

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

HELD: Monday, August 21, 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:

Tom Bellinger – Treasurer
Robert McGinness – Secretary
Delbert Smith - Assistant Secretary

President, Tracy D. Gilchrist and Vice-President, Monica Norval were absent and excused from the meeting.

Also present: Tom George, Attorney, Barney Fix, District Engineer, Beth Pas-Flythe, District Accountant, Jim Forth, Field Manager, Rhonda Hale, Office Manager, Tim Lowe, General Manager.

CALL TO ORDER:

Treasurer Bellinger 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 as presented.

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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 July 17, 2017.

FINANCIAL STATEMENTS:

Ms. Pas-Flythe presented to the Board the financial statements for the period ending July 31, 2017. After discussion, the Board accepted the financial statements as presented.

FINANCIAL CASH FLOW SUMMARY:

Ms. Hale presented to the Board the monthly cash flow summary through August 21, 2017; and monthly payables for the period July 6-31, 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 the monthly report of field activities for July and August 2017.

GENERAL MANAGER'S REPORT:

Mr. Lowe presented to the Board the monthly general manager's report for July 2017. Mr. Lowe discussed with the Board a proposed statistical summary to be included in future Board reports. Following discussion, it was requested the item be brought back to the Board when all members were present for further discussion.

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LEGAL COUNSEL'S REPORT:

Mr. George presented the legal report for the month of July 2017.

ENGINEERING REPORT:

Mr. Fix presented the monthly engineering report dated August 21, 2017.

ACTION ITEMS:

Mr. Lowe reviewed the results of the District's request for proposal for rate consulting services. Director McGuinness also presented his summary of the proposals, and discussed additional items he would like to see included in the final consultant report. Following discussion, and upon motion duly made and seconded, the Board awarded the contract for rate consulting services to Raftelis Financial Consultants, Inc., with an amount not to exceed \$19,710.00.

NEW BUSINESS:

None

OLD BUSINESS:

None

METROPOLITAN WASTEWATER RECLAMATION DISTRICT REPORT

Director Bellinger reported that fees for service were expected to increase by approximately 3.4% for 2018. Director Bellinger also reported that the Metro District should complete their evaluation of the 21-inch Sanderson South outfall line by mid-November.

COMMENTS FROM CUSTOMERS, CONSULTANTS, MANAGERS & BOARD MEMBERS:

Director Bellinger 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.

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ADJOURNMENT:

On motion duly made, seconded and unanimously carried, Director Bellinger adjourned the meeting at 7:25 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