

# RECORD OF PROCEEDINGS

---

---

## MINUTES OF THE SPECIAL MEETING OF THE BOARD OF DIRECTORS

OF THE

COLUMBINE WATER & SANITATION DISTRICT

Held: April 10, 2015 at 8:00 a.m. at 17 Fairway Lane, Littleton, Colorado.

Attendance:

A special 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*)

Also present were: Pat Fitzgerald, District Manager, Jennifer L. Ivey, Icenogle Seaver Pogue, P.C. and Andy Larson (*arrived when indicated*)

Call to Order:

President Schiller, noting the presence of a quorum, called to order the special meeting of the Board of Directors of the Columbine Water & Sanitation District.

Director Matters/Disclosure Matters:

It was noted that there is currently one Board vacancy.

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 December 5, 2014 regular meeting minutes for the Columbine Water & Sanitation District.

# RECORD OF PROCEEDINGS

---

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.

Affirmation of Posting Place: After discussion, upon motion of Director Nichols and second of Director Robinson, the Board unanimously affirmed the posting location for notice of public meetings in accordance with Section 24-6-402(2)(c), C.R.S. as set forth in the District's 2015 Annual Administrative Resolution.

*Director Reister joined the meeting*

## 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.

2014 Audited Financial Statements: Mr. Fitzgerald noted that the audit of the 2014 financial statements for the District were transmitted to the members of the Board prior to the meeting for review. Ms. Ivey stated that she has reviewed the audit and the representation letter and was satisfied with the form of representation letter. After discussion and review, and upon motion of Director Nichols and second of Director Robinson, the Board unanimously approved the audit of the 2014 financial statements and directed that they be filed in accordance with Colorado law.

District financial overview and decreasing reserve fund: President Schiller reviewed with the Board the District's current financial forecast including the shortfall in the operating account and attendant diminishment of the reserve fund coupled with the need for large scale capital improvements to the District's systems. After review and discussion the Board directed legal counsel to prepare a ballot question and election resolution for consideration of the Board at its next meeting to hold a TABOR election in November 2015 which would allow the District to continue the total combined mill levy at the now current rate after the debt service mill levy discontinues this year.

*Mr. Larson joined the meeting*

# RECORD OF PROCEEDINGS

---

## Other Business:

Proposed Addendum to  
Englewood Connector's  
Agreement:

Mr. Fitzgerald stated that this matter is not yet ready for formal consideration by the Board. The Board tabled the matter to its next meeting.

Proposed IGA for Sewer  
Service to 5100 W.  
Christensen Lane:

Mr. Fitzgerald and Ms. Ivey reviewed with and described to the Board the proposed Intergovernmental Agreement between the District, Platte Canyon Water and Sanitation District and Southwest Metropolitan District which would allow sewer service to be provided to 5100 W. Christensen Lane. It was explained that the property is located within the boundaries of the Platte Canyon Water and Sanitation District, but that no Platte Canyon Water and Sanitation District sanitary sewer lines are in the vicinity of the property. The District, however, has a sewer line that runs through the property and connects to the Southwest Metropolitan District through a pre-existing arrangement that was entered into for the purposes of serving the Coventry Development. The District has adequate capacity in the sewer line for service to the property and would be paid a tap fee. Ms. Ivey noted that the only downside of the arrangement is that without including the property into the District's boundaries no property taxes would be collected from the property, but that the impact was de minimis and amounted to about a couple hundred dollars a year. After discussion and review, and upon motion of Director Nichols and second of Director Robinson, the Board unanimously approved the Intergovernmental Agreement subject to final revisions satisfactory to Mr. Fitzgerald and Ms. Ivey.

Mr. Fitzgerald further explained that the proposed development of this property would necessitate relocation of the District's sanitary sewer line and that the developer has proposed to do so with no cost to the District and no impact on the level of service provided through the District's line. After discussion and review, and upon motion of Director Nichols and second of Director Robinson, the Board unanimously approved the relocation conditioned upon the District incurring no expenses, no impacts on the service provided to customers and that the relocation be done in a manner satisfactory to Mr. Fitzgerald and Ms. Ivey.

*Mr. Larson departed the meeting*

# RECORD OF PROCEEDINGS

---

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.

---

Secretary of the Meeting