/l	198.1 mg/l

For comparison, hardness values are generally classified as:

Classification	Mg/l
Soft	0 – 60
Moderately hard	61 – 120
Hard	121 – 180
Very hard	GTE 181

**Engineer's Report
April 20, 2016**

Total Dissolved Solids (TDS)			
Date	BECR Tanks	RHF Tank	GN Tank
April 2016	DATA PENDING		
March 2016	DATA PENDING		
02/10/16	422 mg/l	324 mg/l	337 mg/l
01/11/16	278 mg/l	266 mg/l	243 mg/l
12/14/15	247 mg/l	290 mg/l	276 mg/l
11/09/15	275 mg/l	346 mg/l	320 mg/l
10/14/15	414 mg/l	406 mg/l	385 mg/l
09/09/15	470 mg/l	471 mg/l	495 mg/l
08/19/15	469 mg/l	500 mg/l	482 mg/l
07/10/15	417 mg/l	449 mg/l	468 mg/l
06/11/15	369 mg/l	350 mg/l	341 mg/l
05/11/15	401 mg/l	347 mg/l	366 mg/l
04/13/15	386 mg/l	326 mg/l	322 mg/l
March 2015	274 mg/l	324 mg/l	302 mg/l
02/02/15	350 mg/l	394 mg/l	383 mg/l
01/14/15	350 mg/l	394 mg/l	417 mg/l
12/03/14	417 mg/l	552 mg/l	511 mg/l
10/01/14	538 mg/l	603 mg/l	594 mg/l
07/11/14	565 mg/l	597 mg/l	599 mg/l
03/05/14	586 mg/l	543 mg/l	566 mg/l
01/08/14	553 mg/l	559 mg/l	575 mg/l
10/28/13	677 mg/l	643 mg/l	594 mg/l

Utility Billings and Energy Costs – TZA is tracking the United Power utility bills and associated water operations on a monthly basis. Below are the annual comparisons for each year.

	2012	2013	2014	2015
Annual KWH	693,583	520,026	333,629	366,737
Annual Billings	\$74,040.05	\$43,316.56	\$28,204.49	\$31,044.16
Average \$/KWH	\$0.10675	\$0.08330	\$0.08454	\$0.08465

- The Rocking Horse Farms pumps were replaced on August 13, 2013
- The Box Elder Creek Ranch pumps were replaced on March 13, 2014

For the first quarter of 2016, we are 5.6% higher in energy consumption (3,962 kWh) and 6.9% higher in billings (\$413.23) for the four metered accounts. Usage and billings are up at the Box Elder Creek Ranch and Rocking Horse Farms facilities and down at the Alluvial Wells and Greatrock North facilities. TZA has reviewed United Power's 2016 Rate Changes that went into effect with the April 1, 2016 usage. In all cases the facility charges will increase 20% to 25%, from \$16.00 to \$20.00 for the Alluvial Wells account and from \$20.00 to \$24.00 for the other three accounts. The Alluvial Well energy charge will decrease from \$0.1118 per kilowatt hour to \$0.10900. The On-Peak energy charge for the three commercial time of use (CTD) accounts will decrease from \$0.15910 per kilowatt hour to \$0.15613, while the Off-Peak energy charge will remain at \$0.05858 per kilowatt hour.

Engineer's Report April 20, 2016

Well, Pump, and Motor Replacements – The District has initiated efforts to better understand its well infrastructure and the potential need for replacement of pumps and motors, as well as the well structures themselves. As a part of that effort, TZA Water Engineers will need to work with Bishop-Brogden Associates to compile the historical aspects of the wells constructed, the pumps installed, and any other improvements (i.e. water level measuring devices) integrated at each site. This information will be used to evaluate the benefits of a pump, motor, and well maintenance program to detect changes in well performance. Early detection of deterioration in well performance will allow less expensive repairs, rehabilitation, or treatment procedures in order to maximize production capacity. This preventative maintenance program will be discussed with the District's Manager, and a formal proposal will be brought to the Board if deemed appropriate.

Warranty Inspections – Here is a summary of independent contractor projects:

- Rocking Horse Farms Pump Station – The warranty inspection was conducted by Jeff Rabas on July 18, 2014.
- Box Elder Creek Ranch Pump Station – The warranty inspection was conducted by Brad Simons on January 26, 2015.
- Rocking Horse Farms Tank Repainting – The improvements were inspected and accepted on June 11, 2014. A preliminary warranty inspection was conducted by Ramey Environmental Compliance on April 24, 2015 and Coblaco addressed some minor surface rust and some isolated coating repairs on August 5, 2015. Ramey Environmental Compliance informed TZA of some coating issues on the tank roof and Coblaco inspected the conditions on March 30, 2016. We are awaiting a plan from Coblaco.

Control Valves Evaluation – TZA transmitted information on a set of control valves at the Box Elder Creek Ranch pump station to iSiWest and REC's Equipment Services Division on March 29, 2016, and requested a service quote. To date, neither organization has responded. Brad will follow-up with both.

Lisa Johnson

From: Shane Bergman <shane.bergman@tamarackconsultingllc.com>
Sent: Monday, March 21, 2016 3:56 PM
To: Lisa Johnson
Subject: RE: Hand held data collection devices for Greatrock North

With sub meter the error will be greater than a foot (usually) and less than a meter. With sub foot the error will be less than a foot.

The difference is due to the accuracy of the unit.

From: Lisa Johnson [mailto:ljohnson@sdmsi.com]
Sent: Monday, March 21, 2016 3:23 PM
To: Shane Bergman <shane.bergman@tamarackconsultingllc.com>
Subject: RE: Hand held data collection devices for Greatrock North

Thank you sir. What is the difference between sub meter and sub foot?

Lisa A. Johnson
Vice President of Administration
District Manager
Special District Management Service, Inc.
141 Union Blvd., Ste. 150
Lakewood, CO 80228
303-987-0835 (o)
303-987-2032 (f)

From: Shane Bergman [mailto:shane.bergman@tamarackconsultingllc.com]
Sent: Monday, March 21, 2016 3:14 PM
To: Lisa Johnson
Subject: Hand held data collection devices for Greatrock North

Hey Lisa,

Below are some prices for Handheld data collection devices for Greatrock. I think the Trimble R1 would be a great fit for the district. The R1 links to a phone or tablet and can collect data at sub meter accuracy. The other 2 options are more advanced units that can get up to sub foot accuracy.

- Trimble R1 GNSS Receiver ~\$2600.00**
- **Sub Meter Accuracy**
 - **Blue Tooth to Phone or Tablet**

http://trl.trimble.com/docushare/dsweb/Get/Document-781656/022516-127C_R1%20GNSS%20receiver_DS_A4_0615_LR.pdf

Trimble Geo7x Sub-Meter System ~\$7,200.00

Trimble Geo7x Sub-Foot System ~\$8,200.00

[http://trl.trimble.com/docushare/dsweb/Get/Document-690305/022516-002D Trimble%20Geo7 DS 0415 LR.pdf](http://trl.trimble.com/docushare/dsweb/Get/Document-690305/022516-002D%20Trimble%20Geo7%20DS%200415%20LR.pdf)

Let me know if you have any questions.

Thanks,

Shane

Shane Bergman, M.Eng

Manager of GIS Mapping/Geospatial Services

Tamarack Consulting LLC

8840 West Colfax Avenue

Lakewood, Colorado 80215

D: 720.695.3968 | C: 303.921.1799 | O: 303.233.3265

GIS Mapping | Civil Engineering Services | Land Surveying | Construction Management | Field Services | Special Districts



Business Address:
 16297 E. Crestline Lane
 Centennial, Colorado 80015
 Office Phone: 303-400-4220
 Office Fax: 303-400-4215
 Email: larry@inlandpotableservices.com

Jeff Rabas, CWP
 Great Rock North Water &
 Sanitation District
 141 Union Blvd., Suite 150
 Lakewood, CO 80228

Phone 303-833-5505
 Fax:

Date: 4/1/2016

Divining Services for Potable Water Tanks/Reservoirs

Tanks	Tank Description	Additional Information	Scope of Work To Include
1	300KG, Rocking Horse Farms tank, on-grade, steel welded, 80ft diameter, 8ft deep	Tanks are located in Brighton area.	1. Up to three (3) inches of sediment removal from the floor of each tank. 2. Visual inspection of the interior and exterior of each tank. 3. Written report with photos for each tank. 4. DVD of each dive.
1	250KG, Great Rock tank, below-grade, concrete, 60ft diameter, 12ft deep	Discharge water does not require de-chlorination. .	
1	500KG, BECR North tank, on-grade, bolted EAI glass fused, 64.4ft diameter, approximately 20.5ft high	Discharge water and sediment will be released onto the ground	
1	500KG, BECR South tank, on-grade, steel welded, 61ft diameter, approximately 23ft high	The two BECR tanks sit at the same location.	
		Proposal Total	\$5,500.00

**The bid price listed above is valid for 90 days from date shown.
 Proposals signed and returned to Inland Potable Services are valid for one year from date of acceptance.**

Payment terms: 1% Ten Days, Net 30 Days. 1.5% interest per month will be charged on all accounts past 30 days.

This contract is based on a unit price which includes time and mobilization to and from the project site, set-up and breakdown of equipment, preparation for dive and diving services. Diving services will include sediment removal up to 3 inches from the floor, a video inspection and written report for your records (still photos included). During the initial dive sediment depths will be measured by the diver and documented on video.

If removal of sediment of an abnormal consistency (clay, calcium, rocks, pebbles, mud, etc.), additional sediment removal (over 3 inches from the floor), wall cleaning or epoxy repairs is requested and approved by designated on-site representative, these services will be performed at a rate of \$360.00 per hour.

Inland Potable Services, Inc. will provide all personnel and equipment necessary to provide diving services in the above referenced tanks. We will provide your utility with a written report as well as a narrated color video for the services performed. The tanks will be inspected according to American Water Works Association (AWWA), NACE, SSPC, ASNT, ACI and AWS standards.

- All divers employed by Inland Potable Services are certified Commercial Divers.
- Inland Potable Services is fully bondable and insured.
- All equipment entering the tanks will be disinfected with a minimum of 200ppm Chlorine.
- Schedule dates are tentative and are subject to change.
- If Inland Potable Services dive team is required to stop working or is delayed working due to unforeseen circumstances or any reasons beyond our control (i.e. no utility personnel onsite, inability to access designated work site, low water level, etc.) a down-time charge of \$360.00 per hour will be charged.
- A fee based on \$360.00 per hour will be charged if we are unable to get our truck and trailer to a tank location. We will use portable dive gear and cleaning equipment to complete the job. Please understand that use of utility vehicles or equipment may be necessary to get our equipment to a tank.
- Inland Potable Services makes every attempt to obtain complete information from customers prior to the presentation of bids concerning fees required for municipal licenses, registration fees, Sales Tax or Use Taxes in your area. These items are identified on your contract. In the event that additional fees are discovered or charged, after the bid has been submitted, these charges will be added to the stated contract amount when billed.

Larry Lester, Regional Account Manager

Date: April 1, 2016

To accept, please sign and date proposal. Please fax both pages to 303-400-4215.

Printed Name and Title

Date

Signature

Completion Date – With acceptance this work will be completed at a mutually acceptable date within one year. If money budgeted for this work has to be used by a specific date, please show that date on this line: _____

**Important Information
Please Read and Show Acceptance**

Water Level - Please initial below that you have been advised, and understand, the tanks must be filled to the overflow or at least within three feet from the hatch opening prior to the dive team's arrival. A \$500 futile trip charge will be levied if the team is unable to work due to low water levels.

Utility Representative Initial Here _____

Fuel Surcharge - Effective March 15, 2011 a fuel surcharge of \$25.00 per day will be added to this contract, if the price of diesel fuel exceeds \$4.00 per gallon on the date of the contract completion.

Utility Representative Initial Here _____



7275 S Revere Pkwy, Suite 802
 Centennial, Colorado 80112
 Office Phone: 800-637-1322
 Office Fax: 303-309-0097

Jeff Rabas- Ramey Environmental Greatrock North Water and Sanitation District 141 Union Blvd. Suite 150 Lakewood, CO 80228	Phone: (303) 833-5505 Cell: (303)709-5614 Fax: Email: jeffr@recinc.net
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Scope of Work	Additional Information	Price
Clean and Inspect BECR North 500KG Steel Bolted On Grade Glass lined Water Tank Approximately 65' Diameter.	Sediment removal up to 3", DVD video inspection, and written report included.	
Clean and Inspect BECR South 500KG Steel Welded On Grade Water Tank Approximately 61' Diameter.	Sediment removal up to 3", DVD video inspection, and written report included.	
Clean and Inspect Greatrock North 250KG Concrete Below Grade Water Tank Approximately 61' Diameter.	Sediment removal up to 3", DVD video inspection, and written report included.	
Clean and Inspect Rocking Horse Farms 300KG Steel Welded Water Tank Approximately 80' Diameter.	Sediment removal up to 3", DVD video inspection, and written report included.	
If epoxy repair is requested, it will be discounted at 25% off for the first hour. Material is not included in hourly rate. Sediment bags are available upon request and are \$170 each. Utility is responsible for disposal of bag and sediment. Anticipated uses is one bag per tank. Dechlorinating discharge water is also available upon request and will be billed at amount used. Anticipated use is \$20 per tank.	Proposal Total	\$7,485

The proposal price listed above is good for 90 days unsigned and valid for 1 year upon acceptance.

Payment Terms: 1% Ten Days, Net 30 Days. 2.5% interest per month on all accounts past 30 days.

Marine Diving Solutions will provide all personnel and equipment necessary to perform described scope of work. Diving services will include sediment removal from the floor, DVD video inspection, and a detailed hard copy written report with still photos included.

If sediment is over noted amount of proposal or if the sediment is an abnormal consistency (mud, calcium, clay, rocks, etc.) it will be removed at \$320.00 an hour. If wall cleaning or epoxy repairs is requested, it will be completed at \$320.00 an hour plus material.

All work will be in compliance with AWWA, NACE, OSHA, ACI, AWS, and SSPC regulations.

MDS has a \$2,000,000 liability and \$4,000,000 aggregate insurance policy and is fully bondable.

All dates are tentative until bid is signed and utility is put on schedule, dates may change with given advance notice to utility.

Proposal does not include Sales or Use Taxes, Registration fees, or City/Municipality licenses unless noted in proposal above. If MDS is liable for any additional fees requested or required by utility and not noted in proposal, the charges will be added to the invoice when billed.

If MDS is unable to get our truck and trailer within 100' from place of performance, a fee of \$320 an hour will be billed for going portable, unless stated otherwise in proposal above.

If MDS has to stop working due to unforeseen reasons (utility not on site to direct dive team, utility request team to wait due to water level or water runoff, or etc.) a fee of \$320 an hour will be charged.

If water level is not within levels specified in Scope a fee will be billed at \$320 per hour not to exceed \$2,495 per day until water reaches appropriate elevation.



Key Accounts Manager

4/4/2016
Dated

To accept, please sign and date proposal. Please mail, fax, or email this signed contract to the office.

Printed Name and Title

Date

Signature



Dedicated to protecting and improving the health and environment of the people of Colorado

April 1, 2016

Lisa Johnson
 Greatrock North Water and Sanitation District
 141 Union Blvd Ste 150
 Lakewood, CO 80228-1898

Subject: Sanitary Survey of Greatrock North Water and Sanitation District
 Public Water System Identification No. CO0101063
 Adams County

Dear Mr. Johnson:

A sanitary survey was performed on March 15, 2016 by the Field Services Section of the Colorado Department of Public Health and Environment’s Water Quality Control Division (the Department) at Greatrock North Water and Sanitation District (the Supplier) in accordance with *the Colorado Primary Drinking Water Regulations, 5 CCR 1002-11* (Regulation 11), Sections 11.38(1)(b) and 11.38(2). This letter serves to provide the Supplier with written notification of the sanitary survey findings, including any identified significant deficiencies and violations of Regulation 11 and *the Water And Wastewater Facility Operators Certification Requirements, CCR 1003-2* (Regulation 100). The assistance that was provided during the sanitary survey was very helpful and is greatly appreciated. Table 1 identifies the parties present during the sanitary survey.

Table 1: Parties Present

Name	Organization
Jeff Rabas, Ramey Environmental Inc.	Greatrock North Water and Sanitation District
Christine Lukasik	Colorado Department of Public Health and Environment

Table 2 summarizes the number of findings and the required written response and resolution dates.

Table 2: Sanitary Survey Findings

Severity Category	Number Identified	Written Response Due (within 45 days of letter date)	Resolution Due (within 120 days of letter, or Department-approved alternate date)	Public Notice Required (Violations of Regulations 11 or 100)
Significant Deficiencies	0	Not applicable	Not applicable	Not Required
Significant Deficiencies - also Regulation 11 violation	0	Not applicable	Not applicable	Not applicable
Other Violations	0	Not applicable	Not applicable	Not applicable
Observations - Recommendations	4	No response required	Not applicable	Not applicable

A list of the findings for each category in Table 2 can be found in the following sections:

Section I: Significant Deficiencies

According to Regulation 11, Section 11.3(71), a significant deficiency means:

any situation, practice, or condition in a public water system with respect to design, operation, maintenance, or administration, that the state determines may result in or have the potential to



result in production of finished drinking water that poses an unacceptable risk to health and welfare of the public served by the water system.

No Significant Deficiencies were identified.

Section II: Significant Deficiencies that are Violations of Regulation 11

The items in this category are significant deficiencies that are also violations of Regulation 11.

No Significant Deficiencies that are also Regulation 11 violations were identified.

Section III: Other Violations

Other violations of Regulation 11 or Regulation 100 that do not meet the definition of a significant deficiency are listed below.

No Other Violations were identified.

Section IV: Observations/Recommendations

The Department recommends the Supplier follow up and consider the following observations-recommendations. Please direct questions regarding any of the items below to the Department inspector.

1. T162 - Treatment: Box Elder Creek Ranch Treatment Plant (SDWIS ID: 015)

Non-ANSI/NSF Materials or AWWA Standards: Chemicals and materials in contact with the water must be American National Standard Institute (ANSI)/National Sanitation Foundation (NSF) Standard 60 or 61 certified, respectively.

At the time of the sanitary survey, the Supplier could not demonstrate the cartridge filter and RO membrane/filter and corrosion control chemical that was in use was ANSI/NSF Standard 61 or 60 certified. Any chemical additives or materials that come in contact with the water must be certified under the ANSI/NSF Standard 60 or 61, respectively, in order to not pose an unacceptable risk to public health. The Supplier sent documentation for both filters and the chemical for pH adjustment that indicated to the Department inspector compliance with ANSI/NSF Standard 61 and 60. No further follow-up is required.

2. F330 - Management:

Storage Tank Inspection Plan: Supplier has not developed or maintained a storage tank inspection plan.

At the time of the sanitary survey, the Department inspector found that the Supplier did not have a written plan for storage tank inspections. However, the tanks were inspected in 2010 and maintenance has been performed as recommended or required. In accordance with Section 11.28(2) of Regulation 11, suppliers of water are required to develop and maintain a written inspection plan for finished water storage tanks by April 1, 2016. The storage tank inspection plan must include accurately documenting tank inventory, as well as, the schedule for performing storage tank inspections. Periodic inspections are required at least quarterly and comprehensive inspections are required every five years. The Box Elder Creek Tank No 1 and No 2 are located prior to the entry point to the distribution system, used for contact time, and not considered finished water storage tanks. However, the Department highly recommends that these tanks be consistently maintained with finished water distribution tanks; Rocking Horse Farms and Greatrock North Tanks. For more information and templates, please visit the Department's website at <http://wqcdcompliance.com>.

3. R510 - Monitoring, Recordkeeping and Data Verification:

General Monitoring Plan: Supplier's monitoring plan had not been updated for facility changes.

According to Section 11.5 of Regulation 11, all suppliers of water shall develop and implement a monitoring plan. At the time of the sanitary survey, the Department inspector reviewed the Supplier's monitoring plan and recommended improvements to the plan. Minor typographical editing of the well information was required and the Supplier has submitted the edits through the Department's portal. Therefore no further follow-up is required at this time. If the Supplier would like assistance in future development of the plan, the Department

recommends that the Supplier use the Department's monitoring plan template, which can be accessed from <http://wqcdcompliance.com>. If the Supplier would like further assistance, please request coaching assistance via the Department's Local Assistance Unit website at <https://www.colorado.gov/pacific/cdphe/drinking-water-training-opportunities>, which has an online coaching request link. Please note that after any updates to the plan, the Supplier is required to submit a copy to the Department via the Department's online portal, which can be accessed at <https://wqcdcompliance.com/login>. For portal support, please contact:

- Kaleb Winisko at kaleb.winisko@state.co.us or 303-691-7803
- Whitney Walker at whitney.walker@state.co.us or 303-691-7809

Once submitted to the Department, the plan will be reviewed by the Department's Drinking Water Compliance Assurance Section.

4. M610 - Management: *Backflow Prevention and Cross-Connection Control Program*

At the time of the sanitary survey, the Supplier had information demonstrating compliance with Section 11.39(2)(a) of Regulation 11, Backflow Prevention and Cross-Connection Control Program Requirements. The Department inspector found that the Supplier did have a written backflow prevention and cross-connection control program. The Supplier had several cross-connection control devices that were installed in 2015 and tested upon installation; however, the program did not provide a summary of the devices and locations as installed. The Department recommends maintaining a master list that is required to be updated and reviewed annually. Please note that suppliers of water are required to create an annual cross-connection control report due May 1 of the following calendar year and to maintain cross-connection control records for a minimum period of three years. Additional information on cross-connection control is available on the Department's website at <https://www.colorado.gov/pacific/cdphe/drinking-water-cross-connection-control-program>.

Section V: Field Verification/Sampling

While performing the sanitary survey, the inspector verified operator certification requirements and performed water quality sampling for chlorine residual. Table 3 indicates the operator certification verification for Greatrock North Water and Sanitation District. Table 4 indicates the results of the water quality sampling performed on-site.

Table 3: Operator Certification Verification

Category	Required Certification Level	Name of Operator in Responsible Charge	Certification Level Held and No.	Certification Expiration Date
Treatment	C	R Wayne Ramey	W-A:1733	September 22, 2016
Distribution	1	R Wayne Ramey	D-4:16815	July 3, 2018

Table 4: Sampling Results

Parameter	Sample Location	Value	Units	Notes
Disinfectant Residual	Entry Point Sample Tap	1.07	mg/L	After Box Elder Creek Tanks

Reminders

- Regulation 11, Section 11.4(1)(b) (Prior Approval Required) requires the Department's approval prior to commencement of construction of any improvements, treatment process modifications or the addition of new water sources.
- Most regulations, guidance documents and forms are available on the Department's website at <http://wqcdcompliance.com>.

Enclosed with this letter you will find a postage-paid Customer Satisfaction Survey Postcard. Please take a few moments to complete the survey and return it to the Department. Your efforts to provide feedback to improve the sanitary survey process are appreciated.

If you have any questions, please contact me at 303-692-6291 or christine.lukasik@state.co.us. Thank you for your time and cooperation.

Sincerely,



Christine Lukasik
Environmental Protection Specialist
Field Services Section
Water Quality Control Division
Colorado Department of Public Health and Environment

cc: Tri-County Health Department
Aquifer Case No. FS.16. INSP.02755
Denver Drinking Water File, PWSID No. CO0101063
R Wayne Ramey