

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

HELD: Monday, April 15, 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
Jim Ris - Treasurer
Julie Jakicic – Secretary
Sophia Ernst – Assistant Secretary
Del Smith – Assistant Secretary (via teleconference)

Also present: Ron Fano, District Counsel, Tim Lowe, General Manager, Gilberto Najera, Field Manager, 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 6:00 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. 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 March 18, 2024, regular board meeting, upon motion duly made, seconded, and unanimously approved, the Board approved the minutes as presented.

FINANCIAL STATEMENTS:

Ms. Pas-Flythe presented the financial statements for the period ending March 31, 2024. After discussion, the Board accepted the financial statements as presented. Further discussion regarding reinvestment of district reserve funds followed. Upon motion duly made, seconded, and unanimously approved, the Board directed the general manager to pursue the lowest trading cost when reinvesting in US Treasury securities.

FINANCIAL CASH FLOW SUMMARY:

Ms. Vigil presented to the Board the monthly cash flow summary and payables through March 31, 2024. 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 on field activities for March and April.

GENERAL MANAGER'S REPORT:

Mr. Lowe presented to the Board the monthly general manager's report for the month of March.

ENGINEERING REPORT:

Mr. Wheatlake presented the monthly engineering report of current projects dated April 15, 2024. Discussion followed regarding the geotechnical investigations at the S Kipling Pkwy. sewer crossing site. Mr. Wheatlake noted that the results of those investigations would be included in the project's bid package and would be reviewed at the preconstruction meeting.

LEGAL REPORT

Mr. Fano presented the monthly legal report, highlighting several items considered during the current State legislative session.

METRO WATER RECOVERY REPORT

Assistant Secretary Smith gave his report on Metro Water Recovery matters. Mr. Smith noted that Metro's annual audit was returned with no significant findings.

ACTION ITEMS:

District Representative for Metro Water Recovery

Mr. Lowe discussed the appointment of the district's representative on the Metro Water Recovery Board. Discussion followed and President Wells expressed the Board's appreciation for Mr. Smith's service as the District's representative. Mr. Smith expressed his willingness to continue serving on the Metro Board noting he was asked to serve as Vice Chairman of the Board. On motion duly made, seconded, and unanimously carried, the Board appointed Assistant Secretary Smith as the district's representative for the term July 1, 2024, through June 30, 2026.

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NEW BUSINESS

None

OLD BUSINESS:

None

ADJOURNMENT:

On motion duly made, seconded, and unanimously carried, at 7:15 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/ Delbert Smith

Assistant Secretary of the District