

**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
SEPTEMBER 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 Wednesday, September 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.

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
Jim DiPaolo, Ray Goettling, Liv Haugen and Rahul Sinha; Board 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 amended.

Minutes: The Board reviewed the minutes of the July 16, 2025 Regular Meeting.

Following discussion and review, upon a motion duly made by Director Kemmeries, seconded by Director Rhea and, upon vote unanimously carried,

RECORD OF PROCEEDINGS

the Board approved the minutes of the July 16, 2025 Regular Meeting, as amended.

Applications for Board Vacancies: No Action was taken.

**PUBLIC
COMMENT**

None.

OPERATIONS

Operations Report: Mr. Gomez reported that maintenance is 70% complete, with 7000 linear feet remaining. Mr. Gomez noted that road work on Yale is complete. Director Thomasson informed him that the pedestrian underpass under Yale is imminent. Mr. Gomez stated that Ramey Environmental will work around the pedestrian underpass construction as necessary.

Manager's Report: Mr. Janca presented the Manager's report. Mr. Janca discussed with the Board the growth of email distribution lists, sewer repair applications, and certification of delinquent accounts. Director Kemmeries noted that communications to interested candidates needed to be timely to allow for participants to schedule accordingly.

ENGINEERING

Engineering Report: Mr. Raatz presented the engineering report. Mr. Raatz reported that the RFP for design work is under review and will be circulated to potential candidates once additional scope is included and the document finalized. He noted that advertising may begin on September 18, 2025 and run through October 14, 2025. He also noted that the Holly Hills Elementary School Project has yet to begin construction. Ms. Haugen noted that the project is awaiting a storm water permit. Mr. Goettling inquired about the number of manholes in the project area and Mr. Raatz informed him that there are 16 within the project area.

LEGAL MATTERS

Attorney Flynn discussed the upcoming statutory deadlines applicable to the adoption of the District's 2026 budget. He noted that a draft budget will be presented to the Board by October 15, 2025.

Denver Water 2026 Water Rates: Attorney Flynn noted that Denver Water will be increasing rates on January 1, 2026 in an attempt to increase revenue generation by 5.5%. Metro Water Recovery sewer treatment charges to the District will increase approximately 17% in 2026.

**FINANCIAL
MATTERS**

Accounts Payable: Mr. Bakarich reviewed the accounts payable list with the Board for the period ending August 20, 2025.

RECORD OF PROCEEDINGS

Following discussion, upon motion duly made by Director Rhea, seconded by Director Kemmeries and, upon vote unanimously carried, the Board ratified approval of the accounts payable, in the amount of \$84,499.65, as presented.

Mr. Bakarich then reviewed the accounts payable list with the Board for the period ending September 17, 2025.

Following discussion, upon motion duly made by Director Kemmeries, seconded by Director Thomasson and, upon vote unanimously carried, the Board approved the accounts payable, in the amount of \$12,943.84, as presented.

Schedule of Cash Position: Mr. Bakarich reviewed with the Board the schedule of cash position for the period ending August 31, 2025.

Following discussion, upon a motion duly made by Director Kemmeries, seconded by Director Thomasson and, upon vote unanimously carried, the Board accepted the schedule of cash position for the period ending August 31, 2025.

2024 Audit: No discussion was held.

Certification of Delinquent Accounts: Director Thomasson opened the public hearing on the Certification of Delinquent Accounts for the City and County of Denver. Mr. Janca notified the Board that the owners of each property for which the District's sewer bill has been delinquent in an amount of \$150 or more, and 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 Kemmeries, seconded by Director Thomasson and, upon vote unanimously carried, the Board approved Resolution 2025-10-1 to Certify Delinquent Accounts for collection by the City and County of Denver Treasurer.

OTHER BUSINESS

It was noted that Director Rhea will send resignation letter when house sale is finalized and eligibility to serve is discontinued. Director Kemmeries further reiterated the need for timely communication to the community

