

## **RECORD OF PROCEEDINGS**

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### **MINUTES OF SEMI -ANNUAL REGULAR MEETING**

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

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

Friday  
November 18, 2022  
Jefferson County, Colorado

The semi-annual regular meeting of the ex officio Board of Directors of the Platte Canyon Water and Sanitation District Subdistrict No. 1 (“Subdistrict No. 1”), Jefferson County, Colorado, convened on Friday, November 18, 2022, at 9:32 a.m. Due to the COVID-19 pandemic and related virus concerns, and for purposes of convenience, the meeting was also conducted virtually using Microsoft Teams. Accordingly, those Board members who could not or were not comfortable attending, could attend by telephone or online 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. The following ex-officio Subdistrict No. 1 Directors were in attendance, to-wit:

William D. Buckner (physically present)  
Anthony M. Dursey (Microsoft Teams)  
Louis J. Fohn (physical present)  
George E. Hamblin, Jr. (Microsoft Teams)  
Mark Swatek (physically present)

The following Platte Canyon Water and Sanitation District (“Platte Canyon”) staff members were physically in the Boardroom: Cynthia Lane, manager; Vanessa Shipley, financial administrator; Scott Hand, operations supervisor; Tony Coccozzella, construction program manager. Bridget Butterfield, communications and administrative services coordinator; and Adam Morris, GIS/Website/IT technician, both 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 (Microsoft Teams)  
George E. Hamblin, Jr. (Microsoft Teams)  
Chuck Hause (physically present)

Samuel Rivas, Jr. (physical present)  
Bernard J. Sebastian, Jr. (physically present)

Also, attending via Microsoft Teams was: Timothy J. Flynn, from Collins Cole Flynn Winn & Ulmer, PLLC, legal counsel for Subdistrict No. 1, 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.

**APPROVAL OF AGENDA**

Following a brief discussion, a motion was made by Platte Canyon Director Buckner and seconded by Platte Canyon Director Fohn to approve the meeting agenda, as presented. 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

**CONSENT AGENDA**

1. **Approval of the Ex-Officio Boards May 27, 2022, Regular Meeting Minutes.** Following a brief discussion, a motion was made by Director Buckner and seconded by Director Swatek to approve, as written, the minutes of Subdistrict No. 1's May 27, 2022, semi-annual regular meeting. 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

The approved minutes will be presented to each Subdistrict No. 1 Board member for signature, as further evidence of ratification, confirmation, and approval, as soon as is reasonably practical.

**ACTION ITEMS**

1. **Adoption of 2023 Budget.** The Chair opened the public hearing on Subdistrict No. 1’s 2023 Budget, 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 2023 Budget. The 2023 Budget is balanced as required by law.

Following a brief discussion, a motion was made by Director Buckner and seconded by Director Dursey to adopt Resolution 2022-11-SD1-1, a copy of which is attached to the original of these minutes as **Exhibit A**, which Resolution formally adopts the proposed 2023 Budget, as heretofore submitted, and amended, as the official Budget of the Platte Canyon Water and Sanitation District Subdistrict No. 1, for the 2023 calendar year. 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

The Board then considered Resolution 2022-11-SD1-2, a copy of which is attached to the original of these minutes as **Exhibit B**, which Resolution appropriates a total of \$28,955 for expenditure by Subdistrict No. 1 during calendar year 2023. A motion to adopt said Resolution was made by Director Buckner and seconded by Director Fohn. 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

To make 2023 debt service payments on its Colorado Water Resources and Power Development Authority Loan, Subdistrict No. 1 will need to generate approximately \$28,525 in property tax revenue by certification of a property tax mill levy of 17.77 mills. Following a brief discussion, a motion was made by Director Dursey and seconded by Director Swatek to adopt Resolution 2022-11-SD1-3, a copy of which is attached to the original of these minutes as **Exhibit C**, which Resolution approves the certification of a property tax mill levy of 17.77 mills for debt service purposes for the 2023 calendar year. 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. 1 at this meeting.

**NEW BUSINESS**

There was no new business to come before the Board of Subdistrict No. 1.

**ADJOURNMENT**

There being no further business to come before the Board of Subdistrict No. 1, 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 semi-annual regular meeting of the Board of Directors of the Platte Canyon Water and Sanitation District Subdistrict No. 1, adjourned at 9:42 a.m. The next regular semi-annual meeting of the Board of Directors of Subdistrict No. 1 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