

RECORD OF PROCEEDINGS

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

September 20, 2023, 5:30 p.m.

Held via conference/Zoom call

ATTENDEES Directors present: Craig Weinberg, Michael Oakley, Victor Robert, David Blue, and Jason Krutsch
Others present: Gabby Begeman (ORC Water Professionals), Nick Marcotte (Element Engineering), and Nickie Holder (NMHolder Financial, Inc.)
Residents present: None.
Guests present: Eric Rasch, Trevor Marshall, and Kevin Smith (Colorado Commercial and Residential Painting [CO Painting])

QUORUM The meeting was called to order by Chairperson Weinberg, at 5:31 p.m. and a quorum was noted.

CHANGE IN ATTENDANCE

Gabby Begeman and Nick Marcotte left at 6:06 p.m.

CONSENT AGENDA ITEMS

1. ADMINISTRATIVE MATTERS

- A. Agenda: No changes.
- B. Minutes: No changes.
- C. Guests: Painting Projects for Roofs – CO Painting had completed on the roofs and the entry way. The paint had previously failed last season, due to the elements and the product used. Mr. Rasch, Mr. Marshall, and Mr. Smith attended the meeting to provide an update on the final painting performed on the District structures. Chairperson Weinberg had met with resident Erich Kirsch to review the final state. Mr. Rasch reviewed the painting work done, the weather did not allow for a full walk-through; however, the status of the painting work, as well as the District's expectations and concerns, regarding the path forward were addressed. Director Blue mentioned that he also had walked through the entrance to view the painting work done and did not notice any issues with the current state. The paint product that was originally used in Fall 2023 should have held through the elements according to the manufacturer. Mr. Rasch discussed the steps taken and the updated product used to ensure that the painting will hold through the winter months. Director Oakley thanked Colorado Painting for not bailing out on the District when the original product failed and for staying to fix the problems. If there are any issues in the future the District can contact Colorado Painting and might also contact the paint manufacturer. The District will be process the final invoice and close out the project.

2. REPORTS

- A. Operator's Report: The Operator's report was submitted in the board packet for review.

Director Robert asked for a follow up on the status of the WWTP pump repairs, for which there was supposed to be a two-week turnaround. Ms. Begeman explained she gave the go-ahead to the manufacturer to complete the repairs but had not followed up since that initial contact. Ms. Begeman will email Ms. Zivalich and Ms. Holder with an update to be passed on to the Board.

Director Oakley asked for an update on the progress of the wells. Per the Operator's Report, Well #1 is not operating and will be investigated. Well #5 needs to have a check valve and associated piping replaced. Ms. Begeman reported that there had been no progress on the repair/replacement of the wells, due to prioritizing the work needed at the WWTP. No samples were taken to the lab this month, because Ms. Begeman was not confident in the results due to issues with plant operations over the prior month. Those issues had been resolved by September 19th; and ORC was waiting for the water production to turn around before taking additional samples for testing.

Director Blue asked if all the aerators are currently operating at the ponds. Ms. Begeman stated that Pond 4 aerator kept tripping the breaker; however, the aerators are turned on at Ponds 5 and 6. The tripping issue at Pond 4 had not yet been resolved.

- B. Engineer's Report (Element Engineering {EE}): The Engineer's report was submitted in the board packet for review. DRC had been out to take a video of Pond 5 culvert, Mr. Marcotte would review the video and provide the Board with an update at the October Board meeting. Development of possible solutions for the PFAS pollution was moving forward; and Mr. Marcotte should update Ms. Zivalich with potential sampling of raw water. EE will pay for lab fees associated with the sampling and pass the fees through the grant funding. Mr. Marcotte informed the Board that he had a good conversation with Flyuidine about what can be done with the new system in place at the WWTP.
- C. Manager's Report: The Manager's report was submitted in the board packet for review. No discussion.
- D. Master Planning Committee –
- i. 2023 Painting Project for Roofs Update: This project was discussed above under Guests and final payment will be approved at the October meeting and the project closed out.

3. FINANCIAL MATTERS

- A. Claims: Through August 2023. Submitted in the board packet for review. Ms. Holder received an additional invoice from Ana Castro (restroom and gatehouse cleaning) in the amount of \$165 for cleaning. Ms. Holder recommends approval of the invoice.
- B. Financial Statements: Through August 2023. Submitted in the board packet for review. No discussion.
- C. 2024 Budget Planning - Update: Ms. Holder and the Budget Committee reviewed the updated 2024 draft budget with the Board and asked if there were any comments or questions. There were none; and the Board seemed to be in general agreement with the Committee's recommendations. The proposed General Fund revenues may be significantly affected by the results of the November vote on Proposition HH.

4. HOA MATTERS

- A. Signs/Logo/Colors – Review Updated Bid: The Board discussed the updated bid from BCS Signs that was provided in the board packet and asked for a best and final estimate be obtained from BCSSigns.
- B. Delivery Drivers, Neighboring Communities, and Signage at Back Gates – An email from an FHMD resident was provided in the board packet. They had concerns about packages not being delivered properly and being left outside the emergency gates, due to confusion with online maps that routed delivery drivers to the back gates of the neighborhood. The homeowner had requested that the HOA or FHMD Boards put up appropriate signage on the two emergency gates and the Eastwood gate. The FHMD Board agreed to allow signs to be put up at the specified locations it retained the right to approve the verbiage of the signs and the location of the signs before the installation. The cost of the signs is to be paid for by the RIVA Chase HOA, not FHMD.

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

REGULAR AGENDA ITEMS

5. PUBLIC COMMENT

No public comment.

6. OLD BUSINESS

- A. Approval of the 2022 Audit: Board members were provided with a draft copy of the audit in August 2023 for review. Upon motion by Director Oakley, duly seconded by Director Krutsch, and upon a majority vote, the Board approved the 2022 Financial Statement Audit. Chairperson Weinberg abstained.

- C. PFAS Infrastructure Grant - Update: As discussed in the Engineer's report, PFAS possible solutions were moving forward.
- D. Roadway Project- Update: The roadway project had been completed. There may be spots on Willobe Way that may need to be checked after the Winter. A-1 Chip Seal will come back if a touch up is necessary.
- E. 2G to 4G Smart Meter - Update: There are 10 smart meters left in inventory. Due to funding constraints, the District will not purchase additional meters until 2024.
- F. Pond 4 Leak/Sealant – Update: No update.
- G. Fire Mitigation/Grant Assistance - Update: No update.

8. NEW BUSINESS

- A. None

9. ADJOURNMENT

Upon **motion** by Chairperson Oakley, 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 6:50 p.m. The next regular meeting is scheduled for October 18, 2023, via conference call, beginning at 5:30 p.m.

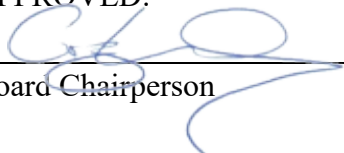
THESE MINUTES ARE APPROVED AS THE OFFICIAL, SEPTEMBER 20, 2023, MEETING MINUTES OF THE FOREST HILLS METROPOLITAN DISTRICT AND ITS WATER ACTIVITY ENTERPRISE BY THE RESPONSIBLE PARTIES SIGNING BELOW:

ATTEST:

Nickie Holder

Recording Secretary

APPROVED:



Board Chairperson