

# 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 REGULAR MEETING AND AGENDA

<u>Board of Directors:</u>	<u>Office:</u>	<u>Term/Expiration:</u>
Robert William Fleck	President	2020/May 2020
John D. Wyckoff	Vice-President	2018/May 2018
Jeffrey Polliard	Treasurer	2018/May 2018
Brian K. Rogers	Secretary	2020/May 2020
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: December 6, 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.

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B. Approve Agenda.

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C. Board of Director's Report.

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

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II. CONSENT AGENDA

A. These items are considered to be routine and will be approved by one motion. There will be no separate discussion of these items unless requested; in which event, the item will be removed from the Consent Agenda and considered in the Regular Agenda.

1. Review and approve the Minutes of the November 1, 2016 regular meeting (enclosure – 004).
2. Consider ratifying approval of payment of claims through the period ending November 21, 2016 (enclosure - 005).

General Fund	\$	71,821.49
Debt Service Fund	\$	-0-
Capital Projects Fund	\$	315.00
<b>Total Claims:</b>	<b>\$</b>	<b><u>72,136.49</u></b>

3. Operations and Maintenance update and monthly work orders (enclosure – 006a and 006b).
4. Review water meter installations (enclosure – 007).
5. Consider acceptance of cash position schedule and unaudited financial statements through the period ending October 31, 2016 (to be distributed).
6. Review and consider approval of the Second Addendum to the Independent Contractor Agreement with Special District Management Services, Inc. (enclosure - 008).
7. Review and consider approval of a continued engagement letter with White Bear Ankele Tanaka & Waldron (enclosure - 009).
8. Review and consider approval of a continued engagement letter with Petrock & Fendel (enclosure - 010).
9. Review and consider approval of Second Addendum to Independent Contractor Agreement with Bishop-Brogden Associates, Inc. for Renewable Water Supply Acquisition Services (enclosure - 011).

10. Review and consider approval of Fourth Addendum to Independent Contractor Agreement with Lamp Rynearson & Associates, Inc. d/b/a TZA Water Engineers, Inc. for Public Water System Facilities Support Engineering Services (enclosure - 012).
  11. Review and consider approval of First Addendum to Independent Contractor Agreement with Ramey Environmental Compliance, Inc. for Operator in Responsible Charge Services (enclosure - 013).
  12. Review and consider approval of Independent Contractor Agreement with Dan's Custom Construction, Inc., for General Contracting Services (no change in scope or fees).
  13. Review and consider approval of Independent Contractor Agreement with Northern Colorado Constructors, Inc., for On-Call and Emergency Repairs Services (no change in scope or fees).
  14. Review and consider approval of Independent Contractor Agreement with Elite Industries, Inc. for Landscape Maintenance Services (no change in scope or fees).
  15. Terminate Independent Contractor Agreement with isiWest for Flow Control Valve Maintenance Services (enclosure - 014).
  16. Terminate Independent Contractor Agreement with Inland Potable Services, Inc. for Water Tank Diving Services (enclosure - 015).
  17. Terminate Agreement with Kutak Rock Arbitrage Consulting, LLC for Arbitrage Rebate Calculation Services (enclosure - 016).
  18. Terminate Independent Contractor Agreement with Red Line Transport, LLC for Water Hauling Services for Altela Project (enclosure - 017).
  19. Consider Adoption of Resolution No. 2016-12-01: 2017 Annual Administrative Matters Resolution (enclosure - 018).
  20. Consider Adoption of Resolution No. 2016-12-01 Resolution Establishing Guidelines for the Processing and Collection of Delinquent Fees and Charges (enclosure – 019).
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**REGULAR AGENDA**

III. FINANCIAL MATTERS

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

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.

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V. ENGINEER'S REPORT (enclosure – 020)

A. Greatrock North Pump Station Project

1. Status of project

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2. Consider approval of Pay Application No. 2 in the amount of \$36,290.00 (enclosure - 021).

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B. Discuss Telemetry System Options

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C. Status of valve box maintenance with Adams County (enclosure - 022).

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VI. OPERATIONS/MAINTENANCE MATTERS

A. Status of GIS Data Collection Project.

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B. Status of fire hydrant maintenance project.

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C. Status of flow control valve maintenance repairs.

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- D. Review proposals and consider approval of Independent Contractor Agreement for annual generator preventative maintenance services (enclosure – 023a and 023b).
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VII. LEGAL MATTERS

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

VIII. OTHER BUSINESS

- A. Discuss property acquisition.
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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, JANUARY 3, 2017**