

# 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: Friday, March 13, 2020 at 7:30 a.m. at Lucile's Creole Café, 2852 W. Bowles Avenue, Littleton, Colorado 80120. Ms. Ivey reported that an error was noted on the meeting notice; the notice stated that the meeting was being held at 2630 West Belleview Avenue, Littleton, Colorado. Ms. Ivey physically posted notices at 7:20 a.m. at 2630 West Belleview Avenue, Littleton, Colorado advising that the meeting was moved due to that location being closed and was being held at 2852 W. Bowles Avenue, Littleton, Colorado and listing her cellular telephone number to call with questions. Ms. Ivey further reported that she stayed at 2630 West Belleview Avenue, Littleton, Colorado until 7:35 a.m. to advise any members of the public in person and that no such members of the public had arrived by that time. Ms. Ivey returned to 2630 West Belleview Avenue, Littleton, Colorado at 8:45 a.m. to remove the posted notices of change of location, which were still posted at that time.

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 Schiller  
Brian Mackey  
Steven Nichols  
Steve Reister

The following director was absent (*absence excused*):

Paul Robinson

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

Call to Order:

Director Schiller, noting the presence of a quorum, called to

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order the special meeting of the Board of Directors of the Columbine Water and Sanitation District.

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 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:

After review and discussion, and upon motion by Director Mackey, second by Director Nichols 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 review and discussion, upon motion by Director Nichols, second by Director Mackey, the Board unanimously approved the November 8, 2019 special meeting minutes for the Columbine Water and Sanitation District.

Legal Matters:

Ratify 2020 Budget  
Adjustments due to adjusted  
assessed valuation from  
County

Ms. Ivey reported that the Budget Resolution adopted by the Board provides that in the event of recertification of values by the County Assessor's Office after the date of budget adoption staff is directed to modify and/or adjust the budget and certification to reflect the recertification without the need for additional Board authorization, but that any such modification to the budget or certification shall be ratified by the Board of Directors. Ms. Ivey reported that the budget adopted by the Board at its November 8, 2019 meeting included the preliminary

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certification of valuation dated August 23, 2019 of \$56,697,158 and the final certification of valuation dated November 27, 2019 was \$56,661,933. As a result, the final budget was modified by staff. Following discussion, upon motion by Director Nichols and second of Director Mackey, the Board unanimously ratified the adjustments to the 2020 budget.

Intergovernmental Agreement with Valley Sanitation District regarding Capital Construction Cost Allocation Agreement

Ms. Ivey presented an Intergovernmental Agreement between Valley Sanitation District and Columbine Water and Sanitation District regarding Capital Construction Cost Allocation for the Board's approval. Following discussion, upon motion by Director Mackey and second of Director Nichols, the Board unanimously approved the Intergovernmental Agreement as presented.

Amended & Restated Intergovernmental Agreement with Valley Sanitation District regarding Operations & Maintenance Cost-Share

Ms. Ivey next presented an Amended and Restated Intergovernmental Agreement between Valley Sanitation District and Columbine Water and Sanitation District regarding Operations and Maintenance Cost Sharing for the Board's approval. Following discussion, upon motion by Director Nichols and second of Director Mackey, the Board unanimously approved the Amended and Restated Intergovernmental Agreement as presented.

Cancellation of 2020 Regular Special District Election

Ms. Ivey reported that since there were no more candidates that self-nominated than seats up for election that the May 5, 2020 election is in the process of being cancelled and Directors Robinson, Reister, and Mackey will be declared elected by acclamation.

Consider Requested Tap Permits

None.

Financial Matters –

Approve financial statements and claims

Mr. Fitzgerald reported that Ms. Shipley has been sending financial statements via email and there is nothing to present to the Board at this meeting.

2019 Audited Financial  
Statements

Mr. Fitzgerald reviewed with the Board the 2019 Audit. After discussion and review, and upon motion by Director Nichols and second by Director Reister, the Board unanimously approved the audit of the 2019 financial statements and directed that they be filed in accordance with Colorado law.

Manager's Items:

None.

Other Business:

None.

Adjournment:

There being no further business to come before the Board, and upon motion by Director Reister, second by Director Schiller and unanimous vote, the meeting was adjourned.

*Paul N. Reister*

9/17/20

Secretary of the Meeting