

**RECORD OF PROCEEDINGS  
MINUTES  
of the  
Board of Water Commissioners**

Denver Water Administration Building  
1600 West 12<sup>th</sup> Avenue  
Denver, CO  
Board Room, First Floor

Video Conference: <http://zoom.us/join>, Meeting ID: 882 3417 6376, Password: 600590  
or Dial-in: (669) 900-6833, Meeting ID: 882 3417 6376

**Wednesday, December 6, 2023**

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**Open Session**

A duly called Regular Meeting of the Board of Water Commissioners was held Wednesday, December 6, 2023, beginning at 9:00 a.m., in the Board Room, Room 106, 1600 West 12<sup>th</sup> Avenue, Denver, Colorado and via Zoom Video Conference: <http://zoom.us/join>, Meeting ID: 882 3417 6376, Password: 600590 or via Dial-in: (669) 900-6833, Meeting ID: 882 3417 6376. Members of the Board present during the Regular Meeting were:

**Craig Jones, President**  
**Dominique Gómez, First Vice President**  
**Stephanie Donner, Vice President**  
**Tyrone J. Gant, Vice President**  
**Gary M. Reiff, Vice President**

Board employees and others present during portions of the meeting were:

A. Salazar, CEO/Manager	K. Forbes, Director Human Resources
J.A. Anderson, Chief of Staff	M. Garfield, C. Gonzales,
A.C. Bricmont, Chief Financial Officer	D. Herrera, IT Solution Lead
J. Brody, General Counsel	A. Hill, Government Relations Liaison
B.D. Good, Chief Administrative Officer	A. Ingram, Procurement Supervisor
R. Mahoney, Chief Engineering Officer	B. Jimenez, IT Support Specialist
R. Marsicek, Chief Water Resource Strategy Officer	A. Joseph, Attorney
	H. Judd, Organization Improvement Facilitator

*Denver Water aspires to be the best water utility in the nation.*

Integrity :: Vision :: Passion :: Excellence :: Respect



T.J. Roode, Chief Operations and Maintenance Officer  
E. Abbott, IT Program Manager  
S. Abram, Director Finance Plan & Performance  
S. Adamkovics, Finance Sr. Analyst  
B. Akins, Finance Analyst  
K. Bates, Attorney  
C. Brady, Engineer Sr.  
J. Bogner, Treasury Sr. Analyst  
P. Boltres, IT Infrastructure Tech  
A. Cavallaro, Paralegal Sr.  
Y. Cha, Procurement Manager  
S. Chesney, Director Public Affairs  
M. Crosswright, Executive Assistant  
F. Davis, Rates Manager  
L. Duffy, Finance Sr. Analyst  
D. Engleman, Total Rewards Sr. Administrator  
C. Fikan, Finance Associate Analyst

L. Kleats, Treasurer  
M. Laws, Business Analyst  
J. Martin, Project Engineer  
D. Martinelli, Finance Associate Analyst  
J. Mellete, Organization Improvement Sr. Facilitator  
K. Oligney, Director IT Infrastructure  
J. Potts, Finance Analyst  
A. Powe, Organization Improvement Sr. Facilitator  
C. Proctor, Communications Sr. Specialist  
L. Quintana, Administrative Sr. Assistant  
A. Rettig, Finance Supervisor  
K. Riegle, Attorney  
P. Williams, Executive Assistant  
L. Albanese, Financial News  
S. Butler, Stinson  
A. Fiegel, Captrust  
R. Hungerbuhler, Segal Marco Advisors

## INTRODUCTORY BUSINESS

Commissioner Jones called the meeting to order at 9:00 a.m.

### Public Comment and Communications

Commissioner Jones issued an invitation to members of the public to comment to the Board on any matters not included in the Agenda for the meeting.

Ms. Bricmont shared a customer's concern regarding the 2024 rate structure and monthly fixed charge. She stated that as a low-water user, he believes he should not be charged for months when he does not use water.

The Board had no questions and thanked Ms. Bricmont.

## ADJOURNMENT

The Board voted unanimously to adjourn into its Annual Meeting at approximately 9:03 a.m.

**Reconvened Open Session**

At approximately 9:08 a.m., on Wednesday, December 6, 2023, in the Board Room, Room 106, 1600 West 12<sup>th</sup> Avenue, Denver, Colorado and via Video Conference: <http://zoom.us/join>, Meeting ID: 882 3417 6376, Password: 600590 or via Dial-in:(669) 900-6833, Meeting ID: 882 3417 6376, Commissioner Gómez reconvened the Regular Meeting of the Board of Water Commissioners, which had been commenced and adjourned earlier in the day. Members of the Board present were:

**Dominique Gómez, President**  
**Stephanie Donner, First Vice President**  
**Tyrone J. Gant, Vice President**  
**Craig Jones, Vice President**  
**Gary M. Reiff, Vice President**

Board employees and others present during portions of the reconvened meeting were:

A. Salazar, CEO/Manager	K. Forbes, Director Human Resources
J.A. Anderson, Chief of Staff	M. Garfield, C. Gonzales,
A.C. Bricmont, Chief Financial Officer	D. Herrera, IT Solution Lead
J. Brody, General Counsel	A. Hill, Government Relations Liaison
B.D. Good, Chief Administrative Officer	A. Ingram, Procurement Supervisor
R. Mahoney, Chief Engineering Officer	B. Jimenez, IT Support Specialist
R. Marsicek, Chief Water Resource Strategy Officer	A. Joseph, Attorney
T.J. Roode, Chief Operations and Maintenance Officer	H. Judd, Organization Improvement Facilitator
E. Abbott, IT Program Manager	L. Kleats, Treasurer
S. Abram, Director Finance Plan & Performance	M. Laws, Business Analyst
S. Adamkovics, Finance Sr. Analyst	J. Martin, Project Engineer
B. Akins, Finance Analyst	D. Martinelli, Finance Associate Analyst
K. Bates, Attorney	J. Mellete, Organization Improvement Sr. Facilitator
C. Brady, Engineer Sr.	K. Oligney, Director IT Infrastructure
J. Bogner, Treasury Sr. Analyst	J. Potts, Finance Analyst
P. Boltres, IT Infrastructure Tech	A. Powe, Organization Improvement Sr. Facilitator
A. Cavallaro, Paralegal Sr.	C. Proctor, Communications Sr. Specialist
Y. Cha, Procurement Manager	L. Quintana, Administrative Sr. Assistant
S. Chesney, Director Public Affairs	A. Rettig, Finance Supervisor
M. Crosswright, Executive Assistant	K. Riegle, Attorney
F. Davis, Rates Manager	P. Williams, Executive Assistant
	L. Albanese, Financial News

L. Duffy, Finance Sr. Analyst  
D. Engleman, Total Rewards Sr.  
Administrator  
C. Fikan, Finance Associate Analyst

S. Butler, Stinson  
A. Fiegel, Captrust  
R. Hungerbuhler, Segal Marco Advisors

## ACTION ITEMS

Upon motion regularly made, seconded and unanimously carried by the Commissioners then present, unless otherwise noted, the Board acted upon the following agenda items:

**1. ITEM II-A-1: MINUTES FROM NOVEMBER 8, 2023**

Approved the Minutes from the November 8, 2023 Board Meeting.

**2. ITEM II-A-2: MINUTES FROM NOVEMBER 15, 2023**

Approved the Minutes from the November 15, 2023 Board Meeting.

**3. ITEM II-A-3: CROWELL & MORING, LLP FOURTH AMENDMENT – CONTRACT 504398**

Approved the Fourth Amendment to Agreement 504398 with Crowell & Moring, LLP for representation concerning the Gross Reservoir Expansion Project, for an extension of the contract period through December 31, 2025, and for an additional \$425,000, for a total amended contract amount not to exceed \$1,855,000.

**4. ITEM II-B-3: APPROVAL OF 2024 BUDGET**

Ms. Abram provided the Board with the 2024 Budget Summary, a copy of which is attached to and incorporated in these Minutes as Exhibit A. She highlighted key points of the 2024 budget, stating that Denver Water's budget development approach remains similar to prior years in minimizing the impact of cost increases and taking into account inflationary impacts on materials and supplies, construction and field services, and facility services and utilities. She reported that Denver Water is currently at the peak of its largest capital plan in history, which includes strategic projects such as the Northwater Treatment Plant, Lead Reduction Program, and Gross Reservoir Expansion. The plan also includes projects that will maintain, repair, protect, and upgrade the water collection, treatment and delivery system.

Revenue is budgeted at \$476.8 million, an increase of \$21.1 million from 2023 and reflects the approved 5% water rate increase for 2024. Proceeds from debt will increase \$80.1 million from 2023 to \$286.4 million and includes \$21 million loan proceeds from the Drinking Water State Revolving Fund for the Lead Reduction Program. Operating expenses without projects are budgeted at \$247.2 million, an increase of \$13.2 million from 2023. Operating projects will increase slightly to \$34.9 million and capital projects to \$369 million.

Commissioner Gómez thanked the budget team for their work in developing the 2024 budget.

Approved the proposed 2024 Budget.

## POLICY MATTERS

### 5. ITEM III-A: PROPOSED PERSONNEL CHANGES

Ms. Forbes presented proposed changes to the Denver Water Personnel Policies, a summary of which is attached to and incorporated in these Minutes as Exhibit B. She reported that as part of Denver Water's annual review of its Personnel Policies, staff has identified recommended changes that align with best practices and effectively support the business needs of the organization. Substantive changes include: 1) creation of COFAM leave and associated expansion of job protection to align with the benefits provided through the Colorado Family and Medical Leave Insurance program; and 2) refinements to policies that govern employee evaluations.

In response to questions from the Board, Ms. Forbes discussed the benefits of Denver Water's COFAM plan in comparison to the State of Colorado's new paid family and medical leave program.

Approved the adoption of revisions to the Personnel Policies effective January 1, 2024.

## EXECUTIVE UPDATE

### 6. ITEM IV-A: CEO UPDATE

Mr. Salazar reported that earlier this week he was joined by Ms. Brody and Mr. Marsicek in a meeting with partners on the West Slope in conjunction with the Colorado River Cooperative Agreement (CRCA). The goal of the CRCA is to

protect watersheds in the Colorado River Basin to benefit water supply, water quality, recreation, and the environment on both sides of the Continental Divide. Ms. Brody reflected on the cooperative efforts as a result of the agreement and Mr. Marsicek noted another meeting scheduled for January. Everyone agreed that it was a productive meeting overall.

Mr. Salazar noted additional discussions to follow with the Front Range Water Council.

**7. ITEM IV-B: CFO UPDATE**

Ms. Bricmont reported that the October Financial Report has been prepared for the Board’s review, a copy of which is attached to and incorporated in these Minutes as Exhibit C. She added that the Board should expect to receive another monthly report before the end of the month.

**ADJOURNMENT**

No further business appearing, the Board voted unanimously to adjourn into a Trustee Meeting at approximately 9:26 a.m.

**Trustee/Plan Sponsor Meeting**

The Board of Water Commissioners, serving in their capacity as Trustees of the Employees’ Retirement Plan Trust Fund and Plan Sponsor of the Employees’ Retirement Plan, and as Sponsor of the Supplemental Retirement Savings Plan of the Board of Water Commissioners of the City and County of Denver, met on Wednesday, December 6, 2023, commencing at 9:27 a.m., in the Board Room, Room 106, 1600 West 12<sup>th</sup> Avenue, Denver, Colorado and via Zoom Video Conference. The Minutes of the Trustee/Plan Sponsor Meeting are maintained separately.

The Trustee/Plan Sponsor Meeting concluded at 9:46 a.m., at which time the Board voted unanimously to adjourn into an Executive Session.

DocuSigned by:  
*Julie Anderson*  
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**Secretary**

DocuSigned by:  
*Craig Jones*  
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**President**