

RECORD OF PROCEEDINGS

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

HELD: Monday, April 19, 2021 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 by teleconference and in accordance with the applicable statutes of the State of Colorado, with the following directors present and acting:

The following directors were present:

Monica Norval - President
Delbert Smith – Secretary
Robert McGinness – Treasurer
John Earle – Assistant Secretary
Sean Wells – Assistant Secretary

Also present: Russ Dykstra, District Counsel, Kari Maravi, Assistant Office Manager, Gilberto Najera, Field Manager, Barney Fix, District Engineer, Beth Pas-Flythe, District Accountant, Tim Lowe, General Manager.

Note: Due to COVID 19 restrictions on public meetings, the board provided call-in information for any member of the public to utilize to participate in the board meeting.

CALL TO ORDER:

President Norval 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.

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APPROVAL OF AGENDA:

Following discussion, and upon motion duly made, seconded, and unanimously approved as presented.

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:

President Norval issued an invitation for comments from customers, consultants, managers and Board members. There was no response.

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 March 15, 2021 as presented.

FINANCIAL STATEMENTS:

Ms. Pas-Flythe presented to the Board the financial statements for the period ending March 31, 2021. After discussion, the Board accepted the financial statements as presented.

FINANCIAL CASH FLOW SUMMARY:

Ms. Maravi presented the monthly cash flow summary and payables through March 31, 2021. Following discussion, and upon motion duly made and seconded, the Board accepted the cash flow summary and payables as presented.

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FIELD MANAGER'S REPORT:

Mr. Najera presented his monthly report of field activities for March and April 2021. After discussion, the Board requested a map showing the location of water main breaks.

GENERAL MANAGER'S REPORT:

Mr. Lowe presented to the Board the monthly general manager's report for the month of March 2021. Mr. Lowe discussed the current interest rate environment and the disposition of the treasury maturing in May of 2021. After discussion and motion made, seconded and unanimously approved, the Board directed Mr. Lowe to reinvest the funds in US Treasuries with maturities of 2, 3 and 4 years.

ENGINEERING REPORT:

Mr. Fix presented his monthly report of current projects dated April 19, 2021.

LEGAL REPORT:

Mr. Dykstra presented his monthly legal report.

METRO WASTEWATER RECLAMATION DISTRICT:

Mr. Smith gave his report on the Metro Wastewater Board activities.

ACTION ITEMS:

None

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NEW BUSINESS:

Mr. Lowe discussed engaging a rate consultant for the 2022 rates. After discussion, the Board requested Mr. Lowe prepare a request for proposal to be reviewed by the Board. If there is no objection of substantive changes, Mr. Lowe is to solicit proposals to be reviewed and approved by the Board.

Mr. Lowe discussed the current leave provisions in the Personnel Policies. Discussion followed and Mr. Lowe and Mr. Dykstra agreed to bring revised Personnel Policies to a future Board meeting for review.

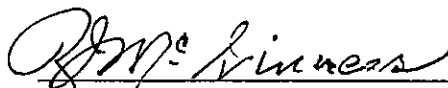
OLD BUSINESS:

None

ADJOURNMENT:

President Norval adjourned the meeting at 7:56 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