

Westwood Lakes Water Board Monthly Meeting Minutes
July 10, 2024

Attendees:

President –	Brad Bowles	Treasurer –	Candy Amerine
Secretary –	Janelle Walzer	Operator In Charge –	Marty Parrish
Operator Coordinator –	Terry Amerine		

Location: Meeting was conducted virtually via Zoom Conferencing due to needing a remote working environment.

A quorum was present at this meeting.

Meeting called to order by Brad Bowles at 1:04 pm

Monthly Meeting Opening

- Public Comments – No members of the public attended.

Agenda Discussion

- None.

Consent Items/Financials

- Minutes of the regular Board Meeting for June 12, 2024 presented by Janelle Walzer.
 - All Board Members verbally approved the Minutes.
- Bookkeeper’s Report – Reviewed by Candy Amerine.
- Check Review – Reviewed by the board.
- Account Status/Billing Issues – Reviewed by Candy.
 - All documents regarding the Bookkeeper’s Report, Check Review, and Account Status/Billing Issues were reviewed and verbally approved by all Board Members.
 - The board discussed multiple outstanding accounts.

Brad made a motion to accept the above transactions agreed upon by the board and to accept the Consent Items/Financials for June 2024 as presented. Janelle seconded the motion and it passed unanimously.

Operator in Charge Report

Water plant and distribution systems are running great. Consumption levels of water are low; the city of Woodland Park did pull a few days last month. The leak we had at the end of May on Valley Lane has now been fixed as of July 10th. Marty is working on trouble shooting the bubbler in the lake and the pumphouse heaters.

Operations Coordinator Report

Terry responded to seven (7) 811 calls after conferring with the Water Operator. Terry worked on water main break on Valley Lane as well as alerting homeowners of the break. Terry spoke to 4 different homeowners regarding excessive water use. As of July meeting, we’ve issued 12 family fishing permits, 4 individual fishing permits, and 2 short term rental fishing permits. Terry worked on information requested for the annual audit. Terry attended an ADA meeting regarding website updates as well as worked on the website. Terry attended an annual SDA training.

Old Business

- Infrastructure – Discussion on the replacement of water main between two homes on Stillforest Lane. Update from POA regarding annual picnic – now happening at Memorial Park.
- Education Opportunities – Opportunities available online. Terry and Candy are attending an annual SDA workshop.

- Emergency Preparedness, What if? – Discussion of what if? – Planning with accountant’s office for back up planning. Discussion on fire hydrants as requested by POA.
- Meter/MTU Replacement – None.
- Website – Getting closer to ADA compliant.
- Audit 2023 – In process.
- Consumer Confidence Survey (CCR) – Completed.
- Service Line Inventory Survey – None.
- Lake Maintenance & Resources – Monthly lake maintenance occurring July 12th.
- Policy Working Draft – None.
- Rules & Regulations Working Draft – None.
- Resolutions Archive Working Draft – None.
- Planned Projects Working Draft – None.

New Business –

- **Eligibility Survey** -Candy submitted our reply to the Colorado Department of Health & Environment Drinking Water Revolving Fund for 2025
- **SDA Workshop Report** – Terry and Candy attended various different topics at the annual meeting.

Board Discussion:

- o **Action Steps:**
 - o Next work meeting will be July 31th at 1pm.
 - o Next regular monthly meeting will be August 14th at 1pm.

Monthly Meeting Adjournment

Brad adjourned the meeting at 2:06 pm.

Respectfully submitted by:

Janelle Walzer, Secretary

Approved by:

Brad Bowles, President

Janelle Walzer, Secretary

Candy Amerine, Treasurer
