

**MINUTES OF THE SPECIAL MEETING OF THE BOARD OF DIRECTORS OF THE
CASCADE METROPOLITAN DISTRICT No. 1
HELD OCTOBER 8, 2024
AT 5:30 PM**

The Special Meeting of the Cascade Metropolitan District No. 1 (the "District") was duly held on Tuesday, the 8th day of October 2024 at 5:30 p.m. The meeting was in person at 614 N Tejon and via teleconference. The meeting was open to the public.

Attendance:

In attendance were Directors:

Susan Soloyanis	President
Jim Borden	Assistant Secretary

Directors Attending Virtually:

Mike Herr	Secretary/ Treasurer
Karole Campbell	Secretary
Erin Sullivan	Assistant Secretary

Also in attendance were:

Heather Hartung, Esq.	White Bear Ankele Hartung & Waldron, Attorneys at Law
Rebecca Harris	WSDM Managers
Beth Diana	WSDM Managers

1. Call to Order:

The meeting was called to order at 5:31 pm by President Soloyanis.

2. Declaration of Quorum/Director Qualifications/ Disclosure Matters: 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:

Director Campbell moved to approve the Agenda as amended adding item 11(a) Discussion about the water tower; seconded by Director Sullivan. Motion passed unanimously

4. Consent Agenda Items (These items are considered to be routine and will be approved by one motion.)

- a. Approval of Board Meeting Minutes from special meeting on July 23, 2024
- b. Acceptance of Unaudited Financial Statements as of September 30, 2024 the schedule of cash position updated as of September 30, 2024 and bank statements
- c. Acceptance of Quarterly Report for Website Accessibility Matters
- d. Acceptance of Supplement to the 2023 Annual Report

After Discussion Director Herr moved to approve the consent agenda items with the removal of subsection b; seconded by Director Borden. Motion passes unanimously.

5. Consideration of items removed from the Consent Agenda:

- a. Item 4.b. Unaudited financial matters were removed from the consent agenda. Director Herr provided an update on getting access to the appropriate bank information.

6. Financial Matters:

- a. Review and consider approval of Resolution Certifying Delinquent Fees for Collection: After discussion Director Borden moved to approve the Resolution Certifying Delinquent Fees for Collection; seconded by Director Campbell. Motion passed unanimously.
- b. Conduct a Public Hearing on 2024 Budget Amendments and Consider Adoption of Resolution Amending the 2024 Budget: 2024 Budget Amendment was not needed.
- c. Conduct a Public Hearing on 2025 Budget and Consider Adoption of Resolution Adopting and Appropriating Funds: Director Borden moved to Open Public Hearing on 2025 Budget at 5:58 pm; seconded by Director Campbell. Motion passed unanimously. There was no public comment. Director Borden moved to close the Public Hearing on the 2025 Budget at 5:58 pm; seconded by Director Sullivan. Motion passed unanimously.

Ms. Hartung confirmed that WSDM Managers published the public notice for the Budget Hearing and confirmed no comments were received. Ms. Harris presented the 2025 Budget. After the discussion, Director Campbell moved to approve the 2025 Budget as presented; seconded by Director Herr. Motion passed unanimously.

7. Management Matters:

- a. Review of payment status and collection: Ms. Harris presented the collection matters.
- b. Update on Disposition of Assets: Ms. Harris provided no new updates on disposition of assets.

8. Insurance Matters

- a. Discuss and Review proposed General Liability Schedule and Limits and Property Schedule and consider approval and authorization to bind coverage: Ms. Harris reviewed the coverage. After the discussion, Director Campbell moved to approve the proposed General Liability Schedule and Limits and Property Schedule and binding coverage; seconded by Director Herr. Motion passed unanimously.
- b. Consider Authorization of Renewal of Special District Association of Colorado Membership for 2025: Ms. Harris review the SDA membership. After discussion, Director Borden moved to authorize the membership renewal; seconded by Director Sullivan. Motion passed unanimously.
- c. Consider approval of Workers' Compensation Coverage with Colorado Special Districts Property and Liability Pool: Ms. Harris presented the Workers Compensation coverage. After Discussion, Director Campbell moved to approve the Workers' Compensation Coverage; seconded by Director Sullivan. Motion passed unanimously.

9. Legal Matters:

- a. Discuss 2025 Meeting Dates: After discussion the Board agreed to hold 2025 meetings on May 20, 2025 and October 14, 2025 at 5:30 pm.
- b. Discuss 2024 Legislative Session and Memorandum: Ms. Hartung presented the Legislative memorandum.

- c. Review and consider approval of 2025 Annual Administrative Resolution: After discussion, Director Sullivan moved to approve the Annual Administrative Resolution, amended the meeting dates as discussed; seconded by Director Borden. Motion passed unanimously.
- d. Review and consider approval of Resolution Calling the May 6, 2025, Election and Appointing Ms. Harris as the Designated Election Official for the District: After discussion, Director Sullivan, moved to approve the Resolution Calling the May 6, 2025 Election; seconded by Director Herr. Motion passed unanimously.
- e. Review and consider approval of Resolution Amending the Public Records Request Policy: After discussion, Director Sullivan moved to approve the Resolution Amending the Public Records Request Policy; seconded by Director Campbell. Motion passed unanimously.
- f. Consider approval of Second Addendum to Management Agreement – Website Matters: After discussion, Director Borden, moved to approve the second addendum to Management Agreement seconded by Director Sullivan. Motion passed unanimously.
- g. Review and consider approval of WSDM Engagement letter: After discussion, Director Herr moved to approve the WSDM Engagement letter; seconded by director Borden. Motion passed unanimously.
- h. Review and consider approval of BiggsKofford 2024 Audit Engagement Letter: After discussion, Director Campbell moved to approve the BiggsKofford 2024 Audit Engagement letter; seconded by Director Sullivan. Motion passed unanimously.

10. Public Comment: No public comment.

11. Other business

- a. Discuss Water Tank: The Board discussed the stats of the water tank on Pyramid Mountain Road and identified the eventual need to find someone willing to demolish the tank.

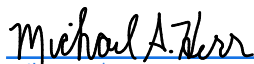
12. Adjourn: President Soloyanis adjourned the meeting at 6:18 pm.

- a. Next Regular Meeting scheduled: May 20, 2025 at 5:30 pm

Rebecca Harris

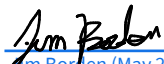
Submitted by: Recording Secretary

THESE MINUTES ARE APPROVED AS THE OFFICIAL OCTOBER 8, 2024 MINUTES OF THE CASCADE METROPOLITAN DISTRICT NO. 1 BY THE BOARD OF DIRECTORS SIGNING BELOW:

A handwritten signature in black ink, appearing to read "Michael A. Herr".

[Mike Herr \(May 21, 2025 06:55 MDT\)](#)

Mike Herr

A handwritten signature in black ink, appearing to read "Jim Borden".

[Jim Borden \(May 20, 2025 19:58 MDT\)](#)

James Borden

A handwritten signature in black ink, appearing to read "Susan Soloyanis".

[Susan Soloyanis \(May 20, 2025 19:22 MDT\)](#)

Susan Soloyanis

Erin Sullivan

A handwritten signature in black ink, appearing to read "Karole L Campbell".

[Karole L Campbell \(May 22, 2025 05:57 MDT\)](#)

Karole Campbell












CMD1 Board Meeting Minutes 10-8-2024

Final Audit Report

2025-05-22

Created:	2025-05-21
By:	Rebecca Harris (rebecca.h@wsdistricts.co)
Status:	Signed
Transaction ID:	CBJCHBCAABAAZa0UuaWpLGiNbPOWvUZJU7_Aqz0IWlyO

"CMD1 Board Meeting Minutes 10-8-2024" History

-  Document created by Rebecca Harris (rebecca.h@wsdistricts.co)
2025-05-21 - 0:56:58 AM GMT
-  Document emailed to Jim Borden (jimdborden@gmail.com) for signature
2025-05-21 - 0:57:50 AM GMT
-  Document emailed to soloyanis@icloud.com for signature
2025-05-21 - 0:57:51 AM GMT
-  Document emailed to Mike Herr (herrma60@gmail.com) for signature
2025-05-21 - 0:57:51 AM GMT
-  Document emailed to karole@madwomanms.com for signature
2025-05-21 - 0:57:51 AM GMT
-  Document emailed to Rebecca Harris (rebecca.h@wsdistricts.co) for signature
2025-05-21 - 0:57:52 AM GMT
-  Document e-signed by Rebecca Harris (rebecca.h@wsdistricts.co)
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-  Email viewed by karole@madwomanms.com
2025-05-21 - 1:16:11 AM GMT
-  Email viewed by soloyanis@icloud.com
2025-05-21 - 1:21:38 AM GMT
-  Signer soloyanis@icloud.com entered name at signing as Susan Soloyanis
2025-05-21 - 1:22:07 AM GMT
-  Document e-signed by Susan Soloyanis (soloyanis@icloud.com)
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2025-05-21 - 1:57:38 AM GMT

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2025-05-21 - 12:52:31 PM GMT

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Signature Date: 2025-05-21 - 12:55:44 PM GMT - Time Source: server

 Email viewed by karole@madwomanms.com

2025-05-22 - 11:56:59 AM GMT

 Signer karole@madwomanms.com entered name at signing as Karole L Campbell

2025-05-22 - 11:57:25 AM GMT

 Document e-signed by Karole L Campbell (karole@madwomanms.com)

Signature Date: 2025-05-22 - 11:57:27 AM GMT - Time Source: server

 Agreement completed.

2025-05-22 - 11:57:27 AM GMT