MINUTES OF JOINT REGULAR MEETING

BOARD OF DIRECTORS

SOUTHWEST METROPOLITAN WATER AND SANITATION DISTRICT

AND

PLATTE CANYON WATER AND SANITATION DISTRICT¹

Friday
November 20, 2020
Jefferson County, Colorado

The regular joint monthly meeting of the Board of Directors of the Southwest Metropolitan Water and Sanitation District (“Southwest”) and the Board of Directors of the Platte Canyon Water and Sanitation District (“Platte Canyon”) convened on Friday, November 20, 2020, at 8:30 a.m. in the Districts’ office located at 8739 West Coal Mine Avenue, Littleton, Colorado 80123. Due to the COVID-19 pandemic, the meeting was also conducted virtually using Microsoft Teams Meeting. Accordingly, those Board members who could not or were not comfortable physically attending, could attend by telephone or by on-line virtual meeting. The web address and call-in information were included in the meeting notice so that interested members of the public could also attend. 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 Southwest Directors were in attendance, to-wit:

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

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

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

¹ and each District’s Water and Sanitary Sewer Activity Enterprise.
The following Platte Canyon staff members were physically in attendance in the boardroom: Patrick J. Fitzgerald, manager; and Vanessa Shipley, financial administrator. The following Platte Canyon staff members attended virtually, although they were physically present in their office: Cynthia Lane, assistant manager; Scott Hand, operations supervisor; Tony Cocozzella, construction program manager; Alyssa Quinn, business program specialist coordinator; and Bridgett Butterfield, communications, and administrative services coordinator.  

Also, in attendance by telephone was Timothy J. Flynn, from Collins Cockrel & Cole, P.C., legal counsel for both Districts.

**CALL TO ORDER**

The meeting was called to order by Southwest President, Anthony M. Dursey, who presided as Chair.

**APPROVAL OF SOUTHWEST AGENDA**

Following a brief discussion, a motion was made by Southwest Director Hause and seconded by Southwest Director Sebastian to approve, as presented, the Southwest agenda. 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

**SOUTHWEST CONSENT AGENDA ITEMS**

Following a brief discussion, a motion was made by Southwest Director Sebastian and seconded by Southwest Director Ensor to approve Southwest Consent Agenda Items 1, 2 and 3, as set forth below, by a single motion:

1. **Ratification of Interim Disbursements and Approval of Current Payables.** Southwest payables and supplemental disbursements for the month of November 2020, in the aggregate amount of $155,906.66, represented by Southwest check nos. 20050 thru 20074, inclusive, including any checks written by the manager pursuant to prior Board authorization for less than $2,500, as well as various electronic fund payments for utility and other authorized electronic payment vendors.

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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.
2. **Southwest Investment/Deposit Transaction Report.** On October 28, 2020, Southwest purchased a $2,000,000 par value Federal Home Loan Mortgage Corporation note, having a maturity date of October 28, 2030 for a purchase price of $2,000,000 and having a face rate of interest of 1.28% per annum. The note is callable quarterly beginning October 28, 2021. Southwest did not have any treasury notes, agency securities or other investments redeem or roll over during the month, except that on October 1, 2020, Southwest renewed a $100,000 certificate of deposit at the Bank of Denver for a period of one year at an interest rate of .25% per annum.


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

<table>
<thead>
<tr>
<th>Name</th>
<th>Vote</th>
</tr>
</thead>
<tbody>
<tr>
<td>Anthony M. Dursey</td>
<td>Aye</td>
</tr>
<tr>
<td>Kenton C. Ensor, Jr.</td>
<td>Aye</td>
</tr>
<tr>
<td>George E. Hamblin, Jr.</td>
<td>Aye</td>
</tr>
<tr>
<td>Chuck Hause</td>
<td>Aye</td>
</tr>
<tr>
<td>Bernard J. Sebastian</td>
<td>Aye</td>
</tr>
</tbody>
</table>

   The motion included authorization for any Southwest Board member to execute on behalf of Southwest, Schilling & Company, Inc.’s 2020 audit engagement letter.

**SOUTHWEST ACTION ITEMS**

1. **Adoption of 2021 Budget.** The Chair opened the public hearing on the Southwest proposed 2021 Budget. Notice of the public hearing was published in accordance with the Local Government Budget Law of Colorado by staff. No members of the public appeared in person, or otherwise registered any objections, or offered any amendments to the proposed 2021 Budget, which balanced as required by law. The Chair then closed the public hearing on the 2021 Budget.

   Following a brief discussion, a motion was made by Southwest Director Sebastian and seconded by Southwest Director Hause to adopt Southwest Resolution 2020-11-1, which Resolution formally adopts the proposed 2021 Budget, as heretofore submitted and amended, as the official budget for Southwest for calendar year 2021. 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 2020-11-1 is attached to the original of these minutes as Exhibit A.

2. **Adoption of Resolution Appropriating Funds for the 2021 Budget.** The Southwest Board then considered Southwest Resolution 2020-11-2, which Resolution authorizes and appropriates the sum of $2,524,204 for expenditure by Southwest in calendar year 2021. A motion to adopt said Resolution was made by Southwest Director Hamblin 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  

A copy of Resolution 2020-11-2 is attached to the original of these minutes as Exhibit B.

3. **Adoption of Resolution Certifying a Zero Property Tax Mill Levy.** The Southwest 2021 Budget does not contemplate the expenditure of property tax revenue. Following a brief discussion, a motion was made by Southwest Director Sebastian and seconded by Southwest Director Hause to adopt Resolution 2020-11-3, which authorizes the certification of a zero-property tax mill levy to the Clerk and Recorder of Arapahoe, Douglas and Jefferson Counties, Colorado. 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 2020-11-3 is attached to the original of these minutes as Exhibit C.
4. **Resolution 2020-11-4 Reaffirming Southwest’s Rates, Fees and Charges for 2021.** The manager then reviewed Resolution 2020-11-4 which reaffirms Southwest’s rates, fees and charges for calendar year 2021, as set forth on Exhibit A to the Resolution. The manager noted that Southwest’s existing water and sewer service fee, previously adopted by separate resolution, shall remain the same for calendar year 2021.

Following a brief discussion, a motion to adopt Southwest Resolution 2020-11-4, was made by Southwest Director Sebastian and seconded by Southwest 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

A copy of Resolution 2020-11-4 is attached to the original of these minutes as Exhibit D.

**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.

**JOINT PARTICIPATION PORTION OF THE MEETING**

Anthony M. Dursey, Southwest President, continued to act as Chair of the joint participation portion of the meeting.

**APPROVAL OF JOINT MEETING AGENDA**

A motion was made by Southwest Director Hamblin and seconded by Platte Canyon Director Fohn to approve the joint meeting agenda, 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
The Chair then 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

JOINT MEETING CONSENT AGENDA ITEM

1. Approval of the Minutes of the Boards’ October 23, 2020 Joint Regular Meeting. A motion was then made by Southwest Director Hamblin and seconded by Platte Canyon Director Buckner to approve the minutes of the Boards’ October 23, 2020 joint regular meeting. 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

The Chair then 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 approved minutes will be presented to the members of each Board for signature as soon as practical, as further evidence of ratification, confirmation and approval.

JOINT MEETING ACTION ITEMS

There were no action items to come before this joint regular meeting.
JOINT MEETING INFORMATION/DISCUSSION ITEMS


(a) **Platte Canyon Financial Statements.** The following unaudited Platte Canyon financial statements, prepared by Vanessa Shipley, for the ten-month period ending October 31, 2020, were presented to the Boards:

(i) Statement of Net Assets, dated October 31, 2020, showing Platte Canyon’s Assets, Liabilities, and Net Assets;

(ii) Statement of Revenue, Expenses and Changes in Net Assets for the ten-month period ending October 31, 2020;

(iii) Schedule of Revenue and Expenditures – Budget & Actual CM/YTD Actuals Compared to Annual Budget for the ten-month period ending October 31, 2020; and

(iv) Schedule of Revenue and Expenditures – Budget & Actual CM/YTD Actuals Compared to CM/YTD Budget for the ten-month period ending October 31, 2020.

Vanessa Shipley had no specific comments regarding the October financial statements.

Following a brief discussion, 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

(b) **Southwest Financial Statements.** The following unaudited Southwest financial statements, prepared by Vanessa Shipley for the ten-month period ending October 31, 2020, were presented to the Boards:

(i) Statement of Net Assets, dated October 31, 2020, showing Southwest’s Assets, Liabilities, and Net Assets;

(ii) Statement of Revenue, Expenses and Changes in Net Assets for the ten-month period ending October 31, 2020;
(iii) Schedule of Revenue and Expenditures – Budget & Actual CM/YTD Actuals Compared to Annual Budget for the ten-month period ending October 31, 2020; and

(iv) Schedule of Revenue and Expenditures – Budget & Actual CM/YTD Actuals Compared to CM/YTD Budget for the ten-month period ending October 31, 2020.

Vanessa Shipley had no specific comments regarding the October financial statements.

Following a brief discussion, a motion was made by Southwest Director Sebastian and seconded by Southwest Director Hause 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

(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 local government investment pools. As of October 31, 2020, Platte Canyon’s investments and deposits totaled $10,225,556.72, itemized as follows:

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Checking</td>
<td>$257,103.19</td>
<td>2.51%</td>
</tr>
<tr>
<td>Certificates of Deposit</td>
<td>$744,000.00</td>
<td>7.28%</td>
</tr>
<tr>
<td>ColoTrust-Prime</td>
<td>$0.00</td>
<td>0.00%</td>
</tr>
<tr>
<td>ColoTrust-Plus</td>
<td>$1,967,131.33</td>
<td>19.24%</td>
</tr>
<tr>
<td>ColoTrust-Trust Account</td>
<td>$3,752,747.49</td>
<td>36.70%</td>
</tr>
<tr>
<td>CSAFE-Core</td>
<td>$1,000,278.52</td>
<td>9.78%</td>
</tr>
<tr>
<td>Treasury Bills</td>
<td>$0.00</td>
<td>0.00%</td>
</tr>
<tr>
<td>Treasury Notes</td>
<td>$1,004,296.19</td>
<td>9.82%</td>
</tr>
<tr>
<td>U.S. Government Agencies and</td>
<td>$1,500,000.00</td>
<td>14.67%</td>
</tr>
<tr>
<td>Instrumentalities</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td><strong>$10,225,556.72</strong></td>
<td><strong>100.00%</strong></td>
</tr>
</tbody>
</table>

The average yield on Platte Canyon’s investments for the month of October 2020, as calculated by staff, was 0.6094% per annum.
Following a brief discussion, a motion was made by Platte Canyon Director Buckner and seconded by Platte Canyon Director Fohn 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 reviewed 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 October 31, 2020, Southwest’s investments and deposits totaled $23,928,359.27, itemized as follows:

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Checking</td>
<td>$7,444.92</td>
<td>0.03%</td>
</tr>
<tr>
<td>Certificates of Deposit</td>
<td>$99,000.00</td>
<td>0.41%</td>
</tr>
<tr>
<td>ColoTrust-Prime</td>
<td>$0.00</td>
<td>0.00%</td>
</tr>
<tr>
<td>ColoTrust-Plus</td>
<td>$5,300,374.43</td>
<td>22.15%</td>
</tr>
<tr>
<td>ColoTrust-Trust Account</td>
<td>$7,514,988.58</td>
<td>31.41%</td>
</tr>
<tr>
<td>CSAFE-Core</td>
<td>$1,000,278.52</td>
<td>4.18%</td>
</tr>
<tr>
<td>Treasury Bills</td>
<td>$0.00</td>
<td>0.00%</td>
</tr>
<tr>
<td>Treasury Notes</td>
<td>$6,006,272.82</td>
<td>25.10%</td>
</tr>
<tr>
<td>U.S. Government Agencies and</td>
<td>$4,000,000.00</td>
<td>16.72%</td>
</tr>
<tr>
<td>Instrumentalities</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td><strong>$23,928,359.27</strong></td>
<td><strong>100.00%</strong></td>
</tr>
</tbody>
</table>

The average yield on Southwest’s investments for the month of October 2020, as calculated by staff, was 1.1821% per annum.

Following a brief discussion, a motion was made by Southwest Director Hause and seconded by Southwest Director Sebastian 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:
2. **Management Report.** The manager and the assistant manager reviewed, as more particularly set forth below, the written management report dated November 2020. A copy of the management report was previously provided to each member of both Boards.

   (a) **Denver Water Rates and Fees for 2021.** The manager informed the Board that Denver Water will increase its rates, fees and charges effective January 1, 2021, in accordance with the rate increases that were previously discussed by the manager with the Board of Directors. The distributors, Denver Water Rates and Fees Technical Advisory Committee (“TAC”), supported Denver Water’s rate increase, but expressed concern with Denver Water assessing the 19% multiplier to the portion of the lead service line reduction costs allocated to the suburban distributors. This will be an ongoing discussion for 2021.

   (b) **Boring Contractor Damage to Southwest/Dutch Creek Sewer Interceptor Line.** The manager briefly provided the Board with background on a sewer back-up that occurred in the Platte Canyon Water and Sanitation District as a result of a boring contractor damaging the Southwest/Dutch Creek interceptor line just north of Coal Mine Avenue on November 13, 2020. As a result of the blockage caused by the boring contractor in the Dutch Creek interceptor, wastewater backed up into Platte Canyon’s main that connects to the interceptor and caused sewage to back-up into a number of townhomes located in the 7400 block of West Coal Mine Avenue. The Colorado Health Department was notified of the spill, and Platte Canyon’s crews cleaned and sanitized the townhome units that experienced the sewage back-up. The District is in the process of investigating the matter further. Initial indications are that Southwest’s interceptor line was properly located, and that the boring contractor was negligent and wrongfully damaged Southwest’s sanitary sewer interceptor line.

3. **Operations and Maintenance Summary Report.** Scott Hand reviewed the Operations and Maintenance Summary report dated October 2020. During the reporting period, neither Platte Canyon nor Southwest had any sanitary sewer service interruptions. Platte Canyon had one water service interruption that occurred on October 19, 2020 at 5842 South Laurel Place. This was an electrolysis break on a 6” CIP pipe. Southwest experienced one water service interruption on October 29th at 10381 West Caley Place. This was a break on a 6” asbestos cement. Scott Hand presented a PowerPoint presentation which showed the repair activities that were undertaken to restore water service to both Platte Canyon Southwest customers as a result of these breaks.

4. **Capital Projects Report.** Tony Cocozzella reviewed the Capital Projects Report for Platte Canyon and Southwest. As part of his report, Mr. Cocozzella updated the
Boards as to the status of all ongoing Platte Canyon and Southwest projects, including developer and District-specific projects. He also updated the Board as to the status of the Valley Sanitation District Sewer Interceptor Project, which is going well.

Both Platte Canyon and Southwest projects that are in the design phase were also included as his report.

NEW BUSINESS

There was no new business to come before the joint participation portion of the meeting.

PLATTE CANYON PORTION OF THE JOINT MEETING

CALL TO ORDER

The Platte Canyon portion of the joint meeting was called to order by Platte Canyon President Richard Rock, who presided as Chair.

APPROVAL OF PLATTE CANYON AGENDA

Following a brief discussion, a motion was made by Platte Canyon Director Hamblin seconded by Platte Canyon Director Fohn 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

PLATTE CANYON CONSENT AGENDA ITEMS

A motion was made by Platte Canyon Director Fohn and seconded by Platte Canyon Director Buckner to approve Platte Canyon consent agenda items 1, 2, and 3, as set forth below, by single motion:

1. Approval of Accounts Payable and Ratification of Interim Disbursements. The Platte Canyon payables and supplemental payables for the month of November 2020, in the aggregate amount of $1,010,871.11, represented by Platte Canyon check nos. 33357 through 33409, inclusive, including any checks written by the manager pursuant to prior Board authorization for less than $2,500, as well as various electronic fund payments for employee salaries, utilities and other authorized electronic fund payment vendors.
2. **Platte Canyon Investment/Deposit Report.** During the month of October 2020, Platte Canyon did not purchase any treasury notes or agency securities, nor did Platte Canyon have any treasury notes, agency securities redeem or mature. On October 4, 2020, Platte Canyon renewed a $100,000 certificate of deposit at Bank of Denver for one year, maturing October 4, 2021, and earning interest at the rate of 0.25% per annum.


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

**PLATTE CANYON ACTION ITEMS**

1. **Adoption of 2021 Budget.** The Chair opened the public hearing on Platte Canyon’s proposed 2021 Budget. Notice of the hearing was published in accordance with the Local Government Budget Law by staff. No members of the public appeared in person, or otherwise registered any objections, or offered any amendments to the proposed 2021 Budget, which is balanced as required by law. The Chair then closed the public hearing on the 2021 Budget.

Following a brief discussion, a motion was made by Platte Canyon Director Dursey and seconded by Platte Canyon Director Buckner to adopt Platte Canyon Resolution 2020-11-1, which Resolution formally adopts the proposed 2021 Budget, as heretofore submitted and amended, as the official budget for Platte Canyon for calendar year 2021, subject to whatever minor adjustments, if any, need to be made when the final assessed valuations are received from Arapahoe and Jefferson Counties, Colorado. 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 2020-11-1 is attached to the original of these minutes as Exhibit E.
2. **Adoption of Resolution Appropriating Funds for the 2021 Budget.** The Platte Canyon Board then considered Platte Canyon Resolution 2020-11-2, which Resolution authorizes and appropriates the sum of $5,129,199 for expenditure by Platte Canyon in calendar year 2021. A motion to adopt said Resolution was made by Platte Canyon Director Hamblin and seconded by Platte Canyon Director Dursey. 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 2020-11-2 is attached to the original of these minutes as Exhibit F.

3. **Adoption of Resolution Certifying a Property Tax Mill Levy.** The Platte Canyon 2021 Budget contemplates the expenditure of property tax revenues, and the manager addressed the need for certifying a property tax mill levy. Following a brief discussion, a motion was made by Platte Canyon Director Buckner and seconded by Platte Canyon Director Hamblin to adopt Resolution 2020-11-3, which resolution authorizes certification of a property tax mill levy for tax year 2021, in the amount of 7.106 mills, consisting of an operations and maintenance mill levy of 7.104 mills, and a mill levy for recovery of refunds and abatements of 0.002 mills. 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 2020-11-3 is attached to the original of these minutes as Exhibit G.

The above-referenced Resolutions were adopted subject to whatever adjustments are necessary when the final assessed valuation for Platte Canyon is received from the Arapahoe and Jefferson Counties, Colorado. The motion also authorized the District’s manager and/or any officer of Platte Canyon to sign the mill levy certification forms to both Arapahoe and Jefferson Counties, Colorado.
4. **Resolution 2020-11-4 Reaffirming Platte Canyon’s Rates, Fees and Charges for Calendar Year 2021.**

The manager then reviewed Resolution 2020-11-4 which reaffirms Platte Canyon’s rates, fees and charges for calendar year 2021, as set forth on Exhibit A to the Resolution. The manager noted that Platte Canyon’s existing water and sewer service fee, previously established by separate resolution, will remain the same for calendar year 2021.

Following a brief discussion, a motion was made by Platte Canyon Director Dursey and seconded by Platte Canyon Director Fohn to adopt Platte Canyon Resolution 2020-11-4. 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 2020-11-4 is attached to the original of these minutes as Exhibit H.

**PLATTE CANYON INFORMATION/DISCUSSION ITEMS**

There were no 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.

**TEMPORARY RECESS**

Following a brief discussion, at approximately 9:50 a.m., a motion was made by Southwest Director Hamblin and seconded by Platte Canyon Director Buckner to temporarily recess the joint meeting so that the Platte Canyon could reconvene as the Board of Subdistrict Nos. 1 and 2. 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
The Chair then called for a vote of the Platte Canyon Board, and the vote was as follows:

<table>
<thead>
<tr>
<th>Name</th>
<th>Vote</th>
</tr>
</thead>
<tbody>
<tr>
<td>William Buckner</td>
<td>Aye</td>
</tr>
<tr>
<td>Anthony M. Dursey</td>
<td>Aye</td>
</tr>
<tr>
<td>Louis J. Fohn</td>
<td>Aye</td>
</tr>
<tr>
<td>George E. Hamblin, Jr.</td>
<td>Aye</td>
</tr>
<tr>
<td>Richard Rock</td>
<td>Aye</td>
</tr>
</tbody>
</table>

RECONVENED JOINT REGULAR MEETING

At approximately 10:00 a.m., the joint regular meeting of the Boards reconvened.

EXECUTIVE SESSION

Following a brief discussion, a motion was made by Platte Canyon Director Buckner and seconded by Southwest Director Sebastian to go into Executive Session pursuant to Section 24-6-402(4)(f) C.R.S., for the purpose of discussing personnel matters, which included the manager’s evaluation for 2020. The manager had previously been advised of the Executive Session and consented to its being held. The Chair called for a vote of the Southwest Board, and the vote was as follows:

<table>
<thead>
<tr>
<th>Name</th>
<th>Vote</th>
</tr>
</thead>
<tbody>
<tr>
<td>Anthony M. Dursey</td>
<td>Aye</td>
</tr>
<tr>
<td>Kenton C. Ensor, Jr.</td>
<td>Aye</td>
</tr>
<tr>
<td>George E. Hamblin, Jr.</td>
<td>Aye</td>
</tr>
<tr>
<td>Chuck Hause</td>
<td>Aye</td>
</tr>
<tr>
<td>Bernard J. Sebastian, Jr.</td>
<td>Aye</td>
</tr>
</tbody>
</table>

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

<table>
<thead>
<tr>
<th>Name</th>
<th>Vote</th>
</tr>
</thead>
<tbody>
<tr>
<td>William Buckner</td>
<td>Aye</td>
</tr>
<tr>
<td>Anthony M. Dursey</td>
<td>Aye</td>
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<tr>
<td>Louis J. Fohn</td>
<td>Aye</td>
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<tr>
<td>George E. Hamblin, Jr.</td>
<td>Aye</td>
</tr>
<tr>
<td>Richard Rock</td>
<td>Aye</td>
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</tbody>
</table>

The Executive Session lasted for approximately 20 minutes and was recorded as is required by law. No decisions or formal actions were taken during the Executive Session. At approximately 10:45 a.m., the Platte Canyon and Southwest Boards returned to open public session.

Shortly after coming out of Executive Session, a motion was made by Platte Canyon Director Dursey and seconded by Platte Canyon Director Buckner to approve a salary
increase for the District’s manager for calendar year 2021, in the amount of 3.3% effective January 1, 2021. 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 record reflects that the Board of Directors of the Southwest Board were also in agreement of the manager salary increase.

**ADJOURNMENT**

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

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

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

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

Whereupon, this joint regular meeting of the Southwest and Platte Canyon Boards of Directors adjourned at approximately 10:50 a.m. The next regular joint meeting of the Boards will be held on Friday, December 18, 2020, at 8:30 a.m.

Respectfully submitted,

Timothy J. Flynn, Recording Secretary

SOUTHWEST METROPOLITAN WATER AND SANITATION DISTRICT

Anthony M. Dursey

Kenton C. Ensor, Jr.

George E. Hamblin, Jr.

Chuck Hause

Bernard J. Sebastian, Jr.

PLATTE CANYON WATER AND SANITATION DISTRICT

William D. Buckner

Anthony M. Dursey

Louis J. Fohn

George E. Hamblin, Jr.

Richard Rock