

RECORD OF PROCEEDINGS

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

October 8, 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 - **Absent**

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

Approval of Absences

Upon motion of Director Langowski and seconded by Director Ramsey the Board approved the absence of Director Alice Sears.

Approval of Minutes

After discussion of the prior month minutes, the Board will approve the September 2019 Board meeting minutes at the next Board meeting after further review.

Accounts Payable

After discussion of the invoices and bank account balances, the Board approved the October 2019 monthly checks for payment as well as a transfer of funds from Colotrust Plus account to the District checking in the amount of \$30,000 to cover the monthly invoices as well as the November debt service payment to be wired out, upon motion of Director Ramsey and seconded by Director Nicklow **See Attached Schedule of Monthly Checks Paid for October 2019.**

Engineer's Report

Mr. Welch discussed the updated ordinance that need to be updated in the District Rules & Regulations with the Board for Cross Connection and Back Flow Controls. After discussion, upon motion of Director Langowski and seconded by Director Ramsey the Board approved the amendment to the district rules and regulations, conditional to the final review and approval by the

District Attorney, Mr. Dick Scheurer, District Engineer, Mr. Brian Welch and District System Operator, Mr. Dominic Monard.

- *Action Item* – Ms. Holder will provide Mr. Scheurer with the next resolution number for the amendment to the District Rules and Regulations.

Citizen Forum

None.

Attorney's Report

Water Resume

As discussed at a prior board meeting, Mr. Scheurer will continue to keep the Board updated on the Statement of Opposition that was filed on the Harman Ditch horse property.

Mr. Scheurer will update the Board members on any additional water resume items at the next meeting.

November 2019 Election

Mr. Scheurer informed the Board that all election requirements thus far for Jefferson County Joint Election have been met. The election will be held on November 5, 2019.

2020 Budget Committee

The budget draft was presented to the Board for review at the Board meeting. Further discussion and the public hearing for the 2020 budget will take place at the November 2019 Board meeting.

Maintenance Report

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

1. Sampling disinfecting by product underway, not finished yet.
2. Two properties in the district that are currently underway with laying new foundation to build on.
3. Reviewing CIP for 2020 Budget.

Administration Report

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

1. Financials, customer receivables and late fees were also discussed – documents provided to the Board prior to the Board meeting.
2. Discussed issues with not having credit card limit set higher for System Operator district credit card. After discussion, Board approved increasing Dominic Monard credit card with Bank of the West by an additional \$10,000, upon motion of Director Langowski and seconded by Director Nicklow.

3. Ms. Holder discussed the draft of the 2020 budget with the Board. She will send the budget in excel format to the Board for review over the next month, prior to the budget hearing in November.

Reports from the Board

President Weisenborn discussed working with Ms. Donna Rirdon regarding fire mitigation, President Weisenborn let the board know that Ms. Rirdon would be available to come and discuss with the board her efforts towards fire mitigation and what the board might be able to do to assist. Ms. Holder will continue to search for possible Fire Mitigation grants for the District.

Comments from the Floor

None.

Adjournment

There being no further business to come before the Board, the meeting was adjourned at 8:22 p.m.

The next regular Board meeting will be held on Tuesday, November 12, 2019 at 7:00pm at Church of the Hills (Library) – 28628 Buffalo Park Road, Evergreen, CO 80439.

Respectfully submitted,

Nickie Holder

Nickie Holder

Approved By:

Absent
Bill Weisenborn, President

Absent
Tony Langowski, Vice President

Ilse Ramsey, Director

Bruce Nicklow, Treasurer

Alice Sears, Director - **Absent**