

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

MINUTES OF THE MEETING  
December 13, 2023

Present for December 13, 2023

Present

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

Also Present for December 13, 2023:

Sharon Whitehair - Berkeley Water and Sanitation District

Call to Order on December 13, 2023:

Hayes called the December 13, 2023 meeting to order at 6:00 pm.

Approval of Agenda:

Miranda moved to approve the agenda. Chavez seconded. The motion passed unanimously.

Comments from the Public:

There were no public comments.

New Business:

There was no new business.

Minutes of the November, 2023 Board Meeting:

Jones moved to approve the November 2023 Minutes. Cipri seconded. The motion passed unanimously.

Accounts Past Due Report, Month ending November, 2023:

Cipri moved to accept the Accounts Past Due Report for the month ending November 2023. Miranda seconded the motion. The motion passed unanimously.

Treasurer's Report for Month Ending November, 2023:

Miranda moved the Treasurer's Report be approved for November, 2023. Jones seconded the motion. The motion passed unanimously.

Cash Disbursements and Payroll for December, 2023:

Cipri moved the December 2023 cash disbursements and payroll be approved. Jones seconded the motion. The motion passed unanimously.

Legal:

There was no legal report. The office has installed an ADA compliant door and are working with Graham for all of the other ADA compliance legislation Berkeley needs to meet by July 1, 2024.

Engineering Update:

There was no engineering report.

Metro Update:

Chavez gave the Metro update.

Office Update:

Whitehair presented the office report. The Board confirmed that David Green would do the 2023 audit. The Board confirmed that Whitehair proceed with the CSD insurance if the insurance quote she gets is higher.

Maintenance Report:

Whitehair presented the maintenance report.

Adjournment:

Cipri moved to adjourn the meeting. Chavez seconded. The motion passed unanimously. The meeting was adjourned at 6:20 p.m.

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Phil Cipri, Secretary