

PROCEEDINGS

Minutes of the Regular Meeting of the Board of Directors of Bear Creek Water and Sanitation District, Convening on April 8, 2024 at 7:00 pm. The meeting was held at the District Office at 2517 South Flower Street, Lakewood, CO 80227

Call to Order

Presiding: Chairman Miller

Roll Call

Present: Dale L. Miller, President and Chairman
Samuel E. Hundley, Treasurer
J. Barry Ebert, Director
Linda M. Larsson, Director

Present on Zoom: Neil A. Johnson, Vice-President and Vice-Chairman

Excused Absence: None

Also Present: Jan C. Walker, District Manager/Board Secretary
Andrew George, Assistant District Manager
Laura Heinrich, Legal Counsel, Spencer Fane
Wade B. Wheatlake, P.E., District Engineer, Merrick & Company

Acceptance of Minutes

R-24-018 RESOLVED, upon motion by Director Ebert, seconded by Director Larsson and unanimously carried that the Minutes of the Regular Meeting of March 11, 2024 were approved.

Call to Public / Public Presentations: No members of the public were in attendance at the meeting or requested the Zoom meeting link.

District Engineer's Report

2024 Field Operations and Maintenance (O&M)

T-24-031 DISCUSSION. C&L Water Solutions has started working on the 2024 O&M contract inspections. C&L has completed 100% of the valves and manhole inspections. They have completed 21% of the fire hydrant inspections to date.

Garland Court Sanitary Sewer Line Connection

T-24-032 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 Two Hundred Eleven Thousand Two Hundred Ninety One Dollars and Fifty Cents 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. All work has been completed including the two sewer services that have been installed, along with an additional manhole on the new alignment. Installation is complete and testing of the sewer pipe and manholes still needs to be completed. A final walkthrough was conducted with Diaz and punch list items issued, including testing, providing redline drawings, and acceptance by City of Lakewood for the asphalt. Once redlined drawings and survey points are provided, District Engineers will finalize the as-built drawings for the project and update GIS and master maps.

Balsam Street Development

T-24-33 DISCUSSION. District Engineers have signed off on the Denver Water initial acceptance for the water so that Denver Water will begin their plan review. Denver Water will have final approval on the location of the water main installation. The sewer plans are acceptable. District Engineers have requested the four (4) final hard copy sets of the sewer plans.

Previously, District Engineer Fix had 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 had 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 in 2019, regarding the location to install a water main in the CDOT rights-of-way. District Manager Walker reached out to the Developer in late 2023 for status on the project. Nate Peterson replied that the plans were currently going through Denver Water's review. District Engineer Wheatlake also introduced himself and will be working with the developer's engineers regarding future comments on the plans. District Engineer Wheatlake reached out for a status update and information on what they have been submitting through Denver Water. Mr. Wheatlake will be reaching out to the developer for a status update monthly.

Bear Creek Filing 9

T-24-034 DISCUSSION. . The Bear Creek Filing 9 development is located north of Morrison Road and West of S. Kipling Parkway, near the Bear Creek golf course in Jefferson County. The Bear Creek Filing 9 development engineer contacted District Engineer Wheatlake with a status update on the project. They will modify the plans from a multi-family to a single-family development that will likely impact the alignment of the overall site and proposed utilities. That will require resubmittal of the plans, which given the duration of the last contact from August 2023 would have been required.

Acceptance of the District Engineer's Report

R-24-019 RESOLVED, upon motion by Treasurer Hundley, 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 March 2024 was presented. A copy is attached hereto and made a part of the record.

Wildfire Planning Redundancy Study

T-25-035 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 Engineer Wheatlake handed out the draft report for Board review at the January 8, 2024 Board meeting.

The Board had an in-depth review and discussion of the draft report for the Wildfire Planning Redundancy Study at the April 8, 2024 Board meeting. District Engineer Wheatlake will look at the placement of fire hydrants in the high-risk areas to see if the District should plan on a future capital improvement project to add additional fire hydrants to assist in fire protection. The Board directed District Engineer Wheatlake to schedule a meeting with West Metro Fire to review the investigation and report so that the District could coordinate an emergency plan within West Metro's identified high risk areas.

Treasurer’s Report

Approval of Payment of Invoices and Payroll

R-24-020 RESOLVED, upon motion by Director Ebert, seconded by Vice-Chairman Johnson and unanimously carried, the payment of invoices and payroll presented in the amount of Ninety Thousand One Hundred Fifty-One Dollars and Forty-Two Cents was approved. A list is attached hereto and made a part of the record.

Preceding this action, Treasurer Hundley reported that upon his 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-24-021 RESOLVED, upon motion by Director Larsson, seconded by Director Ebert and unanimously carried, that the Treasurer's Report based on unaudited financial reports and including the Budget-to-Actual report, as of March 31, 2024 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 March. 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 March 31, 2024 Budget-to-Actual report.

Legal Counsel’s Report: None

District Manager’s Report

District Manager Walker presented the March 2024 Report of District Activities, a copy of which is attached hereto and made a part of the record.

District Manager Walker reported that no water or sewer taps were sold for the first quarter of 2024.

Request for Accessory Dwelling Unit (ADU) at 11319 W. Bear Creek Drive

T-24-36 DISCUSSION. The District received a request for permission to install an ADU at 11319 W. Bear Creek Drive. The property is currently connected to water service and has septic for sewer service. Denver Water would allow one ADU to be connected to the existing water service with an additional charge for the Systems Development fee. If the property were to be connected to sanitary sewer, Metro Water Recovery’s Rules and Regulations require that any additional connection requires the payment of an additional Metro Water Recovery connection fee.

After discussion, the Board concurred that the District would allow an ADU to be connected with no additional Bear Creek Water and Sanitation District tap fee to an existing service line. Further, the Board authorized District Manager Walker and Legal Counsel Heinrich to work on an amendment to the District Rules and Regulations to identify the circumstances that would allow an ADU to be connected to the District’s water and sanitary sewer facilities.

Director's Report

Denver Water Distributor Liaison Forum Meeting

T-24-37 DISCUSSION. Director Larsson asked District Manager Walker and Assistant District Manager George to report on the Denver Water Distributor Form Liaison (DFL) meeting that was held on March 19, 2023. This discussion included a positive snowpack report with the Colorado river watershed currently being at 117% of normal. Denver Water also discussed updates to the Engineering standards and a new Standard Operating Procedure (SOP) for disinfection testing of new water main installations.

C-24-005 Concurrence. Nothing further being presented to the Board, Chairman Miller declared that the meeting be adjourned.

Signed:

Dale L. Miller, President and Chairman

Attest:

Jan C. Walker, Secretary, Board of Directors