

PROCEEDINGS

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF BEAR CREEK WATER AND SANITATION DISTRICT, CONVENING ON MAY 13, 2019 AT 7:00 PM. AT THE DISTRICT OFFICE, 2517 SOUTH FLOWER STREET, LAKEWOOD, CO, 80227-2912.

CALL TO ORDER

Presiding: Chairman Miller

ROLL CALL

Present:	Dale L. Miller	President and Chairman
	Barbara J. Coria	Vice-President and Vice-Chairman
	Charles W. "Charlie" Dwyer	Treasurer
	Linda M. Larsson	Director
	Neil A. Johnson	Director

Also Present:	Jan C. Walker	District Manager/Board Secretary
	Barney J. Fix, PE, PMP, VP	District Engineer, Merrick & Company
	Nicole R. Finco	Legal Counsel, Spencer Fane, LLP

Excused Absences:	Russell W. Dykstra	Legal Counsel, Spencer Fane, LLP
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ACCEPTANCE OF MINUTES

R-19-027 RESOLVED, upon motion by Treasurer Dwyer seconded by Vice-Chairman Coria and unanimously carried that the Minutes of the Regular Meeting of April 8, 2019, were approved.

CALL TO PUBLIC / PUBLIC PRESENTATIONS – None

DISTRICT ENGINEER'S REPORT

2019 Field Operations and Maintenance (O&M)

T-19-029 DISCUSSION. District Engineer Fix reported the O&M meeting with staff was cancelled for May 13, 2019. The next O&M meeting with staff will be held on June 10, 2019 at 4:00 p.m. C&L Water Solutions has inspected 92% of the valves, 98% of the hydrants and flushed 90% of the dead ends.

Inflow and Infiltration Study

T-19-030 DISCUSSION. District Engineer Fix reported that he met with the SmartCover representative on May 1, 2019. SmartCover will be sending the District a new battery, antenna and sending unit, which are all under warranty.

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Fire Hydrant Design

T-19-031 DISCUSSION. The Carr Street Development contractor has completed the four hydrants that were required for the development.

Diaz Construction Group will install the fire hydrant to be located near 10701 Morrison Road.

Morrison Road/Hodgson Park Waterline Design

T-19-032 DISCUSSION. The Denver Water approval of plans was held up since the City of Lakewood easement has not been signed. Due to the City of Lakewood process, the recording date for the easement is May 27, 2019. Denver Water did release the plans and the pre-construction meeting for the Hodgson Park Waterline with Denver Water and City of Lakewood representatives will be held on Wednesday, May 22, 2019 at 8:00 a.m. at the District office.

Letter of Abandonment of Easements and Rights-of-Way for Schnell Property Development

T-19-033 DISCUSSION. The District has sent the letter of abandonment for the easement and rights-of-way located within the Schnell Development to the City of Lakewood. The District has a water line that is in the existing right-of-way of Duquesne; however, the water line can be “cut off” in the not-vacated portion of Duquesne at the valve just past the hydrant. District Engineer Fix has requested that the Owner agrees to cut off the pipe and accept responsibility of the abandoned line.

Hoyt / Wesley Water Line

T-19-034 DISCUSSION. This project is the extension of the Hodgson Park water line. The water line will go north in Hoyt Court to West Wesley Drive then east in Wesley Drive to South Hoyt Street. The District will be upsizing the existing lines in these streets from 8-inch to 12-inch lines. The utility surveying and potholing of the existing utilities for this project has been completed on the lower Wesley line. The District Engineers are still awaiting the upper Wesley line to have the utilities located. Once this has been accomplished, the District Engineers will begin the design.

Acceptance of the District Engineer's Report

R-19-028 RESOLVED, upon motion by Treasurer Dwyer, seconded by Director Johnson and unanimously carried, that the District Engineer's Report be accepted.

Preceding this action, the District Engineer's report of activities for April 2019 was presented. A copy is attached hereto and made a part of the record.

TREASURER'S REPORT

Approval of Payment of Invoices and Payroll

R-19-029 RESOLVED, upon motion by Treasurer Dwyer, seconded by Vice-Chairman Coria, and unanimously carried, the payment of invoices and payroll presented in the amount of \$119,345.06 was approved. A list is attached hereto and made a part of the record.

Preceding this action, Treasurer Dwyer reported that upon review of the checks, Automated Clearing House (ACH) payments and payroll, he found them to be in order for approval by the Board.

Acceptance of the Treasurer's Report

R-19-030 RESOLVED, upon motion by Vice-Chairman Coria, seconded by Director Johnson and unanimously carried, that the Treasurer's Report based on unaudited financial reports as of April 30, 2019 was accepted as presented. A copy is attached hereto and made a part of the record. The Wells Fargo Business Card invoice includes the purchase of security cameras for the District office.

Preceding this action, Treasurer Dwyer reported that a Treasury Note had matured in April. The District purchased a FHLMC and a FFCB. Both of these purchases are callable agencies.

LEGAL COUNSEL'S REPORT

2019 Legislative Update

T-19-035 DISCUSSION Ms. Finco gave an update on the legislature as follows:

SB19-255 Gallagher Amendment Residential Assessment Rate (RAR) - Based on a residential target percentage that is equal to 45.69%, the bill lowers the ratio of valuation for assessment for residential real property from 7.2% to 7.15% for property tax years commencing on and after January 1, 2019, until the next property tax year that the general assembly adjusts this ratio.

SB19-188 FAMILI Family Medical Leave Insurance Program - Concerning the creation of a family and medical leave insurance program, and, in connection therewith, creating an implementation plan for a family and medical leave insurance program and making an appropriation. The bill creates a study of the implementation of a paid family and medical leave program in the state by:

- Requiring the department of labor and employment (department) to contract with experts in the field of paid family and medical leave;
- Requiring the department to make requests for information from third parties that may be willing to administer all or part of a paid family and medical leave program;
- Creating the family and medical leave implementation task force (task force) that is responsible for recommending a plan to implement a paid family and medical leave program for the state; and
- Requiring an actuarial study of the final plan recommended by the task force.

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DISTRICT MANAGER'S REPORT

Special Districts Association (SDA) Management and Board Member Training.

T-19-036 DISCUSSION. SDA is offering Workshops in June for Management and Board Member training. District Manager Walker, Systems Administrator Weaver and Directors Johnson and Larsson are registered to attend the training session on June 7, 2019.

Schedule Special Board Meeting with Raftelis Financial Consultants (RFC) for Rates Study Workshop with the Board of Directors and Staff

T-19-037 DISCUSSION. District Manager Walker will reach out to RFC to schedule a work session preferably to be held on May 28, 2019 at 2:00 p.m. Since all five Board members are planning to attend, District Manager Walker will post the work session as a Special Board meeting.

Human Resources Subcommittee

T-19-038 DISCUSSION. District Manager Walker has provided a Draft Personnel Policy to the Board of Directors for review. District Manager Walker has also provided proposed changes to the Personnel Policy for review by the Board of Directors including Short-Term Disability Coverage by Colorado Employers Benefit Trust (CEBT) and the sick leave policy offered by the District.

The District Manager's report of activities for April 2019 was presented, a copy of which is attached hereto and made a part of the record.

DIRECTOR'S REPORT - NONE

ADJOURNMENT

C-19-005 CONCURRENCE. Nothing further being presented to the Board, Chairman Miller declared the meeting adjourned.

Dale L. Miller, President and Chairman

ATTEST:

Jan C. Walker, Secretary, Board of Directors

SEAL