



## CHEROKEE METROPOLITAN DISTRICT

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

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

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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:** May 21, 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. **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 April 16, 2019 Regular Board Meeting
- B. Approval of Minutes for the May 6, 2019 Special Board Meeting
- C. Directors Signatures

4. **Attorneys Items**

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

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

- A. Approval of Financial Statements for the Period Ending April 2019
- B. 2019 Audit Report
- C. Financing Criteria Discussion - Board Direction Requested

6. **Staff Reports – Oral - Operations, WRF, Safety, and Golf Course Reports**

- A. Water Reclamation Facility (WRF) Operations Report – Kent Hoadley  
COC Status Report
- B. Water Operations and Wastewater Collections Report – Jonathon Smith
  - a. Hydrant Flushing Report – Mike Kielma
  - b. Leak Checks Report - Len Meyer
- C. Safety and Technical Services – Brian Beaudette
  - a. Backflow Prevention and Cross Connection Control Regulation
- D. Pre-Treatment/Compliance – Tyler Drennan
- E. Golf Course Business and Parks Report – Todd Laxson
- F. Billing Report/Customer Services Report – Sharon Dabbs

7. **General Manager's Report – Amy Lathen**

- A. Ordinance Amendment Request – Interruption of Service on Account of Tampering, By-Passing or Unauthorized Metering – Redline changes requested
- B. Bylaws for Consideration

8. **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.

9. **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.

10. **Other Business**

- A. Board Member Guest Travel and Reimbursement Expenses

11. **Directors Items/Comments**

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

LFWQMA Meeting on May 27<sup>th</sup> at 1:30pm

UBS Board Meeting on June 4<sup>th</sup> at 6:00pm

FUNSY --- Big Game Draw Results posted online between June 3-7.

13. **Adjournment**

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

May 21, 2019

MINUTES

The Regular Meeting of the Board of Directors of the Cherokee Metropolitan District was held on Tuesday, May 21, 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	Brian Beaudette	Todd Laxson
Cathy Fromm	Sara Howard	Tyler Drennan
Jonathon Smith	Josh Stewart	Mike Kielma
Len Meyer	Paul Rufien	

OTHERS IN ATTENDANCE

Assunta Manning	Roger Stolz	Art Sintas
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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 asked the Board to consider the following amendments to the Agenda: Move Item #10 Other Business to follow Item #4; Move #7 General Manager's Report to follow Item #5, and remove Item #9 Executive Session.

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

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

ITEM 3:

⇒ Consent Agenda

The following were reviewed for approval: Minutes for the April 16, 2019 Regular Board Meeting and Minutes for the May 6, 2019 Special Board Meeting.

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

**MR. KELEHER MOVED, SECONDED BY MR. GARRISON, TO APPROVE THE MINUTES FOR APRIL 16, 2019 AND MAY 6, 2019 AS WRITTEN. MR. KELEHER-YES. MRS. SINTAS-YES. MR. MATTES-YES. MR. GARRISON-YES. MR. HASBROUCK-YES. MOTION CARRIED (5-0).**

ITEM 4:

⇒ Attorney Items – Paul Rufien, Legal Counsel, Pete Johnson, Water Counsel

Paul Rufien had no report but remained available for legal guidance throughout the meeting. Pete Johnson's report was available for review in the Board packet.

ITEM 10:

⇒ Other Business

Mrs. Lathen presented to the Board SDA's Code of Ethics relating to Board Member guest travel and reimbursement expenses. Discussion pursued as to whether the District should grant reimbursement and provide payment of expenses to special situations involving the spouses of Board Members. Rene Sintas questioned previous Board policy. Mr. Hasbrouck reiterated the Board's desire to show transparency and to enforce the rules and standards. Therefore, there was no action taken to approve reimbursement of spousal expenses.

ITEM 5:

⇒ Finance and Accounting - Cathy Fromm

Cathy Fromm provided the Board with an overview of the Financial Statements for the period ending April 30, 2019, updated the Board on the 2019 Audit and, as requested by the Board, led discussion in financing criteria for the RO Plant.

ITEM 7:

⇒ General Manager's Report

Mrs. Lathen presented to the Board an amendment to the Cherokee Metropolitan District Ordinance regarding Interruption of Service on Accounts of Tampering, Bypassing for Unauthorized Metering. She requested the Board to review the redline changes and make a determination whether or not to approve those changes.

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

**MR. KELEHER MOVED, SECONDED BY MR. GARRISON, TO APPROVE THE ORDINANCE, SECTION C, AS REDLINE AMENDED TO BECOME A PERMANENT RECORD OF THE CHEROKEE METROPOLITAN DISTRICT ORDINANCES. MR. KELEHER-YES. MRS. SINTAS-YES. MR. MATTES-YES. MR. GARRISON-YES. MR. HASBROUCK-YES. MOTION CARRIED (5-0).**

Discussion continued from last month's Board Meeting concerning the proposed redline changes to the District's Bylaws, specifically Page 2 and Page 3 under Article 1, Board of Directors.

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

**MR. KELEHER MOVED, SECONDED BY MR. MATTES, TO ACCEPT THE CHEROKEE METROPOLITAN DISTRICT'S BYLAWS AS AMENDED, AND TO HAVE THE BYLAWS BECOME A PERMANENT RECORD OF THE CHEROKEE METROPOLITAN DISTRICT. MR. KELEHER-YES. MRS. SINTAS-YES. MR. MATTES-YES. MR. GARRISON-YES. MR. HASBROUCK-YES. MOTION CARRIED (5-0).**

She then proceeded to update the Board on an array of monthly projects underway and ongoing from the previous month

Mr. Rufien exited the meeting at 7:43 p.m.

ITEM 6:

⇒ Staff Reports

Staff provided updates on the monthly activities ongoing in their respective divisions, including brief reports from Jonathon Smith regarding hydrant flushing; Len Meyer, leak checks, and Tyler Drennan, pretreatment compliance.

Todd Laxson gave a lengthy report on Parks and Golf Course and requested additional funding to complete parks projects.

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

MR. KELEHER MOVED, SECONDED BY MR. MATTES, TO APPROVE A SUPPLEMENTAL APPROPRIATION FROM THE FUND BALANCE IN THE AMOUNT OF \$10,000 TO FURTHER COMPLETE PARKS RENOVATIONS. MR. KELEHER-YES. MRS. SINTAS-YES. MR. MATTES-YES. MR. GARRISON-YES. MR. HASBROUCK-YES. MOTION CARRIED (5-0).

Mr. Laxson stated more information will be forthcoming regarding a Movie on the Range night at the Golf Course on August 24.

ITEM 8:

⇒ Public Comments on Items NOT on the Agenda

There were no public comments.

ITEM 11:

⇒ Directors Items/Comments

Mr. Keleher stated the staff and General Manager are doing an excellent job, saving the District a lot of money, and appreciated their service.

ITEM 12:

⇒ Other Meetings of Importance to the Cherokee Metropolitan District

Other meetings of interest as listed on the May 21, 2019 Regular Board Meeting Agenda.

ITEM 13:

⇒ Adjournment

There being no further business to come before the Board at this time, the meeting was adjourned. Meeting adjourned at 8:54 p.m.

  
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Rene Sintas, Secretary

Board Members


Steve Hasbrouck, President  
Larry Keleher, Vice President  
Rene Sintas, Secretary

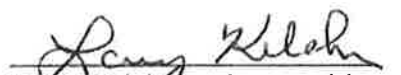
Term Expires

May, 2022  
May, 2020  
May, 2022

Dave Mattes, Director  
Phil Garrison, Director


May, 2020  
May, 2022

  
Steve Hasbrouck, President

  
Larry Keleher, Vice President

  
Dave Mattes, Director

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Phil Garrison, Director

  
Sara Howard, Transcriber