

Westwood Lakes Water Board Monthly Meeting Minutes
August 13, 2025

Attendees:

President – Larry Weed

Treasurer – Candy Amerine

Secretary – Janelle Walzer

Operator Coordinator – Terry Amerine

Operator In Charge - Marty Parrish (abs)

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 Larry Weed at 1:01 pm

Monthly Meeting Opening

- Public Comments – 1 guest in attendance.

Agenda Discussions – None.

Consent Items/Financials

- Minutes of the regular Board Meeting for July 9, 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.
 - Discussion to waive a late fee for an account. Candy made a motion to approve removal of the late fee. Larry seconded the motion, and it passed unanimously.

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

Operator in Charge Report

Marty reported that the water plant and distribution systems are running great. Earlier in August, Marty had to turn off and turn on the water at a house for a plumber to repair inside the line. Middle of the month, a homeowner hit a service line repairing their septic which caused the homeowners to be without water for a week until repairs were made and a new property shutoff was installed; Teller County Health Inspector had to approve water line and sewer repairs. Marty required the water line to be moved away from the sewer and double cased the line to meet industry standards which were approved by the health department. Vendor will be out working on the dam repairs to road damage during early August.

Operations Coordinator Report

Terry responded to four (4) 811 calls after conferring with the Water Operator. Terry worked on the 2026 price increase worksheet. Terry met with lake treatment vendor to discuss concerns. Terry worked on the contract with the new management company.

Old Business

- Infrastructure – Interview/meet and greet with new director. Larry made a motion to appoint Scott Smith as director until May of 2027. Candy seconded the motion, and it passed unanimously. An oath of office was given to Scott Smith by Larry Weed at 1:55pm to fill an open director position.
- Education Opportunities – SDA Conference occurs September 16-18.
- 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 – Transition to new management company began while working with current accounting firm.

New Business –

- Prep for 2026 Prices and Budgeting – tabled until next meeting due to time constraints.

Board Discussion:

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

Monthly Meeting Adjournment

Larry adjourned the meeting at 1:57 pm.

Respectfully submitted by:

Janelle Walzer, Secretary

Approved by:

Larry Weed, President

Janelle Walzer, Secretary

Candy Amerine, Treasurer

Vacant