

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



Tuesday, July 23, 2024, at 5:30 PM (MST)

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

Please join meeting from your computer, tablet or smartphone.

<https://video.cloudoffice.avaya.com/join/591798670>

You can also dial in using your phone.

United States: [+1 \(213\) 463-4500](tel:+12134634500)

Access Code: 591-798-670

Public Invited to Attend

Board of Director	Title	Term Expiration
Susan Soloyanis	President	May 2027
Mike Herr	Secretary/ Treasurer	May 2027
Karole Campbell	Secretary	May 2027
James Borden	Assistant Secretary	May 2025
Erin Sullivan	Assistant Secretary	May 2025

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 3, 2023, and Town Hall meeting on October 3, 2023 (enclosure)
 - b. Acceptance of Unaudited Financial Statements as of June 30, 2024, the schedule of cash position updated as of June 30, 2024, and bank statements (enclosure)
 - c. Ratification of Resolution Adopting a Digital Accessibility Policy and Designating a Compliance Officer (enclosure)
 - d. Ratification of Quarterly Report for Website Accessibility Matters (enclosure)
 - e. Acceptance of 2023 Annual Report on the Service Plan
 - f. Approval of Resolution Designating Meeting Notice Posting Location (enclosure)
- 5. Consideration of items removed from the Consent Agenda**
- 6. Financial Matters**
 - a. Review and consider approval of 2023 Audit Presentation and Financial Statements (under separate cover)
 - b. Review and consider approval to waive late fees for 4580 Fox Rd (under separate cover)

7. Management Matters

- a. Discuss WSDM company matters
- b. Review of payment status and collection
 - i. Current billings & Collections
- c. Update on Disposition of Assets
 - i. Remaining District-owned parcels
- d. Discuss Status of Website Accessibility and Document Remediation
- e. Discuss SIPA Grant for Document Remediation

8. Legal Matters

- a. Discuss 2024 Legislative Memorandum
- b. Discuss Addendum to Management Agreement Regarding Website Accessibility and Document Remediation Matters
- c. Confirm Date for Town Hall and Budget Hearing (October 22, 2024)

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

10. Other Business

11. Adjourn



**MINUTES OF A SPECIAL BOARD MEETING OF
THE BOARD OF DIRECTORS OF THE
CASCADE METROPOLITAN DISTRICT NO. 1
HELD OCTOBER 3, 2023**

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 3rd day of October 2023 at 5:30 p.m. The meeting was held at 614 N Tejon St., Colorado Springs, CO and via teleconference. The meeting was open to the public.

Directors in Attendance Were:

Susan Soloyanis
Jim Borden
Mike Herr
Erin Sullivan
Karole Campbell

Also in Attendance Were:

Heather Hartung, Esq., White Bear Ankele Hartung & Waldron, Attorneys at Law
Kevin Walker, WSDM District Managers
Rebecca Harris, WSDM District Managers
Rylee DeLong, WSDM District Managers
KC Veio, Bond and Disclosure Counsel
Alan Matlosz, Stifel Public Finance Managing Director
Stacey Mast, Stifel Public Finance Vice President

1. **Call to Order:** The meeting was called to order at 5:30 p.m. by President Soloyanis.
2. **Declaration of Quorum/Director Qualifications/Reaffirmation of Disclosures:** Ms. Harris 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:** Ms. Harris added items 8.h. ACH Error and 9.g. Final Payment to CSU. Director Borden moved to approve the Agenda as modified; seconded by Director Campbell. Motion passed unanimously.
4. **Consent Agenda Items:**
 - a. Approval of Board Meeting Minutes from the special meeting on September 20, 2023
 - b. Acceptance of Unaudited Financial Statements as of August 31, 2023, the schedule of cash position updated as of August 31, 2023, and bank statements
 - c. Approval of 2024 Disclosure Notice Pursuant to Section 32-1-809, C.R.S.
 - d. Ratify Approval of Notice of Failure to Certain Annual Financial Information

Director Herr confirmed that he reconciled the financial statements as of August 31,

2023. Director Herr moved to approve the Consent Agenda Items; seconded by Director Campbell. Motion passed unanimously.

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

6. Management Matters

- a. Discuss Status of Post-conversion Requirements: Ms. Harris confirmed there are no longer any post-conversion requirements as payment to Colorado Springs Utilities (CSU) will be mailed on October 4, 2023, thus completing all of the Post-Conversion Requirements.
- b. Review of Payment Status and Collection: Ms. Harris provided a review of payment status and collection efforts.
 - i. Current Billings & Collections: Ms. Harris presented the current billings and collections.
- c. Update on Disposition of Assets: Ms. Harris provided an update on the disposition of assets.
 - i. Remaining District owned parcels: 2 small parcels that no one is interested in acquiring.
- d. Discuss and Review Proposal for Renewal of General Liability Schedule and Limits and Consider Approval and Authorization to Bind Coverage: After review, President Soloyanis moved to approve the renewal of General Liability Schedule and Limits and approve bind coverage; seconded by Director Borden. Motion passed unanimously.
- e. Discuss Status of Renewing Directors' Bond: Ms. Hartung discussed the upcoming renewal for the Directors' Bond.
- f. Consider Authorization of Renewal of Special District Association of Colorado Membership for 2024: Director Borden moved to authorize the renewal of Special District Association membership for 2024; seconded by Director Campbell. Motion passed unanimously.
- g. Consider Approval of Workers' Compensation Coverage with Colorado Special Districts Property and Liability Pool: The Board discussed workers' compensation coverage for the Board of Directors. Director Herr moved to waive the workers' compensation coverage; seconded by Director Borden. Motion passed unanimously.
- h. ACH Error: Ms. Harris discussed an ACH payment error that occurred, and the steps taken to correct it. President Soloyanis moved to approve the refunding of the accounts that were billed in error; seconded by Director Borden. Motion passed unanimously.

7. Water Enterprise Revenue Refunding Bonds, Series 2023 Matters

- a. Review and Consider Approval of Resolution Authorizing the Issuance and Sale of the District's Water Revenue Refunding Bonds, Series 2003 (the "Series 2023 Bonds"), in an Aggregate Principal Amount Not to Exceed \$5,000,000; Prescribing the Form of the Series 2023 Bonds; Providing for the Payment of the Principal of, Premium, if any, and Interest on the Series 2023 Bonds from the Pledged Revenue; and Providing Other Details in Connection Therewith: Mr. Matlosz and Ms. Mast discussed the status of the 2023 bond refinancing. A Bond Rating of BAA2 was received which is an investment grade rating. The District qualified for bond insurance, a surety. Both the rating and the bond insurance lower the interest rate. Also, the insurer provided an AA rating, and a Reserve fund is not required. Bond maturity is scheduled for 2036 but the District may be

able to pay off in 2034. Cost of insurance is a net savings of \$50,000 (cost vs. interest savings). Net effect of new interest rate will be substantially lower than the existing bonds. Mr. Veio presented the Resolution Authorizing the Issuance and Sale of the District's Water Revenue Refunding Bonds, Series 2003 (the "Series 2023 Bonds"), in an Aggregate Principal Amount Not to Exceed \$5,000,000; Prescribing the Form of the Series 2023 Bonds; Providing for the Payment of the Principal of, Premium, if any, and Interest on the Series 2023 Bonds from the Pledged Revenue; and Providing Other Details in Connection Therewith. Closing is anticipated for October 25th or 26th. After review, Director Borden moved to approve the Bond Resolution; seconded by Director Herr. Motion passed unanimously.

8. Financial Matters

- a. Discuss waiver of late fees for 4590 Hagerman Ave: Ms. Harris presented the request for waiver of late fees at 4590 Hagerman Ave. After discussion, the Board decided not waive the late fees and include it in the Resolution Certifying Delinquent Fees for Collection.
- b. Review and consider approval of Resolution Certifying Delinquent Fees for Collection: Ms. Harris presented the Resolution that will certify 5 delinquent accounts. After review, Director Herr moved to approve the Resolution Certifying Delinquent Fees for Collection; seconded by Director Campbell. Motion passed unanimously.
- c. Conduct a Public Hearing on 2023 Budget Amendments and Consider Adoption of Resolution Amending the 2023 Budget: President Soloyanis moved to open the Public Hearing on 2023 Budget Amendment; seconded by Director Borden. Motion passed unanimously. Ms. Harris explained the debt service fund will be amended to reflect the bond refinance. After no public comment, President Soloyanis moved to close the Public Hearing; seconded by Director Herr. Motion passed unanimously. After review, Director Herr moved to adopt the Resolution Amending the 2023 Budget subject to final numbers; seconded by Director Sullivan. Motion passed unanimously.
- d. Conduct a Public Hearing on 2024 Budget and Consider Adoption of Resolution Adopting and Appropriating Funds: President Soloyanis moved to open the Public Hearing on 2024 Budget; seconded by Director Campbell. Motion passed unanimously. After no public comment, President Soloyanis moved to close the Public Hearing; seconded by Director Sullivan. Motion passed unanimously. Ms. Harris presented the 2024 Budget. Ms. Hartung confirmed the required 30-day Notice to Fix Fees was posted at least 30 days prior to this meeting. The Operations fee will stay at \$8.34/month, and the Debt Service fee will be \$125/month. After review, Director Campbell moved to approve the 2024 Budget pending the final numbers at bond closing; seconded by Director Sullivan. Motion passed unanimously.
- e. Discuss and Consider Approval of Colorado Springs Utilities Invoice and Requesting Release and Satisfaction of Settlement Agreement Terms and Conditions: Director Campbell moved to approve the Colorado Springs Utilities invoice and request release and satisfaction of settlement agreement terms and conditions and transfer the funds from the savings to checking account for payment; seconded by Director Borden. Motion passed unanimously.
- f. Discuss Investment Direction: Ms. Harris will investigate the possibility of moving money to a savings account that earns more money or even the possibility of CDs.
- g. Final Payment to CSU: There was no discussion.

9. Legal Matters

- a. Discuss 2024 Meeting Dates: The Board scheduled the 2024 meetings for July 23, 2024 and October 22, 2024 at 5:30 p.m. The annual Town Hall meeting will be held October 22, 2024 at 5:00 p.m.
- b. Review and consider approval of 2024 Annual Administrative Resolution: Director Campbell moved to approve the 2024 Annual Administrative Resolution; seconded by Director Borden. Motion passed unanimously.
- c. Review and consider approval of Fourth Amendment to Resolution Concerning Imposition of an Operations Fee – 2024 Schedule of Fees: Ms. Hartung confirmed the required 30-day Notice to Fix Fees was posted at least 30 days prior to this meeting. The Operations fee will stay at \$8.34/month, and the Debt Service fee will be \$125/month. After review, President Soloyanis moved to approve the Fourth Amendment to Resolution Concerning Imposition of an Operations Fee – 2024 Schedule of Fees; seconded by Director Herr. Motion passed unanimously.
- d. Review and consider approval of Second Supplement to 2022 Annual Report: Ms. Hartung noted the supplement will include the 2022 Audit. President Soloyanis moved to approve the Second Supplement to 2022 Annual Report; seconded by Director Borden. Motion passed unanimously.
- e. Review and consider approval of WSDM Engagement letter: President Soloyanis commented that she is exceedingly happy with the service provided by WSDM. President Soloyanis moved to approve the WSDM Engagement Letter; seconded by Director Herr. Motion passed unanimously.
- f. Review and consider approval of BiggsKofford 2023 Audit Engagement Letter: Director Herr moved to approve the BiggsKofford 2023 Audit Engagement Letter; seconded by Director Sullivan. Motion passed unanimously.
- g. Discuss Website Compliance and WCAG 2.1 AA Requirements for ADA Compliance: Ms. Hartung and Ms. Harris discussed website ADA compliance.
- h. Consider Adoption of Resolution Adopting a Website Accessibility Policy: The Board directed Ms. Hartung to prepare the Resolution once the template is ready.

10. Public Comment: There was no public comment.

11. Other Business: There was no other business.

12. Adjournment: The Board unanimously adjourned the meeting at 6:40 p.m.

Respectfully submitted,

By: _____
Secretary for the Meeting

THESE MINUTES ARE APPROVED AS THE OFFICIAL OCTOBER 3, 2023 MINUTES OF THE CASCADE METROPOLITAN DISTRICT NO. 1 BY THE BOARD OF DIRECTORS SIGNING BELOW:

Mike Herr

James Borden

Susan Soloyanis

Erin Sullivan

Karole Campbell



**MINUTES OF THE ANNUAL TOWN HALL MEETING OF THE
CASCADE METROPOLITAN DISTRICT NO. 1
HELD OCTOBER 3, 2023
PURSUANT TO §32-1-903(6), C.R.S.**

The annual Town Hall Meeting of the Cascade Metropolitan District No. 1 (the "District") was duly held on Tuesday, the 3rd day of October 2023 at 5:00 p.m. The meeting was held at 614 N Tejon St., Colorado Springs, CO and via teleconference. The meeting was open to the public.

Directors in Attendance Were:

Susan Soloyanis
Jim Borden
Mike Herr
Erin Sullivan
Karole Campbell

Also in Attendance Were:

Heather Hartung, Esq., White Bear Ankele Hartung & Waldron, Attorneys at Law
Rebecca Harris, WSDM District Managers
Rylee DeLong, WSDM District Managers

1. **Call to Order:** The meeting was called to order at 5:00 p.m.
2. **Presentation Regarding the Status of Public Infrastructure Projects within the District:** President Soloyanis provided a presentation regarding the status of public infrastructure projects within the District.
3. **Presentation Regarding Outstanding Bonds:** Ms. Harris provided information on the remaining assets of the District, 2015A & B bonds, and the refinancing of 2023.
4. **Review of Unaudited Financial Statements:** Ms. Harris provided a review of the unaudited financial statements.
5. **Open Floor for Questions:** There was no public in attendance and no questions posed during the Open Floor for Questions.
6. **Adjourn:** The meeting was adjourned at 5:17 p.m.

Respectfully submitted,

By:

Secretary for the Meeting

THESE MINUTES ARE APPROVED AS THE OFFICIAL OCTOBER 3, 2023 MINUTES OF THE CASCADE METROPOLITAN DISTRICT NO. 1 BY THE BOARD OF DIRECTORS SIGNING BELOW:

Mike Herr

James Borden

Susan Soloyanis

Erin Sullivan

Karole Campbell



Cascade Metropolitan District No. 1

Balance Sheet

As of June 30, 2024

07/17/24

Accrual Basis

	<u>Jun 30, 24</u>
ASSETS	
Current Assets	
Checking/Savings	
ECB Checking	368,465.65
1995 Checking	30,086.81
2002 Savings	5,579.70
Total Checking/Savings	<u>404,132.16</u>
Accounts Receivable	
1-1200 · Accounts Receivable	20,139.56
1-1210 · Allowance for Doubtful Accounts	-5,000.00
Total Accounts Receivable	<u>15,139.56</u>
Total Current Assets	<u>419,271.72</u>
TOTAL ASSETS	<u>419,271.72</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 · Accounts Payable	5,281.79
Total Accounts Payable	<u>5,281.79</u>
Other Current Liabilities	
Accrued Project Closing Closts	100,000.00
1-320 · Prepaid Charges	6,358.16
Total Other Current Liabilities	<u>106,358.16</u>
Total Current Liabilities	111,639.95
Long Term Liabilities	
Bonds Payable Series 2023	4,480,000.00
Bond Premium Series 2023	114,793.55
Underwriters Discount	-44,800.00
Total Long Term Liabilities	<u>4,549,993.55</u>
Total Liabilities	4,661,633.50
Equity	
2-3010 · Restricted for Debt Service	80.43
3-3200 · Invested in Capital Assets	-4,192,805.87
30000 · Opening Balance Equity	-180,464.08
32000 · Retained Earnings	925.83
Net Income	129,901.91
Total Equity	<u>-4,242,361.78</u>
TOTAL LIABILITIES & EQUITY	<u>419,271.72</u>

Cascade Metropolitan District No. 1

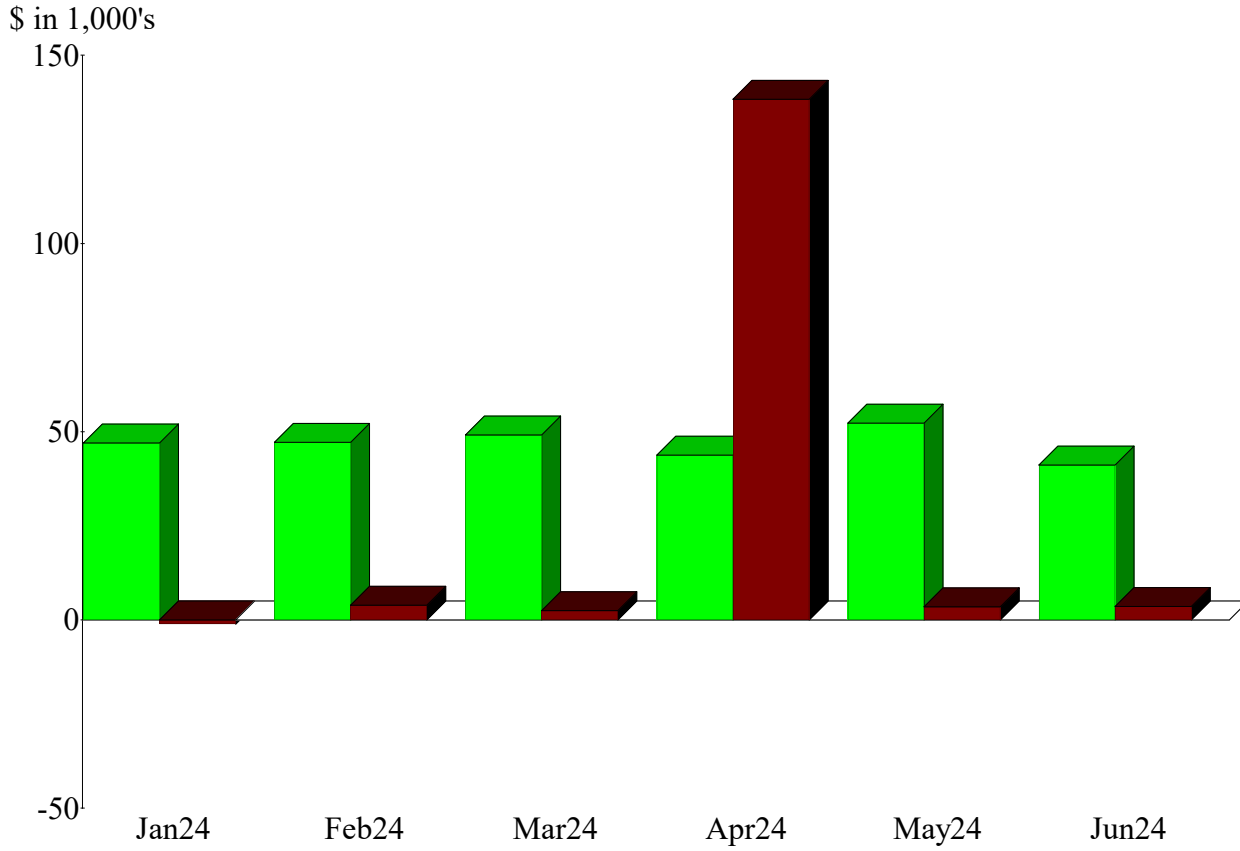
Profit & Loss Budget vs. Actual

January through June 2024

	TOTAL				
	Jun 24	Jan - Jun 24	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense					
Income					
Property Taxes					
AS- Principal	0.00	1,226.59			
Total Property Taxes	0.00	1,226.59			
1-506 · Operations Administrative Fee	2,638.73	30,616.78	42,000.00	-11,383.22	72.9%
1-509 · Revenue-Collection Charges	0.00	0.00	1,000.00	-1,000.00	0.0%
1-510 · Late Fees	206.68	1,845.52	2,500.00	-654.48	73.82%
1-560 · Interest Income	0.86	244.98	3,100.00	-2,855.02	7.9%
2-510 · Debt Service Fee	38,236.70	246,514.82	487,350.00	-240,835.18	50.58%
2-530 · Malcom Restitution	80.43	321.72			
Total Income	<u>41,163.40</u>	<u>280,770.41</u>	<u>535,950.00</u>	<u>-255,179.59</u>	<u>52.39%</u>
Expense					
2-910 · Series 2023 Interest	0.00	134,400.00	242,396.00	-107,996.00	55.45%
1-614 · Billing and Customer Service	0.00	0.00	20,000.00	-20,000.00	0.0%
1-615 · Audit	0.00	0.00	10,000.00	-10,000.00	0.0%
1-618 · Bank Fees	95.00	747.41	1,800.00	-1,052.59	41.52%
1-670 · Insurance/SDA Dues	0.00	0.00	3,000.00	-3,000.00	0.0%
1-672 · Dues, Fees & Subscriptions	0.00	674.11	500.00	174.11	134.82%
1-675 · Legal	1,125.97	6,574.45	10,000.00	-3,425.55	65.75%
1-680 · Management	2,000.00	12,000.00	2,000.00	10,000.00	600.0%
1-683 · Accounting/ Bookkeeping	0.00	0.00	2,000.00	-2,000.00	0.0%
1-684 · Expense-Collection Charges	0.00	0.00	1,500.00	-1,500.00	0.0%
1-685 · Miscellaneous	0.00	0.00	20,000.00	-20,000.00	0.0%
1-760 · Office Supplies/Postage	363.17	2,259.16	4,000.00	-1,740.84	56.48%
2-617 · Bank Fees - Debt Service	0.00	0.00	4,000.00	-4,000.00	0.0%
2-618 · Bond Issuance Costs	0.00	-5,786.63			
Total Expense	<u>3,584.14</u>	<u>150,868.50</u>	<u>321,196.00</u>	<u>-170,327.50</u>	<u>46.97%</u>
Net Ordinary Income	<u>37,579.26</u>	<u>129,901.91</u>	<u>214,754.00</u>	<u>-84,852.09</u>	<u>60.49%</u>
Net Income	<u><u>37,579.26</u></u>	<u><u>129,901.91</u></u>	<u><u>214,754.00</u></u>	<u><u>-84,852.09</u></u>	<u><u>60.49%</u></u>

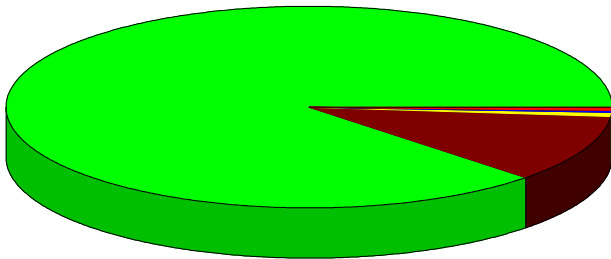
Income and Expense by Month
January through June 2024

Income
Expense



Income Summary
January through June 2024

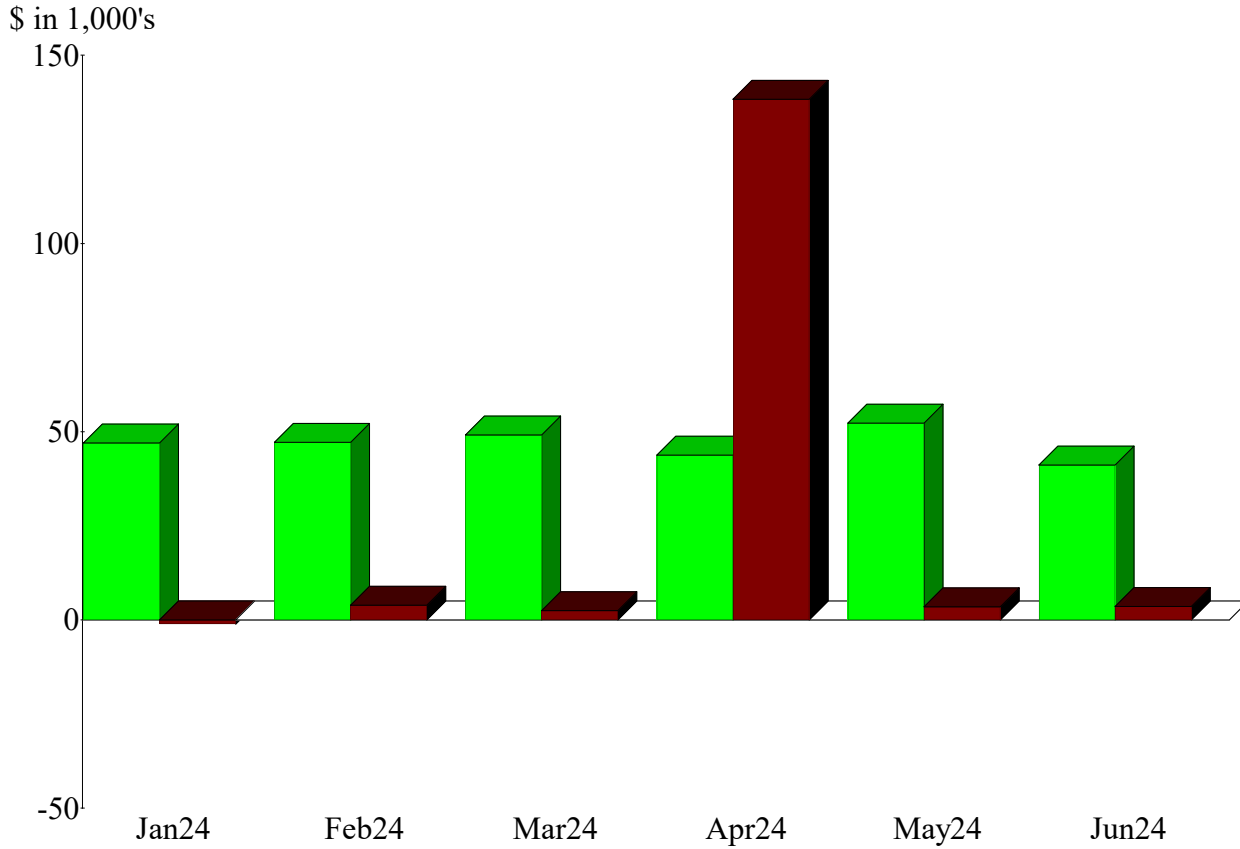
2-510 · Debt Service Fee	87.80%
1-506 · Operations Administrative Fee	10.90
1-510 · Late Fees	0.66
Property Taxes	0.44
2-530 · Malcom Restitution	0.11
1-560 · Interest Income	0.09
Total	\$280,770.41



By Account

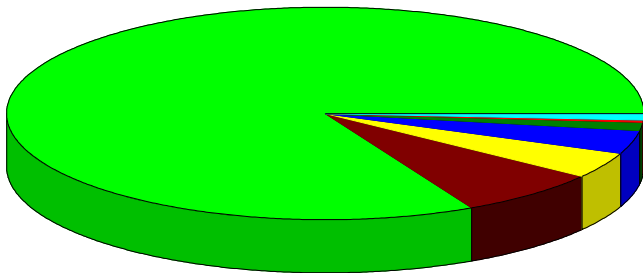
Income and Expense by Month
January through June 2024

Income
Expense



Expense Summary
January through June 2024

2-910 · Series 2023 Interest	85.79%
1-680 · Management	7.66
1-675 · Legal	4.20
2-618 · Bond Issuance Costs	\$-5,786.63
1-760 · Office Supplies/Postage	1.44
1-618 · Bank Fees	0.48
1-672 · Dues, Fees & Subscriptions	0.43
Sub-Total	\$150,868.50



By Account



Cascade Metropolitan District
PAYMENT REQUEST
7/23/2024
GENERAL FUND ACCOUNT

Company	Invoice	Date	Amount	Comments
Mailing Services Inc	19505	7/10/2024	\$ 262.52	
White Bear Ankele Tanaka & Waldron	35897	6/30/2024	\$ 1,125.97	
WSDM District Managers	8059	6/30/2024	\$ 2,100.65	
TOTAL			3,489.14	

TOTAL FOR ALL FUNDS

\$ 3,489.14

_____, President

ECB Checking Account Balance	\$ 382,528.38
Payables for this month	\$ (3,489.14)
Checking Balance After Draw	\$ 379,039.24



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

**ADOPTING A DIGITAL ACCESSIBILITY POLICY AND DESIGNATING A
COMPLIANCE OFFICER**

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 § 32-1-1001(1)(h), C.R.S., the Board of Directors of the District (the “**Board**”) is empowered with the management, control, and supervision of all the business and affairs of the District; and

WHEREAS, pursuant to § 24-85-103(2.5), C.R.S., the Chief Information Officer in the Office of Information Technology has adopted accessibility standards as specified in 8 CCR 1501-11 Rules Establishing Technology Accessibility Standards (the “**Rules**”); and

WHEREAS, pursuant to § 24-85-103(3), C.R.S., on or before July 1, 2024, the District is required to take action to comply with the Rules; and

WHEREAS, the Board desires to adopt this Resolution to implement a digital accessibility policy and designate a compliance officer.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE DISTRICT AS FOLLOWS:

1. Adoption of Digital Accessibility Policy. The District hereby adopts the Digital Accessibility Policy (the “**Digital Accessibility Policy**”) set forth in **Exhibit A**, attached hereto and incorporated herein.
2. Appointment of Compliance Officer. The District hereby designates the District Manager, WSMD District Managers, as the District’s Compliance Officer (the “**Compliance Officer**”).
3. Severability. If any part, section, subsection, sentence, clause, or phrase of this Resolution is for any reason held to be invalid, such invalidity shall not affect the validity of the remaining provisions.
4. Effective Date. This Resolution shall become effective as of June 1, 2024, shall be enforced immediately thereafter and shall supersede any previous policy related to website accessibility.
5. Ratification of Past Action. The Board hereby ratifies any actions taken in the furtherance of the District’s business related to website accessibility by legal counsel from the January 1, 2024, through the date of this resolution.

Remainder of Page Intentionally Left Blank, Signature Page Follows

ADOPTED JUNE 6, 2024.

DISTRICT:

**CASCADE METROPOLITAN DISTRICT
NO. 1**, a quasi-municipal corporation and
political subdivision of the State of Colorado

By:

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 Adopting a Digital Accessibility Policy and Designating a
Compliance Officer*

EXHIBIT A

DIGITAL ACCESSIBILITY POLICY

1. GENERAL

a. *Purpose.* The District is fully committed to providing accessible digital information to all members of the public. As part of this commitment, the District has adopted this Digital Accessibility Policy (the “**Policy**”) to ensure the District’s online services and digital communications comply with the Rules.

b. *Scope.* The District is committed to providing persons with disabilities equal access to digital information, including information made available through the District’s website and other digital content. This Policy has been developed to promote equal access to such digital information to persons with disabilities. This Policy applies to digital content produced by or under the control of the District, including the District’s official website. Accessibility requests may be submitted to the District in accordance with this Policy.

c. *Third Party Content.* The provisions of this Policy do not apply to third-party websites linked through the District’s website, such as state or federal agencies, or digital content not under control of the District. While the District is not responsible for ensuring the accessibility of third party-controlled content, the District is dedicated to assisting individuals experiencing accessibility issues when possible.

2. COMPLIANCE INFORMATION

a. *Compliance Officer.* The Compliance Officer will be the point of contact for accessibility-related accommodations for digital content. The Compliance Officer or its designee is responsible for responding to reports of inaccessible digital content and accessibility requests.

b. *Testing Tools and Techniques.* The District utilizes a variety of tools, techniques, methods, and procedures to identify accessibility barriers and meet existing and new assistive technology needs. The District has engaged Statewide Internet Portal Authority (SIPA) (the “**Accessibility Vendor**”) to complete testing and remediation, ensuring the website and digital content contained therein are accessible and inclusive for users with disabilities in accordance with the Rules.

c. *Accessibility Reports.* The Accessibility Vendor will review the District’s website, user interfaces, and other digital content and summarize the same in a report provided to the District no less than annually (the “**Accessibility Report**”). The Accessibility Report will identify digital content that does not comply with the Rules. The Accessibility Vendor or the District, as appropriate, will take such steps as necessary to make such content compliant under the Rules. The District will maintain a record of the Accessibility Reports.

d. District-Controlled Content. The District will ensure that digital content under the control of the District produced, developed, maintained, modified, or used by the District on or after July 1, 2024, is compliant with the Rules.

e. Digital Accessibility Plan. The District will implement a digital accessibility plan (the “**Plan**”) to provide a long-term strategic approach for digital accessibility. The Plan will be updated quarterly starting July 1, 2024 through June 30, 2025 and annually thereafter to ensure ongoing compliance. The current Plan will be posted to the District’s website for the period July 1, 2024 through June 30, 2025. The Plan will be in a form substantially similar to **Exhibit A-1** attached hereto.

f. Digital Accessibility Statement. The District will post the following digital accessibility statement on its website prior to July 1, 2024:

Cascade Metropolitan District No. 1, District
Technology Accessibility Statement

Cascade Metropolitan District No. 1 (the “**District**”) is committed to providing equitable access to our services to all Coloradans.

Our ongoing accessibility effort works towards being in line with the Web Content Accessibility Guidelines (WCAG) version 2.1, level AA criteria. These guidelines not only help make technology accessible to users with sensory, cognitive and mobility disabilities, but ultimately to all users, regardless of ability.

Our efforts are just part of a meaningful change in making the District’s services inclusive and accessible. We welcome comments on how to improve our technology’s accessibility for users with disabilities and for requests for accommodations to any District services.

Feedback and support

We welcome your feedback about the accessibility of the District’s online services. Please let us know if you encounter accessibility barriers. The District is committed to responding within three (3) business days.

Phone: (719) 447-1777

E-mail: Kristina.K@wsdistricts.co

Address: Cascade Metropolitan District No. 1
Attn: Compliance Officer
614 N. Tejon Street
Colorado Springs, CO 80903

3. REPORTING ACCESSIBILITY ISSUES

a. Reporting an Accessibility Issue. Individuals may report inaccessible content or requests for accommodations to the Compliance Officer using the contact information below or online through the District designated website. Such requests should identify the specific content that is being reported, the issue the individual is experiencing, and the name and contact information of the individual submitting the request. The Compliance Officer or their designee will confirm receipt of such requests within three (3) business days. The District is committed to resolving reports of inaccessible content and requests for accommodations within a reasonable period of time.

Cascade Metropolitan District No. 1
Attn: Compliance Officer
614 N. Tejon Street
Colorado Springs, CO 80903
Email: Kristina.K@wsdistricts.co
Phone: (719) 447-1777

EXHIBIT A-1

CASCADE METROPOLITAN DISTRICT NO. 1

Digital Accessibility Plan

Updated on May 28, 2024

I. Accessibility Standards

In accordance with Colorado law, Cascade Metropolitan District No. 1 (the “**District**”) is committed to applying standard configurations for technologies and services, in accordance with the technical standards provided by:

- World Wide Web Consortium (W3C) Web Content Accessibility Guidelines (WCAG) 2.1 Level AA or higher;
- Section 508 of the U.S. Rehabilitation Act of 1973 Chapters 3,4,6; and
- Following C.R.S. 24-85-101 to 24-85-104, ARTICLE 85.

II. The District’s Efforts

The District is fully committed to providing accessible digital information to all members of the public. Our ongoing accessibility effort works towards the day when the District’s online services and digital communications are accessible to the public, including equal access for persons with disabilities. The District has a plan to prioritize, evaluate, remediate, and continuously improve its online services and digital communications. Below, you’ll find some of the measures that the District is undertaking.

III. Accessibility Maturity

The District is at the following maturity level for 2024:

Check One:

- Inactive: No awareness and recognition of need. At this stage organizations are inventorying their technology, have begun to make investments, etc.
- Launch: Recognized need organization-wide. Planning initiated, but activities not well organized.
- Integrate: Roadmap including timeline is in place, overall organizational approach defined and well organized.
- Optimize: Incorporated into the whole organization, consistently evaluated, and actions taken on assessment outcomes.

IV. Maturity Level Discussion

[In this section, the district should provide a justification for any roadblocks to progress (e.g., financial, technical, or administrative difficulty or expense) or resources that may have helped you progress along the way.]

The District has encountered the following challenges:

- The District does not have the financial resources to fully remediate all of its digital content and website platform immediately.
- The District does not have the administrative or personnel resources to fully inventory all of its digital content immediately.

The District has enjoyed the following successes:

- The District has made progress towards full compliance with WCAG 2.1 Level AA despite the challenges above. The organizational measures below detail the District's measures taken up to the date of this plan.

V. Organizational Measures

The District has taken the following measures: [Below list is not exhaustive and should be revised according to each district's goals]

- Posted an accessibility statement to the website.
- Posted the current progress-to-date quarterly report and contact information for receiving accessibility feedback and requests for reasonable accommodations and modifications to the website.
- Identified a Compliance Officer to respond to reasonable accommodation and modification requests.
- Validated through testing front-facing webpage compliance with WCAG 2.1 Level AA.
- Created and implemented a plan for providing reasonable accommodations and modifications until the technology can be made accessible.

INCLUDE THE FOLLOWING MEASURES ONLY IF THE DISTRICT IS WORKING ON THEM:

- Adopted a digital accessibility policy.
- Incorporated accessibility into vendor agreements.
- Conducted an inventory of all technology and prioritized remediation of digital content. Engaged a website accessibility vendor to make the District's front-facing web pages accessible.

The District has designated its Compliance Officer to coordinate and implement the plan. The District's Compliance Officer's contact information is as follows:

Attn: Compliance Officer
614 N. Tejon Street
Colorado Springs, CO 80903
Email: Kristina.K@wsdistricts.co
Phone: (719) 447-1777



**QUARTERLY PROGRESS-TO-DATE REPORT
FOR
CASCADE METROPOLITAN DISTRICT NO. 1**

DATED: JULY 1, 2024

Pursuant to HB24-1454, § 24-85-103(2.5), C.R.S., and 8 CCR 1501-11 Governor’s Office of Information Technology Rules Establishing Technology Accessibility Standards (the “**Rules**”), Cascade Metropolitan District No. 1 (the “**District**”) is required to provide a progress-to-date report that demonstrates concrete and specific efforts toward compliance.

For the quarter beginning July 1, 2024, the District makes the following report:

1. Accessibility Scan of Digital Services and Content.

The District has conducted periodic reviews of the front facing pages for accessibility and is keeping quarterly scans on file. (**Exhibit A**)

2. Progress on Remediation of Digital Content.

The District has initiated an inventory of all digital content to identify documents that need to be remediated and has engaged a third-party vendor to remediate documents.

3. Goal to Reach Full Compliance Under the Rules.

The District has a plan in place with a goal to have all digital content remediated by July 1, 2025.

EXHIBIT A
Accessibility Scan of Digital Services and Content

Cascade Metropolitan District No. 1

Web Accessibility and Risk Report

Prepared on 05/09/2024 - 12:12 AM

Cascade Metropolitan District No. 1



Home Accessibility Billing Board Meeting Information Contact Us Elections FAQs Financials

Important District Documents



What you'll find in this report:

- [1. Your current accessibility report / risk snapshot](#)
- [2. Top accessibility issues on your site](#)
- [3. Pages that need to be fixed](#)
- [4. Your timeline to reach accessibility](#)
- [5. Your monthly progress tracker](#)

Created by districts
for districts ❤️



1. Your current accessibility / risk snapshot

Overall accessibility and risk score



Your current accessibility & risk rating score: **98/100 (FAIL)**





It appears your website needs a bit of work to reach accessibility, but don't worry you're not alone. Countless other districts are in the same boat. The most important thing to do is set up a plan to reach compliance.

Why is 100% compliance critical?

- More than **2,403 districts** have been affected by an accessibility action. About 6% of all districts in the US, including county-dependent districts have been fined, received demand letters, or gotten Department of Justice Office of Civil Rights (OCR) letters for website ADA violations in the US. **That number is expected to exceed 4,000 (10%) by the end of 2024.**
- **The number of lawsuits rose 56% in 2021, and the penalties for noncompliance are rising fast** —averaging \$4,000 for an ADA claim in 2019 to \$39,000 in 2022. It's a situation that The Wall Street Journal calls "very perilous" in a [recent article](#).
- **Very few if any**, special district insurance policies even partially cover the costs of web accessibility issues.

2. Top accessibility issues found on your site






Accessibility issues come in all shapes and sizes. Some are more obvious to the naked eye like "color contrast issues". However, others are more structural in nature and related to the code that's on your site. These types of issues affect how screen readers interpret your content. Here's what we found on your site:

Your accessibility issues	Total
 Heading elements are not in a sequentially-descending order	9
 Identical links do not have the same purpose.	8
 Links do not have a discernible name	6
 <th> elements and elements with <code>[role="columnheader"/"rowheader"]</code> do not have data cells they describe.	1

[How to fix these issues](#)

3. Pages that need to be fixed

The following pages on your site require remediation to become ADA compliant. We recommend using Google Analytics to discover which of these pages currently receive the most web traffic and starting there.

Page(s)	Score
 Home Cascade Metropolitan District No. 1	98
 Accessibility Cascade Metropolitan District No. 1	98
 Billing Cascade Metropolitan District No. 1	98
 Elections Cascade Metropolitan District No. 1	98
 FAQs Cascade Metropolitan District No. 1	98

How to fix these pages

[View all 12 pages with errors](#)

4. Your timeline to reach accessibility

Obviously, **timeline is the big question**. While we don't know all the ins and outs of your organization or tech stack, we do know the major factors that can affect the timeline of your accessibility plan. We've laid out the known factors and a couple of scenarios below that would get you back to compliance and away from risk.

Factors for your timeline

Factor 1: Your CMS	Drupal
Factor 2: The type of errors on your site	Structural + Presentational
Factor 3: The volume of errors on your site	24
Factor 4: The amount of time your staff has available to work on remediation	Unknown

Estimated Remediation Scenarios


Option 1: Do it yourself

 Between 45 - 90 days of hands-on remediation.

Plan for dedicated developer and staff time each week.


[Share this report with your web developer](#)

Option 2: Hire a remediation service

 Custom quote required for timeline.

Plan for an in-depth audit, a full website remediation project, and ongoing fees (in addition to current website and hosting).

Option 3: Use an accessible-first website platform

 Our special district website partner [Streamline](#) will convert your site to a fully-compliant platform for you.

Plan for 1 hour of staff training. Includes ongoing accessibility, state compliance tools, indemnification against ADA claims, and unlimited support.

[Get a Quote](#)

5. Your monthly progress tracker

Charting your progress is a key component of remediation. To make this step easy for you, we'll record up to 6 months of accessibility metrics for your site below. Feel free to [share this report](#) with your team or board members.

6 Month Site Scan Snapshot - Overall Website Score



Month

Overall

[May 2024](#)

98





MEMORANDUM

TO: Kevin Walker
Rebecca Harris
WSDM

FROM: White Bear Ankele Tanaka & Waldron

DATE: October 25, 2023

RE: Cascade Metropolitan District No. 1, Water Revenue Refunding Bonds,
Series 2023 in the amount of \$4,480,000

SUMMARY OF CONTINUING DISCLOSURE REQUIREMENTS

This memorandum details the ongoing disclosure obligations of the Cascade Metropolitan District No. 1 (the “**District**”) in relation to the issuance of the Water Revenue Refunding Bonds, Series 2023 (the “**Bonds**”), which disclosures will be handled by your office. The Continuing Disclosure Agreement associated with the Bonds provides that so long as the Bonds remain outstanding, the District will provide the following information to the Municipal Securities Rulemaking Board (“**MSRB**”), acting through its Electronic Municipal Market Access (“EMMA”) system: (i) annually, certain financial information and operating data; and (ii) notice of the occurrence of certain materials events (both of which are defined more particularly within this memorandum).

Annual Financial Information Disclosure Reports

Pursuant to Section 4 of the Agreement, the District must provide Audited Financial Statements to MSRB at least annually and no later than 210 days following the fiscal year end, in the Prescribed Form (as defined in the Agreement).

Notice of Material Events

If the District obtains knowledge of any of the following events, the District must, in a timely manner (not in excess of 10 business days after the occurrence of the event), provide notice to the MSRB in the Prescribed Form. Such events including the following:

1. Principal and interest payment delinquencies;
2. Nonpayment-related defaults, *if material*;

3. Unscheduled draws on debt service reserves reflecting financial difficulties;
4. Unscheduled draws on credit enhancements reflecting financial difficulties;
5. Substitution of credit or liquidity providers, or their failure to perform;
6. Adverse tax opinion, the issuance by the Internal Revenue Service of proposed or final determinations of taxability, Notices of Proposed Issue (IRS Form 5701-TEB) or other material notices or determinations with respect to the tax status of the security, or other material events affecting the tax status of the Series 2023 Bonds, or other material events affecting the tax status of the Series 2023 Bonds;
7. Modifications of rights of bondholders, *if material*;
8. Bond calls, *if material*, and tender offers;
9. Defeasances;
10. Release, substitution or sale of property securing repayment of the Series 2023 Bonds, *if material*;
11. Rating changes;
12. Bankruptcy, insolvency, receivership or similar event of the obligation person;
13. The consummation of a merger, consolidation or acquisition involving the obligated person or the sale of all or substantially all of the assets of the obligated person, other than the ordinary course of business, the entry into a definitive agreement to undertake such an action or the termination of a definitive agreement relating to any such actions, other than pursuant to its terms, *if material*;
14. Appointment of a successor or additional Trustee or the change of name of a Trustee, *if material*;
15. Incurrence of a Financial Obligation of the obligated person, *if material*, or an agreement to covenants, events of default, remedies, priority rights or other similar terms of a Financial Obligation of the obligated person, any of which affect security holders, *if material*; and
16. Default, event of acceleration, termination event, modification of terms, or other similar events under the terms of a Financial Obligation of the Obligated person, any of which reflect financial difficulties.

Notice Requirements Under the Sales Certificate

Pursuant to Section 3(s) of the Sales Certificate dated October 25, 2023, the District must provide the Insurer (Assured Guaranty Municipal Corp.) the following:

1. To the extent not otherwise filed with EMMA, annual audited financial statements within **180 days** (note that this time period is different from the filing deadline under the Agreement) after the end of the District's fiscal year, together with a certification of the District that it is not aware of any of any default of Event of Default under the Bond Resolution, and the District's annual budget within 30 days after the approval thereof;
2. Notice of any draw upon the Bond Reserve Fund within 2 Business Days after knowledge thereof other than (i) withdrawals of amounts in excess of the Series 2023 Reserve Requirement; and (ii) withdrawals in connection with a refunding of the Bonds;
3. Notice of any default known to the Payment Agent or District within 5 Business Days after knowledge thereof;

4. Prior notice of the advance refunding or redemption of any of the Bonds, including the principal amount, maturities and CUSIP numbers thereof;
5. Notice of the resignation or removal of the Paying Agent and Bond Registrar and the appointment of, and acceptance of duties by, any successor thereto;
6. Notice of the commence of any Insolvency Proceedings by or against the District;
7. Notice of the making of any claim in connection with any Insolvency Proceeding seeking the avoidance as a preferential transfer of any payment of principal of, or interest on, the Bonds;
8. A full original transcript of all proceedings relating to the execution of any amendment, supplement or waiver of the Related Documents;
9. All reports, notices and correspondence to be delivered to holders of the Bonds under the terms of the Related Documents;
10. All information furnished pursuant to the Continuing Disclosure Undertaking with respect to the Bonds, shall be provided to the Insurer, simultaneously with the furnishing of such information to any information repository.



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

DESIGNATING MEETING NOTICE 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, Cascade, Colorado

ADOPTED JULY 23, 2024.

DISTRICT:

**CASCADE METROPOLITAN DISTRICT
NO. 1**, a quasi-municipal corporation and
political subdivision of the State of Colorado

By: _____
Officer of the District

Attest:

By: _____

APPROVED AS TO FORM:

WHITE BEAR ANKELE TANAKA & WALDRON
Attorneys at Law

General Counsel to the District

[Signature Page to Resolution Designating the Meeting Notice Posting Location]