

**MINUTES OF A REGULAR MEETING OF  
THE BOARD OF DIRECTORS OF THE  
WHEAT RIDGE WATER DISTRICT  
HELD  
MARCH 12, 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 12<sup>th</sup> day of March, 2024, 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  
Kelly Baillie  
Juanita Stites

Following discussion, upon a motion duly made by Director Baillie, seconded by Director Stites and, upon vote unanimously carried, the absences of Directors Kristi Davis and Zachary Urban were 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 4:11 p.m. and reviewed the Agenda with the Board.

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

**Minutes:** The Board reviewed the minutes of the February 13, 2024 Regular Meeting.

Following review and discussion, upon motion duly made by Director Baillie, seconded by Director Stites and, upon vote, unanimously carried, the Board approved the minutes of the February 13, 2024 Regular Meeting, as amended.

**PUBLIC  
COMMENTS**

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

---

## RECORD OF PROCEEDINGS

---

### FINANCIAL MATTERS

**Accounts Payable:** Mr. Beckman reviewed the accounts payable with the Board for the period ending February 29, 2024.

Following review and discussion, upon motion duly made by Director Baillie, seconded by Director Stites and, upon vote, unanimously carried, the Board ratified approval of the accounts payable for the period ending February 29, 2023, in the amount of \$79,742.99.

Following review and discussion, upon motion duly made by Director Baillie, seconded by Director Stites and, upon vote, unanimously carried, the Board approved the accounts payable for the period ending March 13, 2024, in the amount of \$278,057.61.

**Profit and Loss Report:** Mr. Beckman reviewed the Profit and Loss Statement as of February 29, 2024 with the Board.

Following review and discussion, upon motion duly made by Director Stites, seconded by Director Baillie and, upon vote, unanimously carried, the Board accepted the Profit and Loss statement as of February 29, 2024.

**Schedule of Cash Position and Transfer of Funds:** Mr. Beckman reviewed with the Board the Schedule of Cash Position as of February 29, 2024. Mr. Beckman reported that the District has \$23,774.61 in checking and there is no need to transfer funds this month.

Following review and discussion, upon motion duly made by Director Stites, seconded by Director Baillie and, upon vote, unanimously carried, the Board accepted the schedule of cash position, dated February 29, 2024.

---

### OPERATIONS

**Manager's Report:** Mr. Beckman reviewed the Manager's Report with the Board. Mr. Beckman reported that the District received the Chevrolet Silverado 1500 truck for \$50,045.00 after trade in.

Mr. Beckman noted all employee evaluations have been completed.

Mr. Beckman reported that they are still working with Denver Water to pursue reimbursements for lead service lines replaced as part of the Wadsworth Widening Project. The Contractor is currently in direct contact with Denver Water to further clarify the documentation necessary for reimbursements to be made.

Mr. Beckman noted that the rate schedule and capital reserve study are in process. Martin/Martin, Inc., is performing the work, which will likely

## RECORD OF PROCEEDINGS

---

require several months to complete. The information will serve as a valuable tool for future budgeting and rate setting.

Mr. Beckman also noted that the office remodel with paint, blinds, carpet and desks will be completed for approximately \$30,000.

**Field Report:** Mr. Moncada reviewed the report with the Board, attached hereto and incorporated herein by this reference.

**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 insertion valves are being installed on 38<sup>th</sup> Avenue. He also noted that 38<sup>th</sup> Avenue is closed and is expected to reopen in approximately three weeks.

*Owner/Developer Projects:* Mr. Berling reviewed a list of projects currently in process.

- working on a new easement at 3900 Upham.
  - 3915 Upham plans are in review with Denver Water.
  - 38<sup>th</sup> and Fenton plans are in for review with Denver Water.
  - On I-70 from Pecos to Marshall sound walls will be built and District infrastructure needs to be located. The new concrete panels will take up to 1-1/2 years.
- 

### **LEGAL**

**Attorney's Report:** Mr. Flynn discussed the status of the recent personal injury claim noting that the claim is currently being handled by Sedgwick, the firm that adjusts claims for the Colorado Special District and Property Liability Pool. Mr. Flynn will monitor the situation and keep the Board apprised.

**Employment Manual:** Mr. Flynn reviewed the draft Employee Manual with the Board. He will work with Mr. Beckman on revisions to the manual.

---

### **OTHER BUSINESS**

Ms. Radcliff noted that she will be retiring this month and will no longer be the recording Secretary for the District. Members of the Board and staff expressed their sincere appreciation for the dedicated work performed by

## RECORD OF PROCEEDINGS

---

Ms. Radcliff over the past five years.

---

### ADJOURNMENT

There being no further business to come before the Board at this time, upon motion duly made by Director Baillie, seconded by Director Stites and, upon vote, unanimously carried, the meeting was adjourned at 5:07 p.m.

Respectfully submitted,

By: AJ Beckman  
Secretary for the Meeting