

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
APRIL 9, 2019**

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, March 12, 2019 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
Phil Viseur
Dale Heider

Also present were:

Eric Montag, resident of the District
Tim Flynn, Esq., Collins Cockrel & Cole P.C.
Greg Sekera, Kennedy/Jenks

INTRODUCTION

Cathy Noon, Community Resource Services of Colorado, LLC
Director Forney led introductions of the Board and Consultants to Mr. Montag.

**CALL TO ORDER /
PLEDGE OF ALLEGIANCE**

Director Forney called the meeting to order at 9:00 a.m. and the pledge of allegiance was conducted.

**QUORUM /
QUALIFICATIONS/
DISCLOSURE MATTERS**

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

**ADMINISTRATIVE
MATTERS**

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 presented.

Minutes: The Minutes of the March 12, 2019 Regular Board meeting were presented to the Board. Following review and discussion, upon a motion duly made, seconded and, upon vote,

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unanimously carried, the minutes were approved as presented.

PUBLIC COMMENT

None.

FINANCIAL MATTERS

Review and Approve Payment of Claims: Ms. Noon reviewed the April 9, 2019 claims represented by check numbers 1188 - 1192 totaling \$11,572.18 and claim Auto-Payments to Denver Water totaling \$22507.84 and Auto-payments totaling \$277.05 to three Directors reflecting grand total claims of \$34,357.07. Following review and discussion, upon motion duly made, seconded and, upon vote, unanimously carried, the Board approved the April 9, 2019 claims as presented.

Review Cash Position and Fund Allocation: Ms. Noon reviewed the Cash Position with the Board for the period March 31, 2019, adjusted as of April 3, 2019 as well as the Fund Allocation report. Following review and discussion, upon motion duly made, seconded and, upon vote, unanimously carried, the Board accepted the Cash Position and Fund Allocation as presented.

Financial Statements: Ms. Noon reviewed the Financial Statements for the period ending March 31, 2019. After review, upon motion duly made, seconded and, upon vote, unanimously carried, the Board accepted the Financial Statements as presented.

DIRECTORS ITEMS

There were none.

MANAGEMENT ITEMS

Review Consumption Report: The Board reviewed the Consumption Report and noted that usage was typical for non-irrigation season

Weber / 4288 S. Alton St. Claim for Driveway Damage: Ms. Noon and Mr. Flynn updated the Board regarding the status of the claim. Ms. Weber has contacted the District indicating her frustration with the time the claim is taking to investigate. The District's insurance carrier (Colorado Special Districts Property and Liability Pool) representative Linda Graft of Tristar Group asked for more information on the District's contractor who performed the water line repair. Ms. Noon has provided the information.

MAINTENANCE AND OPERATIONAL MATTERS

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

LEGAL

Discussion on Board Vacancy: Mr. Montag discussed his background and interest in serving on the District Board. Mr.

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Flynn explained the terms and process for filling the Board vacancy. Following a discussion, a motion was made, seconded and, upon vote, unanimously carried to appoint Eric Montag to the District's Board of Directors effective May 14, 2019. Legal counsel will prepare the appropriate oath of office to administer to Mr. Montag at the Board's May 14th meeting.

Report on CRS contract Review: This item was tabled until the next meeting.

OCCT/Denver Water Phosphate Matter.

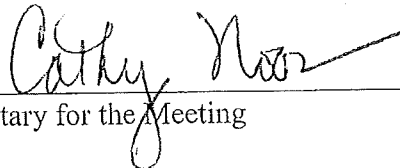
Mr. Flynn explained that the Denver Water Board is in the process of requesting a variance from the Health Department Order issued earlier in the year which requires Denver Water to use ortho phosphate as a means of controlling corrosion in Denver Water's distribution system. As part of the variance, it is expected the Denver will propose that lead and copper corrosion in its distribution system caused by lead in customer service lines, can be optimally controlled by a combination of adjusting the ph balance in the water, an accelerated lead service line replacement program, and the distribution of kits to homes which currently have lead service lines to remove lead before it is consumed.

This would be an expensive option to implement, but it is still estimated to be less expensive than the costs that would be imposed upon Denver Water customers by the waste water dischargers who are under Health Department regulations to eliminate phosphors from their waste water discharge.

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 9:55 a.m.

Respectfully submitted,



Secretary for the Meeting

April 2, 2019

Memorandum

To: Cathy Noon, District Manager
From: Greg S. Sekera, P.E.
Subject: Engineering Report for Board of Directors Meeting on April 9, 2019
Cherry Creek Village Water District
KJ Job No. 1946003*GENW

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

1. System Maintenance – We coordinated the following maintenance items during the past month:
 - Master Meters – The most recent meter readings indicated that the Yosemite meter delivered 8% of the flow and the Dayton meter delivered 92%. Total water supplied to the District was 4.7 MG for the March period (1.2 MG more than the prior period).
 - PRVs – The Yosemite PRV was observed of having excess water in the vault. The vault was pumped and investigated for leaks. No leaks were found.
 - Meter Transponders – There were no new issues with transponders in March.
 - Customer Complaints and Investigations – The following are investigations performed at the request of customers this past month.
 - a. No issues this past month.
 - Fire Hydrant and Valve Maintenance – We will have C&L start the annual inspections, repairs, and replacements as identified in the 2019 budget this month.
 - Fire Hydrant Meter – The following fire hydrant permits were issued:
 - a. There were no permits issued in January.
 - Water Line Breaks – There were no water line breaks in March.
 - Facility Locates – Reviewed several locate requests.
 - Maintenance Tracking – A copy of the maintenance tracking/schedule is attached.

2019 Water System Maintenance Tracking
 Cherry Creek Village Water District

ITEM	DESCRIPTION	NO. OF UNITS	FREQUENCY	SCHEDULED DATE	019 BUDGET AMOUNT	ACTUAL COST
Routine Maintenance (by C&L Water Solutions)						
1	Inspect/Operate Valves	145	Once Every 2 Years	March-20		\$0
2	Inspect/Operate Fire Hydrants	73	Once/Year	March-19	\$4,015	\$0
3	Inspect/Operate/Flow Test PRVs	2	Two Times/Year	May/Nov	\$2,400	\$0
4	Flush Dead End Cul-de-sacs (Blow-Offs)	11	Once/Year	March-19	\$660	\$0
	Subtotal				\$7,075	\$0
	Contingency @	10%			\$1,000	\$0
	Total Routine Maintenance				\$8,000	\$0
System Repairs and Replacements (by C&L, others)						
5	Replace Dayton PRV (6" PRV valve only)	1		2019	\$10,000	\$0
6	Raise Valve Boxes from Under Asphalt	8		May-19	\$5,200	\$0
7	Clean Valve Boxes (vacuum and operate valve)	20		May-19	\$1,500	\$0
8	Replace Valve/B.O. (in asphalt)	2		May-19	\$20,000	\$0
9	Misc. Valve Repairs (replace valve boxes)	12		May-19	\$7,200	\$0
10	Fire Hydrant Repairs	13		May-19	\$7,150	\$0
11	Fire Hydrant Replacement	4		May-19	\$40,000	\$0
12	Fire Hydrant Painting	23		May-19	\$1,495	\$0
13	Emergency Repairs (water line breaks)	1			\$30,000	\$0
	Subtotal				\$122,545	\$0
	Contingency @	15%			\$18,000	\$0
	Total System Repairs and Replacements				\$141,000	\$0
Contractor Services (by C&L Water Solutions)						
14	Operator in Responsible Charge	12			\$1,200	\$0
15	Customer Service/Response (Investigations, Emergencies)	12			\$2,400	\$0
16	Master Meter Reads (once per month)	12		Monthly	\$2,700	\$468
17	Service Shut-offs (estimated)	16			\$2,400	\$186
18	Meter Transponder Repairs (Labor and Equip.)	16			\$8,000	\$1,314
19	Utility Locates (field)	24			\$3,600	\$450
	Subtotal				\$20,300	\$2,418
	Contingency @	20%			\$4,000	\$888
	Total Contractor Services				\$24,000	\$3,306
	Total Repairs and Maintenance				\$173,000	\$3,306
WL Replacement Capital Projects						
20	No Projects Anticipated in 2019				\$0	\$0
	Total Capital Projects Budget				\$0	\$0

NOTES:

- Actual Cost column is summation of C&L Invoices received and approved in current year. Costs do not include material and equipment costs paid to others by District for repairs.