

PROCEEDINGS

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF BEAR CREEK WATER AND SANITATION DISTRICT, CONVENING ON JULY 13, 2020 AT 7:00 PM. DUE TO THE COVID-19 SITUATION AND STATE OF COLORADO AND CDPHE ORDERS AND RECOMMENDATIONS REGARDING PUBLIC MEETINGS, THE MEETING WAS HELD USING THE ZOOM APPLICATION.

CALL TO ORDER

Presiding: Chairman Miller

ROLL CALL

Present:	Dale L. Miller	President and Chairman
	Neil A. Johnson	Vice-President and Vice-Chairman
	Barbara J. Coria	Treasurer
	Samuel E. Hundley	Director
	Linda M. Larsson	Director

Also Present:	Jan C. Walker	District Manager/Board Secretary
	Barney J. Fix, PE, PMP, VP	District Engineer, Merrick & Co.
	Russell W. Dykstra	Legal Counsel, Spencer Fane, LLP
	Mark Carlson	President, T Charles Wilson Insurance

Excused Absences: NONE

CALL TO PUBLIC / PUBLIC PRESENTATIONS – The video meeting was set up to be publicly accessible and the agenda gave information for the public to participate if they chose to do so.

Presentation of Brokerage Services Offered by T Charles Wilson Insurance- Mark Carlson, President

T-20-038 DISCUSSION. Mr. Mark Carlson gave a brief presentation outlining insurance brokerage services offered by T Charles Wilson to assist the District with decisions associated with the Colorado Special Districts (CSD) Property, Liability and Worker's Compensation Insurance coverage. These services are available to the District for a fee of 10% above the Colorado Special District Property and Liability Pool Insurance premium.

Director Larsson joined the meeting.

ACCEPTANCE OF MINUTES

R-20-037 RESOLVED, upon motion by Vice-Chairman Johnson seconded by Treasurer Coria and unanimously carried that the Minutes of the Regular Meeting of June 8, 2020 were approved.

DISTRICT ENGINEER'S REPORT

2020 Field Operations and Maintenance (O&M)

T-20-039 DISCUSSION. District Engineer Fix reported that the O&M Meeting with Staff scheduled for July 13, 2020 at 4:00 pm was cancelled. The next O&M Meeting with staff is scheduled for August 10, 2020 at 4:00 p.m. C&L Water Solutions has finished most of the valve inspections and has started on the fire hydrant inspections.

Morrison Road/Hodgson Park Waterline Project

T-20-040 DISCUSSION. Diaz Construction has performed the tie-in at Kipling/Morrison Road and the necessary testing of the water line. The project is finished. The contractor will need to maintain the erosion protection and the District's warranty for a year. Change Order # 2 is included in the Board packet and includes the cost of moving the water line to the south side of Morrison Road. Change Order #2 in the amount of \$64,751.75 will need to be approved by the Board of Directors.

Approval of Morrison Road/Hodgson Park Waterline Project Change Order #2

R-20-038 RESOLVED, upon motion by Director Hundley, seconded by Vice-Chairman Johnson and unanimously carried that Change Order #2 for the Morrison Road/Hodgson Park Waterline Project, in the amount of \$64,751.75, be approved for payment.

Hoyt / Wesley Water Line

T-20-041 DISCUSSION. This project is the extension of the Hodgson Park water line. The water line will go north in South Hoyt Court to West Wesley Drive then east in West Wesley Drive to South Hoyt Street. This project will also replace an 8-inch main in West Wesley Place that will run from the intersection of West Wesley Place and South Hoyt Court West for 200 feet. The design plans have been approved by the City of Lakewood and Denver Water. District Engineers have started the preparation of the Project Manual and the bid opening is scheduled for August 7, 2020 at 11:30 a.m. at the District office.

Bear Creek Terrace Development

T-20-042 DISCUSSION. The contractor is working on the on-site water and sanitary sewer lines. The contractor is waiting on approval of the CDOT permit for connection in Morrison Road.

2020 Cured-in-Place-Pipe (CIPP) Project

T-20-043 DISCUSSION. C&L began the project on May 4, 2020 beginning in Area 3 which is in the Bear Creek Open Space, to perform the lining portion of the project. C&L Water Solutions has installed all of the CIPP lining and over half of the LMKs. C&L will return in late August or September to install the remainder of the LMK tap rehabilitations.

Guildner Pipeline Maintenance, Inc. will provide the manhole rehabilitation in the open space the week of July 6, 2020 and then continue the manhole rehabilitation in Westgate.

Acceptance of the District Engineer's Report

R-20-039 RESOLVED, upon motion by Vice-Chairman Johnson, 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 2020 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-20-040 RESOLVED, upon motion by Director Hundley, seconded by Treasurer Coria, and unanimously carried, the payment of invoices and payroll presented in the amount of \$377,278.80 was approved. A list is attached hereto and made a part of the record,

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

Approval of Treasurer's Report

R-20-041 RESOLVED, upon motion by Director Larsson, seconded by Vice-Chairman Johnson and unanimously carried, that the Treasurer's Report based on unaudited financial reports as of June 30, 2020 was accepted as presented. A copy is attached hereto and made a part of the record.

Preceding this action, Treasurer Coria reported that the Federal Funds Rate remains at 0-.25%. Three Callable Government Entity Securities were called in June. A Certificate of Deposit also matured in June and was not renewed due to much lower interest rates offered by the bank. District Manager Walker and Treasurer Coria have been looking at various investment options to receive the best rate possible and continue the laddering of the investments. One of the options that Treasurer Coria and District Manager Walker are asking the Board to consider is to add the ColoTrust Plus account to the existing ColoTrust investment services and the portfolio of investment options that are available to the District.

Approve Resolution to Add ColoTrust Plus Account to Existing ColoTrust Services

R-20-042 RESOLVED, upon motion by Treasurer Coria, seconded by Vice-Chairman Johnson and unanimously carried, to add the ColoTrust Plus Account to the District's portfolio of investment options.

Preceding this action, Treasurer Coria reported that she and District Manager Walker had discussed the ColoTrust Plus as an additional liquid investment option. The District currently only utilizes the ColoTrust Prime account which mainly invests in US Treasuries and bonds. The ColoTrust Plus account offers a higher rate of return than the ColoTrust Prime account but there is more risk associated with ColoTrust Plus since the fund invests in highly rated commercial paper and corporate notes in addition to U.S. Treasuries and bonds. The investments are closely monitored by the ColoTrust investment team. Both funds offer same day availability, deposits by wire or ACH, competitive rates, no minimum balance, no transaction fees, a professionally managed portfolio and rated AAAM by S&P Global Ratings. Both the ColoTrust Prime and Plus accounts are listed in the District's Investment Policy as suitable and authorized investment options so the current Investment Policy would not need to be amended with the addition of the ColoTrust Plus account.

LEGAL COUNSEL'S REPORT

Big Sky Metropolitan District Request

T-20-044 DISCUSSION. Big Sky Metropolitan District (BSMD) sent a request to the Board to allow a conceptual discussion between Bear Creek Water and Sanitation District Manager and Engineer and Big Sky Metropolitan District Engineer regarding the engineering viability for BCWSD to provide Big Sky with a sewer connection that will transport waste water flows to Metro Wastewater Reclamation District for treatment. The Request letter and a map of the Big Sky Metro District was provided to the Board

EXECUTIVE SESSION

R-20-043 RESOLVED, upon motion by Treasurer Coria, seconded by Vice-Chairman Johnson and unanimously carried that pursuant to Colorado Revised Statutes, Title 24, Article 6, Section 402 and subsections 4 (b and e) that the Board go into Executive Session at 8:21 p.m. to discuss the request from Big Sky Metro District for out of District Service, to receive specific legal advice and to instruct negotiators.

The regular Board meeting resumes at 8:28 p.m. No action was taken in Executive session. The Board directed District Manager and Legal Counsel to prepare a response to Big Sky Metropolitan District indicating the request for service would not be granted due to insufficient capacity in the District's facilities.

DISTRICT MANAGER'S REPORT

Special District's Association (SDA) and Colorado Government Finance Officers (CGFOA) Conferences Update

SDA has announced that the SDA Conference will move to a virtual format. SDA is working on the details of the event, but it will still take place September 23-25, 2020. SDA has found a platform that includes multiple features such as an exhibitor hall with exhibits, live chats, and even technical assistance. There will still be a wide variety of educational classes available.

CGFOA has also announced that their conference will be held using an on-line format.

Approve Denver Water Integrated Systems Agreement

R-20-044 RESOLVED, upon motion by Director Hundley, seconded by Vice-Chairman Johnson and unanimously carried that Chairman Miller sign the Denver Water Integrated Systems Agreement.

Preceding this action, District Manager Walker stated that Legal Counsel Dykstra and District Engineer have reviewed the Denver Water Integrated Systems Agreement and found it acceptable for approval by the District.

DIRECTOR'S REPORT - NONE

C-20-009 CONCURRENCE. Nothing further being presented to the Board, Chairman Miller declared that the meeting be adjourned.

Dale L. Miller, President and Chairman

ATTEST:

Jan C. Walker, Secretary, Board of Directors

SEAL