

RECORD OF PROCEEDINGS

MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE HILLCREST WATER SANITATION DISTRICT DECEMBER 15, 2020

A regular meeting of the Board of Directors of the Hillcrest Water & Sanitation District was held at 7:30 a.m., on Tuesday, December 15, 2020. Due to COVID-19 concerns, this meeting was held virtually via Zoom.

ATTENDANCE: **In attendance were Directors:**

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

Also, in attendance were:

Sue Blair; Community Resource Services
Marcos Pacheco; Community Resource Services
Lisa Schwein, P.E., Kennedy Jenks

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. Update Regarding Participating District Actions – Ms. Blair reported that Devonshire continues to inspect for sump pumps connected to the sanitary sewer system. COVID has slowed the progress. Cherry Hills Village Sanitation District and Cherry Hills North Metropolitan District have not commenced sewer pump inspections.
- B. Update 2020 Outfall Line Maintenance – Ms. Schwein reported that the videotaping and cleaning of the Outfall Line is complete. There are 2 services that need to be opened. One is almost partially blocked at 4081 S. Dahlia Street. The other service is partially blocked by some CIPP liner that was not properly trimmed and mineral encrustation has gotten worse over the last 4 years. This address is 23 Sedgwick Drive. C&L Water Solutions submitted a proposal to the work in the total amount of \$4,150. Traffic control would be an additional \$850 per day. Director Guckenberger moved that the Board approve the additional work. Upon second by Director Dymond, vote was taken, and motion carried unanimously.

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In addition, there is approximately 2,560 linear feet of additional sewer main that should be jetted. The total estimated contract amount approved by the Board was \$14,457.20. If DES performs the additional work, the total for all work is \$8,928.25. Director Guckenberger moved that the Board approve the additional jetting. Upon second by Director Dymond, vote was taken, and motion carried unanimously.

Ms. Schwein was authorized to coordinate and schedule the additional work.

- C. Denver First Church of the Nazarene - Inclusion – Ms. Schwein prepared a capacity analysis with the Board. In her opinion, there is sufficient capacity to service the 4 lots if sold and developed, with minimal effect on flows. Ms. Blair reported that the real estate agent reported that they are pursuing the exclusion of the property out of Cherry Hills Village Sanitation District and is working toward inclusion of the property into Hillcrest.

FINANCIAL ITEMS:

- A. Review and Approve District Claims - The Board reviewed the claims as presented for payment represented by check nos. 1954-1965 totaling \$15,032.88, also there was a bank transfer for Metro Wastewater Reclamation District in the amount of \$33,317.50. Director Guckenberger moved that the Board approve the payment of claims as presented. Upon second by Director Dymond, vote was taken, and the motion carried unanimously.
- B. Review and Approve Financial Statements - Ms. Blair reviewed the financial statements for the period ending November 30, 2020, and the cash position dated December 10, 2020. Director Pepper moved that the Board approve the financial statements as presented. Upon second by Director Wilkins, vote was taken, and the motion carried unanimously.
- C. Public Hearing – 2021 Budget – Ms. Blair reported that proper publication had been made to allow the Board to conduct the public hearing on the proposed 2021 budget. Director Dymond opened the public hearing. There being no public comment received; the public hearing was closed. Ms. Blair reviewed the budget in detail with the Board. Director Guckenberger moved to adopt the 2021 budget as presented, certify a zero mill levy to Arapahoe County, and that the Board appropriate the 2021 expenditures. Upon second by Director Wilkins, vote was taken, and motion carried unanimously. Ms. Blair will file the adopted budget with DOLA in accordance with statute.

ADMINISTRATIVE ITEMS:

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- A. Review and Approve September 15, 2020, Minutes – The Board reviewed the minutes of the September 15, 2020, meeting. Director Dymond moved that the Board approve the minutes as amended, correcting the spelling of Director Wilkins name. Upon a second by Director Pepper, a vote was taken, and the motion carried unanimously.
- B. Annual Administrative Resolution – Ms. Blair reviewed the Resolution with the Board. Under #17, the Board changed the posting location for the District to the telephone pole at Happy Canyon and Quincy. This location would be used in the event meetings would not be able to be posted electronically. There were a few clerical errors that were corrected. Director Dymond moved that the Board approved the Resolution as amended. Upon second by Director Pepper, vote was taken, and motion carried unanimously.

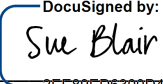
OTHER BUSINESS: There was none.

ADJOURNMENT:

There being no further business to come before the Board, the meeting was adjourned at 8:35a.m.

The next regular meeting will be held on Tuesday, March 16, 2021, at 7:30 a.m. Due to the COVID-19 pandemic, the meeting will be held as a virtual meeting. Notice of the March meeting will be provided in accordance with statute.

Respectfully submitted,

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Secretary for the Meeting