

**BOARD MEETING AGENDAS**

**SOUTHWEST METROPOLITAN WATER AND SANITATION DISTRICT**

**JOINT MEETING OF THE PLATTE CANYON AND SOUTHWEST METROPOLITAN  
WATER AND SANITATION DISTRICTS**

**PLATTE CANYON WATER AND SANITATION DISTRICT**

**December 15, 2023 - 8:30 a.m.**  
**Platte Canyon/Southwest Metropolitan District Office**  
**8739 W. Coal Mine Avenue, Littleton, Colorado 80123**

**SOUTHWEST METRO WATER AND SANITATION DISTRICT**

- 1. Call to Order and Determination of Quorum**
- 2. Approval of Agenda**
- 3. Consent Agenda**

Consent agenda items may be enacted with one motion and one vote unless any Board member has questions or requests discussion of any individual item.

1. Approval/Ratification of accounts payable (**Tab 1**)
2. Ratification of investment/deposit transactions (**Tab 2**)

**4. Action Items**

1. Letter of Engagement for Legal Services for 2024 (**Tab 3**)
2. Letter of Engagement for Services Related to the Budget Year 2023 Audit (**Tab 4**)
3. Approval of Resolution 2023-12-1 Establishing the Schedule of Board Meetings for 2024 (**Tab 5**)
4. Approval of Resolution 2023-12-2 Establishing a Fee Schedule for 2024 (**Tab 6**)

**5. Information - Discussion Items**

None scheduled.

**6. New Business**

None scheduled.

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**JOINT MEETING OF THE PLATTE CANYON & SOUTHWEST METROPOLITAN  
WATER & SANITATION DISTRICTS**

**1. Call to Order and Determination of Quorum**

**2. Approval of Agenda**

**3. Consent Agenda**

1. Approval of Minutes for the November 17, 2023 Joint Regular Meeting (**Tab 7**)

**4. Action Items**

1. Platte Canyon financial statements (**Tab 8**)
2. Southwest Metropolitan financial statements (**Tab 9**)
3. Platte Canyon investment/deposit report (**Tab 10**)
4. Southwest Metropolitan investment/deposit report (**Tab 11**)

**5. Information - Discussion Items**

1. Manager's report (**Tab 12**)
2. Operations report (**Tab 13**)
3. Construction projects report (**Tab 14**)

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## PLATTE CANYON WATER AND SANITATION DISTRICT

### **1. Call to Order and Determination of Quorum**

### **2. Approval of Agenda**

### **3. Consent Agenda**

Consent agenda items may be enacted with one motion and one vote unless any Board member has questions or requests discussion of any individual item.

1. Approval/Ratification of accounts payable (**Tab 15**)
2. Ratification of investment/deposit transactions (**Tab 16**)
3. Letter of Engagement for Legal Services for 2024 (**Tab 17**)
4. Letter of Engagement for Services Related to the Budget Year 2023 Audit (**Tab 18**)
5. Approval of Resolution 2023-12-1 Establishing the Schedule of Board Meetings for 2024 (**Tab 19**)

### **4. Action Items**

1. Approval of Resolution 2023-12-2 Adopting a Budget for 2024 (**Tab 20**)
2. Approval of Resolution 2023-12-3 Appropriating Funds for Expenditure in 2024 (**Tab 21**)
3. Approval of Resolution 2023-12-4 Levying General Property Taxes for Tax Year 2023 (Budget Year 2024) (**Tab 22**)
4. Approval of Resolution 2023-12-5 Increasing Monthly Service Fee for 2024 (**Tab 23**)
5. Approval of Resolution 2023-12-6 Establishing a Fee Schedule for 2024 (**Tab 24**)
6. Approval of 2024 Labor Rate Schedule for Contract Districts (**Tab 25**)

### **5. Information - Discussion Items**

None scheduled.

### **6. New Business**

None scheduled.

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**PLATTE CANYON WATER AND SANITATION DISTRICT**  
**SUBDISTRICT NO. 1**

**1. Call to Order and Determination of Quorum**

**2. Approval of Agenda**

**3. Consent Agenda**

Consent agenda items may be enacted with one motion and one vote unless any Board member has questions or requests discussion of any individual item.

1. Approval of Minutes for the May 26, 2023 Meeting (**Tab 26**)

**4. Action Items**

1. Approval of Resolution 2023-12-SD1-1 Adopting a Budget for 2024 (**Tab 27**)
2. Approval of Resolution 2023-12-SD1-2 Appropriating Funds for Expenditure in 2024 (**Tab 28**)
3. Approval of Resolution 2023-12-SD1-3 Levying General Property Taxes for Tax Year 2023 (Budget Year 2024) (**Tab 29**)

**5. Information - Discussion Items**

None scheduled.

**6. New Business**

None scheduled.

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**PLATTE CANYON WATER AND SANITATION DISTRICT**  
**SUBDISTRICT NO. 2**

**1. Call to Order and Determination of Quorum**

**2. Approval of Agenda**

**3. Consent Agenda**

Consent agenda items may be enacted with one motion and one vote unless any Board member has questions or requests discussion of any individual item.

1. Approval of Minutes for the May 26, 2023 Meeting (**Tab 30**)

**4. Action Items**

1. Approval of Resolution 2023-12-SD2-1 Adopting a Budget for 2024 (**Tab 31**)
2. Approval of Resolution 2023-12-SD2-2 Appropriating Funds for Expenditure in 2024 (**Tab 32**)
3. Approval of Resolution 2023-12-SD2-3 Levying General Property Taxes for Tax Year 2023 (Budget Year 2024) (**Tab 33**)

**5. Information - Discussion Items**

None scheduled.

**6. New Business**

None scheduled.

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**PLATTE CANYON WATER AND SANITATION DISTRICT**  
**(reconvened)**

**1. Executive Session**

Executive Session under §24-6-402(4)(f), C.R.S., for personnel matters regarding the General Manager’s annual performance review; and for personnel matters regarding the Salary and Benefit Schedule for 2024; and any other matters that are properly authorized to be discussed in Executive Session. The Board of Directors may take public action following any executive session.

**Next Meeting:** January 26, 2024

**Potential Topics:** PC – Revised Employee Handbook  
PC/SWM – Updated Purchasing Policy, Arcadia Creek Agreement  
SWM – Cash Reserve Policy & Future Financial Planning