

**CHERRY HILLS HEIGHTS  
WATER AND SANITATION DISTRICT  
BOARD OF DIRECTORS – MEETING MINUTES**

**Date:** Tuesday, January 12, 2021

**Time:** 5:00 – 7:00 pm

**Location:** Virtual Meeting on Ring Central

**Board Members Present:** John Ashworth (President), Jonah Staller (Secretary), Cam Keshavarz (At-Large)

**Residents/Audience:** None

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**MEETING CALLED TO ORDER:** at 5:10 pm. Jonah Staller volunteered to take minutes.

**REVIEW OF MINUTES:** December 7, 2020 meeting minutes: John moved to approve, Cam seconded. Approved unanimously.

**TREASURER’S REPORT:**

1. **Presentation of Bills.** Members reviewed the list of bills approved and paid for the period December 8, 2020 through January 12, 2021 (**see attached**). Three checks were issued totaling \$331.50. Electronic withdrawals and phone payments totaled \$800.88. Amounts were for various items including legal fees, landscape maintenance and mowing, snow removal, Xcel Energy charges (related to park irrigation system), water charges, and bank fees.

**OLD BUSINESS:**

1. **Status – Transparency Notice.** Toby emailed a draft notice to the Board. **Action:** Jonah will review and edit as needed. The plan is to email the notice to neighbors by Friday January 15, 2021 and post it to the Special District Association website as well.
2. **Status – Resolution to adopt the budget, appropriate funds, and set the corresponding mill levy. Status – certification of mill levy.** John and Jonah signed the resolution, and Toby certified the mill levy to the County by the December 15, 2020 deadline. Toby also has filed a certified copy of the 2021 budget with the Colorado Department of Local Affairs, so we have met the January 31, 2021 deadline for that filing as well.
3. **Status – District rules for sewer connections.** Jonah has continued to work on the rules. He’s making progress, but it has been challenging. **Action:** Jonah will continue his work.
4. **Status – District Website.** In response to comments, Melissa revised her outline and has asked for Board input on priorities. Jonah indicated he needs more information before providing further feedback. **Action:** Jonah will reach out to Melissa.
5. **Status – Hampden Wall Process.** Cam said he and Melissa will be meeting to discuss final dollar projections. After that, Cam plans to draft a survey with five or six questions to determine interest in building the wall. He hopes to get this out to neighbors on Survey Monkey in January. He will provide a draft to the rest of the Board before sending the survey out. If there’s a reasonable response, Cam will then schedule a Zoom call in February to do a question and answer session.
6. **Status – Trees on University.** Jonah reported that the District’s insurance will cover most of the costs to replace six dead trees. These trees were killed by early and late frosts in 2019 and 2020. The Board needs to decide who to tap for the work and what trees should replace the dead ones. **Action:** John volunteered to do further investigation regarding possible species to use and will share his research with the Board.

7. **Status – Snow removal for 2020-2021.** Jonah reported that the contractor was plowing the wrong side of the street. Jonah and Katty Staller met with the owner of Denver Sprinkler and got things straightened out for future plowing.
8. **Status – Inspection reimbursement – Whitaker.** Toby has received reimbursement from Carol Whitaker.

**NEW BUSINESS:**

1. **Upcoming Deadlines.** The transparency notice must be posted on the Special District Association website by January 15, 2021. A certified copy of the budget must be filed with the Division of Local Government by January 31, 2021. This has been done. The request for exemption from audit must be filed with the State Auditor by March 31, 2021.
2. **Status – Filing of certified copy of budget with the Division of Local Government.** As noted, this has been done.
3. **Status – 2021 Insurance Policy. Action:** Jonah will check with our insurer to see if the revised policy has been issued.
4. **Other business.** None.
5. **Visitor comments/remarks.** None
6. **Adjourn.** The meeting was adjourned at 5:40 pm

**-- END OF MEETING MINUTES --**

**Cherry Hills Heights Water & Sanitation District**

**Treasurer's Report**

**For the period of December 8, 2020 through January 12, 2021**

**Checks Issued (\$):**

- 1) #731 – Jonah Staller - **\$37.50** (Javier Perez Reimb – Park Maint.)
- 2) #732 – American Arbor Care - **\$250.00** (12/9/20 Winter Tree Watering)
- 3) #733 – Collins Cockrel & Cole - **\$44.00** (November Legal Fees)

**Electronic Withdrawals & Phone Payments (\$)**

- 1) Online Payments to Denver Sprinkler:
  - a. **\$0.00** – \$165.00 charge VOIDED due to wrong service address (12/13/20) [19254]
  - b. **\$165.00** – for snow removal on 12/15/20 [19369]
  - c. **\$165.00** – for snow removal on 1/10/21 [19465]
- 2) Denver Water
  - a. **\$454.72** on 11/12/20 for Sept/Oct water bill (Park)
- 3) Xcel Energy – Electronic Bank Payments – **\$11.16** (Nov/Dec Bill)
- 4) US Bank – Bank Fees - **\$5.00** (December Fees)

**Deposits - \$281.24:**

- 1) **\$280.84** – Reimbursement for Engineering Costs for 3385 S Clayton Sewer Review
- 1) **\$0.40** – Interest received on Bank Deposits – US Bank