

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
FEBRUARY 26, 2020

ATTENDANCE

In attendance were Directors:

Brad Hogan
Hans Zimmermann
Eckehart Zimmermann
Nancy Wilkins
Victor McBride

Also in attendance were:

Lisa A. Jacoby; Community Resource Services, LLC (“CRS”)
Clyde Penn; ORC Water Professionals (“ORC”) (for a portion of the meeting)
John McGinn; JDS-Hydro Consultants, Inc. (“JDS”) (for a portion of the meeting)

ADMINISTRATIVE ITEMS

The meeting was called to order at 6:00 p.m. at the Monument Sanitation District offices; 130 2nd Street, Monument, CO 80132.

Agenda – Ms. Jacoby distributed for the Board’s approval the proposed Agenda. Following discussion, upon motion duly made by Director McBride, seconded by Director Eckehart Zimmermann and, upon vote, unanimously carried, the Agenda was approved, as amended.

Minutes - The Board reviewed the Minutes of the January 22, 2020 Regular Board meeting. Following discussion, upon motion duly made by Director Hans Zimmermann, seconded by Director McBride and, upon vote, unanimously carried, the Minutes of the January 22, 2020 Board Meeting was approved, as presented.

PUBLIC COMMENT

There was no public comment.

OPERATIONS AND MAINTENANCE ITEMS

ORC Water Professional’s January 2020 Operations Report – Mr. Penn presented his report to the Board.

Troubleshooting and Reprogramming the Booster Station – Mr. Penn reported that the troubleshooting and reprogramming of the booster station was completed and alarms can now be cleared.

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Service Line Replacement at 4825 Limestone – Mr. Penn discussed the need for a service line replacement at 4825 Limestone and presented a proposal from Global Underground Corp for an amount of \$21,861.12. He noted that this line had been repaired in a prior year; however, it has been detected that a loss of water is again occurring at this location and he recommends replacement of the line rather than repair again.

Following discussion, upon motion duly made by Director Hans Zimmermann, seconded by Director McBride and, upon vote, unanimously carried, the proposal from Global Underground Corp for replacement of the line in the amount of \$21,861.12 was approved. It was noted that the work would commence upon favorable ground and weather conditions.

“Resiliency Check-Up” – Director McBride made presentation to the Board regarding resiliency of the water system and delivery of consistently available, clean/safe water in the event of a crisis beyond the control of the District. Director McBride requested consideration and input towards an action plan for such unforeseeable circumstances.

Following discussion and as a first step, the Board requested Mr. Penn prepare an itemized list of parts/supplies that may be required should there be an interruption in manufacturing and/or delivery, due to a crisis (such as a pandemic) beyond the control of the District.

CAPITAL/ ENGINEERING ITEMS

JSD-Hydro Consultants, Inc. (“JDS”) Monthly Report - Mr. McGinn presented his report.

Status of Disinfection Outreach Verification Effort (“DOVE”) Project – Mr. McGinn noted that the project had been completed, but as a final step JDS will edit the Record of Approved Waterworks for the District to include the chlorine contact loop and to send suggested revisions to CDPHE.

Status of Forest View Road Waterline Extension and Loop – It was noted that the project has been completed with asphalt and seeding remaining to be done upon more favorable ground and weather conditions. It was noted that system mapping has been updated to reflect the new Forest View Road line extension.

Global Underground Change Order No. 1 - Following discussion, upon motion duly made by Director Eckehart Zimmermann, seconded by Hans Zimmermann and, upon vote, unanimously carried, Global Underground Corp’ Change Order No. 1 for a net amount of \$2,981.00 was approved. Ms. Jacoby noted that Pay Application No. 1 was in

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process, with Pay Application No. 2 to be processed upon completion of the publication for final payment period expiration.

Collaboration with Palmer Lake Sewer District (“PLSD”) – Mr. McGinn discussed the meeting held on February 13, 2020 with Forest View Acres Water District (“FVAWD”) and PLSD representatives regarding plans to replace an additional section of their sewer that is located west of Clovenhoof Road. It was noted that FVAWD has a waterline in the same area. The general consensus at the meeting was that FVAWD should collaborate with PLSD to replace their waterline at the same time as the sewer work, in tandem, to reduce the overall costs of the project. Work is anticipated to be undertaken in 2021. It was noted that resolution towards easement matters is ongoing.

Dawson Well Project - Mr. McGinn presented a complex analysis of the District’s seasonal water demand; a review of the Arapahoe Plant as to its hydraulic and physical capacity all in relation to development of the Dawson Well. It was noted that the Dawson Well project would be best served if coordinated with the above described PLSD work.

The Board determined to consider further Mr. McGinn’s complex analysis; however determined at a minimum, upon motion duly made by Director Hans Zimmermann, seconded by Eckehart Zimmermann and, upon vote, unanimously carried, to authorize JDS the complete and submit of the Basis of Design Report.

Additional Raw Water Storage at Treatment Plant (aka Raw Water EQ) – Mr. McGinn presented options for further consideration.

Mr. Penn and Mr. McGinn left the meeting at 7:30 p.m.

FINANCIAL ITEMS

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

January 31, 2019 (adjusted as of February 11, 2020) Cash Position and Unaudited Financial Statements for the period ending January 31, 2019, ACH Report, Tap Report and A/R & Delinquency Report
– The Board reviewed the above referenced financial statements.

Discussion ensued regarding the extraordinary reports requested by Director Wilkin’s and the costs associated with providing them. The reports consisted of the A/R Trial Balance Report; ACH Report; Water Tap Report; Billing Register and Account Balance Report. Following discussion the Board determined to review the scope of services provided in CRS’ service agreement, currently provided at a flat rate

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versus the extra services requested, in the September/October time frame when considering renewal for 2021.

Claims – The Board reviewed the claims totaling \$141,589.28 represented by check numbers 04848 – 04863, plus auto payments totaling \$4,066.30, for a grand total of \$145,655.58.

Following review, upon motion duly made by Director Wilkins, seconded by Director Hans Zimmermann and, upon vote, unanimously carried, the claims were approved, as presented.

Application for Exemption from 2019 Audit - Ms. Jacoby noted that the Application had been distributed to the Board for review via email.

Upon motion duly made by Eckehart Zimmermann, seconded by Director Hans Zimmermann and, upon vote, unanimously carried, and, upon vote, carried with Directors Eckehart Zimmermann, Hans Zimmermann, Hogan, and McBride voting “Yes” and Director Wilkins voting “No”, the motion carried and the Board approved the Application for Exemption from 2019 Audit and filing of same.

LEGAL ITEMS

EXECUTIVE SESSION - Development of Red Rock Acres (aka Ryan Nevin’s property) – Inclusion Agreement – There was no Executive Session.

Response to Mr. Stiltner’s legal representative, dated December 3, 2019, related to Red Rock Acres Inclusion – Following discussion, upon motion duly made by Eckehart Zimmermann, seconded by Director McBride and, upon vote, unanimously carried, with Directors Eckehart Zimmermann, Hans Zimmermann, Hogan, and McBride voting “Yes” and Director Wilkins voting “No”, the motion carried and the Board approved release of the letter in Response to Mr. Stiltner’s legal representative, dated December 3, 2019, related to Red Rock Acres Inclusion.

OTHER BUSINESS/ DIRECTORS ITEMS

Look Ahead Schedule – Additions to the Look Ahead Schedule were noted.

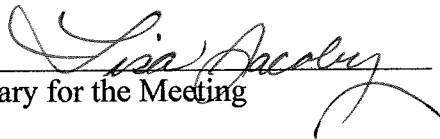
There were no Director’s Items.

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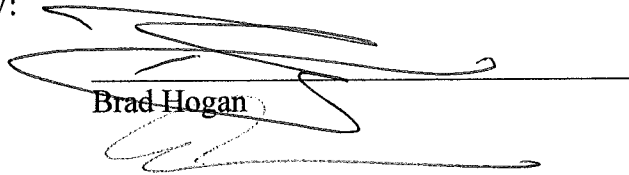
ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at approximately 8:30 p.m.

Respectfully submitted,


Secretary for the Meeting

THESE MINUTES ARE APPROVED AS THE OFFICIAL FEBRUARY 26, 2020 MINUTES OF THE FOREST VIEW ACRES WATER DISTRICT BY THE BOARD OF DIRECTORS SIGNING BELOW:


Brad Hogan

Eckehart Zimmermann

Hans Zimmermann

Nancy Wilkins

Victor McBride