



BEAR CREEK WATER AND SANITATION DISTRICT

A G E N D A

**October 14, 2019—7:00 p.m.
District Office Conference Room
2517 South Flower Street, Lakewood, CO 80227-2912
(303) 986-3442**

CALL TO ORDER

ROLL CALL

ACCEPTANCE OF MINUTES

- **Accept Minutes of the Regular Meeting of September 9, 2019 and the Special Meeting Work Session of September 25, 2019**

CALL TO PUBLIC / PRESENTATIONS: CHRISTINA GRIGGS, GEMSBOK CONSULTING – Presentation to the Board to Address Best Practices and Recommendations for Forecasting Reserve Requirements and Adoption of a Minimum Reserve Policy for District Funds

REPORTS

■ **DISTRICT ENGINEER**

- **Accept District Engineer's Report**

■ **TREASURER**

- **Approve Checks, ACH Payments and Payroll** **\$103,945.50**
- **Quarterly Financial Reports and Budget-to-Actual Analysis**
- **Accept Treasurer's Report based on September 30, 2019 Unaudited Financial Reports**

■ **BUDGET COMMITTEE**

- **Distribution of 2020 Annual Budget, Draft No. 1**
- **Treasurer and Budget Committee Chairman Dwyer's Selection of the 2020 Budget Committee**
- **Schedule Budget Committee Meeting to review Proposed 2020 Annual Budget**

■ **AUDIT COMMITTEE**

- **Authorize Treasurer Dwyer to sign the 2019 Audit Engagement Letter with Crady Puca and Associates**

■ **LEGAL COUNSEL**

- **Schedule Public Hearing for the Proposed 2020 Annual Budget and Notice of Rate Increase Discussion on November 11, 2019, 7:00 p.m.**

Authorize Chaiman Miller to sign the Encroachment Agreement with Bear Creek at Estes HOA

■ **DISTRICT MANAGER**

- **Resolution to Certify 2019 Delinquent Sewer Utility Accounts to Jefferson County for Collection along with Property Taxes in 2020**
- **Operations Tap Report for the 3rd Quarter 2019**
- **Accept and Adopt the 2019 Personnel Manual**

■ **DIRECTORS COMMENTS AND REPORTS**

COMMUNICATIONS

**POSTED UPON THE FRONT OF THE DISTRICT OFFICE AT 5PM ON THE
9TH DAY OF OCTOBER 2019 BY JAN C. WALKER, DISTRICT MANAGER
THIS POSTING MAY BE UPDATED AS THE AGENDA IS FINALIZED**