

# **RECORD OF PROCEEDINGS**

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## **MINUTES OF SPECIAL MEETING**

### **EX OFFICIO BOARD OF DIRECTORS**

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

Friday  
March 24, 2023  
Jefferson County, Colorado

A special meeting of the ex officio Board of Directors of the Platte Canyon Water and Sanitation District Subdistrict No. 2 (“Subdistrict No. 2”), Jefferson County, Colorado, convened on Friday, March 24, 2023, at 10:36 a.m. Due to COVID-19, and related virus concerns, and for purposes of convenience, the meeting was also conducted virtually using Microsoft Teams.

Any Board member who could not or was not comfortable physically attending, could attend by telephone or virtually. The web address and call-in information were included in the meeting notice so that interested members of the public could also attend. The following ex-officio Subdistrict No. 1 Directors were in attendance, to-wit:

William D. Buckner  
Anthony M. Dursey (by telephone)  
Louis J. Fohn  
George E. Hamblin, Jr.  
Mark Swatek

The following Platte Canyon Water and Sanitation District (“Platte Canyon”) staff members were physically in attendance: Alyssa Quinn, Assistant Manager; Scott Hand, Operations Supervisor; and Tony Cocozzella, Construction Program Manager. Cynthia Lane, Manager, Bridget Butterfield, Communications and Administrative Services Coordinator; and Adam Morse, GIS/Website/IT Technician, attended the meeting virtually via Microsoft Teams.

The following Southwest Metropolitan Water and Sanitation District (“Southwest”) Directors were in attendance, to-wit:

Anthony M. Dursey (by telephone)  
George E. Hamblin, Jr

Chuck Hause  
Samuel Rivas, Jr.  
Bernard J. Sebastian, Jr.

Also, attending in person was: Timothy J. Flynn, from Collins Cole Flynn Winn & Ulmer, PLLC, legal counsel for Subdistrict No. 2, Platte Canyon and Southwest.

### **CALL TO ORDER**

The meeting was called to order by the President of Platte Canyon, George E. Hamblin, Jr., who presided as Chair.

### **ACTION ITEMS**

1. **Amendment of 2022 and 2023 Budget.** The Chair opened the public hearing on Subdistrict No. 2's proposed 2022 and 2023 Budget Amendments, notice of which had been published in accordance with the local government budget law by staff. No members of the general public appeared in person, or otherwise registered any objections to, or offered any amendments to the proposed 2022 and 2023 Budget Amendments.

It was noted the budget amendments were necessary because the revenues generated by Subdistrict No. 2's property tax mill levy were not sufficient in calendar year 2022 and will not be sufficient in calendar year 2023 to cover the County Treasurer fees that are paid from the Subdistrict's debt service fund.

Following a brief discussion, a motion was made by Director Buckner and seconded by Director Dursey to adopt Resolutions 2023-03-SD2-1 and 2023-03-SD2-2, which formally amend Subdistrict No. 2's 2022 budget and 2023 budget by approximately \$440.00 to account for Arapahoe County's property tax collection fee for calendar year 2022 and calendar year 2023. Copies of the adopted Resolutions are attached to the original of these minutes as **Exhibit A** and **Exhibit B**. The Chair called for a vote, and the vote was as follows:

William D. Buckner	Aye
Anthony M. Dursey	Aye
Louis J. Fohn	Aye
George E. Hamblin, Jr.	Aye
Mark Swatek	Aye

**INFORMATION/DISCUSSION ITEMS**

There were no information or discussion items presented to the Board of Subdistrict No. 2 at this meeting.

**NEW BUSINESS**

There was no new business to come before the Board of Subdistrict No. 2.

**ADJOURNMENT**

There being no further business to come before the Board of Subdistrict No. 2, a motion to adjourn was made by Director Fohn and seconded by Director Buckner. The Chair called for a vote, and the vote was as follows:

William D. Buckner	Aye
Anthony M. Dursey	Aye
Louis J. Fohn	Aye
George E. Hamblin, Jr.	Aye
Mark Swatek	Aye

Whereupon, this special meeting of the Board of Directors of the Platte Canyon Water and Sanitation District Subdistrict No. 2, adjourned at approximately 10:40 a.m. The next meeting of the Board of Directors of Subdistrict No. 2 will be its regular semi-annual meeting which will be held on Friday, May 26, 2023, at 9:00 a.m. in the Platte Canyon Water and Sanitation District office located at 8739 West Coal Mine Avenue, Littleton, Colorado 80123.

Respectfully submitted,

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Timothy J. Flynn, Recording Secretary

THE MINUTES OF THE SEMI-ANNUAL REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE PLATTE CANYON WATER AND SANITATION DISTRICT SUBDISTRICT NO. 1 ARE HEREBY RATIFIED, CONFIRMED AND APPROVED BY THE FOLLOWING NAMED INDIVIDUALS WHO, INDIVIDUALLY AND AS EX OFFICIO MEMBERS OF THE BOARD OF DIRECTORS OF THE SAID SUBDISTRICT, 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 SUBDISTRICT'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.

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William Buckner

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Anthony M. Dursey

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Louis J. Fohn

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George E. Hamblin, Jr.

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Mark Swatek

EXHIBIT A

RESOLUTION 2023-03-SD2-1  
PLATTE CANYON WATER AND SANITATION DISTRICT SUBDISTRICT NO. 2  
JEFFERSON COUNTY, COLORADO

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A RESOLUTION AMENDING THE ADOPTED BUDGET FOR THE  
PLATTE CANYON WATER AND SANITATION DISTRICT SUBDISTRICT NO. 2  
DISTRICT FOR CALENDAR YEAR 2022

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WHEREAS, the Board of Directors of the Platte Canyon Water and Sanitation District Subdistrict No. 2 (“Subdistrict No. 2”) adopted a budget and appropriated funds for expenditure during calendar year 2022 as follows:

**General Fund:**

Operation and Maintenance \$29,085

**Total Expenditures** **\$29,085**

WHEREAS, during calendar year 2022, it was determined that treasurer fees were excluded from the total fund appropriation resulting in the expenditure of funds in excess of those appropriated for calendar year 2022; and

WHEREAS, funds are available for such additional expenditure from un-appropriated surpluses in the General Fund.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Platte Canyon Water and Sanitation District Subdistrict No. 2, Jefferson County, Colorado that:

**Section 1.** The Platte Canyon Water and Sanitation District Subdistrict No. 2 2022 budget is hereby amended to increase total General Fund expenditures by \$440 from \$29,085 to \$29,525.

**Section 2.** The total amount appropriated from the revenue for the General Fund for expenditure in 2022 by the Platte Canyon Water and Sanitation District Subdistrict No. 2 is hereby amended as follows:

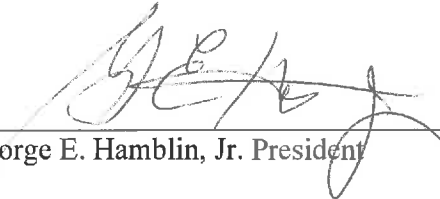
General Fund: \$29,525

**Total Appropriation:** **\$29,525**


BE IT FURTHER RESOLVED, that such additional funds for the Subdistrict No. 2’s 2022 budget in the amount of \$440 are hereby appropriated from unappropriated General Fund revenues of the District to the General Fund for calendar year 2022 for the purposes stated.

**EXHIBIT A**

**ADOPTED BY THE BOARD OF DIRECTORS OF PLATTE CANYON WATER  
AND SANITATION DISTRICT SUBDISTRICT NO. 2 THIS 24th DAY OF MARCH  
2023.**

  
George E. Hamblin, Jr. President

**ATTEST:**

  
William Buckner, Secretary

**EXHIBIT B**

**RESOLUTION 2023-03-SD2-2  
PLATTE CANYON WATER AND SANITATION DISTRICT SUBDISTRICT NO. 2  
JEFFERSON COUNTY, COLORADO**

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**A RESOLUTION AMENDING THE ADOPTED BUDGET FOR THE  
PLATTE CANYON WATER AND SANITATION DISTRICT SUBDISTRICT NO. 2  
DISTRICT FOR CALENDAR YEAR 2023**

---

**WHEREAS**, the Board of Directors of the Platte Canyon Water and Sanitation District Subdistrict No. 2 (“Subdistrict No. 2”) adopted a budget and appropriated funds for expenditure during calendar year 2023 as follows:

**General Fund:**

Operation and Maintenance	<u>\$29,085</u>
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<b>Total Expenditures</b>	<b>\$29,085</b>
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**WHEREAS**, during calendar year 2023, it was determined that treasurer fees were excluded from the total fund appropriation resulting in the expenditure of funds in excess of those appropriated for calendar year 2023; and

**WHEREAS**, funds are available for such additional expenditure from un-appropriated surpluses in the General Fund.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of the Platte Canyon Water and Sanitation District Subdistrict No. 2, Jefferson County, Colorado that:

**Section 1.** The Platte Canyon Water and Sanitation District Subdistrict No. 2 2023 budget is hereby amended to increase total General Fund expenditures by \$440 from \$29,085 to \$29,525.

**Section 2.** The total amount appropriated from the revenue for the General Fund for expenditure in 2023 by the Platte Canyon Water and Sanitation District Subdistrict No. 2 is hereby amended as follows:

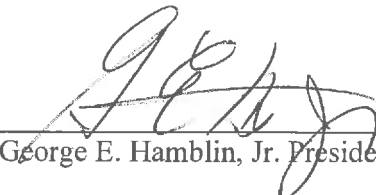
General Fund:	<u>\$29,525</u>
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<b>Total Appropriation:</b>	<b>\$29,525</b>
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**BE IT FURTHER RESOLVED**, that such additional funds for the Subdistrict No. 2’s 2023 budget in the amount of \$440 are hereby appropriated from unappropriated General Fund revenues of the District to the General Fund for calendar year 2023 for the purposes stated.

**EXHIBIT B**

**ADOPTED BY THE BOARD OF DIRECTORS OF PLATTE CANYON WATER  
AND SANITATION DISTRICT SUBDISTRICT NO. 2 THIS 24th DAY OF MARCH  
2023.**

  
George E. Hamblin, Jr. President

**ATTEST:**

  
William Buckner, Secretary