

**MINUTES OF A SPECIAL MEETING OF  
THE BOARD OF DIRECTORS OF THE  
WHEAT RIDGE WATER DISTRICT  
HELD  
SEPTEMBER 20, 2023**

A Special Meeting of the Board of Directors of the Wheat Ridge Water District (referred to hereafter as "Board") was held on Wednesday, the 20<sup>th</sup> day of September, 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, was open to the public, and was held in lieu of the Board's September 12, 2023 that was cancelled.

**ATTENDANCE**

**Directors in Attendance Were:**

Clancy Degenhart  
Kristi Davis  
Kelly Baillie  
Juanita Stites

Following discussion, upon a motion duly made by Director Baillie, seconded by Director Davis and, upon vote unanimously carried, the absence of Director Urban 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; 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 4:03 p.m. and reviewed the Agenda with the Board.

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

**Minutes:** The Board reviewed the minutes of the August 16, 2023 Regular Meeting.

Following discussion, upon a motion duly made by Director Stites, seconded by Baillie and, upon vote unanimously carried, the Board approved the minutes of the August 16, 2023 Regular Meeting, as presented.

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**PUBLIC COMMENTS**    **Public Comment:** None.

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

Following discussion, upon motion duly made by Director Davis, seconded by Director Baillie and, upon vote unanimously carried, the Board ratified approval of the accounts payable, in the amount of \$28,518.87.

The Board then reviewed the accounts payable list with the Board for the period ending September 20, 2023.

Following discussion, upon motion duly made by Director Baillie, seconded by Director Stites and, upon vote unanimously carried, the Board approved the accounts payable, in the amount of \$566,852.47.

Following discussion, upon motion duly made by Director Baillie, seconded by Director Stites and, upon vote unanimously carried, the Board directed staff to move \$300,000 from the District's Checking Account to ColoTrust account bearing approximately 5.4% interest.

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

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

**Credit Card Signers:** The Board discussed a change in the credit card signer.

Following discussion, upon motion duly made by Director Baillie, seconded by Director Stites and, upon vote unanimously carried, the Board authorized changing the Credit Card signer from Mr. Hudson to Mr. Beckman.

**Draft 2024 Budget:** The Board deferred discussion to the next Board meeting.

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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. Discussion ensued regarding the master meter located at 7200 W. 27<sup>th</sup> Avenue. Mr. Beckman reported that following a review of the past 24

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months' billing records the staff alerted him of a significant consumption increase following the date of the meter replacement by Denver Water. Further investigation and follow up with Denver Water confirmed that the meter was not reading consumption correctly resulting in a significant over-billing. Denver Water has issued a credit in the amount of \$977,360.14.

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

**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 reviewed the Engineers report with the Board, attached hereto and incorporated herein by this reference.

**Wadsworth Project:** Mr. Berling reported to the Board on the status of the project, noting that construction is expected to resume this week.

**Owner/Developer Projects:** Mr. Berling reported to the Board that there are a few projects with plans currently under review with the District.

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### **LEGAL**

**Employment Manual:** Attorney Flynn reported to the Board that he is in the process of preparing an Employment Manual.

**Cross Connection Regulations Enforcement Policy:** Attorney Flynn distributed to the Board a draft Cross Connection Regulations Enforcement Policy. He explained that the policy will need to be tailored to the District and will be presented for consideration at the next meeting. No action was taken.

**Resolution Regarding Mission Square Retirement Plan Coordinator Change:** Attorney Flynn reviewed with the Board a Resolution Regarding Mission Square Retirement Plan Coordinator Change.

Following discussion, upon motion duly made by Director Baillie, seconded by Director Stites and, upon vote unanimously carried, the Board adopted the Resolution Approving the submittal of a Plan Contacts and Access Form and Related Documents for the District's 401(a) and 457(b) Retirement Plans and Authorizing the District's Manager to Sign All Necessary Documents in Connection Therewith.

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### OTHER BUSINESS

Mr. Beckman discussed with the Board replacing the signage on the front of the building and shop.

Following discussion, upon motion duly made by Director Baillie, seconded by Director Stites and, upon vote unanimously carried, the Board authorized Mr. Beckman to update the signage on the building and the shop for an amount not to exceed \$1,500.00.

Attorney Flynn discussed, with the Board the impacts Proposition HH would have on the District, if passed into law.

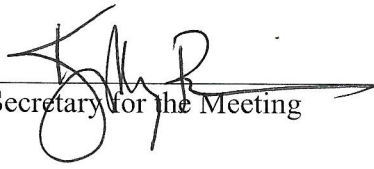
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### ADJOURNMENT

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 5:02 p.m.

Respectfully submitted,

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

  
Secretary for the Meeting