

**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 18, 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, October 18, 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 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.

**Appointment of Director:** The Board deferred discussion.

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

Following discussion and review, upon a motion duly made by Director Rhea, seconded by Director Kemmeries and, upon vote unanimously carried, the Board approved the minutes of the September 21, 2023 Regular Meeting, as presented.

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## RECORD OF PROCEEDINGS

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**PUBLIC  
COMMENTS**

**Public Comment:** There was no public in attendance.

**OPERATIONS**

**Operations Report:** Mr. Gomez reported to the Board he had to close two lanes on South Monaco Parkway for jetting and camera maintenance earlier today. He noted cleaning and video operations were completed today. Mr. Gomez reviewed the Operations Report with the Board.

**Manager's Report:** Mr. Beckman reported the Notice for Final Payment for Insituform Technologies, LLC was published on September 28, 2023 and October 5, 2023. He further reported that he responded to a request for a repair permit for 2370 South Krameria Street, however upon further investigation it was determined that the property is not located within the district.

**ENGINEERING**

**Engineering Report:** Mr. Raatz reported that he will be inspecting videos in anticipation of next year's capital improvements.

**LEGAL MATTERS**

**2024 Budget/Proposition HH:** Attorney Flynn reported if Proposition HH passes during the November 7, 2023 election it may affect the District's Assessed Valuation, but the District will be able to adjust its property tax revenues accordingly.

**Denver Water Rates for 2024:** Attorney Flynn reported Denver Water expects to raise water rates for total service distributors by 2.5% in all three Blocks. Effective January 1, 2024 it is anticipated the rate for Block 1 will be \$4.10 per thousand gallons of consumption; Block 2 will be \$7.38 per thousand gallons of consumption; and Block 3 will be \$9.84 per thousand gallons of consumption. The monthly fixed service charge will also increase for a ¾" meter. The increase will 2.8% from \$17.90 to \$18.40 per month. For a 1" meter, the increase is 5.1% from \$25.70 \$27.01 per month.

**FINANCIAL  
MATTERS**

**Accounts Payable:** Mr. Bakarich reviewed the accounts payable list with the Board for the period ending October 18, 2023.

Following discussion, upon motion duly made by Director Kemmeries, seconded by Director Rhea and, upon vote unanimously carried, the Board approved the accounts payable, in the amount of \$17,371.45, as presented.

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

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## RECORD OF PROCEEDINGS

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

**2022 Audit:** Mr. Bakarich presented the 2022 Audit to the Board.

Following discussion, upon motion duly made by Director Kemmeries, seconded by Director Thomasson and, upon vote, unanimously carried, the Board approved the 2022 Audited Financial Statements and authorized execution of the Representations Letter, subject to final legal review and receipt of an unmodified opinion letter by the Auditor.

**Delinquent Accounts Hearing:** Director Thomasson opened the public hearing on the Certification of Delinquent Accounts for Arapahoe County. Mr. Beckman notified the Board that the owners of each property for which the District's sewer bill has been delinquent for an amount of \$150 for a period of six months or more was provided notice via certified mail, return receipt requested, of this hearing. No interested party appeared before the Board to object to the certification of their account for collection. There being no comment from the public, either in-person or in writing, the public hearing was closed.

Following discussion and review, upon a motion duly made by Director Rhea, seconded by Director Kemmeries and, upon vote unanimously carried, the Board approved Resolution 2023-10-1 to Certify Delinquent Accounts for collection by the Arapahoe County Treasurer.

Mr. Bakarich further discussed a payment plant request by a Resident, account number 3156004. The Resident requested to be removed from the certified list and authorize a plan in the amount of \$920.20 by November 2, 2023 and the remaining balance will be paid by the end of December. It was noted in the event the resident does not honor the payment plan the District will file a notice of lien and record it against the property so the District will ultimately collect the amount owed.

Following discussion and review, upon a motion duly made by Director Rhea, seconded by Director Kemmeries and, upon vote unanimously carried, the Board approved the payment plan for account number 3156004.

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**OTHER BUSINESS**

None.

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## **RECORD OF PROCEEDINGS**

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### **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 October 18, 2023 at 7:40 p.m.

Respectfully submitted,

By: \_\_\_\_\_  
Secretary for the Meeting