

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 16, 2021**

Due to the COVID-19 pandemic, the 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 by Zoom video conference and teleconference call on Wednesday, the 16th day of June 2021, 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, if they so desired.

Directors In Attendance Were:

Thomas Thomasson
Scott Kemmeries
Linda Rhea
Jeff Ippen

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

Wayne Ramey; Ramey Environmental Compliance, Inc.

**ADMINISTRATIVE
MATTERS**

21.073 Agenda: President Thomasson called the meeting to order and reviewed the Agenda.

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

21.074 Minutes: The Board discussed the minutes of the May 19, 2021 Regular Meeting.

Following discussion, upon motion duly made by Director Rhea, seconded by Director Ippen and, upon vote, unanimously carried, the minutes of the May 19, 2021 Regular Meeting were approved.

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PUBLIC COMMENT **21.075 Public Comment:** None.

OPERATIONS **21.076 Operations Report:** Mr. Ramey discussed the operations report for the month of May 2021.

CAPITAL PROJECTS **21.077 Engineering Report and 2021 Capital Projects Plan:** Mr. Raatz discussed the Engineering Report, the status of the development of the GIS for the District by TST and the 2021 projects. He reported that Xcel should be moving the lines about August 16, 2021 and that we can bid the projects so that they begin after the completion of the lines being moved by Xcel.

LEGAL MATTERS **21.078 Attorney Report:** Attorney Flynn informed the Board that Governor Polis has not extended the Order suspending the charging of late fees and that the District can now resume charging late fees as done prior to the pandemic. He also reviewed the current Management Agreement with SDMS and the current legislation regarding the changing of the assessment rates including the residential assessment rate that for 2023 will apply to market values of properties to determine the District's assessed valuation for property tax purposes. There was also a brief discussion as to how this might affect revenues received by Holly Hills and other Special Districts.

FINANCIAL MATTERS **21.079 Claims:** Mr. Beck discussed with the Board the claims to be approved for the period ending June 10, 2021 as follows:

General Fund:	\$ 10,517.89
Capital Projects Fund:	\$ 0.00
Enterprise Fund:	<u>\$ 6,325.85</u>
Total:	<u>\$ 16,843.74</u>

Following discussion, upon motion duly made by Director Kemmeries, seconded by Director Rhea and, upon vote, unanimously carried, the claims for the period ending June 10, 2021 were approved.

21.080 Unaudited Financial Statements: Mr. Beck reviewed the unaudited financial statements for the period ending May 31, 2021, and the updated cash position statement dated as of May 31, 2021.

Following discussion, upon motion duly made by Director Rhea, seconded by Director Kemmeries and, upon vote, unanimously carried, the unaudited financial statements for the period ending May 31, 2021, and the cash position statement dated as of May 31, 2021, were accepted, as presented.

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OTHER BUSINESS

21.081 Other Business: President Thomasson told the Board about a request of information from a resident regarding District matters and requested Mr. Beck to send the request to each Director. Director Kemmeries asked about the continuation of the remote meetings instead of in-person meetings. For the July meeting there will be an agenda item to discuss the pros and cons of in-person meetings vs. virtual meetings and how the Board might proceed in the future.

ADJOURNMENT

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

Respectfully submitted,

By: *Linda Rhea*
Secretary for the Meeting



Holly Hills Water & Sanitation District
Monthly Report
May 1-31, 2021

Fri 5/7 Performed 1 tap replacement inspection at 2414 Leyden St.
 Wed 5/26 Performed 1 tap inspection at 3165 S. Monaco Cir.

2021 Maintenance Services					
	Estimated Footage	Non-Scheduled Footage	YTD Actual 2021	Current Monthly Footage	YTD %
<i>Jetting</i>	18,379		21,003	5,507	114%
<i>TV</i>	18,379		18,448.00	9233.70	100.4%
<i>Root Cutting w/ Video</i>					0.0%
Annual Jetting				0	0.0%
Hot Spots	1,936				
TV Hot Spots					
Minerals					
TV Minerals					
Total Task #4	38,694	0	39,451	14,741	102%

Holly Hills Water & Sanitation District
Summary for May 1-31, 2021

No Activity



W2 ENGINEERS, LLC
19255 WEST 84TH PLACE
ARVADA, COLORADO 80007
720.331.2332

Holly Hills Water and Sanitation District – Engineering Report
June 2021

2021 Repairs

- Xcel Energy is continuing to plan for relocation of the gas line in South Krameria Street.

GIS

- W2E will coordinate with TST as needed to complete the additional updates to the database.
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