

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
September 10, 2025

Present for September 10, 2025

Present

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

Also Present for September 10, 2025:

Sharon Whitehair - Berkeley Water and Sanitation District

Call to Order on September 10, 2025:

Hayes called the September 10, 2025 meeting to order at 6:02 pm.

Approval of Agenda:

Jones moved to approve the amended August 2025 Minutes adding health insurance to the manager update section. Cipri seconded. The motion passed unanimously.

Comments from the Public:

No public was present.

New Items:

Study session for 2026 budget. The Board decided to plan a study session 2 hours before the October Board meeting. Whitehair will post the study session agenda at the same time she posts the Board meeting agenda.

Minutes of the August, 2025 Board Meeting:

Cipri moved to approve the August, 2025 minutes. Miranda seconded. The motion passed unanimously.

Accounts Past Due Report, Month ending August, 2025:

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

Treasurer's Report for Month Ending August, 2025:

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

Cash Disbursements and Payroll for August, 2025:

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

Action Items:

There were no action items.

Legal Update:

There were no legal updates.

Engineering Update:

The Board discussed why staff was asking to grout ten manholes. Whitehair stated that besides dealing with the water infiltration, she will also speak to the auditor as to whether it gets added back in as an asset for the depreciation.

Metro Update:

Chavez went to Metro's financial meeting and believes that Metro is looking for an additional 3 1/2% increase in their 2026 rates. The Board discussed ways to express their dissatisfaction with this and Chavez will attempt to speak to other Board members to get a no vote when it comes to their agenda.

Whitehair stated that Metro had sent a response indicating they had not read her email. Whitehair responded to them stating that every thing they were asking for was in the original email. Whitehair will let the Board know if there is a response.

Manager's Update:

Whitehair had made the Board aware that one of the Treasury Funds was up for renewal. She stated that Berkeley's agent said most likely it would be reinvested at around 3.3%. The Board directed Whitehair to go ahead and reinvest it.

Whitehair also asked the Board what to do with the money in the money market account. She gave them the option of keeping in the current money market account which will eventually go away, put the money in Treasury Funds for a longer period of time, or move it to the 1st Bank liquid asset account while it is still earning 3.58%. The Board directed Whitehair to move it back in to the 1st Bank account.

Whitehair then talked to the Board about the 17% increase in insurance rates. Whitehair made them aware that because they no longer pay for CEBT for Whitehair because of Medicare, the amount they saved could cover the cost of the increase. The Board directed Whitehair to go with the same plan for next year but will schedule a study session next year and have CEBT out to discuss the various plans and their options.

Maintenance Report:

The maintenance report was included in the Board packet.

Adjournment:

Jones moved to adjourn the meeting. Chavez seconded. The motion passed 4 to 1 with Jones voting nay. The meeting was adjourned at 7:31 p.m.

Phil Cipri, Secretary