Forest Hills Metropolitan District
14405 West Colfax Avenue, #165
Golden, Colorado 80401
Tel: 303-495-2330
Email: admin@fhmd.net

NOTICE IS HEREBY GIVEN that a Regular meeting of the Board of Directors and the Water/Sewer Enterprise Fund of the **FOREST HILLS METROPOLITAN DISTRICT**, Jefferson County, Colorado has been scheduled for Wednesday, December 16, 2020 beginning at the hour of 5:30 PM via ZOOM video conference for the purpose of addressing those matters in the Agenda set forth below and conducting such other business as may properly come before the Board.

Board of Directors:	Office	Term/Expiration
Gary Carson	Chairperson	May 2023
Michael Oakley	Director	May 2022
Yvett Green	Treasurer	May 2023
Mike Swartzlander	Director	May 2022
Craig Weinberg	Director	May 2022
Ronda Zivalich	Secretary	(Staff)

CONSENT AGENDA

1. CALL TO ORDER
2. ADMINISTRATIVE MATTERS
    a. December 16, 2020 Regular Board Meeting Agenda
    b. Minutes for November 18, 2020 Regular Board Meeting
    c. Minutes for November 24, 2020 Special Board Meeting
    d. Minutes for December 9, 2020 Special Board Meeting
    e. Chairperson Appointment for 2021 First Half of Year
3. REPORTS
    a. Operator's Report
    b. Engineer's Report
    c. Manager's Report
4. FINANCIAL MATTERS
    a. Payment of claims for the period ending November 30, 2020
    b. Unaudited financial statements and cash positions for the period ending November 30, 2020
    c. ACH Payables
5. APPROVE CONSENT AGENDA

REGULAR AGENDA

6. PUBLIC COMMENT ON NON-AGENDA ITEMS (3 minutes per person; 60 minutes maximum)
7. OLD BUSINESS
    a. ISI West Alarm Quote (Motion)
    b. Bond Loan
    c. Eastwood Back Gate Boulders/Issues
    d. Master Planning Committee Update
        i. Road Repair, Design & Construction
        ii. Stormwater Drainage Study from EE (Motion)
        iii. French Drain/Curb Installation Requests
    e. Homeowner Communication/Website
8. NEW BUSINESS
    a. Capital Improvements and Repairs List (W/S Side)
    b. Resolution to Grant Funds to Water/Sewer Fund from General Fund
    c. Due Diligence Filing on Planned Future Storage Reservoirs
9. ADJOURNMENT

THE NEXT REGULARLY SCHEDULED MEETING:
January 20, 2021 at 5:30 P.M. via ZOOM Video Conference

FOREST HILLS
METROPOLITAN DISTRICT

14405 West Colfax Avenue #165
Lakewood, Colorado 80401
303.495.2330
www.fhmd.net

RECORD OF PROCEEDINGS

MINUTES OF THE BOARD OF DIRECTORS OF THE FOREST HILLS METROPOLITAN DISTRICT

November 18, 2020, 5:30 p.m.
Held via conference/Zoom call.

ATTENDEES Directors present: Gary Carson, Michael Oakley, Mike Swartzlander, Craig Weinberg, and Yvett Green.
Others present: Ronda Zivalich (MAPs, Inc.), Jordan Herzing and Gabby Begeman (ORC Water Professionals), Nickie Holder (NMHolder Financial, Inc.) and Nick Marcotte (Element Engineering).
Residents present: Brenda Shuler, Anne and Winston Nutt, Tony Creech and Steve Iskalis
Guests: None

QUORUM The meeting was called to order by Chairperson Carson at 5:30 p.m. and a quorum was noted.

CHANGE IN ATTENDANCE

Jordan Herzing, Gabby Begeman and Nick Marcotte left at 7:15 p.m.

CONSENT AGENDA ITEMS

1. ADMINISTRATIVE MATTERS

A. Agenda: No changes necessary.

B. Minutes: No changes necessary.

2. REPORTS

A. Operator's Report: The Operator's Report was submitted in the BOD packet for review. Jordan Herzing informed the Board that a new ISI Alert System should be installed at the WTP as there currently is not one. Total cost estimate for the system will be $2,595.00, plus an antenna for an additional $295. An annual monitoring subscription would be $585/yr.

This year's videoing of the sewer lines indicates there are repairs needed in some areas. ORC obtained a bid of $9,800 to effect the most urgent repairs and recommends this project be included in the 2021 budget.

Chairperson Carson and Ms. Zivalich have discussed an idea to have a "preferred plumber," who can read WaterScope data, be a resource for homeowners who have potential leaks. The District would recommend said plumber to homeowners and they would hire them at their expense, but fees would be at a reduced cost and the plumber would be able to review WaterScope until no more leaks are detected, saving owners money on return visits by plumbers. The Board stressed that ORC should never go into individual homes to try to find leaks in their system.

Jordan also noted that Genesee Water asked about getting a gate clicker for entrance to the community and he will send contact information to Ms. Zivalich/Ms. Holder.

B. Engineer's Report (Element Engineering {EE}): The Engineer's Report was submitted in the BOD packet for review. Upon **motion** by Chairperson Carson, duly seconded by Director Green, the Board approved moving forward with the advertisement for the booster pump station solicitation.

C. Manager's Report: The Manager's Report was submitted in the BOD packet for review.

3. FINANCIAL MATTERS

A. Claims: Through October 2020. Submitted in the BOD Packet for review.

B. Financial Statements: Through October 2020. Submitted in the BOD packet for review.

C. ACH: The process for paying vendors via ACH, starting in 2021, was discussed, and the Board agreed with moving forward.

Upon **motion** by Chairperson Carson, duly seconded by Director Swartzlander, and upon vote, unanimously carried, the Board approved the Consent Agenda items.

REGULAR AGENDA ITEMS

4. PUBLIC COMMENT (if any)

None

5. OLD BUSINESS

A. Crack Sealing Road Schedule: A quote for $15k had been received to perform the crack seal of the roads, and the District had added this work to the Elite Surface Infrastructure (ESI) contract for 2020 road repairs. ESI will do the work during the first week of December 2020. Director Oakley and Brenda Shuler will work to ensure the work is performed to the specifications of the District.

B. 2021 Proposed Budget Public Hearing: Prior to the public hearing the Board discussed questions regarding each fund. Chairperson Carson called to order the public hearing on the 2021 Budget. There being no comments, the public hearing was closed.

Upon **motion** by Director Oakley, duly seconded by Chairperson Carson, the Board voted 3 to 2 to defer the $17,000 line item for cleaning and videoing of the sewer pipes to the 2022 Budget.

Upon **motion** by Director Oakley, duly seconded by Chairperson Carson, the Board voted 4 to 1 to approve the 2021 proposed budget.

The Board noted that an amendment to the 2021 budget will likely be made in January or February of 2021.

C. 2021 Water & Sewer Rate Hearing: Chairperson Carson called to order a public hearing on the water and wastewater rates. There being no comments, the public hearing was closed.

After discussion and upon **motion** by Chairperson Carson, duly seconded by Director Oakley, the Board voted 3 to 2, to not raise the rates for calendar year 2021. Directors Green and Weinberg abstained.

D. Current Water Billing, Abatements, and Approval Process: After discussion, this item will be tabled until a Special Board meeting is held the week of November 23, 2020.

E. Reimbursement Request for Water Damage at 22148 Red Hawk Lane: Chairperson Carson provided the Board with the background of events leading to the water damage at 22148 Red Hawk Lane. Mr. Creech commented that he did not ask for a reimbursement from the Board for his water damage costs.

Upon **motion** by Chairperson Carson, duly seconded by Director Swartzlander, and upon vote, unanimously carried, the Board voted not to reimburse Mr. Creech for any expenses relating to the water damage.

F. Revised District Bylaws: Director Oakley revised the current District Bylaws, updating them to align with current Colorado statutes and recommendations from the Colorado Special District Association's (SDA) Manual for Board Members, with the only deviation from the recommendations being that the District's Chairperson rotates every six months. Updated Bylaws were sent to all Board members for review prior to the board meeting. Upon **motion** by Chairperson Carson, duly seconded by Director Oakley, and upon vote, unanimously carried, the Board approved the updates to the District Bylaws.

G. Homeowner Communication: As discussed at prior board meetings, homeowner communication is a priority of the District. The website is one of the main forms of communication between the Board and FHMD residents. After discussion and upon **motion** by Chairperson Carson, duly seconded by Director Oakley, and upon vote, unanimously carried, the Board approved $3,500 for design and implementation of a new website. Payments are to be made as milestones are met and not in a lump sum.

H. Haynie and Company Engagement Letter – Audit 2020: Upon **motion** by Director Green, duly seconded by Director Oakley, and upon vote, unanimously carried, the Board approved the 2020 Audit engagement letter with Haynie & Company.

6. NEW BUSINESS

A. Assign Assistant Secretary from Board membership: After discussion and upon **motion** by Director Oakley, duly seconded by Director Green,

and upon vote, unanimously carried, the Board approved District Manager Zivalich to serve as the Board Secretary. Upon **motion** by Chairperson Carson, duly seconded by Director Green, and upon vote, unanimously carried, the Board approved Director Swartzlander as the Board Secretary in the event District Manager Zivalich is not available to sign documents.

B. District Manager Authority and Reporting: After discussion, the Board reaffirmed that the District Manager will adhere to the current District Procurement Procedures Policy, which can be found on the District's website.

C. Ballot Issue Next Steps:
   a. Road Repair Design & Construction – Upon **motion** by Director Oakley, duly seconded by Director Swartzlander, and upon vote, unanimously carried, the Board appointed District Manager Zivalich and Director Oakley to take the lead on the 2021 Road Projects.
   b. D.A. Davidson & Co. Engagement Letter – Upon **motion** by Director Oakley, duly second by Director Green, and upon vote, the Board approved the engagement letter as presented by a vote of 4 to 1, Director Swartzlander abstained.

7. ADJOURNMENT

Upon **motion** by Chairperson Carson, duly seconded by Director Swartzlander, and upon vote, unanimously carried, 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 8:27 p.m. The next regular meeting is scheduled for December 16, 2020, via conference call beginning at 5:30 p.m.

THESE MINUTES APPROVED AS THE OFFICIAL NOVEMBER 18, 2020 MINUTES OF THE FOREST HILLS METROPOLITAN DISTRICT AND ITS WATER ACTIVITY ENTERPRISE BY THE BOARD OF DIRECTORS SIGNING BELOW:

ATTEST:

_____

Recording Secretary

APPROVED:

_____

Chairperson

FOREST HILLS
METROPOLITAN DISTRICT

14405 West Colfax Avenue #165
Lakewood, Colorado 80401
303.495.2330
www.fhmd.net

RECORD OF PROCEEDINGS

MINUTES OF THE BOARD OF DIRECTORS OF THE FOREST HILLS METROPOLITAN DISTRICT

November 24, 2020, 5:30 p.m.
Held via conference/Zoom call.

ATTENDEES Directors present: Gary Carson, Michael Oakley, Mike Swartzlander, Craig Weinberg, and Yvett Green.
Others present: Ronda Zivalich (MAPs, Inc.), and Nickie Holder (NMHolder Financial, Inc.).
Residents present: Steve Iskalis
Guests: Kyle Thomas, DA Davidson

QUORUM This Special meeting was called to order by Chairperson Carson at 5:30 p.m. and a quorum was noted.

REGULAR AGENDA ITEMS

1. ADMINISTRATIVE MATTERS

Agenda – Upon motion by Director Oakley, duly seconded by Director Greenthe Board voted 5 to 0 to approve the November 24, 2020 agenda.

2. PUBLIC COMMENT (if any)

None

3. DA DAVIDSON BANK SELECTION

The November 2020 ballot issues passed. At this time, the District will move forward with financing options for general fund roadwork and refinancing of the current bonds. The Board reviewed the proposals from two banks that were received by DA Davidson. Upon **motion** by Chairperson Carson, duly seconded by Director Green, the Board voted 5 to 0 to approve the proposal from BOK and their option 1 with the interest rate of 2.29% and the Yield Maintenance clause.

4. TANK ALARM APPROVAL

ORC Water Professionals (ORC) have recommended installation of a tank alarm for the water tank. The Board will table the approval for the alarm until the District Manager discusses clarification of pricing with ORC, prior to the December 2020 regular board meeting.

5. ABATEMENT SPREADSHEET/OFFERS

Prior to the Board meeting, the Abatement Committee met and discussed offering abatements for several homeowners. The Committee calculated the amount of each abatement and prepared letters to those customers. The Committee provided its recommendation to the Board. Upon **motion** by Director Oakley, duly seconded by Chairperson Carson, the Board voted 5 to 0 to approve the recommended abatements. The District Manager and ORC will work together to coordinate meter installation in homes that do

not have them currently installed, are having transmission issues, or that have said they do not want them installed.

6. EXECUTIVE SESSION (if any)

None

7. ADJOURNMENT

Upon **motion** by Director Oakley, duly seconded by Chairperson Carson, and upon vote, unanimously carried, 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 6:20 p.m. The next regular meeting is scheduled for December 16, via conference call beginning at 5:30 p.m.

THESE MINUTES APPROVED AS THE OFFICIAL NOVEMBER 24, 2020 MINUTES OF THE FOREST HILLS METROPOLITAN DISTRICT AND ITS WATER ACTIVITY ENTERPRISE BY THE BOARD OF DIRECTORS SIGNING BELOW:

ATTEST:

_____

Recording Secretary

APPROVED:

_____

Chairperson

FOREST HILLS
METROPOLITAN DISTRICT

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Lakewood, Colorado 80401
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RECORD OF PROCEEDINGS

MINUTES OF THE BOARD OF DIRECTORS OF THE FOREST HILLS METROPOLITAN DISTRICT
December 9, 2020, 5:30 p.m.
Held via conference/Zoom call.

ATTENDEES Directors present: Gary Carson, Mike Oakley, Mike Swartzlander, Craig Weinberg, and Yvett Green.
Others present: Ronda Zivalich (MAPs, Inc.), and Nickie Holder (NMHolder Financial, Inc.).
Residents present: None
Guests: Kyle Thomas (DA Davidson), Lyal Preiss (DA Davidson) and Ken Guckenberger (Kutak Rock)

QUORUM This Special meeting was called to order by Chairperson Carson at 5:30 p.m. and a quorum was noted.

REGULAR AGENDA ITEMS

1. ADMINISTRATIVE MATTERS

Agenda – Upon motion by Director Oakley, duly seconded by Director Swartzlander, the Board voted 5 to 0 to approve the December 9, 2020 agenda as presented.

2. PUBLIC COMMENT (if any)

None

3. RESOLUTION APPROVING THE ISSUANCE OF THE DISTRICT'S GENERAL OBLIGATION REFUDING NOTE, SERIES 2020A, AND TAXABLE GENERAL OBLIGATION NOTE, SERIES 2020B, FOR THE PURPOSE OF REFUNDING THE DISTRICT'S OUTSTANDING GENERAL OBLIGATION BONDS, SERIES 2009, AND GENERAL OBLIGATION REFUNDING BONDS, SERIES 2009B, FINANCING STREET IMPROVEMENTS, AND PAYING COSTS OF ISSUANCE

Mr. Guckenberger and Mr. Thomas explained the terms of the new notes to the Board that the District will be closing on December 11, 2020. There are two pieces: 1. the District will be paying off the current 2009 Bonds which have a principal payoff amount of $1,045,000; 2. the District will receive financing in the amount of $785,000 to finance the road project for 2021 and for issuance costs. The rate of the new note, Series A and B, will be 2.46%. Mr. Thomas confirmed the interest rate may drop to 79% of the current rate if the District can incorporate an access plan for the main gate such that the District roads can be classified as "public".

After discussion and upon **motion** by Director Oakley, duly seconded by Director Swartzlander, and upon vote, the Board voted 5 to 0 to approve the resolution approving the issuance of the District's general obligation refunding note, series 2020A, and taxable general obligation note, series

2020B, for the purpose of refunding the District's outstanding general obligation bonds, series 2009, and general obligation refunding bonds, series 2009B, financing street improvements, and paying costs of issuance.

4. ADJOURNMENT

Upon **motion** by Director Swartzlander, duly seconded by Director Weinberg, , the Board unanimously approved adjournment of the meeting. There being no further business to come before the Board at this time the meeting was adjourned at 6.03 p.m. The next regular meeting is scheduled for December 16, via conference call beginning at 5:30 p.m.

THESE MINUTES APPROVED AS THE OFFICIAL NOVEMBER 24, 2020 MINUTES OF THE FOREST HILLS METROPOLITAN DISTRICT AND ITS WATER ACTIVITY ENTERPRISE BY THE BOARD OF DIRECTORS SIGNING BELOW:

ATTEST:

_____

Recording Secretary

APPROVED:

_____

Chairperson

Forest Hills Metropolitan District

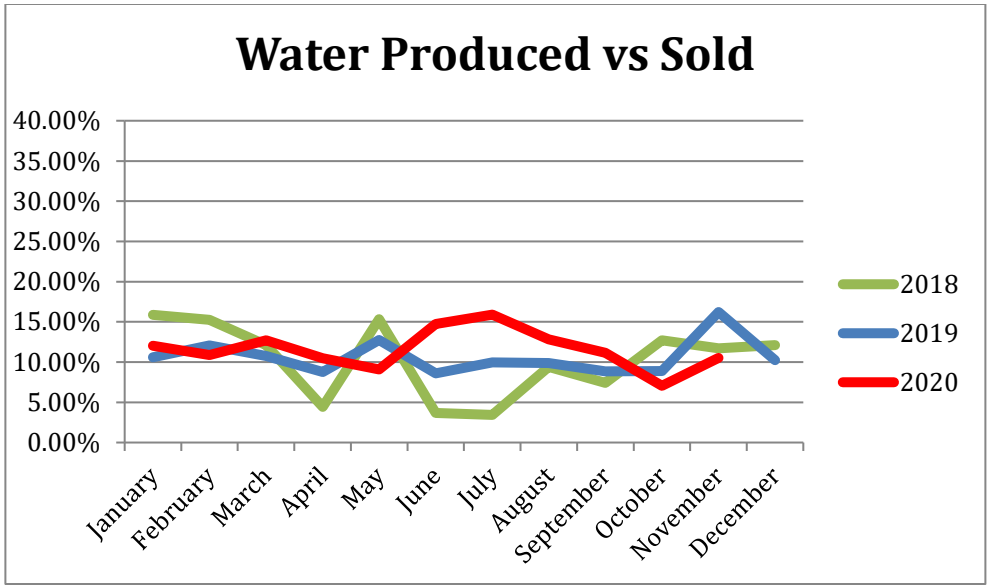
Operations Report
November 2020

Prepared by Jordan Herzing, ORC Water Professionals

Water Treatment Facility

- The storage tank has remained within comfortable limits. The tank does not have any alert system installed if the level were to drop suddenly. A remote alert system is recommended by Antx (supplier of the Lift Station and WWTF alarm remote monitoring system).
- Tank levels are checked on a routine basis multiple times per week.
- Chlorine residual analysis was performed and the analysis was acceptable.
- Routine Bacteriological sampling was performed from a rotating address listing and the results were absent for total coliform bacteria.
- All spin-down filters & filter housings have been rinsed and cleared of debris accumulated from groundwater.
- Wells equipped with time clocks have been adjusted for winter production.
- See the total gallons produced through the WTP versus the total metered usage to arrive at the discrepancy between water produced and sold. November had the lowest production/usage of the year.

2020	Plant Production	Metered Usage	Discrepancy
January	745,000	655,300	12.04%
February	624,000	556,200	10.87%
March	659,000	575,300	12.70%
April	937,000	839,000	10.46%
May	888,000	807,300	9.09%
June	1,088,000	927,700	14.73%
July	997,000	838,500	15.90%
August	1,129,000	984,200	12.83%
September	1,037,000	921,500	11.14%
October	847,000	787,300	7.05%
November	595,000	532,400	10.52%
December			
TOTAL	9,546,000	8,424,700	11.75%



Wastewater Treatment Facility

- Monthly influent and effluent samples were taken, and the results were well within the regulatory limits. A copy of the Discharge Monitoring Report DMR is attached to this submittal. DMRs are submitted to the State and EPA on a monthly basis on or before the 28th day of the following month per the Colorado Discharge Permit System.
- The road leading down to the wastewater facility was damaged during a scheduled delivery causing large dips in on the west side of the driveway down to the facility. We recommend the road be graded to ensure large dips do not cause issues for sludge hauling vehicles during snowy/icy conditions.
- During scheduled sludge hauling, to prevent the pump out and hauling of unnecessary volumes of water, the raw sewage is transferred to an equalization tank. This tank used to contain a pump to automatically transfer this material back to the normal location after an event. Unfortunately, this does not exist currently and therefore a manual pumping arrangement

has been set up. This manual arrangement required much effort from operations and we would like to see this automated in the future as a capital improvement.
- The small pump utilized for this manually pumping down the equalization tank has been repaired and a new pump will not need to be purchased to accommodate this function of the facility. The alternative would be to haul away approximately 5000 additional gallons of water that can be treated.

Recirculation Ponds

- The recirculation ponds are shut down for the winter.
- Monthly readings take place to evaluate storage. This documentation is provided to RESPEC monthly.
- The inlet pond will be examined early in the spring to determine if sediment removal will be necessary for operation of recirculation pumps.
- The air compressor for Pond 6 will be adjusted to run continuously through the winter.

Distribution System

- A few spare Metron registers have been ordered to have ready for installation for any future registers that stop sending data to Waterscope.

DMR Copy of Record

Permit

Permit #:	**CO0037044**	**Permittee:**	Forest Hills Metro District	**Facility:**	FOREST HILLS METROPOLITAN DIST
Major:	No	**Permittee Address:**	14405 W Colfax Ave Ste 165 Lakewood, CO 80401	**Facility Location:**	22933 FOREST HILLS DR GOLDEN, CO 80401
Permitted Feature:	300 Influent Structure	**Discharge:**	**300-I** Influent Measurements		

Report Dates & Status

Monitoring Period:	**From 10/01/20 to 10/31/20**	**DMR Due Date:**	**11/28/20**	**Status:**	**NetDMR Validated**

Considerations for Form Completion

Influent samples must be collected, analyzed and reported monthly regardless of whether an effluent discharge occurred. Plant capacity - report hydraulic @ MLOC=P; organic @ MLOC=Q. Hydraulic capacity = 0.05 MGD; organic capacity = 96 lbs BOD-5\Day.

Principal Executive Officer

First Name:		**Title:**		**Telephone:**	
Last Name:					

No Data Indicator (NODI)

Form NODI: --

Parameter		Monitoring Location	Season #	Param. NODI		Quantity or Loading					Quality or Concentration					# of Ex.	Frequency of Analysis	Sample Type
Code	Name					Qualifier 1	Value 1	Qualifier 2	Value 2	Units	Qualifier 1	Value 1	Qualifier 2	Value 2	Qualifier 3	Value 3	Units			
00180	**Plant capacity fact. percent of capacity**	P - See Comments	0	–	Sample								=	62.18			23 - %		01/30 - Monthly	CA - CALCTD
					Permit Req.									Req Mon 30DA AVG			23 - %		01/30 - Monthly	CA - CALCTD
					Value NODI															
00180	**Plant capacity fact. percent of capacity**	Q - See Comments	0	–	Sample								=	48.57			23 - %		01/30 - Monthly	CA - CALCTD
					Permit Req.									Req Mon 30DA AVG			23 - %		01/30 - Monthly	CA - CALCTD
					Value NODI															
00530	**Solids, total suspended**	G - Raw Sewage Influent	0	–	Sample								=	186.0	=	186.0	19 - mg/L		01/30 - Monthly	CP - COMPOS
					Permit Req.									Req Mon 30DA AVG		Req Mon MX 7D AV	19 - mg/L		01/30 - Monthly	CP - COMPOS
					Value NODI															
50050	**Flow, in conduit or thru treatment plant**	G - Raw Sewage Influent	0	–	Sample	=	0.031089	=	0.044656	03 - MGD									01/01 - Daily	RC - Recorder (auto)
					Permit Req.		Req Mon 30DA AVG		Req Mon DAILY MX	03 - MGD									01/01 - Daily	RC - Recorder (auto)
					Value NODI															

Submission Note

If a parameter row does not contain any values for the Sample nor Effluent Trading, then none of the following fields will be submitted for that row: Units, Number of Excursions, Frequency of Analysis, and Sample Type.

Edit Check Errors

No errors.

Comments

Attachments

No attachments.

Report Last Saved By

Forest Hills Metro District

User:	JHERZING
Name:	Jordan Herzing
E-Mail:	jherzing@orcwater.com
Date/Time:	2020-11-16 11:56 (Time Zone: -07:00)

Report Last Signed By

User:	JULIESORENSEN
Name:	Julie Sorensen
E-Mail:	jsorensen@orcwater.com
Date/Time:	2020-11-19 10:54 (Time Zone: -07:00)

DMR Copy of Record

Permit

Permit #:	**CO0037044**	**Permittee:**	Forest Hills Metro District	**Facility:**	FOREST HILLS METROPOLITAN DIST
Major:	No	**Permittee Address:**	14405 W Colfax Ave Ste 165 Lakewood, CO 80401	**Facility Location:**	22933 FOREST HILLS DR GOLDEN, CO 80401
Permitted Feature:	001 External Outfall	**Discharge:**	**001-A** Discharge to Mount Vernon Creek		

Report Dates & Status

Monitoring Period:	**From 10/01/20 to 10/31/20**	**DMR Due Date:**	**11/28/20**	**Status:**	**NetDMR Validated**

Considerations for Form Completion

Oil and grease - see I.A.2, pg 3. If no chlorine was used, report "NCT" (no chlorine treatment). Report influent samples on DMR marked 300I/300Q.

Principal Executive Officer

First Name:		**Title:**	**Telephone:**
Last Name:			

No Data Indicator (NODI)

Form NODI: --

Parameter Code	Parameter Name	Monitoring Location	Season #	Param. NODI		Quantity or Loading Qualifier 1	Quantity or Loading Value 1	Quantity or Loading Qualifier 2	Quantity or Loading Value 2	Quantity or Loading Units	Quality or Concentration Qualifier 1	Quality or Concentration Value 1	Quality or Concentration Qualifier 2	Quality or Concentration Value 2	Quality or Concentration Qualifier 3	Quality or Concentration Value 3	Quality or Concentration Units	# of Ex.	Frequency of Analysis	Sample Type
00400	**pH**	1 - Effluent Gross	0	--	Sample						=	7.02			=	7.47	12 - SU		01/07 - Weekly	GR - GRAB
					Permit Req.						>=	6.5 MINIMUM			<=	9.0 MAXIMUM	12 - SU		01/07 - Weekly	GR - GRAB
					Value NODI															
00530	**Solids, total suspended**	1 - Effluent Gross	0	--	Sample								=	9.0	=	9.0	19 - mg/L		01/30 - Monthly	CP - COMPOS
					Permit Req.								<=	30.0 30DA AVG	<=	45.0 MX 7D AV	19 - mg/L		01/30 - Monthly	CP - COMPOS
					Value NODI															
00610	**Nitrogen, ammonia total [as N]**	1 - Effluent Gross	10	--	Sample								=	0.2	=	0.2	19 - mg/L		01/30 - Monthly	CP - COMPOS
					Permit Req.								<=	4.0 30DA AVG	<=	33.0 DAILY MX	19 - mg/L		01/30 - Monthly	CP - COMPOS
					Value NODI															
00640	**Nitrogen, inorganic total**	1 - Effluent Gross	0	--	Sample										=	3.38	19 - mg/L		01/30 - Monthly	CP - COMPOS
					Permit Req.											Req Mon DAILY MX	19 - mg/L		01/30 - Monthly	CP - COMPOS
					Value NODI															
00665	**Phosphorus, total [as P]**	1 - Effluent Gross	0	--	Sample	=	3.15	=	3.15	76 - lb/mo			=	0.47	=	0.47	19 - mg/L		01/30 - Monthly	CP - COMPOS
					Permit Req.		Req Mon 30DA AVG		Req Mon DAILY MX	76 - lb/mo			<=	1.0 30DA AVG		Req Mon DAILY MX	19 - mg/L		01/30 - Monthly	CP - COMPOS
					Value NODI															
00665	**Phosphorus, total [as P]**	P - See Comments	0	--	Sample	=	24.98	=	4.00	50 - lb/yr									01/30 - Monthly	CA - CALCTD
					Permit Req.	<=	80.0 ANNL AVG		Req Mon DAILY MX	50 - lb/yr									01/30 - Monthly	CA - CALCTD
					Value NODI															
03582	**Oil and grease**	P - See Comments	0	--	Sample															
					Permit Req.										<=	10.0 INST MAX	19 - mg/L		77/77 - Contingent	GR - GRAB
					Value NODI											9 - Conditional Monitoring - Not Required This Period				
50050	**Flow, in conduit or thru treatment plant**	1 - Effluent Gross	0	--	Sample	=	0.021913	=	0.027288	03 - MGD									01/01 - Daily	RC - Recorder (auto)
					Permit Req.	<=	0.05 30DA AVG		Req Mon DAILY MX	03 - MGD									01/01 - Daily	RC - Recorder (auto)
					Value NODI															
51040	**E. coli**	1 - Effluent Gross	0	--	Sample								<	1.0	<	1.0	13 - #/100mL		01/30 - Monthly	GR - GRAB
					Permit Req.								<=	126.0 30DA GM	<=	252.0 MX 7D GM	13 - #/100mL		01/30 - Monthly	GR - GRAB
					Value NODI															
81011	**Solids, suspended percent removal**	K - Percent Removal	0	--	Sample						=	95.16					23 - %		01/30 - Monthly	CA - CALCTD
					Permit Req.						>=	85.0 MO AV MN					23 - %		01/30 - Monthly	CA - CALCTD
					Value NODI															
84066	**Oil and grease visual**	1 - Effluent Gross	0	--	Sample			=	0.0	AB - abs!=0;prs!=1									01/07 - Weekly	VI - VISUAL
					Permit Req.				Req Mon INST MAX	AB - abs!=0;prs!=1									01/07 - Weekly	VI - VISUAL
					Value NODI															

Hi Ronda,

I verified with isiWest that each device requires a separate annual plan. We recently renewed the subscription for the 3 devices that we have (For Lift station #1, Lift Station #2, and the WWTP). These subscriptions are set to expire May 30th, 2022. IsiWest confirmed with Cattron that we can get a prorated subscription for the Aquavx for the WTP for 1 year and 5 months ($49/month) so that service for all the devices can be renewed at the same time. I've attached the quote, please let me know if you or the Board has any other questions regarding this. Thanks.

Regards,

Jordan Herzing
ORC Water Professionals
11919 W I-70 Frontage Road, Suite 116A
Wheat Ridge, CO 80033
Cell: 303-829-1334
Office: 720-287-0605

*isi*WEST
WATER AND WASTEWATER TREATMENT, TRANSFER AND CONTROL EQUIPMENT
495 N Denver Ave | Loveland, CO 80537 | 970-535-0571 | www.isiwest.com

November 16, 2020

Gabby Begeman
ORC Water Pros
11919 W I-70 Frontage Rd Ste 116A
Wheat Ridge, CO 80033
303-548-3320
gbegeman@orcwater.com

PROJECT: Forest Hills Metropolitan District WTP - Remote Monitoring
QUOTE#: 1120-009-4138

SCOPE OF QUOTATION

THIS PROPOSAL IS GOVERNED BY AND SUBJECT TO ALL THE TERMS AND CONDITIONS PER ATTACHED EXHIBIT "A".

***isi*WEST** IS PLEASED TO OFFER THE FOLLOWING ITEMS:

We propose to furnish the following items of equipment at the price and terms set forth herein.

A. Cattron Aquavx with Verizon Modem and Clear Window Door on NEMA 4X Enclosure

P/N: 3100-9900-2040
Aquavx includes: 10 digital inputs, 4 analog inputs, 2 relay outputs, 58 Modbus RTU PLC Channels (20 digital inputs, 30 analog inputs, 8 digital outputs),display, 40W internally mounted power supply, stubby LTE antenna, modem activation and backup battery in a NEMA 4X Enclosure.
Dimensions: 10”W x 12”H x 6”D

Price Each: $2,595.00

B. Optional External High Gain Antenna Kit

P/N: 5000-0041
External outdoor omni-directional 5dbi gain LTE antenna kit. Includes antenna, surge suppressor, 2’ and 20’ antenna cables.

Price Each: $295.00

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C. Premier Service Plan

Includes reporting on "change of state" and immediate alarm notifications via text, email and voice. Data is presented in a text format and includes picture graphics for lift stations and plants (i.e. tanks, pumps, floats, level, generators, etc.). Provides ability to generate reports, make configuration changes as well as trending and graphing of data.

Price Each: $588.00/year

This proposal was prepared without plans and / or specifications and is our best interpretation of the provided information. If additional information becomes available, then isiWEST reserves the right to requote. It remains the purchaser's responsibility to verify quantities and compliances. Backcharges will not be accepted unless we have been notified in writing prior to work being done.

Applicable sales taxes, freight and installation costs must be added to all quoted prices. Prices are good for 30 days from quote date. Payment terms are Net/30 days. A penalty equal to the maximum allowable interest rate will be applied to overdue accounts.

Sincerely,

Frank Henderson, P.E.
307-460-0125

isiWEST
Water and Wastewater Treatment, Transfer and Control Equipment
495 N Denver Ave | Loveland, CO 80537 | 970-535-0571 | www.isiwest.com

EXHIBIT "A"

INSTRUMENT & SUPPLY, INC. - TERMS AND CONDITIONS OF SALE

1. **ACCEPTANCE** - This proposal is submitted to Purchaser subject to the terms and conditions hereinafter set forth. There are no agreements or representations, verbal or otherwise, outside this proposal. Upon the acceptance hereof by Purchaser of this proposal, whether verbal or written, this proposal shall become a binding contract. In the event that purchaser submits its own purchase order in lieu of accepting this proposal in the method described above, (a) none of the terms of such purchase order which differ from or are in addition to the terms hereof, shall become a part of the contract and Seller specifically objects to such different or additional terms, and (b) the submission by Purchaser and the Seller as an unequivocal acceptance to this proposal and the terms, and a contract shall thereupon become effective.

2. **SHIPPING DATE** - The shipping date specified herein is approximate only. Seller recognizes the desirability of making delivery promptly. However, Seller shall not be responsible for any loss or damage resulting from any delay in delivery or failure to deliver the equipment (as used herein "equipment" refers to all equipment materials, accessories and/or parts which Seller proposes to sell hereunder) where such delay or failure is caused by fire, flood, natural causes, labor troubles (including strikes, slowdowns and lockouts), war, Government regulations, riots, civil disorders, interruption of or delay in transportation, power failure, inability to obtain materials and supplies, accidents, acts of God, or any other cause beyond Seller's control.

3. **PACKING** - Prices include packing for domestic truck shipments only.

4. **SHIPMENTS** - All prices are F.O.B. factory except where it is specifically stated that they are freight allowed. Where freight is allowed, the prices are F.O.B. point of shipment with freight prepaid (allowed) to nearest freight station in the United States (except Alaska, Hawaii, Canal Zone and Insular Possessions). The point of origin of shipment, the method of transportation and the routing of shipments are optional with seller. No allowance is made for transportation if Purchaser accepts delivery at factory or warehouse. If the Purchaser specifies on order "shipment collect", it should be clearly understood that there will be no credit allowance made for freight.

At the Purchaser's request, shipment may be made by air, railroad express, rail and/or water freight, in lieu of truck. In such case, any additional expense incurred will be billed to the Purchaser. If shipment is accepted by the Purchaser at one destination and re-forwarded to him, the re-forwarding is at the Purchaser's expense.

5. **PRICES** - Unless otherwise specified by Seller, prices set forth herein are firm, provided within thirty (3) days after the date hereof, this proposal becomes a binding contract as hereinabove provided, and provided further that Purchaser furnishes Seller with all necessary drawings duly approved by the Purchaser within thirty (30) days after submission of drawings to the Purchaser by Seller. Where shipment is requested by Purchaser beyond the normal shipment schedule, or in the event that shipment is deferred at the request of the Purchaser or by reason of Government action, Purchaser agrees to pay at Seller's option a delayed delivery storage fee at the rate of 2% of the equipment price per month beyond the normal shipping date.

6. **TAXES** - Prices specified herein do not include any federal, state or municipal sales, use, excise or other taxes. Therefore, in addition to the prices specified herein, the amount of any such sales, use, excise or other taxes applicable to the sale of the equipment

shall be paid by Purchaser or in lieu thereof Purchaser shall furnish Seller with tax exception certificates acceptable to said taxing authorities.

EXHIBIT "A" - PAGE 2

INSTRUMENT & SUPPLY, INC. - TERMS AND CONDITIONS OF SALE

7. **PAYMENTS** - Terms of payment are **NET 30 DAYS** from invoice date unless otherwise stated. All past due amounts are subject to a service charge at the maximum legal rate allowed by the State of Arkansas. If Purchaser's financial condition does not justify continuance of production or shipment

8. On the terms of payment - specified herein, Purchaser will, upon request by Seller, furnish further assurance of ability to make payments. Seller may also refuse to make shipment except upon payment of cash fully or partially in advance. Prorate payments shall become due and payable as partial shipments are made hereunder. In the event delay in making any partial shipment is caused by Purchaser, payment for such shipment shall be due on the date Seller notifies Purchaser that Seller is prepared to make such shipment.

Purchaser shall be responsible for the payment of all costs and expenses of collection of all payments due seller, including reasonable attorney's fees, whether or not a lawsuit are actually filed. In the event it should become necessary to file legal action for collection or interpretation of the terms of this agreement, Purchaser and Seller hereby agree that the jurisdiction and venue of any such action are proper in the courts of Garland County, State of Arkansas.

9. **TITLE** - The title to equipment specified herein, and to any and all additions and accessories thereto
And substitutions therefore, shall remain with seller until the purchase price thereof is paid in full.

10. **CANCELLATION** - When this proposal becomes a binding contract as hereinabove provided, the
Purchaser may cancel the same at any time prior to shipment, but only upon payments to seller of reasonable cancellation charges, which shall include expenses already incurred, the cost to seller of canceling it and Seller's anticipated profit.

11. **WARRANTY** - The original manufacturer warranty will apply on all new equipment and parts
Purchased from Seller. New equipment manufactured by Seller is warranty to be free from defects in material and workmanship under normal use and service for a period of one (1) year from the date of shipment; seller's obligation under this warranty being limited to repairing or replacing at its option any part found to its satisfaction to be so defective provided that such part is, upon request, returned to Seller's factory from which it was shipped, transportation prepaid. This warranty does not cover parts damaged by decomposition from chemical action or wear caused by abrasive materials, nor does it cover damage resulting from misuse, accident, neglect, or from Improper operation, maintenance, installation, modification or adjustment. This warranty does not cover parts repaired outside seller's factory without prior written approval. Seller makes no warranty as to starting equipment, electrical apparatus or other material not of its manufacture, since the same are usually covered by warranties of the respective manufacturers thereof.

In the event, notwithstanding the terms of this agreement, it is determined by a court of competent jurisdiction that an express warranty has been given by Seller to Purchaser with respect to performance characteristics of said equipment, Seller's liability for breach of the same shall be limited to accepting return of such equipment F.O.B. plant of manufacture, refunding any amount

paid thereon by Purchaser (less depreciation at the rate of 15% per year if Purchaser has used equipment for more than thirty (30) days) and canceling any balance still owing on equipment.

EXHIBIT "A" - PAGE 3

INSTRUMENT & SUPPLY, INC. - TERMS AND CONDITIONS OF SALE

12. **COMPLIANCE WITH LAWS** - Purchaser shall be solely responsible for securing any necessary permits under and for compliance with all safety, health and sanitation laws, ordinances and regulations in connection with the installation and operation of the equipment. Purchaser agrees to provide Seller, upon request, with evidence of the securing of

any such permits and of compliance with any such laws, ordinances and regulations, although Seller may rely exclusively on Purchaser's representations, hereby made, that it shall secure permits and comply with such laws, ordinances and regulations.

13. **INDEMNIFICATION** - It is understood that Seller has relied upon data furnished by and on behalf of Purchaser with respect to the safety aspects of the equipment, and that is Purchaser's responsibility to assure that the equipment will, when installed and put in use, be in compliance with safety requirements fixed by law and otherwise legally adequate to

safeguard against injuries or damage to person or property. Purchaser hereby agrees to defend, indemnify and hold harmless Seller, its agents and employees against any and all losses, costs, damages claims, liabilities or expenses, including but not limited to reasonable attorney's fees, arising out of or resulting from any injury or damage to any person or property caused by the inadequacy of safety features, devices or characteristics in the equipment or in the installation, use or operation of the same, except claims for repair or replacement of defective parts as provided in Paragraph 10 hereof.

14. **RISK OF LOSS** - The risk of loss of or damage to the equipment is on Purchaser from and after delivery to Purchaser or to carrier from shipment to Purchaser.

15. DISCLAIMER OF CONSEQUENTIAL DAMAGES, LIQUIDATED DAMAGES OR PENALTIES
SELLER SHALL NOT BE LIABLE FOR CONSEQUENTIAL DAMAGES, LIQUIDATED DAMAGES OR PENALTIES WHETHER OR NOT CAUSED BY SELLER'S NEGLIGENCE. "CONSEQUENTIAL DAMAGES" FOR THE PURPOSE OF THIS AGREEMENT SHALL INCLUDE, BUT NOT BE LIMITED TO, LOSS OF USE, INCOME OR PROFIT, OR LOSS OR DAMAGE TO PROPERTY (INCLUDING, BUT WITHOUT LIMITATION, PRODUCTS MANUFACTURED, PROCESSED OR TRANSPORTED BY THE USE OF THE EQUIPMENT) OCCASIONED BY OR ARISING OUT OF THE OPERATION, USE, INSTALLATION, REPAIR OR REPLACEMENT OF THE EQUIPMENT OR OTHERWISE.

16. **GENERAL -**
(a) No modification hereof shall be binding upon Seller unless such modification is in writing signed by a duly authorized representative of Seller.
(b) If any part hereof is contrary to, prohibited by, or deemed invalid under applicable laws or regulations, such provision shall be inapplicable and deemed omitted to the extent so contrary, prohibited or invalid, but the remainder hereof shall not be invalidated thereby and shall be given effect so far as possible.
(c) The waiver of the breach of any obligation to be performed by either party hereunder shall not constitute a waiver of any other like or difference breach.

(d) The entire understanding between the parties hereto is as set forth herein and any promises,

EXHIBIT "A" - PAGE 4

INSTRUMENT & SUPPLY, INC. - TERMS AND CONDITIONS OF SALE

representations, warranties or guarantees not herein contained shall have no force and effect unless in writing, signed by Seller and Purchaser.

Accepted by: _____.

Company Name: _____.

Date: _____.

ELEMENT ENGINEERING LLC
DILIGENT • INNOVATIVE • RESPONSIVE

ENGINEER'S PROGRESS REPORT

TO: Forest Hills Metropolitan District

FROM: Element Engineering, LLC

DATE: December 16, 2020

SUBJECT: Progress Report on Current Projects – **New Items Bold**

GENERAL ENGINEERING

The Forest Hills Metropolitan District WWTP discharge permit was recently issued by CDPHE. This discharge permit includes more stringent ammonia and E. coli limits and new limits for Total Inorganic Nitrogen (TIN). These limits become effective September 31, 2023, August 31, 2020, and August 31, 2023 respectfully.

The discharge permit also includes a compliance schedule with deadlines to meet the new TIN, Ammonia, and E. Coli limits. In order to meet these compliance schedules Element has met with district staff (management and operators) to determine possible operational and physical changes/updates to the WWTP with the overall goal being to meet limits with minimal capital improvements to the plant. Discussions are ongoing, and Element has drafted a list of potential modifications/improvements for district staff consideration.

The new TIN limit becomes effective August 31st, 2023. Therefore, all improvements to the facility must be completed before that. However, we recommend a period of time for the operator to tweak changes and show compliance prior to the actual CDPHE deadline. Therefore, we recommend the following schedule:

- Design of Upgrades (Working with Fluidyne, and ORC): July 2021
- Finalize Design of Upgrades, Bid Improvements, and Begin Construction Work: March 2022
- Finalize Construction Work: July 2022
- Operational Proving Period: July 2022 – July 2023

There are three reporting deadlines associated with the project as required in the permit, these are: August 31, 2021, August 31, 2022, and February 29, 2023. CDPHE has set these dates envisioning that a full design submittal must be completed and approved through the engineering section. However, modifications required are minor enough that Element does not believe CDPHE approval is necessary.

WATER BOOSTER PUMP STATION REPLACEMENT PROJECT

The booster pump station PNA has been approved by CDPHE. Element Engineering is now working on the design of the booster pump station. Element staff met with ORC and surveying staff onsite prior to the start of the survey. The survey also includes point locations of all the district's valves, hydrants, PRV vaults,

and the interconnect. We have completed the survey of all district owned valves, hydrants, vaults, and the project (storage tank area). A water model of the district's entire system was developed. A public meeting was held during the April meeting for this project. Due to comments received during the public meeting CDPHE has asked the district to address additional environmental comments. The loan application for the project has been submitted to CDPHE. The loan application and loan documents will not be completed by CDPHE until the additional environmental work is complete.

We have received all necessary drawings from the pump manufacturer including the vault and pump skid. Element staff met onsite with our electrical engineer to finalize electrical plans. The full design will be complete by the end of October including electrical design.

Element completed a fire flow analysis of the existing system (pumps, pump bypass line). The results of this fire flow analysis show that the existing system cannot, under any circumstance, provide 1,500 gpm fire flow to the district, even using the pump bypass line.

An onsite meeting was held with Respec Engineering on December 9th.

This project has been approved to move forward. Final drawings have been sent to district staff (operations and management) and district board for review. Final drawings will be sent to the district board. The project will be sent to CDPHE for review upon receiving and completing comments from all parties. CDPHE review may take approximately a month with bidding in June or July.

The district's attorney has reviewed the contract documents and has provided comments. All comments have been incorporated into the bidding documents.

The project has been advertised with the following bid schedule:

Project Advertisement: Week of Dec. 14th,2020

Plans and Specifications Available: Dec.16th, 2020

Mandatory Pre-Bid Meeting: Jan. 12th, 2021 10:00 a.m. (Forest Hills is a gated community, therefore the pre-bid meeting will be the only time for contactors to visit the site)

Last day for Questions: Jan. 28th, 2021 by 4:00 p.m.

Last day for issuance of Addenda: Feb. 2nd, 2021

Public Bid Opening: Feb. 9th, 2021, 10:00 a.m. at the office of Element Engineering, 12687 W. Cedar Drive, Suite 300 Lakewood CO 80228.

NOA Issued (Approximate): Feb. 18th, 2021

Pre-Con/Notice to Proceed: (Approximate): March. 2nd, 2021

Start Construction (Approximate): March 2nd, 2021

Project Completion Date: July 29th, 2021

(150 Calendar Days, allows for 100-day equipment order and delivery)

DRAINAGE STUDY

Element has worked with board member Mike Oakley to develop a proposal for an initial evaluation of the district's drainage infrastructure. It was determined that the following scope of services:

1. One (1) full day visual survey along with board member representative – This survey will allow Element to document known trouble areas and visually survey culverts and other drainage infrastructure.

2. Complete office work to document data from visual survey and create exhibit for coordination with survey crew. Brief onsite meeting with survey crew.

3. Field survey (2-man crew) two (2) ten-hour days of field work along with survey base file generation – This work is intended to allow a survey crew time to perform a basic topographical survey of the known trouble spots so that the issue in those areas can be properly analyzed.

4. Memo and Map – Generate a memorandum and map summarizing findings from the visual survey and topographical survey. Summarize trouble areas and reasons why drainage issues are occurring. Generate basic cost estimates for future budgeting purposes.

The not to exceed fee for this work, including two (2) days of survey field work is $10,400. Additional survey work can be completed at a daily rate of $1,500 per day. **A detailed summary of assumed hours was previously sent to the board.**

UTILITY LOCATES

A utility locate log is attached to this report.

	Date Called In	Locate by Date	Ticket Number	Address	Type of Work	Location	Comments (i.e. extended or meet request)	Response Posted
1	12/13/2019	1/10/2020	A000800686-00A	22157 Red Hawk Lane	CATV Main Replace	Locate 50' radius of comcast ped. On east side of lot and continue locate north approx 250' to next pedistle to include 50' swath	Meeting request for 1/10 @ 9am.	002 @ 9:50 AM Met on-site with caller at requested time. Provided best available documentation to caller and discussed best approach for proposed work to be performed. Provided my cell to call with any further questions regarding the 4 lines located.
2	1/8/2020	1/10/2020	A000802103-00A	I-70 Overpass	Fiber conduit new	From intersection travel down I-70 WB off ramp approx ramp approx 90'; to CDOT hand hole on N shoulder of ramp.	Outside of District	002 @7:15 AM
3	1/8/2020	1/10/2020	A000802247-00A	I-70 Overpass	Fiber conduit new	from intersection travel w along wb I70 on ramp approx 3/10 of a mile to CDOT hand hole on N shoulder.	Outside of District	002 @ 7:15AM
4	1/22/2020	1/24/2020	A002208019-00A	I-70 Overpass	Fiber conduit new	From intersection Travel W down WB on ramp approx. 700 ft. to CDOT hand hole on N shoulder of ramp. Locate a 20 ft radius of handhole.	Outside of District	002 @ 7:30 AM
5	2/1/2020	2/5/2020	A003200057-00A	830 Genesee Ridge Rd	Cathodic protection Install	locate both front and east side of the lot ROW to ROW. Working on gas main that runs on the east side of property in the grass	Outside of District	002 @ 8 AM 2/3/2020
6	2/1/2020	2/5/2020	A003200059-00A	931 Mt. Rose Way	Cathodic protection Install	Locate the entire lot ROW to ROW, working on gas main in the grass of the rear lot	Locate area marked with paint, however frozen ground prevented placement of flags. Snow likely over next few days, call for remark if unable to see at time of work.	001 @ 12 PM 2/3/2020
7	2/14/2020	2/19/2020	A004500941-00A	22555 Tree Top lane	Gas Service Replacement	Locate entire lot include ROW on treetop lane in front of address	Water and sewer lines marked, present only along Treetop Ln. south of lot	001 @ 1 PM 2/17/2020
8	3/3/2020	3/5/2020	A006302584-00A	22559 Springflower Dr.	Comcast drop bury 12"	locate 10' radius from power at house to pedestal, follow the temp. cable	All water/sewer lines located within street, no record of service line locations, no conflicts.	002 @ 7:40 AM 3/4/2020
9	2/1/2020	3/6/2020	A006403005-00A	830 Genesee Ridge Rd	Cathodic protection Install	locate both front and east side of the lot ROW to ROW. Working on gas main that runs on the east side of property in the grass	Outside of District	002 @ 7:30 AM 3/6/2020
10	2/1/2020	3/6/2020	A006403010-00A	931 Mt. Rose Way	Cathodic protection Install	Locate the entire lot ROW to ROW, working on gas main in the grass of the rear lot	Locate area marked with paint and flags. Note the water line parallel to gas main in rear lot belongs to Genesee Water & Sanitation District. Contact them for locates	001 @ 12 PM 3/6/2020
11	3/11/2020	3/13/2020	A007101753-00A	22473 Anasazi Way	Comcast drop bury 12"	Locate 10' radius from power at house to pedestal, follow the temp orange cable on site	All water/sewer lines located within street, no record of service line locations, no conflicts.	002 @ 1 PM 3/11/2020
12	3/4/2020	4/2/2020	A009100339-00A	830 Genesee Ridge Rd	Cathodic protection Install	locate both front and east side of the lot ROW to ROW. Working on gas main that runs on the east side of property in the grass Update/marks need refreshing	Outside of District	002@8:40 AM 3/31/2020
13	3/4/2020	4/2/2020	A009100343-00A	931 Mt. Rose Way	Cathodic protection Install	Locate the entire lot ROW to ROW, working on gas main in the grass of the rear lot. Update/marks need refreshing	Refreshed locate area marker flags. Please note that this locate area is a water line turnout. The water main parallel to gas main in rear lot belongs to Genesee Water & Sanitation District. Contact them for locates.	002@11:45 AM 4/2/2020
14	4/3/2020	4/7/2020	A009401737-00A	22559 Springflower Dr.	Comcast drop bury 12"	locate 10' radius from power at house to pedestal, follow the temp. cable	All water/sewer lines located within street, no record of service line locations, no conflicts.	002 @ 12:30 PM 4/7/2020
15	4/16/2020	4/20/2020	A010701566-00A	830 Genesee Ridge Rd	Cathodic protection Install	locate both front and east side of the lot ROW to ROW. Working on gas main that runs on the east side of property in the grass Update/marks need refreshing	Outside of District	002 @ 7:45 AM 4/17/20
16	4/16/2020	4/20/2020	A010701572-00A	931 Mt. Rose Way	Cathodic protection Install	Locate the entire lot ROW to ROW, working on gas main in the grass of the rear lot. Update/marks need refreshing	Locate area marked with paint and flags. Note the water line parallel to gas main in rear lot belongs to Genesee Water & Sanitation District. Contact them for locates	002 @ 1:30 PM 4/20/20
17	4/20/2020	4/22/2020	A011102740-00A	820 Genesee Ridge Road	Backfill/grading	Locate front lot	Outside of District	002 @ 7:50 AM 4/21/20
18	4/21/2020	4/23/2020	A011200401-00A	931 Mt Rose Way	Cathodic protection Install	Locate the entire lot ROW to ROW, working on gas main in the grass of the rear lot.	Locate area re-marked with paint and flags. Note the water line parallel to gas main in rear lot belongs to Genesee Water & Sanitation District. Contact them for locates	001 @ 3PM 4/21/2020
19	4/21/2020	4/23/2020	A011200405-00A	830 Genesee Ridge Rd	Cathodic protection Install	locate both front and east side of the lot ROW to ROW. Working on gas main that runs on the east side of property in the grass Update/marks need refreshing	Canceled	002 @ 4/22/2020
20	5/14/2020	5/18/2020	A013502673-00A	854 Elk Park Drive	Tree Planting	Locate rear lot	No conflict, no water/sewer lines located in rear lot.	002 @ 8:30 AM 5/15/2020
21	5/14/2020	5/21/2020	A014002953-00A	854 Elk Park Drive	Tree Planting	Locate rear lot - Update due to main guard gate	No conflict, no water/sewer lines located in rear lot.	002 @ 5 PM 5/19/2020
22	5/22/2020	5/27/2020	A014300778-00A	22294 Anasazi Way	Comcast drop bury 12"	Locate lot from power at the unit to the pedestal. Follow orange temp line, mark a 10' swath.	All water/sewer lines located within street, no record of service line locations, no conflicts.	002 @ 12:15 PM 5/22/2020
23	6/2/2020	6/5/2020	A015400693-00A	935 Castle Ridge Road	Comcast drop bury 12"	Locate entire lot from pwer at unit to pedestal	No water/sewer mains within lot, no record of water/sewer service line locations. No	002 @ 5 PM 6/3/2020
24	6/4/2020	6/8/2020	A015601373-00A	849 Eastwood Dr.	Stump Removal	Locate rear lot	No water/sewer mains located in rear lot. No record of service line locations. No conflicts.	002 @ 1 PM 6/4/2020
25	6/8/2020	6/10/2020	A016002064-00A	22616 Forest Hills Dr.	Comcast drop bury 12"	Locate lot from power at unit to the pedestal. Follow orange temp line and mark a 10' swath.	No water/sewer mains within lot, no record of water/sewer service line locations. No conflicts	002 @ 2:30 PM 6/8/2020
26	6/25/2020	6/29/2020	B017700492-00B	1154 Grapevine Rd	electric pole to be installed	locate 50' radius of white paint	no conflict location not in district	002 @ 10:30 AM 6/29/2020
27	7/3/2020	7/8/2020	A018500349-00A	22464 Anasazi Way	Deck extension	locate rear lot	No water/sewer mains located in rear lot. No record of service line locations. No conflicts.	002 @ 12:40 PM 7/6/2020
28	7/7/2020	7/9/2020	A018902286-00A	Forest Hills Drive and Hill and Dale Rd.	From intersection go south approx. 275', then locate 100' square box staking with 100' east from start point.	Site Preparation	Locate area marked with paint and flags to best of my ability. Ground too hard to support flags in most of locate area. Please see attached photos and sketch of the three water/sewer lines that run north/south down Hill & Dale Road.	001 @ 3:30 PM 7/8/2020
29	7/28/2020	7/30/2020	A021000985-00A	23358 Fescue Dr.	Comcast drop bury 12"	Locate from power unit to pedestal follow temp line and mark 10' swath	Outside of District	002 @ 3:30 PM 7/30/2020
30	7/29/2020	7/31/2020	A021101133-00A	22488 Springflower Dr.	Landscaping	locate entire lot	All water/sewer lines located within street, no record of service line locations, no conflicts	002 @ 12:15 PM 7/31/2020
31	7/30/2020	8/3/2020	A021200787-00A	Forest Hills Drive and Nakota Drive	Asphalt Patching	Locate entire intersection and continue N, E, and W approx 100' in each direction	Located and marked valves and manholes within asphalt as requested	001 @ 2 PM 8/3/2020
32	7/30/2020	8/3/2020	A021200798-00A	Solitude Lane and Eastwood Drive	Asphalt Patching	Locate entire intersection and continue N, S, E and W approx 100' in each direction	Located and marked valves and manholes within asphalt as requested	001 @ 2 PM 8/3/2020
33	7/30/2020	8/3/2020	A021200825-00A	Forest Hills Dr. and Genesee Ridge Rd.	Asphalt Patching	Locate from intersection south approx. 1800 ft. on Forest Hills Dr. to a point approx. 100' east of Anasazi Way	Located and marked valves and manholes within asphalt as requested	001 @ 2 PM 8/3/2020
34	7/30/2020	8/3/2020	A021201892-00A	22212 Chippewa Lane	Comcast drop bury 12"	Locate power at the unit to the pedestal. Follow temp line, mark 10' swath	All water/sewer lines located within street, no record of service line locations, no conflicts.	002 @ 12:30 PM 7/31/2020
35	8/11/2020	8/13/2020	A022401757-00A	22488 Springflower Dr.	Comcast drop bury 12"	Locate lot from power at the unit to the pedestal. Follow orange temp line, mark a 10' swath.	All water/sewer lines located within street, no record of service line locations, no conflicts.	002 @ 2:54 PM 8/11/2020
36	8/11/2020	8/13/2020	A022400350-00A	22004 Anasazi Way	Rotomilling	Locate from address entire anasazi way to end of road.	Located and marked valves and manholes within asphalt within Anasazi Way	001 @ 3:45 PM 8/12/2020
37	9/1/2020	9/3/2020	A024500521-00A	720 Summerwood Dr	Pole Mount/Coax Cable New	Locate rear lot	All water/sewer lines located within street, no record of service line locations, no conflicts.	002 @ 11 AM 9/2/2020
38	9/22/2020	9/24/2020	B026600438-00B	22594 Treetop Lane	Sewer service repair	Locate NW side of hous out 50' and the street in front of driveway 40' in both directions from ROW to ROW.	Locate areas marked with paint and flags. No record of service line location exists. Two cleanouts for this lot were observed in the field. Attached is exhibit from original 1983 sewer plans states a lift station was intended. Unable to field locate.	001 @ 8:50 PM 9/23/2020
39	9/28/2020	9/28/2020	A027200485-00A	22594 Treetop Lane	Sewer service repair	Emergency out of service marking instructions, locate west side of lot including eastwood drive.	Met on-site with contractor to discuss waterline location within Eastwood Drive in relation to sewer main. Sewer service line will likely cross over water main at depth of 4', will use caution within Eastwood Dr. Water line typ. At 7-ft below surface.	001 @ 10 AM 9/28/2020
40	9/28/2020	9/28/2020	A027203318-00A	22594 Treetop Lane	Sewer service repair	Emergency out of service marking instructions, locate west side of lot including eastwood drive.	Duplicate ticket cleared previously today	002 @ 9:30 PM 9/28/2020
41	10/5/2020	10/7/2020	A027900126-00A	1154 S Grapevine Rd	New fence	loc: NW corner of lot. Please call prior to arrival due to owner wanting to show area.	Outside of District	002 @ 4 PM 10/5/2020
42	10/9/2020	10/14/2020	A028301478-00A	829 Eastwood Dr.	Comcast drop bury 12"	Locate from power at the unit to the pedestal. Follow temp line mark 10' path.	Marked locate area along Eastwood Drive. No record of service line locations, but marked cleanouts that were observed. No conflicts.	001 @ 12 PM 10/14/2020
43	11/17/2020	11/20/2020	A032202753-00A	23004 Whispering Woods	Invisible Fence New	Locate entire property, excavating no deeper than 6-inches	no conflicts with invisible fence.	002 @ 12:30 PM 11/19/2020

Drainage Evaluation

COST AND MAN-HOUR ESTIMATES BY TASK

Rate Schedule $/HR

Task Descriptions	Project Manager	Senior Project Engineer	Project Engineer	CADD Technician	Construction Observer	Sub-consultants	Direct Expenses	Total Task Hours	Total Task Cost
	$ 140	$ 115	$ 105	$ 100	$ 95				
Bid Package									
Field Survey 2 days Crew (2-10 hour days x $150 hr.)						$ 3,000		0	$ 3,000
Survey Base Files ($75 x 8 hrs.)						$ 600		0	$ 600
Element One Day In Field (10 hrs), followup in field with surveyors to go over areas (6 Hrs.)	16							16	$ 2,240
Summarize Field Data from walk through, Create Map and send to Surveyors	8							8	$ 1,120
Memo and Map on necessary repairs	8			10				18	$ 2,120
Sumbmit to Board, address with board changes and provide cost estimates	8			2				10	$ 1,320
Subtotal	40	0	0	0	0		0	24	**$ 10,400**

Manager Report December 2020

General

Agreements

The following contracts and/or purchase orders were created and approved in November 2020.

- MAPS PO for transition services
- Noble PO for 2021 snow removal

Invoices/ACH/Autopay Payments

Invoices were reviewed and approved on December 9, 2020. NM Holder and I have created a letter to go to vendors to collect banking information to begin ACH payments. Autopay set up will also be researched. The Board needs to decide on authorization protocols for ACH/autopay (i.e., DM and board member or just DM).

Billing/Abatements

AMCOBI confirmed that meter leak detection information (if present) is not added to customer bills as the software does not allow for customization.

ORC confirmed that meter read fees will not be increased in 2021. The District should consider increasing the fees (processing fee) to individuals that require visual meter reads, if those owners continue refuse to have a smart meter installed.

Four letters were sent out offering abatements to customers. All four offers have been accepted and credits applied to their accounts and/or a check cut. The letters that were sent in August and were not returned with receive a secondary letter offering abatement one more time with an expiration date of December 31, 2020. Please see the attached abatement spreadsheet for more information.

District Credit Card

Gary Carson ordered a credit card for the District and it was received on 12/9/2020.

Resolution to Grant Transfer of Funds

A resolution has been distribution for consideration by the Board to allow the District to "grant" up to $25K of funds annually from the general fund to the water/sewer fund.

Repairs & Capital Improvements List

ORC, Element Engineers and FHMD is working on resurrecting the capital improvements list. The intent will be to list and track not only the life span of District infrastructure/assets but also estimated costs enabling the District to plan for future repairs and needs. A rough draft has been prepared and is attached to this report. This list will eventually be included in the Master Plan for the W/S side.

Water

Booster Pump Station

Element Engineers prepared the advertisement for solicitation and FHMD ordered placement of the ad in the December 17, 2020 Golden Transcript. An updated project schedule can be found in EE's report.

Storage Tank

ORC is recommending an alert system be installed on the tank which requires an alarm, antennae, and individual monitoring subscription. Further explanation of this recommendation is included in ORC's report and will be discussed during the regular board meeting.

Hydrant Flush

It was decided that the hydrant flush will be rescheduled for May 2021, after the valves are exercised, typically by May 15.

Distribution System

The Board voted to defer the second half of videoing of piping to 2022. ORC has scheduled this for the Summer of 2022.

Sleeve damage that was discovered during this year's videoing is scheduled to be repaired in January 2021.

Ponds

The recirculation ponds have been shut down for the Winter. It is noted that Pond 6 is currently frozen over.

It is noted that the sediment pile from cleaning the inlet pond cannot be added to next year. The pile will need to be moved to another location to allow for space for cleaning next Spring. Doyle will be contacted to provide a bid for removal of the debris in early 2021.

Smart Meters

The current smart meter installation spreadsheet was reviewed and updated by me and ORC. Owners who have refused to install smart meters will be contacted and problem meter homes will be contacted to replace registers or meters. Please see the attached spreadsheet for further explanation.

Stormwater Draining Study

Element Engineers bid with detailed costs is included in the board packet for approval.

Water Rights

Diligence Filing – WD-1, 18CW3050 and Planned Future Storage Reservoirs. HROD letter to be discussed during board meeting under new business.

Other

A few owners have requested that the District add French drains and/or curbs to divert water from draining down driveways and/or hills and into homes. To be discussed during the board meeting under new business.

Wastewater Treatment Facility

Road/Hill to WWTP

The hill to the WWTP was damaged by a delivery vendor and has caused large ruts on the west side. Noble has been contacted and he was able to smooth it out some of the ruts before more snow came. The roadway is now iced over at and nothing else can be done at this point. When/if the ice melts, they could potentially smooth it out a little more.

Noble noted that the sewer road needs to be rebased soon as there is not much of the base left. He also recommends adding a few more culverts to curb erosion of the roadway. Approximate costs to rebase and add two culverts would be about $10K (rebase) and $2,400 (culverts).

Roads

Crack/Seal Work

Crack seal work was started but some areas were still covered with ice and could not be worked on. Director Oakley is working on rescheduling once the snow/ice have melted to complete the work.

Eastwood Back Gate

Noble was asked to look at this chained/gated entrance as the boulders currently placed keep getting moved so cars can get around the locked gate. He recommends placing two 4-ton boulders on either side of the gates so that they cannot be moved and would be large enough cars would not be able to drive around them. He estimates the cost of purchasing two boulders, trucking onsite and placement would cost approximately $2,500.

Repairs and Capital Improvements List 2020.12 **Forest Hills Metropolitan District** **12/10/2020**

Description	Cost Estimate	Budgeted?	Date Scheduled	Date Completed	Notes
Water					
Booster pump station design	$ 52,210	Yes (2019)	ongoing		Design nearing completion; Loan application must be updated
Replace booster pump station	$ 500,000	Yes (2019)	31-Dec-2019		Final report from RESPEC received and distributed
Pond 6 aeration improvements	$ 15,000	Yes (2019)	31-Dec-2019		Low priority
Pond 6 and Pond 4 Dam Safety Items	$ 10,000	No	31-Dec-2019		Partially completed
New ARV and vault at Eastwood Drive gate	$ 10,000	No			On hold
Install extension and raise valve box for FH near Lift Station #1		No			Low priority…FH is still operational
Install extension for FH at Forest Hills Drive and Anasazi Way		No			Low priority…FH is still operational
Repairs to Water Distribution System					
Conditionally decreed reservoirs - next diligence compliance date		No	31-Dec-2024		Annual efforts should be made towards pursuing implementation
Wastewater					
WWTP TIN Permit Limit		No	31-Aug-2023		Deadline for construction completion
WWTP E. coli Permit Limit		No	31-Aug-2020		Deadline for study results; Update submitted on 17 Mar 2020
Repair WWTP building roof	$ 20,000	No			On hold
Upgrade effluent pump controls		No			On hold
Install pump, controls, piping for EQ/overflow tank automatic pump back	$10,000	No			
Consider UV disinfection	?$50,000	No			Run ROI versus chemicals
Influent Flume Improvements	?	No			Innacurate readings based on location
Repairs to Collection System	?				
Consider aerobic digester	?	No			Run ROI versus sludge hauling
Roads					
Forest Hills Drive and Panorama Point	$ 95,000	Yes (2020)			Initiate design and bidding documents production
Speed Bumps	$ 20,000	No			Incorporate with Forest Hills Drive project
Bollards (Forest Hills Drive & Red Hawk Lane; Sleepy Hollow & Springflower)	$ 5,000	No			Plus bollards damaged by resident
Review storm drains and clean		No			On hold
Address erosion on Summerwood		No			Low priority
Level bollards		No			Need to inventory
Facilities					
Playground Improvements	$ 60,000	Yes (2020)			
Rules signs at Pond 6	$ 500	No			Draft signs in development
Install lights at big sign		No			On hold
Fire mitigation along Forest Hill Drive and on District-owned property	$ 15,000	Yes (2020)			
Painting entrance signs		No			On hold

Forest Hills Metro District
Balance Sheet
As of November 30, 2020

	{12} General Fund	{15} Debt Service	{14} Capital Projects	{16} Water & Sewer	Total
ASSETS					
Current Assets					
Checking/Savings					
12-1000 · First Bank - Checking (GF)	$ 6,345.60	$ -	$ -	$ -	$ 6,345.60
16-1000 · First Bank - Checking (WS)				82,282.56	82,282.56
12-1150 · Colotrust	120,630.52				120,630.52
12-1160 · Colotrust - CTF	8,566.55				8,566.55
15-1150 · Colotrust (DS)	-	41,423.31			41,423.31
Total Checking/Savings	135,542.67	41,423.31	-	82,282.56	259,248.54
Accounts Receivable					
16-1300 · A/R - Customers	-			9,216.83	9,216.83
16-1305 Allowance for doubtful accounts				-	-
Total Accounts Receivable	-	-	-	9,216.83	9,216.83
Other Current Assets					
Cash with County Treasurer					
12-1200 - Cash with County Treasurer	-				-
12-1310 Property taxes receivable	225,268.00				225,268.00
15-1310 Property taxes receivable		296,833.00			296,833.00
12-1400 - Prepaid Expenses	6,217.70				6,217.70
16-1400 - Prepaid Expenses				6,272.33	6,272.33
Total Cash with County Treasurer	231,485.70	296,833.00	-	6,272.33	534,591.03
Intercompany Transactions					
12-1450 · Due from Other Funds	86,615.40				86,615.40
14-1450 · Due to/from other Funds			-		-
15-1450 · Due from other Funds (DS)		-			-
16-1450 · Due from other Funds (WS)				(86,615.40)	(86,615.40)
17-1450 · Due from other Funds (CTF)				-	-
Total Intercompany Transactions	86,615.40	-	-	(86,615.40)	-
Total Other Current Assets	86,615.40	-	-	(86,615.40)	-
Total Current Assets	453,643.77	338,256.31	-	11,156.32	803,056.40
Fixed Assets					
12-1500 - Security Gates	-				-
14-1710 · Streets			1,794,920.34		1,794,920.34
14-1720 · Erosion System			61,089.00		61,089.00
14-1730 · Landscaping			152,954.00		152,954.00
14-1740 · Recreation			237,152.75		237,152.75
14-1750 · Accumulated Depreciation			(1,870,050.75)		(1,870,050.75)
16-1700 - Construction in Progress				51,030.50	51,030.50
16-1750 · Accumulated Depreciation (WS)				(2,686,077.76)	(2,686,077.76)
16-1760 · Water System				2,572,900.55	2,572,900.55
16-1770 · Sewer System				2,677,695.94	2,677,695.94
Total Fixed Assets	-	-	376,065.34	2,615,549.23	2,991,614.57
Other Assets					
15-1510 · Original Issue Discount		467.41			467.41
15-1900 - Amount provided for Debt		1,294,777.39			1,294,777.39
Total Other Assets	-	1,295,244.80	-	-	1,295,244.80
TOTAL ASSETS	**$ 453,643.77**	**$ 1,633,501.11**	**$ 376,065.34**	**$ 2,626,705.55**	**$ 5,089,915.77**

Forest Hills Metro District
Balance Sheet
As of November 30, 2020

	{12} General Fund	{15} Debt Service	{14} Capital Projects	{16} Water & Sewer	Total
LIABILITIES & EQUITY					
Liabilities					
Current Liabilities					
Accounts Payable					
12-2000 · Accounts Payable	$ 35,852.30	$ -			$ 35,852.30
14-2000 · Accounts Payable (CP)			$ -		-
12-2005 - Credit Card Payable	-			$ -	-
14-2005 · Retainage Payable (CP)			-		-
15-2000 · Accounts Payable (DS)		-			-
16-2000 · Accounts Payable (WS)				23,392.61	23,392.61
Total Accounts Payable	35,852.30	-	-	23,392.61	59,244.91
Other Current Liabilities					
12-2010 · Deposit in Lieu of Surety Bond	1,000.00				1,000.00
15-2016 - Bonds payable - short term		250,000.00			250,000.00
12-2020 Property taxes deferred	225,268.00				225,268.00
15-2020 Property taxes deferred		296,833.00			296,833.00
15-2025 · Accrued Interest		10,244.80			10,244.80
15-2050 - Construction deposit				-	-
Total Other Current Liabilities	226,268.00	557,077.80	-	-	783,345.80
Total Current Liabilities	262,120.30	557,077.80	-	23,392.61	842,590.71
Long Term Liabilities					
15-2015 · Bonds Payable - Long Term		1,035,000.00			1,035,000.00
15-2040 - Investment in Fixed Assets			376,065.34		376,065.34
Total Long Term Liabilities	-	1,035,000.00	376,065.34	-	1,411,065.34
Total Liabilities	262,120.30	1,592,077.80	376,065.34	23,392.61	2,253,656.05
Equity					
12-3080 · Retained Earnings	292,953.44				292,953.44
14-3060 - Net Investment in Capital Assets (CP)					-
14-3080 · Retained Earnings (CP)			-		-
15-3060 - Net Investment in Capital Assets (DS)					-
15-3080 · Retained Earnings (DS)		60,119.58			60,119.58
16-3060 · Net Assets - Invstd Captl Asset				2,615,549.23	2,615,549.23
16-3080 · Retained Earnings (WS)				(2,125.17)	(2,125.17)
Net Income	(101,429.97)	(18,696.27)	-	(10,111.12)	(130,237.36)
Total Equity	191,523.47	41,423.31	-	2,603,312.94	2,836,259.72
TOTAL LIABILITIES & EQUITY	**$ 453,643.77**	**$ 1,633,501.11**	**$ 376,065.34**	**$ 2,626,705.55**	**$ 5,089,915.77**

FOREST HILLS METROPOLITAN DISTRICT

2018 Actual, 2019 Actual, 2020 YTD and Budget

As of November 30, 2020, Preliminary

	2018		2019		2020	
	Actual	Original Budget	Actual	Original Budget	Actual	Amended Budget
General Fund:						
Total Revenue	294,670	249,617	266,228	250,610	260,751	258,246
Total Expenditures	(267,306)	(308,424)	(166,422)	(182,790)	(362,187)	(352,466)
Net Revenue (Expenditures)	**27,364**	**(58,807)**	**99,806**	**67,820**	**(101,436)**	**(94,220)**
Interfund Transfers	-	-	-	-	-	-
Water & Sewer Fund:						
Total Revenue	322,977	292,280	295,821	792,280	288,679	798,940
Total Expenditures	(291,309)	(284,174)	(308,247)	(797,963)	(298,792)	(801,930)
Net Revenue (Expenditures)	**31,668**	**8,106**	**(12,426)**	**(5,683)**	**(10,113)**	**(2,990)**
Interfund Transfers	-	-	-	-	-	-
Capital Fund:						
Total Revenue	-	-	-	-	-	-
Total Expenditures	-	-	-	-	-	-
Net Revenue (Expenditures)	-	-	-	-	-	-
Interfund Transfers	-	-	-	-	-	-
Debt Fund:						
Total Revenue	330,527	327,365	322,405	322,013	297,627	300,400
Total Expenditures	(322,223)	(322,221)	(322,015)	(322,369)	(316,321)	(316,320)
Net Revenue (Expenditures)	**8,304**	**5,144**	**390**	**(356)**	**(18,694)**	**(15,920)**
Combined Funds:						
Total Revenue	948,174	869,262	884,454	1,364,903	847,057	1,357,586
Total Expenditures	(880,838)	(914,819)	(796,684)	(1,303,122)	(977,300)	(1,470,716)
Net Revenue (Expenditures)	**67,336**	**(45,557)**	**87,770**	**61,781**	**(130,243)**	**(113,130)**
Fund Balance End of Year:						
General	214,786	127,971	273,693	227,166	161,914	186,180
Capital	-	-	-	-	-	-
Water & Sewer	(55,255)	95,977	64,268	54,132	(1,426)	89,378
Total	**159,531**	**223,948**	**337,961**	**281,298**	**160,488**	**275,558**
Debt Fund Balance	**51,425**	**51,461**	**51,425**	**59,675**	**51,425**	**43,832**
Assessed Value		**8,958,166**		**8,963,176**		**9,276,027**
Mill Levies:						
General		24.285		24.285		24.285
Debt		36.500		32.000		32.000
Total		**60.785**		**56.285**		**56.285**
Minimum Emergency Reserves		*$ 27,445*		*$ 39,094*		*$ 44,121*

FOREST HILLS METROPOLITAN DISTRICT
2019 Actual and 2020 YTD and Budget
GENERAL FUND
As of November 30, 2020, Preliminary

	2019		2020						
	November	Jan-Dec	November Actual	Actual Jan-Nov	Estimate December	Projection	Actual to Budget Percentage	Amended Budget	*Projected Variance* Favorable / (Unfavorable)
Revenue:									
Property Taxes	1,523	217,671		225,222	-	225,222	100%	225,268	*(46)*
Conservation Trust Fund		2,257		1,513	335	1,848	82%	1,850	*(2)*
Specific Ownership Taxes	4,507	45,659	3,684	32,201	5,000	37,201	107%	30,000	*7,201*
Interest, Grants, Other	428	4,590	14	1,815	40	1,855	161%	1,128	*727*
Total Revenue	**6,458**	**270,177**	**3,698**	**260,751**	**5,375**	**266,126**	**101%**	**258,246**	*7,880*
Expenditures:									
Administration	2,894	40,913	2,928	43,742	2,028	45,770	102%	43,094	(2,676)
Contractors	-	9,672	5,138	47,499	2,000	49,499	216%	22,000	(27,499)
Other Expenses	286	5,007	407	4,693	700	5,393	62%	7,619	2,226
Maintenance Expense	11,047	81,006	8,544	75,418	15,250	90,668	89%	85,100	(5,568)
Repairs and Improvements	-	29,820	9,130	190,835	15,000	205,835	98%	194,653	(11,182)
Total Expenditures	**14,227**	**166,418**	**26,147**	**362,187**	**34,978**	**397,165**	**103%**	**352,466**	*(44,699)*
Revenue in Excess of Expenditures Before Transfers	**(7,769)**	**103,759**	**(22,449)**	**(101,436)**	**(29,603)**	**(131,039)**		**(94,220)**	*(36,819)*
Transfer (to) from W&S Fund		-		-	-	-		-	
Transfer to Capital Projects Fund		-		-	-	-		-	
Revenue in Excess of Expenditures After Transfers	**(7,769)**	**103,759**	**(22,449)**	**(101,436)**	**(29,603)**	**(131,039)**		**(94,220)**	
Fund Balance Beginning of Year	292,953	189,194		292,953	292,953	292,953		280,400	
Fund Balance End of Year	**285,184**	**292,953**	**(22,449)**	**191,517**	**263,350**	**161,914**		**186,180**	

* See Detail on page 2

	2013	2014	2015	2016	2017	2018	2019	2020
ASSESSED VALUATION	8,124,511	8,706,180	8,658,652	8,746,265	8,747,778	8,958,166	8,963,176	9,276,027
MILLS	24.285	24.285	24.285	24.285	24.285	24.285	24.285	24.285
REVENUE	197,304	211,430	210,275	212,403	212,440	217,549	217,671	225,268

FOREST HILLS METROPOLITAN DISTRICT
2019 Actual and 2020 YTD and Budget
GENERAL FUND DETAIL
As of November 30, 2020, Preliminary

	2019		2020						
	November	Jan-Dec	November Actual	Actual Jan-Nov	Estimate December	Projection	Actual to Budget Percentage	Amended Budget	Projected Variance Favorable / (Unfavorable)
Administration Detail:									
District Manager	1,600	19,200	1,650	23,260	750	24,010	114%	20,400	(3,610)
Administrative Assistant	500	6,000	550	6,144	550	6,694	93%	6,600	(94)
Accountant	350	4,200	350	3,850	350	4,200	92%	4,200	-
County Treasurer Fees	24	3,625		3,380	-	3,380	100%	3,379	(1)
Insurance and Bonds	420	5,038	378	4,158	378	4,536	104%	4,000	(536)
Permits		-		-	-	-	0%	1,515	1,515
Audit		2,850		2,950	-	2,950	98%	3,000	50
Total Administration	**2,894**	**40,913**	**2,928**	**43,742**	**2,028**	**45,770**	**102%**	**43,094**	**(2,676)**
Contractors Detail:									
Legal		4,894	4,718	26,464	1,000	27,464	441%	6,000	(21,464)
Legal - Election expense				18,685	-	18,685	187%	10,000	(8,685)
Engineering		4,778	420	2,350	1,000	3,350	39%	6,000	2,650
Total Contractors	**-**	**9,672**	**5,138**	**47,499**	**2,000**	**49,499**	**216%**	**22,000**	**(27,499)**
Other Expenses Detail:									
Telephone	109	1,353	105	1,212	100	1,312	155%	780	(532)
Mailbox		295		288	-	288	100%	288	-
Memership Dues									
SDA		603	-	621	-	621	92%	675	54
Website		702		936	-	936	104%	900	(36)
Office Supplies	65	220	211	396	100	496	79%	500	4
Bank Fees	10	170	10	348	50	398	290%	120	(278)
Meetings	40	714		120	-	120	25%	480	360
Trash Removal				-	350	350	0%	2,676	2,326
Utilities	62	950	81	772	100	872	64%	1,200	328
Total Other Expenses	286	5,007	407	4,693	700	5,393	62%	7,619	2,226
Maintenance Detail:									
General Maintenance	364	9,637	349	5,111	1,000	6,111	43%	12,000	5,889
Landscape Maintenance	1,283	16,632	1,695	15,439	1,500	16,939	107%	14,400	(2,539)
Community Clean Up				-	1,000	1,000	0%	1,000	-
Restroom Cleaning				-	1,040	1,040	0%	1,040	-
Gate House Cleaning				-	160	160	0%	160	-
Snow Removal	9,400	51,240	6,500	39,000	6,500	45,500	100%	39,000	(6,500)
Sand/Salt				2,400	3,000	5,400	20%	12,000	6,600
Street Sweeping		2,500		2,450	550	3,000	82%	3,000	-
Security Gates		997		11,018	500	11,518	441%	2,500	(9,018)
Total Maintenance	**11,047**	**81,006**	**8,544**	**75,418**	**15,250**	**90,668**	**89%**	**85,100**	**(5,568)**
Repairs and Improvements Detail:									
Playground Equpment				42,940	-	42,940	72%	60,000	17,060
Road Repairs		26,840	9,130	147,895	-	147,895	156%	94,653	(53,242)
Crackseal Roads	-			-	15,000	15,000	0%	25,000	10,000
Fire Mitigation		2,980		-	-	-	0%	15,000	15,000
Total Repairs and Improvements	**-**	**29,820**	**9,130**	**190,835**	**15,000**	**205,835**	**98%**	**194,653**	(11,182)

FOREST HILLS METROPOLITAN DISTRICT
2019 Actual and 2020 YTD and Budget
WATER AND SEWER FUND
As of November 30, 2020, Preliminary

	2019		2020						
	November	Jan-Dec	November Actual	Actual Jan-Nov	Estimate December	Projection	Actual to Budget Percentage	Amended Budget	*Projected Variance Favorable / (Unfavorable)*
Revenue:									
Water Use Fees	1,449	20,295	3,253	39,279	2,000	41,279	170%	23,088	*18,191*
Water Service Fees	9,620	115,479	6,845	102,625	19,600	122,225	88%	117,216	*5,009*
Sewer Service Fees	12,950	155,453	13,006	143,575	13,000	156,575	91%	157,176	*(601)*
Availability of Service		720		960	-	960	100%	960	-
SRF Loan					-	-	0%	500,000	*(500,000)*
Interest & Other	341	3,874	415	2,240	400	2,640	448%	500	*2,140*
Total Revenue	**24,360**	**295,821**	**23,519**	**288,679**	**35,000**	**323,679**	**36%**	**798,940**	*(475,261)*
Expenditures:									
Administration	3,486	46,294	2,662	49,821	2,663	52,484	104%	48,040	(4,444)
Contractors	16,212	112,153	7,843	98,452	9,148	107,600	91%	108,000	400
Water System R&M	3,092	69,679	3,021	62,123	8,877	71,000	73%	84,890	13,890
Sewer System R&M	3,691	63,863	4,766	66,498	3,500	69,998	109%	61,000	(8,998)
Repairs and Improvements	630	42,368	-	21,898	-	21,898	4%	500,000	478,102
Total Expenditures	**27,111**	**334,357**	**18,292**	**298,792**	**24,188**	**322,980**	**37%**	**801,930**	*478,950*
* See Detail on page 2									
Revenue in Excess of Expenditures Before Transfers	**(2,751)**	**(38,536)**	**5,227**	**(10,113)**	**10,812**	**699**		**(2,990)**	*3,689*
Transfer from GF	-	-		-	-	-		-	
Transfer (to) CPF				-	-	-		-	
Revenue in Excess of Expenditures After Transfers	**(2,751)**	**(38,536)**		**(10,113)**	**10,812**	**699**		**(2,990)**	
Depreciation Expense		-							
Fund Balance Beginning of Year	36,411	36,411		(2,125)	(2,125)	(2,125)		92,368	
Fund Balance End of Year	**$ 33,660**	**$ (2,125)**		**$ (12,238)**	**$ 8,687**	**$ (1,426)**		**$ 89,378**	**$ -**

FOREST HILLS METROPOLITAN DISTRICT
2019 Actual and 2020 YTD and Budget
WATER AND SEWER FUND DETAIL
As of November 30, 2020, Preliminary

	2019		2020						
	November	Jan-Dec	November Actual	Actual Jan-Nov	Estimate December	Projection	Actual to Budget Percentage	Amended Budget	*Projected Variance* Favorable / (Unfavorable)
Administration:									
District Manager	1,600	19,200	750	23,687	750	24,437	116%	20,400	*(4,037)*
Administrative Assistant	500	6,000	550	6,078	550	6,628	92%	6,600	*(28)*
Accountant	350	4,200	350	3,850	350	4,200	92%	4,200	-
Billing	585	6,922	574	6,394	575	6,969	95%	6,705	*(264)*
Insurance and Bonds	391	4,693	378	4,158	378	4,536	76%	5,500	*964*
Permits	-	1,949		1,949	-	1,949	129%	1,515	*(434)*
UNCC				-	-	-	0%	120	*120*
Audit	-	2,850		2,950	-	2,950	98%	3,000	*50*
Dues & Subscription	60	480	60	660	60	720	#DIV/0!	-	*(720)*
Office Supplies				95	-	95	#DIV/0!	-	*(95)*
Total Administration	**3,486**	**46,294**	**2,662**	**49,821**	**2,663**	**52,484**	**104%**	**48,040**	**(4,444)**
Contractors:									
Legal and Water Rights									
Attorney	580	3,226	220	8,942	1,000	9,942	745%	1,200	*(8,742)*
Engineer	520	12,604	1,260	13,400	1,000	14,400	558%	2,400	*(12,000)*
Engineering		6,202		3,490	500	3,990	29%	12,000	*8,010*
Utility Locates			15	2,552	300	2,852	213%	1,200	*(1,652)*
Operator	15,112	90,121	6,348	70,068	6,348	76,416	77%	91,200	*14,784*
Total Contractors	**16,212**	**112,153**	**7,843**	**98,452**	**9,148**	**107,600**	**91%**	**108,000**	***400***
Water System R&M:									
Water Rights Memberships									
BCWA		3,890		4,390	-	4,390	102%	4,290	*(100)*
Utilities	1,713	25,446	2,155	25,327	2,200	27,527	92%	27,600	*73*
Testing	82	1,250	44	1,449	100	1,549	36%	4,000	*2,451*
Maintenance	1,163	37,871	745	30,043	2,500	32,543	200%	15,000	*(17,543)*
Monitoring/alarms				-	1,000	1,000	0%	1,000	-
Meter Reading	134	1,222	77	914	77	991	#DIV/0!	-	*(991)*
Chemicals				-	3,000	3,000	0%	3,000	-
SRF Loan Payment					-	-	0%	30,000	*30,000*
Total Water System R&M	**3,092**	**69,679**	**3,021**	**62,123**	**8,877**	**71,000**	**73%**	**84,890**	**13,890**
Sewer System R&M:									
Maintenance	2,475	15,354	4,187	4,187	1,000	5,187	167%	2,500	*(2,687)*
Clean and Video				11,788	-	11,788	79%	15,000	*3,212*
Sludge Hauling		29,314		31,795	-	31,795	106%	30,000	*(1,795)*
Testing	770	4,700	374	3,667	500	4,167	147%	2,500	*(1,667)*
Chemicals	446	14,495	205	15,061	2,000	17,061	137%	11,000	*(6,061)*
Total Sewer System R&M	**3,691**	**63,863**	**4,766**	**66,498**	**3,500**	**69,998**	**109%**	**61,000**	***(8,998)***
Repairs and Improvements Detail:									
Booster Pump Station	630	42,368		21,898	-	21,898	4%	500,000	*478,102*
Total Repairs and Improvements	**630**	**42,368**	**-**	**21,898**	**-**	**21,898**	**4%**	**500,000**	478,102

FOREST HILLS METROPOLITAN DISTRICT
2019 Actual and 2020 YTD and Budget
CAPITAL PROJECTS FUND
As of November 30, 2020, Preliminary

	2019		2020				
	November	Jan - Dec	Nov Actual	Jan - Dec Actual	Actual to Budget Percentage	Amended Budget	*Projected Variance* Favorable / (Unfavorable)
Revenue:							
Interest on Investments							
Insurance Proceeds/Other							
Total Revenue				-		-	-
Expenditures:							
General Fund Projects							
Trail Refurbishment							-
Street Rehabilitation							-
Gate Operators/Gatehouse							-
Crack Sealing/Patching				-			-
Fire Mitigation				-			-
Roof Replacement							-
Total General Fund Improvements:	-	-		-		-	-
Water and Sewer Projects							
Well Pump Replacement							-
Recirculating Pump Replacement							-
Entry Fountain Replacement							-
Water Tank/Booster Pump SCADA							-
Booster Station Pumps (3)							-
Pond Gauges							-
Dry Hydrant							-
Pipe to Genessee		-		-			-
Unidentified							-
							-
Wastewater Treatment Plant							-
Miscellaneous							-
Lighting							-
Sodium Hypochlorite Install (Water)				-			-
Chemical Scales							-
Well Transducers							-
SCADA Alarms							-
Total Water/Sewer Fund Improvements	-	-		-		-	-
Total Capital Outlay	-	-		-		-	-
Total Expenditures	-	-		-		-	-
Revenue in Excess of Expenditures Before Transfers	-	-		-		-	-
Transfer from General Fund		-		-		-	
Transfer from W&S Fund							
Revenues in Excess of Expenditures After Transfers		-		-		-	
Reserve Funds Beginning of Year	-	-		-		-	
Reserve Funds End of Year	-	-		-		-	-

FOREST HILLS METROPOLITAN DISTRICT
2019 Actual and 2020 YTD and Budget
DEBT SERVICE FUND
As of November 30, 2020, Preliminary

	2019		2020						
	November	Jan-Dec	November Actual	Actual Jan-Nov	Estimate December	Projection	Actual to Budget Percentage	Amended Budget	*Projected Variance* Favorable / (Unfavorable)
Revenue:									
Property Taxes	2,226	318,193		296,773	-	296,773	100%	296,833	(60)
Interest on Investments	225	4,214	5	854	100	954	24%	3,567	(2,613)
Total Revenue	2,451	322,407	5	297,627	100	297,727	99%	300,400	(2,673)
Expenditures:									
Principal Payments	-	245,000		250,000	-	250,000	100%	250,000	-
Interest Payments	-	72,196		61,468	-	61,468	100%	61,468	-
Paying Agent Fees	-	400		400	-	400	100%	400	-
County Treasurer Fees	35	4,420		4,453	-	4,453	100%	4,452	(1)
Total Expenditures	35	322,016	-	316,321	-	316,321	100%	316,320	(1)
Revenue in Excess of Expenditures	2,416	391	5	(18,694)	100	(18,594)	(0)	(15,920)	(2,674)
Reserve Funds Beginning of Year	59,728	59,728	41,526	60,119	60,119	60,119	-	59,752	-
Reserve Funds End of Year	62,144	60,119	41,531	41,425	60,219	41,525	(0)	43,832	(2,674)

	2013	2014	2015	2016	2017	2018	2019	2020
ASSESSED VALUATION	8,124,511	8,706,180	8,658,652	8,747,778	8,746,265	8,958,166	8,963,176	9,276,027
MILLS	31.500	31.500	33.500	33.500	36.500	36.500	35.500	32.000
REVENUE	255,922	274,245	290,065	293,051	319,239	326,973	318,193	296,833

Forest Hills Metropolitan District
Expense Detail
As of November 30, 2020

	November 2020						
	Paid at Dec 2020 Board Meeting	Bank Debits	Credit Card Exp.	Treasurer Fees	Amortized Prepaid Exp	Bank Srvc Chrg	TOTAL EXPENSES
Accounts Payable as of 11/30/20 - to be paid at December 2020 Board mtg - via check							
American Conservation & Billing Solutions	$ 573.75						$ 573.75
CenturyLink	66.24						66.24
Collins Cockrel & Cole	4,718.00						4,718.00
Colorado Greenscapes	1,620.00						1,620.00
Colorado Special Districts P&L Pool	9,677.00						9,677.00
Door Specialists	4,187.00						4,187.00
Element Engineering LLC	9,565.00						9,565.00
Gary Carson	103.20						103.20
Hamre, Rodriguez, Ostrander & Dingess, PC	220.00						220.00
Jim Noble, Inc.	13,000.00						13,000.00
John and Cindy Klinowski	2,854.49						2,854.49
MAPS, Inc.	2,400.00						2,400.00
NMHolder Financial, Inc.	1,800.00						1,800.00
ORC Water Professionals, Inc.	7,792.38						7,792.38
RESPEC	1,260.00						1,260.00
Special District Association of Colorado	606.36						606.36
UNCC	1.49						1.49
Total Other Expenses paid during November 2020							
Vonage - 11/12/20		38.38					38.38
Republic Services - 11/17/20		348.53					348.53
Xcel Energy - 11/23/20		2,236.16					2,236.16
Treasurer fees - paid to Jeffco - general fund				-			-
Treasurer fees - paid to Jeffco - debt service fund				-			-
Insurance Expense - paid at beginning of year - General Fund					377.92		377.92
Insurance Expense - paid at beginning of year - Water/Sewer Fund					377.92		377.92
Antx 3 year subscription - paid in full					60.00		60.00
Jim Noble, Inc. - October 2020 snow removal	-						-
Special District Association of Colorado - Prepaid - 2021 Dues	(606.36)						(606.36)
Colorado Special Districts P&L Pool - Prepaid - 2021 Liability Insurance	(9,677.00)						(9,677.00)
Professional Business Services, LLC - November 2020	64.50						64.50
Colorado Greenscapes - November 2020	75.00						75.00
Colorado Community Media - November 2020	43.04						43.04
Previous Customer Abatement	(2,854.49)						(2,854.49)
1st Bank Service Charge		-				10.00	10.00
Total Expenses per November 2020 Accounts Payable and Bank Statement	$ 47,489.60	$ 2,623.07	$ -	$ -	$ 815.84	$ 10.00	$ 50,938.51
Expenses per November 2020 Unaudited Financial Statements:							
General Fund							$ 32,646.11
Water/Sewer Fund							18,292.40
Debt Service Fund							-
Total Expenses per Unaudited Financial Statements							$ 50,938.51

Forest Hills Metropolitan District
A/P Aging Summary
As of December 11, 2020

	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL
American Conservation & Billing Solutions	0.00	573.75	0.00	0.00	0.00	573.75
CenturyLink	0.00	66.24	0.00	0.00	0.00	66.24
Collins Cockrel & Cole	0.00	4,718.00	0.00	0.00	0.00	4,718.00
Colorado Greenscapes	1,200.00	420.00	0.00	0.00	0.00	1,620.00
Colorado Special Districts P&L Pool	0.00	9,677.00	0.00	0.00	0.00	9,677.00
Door Specialists	0.00	4,187.00	0.00	0.00	0.00	4,187.00
Element Engineering LLC	0.00	9,565.00	0.00	0.00	0.00	9,565.00
Gary Carson	0.00	103.20	0.00	0.00	0.00	103.20
Hamre, Rodriguez, Ostrander & Dingess, PC	0.00	220.00	0.00	0.00	0.00	220.00
Jim Noble, Inc.	0.00	13,000.00	0.00	0.00	0.00	13,000.00
John and Cindy Klinowski	0.00	2,854.49	0.00	0.00	0.00	2,854.49
MAPS, Inc.	0.00	2,400.00	0.00	0.00	0.00	2,400.00
NMHolder Financial, Inc.	0.00	1,800.00	0.00	0.00	0.00	1,800.00
ORC Water Professionals, Inc.	0.00	7,792.38	0.00	0.00	0.00	7,792.38
RESPEC	0.00	1,260.00	0.00	0.00	0.00	1,260.00
Special District Association of Colorado	0.00	606.36	0.00	0.00	0.00	606.36
UNCC	0.00	1.49	0.00	0.00	0.00	1.49
TOTAL	**1,200.00**	**59,244.91**	**0.00**	**0.00**	**0.00**	**60,444.91**

CenturyLink™

FOREST HILLS METRO DIS
14405 WEST COLFAX AVE
Bill Date: Nov 7, 2020
Account No: 303-526-0769 466B

Visit centurylink.com

Balance Forward	New Charges	Total Amount Due	Due Date for New Charges
$8.01℞	$74.25	$66.24	Nov 28, 2020

Account Summary

Previous Balance

Charges			8.01℞
Balance Forward			$8.01℞
New Charges	**For questions, call:**	**Page**	
CenturyLink	1 800 777-9594	3	67.90
Long Distance Service	1 800 603-6000	5	6.35
Total New Charges			$74.25

TOTAL AMOUNT DUE **$66.24**

A late payment charge of 5.0% or $13.00, whichever is greater, may apply on any amount left unpaid 30 days after bill date.Separate late payment charges apply to Internet services.

CenturyLink, P O Box 91155, Seattle, WA 98111-9255

Please fold, tear here and return this portion with your payment.

CenturyLink™

62202520 C3 RP 05 20201105 NNNNNNNY 0001402 0005

FOREST HILLS METRO DIS
14405 W COLFAX AVE
165
LAKEWOOD CO 80401-3247

Bill Date:	Nov 7, 2020
Account No:	303-526-0769 466B
Bill Due Date:	Nov 28, 2020
Balance Forward:	$8.01℞
New Charges:	$74.25
TOTAL AMOUNT DUE:	$66.24

Amount Enclosed $_____

CENTURYLINK
P O BOX 91155
SEATTLE, WA 98111-9255

41 0230352607690466 7 1221110720 000000080119 000000662403

Collins Cockrel & Cole Est 1978

SHAREHOLDERS
Paul R. Cockrel
James P. Collins
Robert G. Cole
Timothy J. Flynn
Evan D. Ela
Linda M. Glesne
David A. Greher
Kathryn G. Winn
Allison C. Ulmer
Matthew P. Ruhland

ASSOCIATES
Joseph W. Norris
Bart W. Miller
Ayshan E. Ibrahim

cccfirm@cccfirm.com

BILLING ENTRIES ARE ATTY-CLIENT PRIVILEGED COMMUNICATIONS

FOREST HILLS METROPOLITAN DISTRICT
14405 W. COLFAX AVENUE
SUITE 165
LAKEWOOD CO 80401
VIA EMAIL

November 30, 2020
ACCOUNT NO. 10011M

PREVIOUS BALANCE	NOV. FEES	NOV. EXP.	ADVANCES	PAYMENTS	BALANCE DUE
GENERAL					
864.27	4,711.00	7.00	0.00	0.00	$5,582.27

Effective January 1 (the bill you will receive in February 2021), the billing rates of our professional staff have increased for 2021 an average of less than 5%. Please let us know of any questions.

Collins Cockrel & Cole Est 1978

SHAREHOLDERS
Paul R. Cockrel
James P. Collins
Robert G. Cole
Timothy J. Flynn
Evan D. Ela
Linda M. Glesne
David A. Greher
Kathryn G. Winn
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BILLING ENTRIES ARE ATTY-CLIENT PRIVILEGED COMMUNICATIONS

FOREST HILLS METROPOLITAN DISTRICT
14405 W. COLFAX AVENUE
SUITE 165
LAKEWOOD CO 80401
VIA EMAIL

November 30, 2020
ACCOUNT NO. 10011-001M

GENERAL

PROFESSIONAL SERVICES RENDERED

			Hours
11/04/2020			
	CS	Email to ACU regarding election results follow up; telephone call with ACU regarding election results and final results.	0.30
	ACU	Conference with CS regarding election results; emails with M. Oakley regarding same. (NO CHARGE)	
11/09/2020			
	ACU	Emails and telephone call with G. Carson regarding letter to homeowners; conference with JPC regarding same.	1.60
11/10/2020			
	ACU	Emails with G. Carson regarding letter to homeowners.	0.20
11/11/2020			
	ACU	Emails with N. Holder regarding mill levy certifications and 2021 budget; conference with CS regarding same.	
		Emails with K. Thomas regarding refinancing outstanding bonds; review Request for Proposal for financing and D.A. Davidson engagement letter; review correspondence regarding debt service mill levy authorization.	2.10
	CS	Email N. Holder regarding District accounting matters; review ballot question and compare to figures emailed; conference and email with ACU regarding the same.	0.70

GENERAL

		Hours
11/12/2020		
ACU	Conference call with K. Thomas and S. Tuner at D.A. Davidson regarding financing; emails with G. Carson regarding same; emails with N. Holder regarding debt service mill levy; conference with CS regarding mill levy certification.	2.80
CS	Emails and telephone calls regarding election results, budget and bond matters, and mill levy certification.	0.20
JPC	Telephone ACU on Bond Issue/Mill Levies.	0.20
11/13/2020		
ACU	Telephone call with G. Carson regarding Request for Proposal for financing.	0.20
11/17/2020		
ACU	Review Board Meeting agenda; emails with G. Carson regarding same.	0.20
11/18/2020		
ACU	Research regarding liability for grill in District park; emails with G. Carson regarding same.	
	Emails with G. Carson regarding public participation at Board Meeting.	
	Emails with G. Carson and J. Wilcox regarding closing transcript for DWRF loan.	2.60
BWM	Research to confirm current Colorado Governmental Immunity Act damage limits; review and respond to emails from ACU regarding same.	0.30
11/23/2020		
ACU	Emails with N. Holder regarding DWRF loan payments in 2021; review loan agreement regarding same.	
	Emails with N. Holder regarding transfer of funds between enterprise and general fund accounts; review Enterprise Resolution; research regarding interfund loans.	
	Emails with K. Thomas regarding financing status.	1.40
CS	Review Election Results documents from Jefferson County; review statutes regarding notice to Division of Securities; email to N. Holder regarding the same.	0.40

FOREST HILLS METROPOLITAN DISTRICT

November 30, 2020

ACCOUNT NO. 10011-001M

GENERAL

		Hours	
11/25/2020			
ACU	Emails with K. Thomas and R. Zivalich regarding redemption notice to existing bondholders; emails with K. Thomas regarding lender selection and closing schedule.	0.20	
CS	Email regarding Division of Local Government username and password; letter to Division of Securities and Jefferson County Board of County Commissioners mailing via certified mail the November 2020 election results.	0.60	
	FOR CURRENT SERVICES RENDERED	14.00	4,711.00

SUMMARY OF HOURS

Timekeeper	Hours
James P. Collins	0.20
Crystal Schott	2.20
Bart W. Miller	0.30
Allison C. Ulmer	11.30

EXPENSES

09/28/2020	Miscellaneous - Litigation Search; paid to AMEX.	7.00
	TOTAL EXPENSES FOR MONTH	7.00
	TOTAL SERVICES FOR MONTH	4,718.00
	PREVIOUS BALANCE	$864.27
	BALANCE DUE	$5,582.27

INVOICE

PO-2020.01.01H1

Colorado Greenscapes

11/17/20

11768 W Marlowe ave

Morrison CO 80465

BILL TO

Forest Hills Metropolitan District
14405 W Colfax Ave #165
Lakewood Co 80401

DESCRIPTION	
Prepped and filled potholes on Eastwood Dr and put crack sealer in cracks near the holes to help them getting bigger possibly	$420.00
Thank you for your business!	**TOTAL** **$420.00**

If you have any questions about this invoice please contact
Mike Byrne gingerhead1221@gmail.com (720)470-5761

Invoice Template © 2014 Vertex42.com

COLORADO GREENSCAPES

INVOICE 12

12/2020

11768 W Marlowe Ave

Morrison Co 80465

(720)470-5761

BILL TO

Forest Hills Metropolitan District
14405 W Colfax Ave #165
Lakewood Co. 80401
303.495.2330

DESCRIPTION	AMOUNT
General Weekly/Monthly Responsibilities for month of December 2020	$1200.00
Thank you for your business!	**TOTAL** **$1200.00**

If you have any questions about this invoice please contact
Mike or Angela gingerhead1221@gmail.com (720)470-5761

Invoice Template © 2014 Vertex42.com

Colorado Special Districts
Property and Liability Pool

Named Member:
Forest Hills Metropolitan District
14405 W. Colfax Ave #165
Lakewood, CO 80401

Broker of Record:
T. Charles Wilson Insurance Service
384 Inverness Parkway
Suite 170
Englewood, CO 80112

Coverage No.	Entity ID	Effective Date	Expiration Date	Invoice Date
POL-0005879	60129	1/1/2021	EOD 12/31/2021	11/19/2020

Coverage	Contribution
Hired Auto Physical Damage	$ 65.00
Non-Owned Auto Liability	$ 132.00
General Liability	$1,543.00
Property	$5,093.00
Equipment Breakdown	$1,314.00
No-Fault Water Intrusion & Sewer Backup	$ 232.00
Crime	$ 135.00
Public Officials Liability	$1,163.00
Pollution	$ 0.00

Total Contribution	**$9,677**

Estimated Annualized Contribution (for budgeting purposes only) $9,677.00

Total contribution includes commission paid to the Broker reflected above

Please note: where included above, Hired Auto Physical Damage and Non-Owned Auto Liability are mandatory coverages and may not be removed. No-Fault Water Intrusion & Sewer Backup coverage may only be removed with completion of the No-Fault Opt Out Endorsement.

The following discounts are applied (Not applicable to minimum contributions):

12.53% Continuity Credit Discount

8% Multi Program Discount for WC Program Participation

Please include a copy of the invoice with your check.
Please Remit Payment to:
Colorado Special Districts Property and Liability Pool
PO Box 1539
Portland, OR 97207-1539

Payment Due Upon Receipt

Payment evidences acceptance of this coverage. NOTE: Terms of the Intergovernmental Agreement require timely payment to prevent automatic cancellation of coverage. Only the Colorado Special Districts Property and Liability Pool Board of Directors can extend the cancellation provision.

DOOR SPECIALTIES
4410 STEELE STREET
DENVER, CO 80216
(303) 292-5080

INVOICE

Invoice #
43017

Bill To: FOREST HILLS METRO DISTRICT
14405 W COLFAX AVE #165
LAKEWOOD, CO 80401

Account: FOREST HILLS: GENESEE
GOOGLE MAP COORDINATES:
GENESEE, CO

Account #: FHMDG

Date	Nov 15,2020	**Terms**	Net 30 Days	**Salesperson**	TAB	**Job #**	39269
PO #				**Mechanic**	ARC	**Type**	Installation

Quantity	Description	Line
1.00	FURNISH: QUOTE #0806A 1 12'-0" x 7'-6" Overhead Sectional Door 1 New Operator	
1.00	INSTALL: QUOTE #0806A	

Scope: QUOTE #0806A - Furnish and install one (1) each 12'-0" x 7'-6" Overhead Sectional Door and Operator

Taxable	$2,387.00
Non-Taxable	$1,800.00
Sub-Total	$4,187.00
Sales Tax	$0.00
TOTAL	$4,187.00

Rev 08/14/2019

PLEASE DETACH THIS PORTION AND RETURN WITH PAYMENT

Account # FHMDG
FOREST HILLS: GENESEE

Invoice # 43017

Amount $ 4,187.00

Paid $

DOOR SPECIALTIES
4410 STEELE STREET
DENVER, CO 80216

Element Engineering, LLC
12687 W Cedar Drive, Suite 300
Lakewood, CO 80228

INVOICE

Invoice Date:	09/03/20
Due Date:	10/03/20
Total Amount:	$9,130.00
Number:	04
Invoice Period:	08/01/20 - 08/31/20
Job:	0005 – 2020 Roadway Improvements

0025 - Forest Hills Metropolitan District
Cade Bertrand
14405 West Colfax Avenue #165
Lakewood, CO 80401

INVOICE SUMMARY

Description	Total Budget	Remaining Budget ($)	Prior Billing ($)	This Invoice ($)
Task 1: Engineering and Bidding	$14,500.00	-$1,395.00	$14,500.00	$1,395.00
Task 2: Construction Services	$6,000.00	-$2,385.00	$650.00	$7,735.00
BUDGET TOTALS	**$20,500.00**	**-$3,780.00**	**$15,150.00**	**$9,130.00**

Source	Date	Description	Hrs/ Qnt	Rate	Amount
Professional Fees					
Patrick Roberts	08/11/20	Pre-Construction Meeting	3.50	$130.00	$455.00
Patrick Roberts	08/13/20	Bid Booklet	0.50	$130.00	$65.00
Patrick Roberts	08/19/20	Site Visit, ODR	7.50	$130.00	$975.00
Patrick Roberts	08/20/20	Site Visit, ODR	9.00	$130.00	$1,170.00
Patrick Roberts	08/21/20	Site Visit, ODR	5.00	$130.00	$650.00
Mike Hager	08/03/20	Coordination with Contractor	0.50	$130.00	$65.00
Mike Hager	08/04/20	Coordination with Contractor	1.00	$130.00	$130.00
Mike Hager	08/05/20	Finalize Contract Documents	1.50	$130.00	$195.00
Mike Hager	08/06/20	Pre-Construction Agenda and Coordination on Schedule	2.00	$130.00	$260.00
Mike Hager	08/10/20	Coordination with Contractor	0.50	$130.00	$65.00
Mike Hager	08/11/20	Pre-Construction Meeting and Prep, Coordination on Change Orders	5.00	$130.00	$650.00
Mike Hager	08/12/20	Coordination with Contractor on Change of Scope and Cost	4.00	$130.00	$520.00
Mike Hager	08/13/20	Revise Plans and Issue Change Order # 2, Coordination with Gate Contractor	3.00	$130.00	$390.00
Mike Hager	08/14/20	Submittals	2.00	$130.00	$260.00
Mike Hager	08/17/20	Coordination with Contractor	2.00	$130.00	$260.00
Mike Hager	08/18/20	Coordination with Contractor, Change Orders, Budget	3.00	$130.00	$390.00
Mike Hager	08/19/20	Start Construction Site Visit, Coordination, Additional Work Scope	4.50	$130.00	$585.00
Mike Hager	08/20/20	Coordination and Final Change Order	3.00	$130.00	$390.00
Mike Hager	08/21/20	Coordination	1.50	$130.00	$195.00
Mike Hager	08/24/20	Coordination with Contractor and Gate Operations Company	2.00	$130.00	$260.00
Mike Hager	08/25/20	Site Visit and Finalize Change Orders and Contract Documents	5.00	$130.00	$650.00
Mike Hager	08/31/20	Closeout Coordination	1.00	$130.00	$130.00

Element Engineering, LLC
12687 W Cedar Drive, Suite 300
Lakewood, CO 80228

INVOICE

Invoice Date: 09/03/20
Due Date: 10/03/20
Total Amount: $9,130.00
Number: 04
Invoice Period: 08/01/20 - 08/31/20
Job: 0005 – 2020 Roadway Improvements

0025 - Forest Hills Metropolitan District
Cade Bertrand
14405 West Colfax Avenue #165
Lakewood, CO 80401

Source	Date	Description	Hrs/ Qnt	Rate	Amount
Karlynn Therrian	08/05/20	Project Manual	1.00	$105.00	$105.00
Karlynn Therrian	08/06/20	Project Manual	3.00	$105.00	$315.00
		Professional Fees	**71.00**		**$9,130.00**
		AMOUNT DUE (THIS INVOICE)	**71.00**		**$9,130.00**

TOTAL AMOUNT DUE **$9,130.00**

Element Engineering, LLC
12687 W Cedar Drive, Suite 300
Lakewood, CO 80228
(303) 378-2969

INVOICE

Invoice Date:	12/03/20
Due Date:	01/02/21
Total Amount:	$420.00
Number:	28
Invoice Period:	11/01/20 - 11/30/20
Job:	0001 - On-Call Engineering Services

0025 - Forest Hills Metropolitan District
Nikki Holder
14405 West Colfax Avenue #165
Lakewood, CO 80401

INVOICE DETAILS

Description	Prior Billing ($)	This Invoice ($)
On-Call Services	$19,325.00	$420.00
BUDGET TOTALS	**$19,325.00**	**$420.00**

Source	Date	Description	Hrs / Qnt	Rate	Amount
Professional Fees					
Nicholaus Marcotte	11/11/20	Board Report	1.00	$140.00	$140.00
Nicholaus Marcotte	11/18/20	Prepare for and Attend Board Meeting	2.00	$140.00	$280.00
		Professional Fees	**3.00**		**$420.00**
		AMOUNT DUE (THIS INVOICE)	**3.00**		**$420.00**
TOTAL AMOUNT DUE					**$420.00**

Element Engineering, LLC
12687 W Cedar Drive, Suite 300
Lakewood, CO 80228
(303) 378-2969

INVOICE

Invoice Date:	12/03/20
Due Date:	01/02/21
Total Amount:	$15.00
Number:	20
Invoice Period:	11/01/20 - 11/30/20
Job:	0004 - Locate

0025 - Forest Hills Metropolitan District
Nikki Holder
14405 West Colfax Avenue #165
Lakewood, CO 80401

INVOICE DETAILS

Description	Prior Billing ($)	This Invoice ($)
Utility Locate Services	$5,575.00	$15.00
BUDGET TOTALS	**$5,575.00**	**$15.00**

Source	Date	Description	Hrs / Qnt	Rate	Amount
Professional Fees					
Matt Hess	11/19/20	Locate Cleared 23004 Whispering Woods	1.00	$15.00	$15.00
		Professional Fees	**1.00**		**$15.00**
		AMOUNT DUE (THIS INVOICE)	**1.00**		**$15.00**
TOTAL AMOUNT DUE					**$15.00**

FedEx Office
13155 Noel Road, Suite 1600
Dallas, Texas 75240
1-800-488-3705

Order Date: 10/26/2020 Branch: 0470
Order Time: 16:38:12 Register: 2
Pickup Date: 10/27/2020
Pickup Time: 19:30
Team Member: Dylan B.

PICK UP ORDER

047002DRY1

Customer: Gary Carson

Total Order	103.20
Total Paid Online	103.20
Sub-Total	0.00
Balance Due	0.00

PICK UP ORDER

047002DRY1

Thank you for visiting

FedEx Office
Make It. Print It. Pack It. Ship It.
fedex.com/office

Customer Copy

HAMRE, RODRIGUEZ, OSTRANDER & DINGESS, P.C.

Attorneys and Counselors at Law

3600 S. Yosemite Street, Suite 500
Denver, Colorado 80237-1829
Telephone: (303) 779-0200
Telefax: (303) 779-3662
mail@hrodlaw.com
www.hrodlaw.com

Forest Hills Metropolitan District
14405 W. Colfax Avenue #165
Lakewood, CO 80401

December 2, 2020
Invoice # 7559

Re: FHMD

Professional Services

Date	Staff	Description	Hours	Amount
John M. Dingess				
11/03/20	JMD	General Services - Telephone conference with R. Zivalich concerning legal services generally provided to District	0.70	140.00
11/11/20	JMD	D-1, 18CW3211, Evans Ranch - Review proposed Motion to Correct Decree; E-memo to Applicant	0.30	60.00
11/30/20	JMD	Review WD-1, October Resume; E-memo to R. Zivalich concerning December 2020 SOs	0.10	20.00
		Total Professional Services	**1.10**	**$ 220.00**

Total Current Charges **$ 220.00**

Previous Balance **$ 76.00**

Payments and Credits

12/01/20	Payment - thank you	76.00
	Total Payments and Credits	**$ 76.00**

Summary of Account

Balance Forward	$ 76.00
Total Current Charges	220.00
Less Payments and Credits	76.00
Balance Due	**$ 220.00**

American Conservation and
Billing Solutions, Inc
PO Box 51356
Colo Spgs, CO 80949
USA
877-410-0167 x 1985

Invoice Number: 11903

Invoice Date: Nov 20, 2020

Sold To:

Forest Hills Metropol District
14405 W Colfax Ave #165
Lakewood, CO 80401

Customer ID	Purchase Order	Payment Terms	Sales Rep	Page
FOREHI		Net 30 Days		1

Quantity	Item	Description	Unit Price	Extension
149.00		Billing - Metered 9/29 - 10/28/ 2019	3.75	558.75
1.00		Inserts Titles	15.00	15.00

Sales Tax	
Total Invoice Amount	$573.75
Amount Received With Invoice	0.00
Total	$573.75

Check No:

FOREST HILLS
METROPOLITAN DISTRICT

14405 West Colfax Avenue #165
Golden, Colorado 80401
303.495.2330
www.fhmd.net

November 25, 2020

Mr. John Klinowski
Klinowski82@comcast.net
cindyklinowski@yahoo.com

Dear John and Cindy,

This letter is in response to your request for an abatement of your FHMD water bill due to an undetected leak or other unknown prolonged flow condition. The abatement being offered is in accordance with the District's ACCOUNT ADJUSTMENT POLICY, effective January 1, 2020, which is a response to our legal obligation to minimize use of our State's scarce water resources. A copy of the policy can be found on our website. The policy was established after installation of electronic water meters which give the homeowner the ability to monitor usage through the Waterscope App and to be quickly notified of leaks or unusually high use. The District has been clear that this monitoring is the responsibility of each homeowner.

An analysis of your District bills finds the highest water usage occurred in April 2020 resulting in a total bill of $3,026.90. The average usage for the previous three typical months and the same month from 2019 is 7,750 gallons. The difference between the highest bill and the average is $2,854.49 which is the amount being offered as an abatement. This amount will be remitted to you via check once you provide an updated mailing address and after the District receives a copy of this signed letter. This offer will expire on December 31, 2020.

Accepting this abatement comes with the following stipulation:

1. You agree that you are not eligible for an additional reimbursement by the District.

If you agree to this abatement offer and stipulation, please sign and return a copy by email to admin@fhmd.net or mail to the address above. If you have any questions or concerns, please feel free to email the District Manager at management@fhmd.net.

Sincerely,

Forest Hills Metro District Board

I accept the offer and stipulations.

Cynthia Klinowski — 12-7-20

Homeowner signature — Date

Remit to address:

Cynthia Klinowski
900 Rose Cottage Road
St. Simons Island, GA. 31522

JIM NOBLE, INC

3741 SAGE CIRCLE

EVERGREEN, COLORADO 80439

303-674-3334

FOREST HILLS MTERO DISTRICT

DATE: 11-30-20

OCTOBER SNOW REMOVAL SERVICES INVOICE	6,500.00
NOVEMBER SNOW REMOVAL SERVICES	6,500.00
TOTAL:	13,000.00

MAPS, Inc.

2241 S DEFRAME CT
LAKEWOOD, CO 80228

Invoice

Date	Invoice #
12/1/2020	340

Bill To

Forest Hills Metro District
14405 W. Colfax Avenue, #165
Lakewood, CO 80401

P.O. No.	Terms	Project
	Net 15	

Quantity	Description	Rate	Amount
25	District Manager - Monthly Contract (25 - 30 hrs) - November 2020 (total hours 47) 30 hours: calls w/Admin Asst, review and approve invoices, board meeting prep, calls w/various board members, calls w/EE, Noble and ORC, manager report, review board meeting reports and approve, attend board meeting, correspondence, onsite meeting w/Chair, prepared POs for MAPS, Noble and CO Greenscapes, attend Bear Creek Watershed meeting, homeowner communications, gatehouse electrical issues, special meeting prep and attend	60.00	1,500.00
15	District Manager Transition Services under PO # 2020-11.27 15 hours: budget committee and budget prep, water abatement committee and letters, calls and emails with water rights lawyer, bond issue/loan, review draft bylaws update and discuss w/Director Oakley, various communications w/attorney regarding bond loan, banking updates	60.00	900.00

Thank you for your business.

Total $2,400.00

NMHolder Financial, Inc.
9694 Chesapeake Street
Highlands Ranch, CO 80126
US
720-496-9343
nmholderbiz@gmail.com

BILL TO
Forest Hills Metropolitan District
14405 West Colfax Avenue, #165
Lakewood, CO 80401

INVOICE 2020-107

DATE 11/30/2020 **TERMS** Net 20

DUE DATE 12/20/2020

DATE	ACTIVITY	QTY	RATE	AMOUNT
11/30/2020	**FHMD-Bookkeeping** November 2020 accounting and financial report preparation	1	700.00	700.00

TOTAL DUE **$700.00**

NMHolder Financial, Inc.
9694 Chesapeake Street
Highlands Ranch, CO 80126
US
720-496-9343
nmholderbiz@gmail.com

BILL TO
Forest Hills Metropolitan District
14405 West Colfax Avenue, #165
Lakewood, CO 80401

INVOICE 2020-106

DATE 11/30/2020 **TERMS** Net 20

DUE DATE 12/20/2020

DATE	ACTIVITY	QTY	RATE	AMOUNT
11/30/2020	**Administrative Assistant** November 2020 Administrative services (per contract 12.50hrs per week)	1	1,100.00	1,100.00

TOTAL DUE **$1,100.00**

ORC Water Professionals

11919 I-70 Frontage Rd.
Suite 116A
Wheat Ridge, CO. 80033

Tel.: (720) 287-0605

Invoice

Forest Hills Metropolitan District
14405 W Colfax Ave #165
Lakewood, CO 80401

Date:	11/30/2020
Number:	**223330**

Date	Description	Qty	Rate	Amount
11/30/2020	Contract O&M Forest Hills Metro District		6,347.50	6,347.50
11/30/2020	Meter Readings	14.0	5.53	77.42
11/30/2020	Hypochlorite	55.0	3.18	174.90
09/16/2020	DPD Free Chlorine Reagent	1.0	30.32	30.32
11/02/2020	MultiQuip Pump, Cable, SSD100, Test Pump, Replace Power Cable	1.0	153.12	153.12
11/02/2020	Coliform	1.0	44.00	44.00
11/10/2020	Fabricated two plates to cover holes in the Wastewater Plant floor: BC	1.0	80.00	80.00
11/12/2020	Foam Buster	1.0	391.12	391.12
11/13/2020	Weld hinges on aluminum influent channel cover: BC	1.5	80.00	120.00
11/18/2020	Ammonia Nitrogen, BOD-5 (2), E-Coli, Nitrate, Nitrite, Phosphorus, TSS (2)	1.0	374.00	374.00

Subtotal	$7,792.38
Sales Tax (0.0%)	$0.00
Total	$7,792.38
Payments/Credits	$0.00
Balance Due	**$7,792.38**

Thank you for your business!

Bill To:

Forest Hills Metropolitan District
Attn: Ronda Zivalich
14405 W. Colfax Ave, #165
Lakewood, CO 80401

Remit Payment To:

RESPEC
Attn: Accounts Receivable
P.O. Box 725
Rapid City, SD 57709-0725
(605) 394-6400, (605) 394-6514 (FAX)

RESPEC Project Number : **02201**
Client Contract No. 1312
Client Purchase Order
Invoice Period : 10/01/2020 - 10/30/2020
Project Description :

Forest Hills Metropolitan District

Invoice No : **INV-1020-372**
Invoice Date : 10/30/20
Payments Terms : NET 30

Cost Category	Current Dollars	Dollars Billed to Date
Aug. Plan Water Acct	$520.00	$32,240.00
Labor	$420.00	$46,219.75
Equipment		$1,149.14
Materials		$235.33
Travel		$75.39
Total Costs	**$940.00**	**$79,919.61**
Total Amount Due in US Dollars	**$940.00**	**$79,919.61**

Invoice Supporting Information

Cost Category	PLC Desc	RESPEC Project No.	Name	Week Ending Date	Hours	Billing Rate	Amount To Bill	Reference #	Description
Aug. Plan Water Acct		02201.0001					$520.00		Augmentation Plan Water Acct.
							$520.00		
Aug. Plan Water Acct							**$520.00**		
Labor	Water Rights Engineer	02201.0002.002	Kennedy, Thomas J	10/09/20	2.00	$140.00	$280.00		Labor Hours
	Water Rights Engineer	02201.0002.002		10/30/20	1.00	$140.00	$140.00		Labor Hours
					3.00		**$420.00**		
Labor					**3.00**		**$420.00**		
Total					**3.00**		**$940.00**		

Task Summary

Project ID	Description	Current Hours	Current Dollars	Hours Billed to Date	Dollars Billed to Date
02201.0001	FHMD - Augmentation Plan Water Accounting		$520.00		$32,240.00
02201.0002.001	Coordination with Water Commissioner/River Call Monitoring/Storage & Release Requirements			10.50	$1,434.00
02201.0002.002	Work on Water Court Cases	3.00	$420.00	184.75	$24,359.00
02201.0002.003	Other Engineering Tasks			66.25	$8,997.71
02201.0003	FHMD - Booster Pump Station Evaluation			78.00	$12,888.90
Summary		**3.00**	**$940.00**	**339.50**	**$79,919.61**

Labor Hours Summary and Description

Project No.	Description	Name	Date	Hours	Comments
02201.0002.002	FHMD - Work on Water Court Cases	Kennedy, Thomas J	Oct 5, 2020	2.00	Review of Case No. 19CW3103 material.
	FHMD - Work on Water Court Cases	Kennedy, Thomas J	Oct 28, 2020	1.00	Dingess water rights review.
02201.0002.002				**3.00**	
Total				**3.00**	

Bill To:

Forest Hills Metropolitan District
Attn: Ronda Zivalich
14405 W. Colfax Ave, #165
Lakewood, CO 80401

Remit Payment To:

RESPEC
Attn: Accounts Receivable
P.O. Box 725
Rapid City, SD 57709-0725
(605) 394-6400, (605) 394-6514 (FAX)

RESPEC Project Number : **02201**
Client Contract No. 1312
Client Purchase Order
Invoice Period : 11/01/2020 - 11/27/2020
Project Description :

Forest Hills Metropolitan District

Invoice No : **INV-1120-151**
Invoice Date : 11/27/20
Payments Terms : NET 30

Cost Category	Current Dollars	Dollars Billed to Date
Aug. Plan Water Acct	$130.00	$32,370.00
Labor	$190.00	$46,409.75
Equipment		$1,149.14
Materials		$235.33
Travel		$75.39
Total Costs	**$320.00**	**$80,239.61**
Total Amount Due in US Dollars	**$320.00**	**$80,239.61**

Invoice Supporting Information

Cost Category	PLC Desc	RESPEC Project No.	Name	Week Ending Date	Hours	Billing Rate	Amount To Bill	Reference #	Description
Aug. Plan Water Acct		02201.0001					$130.00		Augmentation Plan Water Acct.
							$130.00		
Aug. Plan Water Acct							**$130.00**		
Labor	Project / Program Manager	02201.0002.003	Leak, Alan J	11/13/20	1.00	$190.00	$190.00		Labor Hours
					1.00		**$190.00**		
Labor					**1.00**		**$190.00**		
Total					**1.00**		**$320.00**		

Task Summary

Project ID	Description	Current Hours	Current Dollars	Hours Billed to Date	Dollars Billed to Date
02201.0001	FHMD - Augmentation Plan Water Accounting		$130.00		$32,370.00
02201.0002.001	Coordination with Water Commissioner/River Call Monitoring/Storage & Release Requirements			10.50	$1,434.00
02201.0002.002	Work on Water Court Cases			184.75	$24,359.00
02201.0002.003	Other Engineering Tasks	1.00	$190.00	67.25	$9,187.71
02201.0003	FHMD - Booster Pump Station Evaluation			78.00	$12,888.90
Summary		**1.00**	**$320.00**	**340.50**	**$80,239.61**

Labor Hours Summary and Description

Project No.	Description	Name	Date	Hours	Comments
02201.0002.003	FHMD - Other Engineering Tasks	Leak, Alan J	Nov 13, 2020	1.00	Review 2020 water use / Provide response to question re: volumetric limits
02201.0002.003				**1.00**	
Total				**1.00**	

Membership Renewal

Membership Processed

Print Invoice

Invoice - SDA Annual Membership

Special District Association
225 E 16th Ave, Ste 1000 Denver CO 80203

Forest Hills Metropolitan District
14405 West Colfax Avenue, #165, Lakewood, CO 80401

Pay By Check $606.36

Membership Year: 2021
Invoice Date: 12/3/2020

Please send check to:

Special District Association
225 E 16th Ave, Ste 1000
Denver, CO 80203

25% Discount Applied

The 25% discount will be applied to only those districts that have renewed by March 1 AND have their payment in the office by July 1.

If payment is not received by July 1, the 25% discount is no longer valid and the district will need to pay 100% of the dues calculation.

Membership Dues	
Budgeted Expenditures	$1,752,694.00
Debt Service	$174,055.00
Lease Purchase Agreements	$0.00
Capital Outlay	$1,150,000.00

Dues Calculation	
Net Appropriated Expenditure	$428,639.00
Dues for 2021	$808.48
Applied Discount	$202.12
District is a Pool Member	Yes
CEBT Health Insurance Member	No
Inactive according to Colorado Law	No

PAY $606.36

Your request has been sent!

PAT $000.00

Profile

District	Forest Hills Metropolitan District
Address	14405 West Colfax Avenue, #165, Lakewood, CO 80401
Phone	303-495-2330
Email	admin@fhmd.net

Demographics

Population Served	453
Full Time Employees	0
Part Time Employees	0
Services	Water, storm drainage, sanitation service, streets, parks and recreation.
District Type	Metro, Park & Recreation, Sanitation, Water
Counties Served	Jefferson
Board Meeting Schedule	3rd Wednesday Monthly

Employees

Name	Ronda Zivalich
Address	14405 W. Colfax Avenue, #165, Lakewood, CO 80401
Phone 1	303-495-2330
Primary Email	admin@fhmd.net
Send SDA News Delivery	N/A
Permission to Manage Account	Yes
Name	Nickie Holder
Address	9249 South Broadway, #200-344, Highlands Ranch, CO 80129
Phone 1	7204969343
Primary Email	nmholderbiz@gmail.com
Send SDA News Delivery	Email
Permission to Manage Account	Yes

Board Members

Name	Mike Oakley
Address	22004 Anasazi Way, Golden, CO 80401
Phone 1	714-732-7172
Primary Email	director2@fhmd.net
Send SDA News Delivery	N/A
Permission to Manage Account	No
Name	Mike Swartzlander
Address	22291 Chippewa Lane, Golden, CO 80401
Phone 1	303-870-3182
Primary Email	director5@fhmd.net
Send SDA News Delivery	N/A
Permission to Manage Account	No
Name	Yvett Green
Primary Email	director3@fhmd.net
Send SDA News Delivery	Email
Permission to Manage Account	No
Name	Gary Carson
Primary Email	director1@fhmd.net
Send SDA News Delivery	Email
Permission to Manage Account	No
Name	Craig Weinberg
Primary Email	director4@fhmd.net
Send SDA News Delivery	Email
Permission to Manage Account	No

Additional Contacts

Law Firm	Collins, Cockrell & Cole
CPA	Haynie & Company
Management Company	

Your request has been sent!

UNCC

UTILITY NOTIFICATION
CENTER OF COLORADO

16361 Table Mountain Parkway, Golden, CO 80403
OFC (303) 232-1991 FAX (303) 234-1712

invoice

"IT'S THE LAW, CALL BEFORE YOU DIG"

To:

FOREST HILLS METRO DISTRICT
ATTN: RONDA ZIVALICH
14405 W COLFAX AVE, #165
LAKEWOOD, CO 80401

Invoice #: 220110530
Invoice Date: 11/30/20
Invoice for November 2020
P.O.#
Due Date: Upon Receipt
Member ID: 29530

Qty	Item	ID/Description	Price	Extension
1	1	RTL Transmissions FRHL01	1.49	1.49

Amount Due 1.49

PLEASE INCLUDE MEMBER ID NUMBER AND INVOICE NUMBER ON CHECK.
PLEASE MAKE CHECKS PAYABLE TO UTILITY NOTIFICATION CENTER OF COLORADO OR UNCC.

PLEASE NOTE: EFFECTIVE JANUARY 1, 2021, THE COLORADO 811 BOARD OF DIRECTORS APPROVED THE TRANSMISSION RATE OF $1.32 PER TRANSMISSION.

Xcel Energy®

Public Service Company of Colorado d/b/a Xcel Energy
P.O. Box 8
Eau Claire, WI 54702-0008
1-800-481-4700

MR182-1-1

AB 01 001010 64627 B 4 A

FOREST HILLS METRO DISTRICT
14405 W COLFAX AVE # 165
LAKEWOOD CO 80401-3247

November 04, 2020

Service Address:	1008 Eastwood Unit 8-Well Golden, CO 80401-8010
Account Number:	53-2543913-6
Premise Number:	301565481

001010 1/1

Dear Forest Hills Metro District:

Our records show that you are using no energy, or less energy compared to previous years, which may indicate that your meter equipment may not be working properly.

We need to talk to you to confirm that this consumption is correct to ensure we are providing you with an accurate bill.

Please contact us at 1-800-481-4700 at your earliest convenience. Thank you.

Sincerely,

Xcel Energy

616

Xcel Energy®
RESPONSIBLE BY NATURE®

MAILING ADDRESS	ACCOUNT NUMBER		DUE DATE
FOREST HILLS METRO DISTRICT 14405 W COLFAX AVE # 165 LAKEWOOD CO 80401-3247	53-2543913-6		11/23/2020
	STATEMENT NUMBER	STATEMENT DATE	AMOUNT DUE
	706961207	11/02/2020	$2,236.16

QUESTIONS ABOUT YOUR BILL?

See our website:	xcelenergy.com
Email us at:	Customerservice@xcelenergy.com
Please Call:	1-800-481-4700
Hearing Impaired:	1-800-895-4949
Fax:	1-800-311-0050
Or write us at:	XCEL ENERGY PO BOX 8 EAU CLAIRE WI 54702-0008

ACCOUNT BALANCE *(Balance de su cuenta)*

Previous Balance	As of 09/24	$2,751.37
Payment Received	Auto Pay 10/23	-$2,751.37 CR
Balance Forward		**$0.00**
Current Charges		$2,236.16
Amount Due *(Cantidad a pagar)*		**$2,236.16**

000019 2/11

PREMISES SUMMARY

PREMISES NUMBER	PREMISES IDENTIFIER	PREMISES DESCRIPTOR	CURRENT BILL
300694302	HILL & DALE RD WELL #2 _		$36.77
300802554	22205 FOREST HILLS DR UNIT WELL-3		$38.19
300996243	EASTWOOD DR W ENTRANCE GATE _		$13.30
301104477	22933 FOREST HILLS DR BLDG SEWA		$1,093.93
301112319	1048 EASTWOOD UNIT 9-WELL		$83.71
301255445	23199 SHINGLE CREEK RD BLDG CHLO		$257.63
301257430	22004 ANASAZI WAY BLDG A		$14.48
301260646	860 HILL AND DALE RD UNIT PUMP		$67.40
301297992	FOREST HILLS DR WELL #5 _		$49.90
301297999	GRAPEVINE RD TRACT C SEWAGE LI _		$87.04
301557604	22864 FOREST HILLS DR BLDG GUAR		$68.00
301565481	1008 EASTWOOD UNIT 8-WELL		$10.72
301600124	FOREST HILLS DR WELL #4 _		$140.61
301901666	ANASAZI WAY TRACT H RECIRCULAT _		$210.24
301901714	FOREST HILLS DR TRACT N WATER _		$64.24
Total			**$2,236.16**

RETURN BOTTOM PORTION WITH YOUR PAYMENT • **PLEASE DO NOT USE STAPLES, TAPE OR PAPER CLIPS**

Xcel Energy®

ACCOUNT NUMBER	DUE DATE	AMOUNT DUE	AMOUNT ENCLOSED
53-2543913-6	11/23/2020	$2,236.16	Automated Bank Payment

Please help our neighbors in need by donating to Energy Outreach Colorado. Please mark your donation amount on the back of this payment stub and CHECK THE RED BOX under your address below.

Your bill is paid through an automated bank payment plan.

NOVEMBER						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

FOREST HILLS METRO DISTRICT
14405 W COLFAX AVE # 165
LAKEWOOD CO 80401-3247

XCEL ENERGY
P.O. BOX 9477
MPLS MN 55484-9477

31 53112320 25439136 0000022361

Xcel Energy®
RESPONSIBLE BY NATURE®

MAILING ADDRESS	ACCOUNT NUMBER		DUE DATE
FOREST HILLS METRO DISTRICT 14405 W COLFAX AVE # 165 LAKEWOOD CO 80401-3247	53-2543913-6		12/22/2020
	STATEMENT NUMBER	STATEMENT DATE	AMOUNT DUE
	710742353	12/02/2020	$2,256.76

QUESTIONS ABOUT YOUR BILL?

See our website: xcelenergy.com
Email us at: Customerservice@xcelenergy.com
Please Call: 1-800-481-4700
Hearing Impaired: 1-800-895-4949
Fax: 1-800-311-0050

Or write us at: XCEL ENERGY
PO BOX 8
EAU CLAIRE WI 54702-0008

ACCOUNT BALANCE *(Balance de su cuenta)*

Previous Balance	As of 10/23	$2,236.16
Payment Received	Auto Pay 11/23	-$2,236.16 CR
Balance Forward		**$0.00**
Current Charges		$2,256.76
Amount Due *(Cantidad a pagar)*		**$2,256.76**

000038 2/12

PREMISES SUMMARY

PREMISES NUMBER	PREMISES IDENTIFIER	PREMISES DESCRIPTOR	CURRENT BILL
300694302	HILL & DALE RD WELL #2 _		$39.60
300802554	22205 FOREST HILLS DR UNIT WELL-3		$28.74
300996243	EASTWOOD DR W ENTRANCE GATE _		$13.39
301104477	22933 FOREST HILLS DR BLDG SEWA		$1,292.63
301112319	1048 EASTWOOD UNIT 9-WELL		$54.37
301255445	23199 SHINGLE CREEK RD BLDG CHLO		$333.96
301257430	22004 ANASAZI WAY BLDG A		$14.26
301260646	860 HILL AND DALE RD UNIT PUMP		$94.20
301297992	FOREST HILLS DR WELL #5 _		$39.07
301297999	GRAPEVINE RD TRACT C SEWAGE LI _		$81.15
301557604	22864 FOREST HILLS DR BLDG GUAR		$74.55
301565481	1008 EASTWOOD UNIT 8-WELL		$10.71
301600124	FOREST HILLS DR WELL #4 _		$69.28
301901666	ANASAZI WAY TRACT H RECIRCULAT _		$56.75
301901714	FOREST HILLS DR TRACT N WATER _		$54.10
Total			**$2,256.76**

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RETURN BOTTOM PORTION WITH YOUR PAYMENT • **PLEASE DO NOT USE STAPLES, TAPE OR PAPER CLIPS**

Xcel Energy®

Please help our neighbors in need by donating to Energy Outreach Colorado. Please mark your donation amount on the back of this payment stub and CHECK THE RED BOX under your address below.

ACCOUNT NUMBER	DUE DATE	AMOUNT DUE	AMOUNT ENCLOSED
53-2543913-6	12/22/2020	$2,256.76	Automated Bank Payment

Your bill is paid through an automated bank payment plan.

DECEMBER

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

FOREST HILLS METRO DISTRICT
14405 W COLFAX AVE # 165
LAKEWOOD CO 80401-3247

XCEL ENERGY
P.O. BOX 9477
MPLS MN 55484-9477

31 53122220 25439136 0000022567600000

Forst Hills Metroplolitan District
Estimated Cash Flow
December 31, 2020

	11/30/2020 Balance	Interfund Transfers	Add: Deposits	Less: Board Checks	Less: Monthly EFTs	Total Cash Available
General Fund						
1st Bank Checking	**$ 10,477.40**					$ 10,477.40
Less: November o/s checks	(4,131.81)					(4,131.81)
Colotrust (General and CTF)	**129,197.08**		-			129,197.08
November 2020 tax deposit (12/10/20)			3,349.50			3,349.50
Deposits - December 2020		-	-			-
Transfers out - December 2020		-	-			-
December 2020 Checks (A/P as of 11/30/20)				(35,852.30)	-	(35,852.30)
December 2020 EFT payments - utilities					(388.38)	(388.38)
Estimated 12/31/20 available cash in General Fund	135,542.67	-	3,349.50	(35,852.30)	(388.38)	102,651.49
Water/Sewer Fund						
1st Bank Checking	**103,508.99**					103,508.99
Less: November o/s checks	(21,226.43)					(21,226.43)
Transfers out - December 2020		-				-
December 2020 Checks (A/P as of 11/30/20)				(23,392.61)		(23,392.61)
December 2020 EFT payments - utilities					(2,256.76)	(2,256.76)
December 2020 customer deposits made as of 12/31/2020 (**ESTIMATE**)			25,000.00			25,000.00
Estimated 12/31/20 available cash in Water/Sewer Fund	82,282.56	-	25,000.00	(23,392.61)	(2,256.76)	81,633.19
Estimated 12/31/20 available cash in Combined Funds	$ 217,825.23	$ -	$ 28,349.50	$ (59,244.91)	$ (2,645.14)	$ 184,284.68
Estimated 12/31/20 available cash in Capital Projects Fund	**$ -**	$ -	$ 785,154.59	$ (35,154.59)	$ -	$ 750,000.00
Estimated 12/31/20 available cash in Debt Service	**$ 41,423.31**	$ -		$ (41,423.31)	$ -	$ -

November 2020 Outsanding Checks:

			Cleared Bank
Tara Prosser	4013	380.00	
Jefferson County Assessor	4006	25.00	
Collins Cockrel & Cole	4023	864.27	12/8/2020
Element Engineering	4027	560.00	12/10/2020
Professional Business	4030	64.50	12/7/2020
Colorado Community Media	4024	43.04	12/2/2020
Colorado Greenscapes	4025	1,275.00	12/4/2020
Current Installations	4026	920.00	12/4/2020
General Fund Checking		$ 4,131.81	
ORC Water Professionals	10995	8,263.72	
McDonald Farms	10993	6,390.00	12/3/2020
Univar USA, Inc.	10997	5,717.48	12/2/2020
American Conservation Billing	10989	618.75	12/2/2020
Element Engineering	10900	157.50	12/10/2020
Hamre, Rodriguez	10991	76.00	12/3/2020
UNCC	10996	2.98	12/2/2020
Water/Seweer Fund Checking		$ 21,226.43	

EFT's During October 2020:

Republic Services - trash	12/14/2020	$ 350.00	***estimate***
Vonage	12/13/2020	38.38	***estimate***
		$ 388.38	General Fund

ESTIMATED CASH FLOWS THROUGH 12/31/20:

Estimated General Fund Bank Balance at 12/31/20	$ 102,651.49
Total 2020 GF Revenues not received	-
Total 2020 GF Expenses not paid	-
Estimated General Fund Expenditures - Jan - March 2021	(45,000.00)
Estimated General Fund Bank Balance at 3/31/21	$ 57,651.49
Estimated Water/Sewer Fund Bank Balance at 12/31/20	$ 81,633.19
Total 2020 Water/sewer Fund Revenues not received	-
Total 2020 W/S Fund Expenses not paid	-
Estimated W/S Fund Bank Balance at 12/31/20	$ 81,633.19
Estimated Debt Service Fund Bank Balance at 11/30/20	$ -
Total 2020 DSF Revenues not received	-
Total 2020 DSF Expenses not paid	-
Estimated Debt Service Fund Bank Balance at 12/31/20	$ -

FHMD Master-planning Committee
Meeting Minutes

Meeting date: 8 December 2020 (Held via Zoom)

Members present: Gary Carson (GAC) - garyacarson@comcast.net
Stephen Iskalis (SCI) - siskalis@yahoo.com
Erich Kirsch (EWK) - erichkirsch@gmail.com
David Moser (DM) - david.moser@comcast.net
Michael Oakley (MPO) - director2@fhmd.net (Chair & FHMD Rep)
Brenda Shuler (BAS) - brendashuler@yahoo.com
Francis McLaughlin (FML) - francis.mclaughlin08@gmail.com (HOA Rep)

Members absent: Ronda Zivalich (RKJZ) - management@fhmd.net (FHMD Mgr.)

1. **The members discussed the membership makeup of the Committee and decided to recommend the following to the FHMD Board:**
   - Renew the charter of the Committee for another year or more
   - Retain the current mix of members, consisting of seven homeowner voting members, plus the District Manager as a non-voting member
   - One homeowner would be an FHMD Board member
   - In view of recent difficulties in filling the HOA Board member position, that slot should be opened up to the general District population. (Committee members will work to provide names of possible candidates)

2. **Review and validate the "Major Repairs" projects shown in the latest version of the District's 2021 Budget**

   Members concurred with the general concept that was based on previously assigned asset/ project priorities and stressed the need to include visible improvements in the mix and to have an outside expert help the Committee plan before taking action. The resulting project "Major Repairs" project list is shown in the chart below. Included is the proposal to engage a consultant to prepare an Outdoor Master Plan, which reflects the Committee's belief that such prior planning is essential to programming the effective and economical use of District funds.

		Current	Current	**New**	New
		Gates	65,000.00	**Gates – Repair, replace, install**	65.000
		Gatehouse - interior/exterior	20,000.00	**Gatehouse – Exterior painting; interior/exterior electrical**	20,000
		Irrigation	25,000.00	**Outdoor Master Plan and Phase 1 Landscaping and irrigation**	55,000
		Stormwater Drainage	10,000.00	**Stormwater Drainage Study**	10,000
		Landscaping	30,000.00		
Total Major Repairs			150,000.00		150,000

Post-meeting notes:

- Some Committee members will continue to obtain information from contractors and refine project scopes and cost. As they do so, they need to coordinate with and inform the District Manager. There may be useful history on contractors who have performed well and economically for the district.
- The Committee also requested EWK contact his neighbors on Summerwood to officially solicit their interest in, and support for, having the District construct a new gate at the entrance to their street. Their letter of unanimous support is attached.

3. HOA project proposals

The HOA Board has proposed to fund two projects: Building a brick barbecue grill at the park adjoining the Gazebo and installing a 50-ft-tall flagpole at the Forest Hills gate. The committee was receptive to both the projects with the following two caveats:

1. The projects should be integrated into the expert's assessment, being proposed to the Board. Both projects will have a major impact on the resulting plan.
2. Maintenance of both items needs to be identified and costs estimates defined. Specifically, fire safety, grill security, cleaning, propane replacement, flag replacement, and proper flag etiquette need to be addressed.

4. District-wide signage issue

GAC commented that there were too many unnecessary signs and signs in poor condition throughout the neighborhood. Members agreed but, proposed that the removal and repair of signs be covered under the District's general repair and maintenance funding.

5. Upcoming actions for the next meeting:

- Firm up costs for budget items in 2022 and beyond
- Make the Master Plan more visible and user-friendly for homeowners and more manageable for District staff
- Review the possible use of ClickUp as a management tool for the Master Plan

6. Select date, time and location for the next meeting

Tuesday, 5 January 2021at 6:30 PM, via Zoom

December 9, 2020

Board of Directors
Forest Hills Metro District
(via email)

RE: Summerwood Gate Support

Members of the FHMD Board:

We are writing to you as residents of Summerwood Drive to communicate our unanimous support of the proposal to construct a gate at the entrance to Summerwood Drive.

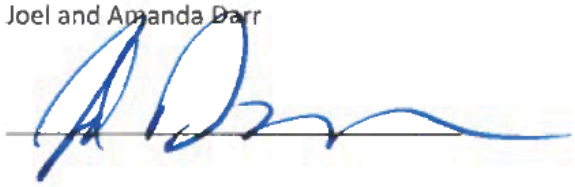
We believe the addition of a Summerwood gate as part of the overall proposed upgrades/updates to the FHMD community will help to foster a sense of inclusion of Summerwood residents and deliver the gated community aspect to all residents/taxpayers of the district.

We appreciate the opportunity provided for feedback through the Master Planning Committee and FHMD Board and look forward to hearing more about the planned developments within the district.

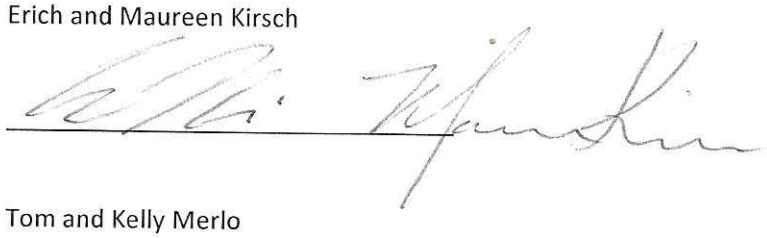
Sincerely,

Residents of Summerwood Drive:

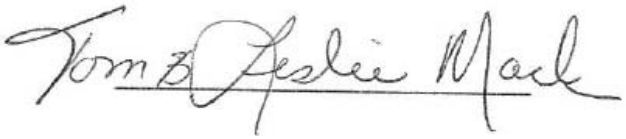
Joel and Amanda Darr



Erich and Maureen Kirsch

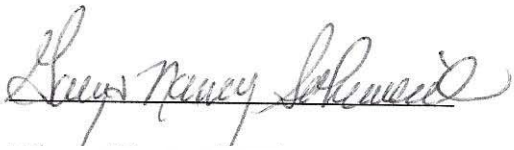


Tom and Leslie Mack

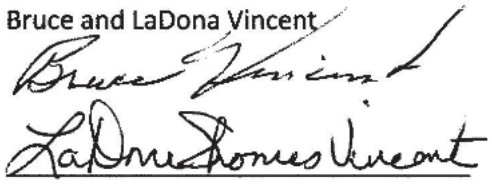
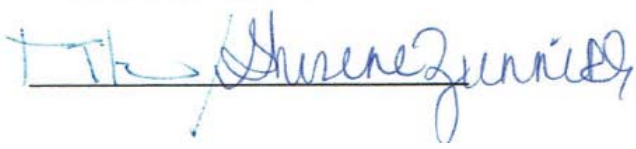


Tom and Kelly Merlo

Gary and Nancy Sohrweid



Bruce and LaDona Vincent



Mike and Sherene Zinniker