

## RECORD OF PROCEEDINGS

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**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 17, 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, without a quorum, on Wednesday, the 17<sup>th</sup> day of October, 2018, at 7:00 p.m., at the Skyline Firehouse, 6000 E. Yale Avenue, Denver, Colorado 80222. The meeting was open to the public.

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**Directors In Attendance Were:**

Raymond V. Henney  
Scott Kemmeries

Due to there not being a quorum present, no official actions will be taken on any items scheduled on the agenda, however it was the expectation of those present that any directions given by those present would be ratified at the Board's November regular meeting.

**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

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**ADMINISTRATIVE  
MATTERS**

**18.114 Agenda:** Mr. Beck reviewed the Agenda. There were no changes made to the agenda.

**18.115 Minutes:** Due to a lack of a quorum, the approval of the minutes are deferred to the November 29, 2018 Meeting.

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**PUBLIC COMMENT**

**18.116 Public Comment:** There were no public comments.

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**LEGAL MATTERS**

**18.117 OCCT/Denver Water Update:** Attorney Flynn reported that Denver is continuing to address the issue with the state and is recommending that pH

## RECORD OF PROCEEDINGS

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adjustments and an aggressive service line replacement program be used instead of the ortho-phosphate plan. The Water Board's rationale is that such an approach will produce results that are as effective, if not more effective than the use of ortho-phosphate.

**18.118 District By-Laws:** No discussion was held.

**18.119 Consumer Data Privacy Act:** No discussion was held.

### FINANCIAL MATTERS

**18.120 Approval of Claims:** Mr. Beck reviewed with the Board the claims for the period ending October 17, 2018, as follows:

General Fund:	\$ 6,937.36
Capital Projects Fund:	\$ 0.00
Enterprise Fund:	\$ 0.00
<b>Total:</b>	<b><u>\$ 6,937.36</u></b>

To facilitate the conduct of the District's business, the Board members present directed that checks in payment of the bills presented be signed. It was noted by legal counsel that the bills were for items that were customarily and normally incurred by the District and that all such items have been previously budgeted for expenditure in 2018. It was the expectation of those present that their actions would be ratified at the Board's November 29, 2018 special meeting.

**18.121 Unaudited Financial Statements:** Mr. Beck reviewed the cash position as of October 17, 2018 and the unaudited financial statements of the District as of September 30, 2018.

**18.122 Preliminary 2019 Draft Budget:** Mr. Beck reviewed the preliminary draft budget and discussed how the draft was established. Recommendations were made for adjustments to be discussed at the Budget Hearing at the November 29, 2018 meeting.

### OPERATIONS

**18.123 Grease Trap Inspections and Operations:** Mr. Beck discussed the reports received from DRC and reported that three of the four grease traps that had failed the July 12, 2018 inspection also failed the October 11, 2018 re-inspection. These will be inspected again and the owners will be billed for the third inspections. Mr. Beck will be contacting DRC for an update on the inspections of the manholes involved in the sewage blockage and back-up and will provide that to the Board when received.

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## RECORD OF PROCEEDINGS

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**CAPITAL PROJECTS** **18.124 2018 Capital Projects:** Mr. Beck, Attorney Flynn and Mr. Raatz discussed with the board the negotiated bid received from C&L Water Solutions and the 2018 CIP project. No action was taken and the discussion has been deferred to the November 29, 2018 meeting.

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**EXECUTIVE SESSION** **18.125 Executive Session:** Not required.

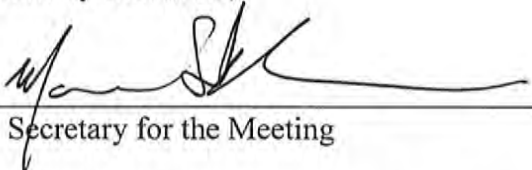
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**OTHER BUSINESS** **18.126 Other Business:** None.

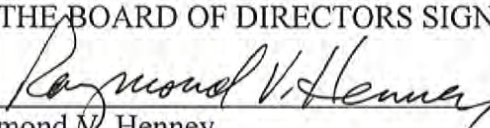
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**ADJOURNMENT** There being no further business to come before the Board at this time, the meeting was adjourned at approximately 8:19 p.m.

Respectfully submitted,

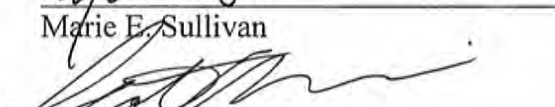
By:   
Secretary for the Meeting

THESE MINUTES ARE APPROVED AS THE OFFICIAL OCTOBER 17, 2018 MINUTES OF THE HOLLY HILLS WATER AND SANITATION DISTRICT BY THE BOARD OF DIRECTORS SIGNING BELOW:

  
Raymond V. Henney

  
Irina Bovee

  
Marie E. Sullivan

  
Scott K. Kemmeries