

**SPECIAL MEETING MINUTES OF THE BOARD OF DIRECTORS OF
THE FOREST HILLS METROPOLITAN DISTRICT**

February 22, 2024, 5:30 p.m.

Held via conference/Zoom call

ATTENDEES Directors present: Craig Weinberg, Michael Oakley, Victor Robert, and David Blue
Others present: Dave Lewis (Direct Discharge), Nick Marcotte (Element Engineering), and Ronda Zivalich (MAPS, Inc.)
Residents present: Michael Karpeles, Leah & Kadri Ozdemir
Guests present: None

QUORUM The meeting was called to order by Chairperson Weinberg, at 5:33 p.m. and a quorum was noted. Upon **motion** by Director Weinberg, duly seconded by Director Blue, and upon a unanimous vote, the Board approved the absence of Director Krutsch.

CHANGE IN ATTENDANCE

Dave Lewis left at 6:52 p.m.

Nick Marcotte left at 6:45 p.m.

Leah and Kadri Ozdemir left at 5:55 p.m.

Michale Karpeles left at 7:30 p.m.

CONSENT AGENDA ITEMS

1. ADMINISTRATIVE MATTERS

- A. Agenda: Move Item I.a. to discussion under Operator's report.
- B. Minutes: January 21, 2024 – No changes.
- C. Director Krutsch Announcement: Director Krutsch provided an email on February 22, 2024, notifying the Board of his resignation due to the sale of his house. He noted that he will be moving in March. Board members would reach out to other homeowners to seek interest in their serving on the Board.
- D. Ozdemir Forgiveness Request: Leah and Kadri Ozdemir provided plumber receipts and attended the meeting to provide information, regarding their request for forgiveness of excessive water usage. Their plumbers have found no cause for the 50K usage in December. The District rebilled the overage at Tier 1. After discussion, the Ozdemirs will further investigate other potential sources of the leaks within the home and report as needed. The Board agreed to review WaterScope data that Ms. Zivalich would send to the directors. Mr. Lewis will review DMR reports for unusual amounts of water traveling through the wastewater treatment plant (WWTP) and provide his findings to District management. This will be further discussed during the March meeting.

2. REPORTS

- A. Operator's Report: The Operator's report was submitted in the board packet for review.
- i. Water Outage on 2/22/24 – Xcel cut power to the water treatment plant (WTP), leaving some homeowners without water for about 30 minutes. The backup generator's transfer switch still had not be connected with the WTP's utility building. Mr. Lewis agreed to have that work expedited through Power West Systems as soon as possible. He would also ask Power West to assess repairs needed to make the WWTP generator operational.
 - ii. Mechanical/Electrical Needs for WWTP – Mr. Lewis provided very rough bids for needed repairs at approximately \$25K. He indicated that louvers and fans could be immediately repaired, but work on heating and other mechanical needs should be deferred until the roof is repaired. Upon **motion** by Director Oakley, duly seconded by Director Weinberg, and upon a unanimous vote, the Board approved having Direct Discharge (DD) proceed with repairing the highest priority items, with cost not to exceed \$25K for the total repair effort. DD would provide a fine-tuned quote to Ms. Zivalich who would then forward it to the Board.
 - iii. WWTP Compliance Issues - Mr. Lewis reported that, as of February 22, 2024, the WWTP was in 100% compliance. He noted that the chemical-feed system is inefficient and needs major repairs/upgrades. He believes the District could save upwards of 75% on chemical costs with a new or upgraded feed system.
 - iv. Pump Repairs – Mr. Lewis was working on obtaining quotes for pump replacements and would provide updates at the March meeting.
 - v. 22108 Red Hawk Continued Sewer Line Issues – The homeowner is still requesting that the District identify where their line taps into the District;s main line. After discussion, it was agreed that Ms. Zivalich and Chairperson Weinberg would schedule another call with the Graweys to further discuss.
 - vi. Ted Laves Request – After discussion it was agreed that Mr. Lewis would check the PRVs and would set them appropriately for each area. Ms. Zivalich would respond to Mr. Laves that the District would be looking into the issue and would get back in touch with him after the assessment.
- B. Engineer's Report (Element Engineering {EE}): The Engineer's report was submitted in the board packet for review.
- i. Pond 6 Culvert – The design survey was complete, and the draft design documents would be completed in the next 30 days. Mr. Marcitte noted that with the current timing for bid solicitation,

this project would likely have to be executed in the Fall of 2024 rather than this Spring.

- C. Manager's Report: The Manager's report was submitted in the board packet for review.
 - a. RKZ Email to the Community –Board members agreed to review the message after Ms. Zivalich sent it back out to them and would then provide her their comments.
 - b. Eastwood Back Gate Lock Code – The Board agreed to consider options for better securing the emergency gates, possibly including motorizing them. The Board agreed that the community should have an opportunity to provide feedback at an advertised meeting and this would be further discussed during the March meeting.

3. FINANCIAL MATTERS

- A. Claims: Through January 2024. Submitted in the board packet for review. No discussion.
- B. Financial Statements: Through January 2024. Submitted in the board packet for review. No discussion.

4. HOA MATTERS

- A. Park Upgrades 2024: HOA board member, Bernie Garvey, had provided recommendations for upgrades to the park area. However, he noted that the HOA has no experience in finding vendors to perform this type of work and turned it back over to the District. Chairperson Weinberg had reached out to Mr. Garvey to have a conversation about moving this project forward with the HOA, to which he had had no response. The Board felt the District should take over management of this project to get things moving. It was agreed that the ideas the HOA provided, regarding the playground swings, adding equipment for older children and/or adults and resurfacing the basketball court were a good starting point. Director Oakley offered to contact the playground consultant that worked on upgrades several years ago. Ms. Zivalich would contact Alpine and SaBells to ask for landscape ideas. This topic will be moved from HOA Matters to Old Business.
- B. Signs/Logo/Colors – Update: BSC had installed the signs at the bunkers and the monument. Lighting had not been working at the monument sign; and Ms. Zivalich was looking into the issue. BSC's final pay request was included in the payables for the Board's approval.

Upon **motion** by Director Weinberg, duly seconded by Director Oakley, and upon unanimous vote, the Board approved the Consent Agenda.

REGULAR AGENDA ITEMS

5. PUBLIC COMMENT – NON-AGENDA ITEMS

Michael Karpeles – Mr. Karpeles asked for an update on the District's work on PFAS. Chairperson Weinberg provided an update on what the District has done with the assistance of grant funds through CDPHE in the last few years.

6. OLD BUSINESS

- A. WWTP Roof/Interior Issues - Update: Ms. Zivalich informed the Board that the roofers require a professional engineer's evaluation and stamp on the overall stability of the building and a design for the roof, especially for the skylight area. WJE had proposed Phase 1 to complete an assessment of the building at \$9,500. Upon **motion** by Chairperson Weinberg, duly seconded by Director Oakley, and upon a unanimous vote, the Board approved WJE's bid for Phase 1. WJE will then be asked to provide a bid for the full roof design.
- B. Fire Mitigation Grant – Update: The grant had been awarded, and Ms. Zivalich would soon issue contracts for tree marking and removal. Work will be completed this Spring/Summer, base on the contractor's availability. Ms. Zivalich would send notices to the community.
- C. 22108 Red Hawk Sewer Issues – Update: Please see discussion above under 2.A.iii.
- D. CO Pond & Lake Annual Maintenance Contract – The contract was included in the board packet. This work was previously approved and accounted for in the annual budget. Upon **motion** by Director Blue, duly seconded by Director Oakley, and upon a unanimous vote, the Board approved the contract.
- E. SaBell's Annual Landscape Contract – The contract was included in the board packet. This work was previously approved and accounted for in the annual budget. Upon **motion** by Director Blue, duly seconded by Director Oakley, and upon a unanimous vote, the Board approved the contract.
- F. Diversified Underground Curb Stop Locates Purchase Order (PO) – The PO was included in the board packet. This work was previously approved and accounted for in the annual budget. Upon **motion** by Director Weinberg, duly seconded by Director Oakley, and upon a unanimous vote, the Board approved the PO.

7. NEW BUSINESS

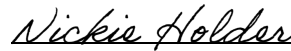
- A. Ted Laves Request that FHMD Adjust District's PRV Output Pressure: Please see discussion above under 2.A.vi.
- B. 22304 Anasazi Addition Request from JeffCO: Ms. Zivalich noted that the homeowner would simply be enclosing current decks. No further action was required.
- C. Resolution Restating and Amending the FHMD Utility Activity Enterprise: Upon **motion** by Chairperson Oakley, duly seconded by Director Blue, and upon unanimous vote, the Board approved the resolution.

9. ADJOURNMENT

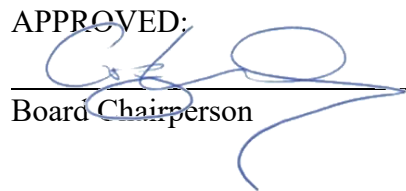
Upon **motion** by Director Weinberg, duly seconded by Director Oakley, and upon a unanimous vote, the Board approved adjournment of the meeting. There being no further business to come before the Board at this time, the meeting was adjourned at 7:47 p.m. The next regular meeting is scheduled for March 20, 2024, via conference call, beginning at 5:30 p.m.

THESE MINUTES ARE APPROVED AS THE OFFICIAL, FEBRUARY 22, 2024, SPECIAL MEETING MINUTES OF THE FOREST HILLS METROPOLITAN DISTRICT AND ITS WATER ACTIVITY ENTERPRISE BY THE RESPONSIBLE PARTIES SIGNING BELOW:

ATTEST:



Recording Secretary

APPROVED:


Board Chairperson