

# 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 28, 2024

### ATTENDANCE

In attendance were Directors:

David Pheteplace, President, Term Expiration: May 2025  
Nancy Wilkins, Term Expiration: May 2025  
Vincent Guthrie, Term Expiration: May 2027  
Paul McKean, Term Expiration: May 2025  
Matt Quinlan, Term Expiration: May 2027  
Gregory Hoffman, Term Expiration: May 2025  
P.K. Robinson, Term Expiration: May 2025

Also, in attendance 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.

### ADMINISTRATIVE ITEMS

The meeting was called to order at 6:01 p.m.

**Agenda** – Ms. Couture presented for the Board’s approval the proposed Agenda. Upon motion duly made by Director Hoffman, seconded by Director Wilkins and, upon vote, unanimously carried, as presented.

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

### PUBLIC COMMENTS

There was no public comment

### OPERATIONS REPORT & MAINTENANCE ITEMS

**ORC Water Professional’s Monthly Operations Report** – Ms. Begeman presented and reviewed her report with the Board. She shared production information of the Arapahoe Water Plant, which was positive. There were follow up questions from Director McKean. She shared issues with the booster pump. Spare parts were ordered for the pump and are

## RECORD OF PROCEEDINGS

---

tracking to arrive in the next 3-4 weeks. ORC has been monitoring the air in the well to check for discrepancies and recommended the Board to keep preventative maintenance for the well on their radar. She also shared production numbers for the Surface Water Treatment Plant. Director Guthrie asked a payables question. Director Pheteplice updated Ms. Begeman about the parking lot. Director McKean asked a question about weatherproofing part of the facility.

### **CAPITAL/ ENGINEERING ITEMS**

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

He shared the status of the CDPHE review submittal. Director Pheteplice asked follow up questions regarding timing of project completion for the Storm Water Treatment Plant.

Mr. Waresak also shared updates regarding the Cloven Hoof Loop project, as well. There are only a few changes being made to drawings. Director Pheteplice shared that the District was awarded \$175,000 of grant funding from the Department of Local Government. Mr. Waresak updated the Board about a meeting held with Mr. Taylor and timing for the project.

He also addressed the Emergency Interconnect Project. There was a pre-bid meeting attended by 5 contractors. Bids are due by March 14<sup>th</sup>. CORE Electric received the signed contract to proceed with services.

He confirmed the transition of the ESRI account to Forsgren.

### **FINANCIAL ITEMS**

**Treasurers Report / Bank Balances / Transactions** – Director Guthrie presented the monthly cash position and unaudited financial statements that were provided in the board packet. There was a discussion about grant expense tracking and Director Wilkins requested the draft El Paso Expense Report to be included in the Board packet, as well as the summary sheet that Ms. Couture presented.

**Billing Register Report (enclosure)** – No action was required.

**Tap Fee Report (enclosure)** – No action was required.

**Payment of Claims:** Mr. Meggers presented the current payment of claims in the amount of \$38,064.90 with auto payments totaling \$11,104.89, totaling \$49,169.79. Following review, upon motion duly made by Director Hoffman, seconded by Director Quinlin, upon vote, unanimously carried, the claims were approved, as presented.

**RECORD OF PROCEEDINGS**

---

**LEGAL ITEMS:**

**ADJOURN INTO EXECUTIVE SESSION Pursuant to §24-6-402(4)(e), C.R.S. to receive legal advice, develop negotiating positions, strategy, or instruct negotiators, pursuant to §24-6-402(4)(b), C.R.S. to consult attorney on specific legal questions.**

Motion duly made by Director Pheteplace to move into Executive Session at 7:23 p.m. seconded by Director Wilkins and, upon vote, unanimously carried, the Board moved to Executive Session to review and discuss contract negotiations regarding the Water Lines and the Taylor Easement.

Motion duly made by Director McKean to move out of Executive Session at approximately 7:35 p.m., seconded by Director Quinlin and, upon vote, unanimously carried, the Board moved to return to the regular Agenda.

Director Pheteplace asked Mr. Johnson to include reasonable revegetation funding upon receipt of the revised contract proposed by Mr. Taylor, and to seek information of other easements of the property.

Mr. Johnson shared an update regarding the water report request for Mr. Joyner. Mr. Johnson will share the report before it's released.


**OTHER BUSINESS/  
DIRECTORS  
ITEMS**

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

**AJOURNMENT**

There being no further business to come before the Board, upon motion duly made by Director McKean, seconded by Director Quinlin, upon vote, unanimously carried, the Board adjourned the meeting at 7:50 p.m.

Respectfully submitted,

  
Secretary for the Meeting

**RECORD OF PROCEEDINGS**

---

THESE MINUTES ARE APPROVED AS THE OFFICIAL FEBRUARY 28, 2024 MINUTES OF THE FOREST VIEW ACRES WATER DISTRICT BY THE BOARD OF DIRECTORS SIGNING BELOW:



David Pheteplace



Vincent Guthrie



Nancy Wilkins

*Zoom*

Gregory Hoffman



Paul McKean

*Zoom*

P.K. Robinson



Matt Quinlan