

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
OCTOBER 16, 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 16th day of October, 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, by telephone for a portion of the meeting

**ADMINISTRATIVE
MATTERS**

19.121 Agenda: Mr. Beck reviewed the proposed Board Meeting Agenda.

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

19.122 Minutes: The Board discussed the minutes of the September 18, 2019 Regular Meeting.

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Following discussion, upon motion duly made by Director Bovee, seconded by Director Sullivan and, upon vote, unanimously carried, the minutes of the September 18, 2019 meeting were approved, as presented.

PUBLIC COMMENT **19.123 Public Comment:** There were no public comments.

LEGAL MATTERS **19.124 OCCT/Denver Water Update:** Attorney Flynn reported that Denver Water has filed for a variance from the Lead and Copper Rule with the U.S. Environmental Protection Agency (EPA) to avoid having to use orthophosphate for corrosion control purposes. The EPA will not conduct a comment period as originally expected. Any and all comments regarding the variance need to be delivered to Denver Water, who will forward them to the EPA. Recent problems with the use of lead filter kits in Newark, New Jersey may have an impact on the EPA's willingness to grant the variance. The EPA is expected to make a decision before the end of the year. If the variance is granted, it will become effective on or before March 2020. Denver Water is preparing to implement the variance if granted and developing an outreach and education program for the public. A map of the Holly Hills service area with affected pipes has been requested.

19.125 Establishment of Website For Online Posting of Meeting Notices: Attorney Flynn and Mr. Beck discussed how the SIPA websites work, costs to implement a SIPA website and a memo about SIPA was provided.

FINANCIAL MATTERS

19.126 Claims: Mr. Beck reviewed with the Board the claims for the period ending October 16, 2019 as follows:

General Fund:	\$ 6,127.82
Capital Projects Fund:	\$ 0.00
Enterprise Fund:	<u>\$ 1,055.00</u>
Total:	<u>\$ 7,182.82</u>

Following discussion, upon motion duly made by Director Henney, seconded by Director Thomasson and, upon vote, unanimously carried, the claims for the period ending October 16, 2019, were approved.

19.127 Unaudited Financial Statements: Mr. Beck reviewed the unaudited financial statements for the period ending September 30, 2019, and the cash position statement dated as of October 16, 2019. The Board also discussed the accounts receivables and how a few commercial accounts are billed on actual consumption and the rest are billed on average winter consumption.

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Following discussion, upon motion duly made by Director Thomasson, seconded by Director Bovee and, upon vote, unanimously carried, the unaudited financial statements for the period ending September 30, 2019, and the cash position statements dated as of October 16, 2019, were accepted, as presented.

19.128 2020 Budget: The Board discussed the preliminary budget as presented and made recommendations for changes for the final budget to be approved in November.

19.129 Commercial Account Billing: The Board discussed how commercial accounts are being billed and agreed to consider billing all commercial accounts at the same rate per 1000 gallons of consumption based upon the winter water usage provided by Denver Water. The Board will make a final determination with respect to this matter at its November meeting.

OPERATIONS

19.130 Grease Trap Inspections and Operations: Mr. Beck reported that he had not received any updates or notifications of any problems from Mr. Carroll.

CAPITAL PROJECTS

19.131 2019 Capital Projects: Mr. Raatz joined the meeting via speakerphone and discussed the status of the 2019 Capital Projects bid package, the Erosion Control Plan and the security agreement with Arapahoe County. Director Thomasson will review these for the Board.

EXECUTIVE SESSION

19.132 Executive Session: Not required.

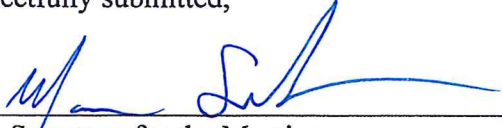
OTHER BUSINESS

19.133 Other: None.

ADJOURNMENT

There being no further business to come before the Board at this time, upon motion duly made by Director Henney, seconded by Director Thomasson and, upon vote, unanimously carried, the meeting was adjourned at approximately 8:40 p.m.

Respectfully submitted,

By: 
Secretary for the Meeting