

RECORD OF PROCEEDINGS
MINUTES OF A REGULAR MEETING
OF THE BOARD OF DIRECTORS OF
BANCROFT-CLOVER WATER AND SANITATION DISTRICT

HELD: Monday, May 15, 2017 at 6:00 p.m.
Headquarters Office Building, Board Room
900 South Wadsworth Blvd.
Lakewood, Colorado 80226

ATTENDANCE:

A regular meeting of the Board of Directors of Bancroft-Clover Water and Sanitation District, Jefferson County, Colorado was called and held as shown above and in accordance with the applicable statutes of the State of Colorado, with the following directors present and acting:

Tracy D. Gilchrist - President
Monica Norval – Vice President/ Assistant Secretary
Robert McGinness – Secretary
Delbert Smith - Assistant Secretary

Tom Bellinger, Treasurer was absent and excused from the meeting.

Also present: Rhonda Hale, Office Manager, Jim Forth, Field Manager, Beth Pas-Flythe, District Accountant, Barney Fix of Merrick & Company, Tim Lowe, General Manager.

CALL TO ORDER:

President Gilchrist noted that a quorum was present for the purpose of conducting a meeting of the Board of Directors of the Bancroft-Clover Water and Sanitation District and called the meeting to order at 6:00 p.m.

APPROVAL OF AGENDA:

Following discussion, and upon motion duly made, seconded, and unanimously approved, the Board approved the agenda with revisions.

RECORD OF PROCEEDINGS

May 15, 2017

Bancroft-Clover Water and Sanitation District

Page 2 of 4

DISCLOSURE OF POTENTIAL CONFLICT OF INTEREST:

It was noted that general disclosure statements had been filed on behalf of the members of the Board of Directors with the Office of the Colorado Secretary of State at least 72 hours in advance of the meeting in accordance with statute. It was noted that there were no new verbal disclosures of conflict of interest made by the Directors present at the meeting prior to action being taken.

APPROVAL OF PREVIOUS MINUTES:

Following discussion, on motion duly made, seconded, and unanimously approved, the Board approved the minutes of the meeting held on April 17, 2017.

FINANCIAL STATEMENTS:

Ms. Pas-Flythe presented to the Board the financial statements for the period ending April 30, 2017. The Board accepted the financial statements as presented.

FINANCIAL CASH FLOW SUMMARY:

Ms. Hale presented to the Board the monthly cash flow summary through May 15, 2017; and monthly payables for the period April 1-30, 2017. Following discussion, and upon motion duly made and seconded, the Board accepted the cash flow summary as presented and ratified and approved the monthly payables as presented.

FIELD MANAGER'S REPORT:

Mr. Forth presented to the Board his monthly report of field activities for April and May 2017.

GENERAL MANAGER'S REPORT:

Mr. Lowe presented to the Board the monthly General Manager's report for April 2017.

ENGINEERING REPORT:

Mr. Fix presented his monthly report of current projects dated May 15, 2017.

RECORD OF PROCEEDINGS

May 15, 2017

Bancroft-Clover Water and Sanitation District

Page 3 of 4

ACTION ITEMS:

- 1) Mr. Lowe presented a proposal to include property addressed as 5425 & 5429 W. Center Ave. into the District. After discussion, and on motion duly made, seconded, and unanimously approved, the Board called for a public hearing at the June 19, 2017 meeting to consider the request for inclusion.

NEW BUSINESS:

None.

OLD BUSINESS:

None.

COMMENTS FROM CUSTOMERS, CONSULTANTS, MANAGERS & BOARD MEMBERS:

President Gilchrist issued an invitation for comment to residents of the District, consultants, managers and Board members to comment to the Board on any matters not included in the Agenda for the meeting. There was no response.

ADJOURNMENT:

On motion duly made, seconded and unanimously carried, President Gilchrist adjourned the meeting at 7:12 p.m.

The foregoing minutes constitute a true and correct copy of the minutes of the above-referenced meeting and were approved by the Board of Directors of the Bancroft-Clover Water and Sanitation District.

Secretary of the District