

# RECORD OF PROCEEDINGS

---

## MINUTES OF A SPECIAL MEETING OF THE BOARD OF DIRECTORS OF:

### DEER CREEK WATER DISTRICT

**HELD: TUESDAY, JULY 26, 2022, AT 6:30 P.M.**

**CALL TO ORDER:**

The special meeting of the Board of Directors of the Deer Creek Water District, Elbert County, Colorado was called to order on the day shown above by Lyle Penner in accordance with the laws of the State of Colorado. The following Directors were present and acting:

Lyle Penner	President
Kevin Kirkwood	Vice President
Jean King	Treasurer
David Lunka	Director

Also present was:

Marcos Pacheco; Community Resource Services  
Diane Rodriguez; Community Resource Services

**CALL TO ORDER:**

A quorum of the Board was present, and the meeting was called to order at 6:35 p.m.

**APPROVE AGENDA:**

Upon motion by Director Lunka and seconded by Director Penner, and unanimously carried, the agenda was approved as presented.

**PUBLIC COMMENT:**

None.

**FINANCIAL ITEMS:**

**Review and Consider Acceptance of 2021 Audit:** Ms. Rodriguez presented the 2021 Audit, prepared by Haynie and Co. She noted that the Auditor provided a clean opinion of the audit and recommended that the District accept the audit. After discussion, and minor clerical edits, Director Kirkwood moved to accept the audit as presented, making the minor changes noted, and pending final legal and auditor review. Upon second by Director Penner, a vote was taken and the motion carried unanimously.

**Review and Consider Acceptance of June 30, 2022 Financial Statements:** Ms. Rodriguez presented the financials to the Board. While there was one clerical error found in the name, the Board was pleased the product Ms. Rodriguez presented and they thanked her for her hard work. Director Lunka moved that the Board accept the financial statements as presented. Upon second by Director Penner, a vote was taken and the motion carried unanimously.

# RECORD OF PROCEEDINGS

---

**LEGAL MATTERS:**

None.

**OPERATIONS &  
MAINTENANCE  
MATTERS:**

The Board requested that CRS request that ORC is in attendance at all Board meetings.

**MANAGER'S REPORT:**

**Review Draft Rules and Regulations:** Mr. Pacheco provided a draft copy of the Rules and Regulations. Extensive discussion took place concerning the draft. After discussion, it was decided that Director Lunka and Mr. Pacheco would work together to finalize a draft that will be circulated to the rest of the Board. A final version will be voted on via email and then ratified at the next meeting.

**SDA Conference:** The Board informed Mr. Pacheco that the Board would not be attending the conferenced this year.

**Transition Update:** The Board discussed the status of the transition from SDMS to CRS. Mr. Pacheco provided updates on several items. There was extensive discussion about the transition and items that would need to be prioritized. Discussion continued and CRS was directed to work on several items, but most importantly, CRS will work to provide District specific email accounts to all Directors. Additional information will be provided to the Board as items are completed

**Utility Billing:** The Board discussed the status of the utility billing transition. Mr. Pacheco provided updates and noted that there are some items that are taking longer than anticipated. It is expected that the online payment system should be running within a week. Once that happens, the Board will be updated. It was also decided that late fees would not be charged for the current month until the payment system was online. Mr. Pacheco will work with Director Lunka, offline, to prepare the delinquency notices that will be used District-wide.

**DIRECTOR'S ITEMS:**

Director Penner reported that Well #9 has been repaired and Well #1 is repaired for now. Further work will be needed, but for now, both wells are operating properly.

**OTHER BUSINESS:**

None.

**ADJOURNMENT:**

There being no further business to come before the Board, the meeting was adjourned at 8:32 P.M. by unanimous vote.

Respectfully Submitted,



---

Secretary for the Meeting