

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 8, 2013**

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 8, 2013 at 8:45 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

CALL TO ORDER

Director Forney called the meeting to order at 8:50 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 presented.

Minutes: The minutes of the September 10, 2013 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 10, 2013 minutes as presented.

FINANCIAL ITEMS

Review and Approve Payment of Claims – Ms. Noon reviewed

RECORD OF PROCEEDINGS

the September 2013 claims totaling \$82,555.74 represented by check numbers 4708 – 4720. Following review and discussion, upon motion duly made, seconded and, upon vote, unanimously carried, the Board approved the September 2013 claims as presented.

Review Cash Position: Ms. Noon reviewed the cash position with the Board for the period ending October 2, 2013. Following review and discussion, the Board accepted the cash position as presented.

Review Financial Statements: Ms. Noon distributed the financial statements dated October 2, 2013. After review, the Board accepted the financial statements.

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

Update from Subcommittee for Water Rates – Directors Visour and Baer updated the Board on this matter.

Presentation of Preliminary 2014 Budget – Ms. Noon presented the preliminary budget for 2014 to the Board for their review. Discussion ensued and the Board asked that **Mr. Sekera provide an updated engineering and repairs/maintenance figure for the budget. The Budget Subcommittee consisting of Director Baer and Director Forney will meet with Ms. Noon to revise the 2014 Budget to be presented for Public Hearing on November 12, 2013.**

2013 Audit Engagement Letter – Schilling & Company – Ms. Noon reviewed the proposed engagement letter with the Board. **Mr. Flynn indicated he had additional language he would like included and asked that staff forward the original document to him so it might be added to the letter.** Following discussion, upon motion duly made, seconded and, upon vote, unanimously carried, the Board approved the 2013 audit engagement letter subject to Schilling & Company accepting the added language from Mr. Flynn.

DIRECTOR MATTERS

There were none.

MANAGEMENT ITEMS

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

MAINTENANCE AND

Engineering Report – Mr. Sekera reviewed the engineering

RECORD OF PROCEEDINGS

OPERATIONAL MATTERS report with the Board, said report attached and made a part of these minutes. He further briefed the Board as follows:

- **Cross-connection Control Program (Back Flow Device)** – Denver Water is moving forward with their program.
- **He will provide an updated estimated cost to replace the system** as this estimated cost was last updated in 2008.

LEGAL

Update on Greenwood Village/Marina Water Tap – Ms. Sekera indicated the City will install the new tap, meter, and service line during the school's fall break and that Kennedy/Jenks will perform construction observation.

Transparency Notice/Water Rate Increase – **Mr. Flynn indicated this would be available for Board review and approval at the December meeting.**

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 10:40 a.m.

Respectfully submitted,



Secretary for the Meeting