

RECORD OF PROCEEDINGS

THE MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS OF THE BROOK FOREST WATER DISTRICT

December 10, 2019 7:00 p.m.

Church of the Hills – 28628 Buffalo Park Road, Evergreen, CO 80439

The meeting was called to order by President Weisenborn at 7:00 pm.

Attendees:

Board Members

Bill Weisenborn, President
Tony Langowski, Vice President
Bruce Nicklow, Treasurer
Ilse Ramsey, Director
Alice Sears, Director

Other attendees: Mr. Dick Scheurer of Scheurer and Associates, Mr. Dominic Monard, District System Operator and Ms. Nickie Holder of NMHolder Financial, Inc.

Approval of Minutes

After discussion of the prior month minutes, upon motion by Director Langowski and seconded by Director Sears, the Board approved the November 2019 meeting minutes.

Accounts Payable

After discussion of the invoices, upon motion of Director Nicklow and seconded by Director Langowski the Board approved the December 2019 checks for payment. **See Attached Schedule of Monthly Checks Paid for December 2019.**

Engineer's Report

None.

Citizen Forum

None.

Attorney's Report

Resolution 2019-05 – Rules and Regulations Rate Increase – Tap Fees will increase to \$17,000 as of 1/1/2020

At the November 12, 2019 board meeting the Board approved a rate increase for tap fees by \$2,000 to a new rate of \$17,000 per tap. Mr. Scheurer had President Weisenborn sign the resolution and Ms. Holder signed as the Secretary. The Rules and Regulations will be updated accordingly.

Water Resume

Mr. Scheurer reviewed the water resume for the month, he will follow up with Mr. Alan Leak regarding one of the items that could possibly affect Brook Forest Water District, with regard to Red Rocks Country Club – Soda Creek, Bear Creek and Mountain Mutual.

2020 Budget Public Hearing

2020 Budget public hearing re-opened from the November 2019 Board meeting. The Board continued discussions regarding revenue and expense line items that need to be adjusted for the final 2020 budget, mainly employee health insurance and the purchase of a new maintenance vehicle for District operations. Ms. Holder, prior to the Board meeting, provided the Board members with an analysis for possible health insurance plans for the upcoming year, in be included in the 2020 budget. Ms. Holder put an estimated amount into the 2020 budget for employee health insurance, the amount will be further discussed at the January 2020 board meeting.

2020 Budget – Resolutions 2019-07, 2019-08, 2019-09 and 2019-10

After the public hearing was closed on the 2020 Budget, upon motion of Director Langowski and seconded by Director Nicklow, the Board approved the 2020 Budget. The mill levy will be certified to Jefferson County by Friday, December 13, 2019.

2020 Meeting location & Time - Resolution 2019-06

Upon motion of Director Langowski and seconded by Director Nicklow, the Board approved the 2020 meeting location, date and time. The notice will be posted on the District website and posting locations through the District.

New Maintenance Truck

After discussion by the Board, upon motion of Director Langowski and seconded by Director Nicklow, the Board approved the purchase of a new maintenance vehicle for the District. The purchase price is not to exceed \$28,000 plus the cost of licensing.

Maintenance Report

Mr. Monard informed the Board of the following regarding maintenance and operations:

1. Water sampling is currently being completed and is due to the state later in December 2019. The control box at well 2 needs to be replaced.

Administration Report

The following were discussed regarding the District's current Administration:

1. Ms. Holder discussed the current financial health of the district with the board, including the current cash balances and interest rate currently being earned by the District.
2. Newsletter items were discussed, Ms. Holder will prepare the Newsletter for the 1st Quarter 2020 and send to the board for review prior to mailing invoices out at the end of the month.
3. W-2s will be issued to the board in the beginning of January 2020.

Reports from the Board

Director Langowski asked that Board packet reports go out earlier in the month for review prior to the board meetings.

Comments from the Floor

None.

Adjournment

There being no further business to come before the Board, the meeting was adjourned at 8:26 p.m.

The next regular Board meeting will be held on Tuesday, January 14, 2020 at 7:00pm at Church of the Hills (Library) – 28628 Buffalo Park Road, Evergreen, CO 80439.

Respectfully submitted,

Nickie Holder

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Approved By:

Bill Weisenborn, President

Tony Langowski, Vice President

Ilse Ramsey, Director

Bruce Nicklow, Treasurer

Alice Sears, Director