

RECORD OF PROCEEDINGS

**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
FEBRUARY 21, 2018**

A Regular Meeting of the Board of Directors of the Holly Hills Water and Sanitation District and the Board of Directors of the Water Activity Enterprise (referred to hereafter as "Board") was convened on Wednesday, the 21st day of February, 2018, at 7:00 p.m., at the Skyline Firehouse, 6000 E. Yale Avenue, Denver, Colorado 80222. The meeting was open to the public.

Directors In Attendance Were:

Raymond V. Henney
Irina Bovee
David Plaul
William Dilatush
Marie E. Sullivan

Also In Attendance Were:

AJ Beckman and Steve Beck; Special District Management Services, Inc.

Timothy J. Flynn, Esq.; Collins Cockrel and Cole, P.C.

Scott Kemmeries; Resident

Kal Gutchis; Arapahoe County Sheriff's Department

**ADMINISTRATIVE
MATTERS**

18.15 Agenda: Mr. Beckman presented the Agenda for the District's Regular Meeting.

Following discussion, upon motion duly made by Director Sullivan seconded by Director Henney and, upon vote, unanimously carried, the Agenda was approved, as amended.

18.16 Minutes: The Board reviewed the minutes of the January 17, 2018 Regular Meeting.

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Following discussion, upon motion duly made by Director Sullivan seconded by Director Henney and, upon vote, unanimously carried, the minutes for the January 17, 2018 Regular Meeting were approved.

LEGAL MATTERS

18.17 May 8, 2018 Election: Attorney Flynn reported to the Board that he anticipates that the election will be cancelled. Self-Nomination forms are due on March 2, 2018.

18.18 Service Contract with DRC Construction Services, Inc.("DRC"): Attorney Flynn reviewed the contract with the Board.

Following discussion, upon motion duly made by Director Henney, seconded by Director Sullivan and, upon vote, unanimously carried, the Board approved the Service Contract with DRC Construction Services, Inc.

FINANCIAL MATTERS

18.19 Approval of Claims: Mr. Beckman then reviewed with the Board the claims for the period ending February 21, 2018, as follows:

General Fund:	\$ 6,513.34
Capital Projects Fund:	\$ -0-
Enterprise Fund:	\$ 101,783.10
Total:	\$ 108,296.44

Following review and discussion, upon motion duly made by Director Henney, seconded by Director Bovee and, upon vote, unanimously carried, the Board approved the payment of claims for the period ending February 21, 2018, as presented.

18.20 Unaudited Financial Statements: Mr. Beckman reviewed the unaudited financial statements of the District setting forth the cash deposits, investments, and budget analysis for the period ending December 31, 2017.

Following discussion, upon motion duly made by Director Henney, seconded by Director Bovee and, upon vote, unanimously carried, the Board accepted the unaudited financial statements for the period ending December 31, 2017.

OPERATIONS

18.21 Grease Trap Inspections: Mr. Beckman reviewed the report with the Board.

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CAPITAL PROJECTS **18.22 2017 and 2018 Capital Projects**: Mr. Beckman reported no new information to discuss and there is nothing out for bid yet.

PUBLIC COMMENT **18.23 Public Comment**: There were no public comments.

**EXECUTIVE
SESSION**

18.24 Executive Session: Following a brief discussion, at approximately 7:20 p.m., pursuant to Section 24-6-402(4)(b), C.R.S., upon motion duly made by Director Henney, seconded by Director Plaul and, upon an affirmative vote of all Directors present, the Board convened in executive session for the purposes of receiving legal advice from legal counsel with respect to matters that may become the subject of litigation arising out of a sewer backup that occurred on or about December 24, 2016.

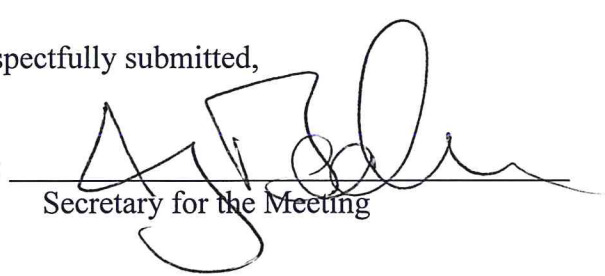
Those present during the executive session consisted of Directors Henney, Bovee, Plaul, Dilatush and Sullivan, Legal Counsel, the District Manager and Steve Beck.

The executive session lasted approximately 19 minutes and was not recorded because it constituted a privileged attorney-client communication for which no electronic recording is required. At approximately 7:39 p.m. the Board returned to an open public meeting.

ADJOURNMENT

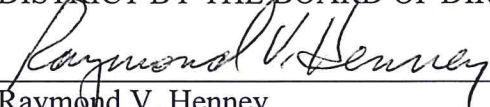
There being no further business to come before the Board at this time, upon motion duly made by Director Henney, seconded by Director Bovee and, upon vote, unanimously carried, the meeting was adjourned.

Respectfully submitted,

By: 
Secretary for the Meeting

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THESE MINUTES ARE APPROVED AS THE OFFICIAL FEBRUARY 21,
2018 MINUTES OF THE HOLLY HILLS WATER AND SANITATION
DISTRICT BY THE BOARD OF DIRECTORS SIGNING BELOW:



Raymond V. Henney

Irina Boyce



David Plaul



Marie E. Sullivan


William Dilatush

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ATTORNEY STATEMENT

Pursuant to Section 24-6-402(2)(d.5)(II)(B), C.R.S., I, Timothy J. Flynn, state that I am general counsel for the Holly Hills Water and Sanitation District and that I was present at the time the Board convened in Executive Session on Wednesday, February 21, 2018 at approximately 7:20 p.m. I further state that the Executive Session was not recorded because it constituted a privileged attorney-client communication, and that no electronic recording thereof was necessary. The Board did not adopt any proposed policy, position, rule, regulation or take any formal action during the Executive Session.

Date: MAY 16, 2018

Signature: 
Timothy J. Flynn