

**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 12, 2022**

The regular monthly meeting of the Board of Directors of the Cherry Creek Village Water District and the Board of Directors of its Water Utility Enterprise (collectively referred to hereafter as "Board") convened at 7995 E. Prentice Ave, Ste. 103E, Greenwood Village, Colorado 80111 on Tuesday, July 12, 2022, at 8:15 a.m. The meeting could also be attended via Zoom. The login information was listed in the meeting notice posted by the District and the public was able to attend the meeting via Zoom if they so desired.

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
Eric Montag
Cynthia Dormer (Via Zoom)

Absent was Director Heider whose absent was excused.

Sue Blair, Community Resource Services of Colorado, LLC.
Greg Sekera, Kennedy/Jenks
Tim Flynn, Esq., Collins Cole Flynn Winn Ulmer, By Zoom

**CALL TO ORDER /
PLEDGE OF
ALLEGIANCE**

Director Forney called the meeting to order at 8:18 a.m. and the Pledge of Allegiance was conducted.

**QUORUM /
QUALIFICATIONS/
DISCLOSURE MATTERS**

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

RECORD OF PROCEEDINGS

ADMINISTRATIVE MATTERS

Agenda: Upon review and discussion of the agenda and a motion duly made, seconded and, upon vote, unanimously carried, the Board approved the agenda, as presented.

Minutes: The Minutes of the June 14, 2022, Regular Board meeting were presented to the Board. Following review and discussion, upon a motion duly made, seconded and, upon vote, unanimously carried, the minutes were approved as presented.

SDA Conference: Ms. Blair told the Board about the SDA conference coming up in September. 2 board members are interested in attending.

PUBLIC COMMENT

There were none.

FINANCIAL MATTERS

Review and Approve Payment of Claims: Ms. Blair reviewed the July 12, 2022, claims represented by check numbers 1446 - 1451 totaling \$135,593.40 and Denver Water totaling \$1,961.48 and director checks totaling \$461.75, with a grand total of \$ 138,016.63 Following review and discussion, upon motion duly made, seconded and, upon vote, unanimously carried, the Board approved the July 12, 2022, claims as presented.

Review Cash Position and Fund Allocation: Ms. Blair reviewed the Cash Position with the Board for the period June 30, 2022. Following review and discussion, upon motion duly made, seconded and, upon vote, unanimously carried, the Board accepted the Cash Position as presented.

Financial Statements: Ms. Blair reviewed the Financial Statements for the period ending June 30, 2022. After review, upon motion duly made, seconded and, upon vote, unanimously carried, the Board accepted the Financial Statements as presented. The Board requested that the 2023 budget should include a line to show management and special services.

Utility Account Delinquencies: The account delinquencies report was reviewed by President Forney. For residential, there are 9 accounts that are 60 days delinquent and 3 that are 90 days delinquent. There were no commercial accounts that were delinquent. Shut offs will be Wednesday July 27th.

Extension on 2021 Audit: Ms. Blair explained the reasoning for requesting an audit extension. The Board was concerned. In response legal counsel indicated that he could put a specific delivery date in future audit engagement letters.

RECORD OF PROCEEDINGS

DIRECTORS ITEMS There were none.

MANAGEMENT ITEMS Review Consumption Report: The Board reviewed the Consumption Report.

MAINTENANCE AND OPERATIONAL MATTERS Engineering Report: Mr. Sekera reviewed his engineering report with the Board, which is made a part of these Minutes.

LEGAL Revised Open Meeting Law Resolution 2022-7-1: Mr. Flynn and Ms. Blair reviewed the resolution with the Board. Following review and discussion, upon motion duly made, seconded and, upon vote, unanimously carried, the Board approved Resolution 2022-7-1.

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 9:00 a.m.

Respectfully submitted,



Secretary for the Meeting

July 6, 2022

Memorandum

To: Board of Directors
Cherry Creek Village Water District

From: Greg S. Sekera, P.E.

Subject: Engineering Report for Board of Directors Meeting on July 11, 2022
Cherry Creek Village Water District
KJ Job No. 2246003*GENW

Briefly presented below are the items that we have been involved in during the past month.

1. Residential Meter Replacement Project – KUS returned for the final 52 meters on July 28. With assistance from me and my field technician we were able to complete the residential installs in 3 days including the Chenango duplex meters. We will not need C&L to assist or will we need any homeowners to make their meters accessible. I will provide additional updates at the meeting.
2. North Water Line Replacements – We addressed Denver Water’s second round of comments and have submitted the plans to the other reviewing agencies. As previously mentioned, at this point in the year I do not feel we will be able to go to construction this year.
3. System Maintenance – We coordinated the following maintenance items during the past month:
 - Master Meters – The June meter data was not available for this report. I will review the consumption report with the Board at the meeting.
 - PRVs – There are currently no issues or concerns with the PRVs.
 - Meter Transponders – No issues reported in June. Manual reads were performed for the two school meters by C&L for the June readings.
 - Customer Complaints and Investigations – The following are investigations performed at the request of customers this past month.
 - a. None performed in June.
 - Fire Hydrant and Valve Maintenance – C&L has completed the annual fire hydrant and bi-annual gate valve inspections. We received the reports and are currently reviewing them.
 - GIS – Next edits will be performed when all the new meters are installed.
 - Fire Hydrant Meter – There were no fire hydrant permits issued.
 - Emergencies / Water Line Breaks – There were no water line breaks this month.
 - Facility Locates – The number of locate requests were typical in June.
 - Maintenance Tracking – A copy of the maintenance tracking/schedule is attached.