

PROCEEDINGS

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF BEAR CREEK WATER AND SANITATION DISTRICT, CONVENING ON JUNE 12, 2023 AT 7:00 PM. AT THE DISTRICT OFFICE, 2517 SOUTH FLOWER STREET, LAKEWOOD, CO 80227

CALL TO ORDER

Presiding: Chairman Miller

ROLL CALL

Present:

Dale L. Miller	President and Chairman
Neil A. Johnson	Vice-President and Vice-Chairman
Linda M. Larsson	Director
J. Barry Ebert	Director

Also Present:	Jan C. Walker	District Manager/Board Secretary
	Wade B. Wheatlake, P.E.	District Engineer, Merrick & Company
	Laura Heinrich	Legal Counsel, Spencer Fane
Present on Zoom	Laura Puca	Crady, Puca & Associates

Excused Absence:	Samuel E. Hundley	Treasurer
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C-23-008 CONCURRENCE. The Board granted an excused absence for Treasurer Hundley.

ACCEPTANCE OF MINUTES

R-23-030 RESOLVED, upon motion by Vice Chairman Johnson, seconded by Director Ebert and unanimously carried that the Minutes of the Regular Meeting of May 8, 2023 were approved.

CALL TO PUBLIC / PUBLIC PRESENTATIONS - NONE

Presentation of December 31, 2022 and 2021 Financial Statements and Auditor's Report- Laura Puca, Crady Puca and Associates

R-23-031 RESOLVED, upon motion by Director Ebert, seconded by Director Vice Chairman Johnson and unanimously carried that the Financial Statements with Independent Auditor's Report for the years ending in 2022 and 2021 be accepted and to authorize the audit to be filed with the State Auditor's office.

Preceding this action, Ms. Laura Puca presented the draft audited financial statements and auditor's opinion for the two years ending in 2022 and 2021. This document is comprised of the Independent Auditor's Report, Management Discussion and Analysis, Basic Financial Statements and Other Supplemental Information. Ms. Puca reported that in their opinion, the financial statements of the District present fairly, in all material respects, the financial position of the District as of December 31, 2022 and that the financial position and the District's cash flows for the year then ended are in accordance with accounting principles generally accepted in the United States of America. Ms. Puca stated that no difficulties or disagreements with management were encountered.

DISTRICT ENGINEER'S REPORT

2023 Field Operations and Maintenance (O&M)

T-23-035 DISCUSSION The District did not hold an O&M meeting in June. The next O&M meeting will be held in August. C&L Water Solutions has completed 55% of the fire hydrant inspections, 100% of the flushing and jetting and 50% of the grease trap inspections as part of the 2023 O&M contract.

Garland Court Sanitary Sewer Line Connection

T-23-036 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. The District has received approval from Metro Water Recovery that they will allow the connection to their manhole.

The District has received a sewer line easement from the City of Lakewood and it has been recorded with the Jefferson County Clerk and Recorder, Reception No. 2023015137. The sanitary sewer plans for the project have been accepted by the City of Lakewood.

At the April 10, 2023 Board meeting the Board awarded the contract for the project to Diaz Construction in the amount not to exceed \$211,291.50 and authorized the District Manager to approve up to 10% in change orders. The pre-construction meeting with Diaz Construction was held on May 16, 2023 at 10:00 a.m. at the District office. Diaz Construction will commence pulling permits with the City of Lakewood and start construction in mid-July. Construction will be completed in 60 days.

Wildfire Planning Redundancy Study

T-23-037 DISCUSSION District Engineers have prepared a write up of the redundancy of the District's interplay between zones when the primary water feeds have been disabled. Merrick has updated their water model to include the new water line that was installed along Morrison Road and Hodgson Park. The Engineers have gathered information from neighboring Districts (Green Mountain, Lakehurst and Bancroft-Clover) to determine how BCWSD could be assisted (or give assistance) when an emergency occurs. District Engineers have also run hydrant flow tests for the newest water line in Morrison Road which was verified with the District's water model and will help the District know how connections can help in servicing other zones in the District. The model was verified for the District Engineers to look into the zones and connections.

The final memo with the scenarios is complete and the District Engineers have met with District Board and staff to review the results of the study. District Engineers will be working on recommendations to the Board for the appurtenances that will need to be in place to serve the District during an emergency situation. The District will be setting up a meeting with Denver Water regarding emergency connections from Green Mountain Water and Sanitation District to determine what Interconnect Agreements between other Districts need to be in place.

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DISTRICT ENGINEER'S REPORT [CONTINUED FROM PAGE 2]

Analysis of the Condition of 16"/18" Water Transmission Mains

T-23-038 DISCUSSION District Engineers are moving forward with the exploratory analysis starting with the "potholing" and observation of the 16"/18" transmission water main that runs along the Hampden Frontage Road, Estes Street and Dartmouth Avenue. District Engineers have asked C&L Water Solutions for pricing to perform 5-7 "pothole" locations along the water transmission corridor.

District Engineer Wheatlake has identified the locations for visual assessments of the pipe fittings. C&L Water Solutions was authorized to proceed and to develop a schedule including traffic control. The complete analysis will include soils and electrolysis investigations. District Engineers have received an estimate and have a signed contract from Kumar & Associates for \$10,410.00 to perform the soils testing. Once the Notice to Proceed with Kumar & Associates is signed, Kumar will gather permits and be out drilling within two weeks. Kumar & Associates will send a draft report three weeks after obtaining the samples.

Authorize District Manager to Sign Contract with Kumar and Associates for Soils and Electrolysis Investigations

R-23-032 RESOLVED, upon motion by Director Ebert, seconded by Director Larsson to sign the contract and Notice to Proceed with Kumar and Associates for \$10,41.00 to conduct five soil borings and electrolysis investigations.

Acceptance of the District Engineer's Report

R-23-033 RESOLVED, upon motion by Director Larsson, seconded by Vice-Chairman Johnson and unanimously carried, that the District Engineer's Report be accepted.

Preceding this action, the District Engineer's report of activities for May 2023 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-23-034 RESOLVED, upon motion by Director Larsson, seconded by Vice-Chairman Johnson, and unanimously carried, the payment of invoices and payroll presented in the amount of \$383,001.07 was approved. A list is attached hereto and made a part of the record.

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

Approval of Treasurer’s Report

R-23-035 RESOLVED, upon motion by Vice-Chairman Johnson, seconded by Director Larsson and unanimously carried, that the Treasurer's Report based on unaudited financial reports and including the Budget-to-Actual report, as of May 31, 2023 was accepted as presented. A copy is attached hereto and made a part of the record.

Preceding this action, District Manager Walker reported that there was no investment activity in May. District Manager Walker also reported that the District’s Wells Fargo Bank Operating Account was switched to a Government Advantage Interest Checking Account in May. The District received the first interest payment in June. District Manager Walker and Treasurer Hundley will continue 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. District Manager Walker also gave a detailed review of the May 31, 2023 Budget-to-Actual report.

LEGAL COUNSEL REPORT - NONE

DISTRICT MANAGERS REPORT

District Manager Walker presented the May 2023 Report of District Activities, a copy of which is attached hereto and made a part of the record.

DIRECTORS REPORTS - NONE

C-23-009 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