

**MINUTES OF A BOARD MEETING OF
THE BOARD OF DIRECTORS OF THE
CASCADE METROPOLITAN DISTRICT NO. 1
HELD JANUARY 25, 2022**

A regular meeting of the Board of Directors (the "Board") of the Cascade Metropolitan District No. 1 (the "District") was duly held on Tuesday, the 25th day of January 2022 at 5:30 p.m. The meeting was held via teleconference. The meeting was open to the public.

Directors in Attendance Were:

Jim Borden
Susan Soloyanis
Troy Eason
Erin Sullivan

Also in Attendance Were:

Heather Hartung, Esq., White Bear Ankele Hartung & Waldron, Attorneys at Law
Rebecca Hardekopf, 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 with the excused absence of Director Herr 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:** Mrs. Hardekopf added two agenda items; one under Financial Matter to discuss fee waiver at 8232 W Highway 24 and the second under Financial Matter to consider approval of the BiggsKofford Audit Engagement Letter. Director Borden moved to approve the Agenda with the additions as presented; seconded by Director Eason. Motion passed unanimously.
4. **Consent Agenda Items:**
 - a. Approval of Board Meeting Minutes from the special meeting on October 26, 2021 and November 8, 2021
 - b. Ratification and Approval of Payables for the period ending January 24, 2022 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

After review, Director Eason 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. Review of payment status and collections
 - i. Current billings: Ms. Hardekopf presented the current billing status.
 - ii. Collections: Ms. Hardekopf reviewed the collection matters with 13 having ongoing lien status with Legal counsel. Mrs. Hardekopf and President Soloyanis discussed the SIPA refund process and how customers receive funds back if there is a refund given to a credit card. Mrs. Hartung confirmed the District can charge \$20 for returned checks.
- b. Discuss status of post-conversion requirements: Mrs. Hardekopf reported Walker Schooler has not received any recent updates from CSU.
- c. Update on Disposition of assets: Mrs. Hardekopf discussed the Triangle Building Bid Auction packet for the Board to review. President Soloyanis requested a word version so she can make edits. Board discussed meeting date and confirmed the March 18, 2022 date will work for everyone as a special meeting. Board discussed the valuation and appraisal value, Mrs. Hardekopf stated she will follow up after this meeting to confirm amounts.

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 Locations: Director Borden moved to approve the resolution as stated; seconded by Director Eason . Motion passed unanimously.
- b. Discuss May 3, 2022 election and call for nominations: Mrs. Hartung discussed the call for nomination process and election process to follow.

8. Financial Matters

- a. Consider adoption for the BiggsKofford Audit Engagement Letter: President Soloyanis made a motion to approve the engagement letter; seconded by Director Borden Director. .Motion passed unanimously.
- b. Discuss fees waived for 7885 W Highway 24: Mrs. Hardekopf explained why we are requesting a waiver of late fees and legal fees. Board approved to waive the associated fees and Mrs. Hartung agreed to waive legal fees from the district.
- c. Discuss fees waived for 8232 W Highway 24: Mrs. Hardekopf explained why we are requesting a waiver of legal fees. The Board and Mrs. Hartung discussed giving the new owner time to work with the Title company and then revisit this at next meeting.

9. Public Comment: There was no public comment.

10. Other Business

- a. Next Regular Meeting— Scheduled for April 26, 2022 at 5:30 PM:
- b. President Soloyanis has requested that Mr. Walker be pushed on finishing the Mike Whittemore thank you letter and resolution. Mrs. Hardekopf confirmed

she will push Mr. Walker on getting that finished up.

11. Adjournment: The Board adjourned the meeting at 6:08 PM.

Respectfully submitted,

DocuSigned by:
By: Rebecca Hardekopf
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Secretary for the Meeting

THESE MINUTES ARE APPROVED AS THE OFFICIAL JANUARY 25, 2022, MINUTES
OF THE CASCADE METROPOLITAN DISTRICT NO. 1 BY THE BOARD OF DIRECTORS
SIGNING BELOW:

DocuSigned by:
Troy Eason
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Troy Eason
DocuSigned by:
Jim Borden
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James Borden
DocuSigned by:
Susan Soloyanis
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Susan Soloyanis
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Erin Sullivan
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Erin Sullivan