

CASCADE METROPOLITAN DISTRICT NO. 1 NOTICE OF REGULAR MEETING AND AGENDA

Tuesday, January 25, 2022
5:30 P.M.

This meeting will be held via teleconferencing and can be joined through the directions below:

Please join my meeting from your computer, tablet or smartphone.

<https://global.gotomeeting.com/join/808805133>

You can also dial in using your phone.

United States: [+1 \(408\) 650-3123](tel:+14086503123)

Access Code: 808-805-133

Public invited to attend

Board of Directors

Susan Soloyanis, President	Term Expires May 2023
Mike Herr, Secretary/Treasurer	Term Expires May 2023
Troy Eason, Assistant Secretary	Term Expires May 2022
James Borden, Assistant Secretary	Term Expires May 2022
Erin Sullivan, Assistant Secretary	Term Expires May 2023

AGENDA

- 1. Call to Order**
- 2. Declaration of Quorum/Director Qualifications/Reaffirmation of Disclosures**
- 3. Approval of Agenda**
- 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. Approval of Board Meeting Minutes from the special meeting on October 26, 2021, and November 8, 2021 (**enclosures**)
 - b. Ratification and Approval of Payables for the period ending January 24, 2022 (**enclosure**) in the amount of:

General Fund:	\$ 5,160.77
<u>Debt Service Fund:</u>	<u>\$ 22,336.71</u>
Total	\$ 27,497.48
 - c. Acceptance of Unaudited Financial Statements as of December 31, 2021 the schedule of cash position updated as of December 31, 2021 and bank statements (**enclosure**)
- 5. Consideration of items removed from the Consent Agenda**
- 6. Management Matters**
 - a. Review of payment status and collections
 - Current billings
 - Collections

- b. Discuss status of post-conversion requirements
- c. Update on disposition of assets

7. Legal Matters

- a. Consider for Adoption Resolution Designating the District's Website for the Online Posting of the Meeting Notices and 24-Hour Posting Location (**enclosure**)
- b. Discuss May 3, 2022 election and call for nominations

8. Financial Matters

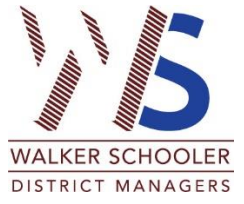
- a. Discuss fees waived for 7885 W Highway 24

9. Public Comment (Items not on the Agenda Only. Comments limited to 3 minutes per person and taken in order in which they appear)

10. Other Business

- a. Next Meeting – Scheduled for April 26, 2022, at 5:30 PM

11. Adjourn



**MINUTES OF A SPECIAL BOARD MEETING OF
THE BOARD OF DIRECTORS OF THE
CASCADE METROPOLITAN DISTRICT NO. 1
HELD OCTOBER 26, 2021**

A special meeting of the Board of Directors (the "Board") of the Cascade Metropolitan District No. 1 (the "District") was duly held on Tuesday, the 26th day of October 2021 at 5:30 p.m. The special meeting was held via teleconference due to the threat posed by the COVID-19 coronavirus. The special meeting was open to the public.

Directors in Attendance Were:

Jim Borden
Susan Soloyanis
Troy Eason
Mike Herr

Also in Attendance Were:

Heather Hartung, Esq., White Bear Ankele Tanaka & Waldron, Attorneys at Law
Kevin Walker, Walker Schooler District Managers
Rebecca Hardekopf, Walker Schooler District Managers
Sue Gonzales, Walker Schooler District Managers
Erin Sullivan

1. **Call to Order:** President Soloyanis called the meeting to order at 5:30 PM.
2. **Declaration of Quorum/Director Qualifications/Reaffirmation of Disclosures:** President Soloyanis confirmed a quorum of the Board was present and that each Director had confirmed their qualifications to serve. Ms. Hartung confirmed the Directors' conflicts of interest were properly filed.
3. **Approval of Agenda:** Director Herr moved to approve the Agenda as presented; seconded by Director Borden. Motion passed unanimously.
4. **Consider appointment to fill Board Vacancy:** President Soloyanis discussed the Board vacancy and thanked former Director Mike Whittemore for his service to the District and the community. President Soloyanis recommended the appointment of Erin Sullivan to the vacancy on the Cascade Metropolitan District No. 1 Board of Directors. Director Herr agreed. Mr. Walker confirmed that Erin Sullivan is a qualified elector. Director Herr moved to appoint Erin Sullivan to fill the Board vacancy; seconded by Director Eason. Motion passed unanimously. Ms. Hartung noted the required documents will be filed with the court and the Secretary of State. Erin Sullivan will be appointed to the position of Assistant Secretary.
5. **Consent Agenda Items:**
 - a. Approval of Board Meeting Minutes from the special meeting on August 24, 2021

- b. Ratification and Approval of Payables for the period ending September 30, 2021 in the amount of:

General Fund:	\$6,771.35
<u>Debt Service Fund:</u>	<u>\$33,537.83</u>
Total	\$40,309.18

- c. Acceptance of Unaudited Financial Statements as of September 30, 2021 the schedule of cash position updated as of September 30, 2021 and bank statements

After review, Director Borden moved to approve the Consent Agenda as presented; seconded by Director Herr. Motion passed unanimously.

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

7. Management Matters

- a. Review of payment status and collections
 - i. Current billings: Ms. Hardekopf presented the current billing status. 28 reminder letters were sent, 7 are ongoing collections and 3 will be certified to the County Treasurer. One account set up for a payment arrangement.
 - ii. Collections: Ms. Hardekopf and Ms. Hartung confirmed the District will seek reimbursement for all legal expenses related to collections in the collection process. Mr. Walker confirmed the District will have enough funds to cover the legal expenses until they are reimbursed.
- b. Discuss status of post-conversion requirements: Mr. Walker reported he has not received any recent updates from CSU. He noted the District should be well within the budget when the final payment comes due to CSU. Ms. Hartung reported she has communicated with CSU in the last few weeks regarding easement packets.
- c. Plan and progress on Disposition of assets: Mr. Walker reported he received the title work for the triangle building and will have the sale package advertised in the next few weeks. He is still waiting on a second bid for the demo and disposal of the pump house on Topeka. Mr. Walker has been communicating with an interested party for the purchase of the tank site and they have been informed that an appraisal is needed for the sale.

8. Legal Matters

- a. Consider for Adoption Resolution 2021-10-01: Annual Admin Resolution: Ms. Hartung presented the Resolution 2021-10-01. After review, Director Eason moved to adopt Resolution 2021-10-01: Annual Admin Resolution; seconded by Director Borden. Motion passed unanimously.
- b. Consider for Adoption Resolution 2021-10-02: Resolution of the Board of Directors Calling Election and Confirmation of the Two Methods for Providing Call for Nominations 1) Emailing/Mailing (as required by statute) and 2) publication: Ms. Hartung presented the Resolution 2021-10-02. After review, Director Borden

moved to adopt Resolution 2021-10-02: Resolution of the Board of Directors Calling Election and Confirmation of the Two Methods for Providing Call for Nominations 1) Emailing/Mailing (as required by statute) and 2) posting to the District's website ; seconded by Director Herr. Motion passed unanimously.

- c. Consider for Adoption Resolution 2021-10-03: Second Amended Schedule of Fees: Ms. Hartung presented the Resolution 2021-10-03. After review, Director Herr moved to adopt Resolution 2021-10-03: Second Amended Schedule of Fees; seconded by Director Borden. Motion passed unanimously.

9. Financial Matters

- a. Public Hearing on 2021 Budget Amendment and Consider Adoption of Resolution No. 2021-10-04: President Soloyanis opened the Public Hearing on 2021 Budget Amendment. After no public comment, the Public Hearing was closed. Mr. Walker presented the 2021 Budget Amendment and noted it needs to be amended due to expenditures that were not accounted for in 2021. After review, Director Herr moved to approve the 2021 Budget Amendment and adopt Resolution No. 2021-10-04; seconded by Director Borden. Motion passed unanimously.
- b. Public Hearing on 2022 Budget and Consider Adoption Resolution No. 2021-10-05 Adopting Budget, Imposing Mill Levy and Appropriating Funds: President Soloyanis opened the Public Hearing on 2022 Budget. After no public comment, the Public Hearing was closed. Mr. Walker presented the 2022 Budget. After review, Director Eason moved to approve the 2022 Budget as presented; seconded by Director Borden. Motion passed unanimously.
- c. Consider for Adoption Resolution 2021-10-06: Certifying Delinquent Fees to County Treasurer: Mr. Walker presented the Resolution No. 2021-10-06. After review, Director Herr moved to adopt Resolution No. 2021-10-06: Certifying Delinquent Fees to County Treasurer; seconded by Director Eason. Motion passed unanimously.
- d. Discuss procedure with remaining balance for the accounts certified: Ms. Hardekopf discussed the procedure with remaining balance for the accounts certified. The Board agreed to restart the collection process until the remaining balance can be certified.

10. Public Comment: There was no public comment.

11. Other Business

- a. Next Meeting— Scheduled for November 23, 2021 at 5:30 PM: Director Borden moved to cancel the November and December Board meetings for 2021; seconded by Director Eason. Motion passed unanimously.

12. Adjournment: The Board adjourned the meeting at 6:30 PM.

Respectfully submitted,

By:

Secretary for the Meeting

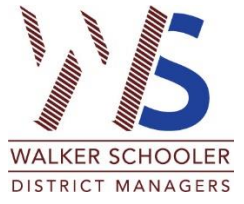
THESE MINUTES ARE APPROVED AS THE OFFICIAL OCTOBER 26, 2021 MINUTES OF THE CASCADE METROPOLITAN DISTRICT NO. 1 BY THE BOARD OF DIRECTORS SIGNING BELOW:

Mike Herr

Troy Eason

James Borden

Susan Soloyanis



**MINUTES OF A SPECIAL BOARD MEETING OF
THE BOARD OF DIRECTORS OF THE
CASCADE METROPOLITAN DISTRICT NO. 1
HELD NOVEMBER 8, 2021**

A special meeting of the Board of Directors (the “Board”) of the Cascade Metropolitan District No. 1 (the "District") was duly held on Monday, the 8th day of November 2021 at 5:30 p.m. The special meeting was held via teleconference due to the threat posed by the COVID-19 coronavirus. The special meeting was open to the public.

Directors in Attendance Were:

Jim Borden
Susan Soloyanis
Troy Eason (Arrived late)
Mike Herr
Erin Sullivan

Also in Attendance Were:

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

1. **Call to Order:** President Soloyanis called the meeting to order at 5:30 PM.
2. **Declaration of Quorum/Director Qualifications/Reaffirmation of Disclosures:** President Soloyanis confirmed a quorum of the Board was present and that each Director had confirmed their qualifications to serve. Ms. Hartung confirmed the Directors’ conflicts of interest were properly filed.
3. **Approval of Agenda:** Director Herr moved to approve the Agenda as presented; seconded by Director Borden. Motion passed unanimously.
4. **Financial Matters**
 - a. Public Hearing on the 2021 Budget Amendment and Consider Adoption of Resolution No. 2021-11-01: Mr. Walker confirmed the proper notice was published. Director Herr moved to open the Public Hearing on the 2021 Budget Amendment and Consider Adoption of Resolution No. 2021-11-01; seconded by Director Borden. Motion passed unanimously. After no public comment, Director Herr moved to close the Public Hearing; seconded by Director Borden. Motion passed unanimously. Director Borden moved to approve the 2021 Budget Amendment and adopt Resolution No. 2021-11-01; seconded by Director Herr. Motion passed unanimously.
 - b. Public Hearing on the 2022 Budget and Consider Adoption Resolution No. 2021-11-02 Adopting Budget, Imposing Mill Levy and Appropriating Funds: Director Herr moved to open the Public Hearing on the 2022 Budget and Consider Adoption Resolution No. 2021-11-02 Adopting Budget, Imposing Mill

Levy and Appropriating Funds; seconded by Director Borden. Motion passed unanimously. After no public comment, Director Herr moved to close the Public Hearing; seconded by Director Borden. Motion passed unanimously. Director Borden moved to approve the 2022 Budget and adopt Resolution No. 2021-11-02 Adopting Budget, Imposing Mill Levy and Appropriating Funds; seconded by Director Herr. Motion passed unanimously. Director Eason joined the meeting. Director Eason confirmed he votes in favor of approving both the 2021 Budget Amendment and the 2022 Budget.

5. Public Comment: There was no public comment.

6. Other Business

a. Next Meeting— Scheduled for January 25, 2022 at 5:30 PM.

7. Adjournment: The Board adjourned the meeting at 5:33 PM.

Respectfully submitted,

By:

Secretary for the Meeting

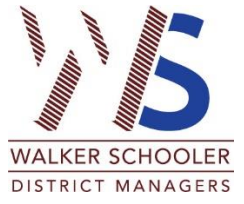
THESE MINUTES ARE APPROVED AS THE OFFICIAL NOVEMBER 8, 2021 MINUTES OF THE CASCADE METROPOLITAN DISTRICT NO. 1 BY THE BOARD OF DIRECTORS SIGNING BELOW:

Mike Herr

Troy Eason

James Borden

Susan Soloyanis



Cascade Metropolitan District
PAYMENT REQUEST
1/18/2022
GENERAL FUND ACCOUNT

Company	Invoice	Date	Amount	Comments
Colorado Interactive, LLC	10520350	8/31/2021	282.44	
Colorado Interactive, LLC	11236122	7/31/2021	222.11	
Colorado Interactive, LLC	11393858	9/30/2021	161.58	
Colorado Interactive, LLC	12062034	8/31/2021	89.50	
Colorado Interactive, LLC	1262502	8/31/2021	383.00	
Mailing Services Inc	16055	12/13/2021	385.05	
Walker Schooler District Managers	6956	12/31/2021	2,889.77	
White Bear Ankele Tanaka & Waldron	19961	12/31/2021	642.32	
White Bear Ankele Tanaka & Waldron	20037	12/31/2021	105.00	
TOTAL			5,160.77	

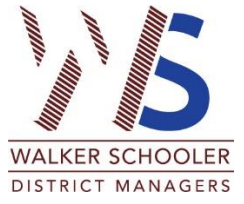
BOND FUND ACCOUNT

Description	Date	Amount	Comments
UMB Bank - Series 2015A & 2015B Interest	2/1/2022	\$ 22,336.71	February
TOTAL		\$ 22,336.71	

TOTAL FOR ALL FUNDS

\$ 27,497.48

_____, President



Cascade Metropolitan District No. 1

Balance Sheet

01/19/22

As of December 31, 2021

Accrual Basis

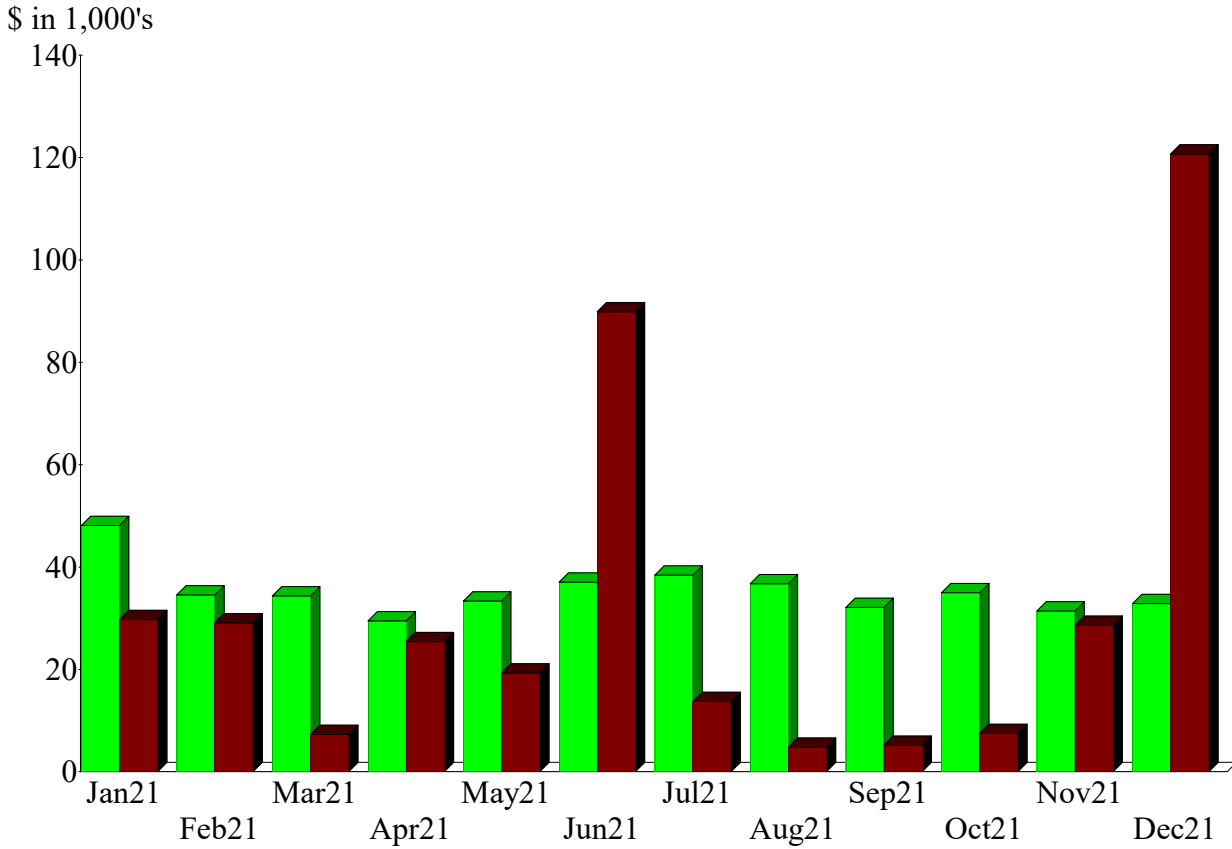
	<u>Dec 31, 21</u>
ASSETS	
Current Assets	
Checking/Savings	
1995 Checking	116,294.61
2002 Savings	94,518.53
2-1050 · UMB Interest 143222.1	45,318.27
2-1055 · UMB Reserve 143222.3	367,765.66
2-1060 · UMB Principal 143222.2	4.13
Total Checking/Savings	<u>623,901.20</u>
Accounts Receivable	
1-1200 · Accounts Receivable	43,978.56
1-1210 · Allowance for Doubtful Accounts	-5,000.00
Total Accounts Receivable	<u>38,978.56</u>
Total Current Assets	<u>662,879.76</u>
TOTAL ASSETS	<u>662,879.76</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 · Accounts Payable	60,218.47
Total Accounts Payable	<u>60,218.47</u>
Other Current Liabilities	
1-320 · Prepaid Charges	5,706.16
Total Other Current Liabilities	<u>5,706.16</u>
Total Current Liabilities	<u>65,924.63</u>
Long Term Liabilities	
Bonds Payable 2015A	3,310,000.00
Bonds Payable 2015B	1,430,000.00
Total Long Term Liabilities	<u>4,740,000.00</u>
Total Liabilities	<u>4,805,924.63</u>
Equity	
3-3200 · Invested in Capital Assets	-4,192,805.87
30000 · Opening Balance Equity	-180,464.08
32000 · Retained Earnings	187,826.76
Net Income	42,398.32
Total Equity	<u>-4,143,044.87</u>
TOTAL LIABILITIES & EQUITY	<u>662,879.76</u>

Cascade Metropolitan District No. 1
Profit & Loss Budget vs. Actual
January through December 2021

	TOTAL				
	Dec 21	Jan - Dec 21	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense					
Income					
1-505 · Water Sales	0.00	0.00			
1-506 · Operations Administrative Fee	4,978.33	60,756.20	41,382.00	19,374.20	146.82%
1-507 · Bulk Water Sales	0.00	34.00			
1-508 · Water Service Charge	0.00	0.00			
1-509 · Revenue-Collection Charges	0.00	0.00	5,000.00	-5,000.00	0.0%
1-510 · Late Fees	435.00	6,017.74	250.00	5,767.74	2,407.1%
1-516 · Backflow Noncompliance Fee	0.00	54.45			
1-560 · Interest Income	0.96	25.97			
1-575 · Miscellaneous Income	0.00	275.20			
2-510 · Debt Service Fee	27,369.87	327,889.52	346,715.52	-18,826.00	94.57%
2-515 · AOS Fee	0.00	1,161.30			
2-530 · Malcom Restitution	80.43	1,055.87			
2-560 · Interest Income-Debt	14.92	215.08	4,000.00	-3,784.92	5.38%
Total Income	32,879.51	397,485.33	397,347.52	137.81	100.04%
Expense					
1-614 · Billing and Customer Service	2,000.00	24,000.00	24,000.00	0.00	100.0%
1-615 · Audit	0.00	8,400.00	8,500.00	-100.00	98.82%
1-618 · Bank Fees	160.54	1,845.50	100.00	1,745.50	1,845.5%
1-670 · Insurance/SDA Dues	2,594.00	6,197.02	1,000.00	5,197.02	619.7%
1-672 · Dues, Fees & Subscriptions	0.00	250.00	250.00	0.00	100.0%
1-675 · Legal	747.32	27,909.47	20,000.00	7,909.47	139.55%
1-680 · Management	625.00	7,500.00	7,500.00	0.00	100.0%
1-683 · Accounting/ Bookkeeping	166.67	2,000.04	2,000.00	0.04	100.0%
1-684 · Expense-Collection Charges	0.00	0.00	5,000.00	-5,000.00	0.0%
1-685 · Miscellaneous	-0.01	2,344.81			
1-693 · Payroll Taxes	0.00	55.84			
1-715 · Operation Labor	0.00	730.00			
1-720 · Repairs and Maintenance	0.00	106.32			
1-725 · Telephone/Utilities	0.00	57.37			
1-729 · CSU Settlement	0.00	0.00	35,000.00	-35,000.00	0.0%
1-735 · Water Purchase	0.00	42,044.40			
1-760 · Office Supplies/Postage	483.15	4,303.71			
2-617 · Bank Fees - Debt Service	0.00	43.81			
2-900 · Interest Expense CMD A 2015	96,525.00	176,962.50	193,050.00	-16,087.50	91.67%
2-905 · Interest Expense CMD B 2015	39,737.50	72,852.08	79,475.00	-6,622.92	91.67%
3-617 · Bank Fees - Capital	0.00	3,000.00	4,500.00	-1,500.00	66.67%
3-680 · Utilities	0.00	530.00			
Total Expense	143,039.17	381,132.87	380,375.00	757.87	100.2%
Net Ordinary Income	-110,159.66	16,352.46	16,972.52	-620.06	96.35%
Other Income/Expense					
Other Income					
Other Income					
Gain on Sale of Assets	0.00	8,332.52			
2-511 · Reserve - Debt Service Fee	0.00	17,713.34			
Total Other Income	0.00	26,045.86			
Total Other Income	0.00	26,045.86			
Other Expense					
Suspense Account - Bond Payment	-22,336.70	0.00			
3-771 · Other Expense	0.00	0.00	10,000.00	-10,000.00	0.0%
Total Other Expense	-22,336.70	0.00	10,000.00	-10,000.00	0.0%
Net Other Income	22,336.70	26,045.86	-10,000.00	36,045.86	-260.46%
Net Income	-87,822.96	42,398.32	6,972.52	35,425.80	608.08%

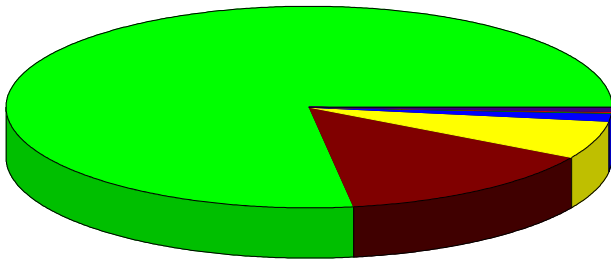
Income and Expense by Month
January through December 2021

Income
Expense



Income Summary
January through December 2021

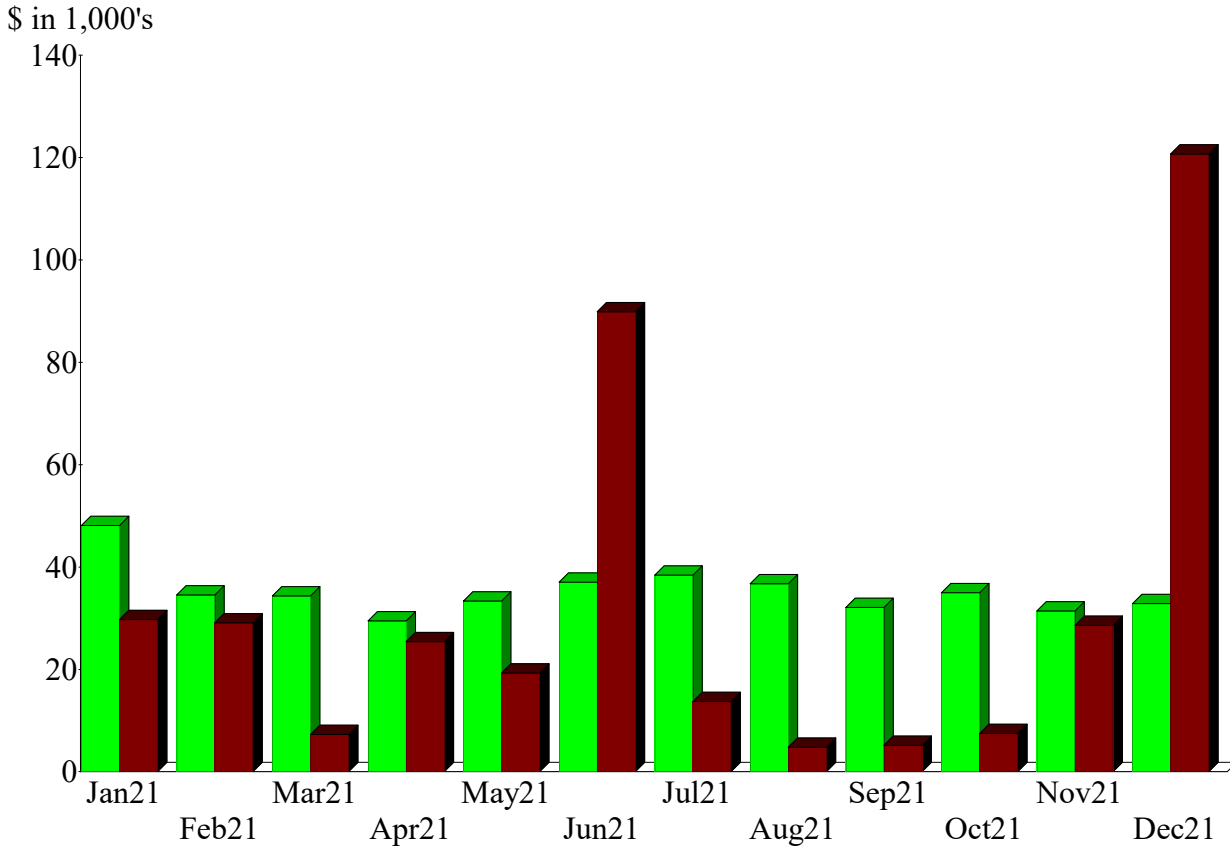
2-510 · Debt Service Fee	77.42%
1-506 · Operations Administrative Fee	14.35
Other Income	6.15
1-510 · Late Fees	1.42
2-515 · AOS Fee	0.27
2-530 · Malcom Restitution	0.25
1-575 · Miscellaneous Income	0.06
2-560 · Interest Income-Debt	0.05
1-516 · Backflow Noncompliance Fee	0.01
1-507 · Bulk Water Sales	0.01
Other	0.01
Total	\$423,531.19



By Account

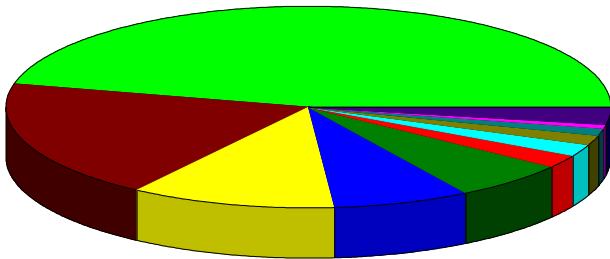
Income and Expense by Month
January through December 2021

Income
Expense

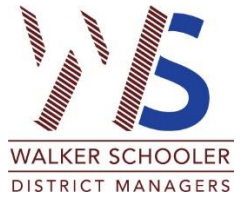


Expense Summary
January through December 2021

2-900 · Interest Expense CMD A 2015	46.43%
2-905 · Interest Expense CMD B 2015	19.11
1-735 · Water Purchase	11.03
1-675 · Legal	7.32
1-614 · Billing and Customer Service	6.30
1-615 · Audit	2.20
1-680 · Management	1.97
1-670 · Insurance/SDA Dues	1.63
1-760 · Office Supplies/Postage	1.13
3-617 · Bank Fees - Capital	0.79
Other	2.09
Total	\$381,132.87



By Account



**RESOLUTION
OF THE BOARD OF DIRECTORS OF THE
CASCADE METROPOLITAN DISTRICT NO. 1**

**DESIGNATING THE DISTRICT’S WEBSITE FOR THE ONLINE POSTING OF
MEETING NOTICES AND 24-HOUR POSTING LOCATION**

WHEREAS, the Cascade Metropolitan District No. 1 (the “**District**”) is a quasi-municipal corporation and political subdivision of the State of Colorado; and

WHEREAS, pursuant to § 24-6-402(1)(a), C.R.S., the District is a local public body and subject to the provisions of §§ 24-6-401, *et seq.*, C.R.S.; and

WHEREAS, pursuant to § 32-1-903(2) and § 24-6-402(2)(c), C.R.S., the District shall be considered to have given full and timely notice to the public if notice of the meeting is posted, with specific agenda information if available, on a public website of the District no less than twenty-four (24) hours prior to the meeting; and

WHEREAS, pursuant to § 24-6-402(2)(c), C.R.S., the District shall make the notice posted on the public website accessible at no charge to the public, consider linking the notice to any appropriate social media accounts of the District, and, to the extent feasible, make the notices searchable by type of meeting, date of meeting, time of meeting, agenda contents, and any other category deemed appropriate by the District; and

WHEREAS, pursuant to § 24-6-402(2)(c), C.R.S., the District shall designate a place within the boundaries of the local public body at which it may post a notice no less than twenty-four (24) hours in advance of the meeting in the event that the District is unable to post the notice online due to exigent or emergency circumstances.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARDS AS FOLLOWS:

1. Pursuant to § 24-6-402(2)(c), C.R.S., the Board hereby designates <https://cascademd1.colorado.gov> as the website at which notices of District meetings will be posted twenty-four (24) hours in advance.

2. Pursuant to § 24-6-402(2)(c), C.R.S., the Board hereby designates the following location for the posting of its meeting notices twenty-four (24) hours in advance in the event that the District is unable to post notice on the District’s website:

Ute Pass Library
8010 Severy Avenue
Cascade, Colorado 80809

ADOPTED this 25th day of January, 2022.

CASCADE METROPOLITAN DISTRICT NO.1

Officer of the District

ATTEST:

APPROVED AS TO FORM:

WHITE BEAR ANKELE TANAKA & WALDRON
Attorneys at Law

General Counsel to the District

[Signature Page to Resolution Designating the 24-Hour Posting Location.]