

**MINUTES OF A SPECIAL MEETING OF
THE BOARD OF DIRECTORS OF THE
CASCADE METROPOLITAN DISTRICT NO. 1
HELD DECEMBER 15, 2020**

A special meeting of the Board of Directors of the Cascade Metropolitan District No. 1 (the "Board") was duly held on Tuesday, the 15th day of December 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
Susan Soloyanis
Troy Eason (arrived late)

Also in Attendance Were:

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

1. **Call to Order:** President Whittemore called the meeting to order at 5:32 p.m.
2. **Declaration of Quorum/Director Qualifications/Reaffirmation of Disclosures:** President Whittemore confirmed a quorum of the Board was present. Board members each confirmed there were no additional disclosures at this time. Director Soloyanis moved to excuse Director Eason's absence; seconded by President Whittemore. Motion passed unanimously.
3. **Approval of Agenda:** Director Eason joined the meeting. After review, Director Herr moved to approve the Agenda as presented; seconded by Director Soloyanis. Motion passed unanimously.
4. **Consent Agenda Items:**
 - a. Approval of Board Meeting Minutes from the special meeting held on November 15, 2020
 - b. Ratification and Approval of Payables for the period ending December 10, 2020 in the amount of:

General Fund:	\$40,446.44
Capital Projects Fund:	\$
Grant Capital Projects Fund:	\$
<u>Debt Service Fund:</u>	<u>\$21,665.63</u>
Total	\$62,112.37
 - c. Acceptance of Unaudited Financial Statements as of November 30, 2020 the schedule of cash position updated as of November 30, 2020 and bank statements

Director Soloyanis moved to approve the Consent Agenda as presented; seconded by Director Borden. Motion passed unanimously.

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

6. Management Matters:

- a. Recap of Turnover to CSU: Mr. Walker reported on the completion of the turnover to CSU on December 1st. Director Soloyanis discussed the repayment agreement with CSU and explained the best-case scenario is the District receives a \$120,000 credit and will owe CSU roughly \$135,000, or as much as \$250,000. CSU did confirm they will communicate with the District on the Easement process moving forward. The Board thanked Mr. Walker for his role in negotiations with CSU. Mr. Walker also thanked Mrs. Hartung for her role in the turnover.
- b. “Going forward” discussion: Director Soloyanis discussed District property and items inside the triangle building that need to be removed and disposed of. She noted multiple old meters that Mr. Kilik has offered to recycle as well as a truck he has offered to purchase. The Board discussed auctioning off some of the district property through a third-party company. The Board also discussed the small parcels of land, the triangle building and the water tank and land that is owned by the District and the option of selling it to adjacent property owners. The Board agreed to continue this discussion at the next Board meeting and moving forward.
 - i. Billing communication review: Mr. Walker discussed the letter that was mailed to customers communicating to them about the Cascade Metropolitan District bill they will receive starting in January 2021. Mrs. Hartung discussed the new collection process in case of non-payment which includes the option of a lien that can be foreclosed upon as well as certifying them to the Treasurer or having her office attempt to collect. Director Borden moved to direct Mrs. Hartung to draft a new resolution outlining the District’s collection process pursuant to statutes; seconded by Director Soloyanis. Motion passed unanimously. Mr. Walker confirmed the District has done well in terms of payments, and only 2 or 3 customers are overdue.

7. Operations Matters: Mr. Walker noted that Mr. Kilik received his bonus and was very grateful and thanked the Board. As of now, Mr. Kilik is on an as-needed hourly basis for the District.

8. Financial Matters:

- a. Review of 2021 final budget, cash position: Mr. Walker presented the review of the 2021 final budget and the District’s cash position. Mr. Walker noted the District has adequate cash to get through the year and the District is doing better than he projected financially. Director Soloyanis noted a charge from legal

regarding mill levy tracking, but the District does not have a mill levy. Mr. Walker explained the District files a mill levy certification showing a 0 mill levy, but he will look into what the charges are for.

9. Legal Matters:

- a. Ratify documents for the CSU Turnover: Director Eason moved to ratify documents for the CSU Turnover; seconded by Director Borden. Motion passed unanimously.
 - i. Bill of Sale
 - ii. Assignment of Easements
 - iii. Officer's Certificate
 - iv. Seller's Affidavit
 - v. Resolution Approving Conversion
 - vi. Resolution Abandoning Water Right
 - vii. Permanent Easement Agreements for Meter 509 and 510
 - viii. Repayment Agreement
 - ix. Statement of Authority
- b. Discuss collection procedures: There was no additional discussion.

10. Public Comment: There was no public comment.

11. Other Business:

- a. Next Meeting— Scheduled for January 26, 2021 at 5:30 PM

12. Adjournment: Director Herr moved to adjourn the meeting at 6:54 p.m.; seconded by Director Eason. Motion passed unanimously.

Respectfully submitted,

By: _____
Secretary for the Meeting

THESE MINUTES ARE APPROVED AS THE OFFICIAL DECEMBER 15, 2020 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