

**MINUTES OF A REGULAR MEETING OF
THE BOARD OF DIRECTORS OF THE
CASCADE METROPOLITAN DISTRICT NO. 1**

HELD APRIL 25, 2017

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 April, 2017, 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 Herr
Susan Soloyanis
Stephen Spaulding
Troy Eason

Also in Attendance Were:

Jennifer Gruber Tanaka, Esq., White Bear Ankele Tanaka & Waldron, Attorneys at Law (via telephone)
Kevin Walker, Walker Schooler District Managers
Duane Schorman and Andre Kilik, Cascade Water District Operator
Members of the public (see sign-in sheet attached)

1. **Call to Order:** The meeting was called to Order by Secretary Treasurer Michael Herr at 5:30 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:** Director Spaulding was appointed to be the meeting official by Board acclamation. Mr. Walker requested that Item 4.d be changed to reflect a General Fund payable of \$8,816.15 and a total of \$125,946.32. Motion to approve the agenda as amended and to excuse President Whittemore was made by Director Soloyanis, seconded by Director Herr. Motion passed unanimously.

4. Consent Agenda Items: The Board reviewed and considered the following matters on the consent agenda:

- a. Acknowledge Operations Report
- b. Acknowledge Manager's Report
- c. Approval of Board Meeting Minutes from the March 28, 2017 Meeting
- d. Approval of Payables for the Period Ending April 23, 2017) in the amount of:

| | |
|------------------------------|---------------------|
| General Fund: | \$ 8,816.15 |
| Capital Projects Fund: | \$ 93,805.74 |
| Grant Capital Projects Fund: | \$ |
| <u>Debt Service Fund:</u> | <u>\$ 23,324.43</u> |
| Total | \$ 125,946.32 |

- e. Acceptance of Unaudited Financial Statements as of March 31, 2017, the schedule of cash position updated as of March 31, 2017 and bank statements
- f. Approval of Requisition No. 21 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. Request for Contract modification to DOLA

Motion was made to approve the Consent Agenda items by Director Herr, seconded by Director Soloyanis. Motion passed unanimously.

5. Consideration of items removed from Consent Agenda: None

6. Management Matters

- a. Update on Construction Project - Director Soloyanis reviewed the status of the construction project. Construction designs have been submitted to El Paso County and CSU for review. Bid packages are being finalized by GMS and Ms. Tanaka. President Whittemore and Director Soloyanis were working with Ms. Tanaka and GMS to prepare 83 separate easements. All land values are being calculated with the same land value if the easements were not able to be obtained, condemnation would be used to finally secure the easements. Each Board member was going to be asked to make requests of these property owners for signature for the easements. The process would be to request the signature with no compensation, then for the stated value if declined. In response to a question about if the granting of the easement could be considered a charitable deduction for the grantor, Ms. Tanaka answered that this would have to be a question asked to the grantor's tax advisor. These steps are estimated still to take a couple of months before final bids are received. Director Soloyanis informed the Board that she would not be able to attend the meetings over the next three months. She will still be working on the construction project and will provide monthly update reports.
- b. Updates
 - a. Emailing of billing – Mr. Walker reported that the emailing of billing was

- a success and that people were continuing to sign up.
- b. Backflow report – Mr. Walker reported that the back-flow letters had been mailed. There had been a couple of inquiries and that the State report was going to be submitted on May 1.

7. Operations Matters

- a. Rampart Terrace – Water was shutoff on April 22 to Rampart Terrace in order to facilitate the repair of a pressure regulator for a customer. The shutoff of the line was necessitated by an inoperable shut off valve and the risks to the area if it were to break if it operators used additional force. The shut down and restart went smoothly with minimal disruption and Mr. Walker thanked Mr. Kilik for his work on that issue.
- b. ERTS – Mr. Kilik and Mr. Schorman discussed the pace of breakdown on the electronic reading systems and the inability to find meters that could fit our billing reader system. This is at least temporarily resolved with the reservation of a set of meters at a supplier and the operators were working to match ERTS and meters to be able to be read by our system.

8. Financial Matters – None

9. Legal Matters – None

10. Public Comment - Mr. Borden thanked the Board for moving forward on electronic billing and asked about the bidding and construction timing. Director Soloyanis responded that the target was a May bidding and a construction start of July or August with the caution that delays were to be expected in this process.

11. Other Business - Next Meeting—April 25, 2017 at 5:30 PM.

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

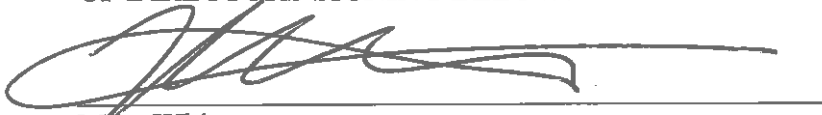
Respectfully submitted,

By: _____


Secretary for the Meeting



THESE MINUTES ARE APPROVED AS THE OFFICIAL FEBRUARY 28, 2017
MINUTES OF THE CASCADE METROPOLITAN DISTRICT NO. 1 BY THE BOARD
OF DIRECTORS SIGNING BELOW:


Mike Whittemore

Mike Herr

Michael S. 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. |
|-------------|------------------|-----------------|--|
| Tim Borden | 4643 Mayport Cir | | <input checked="" type="checkbox"/> |
| Dave Rossin | 7915 Forest Rd | | <input type="checkbox"/> |
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