

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 REGULAR MEETING  
September 14, 2022

Present for September 14, 2022 via Teleconference Call (346)248-7799, Meeting Code:840 7195  
2399#, Passcode: 271389#

Risa Hayes - President  
Gloria Rudden - Vice-President  
Phil Cipri - Secretary  
John Jesse Chavez – Metro Representative  
Sharon Price – Treasurer

Also Present for September 14, 2022:  
Sharon Whitehair - Berkeley Water and Sanitation District  
Chris Bateman, Vice President – Time Value Investment

Call to Order on September 14, 2022:  
Hayes called the September 14, 2022 meeting to order at 9:07 am.

Approval of Agenda:  
Cipri moved to approve the agenda. Price seconded. The motion passed unanimously.

Comments from the Public:  
No public was present.

New Business:  
Chris Bateman, Time Value Investments, gave a presentation to the Board on what the current interest rates were for Treasury investments at 3, 6, 9, 12, and 18 months. He explained that the rates vary each day and throughout the day but rates have not been this high in years. Bateman said he would be available if the Board had any questions.

Minutes of the August, 2022 Board Meeting:  
Rudden moved to approve the August, 2022 Minutes. Cipri seconded. The motion passed unanimously.

Accounts Past Due Report, Month ending August, 2022:  
Cipri moved to accept the Accounts Past Due Report for the month ending August 2022. Rudden seconded the motion. The motion was unanimously approved.

Treasurer's Report for Month Ending August, 2022:  
Price moved the Treasurer's Report be approved for August, 2022. Rudden seconded the motion. The motion was unanimously approved.

Cash Disbursements and Payroll for August, 2022:  
Price moved the August 2022 cash disbursements and payroll be approved. Rudden seconded the motion. The motion was unanimously approved.

Public Hearing on Adopting Amended and Restated Rules and Regulations Resolution 2022-03:  
Hayes opened the meeting to the public. With no public present, Hayes closed the public meeting.

Hayes moved to approve Resolution 2022-03 Adopting Amended and Restated Rules and Regulations. Price seconded the motion. The motion was unanimously approved.

Legal Report:

Whitehair provided Steffl's legal report.

Cipri moved to approve the engineering agreement with Level Engineering. Price seconded the motion. The motion was unanimously approved.

Engineering Update:

There was no engineering report.

Metro Update:

Chavez stated he was going to an event at the MetroGro Farm on September 21<sup>st</sup> in Dear Trail.

Office Update:

Whitehair presented the office report.

Cipri moved to approve Resolution 2022-02 to Readopt the Credit Card Policy. Price seconded the motion. The motion passed unanimously. Whitehair was instructed to close all the credit cards other than the Amex Lowes card.

Hayes moved to approve the 2023 CEBT Health Insurance. Cipri seconded the motion. The motion passed unanimously. Whitehair will submit the paperwork prior to the October 14<sup>th</sup> deadline.

Hayes moved to invest three amounts of \$250,000 in to a six month, nine month, and 12 month Treasury Bond with Time Value Investments. Cipri seconded the motion. The motion passed unanimously. Whitehair will work with Bateman to get the transfer initiated in to the investment account.

The Board was presented the information regarding the account at 2201 W. 54<sup>th</sup> Avenue who was requesting his home be classified as a single family residence. Sawyer confirmed that the home owner had remodeled and had taken the kitchenette out of his basement.

Hayes moved that beginning with the fourth quarter billing, the account would be reduced to one unit rather than two. As part of that motion, she also called for the home owner to pay his current sewer bill because Berkeley was not aware he had one unit until he allowed us to go in and inspect the home. Cipri, Chavez, Hayes, and Price voted in favor of the motion. Rudden voted against the motion. The home owner will be notified of the Board's decision.

Maintenance Report:

Whitehair presented the maintenance report.

Whitehair presented the three locate software companies and the pros and cons of each. Rudden moved to allow Whitehair to decide which software company best fit Berkeley's needs. Price seconded the motion. The motion passed unanimously.

Adjournment:

Rudden moved to adjourn the meeting. Price seconded. The motion passed unanimously. The meeting was adjourned at 10:51 a.m.

---

Phil Cipri, Secretary