

# RECORD OF PROCEEDINGS

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## MINUTES OF A SPECIAL MEETING OF THE BOARD OF DIRECTORS OF THE DEER CREEK WATER DISTRICT HELD APRIL 8, 2021

Due to the COVID-19 pandemic, the special meeting of the Board of Directors of the Deer Creek Water District (referred to hereafter as "Board") was convened by telephone conference call on Thursday, the 8<sup>th</sup> day of April, 2021, at 6:30 p.m. The call-in information was listed in the meeting notice posted by the District and the public was able to attend the meeting by telephone, if they so desired.

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**Directors In Attendance Were:**

Gary McIntyre  
Lyle Penner  
Dave Lunka  
Jean King

**Also, In Attendance Were the Following Consultants:**

David Solin, Shad Ortiz (for a portion) and Jim Ruthven (for a portion); Special District Management Services, Inc.

Gabby Begeman; ORC Water Professionals (for a portion)

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**DISCLOSURE OF  
POTENTIAL  
CONFLICTS OF  
INTEREST**

**Disclosures of Potential Conflicts of Interest:** The Board discussed the requirements pursuant to the Colorado Revised Statutes to disclose any potential conflicts of interest or potential breaches of fiduciary duty to the Board of Directors and to the Secretary of State. Mr. Solin noted that a quorum was present and requested members of the Board to disclose any potential conflicts of interest with regard to any matters scheduled for discussion at this meeting, and incorporated for the record those applicable disclosures made by the Board members prior to this meeting in accordance with the statute. No additional conflict disclosures were made at the meeting.

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**ADMINISTRATIVE  
MATTERS**

**Agenda:** Mr. Solin distributed for the Board's review and approval a proposed Agenda for the District's Special Meeting.

Following discussion, upon motion duly made by Director McIntyre, seconded by Director Penner and, upon vote, unanimously carried, the Agenda was approved, as presented.

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**Approval of Meeting Location:** The Board entered into a discussion regarding the requirements of Section 32-1-903(1), C.R.S., concerning the location of the District's Board meeting.

Following discussion, upon motion duly made by Director McIntyre, seconded by Director Penner and, upon vote, unanimously carried, The Board determined that, due to concerns regarding the spread of the coronavirus (COVID-19) and the benefits to the control of the spread of the virus by limiting in-person contact, the meeting would be held by conference call and encouraged public participation via telephone. The Board further noted that notice of the time, date and location was duly posted and that that no objections to the telephonic manner of the meeting, or any requests that the telephonic manner of the meeting be changed by taxpaying electors within the District boundaries, have been received.

**Minutes:** The Board reviewed the Minutes of the January 14, 2021 Special Meeting.

Following discussion, upon motion duly made by Director McIntyre, seconded by Director Penner and, upon vote, unanimously carried, the Board approved the Minutes of the January 14, 2021 Special Meeting, as presented.

**PUBLIC  
INPUT/COMMENT**

There were no public comments.

**FINANCIAL  
MATTERS**

**Payment of Claims:** The Board considered ratifying the approval of the payment of claims as follows:

Fund	Period Ending Jan. 19, 2021	Period Ending Feb. 16, 2021	Period Ending March 25, 2021
General	\$ -0-	\$ -0-	\$ -0-
Debt	\$ -0-	\$ -0-	\$ 13,306.32
Capital	\$ 284,994.19	\$ 95,353.53	\$ 153,343.02
Enterprise	\$ 19,049.16	\$ 26,809.29	\$ 19,944.35
<b>Total</b>	<b>\$ 304,043.35</b>	<b>\$ 122,162.82</b>	<b>\$ 186,593.69</b>

Following discussion, upon motion duly made by Director Lunka, seconded by Director McIntyre and, upon vote, unanimously carried, the Board ratified approval of the payment of claims, as presented.

**Financial Statements:** The Board reviewed the financial statements through the period ending February 28, 2021.

Following discussion, upon motion duly made by Director McIntyre, seconded by Director Lunka and, upon vote, unanimously carried, the Board approved the financial statements through the period ending February 28, 2021.

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**Billing Report:** Mr. Solin reviewed with the Board the billing report for the month of March 2021.

The Board directed staff to begin issuing shut off notices, consistent with the District's approved policies.

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### **OPERATION MATTERS**

**Engineers Report:** No report was given at this time.

#### **Water System Improvements Project:**

*Resolution of the Deer Creek Water District Accepting Construction of the Water System Improvements Project:* The Board reviewed the Resolution of the Deer Creek Water District Accepting Construction of the Water System Improvements Project.

Following discussion, upon motion duly made by Director McIntyre, seconded by Director Penner and, upon vote, unanimously carried, the Board adopted the Resolution of the Deer Creek Water District Accepting Construction of the Water System Improvements Project.

*Resolution of Deer Creek Water District Authorizing Final Payment to HPM Contractors for the Waste Water System Improvements Project:* The Board reviewed the Resolution of Deer Creek Water District Authorizing Final Payment to HPM Contractors for the Waste Water System Improvements Project.

Following discussion, upon motion duly made by Director McIntyre, seconded by Director Penner and, upon vote, unanimously carried, the Board adopted the Resolution of Deer Creek Water District Authorizing Final Payment to HPM Contractors for the Waste Water System Improvements Project.

**Field Service Report:** Ms. Begeman and Mr. Ortiz discussed with the Board updates on the status of the system.

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### **OTHER MATTERS**

Director Lunka discussed with the Board a possible internet service provider within the District.

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### ADJOURNMENT

There being no further business to come before the Board at this time, upon motion duly made by Director McIntyre, seconded by Director King, and upon vote, unanimously carried, the meeting was adjourned.

Respectfully submitted,

By: 

Secretary