



CHEROKEE METROPOLITAN DISTRICT

6250 Palmer Park Blvd., Colorado Springs, CO 80915-2842

Telephone: (719) 597-5080 Fax: (719) 597-5145

Our mission is to exceed our customer's needs by providing safe and uninterrupted water and sewer services, high quality water supply, well-maintained parks and open spaces, and well-lit streets. We are committed in continually striving to attain the highest quality services at the lowest reasonable costs and to prepare for the anticipated needs and requirements of current and future customers through the allocation of technical, financial, operational, planning, and managerial resources necessary to ensure our service goals and expectations are met in a safe, responsible, and professional manner.

REGULAR MEETING OF THE BOARD OF DIRECTORS

AGENDA

Board of Directors

Term Expires

Steve Hasbrouck, President	May 2022
Larry Keleher, Vice President	May 2020
Rene Sintas, Secretary	May 2022
Phil Garrison, Director	May 2022
Dave Mattes, Director	May 2020

DATE: January 15, 2019

TIME: 5:30 p.m.

LOCATION: Cherokee Metropolitan District – Board Room
6250 Palmer Park Blvd., Colorado Springs, Colorado 80915

1. **Call to Order**
 - A. Roll Call of the Board of Directors/Declaration of a Quorum
 - B. Director Qualifications and Disclosures
 - C. Pledge of Allegiance

2. **Review and Approval of the Agenda**
 - A. Addendums
 - B. Amendments
 - C. Approval Motion

3. Public Comments on items NOT on the agenda

The Board and District staff value the public's input. Please respect the following when making formal comments to the Board of Directors:

- Please sign in when you arrive prior to making public comment or at the time of making your comments.
- Please keep comments restricted to the topics of the District and its business, and limit time to a maximum of three (3) minutes.
- Please keep comments respectful of others and organized for understanding. It is further requested that civility is maintained when addressing the Board, District staff, news media, law enforcement, and the public.

4. Consent Agenda

The Consent Agenda consists of matters that occur in the normal course of business. The following items are summarized and are approved and enacted at this time by the Board of Directors in one motion.

- A. Approval of Minutes for the December 17, 2018 Public Hearing Meeting
- B. Approval of Minutes for the December 17, 2018 Regular Board Meeting
- C. Directors Signatures

5. Attorneys Items

- A. Paul Rufien, Legal Counsel

6. Finance and Accounting – Cathy Fromm

- A. Approval of Financial Statements for the Period Ending December 2018

7. Staff Reports – Operations, WRF, Safety, and Golf Course Reports

- A. Water Operations and Wastewater Collections Report – Jonathon Smith
- B. Water Reclamation Facility (WRF) Operations Report – Mike Poeckes
- C. Safety & Technical Services Division – Brian Beaudette
 - 1. Vehicle Replacements
 - 2. Introduction of New Safety Coordinator
- D. Golf Course Business Report – Todd Laxson
- E. Golf Course Maintenance Report – Cole Miller
- F. Finance Report – Cathy Fromm
- G. HR/Payroll Report – Connie Hughes
- H. Billing Report/Customer Services Report – Sharon Dabbs

8. Manager's Report – Amy Lathen

- A. 2019 Conditional Budget Items
 - a. Vehicle Replacement
 - b. Employee Benefits

- B. Approval of Resolution 2019-01 – A Resolution Concerning 2019 Annual Administrative Matters
- C. Approval of Resolution 2019-02 – A Resolution Designating the Posting Location for the District’s 24-Hours Agenda Notice
- D. Approval of Dan Farmer Amendment
- E. General Report

9. **Executive Session**

- A. C.R.S. §24-6-402(4)(b), Conferences with an attorney for the public entity for the purposes of receiving legal advice on specific legal questions.

10. **Other Business**

11. **Directors Items/Comments**

12. **Other Meetings of Importance to the Cherokee Metropolitan District**

City of Colorado Springs Council Meetings – 2nd and 4th Tuesday of month
Colorado Springs Utilities Board Meetings – 3rd Wednesday of the month
Woodmen Hills Board Meeting – 4th Thursday of the month
Meridian Board Meeting – Wednesday following the UBS Board Meeting

HBA Utilities Committee Meeting – January 17, 2019 at 7:30 a.m.
COWARN Steering Committee Meeting – January 17, 2019 at 10:00 a.m.
LFWQMA Meeting – January 28, 2019 at 1:30 p.m.
AF CURE Meeting – February 5, 2019 at 1:30 p.m.
UBS Board Meeting – February 5, 2019 at 6:00 p.m.
PPRWA Meeting – February 6, 2019 at 9:00 a.m.
Arkansas Basin Roundtable Meeting – February 13, 2019 at 12:30 p.m.

13. **Adjournment**

CHEROKEE METROPOLITAN DISTRICT
REGULAR MEETING OF THE BOARD OF DIRECTORS

January 15, 2019

MINUTES

The Regular Meeting of the Board of Directors of the Cherokee Metropolitan District was held on Tuesday, January 15, 2019 at 5:30 p.m. at 6250 Palmer Park Blvd., Colorado Springs, Colorado.

BOARD OF DIRECTORS PRESENT

Steve Hasbrouck	Rene Sintas
Larry Keleher	Dave Mattes
Phil Garrison	
Amy Lathen	Paul Rufien
Brian Beaudette	Cathy Fromm
Sara Howard	Julie Wells
Tyler Drennan	Mike Poeckes
Connie Hughes	

OTHERS IN ATTENDANCE

Assunta Manning	Roger Stolz
Art Sintas	Linda Mattes
Jonathon Moore	Dan Farmer
John Hill	

ITEM 1:

⇒ Call to Order

The meeting was called to order by President Steve Hasbrouck at 5:40 p.m. All Directors were present, and a quorum was declared. There were no Director qualifications and disclosures. All those present were asked to stand and recite the Pledge of Allegiance.

Dave Mattes thanked the Board and staff for the beautiful plant he received after his knee surgery.

ITEM 2:

⇒ Review and Approval of the Agenda

The evening's Agenda was reviewed. There were no amendments.

******MOTION******

MR. MATTES MOVED, SECONDED BY MRS. SINTAS, TO APPROVE THE JANUARY 15, 2019 AGENDA. MR. KELEHER-YES. MRS. SINTAS-YES. MR. MATTES-YES. MR. GARRISON-YES. MR. HASBROUCK-YES. MOTION CARRIED (5-0).

Mr. Hasbrouck wanted to make a personal statement to the Board and staff and provided a lengthy list of processes, actions, and positive changes the Board had made in the last several months to improve employee morale, productivity, and benefits.

ITEM 3:

⇒ Public Comments on Items Not on the Agenda

Roger stated the email addresses for Board Members were not available on the company's website. Amy Lathen assured him they would be added to the website the next day.

ITEM 4:

⇒ Consent Agenda

The following were reviewed for approval: Minutes of the Public Hearing for December 17, 2018, Regular Minutes for December 17, 2018, and Directors Signatures.

*****MOTION*****

MR. KELEHER MOVED, SECONDED BY MR. MATTES, TO APPROVE THE CONSENT AGENDA. MR. KELEHER-YES. MRS. SINTAS-YES. MR. MATTES-YES. MR. GARRISON-YES. MR. HASBROUCK-YES. MOTION CARRIED (5-0).

ITEM 5:

⇒ Attorneys Items

Peter Johnson was absent from the meeting but his report was included in the Board packet. Paul Rufien had no items to address.

ITEM 6:

⇒ Finance and Accounting – Cathy Fromm

Cathy Fromm provided the Board with an overview of the Financial Statements for the period ending December 2018.

ITEM 7:

⇒ Staff Reports

Staff reports were available for review in the Board packets. The Parks and Golf Course Operations report was discussed earlier in the Public Hearing.

Brian Beaudette introduced the District's new Safety Director, Walter Mack, and the Board welcomed him to Cherokee.

ITEM 8:

⇒ Manager's Report

Mrs. Lathen provided an update on projects and activities occurring with the past month. She also advised the Board the 2019 Budget was approved conditionally contingent on two outstanding items yet to be discussed and reviewed: vehicle replacements and the employee retirement option package.

Mr. Beaudette requested the Board's consideration of one of two options determining the criteria for vehicle replacement:

Option #1: Vehicle age 7-10 years old; mileage over 150K, vehicle value; maintenance costs vs. vehicle value, and secondary use of vehicle, i.e., summer, part-time employee usage, or

Option #2: Vehicle age 7-10 years old, mileage over 200K; vehicle value, maintenance costs vs. vehicle value, and secondary use of vehicle, i.e., summer, part-time employee usage.

Board consensus concluded Option #1 was more feasible for the District.

Mrs. Lathen and Mrs. Fromm then highlighted on comparisons between operating costs and capital costs in the 2019 budget and provided the Board with three scenarios for consideration:

Scenario #1: Proposed budget presented at December 17, 2018 Board Meeting, retirement: 4% match, 100% vested; or

Scenario #2: Property and liability premium increase; eliminate \$1,000,000 water purchase, and retirement: 4% match, 100% vested, or

Scenario #3: Property and liability insurance premium increase; eliminate \$1,000,000 water purchase, and retirement: 8% no match, 100% vested.

After lengthy discussion, Mr. Hasbrouck preferred Scenario #2, Mr. Keleher recommended Scenario #3, Mr. Mattes felt Scenario #2 was the best option, and Mrs. Sintas and Mr. Garrison both preferred Scenario #3.

*****MOTION*****

MRS. SINTAS MOVED, SECONDED BY MR. KELEHER, TO RATIFY AND APPROVE RESOLUTION 2019-03 - A RESOLUTION ADOPTING A BUDGET FOR THE CHEROKEE METROPOLITAN DISTRICT, HAVING BEEN CONDITIONALLY APPROVED IN PUBLIC HEARING ON DECEMBER 17, 2018. ADDITIONAL DISCUSSION CONTINUED. MR. HASBROUCK CALLED FOR PUBLIC COMMENT. THERE WAS NONE AND A ROLL CALL VOTE FOLLOWED. MR. KELEHER-YES. MRS. SINTAS-YES. MR. MATTES-NO. MR. GARRISON-YES. MR. HASBROUCK-NO. MOTION CARRIED (3-2).

Mrs. Lathen presented Resolution 2019-01 - A Resolution Concerning 2019 Annual Administrative Matters for Board review and approval.

*****MOTION*****

MRS. SINTAS MOVED, SECONDED BY MR. GARRISON, TO APPROVE RESOLUTION 2019-01 - A RESOLUTION CONCERNING 2019 ANNUAL ADMINISTRATIVE MATTERS. MR. KELEHER-YES. MRS. SINTAS-YES. MR. MATTES-YES. MR. GARRISON-YES. MR. HASBROUCK-YES. MOTION CARRIED (5-0).

Resolution 2019-02 - A Resolution Designating the Posting Location for the District's 24-Hours Agenda Notice Moving the Regular Board Meetings from the second Tuesday of the month to the third Tuesday of the month was discussed. It was the consensus of the Board and staff that moving the meeting date would be advantageous considering it gives more time to prepare staff reports and also consolidate financial items ending the month prior.

*****MOTION*****

MRS. SINTAS MOVED, SECONDED BY MR. GARRISON, TO APPROVE THE 2019 - 02 A RESOLUTION DESIGNATING THE POSTING LOCATION FOR

THE DISTRICT'S 24-HOUR AGENDA NOTICE MOVING THE REGULAR BOARD MEETINGS FROM THE SECOND TUESDAY OF THE MONTH TO THE THIRD TUESDAY OF THE MONTH. MR. KELEHER-YES. MRS. SINTAS-YES. MR. MATTES-YES. MR. GARRISON-YES. MR. HASBROUCK-YES. MOTION CARRIED (5-0).

Mrs. Lathen provided a Correction to Quitclaim Deed for Nonexclusive Easement for Sweetwater Well No. 5 for Board review. The Correction to Quitclaim Deed is a result of a change in the location description and from an update of the parties' names and addresses listed in the original agreement. Dan Farmer was present and was in agreement to those corrections. A motion to support the execution of this document was requested.

*****MOTION*****

MRS. SINTAS MOVED, SECONDED BY MR. KELHER, TO APPROVE THE EXECUTION OF THE CORRECTION TO QUITCLAIM DEED FOR NONEXCLUSIVE EASEMENT FOR SWEETWATER WELL NO. 5. MR. KELEHER-YES. MRS. SINTAS-YES. MR. MATTES-YES. MR. GARRISON-YES. MR. HASBROUCK-YES. MOTION CARRIED (5-0).

Mrs. Lathen provided the Board with a monthly project report summarizing ongoing activities and projects. Annual performances will be completed by month's end. She and staff are auditing and reviewing service agreements and vendor contracts outside the District.

ITEM 9:

⇒ Executive Session

*****MOTION*****

MRS. SINTAS MOVED, SECONDED BY MR. KELEHER, TO ENTER INTO EXECUTIVE SESSION CITING §24-6-402(4)(b), C.R.S., CONFERENCES WITH AN ATTORNEY FOR THE PUBLIC ENTITY FOR THE PURPOSES OF RECEIVING LEGAL ADVICE ON SPECIFIC LEGAL QUESTIONS. MR. KELEHER-YES. MRS. SINTAS-YES. MR. MATTES-YES. MR. GARRISON-YES. MR. HASBROUCK-YES. MOTION CARRIED (5-0).

Executive Session was entered into 7:08 p.m.

*****MOTION*****

MRS. SINTAS MOVED, SECONDED BY MR. KELEHER, TO COME OUT OF EXECUTIVE SESSION AND RETURN THE MEETING TO THE REGULAR

SESSION. MR. KELEHER-YES. MRS. SINTAS-YES. MR. MATTES-YES. MR. GARRISON-YES. MR. HASBROUCK-YES. MOTION CARRIED (5-0).

Regular Session resumed at 7:45 p.m.

Mrs. Lathen advised those in attendance that Executive Session was held specific to the above-cited statute, and no decision was made.

ITEM 10:

⇒ Other Business

There was no other business to report.

ITEM 11:

⇒ Directors Items/Comments

There were no comments.

ITEM 12:

⇒ Other Meetings of Importance

Other meetings of interest as listed on the January 15, 2019 Regular Board Meeting Agenda.

ITEM 13:


⇒ Adjournment

There being no further business to come before the Board at this time, the meeting adjourned at 7:57 p.m.




Rene Sintas, Secretary


<u>Board Members</u>	<u>Term Expires</u>
Steve Hasbrouck, President	May, 2022
Larry Keleher, Vice President	May, 2020
Rene Sintas, Secretary	May, 2022
Dave Mattes, Director	May, 2020
Phil Garrison, Director	May, 2022


Steve Hasbrouck, President


Dave Mattes, Director


Sara Howard, Transcriber


Larry Keleher, Vice President


Phil Garrison, Director