

PROCEEDINGS

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF BEAR CREEK WATER AND SANITATION DISTRICT, CONVENING ON JULY 8, 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
	Charles W. "Charlie" Dwyer	Treasurer
	Linda M. Larsson	Director
	Neil A. Johnson	Director
Present by Telephone:	Barbara J. Coria	Vice-President and Vice-Chairman
Also Present:	Jan C. Walker	District Manager/Board Secretary
	Carmen L. Barker	District Accountant
	LuAnn Eatherton	Billing Administrator
	Wade B. Wheatlake, P. E.	Project Manager, Merrick & Company
	Russell W. Dykstra	Legal Counsel, Spencer Fane, LLP
	Scott Waneka, Home Owner, 9885 W. Wesley Avenue	
	Richard Giardina and Erik Jorgensen -Raftelis Financial Consultants	
Excused Absences:	Barney J. Fix, PE, PMP, VP	District Engineer, Merrick & Company

CALL TO PUBLIC / PUBLIC PRESENTATIONS – Scott Waneka, 9885 W. Wesley Avenue

Petition for Inclusion of Land for 9885 W. Wesley Avenue

R-19-038 RESOLVED upon motion by Treasurer Dwyer, seconded by Director Johnson and unanimously carried that the Petition for Inclusion of Land for 9885 W. Wesley Avenue be accepted. The Notice of Inclusion will be published in the Golden Transcript for the Public Hearing on the Inclusion to be held on August 12, 2019 at 7:00 p.m. at the Regular Board meeting to be held at the District office. The District has received the Petition for Inclusion with payment for the inclusion fees and imprest deposit from Scott Waneka, the owner of the property. Mr. Waneka would like to include his single-family home into the District so that he may connect his home to the Bear Creek Water and Sanitation District public water system. At some time in the future, Mr. Waneka would also like to connect to the public sewer system.

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Presentation Rates Study Update and Financial Study for 2020 through 2028 by Raftelis Financial Consultants (RFC)

T-19-049 DISCUSSION. Richard Giardina and Erik Jorgensen from Raftelis Financial Consultants (RFC) gave a PowerPoint presentation to the Board of Directors and Staff to discuss the Rates Study Update that has been prepared for the study period from 2020 through 2028. The main goal of the Study is to update the long-term financial plan that will maintain sufficient financial reserves and support the operations, maintenance and capital needs of the District's local water distribution and wastewater collection systems. RFC presented several different scenarios for the fund balance split between the water and wastewater funds including their cash requirements and ending cash reserve fund balances. RFC has also reviewed the District's Minimum Wastewater Charge for the District's annual sewer billing and given the Board of Directors several scenarios to consider. RFC will send the final report to the Board of Directors within 30 days.

ACCEPTANCE OF MINUTES

R-19-039 RESOLVED, upon motion by Treasurer Dwyer seconded by Director Johnson and unanimously carried that the Minutes of the Regular Meeting of June 10, 2019, were approved.

DISTRICT ENGINEER'S REPORT

2019 Field Operations and Maintenance (O&M)

T-19-050 DISCUSSION. Wade Wheatlake, P.E. was in attendance at the Board meeting in District Engineer Fix's absence. Mr. Wheatlake reported that the next O&M meeting with staff and the Board of Directors is scheduled for Wednesday, July 17, 2019 at 11:00 a.m.

Inflow and Infiltration Study

T-19-051 DISCUSSION. Engineer Wheatlake reported that the sensors have been repositioned and the District Engineers are monitoring the sensors. The Engineers are hoping that recent rainstorms will provide good data in the monitored areas.

Fire Hydrant Design

T-19-052 DISCUSSION.

Diaz Construction Group will install the fire hydrant to be located near 10701 Morrison Road as part of the Morrison Road/Hodgson Park waterline project. Diaz construction will begin the construction of the fire hydrant in the next couple of weeks.

Morrison Road/Hodgson Park Waterline Project

T-19-053 DISCUSSION. The District has signed and recorded the Hodgson Park easement with the Jefferson County Clerk and Recorder and delivered copies to the City of Lakewood. Diaz Construction Group will begin construction on July 8, 2019.

Hoyt / Wesley Water Line

T-19-054 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 design will be completed at the end of July and design plans will be submitted to the City of Lakewood prior to submitting to Denver Water.

Acceptance of the District Engineer's Report

R-19-040 RESOLVED, upon motion by Treasurer Dwyer, seconded by Director Larsson and unanimously carried, that the District Engineer's Report be accepted.

Preceding this action, the District Engineer's report of activities for June 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-19-041 RESOLVED, upon motion by Director Larsson, seconded by Director Johnson, and unanimously carried, the payment of invoices and payroll presented in the amount of \$184,038.53 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-19-042 RESOLVED, upon motion by Director Johnson, seconded by Vice-Chairman Coria and unanimously carried, that the Treasurer's Report based on unaudited financial reports as of June 30, 2019 was accepted as presented. A copy is attached hereto and made a part of the record.

Preceding this action, Treasurer Dwyer reported that a FHLMC agency was called in June. The District purchased two FHLMC agencies and a FHLB agency. All of these purchases are callable agencies. The Directors reviewed the 2019 Budget-to-Actual Report ending June 30, 2019 and found revenues and expenses appropriate for the 2nd quarter of 2019. One noticeable difference in the 2019 budgeted revenue is that the sewer billing for the 2nd Quarter 2019 will not be billed until July 2019 and the revenue not reflected on the June 30, 2019 report.

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LEGAL COUNSEL'S REPORT

Approve Board Resolution Concerning the Online Posting of Public Meeting on the District's Website

R-19-043 RESOLVED, upon motion by Treasurer Dwyer , seconded by Director Johnson and unanimously carried, to approve the Resolution concerning the online posting of public meetings on the District website at www.bearcreekwater.org . The alternate posting location will be at the Bear Creek Water and Sanitation District office at 2517 South Flower Street, Lakewood, CO 80227.

Preceding this action, **HB19-1087** was signed by Governor Polis which allows a local government to post the notices on the local government's website. The notices are accessible to the public at no charge. The bill will be effective after August 1, 2019.

DISTRICT MANAGER'S REPORT

Human Resources Subcommittee

T-19-055 DISCUSSION. District Manager Walker requested that the Human Resources subcommittee meet to review proposed changes to the Personnel Policy including the sick leave policy offered by the District. Director Larsson and Vice-Chairman Coria will meet with District Manager Walker to review the Personnel Policy and bring recommendations to the Board at the August Board meeting.

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

DIRECTOR'S REPORT - NONE

ADJOURNMENT

C-19-008 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