

# 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 5, 2014 at 8:00 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:

Lee Schiller  
Steven Nichols  
Paul Robinson  
Steve Reister (*arrived when indicated*)

It was noted that there is currently one Board vacancy.

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

**Call to Order:**

President Schiller, 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 Nichols and second of Director Robinson, the Board unanimously approved the September 5, 2014 regular meeting minutes for the Columbine Water & Sanitation District.

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## Legal Matters:

Vacancy on Board:

It was noted that the Board of Directors has one vacancy, and the directors discussed identifying candidates and encouraging people to consider service on the Board.

2015 Annual Resolution/  
Election of Officers:

At the recommendation of Mr. Icenogle, the Board considered election of officers and approval of an Annual Resolution for various statutory compliance matters. Upon the motion of President Schiller and second of Director Reister, the Board voted unanimously the election of its officers for 2015 as follows:

President/Chairman:	Director Schiller
Treasurer:	Director Reister
Secretary:	Director Robinson
Assistant Secretary:	Director Nichols

## 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. President Schiller opened a public hearing on the District's budget, as proposed for 2015 and as discussed at the prior Board meeting, September 5, 2014. 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.

2015 Budget Hearing and  
Action:

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.

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

Director Reister arrived at the meeting.

## Other Business:

Audit Engagement:

Upon the motion of Director Nichols and second by Director

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- Legal Services Engagement: Reister, the Board voted unanimously to engage Simmons & Wheeler to conduct the District's 2014 audit. Upon the motion of Director Nichols and second by Director Robinson, the Board voted unanimously to continue to engage Icenogle Seaver Pogue, P.C. for provision of 2015 legal services.
- Website Development: Mr. Fitzgerald updated the Board regarding website development and hosting services for the District. Upon the motion of Director Nichols and second by Director Reister, the Board voted unanimously to direct Mr. Fitzgerald to proceed with website development and hosting services with the State Internet Portal Authority (SIPA), at no cost to the District. Mr. Fitzgerald noted that there would be site updating costs incurred from time to time under the District's management agreement.
- District Financial Matters: The Board discussed the financial condition of the District. It was noted that its debt mill levy ends in 2015 and that projections show its operational levy as inadequate to maintain present reserves or to assure accrual of future reserves for needed system updates and improvements. Therefore, the Board directed that its meetings in 2015 include detailed analysis and discussion of methods and actions to address maintaining appropriate financial strength of the District.
- Adjournment: There being no further business to come before the Board, and upon motion, second and unanimous vote, the meeting was adjourned.

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Secretary of the Meeting