

Westwood Lakes Water Board Meeting Minutes

March 10, 2016

Attendees:

President – Eric Keehn

Treasurer – Candy Amerine

Consultant – Terry Amerine

Secretary – Frances McLaurin

Member – Gina Wesolek

Water Operator – Marty Parrish

Location: People's National Bank Meeting Room, 651 Scott Ave, Woodland Park, CO

6:03 pm Meeting called to order by Eric Keehn

Public Comments

- No public comments.

Agenda Discussion

- Added POA fishing event to Board Discussion.

Consent Items/Financials

- Frances reviewed the minutes from the February 11, 2016 meeting and were they approved with update.
- Bookkeeper's Report – February, 2016 unaudited financial compilation: Presented by Candy. Candy is going to ask about Tax Basis wording in the financials.
- Check review-Reviewed the purpose for the check to Utility Notification Center of Colorado. They have to be called any time there is a dig.
- Account Status/Billing Issues-Eric motioned to place a lien on #189 for the amount of the past due bills plus fees and extra expense of travel and filings. Frances seconded the motion and it passed unanimously. Candy motioned to not waive the late fee for #52. It was agreed to educate and set up a payment plan. Eric seconded the motion and it passed unanimously.

Frances motioned to accept the Consent Items/Financials as presented. Gina seconded the motion and it passed unanimously.

Operator in Charge Report

- Marty reported that the plant and distribution systems are running well. The state inspection went well with no deficiencies to report. Discussed putting the change in Labs on the fills, website and bulletin board.

Old Business

- Rules & Regs-Reviewed Article VII to page 17.
- Infrastructure-Tabled
- Security Protocol-Locks installed on wells.
- Board Membership-Nothing new yet.
- 2016 Election-Board members will be sworn in on May 12, 2016 at People's National Bank and will have an election of offices at that time.
- Banking-All questions presented to People's National Bank were answered favorably. Candy motioned to move the checking account to People's National Bank from Vectra Bank. Gina seconded the motion and it passed unanimously.
- 2015 Audit-The letter of offer has been received back from the Auditor. Bob will load our books on a flash drive and Candy will deliver to the auditor.

- 2017 Budget-Board agreed to appoint Candy as the Budget Officer and Frances as the Assistant Budget Officer.

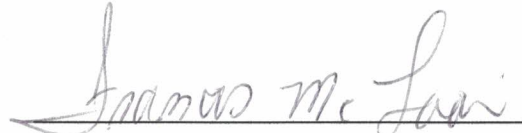
Board Discussion

- Board will discuss the Fishing Event with the POA to see what they want to do. The board will also check with other Water Districts to see how they handle fishing events.

Monthly Meeting Adjournment

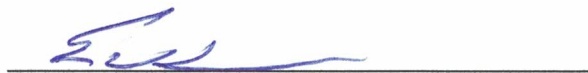
- Eric adjourned the meeting at 9:06 pm.

Respectfully submitted by:



Frances McLaurin, Secretary

Approved by:



Eric Keehn, President



Candy Amerine, Treasurer



Gina Wesolek, Board Member