



## Poudre School District Board of Education

2407 Laporte Avenue, Fort Collins, CO 80521 • 970-490-3607

# Meeting Minutes

Minutes from Special Business Meeting

December 29, 2016

### **SPECIAL BUSINESS MEETING – 1:00 p.m.**

**PRESENT:** President Cathy Kipp and Vice President David Trask; Directors Susan Gutowsky, Carolyn Reed, and Rob Petterson; Superintendent Sandra Smyser; Legal and Policy Counsel Tom Crabb; and Executive Director Dave Montoya

**ABSENT:** Directors Donovan and Febvre

#### **1.0 CALL TO ORDER**

President Kipp called the special business meeting to order at 1:00 p.m.

#### **2.0 ACTION ITEMS**

##### **2.1 Approval of 2016 Fiscal Year External Audit Documents (Comprehensive Annual Financial Report (CAFR) and Single Audit**

Executive Director Montoya indicated that finance department staff had to spend extra time working on this item because of the late submission of financial information from Liberty Common School. The new information is included in the Board's packet.

The district had a conversation with the school. Liberty Common's school board was caught off guard and didn't realize the audit did not get turned in on time. Going forward, they will address this issue.

The only change to the CAFR from the information provided at the last meeting is the components (the new information received from Liberty). There are no concerns fiscally. The timeliness/delay of the information submittal from Liberty Common School was the main concern. This entire matter will be addressed with the school, their Board and finance team in February with the audit committee.

Vice President Trask moved to approve the Comprehensive Annual Financial Report (CAFR) and the single audit.

Director Gutowsky seconded the motion.

The voting was as follows:

Those voting AYE: Directors Gutowsky, Kipp, Petterson, Reed, and Trask

Those voting NO: None

Absent: Directors Donovan and Febvre

Motion passed: 5 - 0

## **2.2 Approval of Agreement to Terminate Fiber License Agreement and Conveyance and Acceptance of Dark Fiber Laterals and Related to Facilities Between Poudre School District and Reliance Globalcom Services, Inc.**

Vice President Trask moved that the Board approve the Agreement to Terminate Fiber License Agreement and Conveyance and Acceptance of Dark Fiber Laterals and Related Facilities as presented, and authorize the Board President to sign the Agreement attested by the Board Secretary.

Director Gutowsky seconded the motion.

There was a discussion to clarify details of the agreement.

There are fiber optic cables throughout Fort Collins. This agreement refers to the “stub-in” fibers and equipment on PSD sites. The property that is being conveyed (in the agreement) consists of the actual fibers that go off of the ring into the district’s facility. Years ago, the materials that hook up the fibers were purchased and changed out by PSD. PSD took over everything except ownership of the fiber. The original agreement was in 2000. It was replaced in 2004 with a poorly written agreement and despite what was agreed to in that agreement, the district has also been maintaining the fiber.

There is no additional work for the district as a result of this proposed agreement. The district already owns all the materials/equipment and maintains the fiber. Globalcom does not provide any maintenance (as confirmed by our fiber specialist). PSD is already doing the maintenance. The district was unable to verify any easements with the City of Fort Collins or Platte River Power for this property, meaning no one else has rights to or can use the equipment, material or fiber. It is stubbed directly into PSD sites, for district use only.

The voting was as follows:

Those voting AYE: Directors Gutowsky, Kipp, Petterson, Reed, and Trask

Those voting NO: None

Absent: Directors Donovan and Febvre

Motion passed: 5 - 0

### **3.0 ADJOURNMENT**

Meeting adjourned at 1:13 p.m.

Respectfully submitted,

Kyla Davis  
Assistant Secretary to the Board of Education