

# 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 September 25, 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, September 25, 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:

Eckehart Zimmermann  
Gene Ashe  
Hans Zimmermann  
Timothy Sobik

Absent was Anne Bevis whose absence was excused.

Also in attendance were:

Joel Meggers; Community Resource Services ("CRS")  
Gabby Begeman; ORC, LLC Water Company  
John McGinn; JDS Hydro Consultants, Inc.  
Teigan Gulliver; JDS Hydro Consultants, Inc.  
Nancy Wilkinson; Our Community News

### ADMINISTRATIVE MATTERS

Director Ashe called the meeting to order at around 6:02 p.m., Mr. Meggers distributed for the Board's approval the proposed agenda. Following discussion, upon motion duly made by Director Sobik and seconded by Director H. Zimmermann, vote was taken and the agenda was approved as presented.

Minutes - The Board reviewed the minutes of the August 28, 2014 regular board meeting. Director Sobik moved the minutes be approved as presented. Upon a second by Director H. Zimmermann, vote was taken and motion carried unanimously.

Public Comments – There were none.

## RECORD OF PROCEEDINGS

### OPERATIONS & MAINTENANCE

Operations Report – Ms. Begeman presented the August/September Operations report for the Board’s review, a copy of which is attached to these minutes and incorporated herein.

She also followed up on a proposal she presented at the board meeting last month by Applied Ingenuity, LLC for a new pump system and controls to manage lower flows at the plant for a not to exceed amount of \$21,000. Director E. Zimmermann moved that Ms. Begeman’s proposal be approved as presented. Upon a second by Director H. Zimmermann, vote was taken and motion carried unanimously.

Ms. Begeman informed the Board that the current meters that the district is using will shortly be discontinued and will no longer be available. For its replacement she suggested a new “cellular” type of meter that is the latest technology in remote type of meter reading and it uses cell service to upload data to a website that we would then download to our current billing system. The Board directed Ms. Begeman to perform addition research on price and reliability and report back to the board prior to the next board meeting.

Update on Exterior Upgrades of SWTP to Improve the Structures Fireproofing and Wildlife Mitigation of Site - Ms. Begeman reported that the contractor that the district was interested in pursuing has not provided any references. She has contacted them multiple times and has not heard back. The board directed her to pursue other potential contractors to perform the work.

Update on Installation of Baluster to Protect the ATP Wellhead – Ms. Begeman presented a proposal from Semper Fi Handyman for \$680.00 to complete the work. The board accepted the proposal and directed her to coordinate the project with Semper Fi Handyman.

### CAPITAL ITEMS

Review and Discuss Booster Station Upgrades –

Mr. McGinn presented the various architectural features that would be submitted to the county for site and architectural approval for the new booster station project. The board favored the metal roof option. He reported that he would be submitting the plans of the exterior elevations to the county in the next few weeks and that he hopes to have a final design approved by the board at the next regular meeting so that the final engineering plans could be submitted to CDPHE for their approval by the end of the year and that construction could start in 2015.

## RECORD OF PROCEEDINGS

---

Update on Villas Phase Improvements – Mr. McGinn and Ms. Gulliver provided a project update. They provided the first pay application for payment. They also presented that they would be circulating a change order to complete a new “loop” connection configuration that utilizes an existing 6 inch line, the installation of some new pipe & valves, and relocation of a PRV. The second significant component of the change order is a cross tie in at the booster station that they are in the process of drafting a sketch plan for final pricing.

The board agreed with their approach and asked that they coordinate the details and pricing with the contractor and circulate the final change order to them for their review and consideration of approval.

Update on Backwash Pond Improvement – Mr. McGinn reported that the preconstruction meeting was held earlier in the week and the contractor is still waiting on a pump that is on order to arrive prior to starting construction.

### FINANCIAL MATTERS

#### Payment of Claims

Mr. Meggers requested that the Board consider payment of the claims represented by check numbers 03618 – 03638 totaling \$273,545.91. Director H. Zimmermann moved that the Board approve the payment of claims. Upon second by Director Sobik, 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

Update on Source Water Protection Plan – Mr. Sobik reported that the district needed to submit for reimbursement from the grant for the design and installation of the baluster around the ATP well-head.

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 Eck Zimmermann, vote was taken and motion carried unanimously.

## RECORD OF PROCEEDINGS

---

The following items were discussed:

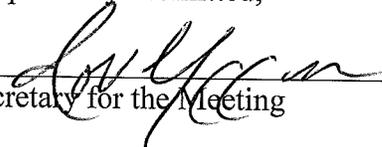
- Review and Consider Approval of Easements with Penny Nevins regarding the Villas Project
- Review and Consider Approval of Water Purchase Agreement
- Review and Discuss 1985 Agreement Negotiations
- Higgins Inclusion

The session was entered into at approximately 7:40 pm. and exited at approximately 8:15 p.m.

### ADJOURNMENT

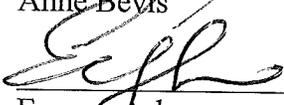
There being no further business to come before the Board, upon motion duly made by Director Sobik, seconded by Director Eck Zimmermann, the meeting was adjourned at approximately 8:23 pm.

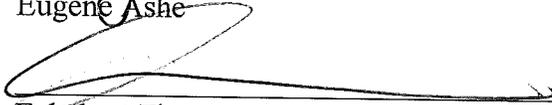
Respectfully submitted,

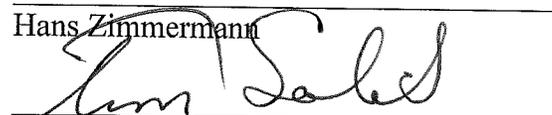
  
Secretary for the Meeting

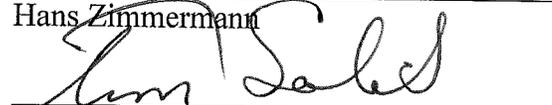
THESE MINUTES ARE APPROVED AS THE OFFICIAL SEPTEMBER 24, 2014 MINUTES OF THE FOREST VIEW ACRES WATER DISTRICT BY THE BOARD OF DIRECTORS SIGNING BELOW:

  
Anne Bevis

  
Eugene Ashe

  
Eckehart Zimmermann

  
Hans Zimmermann

  
Tim Sobik

## **Forest View Acres Water District**

Operations Report –September/October 2014  
Prepared by Gabrielle Begeman  
ORC Water Professionals

### **Arapahoe Water Plant**

- The plant has been exercised weekly to ensure proper chemical dosage.
- Two pneumatic valves were rebuilt due to leaky diaphragms.
- More rebuild kits have been ordered and are in stock at the AWP.

### **Surface Water Plant**

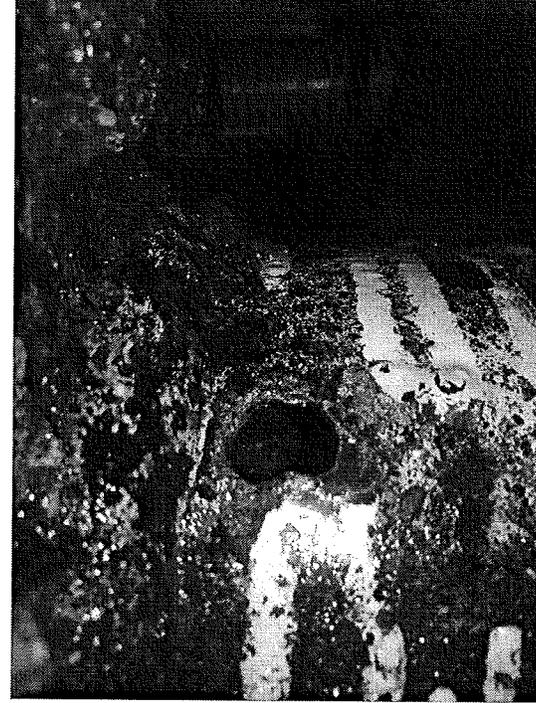
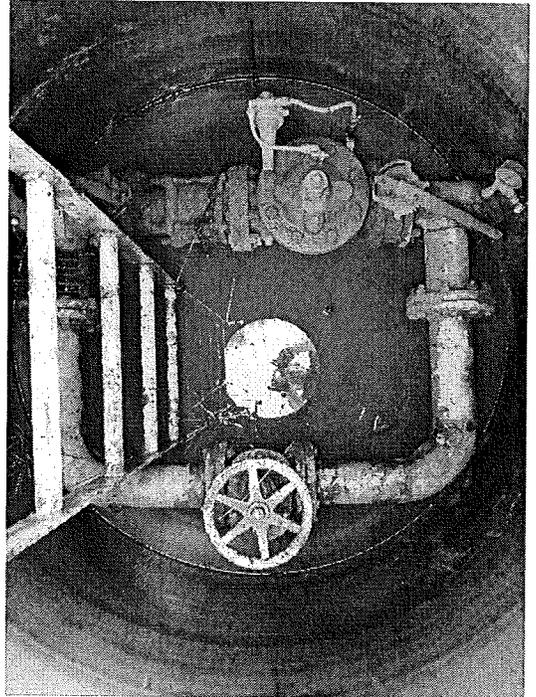
- The plant has been running consistently producing most of the demand of the district since the previous report.

### **Distribution System**

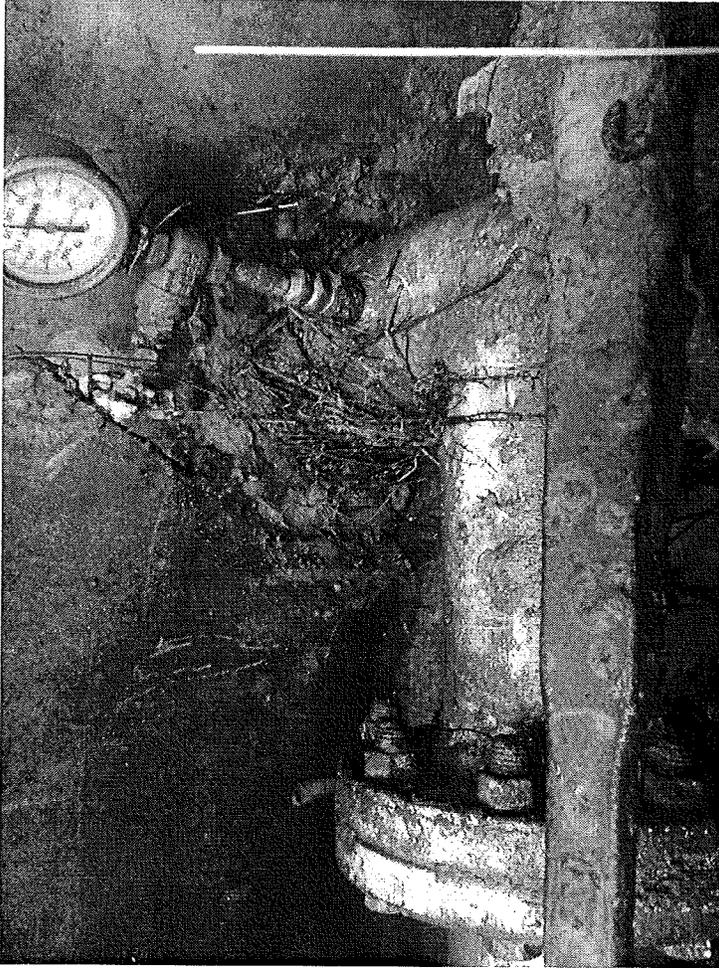
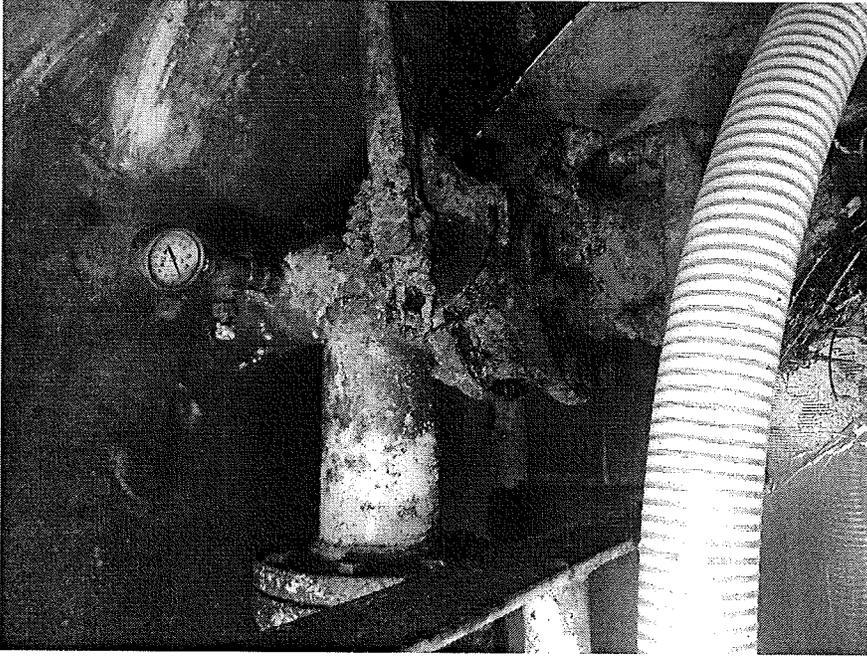
- We have provided the board with more information regarding the Beacon Meter Reading system. Please see the correspondence in the packet.
- We had 2 water main breaks on Sierra Vista where the pavement turns to dirt. One of which has been repaired.
- We had a leak at an abandoned saddle tap near 18235 Sunburst Dr. The tap had been replaced sometime in the last few years, according to the resident. The abandoned saddle was the cause of the leak.
- We had a leak in PRV pit #5. The corroded steel pipe had a hole in it. Please see the attached photos of the vault.
- PRV #2 had the exact same problem a number of years ago. It was fixed similarly to the fix at #5.
- We have purchased flanges and pipe to enable us to hire a welder (also secured) to permanently repair the broken portion of the PRV vault.
- Based on the condition of most of the districts PRV vaults, it is recommended that they be moved up on the list of potential failure points in the system.
- New PRV pits run \$25,000 each to install.
- Please see the attached production report.

Year	Month	SWTP Production	SWTP Production - BW	% of Total AWP Production	% of Total Production	Total Production	GPD Total Production	Total Home Metered Water Usage	Average Demand GPM from Meters	Average Demand GPM from Production	Site GPD Metered	Tank level AWP	Gallons Gain/Loss in Tank	Gallons Metered with Tank Level Shift Loss or gain	Percentage Discrepancy	
2014	Jan	1782610	1759510	91.85%	8.15%	1915737	63857.9	1101800	25.50	44.35	36727	22.3	16800	1118600	41.61%	
	Feb	1520399	1493299	99.54%	0.46%	1500128	50004.2667	1057000	24.47	34.73	35233	23.5	8400	1065400	28.98%	
	Mar	1408893	1378593	99.86%	0.14%	1380512	46017.0667	1013700	23.47	31.96	33790	22.8	273600	1287300	6.75%	
	Apr	1483773	1342173	93.63%	6.37%	1433555	47785.1667	1053900	24.40	33.18	35130	19.8	-30000	1023900	28.58%	
	May	1589117	1270717	80.70%	19.30%	1574697	52489.9	1217400	28.18	36.45	40580	18.4	-61200	1156200	26.58%	
	Jun	1428469	1115669	38.27%	61.73%	2915234	97174.4667	2115500	48.97	67.48	70517	19	-45600	2069900	29.00%	
	Jul	2216364	2047364	93.28%	6.72%	2194750	73158.3333	1907800	44.16	50.80	63593	22.2	28800	1936600	11.76%	
	Aug	2371003	2258403	99.18%	0.82%	2277091	75903.0333	1977000	45.76	52.71	65900	22.8	52800	2029800	10.86%	
	Sep	1,820,576	1,765,776	98%	2%	1,805,739	60,191	1,469,400	34.01	41.80	48,980	22.2	38,400	1,507,800	16.50%	
	Oct															
	Nov															
	Dec															
Total		13800628	14553128	88.23%	11.77%	17079104	47441.9556	11444100	22.0758102	32.9458025	31789			10919700	22.29%	

Production Report



PRV Pit #5



Corrosion in PRV Pit #5