

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
NOVEMBER 20, 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 20th day of November, 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
Scott Kemmeries

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**

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

Following discussion, upon motion duly made by Director Sullivan, seconded by Director Bovee and, upon vote, unanimously carried, the Agenda was approved, as amended to include consideration of an R2 Engineers, LLC, contract amendment.

19.135 Minutes: The Board discussed the minutes of the October 16, 2019 Regular Meeting.

Following discussion, upon motion duly made by Director Thomasson, seconded by Director Kemmeries and, upon vote, unanimously carried, the minutes of the October 16, 2019 meeting were approved, as presented.

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19.136 Regular Meeting Dates for 2020: The Board discussed scheduling 2020 meeting dates and decided to continue meeting on the third Wednesday of each month at 7:00 p.m. at the Skyline Firehouse located at 6000 E. Yale Avenue, Denver, CO 80222.

Following discussion, upon motion duly made by Director Kemmeries, seconded by Director Bovee and, upon vote, unanimously carried, the Board approved the 2020 regular meeting dates for the third Wednesday of each month at 7:00 p.m. at the Skyline Firehouse located at 6000 E. Yale Avenue, Denver, CO 80222.

19.137 District Website: The Board discussed the creation of a District website, the use of the SIPA site, and to have this developed and maintained by Special District Management Services, Inc. for \$100.00 per month for maintenance. The formal approval and agreement are to be deferred until the January 2020 meeting.

PUBLIC COMMENT

19.138 Public Comment: There were no public comments.

LEGAL MATTERS

19.139 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 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. The Colorado Department of Health has put its support in a letter to the EPA for the variance.

19.140 Resolution No. 2019-11-1; Calling for the May 5, 2020 Regular Election and Appointing a Designated Election Official: Attorney Flynn and Mr. Beck discussed the process for the election and reviewed Resolution No. 2019-11-1; Calling for the May 5, 2020 Regular Election and Appointing a Designated Election Official with the Board.

Following discussion, upon motion duly made by Director Thomasson, seconded by Director Kemmeries, and upon vote, unanimously carried, the Board adopted Resolution No. 2019-11-1; Calling for the May 5, 2020 Regular Election as a Polling Place Election and Appointing a Designated Election Official and appointed Steve Beck as the Designated Election Official and appointed and authorized him to perform all tasks required for the May 5, 2020 Regular Election of the Board of Directors for the conduct of a polling place election.

19.141 Engineering Contract Rate Increase: Attorney Flynn discussed the proposed rate increase received from Mr. Raatz with W2E Engineers LLC from \$120.00 per hour to \$140.00 per hour for the calendar years of 2020 and 2021. This

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increase will not include a markup for subcontractors and Mr. Raatz will not be charging for mileage and incidental expenses.

Following discussion, upon motion duly made by Director Kemmeries, seconded by Director Henney and, upon vote, unanimously carried, the Board approved the requested rate increase of \$140.00 per hour by W2E Engineers LLC.

FINANCIAL MATTERS

19.142 Claims: Mr. Beck reviewed with the Board the claims for the period ending November 20, 2019 as follows:

General Fund:	\$ 6,818.62
Capital Projects Fund:	\$ 1,906.00
Enterprise Fund:	\$ 77,407.68
Total:	<u>\$ 86,532.30</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 November 20, 2019, were approved.

19.143 Unaudited Financial Statements: Mr. Beck reviewed the unaudited financial statements for the period ending October 31, 2019, and the cash position statement dated as of November 20, 2019.

Following discussion, upon motion duly made by Director Kemmeries, seconded by Director Bovee and, upon vote, unanimously carried, the unaudited financial statements for the period ending October 31, 2019, and the cash position statements dated as of November 20, 2019, were accepted, as presented.

19.144 2020 Rate Increase: Attorney Flynn and Mr. Beck discussed the proposed rate increase. It was noted that the 30-day notice required by state statute for the Board's consideration regarding a rate increase has been complied with.

Following discussion, upon motion duly made by Director Thomasson, seconded by Director Sullivan and, upon vote, unanimously carried, the Board adopted Resolution No. 2019-11-02; Resolution Increasing the Wastewater Service Fee for the Holly Hills Water and Sanitation District beginning January 1, 2020 by 10% per thousand gallons from \$4.64 per thousand gallons of estimated flow to \$5.10 per thousand gallons.

19.145 Appointment of District Accountant to prepare the 2019 Application For Exemption from Audit or to Engage an auditor for the 2019 audit: The Board discussed the audit process for 2019. The last audit performed was in 2017

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and an Exemption Application was filed in 2018. The Board requested Mr. Beck to obtain at least three (3) audit proposals to be reviewed at the January meeting.

9.146 2020 Budget: President Henney opened the public hearing to consider the proposed 2020 Budget and discuss related issues.

It was noted that publication of Notice stating that the Board would consider adoption of the 2020 Budget and the date, time and place of the public hearing was made in a newspaper having general circulation within the District. No written objections were received prior to this public hearing.

Mr. Beck reviewed the estimated 2019 revenues and expenditures and the proposed 2020 revenues and expenditures.

Following discussion, the Board considered the adoption of Resolution 2019-3 to Adopt the 2020 Budget and Appropriate Sums of Money and Resolution 2019-11-4 to Set Mill Levies for the General Fund for the City and County of Denver at 2.716 mills and the General Fund for Arapahoe County at 2.716 mills. Upon motion duly made by Director Thomasson, seconded by Director Bovee and, upon vote, unanimously carried, the Resolution was adopted, as discussed, and execution of the Certification of Budget and Certification of Mill Levies was authorized, subject to receipt of final Certification of Assessed Valuation from the City and County of Denver and Arapahoe County on or before December 10, 2019. Mr. Beck was authorized to transmit the Certification of Budget to the Division of Local Government not later than January 30, 2020. A copy of the adopted Resolutions are attached to these minutes and incorporated herein by this reference.

19.147 DLG-70 Mill Levy Certification Form: Attorney Flynn and Mr. Beck discussed the certification process and DLG-70 Form with the Board.

Following discussion, upon motion duly made by Director Kemmeries, seconded by Director Sullivan and, upon vote, unanimously carried, the Board authorized the District Accountant to prepare and sign the DLG-70 Mill Levy Certification form for certification to the Board of County Commissioners and other interested parties.

OPERATIONS

19.148 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

19.149 2019 Capital Projects: Mr. Raatz joined the meeting via speakerphone and discussed the status of the 2019 Capital Projects bid package and reported that he will be revising the bid forms to show itemized line items for the entire project. The bid form will be released in January to be completed and received by the District in

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February prior to the February Board Meeting. Mr. Raatz will attend the February meeting to discuss the bids received. Mr. Raatz, Attorney Flynn and Director Thomasson discussed the revised MS4 Permit Security Agreement for Public Agency (GESG) to be filed with the county.

OTHER BUSINESS

19.150 Discuss §32-1-809, C.R.S. reporting requirements and mode of eligible elector notification for 2020: Attorney Flynn discussed the changes in the posting statutes with the Board and that the posting of the Transparency Notice and meeting notices would be done on the SDA website as done previously as well as on the District website.

Following discussion, upon motion duly made by Director Zimmerman, seconded by Director Kesler, and upon vote, unanimously carried, the Board authorized the posting of the notices on the SDA website and the District website.

19.151 Cancellation of the December 18, 2019 Board Meeting: Attorney Flynn and Mr. Beck discussed the December meeting with the Board.

Following discussion, upon motion duly made by Director Kemmeries, seconded by Director Bovee and, upon vote, unanimously carried, the Board approved the cancellation of the December meeting.

ADJOURNMENT

There being no further business to come before the Board at this time, upon motion duly made by Director Sullivan, seconded by Director Thomasson and, upon vote, unanimously carried, the meeting was adjourned at approximately 8:45 p.m.

Respectfully submitted,

By: 

Secretary for the Meeting

RESOLUTION NO. 2019-11-1

**HOLLY HILLS WATER AND SANITATION DISTRICT
ARAPAHOE AND DENVER COUNTIES, COLORADO**

**A RESOLUTION CALLING FOR THE 2020 REGULAR DISTRICT ELECTION AND
APPOINTING A DESIGNATED ELECTION OFFICIAL**

WHEREAS, the Holly Hills Water and Sanitation District (“District”) is a quasi-municipal corporation and political subdivision of the State of Colorado and a duly organized and existing special district pursuant to Title 32, Colorado Revised Statutes; and

WHEREAS, the terms of office of Directors Thomas Thomasson, Scott Kemmeries, and Raymond Henney shall expire after their successors are elected at the regular special district election to be held on May 5, 2020 (“Election”) and have taken office; and

WHEREAS, in accordance with the provisions of the Special District Act (“Act”) and the Colorado Local Government Election Code (“Code”), (the Act and the Code being jointly referred to as the “Election Laws”) the Election must be conducted to elect two (2) Directors to each serve for a term of three (3) years and one (1) Director to serve for a term of two (2) years pursuant to Section 1-13.5-111, CRS, which moves the regular special district elections to May of each odd numbered year commencing in May, 2023 and, in connection therewith, adjust the length of terms served by Directors elected in 2020 and 2022, in order to implement the new election schedule.

NOW, THEREFORE, be it resolved by the Board of Directors of the Holly Hills Water and Sanitation District in the Counties of Arapahoe and Denver, State of Colorado that:

1. The regular election of the eligible electors of the District shall be held on May 5, 2020, between the hours of 7:00 a.m. and 7:00 p.m. pursuant to and in accordance with the Election Laws and other applicable laws. At that time, two (2) Directors will be elected to each serve a three-year term and one (1) Director to serve a two-year term.

2. There shall be one election precinct for the convenience of the eligible electors of the District, the boundaries of which shall be identical to the boundaries of the District, and there shall be one (1) polling place at the following location:

Skyline Firehouse
6000 E. Yale Avenue

Denver, CO 80222

situate in the County of Arapahoe, State of Colorado. The polling place located at Skyline Firehouse, 6000 E. Yale Avenue, Denver, CO 80222 shall also be the polling place for disabled electors and for eligible electors not residing within the District. If the Designated Election Official deems it to be more expedient for the convenience of the eligible electors of the District (who are also eligible electors in other special districts with overlapping boundaries which are conducting elections on the Election day), the Election may be held jointly with such special districts in accordance with coordinated election procedures as set forth in an agreement between all participating special districts. In such event, the election precincts and polling places shall be as set forth in such agreement. The Designated Election Official is authorized to execute such agreement on behalf of the District, which agreement shall include provisions for the allocation of responsibilities for the conduct and reasonable sharing of costs of the coordinated Election.

3. The Board of Directors hereby designates Steve Beck, Special District, Management Services, 141 Union Boulevard, Suite 150, Lakewood, Colorado 80228 as the Designated Election Official for the conduct of the Election on behalf of the District, and he is hereby authorized and directed to proceed with any action necessary or appropriate to effectuate the provisions of this Resolution and of the Election Laws or other applicable laws. Among other matters, the Designated Election Official shall publish the call for nominations, appoint election judges as necessary, appoint the Canvass Board, arrange for the required notices of election, printing of ballots, and direct that all other appropriate actions be accomplished.

4. Applications for absentee ballots may be filed with the Designated Election Official at Special District, Management Services, 141 Union Boulevard, Suite 150, Lakewood, Colorado 80228, no later than the close of business on the Tuesday immediately preceding the election (Tuesday, April 28, 2020).

5. Self-Nomination and Acceptance forms are available at the Designated Election Official's office located at the above address. All candidates must file a Self-Nomination and Acceptance form with the Designated Election Official no earlier than January 1, 2020, nor later than the close of business on Friday, February 28, 2020.

6. If the only matter before the electors is the election of Directors of the District and if, at the close of business on March 3, 2020, there are not more candidates than offices to be filled at the Election, including candidates timely filing affidavits of intent no later than March 2, 2020, the Designated Election Official shall cancel the Election and declare the candidates elected. Notice of such cancellation shall be published and posted in accordance with the Code.

7. If any part or provision of this Resolution is adjudged to be unenforceable or invalid, such judgment shall not affect, impair or invalidate the remaining provisions of this Resolution, it being the Board's intention that the various provisions hereof are severable.

8. Any and all actions previously taken by the Designated Election Official, the Secretary of the Board of Directors, or any other persons acting on their behalf pursuant to the Election Laws or other applicable laws, are hereby ratified and confirmed.

9. All acts, orders, and resolutions, or parts thereof, of the Board which are inconsistent or in conflict with this Resolution are hereby repealed to the extent only of such inconsistency or conflict.

10. The provisions of this Resolution shall take effect immediately.

ADOPTED this 20th day of November, 2019.

HOLLY HILLS WATER AND SANITATION
DISTRICT

By Raymond V. Henney
Raymond V. Henney, Chairman

ATTEST:

By Marie Sullivan
~~Irina Bovee, Secretary~~
Marie Sullivan

RESOLUTION NO. 2019-11-2

HOLLY HILLS WATER AND SANITATION DISTRICT
ARAPAHOE AND DENVER COUNTIES, COLORADO

**A RESOLUTION INCREASING THE WASTEWATER SERVICE FEE FOR THE
HOLLY HILLS WATER AND SANITATION DISTRICT EFFECTIVE JANUARY 1,
2020**

WHEREAS, pursuant to Section 32-1-1001(1)(j)(I) C.R.S., the Board of Directors (“Board”) of the Holly Hills Water and Sanitation District (“District”) has the authority to fix, and from time to time, increase or decrease rates, fees, tolls, penalties or charges for services, programs or facilities furnished by the District; and

WHEREAS, the District operates a wastewater collection system (“System”) for the benefit of persons and property located within and without the District; and

WHEREAS, in connection with the adoption of the District’s 2020 budget and following extensive study and review by the Board, the Board has determined that it is necessary to increase the District’s Wastewater Service Fee effective January 1, 2020; and

WHEREAS, effective as of January 1, 2020, the Board has determined that the District’s Waste Water Service Fee for every property connected to the system, including commercial properties, should be based upon the volume of flow the property is estimated to discharge into the System using the property’s average winter time water consumption as determined during the months of November, December, and January; and

WHEREAS, previously, pursuant to Resolution 2014-04-1, certain commercial customers were billed based upon their actual water usage; and

WHEREAS, at least thirty (30) days’ advance notice of the Board’s intention to consider an increase in the District’s wastewater service fee has been provided to the District’s customers in accordance with the provisions of Section 32-1-1001(2)(a), C.R.S. by utilizing the District’s transparency notice that is posted on the publicly-accessible section of the Special District Association of Colorado website.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE HOLLY HILLS WATER AND SANITATION DISTRICT OF ARAPAHOE AND DENVER COUNTIES, COLORADO AS FOLLOWS:

Section 1. Wastewater Service Fee Increase. Effective January 1, 2020, the District’s Wastewater Service Fee shall increase by 10% from \$4.64 per 1000 gallons of estimated flow to \$5.10 per 1000 gallons of estimated flow; provided, however, that all customers shall be subject to a minimum charge for 7,500 gallons of estimated flow per calendar quarter.

Section 2. Public Health and Safety. The adoption of this rate increase as set forth above is necessary for and promotes the public health, welfare and safety of the District's inhabitants.

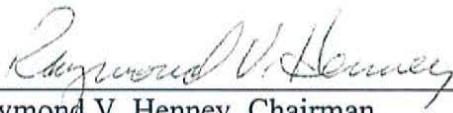
Section 3. Duration. The wastewater service fee as increased by this Resolution, shall remain in effect until changed by further action of the Board. If any part or provision of this Resolution is adjudged to be unenforceable or invalid, such judgement shall not effect, impair or invalidate the remaining provisions of this Resolution, it being the Board's intention that the various provisions hereof are severable.

Section 4. Interpretation. The Board, acting through its manager and consultants, and based upon the advice of its engineer and others, reserves the right to interpret and change or rescind this Resolution at any time and in addition, reserves the right to determine the meaning, purpose and effect of this Resolution based upon generally accepted standards, practices and rules of interpretation.

Section 5. Severability. If any part or provision of this Resolution is adjudged to be unenforceable or invalid, such judgment shall not affect, impair or invalidate the remaining provisions of this Resolution, it being the Board's intention that the various provisions hereof are severable

ADOPTED this 20th day of November, 2019.

HOLLY HILLS WATER AND SANITATION
DISTRICT

By: 
Raymond V. Henney, Chairman

Attest:


Marie E. Sullivan, Secretary/Treasurer

RESOLUTION NO. 2019-11-3

**HOLLY HILLS WATER AND SANITATION DISTRICT
ARAPAHOE AND DENVER COUNTIES, COLORADO**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE HOLLY HILLS WATER
AND SANITATION DISTRICT TO ADOPT THE 2020 BUDGET AND APPROPRIATE
SUMS OF MONEY**

WHEREAS, the Board of Directors of the Holly Hills Water and Sanitation District (“District”) has appointed the District Accountant to prepare and submit a proposed 2020 budget to the Board at the proper time; and

WHEREAS, the District Accountant has submitted a proposed budget to this Board on or before October 15, 2019, for its consideration; and

WHEREAS, upon due and proper notice, published or posted in accordance with the law, said proposed budget was open for inspection by the public at a designated place, a public hearing was held on November 20, 2019, and interested electors were given the opportunity to file or register any objections to said proposed budget; and

WHEREAS, the budget has been prepared to comply with all terms, limitations and exemptions, including, but not limited to, reserve transfers and expenditure exemptions, under Article X, Section 20 of the Colorado Constitution (“TABOR”) and other laws or obligations which are applicable to or binding upon the District; and

WHEREAS, whatever increases may have been made in the expenditures, like increases were added to the revenues so that the budget remains in balance, as required by law; and

WHEREAS, the Board of Directors of the District has made provisions therein for revenues in an amount equal to or greater than the total proposed expenditures as set forth in said budget; and

WHEREAS, it is not only required by law, but also necessary to appropriate the revenues provided in the budget to and for the purposes described below, as more fully set forth in the budget, including any interfund transfers listed therein, so as not to impair the operations of the District.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Holly Hills Water and Sanitation District:

Section 1. That the estimated expenditures for each fund for the calendar year beginning on the first day of January 2020, and ending on the last day of December 2020 are as follows:

General Fund	\$ 203,851
Capital Fund	\$ 500,000
Enterprise Fund	<u>\$ 987,271</u>
Total Expenditures and Transfers	\$1,691,122

Section 2. That the estimated revenues for the District's Funds for the calendar year beginning on the first day of January 2020 and ending on the last day of December 2020 are as follows:

General Fund	
From 2019 year-end fund balance	\$ 380,429
From sources other than general property tax	\$ 17,035
From the general property tax revenue	<u>\$ 173,493</u>
Total General Fund	\$ 570,957

Capital Fund	
From 2019 year-end fund balance	\$ 0
Transfers from Enterprise Fund	\$ 500,000
Transfers from General Fund	<u>\$ 0</u>
Total Enterprise Fund	\$ 500,000

Enterprise Fund	
From 2019 year-end fund balance	\$ 628,529
From sources other than general property tax	<u>\$ 434,014</u>
Total Enterprise Fund	\$1,062,543

Total Revenue and Transfers – General, Capital, and Enterprise Funds	\$2,133,500
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Section 3. That the budget as submitted, amended, and summarized by fund, hereby is approved and adopted as the budget of the Holly Hills Water and Sanitation District for the 2020 fiscal year.

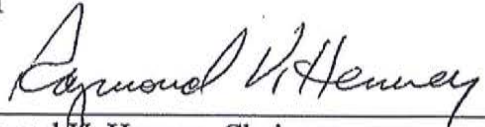
Section 4. That the budget, as hereby approved and adopted, shall be certified by the Secretary of the District to all appropriate agencies and is made a part of the public records of the District.

Section 5. That the following sums are hereby appropriated from the General Fund, Capital Fund and Enterprise Fund revenue for the purposes stated in the budget:

General Fund	\$ 203,851
Capital Fund	\$ 500,000
Enterprise Fund	<u>\$ 987,271</u>
Total Appropriation	\$1,691,122

ADOPTED this 20th day of November, 2019.

HOLLY HILLS WATER AND SANITATION
DISTRICT

By: 
Raymond W. Henney, Chairman


Attest:


Marie E. Sullivan, Secretary/Treasurer

CERTIFICATION OF BUDGET

TO: Division of Local Government
Department of Local Affairs
1313 Sherman Street, Room 520
Denver, Colorado 80203

I, Marie E. Sullivan, hereby certify that I am the duly appointed Secretary/Treasurer of the Holly Hills Water and Sanitation District, and that the attached is a true and correct copy of the budget for the budget year 2019, duly adopted at a meeting of the Board of Directors of the Holly Hills Water and Sanitation District held on November 29, 2018.

By: 
Marie E. Sullivan, Secretary/Treasurer

HOLLY HILLS WATER AND SANITATION DISTRICT
Assessed Value, Property Tax and Mill Levy Information

	2018 Actual	2019 Adopted Budget	2020 Adopted Budget
Assessed Valuation			
Denver County	\$ 29,293,020	\$ 29,281,560	\$ 34,818,240
Arapahoe County	24,668,645	24,683,925	29,060,160
Mill Levy			
General Fund			
Denver County	2.716	2.716	2.716
Arapahoe County	2.716	2.716	2.716
Temporary Mill Levy Reduction	-	-	-
Refunds and Abatements	-	-	-
Total Mill Levy	<u>2.716</u>	<u>2.716</u>	<u>2.716</u>
Property Taxes			
Denver County	\$ 79,560	\$ 79,529	\$ 94,566
Arapahoe County	67,000	67,042	78,927
Temporary Mill Levy Reduction	-	-	-
Refunds and Abatements	-	-	-
Actual/Budgeted Property Taxes	<u>\$ 146,560</u>	<u>\$ 146,571</u>	<u>\$ 173,493</u>

HOLLY HILLS WATER AND SANITATION DISTRICT

GENERAL FUND
2020 Adopted Budget
with 2018 Actual, 2019 Adopted Budget, and 2019 Estimated

	2018 Actual	01/19-10/19 YTD Actual	2019 Adopted Budget	2019 Estimated	2020 Adopted Budget
BEGINNING FUND BALANCE	\$ 239,007	\$ 305,469	\$ 297,757	\$ 305,469	\$ 380,429
REVENUE					
Property Tax-Arapahoe	66,996	68,300	67,042	68,300	78,927
Property Tax-Denver	79,602	79,411	79,529	79,529	94,566
Specific Ownership-Arapahoe	4,869	3,905	4,700	4,500	4,735
Specific Ownership-Denver	4,713	4,690	4,700	5,200	5,200
Interest Income	6,009	7,275	5,500	8,275	7,000
Miscellaneous Income	16	49	500	49	100
Total Revenue	162,206	163,629	161,971	165,853	190,528
	401,213	469,098	459,728	471,322	570,957
EXPENDITURES					
Accounting	16,728	12,799	16,000	16,500	16,500
Bank Fees	160	180	150	200	200
Management	38,283	30,816	30,000	32,000	32,000
Audit	4,617	28	4,625	28	4,625
Director's Fees	3,700	4,300	6,000	5,400	6,000
SDA Dues	896	838	1,000	838	1,000
Election Expense	1,090	-	-	-	1,200
Insurance and Bonds	2,223	2,254	2,450	2,254	2,500
Legal	22,571	19,346	25,000	24,000	25,000
Statutory Compliance	-	-	-	-	-
Miscellaneous	255	34	1,000	34	1,000
Office/Duplicating/Postage	1,316	1,388	1,800	1,600	1,600
Locates	1,217	376	1,400	500	1,500
Payroll Taxes	344	291	460	413	460
Printing/Publication	51	-	150	150	150
Treasurer's Fees	1,804	1,810	2,000	2,000	2,600
Workshops	120	-	120	-	-
Security	370	-	-	-	-
Website	-	-	-	-	1,800
Contingency	-	-	102,080	-	100,000
Emergency Reserve	-	-	4,859	4,976	5,716
Total Expenditures	95,744	74,459	199,094	90,893	203,851
TRANSFERS AND OTHER USES					
Transfer to Capital Projects	-	-	-	-	-
Total Expenditures Requiring Appropriation	95,744	74,459	199,094	90,893	203,851
ENDING FUND BALANCE	\$ 305,469	\$ 394,639	\$ 260,633	\$ 380,429	\$ 367,106

HOLLY HILLS WATER AND SANITATION DISTRICT

CAPITAL FUND

2020 Adopted Budget

with 2018 Actual, 2019 Adopted Budget, and 2019 Estimated

	2018 Actual	01/19-10/19 YTD Actual	2019 Adopted Budget	2019 Estimated	2020 Adopted Budget
3-501 BEGINNING FUND BALANCE	\$ -	\$ -	\$ -	\$ -	\$ -
REVENUE					
3-585 Transfer from Enterprise Fund	-	14,804	220,000	18,500	500,000
3-587 Transfer from General Fund	-	-	-	-	-
Total Revenue	-	14,804	220,000	18,500	500,000
Total Funds Available	-	14,804	220,000	18,500	500,000
EXPENDITURES					
3-784 Engineering Services	-	6,304	10,000	10,000	20,000
3-790 Major Repairs	-	8,500	210,000	8,500	480,000
Total Expenditures	-	14,804	220,000	18,500	500,000
Total Expenditures Requiring Appropriation	-	14,804	220,000	18,500	500,000
ENDING FUND BALANCE	\$ -	\$ -	\$ -	\$ -	\$ -

HOLLY HILLS WATER AND SANITATION DISTRICT

**ENTERPRISE FUND
2020 Adopted Budget**

with 2018 Actual, 2019 Adopted Budget, and 2019 Estimated

	2018 Actual	01/19-10/19 YTD Actual	2019 Adopted Budget	2019 Estimated	2020 Adopted Budget
4-501 BEGINNING FUND BALANCE	\$ 580,637	\$ 602,306	502,437	\$ 602,306	\$ 628,529
REVENUE					
4-540 Sewer Service Fees	360,075	347,342	356,172	386,000	424,014
4-541 Commercial Sewer Fees	25,033	-	69,827	-	-
4-560 Interest Income-ColoTrust	6,529	7,587	7,200	8,700	8,000
4-565 Interest Income-Other	1,303	1	2,000	-	-
4-575 Other Income (C&C Denver)	2,447	519	2,000	2,000	2,000
Total Revenue	395,387	355,450	437,199	396,700	434,014
Total Funds Available	976,024	957,756	939,636	999,006	1,062,543
EXPENDITURES					
4-685 Miscellaneous Expense	801	-	500	-	500
4-700 Treasurer's Fees	21	13	50	20	50
4-784 Engineering	5,615	4,064	12,000	4,500	12,000
4-810 Billing Service	7,091	3,903	12,000	5,000	6,000
4-820 Maintenance/Cleaning	18,206	26,972	40,000	36,000	40,000
4-825 Restoration	-	-	-	-	-
4-830 Sewage Treatment (Metro)	341,984	229,843	306,457	306,457	378,721
4-850 Depreciation Expense	-	-	-	-	-
4-840 Treatment Charges Reserve	-	-	50,000	-	50,000
Total Expenditures	373,718	264,795	421,007	351,977	487,271
TRANSFERS AND OTHER USES					
4-894 Transfer to Capital Projects	-	14,804	220,000	18,500	500,000
Total Expenditures Requiring Appropriation	373,718	279,599	641,007	370,477	987,271
ENDING FUND BALANCE	\$ 602,306	\$ 678,157	\$ 298,629	\$ 628,529	\$ 75,272

RESOLUTION NO. 2019-11-4

**HOLLY HILLS WATER AND SANITATION DISTRICT
ARAPAHOE AND DENVER COUNTIES, COLORADO**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE HOLLY HILLS
WATER AND SANITATION DISTRICT TO SET MILL LEVIES**

WHEREAS, the Board of Directors of the Holly Hills Water and Sanitation District ("District") has adopted the 2020 annual budget in accordance with the Local Government Budget Law on November 20, 2019; and

WHEREAS, the amount of money necessary to balance the budget for general operating purposes from property tax revenues is \$173,493; and

WHEREAS, the 2019 valuation for assessment for the Holly Hills Water and Sanitation District as certified by the County Assessor of the City and County of Denver is \$34,818,240; and

WHEREAS, the 2019 valuation for assessment for the Holly Hills Water and Sanitation District as certified by the County Assessor for the County of Arapahoe is \$29,060,160; and

WHEREAS, the amount of money necessary to balance the budget for debt service fund expenses from property tax revenue is identified in the budget.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Holly Hills Water and Sanitation District:

Section 1. That for the purpose of meeting all general fund expenses of the District during the 2020 Budget year, there is hereby levied a tax in the City and County of Denver of 2.716 mills upon each dollar of the total valuation for assessment of all taxable property within the District to raise \$94,566 in revenue, and there is hereby levied a tax in Arapahoe County of 2.716 mills upon each dollar of the total valuation for assessment of all taxable property within the District to raise \$78,927 in revenue, for a total revenue from property taxes of \$173,293.

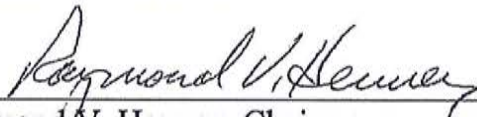
Section 2. That the District has no outstanding general obligation bonds and, accordingly shall not certify a mill levy for the purpose of meeting debt service requirements during the 2020 budget year.

Section 3. That the District Accountant of the District is hereby authorized and directed to immediately certify to the County Commissioners of the City and County of

Denver and Arapahoe County, Colorado, the mill levies for the District as set forth in the District's Certification of Tax Levies (attached hereto as Exhibit A and incorporated herein by reference), recalculated as needed upon receipt of the final certification of valuation from the County Assessor in order to comply with any applicable revenue and other budgetary limits.

ADOPTED this 20th day of November, 2019.

HOLLY HILLS WATER AND
SANITATION DISTRICT

By: 
Raymond V. Henney, Chairman

Attest:


Marie E. Sullivan, Secretary/Treasurer

EXHIBIT A
CERTIFICATION OF TAX LEVIES

CERTIFICATION OF TAX LEVIES for NON-SCHOOL Governments

TO: County Commissioners¹ of _____ City and County of Denver _____, Colorado.

On behalf of the _____ Holly Hills Water and Sanitation District _____,

(taxing entity)^A

the _____ Board of Directors _____

(governing body)^B

of the _____ Holly Hills Water and Sanitation District _____

(local government)^C

Hereby officially certifies the following mills to be levied against the taxing entity's GROSS \$ 34,818,240 assessed valuation of: (GROSS^D assessed valuation, Line 2 of the Certification of Valuation Form DLG 57^E)

Note: If the assessor certified a NET assessed valuation (AV) different than the GROSS AV due to a Tax Increment Financing (TIF) Area^F the tax levies must be calculated using the NET AV. The taxing entity's total property tax revenue will be derived from the mill levy multiplied against the NET assessed valuation of: \$ 34,818,240 (NET^G assessed valuation, Line 4 of the Certification of Valuation Form DLG 57)
USE VALUE FROM FINAL CERTIFICATION OF VALUATION PROVIDED BY ASSESSOR NO LATER THAN DECEMBER 10

Submitted: 12/13/2019 for budget/fiscal year 2020.
(no later than Dec. 15) (mm/dd/yyyy) (yyyy)

PURPOSE (see end notes for definitions and examples)	LEVY ²	REVENUE ²
1. General Operating Expenses ^H	2.716 mills	\$ 94,566
2. <Minus> Temporary General Property Tax Credit/ Temporary Mill Levy Rate Reduction ^I	< 0.000 > mills	\$ < 0 >
SUBTOTAL FOR GENERAL OPERATING:	2.716 mills	\$ 94,566
3. General Obligation Bonds and Interest ^J	0.000 mills	\$ 0
4. Contractual Obligations ^K	0.000 mills	\$ 0
5. Capital Expenditures ^L	0.000 mills	\$ 0
6. Refunds/Abatements ^M	0.000 mills	\$ 0
7. Other ^N (specify): _____	0.000 mills	\$ 0
_____	0.000 mills	\$ 0
TOTAL: [Sum of General Operating Subtotal and Lines 3 to 7]	2.716 mills	\$ 94,566

Contact person: _____ Daytime phone: (303) 987-0835 Ext. 206
 (print) James Steven Beck
 Signed:  Title: District Accountant

Include one copy of this tax entity's completed form when filing the local government's budget by January 31st, per 29-1-113 C.R.S., with the Division of Local Government (DLG), Room 521, 1313 Sherman Street, Denver, CO 80203. Questions? Call DLG at (303) 864-7720.

¹ If the taxing entity's boundaries include more than one county, you must certify the levies to each county. Use a separate form for each county and certify the same levies uniformly to each county per Article X, Section 3 of the Colorado Constitution.
² Levies must be rounded to three decimal places and revenue must be calculated from the total NET assessed valuation (Line 4 of Form DLG57 on the County Assessor's FINAL certification of valuation).

THIS SECTION APPLIES TO TITLE 32, ARTICLE 1 SPECIAL DISTRICTS THAT LEVY TAXES FOR PAYMENT OF GENERAL OBLIGATION DEBT (32-1-1603 C.R.S.). Taxing entities that are Special Districts or Subdistricts of Special Districts must certify separate mill levies and revenues to the Board of County Commissioners, one each for the funding requirements of each debt (32-1-1603, C.R.S.) Use additional pages as necessary. The Special District's or Subdistrict's total levies for general obligation bonds and total levies for contractual obligations should be recorded on Page 1, Lines 3 and 4 respectively.

CERTIFY A SEPARATE MILL LEVY FOR EACH BOND OR CONTRACT:

BONDS^J:

- 1. Purpose of Issue: _____
Series: _____
Date of Issue: _____
Coupon Rate: _____
Maturity Date: _____
Levy: _____
Revenue: _____

- 2. Purpose of Issue: _____
Series: _____
Date of Issue: _____
Coupon Rate: _____
Maturity Date: _____
Levy: _____
Revenue: _____

CONTRACTS^K:

- 3. Purpose of Contract: _____
Title: _____
Date: _____
Principal Amount: _____
Maturity Date: _____
Levy: _____
Revenue: _____

- 4. Purpose of Contract: _____
Title: _____
Date: _____
Principal Amount: _____
Maturity Date: _____
Levy: _____
Revenue: _____

Use multiple copies of this page as necessary to separately report all bond and contractual obligations per 32-1-1603, C.R.S.

CERTIFICATION OF TAX LEVIES for NON-SCHOOL Governments

TO: County Commissioners¹ of Arapahoe County, Colorado.

On behalf of the Holly Hills Water and Sanitation District
 (taxing entity)^A
 the Board of Directors
 (governing body)^B
 of the Holly Hills Water and Sanitation District
 (local government)^C

Hereby officially certifies the following mills to be levied against the taxing entity's GROSS \$ 29,060,160 assessed valuation of: (GROSS^D assessed valuation, Line 2 of the Certification of Valuation Form DLG 57^E)

Note: If the assessor certified a NET assessed valuation (AV) different than the GROSS AV due to a Tax Increment Financing (TIF) Area^F the tax levies must be calculated using the NET AV. The taxing entity's total property tax revenue will be derived from the mill levy multiplied against the NET assessed valuation of: \$ 29,060,160 (NET^G assessed valuation, Line 4 of the Certification of Valuation Form DLG 57)
USE VALUE FROM FINAL CERTIFICATION OF VALUATION PROVIDED BY ASSESSOR NO LATER THAN DECEMBER 10

Submitted: 12/13/2019 for budget/fiscal year 2020
 (no later than Dec. 15) (mm/dd/yyyy) (yyyy)

PURPOSE (see end notes for definitions and examples)	LEVY ²	REVENUE ²
1. General Operating Expenses ^H	<u>2.716</u> mills	\$ <u>78,927</u>
2. <Minus> Temporary General Property Tax Credit/ Temporary Mill Levy Rate Reduction ^I	< <u>0.000</u> > mills	\$ < <u>0</u> >
SUBTOTAL FOR GENERAL OPERATING:	<u>2.716</u> mills	\$ <u>78,927</u>
3. General Obligation Bonds and Interest ^J	<u>0.000</u> mills	\$ <u>0</u>
4. Contractual Obligations ^K	<u>0.000</u> mills	\$ <u>0</u>
5. Capital Expenditures ^L	<u>0.000</u> mills	\$ <u>0</u>
6. Refunds/Abatements ^M	<u>0.000</u> mills	\$ <u>0</u>
7. Other ^N (specify): _____	<u>0.000</u> mills	\$ <u>0</u>
	<u>0.000</u> mills	\$ <u>0</u>
TOTAL: [Sum of General Operating Subtotal and Lines 3 to 7]	<u>2.716</u> mills	\$ <u>78,927</u>

Contact person: (print) James Steven Beck Daytime phone: (303) 987-0835 Ext. 206
 Signed:  Title: District Accountant

Include one copy of this tax entity's completed form when filing the local government's budget by January 31st, per 29-1-113 C.R.S., with the Division of Local Government (DLG), Room 521, 1313 Sherman Street, Denver, CO 80203. Questions? Call DLG at (303) 864-7720.

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CERTIFICATION OF TAX LEVIES, continued

THIS SECTION APPLIES TO TITLE 32, ARTICLE 1 SPECIAL DISTRICTS THAT LEVY TAXES FOR PAYMENT OF GENERAL OBLIGATION DEBT (32-1-1603 C.R.S.). Taxing entities that are Special Districts or Subdistricts of Special Districts must certify separate mill levies and revenues to the Board of County Commissioners, one each for the funding requirements of each debt (32-1-1603, C.R.S.) Use additional pages as necessary. The Special District's or Subdistrict's total levies for general obligation bonds and total levies for contractual obligations should be recorded on Page 1, Lines 3 and 4 respectively.

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- 1. Purpose of Issue: _____
Series: _____
Date of Issue: _____
Coupon Rate: _____
Maturity Date: _____
Levy: _____
Revenue: _____

- 2. Purpose of Issue: _____
Series: _____
Date of Issue: _____
Coupon Rate: _____
Maturity Date: _____
Levy: _____
Revenue: _____

CONTRACTS^K:

- 3. Purpose of Contract: _____
Title: _____
Date: _____
Principal Amount: _____
Maturity Date: _____
Levy: _____
Revenue: _____

- 4. Purpose of Contract: _____
Title: _____
Date: _____
Principal Amount: _____
Maturity Date: _____
Levy: _____
Revenue: _____

Use multiple copies of this page as necessary to separately report all bond and contractual obligations per 32-1-1603, C.R.S.