

**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
JULY 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, July 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
Timothy J. Flynn, Esq.; Collins Cole Flynn Winn Ulmer P.C.
Mike Bakarich; Moraine Bakarich CPAs
Ismael Gomez; Ramey Environmental Compliance, Inc.
Will Raatz; W2 Engineers, LLC

**ADMINISTRATIVE
MATTERS**

Agenda: Director Thomasson, noting that a quorum of the Board was present, called the meeting to order at 7:04 p.m. and reviewed the Agenda with the Board.

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

Minutes: The Board reviewed the minutes of the June 21, 2023 Regular Meeting.

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 minutes of the June 21, 2023 Regular Meeting, as presented.

RECORD OF PROCEEDINGS

PUBLIC COMMENTS

Public Comment: There was no public in attendance.

OPERATIONS

Operations Report: Mr. Gomez reviewed his report with the Board. He noted that he is working on obtaining permits for maintenance on Grease trap inspections and expects that they will happen on Friday.

Manager's Report: Mr. Beckman discussed the Special District Association Conference with the Board. Following discussion there was no interest in attendance by any of the Directors.

ENGINEERING

Engineering Report: Mr. Raatz reported on the status of three manhole repairs and noted that they are substantially complete. Mr. Raatz reported that he is waiting on a video inspection and minor punch list items to be completed prior to acceptance of the work. Mr. Raatz also noted that overall, the quality of the work seemed to be good, however the execution of the work was not ideal.

Pay Application from Insituform for 2023 Repairs Project: Mr. Raatz discussed the Pay Application from Insituform for 2023 Repairs Project, in the amount of 156,148.65. Mr. Raatz noted that final payment should be withheld until the inspections are finalized.

Following discussion, upon motion duly made by Director Rhea, seconded by Director Thomasson and, upon vote unanimously carried, the Board approved the Pay Application from Insituform for 2023 Repairs Project, in the amount of 156,148.65.

LEGAL MATTERS

Denver Water Citizens Advisory Committee Update: Attorney Flynn advised the Board that the City of Denver is moving forward aggressively with turf reduction and xeric planting options. The City is presently converting the median on a long stretch of Monaco Street.

FINANCIAL MATTERS

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

Following discussion, upon motion duly made by Director Rhea, seconded by Director Kemmeries and, upon vote unanimously carried, the Board approved the accounts payable, in the amount of \$172,016.03, as presented.

Financial Statements: Mr. Bakarich reviewed with the Board the unaudited financial statements for the period ending June 30, 2023.

RECORD OF PROCEEDINGS

Following discussion, upon a motion duly made by Director Kemmeries seconded by Director Thomasson and, upon vote unanimously carried, the Board accepted the unaudited financial statements for the period ending June 30, 2023.

Request for Extension of Time to file 2022 Audit: Mr. Bakarich reviewed the request for extension of time to file 2022 Audit with the Board.

Following discussion, upon a motion duly made by Director Rhea seconded by Director Thomasson and, upon vote unanimously carried, the Board ratified approval of the request for extension of time to file 2022 Audit.

OTHER BUSINESS

Ms. Rhea reported to the Board that she likely won't be able to attend next month's meeting. Attorney Flynn also noted a possible scheduling conflict. The Board members confirmed their ability to meet on August 15, 2023, if necessary.

ADJOURNMENT

There being no further business to come before the Board at this time, upon motion duly made by Director Kemmeries, seconded by Director Thomasson and, upon vote unanimously carried, the meeting was adjourned on July 19, 2023 at 7:44 p.m.

Respectfully submitted,

By:  _____
Secretary for the Meeting