

RECORD OF PROCEEDING

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

DEER CREEK WATER DISTRICT

HELD FRIDAY, JANUARY 16, 2026, AT 6:00 PM

ADMINISTRATIVE ITEMS

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 Director Kirkwood in accordance with the laws of the State of Colorado. The following Directors were acting:

Kevin Kirkwood, President
Jean King, Treasurer
Anthony Hampton, Director
Renee Marker, Director

Also present was:
Michael Schenfeld, Community Resource Services of Colorado

CALL TO ORDER

A quorum of the Board was present, and the meeting was called to order at 6:07 p.m.

CONFLICTS OF INTEREST

There were none.

APPROVE AGENDA

President Kirkwood requested that a discussion regarding planning be added to the agenda for the next meeting.

PUBLIC COMMENT

Bruce McQuaid requested clarification on term expiration dates and the significance of the asterisks next to the Directors' names. Additionally, Mr. McQuaid noted that there are non-functional or inaccurate water meters within the district. Mr. Schenfeld advised that these concerns would be addressed later in the meeting during the scheduled Water Meter Project discussion.

RESIDENT COMMUNICATIONS

- a. **Review of Recent Communication from Residents:** President Kirkwood presented a formal letter addressed to the community. The Board moved to incorporate this letter into the official meeting record and directed staff to post the document on the Deer Creek District website for public reference (Exhibit A).
- b. **Discussion of Communication Protocols and Response Strategies:** To ensure consistent outreach, the Board approved a multi-channel strategy to distribute the resident letter via the website, physical mail, and email. Director King moved to approve the communication strategy as presented. Upon second by Director Hampton, a vote was taken, and the motion carried unanimously. Members will draft formal protocols to streamline direct issue resolution and continue encouraging public participation during Board meetings.

FINANCIAL MATTERS

- a. **Review Current Budget Status:** Mr. Schenfeld provided a review of the year-to-date budget which went over the organization's current financial standing against projected figures.
- b. **Discussion of Proposed or Anticipated Budget Adjustments:** The Board engaged in a preliminary discussion regarding potential adjustments to the current budget to account for upcoming financial requirements.

OPERATIONS & MAINTENANCE ITEMS

- a. **Water Operator's Report:** The Board received a status update from the Water Operator regarding current system operations and routine maintenance activities.
- b. **Status of Water Meter Project:** Management provided an update on the progress of the Water Meter Project.
- c. **Schedule Work Session:** Discussion of work session scheduled for Valentine's Day.

DIRECTOR ITEMS

There were none.

MANAGEMENT ITEMS

There were none.

LEGAL ITEMS

There were none.


OTHER BUSINESS

There were none.

ADJOURNMENT

Director Kirkwood has moved to adjourn the meeting at 6:55 p.m. Upon a second by Director King, a vote was taken, and the motion carried unanimously.

Respectfully submitted,



Secretary for the Meeting