**Notice pursuant to Section C.R.S. 24-6-401+ of the Colorado Open Meetings & Open Records Laws is Hereby Given:** That the Directors of Hoover Hills Water and Sanitation District will hold a public hearing at the District Web Conferencing Link on Tuesday, January 17, 2023, at which meeting the Board will take up regular business of the District and any other matters as may come before the Board. These meetings are open to the public.

Further information can be secured by contacting the District Manager at 720-432-6322.

|  |  |  |  |
| --- | --- | --- | --- |
| Board of Directors: | Office | Term/Expiration | Attendees |
| Tania Ertl | Secretary | 3-Year Term 2023 |  |
| David Williams | President | 3-Year Term 2025 |  |
| Emelita Gagne | Director | 3-Year Term 2023 |  |
| Michael Waggoner | Director | 3-Year Term 2025 |  |
|  | Vice President |  |  |
| Cade Bertrand | District Manager & ORC |  |  |
| Quorum required for assembly  C.R.S. Title 32. Special Districts § 32-11.5-204 (b)(I) A majority of the directors shall constitute a quorum for the transaction of business by the board unless a different number is set by resolution of the board at the annual meeting. | | |  |

**AGENDA**

**REGULAR MEETING:** called to order by:Choose an item. at

ADMINISTRATIVE MATTERS

* + Discuss and approve the agenda for the Tuesday, January 17, 2023 Meeting

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| --- | --- | --- |
| Motion to approve the agenda |  | Made by: Choose an item.  Seconded by: Choose an item.  Choose an item. |

* + Review and approve the Minutes of the Monday, December 19, 2022 District Board Meeting

|  |  |  |
| --- | --- | --- |
| Motion to approve the Minutes |  | Made by: Choose an item.  Seconded by: Choose an item.  Choose an item. |

* + District Manager Photo
    1. Discuss adding to: https://www.hhwsd.org/district-manager
  + Board attendance review and confirm payment reconciliation
  + Discuss 3rd Tuesday meeting cadence. Digital calendar appointment didn’t track to the PDF calendar document.
  + Update Rates Webpage: <https://www.hhwsd.org/rates>
  + Review and approve Annual Administrative Resolution
  + Election:
    1. Planned call for nominations January 22, 2023
    2. Self-Nomination Deadline: February 24, 2023
    3. Regular election date: May 2, 2023
  + February Contract Renewal

FINANCIAL MATTERS

* + Review missed and corrected TW Sumit and streamline invoice via an off-cycle payment
  + Review and approve the payment of claims through the period ending Sunday, January 15, 2023.
    1. Checks will go out on Thursday, January 19, 2023
    2. Review account activity since prior meeting

|  |  |  |
| --- | --- | --- |
| Motion to approve the payment of claims |  | Made by: Choose an item.  Seconded by: Choose an item.  Choose an item. |

* + Review and accept the unaudited financial statements for the period ending Saturday, December 31, 2022.

|  |  |
| --- | --- |
| Motion to accept the unaudited financial statements | Made by: Choose an item.  Seconded by: Choose an item.  Choose an item. |

* + Discuss Badger 1” Meter order: Supply chain
  + Review Water & Sanitation charges from City of Boulder and billings to homeowners
  + Review AR aging report

OPERATIONS

* + Testing/sampling results
  + November 3x1” replacement meter order was misplaced by Badger Thay didn’t hit their January 6th delivery deadline and we are reinitiating the process. Waiting on promise to date confirmation.
  + Non-revenue water (NRW): 24% Average for 2022
    1. 4 of the last 11 years negative NRW: Errors in master meters
       1. California Urban Water Conservation Council identified a 10 percent benchmark for non-revenue water.
       2. According to the World Bank, globally, the level of Non-Revenue Water is between 30 and 35%. In some areas it is as high as 50–60%.
       3. The International Energy Agency has estimated that 34% of all water worldwide becomes non-revenue water.
    2. Mitigations
       1. Drones/areal maps for indications of leaks
       2. municipal leak detection services
          1. Acoustic methods
          2. Thermal methods

CUSTOMER RELATIONS



OTHER BUSINESS

1. Vacant Board seat

ADJOURNMENT

|  |  |
| --- | --- |
| Motion to adjourn | Made by: Choose an item.  Seconded by: Choose an item.  Choose an item. |

**THE NEXT REGULARLY SCHEDULED MEETING** WILL BE HELD ON **Tuesday, February 21, 2023** @ 6:45 P.M. Via Web Conferencing. (https://us02web.zoom.us/j/4915934395)