

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

HELD AUGUST 22, 2017

A regular meeting of the Board of Directors of the Cascade Metropolitan District No. 1 (the "Board") was duly held on Tuesday, the 22nd day of August, 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
Troy Eason

Also in Attendance Were:

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

1. **Call to Order:** The meeting was called to Order by Director Herr at 5:31 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. No additional disclosures were noted.
3. **Approval of Agenda:** Mr. Walker updated the payables in the Consent Agenda to below. Director Soloyanis moved to approve the agenda and to excuse President Whittemore and Director Spaulding. Motion seconded by Director Eason. The motion passed unanimously.
4. **Consent Agenda Items:** (These items are considered to be routine and will be approved by one motion. There will be no separate discussion of these items unless requested, in which event, the item will be removed from the Consent Agenda and considered in the Regular Agenda)
 - a. Acknowledge Operations Report

- b. Acknowledge Manager's Report
- c. Approval of Board Meeting Minutes from the July 25, 2017 Meeting
- d. Approval of Payables for the Period Ending August 22, 2017 in the amount of:

General Fund:	\$ 40,847.12
Capital Projects Fund:	\$ 28,649.84
Grant Capital Projects Fund:	\$
Debt Service Fund:	\$ 30,953.50
Total	\$ 100,450.46

- e. Acceptance of Unaudited Financial Statements as of July 31, 2017, the schedule of cash position updated as of July 31, 2017, and bank statements
- f. Approval of Requisition No. 25 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 reported that he had reconciled the previous month's bank statements. Motion to approve the Consent Agenda items was made by Director Soloyanis, seconded by Director Eason. Motion passed unanimously.

5. Consideration of items removed from Consent Agenda: None

6. Management Matters

- b. Update on Construction Project – Mr. Meyer and Mr. White presented a written update (see attached). Discussion matters beyond that handout included:
 - 1. The amount of bonds required (bid and performance bonds)
 - 2. Cost of easements was projected to be covered in contingency costs and that a meeting would be scheduled to meet with those owners who were being asked about easements sometime in September or October
 - 3. A stockpile location was being sought to allow for early purchase of the materials to avoid year end material costs and that the location should be segregated for District purchased materials, the material tagged and insured. Those points were agreed to by the engineer.
 - 4. Review of the second connection by CSU had commenced but was not completed.
 - 5. The Highway 24 crossing was not part of the bid but would be evaluated when the construction commenced.
 - 6. There was discussion about the level of requirements from CSU for the projects. The previous experience of CSU in Green Mountain Falls had made an impression on the actual costs of

taking over older systems.

7. Discussion around the use of contractors to replace meters ensued. Meters inside houses are not able to be covered by contractor insurance and therefore plumbers would have to be hired. The service line replacements were to be the responsibility of the owners except in rare circumstances.
8. In response to a question from Mr. Schnaeder, he was informed about the location of his service line and where a new meter pit would be located on Rampart Terrace Rd.

c. Other matters

1. Backflow report – Mr. Walker reported that there was only 1 property that was not in compliance and will be charged the monthly fee. Two properties were granted extensions to complete their backflow improvements.
2. Billing Issues – Mr. Walker acknowledged that there had been a software problem that caused some incorrect billing to be mailed. It had been corrected at the Manager's expense with a separate billing. The software glitch had been corrected.
3. Water Usage - Mr. Walker reported water loss at a more "normal" 41% in the past month. There was a 60,000 gallon leak at a home service and there was some delay with the substantial billing for Pikes Peak that had created some anomaly in the monthly loss calculations
4. Other matters – Mr. Walker outlined an issue with the issuance of a building permit near an existing water line at 4210 Outlook Rd. There is no recorded easement for the line but clearly there are some rights from having the line there for 80+ years. The owner had moved the building as far as he could after discussion with Mr. Walker.

There had been a leak in a service line at 8048 W. Highway 24 that had been detected over the course of a month. Losses were over 60,000 gallons. Mr. Walker proposed to bill the extra usage to this user at the District's cost. A motion to approve this resolution was made by Director Soloyanis and seconded by Director Eason. Motion passed unanimously.

7. **Operations Matters** – Mr. Kilik reported that the bacteria testing had been completed. There was still an issue getting electronic meter reading units (ERTS) to work with the older meters and this had not yet been resolved.

The roof on the pump house was beginning to show some wear and tear and would continue to be monitored.

8. **Financial Matters - None**

9. Legal Matters – None

10. Public Comment - None

11. Other Business - Next Meeting—September 26, 2017 at 5:30 PM.

12. Adjournment - Director Soloyanis moved for adjournment at 6:37 PM. Seconded by Director Eason. Motion passed unanimously.

Respectfully submitted,

By: _____

Secretary for the Meeting

THESE MINUTES ARE APPROVED AS THE OFFICIAL AUGUST 22, 2017 MINUTES OF THE CASCADE METROPOLITAN DISTRICT NO. 1 BY THE BOARD OF DIRECTORS SIGNING BELOW:

Mike Whittemore

Mike Herr

Troy Eason

Stephen Spaulding

Susan Soloyanis

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.
John Schnake	5345 Raumpart Terr Box 602 Cascade Co	719 684-9033 john.schnake54@gmail.com	<input type="checkbox"/>
Jason Meyer	GMS, INC.	719-475-2935 JMEYER@GMSGNBR.COM	<input type="checkbox"/>
Ken Wenzel	GMS, INC.	719-475-2935 KWENZEL@GMSGNBR.COM	<input type="checkbox"/>
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