

**MINUTES OF A REGULAR MEETING OF  
THE BOARD OF DIRECTORS OF THE  
CASCADE METROPOLITAN DISTRICT NO. 1  
HELD JANUARY 23, 2018**

A regular meeting of the Board of Directors of the Cascade Metropolitan District No. 1 (the "Board") was duly held on Tuesday, the 23rd day of January 2018, at 5:30 p.m., at the Cascade Fire Station, 8015 Severy Road, Cascade, Colorado. The meeting was open to the public.

**Directors in Attendance Were:**

Michael Whittemore (late)  
Mike Herr  
Susan Soloyanis  
Troy Eason (late)  
Stephen Spaulding

**Also in Attendance Were:**

Jennifer Gruber Tanaka, Esq., White Bear Ankele Tanaka & Waldron, Attorneys at Law (via telephone)  
Mr. Jason Meyer, GMS engineer  
Kevin Walker, Walker Schooler District Managers  
Mr. Andre Kilik, District employee  
Mr. Duane Schorman, District Employee  
Members of the public (see sign-in sheet attached)

- 1. Call to Order:** The meeting was called to Order by Director Spaulding at 5:32 p.m.
- 2. Declaration of Quorum/Director Qualifications/Reaffirmation of Disclosures:** The Board discussed the requirements pursuant to Colorado law to disclose any potential or existing conflicts of interest to the Board of Directors and to the Secretary of State. Ms. Tanaka reported that disclosures for those directors with potential or existing conflicts of interest were filed with the Secretary of State's Office and the Board at least 72 hours prior to the meeting, in accordance with Colorado law, and those disclosures were acknowledged by the Board. No additional disclosures were noted.
- 3. Approval of Agenda:** President Whittemore joined the meeting. Director Soloyanis moved to approve the agenda, seconded by Director Herr. The motion passed unanimously, Director Eason Absent.
- 4. Consent Agenda Items:**
  - a. Acknowledge Operations Report
  - b. Acknowledge Manager's Report
  - c. Approval of Board Meeting Minutes of the Regular meeting held on November 28, 2017.

d. Approval of Payables for the period ending January 23, 2018 in the amount of:

	<u>December</u>	<u>January</u>
General Fund:	\$ 36,972.34	\$ 37,536.76
Capital Projects Fund:	\$ 15,650.60	\$ 25,299.50
Grant Capital Projects Fund:	\$	
<u>Debt Service Fund:</u>	<u>\$ 22,745.83</u>	<u>\$ 22,745.83</u>
Total	\$ 75,368.77	\$ 85,582.09

- e. Acceptance of Unaudited Financial Statements as of November 30, 2017, the schedule of cash position updated as of November 30, 2017 and bank statements
- f. Acceptance of Unaudited Financial Statements as of December 31, 2017, the schedule of cash position updated as of December 31, 2017 and bank statements
- g. Approval of Requisitions No. 29 and 30 to UMB Bank, as Trustee, for payment of Working Capital Project funds from Water Enterprise Revenue Refunding and Improvement Bonds, Series 2015A and 2015 B
- h. Ratification of Engagement of Spencer Fane as Condemnation Counsel.
- i. Adoption of Resolution No. 2018-01-01: Designating 24-Hour Posting Location

Director Herr noted that he had reviewed the bank statements for the end of the year and they were acceptable but that the November statements were not available. Motion made by Director Soloyanis to approve the consent calendar, second by Director Herr. Motion passed unanimously.

#### **5. Consideration of items removed from Consent Agenda: None**

Director Eason arrived at the meeting.

#### **6. Management Matters**

- a. General Update on Water Conservation Project – Director Soloyanis and Mr. Meyer updated the Board on this matter.

A storage yard had been identified for the project materials. The CDOT site near Highway 24 had been agreed to with a site on the other side of the highway also still a possible location if the contractor need it. Discussion around use of ROW in District 2 identified that the roadway is owned by the District.

Due to the contract flexibility, over \$25,000 had been saved in pipe cost. Pipe would begin to be delivered in March.

- b. Approval of easements - Mr. Walker presented the Board with 24 easements for approval:

- |                            |                     |
|----------------------------|---------------------|
| • 5330 RAMPART TERRACE RD  | • 8238 W HIGHWAY 24 |
| • W Highway 24, 8323300060 | • 4705 HAGERMAN AVE |
| • 5334 RAMPART TERR        | • 5370 RAMPART TERR |
| • 4640 MARIPOSA LN         | • 8290 PARK ST      |

- FOREST RD, 8323300033
- HAGERMAN AVE, 8323300031
- 7860 MARRIOTT RD
- 7820 GARDINER RD
- 8138 W HIGHWAY 24
- 8126 W HIGHWAY 24
- 8176 W HIGHWAY 24
- 5306 RAMPART TERR
- 4455 FOUNTAIN AVE
- 5338 RAMPART TER
- 4630 FOUNTAIN AVE
- 4620 FOUNTAIN AVE
- 8122 W HIGHWAY 24
- 4680 MARIPOSA LN
- 8240 W HIGHWAY 24
- 7850 GARDINER RD

Director Soloyanis made a motion to approve District acceptance of the easements, Director Eason seconded. The motion was approved unanimously.

The Board discussed the remaining easements that are needed for the project and the best courses of action to obtain those. The Board provided direction to Mr. Walker and legal counsel accordingly.

- c. Water Loss – Mr. Walker updated the Board on the water loss status following the repair of a major leak on December 14. The losses had been reduced by 10-15% but there was general agreement that this was not a long enough period to gauge the impact. Mr. Walker was instructed to file a request with CSU if this would qualify under their leak repair reimbursement program. The Board requested that the impact of the repair on purchases be evaluated after several more months.

**7. Operations Matters -** Mr. Kilik reported that the he had responded to a frozen pipe call that week and that the chlorinator repair had not been successful and that a warranty claim would be made. Mr. Walker reported that a property was delinquent and that there was no shutoff; the property was under contract to be sold and rather than construct a stop box, he recommended that the delinquent amount be collected at closing and the stop box be replaced in the construction project. Mr. Kilik reported that the District was no longer able to obtain operational electronic read units for remote reading of meters and that the meter replacements will need to be read manually. This was acknowledged as the best practice given the time frame for the new construction.

## **8. Financial Matters**

## **9. Legal Matters**

- a. Election Update – Ms. Tanaka reported that self-nomination forms were available for the two positions that were scheduled for the 2018 election. Mr. Eason indicated that he was going to nominate himself for to run again; Director Spaulding indicated that he was not going to run again. Ms. Tanaka reported that the nominations are due to her by March 2 and if there were only two nominations, that the election would be cancelled.

## **10. Public Comment – None**

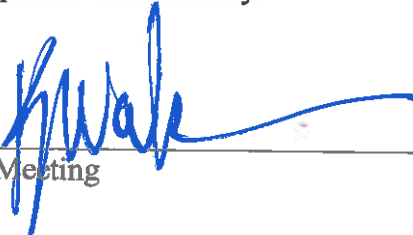
**11. Other Business**

a. Next Meeting— the Board determined to hold the next scheduled meeting on February 27 at 5:30 p.m., unless not otherwise needed.

**12. Adjournment** - Director Soloyanis moved for adjournment at 7:05 PM. Seconded by Director Eason. Motion passed unanimously.

Respectfully submitted,

By: \_\_\_\_\_  
Secretary for the Meeting



THESE MINUTES ARE APPROVED AS THE OFFICIAL JANUARY 23, 2018 MINUTES OF THE CASCADE METROPOLITAN DISTRICT NO. 1 BY THE BOARD OF DIRECTORS SIGNING BELOW:

\_\_\_\_\_  
Mike Whittemore

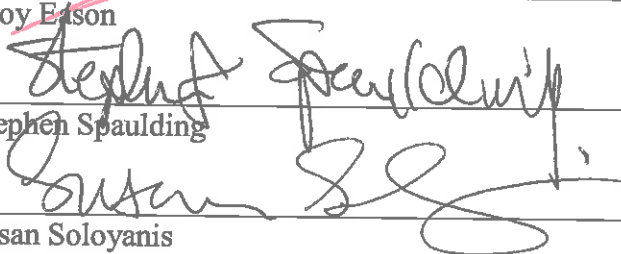


\_\_\_\_\_  
Mike Her

\_\_\_\_\_  
Troy Eason

\_\_\_\_\_  
Stephen Spaulding

\_\_\_\_\_  
Susan Soloyanis



## CASCADE METROPOLITAN DISTRICT NO. 1

Please print the requested information below. If you wish to address the Board during public comment, please indicate that by checking the box under the public comment column. Public comment will be taken in the order they appear on this sheet. Public comment is limited to three (3) minutes.

Name	Address	Telephone/Email	Public Comment Please check if you wish to address the Board. Please note comments are limited to 3 minutes.
Jim Borley	MARIPosa CA	287-3852	<input type="checkbox"/>
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