

**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: 950 8853 3633, Password: 175794  
or Dial-in: (669) 900-6833, Meeting ID: 950 8853 3633

**Wednesday, December 1, 2021**

---

**Open Session**

A duly called Regular Meeting of the Board of Water Commissioners was held Wednesday, December 1, 2021, 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: 950 8853 3633, Password: 175794 or via Dial-in: (669) 900-6833, Meeting ID: 950 8853 3633. Members of the Board present during the Regular Meeting were:

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

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

J.S. Lochhead, CEO/Manager	E. Cinchock, Division Sr. Analyst
J.A. Anderson, Chief of Staff	J. Daly, Procurement Specialist
A.C. Bricmont, Chief Financial Officer	P. Freeman, Business Operations Manager
J. Brody, General Counsel	A. Ingram, Procurement Supervisor
B.D. Good, Chief Administrative Officer	G. Lombardi, Community Relations Specialist
D. Gorgemans, Chief Internal Auditor	K. Oligney, Director IT Infrastructure
R. Mahoney, Chief Engineering Officer	I. Oliver, Director SOS
R. Marsicek, Chief Water Resource Strategy Officer	

*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  
A. Alvarado, Community Relations Sr. Specialist  
D. Arnold, Attorney  
R. Badger, Planning Manager  
S. Behunek, Public Affairs Manager  
M. Buys, Emergency Management Specialist  
A. Cavallaro, Paralegal  
A. Cerchiaro, Contract Specialist  
S. Chesney, Director Public Affairs

C. Palmore, Division Analyst  
J. Park, IT Application Sr. Developer  
C. Proctor, Communications Sr. Specialist  
L. Quintana, Administrative Sr. Assistant  
K. Riegle, Attorney  
U. Sharma, Treasurer  
J. Shaw, Community Relations Sr. Specialist  
L. Southard, Administrative Sr. Assistant  
J. Walter, Finance Analyst  
P. Williams, Executive Assistant  
D. Winter, Director Organizational Improvement  
R. DiFebbo, Communications Consultant  
C. Lane, Platte Canyon Water and Sanitation District  
M. Nelson

## INTRODUCTORY BUSINESS

Commissioner Reiff called the meeting to order at 9:01 a.m.

### **Public Comment and Communications**

Commissioner Reiff issued an invitation to members of the public to comment to the Board on any matters not included in the Agenda for the meeting. There was no public comment.

## ADJOURNMENT

The Board voted unanimously to adjourn into its Annual Meeting at approximately 9:01 a.m.

### **Reconvened Open Session**

At approximately 9:03 a.m., on Wednesday, December 1, 2021, 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: 950 8853 3633, Password: 175794 or via Dial-in:(669) 900-6833, Meeting ID: 950 8853 3633, Commissioner Reiff 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:

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

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

J.S. Lochhead, CEO/Manager	E. Cinchock, Division Sr. Analyst
J.A. Anderson, Chief of Staff	J. Daly, Procurement Specialist
A.C. Bricmont, Chief Financial Officer	P. Freeman, Business Operations Manager
J. Brody, General Counsel	A. Ingram, Procurement Supervisor
B.D. Good, Chief Administrative Officer	G. Lombardi, Community Relations Specialist
D. Gorgemans, Chief Internal Auditor	K. Oligney, Director IT Infrastructure
R. Mahoney, Chief Engineering Officer	I. Oliver, Director SOS
R. Marsicek, Chief Water Resource Strategy Officer	C. Palmore, Division Analyst
T.J. Roode, Chief Operations and Maintenance Officer	J. Park, IT Application Sr. Developer
E. Abbott, IT Program Manager	C. Proctor, Communications Sr. Specialist
S. Abram, Director Finance Plan & Performance	L. Quintana, Administrative Sr. Assistant
S. Adamkovics, Finance Sr. Analyst	K. Riegler, Attorney
B. Akins, Finance Analyst	U. Sharma, Treasurer
A. Alvarado, Community Relations Sr. Specialist	J. Shaw, Community Relations Sr. Specialist
D. Arnold, Attorney	L. Southard, Administrative Sr. Assistant
R. Badger, Planning Manager	J. Walter, Finance Analyst
S. Behunek, Public Affairs Manager	P. Williams, Executive Assistant
M. Buys, Emergency Management Specialist	D. Winter, Director Organizational Improvement
A. Cavallaro, Paralegal	R. DiFebbo, Communications Consultant
A. Cerchiaro, Contract Specialist	C. Lane, Platte Canyon Water and Sanitation District
S. Chesney, Director Public Affairs	M. Nelson

## **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 3, 2021**

Approved the Minutes from the November 3, 2021 Board Meeting.

**2. ITEM II-A-2: MINUTES FROM NOVEMBER 17, 2021**

Approved the Minutes from the November 17, 2021 Board Meeting.

**3. ITEM II-B-1: APPROVAL OF 2022 BUDGET**

Ms. Abram provided the Board with the 2022 Budget Summary, a copy of which is attached to and incorporated in these Minutes as Exhibit A. She highlighted key points of the 2022 budget, stating that Denver Water's budget development approach minimizes the impact of cost increases and takes into account pandemic-related impacts, such as inflation, supply chain delays, and staffing challenges. Sources of funds and revenues are budgeted at \$534.1 million, with water sales reflecting the updated demand projections and approved 4% rate increase for 2022.

She reported that operating expenses without projects are budgeted at \$213.6 million, an increase of \$17.8 million from 2021. Purchased services, construction and field services, and materials, supplies, and chemicals are experiencing the largest year-over-year increases, primarily due to inflation and deferred maintenance. Operating project costs are projected to increase by \$3.4 million in 2022 and capital projects costs are projected to increase by \$76.1 million due to continued work on the Lead Reduction Program, Northwater Treatment Plant, Gross Reservoir Expansion, Water Resources Center, and main replacements and improvements.

The 2022 budget projects revenue of \$414.1 million, a planned bond issuance of \$120 million in the third quarter, and \$713.4 million of budgeted expenditures (operating, capital, and debt service). There is also one grant for Healthy Babies Bright Futures that will continue into 2022.

Commissioner Reiff noted for the record that the Board has reviewed the 2022 Budget on three separate occasions.

Approved the proposed 2022 Budget.

## POLICY MATTERS

### 4. ITEM III-A: GOVERNMENT & COMMUNITY RELATIONS STRATEGY OVERVIEW

Ms. Behunek presented the Board with the Government and Community Relations 2021 Year-End Update, a copy of which is attached to and incorporated in these Minutes as Exhibit B. She provided an overview of the Government and Community Relations team, explaining the strategic plan and approach to stakeholder engagement, community outreach, and government relations. She also highlighted key accomplishments of 2021 and key activities of focus in 2022.

She stated that the Government and Community Relations team is composed of eight staff members who coordinate and implement the team's strategic plan to engage diverse communities through authentic relationship-building, transparency, and earned trust, while focusing on building, strengthening, and maintaining relationships with stakeholders, and strategically engaging local, state, and federal elected officials. Through tailored strategies and a problem-solving approach, the team is able to provide high-level customer service.

In response to questions from the Board, Ms. Behunek explained that despite the ongoing pandemic, community outreach efforts have been successful and continue to reach a diverse population in different languages through various forms of traditional and social media platforms. Outreach effectiveness is gauged by surveys and feedback received.

## EXECUTIVE UPDATE

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

Mr. Lochhead expressed his appreciation for the work and dedication contributed by the budget team in developing the 2022 Budget.

### 6. 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 indicated that the financial performance measures are within the metrics for overall operating revenues with no changes through the third quarter.

## BRIEFING PAPERS & REPORTS

### 7. ITEM V-A-1: BRIEFING PAPER FOR GOVERNMENT & COMMUNITY RELATIONS STRATEGY OVERVIEW

The Board received a Briefing Paper for Government & Community Relations Strategy Overview, a copy of which is incorporated and attached to these Minutes as Exhibit D.

### 8. ITEM V-A-2: BRIEFING PAPER FOR YEAR-TO-DATE CONTINUOUS IMPROVEMENT UPDATE

The Board received a Briefing Paper for Year-to-Date Continuous Improvement Update, a copy of which is incorporated and attached to these Minutes as Exhibit E.

## ADJOURNMENT

No further business appearing, the Board voted unanimously to adjourn into an Executive Meeting at approximately 9:22 a.m.

DocuSigned by:  
*Jim Lochhead*  
DEDE0A34B77B484...  
Secretary

DocuSigned by:  
*Gary M. Reiff*  
904708B3F65A4EA...  
President