

RECORD OF PROCEEDINGS

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

March 15, 2023, 5:30 p.m.
Held via conference/Zoom call.

ATTENDEES Directors present: Craig Weinberg, Michael Oakley, Victor Robert, David Blue and Nikki Patrick.
Others present: Gabby Begeman (ORC Water Professionals), Nick Marcotte (Element Engineering, Inc.), Ronda Zivalich (MAPS, Inc.) and Nickie Holder (NMHolder Financial, Inc.)
Residents present: Yvette Green (Riva Chase HOA Board President) and Jason Krutsch

QUORUM The meeting was called to order by Chairperson Weinberg at 5:33 p.m. and a quorum was noted.

CHANGE IN ATTENDANCE
Gabby Begeman and Nick Marcotte left at 6:12 p.m.

CONSENT AGENDA ITEMS

1. ADMINISTRATIVE MATTERS

- A. Agenda: Add under New Business, Item B. Eastwood Back Gate Expansion
- B. Minutes: No changes.
- C. 2023 Election Status Update: The May 2, 2023 election has been cancelled. Two director seats were up for election, and two self-nomination forms were submitted. David Blue and Jason Krutsch will be sworn in before the May 2023 board meeting and be voting members at that meeting. The cancellation notice will be published in the Golden Transcript and posted to the District website on March 23, 2023.

2. REPORTS

- A. Operator's Report: The Operator's Report was submitted in the board packet for review. Director Oakley asked for an update on Well #5 as its filter was reported as filling with sediment. Ms. Begeman stated that they been throttling down the well in hopes of reducing sediment accumulation. ORC would also replace the meter which had stopped functioning.
- B. Engineer's Report (Element Engineering {EE}): The Engineer's Report was submitted in the board packet for review. The PFAS Infrastructure Grant Application was discussed under Old Business, Item G.

- C. Manager's Report: The Manager's Report was submitted in the BOD packet for review. Director Oakley noted that the trash can on the exterior of the gatehouse had been placed in front of the pillar light sensors, perhaps by the cleaning person, and had caused the lights to be on all day. Ms. Zivalich will ensure the cleaning vendor knows not to place the trash can in that area.
- D. Master Planning Committee – 2023 Painting Projects for Various Roofs: No update on the painting contractor resuming work. The HOA Board had been obtaining contractor bids for the repair/replacement of the entrance bunker and large signs. Once they have received three bids, they will provide a recommendation to FHMD. The Board discussed the possibility of installing hard-wired flood lights for the large sign on the hill. Ms. Zivalich asked Mike Zinniker about options, and he reported that there is an electrical feed from the guardhouse, but the panel inside the sign monument had been vandalized. Mr. Zinniker's suggestion was to install a new panel and hardwire new flood lights, with the cost being minimal since the wiring is still intact.

3. FINANCIAL MATTERS

- A. Claims: Through February 2023. Submitted in the board packet for review. Director Oakley asked for clarification regarding charges on the attorney's invoice to which Ms. Holder responded.
- B. Financial Statements: Through February 2023. Submitted in the board packet for review. Director Oakley requested that the financial statement format be modified to report more accurately the financials of the District. Director Oakley and Ms. Holder will work together to update the financial format prior to the April 2023 board meeting.

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

REGULAR AGENDA ITEMS

4. PUBLIC COMMENT

No public comments.

5. OLD BUSINESS

- A. WWTP Upgrade - Update: Chairperson Weinberg asked how the tuning of the equipment was going now that the upgrade had been completed. Ms. Begeman stated that there had been a few issues with the new equipment, but that they were working through them.
- B. Roadway Project - Update: A-1 Chip Seal contract had been executed with the project scheduled to commence on May 1 and be completed by July 15, 2023.

- C. 2G to 4G Smart Meter Upgrade - Update: Ms. Begeman reported that approximately 15% of homes needing the upgrade had been completed. ORC had put flyers on doors of the residents who still needed to have their meters switched; and Ms. Zivalich would assist by sending an email to those owners.

- D. Pond 4 and 5 Cleaning - Update: The contract and purchase orders were executed in February; and Ms. Zivalich was staying in touch with the contractor for timing of the cleaning.

- E. Road Designation Maintenance Discussion: Directors Oakley and Blue and Ms. Zivalich met to discuss road designations. After research of the developers' planning documents, they agreed that a legal opinion was needed to determine where the District is responsible for pavement maintenance of shared driveways (including snow plowing and repairs/paving) and where homeowners are responsible. The District's legal counsel was reviewing the Original Development Plan (ODP) for Riva Chase and other information, and would provide an opinion in time for the April meeting.

- F. Napp Driveway Reimbursement: A letter had been prepared, requesting a receipt for the completed repair work by May 1, 2023, and stating that, if said receipt was not submitted, the District would consider this matter closed. The letter was to be sent registered via USPS with return receipt requested.

- G. PFAS Infrastructure Grant Application: EE and ORC had prepared the infrastructure grant application; and Ms. Zivalich would combine all documents, have Chairperson Weinberg sign the application and would send it to the CDPHE. The grant request is for \$45k for the engineering evaluation to analyze the cost for potential treatment alternatives. The grant is to be awarded in early May.

- H. Fire Mitigation/Grant Assistance - Update: No updates from Mr. Dahl. Ms. Zivalich was in the process of contacting other fire mitigation companies to see if they could assist with researching and completing grant applications. Ms. Zivalich would also contact the State and other agencies to try to obtain information on available grants.

6. NEW BUSINESS

- A. Landscaping Upgrade at the Forest Hills Entrance: Directors Blue and Patrick presented the four proposals they had received for landscape improvements. One bid was quoted above the budget of \$40K and was immediately dismissed. The other three contractor proposals were discussed. After discussion, the Board agreed that Directors Blue and Patrick would share the proposals with the HOA/ACC and decide together which proposal would be the best fit for the community. Directors Blue and Patrick would then recommend one proposal for approval by the Board at the April meeting.
- B. Eastwood Back Gate Expansion: Owners living near the Eastwood emergency gate are again reporting people moving boulders and driving around the gate to gain entry to the community. Options for extension of the gate had been presented in the past and should be considered again. After discussion and upon **motion** by Director Oakley, duly seconded by Director Blue, and upon unanimous vote, the Board approved adding a post on each side of the current gate posts and moving a boulder closer to the east-side post.

7. ADJOURNMENT

Upon **motion** by Chairperson Weinberg, duly seconded by Director Robert, and upon a unanimous vote, the Board approved adjournment of the meeting. There being no further business to come before the Board at this time, the meeting was adjourned at 7:03 p.m. The next regular meeting is scheduled for April 19, 2023, via conference call, beginning at 5:30 p.m.

THESE MINUTES ARE APPROVED AS THE OFFICIAL, MARCH 15, 2023, MEETING MINUTES OF THE FOREST HILLS METROPOLITAN DISTRICT AND ITS WATER ACTIVITY ENTERPRISE BY THE RESPONSIBLE PARTIES SIGNING BELOW:

ATTEST:

Nickie Holder

Recording Secretary

APPROVED:



Board Chairperson