

PROCEEDINGS

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF BEAR CREEK WATER AND SANITATION DISTRICT, CONVENING ON AUGUST 09, 2021 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
Linda M. Larsson	Director
Samuel E. Hundley	Director

Also Present:	Jan C. Walker	District Manager/Board Secretary
	Barney J. Fix, PE, PMP, VP	District Engineer, Merrick & Company
	Russell W. Dykstra	Legal Counsel, Spencer Fane

Excused Absence: NONE

ACCEPTANCE OF MINUTES

R-21-040 RESOLVED, upon motion by Treasurer Coria Johnson, seconded by Director Larsson and unanimously carried that the Minutes of the Regular Meeting of July 12, 2021, were approved.

CALL TO PUBLIC / PUBLIC PRESENTATIONS – NONE

DISTRICT ENGINEER'S REPORT

2021 Field Operations and Maintenance (O&M)

T-21-032 DISCUSSION District Engineer Fix reported that next O&M meeting with staff will be held in September if needed at the District office. C&L Water Solutions has completed 80-90% of the valves, flushing of dead-end mains and grease trap inspections. C&L Water has completed 100% of the manhole inspections.

Hodgson Park Water Line Phase 2 Project

T-21-33 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, then West for 200 feet.

The project is complete. The District has sent the final payment of \$20,078.47 for retainage.

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Acceptance of the District Engineer's Report

R-21-041 RESOLVED, upon motion by Director Hundley, seconded by Treasurer Coria and unanimously carried, that the District Engineer's Report be accepted.

Preceding this action, the District Engineer's report of activities for July 2021 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-21-042 RESOLVED, upon motion by Treasurer Coria, seconded by Vice-Chairman Johnson, and unanimously carried, the payment of invoices and payroll presented in the amount of \$191,829.95 was approved. A list is attached hereto and made a part of the record.

Preceding this action, Director Larsson reported that upon her 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-21-043 RESOLVED, upon motion by Vice-Chairman Johnson, seconded by Director Hundley and unanimously carried, that the Treasurer's Report based on unaudited financial reports as of July 31, 2021 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 is unchanged and remains at 0 to 0.25%. One callable Certificate of Deposit matured in June. District Manager Walker has reinvested the funds and purchased an additional callable government security in July. District Manager Walker and Treasurer Coria have continued to consider various investment options to maintain the safety of the investments and to receive the best rate possible and continue the laddering of the investments.

LEGAL COUNSEL'S REPORT – NONE

DISTRICT MANAGERS REPORT

Consideration of 2021 Audit Engagement for Crady, Puca and Associates

T-21-34 DISCUSSION District Manager Walker asked Crady, Puca and Associates to send pricing for the 2021 Audit. Crady Puca and Associates has provided an estimate of \$9,100, which is the same as the 2020 audit amount. Treasurer Coria reported that she and District Manager Walker were happy with the auditing services provided by Crady, Puca and Associates, who have performed the annual audits since 2014. There is also the concern with the COVID situation still being unknown that there could be a chance that the audit may have to be performed remotely. District Manager Walker provided audit pricing from neighboring Districts. Each District is different due to operations and size, but Ms. Coria and Ms. Walker felt that Crady, Puca and Associates are providing audit services for a fair price. After a brief discussion, the Board agreed that they were happy with Crady, Puca and Associates and their auditing services. District Manager Walker will ask Crady, Puca and Associates to provide an Audit Engagement Letter for the 2021 Audit for consideration and approval at the September 13, 2021, Board meeting.

District Manager Walker presented the July 2021 Report of District Activities, a copy of which is attached hereto and made a part of the record.

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DIRECTORS REPORTS – NONE

C-21-012 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