

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 3, 2015**

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 3, 2015, at 5:30 p.m., at the Monument Sanitation District, 130 2nd Street, Monument, Colorado. This meeting was open to the public.

ATTENDANCE

In attendance was Directors:

Tim Sobik
Anne Bevis
Eugene Ashe
Eckhart Zimmermann
Hans Zimmermann

Also in attendance were:

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

ADMINISTRATIVE
MATTERS

Director Ashe called the meeting to order at around 5:30 p.m., Mr. Meggers distributed for the Board's approval the proposed agenda. Following discussion, added to the agenda was 2b review ORC contract, upon motion duly made by Director Bevis and seconded by Director Eck Zimmermann, vote was taken and the agenda was approved as amended.

Minutes - The Board reviewed the minutes of the October 22, 2015 Regular Board meeting. Director Eck Zimmermann moved the minutes be approved as presented. Upon a second by Director Hans Zimmermann, vote was taken and motion carried unanimously.

The Board reviewed the minutes of the November 19, 2015 Work Session/Special Meeting Minutes. Director Hans Zimmermann

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moved the minutes be approved as presented. Upon a second by Director Sobik, vote was taken and motion carried unanimously.

Review and Approve Annual Administrative Resolution – Director Bevis suggested we review the minutes to add items to the Administrative Resolution as needed. One example would be any annual reporting required under the terms and conditions of a water right decree. Director Bevis moved the Resolution be approved as presented. Upon a second by Director Eck Zimmermann, vote was taken and motion carried unanimously.

Review and Consider Approval of the Election Resolution – Director Sobik is up for election and Director Eck Zimmermann is term limited. Director Sobik moved the Resolution be approved as presented. Upon a second by Director Bevis, vote was taken and motion carried unanimously.

Public Comments – Tim Branning and Jack Branning of 18710 Kerry Run, Colorado Springs, CO 80808. The Branning's were attending as part of an Eagle Scout project to learn more about local government.

OPERATIONS & MAINTENANCE

Operations Report – Ms. Begeman presented the November Operations report to the Board. Ms. Begeman will contact Mr. Cressman and advise him of what is going on with someone building dams across the stream. She will also investigate if we can install a propane heater in the treatment plant. The heater will be to keep the pilot tubes and the controls from freezing. The Board approved \$1,475 to fix the existing heating system. The Board would like ORC to investigate the possibility of a redundant supply rather than relying strictly on propane to heat the treatment plant.

Review and Approve the ORC Contract – Director Eck Zimmermann stated that no base hours were listed in the proposed contract and yet ORC is charging the District for overtime. Without base hours being defined, how can overtime be determined? Director Zimmermann also felt it was important that those working on the Forest View water system be licensed and would like the licenses held by ORC employees to be listed in the contract. The Board felt more details were needed on Addendum A. The Board also discussed the importance of having ORC attend every Board meeting and therefore this should be added to their scope of services. Because this is the last meeting of 2015 the Board decided that the best way to proceed is to extend the existing contract for 90 days until the staff and Board have time to review and modify the proposed contract. Director Sobik moved the

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contract be extended 90 days. Upon a second by Director Eck Zimmermann, vote was taken and motion carried unanimously.

CAPITAL ITEMS

Update on New Booster Station Construction

- Review Electrical Work & Bidding – Mr. John McGinn of JDS Hydro has received the first invoice from J.J. O'Donnell and has approved it. Moving ahead there will be a number of smaller contracts.
- Phase 3 Water System Improvements for Forest View and Stone Ridge Drive were discussed.
- GIS Update – Mr. McGinn discussed with the Board a GIS interface to view and utilize the District's GIS data. There are several options available to the District for viewing GIS data. ARC Explorer is free but requires a lot of time consuming effort to update. ARC Reader is easy to use and publish data but it costs \$2,500 per year. The last option is a PDF interface. Mr. McGinn stated that his experience with this program is that it has some bugs. Given the fact that Technology is changing rapidly, Mr. McGinn suggested that the District use the PDF interface. The Board agreed with Mr. McGinn to try the PFD Interface initially.

FINANCIAL MATTERS

Payment of Claims

Mr. Meggers requested that the Board approve payment of claims represented by check numbers 03928 – 03941 totaling \$30,751.12. Director Hans Zimmermann moved to approve the payables. Director Bevis seconded the motion. The Motion carried unanimously. Director Bevis then moved to approve interim payments authorized by the Board as presented between meetings. Upon a second by Director Sobik, a 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.

Review Capital Projects / Fund Financial Projections –

Review & Consider Adoption of 2016 Budget Resolution, Certify Mill Levies, Appropriate 2016 Expenditures – Director Eck Zimmermann believes that the water usage revenue line item should be increased to \$160,000. Utility sanitation line item should be removed as it is unclear what that line item is for. After some discussion the Board believes that this line item is for refuse removal and as such the description should be changed accordingly. Director Bevis made a motion to approve the Budget

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Resolution. Upon second by Director Hans Zimmermann, vote was taken and the motion carried unanimously.

Review & Consider Approval of 2016 Fee Resolution - this item tabled until January 2016 meeting.

Review & Consider Approval of Audit Engagement Letter from Schilling & Company – Director Sobik moved to approve the Engagement Letter. Upon second by Director Bevis, vote was taken and motion carried unanimously.

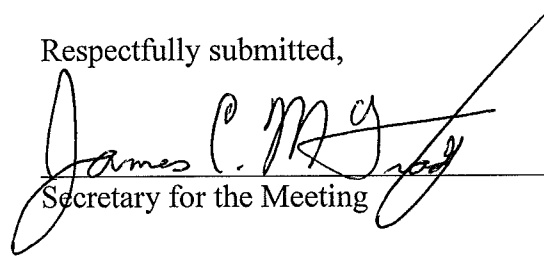
OTHER BUSINESS Update on Source Water Protection Plan/Grant –

Review and Discuss Look Ahead Report –

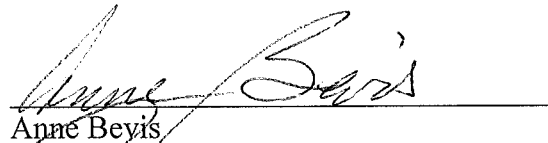
LEGAL None

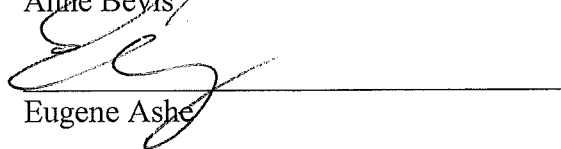
ADJOURNMENT There being no further business to come before the Board, upon motion duly made by Director Bevis, seconded by Director Sobik, the meeting was adjourned at approximately 6:49 p.m.

Respectfully submitted,



Secretary for the Meeting

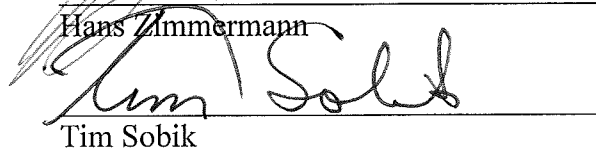
THESE MINUTES ARE APPROVED AS THE OFFICIAL
DECEMBER 3, 2015 MINUTES OF THE FOREST VIEW
ACRES WATER DISTRICT BY THE BOARD OF DIRECTORS
SIGNING BELOW:


Anne Bevis


Eugene Ashe

Eckehart Zimmermann


Hans Zimmermann


Tim Sobik