

**MINUTES OF A BOARD MEETING OF
THE BOARD OF DIRECTORS OF THE
CASCADE METROPOLITAN DISTRICT NO. 1
HELD APRIL 26, 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 26th day of April 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
Mike Herr
Erin Sullivan
Troy Eason

Also in Attendance Were:

Heather Hartung, Esq., White Bear Ankele Hartung & Waldron, Attorneys at Law
Rebecca Hardekopf, Walker Schooler District Managers
Karole Campbell
Members of the Public

1. **Call to Order:** Ms. Hartung called the meeting to order at 5:34 PM. Director Borden moved to excuse Director Soloyanis; seconded by Director Herr. Motion passed unanimously.
2. **Declaration of Quorum/Director Qualifications/Reaffirmation of Disclosures:** Ms. Hartung confirmed a quorum of the Board was present with the excused absence of Director Soloyanis 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 Eason moved to approve the Agenda as written; seconded by Director Borden. Motion passed unanimously.
4. **Consent Agenda Items:**
 - a. Approval of Board Meeting Minutes from the regular meeting on January 25, 2022
 - b. Ratification and Approval of Payables for the period ending April 25, 2022 in the amount of:

General Fund:	\$ 4,146.43
Debt Service Fund:	\$ 22,336.71
Total	\$ 26,483.14
 - c. Acceptance of Unaudited Financial Statements as of March 31, 2022, the schedule of cash position updated as of March 31, 2022,

Director Herr noted he has not been able to reconcile everything since January 25, 2022 since he did not have all of the bank statements. Item 4.c. was removed from the Consent Agenda Items. After review, Director Borden moved to approve Consent Agenda Items 4.a and 4.b; seconded by Director Eason. Motion passed unanimously.

- 5. Consideration of items removed from Consent Agenda:** Acceptance of . The Board agreed to consider the approval of the bank statements at the next meeting once Director Herr has time to review and reconcile.

6. Management Matters

- a. Review of payment status and collections: Ms. Hardekopf presented a review of the payment status and collections.
 - i. Current billings
 - ii. Collections: There are currently 9 delinquent accounts. Once they reach 6 months delinquent in June they can be certified to the Treasurer for collection.
- b. Discuss status of post-conversion requirements: Ms. Hardekopf noted this item is ongoing. There are no current updates from Colorado Springs Utilities on the status of the easements but should receive an update next month.
- c. Update on disposition of assets
 - i. Pump Station Bid to remove: Mr. Walker is getting bids for demolition of the pump house. Director Borden requested they move forward with demolition of the pump house as quickly as possible to prevent liability.
 - ii. Properties counties may be interested in taking over: The County expressed interest in taking over the parcels in February but there are no current updates.
 - iii. Water Tank Shed: Ms. Hardekopf noted that two people have expressed interest in the water tank, but there are no recent updates.

7. Preliminary Review of Triangle Building Bids

- a. Review Triangle Building Bids and consider acceptance of a Bid: Ms. Hardekopf presented three bids. First bid was for \$7,777.77, second bid was \$32,777.77, and the last bid was \$66,552.00 which is what Walker Schooler District Managers recommends the Board accepts. Ms. Hartung noted they have drafted a real estate contract and they will prepare a Resolution authorizing the sale for Board signatures. Director Borden noted that in the past, the purchaser requested that the money goes towards the debt. Ms. Hartung explained they will have to direct the money and it can go towards the debt if the Board agrees. Director Borden moved to accept the \$66,552.00 bid for the Triangle Building; seconded by Director Eason. Motion passed unanimously.

8. Legal Matters

- a. Update on May 3, 2022 Election: Ms. Hartung reported that the Election was cancelled because there were not more applicants than open positions. Karole Campbell will be the new Board member. The Oath of Office and Conflicts of Interest form will be sent on May 4, 2022 and once signed will be filed with the State. Ms. Hartung and the Board acknowledged that this is Director Eason's last meeting and thanked him for his service to the Board.

- 9. Consider for Adoption Resolution No. 2022-04-01 Letter of Recognition for Service:** Ms. Hardekopf noted Mr. Whittemore was invited to the meeting but unable to attend. The plaque was received and will also be delivered to Mr. Whittemore along with the Letter of

Recognition for Service. Director Eason moved to adopt Resolution No. 2022-04-01 Letter of Recognition of Service; seconded by Director Borden. Motion passed unanimously.

- 10. Financial Matters:** Director Borden requested discussion on the cost increase analysis for next year to cover the balloon payment. Ms. Hardekopf noted that Mr. Walker's analysis showed 4% increase annually to cover the bond payment, but that might change with the \$66,552.00 payment towards the debt. Director Borden requested an updated analysis so they can inform the residents as soon as possible.

Director Herr discussed the process of reviewing the payables the months when there is not a Board meeting. He suggested all Board members review and approve the Payables. Ms. Hardekopf noted that payables are emailed to all Board members for review each month, but there may have been an error and the reason why Director Herr did not receive them. She can also set up Bill.com to require all Board members' approval if the Board would like. The Board discussed and agreed to send email read receipts for payable review. If a Board member will be out of town on the third Tuesday of the month and will miss payable review, let Ms. Hardekopf know ahead of time.

- 11. Public Comment:** There was no public comment.

12. Other Business

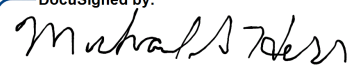

- a. Re-schedule Triangle bid Special Meeting: The Special Meeting is no longer needed since the Board approved the Triangle Building bid.
- b. Next Meeting – Scheduled for July 26, 2022, at 5:30 PM. The Board will review the Audit at the July meeting.
- c. Director Herr thanked Ms. Campbell for joining the Board and thanked Director Eason for his service to the Board. Director Eason wished the Board well and thanked Walker Schooler District Managers.

- 13. Adjournment:** The Board adjourned the meeting at 6:19 PM.

Respectfully submitted,

By: 
Secretary for the Meeting

THESE MINUTES ARE APPROVED AS THE OFFICIAL APRIL 26, 2022 MINUTES OF THE CASCADE METROPOLITAN DISTRICT NO. 1 BY THE BOARD OF DIRECTORS SIGNING BELOW:


Mike Herr

James Borden

DocuSigned by:

Susan Soloyanis

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Susan Soloyanis

DocuSigned by:

Erin Sullivan

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Erin Sullivan

Karole Campbell