

## RECORD OF PROCEEDING

---

### MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS OF: FOREST VIEW ACRES WATER DISTRICT AND THE BOARD OF DIRECTORS OF THE WATER ACTIVITY ENTERPRISE HELD THURSDAY JULY 24<sup>TH</sup>, 2024

#### ADMINISTRATIVE ITEMS

The regular meeting of the Board of Directors of the Forest View Acres Water District, El Paso County, Colorado was called to order on the day shown above by Director Pheteplice in accordance with the laws of the State of Colorado. The following Directors were acting:

David Pheteplice, President, Term Expiration: May 2025  
Nancy Wilkins, Term Expiration: May 2025  
Paul McKean, Term Expiration: May 2025  
Vincent Guthrie, Term Expiration: May 2027  
Matt Quinlan, Term Expiration: May 2027  
Gregory Hoffman, Term Expiration: May 2025

Absent was Director P.K. Robinson, whose absence was excused.

Also present were:

Joel Meggers; Community Resource Services, LLC (“CRS”)  
Molly Couture; Community Resource Services, LLC (“CRS”)  
Peter Johnson; Vranesh and Raisch, LLP  
Gabby Begeman; ORC Water Professionals  
Mike Waresak, Forsgren Associates, Inc.

#### CALL TO ORDER

A quorum of the Board was present, and the meeting was called to order at 6:03 p.m.

#### APPROVE AGENDA

Ms. Couture presented for the Board’s approval the proposed Agenda. Director McKean requested the addition of the discussion item of a cellular booster to improve cellular coverage. Upon motion duly made by Director Wilkins, seconded by Director Quinlan and, upon vote, unanimously carried, as amended.

#### MINUTES

The Board reviewed the Minutes of the June 24th, 2024, Regular Board meeting. Motion duly made by Director Hoffman, seconded by Director Quinlan and, upon vote, unanimously carried, the minutes were approved, as presented.

#### PUBLIC COMMENT

There was none.

## **OPERATIONS REPORT AND MAINTENANCE ITEMS**

ORC Water Professional's Monthly Operations Report – Ms. Begeman operations report was shared with the Board of Directors. Director Wilkins shared a concern about the timing of the delivery of the parts for remote monitoring for the PRVs. The Directors discussed the next steps. Director Pheteplace asked Ms. Couture to follow up with Ms. Begeman to figure out a timeline for the parts and to get a status update, as well as payment details.

The Directors discussed keys to the water system buildings. Director McKean offered to do more research on key systems for next steps.

## **CAPITAL / ENGINEERING ITEMS**

Forsgren Engineering Updates – Mr. Waresak reviewed and discussed the monthly report prepared by Forsgren Associates, Inc.

Mr. Waresak addressed the Emergency Interconnect Project and shared the status of the interconnect with Monument. August 1<sup>st</sup> is the start date for excavations. The vault will be delivered on August 7<sup>th</sup>.

The Surface Water Treatment Plant project was approved by the CDPHE, and it will be sent to bid in the upcoming month.

Mr. Waresak also shared updates regarding the Cloven Hoof Loop Project.

Mr. Meggers presented the Cash Flow Analysis. The Board of Directors discussed the impact of the Cash Flow, and Mr. Meggers will bring more data including 2026 numbers to the next meeting. They discussed rate increases and supporting justifications. Motion duly made by Director McKean, seconded by Director Hoffman and, upon vote, unanimously carried, the Directors agreed to take under consideration a rate increase with supporting justification at the September 2024 meeting and will notify customers accordingly.

Director McKean committed to work on capital expenses with ORC, and Director Guthrie will compare costs and budgets from 2017 to today, and Director Wilkins and Quinlin will work on language to be shared in utility bills.

## **FINANCIAL ITEMS**

Mr. Guthrie presented the monthly cash position and unaudited financial statements that were provided in the board packet.

- Billing Register Report (enclosure) – No action was required.
- Tap Fee Report (enclosure) – No action was required.
- ARPA Expense Form & Summary (enclosure) – No action was required.

Payment of Claims: Mr. Guthrie presented the current payment of claims in the amount of \$68,831.86. Following review, upon motion duly made by Director Hoffman, seconded by Director Pheteplace, upon vote, unanimously carried, the claims were approved, as presented.

## **DIRECTORS ITEMS / OTHER BUSINESS**

Look Ahead Schedule – Ms. Couture reviewed and discussed the look ahead with the Board.

Cellular Coverage – Director Pheteplace will install a cellular booster temporarily. At the next meeting, Director McKean will add the concern of cyber security to the agenda.

## **LEGAL MATTERS**

EDARP Response – Mr. Johnson updated the Board on the status of the LRE report for Mr. Joyner. Director Wilkins asked follow up questions of Mr. Johnson. Mr. Johnson also gave an update regarding the easement for Mr. Taylor.

**ADJOURNMENT**

There being no further business to come before the Board, upon motion duly made by Director Hoffman, seconded by Director Quinlan, upon vote, unanimously carried, the Board adjourned the meeting at 7:31 p.m.

Respectfully submitted,

      /s/ Molly Couture        
Secretary for the Meeting

THESE MINUTES ARE APPROVED AS THE OFFICIAL JULY 24, 2024 MINUTES OF THE FOREST VIEW ACRES WATER DISTRICT BY THE BOARD SIGNING BELOW:

      /s/        
David Pheteplace

      /s/        
Vincent Guthrie

      /s/        
Nancy Wilkins

      /s/        
Gregory Hoffman

      /s/        
Paul McKean

      /s/        
P.K. Robinson

      /s/        
Matt Quinlan