



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
Dave Mattes, Director	May 2020
Phil Garrison, Director	May 2022

DATE: January 21, 2020

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, 2019 Regular Board Meeting
- B. Directors' Signatures

5. General Manager's Report – Amy Lathen

- A. Resolution 2020-01 Administrative Orders
- B. Resolution 2020-02 Board Meeting Dates
- C. Resolution 2020-03 Posting Location
- D. Resolution 2020-04 CORA w/Exhibit
- E. Resolution 2020-05 DEO
- F. Resolution 2020-06 Call for Election
- G. Notice of Polling Place Election
- H. Notice of Cancellation (Contingent)

6. Finance and Accounting-Cathy Fromm

- A. December Monthly Financials
- B. Bond Financing Update

7. Attorney Items

- A. Pete Johnson, Water Counsel

8. 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.

9. **Engineering Report-Jeffrey Munger**

A. RFP for Replacement Plan Engineering Support

10. **Staff Reports – Questions of Written Reports**

A. Backflow and Cross Connection Resolution 2020-07 - Brian Beaudette

11. **Other Business**

12. **Directors' Items/Comments**

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

WHMD Board Meeting, January 23, 2020, 5:30 p.m.

UBS Board Meeting, Calhan, February 4, 2020 6:00 p.m.

MSMD Board Meeting, February 5, 2020, 10:00 a.m.

CRWA Annual Conference and Exhibition, Denver, February 10-13, 2020

AWWA Utility Management Conference, Anaheim, California, February 25-28, 2020

14. **Adjournment**

CHEROKEE METROPOLITAN DISTRICT
REGULAR MEETING OF THE BOARD OF DIRECTORS

January 21, 2020

MINUTES

The Regular Meeting of the Board of Directors of the Cherokee Metropolitan District was held on Tuesday, January 21, 2020, at 5:30 p.m. at 6250 Palmer Park Blvd., Colorado Springs, Colorado.

BOARD OF DIRECTORS PRESENT

Steve Hasbrouck
Larry Keleher
Rene Sintas

Dave Mattes
Phil Garrison

Amy Lathen
Sara Howard
Walter Mack

Jeff Munger
Brian Beaudette
Julie Wells

Paul Rufien
Cathy Fromm
Shawn Puente

OTHERS IN ATTENDANCE

Mr. and Mrs. Carlos Urias

Art Sintas

Roger Stolz

ITEM 1:

⇒ Call to Order

The meeting was called to order by President Steve Hasbrouck at 5:30 p.m. All Directors were present except for Director Mattes who would be arriving a few minutes late.

*****MOTION*****

MR. KELEHER MOVED, SECONDED BY MR. GARRISON, TO EXCUSE DAVE MATTES. ALL IN FAVOR. MOTION PASSED BY GENERAL CONSENT.

There were no Director qualifications and disclosures. All those present were asked to stand and recite the Pledge of Allegiance.

ITEM 2:⇒ Review and Approval of the Agenda

Mr. Hasbrouck asked if there were changes or amendments that needed to be made to the Agenda. Amy Lathen requested a new item, a Request for Proposal for Engineering Services to be addressed in more detail, with a request to vote on a Resolution, under Agenda Item #9. Engineering Report.

*****MOTION*****

MRS. SINTAS MOVED, SECONDED BY MR. KELEHER, TO APPROVE THE AGENDA AS AMENDED. ALL IN FAVOR. MOTION PASSED BY GENERAL CONSENT.

ITEM 3:⇒ Public Comments on Items NOT on the Agenda

Roger Stolz asked if the District had received the 30% estimate of engineering costs from the new contractor. Amy Lathen stated those numbers were still being generated, and the Board will be advised in the February Board Meeting of the 30% estimated costs of the design and construction project.

Mr. Carlos Urias, 1851 Woodpark Dr., requested the Board's permission to obtain a 20' extension of the District's unimproved land to develop a concrete pad as an extension on his property to store a camper. He notified his neighbors of his intention in seeking the Board's permission and invited them to this evening's Board meeting. None of his neighbors were in attendance. He believed he would not be encroaching on any neighborhood property.

Dave Mattes arrived at the meeting at 5:35 p.m.

With direction from the Board, Paul Rufien and Mrs. Lathen will confer possibilities regarding easements, licensing, and possible sale and ownership of the parcel adjacent to 1851 Woodpark Dr. and report their findings in a future board meeting.

ITEM 4:⇒ Consent Agenda

The following were reviewed for approval: Minutes for the December 17, 2019 Regular Board Meeting.

*****MOTION*****

MRS. SINTAS MOVED, SECONDED BY MR. KELEHER, TO APPROVE THE REGULAR BOARD MEETING MINUTES FOR DECEMBER 17, 2019. ALL IN FAVOR. MOTION PASSED BY GENERAL CONSENT.

ITEM 5:

⇒ General Manager's Report – Amy Lathen

Amy Lathen provided an overview of the administrative, sewer, water, and bond projects that have been under way for the months of December and January.

She briefed the Board on the possibility of the District providing water and wastewater services to an additional space command at the Schriever Air Force Base, if the U.S. Government chooses Colorado as its new location. She will be keeping the Board apprised of this excellent opportunity for Cherokee in promoting growth and development within the community.

Several administrative and election resolutions were discussed. Mrs. Lathen answered questions from the Board regarding the District's type of election to be held, recommendations of the Designated Election Official, and provided an overview of the Notice of Polling Place Election and a contingent Notice of Cancellation should an election not be required.

*****MOTION*****

MRS. SINTAS MOVED, SECONDED BY MR. KELEHER, TO ADOPT RESOLUTION 2020-01 A RESOLUTION CONCERNING ANNUAL ADMINISTRATIVE MATTERS. ALL IN FAVOR. MOTION PASSED BY GENERAL CONSENT.

*****MOTION*****

MRS. SINTAS MOVED, SECONDED BY MR. KELEHER, TO ADOPT RESOLUTION 2020-02, NOTICE OF REGULAR MEETING OF THE BOARD OF DIRECTORS, CHEROKEE METROPOLITAN DISTRICT. ALL IN FAVOR. MOTION PASSED BY GENERAL CONSENT.

*****MOTION*****

MRS. SINTAS MOVED, SECONDED BY MR. KELEHER, TO ADOPT RESOLUTION 2020-03, A RESOLUTION OF THE BOARD OF DIRECTORS OF

THE CHEROKEE METROPOLITAN DISTRICT ESTABLISHING THE TIME AND LOCATION FOR REGULAR MEETINGS OF THE BOARD OF DIRECTORS FOR 2020 AND ESTABLISHING POSTING PLACES FOR NOTICES OF SUCH MEETINGS. ALL IN FAVOR. MOTION PASSED BY GENERAL CONSENT.

*****MOTION*****

MRS. SINTAS MOVED, SECONDED BY MR. KELEHER, TO ADOPT RESOLUTION 2020-04, A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CHEROKEE METROPOLITAN DISTRICT RATIFYING THE COLORADO OPEN RECORDS ACT POLICY. ALL IN FAVOR. MOTION PASSED BY GENERAL CONSENT.

*****MOTION*****

MRS. SINTAS MOVED, SECONDED BY MR. KELEHER, TO ADIOPT RESOLUTION 2020-05, A RESOLUTION CERTIFYING APPOINTMENT OF DESIGNATED ELECTION OFFICIAL. ALL IN FAVOR. MOTION PASSED BY GENERAL CONSENT.

Mrs. Lathen administered an Affidavit of Oath to Brian P Beaudette, to become the District's Designated Election Official for the Board of Director's Election on May 5, 2020.

*****MOTION*****

MRS. SINTAS MOVED, SECONDED BY MR. MATTES, TO ADOPT RESOLUTION 2020-06, A RESOLUTION OF THE BOARD OF DIRECTORS CALLING A POLLING PLACE ELECTION FOR DIRECTOR POSITIONS. ALL IN FAVOR. MOTION PASSED BY GENERAL CONSENT.

ITEM 6:

⇒ Finance and Accounting – Cathy Fromm

Cathy Fromm provided the Board an overview of the December Financial Statements and provided a bond financing update. Street lighting and LED lighting in the cash reserve fund was thoroughly discussed. Any \$.15 reduction in streetlight fees and a \$.15 increase in park fees, even though current charges to the customer would be unaffected, would have to come to the Board in a Public Hearing and would require a 30-day publication notice.

ITEM 7:⇒ Attorney Items

Pete Johnson's report was available for review and remained available for legal guidance throughout the meeting. Paul Rufien was present at the meeting and was available to provide legal advice.

ITEM 8:⇒ Executive Session*****MOTION*****

MRS. SINTAS MOVED, SECONDED BY MR. KELEHER, THAT THE BOARD GO INTO EXECUTIVE SESSION CITING §24-6-402(4)(e), C.R.S DETERMINING POSITIONS RELATIVE TO MATTERS THAT MAY BE SUBJECT TO NEGOTIATIONS. ALL IN FAVOR. MOTION PASSED BY GENERAL CONSENT.

After a short break, Executive Session was entered in to at 6:49 p.m.

*****MOTION*****

MR. KELEHER MOVED, SECONDED BY MR. MATTES, TO COME OUT OF EXECUTIVE SESSION. ALL IN FAVOR. MOTION PASSED BY GENERAL CONSENT.

Board Members came out of Executive Session. All were present in Executive Session, pursuant to §24-6-402(4)(e), citing determining positions relative to matters that may be subject to negotiations. No votes were taken and no decisions were made.

Regular Session resumed at 8:02 p.m.

ITEM 9:⇒ Engineering Report

On behalf of Jeffrey Munger, Mrs. Lathen provided the Board an update on engineering projects and status reports. She provided an overview of an RFP for Replacement Plan for Engineering Support. A representative from Leonard Rice Engineering Firm was in the audience and spoke to the Board for a few minutes and was available to answer questions.

Mrs. Lathen read and explained Resolution 2020-08 to the Board.

*****MOTION*****

MR. KELEHER MOVED, SECONDED BY MR. GARRISON, TO ACCEPT RESOLUTION 2020-08, A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CHEROKEE METROPOLITAN DISTRICT AUTHORIZING NEGOTIATION OF TERMS OF REPLACEMENT PLAN ENGINEERING SERVICES. ALL IN FAVOR. MOTION PASSED BY GENERAL CONSENT.

ITEM 10:

⇒ Staff Reports – Questions of Written Reports

Staff reports were available to the Board in their Board notebooks.

Mr. Beaudette presented to the Board Resolution 2020-07, which is the result of an amended, with a few minor changes, backflow prevention and cross connection control regulation. Mr. Beaudette requested the Board to adopt the regulation.

*****MOTION*****

MRS. SINTAS MOVED, SECONDED BY MR. KELEHER, TO ACCEPT RESOLUTION 2020-07, A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CHEROKEE METROPOLITAN DISTRICT ADOPTING THE BACKFLOW PREVENTION AND CROSS CONNECTION CONTROL REGULATION. ALL IN FAVOR. MOTION PASSED BY GENERAL CONSENT.

Mrs. Sintas had some questions about the monthly Sundance Report, specifically about damaged locate stations in the Sterling Ranch area. QualCorr has shown an interest in surveying the District's locate stations along the Sundance pipeline from its pump station to the Tamlin tank site. Mrs. Lathen will look in to this further and provide an update at the next Board Meeting.

ITEM 11:

⇒ Other Business

Director Mattes' brought in some filters from his son's water purifier. It showed particles and rust build up, and he was informed it was from the corrosion and rust build up from the District's water lines, which is very common in this area. Calcium can also build up in the water heater.

ITEM 12:

⇒ Directors' Items/Comments

There were no Directors' comments.

The Board discussed the two main breaks that occurred in the southern part of the District over the weekend.

ITEM 13:

⇒ Other Meetings of Importance to the Cherokee Metropolitan District

Other meetings of interest as listed on the January 21, 2020 Regular Board Meeting Agenda.

ITEM 14

⇒ Adjournment

There being no further business to come before the Board at this time, the meeting adjourned at 8:38 p.m.




Rene Sintas, Secretary


Board Members


Term Expires

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

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