

**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 16, 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 Wednesday, July 16, 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.

ATTENDANCE

Directors in Attendance Were:

Thomas Thomasson
Scott Kemmeries
Linda Rhea

Also In Attendance Were:

Justin Janca; Public Alliance, LLC
Timothy J. Flynn, Esq.; Ireland Stapleton Pryor & Pascoe, PC
Mike Bakarich; Moraine Bakarich CPAs
Ismael Gomez; Ramey Environmental Compliance, Inc.
Will Raatz; W2 Engineers, LLC
Chris Carroll, Mike Burke and Ray Goettling; interest candidates

**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 Kemmeries and, upon vote unanimously carried, the Agenda was approved as presented.

Minutes: The Board reviewed the minutes of the June 17, 2025 Regular Meeting.

Following discussion and review, upon a motion duly made by Director Kemmeries, seconded by Director Thomasson and, upon vote unanimously carried, the Board approved the minutes of the June 17, 2025 Regular Meeting, as amended.

RECORD OF PROCEEDINGS

Applications for Board Vacancies: The Board deferred discussion.

**PUBLIC
COMMENT**

Mr. Carroll thanked the Board and noted that he is excited to learn about the District.

Mr. Goettling thanked the Board and noted his interest in how the District operates.

Mr. Burke noted that he lives within the District and is interested in a Board position.

OPERATIONS

Operations Report: Mr. Gomez reported that maintenance is at a standstill until the gas line is relocated by Xcel. The line is in the ground and maintenance is expected to resume in the near future.

Manager's Report: Mr. Janca presented the Manager's report. Mr. Janca discussed with the Board the interested candidates and the vetting process involved. Director Thomasson requested clarification of the length of lines maintained by the District. The Board directed staff to post the newsletter to the website after clarification. Director Thomasson requested that Public Alliance create a news page and contact form in addition to posting District email address.

ENGINEERING

Engineering Report: Mr. Raatz presented the engineering report. Mr. Raatz reported that the disconnect form, new connection application, and conveyance agreement have been completed. Mr. Bakarich requested information on whom to send the invoice. Mr. Gomez will gather that information. Mr. Raatz also reported that the Flatirons Inc. survey is completed, and the CAD files have been received.

Mr. Raatz polled the Board on moving into a consulting role during the design of the infrastructure improvement project. The design work would be contracted to a third-party and he would act in an oversight position. The Board agreed and Mr. Raatz will prepare a scope for review.

LEGAL MATTERS

ADA Compliance Plan: Attorney Flynn discussed the ADA compliance procedures and inclusion and exclusions with the Board.

RECORD OF PROCEEDINGS

FINANCIAL MATTERS

Accounts Payable: Mr. Bakarich reviewed the accounts payable list with the Board for the period ending July 16, 2025.

Following discussion, upon motion duly made by Director Kemmeries, seconded by Director Rhea and, upon vote unanimously carried, the Board ratified approval of the accounts payable, in the amount of \$31,855.58, as presented.

Financial Statements: Mr. Bakarich reviewed with the Board the unaudited financial statements for the period ending June 30, 2025. Mr. Bakarich noted that a school tap collection may require a budget amendment. Collections are down but billings are up.

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 June 30, 2025.

Request for Extension of Time to File 2024 Audit: Mr. Bakarich reviewed with the Board.

Following discussion, upon a motion duly made by Director Rhea, seconded by Director Kemmeries and, upon vote unanimously carried, the Board approved the Request for Extension of Time to File 2024 Audit.

OTHER BUSINESS

Director Thomasson provided a synopsis of improvement project and funding pursuit.

Interested candidates were presented with the opportunity to ask questions. Mr. Carroll asked about delineation of responsibilities between the District and Denver Water. Director Thomasson clarified that the District has an agreement in place with Denver Water allowing it to operate as water supplier with District boundaries. The District is only responsible for wastewater infrastructure. Mr. Goettling asked about vacancies and what the Board does. All Board members provided clarification by nothing that the current meeting was a centerpiece of their responsibilities. Mr. Goettling requested an interested candidate form. Mr. Burke thanked the Board for their time and stated he would be submitting a complete questionnaire.

Discussion around the SDA conference and potential attendance.
