MINUTES OF A REGULAR MEETING OF
THE BOARD OF DIRECTORS OF THE
CASCADE METROPOLITAN DISTRICT NO. 1
HELD JUNE 25, 2019

A regular meeting of the Board of Directors of the Cascade Metropolitan District No. 1 (the "Board") was duly held on Tuesday, the 25th day of June 2019 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
James Borden
Troy Eason (at 5:36 p.m.)

Also in Attendance Were:
Jennifer Gruber Tanaka, Esq., White Bear Ankele Tanaka & Waldron, Attorneys at Law (via telephone)
Mark Hornberger, GMS
Jason Meyer, GMS
Andre Kilik, District employee
Braden Hammond, BiggsKofford
Kevin Walker, Walker Schooler District Managers
Kristina Kulick, Walker Schooler District Managers
Members of the public (see sign-in sheet attached)

1. **Call to Order:** President Whittemore called the meeting to order at 5:30 p.m.

2. **Declaration of Quorum/Director Qualifications/Reaffirmation of Disclosures:** President Whittemore confirmed a quorum and said that Director Eason notified the Board he would be late. 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:** Director Herr moved to approve the Agenda; seconded by Director Soloyanis. Motion passed unanimously.

4. **Consent Agenda Items:**
    a. Acknowledge Manager's Report
    b. Approval of Board Meeting Minutes from the Regular meeting held on May 28,

2019 Meeting

c. Approval of Payables for the period ending June 25, 2019 in the amount of:

General Fund:	$	32,786.98
Capital Projects Fund:	$	116,419.97
Grant Capital Projects Fund:	$	63,959.88
Debt Service Fund:	$	31,266.84
Total	$	244,433.67

d. Acceptance of Unaudited Financial Statements as of May 31, 2019, the schedule of cash position updated as of May 31, 2019 and bank statements

e. Ratify approval of Requisition No. 45 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

Director Herr moved to approve the Consent Agenda; seconded by Director Soloyanis. Motion passed unanimously.

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

6. **Management Matters:**

a. Update on Construction Project

- Report on CSU status and General Project Report – Director Soloyanis reported that the project should be substantially complete by the end of July with Rampart Terrace being the last to be completed. The Board discussed the main line failing at the Topeka/24 intersection and appreciated the late-night effort; the Board noted there were a limited number of customers without water for almost 26 hours but they understood the circumstances. Director Soloyanis noted they finished looking for stop boxes with a few that will need to have outside meters.

  Mr. Meyer reported on the project contractor pay request for May. He noted a few adjustments from additional costs mainly due to CSU. He said we are under budget with the original projection of construction, and the good news is projections are that the project will be only $12,000 over. Mr. Meyer discussed line items where the District will save money which equals about $39,000. The geotechnical engineering and leak detection should both come in under budget, and the report for Hwy 24 crossing that is no longer needed frees up funds. Mr. Meyer noted the construction costs include a cushion and there may be other areas where we can save money as well. The Board noted they have not been billed for anything from CSU and Director Soloyanis thinks it may be a way for them to help us since they would have had plenty of time to bill us already if they were planning to. Director reported that Rampart Terrace has been easier than expected. Director Soloyanis discussed when they meet with CSU and they know exactly how much money they have left and things that haven't been done yet, to come up with that list and the funds left and let CSU know what we can and cannot do. Mr. Meyer went over the things that were completed, such as the crossings and items that are still left to be done that is required by CSU. Mr.

Meyer discussed the easements that remain outstanding. The Board discussed the water service cards that are a requirement from CSU, and Director Soloyanis said she has the spreadsheet done. The Board discussed the surveying GPS task that is left. Mr. Meyer said the cost for the demo of the pump houses RMS provided is $4,500 for the park and Topeka pump house is $10,000 to demo the two buildings. The Board discussed being able to use grant money to cover the costs. Mr. Meyer discussed the grant is set up for 100% of money to be used on construction and noted that a revised budget would be in order. He suggested getting that done soon so we can utilize all the grant money. Director Borden asked about setting money aside for potential leaks that could happen in the next year before CSU takes the system over. Mr. Meyer replied that we cannot set aside any grant dollars, but can possibly use bond money. He added that if the District is purchasing less water, that may provide extra funds. Mr. Meyer asked the Board how they want to approach the pump houses. The Board discussed allowing RMS to do the pump house at the park. The Board discussed the need to keep the Topeka pump house for storage of parts and supplies for the next year until CSU takes over the system.

b. Easements – Ms. Tanaka reported that everything is prepared, and they are just waiting on the exhibits. Once those are received, the easements will be mailed out.

c. Approve Project Contractor Pay request for May
   GMS Bond Payable - $27,123.86
   RMS Bond Payable - $82,183.53
   RMS Grant Payable - $63,959.88

Mr. Hornberger presented the project contractor pay requests for May. Director Soloyanis moved to approve; seconded by Director Borden. Motion passed unanimously.

d. Report on request by AT&T to lease water tank site – WSDM: Mr. Walker updated the Board on the AT&T tower site. He noted the consultant was fired, and he met with the new representative today. This turnover caused a slight delay and that a new lease will be sent to Ms. Tanaka. Director Borden noted that we need to document that they need to maintain the road. Mr. Walker said they will continue negotiating since they want the taller 80-foot tower and they will be subleasing and getting more profit with additional carriers. Mr. Walker explained we have not signed anything and there is no deal yet, so we can continue to negotiate. Director Herr brought up the advantages of a higher pole such as better coverage and emergency system coverage that will benefit the community. Mr. Schorman said he thought they got a 20-foot easement on the road to the tank when they put the main in. The Board said they will check into that. Mr. Walker noted they will be providing a simulated photo of what the pole will look like as well.

7. **Operations Matters:** Mr. Kilik reported that water testing is done, and lead and copper should be good to go. They will not have to test again until August or September. He said he has been doing locates and there are a few meter pits they are still looking for. The Board discussed that if they cannot find the meter pit, they could put it inside. Mr. Kilik said he cleaned out the stop box on Chipita Park road, so there are two stop boxes that may have concrete poured in.

8. **Financial Matters:**
   a. Consider Acceptance of 2018 Audit and approval of Client Representation Letter: Mr. Hammond presented the Audit to the Board and noted they were expecting to issue a clean opinion which is a good thing. Director Eason arrived at 5:36 p.m. Mr. Hammond confirmed that Director Herr receives the bank statements which is a good level of protection and control. Director Soloyanis moved to accept the Audit and approve the Client Representation letter; seconded by Director Herr. Motion passed unanimously.

   The Board brought up having another discussion on the District's financial future at some point. Director Borden asked Mr. Walker about CMD2 becoming an HOA. Ms. Tanaka said they have not heard anything yet, but they may be in the process of creating an HOA to take over the road and maintenance. Mr. Borden commented that the two homeowners may fight the AT&T pole.

9. **Legal Matters:** There was no discussion.

10. **Public Comment:** A member of the public thanked the Board and the construction company, especially to Director Borden and Mr. Hornberger, for working all night on the recent water main break. She also said thanks to the Board for being very frugal with the District's money and doing a great job.

    Director Eason asked about the pyramid building and how he should proceed with his interests without a conflict. Mr. Walker said he will check into that and get back to him.

11. **Other Business:**
    a. Next Meeting— Scheduled for July 23, 2019 at 5:30 PM

12. **Adjournment:** The meeting was adjourned at 6:34 p.m.

Respectfully submitted,
By: _____
Secretary for the Meeting

THESE MINUTES ARE APPROVED AS THE OFFICIAL JUNE 25, 2019 MINUTES OF THE CASCADE METROPOLITAN DISTRICT NO. 1 BY THE BOARD OF DIRECTORS SIGNING BELOW:

_____
Mike Whittemore

Mike Herr

Troy Eason

James Borden

Susan Soloyanis

CASCADE METROPOLITAN DISTRICT NO. 1
June 25, 2019

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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