

# RECORD OF PROCEEDINGS

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MINUTES OF THE REGULAR MEETING OF THE BOARD  
OF DIRECTORS

OF THE

COLUMBINE WATER & SANITATION DISTRICT

Held: December 4, 2015 at 7:30 a.m. at 17 Fairway Lane,  
Littleton, Colorado.

Attendance:

A regular meeting of the Board of Directors of the Columbine Water & Sanitation District was scheduled in compliance with the laws of the State of Colorado, with the following directors in attendance:

Steven Nichols  
Paul Robinson  
Steve Reister  
Brian Mackay

Director Schiller was absent (*absence excused*)

Also present were: Pat Fitzgerald, District Manager, and Ed Icenogle, Icenogle Seaver Pogue, P.C.

Call to Order:

Director Nichols, noting the presence of a quorum, called to order the regular meeting of the Board of Directors of the Columbine Water & Sanitation District.

Director Matters/Disclosure  
Matters:

None.

Approval of/Additions  
To/Deletions From the Agenda

After review and discussion, and upon motion, second and unanimous vote, the Board approved the agenda as presented.

Public Comment For Matters  
Not on Agenda:

There were no public comments regarding items not on the agenda.

Approval of Minutes:

After discussion, upon motion of Director Reister and second of Director Robinson, the Board unanimously approved the August 7, 2015 special meeting minutes for the Columbine Water & Sanitation District.

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November 3, 2015 Election: The Board reviewed the results of the TABOR election vote, by which district voters authorized an additional levy for operations upon the retirement of the district's debt levy, thus allowing for creation of a needed capital and reserve fund, without increase in the district's overall mill levy.

Legal Matters – Annual Administrative Resolution: Mr. Icenogle presented the Board with a resolutions adopting administrative, operational, election, meeting, directors, officers and related items for the calendar year 2016. Following Mr. Icenogle's presentation, after discussion and review, upon the motion of Director Robinson and second of Director Mackay the Board voted unanimously to approve the 2016 Annual Administrative Resolution including the election of the following officers for each Board of Directors:

President/Chairman: Lee E. Schiller  
Secretary: Paul Robinson  
Treasurer: Stephen A. Reister  
Assistant Secretary: Steven Nichols  
Assistant Secretary: Brian Mackay

Legal Matters – 2016 Election Resolution: After presentation by Mr. Icenogle and upon motion by Director Robinson, second by Director Reister and unanimous vote, the Board approved the 2016 Regular Special District Election Resolution for the Columbine Water and Sanitation District.

Increase in Fees The Board decided that no imposition or increase in customer fees was appropriate.

2016 Budget Hearing and Action: Director Nichols opened a public hearing on the District's budget, as proposed for 2016 and as discussed at prior Board meetings. The Board reviewed the budget, as proposed. No member of the public appeared to be heard in connection with the budget. Whereupon, upon motion, second, and unanimous vote, the hearing was closed.

Upon the motion of Director Robinson and second of Director Nichols, the Board took up consideration of a resolution for its 2015 budget. The Board voted unanimously to adopt the resolution, approve its 2015 budget and appropriate the funds thereto.

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Upon the further motion of Director Robinson and second of Director Mackay, the Board voted unanimously to certify operating and debt mill levies as presented in its adopted budget resolution.

### Financial Matters:

#### Financial Statement and Claims:

Mr. Fitzgerald reviewed with the Board claims for payment in the last quarter. Upon motion of Director Nichols and second of Director Robinson, the Board unanimously approved the claims.

### 2015 Auditor Engagement:

Mr. Fitzgerald presented an audit engagement for preparation of the audited financial statements for 2015 for the Board's approval. After discussion and review, and upon motion of Director Mackay and second of Director Robinson, the Board unanimously approved the engagement of the 2015 Auditor as presented.

### 2016 Legal Counsel engagement:

Mr. Icenogle presented an engagement for legal services for 2016 for the Board's approval. Following discussion, upon motion by Director Mackay and second of Director Reister, the board approved the engagement for 2016 legal services.

### Other Business:

#### Lining of District Mains:

Mr. Fitzgerald advised that some of the district's concrete mains are deteriorating, and indicated he will bring to the Board in 2016 a plan for lining in place some of that pipe.

### Adjournment:

There being no further business to come before the Board, and upon motion of Director Nichols, second of Director Robinson and unanimous vote, the meeting was adjourned.

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Secretary of the Meeting