

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
October 8, 2025

Present for October 8, 2025

Present

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

Also Present for October 8, 2025:

Sharon Whitehair - Berkeley Water and Sanitation District

Call to Order on October 8, 2025:

Hayes called the October 8, 2025 meeting to order at 6:21 pm.

Approval of Agenda:

Chavez moved to approve September 2025 Minutes. Jones seconded. The motion passed unanimously.

Comments from the Public:

No public was present.

New Items:

There were no new items.

Minutes of the September, 2025 Board Meeting:

Jones moved to approve the September, 2025 minutes. Miranda seconded. The motion passed unanimously.

Accounts Past Due Report, Month ending September, 2025:

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

Treasurer's Report for Month Ending September, 2025:

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

Cash Disbursements and Payroll for September, 2025:

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

Public Hearing on Certification of Past Due Amounts:

Hayes opened the meeting to the public. With no public present, she closed the public meeting. Cipri made a motion to approve Resolution 2025-07 to Certify Past Due Amounts with Adams and Jefferson Counties. Miranda seconded the motion. The motion passed unanimously.

Action Items:

There were no action items.

Legal Update:

Jones made a motion to approve the bill of sale for CDOT for the sewer extension in Federal and 60th Avenue. Cipri seconded. The motion passed unanimously.

Engineering Update:

There was no engineering update.

Metro Update:

Chavez will be going to a Metro Board meeting the next day. Hayes forwarded the Connector she received from Metro to all of the Board members.

Manager's Update:

The manager's update was included in the Board packet. The Board discussed that PNC Bank, who is taking over First Bank, should provide similar products as First Bank. Whitehair has a Treasury Management contact at First Bank who is keeping her up to date on their progress.

Whitehair stated the same person said Berkeley could pay for all of its banking fees if it put \$30,000 more in its cash concentration account. Jones made a motion to move that money from liquid assets to the cash concentration account. Cipri seconded. The motion passed unanimously.

Whitehair presented the letter of engagement from McMahon and Associates to do the 2025 audit for Berkeley. Cipri made the motion to approve the letter of engagement. Chavez seconded. The motion passed with 4 ayes and an abstain from Jones.

Maintenance Report:

The maintenance report was included in the Board packet.

Adjournment:

Jones moved to adjourn the meeting. Miranda seconded. The motion passed unanimously. The meeting was adjourned at 6:59 p.m.

Phil Cipri, Secretary