

**MINUTES OF A REGULAR MEETING OF
THE BOARD OF DIRECTORS OF THE
CASCADE METROPOLITAN DISTRICT NO. 1
HELD SEPTEMBER 27, 2016**

A regular meeting of the Board of Directors of the Cascade Metropolitan District No. 1 (the "Board") was duly held on Tuesday, the 27th day of September, 2016, 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:

Mike Whittemore
Mike Herr
Susan Soloyanis
Stephen Spaulding (arrived at 5:54)

Absent Directors (excused absence)

Troy Eason

Also in Attendance Were:

Jennifer Gruber Tanaka, Esq., White Bear Ankele Tanaka & Waldron, Attorneys at Law (via telephone)
Kevin Walker, Schooler and Associates, Inc.
Duane Schorman, Cascade Water District Operator
Andre Kilik, Cascade Water District Operator
Members of the Public; see attached list

1. **Call to Order:** The meeting was called to Order by President Mike Whittemore at 5:33 PM.
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. Ms. Tanaka noted that a quorum was present and inquired into whether members of the Board had any additional disclosures of potential conflicts of interest with regard to any matters scheduled for discussion at this meeting. No additional disclosures were noted.
3. **Approval of Agenda:** Mr. Walker recommended the addition of a resolution acknowledging the receipt of an additional \$200,000 to the DOLA grant for water system improvements as Item g. on the Consent Calendar.

Motion to approve the agenda as amended and to excuse the absences of Director Eason was made by Director Soloyanis, seconded by Director Herr. Motion passed unanimously.

(Modified Agenda order)

4. Consent Agenda Items: The Board considered the following consent agenda items:

- a. Acknowledge Operations Report
- b. Acknowledge Manager's Report
- c. Approval of Board Meeting Minutes from the August 23, 2016 Meeting
- d. Approval of Payables for the Period Ending August 31, 2016 in the amount of:

General Fund:	\$31,314.62
Capital Projects Fund:	\$ 521.10 (amended)
Pyramid Mountain Review Retainer*\$	0.00
Grant Capital Projects Fund:	\$ 0.00
<u>Debt Service Fund:</u>	<u>\$23,493.75</u>
Total	\$55,329.47 (amended)

- e. Acceptance of Unaudited Financial Statements as of August 31, 2016, the schedule of cash position updated as of and bank statements
- f. Approval of Requisition No. 16 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
- g. Ratify of Contract Amendment for EIAF 7844 – Cascade Metro Water System Improvements to change the award amount from \$1,507,904.00 to \$1,707,904.00

Director Herr noted that he had reconciled the bank statements with the financials. Motion to approve the Consent Agenda was made by Director Herr. Motion was seconded by Director Soloyanis. Motion passed unanimously.

5. Consideration of items removed from Consent Agenda: None

6. Management Matters

- a. Update on Conversion of Water System – Director Soloyanis discussed that the engineering and surveying work had begun in earnest including plans to do some geotechnical studies regarding the rock in the project areas. Director Soloyanis reported that she had attended the CSU Water Tour again this year and discussed the District's project with CSU management, including Mr. Keith Riley, water operations officer for CSU who is responsible for this effort on CSU's part. Director Soloyanis requested that the District operators refrain from discussing the project negatively in the community, emphasizing that the decision to do this project has been made and the project is moving forward. In response to a question from the audience regarding whether there were any contingencies, Director Soloyanis answered that there is a contractual obligation for the project but there are construction contingencies that will

come up and those issues will be taken care of. The District and the engineers will be working with the owners of affected properties in the District for easements and any work to be performed on their properties. It was suggested that if there are questions on the project, have them directed toward the District Manager and they will arrange to have them properly addressed.

7. Operations Matters

Mr. Walker discussed the current efforts to locate the water services for a customer located on Aspenglow Drive. Mr. Walker reported that the operators had not yet been able to find the stop box or service line and noted that efforts were continuing this evening. It was noted that the contractor believed that the services were constructed and should be found. Mr. Walker will continue the efforts to find the water services and keep the Board informed of any extraordinary situations if they arise.

Mr. Walker pointed out that the water losses in the previous month had been lessened to 27%. Mr. Walker noted that it is unknown why the drastic change but it was a good change.

Mr. Kilik discussed the efforts of the operators to stay ahead of the engineers in water line locates.

The Board inquired into the status of the repairs of the roof at the pump house. Mr. Kilik reported that there has been any progress due to the demands on staff for the water line locates but that the work will be completed before the winter.

8. Financial Matters

b. Budget Process review

- Set Hearing Date on 2017 Budget - Mr. Walker discussed the scheduling conflicts with the Thanksgiving holiday for the regular meeting date. It was noted that a Special Meeting on November 29, 2016 would work better for the Board and this will be properly advertised and noticed. Ms. Tanaka pointed out that the Board will receive a draft budget from the Manager on or before October 15, 2016 as is required by statute.
- 2017 budget goals and objectives – Mr. Walker shared some of the objectives for the 2017 budget including to hold or reduce costs including the possibility of email service for bill delivery, maintaining the billing and meter reading systems as is, and continue support of the construction project and improved safety in operations.

9. Legal Matters None

10. Public Comment (Items Not on the Agenda Only. Comments limited to 3 minutes per person and taken in Order In Which They Appear on Sign-Up Sheet) - None

11. Other Business

- c. Next Meeting—October 25, 2016 at 5:30 PM
- d. Director Spaulding sated that he would be absent at the next meeting.

12. Adjournment - Director Herr moved for adjournment at 6:17 P.M.. Seconded by Director Spaulding. Motion passed unanimously

Respectfully submitted,

By: _____

Secretary for the Meeting

THESE MINUTES ARE APPROVED AS THE OFFICIAL SEPTEMBER 27, 2016, MINUTES OF THE CASCADE METROPOLITAN DISTRICT NO. 1 BY THE BOARD OF DIRECTORS SIGNING BELOW:



Mike Whitemore



Mike Herr



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.
Diane Rossa	7915 Forest Rd		<input type="checkbox"/>
Wm. Foorman	4695 Fox Rd	Foorman5@HSP.Com	<input type="checkbox"/>
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