

RECORD OF PROCEEDINGS

MINUTES OF JOINT REGULAR MEETING

BOARD OF DIRECTORS

PLATTE CANYON WATER AND SANITATION DISTRICT

AND

SOUTHWEST METROPOLITAN WATER AND SANITATION DISTRICT¹

Friday
January 27, 2017
Jefferson County, Colorado

The regular monthly meeting of the Board of Directors of the Platte Canyon Water and Sanitation District (“Platte Canyon”) and the Board of Directors of the Southwest Metropolitan Water and Sanitation District (“Southwest”) convened on Friday, January 27, 2017, at 8:30 a.m. in the Districts’ office located at 8739 West Coal Mine Avenue, Littleton, Colorado 80123. Although jointly conducted, a portion of the meeting pertained solely to one District or the other and, accordingly, at times only the vote of one Board or the other was required.

The following Platte Canyon Directors were in attendance, to wit:

William Buckner
Anthony M. Dursey
Louis J. Fohn
George E. Hamblin, Jr.
Richard Rock

The following Southwest Directors were in attendance, to-wit:

Anthony M. Dursey
Kenton C. Ensor, Jr.
George E. Hamblin, Jr.
Chuck Hause
Bernard J. Sebastian, Jr.

¹ and each District’s Water and Sanitary Sewer Activity Enterprise.

RECORD OF PROCEEDINGS

The following Platte Canyon staff members were in attendance: Patrick J. Fitzgerald, manager; Vanessa Shipley, financial administrator; Scott Hand, operations supervisor; and Alyssa Quinn, administrative assistant.²

Also in attendance were: Rich Cassens, from ENS Consulting, LLC, Platte Canyon's consulting engineer; and Timothy J. Flynn, from Collins Cockrel & Cole, P.C., legal counsel for both Districts.

CALL TO ORDER

The meeting was called to order by Platte Canyon Director Richard Rock, who presided as Chair.

PLATTE CANYON ACTION ITEMS

1. **Approval of Platte Canyon Agenda.** A motion was made by Platte Canyon Director Hamblin and seconded by Platte Canyon Director Buckner to approve, as presented, the Platte Canyon agenda. The Chair called for a vote of the Platte Canyon Board, and the vote was as follows:

William Buckner	Aye
Anthony M. Dursey	Aye
Louis J. Fohn	Aye
George E. Hamblin, Jr.	Aye
Richard Rock	Aye

2. **Platte Canyon Accounts Payable.** The Boards reviewed a list and supplemental list of Platte Canyon vouchers paid and payable for the month of December 2016, in the aggregate amount of \$125,879.22, represented by Platte Canyon check nos. 30908 through 30958, inclusive, together with various electronic payments for employee salaries, utility payments, and other authorized electronic fund payment vendors.

Following a brief discussion, a motion was made by Platte Canyon Director Dursey and seconded by Platte Canyon Director Buckner to: (a) ratify, approve, and confirm all checks written and all electronic fund transfers occurring since the Boards' December 16, 2016 joint regular meeting, including all checks written by the manager for less than \$2,500.00; and (b) approve for payment the payables presented to the Platte Canyon Board at this meeting, which motion included authority for Platte Canyon

² Southwest has no employees. The above-named personnel are Platte Canyon employees who, pursuant to contract with Platte Canyon, provide management, operation and maintenance services for Southwest.

RECORD OF PROCEEDINGS

Directors to execute checks in payment thereof. The Chair called for a vote of the Platte Canyon Board, and the vote was as follows:

William Buckner	Aye
Anthony M. Dursey	Aye
Louis J. Fohn	Aye
George E. Hamblin, Jr.	Aye
Richard Rock	Aye

3. **Platte Canyon Investment/Deposit Transaction Report.** The Boards reviewed the schedule of investment principal activity for Platte Canyon for the month of December 2016, which reflects the following transactions:

(a) **New Purchases.** No treasury notes or agency securities were purchased by Platte Canyon during the month;

(b) **Redemptions.** No investment securities were redeemed or sold by Platte Canyon during the month; and

(c) **Renewals.** No certificates of deposit were renewed or rolled over during the month.

At the conclusion of Vanessa Shipley's discussion of the above-referenced Investment/Deposit Transaction Report, a motion was made by Platte Canyon Director Dursey and seconded by Platte Canyon Director Buckner to accept the Platte Canyon investment principal activity for the month of December 2016. The Chair called for a vote of the Platte Canyon Board, and the vote was as follows:

William Buckner	Aye
Anthony M. Dursey	Aye
Louis J. Fohn	Aye
George E. Hamblin, Jr.	Aye
Richard Rock	Aye

4. **Adoption of Resolution Designating the Location for Posting Open Meeting Law Notices.** Following a brief discussion, a motion was made by Platte Canyon Director Buckner and seconded by Platte Canyon Director Fohn to adopt Resolution 2017-1-1, which Resolution designates the Scott J. Morse Water Pump Station, located at 7677 W. Ken Caryl Avenue, Littleton, Colorado 80128, as the location for posting the 24-hour meeting notice for Platte Canyon Board meetings for purposes of complying with the provisions of the Colorado Open Meetings Law, Section 24-6-402, *et*

RECORD OF PROCEEDINGS

seq., C.R.S. For transparency purposes, a similar notice is also posted at the Platte Canyon/Southwest office, located at 8739 W. Coal Mine Avenue, Littleton, Colorado 80123. The Chair called for a vote of the Platte Canyon Board, and the vote was as follows:

William Buckner	Aye
Anthony M. Dursey	Aye
Louis J. Fohn	Aye
George E. Hamblin, Jr.	Aye
Richard Rock	Aye

A copy of Resolution 2017-1-1 is attached to the original of these minutes.

PLATTE CANYON INFORMATION/DISCUSSION ITEMS

There were no Platte Canyon information or discussion items to come before the Platte Canyon Board.

PLATTE CANYON NEW BUSINESS

There was no new business to come before the Platte Canyon Board.

JOINT PARTICIPATION PORTION OF THE MEETING

Platte Canyon Director Richard Rock continued to act as Chair for the joint participation portion of the meeting.

JOINT MEETING ACTION ITEMS

1. **Approval of Joint Meeting Agenda.** Following a brief discussion, a motion was made by Southwest Director Dursey and seconded by Platte Canyon Director Buckner to approve, as presented, the agenda for the joint participation portion of the meeting. The Chair called for a vote of the Platte Canyon Board, and the vote was as follows:

William Buckner	Aye
Anthony M. Dursey	Aye
Louis J. Fohn	Aye
George E. Hamblin, Jr.	Aye
Richard Rock	Aye

RECORD OF PROCEEDINGS

The Chair then called for a vote of the Southwest Board, and the vote was as follows:

Anthony M. Dursey	Aye
Kenton C. Ensor, Jr.	Aye
George E. Hamblin, Jr.	Aye
Chuck Hause	Aye
Bernard J. Sebastian, Jr.	Aye

2. **Approval of the Minutes of the Boards' December 16, 2016 Joint Regular Meeting.** A motion was made by Platte Canyon Director Hamblin and seconded by Southwest Director Hause to approve, as written, the minutes of the Boards' December 16, 2016 joint regular meeting. The Chair called for a vote of the Platte Canyon Board, and the vote was as follows:

William Buckner	Aye
Anthony M. Dursey	Aye
Louis J. Fohn	Aye
George E. Hamblin, Jr.	Aye
Richard Rock	Aye

The Chair then called for a vote of the Southwest Board, and the vote was as follows:

Anthony M. Dursey	Aye
Kenton C. Ensor, Jr.	Aye
George E. Hamblin, Jr.	Aye
Chuck Hause	Aye
Bernard J. Sebastian, Jr.	Aye

The approved minutes of the Boards' December 16, 2016 joint regular meeting were then presented to the members of each Board for signature as further evidence of ratification, confirmation, and approval.

JOINT MEETING INFORMATION/DISCUSSION ITEMS

1. **Financial Matters.**

(a) **Platte Canyon Financial Statements.** The following unaudited Platte Canyon financial statements, prepared by Vanessa Shipley for the twelve-month period ending December 31, 2016, were presented to the Boards:

RECORD OF PROCEEDINGS

- (i) Statement of Net Assets, dated December 31, 2016, showing Platte Canyon’s Assets, Liabilities, and Net Assets;
- (ii) Statement of Revenue, Expenses, and Changes in Net Assets for the twelve-month period ending December 31, 2016;
- (iii) Schedule of Revenue and Expenditures – Budget & Actual CM/YTD Actuals Compared to Annual Budget for the twelve-month period ending December 31, 2016; and
- (iv) Schedule of Revenue and Expenditures – Budget & Actual CM/YTD Actuals Compared to CM/YTD Budget for the twelve-month period ending December 31, 2016.

During the discussion of the Platte Canyon financial statements, Vanessa Shipley highlighted various important aspects and noted that, for year-end accounting purposes, Platte Canyon’s investments had been marked-to-market. She further explained the impact this has on Platte Canyon’s net asset position and net income for the year.

After Vanessa Shipley completed her review, which included noting other significant aspects of the financial statements, a motion was made by Platte Canyon Director Buckner and seconded by Platte Canyon Director Fohn to accept the Platte Canyon financial statements, as presented. The Chair called for a vote of the Platte Canyon Board, and the vote was as follows:

William Buckner	Aye
Anthony M. Dursey	Aye
Louis J. Fohn	Aye
George E. Hamblin, Jr.	Aye
Richard Rock	Aye

Vanessa Shipley informed the Boards that the Platte Canyon audit has been scheduled and as soon as it is completed it will be presented to the Platte Canyon Board. It is anticipated that the audit will be presented to the Platte Canyon Board at either the February or March joint regular meeting.

(b) **Southwest Financial Statements.** The following unaudited Southwest financial statements, prepared by Vanessa Shipley for the twelve-month period ending December 31, 2016, were presented to the Boards:

RECORD OF PROCEEDINGS

- (i) Statement of Net Assets, dated December 31, 2016, showing Southwest's Assets, Liabilities, and Net Assets;
- (ii) Statement of Revenue, Expenses, and Changes in Net Assets for the twelve-month period ending December 31, 2016;
- (iii) Schedule of Revenue and Expenditures – Budget & Actual CM/YTD Actuals Compared to Annual Budget for the twelve-month period ending December 31, 2016; and
- (iv) Schedule of Revenue and Expenditures – Budget & Actual CM/YTD Actuals Compared to CM/YTD Budget for the twelve-month period ending December 31, 2016.

During the discussion of the Southwest financial statements, Vanessa Shipley highlighted various important aspects of the financial statements and noted that, for year-end accounting purposes, Southwest's investments had been marked-to-market. She further explained the impact this has on Southwest's net asset position and net income for the year. She also discussed Southwest's capital outlays and other significant aspects of the Southwest financial statements.

At the conclusion of the discussion, a motion was made by Southwest Director Hause and seconded by Southwest Director Sebastian to accept the Southwest financial statements, as presented. The Chair called for a vote of the Southwest Board, and the vote was as follows:

Anthony M. Dursey	Aye
Kenton C. Ensor, Jr.	Aye
George E. Hamblin, Jr.	Aye
Chuck Hause	Aye
Bernard J. Sebastian, Jr.	Aye

Vanessa Shipley informed the Boards that the Southwest audit has been scheduled and as soon as it is completed it will be presented to the Southwest Board. It is anticipated that the audit will be presented to the Southwest Board at either the February or March joint regular meeting.

(c) **Platte Canyon Investment/Deposit Report.** The Boards reviewed a list of Platte Canyon's investments in U.S. Government treasury notes, agency securities, certificates of deposit, and money market funds, together with a Report showing the funds Platte Canyon has in approved state depositories and authorized

RECORD OF PROCEEDINGS

investment pools. As of December 31, 2016, Platte Canyon’s investments and deposits totaled \$10,753,183.85, itemized as follows:

<u>Description</u>	<u>Amount</u>	<u>Percentage</u>
Checking	\$233,718.91	2.17%
Certificates of Deposit	\$1,243,000.00	11.56%
ColoTrust-Prime	\$0.00	0.00%
ColoTrust-Plus	\$2,851,139.03	26.51%
ColoTrust-Trust Account	\$439,639.58	4.09%
Treasury Bills	\$0.00	0.00%
Treasury Notes	\$999,395.70	9.29%
U.S. Government Agencies and Instrumentalities	\$4,986,290.63	46.37%
TOTAL	\$10,753,183.85	100.00%

The average yield on Platte Canyon’s investments for the month of December 2016, as calculated by staff, was 1.1918% per annum.

Following a brief discussion, a motion was made by Platte Canyon Director Buckner and seconded by Platte Canyon Director Dursey to accept the Platte Canyon Schedule of Deposits and Investments, as presented. The Chair called for a vote of the Platte Canyon Board, and the vote was as follows:

William Buckner	Aye
Anthony M. Dursey	Aye
Louis J. Fohn	Aye
George E. Hamblin, Jr.	Aye
Richard Rock	Aye

(d) **Southwest Investment/Deposit Report.** The Boards received a list of Southwest’s investments in U.S. Government treasury notes, agency securities, certificates of deposit, and money market funds, together with a Report showing the funds Southwest has in approved state depositories and authorized investment pools. As of December 31, 2016, Southwest investments and deposits totaled \$24,857,148.48, itemized as follows:

RECORD OF PROCEEDINGS

<u>Description</u>	<u>Amount</u>	<u>Percentage</u>
Checking	\$6,031.22	0.02%
Certificates of Deposit	\$2,341,537.80	9.42%
ColoTrust-Prime	\$0.00	0.00%
ColoTrust-Plus	\$2,742,620.94	11.03%
ColoTrust-Trust Account	\$3,697,566.11	14.88%
Treasury Bills	\$0.00	0.00%
Treasury Notes	\$6,025,522.25	24.24%
U.S. Government Agencies and Instrumentalities	\$10,043,870.16	40.41%
TOTAL	\$24,857,148.48	100.00%

The average yield on Southwest's investments for the month of December 2016, as calculated by staff, was 1.7626% per annum.

Following a brief discussion, a motion was made by Southwest Director Sebastian and seconded by Southwest Director Hause to accept the Southwest Schedule of Deposits and Investments, as presented. The Chair called for a vote of the Southwest Board, and the vote was as follows:

Anthony M. Dursey	Aye
Kenton C. Ensor, Jr.	Aye
George E. Hamblin, Jr.	Aye
Chuck Hause	Aye
Bernard J. Sebastian, Jr.	Aye

2. **Manager's Information Report.** The manager reviewed the Manager's Information Report, dated January 2017, a copy of which was previously provided to the members of both Boards. As part of his Report, the manager highlighted the following matters:

(a) **Personnel Matters.** The search for a new assistant manager is going well. Initially, approximately 30 applications were received for the position. Those applications were screened and narrowed down to 5 applicants who were interviewed for the position. The list of candidates is now down to 3 people, and the manager hopes to have a decision made within the next 2-3 weeks. There was a brief discussion concerning the anticipated starting salary for the assistant manager, which will be higher than what was originally contemplated, but still within the salary range for this position, as previously approved by the Platte Canyon Board.

RECORD OF PROCEEDINGS

(b) **Platte Canyon Purchase of Property Adjacent to the Scott J. Morse Pump Station.** Tony Cocozzella has made significant progress in the effort to acquire a tract of land, adjacent to the Scott J. Morse Water Pump Station, from Denver Water. A meeting was recently held with Denver Water legal representatives and property staff, Mr. Cocozzella and Mr. Flynn to establish a process and schedule for concluding the property sale. Legal counsel for both entities believe that it would be most efficient if Platte Canyon initiated a condemnation proceeding to acquire the property, rather than trying to go through Jefferson County's subdivision process. It is anticipated that the Denver Board of Water Commissioners will declare the property "surplus property" and thus eligible for conveyance, at either its January or February meeting.

(c) **Chatfield Avenue Water Main Relocation.** Southwest and Jefferson County are working on the terms and provisions of an intergovernmental agreement for sharing the costs of installing the water mains that need to be relocated in connection with the Jefferson County reconstruction of a portion of W. Chatfield Avenue between Kendall Street and Marshall Street. Legal counsel has exchanged draft agreements with an assistant Jefferson County attorney. It is anticipated that the terms of the agreement will be finalized soon and that staff will be in a position to recommend approval of the proposed Intergovernmental Agreement at either the February or March joint regular meeting.

(d) **Southwest/Platte Canyon Office Building Remodel Project.** Remodeling of the Platte Canyon/Southwest office has been delayed for a number of reasons. The manager recently met with the designer and contractor to determine an acceptable process and schedule to move forward and complete the Project. It is now believed that the remodeling Project is back on track. Construction is now well underway. Part of the delay has been due to the difficulties encountered in trying to schedule subcontractors to work on the Project.

(e) **Inclusion of Wild Plum Farm (Tuck Property) into Southwest.** An application for inclusion into Southwest of approximately 104.8 acres of land, located south of Fairway Lane between Platte Canyon Road and the South Platte River, now known as the Wild Plum Farm, has been received by Southwest. The property is located within the Town of Columbine Valley, which is currently considering a proposed development plan for the property which contemplates approximately the construction of 100 single-family detached homes. Both sanitary sewer and potable water service can be provided by Southwest. To provide water service, however, Southwest will need to obtain permission to connect to a Columbine Water and Sanitation District/Denver Water main to provide a second water feed for the development. The manager is working with

RECORD OF PROCEEDINGS

legal counsel to prepare a intergovernmental agreement by and among Columbine Water and Sanitation District, Southwest and Denver Water.

3. **Operations and Maintenance Summary Report.** Scott Hand reviewed the Operation and Maintenance Summary Report for December 2016. During December 2016, neither Platte Canyon nor Southwest had any sanitary sewer service interruptions. There were, however, 6 water breaks that occurred during the month, 3 within Platte Canyon and 3 within Southwest. Mr. Hand gave a PowerPoint presentation that reviewed the repair activities that occurred with respect to these water service interruptions.

Mr. Hand also updated both Boards as to the status of Platte Canyon's Scott J. Morse Water Pump Station Renovation Project. He noted that the Project is going well and is currently on schedule.

4. **Construction Project Report.** In Tony Cocozzella's absence, Scott Hand reviewed for both Boards the Capital Project Construction Report for both Platte Canyon and Southwest. The Report updated the Boards as to the status of all ongoing Platte Canyon and Southwest projects, including developer and District-specific projects. The Report also addressed those projects that are in design phase at the present time.

NEW BUSINESS

There was no new business to come before the joint participation portion of the meeting. The next joint regular meeting of the Board is scheduled for Friday, February 24, 2017, in the Districts' office, located at 8739 W. Coal Mine Avenue, Littleton, Colorado 80123.

SOUTHWEST ACTION ITEMS

CALL TO ORDER

The Southwest Action Item portion of the joint meeting was called to order by Southwest Director Anthony M. Dursey, who presided as Chair.

1. **Approval of Southwest Agenda.** Following a brief discussion, a motion was made by Southwest Director Hamblin and seconded by Southwest Director Sebastian to approve the Southwest agenda, as presented. The Chair called for a vote of the Southwest Board, and the vote was as follows:

RECORD OF PROCEEDINGS

Anthony M. Dursey	Aye
Kenton C. Ensor, Jr.	Aye
George E. Hamblin, Jr.	Aye
Chuck Hause	Aye
Bernard J. Sebastian, Jr.	Aye

2. **Southwest Accounts Payable.** The Boards reviewed a list and supplemental list of Southwest vouchers paid (checks under \$2,500) and payable for the month of December 2016, in the aggregate amount of \$234,709.90, represented by Southwest check numbers 18589 through 18603, inclusive, including two electronic fund transfers in payment of Xcel Energy and CenturyLink bills.

Following a brief discussion, a motion was made by Southwest Director Sebastian and seconded by Southwest Director Hause to ratify, approve, and confirm the vouchers paid and payable, as presented, and to authorize Southwest Directors to execute checks in payment thereof. The Chair called for a vote of the Southwest Board, and the vote was as follows:

Anthony M. Dursey	Aye
Kenton C. Ensor, Jr.	Aye
George E. Hamblin, Jr.	Aye
Chuck Hause	Aye
Bernard J. Sebastian, Jr.	Aye

3. **Southwest Investment/Deposit Transaction Report.** The Boards reviewed the Schedule of Investment Principal Activity for Southwest for the month of December 2016, which reflects the following transactions:

(a) **New Purchases.** No treasury notes or agency securities were purchased by Southwest during the month;

(b) **Redemptions.** On December 31, 2016, a \$2,500,000.00 Treasury Note, which was purchased on June 13, 2014, matured, generating a total of \$2,500,000.00 in principal proceeds, plus accrued interest to Southwest; and

(c) **Renewals.** No certificates of deposit were renewed or rolled over during the month.

At the conclusion of Vanessa Shipley's discussion of the above-referenced investment transactions, a motion was made by Southwest Director Sebastian and seconded by Southwest Director Ensor to ratify, approve, and confirm the Southwest

RECORD OF PROCEEDINGS

Investment Principal Activity Report for the month of December 2016. The Chair called for a vote of the Southwest Board, and the vote was as follows:

Anthony M. Dursey	Aye
Kenton C. Ensor, Jr.	Aye
George E. Hamblin, Jr.	Aye
Chuck Hause	Aye
Bernard J. Sebastian, Jr.	Aye

4. **Adoption of Resolution Designating the Location for Posting Open Meeting Law Notices.** Following a brief discussion, a motion was made by Southwest Director Sebastian and seconded by Southwest Director Hause to adopt Resolution 2017-1-1, which Resolution designates the Platte Canyon/Southwest office, located at 8739 W. Coal Mine Avenue, Littleton, Colorado 80123, as the location for posting the 24-hour meeting notice of Southwest Board meetings for purposes of complying with the provisions of the Colorado Open Meetings Law, Section 24-6-402, *et seq.*, C.R.S. The Chair called for a vote of the Southwest Board, and the vote was as follows:

Anthony M. Dursey	Aye
Kenton C. Ensor, Jr.	Aye
George E. Hamblin, Jr.	Aye
Chuck Hause	Aye
Bernard J. Sebastian, Jr.	Aye

A copy of Resolution 2017-1-1 is attached to the original of these minutes.

5. **Approval of Engineering Services Agreement with ENS Consulting, Inc. for Design of a Sewer Main in W. Coal Mine Avenue at S. Newcombe Way.** Following a brief discussion of this project, which involves the installation of approximately 111 linear feet of sewer main and the abandonment of approximately 547 linear feet of 8-inch sewer main located in the Fairway Vista Filing No. 2 Subdivision, a motion was made by Southwest Director Hause and seconded by Southwest Director Ensor to approve a Professional Engineering Services Agreement with ENS Consulting, Inc. for the design and bid services for the Project and construction-related services, as needed, for a total contract price not-to-exceed \$5,000.00 without the prior written consent of Southwest. The Chair called for a vote of the Southwest Board, and the vote was as follows:

RECORD OF PROCEEDINGS

Anthony M. Dursey	Aye
Kenton C. Ensor, Jr.	Aye
George E. Hamblin, Jr.	Aye
Chuck Hause	Aye
Bernard J. Sebastian, Jr.	Aye

6. **Approval of Engineering Services Agreement with ENS Consulting, Inc. for the Design of the Rehabilitation of a Southwest Sewer Main Located in S. Chatfield Avenue Between S. Pierce Street and S. Kendall Street.** There was a brief discussion concerning this project, which involves the proposed cured-in-place rehabilitation of 2,740 linear feet of 8-inch concrete pipe, the re-establishment of 23 sanitary sewer service connections, and the lining of 15 manholes, all located in the Herrick Dale Subdivision. Following the discussion, a motion to approve said Engineering Services Agreement with ENS Consulting was made by Southwest Director Sebastian and seconded by Southwest Director Hause. The Chair called for a vote of the Southwest Board, and the vote was as follows:

Anthony M. Dursey	Aye
Kenton C. Ensor, Jr.	Aye
George E. Hamblin, Jr.	Aye
Chuck Hause	Aye
Bernard J. Sebastian, Jr.	Aye

Total compensation to ENS Consulting, Inc. under the Agreement is not-to-exceed \$5,360.00 without the prior written consent of Southwest.

7. **Adoption of Resolution 2016-11-6B, Making a Final Determination to Proceed With the Inclusion of The Overlook Plateau Subdivision into Southwest and Calling an Election to be Held within the Area Proposed for Inclusion.** The called to order the public hearing on Resolution 2016-11-6B which calls for the inclusion of the Overlook Plateau Subdivision into Southwest. Legal counsel stated that notice of the hearing had been mailed to all property owners within the area proposed for inclusion, as required by law and notice of the hearing, at which this matter was initially considered, had been published in newspapers of general circulation, also as required by law. No property owners have objected to the inclusion of the area, nor has any municipality or county indicated a desire to provide water and sanitary sewer service to the area.

The Chair then closed the public hearing. Legal counsel and the manager reviewed with the Board the terms and provisions set forth in Resolution 2016-11-6B. At the

RECORD OF PROCEEDINGS

conclusion of the discussion, a motion was made by Southwest Director Sebastian and seconded by Southwest Director Hause to adopt Resolution 2016-11-6B, a copy of which is attached to the original of these minutes. The Chair called for a vote of the Southwest Board, and the vote was as follows:

Anthony M. Dursey	Aye
Kenton C. Ensor, Jr.	Aye
George E. Hamblin, Jr.	Aye
Chuck Hause	Aye
Bernard J. Sebastian, Jr.	Aye

Legal counsel was instructed to take the necessary action to file a motion and order with the Jefferson County District Court, requesting that the Court enter an order calling an election on the question of the proposed inclusion of this area.

SOUTHWEST INFORMATION/DISCUSSION ITEMS

There were no information or discussion items to come before the Southwest Board.

SOUTHWEST NEW BUSINESS

There was no new business to come before the Southwest Board.

PLATTE CANYON EXECUTIVE SESSION

A motion was made by Platte Canyon Director Rock and seconded by Platte Canyon Director Hamblin to go into executive session for the purpose of evaluating the manager's performance during 2016 and to determine his salary for 2017. The manager had previous notice that the executive session would be called, and voluntarily decided not to attend the session. The Chair called for a vote of the Platte Canyon Board, and the vote was as follows:

William Buckner	Aye
Anthony M. Dursey	Aye
Louis J. Fohn	Aye
George E. Hamblin, Jr.	Aye
Richard Rock	Aye

RECORD OF PROCEEDINGS

Whereupon the Platte Canyon and Southwest Boards went into executive session at approximately 9:35 a.m. The only other person present during the executive session was the Districts' legal counsel, Timothy J. Flynn.

The executive session was recorded, as required by law. At approximately 10:00 a.m., the Boards returned to the open public meeting.

Following a brief discussion, a motion was made by Platte Canyon Director Fohn and seconded by Platte Canyon Director Buckner to increase the manager's salary for 2017 by 2.8%, effective January 1, 2017. The Chair called for a vote of the Platte Canyon Board, and the vote was as follows:

William Buckner	Aye
Anthony M. Dursey	Aye
Louis J. Fohn	Aye
George E. Hamblin, Jr.	Aye
Richard Rock	Aye

ADJOURNMENT

There being no further business to come before this joint regular meeting of the Platte Canyon and Southwest Boards, a motion to adjourn was made by Platte Canyon Director Fohn and seconded by Southwest Director Buckner. The Chair called for a vote of the Platte Canyon Board, and the vote was as follows:

William Buckner	Aye
Anthony M. Dursey	Aye
Louis J. Fohn	Aye
George E. Hamblin, Jr.	Aye
Richard Rock	Aye

The Chair then called for a vote of the Southwest Board, and the vote was as follows:

Anthony M. Dursey	Aye
Kenton C. Ensor, Jr.	Aye
George E. Hamblin, Jr.	Aye
Chuck Hause	Aye
Bernard J. Sebastian, Jr.	Aye

RECORD OF PROCEEDINGS

Whereupon, this joint regular meeting of the Platte Canyon and Southwest Boards of Directors adjourned at approximately 10:05 a.m. The next joint regular meeting of the Boards will be held on Friday, February 24, 2017, at 8:30 a.m. in the Districts' office, located at 8739 West Coal Mine Avenue, Littleton, Colorado 80123.

Respectfully submitted,

Timothy J. Flynn, Recording Secretary

RECORD OF PROCEEDINGS

THE MINUTES OF THIS JOINT REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE SOUTHWEST METROPOLITAN WATER AND SANITATION DISTRICT AND THE BOARD OF DIRECTORS OF THE PLATTE CANYON WATER AND SANITATION DISTRICT ARE HEREBY RATIFIED, CONFIRMED AND APPROVED BY THE FOLLOWING NAMED INDIVIDUALS WHO, INDIVIDUALLY AND AS MEMBERS OF THE BOARD OF DIRECTORS OF SAID DISTRICTS, WAIVE ANY AND ALL NOTICE THAT MAY BE REQUIRED BY THE STATUTES OF THE STATE OF COLORADO PERTAINING TO THE CONVENING AND THE CONDUCTING OF THIS REGULAR MEETING OF THE DISTRICT'S BOARD OF DIRECTORS; AND THE UNDERSIGNED DO HEREBY CONSENT TO THE SAID MEETING BEING HELD ON THE DATE, AT THE TIME AND AT THE PLACE AS HEREINABOVE SET FORTH.

SOUTHWEST METROPOLITAN
WATER AND SANITATION DISTRICT

PLATTE CANYON WATER AND
SANITATION DISTRICT

Anthony M. Dursey

William D. Buckner

Kenton C. Ensor, Jr.

Anthony M. Dursey

George E. Hamblin, Jr.

Louis J. Fohn

Chuck Hause

George E. Hamblin, Jr.

Bernard J. Sebastian, Jr.

Richard Rock