

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

HELD: Wednesday, February 22, 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, Beth Pas-Flythe, District Accountant (via teleconference), 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. Mr. Lowe introduced Sylvia Vigil as the District's new office manager. The Board welcomed Ms. Vigil.

APPROVAL OF PREVIOUS MINUTES

Mr. Lowe presented the minutes from the January 23, 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 January 31, 2023. After discussion, the Board accepted the financial statements as presented.

FINANCIAL CASH FLOW SUMMARY:

Mr. Lowe presented the monthly cash flow summary and payables through January 31, 2023. Following discussion, and upon motion duly made and seconded, the Board accepted the cash flow summary and payables as presented.

FIELD MANAGER REPORT:

Mr. Najera presented his monthly report of field activities for January and February 2023.

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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 2023. Mr. Lowe noted that the Garden In A Box store would be opening on March 1st and shared a copy of the advertising flier that would be going out via email and with paper bills.

ENGINEERING REPORT:

Mr. Wheatlake presented the monthly engineering report of current projects dated February 22, 2023. Discussion followed and the Board requested the engineer be prepared to discuss the District's backflow requirements at the March meeting. The Board also requested an opinion on the matter from CDPHE.

LEGAL REPORT

Mr. Dykstra presented his monthly legal report. He noted that as of the time of the meeting, only two self-nomination forms had been received for the three board seats. Mr. Dykstra also reported that the complaint against PDS had been delivered.

METRO WATER RECOVERY REPORT

President Smith gave his report of Metro Water Recovery board matters.

ACTION ITEMS:

Mr. Wheatlake presented the 2023 CIPP bid results. After discussion and upon motion duly made, seconded, and unanimously approved, the Board awarded the contract to C&L Water Solutions in the amount of \$539,305.00, subject to review by District counsel. The Board also authorized the General Manager to approve change orders up to \$53,930.50.

NEW BUSINESS

None

OLD BUSINESS:

None

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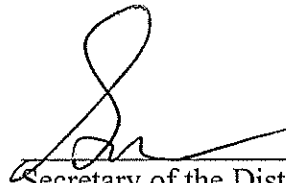
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ADJOURNMENT:

On motion duly made, seconded and unanimously carried, at 7:25 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.

A handwritten signature in black ink, appearing to be 'S. Wells', is written over a horizontal line.

Secretary of the District