

RECORD OF PROCEEDINGS

**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
December 4, 2014**

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, December 4, 2014, at 6:00 p.m., at the Monument Sanitation District, 130 2nd Street, Monument, Colorado. This meeting was open to the public.

ATTENDANCE

In attendance was Directors:
Eckehart Zimmermann
Gene Ashe
Timothy Sobik
Anne Bevis
Hans Zimmermann

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.

ADMINISTRATIVE
MATTERS

Director Ashe called the meeting to order at around 5:31 p.m., Mr. Meggers distributed for the Board’s approval the proposed agenda. Following discussion, upon motion duly made by Director Eckehart Zimmermann and seconded by Director Hans Zimmermann, vote was taken and the agenda was approved as amended.

Minutes - The Board reviewed the minutes of the October 23, 2014 regular board meeting. Director Eckehart Zimmermann moved the minutes be approved as presented. Upon a second by Director Hans Zimmermann, vote was taken and motion carried unanimously.

Approval of Administrative Resolution for 2015 – The Board reviewed the Administrative Resolution for 2015. Director Eckehart Zimmermann moved to approval the resolution

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as presented. Upon a second by Director Hans Zimmermann, vote was taken and motion carried unanimously.

Public Comments – There were none.

OPERATIONS & MAINTENANCE

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

Update on Exterior Upgrades of SWTP to Improve the Structures Fireproofing and Discuss Appearance of Site after Final Works id Completed this Year - Ms. Begeman presented a bid from Bajwa Roofing to perform the work to the Board. Ms. Begeman was directed by the board to obtain an additional bid.

Update on Installation of Baluster to Protect the ATP Wellhead – Ms. Begeman reported that the project is complete.

ORC Contract – Director Eckehart Zimmermann presented his review of the contract. Director Bevis moved to approve. Upon a second by Director Hans Zimmermann, vote was taken and motion carried unanimously.

CAPITAL ITEMS

Review and Discuss Booster Station Upgrades – JDS distributed a revised cost estimate and provided an update on the project timeline.

Provide Update on the Villas Phase Improvements - JDS presented Pay Request #3 and recommended payment to Global Underground, Inc. The Board reviewed the pay request with JDS and approved it for payment.

Review and Consider Ratification of New Cellular Meter Contract - Mr. Meggers presented that National Meter is working on revising the draft contract per the district's direction and the district should have it back from them by the end of next the week.

Review and Discuss Additional Segments of Pipeline to Replace - JDS presented schedules A, B and C along with the map showing the preliminary design layout of the proposed improvements. Director Bevis recommended eliminating full replacement of customer service lines and not installing new meter pits. Director Eckehart Zimmermann recommended eliminating unnecessary replacement of selected segments of water main. He specifically recommended removing approximately 1,085' or \$94,770 out of

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the Range View Road Loop and discussed not placing any lines on Mesa Verde and Peak View Road.

The board directed JDS to design schedules A, B and C including replacement of all mains, including saddles and replacement of service lines up to the curb stop and/or meter pit and design of new meter pits with the assumption that we will be using the automated meters so that the board could then discuss at its next meeting whether components of the scope would need to be eliminated or postponed based on available funds. In addition, the board requested that JDS provide a proposal to design and provide construction management of schedules A, B & C for their consideration prior to the next board meeting.

Provide Update on Backwash Pond Improvements – JDS presented and recommended approval and payment of a change order to extend the completion date of the project and Pay Request #2 to Glacier Construction Company. The board approved both items.

FINANCIAL MATTERS

Payment of Claims

Mr. Meggers requested that the Board consider ratifying payment of claims represented by check numbers 03659 – 03665 totaling \$9,800.72. Mr. Meggers also requested that the Board approve payment of claims represented by check numbers 03666 – 03689 totaling \$237,051.92. Director Hans 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.

Public Hearing to Adopt 2015 Budget, Appropriate Expenditures and Certify the Mill Levy

– Mr. Meggers reported that proper publication had been made to allow the Board to conduct a public hearing to adopt the District's 2015 budget. Director Ashe opened the Public Hearing. Director Ashe noted that there was no one from the public in attendance. Director Hans Zimmermann and Mr. Meggers then presented the budget. Director Ashe then closed the public hearing. Upon a motion by Director Hans Zimmermann and a second by Director Sobik, the Board voted unanimously to adopt the 2015 budget, appropriate expenditures and certify the mill levy.

Audit Engagement Letter from Schilling & Co, LLC – Director Bevis moved that the Board accept and approve the proposal from

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Schilling & Co., LLC to perform the 2014 audit for \$5,150. Upon second by Director Sobik, vote was taken and motion carried unanimously.

OTHER BUSINESS Update on Source Water Protection Plan – Mr. Sobik reported that since the project has been completed a letter needs to be sent requesting a draw on the grant of the project amount.

Look Ahead – Mr. Meggers presented the Look Ahead.

LEGAL

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

The following items were discussed:

- Review and Consider Approval of Water Purchase Agreement
- Status Update of Monitoring of Palmer Lakes Water Court Case #13CW3061
- Review and Discuss 1985 Agreement Negotiations
- Status Update on the Stub-out at 18805 Cloven Hoof Dr.

The session was entered into at approximately 6:50 pm. and exited at approximately 7:01p.m.

ADJOURNMENT

There being no further business to come before the Board, upon motion duly made by Director Bevis, seconded by Director Sobik, the meeting was adjourned at approximately 7:05 pm.

Respectfully submitted,


Secretary for the Meeting

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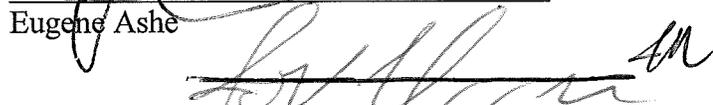
THESE MINUTES ARE APPROVED AS THE OFFICIAL
DECEMBER 4, 2014 MINUTES OF THE FOREST VIEW
ACRES WATER DISTRICT BY THE BOARD OF DIRECTORS
SIGNING BELOW:



Anne Bevis



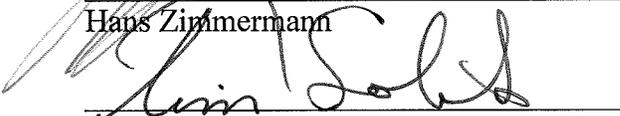
Eugene Ashe



Eckehart Zimmermann



Hans Zimmermann



Tim Sobik

Forest View Acres Water District

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

Arapahoe Water Plant

- The plant has been exercised weekly to ensure proper chemical dosage.
-

Surface Water Plant

- The plant has been running consistently producing most of the demand of the district since the previous report.
- The recycle pump system has been installed and is working well.
- The upgrades to the backwash pond are moving forward.
- Please see the attached bid for fire proofing the building. This contractor was referred to us by JDS Hydro.

Distribution System

- We had to isolate parts of the distribution system for J&K Excavation to install a new curb stop at 1 Pixie Park Drive. Upon turning the valves back on, the fire hydrant PPHY2 is inoperable. The hydrant is off at the isolation valve until the hydrant can be replaced.

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.



Bajwa Roofing, Inc.
12646 Berrywood Drive, Colorado Springs, CO 80921
Tel: 719-499-2905, Fax: 866-548-8640
www.BajwaRoofing.com

BID PROPOSAL
October 28, 2014

MBE, WBE Business Enterprise

Project: **Water Treatment Plant at Red Stone Ridge Road**

We hereby purpose to furnish materials and perform labor for the completion of the following scope of work:

Sales Tax (included): **8.13%**
Addendum's Acknowledged: **None**
Bond Rate: **3.5% (\$500,000.00 Limit)**
Davis Bacon Wage Rate Apply: **No**
Bid based on plan sheet(s): **Field Measure**

METAL ROOFING AND WALL PANELS

Tearoff Existing roofing to deck. Furnish and install standing seam metal roofing with fascia, soffit, wall panel, gutter, downspouts and all flashing/trim.

Bid Price: \$19,960.00

Bid proposal includes disposal of our own scrap and debris, hoisting, insurance, safety equipment and freight. The bid proposal is valid for 60 calendar days. Any alteration or deviation from the above specifications involving extra costs will be executed only upon written change order(s) and will be added to the above bid proposal. Disputes shall be handled by binding arbitration. Bid proposal contingent upon weather conditions, strikes, accidents or delay beyond our control.

Our commercial liability insurance coverage is 2M general aggregate, 1M each occurrence, combined single limit. Worker's compensation coverage is 500K policy limit. Premium for higher limits, if required, will be added to the above bid proposal.

EXCLUSIONS: Any item not specifically included above is excluded including but not limited to wood nailers or blocking, ice/snow and water removal, substrate preparation, painting, consequential damage, bond, permit, liability, custom colors, existing rood sheeting, sheeting over new roof frame, decking.

Please feel free to contact us for any further assistance.

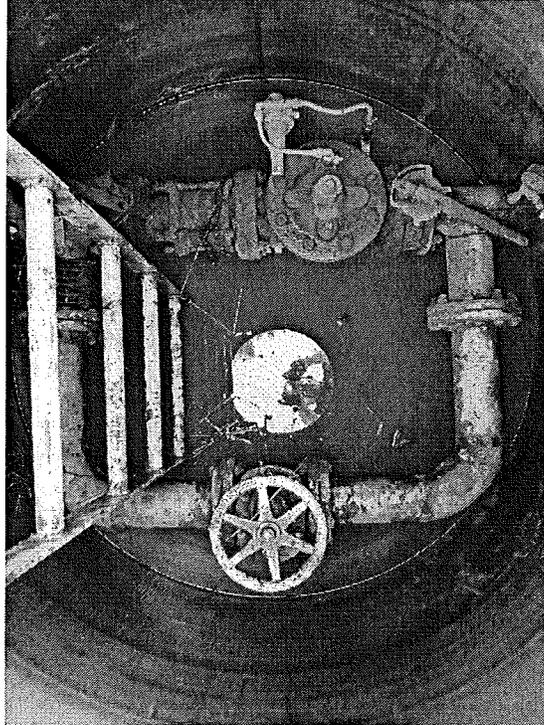
Buggie Bajwa, Manager
Bajwa Roofing, Inc.
719-499-2905
866-548-8640 fax
buggie@BajwaRoofing.com

Year	Month	SWTP Production	SWTP Production - BW	% of Total	AWP Production	% of Total	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%	1562227	8.15%	1915737	63857.9	1101800	25.50	44.35	36727	22.3	16600	1118600	41.61%
	Feb	1520399	1493299	98.54%	6829	0.46%	1500128	50004.2867	1057000	24.47	34.73	35233	23.5	8400	1065400	28.98%
	Mar	1408893	1376593	98.86%	1919	0.14%	1380572	46017.0867	1013700	23.47	31.96	33790	22.8	273600	1287300	6.75%
	Apr	1483773	1342173	93.63%	91382	6.37%	1433555	47785.1667	1053900	24.40	33.18	35130	19.8	-30000	1023900	28.58%
	May	1589117	1270717	80.70%	303980	19.30%	1574697	52489.9	1217400	28.18	36.45	40580	18.4	-61200	1156200	26.58%
	Jun	1428469	1115669	36.27%	1795655	61.73%	2915234	97174.4667	2115500	48.97	67.48	70517	19	-45600	2069900	29.00%
	Jul	2216364	2047364	93.28%	147386	6.72%	2194750	73158.3333	1907800	44.16	50.80	63593	22.2	28800	1936600	11.76%
	Aug	2371003	2258403	98.18%	18688	0.82%	2277091	75903.0333	1977000	45.76	52.71	65900	22.2	52800	2029800	10.86%
	Sep	1820576	1765776	98%	39963	2%	1865739	60191	1469400	34.01	41.80	48980	22.2	38400	1507800	16.50%
	Oct	1743893	1640393	95%	85790	5%	1726183	57539	1263300	29.24	39.9579398	42110	21.1	-13200	1250100	27.58%
	Nov	1529850	1434550	93%	100347	7%	1534897	51163	1166000	26.99	35.5300231	38867	18.1	-56400	1109600	27.71%
	Dec															
Total		13800628	14553128	89.33%	2525976	10.67%	17079104	47441.9556	11444100	22.0758102	32.9458025	31789.1667			10919700	23.26%

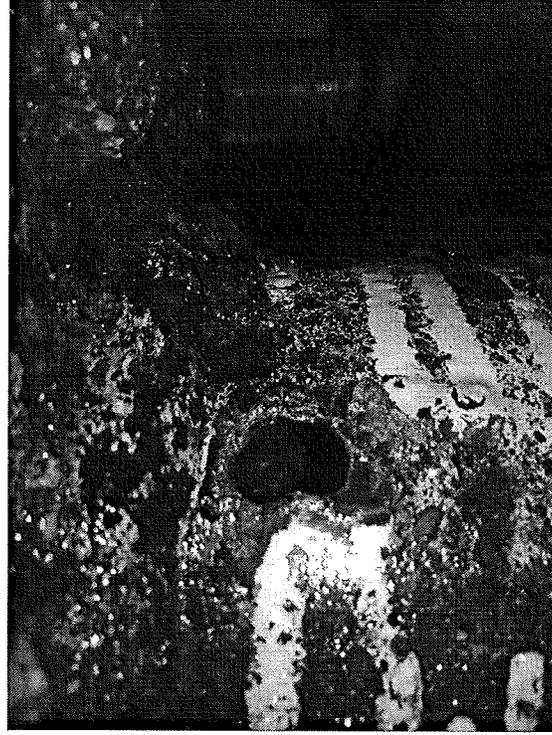
Production Report

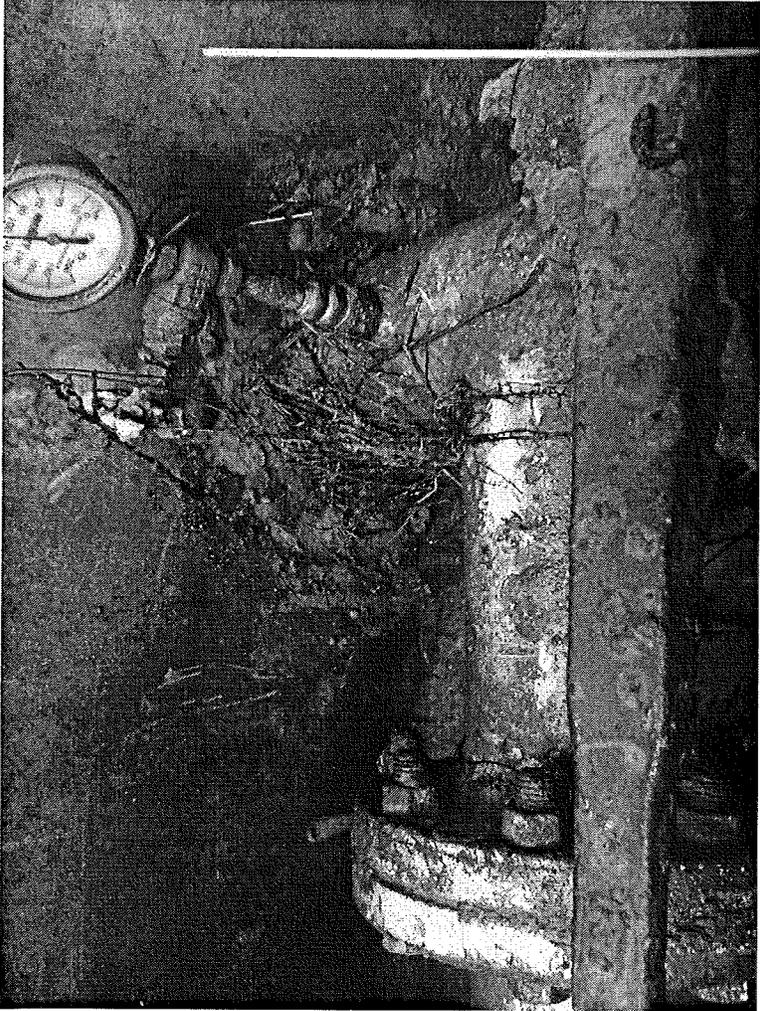
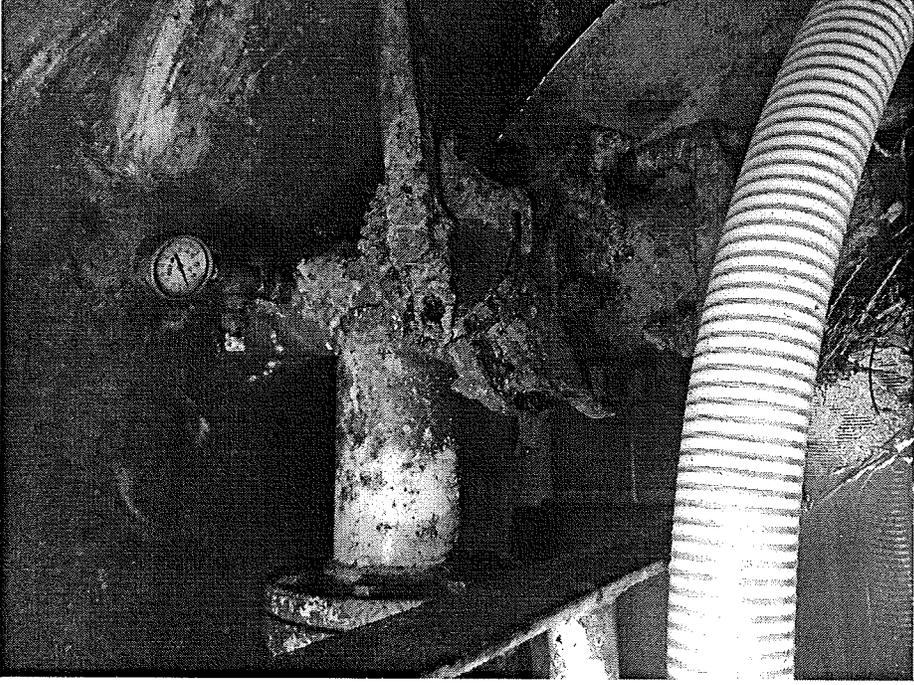
Year	Month	SWTP Production	SWTP Production - BW	% of Total AWP Production	% of Total Production	Total Production	GPD Total Production	Total Home Metered Water Usage	Average Demand GPM from Meters	Average Demand GPM from Production	Site GPD Metered	Tank level AWP	Gallons Gain/Loss in Tank	Gallons Metered with Tank Level Shift Loss or gain	Percentage Discrepancy	
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	Jun	1428469	1115669	38.27%	61.73%	2915234	97174.4667	2115500	48.97	67.48	70517	19	-45600	2068900	29.00%	
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	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