RECORD OF PROCEEDINGS

MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE GREATROCK NORTH WATER AND SANITATION DISTRICT HELD JUNE 3, 2014

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, June 3, 2014 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 William Fleck
Brian K. Rogers
John D. Wyckoff
Jeffrey Polliard
Dave Lozano

Also In Attendance Were:
Lisa A. Johnson and Leon Gomes; Special District Management Services, Inc.

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

Brad Simons, P.E.; TST Inc. of Denver

Chris Sanchez and Jonathan George; Bishop-Brogden Associates, Inc.

DISCLOSURE OF POTENTIAL CONFLICTS OF INTEREST

Disclosures of Potential Conflicts of Interest: Attorney Tanaka advised the Board that, pursuant to Colorado law, certain disclosures may be required prior to taking official action at the meeting. The Board reviewed the Agenda for the meeting, following which Directors Fleck, Rogers, Polliard, Wyckoff and Lozano each confirmed that they had no conflicts of interest in connection with any of the matters listed on the Agenda. Director Lozano disclosed that he serves on the Box Elder Creek Ranch Homeowner's Association. Attorney Tanaka noted that she will have Director Lozano complete conflicts of interest disclosures for future meetings for this matter.

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.

Appointment of Officers: Following discussion, upon motion duly made by Director Polliard, seconded by Director Rogers and, upon vote, unanimously carried, Robert William Fleck was appointed President.

Following discussion, upon motion duly made by Director Fleck, seconded by Director Rogers and, upon vote, unanimously carried, John D. Wyckoff was appointed Vice President.

Following discussion, upon motion duly made by Director Fleck, seconded by Director Rogers and, upon vote, unanimously carried, Jeffrey Polliard was appointed Treasurer.

Following discussion, upon motion duly made by Director Rogers, seconded by Director Wyckoff and, upon vote, unanimously carried, Brian K. Rogers was appointed Secretary.

Following discussion, upon motion duly made by Director Polliard, seconded by Director Wyckoff and, upon vote, unanimously carried, Dave Lozano was appointed Assistant Secretary.

Board of Directors' Report: Director Wyckoff reported that the irrigation system has been installed at the Rocking Horse Farms facility. The contractor severed two lines, the transducer line and the phone line, in the process of installation. The contractor repaired the phone line and Ramey Environmental Compliance ("REC") repaired the transducer line. The installation of the irrigation system at the Greatrock North Facility will begin in approximately 2 weeks.

Director Polliard commented that he received a phone call from a resident in Greatrock North regarding a low pressure issue at her property. She called the afterhours answering service on Sunday, June 1, 2014 and did not receive a call back from a District representative until Monday morning. Ms. Johnson explained the circumstances regarding the lack of response. The answering service tried to contact REC and received no answer and the service called a wrong phone number for Ms. Johnson.

Following discussion, Directors Rogers and Wyckoff volunteered to list their contact information with the answering service in the event that REC and Ms. Johnson are unable to be reached for future emergency calls.

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

New Board Member Orientation and Facilities Tour: The Board determined to schedule a tour of the facilities on June 16, 2014 at 7 a.m. at the Box Elder Creek Ranch Facility, 16373 Rayburn St., Hudson, CO 80642 and new board member orientation on July 1, 2014 at 4:30 p.m. at the United Power Bldg., 500 Cooperative Way, Brighton, CO 80603.

CONSENT AGENDA

Consent Agenda: The Board considered the following actions:

- Approve Minutes from the May 5, 2014 special meeting.
- Ratify approval of payment of claims through the period ending May 5, 2014, as follows:

General Fund	$ 34,636.35
Debt Service Fund	$ -0-
Capital Projects Fund	$ -0-
Total Claims:	**$ 34,636.35**

- Ratify approval of payment of claims through the period ending May 20, 2014, as follows:

General Fund	$ 9,865.16
Debt Service Fund	$ -0-
Capital Projects Fund	$ -0-
Total Claims:	**$ 9,865.16**

- Consider acceptance of cash position schedule and unaudited financial statements through the period ending April 30, 2014.

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

Status of 2013 Audit: Ms. Johnson commented that the audit will be presented at the July 1, 2014 Board meeting.

WATER MATTERS

Presentation on Options to Purchase Renewable Water Shares: EXECUTIVE SESSION- Negotiations with Third Parties (§24-6-402(4)(e), C.R.S.): Pursuant to Section 24-6-402(4)(e), C.R.S., upon motion duly made by

Director Polliard, seconded by Director Rogers and, upon an affirmative vote of at least two-thirds of the quorum present, the Board convened in executive session at 6:14 p.m. for the purpose of discussing negotiations as authorized by Section 24-6-402(4)(e), C.R.S.

Furthermore, pursuant to Section 24-6-402(2)(d.5) (II)(B), C.R.S., no record will be kept of those portions of the executive session that, in the opinion of the District's attorney, constitute privileged attorney- client communications pursuant to Section 24-6-402(4)(b), C.R.S.

The Board reconvened in regular session at 6:56 p.m.

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.

Evaporation Ponds: Reclassification of Box Elder Creek: Mr. Simons has spoken with Doug Camrud of the Water Quality Control Division and he asked Mr. Simons to contact Sarah Johnson of the Division's Standard Unit. Mr. Simons has begun a dialogue with Sarah Johnson regarding possible re-classification of the stream.

Status of Pump Station Control Valve Maintenance: Mr. Simons reported that the maintenance service is scheduled for June 10 and 11, 2014. The service has been coordinated with REC.

Fire Hydrant Maintenance: Mr. Simons reported that five requests for proposals were issued to pre-qualified contractors for fire hydrant maintenance. Two contractors submitted proposals. Mr. Simons recommends awarding a contract to Action Fire Hydrant Service, LLC for a not to exceed amount of $11,725.00.

Following discussion, upon motion duly made by Director Wyckoff, seconded by Director Polliard and, upon vote, unanimously carried, the Board approved the proposal from Action Fire Hydrant Service, LLC for a not to exceed amount of $11,725.00 and asked Attorney Tanaka to draft an independent contractor agreement.

Status of Exterior Painting of the Potable Water Tank at Rocking Horse Farms: Mr. Simons reported that the project should be complete by June 6, 2014. He then presented Change Order #1 to the Coblaco Services, Inc. contract in the amount of $1,140.00 for the addition of a tank overflow flange.

Following discussion, upon motion duly made by Director Rogers, seconded by Director Wyckoff and, upon vote, unanimously carried, the Board approved Change Order #1 to the Coblaco Services, Inc. contract in the amount of $1,140.00.

Re-location of Water Meters in Rocking Horse Farms from Inside the Home to a Meter Pit and Repair Curb Stops: The Board continued discussions regarding the repair of curb stops in Rocking Horse Farms and the re-location of water meters. Mr. Simons reported that he and Mr. Rabas will review the remaining five curb stop locations that have not been located and discuss next steps.

OPERATIONS AND MAINTENANCE MATTERS

Operations and Maintenance Update and Completed Work Order List: The Board reviewed the operations and maintenance update and the completed work order list. A copy of the report is attached hereto and incorporated herein by this reference.

Water Quality Report: The Board reviewed the monthly water quality report.

Status of Fabrication and Installation of Signs at the Facilities: Ms. Johnson presented a revised proposal from Craig Ashcroft to fabricate the sign and poles out of steel and not wood as was indicated in his original proposal. The total cost is $4,395.00.

The Board determined not to move forward with this project at this time.

COMMUNITY COMMENTS

Community Comments: There were no community comments.

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 JUNE 3, 2014 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

Greatrock North Water and Sanitation District Action Items Status Matrix—2014

Action Items	Date of Meeting	Assigned To	Deadline	Priority	Not Started	In Process	Reoccurring	Follow up Required	Complete	Notes
Concentrate Disposal and Evaporative Pond Options	6/4/13	Brad	12/31/13	1		X				1/7/14: Brad and List to review State files for additional documents showing submittals of looping project and transition of State files from 3 separate systems to one looped system. Jennifer to review legal files to determine whether she has copies of submittals or approvals. Review construction and engineering contracts to determine who responsible for submittal of approvals. Jennifer and Brad to meet with litigator re matter. 1/8/14: Jennifer emailed Mike Decker to set up meeting. Meeting scheduled for 1/28/14. 1/23/14: Brad requested from Bret Icenogle copies of letters for looping approvals, change orders, design submittals, etc. 2/4/15: Board discussed options and process for obtaining additional documents. Brad to request documents from Dave, JR Engineering and contractors for project. Rob to ask Nelson if they have any documents. Jennifer to send construction contracts and documents to Brad. Discussions in Executive Session not contained on this update but are being pursued by legal counsel, Brad and Lisa. Separate updates to be provided to the Board. 2/19/14: Letters sent to JR and Dave Curtis requesting copies of additional documents. Brad talked with Maura McGovern regarding denial of permit and basis. She confirmed no reclassification of stream during review. Lisa reviewing previous invoices for work completed. Detailed updates to be provided under separate cover. 3/5/14: Brad scheduled to meet with Bret Icenogle to discuss reclassification. 3/19/14: Brad attempting to discuss with Bret and schedule meeting. 4/1/14: Brad left additional messages with Bret Icenogle to schedule meeting to review correspondences. 4/15/14: Brad met with Division. Division to send written response to Brad. Board to discuss in Executive Session as necessary. 5/20/14: Left voice mail for Bret Icenogle. Brad will draft letter to Dick Parachini, the Division's Program Manager, and request direction for reclassification.

As of May 22, 2014

Greatrock North Water and Sanitation District Action Items Status Matrix—2014

Action Items	Date of Meeting	Assigned To	Deadline	Priority	Not Started	In Process	Reoccurring	Follow up Required	Complete	Notes
Rocking Horse Farms Curb Stop Inspection, Exercising & Repairs	9/3/13	Jeff Brad	5/31/14	1		X				1/7/14: For RHF, Jeff to look at cost of installing meter pits as opposed to cost of repairs of curb stops. Same meters can be used. For the 32 curb stops not located, obtain a proposal for the cost for a locator service to come out and locate the curb stops. Board to consider at February meeting. 1/23/14: Still need proposal for 32 locates. 2/5/14: Board approved locate services for 32 curb stops. Jennifer to draft agreement. Work to be done in later spring. 2/23/14: Addendum to Lisa for signature. 3/19/14: Addendum executed. 18 of the locations completed. 12 of the 18 located. Brad and Jeff to review and complete inventory and work on plan to locate those which cannot be found. 4/1/14: Brad and Jeff to review sites when Jeff returns and obtain pricing. 4/10/14: Brad met with Jeff to update spreadsheet for use. Brad provided maps for assistance with locating. Jeff to locate remaining curb stops and try and operate. Once list finalized, need to prioritize those to proceed with repairs. 4/23/14: Jeff reported 7 curb stops found but could not be exercised. 11 were exercised and found. 12 remain unfound. Jeff to go out to site with maps to try and locate the remaining 12 within next 2-3 weeks. 5/6/14: Brad to develop RFP for work and obtain proposals to determine costs. Brad to send letter to homeowners with landscaping issues advising them in advance of the anticipated work and need to move landscaping. 5/21/14: Jeff and Brad scheduled to meet 6/10 and 6/11. Brad believes there are 5 curb stops left to locate. Need confirmation of water service line sizes to each property and distance each curb stop is from the property line. John Cunningham once had this information and Jeff should have this. Brad to draft letter to property owners regarding landscaping in the ROW and utility easements as it relates to the relocation project. Jeff to check information received to see if line sizes and distances listed. Jeff to send list of addresses of properties which will have a relocation to Lisa. Jeff's lists do not have needed information. Brad to advise where to go from here to obtain information.

Greatrock North Water and Sanitation District Action Items Status Matrix—2014

Action Items	Date of Meeting	Assigned To	Deadline	Priority	Not Started	In Process	Reoccurring	Follow up Required	Complete	Notes
Relocation of Water Meters in RHF	2/5/14	Brad Jeff	12/31/14	2		X				1/23/14: Installation of meter pits will not eliminate need to exercise curb stops. However, would reduce excavation costs if do both curb stops and install meter pits. Lisa has proposal for these costs. 2/5/14: Jeff to look at the 9 curb stops that need to be addressed immediately and determine how much landscaping work would be required to repair after relocation of water meter to outdoor water meter pit. Board to consider work at March meeting. Board to consider relocation of water meters in one year v. period of time to spread out costs. 3/4/14: Brad to prepare scope of services and solicit bids for project. Determine whether landscaping repairs will be necessary. Determine whether curb stops are located within the easements. 3/19/14: Brad and Jeff to review and complete inventory for location of curb stops and work on plan to locate those which cannot be found. This to be done prior to soliciting bids for the relocation services. Jeff reviewed 15 locations for landscaping issues. Will also look at location within easements. 4/1/14: Brad and Jeff to review sites when Jeff returns and work in pricing for repairs and landscape matters. 5/6/14: Brad to develop RFP for work and obtain bids.
GRN and BECR Curb Stop Locations and Exercising	1/7/14	Jeff	6/30/14	2		X				Provide proposal for location and exercising of GRN and BECR curb stops. Board to consider at February meeting with intent of work being completed during the spring. 1/23/14: Jeff obtaining proposal for meeting. 2/5/14: Board approved work. Jennifer to draft agreement for same. Work to be completed in later spring. 2/23/14: Addendum to Lisa for signature. 3/19/14: Addendum executed. Work to be completed in later spring. 5/14/14: Jeff to request distribution maps from Brad at 5/15/14 meeting and work to begin by end of May. 5/21/14: Work will start next week. Will start at BECR first.

Greatrock North Water and Sanitation District Action Items Status Matrix—2014

Action Items	Date of Meeting	Assigned To	Deadline	Priority	Not Started	In Process	Reoccurring	Follow up Required	Complete	Notes
Configuration of Fire Pumps	10/30/13	Brad	12/31/14	3		X				Provide proposal for configuration of pumps so that they match and purchase of back up pump. GRN not able to be configured to match due to being vertical submersible pump. Add to 2015 budget and long term plan. 2/5/14: Brad has pump curves on each pump. Confirmed that they can be married up with 1 back up pump. Brad gathering more information to present to Board. 2/19/14: Brad received price for pump and motor. Brad to review pump and motor to confirm it will fit within space provided. 3/4/14: Brad to confirm lead time for ordering pumps. Board to discuss at April meeting and determine how to proceed and when. 3/19/14: Brad obtaining pump information. 4/1/14: Lisa to add replacement pump to capital project list for discussion with 2015 budget. $10,000 with lead time of 3-6 weeks (8 week for GRN). 4/23/14: Brad provided summary of analysis and pricing. Brad will include in engineering report. 5/6/14: Analysis included in May meeting packet. 5/21/14: 2015 Budget Workshop Discussion.
GRN Pump Station Improvements	5/6/15	Brad	12/31/14	2		X				Price the project improvements for so that the price can be compared with the replacement costs as well as efficiency costs. 5/21/14: Brad to draft white paper on options and recommendations. 2015 Budget Workshop Discussion.

Greatrock North Water and Sanitation District Action Items Status Matrix—2014

Action Items	Date of Meeting	Assigned To	Deadline	Priority	Not Started	In Process	Reoccurring	Follow up Required	Complete	Notes
Water Rights Acquisition	10/30/13	Lisa Chris	12/31/14	3		X				Look at acquisition of water rights in 2014. Consider buying a few shares each year. 2/5/14: Lisa to talk with Chris to obtain proposal for him to help develop a plan for the purchase of water on a long-term purchasing plan. Chris to provide estimate to develop the plan. Also, would anyone be interested in leasing our water for augmentation purposes as supplemental income? 2/19/14: Lisa talked with Chris regarding request. Chris to provide proposal for discussion and consideration at March meeting. 3/4/14: Board approved proposal from Chris. Jennifer to draft agreement for work. 3/7/14: Agreement sent for execution. 3/19/14: Agreement executed. 4/1/14: Anticipate Chris will have information for discussion at May meeting. 4/23/14: Lisa to follow up with Chris to confirm May presentation. 5/6/14: Chris to attend June meeting.

Greatrock North Water and Sanitation District Action Items Status Matrix—2014

Action Items	Date of Meeting	Assigned To	Deadline	Priority	Not Started	In Process	Reoccurring	Follow up Required	Complete	Notes
BECR Pump Station Modifications	12/3/13	Jeff Brad	3/31/14	2		X				WTG working on skid placement, etc. Work to begin 1/2014. 12/9/13: Proposal received; agreement drafted. Board to consider approval at January meeting. 1/7/14: Board approved proposal. Ensure that homeowners notified in advance of any service interruption. 1/23/14: Signage put up. WTG has executed agreement. Brad checking with WTG to discuss schedule, coordination, their needs, review layout and discussion controls and electrical issues. 2/19/14: WTG provided schedule to Brad on 2/18. Brad to review schedule with Jeff on 2/20. There will be a planned outage on 3/11. Board to discuss notification of homeowners for outage. 3/4/14: WTG to perform work 3/11-13. One day of water outage anticipated on 3/11. Notices to affected residents provided. 3/12/14: New skid set and connected. PRV leg to be installed and VID buckets completed on 3/13. Brad to provide pump information and manuals to Jeff. 3/15/14: Project complete per Brad. Follow up to ensure we received O&M manuals and serial numbers. 4/1/14: Brad working on final tweaks with WTG for project. Lisa to send copy of Brad's letter recommending payment to Jennifer. Jennifer to prepare letter of termination for Board consideration at May meeting. 4/6/14: Letter of termination to Lisa for meeting packets. 5/6/14: Letter of termination approved by Board. 5/21/14: Brad and Jeff to conduct 1 year warranty inspection. Jeff requested that WTG remove the temporary fire pump drive from the building. Pump drive still there. Jeff to follow up again with Wayne.

Action Items	Date of Meeting	Assigned To	Deadline	Priority	Not Started	In Process	Reoccurring	Follow up Required	Complete	Notes
Fire Hydrant Maintenance	12/3/13	Brad Lisa Jeff John W.	3/31/14	3		X				Brad to obtain proposals for work. Look at grading to see it too much dirt piled around hydrants. Look at costs for reflectors for hydrants. 2/5/14: Brad took pictures of fire hydrants within BECR. There are approximately 9 which are too low. Lisa to review proposal provided by REC previously to raise these. Board to consider whether to raise these in 2014 or whether to put into 2015 budget, depending on cost. Board to discuss at March meeting. 2/19/14: Brad measured 6 BECR hydrants and distributed summary to John, Lisa and Jeff on 2/13. Need to determine how much they need to be raised. Will solicit proposals for corrections when sheet is finalized. 3/4/14: Brad reviewed fire hydrants in need of being raised or lowered and provided list to John and Jeff. John and Jeff to update as necessary within next week or two max. Brad to obtain proposals for the repair work for the Board to consider at the April meeting. 3/19/14: Brad has not received updates to inventory. If not received by Friday, Brad to receive proposals for the 6 he currently has. 4/1/14: John provided additional numbers for hydrants and will provide corresponding addresses to Brad. Brad to review and assess what repair work is needed. 4/23/14: Brad conducting inspection of additional hydrants. Brad to update spreadsheet and proceed with plan to solicit costs to raise the hydrants. 5/6/14: Brad sent bid package to contractors to obtain pricing. Brad to send to Northern Colorado Constructors for bid. 5/21/14: Two bids received on 5/20. Lisa to provide previous budget for the 6 hydrants in BECR. Brad to summarize bids and provide recommendation to Board at June meeting.
BECR Properties Application for Augmentation Plan 07CW313	12/3/13	Matt Chris	N/A			X				Provide Updates on status of case as available and necessary. Updates to be provided under separate cover.
BECR Properties Water Court Application 13CW3108	12/3/13	W&J	12/31/14	1		X				White & Jankowski to provide updates on status of case as available and necessary. Updates to be provided under separate cover.

Greatrock North Water and Sanitation District Action Items Status Matrix—2014

Action Items	Date of Meeting	Assigned To	Deadline	Priority	Not Started	In Process	Reoccurring	Follow up Required	Complete	Notes
Water Outage Protocols	1/7/14	Jeff Lisa Brad Rob Jennifer	3/31/14	1		X				Draft protocols for communication of water outages for Board and public. Including notification of Lisa and Terry. Notification of homeowners to include answering services, reverse 911 notifications, website. Terry to include in newsletter that starting April, no one will be notified by door to door but only through the reverse 911. Request that everyone provide information in order for us to do this. 1/23/14: Protocols being drafted for Board consideration at future meeting. 2/19/14: Draft protocols sent to Lisa and Brad to review. 3/19/14: Lisa reviewed and provided changes to Jeff. Protocols are in final form for the Board to consider at April meeting. 4/1/14: Rob to provide other options for excavators. Jeff to add information on notifications and additional protocols. Jeff to attend lunch meeting with John, Rob and Lisa to discuss additional information to include. 4/23/14: Jeff to attend May lunch with John, Rob and Lisa. 5/6/14: Jeff to add list of contractors from Brad to SOP, including Northern Colorado Constructors. Jeff or Brad to contact contractors which will be listed to obtain fee schedule. Agreements for emergency services will need to be put into place with each in the event the District uses them. Need information for contracts as well. 5/21/14: Lisa and Jeff met with John, Rob and Brad. Discussed SOP. Jeff revised pursuant to comments received from group. Lisa to review and revise.

Greatrock North Water and Sanitation District Action Items Status Matrix—2014

Action Items	Date of Meeting	Assigned To	Deadline	Priority	Not Started	In Process	Reoccurring	Follow up Required	Complete	Notes
RHF Tank Exterior Re-Painting	1/23/14	Brad	12/31/14	2		X				Brad drafting scope of services for the repainting of the exterior tank. 2/3/14: Brad sent request for proposals to contractors. Mandatory site visit on 2/11. Proposals due 2/17. Board to consider award at March meeting. 2/17/14: Received two bids. Brad preparing bid summary for Board consideration at March meeting. 3/4/14: Board awarded contract to Coblaco. Work to proceed accordingly. 3/7/14: Notice of award send to Coblaco. 3/19/14: Lisa to follow up with Coblaco re status of execution of agreement. Brad to schedule pre-construction meeting once agreement executed. 4/1/14: Agreement executed. Brad to schedule pre-construction meeting to determine timeline and full schedule for project. 4/9/14: Brad conducted pre-construction meeting. Brad preparing change order proposal request for the addition of a tank overflow flange. Brad verifying dimensions on 4/23/14. 5/6/14: Brad to finalize information for change order for approval at June meeting. 5/21/14: Brad received the COPR and will draft a change order and make a recommendation for the overflow flange. Brad to follow up with Coblaco on their schedule and report on change order.
Prosper Farms Water Court Application 13CW3143	2/5/14	Matt Lisa Chris	N/A	1		X				1/31/14: Statement of opposition filed in case. Matt to provide pros/cons for staying in case along with cost projection for Board discussion at March meeting. 2/19/14: Lisa followed up with Matt regarding memo and review of resume. Lisa to talk with Matt about deadlines for information for objections, etc. 2/28/14: Memo from Matt provided. Lisa to follow up regarding any questions. Board to discuss at April meeting. 4/1/14: Lisa to follow up with Matt regarding Board discussion. Request that Chris address with Board at May meeting along with water rights acquisition presentation. 5/21/14: Chris to address at June.

Greatrock North Water and Sanitation District Action Items Status Matrix—2014

Action Items	Date of Meeting	Assigned To	Deadline	Priority	Not Started	In Process	Reoccurring	Follow up Required	Complete	Notes
Drop Box	5/6/14	Lisa	5/31/14	3					X	Resend drop box invitations to affected directors. Send to consultants as well. 5/14/14: Invitations sent.
Cla-Val Units at Pump Stations	2/19/14	Brad Jeff	5/31/14	2		X				Brad recommends that valves be inspected and serviced. isiWest needs to know each valve size and model number. Pictures of the brass data places is helpful. Jeff to obtain information. 3/5/14: Brad obtained information and provided to Jeff to incorporate into Antero maintenance software. 3/19/14: Jeff has information and will enter into the software. Board to consider service proposals for Cla-Val unites from isiWest at April meeting. 4/1/14: Board approved work. Jennifer to prepare agreement. 4/6/14: Email to Anita Hardy re registration with Secretary of State's office and entity name. Agreement drafted. 4/7/14: Agreement circulated for execution. 4/23/14: isiWest executed agreement. Needs to be executed by District. Will begin work once executed and coordinate with Jeff. 5/6/14: Agreement signed by District. 5/14/14: Executed agreement circulated to isiWest. 5/21/14: Valve maintenance scheduled for June 10/11. Jeff and Brad we will on site on June 10 to coordinate and be available for questions.
Credit Cards	3/4/14	Lisa	5/31/14	2		X				Lisa to cancel debit cards after iPad purchases and replace with credit cards for she and John. Both to execute agreements pursuant to policy. 3/19/14: Agreements executed pursuant to policy. Lisa tendered debit cards and is cancelling those and applying for credit cards. 4/23/14: Waiting for charge on iPads to come through before cancellation. 5/6/14: Lisa to investigate options for credit cards which do not require personal credit checks. 5/21/14: Lisa investigated various options. Banks all require moving of accounts to them for cards. FirstBank said even though paperwork says they will run checks, they don't typically run them. Lisa and Jeff to decide whether they are comfortable with this or whether to not explore anymore.

Greatrock North Water and Sanitation District Action Items Status Matrix—2014

Action Items	Date of Meeting	Assigned To	Deadline	Priority	Not Started	In Process	Reoccurring	Follow up Required	Complete	Notes
May 6, 2014 Election	3/4/14	Lisa	5/31/14	1		X				Lisa to proceed with election. Jennifer to draft ballot. Lisa to send self nomination forms to Jennifer for ballot. Ballot certification deadline is 3/7/14. 3/5/14: Draft ballot sent to Lisa. 3/7/14: Ballot certified with DEO. 3/12/14: Mail ballot plan completed and certified. 4/1/14: UOCAVA Ballots mailed by deadline. Regular ballots to be mailed by statutory deadline. Lisa to include bios of candidates on website. 4/21/14: Ballots mailed to electors. Canvass Board appointed. Will meet on 5/20/14 to canvass returns. 5/21/14: Canvass Board met 5/20. Election results certified. Lisa to send oaths of office to Jennifer for filling with Court.
EDOP Compliance	3/19/14	Jeff Brad	N/A	1			X	X		Quarterly sampling to be completed. Annual report to be filed in June. Financial information to be updated every 5 years. 4/23/14: Second quarterly sampling completed and will be in engineering report. 5/14/14: Brad and Jeff meeting 5/15/14 to begin preparation of the report. 5/15/14: Brad and Jeff met to review content of the annual report. Jeff is drafting report and Brad will review and comment. Brad to contact Doug Eagleton re missed deadline. 5/21/14: Draft report circulated to Brad for review and comment.

Greatrock North Water and Sanitation District Action Items Status Matrix—2014

Action Items	Date of Meeting	Assigned To	Deadline	Priority	Not Started	In Process	Reoccurring	Follow up Required	Complete	Notes
Signage at All Facilities	3/19/14	Lisa Jennifer	5/31/14	3		X				3/19/14: Lisa left message for Craig Ashcroft to confirm proposal and information contained therein. No response received. Brad to reach out to Craig to see if he can get a response. 4/1/14: Lisa to inquire into whether Craig has an umbrella policy that would cover the work. Work approved subject to confirmation of sufficient coverage. Brad to confirm names on plats for signs. 4/2/14: Wording for Greatrock North confirmed. 4/23/14: John obtained proposal for insurance coverage. Jennifer confirmed coverage sufficient. Jennifer to draft agreement. Agreement to Lisa for execution. 5/6/14: Contractor bound insurance. Lisa to finalize agreement and proceed with work. Confirm posts are metal. 5/21/14: Bid was not for metal posts. John W discussed with Craig. Craig provided revised proposal which increases costs approximately $2,700. John obtaining proposal from Dan LaCoe for comparison. John to advise how to proceed.
Monthly Flow Reports and Graph	4/1/14	Lisa Brad Divena Jeff	5/31/14	2		X				Prepare graphs of flow report (similar to annual graph created) for each month instead of the individual flow reports. 4/23/14: Brad to include graphs in engineering report. 5/21/14: Brad has drafted a sample and working on formatting the graphs. Lisa provided most recent data on 5/20 for incorporation.
AOS	5/6/14	Lisa Divena	6/30/14	1		X				Break out AOS charges received and book to debt service fund
White & Jankowski Fees	5/6/14	Lisa Divena	5/31/14	1		X				Move fees to general fund instead of capital projects fund.
2013 Audit	5/6/14	Lisa Divena	7/31/14	1		X				Circulate draft audit when available (anticipated in early June). Board to consider acceptance at July meeting.
Alluvial Well #1 Fencing	5/6/14	Brad Jeff	6/30/14	2		X				Check fencing to determine whether it is down or has any issues. 5/14/14: Jeff to solicit bids from Dan LaCoe to repair two fence panels. 5/21/14: Jeff requested and will follow up with Dan.
Water Quality Complaint	5/6/14	Lisa Jeff	5/31/14	2					X	Lisa to send Jeff information from homeowner who attended April meeting to address water quality issue. Jeff to add to water quality report log. 5/9/14: Information sent to Jeff. Jeff added to log.

As of May 22, 2014

Greatrock North Water and Sanitation District Action Items Status Matrix—2014

Action Items	Date of Meeting	Assigned To	Deadline	Priority	Not Started	In Process	Reoccurring	Follow up Required	Complete	Notes
Director Orientation and Site Visit	5/6/14	Lisa Jennifer	6/30/14	3		X				Schedule director orientation and site visit after election results available. 5/21/14: John and Rob believe site visit should be conducted and follow up re additional orientation Dave may desire. Lisa to add to agenda for discussion by Board for level of detail, etc.

GREATROCK NORTH
WATER & SANITATION DISTRICT

Date: May 20, 2014

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

From: Lisa A. Johnson, District Manager

Re: June 3, 2014 Manager's Report

Agenda Action Items

II.A. Consent Agenda

1. May 5, 2014 special meeting minutes.
2. May 5, 2014 payables.
3. May 20, 2014 payables.
4. Cash position and unaudited financial statements through April 30, 2014.

I recommend approval of the consent agenda items.

Updates on Other District Related Items

Periodic meetings with Operations Staff – Mr. Rabas and I are meeting periodically to discuss on-going operations issues, concerns, and projects.

Items discussed at the March meetings:

-Reviewed the actions items status matrix.
-Discussed revisions to the Standard Operating Procedure regarding Water Main Leaks.
-Discuss scheduling of curb stop inspection in GRN and BECR.
-Discussed status of curb stop maintenance in RHF.
-Discussed scheduling 11 mo. warranty inspection of RHF pump station improvements project and BECR pump station improvements project.
-Discussed oversight of Cla- Val maintenance services.
-Discussed EDOP compliance reports.

Review of monthly Water Resumes

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

Summary of mid-month meeting with Directors Fleck and Wyckoff

Directors Wyckoff and Fleck, Mr. Simons, Mr. Rabas and I met on May 15, 2014 for our mid-month meeting. Items discussed at this meeting are as follows:

- Update on the efforts to re-classify Box Elder Creek.
- Discussion on revisions to Standard Operating Procedure for Water Main Breaks.
- Discuss the fabrication and installation of signs at the facilities.
- Billing vs. production of water discrepancy at the GRN facility.
- Discussed new board member orientation and facilities tour.

TTG TST
CONSULTING ENGINEERS

GREATROCK NORTH WATER AND SANITATION DISTRICT
ENGINEER'S REPORT
May 22, 2014

Concentrate Disposal and Stream Reclassification

Doug Camrud, of the Water Quality Control Division, spoke with Sarah Johnson, of the Division's Standards Unit regarding the possibility of reclassification. Doug instructed me to contact Sarah to discuss the possibility and the process.

Cla-Val Units at Pump Stations

iSiWest, Inc. is scheduled to perform the maintenance on June 10 and June 11. The service has been coordinated with Ramey Environmental Compliance.

Fire Hydrant Maintenance and Repairs

Five RFPs were issued to pre-qualified contractors. Two contractors submitted proposals. A summary of the proposals and a recommendation of award are included with this report.

Rocking Horse Farms Tank Repainting

I will present a change order recommendation for the flanged screen on the tank overflow pipe to the Board at the meeting.

Relocation of Water Meters in Rocking Horse Farms

Associated with the curb stop inspection, exercising, and repairs in the most recent Action Items matrix, Ramey Environmental Compliance is attempting to locate the five (5) remaining curb stops. Jeff Rabas and I will review those locations and discuss the next steps on June 10 while on-site for the Cla-Val service appointment. Two items to be addressed are 1) existing water service line diameter and 2) distance each existing curb stop is from the property line.

EDOP Compliance

Ramey Environmental Compliance has drafted the 2013 Annual Report for me to review.

Other Activities

Blending to Improve Water Quality: On November 11, 2013 TLECC modified the programming code to allow the RO run time to be operator defined. The timer now ranges from 0 to 1,440 minutes (24 hours) and is currently set at 240 minutes (4 hours) – up from the 30 minutes previously established. Ramey Environmental Compliance sampled for total dissolved solids at each tank site in January and March to determine the impact of this change in operation. Below are results:

	March 5, 2014	January 8, 2014	October 28, 2013
Box Elder Creek Ranch	586 mg/l TDS	553 mg/l TDS	677 mg/l TDS
Rocking Horse Farms	543 mg/l TDS	559 mg/l TDS	643 mg/l TDS
Greatrock North	566 mg/l TDS	575 mg/l TDS	594 mg/l TDS

Additional sampling is scheduled for late May to evaluate current blending practices.

Utility Billings and Energy Costs: TST continues to track the United Power utility bills and associated water operations. Year-to-date information for usage and billings for the last three years is presented in the attached summary (3 pages). Furthermore, information associated with water operations and energy usage/billings per 1,000 gallons of water is also presented.

Monthly Flow Reports: TST is developing graphs to depict the daily water accounting but there are a variety of formatting issues to be addressed for the final product. I have attached an accounting summary for water production and distribution for the April 6 to May 5 SCADA reporting period. It appears the magnetic flow meter for the Greatrock North Pump Station is out of calibration.

Rocking Horse Farms Pump Station: Ramey Environmental Compliance will schedule the 11-month warranty inspection.

Box Elder Creek Ranch Pump Station: Ramey Environmental Compliance will schedule the 11-month warranty inspection.

Greatrock North Pump Station: Options to reconfigure the pump station and type of pumping equipment is a 2015 budget discussion item.

Fire Pumps: This is a 2015 budget discussion item based upon information previously provided.

TST
CONSULTING ENGINEERS

May 21, 2014

Ms. Lisa Johnson, District Manager
Greatrock North Water and Sanitation District
% Special District Management Services, Inc.
141 Union Blvd., Suite 150
Lakewood, CO 80228

RE: Recommendation of Award
2014 Fire Hydrant Extensions
Greatrock North Water and Sanitation District
TST Project No. 0148001.09

Dear Ms. Johnson:

TST Inc. of Denver has reviewed the proposals received for the "2014 Fire Hydrant Extensions" project. A tabulation of the proposals is attached. The apparent low bidder is Action Fire Hydrant Services LLC, a company referred to the District by Ramey Environmental Compliance.

This project was not included in the 2014 District budget, but the funds to complete the work are available as a result of the savings realized from the Box Elder Creek Ranch Pump Station Improvements and the Rocking Horse Farms Tank Exterior Painting. Those improvements were budgeted at $80,800, but should be completed for approximately $60,000.

I have spoken with Steve Hite, of Action Fire Hydrant Services LLC, and he has reviewed the form of agreement and indicates he can fulfill the insurance requirements. Therefore, I recommend awarding the contract to Action Fire Hydrant Services LLC for all 10 locations for a contract amount of $11,725.00.

Should you have any questions or comments, please contact me at 303-792-0557

Sincerely,

TST INC. OF DENVER

Bradley A. Simons, P.E.
/bas

Attachment: Tabulation of Proposals

9222 Teddy Lane · Lone Tree, Colorado 80124 · 303.792.0557 fax: 303.792.9489 · www.tstdenver.com

TST INC. OF DENVER
Consulting Engineers

TABULATION OF PROPOSALS

Date: 05/20/14
Time: 1405

Client: **Greatrock North Water and Sanitation District**

Job No: 0148001.09

Project: **2014 Fire Hydrant Extensions**

By: BS

Item	Action Fire Hydrant Service LLC Rcvd 05/19/14 @ UNKNOWN Amount	Northern Colorado Constructors Rcvd 05/20/14 @ 1329 Amount
Location 1	$1,225.00	$3,800.00
Location 2	$1,225.00	$3,800.00
Location 3	$1,225.00	$3,800.00
Location 4	$1,225.00	$3,800.00
Location 5	$1,225.00	$3,800.00
Location 6	$1,225.00	$3,800.00
Location 7	$1,225.00	$3,700.00
Location 8	$1,050.00	$3,700.00
Location 9	$1,050.00	$3,700.00
Location 10	$1,050.00	$3,700.00
Total for All Locations	$11,725.00	$37,600.00
Acknowledged Addenda	N/A	N/A

GNWSD Utility Billings and Energy Costs

Usage (KWH)

	Alluvial Wells			BECR			GN			RHF		
	2012	2013	2014	2012	2013	2014	2012	2013	2014	2012	2013	2014
Jan	2970	2136	2341	13520	13680	15360	4200	5400	5440	3960	17520	2400
Feb	2177	1832	1972	12520	12240	14400	5040	4840	5160	3840	11520	2200
Mar	2724	1854	2329	11960	11400	11600	4200	5080	4720	3400	10720	2080
Apr	3663	2117	2617	15080	12960	9600	11360	5600	4200	16280	9840	1920
May												
Jun												
Jul												
Aug												
Sep												
Oct												
Nov												
Dec												
YTD	11534	7939	9259	53080	50280	50960	24800	20920	19520	27480	49600	8600

Billing Amount

	Alluvial Wells			BECR			GN			RHF		
	2012	2013	2014	2012	2013	2014	2012	2013	2014	2012	2013	2014
Jan	$ 547.88	$ 358.98	$ 277.72	$ 1,651.60	$ 1,725.12	$ 1,108.54	$ 467.45	$ 670.70	$ 435.45	$ 372.28	$ 1,596.64	$ 226.87
Feb	$ 532.28	$ 341.31	$ 236.47	$ 1,621.27	$ 792.21	$ 1,057.09	$ 705.94	$ 364.19	$ 412.92	$ 512.12	$ 899.32	$ 208.26
Mar	$ 553.69	$ 223.28	$ 276.38	$ 1,645.34	$ 823.97	$ 862.64	$ 643.23	$ 422.21	$ 391.36	$ 520.05	$ 894.39	$ 202.38
Apr	$ 584.98	$ 252.68	$ 308.58	$ 2,396.93	$ 907.26	$ 739.18	$ 1,415.12	$ 447.69	$ 361.64	$ 1,664.58	$ 829.25	$ 188.77
May												
Jun												
Jul												
Aug												
Sep												
Oct												
Nov												
Dec												
YTD	$ 2,218.83	$ 1,176.25	$ 1,099.15	$ 7,315.14	$ 4,248.56	$ 3,767.45	$ 3,231.74	$ 1,904.79	$ 1,601.37	$ 3,069.03	$ 4,219.60	$ 826.28

Water Operations (gallons)

	Alluvial Wells			BECR			GN			RHF		
	2012	2013	2014	2012	2013	2014	2012	2013	2014	2012	2013	2014
Jan			1,720,830			2,144,122			542,401			443,608
Feb			1,507,059			1,886,973			424,378			349,397
Mar			1,664,857			1,977,083			383,936			401,330
Apr			1,952,959			2,250,630			562,538			555,259
May												
Jun												
Jul												
Aug												
Sep												
Oct												
Nov												
Dec												
YTD			6,845,705			8,258,808			1,913,253			1,749,594

Water Operations (KWH/1000 gallons)

	Alluvial Wells			BECR			GN			RHF		
	2012	2013	2014	2012	2013	2014	2012	2013	2014	2012	2013	2014
Jan			1.3604			7.1638			10.0295			5.4102
Feb			1.3085			7.6313			12.1590			6.2966
Mar			1.3989			5.8672			12.2937			5.1828
Apr			1.3400			4.2655			7.4662			3.4578
May												
Jun												
Jul												
Aug												
Sep												
Oct												
Nov												
Dec												
YTD			1.3525			6.1704			10.2025			4.9154

Water Operations ($/1000 gallons)												
	Wells			BECR			GN			RHF		
	2012	2013	2014	2012	2013	2014	2012	2013	2014	2012	2013	2014
Jan			$ 0.1614			$ 0.5170			$ 0.8028			$ 0.5114
Feb			$ 0.1569			$ 0.5602			$ 0.9730			$ 0.5961
Mar			$ 0.1660			$ 0.4363			$ 1.0193			$ 0.5043
Apr			$ 0.1580			$ 0.3284			$ 0.6429			$ 0.3400
May												
Jun												
Jul												
Aug												
Sep												
Oct												
Nov												
Dec												
YTD	0	0	$ 0.1606	0	0	$ 0.4562	0	0	$ 0.8370	0	0	$ 0.4723

GNWSD WATER ACCOUNTING SUMMARY

	A	B	C	D
1	SCADA Reporting Period: April 6, 2014 - May 5, 2014			
2				
3		GALLONS		
4				
5	Alluvial Wells	2,401,094		
6	RO Concentrate	237,600	Computed based upon 4 hours per day, 30 days, and 33 gpm	
7	Alluvial Wells to Tank	2,163,494	Computed - Alluvial Wells less RO Concentrate	
8	Uka Wells	836,425		
9	To BECR Tank	2,999,919	101%	of reported by SCADA
10				
11	To BECR Tank	2,960,657		
12				
13	RO Bypass	1,455,209		
14	RO Feed	945,885	Computed - Alluvial Wells less RO Bypass	
15	RO Permeate	708,285	Computed - RO Feed less RO Concentrate	
16	Uka Wells	836,425		
17	To BECR Tank	2,999,919	Computed and checks with B9	
18				
19	To GN/RHF Tanks	2,165,556		
20	To BECR Subdivision	788,358		
21	From Tank	2,953,914	100%	of water To BECR Tank reported by SCADA
22				
23	To RHF Tank	907,697		
24	To GN Tank	1,234,471		
25	To GN/RHF Tanks	2,142,168	99%	of water To GN/RHF Tanks reported by SCADA
26				
27	To RHF Subdivision	842,862	93%	of water To RHF Tank reported by SCADA
28				
29	To GN Subdivision	915,500	74%	of water To GN Tank reported by SCADA
30				
31	Billings (April 13 to May 12)			
32	BECR	864,858	110%	of water to BECR Subdivision reported by SCADA
33	RHF	861,361	102%	of water to RHF Subdivision reported by SCADA
34	GN	1,148,800	125%	of water to GN Subdivision reported by SCADA
35				
36	RHF	861,361	95%	of water to RHF Tank reported by SCADA
37	GN	1,148,800	93%	of water to GN Tank reported by SCADA

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
April 25th – May 21st

4/25/14: Regular checks and readings. Repaired a leak at Greatrock North well house.

4/28/14: Regular checks and readings. Pumped out the septic tanks at Greatrock North and Rocking Horse.

4/30/14: Regular checks and readings.

5/2/14: Regular checks and readings.

5/5/14: Regular checks and readings.

5/7/14: Regular checks and readings.

5/9/14: Regular checks and readings.

5/12/14: Regular checks and readings.

5/14/14: Regular checks and readings. Exercised valves.

5/16/14: Regular checks and readings. Collected and delivered TDS and hardness samples. Walked the line from Boxelder to Hudson Rd to locate a leak.

5/19/14: Regular checks and readings. Collected and delivered monthly samples.

5/21/14: Regular checks and readings.

Pond levels are below depth markers.

April 25th – May 21st

RO Run Time Hrs	105.20 hrs
RO Concentrate Flow – 2 ponds	189,360 gallons

Completed Work Order List Report

Completed	Equipment Number	Task	Priority	WO#	Type
5/14/2014	Water Sampling 011	SOC's Synthetic Organics(049)	1	309.01	Scheduled
5/14/2014	RHF BP2 motor	grease grease pump motor	1	305.01	Scheduled
5/14/2014	RHF Generator	Ck Oil Check Oil Level(069)	5	320.01	Scheduled
5/14/2014	RHF Generator	Ck Fuel Check Fuel Level	5	319.01	Scheduled
5/14/2014	GRN Tank Valves	Exercise Exercise Valves	2	313.01	Scheduled
5/14/2014	GRN Pump Building	Exercise Exercise Valves	2	312.01	Scheduled
5/14/2014	GN Generator	Ck Oil Check Oil Level(069)	5	318.01	Scheduled
5/14/2014	GN Generator	Ck Fuel Check Fuel Level	5	317.01	Scheduled
5/14/2014	GN Booster Pump 3	grease grease pump motor	1	304.01	Scheduled
5/14/2014	GN Booster pump 2	grease grease pump motor	1	303.01	Scheduled
5/14/2014	GN Booster pump 1	grease grease pump motor	1	302.01	Scheduled
5/14/2014	RHF fire pump	grease grease pump motor	1	307.01	Scheduled