

RECORD OF PROCEEDINGS

MINUTES OF THE SPECIAL MEETING OF THE BOARD OF DIRECTORS OF THE MANSFIELD HEIGHTS WATER AND SANITATION DISTRICT

HELD

OCTOBER 15, 2020, 3:00 P.M., WAS HELD VIRTUALLY VIA ZOOM.

ATTENDANCE:

The special meeting of the Board of Directors of the Mansfield Heights Water and Sanitation District was called and held, as shown, in accordance with Colorado law. The following directors were in attendance:

Richard Fullerton
David Brenman
Candice Goldstein
William Klingensmith

Also present were:

Sue Blair; Community Resource Services of Colorado, LLC
Marcos Pacheco, Community Resource Services of Colorado, LLC

DIRECTOR'S ITEMS

Call to Order. Director Fullerton chaired the meeting and noted a quorum of the Board was present and therefore called the meeting to order at 3:06 p.m. Upon motion duly made, seconded, and unanimously carried.

Agenda. Upon motion duly made by Director Fullerton seconded by Director Goldstein, and upon vote unanimously carried, the Board approved the agenda, as presented.

APPOINTMENT OF DIRECTOR

Candidate Graham Hollis introduced and provided a history regarding himself to the Board. Upon motion duly made by Director Fullerton, and upon vote unanimously carried, the Board approved the appointment of Graham Hollis. Sue Blair administered Mr. Hollis' oath of office.

SYSTEM MAINTENANCE:

Update on Communication with Participating Districts: Ms. Blair reported that Devonshire has suspended its sewer inspections due to COVID. Pursuant to their manager, they do plan to finish the inspections next year. There has been no movement by Cherry Hills San or Cherry Hills North to implement sump pump inspections to her knowledge. The Directors discussed possible options to force all participating districts to require sump pump inspections.

Taps North of Mansfield: Ms. Blair reported that a homeowner north of Mansfield had called Cherry Hills San as they were experiencing a sewer backup. Cherry Hills San had been billing this service and sent a crew to investigate. The tap where they thought the home was connected to Cherry

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Hills Sanitation main was totally clogged. A company came out to clear the line and discovered it was not the tap serving the home, and found a second tap on the property that tied to a Mansfield line. Ms. Blair will provide additional information when received from Cherry Hills San regarding tap fees paid, billing, etc. Also, Mansfield's engineer will be doing a dye test to determine that the tap is in fact tied to a Mansfield main.

2021 Recommended Maintenance. Ms. Blair reviewed the 2021 recommendations for maintenance. The District's engineer is recommending lining the 300' run with the hole in it and rehab all 4 manholes. The total cost is estimated at \$38,500. C&L Water Solutions would perform the work. Director Brenman moved that the Board proceed with the recommended maintenance work. Upon second by Director Goldstein, vote was taken and motion carried unanimously.

FINANCIAL MATTERS:

Claims. Ms. Blair reviewed the claims presented for approval represented by check nos. 2316 - 2321, totaling \$10,098.12. Following review, upon motion duly made by Director Fullerton, seconded by Director Goldstein, and upon vote unanimously carried, the ratification and approval of the claims respectively, was approved, as presented.

Unaudited Financial Statements. Ms. Blair reviewed the cash position summary dated October 9, 2020, and the Financial Statements for the period ending September 30, 2020. The Board accepted the Financials Statements as presented.

2021 Budget Hearing. Chairman Fullerton opened the public hearing to consider the proposed 2021 Budget and discuss related issues.

It was noted that publication of Notice stating that the Board would consider adoption of the 2021 Budget and the date, time and place of the public hearing was made in a newspaper having general circulation within the District. No written objections were received prior to this public hearing. No public comments were received, and the public hearing was closed.

Ms. Blair reviewed the 2021 proposed budget with the Board.

Following discussion, the Board considered the adoption of the Resolution to Adopt the 2021 Budget and Appropriate Sums of Money and Set Mill Levies (for the General Fund at 0.000 mills, for a total mill levy of 0.000 mills).

Upon motion duly made by Director Fullerton, seconded by Director Goldstein and, upon vote, unanimously carried, the Resolution was adopted, as discussed, and execution of the Certification of Budget and Certification of Mill Levies was authorized, subject to receipt of final Certification of

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Assessed Valuation from the County on or before December 10, 2020. Ms. Blair was authorized to transmit the Certification of Mill Levies to the Board of County Commissioners of Arapahoe County and the Division of Local Government, not later than December 15, 2020. Ms. Blair was also authorized to transmit the Certification of Budget to the Division of Local Government not later than January 30, 2021.

Certifying Delinquent Accounts Public Hearing. Chairman Fullerton opened the public hearing to certify the delinquent accounts.

It was noted that those homeowners being certified were notified of the hearing and their delinquency via certified mail. No homeowners were present and no public comments were received and the public hearing was closed.

Director Fullerton moved to approve the certification of the listed homeowners as delinquent and to submit the list to the county for collection. Upon a second, by Director Goldstein, a vote was taken, and the motion carried unanimously.

ADMINISTRATIVE MATTERS:

2021 Administrative Resolution. Ms. Blair presented the 2021 Annual Administrative Resolution to the Board for approval. Following review, upon motion duly made by Director Fullerton, seconded by Director Goldstein, and upon vote unanimously carried, the 2021 Annual Administrative Resolution was approved, as presented.

Minutes. Following review, upon motion duly made by Director Fullerton, seconded by Director Goldstein, and upon vote unanimously carried, the October 17, 2019, minutes were approved as presented.

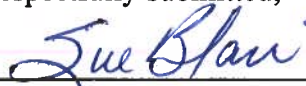
OTHER BUSINESS:

None presented.

ADJOURNMENT:

There being no further business to come before the Board, the meeting was adjourned at 5:10 p.m.

Respectfully submitted,



Secretary for the Meeting