

RECORD OF PROCEEDINGS

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

HELD: Monday, February 24, 2020 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 Gilchrist – Vice President
Delbert Smith – Secretary
Robert McGinness – Treasurer
John Earle – Assistant Secretary

President, Monica Norval attended the meeting via teleconference.

Also present: Russ Dykstra, District Counsel, Rhonda Hale, Office Manager, Gilberto Najera, Field Manager, Barney Fix, District Engineer, Beth Pas-Flythe, District Accountant, Tim Lowe, General Manager, Sean Wells, District resident.

CALL TO ORDER:

Vice 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 changes.

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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.

COMMENTS FROM CUSTOMERS, CONSULTANTS, MANAGERS & BOARD MEMBERS:

Vice-President Gilchrist issued an invitation for comments from customers, consultants, managers and Board members. Mr. Sean Wells introduced himself and mentioned that he was there to observe the meeting.

APPROVAL OF PREVIOUS MINUTES:

Following discussion, on motion duly made, seconded, and unanimously approved, the Board approved the minutes of the regular meeting held on January 24, 2020 with amendments. The Adjournment section was amended to state "...Secretary Smith adjourned the meeting at 8:45p.m."

FINANCIAL STATEMENTS:

Ms. Pas-Flythe presented to the Board the financial statements for the period ending January 31, 2020. The Board accepted the financial statements as presented.

FINANCIAL CASH FLOW SUMMARY:

Ms. Hale presented to the Board the monthly cash flow summary through January 31, 2020 and payables through February 14, 2020. Following discussion, and upon motion duly made and seconded, the Board accepted the cash flow summary and payables as presented.

FIELD MANAGER'S REPORT:

Mr. Najera presented his monthly report of field activities for January and February 2020.

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GENERAL MANAGER'S REPORT:

Mr. Lowe presented to the Board the monthly general manager's report for the month of January 2020.

LEGAL REPORT

Mr. Dykstra presented his monthly legal report.

ENGINEERING REPORT:

Mr. Fix presented his monthly report of current projects dated February 24, 2020.

ACTION ITEMS:

- 1) Mr. Fix presented an amendment to the easements for the Kendrick Lakes Elementary School to allow fencing and swing gates in the special provisions. After discussion and upon motion duly made, seconded and unanimously carried, the Board approved the amendments to the easement's special provisions subject to legal review and additional approval from Denver Water.

- 2) Mr. Fix presented the annual on call contract with Guildner Pipeline for review and approval. After discussion and upon motion duly made, seconded and unanimously carried, the Board approved the on call contract.

NEW BUSINESS:

None

OLD BUSINESS:

None

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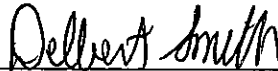
METRO WASTEWATER RECLAMATION DISTRICT:

Mr. Smith reported the monthly meeting had been cancelled and there was no new information to share.

ADJOURNMENT:

On motion duly made, seconded and unanimously carried, Vice-President Gilchrist adjourned the meeting at 7:07 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