

**MINUTES OF A SPECIAL MEETING OF
THE BOARD OF DIRECTORS OF THE
CASCADE METROPOLITAN DISTRICT NO. 1
HELD NOVEMBER 17, 2020**

A special meeting of the Board of Directors of the Cascade Metropolitan District No. 1 (the "Board") was duly held on Tuesday, the 17th day of November 2020 at 5:30 p.m. via tele and video conference. The meeting was open to the public.

Directors in Attendance Were:

Mike Whittemore
Jim Borden
Mike Herr (arrived late)
Troy Eason
Susan Soloyanis

Also in Attendance Were:

Heather Hartung, Esq., White Bear Ankele Hartung & Waldron, Attorneys at Law
Kevin Walker, Walker Schooler District Managers
Andre Kilik, District employee

1. **Call to Order:** Director Soloyanis called the meeting to order at 5:34 p.m. Director Eason moved to excuse Director Herr; seconded by Director Soloyanis. Motion passed unanimously.
2. **Declaration of Quorum/Director Qualifications/Reaffirmation of Disclosures:** Director Soloyanis confirmed a quorum of the Board was present. Board members each confirmed there were no additional disclosures at this time or excusals of absences.
3. **Approval of Agenda:** Director Soloyanis added an address on Emporia to Agenda item 6.a. She requested to add an Executive Session option if needed. Mrs. Hartung noted the Board would just need to specify the reason for going into Executive Session. Director Soloyanis moved to approve the Agenda as amended; seconded by Director Borden. Motion passed unanimously.
4. **Consent Agenda Items:**
 - a. Approval of Board Meeting Minutes from the special meeting held on October 27, 2020
 - b. Ratification and Approval of Payables for the period ending November 12, 2020 in the amount of:

General Fund:	\$32,011.62
Capital Projects Fund:	\$17,124.99
Grant Capital Projects Fund:	\$
<u>Debt Service Fund:</u>	<u>\$21,665.93</u>
Total	\$70,802.54

- c. Acceptance of Unaudited Financial Statements as of October 31, 2020 the schedule of cash position updated as of October 31, 2020 and bank statements

Mr. Walker noted he has not sent out the October 27, 2020 Board Meeting Minutes yet. Director Borden moved to approve the Consent Agenda as amended; seconded by Director Eason. Motion passed unanimously. Director Herr confirmed that he reconciled the accounts through September 30, 2020 and has requested October.

5. **Consideration of items removed from Consent Agenda:** The approval of the October 27, 2020 Board Meeting Minutes was removed from the Consent Agenda.

6. **Management Matters:**

- a. Update on Turnover to CSU: Director Soloyanis reported they are in receipt of the closing documents pertaining to the conversion that need to be approved by the Board so they can move forward in negotiations with CSU. Director Soloyanis discussed that Mr. Walker will meet with CSU on Friday to discuss the outstanding item of repayment to CSU. All meter exchanges were completed except for the Novitiate, so the District is no longer reading meters. Director Herr joined the meeting.
 - i. Easements
 - Accept and authorize signature for easements: Director Soloyanis noted there are only 3 easements left that will not be done before conversion. Director Eason moved to accept and authorize the 3 easements listed, and to ratify list of adopted easements for release to the City; seconded by Director Borden. Motion passed. Director Herr abstained.
 - 8270 Chipita Park Rd
 - 7720 Severy Avenue
 - 8135 Emporia Avenue
 - Ratify list of adopted easements for release to the City
- b. Resolution of Appreciation to Mr. Andre Kilik for more than a decade of exemplary service, especially during the conversion process: Director Soloyanis discussed the Resolution of Appreciation for Mr. Kilik who has given exemplary service especially during the conversion process.
- c. Resolution of Appreciation to Mr. Dennis Wagner for service during the 2020 turnover process: Director Soloyanis discussed appreciation for Mr. Wagner for his service during the construction and turnover process. Director Borden moved to approve the Resolution of Appreciation to Mr. Andre Kilik, and the Resolution of Appreciation to Mr. Dennis Wagner; seconded by Director Soloyanis. Motion passed unanimously. Mr. Walker noted he will be sending a check to Mr. Kilik next month for the monetary compensation the Board discussed at the last meeting.
- d. Other management matters: President Whittemore discussed the Availability of Service issue and asked if there are other parties paying. Mr. Walker confirmed

there are 4 others paying, and the Treasurer collected from another lien holder. President Whittemore said he wanted to be sure there was precedence.

7. Operations Matters: Director Soloyanis reported there was a leak on Pyramid Mountain Road and the excavation will begin on Thursday.

8. Financial Matters:

- a. Public Hearing for the Board to consider approval of a Resolution No. 2020-11-01 adopting the 2021 Budget: Director Soloyanis opened the Public Hearing for the Board to consider approval of a Resolution No. 2020-11-01 adopting the 2021 Budget. Mr. Walker confirmed the AOS fee was removed and the 4% increase was included. The Board discussed the management fee and agreed to make it \$10.21. After no public comment, Director Soloyanis closed the Public Hearing. Director Herr moved to approve Resolution No. 2020-11-01 adopting the 2021 Budget with the change of management fees to \$10.21; seconded by Director Soloyanis. Motion passed unanimously.
 - i. Modifications from presented budget include change to debt service fee and removal of the AOS fee

9. Legal Matters:

- a. Consider approval of Resolution No 2020-11-02 Annual Administrative Resolution: Mr. Walker explained the Resolution designates tasks for next year between the District Manager and Legal Counsel. He noted it is a regular and routine annual Resolution. Director Herr moved to approve the Resolution No 2020-11-02 Annual Administrative Resolution; seconded by President Whittemore. Motion passed unanimously.
- b. Consider approval of a Statement of Authority authorizing certain officers to execute instruments relating to the conveyance of the District's water system to Colorado Springs Utilities
- c. Consider approval of Resolution No. 2020-11-03 Authorizing the Conveyance of the Water Distribution System to Colorado Springs Utilities

Director Soloyanis moved to approve both the Statement of Authority authorizing certain officers to execute instruments relating to the conveyance of the District's water system to Colorado Springs Utilities, and the Resolution No. 2020-11-03 Authorizing the Conveyance of the Water Distribution System to Colorado Springs Utilities; seconded by Director Eason. Motion passed unanimously.

10. Public Comment: There was no public comment.

11. Other Business:

- a. Next Meeting— Scheduled for December 22, 2020 at 5:30 PM, if needed. The Board agreed to hold the meeting on December 15, 2020, if needed.

12. Adjournment: The Board adjourned the meeting at 6:15 p.m.

Respectfully submitted,

By: _____
Secretary for the Meeting

THESE MINUTES ARE APPROVED AS THE OFFICIAL NOVEMBER 17, 2020 MINUTES
OF THE CASCADE METROPOLITAN DISTRICT NO. 1 BY THE BOARD OF DIRECTORS
SIGNING BELOW:

Mike Whittmore

Mike Herr

Troy Eason

James Borden

Susan Soloyanis