

**BOW MAR WATER AND SANITATION DISTRICT  
MINUTES FOR WEDNESDAY July 12th, 2023  
MEETING OF THE BOARD OF DIRECTORS**

The Directors of the Bow Mar Water & Sanitation District met in regular session on Wednesday, July 12th, 2023, at the offices of the Platte River Water and Sanitation District and via Microsoft Teams. Board members present were Scott Wagner, Brian Sperry, Lon Sears and Hugh Harvey. Additional attendees were Cynthia Lane of Platte Canyon Water & Sanitation and Mike Bakarich of Morain Bakarich, CPAs.

**CALL TO ORDER**

6:34pm

**APPROVAL OF MINUTES**

May 10th, 2023, meeting minutes approved.

**Distribution of the minutes is as follows:**

Bryan Sperry: [bryan@sperryproperties.com](mailto:bryan@sperryproperties.com)

David Osborne: [dave@bowmarinvestments.com](mailto:dave@bowmarinvestments.com)

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**Additional Distribution:**

Cynthia Lane: [calane@plattecanyon.org](mailto:calane@plattecanyon.org)

Scott Hand: [smhand@plattecanyon.org](mailto:smhand@plattecanyon.org)

Mike Bakarich: [mbakarich@morainco.com](mailto:mbakarich@morainco.com)

**PUBLIC COMMENT**

No public comment

**Financial**

- Year to date financials presented by Mike Bakarich. As of 6/30/23, assets totaled \$2,682,902, liabilities totaled \$296,871, and net position totaled \$2,386,031.
- Bryan Sperry informed the Board that he was able to get access to the BOK CD balance and has started the process of getting additional Directors on the account. Bryan also noted that the actual CD balance as of June 30, 2023 was \$108,483 and matures August 15, 2024.
- A review of the delinquent customer accounts determined that (1) delinquent customer and the property owner will be sent a notice of lien, requesting payment withing 15 days. Mike Bakarich to coordinate with legal counsel.
- Review of the budget to actual comparison report noted that the amounts reported in account *8130-Meter Replacement & Maintenance* should be combined with account *8200-Sewer Repair & Maintenance* to align with budgeted numbers.

- Review of the statement of net position sparked questions on what was included in the construction in progress account. Mike Bakarich to review detail and coordinate with Cynthia to reclass any construction in progress. It was noted all capital improvement projects are complete and no construction in progress should be carried forward.
- A discussion was held regarding the status of the bill paying process and Mike Bakarich informed the Board that the SIPA application was submitted and that the District is waiting for the state to complete the registration process.
- Septic – A discussion regarding septic customers being billed sewer fees was had and Mike Bakarich was tasked with determining dollar value of septic charges over last five years. Mike Bakarich to report back at next meeting.
- Director Pay – It was suggested that the Director fees be paid in arrears to avoid voiding checks for absences not know prior to cutting checks. Mike Bakarich to reconcile the 2023 Director fees under said policy.
- A discussion over the check disbursement process was had and a motion was made authorizing Scott Wagner and Hugh Harvey as Directors responsible for approving the monthly check disbursements, and after approval the checks are paid via bill pay instead of the mailing of checks for signature. All expenditures would be ratified at the next meeting. Motion passed.

## **MAINTENANCE AND OPERATIONS REPORT**

### **Maintenance – Cynthia Lane**

#### May

- 5/1/2023 - Obtained master and residential meter readings. Reported as necessary.
- 5/12/2023 - Inspected new sewer tap at 4895 Pinyon St.
- 5/17/2023 - Responded to water shut off request at 5420 Sombrero.
- 5/26/2023 - Responded to a water turn off request at 5230 Bow Mar Dr.

#### June

- 6/1/2023 - Obtained master and residential meter readings. Reported as necessary.
- 6/6/2023 - Responded to a sewer service problem at 4725 Prospect St.
- 6/26/2023 - Responded to a water shut off request at 4633 S. Frontier St.

Cynthia informed the Board that the Insituform improvement contract is complete.

### **New Business**

Cynthia briefly discussed proposed Proposition HH and how it could affect the District's assessed valuation calculations and ultimately property tax revenues. Legal counsel will distribute a memo summarizing Proposition HH once the bill is reviewed in detail.

## **Distributors Forum**

Denver Water has named Alan Salazar as CEO replacement for Jim Lochhead. Salazar is to enter CEO role on August 7, 2023.

**Adjournment** 7:52 pm