

RECORD OF PROCEEDINGS

MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE HILLCREST WATER AND SANITATION DISTRICT SEPTEMBER 19, 2023

A regular meeting of the Board of Directors of the Hillcrest Water & Sanitation District was held at 7:30 a.m., on Tuesday, September 19, 2023. Due to COVID-19 concerns, this meeting was held virtually via Zoom.

ATTENDANCE: **In attendance were Directors:**

Steve Dymond; President
Neil Pepper; Treasurer
Ken Guckenberger; Secretary
John Haywood; Asst. Secretary/Treasurer
David Wilkins; Asst. Secretary/Treasurer

Also, in attendance were:
Sue Blair; Community Resource Services

CALL TO ORDER / AGENDA APPROVAL:

A quorum was declared, and the meeting was called to order at 7:30 a.m. Following review, the agenda was approved as presented.

DISTRICT OPERATIONS AND MAINTENANCE:

- A. Engineering Report – Ms. Blair reported that the sewer main repair is being scheduled and will be completed before the end of the year.

FINANCIAL ITEMS:

- A. Review and Accept 2022 Audit – Ms. Blair reviewed the 2022 audit with the Board. Director Dymond moved that the Board accept the audit as presented. Upon second by Director Pepper, vote was taken and motion carried unanimously. Ms. Blair will file the audit with the State.
- B. Review and Approve District Claims - The Board reviewed the claims presented for payment represented by check nos. 2104 through 2110 and 2 wire transfer payments to Metro Water Recovery totaling \$38,595.25. Director Dymond moved that the Board approve the payment of claims as presented. Upon second by Director Wilkins, vote was taken, and the motion carried unanimously.

RECORD OF PROCEEDINGS

- C. Review and Approve Financial Statements - Ms. Blair reviewed the financial statements for the period ending August 31, 2023, and the cash position dated September 15, 2023. Director Wilkins moved that the Board approve the financial statements as presented. Upon second by Director Pepper, vote was taken, and the motion carried unanimously.
- D. Public Hearing on 2024 Budget – Ms. Blair reported that proper publication had been made to allow the Board to conduct its public hearing on the proposed 2024 budget. Director Dymond opened the public hearing. There being no public present to comment on the proposed budget, the public hearing was closed. Ms. Blair reviewed the budget with the Board. Final adoption of the budget will be on the December regular meeting agenda.
- E. Review Outfall Line Annual Report – The Board reviewed the annual Outfall Line report that will be sent to the participating districts. No changes were made to the document.
- F. Public Hearing to Certify Delinquent Accounts – Ms. Blair reported that the delinquent customers had been notified of today’s meeting. None of those customers were at the meeting. Ms. Blair reviewed the delinquent accounts and requested that the Board consider adoption of the Resolution that will be sent to Arapahoe County. Director Pepper moved that the Board approve the Resolution as presented. Upon second by Director Guckenberger, vote was taken and motion carried unanimously.

ADMINISTRATIVE ITEMS:

- A. Review and Approve June 20, 2023 Minutes – The Board reviewed the minutes of the June 20, 2023 regular meeting. Director Dymond moved that the Board approve the minutes as presented. Upon a second by Director Pepper, a vote was taken, and the motion carried unanimously.

OTHER BUSINESS: There was none.

ADJOURNMENT:

There being no further business to come before the Board, the meeting was adjourned at 7:38 a.m.

RECORD OF PROCEEDINGS

The next regular meeting will be held on Tuesday, December 19, 2023, at 7:30 a.m. Notice of the said meeting will be provided in accordance with statute.

Respectfully submitted,

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Secretary for the Meeting