

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
JUNE 19, 2019**

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 19th day of June, 2019, 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
Marie Sullivan
Thomas Thomasson

Following discussion, upon motion duly made by Director Henney, seconded by Director Bovee and, upon vote, unanimously carried, the absence of Director Kemmeries was excused.

Also In Attendance Were:

Steve Beck; Special District Management Services, Inc.

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

Will Raatz; W2 Engineers, LLC

**ADMINISTRATIVE
MATTERS**

19.071 Agenda: Mr. Beck reviewed the proposed Agenda.

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

19.072 Minutes: The Board discussed the minutes of the May 15, 2019 Regular Meeting.

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Following discussion, upon motion duly made by Director Bovee, seconded by Director Thomasson and, upon vote, unanimously carried, the minutes of the May 15, 2019 meeting were approved as presented.

PUBLIC COMMENT **19.073 Public Comment:** There were no public comments.

LEGAL MATTERS **19.074 Consider approval of updated SDMS Management Contract:** Attorney Flynn provided a draft of an updated and revised management contract with SDMS for review by the Board Members. Discussion of the draft agreement will be held at the Board's July 17, 2019 regular meeting at which time the Board may consider approval of the Agreement.

19.075 OCCT/Denver Water Update: Attorney Flynn reported that Denver Water will be filing with the U.S. Environmental Protection Agency (EPA) a request for a variance from the lead a copper rule. If the variance is granted in accordance with the request that Denver Water is anticipated to make, Denver Water, in lieu of using orthophosphate to control corrosion within its distribution system, will be allowed to implement an accelerated lead service line replacement program, utilize pH adjustment as a measure for controlling corrosion within its distribution system, and distribute treatment kits to those homes and business whose service lines are not immediately replaced. The estimated cost of the accelerated lead service line replacement program ranges from \$250 million to \$450 million. Denver Water may be considering treating this cost as a system wide cost even though 80-90% of the lead service lines are located inside the City.

Attorney Flynn also discussed new legislation that allows Districts to utilize their websites for purposes of posting meeting notices in lieu of the physical postings that are currently required by the Special District Act in three locations within the District and in the offices of the County Clerk and Recorder. Mr. Flynn reported that the electronic posting of meeting notices is the direction in which the legislature is moving and for that reason, the District may want to consider establishing a website. Mr. Beck will research options and report back to the Board at the July meeting.

FINANCIAL MATTERS

19.076 Approval of Claims: Mr. Beck reviewed with the Board the claims for the period ending June 19, 2019 as follows:

General Fund:	\$ 6,892.49
Capital Projects Fund:	\$ 7,000.00
Enterprise Fund:	\$ 2,247.92
Total:	<u>\$ 16,340.41</u>

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Following discussion, upon motion duly made by Director Thomasson, seconded by Director Sullivan and, upon vote, unanimously carried, the claims for the period ending June 19, 2019, were approved.

19.077 Unaudited Financial Statements: Mr. Beck reviewed the unaudited financial statements for the period ending May 31, 2019, and the cash position statement dated as of May 31, 2019 and June 19, 2019.

Following discussion, upon motion duly made by Director Henney, seconded by Director Bovee and, upon vote, unanimously carried, the unaudited financial statements for the period ending May 31, 2019, and the cash position statements dated as of May 31, 2019 and June 19, 2019, were accepted, as presented.

OPERATIONS

19.078 Grease Trap Inspections and Operations: Mr. Beck reported that there was not a grease trap report for the month but that Mr. Carroll had provided a current photo of the MH 87 which was reviewed and discussed.

CAPITAL PROJECTS

19.079 2019 Capital Projects: The Board authorized Mr. Raatz to prepare a bid package that contains two bid options for the Holly Street Sewer Line Replacement Project. One of the bid options would include the replacement of a portion of the District's existing sewer main that heads west in Yale and ultimately discharges into Manhole 87.

EXECUTIVE SESSION

19.080 Executive Session: Not required.

OTHER BUSINESS

19.081 Other: None.

ADJOURNMENT

There being no further business to come before the Board at this time, upon motion duly made by Director Thomasson, seconded by Director Bovee and, upon vote, unanimously carried, the meeting was adjourned at approximately 8:30 p.m.

Respectfully submitted,

By: 

Secretary for the Meeting