

BERKELEY WATER & SANITATION DISTRICT
4455 W. 58TH Ave., Unit A; Arvada, Colorado 80002-7007
In and For the Counties of Adams and Jefferson

MINUTES OF THE MEETING
August 13, 2025

Present for August 13, 2025

Present

Risa Hayes - President
Judy Miranda – Vice President
John Jesse Chavez – Metro Representative
Phil Cipri – Secretary

Excused Absence

Craig Jones – Treasurer

Also Present for August 13, 2025:

Sharon Whitehair - Berkeley Water and Sanitation District

Call to Order on August 13, 2025:

Hayes called the August 13, 2025 meeting to order at 6:04 pm.

Approval of Agenda:

Cipri made a motion to approve the agenda. Miranda seconded. The motion passed unanimously.

Comments from the Public:

No public was present.

New Items:

Whitehair asked the Board if they wanted to go to the same restaurant for their Christmas party. Whitehair will make reservations for December 10th at 7 p.m.

Minutes of the July, 2025 Board Meeting:

Cipri moved to approve the July 2025 Minutes. Chavez seconded. The motion passed unanimously.

Accounts Past Due Report, Month ending July, 2025:

Cipri moved to accept the Accounts Past Due Report for the month ending July 2025. Chavez seconded the motion. The motion passed unanimously.

Treasurer's Report for Month Ending July, 2025:

Miranda moved the Treasurer's Report be approved for July, 2025. Chavez seconded the motion. The motion passed unanimously.

Cash Disbursements and Payroll for July, 2025:

Cipri moved the July 2025 cash disbursements and payroll be approved. Chavez seconded the motion. The motion passed unanimously.

Action Items:

Hayes stated that Chavez had attended the Metro financial meeting and had send the Board the Metro packet. Hayes stated that the Board would take a look at the packet each month so they could either ask Chavez more questions or direct him to get answers from Metro when he attended their meeting.

Legal Update:

Whitehair told the Board the Bill of Sale for Maverik is contingent on them finalizing their final acceptance in regards to their as-builts. Whitehair will then record the bill of sale and will send them their deposit for the two year warranty. Miranda moved to accept the Bill of Sale. Cipri seconded. The motion passed unanimously.

Trumark's extension agreement will also be contingent on them finalizing their initial acceptance. Whitehair will deposit their two year warranty once that is done and will record the extension agreement. Cipri moved to accept the extension agreement. Chavez seconded. The motion passed unanimously.

Engineering Update:

There was no engineering updates.

Metro Update:

Chavez went to Metro's financial meeting and will attend the Directors' meeting next week.

Manager's Update:

The Manager's Report was included in the Board packet. Whitehair told the Board that she and Wilkins were on a Zoom meeting with Denver Water to discuss the Regis consumption reports. Denver Water supplied the water consumption to Berkeley and will put on meters that will transmit consumption every 15 minutes which Berkeley will have access to.

Wilkins has taken the data and has analyzed whether Berkeley was getting charged correctly for the Lowell interceptor minus the Regis flows and loadings. Whitehair will send an email to Metro to ask them to analyze the data for accuracy. If accurate, Metro will be asked to come up with a solution for Berkeley to provide them the actual Regis consumption of water.

Maintenance Report:

The maintenance report was included in the Board packet.

Adjournment:

Cipri moved to adjourn the meeting. Chavez seconded. The motion passed unanimously. The meeting was adjourned at 7:13 p.m.

Phil Cipri, Secretary