

RECORD OF PROCEEDINGS

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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  
APRIL 24, 2019

ATTENDANCE

In attendance were Directors:

Brad Hogan  
Hans Zimmermann  
Eckehart Zimmermann  
Nancy Wilkins

Also in attendance were:

Lisa Jacoby; Community Resource Services, LLC ("CRS")  
Clyde Penn; ORC, LLC (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.

Agenda – Ms. Jacoby distributed for the Board’s approval the proposed Agenda. Following discussion, upon motion duly made by Director Hans Zimmermann, seconded by Director Eckehart Zimmermann 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 March 27, 2019 Regular board meeting. Following discussion, upon motion duly made by Director Hans Zimmerman, seconded by Director Wilkins and, upon vote, unanimously carried, the Minutes of the February 27, 2019 Board Meeting were approved, as amended.

Resignation of Martin Taylor - Director Hogan related to the Board that he had received an email from Mr. Taylor indicating that he regretfully was resigning (effective April 24, 2019), due to his new job commitments. Discussion ensued regarding filling of the vacant position. Ms. Jacoby was directed to prepare a Solicitation of Director for the Board’s review prior to inclusion in the next billing and on the District’s website.

Ms. Jacoby noted that she would follow-up with Mr. Taylor to acquire a formal letter of resignation for the District’s files.

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### PUBLIC COMMENT

There was no public.

### OPERATIONS AND MAINTENANCE ITEMS

#### **Status of Installation of 10 Remaining Remote Read Beacon Meters**

Mr. Penn reported that of the 10 outstanding electronic meters to be installed, 7 have been scheduled for installation, with 3 customers having not responded to the request for scheduling an appointment for installation. It was noted that the Board would consider imposition of a Fee at the May 22, 2019 Board Meeting for those customers who elect to stay with the manual meters in lieu of the new remote meters.

**ORC, LLC March/April 2019 Operation Report** - Mr. Penn presented his report to the Board. A copy of the report is attached hereto and incorporated herein.

The Board discussed turbidity and the status of the plant's current production.

**Status of Customer Communication related to Beacon Meters** - As reported prior, the letter and notice regarding the District's intent to make a final determination of imposition of a Fee for manual reading of meters, was sent to those customers identified, as well as the Notice was published in the community newspaper.

**Repair of Broken Fire Hydrant** - Mr. Penn reported that he had contacted J&K Excavating with no response yet; however, he would continue to follow-up.

**Cleaning of Back-Wash Pond at SWT** - Mr. Penn reported that he received a proposal from a pool company for cleaning of the back-wash pond in the amount of \$2,500. Following discussion, upon motion duly made by Director Eckehart Zimmermann, seconded by Director Hans Zimmermann and, upon vote, unanimously carried, the proposal in the amount of \$2,500 for cleaning of the back-wash pond was approved.

**Posting of No Trespassing Sign at SWT** - Discussion ensued regarding utilization of "Do Not Enter" signage. Mr. Penn noted that he would investigate further if signage currently exists in the plant that could be utilized.

**CSD Pool Safety & Loss Prevention Grant Program** - Mr. Penn reviewed with the Board the selection of Gas Detectors and Calibration Supplies (aka breathable air gas meters). As noted at the March Board Meeting, Safety Grant Funds up to \$2,116.96 were available should a purchase of safety equipment be made for twice the value of the Grant.

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Following discussion, upon motion duly made by Director Hans Zimmermann, seconded by Director Eckehart Zimmermann and, upon vote, unanimously carried, approval of a Honeywell Gas Detector and calibration supplies was approved up to \$2,000 for 50% reimbursement from the CSD Pool via the Safety & Loss Prevention Grant Program.

### CAPITAL/ ENGINEERING ITEMS

**JSD-Hydro Consultants, Inc. ("JDS") Monthly Report** - Mr. McGinn presented his report. A copy of the report is attached hereto and incorporated herein.

**Status of Disinfection Outreach Verification Effort ("DOVE") Project** - Mr. McGinn reported that a rough scope has been developed and that JDS has been in contact with contractors that would be interested in completing the work and quotes from each have been requested.

Reference JDS report for further information - a copy of the report is attached hereto and incorporated herein.

**Dawson Well Rehabilitation** - Mr. McGinn reported that the monitoring well permit application and fee allowing the District to complete the planned well investigation has been submitted to CDPHE.

**Agreement between the District and Hydro Resources Rocky Mountain, Inc.** Following discussion, upon motion duly made by Director Hans Zimmermann, seconded by Director Eckert Zimmermann and, upon vote, unanimously carried, the Board approved the Agreement with Hydro Resources Rocky Mountain, Inc. as amended, for pumping, testing and videoing, for an amount of \$21,500.

**Submittal of Monitoring Well Permit Application and Fee.** Following discussion, upon motion duly made by Director Hans Zimmermann, seconded by Director Wilkins and, upon vote, unanimously carried, the Board ratified approval of the submittal of the monitoring well permit application and fee by JDS.

Mr. Penn and Mr. McGinn left the meeting at this point.

### FINANCIAL ITEMS

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

**Claims** - Ms. Jacoby distributed revised claims for the Board's consideration. The Board reviewed the claims totaling \$16,397.04 represented by check numbers 04711 - 04721, plus auto payments totaling \$2,332.57 for a grand total of \$18,729.61.

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

**February 28, 2019 Cash Position and Unaudited Financial Statements** - Ms. Jacoby distributed an updated Cash Position. It was noted that CoBIZ bank had merged with BOKF and thus the Cash Position was updated respectively. Director Wilkins requested Ms. Jacoby verify that current month expenses in the Operations Fund in the amount of \$54,155 was <sup>not</sup> intended for the Capital Projects Fund. *rather not*

*new*

**Accounts Receivables: Planning and Purpose** - Director Wilkins discussed the tracking of projected Taps for revenue planning purposes. Following discussion, the Board determined to add to the Look Ahead Schedule the projected taps under Pending Tasks & Projects.

**Certification of Delinquent Accounts** - Director Wilkins inquired and Ms. Jacoby provided the process for certification of delinquent accounts. Ms. Jacoby noted that she would follow-up with historical information related to the certification of the 2018 delinquent accounts.

**DIRECTORS  
ITEMS**

**Higgins Inclusions (all 3 lots)** - There was no update.

**OTHER BUSINESS**

**Look Ahead Report** - The Board reviewed the Look Ahead Report and requested further information related to "Research Condition of Interior Pipes (Sampling)".

**LEGAL ITEMS**

The Board did not enter into Executive Session.

**ADJOURNMENT**

There being no further business to come before the Board, the meeting was adjourned at approximately 7:30 p.m.

Respectfully submitted,

  
Secretary for the Meeting

*new*

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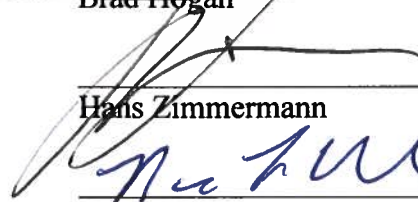
THESE MINUTES ARE APPROVED AS THE OFFICIAL APRIL 24, 2019 MINUTES OF THE FOREST VIEW ACRES WATER DISTRICT BY THE BOARD OF DIRECTORS SIGNING BELOW:



\_\_\_\_\_  
Ekehart Zimmermann



\_\_\_\_\_  
Brad Hogan



\_\_\_\_\_  
Hans Zimmermann



\_\_\_\_\_  
Nancy Wilkins

# **Forest View Acres Water District**

Operations Report –March 2019

Prepared by Clyde Penn

ORC Water Professionals

## **Arapahoe Water Plant**

- The plant produced 100% of demand for March,
- Purged Chlorine Analyzer as Needed
- Plant Checks, Mixed Chemicals

## **Booster Pump Station**

- Checked Booster Station

## **Distribution**

- Meters were Read on 27 February 2019 and will be read on 29 March 2019
- Monthly BACTI's

## **Surface Water Plant**

- The plant produced 0% of demand for February
- Plant Started on 16 April 2019
- Completed monthly MOR report for state – No Violations, using new report dictated by DOVE Inspection
- Plant Checks

## **Locates**

- Completed Locates for the Month
  - o 18460 Sunburst – Tree Removal
  - o 18065 Forest View – Comcast
  - o 4580 Red Stone Ridge – Fence

## **Meters**

### **Total of 324 Meters Read of which 313 are Remote Reading currently**

- New Meter Parts In – have two people that want old meters changed out as of right now.
  - o 17135 Oxbridge and 3550 Sunstar Ct
  - o Two others pending

**Production for the Month of March 2019**

| Year         | Month | SWTP<br>Production -<br>BW | % of Total | AWP Production   | % of Total | Total<br>Production | Total Water<br>Sold | Percentage<br>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   | 0                          | 0%         | 1,533,895        | 100%       | 1,533,895           | 1,183,118           | 22.87%                    |
|              | Apr   |                            |            |                  |            |                     |                     |                           |
|              | May   |                            |            |                  |            |                     |                     |                           |
|              | Jun   |                            |            |                  |            |                     |                     |                           |
|              | Jul   |                            |            |                  |            |                     |                     |                           |
|              | Aug   |                            |            |                  |            |                     |                     |                           |
|              | Sep   |                            |            |                  |            |                     |                     |                           |
|              | Oct   |                            |            |                  |            |                     |                     |                           |
|              | Nov   |                            |            |                  |            |                     |                     |                           |
|              | Dec   |                            |            |                  |            |                     |                     |                           |
| <b>Total</b> |       | <b>152,587</b>             | <b>3%</b>  | <b>4,549,418</b> | <b>97%</b> | <b>4,702,005</b>    | <b>3,492,372</b>    | <b>25.73%</b>             |

**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



**Gas Detectors**

**Calibration Supplies**

**58 Liter Cylinder                      \$179.95**

**Regulator                                      \$112.95**

**Performance at an affordable price!**

*\$862.00*

**Honeywell**  
THE POWER OF CONNECTED



- EACH
- \$ 862.00
- \$ 164.00
- 120.00
- 120.00
- 120.00
- \$ 179.95
- 112.95
- 82.95
- 1,622.00
- 894.95
- 895.00
- to reach
- to p
- 118.95
- 10.95

**Gases detected**  
**Oxygen (O<sub>2</sub>):** 0 to 30% by volume  
**Combustible (LEL):** 0 to 100%  
**Carbon monoxide (CO):** 0 to 1000 ppm  
**Hydrogen sulfide (H<sub>2</sub>S):** 0 to 200 ppm

**Alarms**  
**Audible:** 85 dBA at 1 ft  
**Visual:** Three flashing alarm LEDs  
**Vibration:** pulsing warning in gas alarm

**Operating conditions:**  
 -4 to 122°F (-20 to 50°C)  
 10 to 100% RH (non-condensing)  
 maximum 1000ft

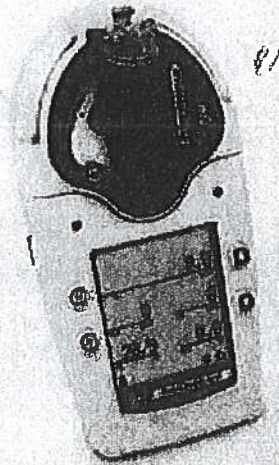
**IP rating:**  
**Battery**  
**Battery life:** 18 hours  
**Charge time:** less than 8 hours

**Dimensions:**  
**Weight:** 2.9" W x 5.1" H x 2.6" D  
 11.1 oz (315 g)

**Compliance:**  
 approved for use in the hazardous  
 atmosphere (CLASSIFIED)  
 (Class I, Division 1, Groups A, B, C, D)  
 (Class II, Division 1, Groups E, F, G, H)

**Honeywell**  
THE POWER OF CONNECTED

*\$1579.95*



Always test the atmosphere before entering a confined space.

**Gases detected**  
**Oxygen (O<sub>2</sub>):** 0 to 30% by volume  
**Combustible (LEL):** 0 to 100%  
**Carbon monoxide (CO):** 0 to 999 ppm  
**Hydrogen sulfide (H<sub>2</sub>S):** 0 to 100 ppm

**Alarms**  
**Audible:** Typically 85 dB at 1 foot  
**Visual:** Two flashing alarm LEDs  
**Vibration:** pulsing warning in gas alarm

**Operating conditions:**  
 -4 to 122°F (-20 to 50°C)  
 0 to 95% RH (non-condensing)

**Battery**  
**Battery life:** 20 hrs (8 hrs typical) 24 hrs (typical)  
**Charge time:** 6 hours

**Dimensions:**  
**Weight:** 2.0" W x 2.7" H x 1.5" D  
 15.1 oz (430 g)

**Compliance:**  
 Class I, Division 1, Groups A, B, C, D, E, F, G, H  
 Class II, Division 1, Groups E, F, G, H

- CH
- 165
- 1.00
- 1.00
- 1.00
- 1.95
- 1.95
- 3.00
- 4.95
- 8.00





Date: April 17, 2019  
To: Forest View Acres Water District  
Re: Project Updates

This letter is to provide a monthly update to the water district on engineering work completed by JDS.

**DOVE**

JDS has outlined a rough scope for the DOVE project and has been in contact with contractors that would be interested in completing the work and has requested quotes from each of them. A brief summary of the scope for each contractor is outlined below. Once quotes have been collected, JDS will provide a detailed cost and quotes for the District's approval. The budgetary estimate for the work remains as reported to the CDPHE. The drawings and specs sent to J&K Excavating are included as an attachment to this letter.

*Project Cost Estimate Summary:*

|                                |  |                    |
|--------------------------------|--|--------------------|
| 1.                             | New Sample Tap on Treatment Plant Outlet (post contact time) | \$4,500.00         |
| 2.                             | Piping of sampling line back into Treatment Facility         | \$7,500.00         |
| 3.                             | Install new HACH CL-17 and associated piping                 | \$7,300.00         |
| 4.                             | SCADA modifications and history reporting                    | \$3,500.00         |
| 5.                             | Soft Costs of Engineering and Operator Oversight             | \$5,000.00         |
| <b>ESTIMATED PROJECT TOTAL</b> |  | <b>\$27,800.00</b> |

Mechanical Contractor Scope (contacted J&K Excavating for a quote)

- Submit all proposed materials to JDS Hydro for review and approval prior to installation. Provide notice to JDS Hydro and ORC prior to beginning work to allow them to provide field inspection of the work while in progress.
- Hire locate service to determine buried pipeline and electrical line locations (suggest Alpine Locates – 719-290-0463).
- Obtain work in ROW permit from El Paso County if required and meet all permit requirements (<https://publicworks.elpasoco.com/forms-applications/>). Provide traffic control as needed for Redstone Ridge Road. Remove asphalt and repair asphalt after work is complete.
- Cut 5" hole in the side of the SWTP building. Install 4" PVC carrier pipe with glued joints that extends from the interior of the building to a minimum bury depth of 5.5 feet.
- Excavate and confirm the existing pipe material and arrangement. Recover to open the hole back up. Obtain necessary parts. Excavate again and hot tap the potable water line after the chlorine contact loop with a 3/4" tapping saddle, corporation stop and PE water service line per district standards. (You could also choose to have various tapping saddles onsite and then return the unused parts. We anticipate that the line is 6" C900 PVC but are not certain.)
- Install 3/4" PE water line (to include tracer wire) from the tapping location to the building and through the building penetration. Install isolation valve at the stub inside the building to be connected by others. Cushion wrap 3/4" pipe then provide and install heat tape with thermostat above grade.

- Properly compact all excavated areas per attached excavation specification. FVAWD to pay for compaction testing.

Instrumentation and Control (contacted Fluid Design and Build for a quote)

- Install Hach CL-17 Analyzer (district to provide) and connect piping from ¾" valve left by J&K to the CL-17 inlet. Route CL-17 outlet line to drain.
- Integrate CL-17 chlorine residual reading into the existing controls system to include alarms to alert operations if chlorine residual drops below the operator defined set point.

Electrician (contacted Sawyer Electric for a quote)

- Install a new outlet near the new CL-17 location.

FVAWD/ORC

- Purchase the Hach CL-17 Chlorine Residual Analyzer
- Assist Fluid Design and Build in installing the CL-17 and provide desired alarm set points.

*Attachments:*

1. *Attachments sent the J&K Excavating including sketches and specs for the DOVE project.*

**Dawson Well**

JDS prepared a monitoring well permit application for the Dawson well which requests that it be permitted as a monitoring well which will allow the district to complete the planned Dawson well investigation. The permit needs to be signed by the District and the \$100 permit application fee payment needs to be made.

The forms can either be sent in the regular mail with a check to the DOWR office or the application can be emailed to [DWRpermitsonline@state.co.us](mailto:DWRpermitsonline@state.co.us) and then payment can be made once confirmation of receipt is received by calling 303-866-3581 (x0). Please let JDS Hydro know how the board would prefer the application be submitted and the payment made. JDS would be glad to submit the application by email, pay the bill and then pass the fee along to the district on our next bill if that is easiest.

Hydro Resources has been notified that the District would like them to complete the Dawson well investigation and has provided a scope and agreement that needs to be signed by the District. Once the monitoring well permit is obtained and the scope is signed, JDS will schedule the work. The permit application and agreement are included as attachments to this letter.

*Attachments:*

2. Monitoring Well Permit Application
3. Agreement for Dawson well investigation for Hydro Resources

Please feel free to call me directly if you have any questions or if any additional information is requested.

Sincerely,  
Gwen Dall, P.E.

**JDS-Hydro Consultants, Inc.**

