

**MINUTES OF A REGULAR MEETING OF
THE BOARD OF DIRECTORS OF THE
HOLLY HILLS WATER AND SANITATION DISTRICT AND THE
BOARD OF DIRECTORS OF THE WATER UTILITY
ENTERPRISE
HELD
SEPTEMBER 21, 2022**

A Regular Meeting of the Board of Directors of the Holly Hills Water and Sanitation District and the Board of Directors of its Water Activity Enterprise (referred to hereafter as “Board”) was convened by Zoom video conference and telephone conference call on Wednesday, September 21, 2022 at 7:00 p.m. The Zoom meeting and call-in information were listed in the meeting notice posted by the District and the public was able to attend the meeting by Zoom or telephone call if they so desired.

ATTENDANCE

Directors in Attendance Were:

Thomas Thomasson
Scott Kemmeries
Linda Rhea

Also In Attendance Were:

AJ Beckman; Public Alliance, LLC
Mike Bakarich; Moraine Bakarich CPAs
Timothy J. Flynn, Esq.; Collins Cole Flynn Winn Ulmer P.C.
Wayne Ramey; Ramey Environmental Compliance, Inc. (for a portion of the meeting)
Will Raatz; W2 Engineers, LLC

**ADMINISTRATIVE
MATTERS**

Agenda: President Thomasson, noting that a quorum of the Board was present, called the meeting to order at 7:02 p.m. and reviewed the Agenda with the Board.

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

Minutes: The Board reviewed the minutes of the August 17, 2022 Regular Meeting.

Following discussion and review, upon a motion duly made by Director Kemmeries, seconded by Director Thomasson and, upon vote unanimously carried, the minutes of the August 17, 2022 Regular Meeting were approved.

RECORD OF PROCEEDINGS

**PUBLIC
COMMENTS**

Public Comment: None.

**OPERATIONS
REPORT**

Operations Report: Mr. Ramey reviewed his report with the Board.

Following the conclusion of this portion of the meeting, Mr. Ramey excused himself.

**MANAGER'S
REPORT**

Manager's Report: Mr. Beckman reported delinquent letters were sent via certified mail to forty-nine account holders, with copies to mortgage companies where applicable. As of September 20, 2022, thirty letters were confirmed to have been received, with five returned with an incorrect address, and fifteen unconfirmed delivery. He reported that the process of creating, reviewing, and sending the letters caused more work on the part of the consultants than would be seen in a typical month. He further reported that he is awaiting permit fees and bonds for two addresses where the inspections were called in without first paying the fees and obtaining a permit.

**ENGINEERING
REPORT**

Engineering Report: Mr. Raatz reported that he is waiting on a proposal from Elite Pipe MD for excavation. He reported that he will need to find a new Cured-In-Place Pipelining contractor as he is not getting any follow up information from Snow Bridge Contractors.

LEGAL MATTERS

Attorney Report: Attorney Flynn discussed the budget memorandum his office previously distributed. He noted that the rate of inflation is approximately 8%. He further reported that Denver Water will be increasing its rates for total service contract distributors such as the District by approximately 7%.

**FINANCIAL
MATTERS**

Payment of Claims: Mr. Bakarich reviewed the claims list with the Board for the period ending September 21, 2022. The Board discussed setting up an ACH payment process to ensure timely payment to Metro Wastewater Recovery.

Following discussion, upon motion duly made by Director Rhea, seconded by Director Kemmeries and, upon vote unanimously carried, the Board approved the payment of claims in the amount of \$68,344.30 as presented.

Financial Reports: Mr. Bakarich reviewed the Schedule Of Cash Position Report and Profit and Loss Statement with the Board.

RECORD OF PROCEEDINGS

Following discussion, upon a motion duly made by Director Rhea, seconded by Director Kemmeries and, upon vote unanimously carried, the Board accepted the reports for the period ending September 21, 2022.

Delinquent Accounts Hearing: Director Thomasson opened the public hearing on the Certification of Delinquent Accounts for the City and County of Denver and Arapahoe County. Mr. Beckman notified the Board that the owners of each property for which the District's sewer bill has been delinquent for an amount of \$150 for a period of six months or more was provided notice via certified mail, return receipt requested, of this hearing. No interested party appeared before the Board to object to the certification of their account for collection. There being no comment from the public, either in-person or in writing, the public hearing was closed.

Following discussion and review, upon a motion duly made by Director Kemmeries, seconded by Director Rhea and, upon vote unanimously carried, the Board approved Resolutions 2022-09-1 and 2022-09-2 to Certify Delinquent Accounts for collection by the City and County of Denver and Arapahoe County Treasurer.

Preliminary 2023 Draft Budget: Mr. Bakarich reviewed the draft budget with the Board. Discussion ensued regarding rates for 2023. The Board directed Mr. Beckman to publish notice that the Board will consider increasing rates at its November 16, 2022 Board Meeting. The Board further directed Mr. Beckman to research the prevalence of and range for transfer fees.

Following discussion and review, upon a motion duly made by Director Kemmeries, seconded by Director Thomasson and, upon vote, unanimously carried, the Board set the budget hearing for the November 16, 2022 Regular Board Meeting.

OTHER BUSINESS

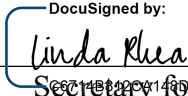
There was no other business.

RECORD OF PROCEEDINGS

ADJOURNMENT

There being no further business to come before the Board at this time, upon motion duly made by Director Kemmeries, seconded by Director Rhea and, upon vote unanimously carried, the meeting was adjourned at 8:08 p.m.

Respectfully submitted,

By:  _____
Secretary for the Meeting