

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
JUNE 24, 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 McBride and, upon vote, unanimously carried, the Agenda was approved, as presented.

Minutes - The Board reviewed the Minutes of the May 27, 2020 Regular Board meeting.

Following discussion, upon motion duly made by Director Eckehart Zimmermann, seconded by Director Hans Zimmermann and, upon vote, unanimously carried, the May 27, 2020 Minutes were approved, as presented.

**PUBLIC
COMMENT**

None.

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OPERATIONS AND MAINTENANCE ITEMS

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

250KG Water Tank - Discussion ensued regarding cleaning and inspecting the District's 250KG water tank. Following discussion, upon motion duly made by Director Eckehart Zimmermann, seconded by Director McBride and, upon vote, unanimously carried Mr. Penn was authorized to proceed with engaging a contractor for the tank work; an approximate amount of \$2,000.

Booster Station Alarm - Discussion ensued regarding the apparent booster station loss of communication with the AWP. Following discussion, upon motion duly made by Director McBride, seconded by Director Eckehart Zimmermann and, upon vote, unanimously carried Mr. Penn was authorized to proceed with investigating all four sites communication signal as the first step. And then if warranted, engage a contractor for an approximate amount of \$1,500.

Arapahoe Water Plant ("AWP") Pump – 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.

Status of Water Operations and of "Resiliency Check-Up" Action Items (if any) – The Board determined to add this matter to the monthly Look Ahead Schedule for revisiting annually.

CAPITAL/ ENGINEERING ITEMS

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

2021 State Revolving Fund Eligibility Survey – Mr. McGinn reviewed with the Board the Eligibility Survey and requested input prior to filing with the State, by the end of June, 2020.

SWTP Process Flow Diagram – Mr. McGinn reviewed the schematic depicting the SWTP flow and discussed development of an operational check-list to assist with consistent processes.

Capital Projects - Discussion ensued regarding prioritizing proposed Capital Improvement Projects via another work session of the Board. Following discussion the Board determined to schedule a work session for August 12, 2020.

Mr. Penn and Mr. McGinn left the meeting at approximately 6:30 p.m.

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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 – It was noted that there was no tap fee collected for the month of June. Director Wilkins further noted that the balance as of May 31, 2020 was \$94,707.22.

ColoTrust Bank Statement – Director Wilkins noted that the balance as of May 31, 2020 was \$621,912.40 with an interest rate of .57%

May 31, 2020 Cash Position (adjusted as of June 8, 2020) and Unaudited Financial Statements for the period ending May 31, 2020
– The Board reviewed the above referenced financial statements.

Claims – The Board reviewed the claims totaling \$17,558.85 represented by check numbers 04907 – 04919, plus auto payments totaling \$3,636.97 for a grand total of \$21,195.82.

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

Billing Register – Director Hogan addressed Director Wilkins regarding her utilization of a summary utility billing report rather than a full transactional utility billing report which requires redacting of public personal information in compliance with 24-72-204(1) C.R.S. Director Wilkins responded positively to receiving a summary report rather than the full transactional report.

Four-year Financial Plan – Director Wilkins presented a conceptual four-year capital improvement plan for the Board's consideration. Following discussion, the Board determined to consider further when considering prioritizing of Capital Improvement Projects at the August 12, 2020 work session.

Tap Fee – Discussion ensued regarding confirmation of payment of tap fees for 4949 Redstone Ridge Road and 4910 Redstone Ridge Road (now addressed 4690 Red Rock Ranch Road). Ms. Jacoby noted that both tap fees had been paid.

Further, it was noted that the County had re-addressed 4910 Redstone Ridge Road to be 4690 Red Rock Ranch Drive; however, the address was intended to be stated as 4690 Red Rock Ranch Road., not Drive.

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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 7:00 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 7:12 p.m.

Discussion regarding utility billing reports as it relates to compliance with Open Records Act; 24-72-204(1), C.R.S. was discussed earlier in the meeting in regular session.


**OTHER BUSINESS/
DIRECTORS
ITEMS**

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

ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at approximately 7:15 p.m.

Respectfully submitted,



Secretary for the Meeting

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THESE MINUTES ARE APPROVED AS THE OFFICIAL JUNE 24, 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