

## 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 20, 2021

In part due to COVID-19, 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 20<sup>th</sup> day of October 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  
Linda Rhea  
Jeff Ippen

Following discussion, upon motion duly made by Director Ippen, seconded by Director Rhea 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.

Wayne Ramey; Ramey Environmental Compliance, Inc.

Will Raatz; W2 Engineers LLC

---

**ADMINISTRATIVE  
MATTERS**

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

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

**21.122 Minutes:** The Board discussed the minutes of the September 15, 2021 Regular Meeting.

## RECORD OF PROCEEDINGS

---

Following discussion, upon motion duly made by Director Rhea, seconded by Director Ippen and, upon vote, unanimously carried, the minutes of the September 15, 2021 Regular Meeting were approved as amended.

---

### **PUBLIC COMMENT**

**21.123 Public Comment:** None.

---

### **OPERATIONS REPORT**

**21.124 Operations Report:** Mr. Ramey discussed the operations report for the month of September 2021.

---

### **ENGINEERING REPORT**

**21.125 Engineering Report and 2021 Capital Projects Plan:** Mr. Raatz discussed the engineering report for September and the status of the Xcel Energy project. He also discussed the status of the 2021 CIP and the consideration of the delay until 2022 due to costs and contractor availability and the homeless encampment that is still interfering with the Dickenson flow meter.

---

### **LEGAL MATTERS**

**21.126 Attorney Report:** Attorney Flynn reported that there are no issues with the District at this time. He updated the Board on the status of the Denver Water approximate 4% rate increase for 2022, no updates on the Gross Reservoir project and he discussed the election scheduled for May 2022. These reports will be continued.

---

### **FINANCIAL MATTERS**

**21.127 Claims:** Mr. Beck discussed with the Board the claims to be approved for the period ending October 7, 2021 as follows:

General Fund:	\$ 12,326.93
Capital Projects Fund:	\$ 0.00
Enterprise Fund:	\$ 1,200.00
<b>Total:</b>	<b><u>\$ 13,526.93</u></b>

Following discussion, upon motion duly made by Director Ippen, seconded by Director Rhea, the claims for the period ending October 7, 2021 were approved.

**21.128 Unaudited Financial Statements:** Mr. Beck reviewed the unaudited financial statements for the period ending September 30, 2021, and the updated cash position statement dated as of September 30, 2021.

Following discussion, upon motion duly made by Director Rhea, seconded by Director Ippen and, upon vote, unanimously carried, the unaudited financial statements for the period ending September 30, 2021, and the cash position statement dated as of September 30, 2021, were accepted, as presented.

## RECORD OF PROCEEDINGS

---

**21.129 Preliminary Draft Budget:** Mr. Beck discussed the draft of the preliminary budget with the Board and explained the basis of the assessed values for tax levies and how all revenue and expense line items are calculated.

---

### **OTHER BUSINESS**

**21.130 Website Update:** Mr. Beck discussed the new website with the Board and the updates made. The Board requested to add Denver Water to the website as an emergency contact and verbiage for types of emergencies and who to contact. Mr. Raatz will draft a letter and schedule regarding the proposed projects for the District.

**21.131 Other:** Director Rhea updated the Board on the SDA Conference.

---

### **ADJOURNMENT**

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

Respectfully submitted,

By: *Linda Rhea*  
Secretary for the Meeting