

PROCEEDINGS

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF BEAR CREEK WATER AND SANITATION DISTRICT, CONVENING ON JULY 10, 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
Samuel E. Hundley	Treasurer
J. Barry Ebert	Director

Also Present: Jan C. Walker District Manager/Board Secretary
Russell W. Dykstra Legal Counsel, Spencer Fane

Present on Zoom Wade B. Wheatlake, P.E. District Engineer, Merrick & Company

Excused Absence: Linda M. Larsson Director

C-23-010 CONCURRENCE. The Board granted an excused absence for Director Larsson.

ACCEPTANCE OF MINUTES

R-23-036 RESOLVED, upon motion by Vice Chairman Johnson, seconded by Director Ebert and unanimously carried that the Minutes of the Regular Meeting of June 12, 2023 were approved.

CALL TO PUBLIC / PUBLIC PRESENTATIONS - NONE

DISTRICT ENGINEER'S REPORT

2023 Field Operations and Maintenance (O&M)

T-23-039 DISCUSSION The District did not hold an O&M meeting in July. 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-23-040 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.

DISTRICT ENGINEER'S REPORT

Garland Court Sanitary Sewer Line Connection [continued from page 1]

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-23-041 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 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. District Engineers are developing a draft report and finalizing the model scenarios.

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

T-23-042 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. The Notice to Proceed with Kumar & Associates was signed so Kumar has started drilling the soil samples. Kumar & Associates will send a draft report three weeks after obtaining the samples.

Acceptance of the District Engineer's Report

R-23-037 RESOLVED, upon motion by Director Ebert, 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 June 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-23-038 RESOLVED, upon motion by Treasurer Hundley, seconded by Chairman Miller, and unanimously carried, the payment of invoices and payroll presented in the amount of \$81,567.51 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-23-039 RESOLVED, upon motion by Director Ebert, seconded by Vice-Chairman Johnson and unanimously carried, that the Treasurer's Report based on unaudited financial reports and including the Budget-to-Actual report, as of June 30, 2023 was accepted as presented. A copy is attached hereto and made a part of the record.

Preceding this action, Treasurer Hundley reported that there was no investment activity 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. Treasurer Hundley also gave a detailed review of the June 30, 2023 Budget-to-Actual report.

LEGAL COUNSEL REPORT – NONE

2023 Legislative Updates

T-23-043 DISCUSSION Legal Counsel Dykstra presented a summary of the 2023 Legislative updates.

DISTRICT MANAGERS REPORT

Multi-family HOA Water Service Line Shut-Offs

T-23-044 DISCUSSION District Manager Walker reported that the District has been assisting several Home Owner Associations (HOAs) with shutting off the water at the water meter by having the property owners schedule plumbers to do the work during BCWSD business hours. The single water meter for the entire community has to be shut off during these repairs. Bear Creek Water and Sanitation District is not responsible (per the District's Rules and Regulations) for the maintenance, repair or replacement of the service lines or the valves to shut off the water meter. The property owner or HOA would be responsible for the maintenance, repair or replacement of any part of the services lines including water meter BCWSD valves. After discussion, the Board directed District Manager Walker to send a letter to the HOAs stating the Rules and Regulations to clarify the responsibilities of the Homeowner's Associations or property owners regarding service lines.

District Manager Walker presented the June 2023 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-23-011 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