Official Meeting Notice Memo

To: Official Contact Person  
SDA Member Special Districts

From: Ann Terry, Executive Director

Subject: SDA Annual Business Meeting- Official Notice,  
Nomination Form and Official Proxy Form

Date: August 20, 2019

- New for 2019: **No more paper ballots** for the SDA Board Election! If you are the designated voting representative for your district, you can now sign up to submit your ballot via text when registering for the Annual Conference. Simply select the district you are representing and add an active cell phone number, after which a text will be sent to confirm you are registered to vote. This is a simple process and will allow more time for presentations at the SDA Annual Meeting. When you arrive at the SDA Conference, there will be an expert to help you at the “Text 2 Vote” booth. Voting will be open at 1:00 PM, Wednesday, September 18th and will close at 11:00 AM, September 19th. Results will be presented at the Annual Business Meeting on September 19th at 1:45 PM.

- This is the Official Notice and Call of the Annual Membership Meeting of the Special District Association, along with the Official Proxy Form and the form for the nomination of SDA Directors. These official documents are integral to the annual election and business of the Special District Association and provide the opportunity for special districts that are members of SDA to participate in the Annual Business Meeting, either by having an official representative at the meeting or by filing an official proxy designation form.

- We look forward to seeing you at the 2019 SDA Conference in Keystone which begins on Wednesday, September 18th at 7:00 am through Friday lunch, September 20th.

- Please bring these forms to the attention of the Board of Directors for your district and take whatever action the Board feels is appropriate. These forms are self-explanatory, but if you have questions please contact me at ann.terry@sdaco.org.

_Pursuant to SDA bylaws 6.03 Notice of Meeting this meeting, notice will not be mailed to you by US Mail._
Official Business Meeting Agenda

Annual Business Meeting
of
The Special District Association of Colorado

Castle Peak
Keystone Conference Center
Keystone, Colorado
Thursday, September 19, 2019
1:45 p.m. – 3:00 p.m.

Presiding:  Jim Kullhem, SDA Board President
Special District Association of Colorado

1. President’s Remarks – Jim Kullhem, SDA Board President
2. Approval of Minutes of 2018 SDA Annual Business Meeting
3. Presentation:
   - The Intersection and Collaboration of Local Government and the Business Community
     Loren Furman, Colorado Chamber of Commerce
4. SDA Treasurer’s Report – Kathy Morris, SDA Board Treasurer
5. Executive Director Report – Ann Terry, SDA Executive Director
6. Announcement of SDA Board of Directors Election Results – Jim Kullhem, SDA Board President
7. Closing Remarks & Adjourn – Jim Kullhem, SDA Board President
RECORD OF PROCEEDINGS
ANNUAL BUSINESS MEETING
SPECIAL DISTRICT ASSOCIATION OF COLORADO

HELD

September 13, 2018
1:48 pm
Keystone Conference Center
Keystone, Colorado

DIRECTORS PRESENT

Jim Kullhem, President
Susan Saint Vincent, Treasurer
Sue Blair
Jim Borland
Kent Bosch
Mitch Chambers
Leo Johnson
Kathy Morris
Larry Moore
Bill Simmons

DIRECTORS ABSENT

Mike Feeley (Excused)

ALSO IN ATTENDANCE

Ann Terry, SDA Executive Director
Michael Valdez, SDA Director of Policy
Megan Lippard, SDA Editor and Communications Manager (Recording Secretary)
Elizabeth Garner, Colorado State Demographer
Lee Durham, Global Mobile
Corbin Barrett, Global Mobile
CALL TO ORDER

SDA Board President Jim Kullhem called the meeting to order at 1:48 pm. He introduced the SDA Board and staff present at the meeting.

PRESIDENT’S REMARKS

Mr. Kullhem reported that it was another very successful year for SDA, with membership continuing to increase. He stated that there are currently 1,816 district members and 285 associate members. Mr. Kullhem also reported that the SDA trainings continue to be very popular and well attended, including webinars, Legislative Briefings, and the Board Member Workshops in June, which were attended by nearly 510 people. He noted that the workshops were held in two new locations this year, which provided an opportunity to see even more members in their local communities. Mr. Kullhem also announced that there are over 1,000 attendees for this year’s Conference.

APPROVAL OF 2017 SDA ANNUAL BUSINESS MEETING MINUTES

Mr. Kullhem stated that the minutes from the 2017 SDA Annual Business Meeting were included in the Annual Meeting packet that was emailed to all members on August 10.

A motion was made to approve the 2017 SDA Annual Business Meeting minutes as submitted. The motion was seconded and passed unanimously.

ELECTION OF SDA BOARD OF DIRECTORS

Mr. Kullhem announced that the only nominations that were received are for the five incumbents whose terms are expiring. He reported that those incumbents are: Mitch Chambers, Leo Johnson, Bill Simmons, Kent Bosch, and Mike Feeley. Mr. Kullhem noted that there were no nominations received for write-in candidates.

Therefore, Mr. Kullhem closed the nominations and declared that the five incumbents have been reelected.

PRESENTATION FROM ELIZABETH GARNER

Ann Terry introduced Elizabeth Garner, the Colorado State Demographer. Ms. Garner provided a presentation on population trends and transitions and the effects these may have on districts.
MOBILE BALLOT VOTING DEMONSTRATION

Ms. Terry introduced Lee Durham and Corbin Barrett from Global Mobile. Mr. Durham discussed how mobile voting works, and he and Mr. Barrett provided a brief demonstration for the attendees.

SDA TREASURER’S REPORT

Susan Saint Vincent presented the Treasurer’s Report. She stated that the 2017 audit was completed by McMahan and Associates, and it found that SDA is in good financial standing. She added that SDA experienced a financially secure year, and she noted that the Board continues its commitment to providing affordable training opportunities for members. Ms. Saint Vincent also stated that membership continues to increase, with 1,816 current district members and 285 current associate members.

There was a question from the audience on whether there has been any thought to changing the dues structure. Ms. Terry stated that the current system works well so changes are not being considered at this time.

A motion was made to accept the 2017 year-end financials. The motion was seconded and passed unanimously.

EXECUTIVE DIRECTOR REPORT

Ms. Terry thanked the SDA Board of Directors and the SDA membership for their continuing support.

She reported that SDA continues to grow in both district and associate memberships. She stated that library, fire, and health service district membership is growing while water and sanitation district membership has remained constant.

Ms. Terry also reported that SDA recently worked with Colorado Mesa University on a community report card survey, and she announced that special districts received a high approval rating, with 85% stating that they are satisfied with their local districts.

In addition, Ms. Terry stated that SDA continues to ask members what they would like to see offered as training options, such as succession planning, in-depth budgeting and accounting, and others. She stated that these suggestions are very helpful, and she asked that members continue to provide their ideas.
Ms. Terry also announced that SDA has collaborated with a group of special district representatives from the associations in California, Florida, and Oregon to establish a national special district coalition that can work on special district issues on a state and national level.

For the upcoming 2019 Legislative Session, Ms. Terry reported that SDA is looking at a possible election clean-up bill as well as a bill that would address the issue of open records requests being used for marketing gain. She added that the SDA Legislative Committee will once again be meeting in person to focus on these and other specific legislative topics. Moreover, Ms. Terry stated that the Legislative Briefing webinars will continue to be held every other week, and she invited all members to listen in for the latest legislative updates. Ms. Terry also noted that there is likely to be a number of de-Gallagherization issues on local ballots in November.

Finally, Ms. Terry stated that the SDA staff is looking at refreshing the SDA website design and overall user friendliness.

**CLOSING REMARKS AND ADJOURN**

A motion was made to adjourn the meeting at 3:05 pm. The motion was seconded and passed unanimously.

Respectfully submitted:

By: ______________________________

Megan Lippard

Recording Secretary
2019 Special District Association of Colorado
NOMINATION OF DIRECTOR

The ____________________________ District
nominates ____________________________________________ to serve on the

Special District Association Board of Directors pursuant to the election held at the Annual Business
Meeting on September 19, 2019, in accordance with such terms of office as are set forth in Article VII of
the SDA Bylaws.

Please submit a brief biographical sketch of your nominee, using the space below, or on a separate sheet
of paper, and return to the Special District Association at either of the addresses listed below.

_____________________________________________________________________________________
_____________________________________________________________________________________
_____________________________________________________________________________________
_____________________________________________________________________________________
_____________________________________________________________________________________
_____________________________________________________________________________________

Incumbent  District  Type  Region
Two-year terms expiring:
Kathy Morris  Durango Fire Protection District  Fire  1
Sue Blair  Independence Metropolitan District  Metro  5
Larry Moore  Eagle Bend Metropolitan District  Metro  5
Jim Kullhem  Prospect Recreation & Park District  Park & Rec  5
James Borland  Fort Collins-Loveland Water District  Water  4
Ronda Lobato  Costilla County Conservancy District  Other  1

The term of office is two years and no more than two members of the Board can represent any one type of
special district.

All nominations must be received in the SDA office by 5:00 pm August 30, 2019, for the candidate’s
name to appear on the printed ballot.

Mail to:
Special District Association of Colorado
225 East 16th Avenue, Suite 1000
Denver, CO 80203
Attn: Anthoney Sandoval
OR
email to: anthoney@sdaco.org
Elections for the Board of Directors of the Special District Association will be held at the Annual Business Meeting, as part of the Annual Conference, on September 19, 2019.

The requirements for election to the SDA Board of Directors are contained in Article VII, Paragraph 7.02, of the SDA By-Laws:

"7.02.(a) Number. The board of directors shall be composed of eleven (11) members, no more than two of whom can be from any one of the following types of special districts: fire districts; metropolitan districts; park and recreation districts; sanitation districts; water districts; water and sanitation districts; hospital and other districts or entities."

"7.02.(b) Geographic Distribution. At least one director shall be a director of a special district located in each of the following geographic areas:"

* (Bold) Indicates those directors whose terms are up this year.

The current make-up of the Board by type of district is as follows:

**FIRE DISTRICTS:**
- Kathy Morris, Durango Fire Protection District
- Mike Feeley, West Metro Fire Protection District

**METROPOLITAN DISTRICTS:**
- Sue Blair, Independence Metropolitan District No. 4
- Larry Moore, Eagle Bend Metropolitan District

**PARK & RECREATION DISTRICTS:**
- Jim Kullhem, Prospect Recreation & Park District

**SANITATION DISTRICTS:**
- Mitch Chambers, Southgate Sanitation District
- Kent Bosch, Upper Thompson Sanitation District

**WATER DISTRICTS:**
- James Borland, Fort Collins-Loveland Water District

**WATER & SANITATION DISTRICTS:**
- Leo Johnson, SW Suburban Denver Water & Sanitation District
- Bill Simmons, Eagle River Water & Sanitation District

**OTHER DISTRICTS:**
- Ronda Lobato, Costilla County Conservancy District

Notes:
1. There can be no more than two directors from any type of district, but it is not required that there be any directors from any type of district.
2. There must be at least one director from each geographic area. Thus, at least one candidate from Region 1 and one candidate from Region 2 must be elected, even if they get fewer votes than candidates from Region 5.
3. The counties comprising the geographic regions are as follows:

**Region 1:** An area including the counties of Delta, Montrose, Gunnison, Chaffee, Saguache, Alamosa, Costilla, Conejos, Rio Grande, Archuleta, Mineral, Hinsdale, La Plata, Montezuma, San Juan, Dolores, San Miguel and Ouray.

**Region 2:** An area including the counties of Mesa, Pitkin, Eagle, Garfield, Rio Blanco, Moffat, Routt, Grand, Jackson, Lake, Summit, Clear Creek and Gilpin.

**Region 3:** An area including the counties of Park, Teller, Fremont, Custer, Huerfano, Las Animas, Baca, Bent, Prowers, Pueblo, Otero, Crowley, Kiowa, Cheyenne, Kit Carson, Lincoln, Elbert and El Paso.

**Region 4:** An area including the counties of Larimer, Weld, Morgan, Logan, Sedgwick, Phillips, Yuma and Washington.

**Region 5:** An area including the counties of Adams, Arapahoe, Boulder, Broomfield, Denver, Douglas and Jefferson.
OFFICIAL 2019 SDA PROXY DESIGNATION
SPECIAL DISTRICT ASSOCIATION OF COLORADO
Annual Business Meeting
Thursday, September 19, 2019

Each Special District that is a member of SDA is entitled to **one vote per district**. If your District chooses a proxy to represent your district at the SDA Annual Business Meeting, please complete this Proxy form.

As a Member of SDA, _______________________________________________________________ District

(Name of District)
does hereby designate and appoint, _______________________________________________________with

(Please Print Name of Representative OR list SDA Board)

the full power of substitution, as the true and lawful representative and Proxy of the undersigned, to vote as the Member District’s Representative in attendance for purposes of a quorum, and to vote the Member’s vote in the name of the undersigned at the SDA Annual Business Meeting of Members in Keystone, Colorado on **Thursday, September 19, 2019** upon all such matters as may come before the meeting upon which proxy voting is allowed, and all adjournments thereof as follows.

**Please complete, sign and mail or email so it is received at the SDA office by August 30, 2019**

*If you have any questions or cannot meet the August deadline please contact Anthoney Sandoval at (303) 863-1733*

______________________________________________________________________      _________________________________
Name of Member Representative submitting form (please print)                                   Date

(Please sign)

Mail to:
Special District Association of Colorado
225 E. 16th Avenue, Suite 1000
Denver, CO 80203
Attn: Anthoney Sandoval
OR
email to: anthoney@sdaco.org