

**Westwood Lakes Water Board Monthly Meeting Minutes**  
**June 11, 2025**

**Attendees:**

Interim President – Janelle Walzer  
Interim Secretary – Janelle Walzer  
Operator Coordinator – Terry Amerine

Interim Treasurer – Candy Amerine  
Member – Larry Weed  
Operator In Charge - Marty Parrish

**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 Janelle Walzer at 1:00 pm

**Monthly Meeting Opening**

- Public Comments – None.

**Agenda Discussions – None.**

**Consent Items/Financials**

- Minutes of the regular Board Meeting for May 14, 2025 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.

Janelle made a motion to accept the above transactions agreed upon by the board and to accept the Consent Items/Financials for May 2025 as presented. Candy seconded the motion, and it passed unanimously.

**Operator in Charge Report**

Marty reported that the water plant and distribution systems are running great. Marty reported that the City of Woodland Park stopped pulling water a couple of weeks ago; daily production is now around 28,000 gallons. Marty reprogrammed the V.F.D. drives on the air stripper and he hasn't had any issues with the plant starting on its own. Marty sent off water testing to the state in early June for annual compliance testing, results should come back next month.

**Operations Coordinator Report**

Terry responded to six (6) 811 calls after conferring with the Water Operator. Terry worked with landscape maintenance vendor on grass cutting around the lake. Terry confirmed delivery of CCR on portal. Terry met with lake maintenance vendor on treatments in the lake. Terry attended the fish delivery and the insurance valuation meeting with adjustor. There are two meters left to be replaced. Submitted cancellation paperwork needed for the May Election. Terry received positive fishing reports with many fish caught.

**Old Business**

- Infrastructure – None.
- Education Opportunities – All directors have been signed up for SDA workshops this month.

- Emergency Preparedness, What if? – Discussion of what if? – None.
- Lake Maintenance & Resources – See Operations Coordinator Report.
- Policy Working Draft – None.
- Rules & Regulations Working Draft – None.
- Resolutions Archive Working Draft – None.
- Management Resources – Discussion of items the board wanted to obtain a quote on.
- State Revolving Fund Eligibility Survey – 20 year wish list for possible funding needed, need to complete to be considered for it. Candy completed and submitted for the District.

#### **New Business –**

- Election of Officers-
  - o Candy made a motion to elect Larry as President of Westwood Lakes Water District. Janelle seconded the motion, and it passed unanimously.
  - o Janelle made a motion to elect Candy as Treasurer of Westwood Lakes Water District. Larry seconded the motion, and it passed unanimously.
  - o Larry made a motion to elect Janelle as Secretary of Westwood Lakes Water District. Larry seconded the motion, and it passed unanimously.
  - o Discussion of possible future board members.
  - o Minutes to reflect the changes to the BOD for the bank and to allow all 3 BOD's authorization on signature card.

#### **Board Discussion:**

- o **Action Steps –**
- 2025 meeting dates, times and agenda posting location:
  - o Regular meeting will be the 2<sup>nd</sup> Wednesday of the month at 1pm via Zoom.
    - July 9, August 13, September 10, October 8, November 12, December 10
  - o Work meeting will be last Wednesday of the month at 1pm via Zoom.
    - June 25, July 30, August 27, October 29, December 31
  - o 2026 Price Increase Public Hearing will be September 24 at 1pm via Zoom.
  - o 2026 Budget Public Hearings will be: 1<sup>st</sup> – November 19<sup>th</sup> at 1pm via Zoom, 2<sup>nd</sup> – December 8 at 1pm via Zoom.

#### **Monthly Meeting Adjournment**

Larry adjourned the meeting at 2:34 pm.

Respectfully submitted by:

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Janelle Walzer, Secretary

Approved by:

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Larry Weed, President

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Janelle Walzer, Secretary

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Candy Amerine, Treasurer