

# 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: September 11, 2018 at 7:30 a.m. at The Egg and I, 2630 W. Belleview Avenue, Littleton, Colorado 80123.

**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 directors were 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 order the special meeting of the Board of Directors of the Columbine Water and 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 review and discussion, upon motion by Director Nichols and second by Director Reister, the Board unanimously approved the April 24, 2018 special meeting minutes for the Columbine Water and Sanitation District.

After review and discussion, upon motion by Director Nichols

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and second by Director Schiller, the Board unanimously approved the May 22, 2018 special meeting minutes, at which there was no quorum, for the Columbine Water and Sanitation District.

Tap Permit Requests: None.

*Director Mackey joined the meeting at this time.*

Financial Matters – Statements & Claims: Director Schiller reviewed with the Board the last monthly statement prepared by Ms. Shipley. After review and discussion, upon motion by Director Nichols and second by Director Reister, the Board unanimously accepted the financial statement.

Financial Matters – 2019 Budget Preparation: Mr. Fitzgerald reviewed with the Board a draft of a proposed 2019 budget. After review and discussion, the Board noted that it may have further direction on the budget following the discussion of legal matters.

Manager’s Items – Willowcroft Manor Sewer Line: Mr. Fitzgerald updated the Board on the build out of the Willowcroft Manor project and the performance of the sewer line and noted no problems at this time.

Legal Matters: Ms. Lane reviewed with the Board the memorandum dated August 27, 2018 regarding the request from the Valley Sanitation District for the District to participate in cost sharing for a capital rehabilitation project related to the interceptor the District connects to for conveyance of wastewater to the treatment plant. Ms. Lane noted that this was a matter of public health, safety and welfare.

Upon motion by Director Reister and second by Director Mackey, the Board unanimously voted to enter into an executive Session pursuant to Sections 24-6-402(4)(b) and 24-6-402(4)(e), C.R.S. for the purposes of conferencing with an attorney to receive legal advice on specific legal questions, and/or determining positions relative to matters that may be subject to negotiations, developing strategy for negotiation; and instructing negotiators related to a request from Valley Sanitation District to provide capital contributions for main line replacement.

*Mr. Fitzgerald and Ms. Lane departed the meeting at this time.*

Upon motion by Director Reister and second by Director Nichols the Board unanimously voted to exit the executive

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session and reconvene the special meeting.

*Mr. Fitzgerald and Ms. Lane re-joined the meeting at this time.*

After review and discussion, upon motion by Director Nichols, second by Director Reister and unanimous vote the Board directed District management to include \$14,900 in the 2019 budget to cover one year's cost of the District's share of the cost associated with the capital rehabilitation project and directed legal counsel to begin preparing the materials for the District to hold an election in November 2019 to get voter authorization to enter into a multi-fiscal year IGA with Valley Sanitation District to pay the remainder of its share of the capital rehabilitation project and to temporarily increase the mill levy to cover the cost thereof. After further review and discussion the Board directed District management to increase the contingency in the budget to \$20,000 and include costs for the election.

Other Business:

Director Schiller noted that he will be out of town for the December 7, 2018 regular meeting. After discussion regarding potential dates that the meeting could be rescheduled to it was determined to hold the meeting as scheduled and Director Schiller will attend via telephone.

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 8:38 a.m.

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Secretary of the Meeting