

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

HELD: Monday, March 20, 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 (via teleconference)
Sean Wells – Secretary
Julie Jakicic- Assistant Secretary
James Ris – Assistant Secretary

Robert McGinness, Treasurer, was absent and excused.

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

CALL TO ORDER:

Secretary Wells 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. 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:

Secretary Wells issued an invitation for comments from customers, consultants, managers. There was no response.

APPROVAL OF PREVIOUS MINUTES

Mr. Lowe presented the minutes from the February 22, 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 February 28, 2023. Ms. Pas-Flythe also note that the annual audit had begun, and the auditors would be on site beginning Tuesday, March 23, 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 February 28, 2023. Discussion followed regarding the district's investment portfolio. Director Wells requested changes to the investment summary report. 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 February and March 2023. Mr. Najera also presented the results of recent acoustic flow testing and demonstrated the District's GIS.

GENERAL MANAGER'S REPORT:

Mr. Lowe presented to the Board the monthly general manager's report for the month of February 2023. Mr. Lowe noted the strong customer response to the Garden In A Box promotion noting that all 20 discounts were used within two days of the online store opening. Mr. Lowe reported that an additional ten discounts were purchased and used by customers within a day and a half.

COMMENTS FROM CUSTOMERS, CONSULTANTS, MANAGERS & BOARD MEMBERS:

Sophia Ernst, District resident joined the meeting. Mr. Lowe introduced Ms. Ernst as a Board member elect. The Board welcomed Ms. Ernst

ENGINEERING REPORT:

Mr. Fix presented the monthly engineering report of current projects dated March 20, 2023. Discussion followed and the Board requested the engineer pursue contracts with Kumar and Associates and Echologics for soils investigation and pipe testing. Once drafted the contracts will be presented to the Board.

LEGAL REPORT

Mr. Dykstra presented his monthly legal report noting that a number of bills were still being considered and the legislative session would be ending on May 6th this year.

METRO WATER RECOVERY REPORT

President Smith gave his report of Metro Water Recovery board matters. He reported that the new solids handling facility is coming online. Mr. Smith also reported that Metro is beginning the budgeting process and is already anticipating higher costs and rates than previously expected.

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ACTION ITEMS:

Mr. Fix presented an easement for the Les Schwab Tire Center located in the 2100 block of S. Webster St. After discussion and upon motion duly made, seconded, and unanimously approved, the Board accepted the easement.

NEW BUSINESS

None

OLD BUSINESS:

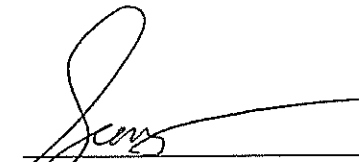
Mr. Fix presented information on the district's backflow requirements. The District Rules and Regulation currently require a reduced pressure zone (RPZ) backflow device for all applications including a single-family residence with a dual water supply. Discussion followed about whether a double check backflow device would be acceptable for single family homes with a dual water supply.

Director Wells expressed concern that the requirement of an RPZ Backflow device on single-family residences with a dual water supply, was over regulation by the District. The Board requested additional information on how many single-family residential properties with dual water supply are within the district. The discussion was tabled until the next Board meeting.

ADJOURNMENT:

On motion duly made, seconded and unanimously carried, at 7:30 p.m. Secretary Wells 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