

**MINUTES OF A REGULAR MEETING OF  
THE BOARD OF DIRECTORS OF THE  
WHEAT RIDGE WATER DISTRICT  
HELD  
JUNE 13, 2023**

A Regular Meeting of the Board of Directors of the Wheat Ridge Water District (referred to hereafter as “Board”) was held on Tuesday, the 13<sup>th</sup> day of June, 2023, at 4:00 p.m. The meeting was held at the District Office, 6827 W. 38<sup>th</sup> Avenue, Wheat Ridge, CO 80033 and was open to the public.

**ATTENDANCE**

**Directors in Attendance Were:**

Clancy Degenhart  
Kristi Davis  
Juanita Stites

Following discussion, upon a motion duly made by Director Stites, seconded by Director Davis and, upon vote unanimously carried, the absences of Director Baillie and Director Urban, were excused.

**Also In Attendance Were:**

AJ Beckman; Public Alliance, LLC  
Timothy J. Flynn, Esq.; *Collins Cole Flynn Winn Ulmer P.C.* (via Phone)  
Doug Berling; Engineer  
David Green; Green & Associates, LLC

**ADMINISTRATIVE  
MATTERS**

**Agenda:** Director Degenhart, noting that a quorum of the Board was present, called the meeting to order at 4:08 p.m. and reviewed the Agenda with the Board.

Following discussion, upon a motion duly made by Director Stites, seconded by Director Davis and, upon vote unanimously carried, the Agenda was approved, as amended.

**Minutes:** The Board reviewed the minutes of the May 9, 2023 Regular Meeting and June 1, 2023 Special Meeting.

Following discussion, upon a motion duly made by Director Stites, seconded by Director Davis, and upon vote, unanimously carried, the Board approved the minutes of the May 9, 2023 Regular Meeting and June 1, 2023 Special Meeting, as presented.

**PUBLIC COMMENTS**

**Public Comment:** There was no public in attendance.

## **RECORD OF PROCEEDINGS**

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**FINACIAL MATTERS**    **Accounts Payable:** The Board reviewed the accounts payable list with the Board for the period ending May 31, 2023.

Following discussion, upon motion duly made by Director Davis, seconded by Director Stites and, upon vote unanimously carried, the Board ratified approval of the accounts payable, as presented.

The Board then reviewed the accounts payable list with the Board for the period ending June 13, 2023.

Following discussion, upon motion duly made by Director Stites, seconded by Director Davis and, upon vote unanimously carried, the Board approved the accounts payable, as presented.

**Profit and Loss Review:** The Board reviewed the Profit and Loss Report for the period ending May 31, 2023.

Following discussion, upon a motion duly made by Director Davis, seconded by Director Stites and, upon vote unanimously carried, the Board accepted the Profit and Loss Report.

**2022 Audit:** Mr. Green reviewed the 2022 draft Audit with the Board. The Board discussed water sales versus purchase in 2022 noting that revenues were insufficient to cover the cost of water purchased from Denver Water. The Board directed Mr. Beckman to further investigate the contributing factors and to make a note of this for 2024 Budget preparation.

Following discussion, upon motion duly made by Director Davis, seconded by Director Stites and, upon vote unanimously carried, the Board accepted the 2022 Audit and authorized execution of the Representations Letter.

**Authorize Signers on District Bank Accounts:** The Board discussed authorizing Mr. Beckman to be a signer on the Districts Bank Accounts.

Following discussion, upon motion duly made by Director Davis, seconded by Director Stites and, upon vote unanimously carried, the Board authorized Mr. Beckman to be a signer on the Districts Bank Accounts.

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## **OPERATIONS**

**Manager's Report:** Mr. Beckman reviewed the Manager's report with the Board, attached hereto and incorporated herein by this reference.

Mr. Beckman discussed with the Board the shortage of trucks for field staff and recommended that the Board consider trading in the Chevrolet Silverado 3500, and purchase two new properly sized trucks capable of

## **RECORD OF PROCEEDINGS**

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towing the valve trailer, but light enough for daily rounds and small jobs.

Following discussion, upon motion duly made by Director Stites, seconded by Director Davis and, upon vote unanimously carried, the Board authorized staff to trade in the Chevrolet Silverado 3500 and purchase two new appropriately sized trucks.

**Valve Nut Repair Kit:** Mr. Beckman then reviewed a proposal for the purchase of a valve nut repair kit from Intermountain Sales, Inc. in the amount of \$12,600.

Following discussion, upon motion duly made by Director Stites, seconded by Director Davis and, upon vote unanimously carried, the Board authorized the purchase of a valve nut repair kit, in the amount of \$12,600.

Mr. Beckman then discussed options for cloud-based software management tools for tracking and enforcing the District Cross Connection Control Plan. Mr. Flynn suggested that Denver Water may be willing to assist in some capacity. The Board directed Mr. Beckman to inquire with Denver Water.

**Field Activity:** Mr. Beckman reviewed the Field report with the Board.

**Wadsworth Boulevard Project Phase II:** Mr. Berling reported that the City of Wheat Ridge is awaiting approvals from various agencies including the Colorado Department of Transportation (CDOT).

**Owner/Developer Projects:** Mr. Berling reviewed his list of open projects with the Board, attached hereto and incorporated herein by this reference.

**Water Watch, Consumption and Conservation Reports:** The Board reviewed the Water Watch Report from Denver Water.

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### **ENGINEERING**

**Engineer's Report:** Mr. Berling provided his updates previously, under the Wadsworth Boulevard Project, Phase II, and Owner/ Developer Projects reports.

### **OTHER BUSINESS**

Mr. Flynn discussed with the Board the easements needed for the project at 4470 Wadsworth.

Following discussion, upon a motion duly made by Director Davis, seconded by Director Stites and, upon vote unanimously carried, the Board reaffirmed authorizing Directors Degenhart and Baillie to execute the

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## RECORD OF PROCEEDINGS

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easement, subject to final Legal review, Denver Water review, review by the District's Engineer, and receipt of title work.

**ADJOURNMENT**

There being no further business to come before the Board at this time, upon motion duly made, seconded and, upon vote, unanimously carried, the meeting was adjourned at 5:43 p.m.

Respectfully submitted,

By: \_\_\_\_\_

DocuSigned by:

*Kelly Baillie*

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Secretary for the Meeting