

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
JULY 22, 2020**

ATTENDANCE

In attendance were Directors:

Brad Hogan
Hans Zimmermann (via speakerphone)
Eckehart Zimmermann
Nancy Wilkins (via speakerphone)
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)
Peter Johnson, Esq.; Vranesh and Raisch, LLP (via speakerphone)
John McGinn; JDS Hydro Consultants, Inc. (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 Eckehart Zimmermann, seconded by Director Hans Zimmermann and, upon vote, unanimously carried, the Agenda was approved, as presented.

Minutes - The Board reviewed the Minutes of the June 24, 2020 Regular Board meeting.

Following discussion, upon motion duly made by Director Eckehart Zimmermann, seconded by Director Victor McBride, upon vote, unanimously carried, the June 24, 2020 Minutes were approved, as presented.

**PUBLIC
COMMENT**

None.

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OPERATIONS AND MAINTENANCE ITEMS

ORC Water Professional's Monthly Operations Report – Mr. Penn presented his report to the Board.

Water Made vs. Water Billed - Discussion ensued regarding Mr. Penn coordinating with Ms. O'Neill the timing for the reading of the meters to coincide with the billing for more accurate water made vs. water billed.

250KG Water Tank – Mr. Penn reported that he had identified a team to perform the cleaning of the tank for an amount of \$1,800 + materials.

Booster Station Alarm – Mr. Penn reported regarding the outcome of investigation into the apparent booster station loss of communication with the AWP.

Following discussion, the Board requested Mr. Penn follow-up with additional details and installation costs relating to the Mission wireless real-time alarm, monitoring and remote-control, as recommended by Ms. Begeman of ORC.

Source Water Protection Plan – Director Hogan discussed the Source Water Protection Plan. It was noted that the Plan had been located and would be provided to Mr. Cressman in his capacity as a Town representative.

Arapahoe Water Plant ("AWP") Pump – Per direction at the last Board Meeting, it was noted that Applied Ingenuity would inspect the AWP well pump to determine if its current condition is status-quo or if it is further degrading.

Mr. Penn reported that there is evidence that the issue with the cable and/or motor is worsening.

Meter Parts – Mr. Penn noted that he required on hand, parts for meter repairs. Following discussion, upon motion duly made by Director Eckehart Zimmermann, seconded by Director Wilkins, upon vote, unanimously carried, Mr. Penn was authorized to acquire parts for 15 meters at approximately \$4,000.

Discussion ensued regarding testing of meters and the possibility for a meter bench to do so. No action was taken at this time.

CAPITAL/ ENGINEERING ITEMS

JSD-Hydro Consultants, Inc. ("JDS") Monthly Report – Mr. McGinn presented his report to the Board.

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2021 State Revolving Fund Eligibility Survey – Ms. Jacoby confirmed that the Eligibility Survey had been filed with the State.

SWTP Process Flow Diagram – Mr. McGinn reviewed with the board the schematics depicting the SWTP flow and discussed the draft operational check-list to assist with consistent processes. He requested suggested revisions be provided.

Capital Projects – August 12, 2020 draft Work Session Agenda – Amendments to the draft Agenda were discussed.

Mr. Penn and Mr. McGinn left the meeting at approximately 6:55 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.

BOKF Bank Statement – Director Wilkins noted that the balance as of June 30, 2020 was \$101,197 (rounded).

ColoTrust Bank Statement – Director Wilkins noted that the balance as of June 30, 2020 was \$625,090 (rounded) with an interest rate of .46%.

Billing Register Report and ACH – Lengthy discussion ensued regarding the Billing Register reports and ACH Pass-thru report. Following discussion Ms. Jacoby noted that she would provide more information regarding the “Service Arrears” on the Billing Register Report and provide detailed information regarding ACH.

Tap Fee Report – Discussion ensued regarding the payment received from Mr. Hans Tuft on March 25, 2018 for Lots 2 and 3 of Rockwood Minor Subdivision (4909 Redstone Ridge Rd. and 4690 Red Rock Ranch Rd.). Following discussion, the Board requested Ms. Jacoby follow-up with Mr. Tuft to determine if it was his intent to pay for Lots 1 and 2 rather than Lots 2 and 3.

June 30, 2020 Cash Position (adjusted as of July 16, 2020) and Unaudited Financial Statements for the period ending June 30, 2020 – Following review, upon motion duly made by Director Eckehart Zimmermann, seconded by Director Hans Zimmermann and, upon vote, unanimously carried, the Financial Statements for the period ending June 30, 2020 were accepted.

Claims – The Board reviewed the claims totaling \$22,011.82 represented by check numbers 04920 – 04932, plus auto payments totaling \$4,201.13 for a grand total of \$26,212.95.

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

LEGAL ITEMS

EXECUTIVE SESSION – Pursuant to §24-6-402(4)(b) & (g), C.R.S. the Board entered into Executive Session following a motion by Director Eckehart Zimmermann, seconded by Director McBride and, upon vote, unanimously carried, at 7:40 p.m., to consult with legal counsel on specific legal questions regarding documents to be held confidential related to 18590 Cloven Hoof Drive.

Upon motion duly made by Director Eckehart Zimmermann, seconded by Director Hans Zimmermann and, upon vote, unanimously carried, the Board adjourned Executive Session and entered into regular session at 7:41 p.m.

Attorney Johnson noted that the conclusion of his attorney client privileged memorandum related to 18590 Cloven Hoof Drive remained the same as presented at the prior meeting.

OTHER BUSINESS/ DIRECTORS ITEMS

Look Ahead Schedule – There were no changes noted to the Look Ahead Schedule.

ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at approximately 7:45 p.m.

Respectfully submitted,


Secretary for the Meeting

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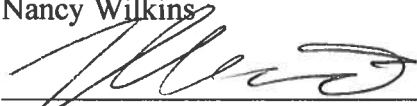
THESE MINUTES ARE APPROVED AS THE OFFICIAL JULY 22, 2020 MINUTES OF THE FOREST VIEW ACRES WATER DISTRICT BY THE BOARD OF DIRECTORS SIGNING BELOW:



Brad Hogan

Eckehart Zimmermann

Hans Zimmermann

Nancy Wilkins


Victor McBride