

# CASCADE METROPOLITAN DISTRICT NO. 1

## NOTICE OF SPECIAL MEETING

Cascade Fire Station

8015 Severy Road Cascade, Colorado

Tuesday, November 29, 2016

5:30 P.M.

### Board of Directors

---

Mike Whittmore, President	Term Expires May 2020
Mike Herr, Secretary/Treasurer	Term Expires May 2020
Troy Eason, Assistant Secretary	Term Expires May 2018
Stephen Spaulding, Assistant Secretary	Term Expires May 2018
Susan Soloyanis, Assistant Secretary	Term Expires May 2020

---

### AGENDA

1. **Call to Order**
2. **Declaration of Quorum/Director Qualifications/Reaffirmation of Disclosures**
3. **Approval of Agenda**
4. **Consent Agenda Items** (These items are considered to be routine and will be approved by one motion. There will be no separate discussion of these items unless requested, in which event, the item will be removed from the Consent Agenda and considered in the Regular Agenda)
  - a. **Acknowledge Operations Report (enclosure)**
  - b. **Acknowledge Manager's Report (enclosure)**
  - c. **Approval of Board Meeting Minutes from the October 25, 2016 Meeting(enclosure)**
  - d. **Approval of Payables for the Period Ending November 29, 2016 (enclosure) in the amount of:**

General Fund:	\$ 31,201.86
Capital Projects Fund:	\$ 46,156.60
Pyramid Mountain Review Retainer*\$	
Grant Capital Projects Fund:	\$
<u>Debt Service Fund:</u>	<u>\$ 23,324.43</u>
Total	\$ 100,682.89
  - e. **Acceptance of Unaudited Financial Statements as October 31, 2016, the schedule of cash position updated as of and bank statements (enclosure)**
  - f. **Approval of Requisition No. 18 to UMB Bank, as Trustee, for payment of Working Capital Project funds from Water Enterprise Revenue Refunding and Improvement Bonds, Series 2015A and 2015 B (enclosure)**
  - g. **Adoption of Resolution No. 2016-11-01: Annual Administrative Resolution (enclosure)**
  - h. **Consider Adoption of Resolution No. 2016-11-02: Establishing Guidelines for the Processing and Collection of Delinquent Fees and Charges (enclosure)**
  - i. **Consider Approval and Renewal of Consultant Agreements for 2017 Services (copies of all agreements available upon request; no changes in scope or fees unless otherwise noted):**
    - **WHITE BEAR ANKELE TANAKA & WALDRON, Attorneys at Law, for General Counsel Services**

- Schooler & Associates, Inc. for Management, Accounting and Billing Services
- Meyer & Sams, Inc., d/b/a GMS, Inc., Consulting Engineers for Engineering Services
- 

**5. Consideration of items removed from Consent Agenda**

**6. Management Matters**

- a. Payroll management – Discuss having manager replace current payroll service provider
- b. Discuss Annual compensation and employee staffing plan (§24-6-402(4)(f), C.R.S., if necessary)

**7. Operations Matters**

- a. Pump House Roof Repair status
- b. Annual review by CDPHE

**8. Financial Matters**

- a. Public Hearing on Amendment of 2016 Budget and Adoption of Resolution No. 2016-11-03 (enclosure)
- b. Public Hearing on 2017 Budget and Adoption of Resolution No. 2016-11-04 (enclosure)
- c. Consider Approval of Engagement Letter with Biggs Kofford, PC for 2016 Audit Services (enclosure)

**9. Legal Matters**

- a.

**10. Public Comment (Items Not on the Agenda Only. Comments limited to 3 minutes per person and taken in Order In Which They Appear on Sign-Up Sheet)**

**11. Other Business**

- a. Consider Cancelling December 27, 2016 Meeting
- b. Next Regular Meeting – January 24, 2017 at 5:30 P.M.

**12. Adjournment**