

**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 17, 2025**

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 Tuesday, June 17, 2025 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.

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**ATTENDANCE**

**Directors in Attendance Were:**

Thomas Thomasson  
Scott Kemmeries

Following discussion, upon motion by Director Kemmeries and seconded by Director Thomasson and, upon vote, unanimously carried, the absence of Director Linda Rhea was excused.

**Also In Attendance Were:**

Justin Janca; Public Alliance, LLC  
Timothy J. Flynn, Esq.; Ireland Stapleton Pryor & Pascoe, PC  
Mike Bakarich; Moraine Bakarich CPAs  
Will Raatz; W2 Engineers, LLC

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**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 Kemmeries, seconded by Director Thomasson and, upon vote unanimously carried, the Agenda was approved as presented.

**Minutes:** The Board reviewed the minutes of the May 21, 2025 Regular Meeting.

Following discussion and review, upon a motion duly made by Director Thomasson, seconded by Director Kemmeries and, upon vote unanimously carried, the Board approved the minutes of the May 21, 2025 Regular

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## RECORD OF PROCEEDINGS

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Meeting, as presented.

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**PUBLIC  
COMMENT**

**None.**

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**OPERATIONS**

**Operations Report:** There was no operations report presented.

**Manager's Report:** Mr. Janca presented the Manager's report. Mr. Janca noted that the Oaths of office have been received, filed, and accepted. Doxo payment services were discussed and options to decrease usage potential were considered. Mr. Janca reported that Districtwide mailing has slowed due to a communication breakdown and other options will be explored. Mr. Janca also reported that there were zero new connections made in 2024 and a report will be submitted reiterating such.

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**ENGINEERING**

**Engineering Report:** Mr. Raatz presented the engineering report.

Mr. Raatz reported that the eligibility survey is set to be submitted. The Board discussed the depth of District infrastructure due to local grade and regional topography. Mr. Raatz will provide a scope of design services to be used for design agreement creation.

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**LEGAL MATTERS**

**ADA Compliance Plan:** Attorney Flynn discussed the ADA compliance that should be accessible from every page with the Board. Ms. Schott will draft a final copy for review before posting.

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**FINANCIAL  
MATTERS**

**Accounts Payable:** Mr. Bakarich reviewed the accounts payable list with the Board for the period ending June 17, 2025.

Following discussion, upon motion duly made by Director Kemmeries, seconded by Director Thomasson and, upon vote unanimously carried, the Board ratified approval of the accounts payable, in the amount of \$15,413.58, as presented.

**Financial Statements:** Mr. Bakarich reviewed with the Board the unaudited financial statements for the period ending May 31, 2025. Mr. Bakarich noted that a 2024 budget amendment will not be necessary. He also noted money is being placed in ColoTrust to take advantage of high interest rates. Mr. Bakarich reported that the Firehouse has been transferred to the Church in late April and billing is set to resume. Mr. Bakarich also reported that the

## RECORD OF PROCEEDINGS

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winter readings are complete, and usage increase upped revenue generated by \$4k. A note is to be added to future billings, emphasizing xpressbillpay.com as the only authorized payment provider.

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 May 31, 2025.

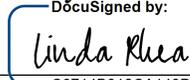
**OTHER BUSINESS**

It was noted that Director Rhea will be placing her house on the market in the coming month. Director Kemmeries noted that he may have a lead on a new director.

**ADJOURNMENT**

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

Respectfully submitted,

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