



# 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 & open spaces, and well-lit streets. We are committed to continually strive 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 that 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

Jan Cederberg, President	May 2018
Dave Mattes, Vice President	May 2020
Melody Helton, Secretary	May 2018
Larry Keleher, Director	May 2020
David Hacker, Director	May 2018

**DATE:** February 13, 2018

**TIME:** 1:00 p.m.

**LOCATION:** Cherokee Metropolitan District - Board Room  
6250 Palmer Park Boulevard  
Colorado Springs, CO 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

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 (1) motion.
  - A. Approval of Minutes from the Regular Meeting of January 9, 2018 (enclosure)
  - B. Approval of Minutes from the Special Meeting of February 1, 2018 (enclosure)
  - C. Review and Consideration of Heating, Ventilation, and Air Conditioning Service Agreements with Tolin Mechanical for the:
    - i. Cherokee Metropolitan District Water Reclamation Facility (enclosure)
    - ii. Cherokee Metropolitan District Headworks (enclosure)
    - iii. Cherokee Ridge Golf Course Club House (enclosure)
  - D. Purchase request for Driving Range Mats – Cherokee Ridge Golf Course (2 enclosures)

4. Correspondence

5. Public Comment

The Board and District staff truly 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 time limited to a maximum of three (3) minutes.
- Please keep comments respectful of others and organized for understanding. We further request that civility is maintained when addressing the Board, District staff, news media, law enforcement, and the public.

**Executive Session:**

6. Pursuant to C.R.S. § 24-6-402(4)(b), for a conference with the District's General Counsel for purpose of receiving legal advice concerning several pending legal matters.

**New Business:**

7. Review and Consideration of a Request for an Amended Rate Structure for Large Meter Connections Customers Served by the Cherokee Metropolitan District and Bulk Water Sales (enclosure)

**Legal, Engineering, and Consultant's Reports:**

8. Attorney's Items

- A. Kathryn Sellars – Hoffmann, Parker, Wilson, & Carberry. P.C.
- B. Peter C. Johnson Attorney at Law, LLC – Mr. Johnson (enclosure)

9. Consultant's Reports

- A. Water Resources Report - Gerald L. Barber (enclosure)
- B. Development Services, Inc. - Mr. Watson
  - i. Sundance Water Project Update (enclosure)
  - ii. Tanks #1 & #2 Rehabilitation Projects Update (enclosure)
  - iii. Ellicott 30" Pipeline Repair Project (enclosure)
  - iv. Sundance Well Field Expansion (enclosure)

10. Engineering Reports

- A. Forsgren Associates, Inc. – Mr. Koger
  - i. WRF Compliance Support (enclosure)
  - ii. Phase I, Ellicott Pipeline Professional Services (enclosure)
  - iii. Small Hydropower Feasibility Study (enclosure)
  - iv. Mobile Office Building Permits (enclosure)
  - v. Headworks Facility Access (enclosure)
  - vi. Review and Consideration of a Work Order Agreement with Forsgren Associates for On-Call Engineering-2018 (enclosure)
- B. GMS, Inc. – Mr. Sams
  - Utility Infrastructure and Management System Activity Update:
    - i. Request for consideration of entering into Memorandum of Understanding with Tri-States Generation and Transmission Association, Inc. (Tri-States) for use of land within Tri-States easement for Sweetwater Well No. 5 related infrastructure and authorization for designated District representative(s) to execute necessary documents.
    - ii. Request for consideration to provide for Grant of Utility Easement for Mountain View Electric Association use across District owned property for electric power service to Sweetwater Well No. 5 and authorization for designated District representative(s) to execute necessary documents.
    - iii. Request for consideration of entering into an Easement Agreement to procure an easement for the District's use from Daniel L. Farmer et al to accommodate Sweetwater Well No. 5 construction, operation and maintenance and authorization for designated District representative(s) to execute necessary documents.

- iv. Request for consideration of granting an easement for use of a portion of the District's property by Daniel L. Farmer, et al for access to accommodate agricultural operations on adjacent land owned by the Farmer parties and authorization for designated District representative(s) to execute necessary documents.
- v. Request for consideration to provide an Easement on land presently owned by the District for the District's perpetual benefit for construction, operation and maintenance of Sweetwater Well No. 5 related infrastructure and other related purposes and authorization for designated District representative(s) to execute necessary documents
- vi. Request for consideration of award of a construction contract for the Sweetwater Well No. 5 pipeline project. (enclosure)
- vii. Status report on improvements to interceptor sewer and Terminal Avenue lift station, reclamation of aerated lagoon structure, new flow equalization facilities and odor control in existing equalization basin. (enclosure)
- viii. AFCURE activities and preparation, with District's legal counsel, for WQCC Regulation No. 32 and 42 rulemaking hearings and other WQCD workgroup and stakeholder activities.

**Staff Reports:**

11. Financial Items – Ms. Fromm & Mr. Schlegel

- A. Review of Financial Statements for the Period Ending December 31, 2017
- B. Review and Consider Ratification of January 15, 2018 Payables
  - i. District Operations (enclosure)
  - ii. Golf Course (enclosure)
- C. Review and Consider Ratification of January 31, 2018 Payables
  - i. District Operations
  - ii. Golf Course
- D. District Credit Card Statements – January 28, 2018 (enclosure)

12. Staff Reports

- A. Water Operations & Wastewater Collections – Mr. Smith (enclosure)
- B. Water Reclamation Facility (WRF) Operations Report – Mr. Poeckes (enclosure)
- C. Technical Services Division – Mr. Beaudette (enclosure)
- D. Safety Coordinator's Report – Mr. Hernandez (enclosure)
- E. Human Resources and Information Technology Report – Mr. Ortega (enclosure)
  - i. Purchase Request for Security Equipment (enclosure)
- F. Golf Course Business Report – Mr. Laxson (enclosure)
  - i. Recognition of Mr. Laxson for Becoming a Certified Professional Teacher and Coach through The PGA Certified Professional Program (enclosure)
  - ii. Purchase Request for Golf Carts (enclosures)
  - iii. Purchase Request for HVAC Equipment (enclosure)
- G. Golf Course Maintenance Report – Mr. Miller (enclosure)

**Old Business Items:**

13. Cherokee Metropolitan District General Manager; Advertisement Status

**Action Items:**

**Manager's Report:**

14. Manager's Items – Mr. Schlegel
  - A. Proposed Leave Sharing Bank Program (enclosure)
  - B. Assignment of Proxy for the Colorado Rural Water Association Annual Meeting (enclosure)

**Other Business:**

15. Public Comment
16. Directors Items / Comments
17. **Next Regular Meeting: Tuesday – March 13, 2018 @ 1:00 p.m.**
18. Other Meetings of Importance to the Cherokee Metropolitan District:
  - A. Upper Black Squirrel Creek (UBSC) Groundwater Management District – Board Meeting; Tuesday – March 6, 2018
  - B. Pikes Peak Regional Water Authority (PPRWA) Board Meeting – March 7, 2018
  - C. Cherokee Metropolitan District Parks Committee Meeting – March 7, 2018
19. Adjournment