

PROCEEDINGS

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF BEAR CREEK WATER AND SANITATION DISTRICT, CONVENING ON JULY 11, 2022 AT 7:00 PM AT THE DISTRICT OFFICE AT 2517 S. FLOWER STREET, LAKEWOOD, CO 80227. THE MEETING WAS ALSO SET UP VIA THE ZOOM APPLICATION FOR THE BOARD SO THAT THE BOARD MEMBERS OR MEMBERS OF THE PUBLIC THAT WERE UNABLE TO ATTEND IN PERSON COULD PARTICIPATE.

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
Present on Zoom Application:		
	Samuel E. Hundley	Director
Also Present:	Jan C. Walker	District Manager/Board Secretary
	Chad A. Weaver	Systems Administrator
	Barney J. Fix, PE, PMP, VP	District Engineer, Merrick & Company
	Barry Ebert	9799 W. Wesley Court
	Russell W. Dykstra	Legal Counsel, Spencer Fane
Excused Absence:	Linda M. Larsson	Director

ACCEPTANCE OF MINUTES

R-22-032 RESOLVED, upon motion by Treasurer Coria, seconded by Vice-Chairman Johnson and unanimously carried that the Minutes of the Regular Meeting of June 13, 2022 were approved.

CALL TO PUBLIC / PUBLIC PRESENTATIONS- NONE

DISTRICT ENGINEER'S REPORT

2022 Field Operations and Maintenance (O&M)

T-22-044 DISCUSSION District Engineer Fix reported that the 2022 operations and maintenance inspections are being performed according to schedule. The next O&M meeting with the Board and staff is scheduled for July 13, 2022 at 11:00 a.m. at the District office.

Hodgson Park Phase 3

T-22-045 DISCUSSION This project is Phase 3 of the Morrison/Hodgson Park project which runs a 12-inch water line from S. Garland Court to the Garrison Street meter. It will require crossing two lots on S. Garland Court along the common lot line and then crossing S. Garrison Street to the meter. The existing line in Garland Ct. will need to be replaced using a pipe bursting method. It is most likely that the water line will be removed and replaced in the same trench across S. Garrison Street.

It was determined by Denver Water that the District does not need to upgrade this connection. Denver is going to see if they can achieve a reduction in flow through the PRVs and allow some flow through the meter on Garrison Street. Bear Creek will install a blowoff after the meter. District Engineer Fix, District Manager Walker and Systems Administrator Weaver had a second meeting with Denver Water staff. Denver Water will be gathering more data before another meeting is scheduled.

. P R O C E E D I N G S

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Garland Court Sanitary Sewer Line Connection

T-22-046 DISCUSSION The Garland Court sanitary sewer connection project is a project the District has been trying to do for the past 18-20 years. This connection would connect at S. Garland Court and West Cornell Place, then run north into the City of Lakewood Park open space and connect to the Metro Water Recovery sewer line. This connection would alleviate high flows of sewage from South Cornell Place to S. Kipling Street, near the Victoria Village townhomes subdivision. District Engineer Fix has a conceptual plan of the location of the proposed sewer line.

Merrick and Company has completed a survey of this alignment to the Metro Water Recovery (Metro) sewer line. The survey showed that the Metro sewer manhole does not lie within Metro's easement and it is not adjacent to the City of Lakewood parcel. The District Engineer has contacted the City of Lakewood to determine how to begin the application and approval process with the City of Lakewood and the Jefferson County Joint Open Space Committee to gain an easement for the sanitary sewer line. The City of Lakewood has advised that the District will need to submit a preliminary detail and a legal description describing the request. Once the request is approved by the City of Lakewood, it will be submitted to the Joint Jefferson County Open Space committee.

District Engineer Fix re-submitted a plan to METRO on June 22, 2022 to verify they will allow the connection to their manhole. Once final approval is given, District Engineer Fix can then finish the design and submit to the City of Lakewood and to the Joint Open Space committee.

Balsam Street Development

T-22-047 DISCUSSION District Engineer Fix reported that he had received the 4th submittal for water and a 2nd submittal for the sanitary sewer and that they are being reviewed for the development at 3522 S. Balsam St. There are some comments on the sewer plans, regarding Jefferson County's requirement for landscaping around the buildings. District Engineer Fix has also asked for verification from the Owner that these five (5) buildings are not for sale units. If the units were to be for sale, the District would require separate sanitary sewer services for each unit. Legal Counsel Dykstra recommended that the District record a notice against the property that if the apartments were ever sold to individual owners, each unit would be required to install separate water and sewer services. District Engineer Fix had a phone conversation with the Developer referencing previous discussions and agreements with CDOT three years ago and regarding the location to install a water main in the CDOT rights-of-way. Denver Water will have final approval on the location of the water main installation. The District is waiting for the Developer to respond to comments on the plans.

Acceptance of the District Engineer's Report

R-22-033 RESOLVED, upon motion by Vice-Chairman Johnson, 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 June 2022 was presented. A copy is attached hereto and made a part of the record.

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TREASURER'S REPORT

Approval of Payment of Invoices and Payroll

R-22-034 RESOLVED, upon motion by treasurer Coria, seconded by Director Vice-Chairman Johnson, and unanimously carried, the payment of invoices and payroll presented in the amount of \$176,397.59 was approved. A list is attached hereto and made a part of the record.

Preceding this action, Treasurer Coria 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-22-035 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 June 30, 2022 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 was raised by 0.75 basis points in June which raised the federal funds rate to 1.5-1.75%. Treasurer Coria also reported that a US Treasury note matured in June and another Treasury Note was purchased at a higher rate of return.

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 investment portfolio.

2022 Quarter 2 Budget-to-Actual Report

R-22-036 RESOLVED, upon motion by Director Hundley, seconded by Vice-Chairman Johnson, and unanimously carried, that the Budget-to-Actual Report for January through June 2022 was accepted.

Preceding this action, Director Coria reviewed the report in detail and reported that the revenues and expenses are in line with the budgeted items as of June 30, 2022.

LEGAL COUNSEL'S REPORT

Inclusions Completed for 9801 W. Wesley Avenue and 9655 Morrison Road, Parcel B

T-22-048 DISCUSSION. Legal Counsel Dykstra reported that the inclusions for 9801 W. Wesley Avenue and 9655 Morrison Road, Parcel B have been completed and recorded with Jefferson County.

DISTRICT MANAGER'S REPORT

District Manager Walker presented the June 2022 Report of District Activities, a copy of which is attached hereto and made a part of the record.

Sangoma VoIP Phone System

R-22-037 RESOLVED, upon motion by Chairman Miller, seconded by Treasurer Coria, and unanimously carried to authorize District Manager Walker to enter into an Agreement with Sangoma for VoIP phone service to replace the existing CenturyLink phone service.

Preceding this action, Chad Weaver gave a presentation on the Sangoma VoIP phone system including cost benefits and backup plans in case of an internet outage so that the District can continue its operations and emergency response.

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DIRECTORS REPORTS

Barbara Coria to Retire from Board of Directors

T-22-049 DISCUSSION. Treasurer Coria has given her letter of resignation to the Board, effective September 12, 2022. She will be retiring from the Board after serving almost 11 years. Barry Ebert has been attending Board meetings and is interested in being appointed to the Board position when Ms. Coria retires. Barbara plans to retire her position of Board Treasurer at the August 9, 2022 Board meeting so that another Board member can assume the Treasurer position.

Grant Excused Absence for Director Larsson

C-22-010 CONCURRENCE. By concurrence, the Board granted an excused absence for Director Larsson.

Wildfire Preparation Planning

T-22-050 DISCUSSION. District Engineer Fix reported that he has had internal meetings with his team at Merrick and Company to discuss options for the emergency plan for response in the case of a wildfire. District Engineer Fix will meet with District Manager Walker and Systems Administrator Weaver to discuss next steps for the plan and getting Denver Water involved before presenting the plan to the Board. Merrick and Company has been contacting other neighboring Districts to get their master plans so that the District has additional information about alternative water connections to create a redundancy plan in case of an emergency.

C-22-011 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