

**RECORD OF PROCEEDINGS**

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**MINUTES OF A SPECIAL  
MEETING OF THE BOARD OF DIRECTORS OF  
THE FOREST VIEW ACRES WATER DISTRICT  
AND THE BOARD OF DIRECTORS OF THE  
WATER ACTIVITY ENTERPRISE  
HELD  
JUNE 30, 2011**

A special meeting of the Board of Directors of the Forest View Acres Water District and the Board of Directors of the Water Activity Enterprise (referred to hereafter as "Board") was held on Thursday, June 30, 2011, at 6:00 p.m., at the Monument Sanitation District, 130 2<sup>nd</sup> Street, Monument, Colorado. This meeting was open to the public.

ATTENDANCE

In attendance were Directors:

Eugene Ashe  
Anne Bevis  
Karla Allen  
Eckehart Zimmermann  
Steven Keefer

Also in attendance were:

Joel Meggers; Community Resource Services ("CRS")  
Gabrielle Begeman; Southwest Water Company

ADMINISTRATIVE  
MATTERS

Director Bevis called the meeting to order at 6:04p.m., Mr. Meggers distributed for the Board's approval the proposed agenda. Following discussion, upon motion duly made by Director Ashe and seconded by Director Allen, vote was taken and the agenda was approved unanimously.

MINUTES - The Board reviewed the minutes of the May 26, 2011 regular board meeting. Director Allen moved the minutes be approved. Upon a second by Director Zimmermann, vote was taken and motion carried unanimously.

The Board reviewed the minutes of the June 6, 2011 Special Meeting/Work Session board meeting. Director Allen moved the

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minutes be approved. Upon a second by Director Zimmermann, vote was taken and motion carried unanimously.

### CAPITAL ITEMS

#### Update on Design and Implementation of Infrastructure Repairs/Upgrades

SWTP Improvements – Status Update – Mr. Meggers reported that CDPHE had approved the improvements and the approval is good for one year.

Booster Station Tank Installation Conceptual Design, Cost Estimate, and Bidding Package – Mr. Meggers reported that John Cressman had checked with the county regarding the set-back requirements and the county had represented to Mr. Cressman that improvements could be constructed up to the property line with no set-back requirements. The Board directed Mr. Meggers as a next step to obtain a proposal for the board to consider from Bill Baker to survey the site and locate a copy of the current easement.

Water Protection Project and Grant – Director Keefer reported that he inspected the District's inlet with Brenda Smith and a representative from the Colorado Rural Water Association. Their recommendation is to add signage and reconfigure the inlet. Director Keefer indicated that the District is eligible for a 50% matching grant of \$5,000 regarding the improvements. Director Zimmermann added that he would pursue volunteer work from his brother regarding the design. He also indicated that his brother has extensive experience in designing and constructing water systems.

#### Potential Improvements to the Distribution System –

- a. Installation of Flow Meters
- b. Routing of Distribution Lines
- c. Development of Standards and Policy
- d. End to End Completion of New Transmission Line
- e. Map Updates

All of these items were covered under the Southwest Water LLC Operations Report.

Additional Items Discussed at the Work Session – There were none.

Project Priorities and Next Steps – The Board determined that reconfiguring the inlet and pursuing the Source Water Protection Grant was the number one priority to pursue this year. The board

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discussed that an additional work session would be scheduled to address the other priorities.

Development of "Packaging" of Projects to Submit for Grants and Low Interest Loans – Mr. Meggers distributed and presented a summary memorandum regarding available grants and low interest loans. The Board discussed several combinations of projects that they would be interested in submitting for funding. The Board decided to continue the discussion at the next work session.

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### OPERATIONS

#### & MAINTENANCE

New Operations Contract – Ms. Begeman from Southwest Water Company distributed the new contract. The Board reported that they would review the new contract and have it on the agenda for the next board meeting to be reviewed and considered for approval.

Operations Report – Ms. Begeman presented the June operations report for the Board's review, a copy of which is attached to these minutes and incorporated herein.

Monthly Production Report and ATP Well Depth – This item was deferred.

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### FINANCIAL

#### MATTERS

#### Payment of Claims

Mr. Meggers requested that the Board consider payment of the claims represented by check numbers 02758 – 02782 totaling \$36,161.02. Director Ashe moved that the Board approve the payment of claims as presented. Upon second by Director Keefer, vote was taken and motion carried unanimously.

Review Rules and Regulations Regarding Billing Procedures, Fees and Penalties – The board requested that the Hydrant Use Fee be increased from \$3 per 1,000 gallons to \$8 per 1,000 gallons. The board directed staff to add this change to the Rates and Fees Exhibit and have it on next month's Board meeting agenda.

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### DISTRICT'S VISION AND IMPLEMENTATION PRIORITIES

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Next Work Session – The Board decided to schedule a work session for July 19<sup>th</sup> at 6 pm to be held at the: Monument Sanitation District 130 2<sup>nd</sup> Street, Monument, CO 80132 to discuss capital improvements and funding.

OTHER BUSINESS

Public Comments – None

Water Infrastructure Network (“WIN”) Colorado Membership - After discussion, the Board determined not to become a member of WIN at this time.

Structure and Items for Next Month’s Board Meeting – The Board requested that the new operations contract be on the agenda for next month along with a discussion regarding the various capital improvements that the board is considering.

LEGAL ITEMS

Status on Wilde Litigation – Director Keefer moved that the Board enter into Executive Session pursuant to Section 24-6-402(4)(b), C.R.S. Upon second by Director Zimmermann, vote was taken and motion carried unanimously.

1985 Agreement and 2004 Amendment – Director Zimmermann reported that he is waiting on the attorney for the Nevins’ to draft the easement.

ADJOURNMENT

There being no further business to come before the Board, upon motion duly made by Director Bevis, seconded by Director Zimmermann, the meeting was adjourned at 9:10 p.m.

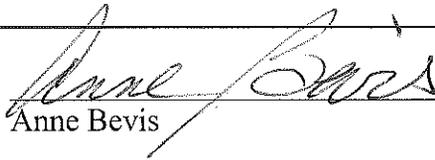
Respectfully submitted,

  
Secretary for the Meeting

THESE MINUTES ARE APPROVED AS THE OFFICIAL JUNE 30, 2011 MINUTES OF THE FOREST VIEW ACRES WATER DISTRICT BY THE BOARD OF DIRECTORS SIGNING BELOW:

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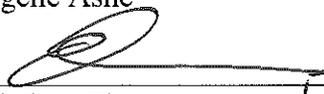
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Anne Bevis

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Eugene Ashe



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Eckehart Zimmermann



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Steven Keefer



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Karla Allen

## **Forest View Acres Water District**

Operations Report –June/July 2011

Prepared by Gabrielle Begeman  
ORC LLC

### **Treatment Plants:**

#### **Arapahoe Water Plant:**

- The rebate for the VFD at the Arapahoe is only available through Xcel. Power to the Arapahoe is provided by IREA. IREA does not provide rebate incentives for installation of VFD's.
- I have a quote of \$1024.00 to replace the flowmeter and purchase a pulsing controller to flow pace the chemicals at the Arapahoe.
- The Arapahoe well cannot be televised and inspected without first removing the pump and piping. Devin will provide the District with an updated quote for inspection, replacing and lowering the pump.

#### **Booster Station**

- The booster station has still been running well with no glitches for 2 months in a row.

#### **Surface Water Plant:**

- The new turbidimeter has been installed and is now online and working.
- The water availability in the creek has declined in the past 2 weeks. We have kept the plant running, but often are only pulling 9-20 GPM.

## **Distribution system**

### **Leaks**

- There are two active leaks on Red Forest Rd within a span of 140' of pipe that has had numerous repairs made on it within the last 3 years. That section of 300' from the intersection of Red Forest Rd and Forest View southeast to the T where we capped the loop that went through the Forest Service Land has had 5 separate repair jobs and now two active leaks. It would be beneficial to put this stretch of mainline on our priority replacement list.
1. C&L to replace \$49,000
  2. J&K to replace \$22,000
  3. Earth Contractors to replace \$60,000
  4. Bradley Excavating to replace \$TBD at board meeting.
    - It was determined that the two leaks will be repaired by J&K.

### **Master Meters**

- I have still been working on obtaining quotes for the master meter pits. We are getting closer and will have more options.
- I have found an ultrasonic meter rental outfit called Instruments Direct. They will rent packages for \$1300/month. See attached quote for purchasing 4 ultrasonic meters with quantity discount. Total \$7311.00 includes shipping.

### **Palmer Lake Interconnect**

- I have touched base with Steve Orcutt, the operator of Palmer Lake. The conversation went well and he thinks that the town would have no problem with a tie in as long as it is for emergency use only and does not burden Palmer Lake. This is worth some positioning and further conversation. I will be meeting with Steve in the near future to discuss potential locations and more information.

### **Red Rock Reserve Maps**

- I have forwarded the maps that JPS Engineering had provided me of the Red Rock Reserve utility plans. Unfortunately these maps are not as-builts, they are the plans and the same ones that we currently have. They are very hard to read and may not provide us with the information we are looking for in regard to the transmission line.

### **Meter Pit Specs**

- I will be working on these as I get time.