

## 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 MARCH 27, 2019

#### ATTENDANCE

In attendance were Directors:

Brad Hogan  
Hans Zimmerman  
Nancy Wilkins

Also in attendance were:

Joel Meggers (via speaker phone) and Lisa Jacoby; Community Resource Services, LLC ("CRS)  
Clyde Penn; ORC, LLC (for a portion of the meeting)  
John McGinn; JDS Hydro (for a portion of the meeting)

#### ADMINISTRATIVE ITEMS

The meeting was called to order at 6:00 p.m.

Agenda – Ms. Jacoby distributed for the Board's approval the proposed Agenda. Following discussion, upon motion duly made by Director Hans Zimmerman, seconded by Director Wilkins and, upon vote, unanimously carried, the Agenda was approved as presented and the absences of Eckehart Zimmerman and Martin Taylor were excused.

Minutes - The Board reviewed the Minutes of the February 27, 2019 Regular board meeting. Following discussion, upon motion duly made by Director Hans Zimmerman, seconded by Director Wilkins and, upon vote, unanimously carried, the Minutes of the February 27, 2019 Board Meeting were approved, as presented.

#### PUBLIC COMMENT

There was no public.

#### OPERATIONS AND MAINTENANCE ITEMS

Status of Completion of the Installation of Remote Read Meters. Mr. Penn reported that all the electronic meters have been installed with the exception of 10 customers. It was noted that of the 10 customers, 8 have not responded to requests to schedule an appointment and 2 have elected to not have the new electronic meters installed.

Communication Pertaining to Proposed Imposition of Fee for Manual Read Meters. Pursuant to discussion from the last meeting, Ms. Jacoby reviewed with the Board the draft letter and proposed Notice of intent to impose Fee for those customers who elect to not have the new

## RECORD OF PROCEEDINGS

---

electronic meters installed, thus requiring manual reads. Following discussion, the Board directed Ms. Jacoby to send the finalized letter and Notice to those 10 customers identified as well as publish the Notice.. It was noted that the Board would make a final determination of imposition of a Fee for manual reading of meters at the May 22, 2019 Board Meeting.

ORC, LLC January/February 2019 Operation Report. Mr. Penn presented his report to the Board. A copy of the report is attached hereto and incorporated herein.

Mr. Penn distributed a quote from National Meter & Automation for an amount of \$2,064.75 (plus freight charges TBD) for future meter repairs and installations. Following discussion, upon motion duly made by Director Hans Zimmerman, seconded by Director Wilkins and, upon vote, unanimously carried, the approval of the additional meter equipment was approved up to \$2,500.

ATP Well Back-up Pump. Mr. Penn reported that the ATP back-up pump and wiring has arrived.

CSD Pool Safety & Loss Prevention Grant Program. Ms. Jacoby discussed the Safety Grant Funds available of \$2,115.96 to the District for the purchase of safety equipment, subject to the District purchasing equipment for twice the value of the Grant. Mr. Penn noted that a breathable air gas meter would qualify for this grant. Following discussion, the Board authorized Mr. Penn to make this purchase for reimbursement of up to \$2,115.96 from the CSD Pool via the Safety & Loss Prevention Grant Program.

### CAPITAL/ ENGINEERING ITEMS

JSD Hydro Monthly Report. Mr. McGinn presented his report. A copy of the report is attached hereto and incorporated herein.

Status of Water Quality Grant Submittal for Disinfection Outreach Verification Effort (“DOVE”) Project. It was noted that the Grant funds had been awarded for the year with no funding awarded to the District this funding cycle; however, the project was still a requirement of the District’ to allow for operations to continually monitor the chlorine residual. It was noted that the timing for these improvements should occur in August or September, 2019. Mr. McGinn discussed the estimated amount for this project to be between \$20,000 - \$24,000. The Board authorized Mr. McGinn to collect bids for the Board’s consideration.

## RECORD OF PROCEEDINGS

---

Dawson Well Rehabilitation. Mr. McGinn provided a brief history of the Dawson Well noting that the Well was drilled approximately 10 years ago and then was not used until recently. Mr. McGinn noted that a microscopic particle analysis report indicates the influence of ground water and based on turbidity that is being reported, the Well may not have been developed properly. Mr. McGinn noted that the rehabilitation could cost up to \$60,000 +/-.

Mr. McGinn discussed the quotes received from Cascade Drilling, Hydro Resources and Layne for pumping and videoing of the Well as a first step to determine the status of the Well.

Following discussion, upon motion duly made by Director Wilkins, seconded by Director Hans Zimmerman and, upon vote, unanimously carried, the Board approved the engagement of Hydro Resources for pumping, tests and videoing for an amount of \$21,500, plus approval of the monitoring well permit for approximately \$5,000. Director Wilkins requested that language be included in the contract with Hydro Resources that outlined that any plans, documentation, video and test results produced, would be the District's property

Will Serve Letter for 4549 Redstone Ridge. Mr. McGinn reported that a draft Will Serve Letter has been prepared for 4549 Redstone Ridge which is proposed to be subdivided into two lots; however because a plat has not been received, the letter could not be tied to a specific property, and thus will not be issued until such time. It was noted that the property resides within District boundaries.

Discussion ensued and Director Wilkins motioned that the Board take formal action at a Board meeting for issuance of any Will Service Letters, following the receipt of required information. The motion was not seconded and thus failed.

Mr. Penn and Mr. McGinn left the meeting at this point.

### **FINANCIAL ITEMS**

Treasurers Report / Bank Balances / Transactions - Director Wilkins reported that the Financial Statement cash balances and transactions reconciled with the bank statements.

Claims – The Board reviewed the claims totaling \$100,790.56 represented by check numbers 04701 – 04712, plus auto payments totaling \$3,219.25 for a grand total of \$104,009.81. Following review and discussion, upon motion duly made by Director Wilkins, seconded by Director Hans Zimmerman and, upon vote, unanimously carried, the claims were approved, as presented.

## RECORD OF PROCEEDINGS

---

February 28, 2019 Cash Position and Unaudited Financial Statements  
Director Wilkins noted that funds should be transferred from Colotrust to the operating account. Upon motion duly made by Director Hans Zimmerman, seconded by Director Wilkins and, upon vote, unanimously carried, the transfer of adequate funds from Colotrust to the checking account was authorized.

Ms. Jacoby noted that she would follow-up to make sure the transition from Wells Fargo to CoBIZ, including the ACH deposit's, occur as expected.

### DIRECTORS ITEMS

Higgins Inclusions (all 3 lots) – There was no update.

### OTHER BUSINESS

Look Ahead Report – The Board reviewed the Look Ahead Report and noted no revisions.

### LEGAL ITEMS

The Board did not enter into Executive Session.

### ADJOURNMENT

There being no further business to come before the Board, upon motion duly made by Director Wilkins, seconded by Director Hans Zimmermann, the meeting was adjourned at approximately 7:15 p.m.


Respectfully submitted,

  
Secretary for the Meeting

**RECORD OF PROCEEDINGS**

---

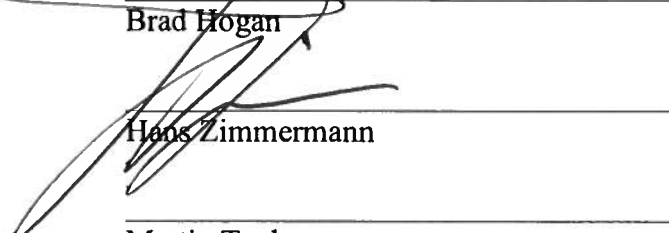
THESE MINUTES ARE APPROVED AS THE OFFICIAL MARCH 27, 2019 MINUTES OF THE FOREST VIEW ACRES WATER DISTRICT BY THE BOARD OF DIRECTORS SIGNING BELOW:



Eckehart Zimmermann



Brad Hogan



Hans Zimmermann

Martin Taylor



Nancy Wilkins

# **Forest View Acres Water District**

Operations Report –February 2019

Prepared by Clyde Penn

ORC Water Professionals

## **Arapahoe Water Plant**

- The plant produced 100% of demand for February,
- Purged Chlorine Analyzer as Needed
- Plant Checks, Mixed Chemicals

## **Booster Pump Station**

- Checked Booster Station

## **Distribution**

- Meters were Read on 30 January 2019 and will be read on 26/27 February 2019
- Monthly BACTI's
- Getting pricing on Meter Parts

## **Surface Water Plant**

- The plant produced 0% of demand for February
- Completed monthly MOR report for state – No Violations, using new report dictated by DOVE Inspection
- Plant Checks

## **Locates**

- Completed Locates for the Month

## **Meters**

- Getting pricing on New Meter Parts – have two people that want old meters changed out as of right now. Once parts come in will schedule for replacement

**Production for the Month of August 2018**

Year	Month	SWTP Production - BW	% of Total	AWP Production	% of Total	Total Production	Total Water Sold	Percentage Discrepancy
2019	Jan	152,587	8%	1,680,427	92%	1,833,014	1,277,263	30.32%
	Feb	0	0%	1,335,096	100%	1,335,096	1,031,991	22.70%
	Mar							
	Apr							
	May							
	Jun							
	Jul							
	Aug							
	Sep							
	Oct							
	Nov							
	Dec							
<b>Total</b>		<b>152,587</b>	<b>4%</b>	<b>3,015,523</b>	<b>96%</b>	<b>3,168,110</b>	<b>2,309,254</b>	<b>27.11%</b>

**2018 Water Leaks:**

- 11 February 2018 – Forest View and Red Forest: Repaired by J&K; Flowed Hydrants after Repairs
- 27 August 2018 – Sandstone and Pixie Park PRV – Leaking; Parts (SS) on order – Setting up a date for Repair/Training to install parts
- 27 August 2018 – 4315 Sandstone service line leak – Isolated/Repaired
- 29 October 2018 Sandstone and Pixie Park PRV – Leaking at outlet pressure gauge – Repaired
- 08 December 2018 Main Leak Red Forest Rd. – Repaired by Global
- 23 December 2018 Service Line Leak – 3765 Sierra Vista – Repaired by Homeowner

**2019 Water Leaks:**

- 13 March 2019 Service Line Leak – 3830 Range View – Being repaired by homeowner

**2019 New Meter Installations / Water Taps:**

None to Date



Date: March 20, 2019  
To: Forest View Acres Water District  
Re: **Project Updates**

This letter is to provide a monthly update to the water district on engineering work completed by JDS.

**DOVE**

The grant that the district applied for with the CDHPE to cover the costs of the DOVE improvements was not approved. Changes still need to be made to allow operations to monitor the chlorine residual at the entry point for the system before the end of November 2019.

**Dawson Well**

JDS Hydro requested quotes from four companies for the rehabilitation of the Dawson well. Applied Ingenuity declined to provide a quote. Cascade, Hydro Resources and Layne provided quotes. Hydro Resources provided the lowest quote at \$21,255. They included optional services in their quote for well rehabilitation but their baseline quote was lower than the other two companies. See attached summary of quotes, scope of work and quotes.

The well permit through the Division of Water Resources (DOWR) has expired for the Dawson well. A permanent monitoring and observation well permit will be required to allow the well to be pumped to complete pumping equipment and aquifer testing and the collection of water quality samples. Once the water quality sampling and well investigation are complete and FVAWD is ready to move forward with equipping the well, the monitoring well permit should be converted to a municipal well permit.

JDS Hydro would suggest that the board move forward with obtaining a monitoring well permit and schedule Hydro Resources to complete the well investigation and test pumping.

Attachment:

1. Dawson Well Rehab Quotes

**Will Serve Letter**

JDS Hydro updated the water resource report originally prepared for the Rockbrook Subdivision and prepared a will serve letter template for the lot at 4549 Redstone Ridge that is proposed to be subdivided into two lots. This letter should not be issued until a the draft plat for the proposed subdivision is received so we are referencing an active land use case.

Please feel free to call me directly if you have any questions or if any additional information is requested.

Sincerely,  
Gwen Dall, P.E.  
JDS-Hydro Consultants, Inc.



