



Official Meeting Notice Memo

To: Official Contact Person
SDA Member Special Districts
From: Ann Terry Executive Director
Subject: Official Notice, SDA Annual Business Meeting
Nomination Form
Official Proxy Form
Date: August 12, 2013

The Official Notice and Call of the Annual Membership Meeting of the Special District Association is enclosed, 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.

These forms are self-explanatory. Please call them to the attention of the Board of Directors for your district and take whatever action the Board feels is appropriate.

For your information, the Program and Registration Form for the Annual Conference is on the SDA website at www.sdaco.org. We hope to see a strong attendance from your district registered for the Conference. We think you will find the program to be very informative and entertaining.

**** Again this year – Voting delegates for member districts can check in for the Annual Meeting at the SDA registration booth upon their arrival at the conference.***



Official Business Meeting Agenda

Annual Business Meeting of The Special District Association of Colorado

Longs Peak Ballroom
Keystone Conference Center
Keystone, Colorado

Thursday, September 19, 2013
1:45 p.m. – 3:00 p.m.

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

1. Roll call to determine quorum of members for the meeting
2. President's remarks
3. Reading of Notice and Proof of Call of the meeting
4. Approval of Minutes of 2012 SDA Annual Business Meeting
5. Nomination and election of SDA Board of Directors
6. Approval of amendments to the SDA By-Laws
7. SDA Treasurer's Report
8. Presentation -
Local Government Association Collaborations That Benefit Your District
Pannel discussion with:
 - Ann Terry – Executive Director, Special District Association of Colorado
 - Chip Taylor – Executive Director, Colorado Counties, Inc.
 - Sam Mamet – Executive Director, Colorado Municipal League
 - Ken Delay – Executive Director, Colorado Assocaition of School Boards
9. Announcement of SDA election results
10. Adjourn



**RECORD OF PROCEEDINGS
ANNUAL BUSINESS MEETING
SPECIAL DISTRICT ASSOCIATION OF COLORADO**

HELD

September 20, 2012
1:45 p.m.
Keystone Conference Center
Keystone, Colorado

DIRECTORS PRESENT

Pat Mulhern, President
John McCaulley, Vice President
Jim Kullhem, Treasurer
Jim Borland
Leo Johnson
Bill Simmons
Vicki Spencer
Jim Whitfield

DIRECTORS ABSENT

Jack DeLange (*excused*)
Harold Thompson (*excused*)
John Warnick (*excused*)

ALSO IN ATTENDANCE

Ann Terry, SDA Executive Director
Donna Alengi, SDA Deputy Executive Director
Megan Lippard, SDA Executive Project Specialist (*Recording Secretary*)
Richard Wobbekind, University of Colorado Boulder, Leeds School of Business

CALL TO ORDER

SDA Board President Pat Mulhern called the meeting to order at 1:45 pm. He introduced the Board and SDA staff present at the meeting, noting that Jack DeLange, Harold Thompson, and John Warnick were excused from the meeting.

DETERMINATION OF QUORUM

Mr. Mulhern announced that a count of the number of districts represented in person and by proxy had already determined that a quorum is present.

A motion was made to waive the Proof of Call since it has already been established that a quorum is present. The motion was seconded and passed unanimously.

APPROVAL OF 2011 SDA ANNUAL BUSINESS MEETING MINUTES

A motion was made to approve the 2011 SDA Annual Business Meeting minutes. The motion was seconded and passed unanimously.

NOMINATION AND ELECTION OF SDA BOARD OF DIRECTORS

Mr. Mulhern stated that there are five incumbents whose terms are expiring: Jack DeLange, Bill Simmons, Leo Johnson, Jim Whitfield, and Vicki Spencer. Mr. Mulhern explained that the only nominations that were received were those for the five incumbents.

Mr. Mulhern called for nominations from the floor. None were received, and the nominations were closed.

A motion was made to waive the election and appoint the five candidates through acclamation. The motion was seconded and passed unanimously.

PRESIDENT'S REMARKS

Mr. Mulhern reported that the Association is very strong and financially sound, with membership continuing to increase. He stated that a Board committee is currently working on possible modifications to Title 32 to improve transparency.

PROPOSED AMENDMENT TO SDA BYLAWS

Mr. Mulhern stated that a proposed amendment to Section 3.01 of the SDA bylaws has been reviewed by the SDA Board of Directors and approved for submission to the members for consideration. This amendment would allow Republican River Water Conservation District and pest control districts to join SDA. Mr. Mulhern asked for a vote by a show of hands for this proposal.

A motion was made to amend the SDA bylaws as provided and discussed. The motion was seconded and by a show of hands, passed unanimously.

SDA TREASURER'S REPORT

Mr. Mulhern asked SDA Treasurer Jim Kullhem to report on SDA's financial condition. Mr. Kullhem reported that SDA remains financially strong and continues to do well. He stated that the 2011 audit, which was completed by McMahan and Associates, showed the Association in good standing. Mr. Kullhem complimented Ann Terry on her leadership of the Association, and he thanked the entire staff for their hard work.

PRESENTATION BY RICHARD WOBBEKIND

Mr. Mulhern introduced Richard Wobbekind from the University of Colorado Boulder, Leeds School of Business. Mr. Wobbekind discussed the overall current financial picture, both nationally and in Colorado, and he reviewed a variety of economic factors that contribute to the overall financial health of the state and the country.

ADJOURNMENT

A motion was made to adjourn the meeting at 2:40 p.m. The motion was seconded and passed unanimously.

Respectfully submitted:

By: _____
Megan Lippard
Recording Secretary



PROXY INSTRUCTIONS

Each Special District that is a member of SDA is entitled to **one vote per district**. If your District cannot be represented at the SDA Annual Business Meeting, please complete a Proxy and deliver it to the person named, or you may name the SDA Board of Directors as your Proxy. Make sure to send this document so it is received at the SDA office by September 12, 2013 or you can hand deliver it to the SDA registration desk at the Conference. Mail your Proxy to:

**Special District Association of Colorado
225 East 16th Avenue, Suite 1000
Denver, CO 80203**

The Bylaws require that thirty percent (30%) of the regular member districts which have a representative registered and in attendance, or are represented by Proxy, at any Annual Conference shall constitute a quorum for the conduct of business.

2013 PROXY

**Special District Association of Colorado
Annual Business Meeting
SEPTEMBER 19, 2013**

The undersigned District Member of the Special District Association of Colorado does hereby constitute and appoint:

(Name) _____

(Name of District) _____

with full power of substitution, as the true and lawful representative and proxy of the undersigned, to vote the Member's vote in the name of the undersigned at the Annual Meeting of the Members of the Association to be held at the Keystone Conference Center, Keystone, Colorado, on Thursday, September 19, 2013, and at all adjournments thereof as follows:
In his/her discretion, all such matters as may come before the meeting.

District: _____ Date: _____

Name: _____

Signature: _____



2013 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, 2013, 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 SDA.

Incumbent	District	Type	Region
Two-year terms expiring:			
John McCaulley	Eagle River Fire Protection District	Fire	2
Susan Saint Vincent	Elbert County Library District	Other Districts	3
Jim Kullhem	West Metro Fire Protection District	Fire	5
Jim Borland	Ft. Collins-Loveland Water District	Water	4
Pat Mulhern	South Metro Fire Rescue Authority	Authority	5
John Warnick	Highlands Ranch Metro District	Metro	5

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 **August 30, 2013** for the candidate's name to appear on the printed ballot:

Send to: Special District Association of Colorado
225 East 16th Avenue, Suite 1000
Denver, CO 80203

SDA 2013 BOARD ELECTION PROVISIONS

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, 2013.

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:

*James Kullhem, West Metro Fire Protection District
*John McCaulley, Eagle River Fire Protection District

METROPOLITAN DISTRICTS:

Bill Simmons, Edwards Metropolitan District
*John B. Warnick, Highlands Ranch Metro District

OTHER DISTRICTS:

Vicki Spencer, Gunnison County Library District
*Susan Saint Vincent, Elbert County Library District

PARK AND RECREATION DISTRICTS:

Jim Whitfield, Apex Park and Recreation District

WATER DISTRICTS:

*James Borland, Fort Collins-Loveland Water District

WATER AND SANITATION DISTRICTS:

Leo Johnson, SW Suburban Denver Water and Sanitation

OTHER ENTITIES:

*Pat Mulhern, South Metro Fire Rescue Authority

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.