

**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
MARCH 18, 2026**

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, March 18, 2026 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
Liv Haugen
Jim DiPaolo

Following discussion, upon motion made by Director DiPaolo, seconded by Director Thomasson and, upon vote, unanimously carried, the absence of Director Chris Carroll 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
Ismael Gomez; Ramey Environmental Compliance, Inc.
And an unidentified member of the Public

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

RECORD OF PROCEEDINGS

Minutes: The Board reviewed the minutes of the February 18, 2026 Regular Meeting.

Following discussion and review, upon a motion duly made by Director Haugen, seconded by Director DiPaolo and, upon vote unanimously carried, the Board approved the minutes of the February 18, 2026 Regular Meeting, as amended.

**PUBLIC
COMMENT**

No public comment.

OPERATIONS

Operations Report: Mr. Gomez reviewed the enclosed operations report reporting that the first inspection of the school’s grease interceptor has been completed. Mr. Gomez noted that the 2026 maintenance program is scheduled to begin in May and will require traffic control plans. He also noted that permitting begins the week following this meeting.

Managers’ Report: Mr. Janca noted that the ESRI issue was resolved with the District maintaining two creator accounts to retain control of the data. He stated a GIS version of the District map has been received, filed, and distributed to the City of Denver per the City’s request, the 2024 Audit has been posted to the District’s website and one repair permit request was received.

Work Order from Flatirons, Inc.: Mr. Janca reported that additional work included in this work order will cover all of project. Additional utility locates will be required at Holly and Yale.

Following discussion, upon a motion duly made by Director DiPaolo, seconded by Director Kemmeries and, upon vote unanimously carried, the Board ratified approval of Work Order and Authorization from Flatirons, Inc.

ENGINEERING

Engineers Report: Mr. Raatz noted that the Flatirons Field work has been completed and the upcoming bid process will be for sets of manholes, eliminating the need for separate drawing sets. Element Engineering is 90% complete with the design work and a Project Needs Assessment should be available for review by the end of the month. It is highly likely the CDPHE process will place the District in the 2027 funding cycle due to the District’s financial health and low priority of the project. The anticipated bid window for the upcoming project is Oct – Jan and may only require permits from Arapahoe County. A completed design is expected in April, but due to the expected timeline of permit issuance, the permitting process will begin soon.

RECORD OF PROCEEDINGS

Mr. Raatz confirmed that Element Engineering has coordinated with Denver Water to include water lines and also noted that geotechnical analysis is experiencing permitting delays.

LEGAL MATTERS

Mr. Flynn noted that Denver Water is expected to declare that its service area is in a Stage 1 drought which means Denver Water will impose water use restrictions immediately and also impose a drought surcharge effective June 1, 2026. The drought surcharge will be imposed on each customer's consumption that is over and above the customers average wintertime consumption usually around 5,000 gallons per month.

FINANCIAL MATTERS

Accounts Payable: Mr. Bakarich reviewed the accounts payable list with the Board for the period ending March 18, 2026.

Mr. Bakarich noted that returned payments were reportedly due to an incorrect address, which had since self-corrected. Those returned payments were re-issued and absent Director's payment had been cancelled. He noted that the ColoTrust account accrued \$8,000 in January interest, but rates were dropping so this amount will see a decrease in future statements

Following discussion, upon motion duly made by Director Kemmeries, seconded by Director Haugen and, upon vote unanimously carried, the Board approved the accounts payable, in the amount of \$32,196.48, as presented.

Financial Statements: Mr. Bakarich reviewed with the Board the financial statements for the period ending February 28, 2026.

Mr. Bakarich noted that collections are tracking higher than in years past and \$42,337 difference is due to capital improvements.

Following discussion, upon a motion duly made by Director DiPaolo, seconded by Director Kemmeries and, upon vote unanimously carried, the Board accepted the financial statements for the period ending February 28/, 2026.

Director Thomasson requested research into moving the District's account to a new bank. Mr. Bakarich recommended changing to Chase Bank due to governmental compatibility. He noted that pricing is the same, but opening the account will require physical signature cards from each Director. He also noted that the District will not be confined to a single branch. No objections were raised, but a resolution is required. Administrative work must be completed before the resolution can be brought before the Board.

