

# RECORD OF PROCEEDINGS

---

## MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE FOREST VIEW ACRES WATER DISTRICT AND THE BOARD OF DIRECTORS OF THE WATER ACTIVITY ENTERPRISE HELD August 28, 2014

A regular 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, August 28, 2014, 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 was Directors:

Anne Bevis  
Gene Ashe  
Hans Zimmermann  
Timothy Sobik

Absent was Eckehart Zimmermann whose absence was excused.

#### Also in attendance were:

Joel Meggers; Community Resource Services ("CRS")  
Gabby Begeman; ORC, LLC Water Company  
Mike Kielma; ORC, LLC Water Company  
John McGinn; JDS Hydro Consultants, Inc.

### ADMINISTRATIVE MATTERS

Director Ashe called the meeting to order at around 6:03 p.m., Mr. Meggers distributed for the Board's approval the proposed agenda. Following discussion, upon motion duly made by Director Bevis and seconded by Director H. Zimmermann, vote was taken and the agenda was approved as amended.

Minutes - The Board reviewed the minutes of the July 24, 2014 regular board meeting. Director Bevis moved the minutes be approved as amended. Staff was directed to add the word "signs" to the first sentence and "wellhead" to the second sentence under the paragraph titled Update on Source Water Protection Plan on page 3. Upon a second by Director H. Zimmermann, vote was taken and motion carried unanimously.

## RECORD OF PROCEEDINGS

---

Public Comments – There were none.

### OPERATIONS & MAINTENANCE

Operations Report – Ms. Begeman presented the June/July Operations report for the Board's review, a copy of which is attached to these minutes and incorporated herein. The board directed ORC to have a second look at the AWP numbers for June because they appeared to be high at approximately 1.8 million gallons and report back to the board.

Update on Exterior Upgrades of SWTP to Improve the Structures Fireproofing - Ms. Begeman presented a proposal from Prime Roofing. Following discussion, upon motion duly made by Director Sobik and seconded by Director H. Zimmermann, vote was taken and the proposal was accepted with a not to exceed amount of \$7,726 based on references checking out.

Update on Wildfire Mitigation of SWTP Site – Ms. Begeman reported that the work had been completed. Director Hans Zimmermann inspected the site and approved the work.

Draft Policy for Customer Communications and Notifications – The draft policy for communication to FVAWD customers for non-critical line repairs was presented and discussed. Director Bevis moved approve as presented with a minimum notice of 12 hours. Seconded by Director Sobik, vote taken and policy was approved.

The following is the adopted policy for communicating to FVAWD customers for non-critical line repairs:

Line repair impacts that can be isolated to 50 or less customer shut-offs:

- Minimum Notice: 12 hours
- Customers will not be shut-off prior to 9am to perform the work (Contractor can mobilize, prep the site, however, no shut-offs until 9am)
- All impacted customers will receive a door hanger notice of repairs (at least 12 hours in advance)
- All impacted customers will receive a phone call notice of repairs (at least 12 hours in advance)
- Notice and updates will be posted on the districts webpage

Line repair impacts that are system-wide and cannot be limited to less than 50 shut-offs:

## RECORD OF PROCEEDINGS

---

- Every attempt will be made to notify customers 4 days in advance
- Customers will not be shut-off prior to 9am to perform the work (Contractor can mobilize, prep the site, however, no shut-offs until 9am)
- Customers will receive notice via U.S. Postal Service and email blast
- Notice and updates will be posted on the districts webpage

SWTP Pumps – Ms. Begeman distributed a new item that was a proposal from Applied Ingenuity, LLC to install new pumps at the proposed SWTP wet well. Mr. McGinn and Ms. Begeman discussed the proposal with the Board. The board directed staff to pursue an additional proposal from another vendor as well and to continue to pursue the project by reporting back to the board.

### CAPITAL ITEMS

#### Review and Discuss Booster Station Upgrades –

Mr. McGinn with JDS distributed the original plans of the existing booster station he had located at the county while performing project research. The plans also included a soils report that may be useful in developing the new design. He also reported that they would have preliminary revised design options of the new proposed booster station for the board to review and consider at their next regular meeting.

Update on Villas Phase Improvements – Directors Bevis and Sobik attended the “Open House” meeting for the project on August 20, 2014. They reported that none of the land owners that were notified were in attendance. JDS and the contractor also attended.

Mr. McGinn provided a project update and reported that materials had been delivered and the contractor plans to start Tuesday morning September 2<sup>nd</sup>.

#### Review and Discuss Additional Segments of Pipeline to Replace –

The board reviewed and discussed the map of line breaks over the years that was presented. The board agreed to pursue developing a list of priorities of pipe segments to be replaced in 2015 during the budget process this fall.

Update on Backwash Pond Improvement – Director Bevis moved to ratify the change order as presented. There was no change in total contract price of \$200,000. Upon second by Director Hans Zimmermann, vote was taken and motion carried unanimously.

Project Timeline – Mr. McGinn presented to the Board that a pre-con meeting would be scheduled for September at the SWTP and

## RECORD OF PROCEEDINGS

that work could not start until the pump that is on order arrives in late September.

### FINANCIAL MATTERS

#### Payment of Claims

Mr. Meggers requested that the Board consider payment of the claims represented by check numbers 03592 – 03617 totaling \$56,250.85. Director Sobik moved that the Board approve the payment of claims. Upon second by Director H. Zimmermann, vote was taken and motion carried unanimously.

#### Monthly Cash Position and Unaudited Financial Statements

Mr. Meggers presented the monthly cash position and unaudited financial statements for review by the Board which were accepted by the Board.

OTHER BUSINESS Look Ahead – Mr. Meggers presented the Look Ahead.

### LEGAL

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

The following items were discussed:

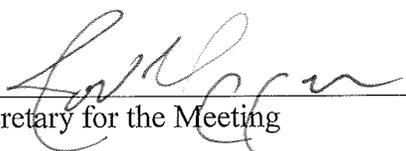
- Review and Consider Approval of Easements with Penny Nevins regarding the Villas Project
- Review and Consider Approval of Water Purchase Agreement
- Review and Discuss 1985 Agreement Negotiations
- Higgins Inclusion

The session was entered into at approximately 7:37 pm. and exited at approximately 8:06 p.m.

### ADJOURNMENT

There being no further business to come before the Board, upon motion duly made by Director Sobik, seconded by Director H. Zimmermann, the meeting was adjourned at approximately 8:07 pm.

Respectfully submitted,

  
Secretary for the Meeting

RECORD OF PROCEEDINGS

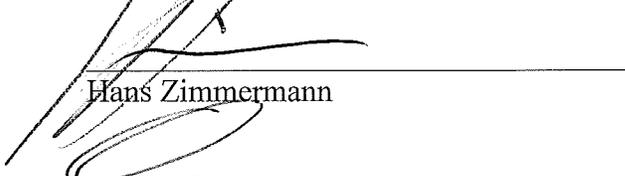
---

THESE MINUTES ARE APPROVED AS THE OFFICIAL  
AUGUST 28, 2014 MINUTES OF THE FOREST VIEW ACRES  
WATER DISTRICT BY THE BOARD OF DIRECTORS  
SIGNING BELOW:

\_\_\_\_\_  
Anne Bevis

  
\_\_\_\_\_  
Eugene Ashe

\_\_\_\_\_  
Eckehart Zimmermann

  
\_\_\_\_\_  
Hans Zimmermann

\_\_\_\_\_  
Tim Sobik

