

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
July 9, 2025

Present for July 9, 2025

Present

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

Excused Absence

Judy Miranda – Vice President

Also Present for July 9, 2025:

Sharon Whitehair - Berkeley Water and Sanitation District
Matthew Miller, McMahon and Associates
Jason Hamlin

Call to Order on July 9, 2025:

Hayes called the July 9, 2025 meeting to order at 6:05 pm.

Approval of Agenda:

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

Comments from the Public:

Jason was there to observe the meeting.

Presentation of the 2024 Financial Statements

Matthew Miller presented the 2024 draft financial statements to the Board. He explained the process of them receiving items from us and them running that information through data analysis software to see if there are any irregularities.

New Items:

Hayes asked if the extension agreement for Berkeley Villas was going to be on the agenda. Whitehair told her it had to be voted on in August because they do not have the initial inspection completed.

Minutes of the June, 2025 Board Meeting:

Jones moved to approve the June 2025 Minutes. Cipri seconded. The motion passed unanimously.

Accounts Past Due Report, Month ending June, 2025:

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

Treasurer's Report for Month Ending June, 2025:

Jones moved the Treasurer's Report be approved for June, 2025. Cipri seconded the motion. The motion passed unanimously.

Cash Disbursements and Payroll for July, 2025:

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

Action Items:

The Board discussed what items they would like Chavez to bring from his Metro meetings.

Legal Update:

There were no legal updates.

Engineering Update:

There was no engineering updates.

Metro Update:

Chavez will forward the agenda to the Board.

Manager's Update:

The Manager's Report was included in the Board packet.

Maintenance Report:

The maintenance report was included in the Board packet.

Adjournment:

Jones moved to adjourn the meeting. Cipri seconded. The motion passed unanimously. The meeting was adjourned at 7:16 p.m.

Phil Cipri, Secretary