

# RECORD OF PROCEEDINGS

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**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  
May 24, 2017**

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 Wednesday, May 24, 2017, 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:

Gene Ashe  
Anne Bevis  
Brad Hogan  
Hans Zimmermann

Absent was Tim Sobik whose absence was excused.

Also in attendance were:

Jim McGrady; Community Resource Services (“CRS”)  
Clyde Penn; ORC, LLC  
John McGinn; JDS Hydro  
John Howe; Our Community News

ADMINISTRATIVE  
MATTERS

Director Ashe called the meeting to order at around 6:05 p.m.

Agenda - Mr. McGrady distributed for the Board’s approval the proposed agenda. Director Zimmermann moved to approve the agenda as presented. Upon a second by Director Bevis vote was taken and motion carried unanimously.

Minutes – The Board reviewed the minutes of the April 27, 2017 Regular Board meeting. Director Bevis moved the minutes be approved as amended, adding a general Drop Box item so that the policies documents can be reviewed. Upon a second by Director Hogan, vote was taken and motion carried unanimously.

Public Comment – John Howe of Community News stated that this is his first time attending a Board meeting and he will be recording the meeting so that he can create an accurate record of the proceedings.

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Review Action Item Management Report for April 27, 2017 – Director Ashe reviewed the list prepared by Mr. McGrady with the Board.

- Eliminate update on Surface Water Plant.
- Drop hydrant evaluation.
- Water resources evaluation. Eliminate the due out for Director Bevis to send the TZA report to the Board as she has completed that task.
- Pressure regulator to be inspected tomorrow. Item will be complete although the Board would like a report on this item at the next Board meeting.
- Add Arapahoe Well quarterly report “end of quarter” to line item.
- Policy review.
- Need video of tank cleaning.
- Modification to Booster Pump Station is still pending and will be completed when the Surface Water plant is stabilized.
- Ms. Begeman is working on Monitoring Plan.
- Is Mr. Sobik is satisfied with the condition of his property?
- Leak Map - Gwen and Mr. Penn will work on this project. Mr. McGinn indicated that there is a layer that can be turned on showing leaks. Don't record leaks on the new pipe that has been replaced as the data is now meaningless.
- Mr. Penn is replacing six meters that customers are not getting billed on. Then he will focus on the meters that are not reading. Mr. Penn will add a line item to his Operations Report regarding total number of meters installed.
- Eye On Water – Mr. McGrady will follow up on the types of reports available to management.
- Discussion of policy review and implementation timeline – This item was deferred until next month. Staff will get the policy documents added to Drop Box for Board reference and a place to upload other critical management documents.

### OPERATIONS & MAINTENANCE

Operations Report – Mr. Penn presented the April 2017/May 2017 Operations Report. The overflow of the tank is 23.5 feet. The Arapahoe Plant is producing all of the water for the District. There was a fire hydrant leak that Mr. Penn was unable to respond, so Shamrock Water Services responded at Mr. Penn's request. Global may or may not keep this as a warranty item. It was noted that the hydrant that Global repaired is still leaking. Another hydrant that Shamrock Water Services noted as defective will be repaired by Global. The issue was related to the nozzle threads being loose and as such is a manufacture's issue.

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Update from ORC regarding Surface Water Treatment Plant Enhancements - Mr. Penn reported to the Board. PRV on Pixie Park is online. The Board would like footnotes added to the production report that note any anomalies to the report such as hydrant leaks, tank overflows, etc.

Update Board Regarding Piping Modification at the Booster Pump Mr. Penn reported that the parts are in but have not yet been installed. The work will be done when the Surface Water Plant stabilizes.

Fire Hydrant Inspection Update – Shamrock Water services addressed the Board regarding the fire hydrant inspection report that was recently completed. Overall the inspection went very well. There are several valve boxes that need to be raised as they are significantly lower than 6” below grade. There is only one hydrant that is out of service. That hydrant is located at 4670 Red Forest Road and the operating nut is seized. An out of service tag was placed on this hydrant. Five guard valves were found to be closed and were opened at the time of inspection. Mr. McGinn reported that the County typically wants the District to provide materials to raise the valves. Ed Brown may be the person to contact to discuss providing grade rigs for valves. Some on the valves were full of rocks in Shiloh Pines. 18406 Sunburst Drive is still out of service and it is anticipated the manufacturer will provide a new hydrant. Global will replace the hydrant. There are six hydrants that are below grade. A recommendation was made to paint the hydrants red. Flow tests were not done. ISO report was done a few years ago. A recommendation was made to replace a Pacific States hydrant as it appears to be leaking out of the weep holes.

### CAPITAL ITEMS

Monthly Report prepared by JDS Hydro – Mr. McGinn went through a number of items on his monthly report.

Site Cleanup and Re-Vegetation of Booster Pump Station to Include Access Road – two bids were received regarding the Booster Pump landscaping. The Board decided that two Ponderosa Pines and four shrubs should be installed. Director Hogan moved to approve the Trax Construction quote with in a not to exceed amount of \$11,000, with a warranty on the trees and bushes. Upon a second by Director Zimmermann, vote was taken and motion carried unanimously

Update Board on Phase 4 Water Improvement Punch List -

- Based on Core samples, El Paso County requested that 400 feet of asphalt be removed. There is still one area that is

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questionable. The revegetation issues at 4315 Sandstone are resolved. Schmueser has replaced three bushes. Gwen reviewed areas on Sandstone and Tim Sobik's lot. Reseeding was done on Mr. Sobik's lot and grass is starting to grow.

- Schmueser may pay a small amount to satisfy complaint. A large rock will be placed near hydrant close to Eck Zimmermann's house. Verified statement of claim has been reduced dramatically. No pay application has been submitted by Schmueser.

Review and Consider Resolution 2017-01 Acceptance Resolution regarding Phase 4 Water Improvements - This item was tabled until a final pay application is received from Schmueser.

### FINANCIAL MATTERS

Payment of Claims - Mr. McGrady requested that the Board approve payment of claims represented by check numbers 04317 – 04334 totaling \$35,551.23. Also, ratify payment of claims represented by check number 4316 totaling \$433.00. Director Bevis moved to approve the payables. Upon a second by Director Zimmermann, vote was taken and motion carried unanimously.

Monthly Cash Position and Unaudited Financial Statements - Mr. McGrady presented the monthly cash position and unaudited financial statements for review by the Board.

Report Updating the Board on Various Metering Issues and Customer Billing Issues Related to the Implementation of the Beacon System – Mr. McGrady provided the Board with the current updates.

### OTHER BUSINESS

Review and Consider Resolution 2017-03 – Resolution 2017-03 authorizing the President of the Board to sign all documents related to the Forest Service easements, Special Use authorizations, and any other District documents as approved by the Board. Director Bevis moved to approve. Upon a second by Director Hogan, vote was taken and motion carried unanimously.

Review and Discuss Look Ahead Report – Board would like a draft audit be passed out at the June Board meeting for review so that the Audit can be approved in July. Move create a meter replacement plan to end of August.

Hydrant Report and Repair – Pacific States hydrant should be replaced. The hydrants below grade are a problem. Mr. Penn will come with recommendations to the next Board meeting. Mr. Ashe suggested that there be a triage meeting to determine which hydrants should be repaired immediately. Shamrock Water

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Services was asked to send a copy of report to Mr. Penn so that ORC can add notes regarding recommendations to the Board.

LEGAL

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

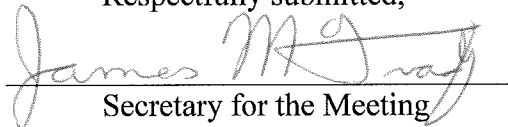
The following items were discussed:

- Review and Discuss 1985 Agreement Negotiations
- Provide Update on Items Associated with 40Acre Land Swap with U.S. Forest Service

The Executive session was entered into at approximately 8:24 p.m. and exited at approximately 9:01 p.m.


ADJOURNMENT There being no further business to come before the Board, upon motion duly made by Director Hogan, seconded by Director Bevis, the meeting was adjourned at approximately 9:02 p.m.

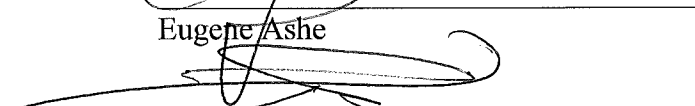
Respectfully submitted,

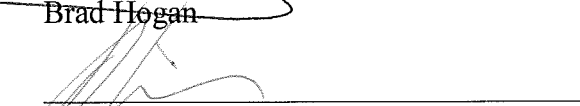
  
Secretary for the Meeting

THESE MINUTES ARE APPROVED AS THE OFFICIAL MAY 24, 2017 MINUTES OF THE FOREST VIEW ACRES WATER DISTRICT BY THE BOARD OF DIRECTORS SIGNING BELOW:

  
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Anne Bevis

  
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Eugene Ashe

  
\_\_\_\_\_  
Brad Hogan

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

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