

RECORD OF PROCEEDINGS

**MINUTES OF A REGULAR MEETING OF THE
BOARD OF DIRECTORS OF
THE CHERRY CREEK VILLAGE WATER DISTRICT AND
THE BOARD OF DIRECTORS OF ITS WATER UTILITY ENTERPRISE
HELD
July 10, 2012**

A regular meeting of the Board of Directors of the Cherry Creek Village Water District and the Board of Directors of its Water Utility Enterprise (referred to hereafter as "Board") was held on Tuesday, July 10, 2012 at 9:00 a.m., at the offices of Community Resource Services, 7995 E. Prentice Avenue, Suite 103E, Greenwood Village, Colorado. This meeting was open to the public.

ATTENDANCE

The regular meeting of the Board was called and held, as shown, in accordance with Colorado law. The following directors were present:

Lou Schroeder
Joseph Ryan
Phil Viseur
Roger Baer (via telephone)

Absent was Director Forney whose absence was excused.

Also present were:

Cathy Noon; Community Resource Services (CRS)
Tim Flynn, Esq.; Collins Cockrel & Cole P.C.
Greg Sekera; Kennedy/Jenks Consultants

CALL TO ORDER

Director Schroeder called the meeting to order at 9:16 a.m.

QUORUM/QUALIFICATIONS/& DISCLOSURES

It was noted that a quorum was present. All of the Directors are qualified and there are no conflicts of interest disclosures required.

ADMINISTRATIVE ITEMS

Agenda: Upon review and discussion of the Agenda and a motion duly made, seconded and, upon vote, unanimously carried, the Board accepted the agenda as amended to add III., Item A – Additions to Agenda Format.

Minutes: The minutes of the June 12, 2012 Regular Board meeting were presented to the Board. Following review and discussion, upon a motion duly made, seconded and, upon vote, unanimously carried, the Board approved the June 12,

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2012 minutes as presented.

FINANCIAL ITEMS

Presentation of the Draft 2011 Audit – Mr. Schilling presented the draft 2011 audit to the Board for their review. Following discussion, upon motion duly made, seconded and, upon vote, unanimously carried, the Board accepted the 2011 Audit and authorized it to be filed with the State Auditor's office. It was noted that the auditor gave an unqualified opinion meaning that the District's 2011 financial statements present fairly, and in all material respects, the financial position of the District as of December 31, 2011 and the respective changes in its financial position and cash flows for the year then ended in conformity with accounting principles generally accepted in the United States of America.

Review and Approve Payment of Claims – Ms. Noon reviewed the June 2012 claims totaling \$127,806.98, represented by check numbers 4532 – 4542. Following review and discussion, upon motion duly made, seconded and, upon vote, unanimously carried, the Board approved the June 2012 claims as presented.

Review Cash Position: Ms. Noon reviewed the cash position with the Board for the period ending July 2, 2012. Following review and discussion, the Board accepted the cash position as presented.

Review Financial Statements: Ms. Noon distributed the financial statements dated July 2, 2012. After review, the Board accepted the financial statements.

Review Delinquent Account Report – Ms. Noon presented the report to the Board for their review.

Discussion Regarding CDs Due to Mature in July – Ms. Noon distributed a spreadsheet showing current CD rates for local financial institutions. Following discussion, upon motion duly made, seconded and, upon vote, unanimously carried, the Board voted to **rollover the CD with First Commercial at a rate of .85% for a term of 24-months and the CD with Citywide Bank at a rate of .62% for a term of 18-months.**

Discussion Regarding Withholding on Directors Compensation – Ms. Noon briefed the Board on the latest IRS ruling concerning withholding for employees. Following discussion, upon motion duly made, seconded and, upon vote, unanimously

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carried, the Board voted that **Board members will be treated as employees for purposes of federal withholding per the IRS ruling beginning in 2013.**

MANAGEMENT MATTERS Review Consumption Report – Ms. Noon reviewed the Consumption Report with the Board.

Update of District Website – Ms. Noon briefed the Board on the progress to date.

SDA Conference Attendance – Ms. Noon reviewed the dates for the 2012 SDA conference. **Board members will advise staff if they plan to attend.**

Utility Bill Insert – Ms. Noon reviewed the suggested September utility bill insert with the Board. **Mr. Flynn and Director Viseur indicated they would like to make some revisions and will forward their comments to CRS staff.**

MAINTENANCE AND OPERATIONAL MATTERS Engineering Report – Mr. Sekera reviewed his report with the Board and added that the Cherry Creek School District will replace the 8” pipe at their cost. The water testing at Belleview Elementary showed no abnormalities and the matter is considered resolved by the Cherry Creek School District and the CCVW.

LEGAL Updated Fire Hydrant Permit – **This item will be discussed at the August Board meeting.**

Metro Denver Water Authority Forum – Mr. Flynn briefed the Board on the Chatfield improvements, indicating they would allow a 12’ rise in the water and would make changes to the marina and beaches necessary. **Mr. Flynn will bring additional information to the August Board meeting.**

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ADJOURNMENT

There being no further business to come before the Board, upon a motion made, seconded and upon vote, unanimously carried, the meeting was adjourned at 10:28 a.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Cathy Noon". The signature is written in black ink and is positioned above a horizontal line.

Secretary for the Meeting