



# 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

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

#### Term Expires

May 2022  
May 2023  
May 2023  
May 2022  
May 2022

**DATE:** October 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 September 21, 2021 Regular Board Meeting
- B. Directors Signatures

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

- A. September Monthly Financials
- B. 2022 Draft Budget Discussion

6. **General Manager's Report**

- A. Grandview Reserve Metropolitan Draft Wastewater Service Agreement
- B. New Colorado Liability Pool Sewer Inspection/Maint Requirements
- C. Resolution 2021-08 Ratification of Amendments to Tap Fee Schedule
- D. Headworks Design and Capital Project - Report
- E. Public vs. Private Water Infrastructure in the District - Report
- F. Parks Cap/Maint & Pinyon Jay (Jeanette Way) Survey and Research Results
  - a. 2021/2022 Capital – Report
- G. Questions of Staff Reports

7. **Executive Session**

8. **Other Business**

9. **Directors' Items/Comments**

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

Cimarron Hills Fire Department Board Meeting, October 20, 2021 at 5:30 p.m.  
 Woodmen Hills Metropolitan District Board Meeting, October 23, 2021 at 5:30 p.m.  
 UBSGW Meeting, November 2, 2021 at 6:00 p.m.  
 PPRWA Meeting, November 3, 2021 at 9:00 a.m.

11. **Adjournment**

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

October 19, 2021

MINUTES

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

**BOARD OF DIRECTORS PRESENT**

Steve Hasbrouck	Larry Keleher	Dennis Daniels
Walt Herrley	Rene Sintas	

**CMD STAFF IN ATTENDANCE**

Amy Lathen	Cathy Fromm	Joshua Watkins
Brian Beaudette	Shawn Puente	Kevin Brown
Sara Howard	Jeff Munger	

**OTHERS PRESENT**

Nathaniel Williams	Michelle Marie Kinney
Robert Hernandez	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. There were no Directors' qualifications and disclosures. All 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. Director Keleher mentioned the Cimarron Hills Fire Department Board Meeting has been moved from October 20<sup>th</sup> to October 27<sup>th</sup> because of a Fire Chiefs' Convention.

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

**MR. DANIELS MOVED, SECONDED BY MR. KELEHER, 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. Although there were comments brought forth to the Board concerning and the Parks Capital/Maintenance concerns regarding the parks' fence at Jeanette Way, and related estimates regarding repair, Mrs. Lathen advised the audience that this matter was placed on the evening's Agenda and would be fully covered in her report to the Board.

ITEM 4:

⇒ Consent Agenda

The following was reviewed for approval: Minutes of the Regular Board Meeting of September 21, 2021.

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

**MR. KELEHER MOTIONED, SECONDED BY MR. HERRLEY, TO APPROVE THE CONSENT AGENDA AS AMENDED. ALL IN FAVOR. MOTION PASSED BY GENERAL CONSENT.**

ITEM 5:

⇒ Finance and Accounting

Cathy Fromm provided a report on the September Monthly Financials and answered questions from the Board.

A copy of the 2022 Draft Budget was provided to the Board for review and discussion. There is still a lot of work to be done, and staff will continue to review a COLA, refine budgetary numbers, and work hard to address continuing projects for 2022. Mrs. Lathen is currently drafting a payment agreement to Meridian and plans to bring that to the Board in November for review.

ITEM 6:⇒ General Manager's Report

Mrs. Lathen provided her monthly report to the Board identifying key projects of importance including the Replacement Plan, Grandview Wastewater Service Agreement, ongoing LOOP developments, and Flying Horse North discussions. Drafting of the Grandview Reserve Metropolitan Wastewater Service Agreement continues as legal counsel and staff share their ideas and suggestions.

The revised Colorado Liability Pool contains updated sewer inspection and maintenance requirements effective January 1, 2022. For example, at least 10% of all the District's 126 miles of sewer main will need to be inspected through closed circuit tv annually. Penalties not adhering to deadlines and requirements could entail significant deductibles.

In last month's meeting, an Amended Tap Fee Schedule was approved by the Board to become effective October 1, 2021. Mrs. Lathen provided the Board Resolution 2021-08 Ratification of Amendments to Tap Fee Schedule for their review and approval.

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

**MR. DANIELS MOTIONED, SECONDED BY MR. KELEHER, TO APPROVE RESOLUTION 2021-08, RATIFYING PRIOR ACTIONS OF THE BOARD OF DIRECTORS IN CONSIDERATION OF A PROPOSED TAP FEE SCHEDULE INCREASE. MR. HERRLEY-YES. MR. DANIELS-YES. MR. KELEHER-YES. MRS. SINTAS-YES. MR. HASBROUCK-YES. MOTION PASSED (5-0).**

Mrs. Lathen asked Kevin Brown to provide a report to the Board regarding the odor issue at the Headworks facility. Using Google Earth, Mr. Brown showed the current location of the District's lagoons and what this area would look like if a new Headworks/lift station would be designed and built.

The District has several subdivisions located throughout the District which are privately owned. They are in the older areas, and newer development, in the District. They were privately built by developers, and those homeowners residing in those areas are responsible for their own repairs. Plans are underway to look at these areas, what kind of repairs have been done by Cherokee, and in the future, what kind of repairs would Cherokee be responsible for, if any.

Mrs. Lathen updated the Board on a parks' capital/maintenance project (fence) located at the District's park on the corner of Jeanette Way and Pinyon Jay Drive. The park was conveyed to Cherokee March 4, 2001.

The District engaged a work order and hired a surveyor to study the easement between the park bordering the home located at on Jeanette Way, and it was determined Cherokee Metro was the

owner of the fence. Mr. Robert Hernandez advised Mrs. Lathen it would cost about \$1,000 (\$750) to repair the wall.

In the meantime, a letter (not from the District) was sent out to customers of the Claremont Ranch Subdivision, and Mrs. Lathen responded to comments made in that letter. Mrs. Lathen stated the Board of Directors, no matter what subdivision they reside in, represent all customers of the District. Fences on the District's property are not tracked as assets; they are a depreciating liability. She also explained the duties of Board Members specifically relating to fiduciary responsibilities, park fees, the District's billing practices, and comparison of property values of homes in and around the area of the park.

President Hasbrouck wanted to note that at least three of the Board Members, within two days after last month's meeting, traveled to the park to survey the District's property, took pictures, and assessed the damaged fence. Two of the Board Members accompanied the surveyor to survey the property lines. The Board is working on resolving the problem. The Board concurred the District is owner of the fence and repair needs to take place.

Mr. Hernandez provided an estimate for repair to the Board. Michelle Marie Kinney provided a copy of the letter that was signed by approximately 100 residents.

Staff will obtain the costs of repairs and/or replacement of the fence and will report those findings to the Board at a future board meeting. It would involve a process and work order.

Mrs. Lathen passed a packet around to the Board regarding pricing on Parks' equipment and capital construction and maintenance. President Hasbrouck wanted it noted that the Board does not micro-manage staff. Mr. Laxson manages his own budget.

Mrs. Lathen finished the remainder of her monthly report including Feathergrass, Sundance Ranch, Flying Horse North, maximization of water assets, and finalization of the Colorado Springs Airport project.

ITEM 7:

⇒ Executive Session

There was no Executive Session.

ITEM 8:

⇒ Other Business

There was no other business to report.

ITEM 9:

⇒ Directors' Items/Comments

Mr. Keleher wanted to clarify the Board's intent to evaluate the condition of the fence and determine subsequent repair to Mrs. Kinney and Mr. Hernandez. He felt it was important there was no confusion and misunderstanding between the customers and the Board.

ITEM 10:

⇒ Other Meetings of Importance to the Cherokee Metropolitan District

1. Cimarron Hills Fire Department Board Meeting, October 27, 2021 at 4:30 p.m.
2. Woodmen Hills Metro District Board Meeting, October 23, 2021 at 5:30 p.m.
3. UBSCGW Monthly Meeting, November 2, 2021 at 6 p.m.
4. PPRWA Meeting, November 3, 2021 at 9 a.m.

ITEM 11:

⇒ Adjournment

There being no further business to come before the Board at this time, the meeting was adjourned at 7:26 p.m.



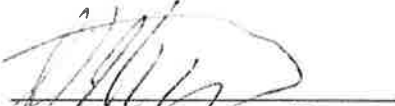
Dennis Daniels, Secretary

Board Members

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

Term Expires

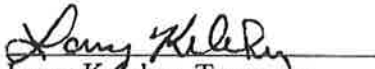
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Steve Hasbrouck, President



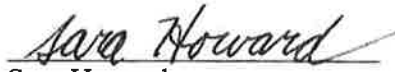
Walt Herrley, Vice President



Larry Keleher, Treasurer



Rene Sintas, Director



Sara Howard,  
 Executive Administrator and  
 Clerk to the Board