

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
OCTOBER 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, October 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:

John Forney
Lou Schroeder
Joseph Ryan
Phil Viseur
Roger Baer

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 Forney called the meeting to order at 9:15 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 include III, Item B – SDA Conference Item and IV, Item C (Other) – Discuss Bill for Belleview Square Leak.

Minutes: The minutes of the September 11, 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 September

RECORD OF PROCEEDINGS

11, 2012 minutes as presented.

FINANCIAL ITEMS

Review and Approve Payment of Claims – Ms. Noon reviewed the September 2012 claims totaling \$103,219.38, represented by check numbers 4568 – 4580. Following review and discussion, upon motion duly made, seconded and, upon vote, unanimously carried, the Board approved the September 2012 claims as presented.

Review Cash Position: Ms. Noon reviewed the cash position with the Board for the period ending October 5, 2012. Following review and discussion, the Board accepted the cash position as presented.

Review Financial Statements: Ms. Noon distributed the financial statements dated October 5, 2012. After review, the Board accepted the financial statements.

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

2013 Draft Budget – Discussion ensued on the proposed budget for 2013. **A sub-committee of Directors Baer and Forney, Cathy Noon and Susan Opalinski will meet to work on the 2013 water rates and budget.**

DIRECTOR MATTERS

Rate Study on In-District vs Out-of-District and Non-Property Tax Customers – Director Viseur informed the Board that he had compared property valuations of both in and out of district properties to cover the mill not collected by out of district property tax customers. At this time he does not recommend any action, but suggested this be reviewed after the next property tax valuation reassessment.

SDA Conference Item – Director Schroeder reported on the workshops he had attending during the SDA Conference in September. **He requested that Mr. Flynn review the electronic social media handouts and report back to the Board in November.**

MANAGEMENT MATTERS

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

Update of District Website – Ms. Noon informed the Board that the website is up and running and that she was able to have the

RECORD OF PROCEEDINGS

District's web address be changed to www.colorado.gov/CCVWD. **The Board asked that this information be included on the bottom of the October bills.**

Discuss Bill for Belleview Square Leak Investigation – Ms. Noon briefed the Board on the costs to the District to conduct the investigation of the leak at Belleview Square and noted that the report indicated the leak was not caused by any failure on the part of the District. Following discussion, the Board elected to continue to investigate leaks as a customer service with no charge to the customer unless major work is needed for the investigation.

MAINTENANCE AND OPERATIONAL MATTERS

Engineering Report – Mr. Sekera reviewed his report with the Board. In regard to the Cherry Creek Schools Phase 4 Water Line Replacement, Mr. Flynn reported that he had received the easements back from legal counsel for Cherry Creek Schools. He then presented the easements to the Board for acceptance and stated that he will have them recorded. He noted that the District still needs to obtain conveyance and acceptance documents from Cherry Creek School with regard to the Phase 4 waterline improvements.

LEGAL

Updated Fire Hydrant Permit – This item will be discussed at the December meeting. **Staff was asked to check the hydrant at Quebec and Orchard for possible verbiage on labeling of the District's hydrants.**

Update on Greenwood Village/Marina Water Tap – Mr. Flynn reported there has been no activity.

Update on Denver Water Rates – Mr. Flynn reviewed the methodology of Denver Water and indicated that the Board of Water Commissioners had approved a 2.5% revenue increase for 2013. With regard to master meter districts, this means their rates will increase by 4.7% effective January 1, 2013.

RECORD OF PROCEEDINGS

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 10:50 a.m.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Cathy Nor", written over a horizontal line.

Secretary for the Meeting