

## RECORD OF PROCEEDINGS

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### MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE DEIKE ESTATES SPECIAL IMPROVEMENT DISTRICT HELD JUNE 13, 2024

A regular meeting of the Board of Directors of the Deike Estates Special Improvement District was held on June 13, 2024, at 9:00 a.m. The meeting was held virtually via Zoom teleconference.

In attendance were Directors:

Keith Dragoo	Treasurer/ Clerk	2027
Dan Dunstan	Director	2025

Also, in attendance were:

Dani Cyr; CGRS  
Ashly Dorey; Community Resource Services of Colorado

Call to Order/Declaration of a Quorum of the Board: The meeting was called to order at 9:11 a.m. A quorum of the Board was present.

Approval of Agenda: Director Dragoo moved to approve the agenda as presented. Upon second by Director Dunstan, a vote was taken, and the motion carried unanimously.

Engineering Items:

- a. **Water Meters:** Dani Cyr introduced herself to the Board. She will be taking over as Project Manager for Kristan Buck, who is no longer with CGRS. Dani is familiar with the Districts projects; she has been working alongside Ms. Buck for about a year. All water meters have been delivered and are being stored at the travel center in a locked room. Ms. Cyr spoke to Core and Main about installation and set up for the water meters, she is also working alongside AWWWS to set a date for installation. We're anticipating installation to begin at the end of June or beginning of July. The meters can be read manually if necessary for a short period before cellular setup is complete. Ms. Dorey added that Home on the Range has drilled their own well and have rerouted their restrooms to their own septic. They will make payments through May of 2024 and then be off the District systems altogether. Director Dunstan asked if the District could confirm they are no longer using water from the District. Ms. Cyr said yes, we can monitor that meter in the coming months and request they cap their lines if they have not yet done so. CGRS can cap the lines for them if requested. The Board agreed that Home on the Range will be responsible for the cost of capping their lines and should provide receipts for confirmation. Lastly, CGRS is going to try and return the water meter that was purchased for Home on the Range to recoup those funds.
- b. **Water Tower Improvements:** Ms. Cyr reviewed an initial email received from Chuck Graber with Maguire Water related to the water tower improvements. The Board would like to see the preliminary list of work

as offered, to assess the possibility of phasing out the work overtime. The Board also noted the coffee pot appurtenances are important and should be retained.

- c. Sewer Assessments: CGRS received email communication from WDEQ stating they are finalizing the settlement agreement and would like to schedule an inspection of the facility and the inputs to the facility within the next few weeks. Ms. Cyr responded about scheduling and has not yet heard back; she will reach out to follow up.
- d. Drain Field Improvements: Ms. Cyr noted there has not been much movement this past month on this project. They'll get working on it once we receive an inspection report back from WDEQ.

Administrative Items:

- a. Review and Approval of Minutes: After review, Director Dragoo moved to approve the minutes of the May 9, 2024, Regular Meeting and of the June 3, 2024, Special Meeting as presented. Upon second by Director Dunstan, a vote was taken, and the motion carried unanimously.
- b. Review and Approve Payables: The Board reviewed the current payables list. Director Dunstan moved to approve payables as presented. Upon a second by Director Dragoo, a vote was taken, and the motion was carried unanimously.
- c. Review and Approval of Unaudited Financial Statements: After review, Director Dragoo moved to approve the Unaudited Financial Statements ending May 31, 2024. Upon a second by Director Dunstan, a vote was taken, and the motion carried unanimously.
- d. Review of the 2024-2025 Proposed Budget: Ms. Dorey reviewed the proposed budget as it was submitted to the County and the Department of Audit. The Department of Audit has approved the proposed budget as presented. Ms. Dorey noted that publication for the Budget Hearing on July 11<sup>th</sup> has been requested. At this meeting the Board will want to finalize the budget to adopt within 3 business days. CRS will continue to fine tune the budget as we near that date.
- e. Consider Election of Officers: The Board has elected Director Dunstan to take the position of President.

Other Business:

- a. Delinquent Account Update: Ms. Dorey reviewed her previous communication with the delinquent customer and explained the current situation to the Board. The Board reviewed the balance and discussed a few options. The Board determined that the customer needs to be making payments of at least their current bill to avoid falling further behind and we can work towards a solution of collecting the balance owed. For now, the District will hold off from requiring the customer to install a new meter, and have a representative manually read the meter. However, the District will in the future require the customer to update their meter to be on the same network as all other customers.

Adjournment: With no further business, Director Dunstan moved to adjourn the meeting. Upon a second by Director Dragoo, a vote was taken, and the meeting was adjourned at 9:56 a.m.

Respectfully submitted,

*Ashly Dorey*

Ashly Dorey, Recording Secretary