

RECORD OF PROCEEDINGS

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

HELD:

Monday, September 17, 2018 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:

Monica Norval — President
Delbert Smith — Secretary
Robert McGinness — Treasurer
Tracy Gilchrist — Vice President
John Earle — Assistant Secretary

Also present: Russ Dykstra, Legal Counsel, Spencer Fane LLP, Barney Fix, District Engineer, Merrick & Company, Rhonda Hale, Office Manager, Tim Lowe, General Manager, Gilberto Najera, Field Manager, Beth Pas-Flythe, District Accountant.

CALL TO ORDER:

President Norval noted that a quorum was present for 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.

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APPROVAL OF AGENDA:

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

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 August 20, 2018.

FINANCIAL STATEMENTS:

Ms. Flythe presented to the Board the financial statements for the period ending August 31, 2018. The Board accepted the financial statements as presented.

FINANCIAL CASH FLOW SUMMARY:

Ms. Hale presented to the Board the monthly cash flow summary and monthly payables through August 31, 2018. 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.

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FIELD MANAGER'S REPORT:

Mr. Najera presented to the Board his monthly report of field activities for August and September 2018.

GENERAL MANAGER'S REPORT:

Mr. Lowe presented to the Board the monthly general manager's report for the month of August 2018.

LEGAL REPORT:

Mr. Dykstra presented the monthly legal report.

ENGINEERING REPORT:

Mr. Fix presented the monthly report of current engineering projects dated September 17, 2018.

ACTION ITEMS:

1- Consideration of Village Cooperative and 1210 Reed St. easements.

Mr. Fix presented proposed easements for the Village Cooperative and 1210 S. Reed St. Following discussion, and upon motion duly made and seconded, the Board unanimously appointed granting the 1210 S. Reed St. easement.

Mr. Fix and Mr. Dykstra presented additional language for the Village Cooperative easement. The additional language was requested by the U.S. Department of Housing and Urban Development as a condition of them underwriting the property mortgage. Following discussion, and upon motion duly made and seconded, the Board unanimously approved the proposed easement language contingent upon Denver Water's review and acceptance of the language and; inserting the language as a special condition.

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OLD BUSINESS:

Mr. Fix reviewed the status of the Water Master Plan with the Board. Mr. Fix said that a segment of asbestos pipe had recently been delivered to a laboratory and that the report would be finalized once the lab test results were back. Mr. Fix also distributed a summary of the studies results thus far for the Board's review. Mr. Fix expected the study to be completed by the end of September and presented to the Board at the October meeting.

Mr. Fix also discussed the recommendations from the Lee Street study and Jewell Ave study. After discussion, the Board requested that the Jewell Avenue project be included in the 2019 budget. The Board also discussed the Lee Street study and requested that the General Manager initiate discussions with the owners of Smith Reservoir and the Lee Street quads regarding groundwater infiltration into the District's system.

NEW BUSINESS:

There were no new business items.

METRO WASTEWATER RECLAMATION DISTRICT:

Mr. Smith presented the report on Metro Wastewater activity.

COMMENTS FROM CUSTOMERS, CONSULTANTS, MANAGERS & BOARD MEMBERS:

President Norval 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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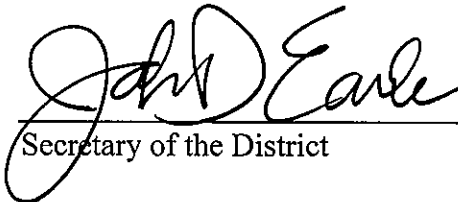
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ADJOURNMENT:

On motion duly made, seconded and unanimously carried, President Norval adjourned the meeting at 7:40 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