

**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 16, 2022**

A Regular Meeting of the Board of Directors of the Holly Hills Water and Sanitation District and the Board of Directors of its Water Activity Enterprise (referred to hereafter as “Board”) was convened by Zoom video conference and telephone conference call on Wednesday, November 16, 2022 at 7:00 p.m. The Zoom meeting and call-in information were listed in the meeting notice posted by the District and the public was able to attend the meeting by Zoom or telephone call if they so desired.

ATTENDANCE

Directors in Attendance Were:

Thomas Thomasson
Scott Kemmeries
Linda Rhea (for a portion of the meeting)

Also In Attendance Were:

AJ Beckman; Public Alliance, LLC
Mike Bakarich; Moraine Bakarich CPAs
Timothy J. Flynn, Esq.; Collins Cole Flynn Winn Ulmer P.C.
Wayne Ramey; Ramey Environmental Compliance, Inc. (for a portion of the meeting)
Will Raatz; W2 Engineers, LLC
Nikki Rickord; T. Charles Wilson (for a portion of the meeting)

**ADMINISTRATIVE
MATTERS**

Agenda: President Thomasson, noting that a quorum of the Board was present, called the meeting to order at 7:02 p.m. and reviewed the Agenda with the Board.

Following discussion, upon a motion duly made by Director Kemmeries, seconded by Director Thomasson and, upon vote unanimously carried, the Agenda was approved as amended to discuss insurance following public comment.

Minutes: The Board reviewed the minutes of the October 26, 2022 Special Meeting.

Following discussion and review, upon a motion duly made by Director

RECORD OF PROCEEDINGS

Thomasson, seconded by Director Kemmeries and, upon vote unanimously carried, the minutes of the October 26, 2022 Special Meeting were approved.

December Meeting: Following discussion and review, upon a motion duly made by Director Thomasson, seconded by Director Kemmeries and, upon vote unanimously carried, the Board directed Mr. Beckman to cancel the December 21, 2022 Regular Board Meeting.

**PUBLIC
COMMENTS**

Public Comment: None.

**OPERATIONS
REPORT**

Insurance Review: Ms. Rickord discussed the District's current coverages with the Board. She explained that the District carries General liability coverage with a \$2MM limit, which covers third party claims for bodily injury on District property or damages to property owned by third parties. She then discussed the District's Crime Coverage which protects against incidents of crime including electronic banking fraud. She then explained that non-owned automobile coverage is automatically included and covers board members using personal vehicles in the course of District business. She then discussed Board Members Only Worker's Compensation which covers injuries that could happen to Board members in the course of District business.

The Board requested that Ms. Rickord provide them with additional information on coverage for cybercrime.

Following the conclusion of this portion of the meeting, Ms. Rickord excused herself.

Operations Report: Mr. Ramey reviewed his report with the Board.

Following the conclusion of this portion of the meeting, Mr. Ramey excused himself.

Director Rhea joined the meeting at this time.

**MANAGER'S
REPORT**

Manager's Report: Mr. Beckman reported that work on the District's website will begin in January 2023.

RECORD OF PROCEEDINGS

ENGINEERING REPORT

Engineering Report: Mr. Raatz reported that he has had no success in finding a contractor to perform 2022 capital projects and expects that the work will commence in the Spring of 2023.

LEGAL MATTERS

Attorney Report: Attorney Flynn reported recent work for the District included preparing the resolutions for tonight's meeting and the 2023 Annual Budget.

Fee Resolution: Attorney Flynn presented for the Board's consideration a Resolution Increasing the District's Property Transfer Fee.

Following discussion and review, upon a motion duly made by Director Kemmeries, seconded by Director Rhea and, upon vote unanimously carried, the board approved the resolution as presented.

FINANCIAL MATTERS

Payment of Claims: Mr. Bakarich reviewed the claims list with the Board for the period ending November 16, 2022.

Following discussion, upon motion duly made by Director Rhea, seconded by Director Kemmeries and, upon vote unanimously carried, the Board approved the payment of claims in the amount of \$63,593.61 as presented.

Financial Reports: Mr. Bakarich reviewed the Schedule Of Cash Position Report and Profit and Loss Statement with the Board for the period ending October 31, 2022.

Following discussion, upon a motion duly made by Director Kemmeries, seconded by Director Rhea and, upon vote unanimously carried, the Board accepted the reports for the period ending October 31, 2022.

2022 Budget Amendment: Mr. Bakarich confirmed that there is no need to amend the 2022 Budget. No action was taken.

2023 Budget Hearing: Director Thomasson opened the public hearing to consider the proposed 2023 Budget and discuss related issues. It was noted that publication of Notice stating that the Board would consider adoption of the 2023 Budget and the date, time, and place of the public hearing was made in a newspaper having general circulation within the District in accordance with the Colorado Local Government Budget Law. No written objections were received prior to this public hearing. There being no members of the public in attendance, Director Thomasson closed the public hearing.

RECORD OF PROCEEDINGS

Mr. Bakarich reviewed the 2023 budget with the Board. The Board discussed a Resolution to Adopt the 2023 Budget and Appropriate Sums of Money and a Resolution 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.

Following discussion, upon a motion duly made by Director Rhea, seconded by Director Kemmeries and, upon vote unanimously carried, the resolutions were adopted, 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, 2022. Mr. Beckman was authorized to transmit the Certification of Budget to the Division of Local Government not later than January 30, 2023. A copy of the adopted Resolutions are attached hereto and incorporated herein by this reference.

OTHER BUSINESS

The Board discussed holding an event to show appreciation for the longtime service of former Director and Board President, Ray Henney. Director Thomasson reported that he will reserve Poppies Restaurant for January 4, 2023 as a tentative date. Director Rhea will coordinate the event.

ADJOURNMENT

There being no further business to come before the Board at this time, upon motion duly made by Director Kemmeries, seconded by Director Rhea and, upon vote unanimously carried, the meeting was adjourned at 8:10 p.m.

Respectfully submitted,

DocuSigned by:
By: Linda Rhea
Secretary for the Meeting