

# RECORD OF PROCEEDINGS

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

OF THE

COLUMBINE WATER AND SANITATION DISTRICT

Held: Wednesday, September 28, 2022, at 7:30 a.m., at Toast,  
2630 West Belleview Avenue, Suite 100, Littleton, Colorado.

### Attendance:

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

Lee E. Schiller, President  
Steve A. Reister, Treasurer  
Steven Nichols, Assistant Secretary

The following directors were absent:

Paul M. Robinson, Secretary  
Brian Mackey, Assistant Secretary

Also present were: Cynthia Lane, District Management; and  
Jennifer L. Ivey, Icenogle Seaver Pogue, P.C.

### Call to Order:

Director Schiller, noting the presence of a quorum, called to order the special meeting of the Board of Directors of the Columbine Water and Sanitation District at 7:35 a.m.

### Director Matters/Disclosure Matters:

Ms. Ivey advised the Board that pursuant to Colorado law, certain disclosures by the Board members may be required prior to taking official action at the meeting. The Board then reviewed the agenda for the meeting, following which each Board member confirmed the contents of any written disclosure previously made, stating the fact and summary nature of any matters, as required under Colorado law, to permit official action to be taken at the meeting.

Director Nichols noted that he has an ownership interest (50%) in his residence at 32 Niblick Lane and his son, Steven P. Nichols, has begun working for Taylor Morrison and therefore

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he believes he has a personal conflict of interest regarding any matters related to Taylor Morrison.

A written disclosure of these interests had been filed with the Secretary of State and the Board prior to the meeting.

Approval of/Additions  
To/Deletions From the Agenda:

There were no changes to the agenda.

Public Comment For Matters  
Not on Agenda:

None.

Approval of Minutes -  
April 1, 2022 Special  
Meeting Minutes:

After review and discussion, upon motion by Director Reister, second by Director Nichols, and unanimous vote, the Board approved its April 1, 2022 special meeting minutes, as presented.

Legal Matters:

None.

Financial Matters -  
Consider Approval of  
Claims:

Ms. Lane reviewed the interim and current claims with the Board. After review and discussion, upon motion by Director Nichols, second by Director Reister, and unanimous vote, the Board ratified the approval of the interim claims and approved the current claims from June 2022 through September 2022 in the amount of \$38,331.78. It was noted that claims from April and May 2022 have not been presented for ratification and will be presented at the December 8, 2022 special meeting.

Consider Acceptance of  
Unaudited Financial  
Statements:

Ms. Lane reviewed the unaudited financial statements ending August 31, 2022 with the Board. After review and discussion, upon motion by Director Nichols, second by Director Reister, and unanimous vote, the Board accepted the unaudited financial statements ending August 31, 2022, as presented.

2023 Maintenance  
Recommendations:

Ms. Lane reviewed the 2023 maintenance recommendations with the Board. Ms. Lane specifically noted some maintenance recommendations related to the rehabilitation of District manholes to prevent future failures/maintenance. Ms. Lane stated that she and Mr. Hand will provide a more detailed recommendation related to this in early 2023. Discussion among the Board of Directors ensued. After review and discussion,

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upon motion by Director Reister, second by Director Nichols, and unanimous vote, the Board accepted the 2023 maintenance recommendations, as presented.

2023 Draft Budget &  
Narrative:

Ms. Lane reviewed with the Board the 2023 draft budget and narrative. No specific direction for revisions were provided at this time. Discussion among the Board of Directors ensued. The Board directed that the public hearing on the 2023 budget would be held at 4:00 p.m. on December 8, 2022.

Manager's Items -  
Valley Sanitation District:

Ms. Lane provided an update to the Board regarding the agreement with Valley Sanitation District and reviewed the following information which was included in the meeting packet:

Annual Invoice for  
Capital Cost  
Construction Allocation:

Ms. Lane reviewed the annual invoice for capital cost construction allocation from Valley Sanitation District with the Board. Payment of this invoice is included in the annual budget.

Annual Report:

Ms. Lane reviewed the annual report for Valley Sanitation District with the Board.

Denver Water Rate  
Increases:

Ms. Lane reviewed the Denver water rate increases with the Board. Discussion among the Board of Directors ensued.

Other Business:

Ms. Lane discussed with the Board the Arcadia Creek development which is estimated at 26 homes and is located within the boundaries of Platte Canyon but cannot easily connect to its sewer system without a lift station. The request that is currently being contemplated is to connect to the Columbine Water and Sanitation District sewer system for extraterritorial service. The Board discussed the need for ongoing payments for capital improvement and maintenance costs attributable to these homes. The Board directed staff to work with Plate Canyon and the developer to bring a more formal proposal to the Board at its December 8, 2022 meeting and requested that all District costs be covered by the developer.

Adjournment:

There being no further business to come before the Board, and upon motion by Director Nichols, second by Director Reister, and unanimous vote, the meeting was adjourned at 8:30 a.m.

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Secretary of the Meeting