

RECORD OF PROCEEDINGS

MINUTES OF THE SPECIAL MEETING OF THE BOARD OF DIRECTORS

OF THE

COLUMBINE WATER AND SANITATION DISTRICT

Held: Wednesday, April 5, 2023, 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
Paul M. Robinson, Secretary
Steven Nichols, Assistant Secretary

The following directors were absent (absence excused):

Steve A. Reister, Treasurer

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 no longer works for Taylor Morrison and therefore he no longer believes he has a personal conflict of interest

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regarding any matters related to Taylor Morrison.

Ms. Ivey advised that written disclosure of these interests had been filed with the Secretary of State and the Board at least seventy-two hours 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 -
December 8, 2022 Special
Meeting Minutes:

After review and discussion, upon motion by Director Robinson, second by Director Nichols, and unanimous vote, the Board approved its December 8, 2022 special meeting minutes, as presented.

Legal Matters -
Past Actions Taken:

Ms. Ivey advised that Brian Mackey moved in 2022 and did not realize he had moved outside of the District's boundaries until he attempted to run for re-election at the May 2023 election. As a result of moving outside of the District's boundaries Mr. Mackey was disqualified as an eligible elector of the District and a vacancy resulted on the Board. After review and discussion, upon motion by Director Nichols, second by Director Robinson, and unanimous vote, the Board ratified approval of past actions taken in 2022 when Mr. Mackey was in attendance.

Financial Matters -
Claims:

Ms. Lane reviewed the interim and current claims with the Board and noted that some maintenance expenses were misclassified as legal expenses and will be corrected. After review and discussion, upon motion by Director Nichols, second by Director Robinson, and unanimous vote, the Board ratified the approval of the interim claims and approved the current claims from December 2022 through March 2023 in the amount of \$66,525.89.

Unaudited Financial
Statements:

Ms. Lane reviewed the unaudited financial statements ending February 28, 2023 with the Board. After review and discussion, upon motion by Director Robinson, second by Director Nichols, and unanimous vote, the Board accepted the unaudited financial

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statements, as presented.

2022 Audit:

Ms. Lane reviewed the 2022 audit with the Board. After review and discussion, upon motion by Director Nichols, second by Director Robinson, and unanimous vote, the Board approved signing the representation letter, accepted the 2022 audit as presented, and directed it be filed as required by law.

Manager's Items -

Acadia Creek
Development/Extra-
Territorial Service:

Ms. Lane updated the Board on the status of the Acadia Creek Development/Extra Territorial Service, noting that after the December 8, 2022, special meeting she confirmed with all parties that the District's conditions were acceptable. At this time, Mr. Flynn is preparing a draft agreement for review by Ms. Ivey and presentation to the Board at a future meeting.

On-Call Services
Agreement with ServPro:

Ms. Lane discussed with the Board its policy regarding District sewer back-up's as set forth in resolution 2005-04. Ms. Lane advised that management may suggest revisions to the policy at a future meeting. Ms. Lane further advised that, in line with the existing policy, management is recommending an agreement for on-call services with ServPro and reviewed the agreement with the Board.

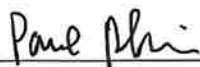
After review and discussion, upon motion by Director Robinson, second by Director Nichols, and unanimous vote, the Board approved the on-call services agreement with ServPro, as presented.

Other Business:

Ms. Ivey advised that the District's election was cancelled and Paul Robinson will be elected by acclamation. After May 2, 2023 there will be two vacancies on the Board. Board members will reach out to residents of the District regarding filling the vacancies.

Adjournment:

There being no further business to come before the Board, upon motion by Director Nichols, second by Director Robinson, and unanimous vote, the meeting was adjourned at 8:29 a.m.



Secretary of the Meeting