

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

HELD: Monday, May 20, 2024, 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:

Sean Wells - President
Sophia Ernst – Assistant Secretary
Del Smith – Assistant Secretary

Secretary Jakicic and Treasurer Ris were absent and excused.

Also present: Ron Fano, District Counsel, Tim Lowe, General Manager, Field Manager, Nicole Peykov, District Counsel, Sylvia Vigil, Office Manager, Bethany Pas-Flythe, District Accountant, Wade Wheatlake, District Engineer.

CALL TO ORDER:

President 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 6:03 p.m.

APPROVAL OF AGENDA:

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

RECORD OF PROCEEDINGS

May 20, 2024

Bancroft-Clover Water and Sanitation District

Page 2 of 4

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

APPROVAL OF PREVIOUS MINUTES

Mr. Lowe presented the minutes of the April 15, 2024, regular board meeting, upon motion duly made, seconded, and unanimously approved, the Board approved the minutes as presented.

EXECUTIVE SESSION:

Pursuant to C.R.S. 24-6-402(4)(b)) To receive specific legal advice regarding JBS Warranty Bond Settlement, the Board entered Executive Session at 6:06 p.m. President Wells ended the Executive Session at 6:15 p.m., confirming that no action was taken in the Executive Session. The Executive Session was not recorded in accordance with C.R.S. Section 24-6-402(2)(d.5)(II)(B) as in the opinion of legal counsel it was a privileged attorney-client communication.

ACTION ITEM:

Upon motion duly made, seconded, and unanimously approved, the Board approved the JBS Warranty Bond Settlement and directed District Counsel and the general manager execute the settlement in the amount of \$61,105.91.

FINANCIAL STATEMENTS:

Ms. Pas-Flythe presented the financial statements for the period ending April 30, 2024. Upon motion duly made, seconded, and unanimously approved, the Board accepted the cash flow summary and payables as presented.

RECORD OF PROCEEDINGS

May 20, 2024

Bancroft-Clover Water and Sanitation District

Page 3 of 4

FINANCIAL CASH FLOW SUMMARY:

Ms. Vigil presented to the Board the monthly cash flow summary and payables through April 30, 2024. Following discussion, and upon motion duly made and seconded, the Board accepted the cash flow summary and payables as presented.

FIELD MANAGER REPORT:

Mr. Lowe presented the monthly report on field activities for April and May.

GENERAL MANAGER'S REPORT:

Mr. Lowe presented to the Board the monthly general manager's report for the month of April. Discussion followed regarding reinvesting District reserve funds in smaller amounts and filling in maturities in the 2–3-year period.

ENGINEERING REPORT:

Mr. Wheatlake presented the monthly engineering report of current projects dated May 20, 2024. Mr. Wheatlake noted that Echologics had completed their fieldwork and would be sending the draft report in 3-4 weeks.

LEGAL REPORT

Mr. Fano presented the monthly legal report including discussion of HB 24 1463.

METRO WATER RECOVERY REPORT

Assistant Secretary Smith will report on Metro Water Recovery matters next month.

RECORD OF PROCEEDINGS

May 20, 2024

Bancroft-Clover Water and Sanitation District

Page 4 of 4

ACTION ITEMS:

District Rules and Regulations Updates

Mr. Lowe presented updates to the District’s Rules and Regulations. The changes simplified service line requirements and removed redundant unification agreement requirements for Accessory Dwelling Units (ADUs). The updates also refined insurance requirements for plumbers working in the District. On motion duly made, seconded, and unanimously carried, the Board approved the changes to the District Rules and Regulations, effective May 20, 2024.

Easement for 7570 W. Jewell Ave.

Mr. Wheatlake presented easements for a fire hydrant and meter pit at 7570 W. Jewell Ave. On motion duly made, seconded, and unanimously carried, the Board approved the easements.

NEW BUSINESS

None

OLD BUSINESS:

None

ADJOURNMENT:

On motion duly made, seconded, and unanimously carried, at 7:05 p.m. President 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.

/S/ Julie Jakicic

Secretary of the District

RECORD OF PROCEEDINGS

May 20, 2024

Bancroft-Clover Water and Sanitation District

Page 5 of 4