

**MINUTES OF A REGULAR MEETING OF
THE BOARD OF DIRECTORS OF THE
WHEAT RIDGE WATER DISTRICT
HELD
FEBRUARY 13, 2024**

A Regular Meeting of the Board of Directors of the Wheat Ridge Water District (referred to hereafter as "Board") was held on Tuesday, the 13th day of February, 2024, at 4:00 p.m. The meeting was held at the District Office, 6827 W. 38th Avenue, Wheat Ridge, CO 80033, and was open to the public.

ATTENDANCE

Directors in Attendance Were:

Clancy Degenhart
Kelly Baillie
Zachary Urban
Juanita Stites

Following discussion, upon a motion duly made by Director Urban, seconded by Director Baillie and, upon vote unanimously carried, the absence of Director Kristi Davis was excused.

Also In Attendance Were:

AJ Beckman and Nick Moncada; Public Alliance, LLC
Timothy J. Flynn, Esq.; Collins Cole Flynn Winn & Ulmer, PLLC
Doug Berling; District Engineer
Karen Radcliffe; Recording Secretary

**ADMINISTRATIVE
MATTERS**

Agenda: Director Degenhart, noting that a quorum of the Board was present, called the meeting to order at 4:07 p.m. and reviewed the Agenda with the Board.

Following review and discussion, upon motion duly made by Director Baillie, seconded by Director Urban and, upon vote, unanimously carried, the Board approved the agenda, as amended.

Minutes: The Board reviewed the minutes of the January 9, 2024 Regular Meeting.

Following review and discussion, upon motion duly made by Director Urban, seconded by Director Stites and, upon vote, unanimously carried, the Board approved the minutes of the January 9, 2024 Regular Meeting, as amended.

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PUBLIC COMMENTS

Public Comment: There were no members of the public in attendance.

FINANCIAL MATTERS

Accounts Payable: Mr. Beckman reviewed the accounts payable with the Board for the period ending January 31, 2024.

Following review and discussion, upon motion duly made by Director Urban, seconded by Director Baillie and, upon vote, unanimously carried, the Board ratified approval of the accounts payable for the period ending January 31, 2023, in the amount of \$317,992.91.

Following review and discussion, upon motion duly made by Director Baillie, seconded by Director Urban and, upon vote, unanimously carried, the Board approved the accounts payable for the period ending February 13, 2024 in the amount of \$19,605.42.

Profit and Loss Report: Mr. Beckman reviewed the Profit and Loss Statement as of January 31, 2024 with the Board.

Following review and discussion, upon motion duly made by Director Stites, seconded by Director Urban and, upon vote, unanimously carried, the Board accepted the Profit and Loss statement as of January 31, 2024.

Schedule of Cash Position and Transfer of Funds: Mr. Beckman reviewed with the Board, the Schedule of Cash Position as of January 31, 2024. The Board further entered into discussion regarding authorizing the transfer of funds between accounts as may be necessary. Mr. Beckman recommended that the District transfer \$100,000 to the ColoTrust account bearing interest at 5.560%.

Following review and discussion, upon motion duly made by Director Urban, seconded by Director Stites and, upon vote, unanimously carried, the Board accepted the schedule of cash position, dated January 31, 2024 and authorized a transfer of \$100,000 to ColoTrust.

OPERATIONS

Manager's Report: Mr. Beckman reviewed the Manager's Report with the Board.

New Truck: Mr. Beckman reviewed pricing for a new Ford F-150 or Chevy Silverado 1500 with the Board.

Following review and discussion, upon motion duly made by Director Urban, seconded by Director Baillie and, upon vote, unanimously carried,

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the Board authorized the purchase of a Chevy Silverado, in the amount of \$48,000.

Employee Compensation: Mr. Beckman discussed employee reviews with the Board. He recommended an increase of 3.5% as a cost-of-living adjustment in addition to a merit bonus based on each employee's annual review.

Following review and discussion, upon motion duly made by Director Urban, seconded by Director Baillie and, upon vote, unanimously carried, the Board approved the salary increases as discussed, effective January 1, 2024.

Field Report: Mr. Beckman noted that the District has the potential to receive money from Denver Water for lead line replacements performed by the contractor performing Wadsworth Widening Project.

Mr. Moncada reviewed the report with the Board, attached hereto and incorporated herein by this reference. Mr. Moncada noted that the District will need to file a claim with the City of Wheat Ridge for a frozen line repair caused by stormwater improvements.

Mr. Moncada also recommends training for the crew on backflow certification to help with the survey process.

Following review and discussion, upon motion duly made by Director Urban, seconded by Director Stites and, upon vote, unanimously carried, the Board approved the back flow certification classes, for an amount not to exceed \$900.

Water Watch, Consumption and Conservation Reports: The Board reviewed the Water Watch Report provided by Denver Water.

ENGINEERING

Engineer's Report: Mr. Berling reviewed the Engineers report with the Board.

Wadsworth Project: Mr. Berling updated that Board on the status of the project. Mr. Berling reported that the contractor will temporarily close 38th Avenue ~~west~~^{east} of Wadsworth in the final phase of the project. He further reported that the insertion valves, purchased by the District will be installed when work starts on 38th Avenue.

Owner/Developer Projects: Mr. Berling reported that 3900 Upham is in the last stage of plan review. Easements are expected to be reviewed next week.

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Other: None.

LEGAL

Attorney's Report: None.

Employment Manual: Mr. Flynn noted that he continues to work on the Employee Manual.

Engagement Letter for Collins Cole Flynn Winn Ulmer as District Counsel: Mr. Flynn reviewed the engagement letter between the District and Collins Cole Flynn Winn Ulmer.

Following review and discussion, upon motion duly made by Director Baillie, seconded by Director Urban and, upon vote, unanimously carried, the Board approved the engagement letter between the District and Collins Cole Flynn Winn Ulmer to serve as District Counsel.

Notice of Claim: Mr. Flynn reviewed a Notice of Claim for a personal injury with the Board. Mr. Flynn will notify the Special District Property and Liability Pool, and will respond to the notice.

OTHER BUSINESS

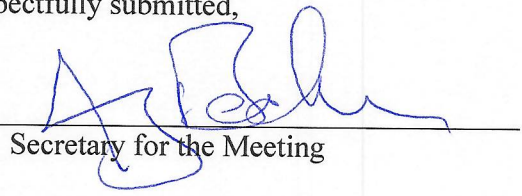
None.

ADJOURNMENT

There being no further business to come before the Board at this time, upon motion duly made by Director Urban, seconded by Director Baillie and, upon vote, unanimously carried, the meeting was adjourned at 5:26 p.m.

Respectfully submitted,

By: _____


Secretary for the Meeting