

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 27, 2019

ATTENDANCE

In attendance were Directors:

Brad Hogan
Eckehart Zimmermann
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)
Jon Brinkman; National Meter & Automation (for a portion of the meeting)
Frank Chuba; Raspberry Mountain Investments (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 absence of Martin Taylor was excused.

Minutes - The Board reviewed the Minutes of the January 23, 2019 Regular board meeting. Following discussion, upon motion duly made by Director Eckehart Zimmerman, seconded by Director Hans Zimmerman and, upon vote, unanimously carried, the Minutes of the January 23, 2019 Board Meeting were approved, as presented.

PUBLIC
COMMENT

Development of 7.5 Acre Parcel Owned by Raspberry Mountain Investments - Mr. Chuba addressed the board regarding development of the subject property known as Raspberry Mountain, indicating the desired location of proposed future water service to the property. Following discussion, it was determined that Mr. Chuba required service for 2 water taps.

RECORD OF PROCEEDINGS

OPERATIONS AND MAINTENANCE ITEMS

Remote Read Meters, Software & System – Mr. John Brinkman with National Meter and Automation provided training on the Eye-On-Water software, which allows for the District and the customer to review valuable information regarding water use and to detect water leaks. Following presentation, Mr. Brinkman left the meeting.

ORC, LLC November/December 2018 Operation Report - Mr. Penn presented his report to the Board. A copy of the report is attached hereto and incorporated herein.

Mr. Penn reported that there were currently 10 electronic meters yet to be installed. It was noted that National Meter and Automation has now completed their installation commitment - it will be necessary for Mr. Penn to install the remaining electronic meters, upon the respective customer's consent and scheduling of same.

Establishment of Beacon (electronic) Meter Opt-Out Program. Ms. Jacoby presented her findings related to a program for those customers who refuse to allow installation of the new electronic meters, thus requiring the continued manual water reads by the District. Following discussion, the Board determined to schedule a public hearing regarding imposition of a Fee upon those who choose to opt-out of having the new electronic meters installed. The date for the public hearing was determined to be the regular Board Meeting scheduled for May 22, 2019.

CAPITAL/ ENGINEERING ITEMS

JSD Hydro Monthly Report – There was no monthly engineering report but an email update was provided regarding the DOVE Project and the ATP Well Back-up Pump status.

Water Quality Grant Submittal for Disinfection Outreach Verification Effort (“DOVE”) Project – Ms. Jacoby reported that JDS followed-up prior to the Board Meeting but, has not yet received a response regarding the status of the Grant.

Following the meeting it was determined that Grant funds had been awarded for the year with no funding awarded to the District this funding cycle.

ATP Well Back-up Pump – It was noted that the pump has not yet been received.

2019 ORC Water Professionals, Inc. Agreement for Operational Services – Following review and discussion, upon motion duly made by Director Eckehart Zimmerman, seconded by Director Hans Zimmerman and, upon vote, unanimously carried, ratification of the

RECORD OF PROCEEDINGS

2019 Agreement between the District and ORC Water Professionals, Inc. for continuing Operational Services, was approved.

Mr. Penn left the meeting at this point.

FINANCIAL ITEMS

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

Claims – Ms. Jacoby distributed to the Board an updated check register amending the payables for consideration of approval from \$18,708.69 to \$18,726.63 (check numbers 04689 – 04700). Following review and discussion, upon motion duly made by Director Eckehart Zimmerman, seconded by Director Hans Zimmerman and, upon vote, unanimously carried, the claims were approved, as amended.

January 31, 2019 Cash Position and Unaudited Financial Statements

Director Wilkins inquired regarding the \$125,000 transfer from the District's checking account to the ColoTrust investment account. Following discussion, the Board determined that they were comfortable with the amount that was transferred.

Director Wilkins inquired regarding expenditures posted to the General Fund line items; "District Website Maintenance" and "Training and Education". Ms. Jacoby noted that she would provide the detail for those entries following the meeting.

Director Wilkins noted that the discrepancy identified at the last meeting related to the Water Tap Fee Report and corresponding December, 2018 Financial Statements, had been resolved.

Director Wilkins inquired regarding the deposit of ACH amounts into the District's Wells Fargo checking account appeared to flow through Community Resource Services. Ms. Jacoby noted that she would research and provide an explanation following the meeting. Further, it was noted that per action taken at the last Board Meeting the Board determined to terminate the Wells Fargo checking account, utilizing CoBIZ going forward. 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.

Ms. Jacoby addressed the Board regarding the recent policy established by the District regarding un-cashed checks older than 120 days, being void. Ms. Jacoby explained that because the policy was a District policy and not a bank policy, to enforce the policy, the District would either need to issue stop payments (at \$30.00 per check) or request the checks be returned for re-issuance. It was noted that Director Wilkins had not

RECORD OF PROCEEDINGS

deposited her monthly Director stipends beginning in May, 2018. To avoid any additional expense to the District, Director Wilkins stated that she would deposit the outstanding checks.

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 Hans Zimmermann, seconded by Director Eckert Zimmermann, the meeting was adjourned at approximately 7:25 p.m.

Respectfully submitted,


Secretary for the Meeting

RECORD OF PROCEEDINGS

THESE MINUTES ARE APPROVED AS THE OFFICIAL FEBRUARY 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
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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 Productior	% 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							
Total		152,587	4%	3,015,523	96%	3,168,110	2,309,254	27.11%

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