



# 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:** April 16, 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 March 19, 2019 Regular Board Meeting
- B. Directors Signatures

5. **Public Hearing Continuance**

- A. Consideration of Administrative Fee Changes

6. **Attorneys Items**

- A. Paul Rufien, Legal Counsel
- B. Pete Johnson, Water Counsel

7. **Executive Session**

- A. In accordance with the Colorado Open Meetings Act, the Board, in Open Session, is to determine whether it will hold an Executive Session pursuant to §24-6-402(4)(e), C.R.S., Determining positions relative to matters that may be subject to negotiations, developing strategy for negotiations, and instructing negotiators. The Chair shall poll the Board members, and upon affirmative vote of two-thirds of the members present, may hold a Closed Executive Session. If a two-thirds affirmative vote for the Executive Session is not received, the item may be discussed in Open Session or withdrawn from consideration. No formal action or voting will take place in Executive Session.

8. **Engineering Report**

- A. Jeffrey Munger
  - a. Progressive Design Build Discussion

9. **Finance and Accounting – Cathy Fromm**

- A. Approval of Financial Statements for the Period Ending March 2019
  - a. Financing Options Process Discussion

10. **Staff Reports – Written - Operations, WRF, Safety, and Golf Course Reports**

- A. Water Reclamation Facility (WRF) Operations Report – Mike Poeckes  
COC Status Report
- B. Water Operations and Wastewater Collections Report – Jonathon Smith
- C. Safety and Technical Services Division – Brian Beaudette
- D. Golf Course Business and Parks Report – Todd Laxson
- E. Golf Course Maintenance Report – Cole Miller
- F. HR/Payroll Report – Connie Hughes
- G. Billing Report/Customer Services Report – Sharon Dabbs

11. **General Manager’s Report – Amy Lathen**

- A. Proposed Bylaws as Requested - For Discussion Only for May 2019 Action

12. **Other Business**

- A. Wastewater Worker Recognition Week – April 21-27, 2019
- B. Employee Summer Picnic -- June 22, 2019
- C. District Christmas Party – December 7, 2019

13. **Directors Items/Comments**

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

HBA Utilities Committee Meeting – April 18<sup>th</sup> at 7:30am  
LFWQMA Meeting – April 22<sup>nd</sup> at 1:30pm  
PPRWA Meeting – May 1<sup>st</sup> at 9:00am  
UBS Board Meeting – May 7<sup>th</sup> at 6:00pm  
HBA Utilities Committee Meeting – May 16<sup>th</sup> at 7:30am

15. **Adjournment**

**CHEROKEE METROPOLITAN DISTRICT**  
**REGULAR MEETING OF THE BOARD OF DIRECTORS**

April 16, 2019

MINUTES

The Regular Meeting of the Board of Directors of the Cherokee Metropolitan District was held on Tuesday, April 16, 2019 at 5:30 p.m. at 6250 Palmer Park Blvd., Colorado Springs, Colorado.

BOARD OF DIRECTORS PRESENT

Steve Hasbrouck	Rene Sintas	Phil Garrison
Larry Keleher	Dave Mattes	
Amy Lathen	Jeff Munger	Todd Laxson
Walter Mack	Cathy Fromm	Sara Howard
Jonathon Smith	Stephanie Ceccatto	

OTHERS IN ATTENDANCE

Assunta Manning	Roger Stolz	Art Sintas
Dan Wall		

ITEM 1:

⇒ Call to Order

The meeting was called to order by President Steve Hasbrouck at 5:30 p.m. All Directors were present, and a quorum was declared. There were no Director qualifications or disclosures. All those present were asked to stand and recite the Pledge of Allegiance.

ITEM 2:

⇒ Review and Approval of the Agenda

The evening's Agenda was reviewed. Amy Lathen requested one change, that being Jonathon Smith providing his report to the Board at the beginning of the meeting because he had to leave the meeting early.

**\*\*\*\*MOTION\*\*\*\***

**MRS. SINTAS MOVED, SECONDED BY MR. GARRISON, TO APPROVE THE AGENDA WITH THE AMENDED CHANGE. MR. KELEHER-YES. MRS.**

**SINTAS-YES. MR. MATTES-YES. MR. GARRISON-YES. MR. HASBROUCK-YES. MOTION CARRIED (5-0).**

Mr. Smith proceeded to provide his Water Operations and Wastewater Collections Report to the Board.

ITEM 3:

⇒ Public Comments on Items Not on the Agenda

There were no public comments.

ITEM 4:

⇒ Consent Agenda

The following were reviewed for approval: Minutes for the March 19, 2019 Regular Board Meeting.

**\*\*\*MOTION\*\*\***

**MRS. SINTAS MOVED, SECONDED BY MR. KELEHER, TO APPROVE THE MINUTES FOR MARCH 19, 2019 AS WRITTEN. MR. KELEHER-YES. MRS. SINTAS-YES. MR. MATTES-YES. MR. GARRISON-YES. MR. HASBROUCK-YES. MOTION CARRIED (5-0).**

ITEM 5:

⇒ Public Hearing

The Public Hearing, having recessed from last month's meeting, reconvened at 5:52 p.m.

Sara Howard provided an overview of the remaining Administrative Fees that were discussed in last month's meeting.

Comments from the public were invited. Assunta Manning had some concerns about the transfer owner fee. The Board requested definitions of the administrative fees and also requested a three-month review of incoming requests to determine how often and how frequent these or similar types of situations occur.

The Regular Meeting resumed at 6:53 p.m.

ITEM 6:

⇒ Attorney Items – Peter Johnson. Attorney at Law, LLC

Peter Johnson's report was available for review in the Board's packet, and Mrs. Lathen gave a brief overview of its contents.

ITEM 7:

⇒ Executive Session

**\*\*\*MOTION\*\*\***

**MR. KELEHER MOVED, SECONDED BY MR. MATTES, TO ENTER INTO EXECUTIVE SESSION CITING §24-6-402(4)(e), C.R.S., DETERMINING POSITIONS RELATIVE TO MATTERS THAT MAY BE SUBJECT TO NEGOTIATIONS, DEVELOPING STRATEGY FOR NEGOTIATIONS, AND INSTRUCTING NEGOTIATORS. MR. KELEHER-YES. MRS. SINTAS-YES. MR. MATTES-YES. MR. GARRISON-YES. MR. HASBROUCK-YES. MOTION CARRIED (5-0).**

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

**\*\*\*MOTION\*\*\***

**MR. KELEHER MOVED, SECONDED BY MR. MATTES, TO COME OUT OF EXECUTIVE SESSION. MR. KELEHER-YES. MRS. SINTAS-YES. MR. MATTES-YES. MR. GARRISON-YES. MR. HASBROUCK-YES. MOTION CARRIED (5-0).**

Regular Session resumed at 8:23 p.m.

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

ITEM 8:

⇒ Engineering Report - Jeffrey Munger

Jeffrey Munger provided an update to the Board as outlined in his monthly report to the Board.

ITEM 9:

⇒ Finance and Accounting - Cathy Fromm

Cathy Fromm provided the Board an overview of the Financial Statements for the Period ending March, 2019.

ITEM 10:

⇒ Staff Reports

Staff provided updates on the monthly activities ongoing in their respective divisions.

In the Golf Course Business and Parks Report, Todd Laxson requested Board approval of an additional fund balance transfer to complete a second project at Eastridge Park.

**\*\*\*MOTION\*\*\***

**MRS. SINTAS MOVED, SECONDED BY MR. KELEHER, TO APPROVE A TRANSFER FROM FUND BALANCE TO CAPITAL IN THE AMOUNT OF \$29,000 TO COMPLETE IMPROVEMENTS AT EASTRIDGE PARK. MR. KELEHER-YES. MRS. SINTAS-YES. MR. MATTES-YES. MR. GARRISON-YES. MR. HASBROUCK-YES. MOTION CARRIED (5-0).**

Mr. Laxson stated Savannah Graham, a Cadet in the Girl Scouts, has requested permission to erect a message board at the Dog Park to earn her Silver Award. The message sign would give dog owners and users of the park an opportunity to post missing dog notices, dogs for sale signs and other canine-related items of importance.

ITEM 11:

⇒ Manager's Report

Mrs. Lathen gave a brief overview of projects underway and ongoing work for the period March 20-April 16, 2019.

She will be in the process of organizing an upcoming Work Session for the Board to be briefed on legal matters in the District.

Bylaws in draft form were discussed. The Board directed Mrs. Lathen to proceed to refine and develop the Bylaws as discussed to be reviewed again at the next month's meeting.

ITEM 12:

⇒ Other Business

There was no other business to report.

ITEM 13:

⇒ Directors Items/Comments

Phil Garrison raised a concern about guests in the audience not being given the opportunity to make comments in the Public Hearing.

ITEM 14:

⇒ Other Meetings of Importance to the Cherokee Metropolitan District

Other meetings of interest as listed on the April 16, 2019 Regular Board Meeting Agenda.

ITEM 15:

⇒ Adjournment

There being no further business to come before the Board at this time, the meeting was adjourned. Meeting adjourned at 9:32 p.m.



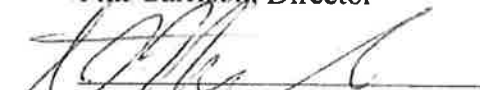
Rene Sintas, Secretary


Board Members

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

Term Expires

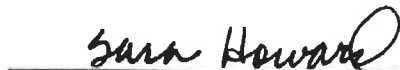
May, 2022  
May, 2020  
May, 2022  
May, 2020  
May, 2022

  
Steve Hasbrouck, President

  
Larry Keleher, Vice President

  
Dave Mattes, Director

  
Phil Garrison, Director

  
Sara Howard, Transcriber