

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

HELD: Monday, April 17, 2023, 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:
Del Smith – President
Sean Wells – Secretary
Julie Jakicic- Assistant Secretary (via teleconference)
James Ris – Assistant Secretary

Robert McGinness, Treasurer, was absent and excused.

Also present: Russ Dykstra, District Counsel, Barney Fix, District Engineer, Beth Pas-Flythe (via teleconference), District Accountant, Tim Lowe, General Manager, Gilberto Najera, Field Manager, Sylvia Vigil, Office Manager, Wade Wheatlake, Engineer.

CALL TO ORDER:

President Smith 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 6:02 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. Mr. Dykstra 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 Smith issued an invitation for comments from customers, consultants, managers. Mr. Lowe noted that this was Mr. Fix's last Board meeting and recognized his twenty-two years of work with the district. The Board thanked Mr. Fix.

APPROVAL OF PREVIOUS MINUTES

Mr. Lowe presented the minutes from the March 20, 2023, regular meeting. Upon motion duly made, seconded, and unanimously approved, the Board approved the minutes as presented.

FINANCIAL STATEMENTS:

Ms. Pas-Flythe presented to the Board the financial statements for the period ending March 31, 2023. After discussion, the Board accepted the financial statements as presented.

FINANCIAL CASH FLOW SUMMARY:

Mrs. Vigil presented the monthly cash flow summary and payables through March 31, 2023. Discussion followed with the Board noting the substantial progress in reducing aged accounts payable. 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 REPORT:

Mr. Najera presented his monthly report of field activities for March and April 2023.

GENERAL MANAGER'S REPORT:

Mr. Lowe presented to the Board the monthly general manager's report for March 2023. Mr. Lowe noted that a portion of the investment portfolio would be maturing at the end of April. Discussion followed and the Board approved re-investing the security for approximately 12-18 months depending on the yields at the time.

ENGINEERING REPORT:

Mr. Fix presented the monthly engineering report of current projects dated April 17, 2023. He noted that C&L would be using a sub-contractor to complete the LMKs for the 209 CIPP contract and going forward. Mr. Fix also noted that the district would be requesting a change order to the 2023 CIPP for lining additional sewer mains. Additional mains were added after reviewing the 2023 video inspections.

LEGAL REPORT

Mr. Dykstra presented his monthly legal report. He noted that a number of bills were in committees during the last part of the legislative session.

METRO WATER RECOVERY REPORT

President Smith gave his report of Metro Water Recovery board matters. He noted that the new solids handling facility is now online and the old building is being demolished. Metro is also working to meet stricter effluent temperature requirements. The problem is most acute in the winter months and solving the issue has proved difficult due to the low river flows at that time of the year. Metro is investigating using cooling towers. Mr. Smith also reported that the budget meeting is on April 18, 2023, and that overall costs were up substantially.

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ACTION ITEMS:

None

NEW BUSINESS

Mr. Lowe noted that Denver Water would begin lead service line pot holing in the district on July 1, 2023.

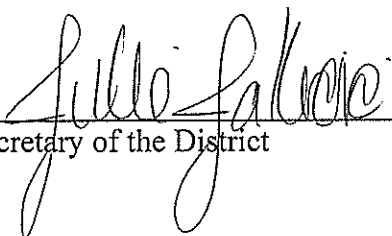
OLD BUSINESS:

The Board and Mr. Fix resumed the discussion of RPZ backflow devices on single family homes with dual water supply. Mr. Fix discussed email correspondence he received from Denver Water regarding their requirements. Director Wells asked that the correspondence be distributed to the Board before the next meeting. The discussion was tabled until the next Board meeting.

ADJOURNMENT:

On motion duly made, seconded and unanimously carried, at 7:00 p.m. President Smiths adjourned the meeting.

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