**RECORD OF PROCEEDINGS**

**THE BOARD OF DIRECTORS**

**CHERRY HILLS NORTH METROPOLITAN DISTRICT**

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A meeting of the Board of Directors of Cherry Hills North Metropolitan District was held at Duffey’s Bakery Patio Cafe, 4994 E. Hampden Avenue, Denver, Colorado 80110 at the hour of 7:30 a.m. on the 10th day of August 2017.

Present were: Dan Conway, Vice President

Geoff Landry, Treasurer

Keith Bierman, Secretary

Marcus McAskin, Director

Darcy Beard, CPA

Chris Purrington, Purrington Civil

Guests: None

Director Conway noted that a quorum of the Board was present and therefore called the meeting of the Board of Directors of the Cherry Hills North Metropolitan District to order.

**APPROVAL OF MINUTES**

The minutes of the meeting held June 15, 2017 were reviewed. Director Bierman made a motion to approve the minutes. The motion was seconded by Director McAskin upon vote, the minutes were approved.

**FINANCIAL REPORT**

Ms. Beard distributed the compilation report for the seven months ending July 31, 2017. Director Conway made a motion to accept the compilation reports. The motion was seconded by Director McAskin, upon vote, unanimously passed.

**CASH DISBURSEMENTS**

Ms. Beard presented the Schedule of Cash Disbursements totaling $7,362.83. After review, Director McAskin, made a motion to approve the cash disbursements. The motion was seconded by Director Bierman, upon vote unanimously approved.

**CIP PROJECT UPDATE**

Mr. Purrington reviewed the bids for the 2017 CIPP project and recommended acceptance of the lowest bid received from Insituform in the amount of $54,100. Mr. Purrington explained Insituform excluded the line between Holly & Nassau Circle East due to access issues. The board discussed options to access the line and directed Mr. Purrington to ask Insituform for a bid on the excluded line. Director Landry made a motion to approve the Insituform bid. The motion was seconded by Director Conway and upon vote, unanimously approved.

**ENGINEERS REPORT**

Mr. Purrington reported approximately one third of the District lines have been lined. Director Landry asked Mr. Purrington to prepare a 5-year projection of anticipated CIP projects for budget purposes. Mr. Purrington will send a map of the known line defects.

**ENTRANCE MAINTENANCE**

Director McAskin reported one of the monument lights has a defective ballast. He will ask Scot Kelly, Colorado Lighting Inc, to updated pricing on converting the additional monuments to LED lighting and the ballast replacement.

**2018 PROPOSED BUDGET**

Ms. Beard presented the proposed 2018 budget. The board reviewed the budget and set the budget hearing for November 9, 2017.

Director Conway made a motion to appoint Ms. Beard as the Budget Officer. The motion was seconded by Director Bierman and upon vote, unanimously approved.

**SEPTEMBER AND OCTOBER MEETINGS**

The Board cancelled the September and October meetings. The next meeting will be held on November 9, 2017.

**ADJOURNMENT**

There being no further business to come before the Board, and upon motion duly made, second and unanimously carried, the meeting was adjourned at 8:30 a.m.

**MINUTES APPROVED:**

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**Harold Roberts**

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**Daniel Conway**

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**Geoff Landry**

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**Marcus McAskin**

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**Keith Bierman**