

**MINUTES OF A REGULAR MEETING OF
THE BOARD OF DIRECTORS OF THE
CASCADE METROPOLITAN DISTRICT NO. 1
HELD OCTOBER 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 October 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:

Mike Whittemore
Susan Soloyanis
Mike Herr
Troy Eason
James Borden

Also in Attendance Were:

Jennifer Gruber Tanaka, Esq., White Bear Ankele Tanaka & Waldron, Attorneys at Law (via telephone)
Kevin Walker, Walker Schooler District Managers
Mark Hornberger, GMS
Dwayne Schorman, District employee
Kristina Kulick, Walker Schooler District Managers
Members of the public (see sign-in sheet attached)

1. **Call to Order:** The meeting was called to order at 5:31 p.m. by President Whittemore.
2. **Declaration of Quorum/Director Qualifications/Reaffirmation of Disclosures:** President Whittemore confirmed a quorum and noted that all Board members were in attendance. 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:** Mr. Walker added item 6.c. under Management Matters, an easement to approve and noted a small change to the general fund that was reflected on the Consent Agenda. Director Eason moved to approve the Agenda as amended; seconded by Director Herr. Motion passed unanimously.
4. **Consent Agenda Items:**
 - a. Acknowledge Operations Report
 - b. Acknowledge Manager's Report

- c. Approval of Board Meeting Minutes from the September 25, 2018 Regular Meeting
- d. Approval of Board Meeting minutes from October 16, 2018 Special Meeting
- e. Approval of Payables for the Period Ending October 23, 2018 in the amount of:

| | |
|------------------------------|---------------------|
| General Fund: | \$ 30,654.63 |
| Capital Projects Fund: | \$211,958.51 |
| Grant Capital Projects Fund: | \$134,720.48 |
| <u>Debt Service Fund:</u> | <u>\$ 30,829.17</u> |
| Total | \$408,162.79 |
- f. Acceptance of Unaudited Financial Statements as of October 22, 2018, the schedule of cash position updated as of October 16, 2018 and bank statements
- g. Approval of Requisition No. 40 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

Mr. Walker said reported that he passed out the minutes from the special meeting last week to the Board and Ms. Tanaka has reviewed them as well. Director Eason moved to approve the Consent Agenda Items; seconded by Director Herr. Motion passed unanimously.

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

6. Management Matters:

- a. General Update on Water Construction Project: Director Soloyanis said the project is progressing and with services done on Hagerman and the meter replaced on Forest, we will be able to turn off the 2" loop line that currently leaks. Director Soloyanis said there is progress on a pressure vault and once all 3 vaults are operational then the tank can be taken out of service. She noted that one of the valves currently gets stuck in the on position and we have a referral for someone to work on that valve if we cannot fix it. Director Soloyanis said our major goals for the coming weeks is to finish asphalt but it depends on weather. Director Soloyanis said there is a break on the Pyramid Mountain line; it is valved on either side and since it's a loop the people still have water. The Board discussed that it is not a time critical issue, but they are looking at it. President Whittemore asked Mr. Schorman if the line was a new line. Mr. Schorman said yes it was new and the ground may have shifted and broken it. Mr. Schorman thinks it broke near the top as opposed to underneath. Director Borden said when they shut the valves off on Friday there was no water in them.

b. Project Contractor Pay Request:

- 1. GMS Bond Payable - \$ 38,853.05
- 2. RMS Bond Payable - \$ 171,853.53
- 3. RMS Grant Payable - \$ 133,746.16
- 4. ULOC Bond Payable - \$ 1,251.93
- 5. ULOC Grant Payable - \$ 974.32

Mr. Hornberger discussed the project contractor pay requests. Director Soloyanis asked about ULOC and explained they came out to do locates for us since our equipment is not great. She said we hired ULOC to locate the Topeka lines where some services were still connected to the 2-inch line and some to the 6-inch lines. She said the mains were mis-located by over 6 feet by ULOC, and that is not acceptable for underground location. Director Soloyanis thinks we did not get what we paid for. Director Soloyanis recommends Mr. Walker calls ULOC and try to reduce the bill. Mr. Walker said we can hold the checks for ULOC until we get this straightened out. Director Soloyanis moved to approve the pay requests with the exception of ULOC; seconded by Director Herr. Motion passed unanimously.

- c. Approval of Easement for 8025 Highway 24 West: Mr. Walker explained that this is an easement from Smith & Smith. Director Soloyanis moved to approve the easement; seconded by Director Borden. Motion passed unanimously.

- 1. **Operations Matters:** Mr. Schorman said they are locating and relocating. Mr. Walker said he is looking into renting a locator for them.

9. Financial Matters:

- a. Consider Adoption of Resolution No. 2018-10-01: Certifying Delinquent Water Fees, Tolls, Penalties, and Charges to El Paso County Treasurer for Collection: Mr. Walker said this is a process that they have gone through in the past so long as fees are delinquent more than 6 months and more than \$150, the District can ask that they be certified to the El Paso County Treasurer and the County will collect the delinquent fees through the property taxes. Mr. Walker reported that the property owners of the delinquent accounts were notified by mail of the District's consideration of the resolution and said he did speak with one person who is delinquent yesterday and they will try and get it cleaned up before it is certified to the County. President Whittemore asked Mr. and Mrs. Beisel if they wanted to discuss this issue as public comment. Mr. Beisel declined. Director Soloyanis moved to approve the adoption of Resolution No. 2018-10-01; seconded by Director Eason. Motion passed unanimously.

10. Legal Matters: Ms. Tanaka had no updates.

- 1. **Public Comment:** There was no public comment.

2. Other Business:

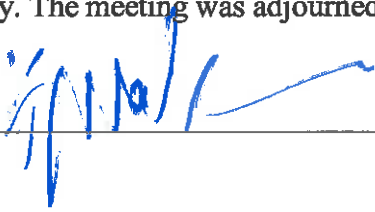
- a. **Next Meeting**—November 27, 2018 at 5:30 PM: The Board confirmed that this will be the budget hearing. Mr. Walker told the Board that if anyone has any questions on the budget to let him know. Director Soloyanis thanked Mr. Walker and said that WSDM has done a great job managing.

3. **Adjournment:** Director Soloyanis moved to adjourn; seconded by Director Borden. Motion passed unanimously. The meeting was adjourned at 6:00 p.m.

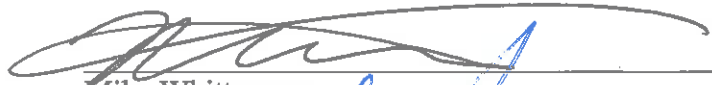
Respectfully submitted,

By: _____

Secretary for the Meeting



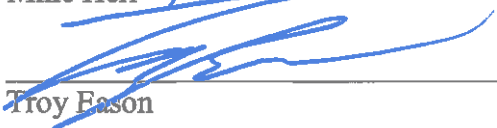
THESE MINUTES ARE APPROVED AS THE OFFICIAL OCTOBER 23, 2018
MINUTES OF THE CASCADE METROPOLITAN DISTRICT NO. 1 BY THE
BOARD OF DIRECTORS SIGNING BELOW:



Mike Whitemore



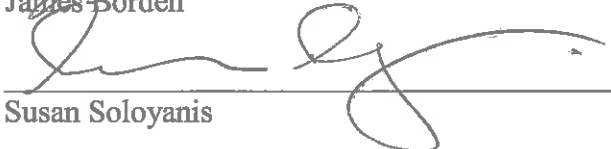
Mike Herr



Troy Eason



James Borden



Susan Soloyanis

CASCADE METROPOLITAN DISTRICT NO. 1

October 23, 2018

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. |
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| Steve/Wendy Beial | 4675 Fountain Ave | 719-338-0123 | <input type="checkbox"/> |
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