

# CASCADE METROPOLITAN DISTRICT NO. 1

## NOTICE OF REGULAR MEETING

Cascade Fire Station  
8015 Severy Road Cascade, Colorado  
Tuesday, June 28, 2016  
5:30 P.M.

### Board of Directors

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Mike Whittlemore, 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

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### 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 May 24, 2016 Meeting (**enclosure**)
  - d. Approval of Payables for the Period Ending June 28, 2016 (**enclosure**) in the amount of:

General Fund:	\$ 30,359.05
Capital Projects Fund:	\$ 175.50
Debt Service Fund:	\$ 23,493.75
Pyramid Mountain Review Retainer	\$ 0.00
<u>Grant Capital Projects Fund:</u>	<u>\$ 0.00</u>
Total:	\$ 54,028.30
  - e. Acceptance of Unaudited Financial Statements as April 30, 2016, the schedule of cash position updated as of April 30, 2016 and bank statements (**enclosure**)
  - f. Acceptance of Unaudited Financial Statements as of May 31, 2016 the schedule of cash position updated as of May 31, 2016 and bank statements (**enclosure**)
  - g. Approval of Requisition No. 13 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**)
5. **Consideration of items removed from Consent Agenda**

**6. Management Matters**

- a. CSU report update
- b. Safety update

**7. Operations Matters**

**8. Financial Matters**

- a. Consider Acceptance of the 2015 Audit and Approval of Client Representative Letter (Draft Audit distributed under separate cover)

**9. Legal Matters**

**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. Next Meeting—July 26, 2016 at 5:30 PM

**12. Adjournment**

**Cascade Metropolitan District No. 1**

**June 28, 2016 Board Meeting**

**Agenda Item 4.a**

**Operations Report**

**Enclosure**

# CASCADE METROPOLITAN DISTRICT No. 1

Monthly Operations Report  
For Period: JUNE 1 2016 – JUNE 19, 2016  
By: Andre Kilik, Operator/O.R.C.

## WEEKLY READOUT

6/1 – 6/7 ----- 477K

6/7-6/14 ----- 566K

TOTAL USAGE FOR MONTH OF MAY ---- 2.08 mil. gal.

TOTAL USAGE FOR MONTH OF JUNE -- 06/1-06/15 ---958K

## OPERATIONS & MAINTENANCE ISSUES

1. BACTI Samples 06/22
2. Lead and Copper to be completed /samples ordered
3. Water main break 2” between hydrant and Johnson Residence. June 3<sup>rd</sup> Mark Lamb/Travis repaired.

## OTHER BUSINESS:

Safety PPE for Chlorine and Pump House

Fixed Trans. Leak / with 2 quarts Lucas Oil. Maybe a temp. fix.

**Cascade Metropolitan District No. 1**

**June 28, 2016 Board Meeting**

**Agenda Item 4.b**

**Manager's Report**

**Enclosure**



## SCHOOLER & ASSOCIATES, INC.

Development Consultants  
Special District Management



Cascade Metropolitan District No. 1  
Manager's Report  
June 21, 2016

### Management matters

- Confirmed CDPHE update of license requirements. No longer required to have a C license for water treatment operator and a Level 1 license for the distribution system. Both Andre and Duane meet this requirement
- Contacted two additional sites for possible meeting locations:
  - Marcroft Hall is available pending approval from their Board. It is not handicap compliant though they are getting bids on this improvement.
  - Sallie Bush Community building is ADA compliant and the monthly fee is \$20.00. They do not have tables and chairs for use for a Board meeting
- Completed Consumer Confidence Report and included it in the mailing of the billings. Completed required posting of CCR on State and Cascade websites
- Receiving bids on safety minimum safety equipment – fire extinguishers, gloves, face shield, eye wash kit, first aid kit, dust/respirator masks
- Created notebook with Material Safety Data Sheets (MSDS)
- Completed account establishment at Front Range WinWater
- Identifying contractors for tank vent recommended by 2015 Tank Inspection report
- Coordinated leak repair twice. Visited site.

### Billing

- Meters read on June 1
- 99% of billings mailed by June 7
- Coordinated 7 move-in/move outs
- Identified 12 meter and ERT misreads and worked to correct for next reading

### Collections

- Coordinated 3 foreclosure proceedings and collections on past due accounts.
- A detailed late payment report will be available at the meeting
- Noted payment from all parties subject to County collection process
- Dealing with foreclosed property owner with assistance from counsel

### Customer service

- Primarily billing and coordinating move-in/move-out accounts

### Accounting and bookkeeping



Operations support

- Reviewed safety materials needs

May Bought, sold, loss report

- Will distribute at June meeting

**CASCADE METRO DISTRICT NO 1  
Calendar Year 2016 Monitoring Schedule**

Mailing Address: 20 BOULDER CRESCENT ST STE 200 COLORADO SPRINGS, CO  
80903

Public Water System ID	Water System Name	Primary County	Federal System Type	State Source Type	Population
CO0121100	CASCADE METRO DISTRICT NO 1	EL PASO	Community	Purchased Surface Water	1800
<b>Minimum Certification Required for Treatment Operator</b>		<b>Minimum Certification Required for Distribution System Operator</b>		<b>Seasonal</b>	<b>Water Hauler</b>
No Requirement		1		No	No

Contact Information			
All public water systems are required to maintain an Administrative Contact, Treatment Operator (if applicable), Distribution System Operator (if applicable), and Owner. If the information below is incorrect or blank please send us a contact update form. This form is available by visiting <a href="http://wqcdcompliance.com">http://wqcdcompliance.com</a> . The contact update form is located under 'Facility Operator Certification'. For operator certification information please visit <a href="http://www.ocpoweb.com">http://www.ocpoweb.com</a> . You may search for individual operator certification levels/expiration by clicking on the 'Information' menu bar and selecting 'State Certified Operators'.			
Administrative Contact	Treatment Operator	Distribution System Operator	Owner
KEVIN WALKER	DUANE SCHORMANN	DUANE SCHORMANN	

**General Information**

\*Samples must be collected at the location specified in the Monitoring Plan or Record of Approved Waterworks.\*

- The Drinking Water Monitoring Schedule is provided for your reference (example schedule available at <https://wqcdcompliance.com/schedules>).
- Schedules are updated every Wednesday evening. Please contact your specialist with questions ([contact information](#)) or call us at 303-692-3556.
- Laboratory sampling results may be submitted using the Online Portal <https://wqcdcompliance.com/login>. Please do not email results to individuals unless otherwise directed.
- Please identify the Facility ID and Sample Point ID (listed below) when submitting sample results. Facility and Sample Point IDs are used to identify general sample site locations.
- All systems on a **3 year Lead and Copper** schedule must sample during the **calendar year and months specified** in the 'Lead and Copper Sample Schedule' under the 'Distribution System Sample Schedules' section.

**Monitoring Information**

Distribution System Sample Schedules		
Facility ID	Facility Name	Facility Type
DS001	DISTRIBUTION SYSTEM	Distribution System
Microorganisms and Disinfectants		
<b>TOTAL COLIFORM BACTERIA (TCR) Sample Schedule:</b>		<b>Collection Period:</b>
2 sample(s) <u>per Month</u> during the collection period		January 1, 2016 to December 31, 2016
<b>Sample Point ID(s) (Sample Point Name):</b> RTOR (ROUTINE ORIGINAL) RPOT (REPEAT OTHER) RPOR (REPEAT ORIGINAL) RPDN (REPEAT DOWNSTREAM) RPUP (REPEAT UPSTREAM)		

**Cascade Metropolitan District No. 1**

**June 28, 2016 Board Meeting**

**Agenda Item 4.c**

**Minutes of Board Meeting May 24, 2016**

**Enclosure**

**MINUTES OF A REGULAR MEETING OF  
THE BOARD OF DIRECTORS OF THE  
CASCADE METROPOLITAN DISTRICT NO. 1  
HELD MAY 24, 2016 at 5:30 PM**

A regular meeting of the Board of Directors of the Cascade Metropolitan District No. 1 (the "Board") was duly held on Tuesday, the 24<sup>th</sup> day of May, 2016, at 5:30 p.m., at the Cascade Fire Station, 8015 Severy Road, Cascade, CO. The meeting was open to the public.

**Directors in Attendance Were:**

Mike Whittemore, 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

**Also in Attendance Were:**

Jennifer Gruber Tanaka, Esq., White Bear Ankele Tanaka & Waldron, Attorneys at Law (via telephone)  
Kevin Walker, Schooler and Associates, Inc.  
Brenda Quinones, Schooler and Associates, Inc.  
Andre Kilik, Cascade Water District Operator  
Members of the Public; see attached list

1. **Call to Order:** President Whittemore called the meeting to order at 5:31 p.m.
2. **Declaration of Quorum/Director Qualifications/Reaffirmation of Disclosures:** The Board discussed the requirements pursuant to Colorado law to disclose any potential or existing conflicts of interest to the Board of Directors and to the Secretary of State. Ms. Tanaka reported that disclosures for those directors with potential or existing conflicts of interest were filed with the Secretary of State's Office and the Board at least 72 hours prior to the meeting, in accordance with Colorado law, and those disclosures were acknowledged by the Board. Ms. Tanaka noted that a quorum was present and inquired into whether members of the Board had any additional disclosures of potential conflicts of interest with regard to any matters scheduled for discussion at this meeting. No additional disclosures were noted.
3. **Approval of Agenda:** Director Spaulding moved to approve the agenda with the addition of an Executive Session as item number 11. Director Soloyanis seconded the motion. The motion passed unanimously.
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
  - b. Acknowledge Manager's Report
  - c. Approval of Board Meeting Minutes from the April 26, 2016 Meeting

they have identified several issues that need to be addressed as soon as possible to be compliant with minimum safety standards. Mr. Walker made a request for approval to purchase relevant materials and equipment, including face shields, goggles, protective gloves, an eyewash kit, a first aid kit, etc.

Director Soloyanis requested that a volunteer look into alternative storage methods for flammable liquids and improved heating sources if necessary. Director Eason volunteered to research an adequate storage cabinet that is lockable.

The Board acknowledged the need to purchase personal protective equipment and materials and authorized these expenditures with funds being from the maintenance line item in the budget. The Board thanked Mr. Walker and Mr. Kilik for bringing it to their attention as they strongly support safety at all times.

- c. Update on progress toward backflow installations: Mr. Walker reported the State's objective is for 60% of all required water meters to have backflow prevention devices installed by the end of the year. Only two 2 of 29 water meters in the District are currently not compliant. Currently, Santa's Workshop and one (1) foreclosure property are the only properties not completed. The Board acknowledged the high completion rate and encouraged Mr. Walker to continue to work toward 100% compliance.
- d. Update on Engagement of Operator for Backup On-Call Services: Mr. Walker and Mr. Kilik have discussed working with another operator in the Ute Pass area and have reached out to solicit a potential partnership. Using a 3<sup>rd</sup> Party Operator is an option, but is more expensive so will be a last resort. Mr. Walker and Mr. Kilik will continue to work on this item.
- e. Discussion on Availability of Service maps, properties and fees: Mr. Walker handed out a map showing properties that do not have water services but are located within 100 feet of the District's water lines and, therefore, where services are available. Mr. Walker reported that the properties identified as vacant came from the County's Assessor. One property includes a house that is scheduled to be removed by the County due to condemnation proceedings. Mr. Walker requested assistance from the Board and water operators to identify any other properties that should be included in the map. Mr. Walker and Ms. Tanaka explained the statutory requirements for who would be subject to the availability of service charge and Ms. Tanaka noted that the revenues can only be used to repay the District's debt service. Mr. Walker will need to follow a statutory process which includes giving notice and holding a public meeting. Ms. Tanaka will provide a summary of the statutory process and work with Mr. Walker to ensure that all such requirements are met. The Board acknowledged this report and asked Mr. Walker and Ms. Tanaka to continue to move forward with completing the map and implementing the fee on eligible properties.

in the newsletter and the Board directed Mr. Walker to post the notice regarding the litigation on the District's website.

In response to a question from the public, President Whittemore clarified that the initial Energy Impact Assistance Fund grant was awarded in 2015. The second grant request will likely not be approved due to the moratorium on awarding new grants as a result of the recent Supreme Court decision regarding severance taxes.

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) – None

11. **Executive Session:**

Executive Session (§§24-6-402 (4)(b) and (e), C.R.S.) Pursuant to Sections 24-6-402(4)(b) and (e), C.R.S., upon motion duly made by Director Soloyanis; seconded by Director Herr and, upon affirmative vote of at least two-thirds of the quorum present, the Board convened in Executive Session at 6:25 p.m. for the purpose of discussing matters subject to negotiation with third parties and for receiving legal advice thereon.

Pursuant to Section 24-6-402(2)(d.5)(II)(B), C.R.S., no record will be kept of the remaining portion of this Executive Session that, in the opinion of the District's attorney, constitutes privileged attorney-client communication pursuant to Section 24-6-402(4)(b), C.R.S.

The Board reconvened in regular session at 6:42 p.m. upon motion by Director Spaulding. Director Soloyanis seconded the motion. The motion passed unanimously.

12. **Other Business:** Next Meeting Date—June 28, 2016 at 5:30 PM

13. **Adjournment:** Director Spaulding moved to adjourn the meeting. The motion was seconded by Director Eason. President Whittemore adjourned the meeting at 6:43 pm.

Respectfully submitted,

By:

\_\_\_\_\_  
Secretary for the Meeting

THESE MINUTES ARE APPROVED AS THE OFFICIAL MAY 24, 2016, MINUTES OF THE CASCADE METROPOLITAN DISTRICT NO. 1 BY THE BOARD OF DIRECTORS SIGNING BELOW:

\_\_\_\_\_  
Mike Whittemore

**Cascade Metropolitan District No. 1**

**June 28, 2016 Board Meeting**

**Agenda Item 4.d**

**Payable Spreadsheet**

**Enclosure**

**Cascade Metropolitan District**  
**PAYMENT REQUEST**  
 6/28/2016  
**GENERAL FUND ACCOUNT**

Company	Invoice	Date	Amount	Retainage	Amount this Draw	Comments
Black Hills Energy	7847904478	6/1/2016	\$ 30.50		\$ 30.50	
Black Hills Energy	3758174801	6/1/2016	\$ 26.40		\$ 26.40	
Colorado Springs Utilities	1063296574	7/1/2016	\$ 16,682.04		\$ 16,682.04	
Colorado Springs Utilities	9778564050	7/1/2016	\$ 16.33		\$ 16.33	
Colorado Springs Utilities	3857668853	7/1/2016	\$ 18.21		\$ 18.21	
Colorado Springs Utilities	9038484301	7/1/2016	\$ 16.33		\$ 16.33	
Colorado Springs Utilities	8668751056	7/1/2016	\$ 29.85		\$ 29.85	
FirstBank	6721	6/9/2016	\$ 319.50		\$ 319.50	
Lamb Excavating	3066	6/15/2016	\$ 1,237.50		\$ 1,237.50	
Mailing Services Inc	8366	6/14/2016	\$ 366.65		\$ 366.65	
Meyer & Sams, Inc. (GMS)						
MSPS	INV/625	4/5/2016	\$ 1,002.54		\$ 1,002.54	
Schooler & Associates, Inc.	5931	5/31/2016	\$ 5,007.77		\$ 5,007.77	
SGS Accutest	D6-75623	6/3/2016	\$ 232.50		\$ 232.50	
UMB Bank	396383	6/7/2016	\$ 3,000.00		\$ 3,000.00	Trustee Fee
Verizon	9766060326	5/25/2016	\$ 36.65		\$ 36.65	
White Bear Ankele Tanaka & Waldron	71331	5/25/2016	\$ 2,336.28		\$ 2,336.28	
<b>TOTAL</b>			<b>\$ 30,359.05</b>	<b>\$ -</b>	<b>\$ 30,359.05</b>	

Pyramid	Invoice	Date	Amount	Retainage	Amount this Draw	Comments
<b>Balance Forward</b>	5/24/2016				\$	2,740.70
Meyer & Sams, Inc (GMS)			\$ -		\$ -	
<b>TOTAL REMAINING</b>			\$ -	\$ -	\$ -	2,740.70

**BOND FUND ACCOUNT**

Description	Date	Amount	Comments
UMB Bank - Series 2015A & 2015B Interest	7/1/2016	\$ 23,493.75	July Payment
<b>TOTAL</b>		\$ 23,493.75	

**CAPITAL FUND ACCOUNT**

Company	Invoice	Date	Amount	Retainage	Amount this Draw	Comments
Meyer & Sams, Inc.					\$ -	
White Bear Ankele Tanaka & Waldron	70299	3/22/2016	\$ 48.00		\$ 48.00	
White Bear Ankele Tanaka & Waldron	71331	5/25/2016	\$ 127.50		\$ 127.50	
<b>TOTAL</b>			\$ 175.50		\$ 175.50	

**GRANT FUND ACCOUNT**

Company	Invoice	Date	Amount	Retainage	Amount this Draw	Comments
			\$ -		\$ -	
<b>TOTAL</b>			\$ -		\$ -	

**TOTAL FOR ALL FUNDS**      \$ 54,028.30

, President

**Cascade Metropolitan District No. 1**

**June 28, 2016 Board Meeting**

**Agenda Item 4.e**

**Unaudited Financial Statements as of April 30, 2016**

**Enclosure**

## Cascade Metropolitan District No. 1 Profit & Loss Budget Performance April 2016

	Apr 16	Budget	Jan - Apr 16	YTD Budget	Annual Budget
<b>Income</b>					
1-505 - Water Sales	30,389.89	18,870.00	89,394.31	75,480.00	226,440.00
1-508 - Water Service Charge	8,050.61	6,649.50	27,388.45	26,598.00	79,794.00
1-510 - Lata Fees	0.00	168.68	0.00	666.64	2,000.00
1-515 - Pipeline Surcharge	5,294.01	5,567.70	23,303.04	22,270.80	66,812.40
1-560 - Interest Income	1.88	1.66	10.69	6.64	20.00
1-595 - Other Revenues	5,000.00	28,906.21	2,802.30	115,624.84	346,874.66
2-510 - Debt Service Water Fee	25,074.22		109,461.00		
2-560 - Interest Income-Debt	213.23		728.73		
3-560 - Interest Income - Capital	1,300.07	500.00	4,816.56	2,000.00	8,000.00
<b>Total Income</b>	<b>75,323.81</b>	<b>60,661.73</b>	<b>257,903.08</b>	<b>242,646.92</b>	<b>727,940.96</b>
<b>Expense</b>					
1-612 - Accounting	270.89	108.34	758.07	433.36	1,300.00
1-615 - Audit	0.00	0.00	0.00	0.00	7,500.00
1-618 - Bank Fees	129.63	25.00	543.26	100.00	300.00
1-635 - Election	0.00	0.00	1,058.50	3,000.00	3,000.00
1-670 - Insurance/SDA Dues	0.00	0.00	873.78	8,000.00	8,000.00
1-672 - Dues, Fees & Subscriptions	0.00	25.00	0.00	100.00	300.00
1-675 - Legal	0.00	5,418.66	16,301.37	21,666.64	65,000.00
1-676 - Special Litigation Counsel	0.00	5,000.00	1,669.12	20,000.00	60,000.00
1-681 - Management/Accounting	0.00		15,000.00		
1-682 - Engineering	0.00		1,802.90		
1-685 - Miscellaneous	0.00		270.00		
1-693 - Payroll Taxes	2,521.87	375.00	4,870.83	1,500.00	4,500.00
1-710 - Chemical and Supplies	0.00	83.34	303.91	333.36	1,000.00
1-715 - Operation Labor	3,703.32	3,541.66	11,965.57	14,166.64	42,500.00
1-718 - Locates	0.00	50.00	0.00	200.00	600.00
1-720 - Repairs and Maintenance	0.00	833.34	-7,347.15	3,333.36	10,000.00
1-725 - Telephones/Utilities	0.00	188.66	715.48	666.64	2,000.00
1-730 - Vehicle Expense	28.45	83.34	302.05	333.36	1,000.00
1-735 - Water Purchase	18,248.52	18,000.00	89,559.80	72,000.00	216,000.00
1-740 - Water Quality Testing	0.00	208.34	247.50	833.36	2,500.00
1-745 - Meter Software and Hardware	0.00	0.00	500.00	1,000.00	1,000.00
1-750 - Webells	0.00	41.66	0.00	166.64	500.00
1-760 - Office Supplies/Postage	224.45	41.66	858.77	168.64	500.00
2-617 - Bank Fees - Debt Service	38.56	0.00	135.60	0.00	3,000.00
2-900 - Interest Expense CMD A 2015	0.00	0.00	0.00	0.00	199,700.00
2-905 - Interest Expense CMD B 2015	0.00	0.00	0.00	0.00	82,500.00
3-617 - Bank Fees - Capital	246.83	185.00	955.92	740.00	2,220.00
3-650 - Capital Improvements	0.00	231,625.88	0.00	926,503.46	2,779,510.50
3-675 - Legal - Capital	0.00	633.34	4,671.00	3,333.36	10,000.00

### Cascade Metropolitan District No. 1 Profit & Loss Budget Performance April 2016

	Apr 16	Budget	Jan - Apr 16	YTD Budget	Annual Budget
3-763 - Design Costs	0.00	24,887.88	125,126.12	99,471.46	298,414.50
3-770 - Inspections	0.00		2,495.00		
<b>Total Expense</b>	<b>25,413.52</b>	<b>281,512.10</b>	<b>273,438.50</b>	<b>1,178,048.28</b>	<b>3,802,845.00</b>
<b>Net Income</b>	<b>40,910.39</b>	<b>-230,850.37</b>	<b>-15,535.42</b>	<b>-938,401.36</b>	<b>-3,074,904.04</b>

3:41 PM  
05/17/16  
Accrual Basis

Cascade Metropolitan District No. 1  
**Balance Sheet**  
As of April 30, 2016

	Apr 30, 16
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
1995 Checking	32,070.18
2002 Savings	50,919.91
2-1050 · UMB Interest 143222.1	141,240.57
2-1055 · UMB Reserve 143222.3	368,478.74
3-1040 · UMB Project 143222.5	2,943,498.27
<b>Total Checking/Savings</b>	<u>3,536,205.87</u>
<b>Accounts Receivable</b>	
1-1200 · Accounts Receivable	46,818.51
1-1210 · Allowance for Doubtful Accounts	-19,000.00
<b>Total Accounts Receivable</b>	<u>27,818.51</u>
<b>Total Current Assets</b>	<u>3,564,024.18</u>
<b>Fixed Assets</b>	
3-1310 · Improvements	1,203,844.00
3-1320 · Water Distribution System	300,000.00
3-1400 · Accumulated Depreciation	-332,431.00
<b>Total Fixed Assets</b>	<u>1,171,413.00</u>
<b>TOTAL ASSETS</b>	<u><u>4,735,437.18</u></u>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Long Term Liabilities</b>	
Bonds Payable 2015A	3,500,000.00
Bonds Payable 2016B	1,500,000.00
2-2500 · Premium on Bonds	46,857.00
2-2510 · Amortization on Bond Premium	-11,250.00
<b>Total Long Term Liabilities</b>	<u>5,035,407.00</u>
<b>Total Liabilities</b>	<u>5,035,407.00</u>
<b>Equity</b>	
3-3200 · Invested in Capital Assets	1,171,413.00
30000 · Opening Balance Equity	-180,464.08
32000 · Retained Earnings	-1,275,383.32
Net Income	-15,535.42
<b>Total Equity</b>	<u>-299,969.82</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>4,735,437.18</u></u>

CASCADE METROPOLITAN DISTRICT  
ENTERPRISE CAPITAL PROJECT FUND

	ACTUAL 2015	ACTUAL 2016 TO DATE	2016 BUDGET
<b>CAPITAL FUND: BEGINNING BALANCE</b>	\$ -	\$ 3,091,510.72	\$ 3,084,145.00
REVENUES - SERIES 2015 BOND PROCEEDS	\$ 4,510,607.00	\$ 627.29	
TRANSFER IN FROM COST OF ISSUANCE	\$ 3,529.54	\$ 3,516.49	\$ 6,000.00
INTEREST INCOME			
<b>TOTAL REVENUES</b>	\$ 4,514,136.54	\$ 4,143.78	\$ 6,000.00
<b>TOTAL REVENUE &amp; FUND BALANCE</b>	\$ 4,514,136.54	\$ 3,095,654.50	\$ 3,090,145.00
EXPENDITURES			
CAPITAL IMPROVEMENTS	\$ -	\$ -	\$ 2,779,510.50
LEGAL	\$ 6,509.50	\$ 5,989.50	\$ 10,000.00
ENGINEERING	\$ 67,483.86	\$ 148,200.38	\$ 298,414.50
BANK CHARGES	\$ 966.39	\$ 709.09	\$ 2,220.00
TRANSFER TO GENERAL FUND	\$ 333,890.87	\$ -	\$ -
TRANSFER TO DEBT SERVICE FUND	\$ 1,013,775.20	\$ -	\$ -
<b>TOTAL EXPENDITURES</b>	\$ 1,422,625.82	\$ 154,898.97	\$ 3,090,145.00
<b>CAPITAL FUND: ENDING BALANCE</b>	\$ 3,091,510.72	\$ 2,940,755.53	\$ -

**Cascade Metropolitan District No. 1**

**June 28, 2016 Board Meeting**

**Agenda Item 4.f**

**Unaudited Financial Statements as of May 31, 2016**

**Enclosure**

# Cascade Metropolitan District No. 1 Profit & Loss Budget Performance May 2016

	May 16	Budget	Jan - May 16	YTD Budget	Annual Budget
<b>Income</b>					
1-505 · Water Sales	16,762.20	18,870.00	106,156.51	94,350.00	226,440.00
1-508 · Water Service Charge	6,410.47	6,649.50	33,795.92	33,247.50	79,794.00
1-510 · Late Fees	0.00	166.67	0.00	833.31	2,000.00
1-515 · Pipeline Surcharge	5,917.43	5,567.70	29,220.47	27,838.50	66,812.40
1-560 · Interest Income	2.25	1.67	12.94	8.31	20.00
1-595 · Other Revenues	-61.60		2,740.70		
2-510 · Debt Service Water Fee	28,011.42	28,906.21	137,472.42	144,531.05	346,874.56
2-560 · Interest Income-Debt	253.03		982.76		
3-560 · Interest Income - Capital	1,473.71	500.00	6,290.27	2,500.00	6,000.00
<b>Total Income</b>	<b>58,768.91</b>	<b>60,661.75</b>	<b>316,671.99</b>	<b>303,308.67</b>	<b>727,940.96</b>
<b>Expense</b>					
1-612 · Accounting	203.22	108.33	961.29	541.69	1,300.00
1-615 · Audit	0.00	0.00	0.00	0.00	7,500.00
1-618 · Bank Fees	143.30	25.00	686.56	125.00	300.00
1-635 · Election	0.00	0.00	1,058.50	3,000.00	3,000.00
1-670 · Insurance/SDA Dues	0.00	0.00	873.78	8,000.00	8,000.00
1-672 · Dues, Fees & Subscriptions	0.00	25.00	0.00	125.00	300.00
1-675 · Legal	0.00	5,416.67	22,286.83	27,083.31	65,000.00
1-676 · Special Litigation Counsel	0.00	5,000.00	1,669.12	25,000.00	60,000.00
1-681 · Management/Accounting	0.00		20,000.00		
1-682 · Engineering	7,354.18		8,957.08		
1-685 · Miscellaneous	0.00		270.00		
1-693 · Payroll Taxes	783.97	375.00	5,654.90	1,875.00	4,500.00
1-710 · Chemical and Supplies	0.00	83.33	303.91	416.69	1,000.00
1-715 · Operation Labor	2,145.37	3,541.67	14,110.94	17,708.31	42,500.00
1-718 · Locates	0.00	50.00	0.00	250.00	600.00
1-720 · Repairs and Maintenance	473.43	833.33	-2,602.22	4,166.69	10,000.00
1-725 · Telephone/Utilities	161.71	166.67	913.41	833.31	2,000.00
1-730 · Vehicle Expense	53.00	83.33	355.05	416.69	1,000.00
1-735 · Water Purchase	0.00	18,000.00	89,559.80	90,000.00	216,000.00
1-740 · Water Quality Testing	0.00	208.33	247.50	1,041.69	2,500.00
1-745 · Meter Software and Hardware	0.00	0.00	500.00	1,000.00	1,000.00
1-750 · Website	0.00	41.67	0.00	208.31	500.00
1-760 · Office Supplies/Postage	228.45	41.67	1,088.22	208.31	500.00
2-617 · Bank Fees - Debt Service	44.46	0.00	180.06	0.00	3,000.00
2-900 · Interest Expense CMD A 2015	0.00	0.00	0.00	0.00	199,700.00
2-905 · Interest Expense CMD B 2015	0.00	0.00	0.00	0.00	82,500.00
3-617 · Bank Fees - Capital	271.62	185.00	1,227.54	925.00	2,220.00
3-650 · Capital Improvements	0.00	231,625.88	0.00	1,158,129.34	2,779,510.50
3-675 · Legal - Capital	0.00	833.33	5,983.50	4,166.69	10,000.00

# Cascade Metropolitan District No. 1 Profit & Loss Budget Performance

May 2016

	May 16	Budget	Jan - May 16	YTD Budget	Annual Budget
3-763 · Design Costs	411.40	24,867.88	125,537.52	124,339.34	298,414.50
3-770 · Inspections	0.00		2,495.00		
<b>Total Expense</b>	<b>12,274.11</b>	<b>291,512.09</b>	<b>302,318.29</b>	<b>1,469,560.37</b>	<b>3,802,845.00</b>
<b>Net Income</b>	<b>46,494.80</b>	<b>-230,850.34</b>	<b>14,353.70</b>	<b>-1,166,251.70</b>	<b>-3,074,904.04</b>

**Cascade Metropolitan District No. 1**  
**Balance Sheet**  
 As of May 31, 2016

	May 31, 16
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
1995 Checking	34,458.11
2002 Savings	54,377.78
2-1050 · UMB Interest 143222.1	164,792.87
2-1055 · UMB Reserve 143222.3	368,628.76
3-1040 · UMB Project 143222.5	2,943,022.46
<b>Total Checking/Savings</b>	3,565,279.98
<b>Accounts Receivable</b>	
1-1200 · Accounts Receivable	47,681.32
1-1210 · Allowance for Doubtful Accounts	-19,000.00
<b>Total Accounts Receivable</b>	28,681.32
<b>Total Current Assets</b>	3,593,961.30
<b>Fixed Assets</b>	
3-1310 · Improvements	1,203,844.00
3-1320 · Water Distribution System	300,000.00
3-1400 · Accumulated Depreciation	-332,431.00
<b>Total Fixed Assets</b>	1,171,413.00
<b>TOTAL ASSETS</b>	4,765,374.30
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Accounts Payable</b>	
20000 · Accounts Payable	48.00
<b>Total Accounts Payable</b>	48.00
<b>Total Current Liabilities</b>	48.00
<b>Long Term Liabilities</b>	
Bonds Payable 2015A	3,500,000.00
Bonds Payable 2015B	1,500,000.00
2-2500 · Premium on Bonds	46,657.00
2-2510 · Amortization on Bond Premium	-11,250.00
<b>Total Long Term Liabilities</b>	5,035,407.00
<b>Total Liabilities</b>	5,035,455.00
<b>Equity</b>	
3-3200 · Invested in Capital Assets	1,171,413.00
30000 · Opening Balance Equity	-180,464.08
32000 · Retained Earnings	-1,275,383.32
Net Income	14,353.70
<b>Total Equity</b>	-270,080.70
<b>TOTAL LIABILITIES &amp; EQUITY</b>	4,765,374.30

CASCADE METROPOLITAN DISTRICT  
ENTERPRISE CAPITAL PROJECT FUND

	ACTUAL 2015	ACTUAL 2016 TO DATE	2016 BUDGET
<b>CAPITAL FUND: BEGINNING BALANCE</b>	\$ -	\$ 3,091,510.72	\$ 3,084,145.00
REVENUES - SERIES 2015 BOND PROCEEDS	\$ 4,510,607.00		
TRANSFER IN FROM COST OF ISSUANCE	\$	\$ 627.29	
INTEREST INCOME	\$ 3,529.54	\$ 6,290.27	\$ 6,000.00
<b>TOTAL REVENUES</b>	<b>\$ 4,514,136.54</b>	<b>\$ 6,917.56</b>	<b>\$ 6,000.00</b>
<b>TOTAL REVENUE &amp; FUND BALANCE</b>	<b>\$ 4,514,136.54</b>	<b>\$ 3,098,428.28</b>	<b>\$ 3,090,145.00</b>
EXPENDITURES			
CAPITAL IMPROVEMENTS			
LEGAL	\$ -	\$ -	\$ 2,779,510.50
ENGINEERING	\$ 6,509.50	\$ 7,006.50	\$ 10,000.00
BANK CHARGES	\$ 67,483.86	\$ 147,299.28	\$ 298,414.50
TRANSFER TO GENERAL FUND	\$ 966.39	\$ 1,227.54	\$ 2,220.00
TRANSFER TO DEBT SERVICE FUND	\$ 333,890.87	\$ -	\$ -
	\$ 1,013,775.20	\$ -	\$ -
<b>TOTAL EXPENDITURES</b>	<b>\$ 1,422,625.82</b>	<b>\$ 155,533.32</b>	<b>\$ 3,090,145.00</b>
<b>CAPITAL FUND: ENDING BALANCE</b>	<b>\$ 3,091,510.72</b>	<b>\$ 2,942,894.96</b>	<b>\$ -</b>

**Cascade Metropolitan District No. 1**

**June 28, 2016 Board Meeting**

**Agenda Item 4.g**

**Requisition No. 13 to UMB Bank**

**Enclosure**

PROJECT REQUISITION FORM

REQUISITION NO. 13

To: UMB Bank, National Association, Corporate Trust & Escrow Services

The undersigned Authorized Representative (the "Authorized Representative") of Cascade Metropolitan District No. 1 (the "District"), acting by and through its Water Activity Enterprise (the "Issuer"), hereby requisitions from the Project Fund created by the hereinafter defined Indenture, the following sum from UMB Bank, National Association (the "Trustee"), and in connection with such request, certifies as follows:

Amount:

1. White, Bear, Ankele Tanaka and Waldron	\$ 175.50
	TOTAL: \$ 175.50

Name and Payment Instructions of Payee:

**a) White Bear Ankele Tanaka & Waldron**

- (a) Amount: \$ 175.50
- (b) Payment Wire Instructions Wells Fargo Bank  
Account Number: 731585 4195  
ABA: 121000248

Originator to Beneficiary: Cascade Metropolitan District No. 1

The Issuer further certifies that:

(a) The obligation described above has been properly incurred by the Issuer, is a proper Project Cost under the Indenture dated as of May 1, 2015 by and between the Issuer and the Trustee (the "Indenture") and has not been the basis of any previous withdrawal or requisition;

(b) All conditions required by the Indenture to be met prior to the disbursement of the above amount have been satisfied; and

(c) No Event of Default under the Indenture has occurred and is continuing.

Attached hereto is a current completed report in the form of Schedule I, identifying

the amounts paid and payable with respect to the Project Costs.

**CASCADE METROPOLITAN DISTRICT NO. 1**

Date: June 28, 2016

By: \_\_\_\_\_  
Authorized Representative of the Board of  
the District

**APPROVED:**

**WHITE BEAR ANKELE TANAKA & WALDRON, as District General Counsel**

By: \_\_\_\_\_  
Authorized Representative  
Name: Jennifer Gruber Tanaka  
Title: Shareholder

**Schooler & Associates, Inc., as District Accountant**

By: \_\_\_\_\_  
Authorized Representative  
Name: Lori VonFeldt  
Title: Chief Operating Officer