

**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
APRIL 19, 2023**

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, April 19, 2023 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

Also In Attendance Were:

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

**ADMINISTRATIVE
MATTERS**

Agenda: President Thomasson, noting that a quorum of the Board was present, called the meeting to order at 7:03 p.m. and reviewed the Agenda with the Board.

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

Minutes: The Board reviewed the minutes of the March 15, 2023 Regular Meeting.

Following discussion and review, upon a motion duly made by Director Rhea, seconded by Director Thomasson and, upon vote unanimously carried, the Board approved the minutes of the March 15, 2023 Regular Meeting.

RECORD OF PROCEEDINGS

PUBLIC COMMENTS

Public Comment: There was no public in attendance.

OPERATIONS REPORT

Operations Report: Mr. Ramey reviewed his report with the Board. Mr. Ramey reported that the annual sewer line cleaning and video inspections are about to begin.

MANAGER'S REPORT

Manager's Report:

Website Modifications for Billing Instructions: Ms. Innes reviewed the website updates with the Board. The Board recommended some updates to the contact information to clarify the roles of the various consultants. The Board also requested that the form for requesting a status letter be updated to clarify that the District will provide the billing status for Sewer Service only.

Ms. Innes departed following the conclusion of this portion of the meeting.

Quote for Cybercrime Insurance Coverage: Mr. Beckman reviewed the various coverages with the Board. He explained that the District is currently covered for up to \$200,000 in damages related to cyber-attacks through its existing liability coverage. Discussion ensued regarding the District's liability exposure. No action was taken.

ENGINEERING REPORT

Engineering Report: Mr. Raatz updated the Board on the status of the 2023 capital projects. Mr. Raatz noted that the Notice of Award has been issued to Insituform Technologies, LLC and a preconstruction meeting has taken place. The next step will be to execute contract documents. The anticipated start date is May 1, 2023.

Following review and discussion, upon a motion duly made by Director Rhea, seconded by Director Thomasson and, upon vote unanimously carried, the Board authorized the Notice to Proceed.

LEGAL MATTERS

Denver Water's Summer Time Water Use Rules: Attorney Flynn reviewed the 2023 water use restrictions with the Board. He noted that Denver Water will enforce the water restrictions, therefore no action is needed by the District.

Denver Water's External Stakeholder Involvement Process: Attorney Flynn noted that Denver Water is presently reaching out to stakeholders to

RECORD OF PROCEEDINGS

improve involvement. Denver may wish to involve its Citizens Advisory Committee for potentially changing rates for 2024.

FINANCIAL MATTERS

Mr. Bakarich discussed the second quarter billing. He noted that customers were billed the rates from 2022. The balances will be adjusted accordingly in the third quarter billing.

Accounts Payable: Mr. Bakarich reviewed the accounts payable list with the Board for the period ending April 19, 2023.

Following discussion, upon motion duly made by Director Rhea, seconded by Director Thomasson and, upon vote unanimously carried, the Board approved the accounts payable, in the amount of \$12,933.50, as presented.

Schedule of Cash Position: Mr. Bakarich reviewed with the Board the schedule of cash position for the period ending March 31, 2023.

Following discussion, upon a motion duly made by Director Rhea, seconded by Director Thomasson and, upon vote unanimously carried, the Board accepted the schedule of cash position for the period ending March 31, 2023.

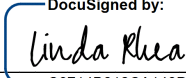
OTHER BUSINESS

None.

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 7:54 p.m.

Respectfully submitted,

By: 
Secretary for the Meeting