



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 |
| Walt Herrley, Vice President | May 2023 |
| Dennis Daniels, Secretary | May 2023 |
| Larry Keleher, Treasurer | May 2022 |
| Rene Sintas, Director | May 2022 |

DATE: January 19, 2021

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 15, 2020 Board Meeting
- B. Directors Signatures

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

- A. Resolution 2021-01 Administrative Matters
- B. Resolution 2021-02 Posting Location
- C. Resolution 2021-03 Regular Meetings
- D. Resolution 2021-04 CORA
- E. Ballfield Reservation Fee Increase Presentation
- F. Construction Meter Deposit Presentation
- G. General Services Agreement (GSA) – Albrecht Well Construction
Layne Christensen Company *or* Hydro Resources – Rocky Mountain, Inc.
- H. Master Services Agreement (MSA) – Atlas Crane Services
- I. Master Services Agreement (MSA) – K. R. Swerdfeger
- J. Questions of Staff Reports

6. **Finance and Accounting-Cathy Fromm**

- A. December Monthly Financials

7. **Other Business**

8. **Directors' Items/Comments**

9. **Adjournment**

CHEROKEE METROPOLITAN DISTRICT
REGULAR MEETING OF THE BOARD OF DIRECTORS

January 19, 2021

MINUTES

The Regular Meeting of the Board of Directors of the Cherokee Metropolitan District was held on Tuesday, January 19, 2021 at 5:30 p.m. at 6250 Palmer Park Blvd., Colorado Springs, Colorado.

BOARD OF DIRECTORS PRESENT

| | |
|-----------------|----------------|
| Steve Hasbrouck | Rene Sintas |
| Walt Herrley | Dennis Daniels |

CMD STAFF IN ATTENDANCE

| | | |
|--------------|-------------|-----------------|
| Jeff Munger | Amy Lathen | Cathy Fromm |
| Shawn Puente | Sara Howard | Brian Beaudette |
| Todd Laxson | | |

OTHERS PRESENT

| | | |
|-----------------|-------------|-----------------|
| Assunta Manning | Paul Rufien | Art Sintas |
| Roger Stolz | Gary Barber | William Heclard |

ITEM 1:

⇒ Call to Order

The meeting was called to order by President Steve Hasbrouck at 5:36 p.m. Director Keleher was absent because of illness.

*****MOTION*****

MR. DANIELS MOVED, SECONDED BY MR. HERRLEY, TO EXCUSE MR. KELEHER FROM THE EVENING'S MEETING. ALL IN FAVOR. MOTION PASSED BY GENERAL CONSENT.

There were no Directors' 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. There were none.

*****MOTION*****

MR. DANIELS MOVED, SECONDED BY MR. HERRLEY, TO APPROVE THE EVENING'S AGENDA. ALL IN FAVOR. MOTION PASSED BY GENERAL CONSENT.

ITEM 3:

⇒ Public Comments on Items NOT on the Agenda

President Hasbrouck asked if there were any public comments from the audience. A three-minute time limit would be enforced.

Assunta Manning mentioned that at the last Board Meeting, there was discussion to have a Parks Open House held soon. Amy Lathen stated the Open House is slated to be held the early part of this year, and a notice would be posted.

ITEM 4:

⇒ Consent Agenda

The following were reviewed for approval: Minutes of the Regular Board Meeting of December 15, 2020.

*****MOTION*****

MR. DANIELS MOVED, SECONDED BY MR. HERRLEY, TO APPROVE THE CONSENT AGENDA. ALL IN FAVOR. MOTION PASSED BY GENERAL CONSENT.

ITEM 5:

⇒ General Manager's Report

Mrs. Lathen updated the Board on monthly activities and departmental progress occurring over the past month.

Several 2021 Resolutions were reviewed and requests made for Board approval.

*****MOTION*****

MR. DANIELS MOVED, SECONDED BY MR. HERRLEY, TO APPROVE RESOLUTION 2021-01, A RESOLUTION CONCERNING 2021 ANNUAL ADMINISTRATIVE MATTERS. ALL IN FAVOR. MOTION PASSED BY GENERAL CONSENT.

*****MOTION*****

MRS. SINTAS MOVED, SECONDED BY MR. HERRLEY, TO APPROVE RESOLUTION 2021-02, A RESOLUTION ESTABLISHING THE TIME AND LOCATION FOR REGULAR MEETINGS OF THE BOARD OF DIRECTORS FOR 2021 AND ESTABLISHING POSTING PLACES FOR NOTICES OF SUCH MEETINGS. ALL IN FAVOR. MOTION PASSED BY GENERAL CONSENT.

*****MOTION*****

MRS. SINTAS MOVED, SECONDED BY MR. DANIELS, TO APPROVE RESOLUTION 2021-03, A RESOLUTION NOTICING REGULAR MEETINGS OF THE BOARD OF DIRECTORS, CHEROKEE METROPOLITAN DISTRICT. ALL IN FAVOR. MOTION PASSED BY GENERAL CONSENT.

*****MOTION*****

MR. DANIELS MOVED, SECONDED BY MR. HERRLEY, TO APPROVE RESOLUTION 2021-04, 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.

Todd Laxson, Golf Director, provided a short discussion regarding the District's ball field reservation fee. The rate of \$5.00/hour has been ongoing for many years with the same patrons reserving the fields the entire summer at one time which doesn't give other patrons and customers an opportunity to use the District's services.

Customer Service staff are in the processing of revising policy. There will not be any reservations taken until at least March 1. More discussion will be ongoing over the course of the next month to make other changes as needed.

Mrs. Lathen talked about deposits historically required for the District's construction meters. The construction meter check-out process has been a continuing evolution of changes and upgrades over the years. In 2018, the deposit increased from \$300 to \$1700 to cover the cost of negligence and frozen meters. Since then, the market price has increased; therefore, it's being recommended that a \$2,500 to \$3,000 rental fee deposit be required to check out a construction meter.

*****MOTION*****

MR. DANIELS MOVED, SECONDED BY MR. HERRLEY, TO APPROVE AN INCREASE IN THE CONSTRUCTION METER RENTAL DEPOSIT IN THE RANGE OF \$2,500 TO \$3,000, TO BE DETERMINED BY STAFF. ALL IN FAVOR. MOTION PASSED BY GENERAL CONSENT.

Mr. Munger provided the Board with several Master Service Agreements and General Service Agreements for consideration and approval, the first one being for the Albrecht Well Construction. Two General Service Agreements were up for discussion. Consensus was to approve the General Service Agreement for Layne Christensen Company for Sweetwater 5 Well and establish a General Service Agreement for Hamacher Well Works to close the well.

*****MOTION*****

MR. DANIELS MOVED, SECONDED BY MR. HERRLEY, TO ESTABLISH GENERAL SERVICES AGREEMENTS FOR LAYNE CHRISTENSEN AND HAMACHER WELL WORKS. ALL IN FAVOR. MOTION PASSED BY GENERAL CONSENT.

Two remaining Master Services Agreements were discussed: Atlas Crane Services and K.R. Swerdfeger.

*****MOTION*****

MR. DANIELS MOVED, SECONDED BY MR. HERRLEY, TO ESTABLISH A MASTER SERVICE AGREEMENT FOR ATLAS CRANE SERVICES. ALL IN FAVOR. MOTION PASSED BY GENERAL CONSENT.

*****MOTION*****

MR. DANIELS MOVED, SECONDED BY MR. HERRLEY, TO ESTABLISH A MASTER SERVICE AGREEMENT FOR K.R. SWERDFEGER FOR MANHOLE RECOVERY AND REPAIRS. ALL IN FAVOR. MOTION PASSED BY GENERAL CONSENT.

The Patel litigation has come to an end, and the appeal has been dismissed.

The local blood drive was busy and successful.

Mrs. Lathen gave a thorough overview of CDC COVID-19 protocols and policy.

The Golf Course had a tremendous year and made over \$300,000 in revenue. Mrs. Lathen provided a list of approved golf course expenditures the Course would like to purchase over the next three-year period through a loan process with the District and wanted to know if the Board had any concerns with her recommendation. The Board had no argument.

ITEM 6:

⇒ Finance and Accounting

Cathy Fromm provided an overview of the December Financial Statement and answered questions from the Board. The audit for 2020 will begin in March.

ITEM 7:

⇒ Other Business

There was no other business.

ITEM 8:

⇒ Directors' Items/Comments

There were no Directors' comments.

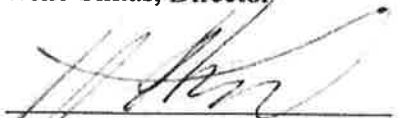
ITEM 9:

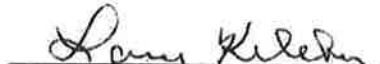
⇒ Adjournment

There being no further business to come before the Board at this time, the meeting was adjourned at 6:51 p.m.

Board Members

Steve Hasbrouck, President
Walt Herrley, Vice-President
Dennis Daniels, Secretary
Larry Keleher, Treasurer
Rene Sintas, Director

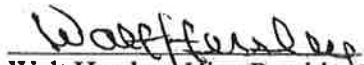

Steve Hasbrouck, President



Larry Keleher, Treasurer


Sara Howard, Transcriber

Term Expires

May, 2022
May, 2023
May, 2023
May, 2022
May, 2022


Walt Herrley, Vice President


Rene Sintas, Director