

RECORD OF PROCEEDINGS

**MINUTES OF A REGULAR MEETING OF THE
BOARD OF DIRECTORS OF
THE CHERRY CREEK VILLAGE WATER DISTRICT
HELD
September 11, 2012**

A regular meeting of the Board of Directors of the Cherry Creek Village Water District (referred to hereafter as "Board") was held on Tuesday, September 11, 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 of Directors of the Cherry Creek Village Water District was called and held, as shown, in accordance with Colorado law. The following directors were present:

John Forney
Lou Schroeder (left at 11:45 a.m.)
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
Kathryn Farrow; Resident

CALL TO ORDER

Director Forney called the meeting to order at 9:17 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 I., Item D – Resident Kathryn Farrow to Address the Board Regarding Bill Relief, to move III. Item A to V, Item D, to move V, Item B to I, Item E and to add VI, Item C – Denver Water 2013 Rates.

Minutes: The minutes of the August 14, 2012 Regular Board meeting were presented to the Board. Following review and

RECORD OF PROCEEDINGS

discussion, upon a motion duly made, seconded and, upon vote, unanimously carried, the Board approved the August 14, 2012 minutes as presented.

Kathryn Farrow to Address Board – Ms. Farrow addressed the Board in regard to bill relief as she has recently received very high water bills. She attributed the unusually high amount of water consumed at her residence to the difficulty she has had in getting a sprinkler system leak detected and then repaired. The Board explained that if it were to reduce a customer's bill that is high due to causes beyond the District's control, the Board, in essence, would be requiring its customers to pay for the mistakes and/or incompetence of others.

The Board then noted that the District currently charges a late fee of \$5.00 per month plus 1.5% on the outstanding delinquent balance of any account. **The Board indicated the current policy will stay in effect, but that they will review the policy with respect to late fees as it relates to those instances where payment plans are put in place.**

Ms. Farrow indicated that she may want a payment plan and the Board indicated that she could work with the District's management company to see if such a plan could be implemented.

Discussion Concerning Relief of Late Fees at 5030 S. Beeler - The customer request for relief of late fees was presented to the Board. **As noted above, the current policy will stay in effect while the Board conducts their review.**

FINANCIAL ITEMS

Review and Approve Payment of Claims – Ms. Noon reviewed the August 2012 claims totaling \$133,890.31, represented by check numbers 4556 – 4566 Following review and discussion, upon motion duly made, seconded and, upon vote, unanimously carried, the Board approved the August 2012 claims as presented.

Review Cash Position: Ms. Noon reviewed the cash position with the Board for the period ending September 6, 2012. Following review and discussion, the Board accepted the cash position as presented.

Review Financial Statements: Ms. Noon distributed the financial statements dated September 6, 2012. After review, the

RECORD OF PROCEEDINGS

Board accepted the financial statements.

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

DIRECTOR MATTERS

Discussion Regarding Replacement of Saddles – This item was discussed under the Engineering Report in Item V.

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 soft launch, designed to show the website and give management an opportunity to make changes/identify issues, took place that day. She pulled up the website for the Board to view. Staff will further review the website and communicate any changes needed to SIPA. The hard launch is scheduled for September 19, 2012.

Discuss Official Proxy Designation of Colorado Special District Property and Liability Pool Annual Membership Meeting – Ms. Noon reviewed the proxy with the Board and it was duly executed.

MAINTENANCE AND OPERATIONAL MATTERS

Engineering Report – Mr. Sekera reviewed his report with the Board including the bid from C & L Water Solutions to remove the air vent located at 4506 S. Yosemite. It was noted that the homeowner had offered to share in the cost of the removal. Mr. Sekera indicated there was a second PRV not in use near this location. Following review and discussion, upon motion duly made, seconded and, upon vote, unanimously carried, the Board approved the **removal of both air vents at no cost to the affected homeowners.**

Discussion Concerning Replacement of Saddles – Mr. Sekera researched the District's records and determined that saddle replacements occurred in the south area of the District between 1991 and 1992. He indicated that the saddle which failed in August was in the north part of the District and that the cause was most likely due to high pressure from a Yosemite PRV valve. Mr. Sekera informed the Board that he was getting quotes on valve replacement on Yosemite. He indicated that to rebuild them would be approximately \$11,000. New valves would cost \$7,000 plus \$12,000 for C & L Water Solutions to perform this work. Following review and discussion, upon motion duly

RECORD OF PROCEEDINGS

made, seconded and, upon vote, unanimously carried, the Board voted to approve a not-to-exceed amount of \$20,000 for a pressure reducing valve replacement project for Yosemite.

LEGAL

Updated Fire Hydrant Permit – Mr. Flynn reviewed the updated permit with the Board. Following review and discussion, upon motion duly made, seconded and, upon vote, unanimously carried, the Board approved the use of this permit, on an interim basis, as amended to reflect a deposit fee of \$150 and a permit fee of \$75.

Update on Greenwood Village/Marina Water Tap – Mr. Flynn updated on the Board on this matter.

Update on Denver Water Rates – Mr. Flynn informed the Board that Denver Water would be meeting on September 12, 2012 to discuss the proposed rates for 2013. He indicated the increase looks to be about 6% to master meters.

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 12:00 noon.

Respectfully submitted,



Secretary for the Meeting