

Westwood Lakes Water Board Monthly Meeting Minutes
January 8, 2025

Attendees:

President –	Brad Bowles	Treasurer – Candy Amerine
Secretary –	Janelle Walzer	Member – Larry Weed
Operator Coordinator –	Terry Amerine	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 Brad Bowles at 1:01 pm

Monthly Meeting Opening

- Public Comments – No members of the public in attendance.

Agenda Discussions

- None.

Consent Items/Financials

- Minutes of the regular Board Meeting for December 11, 2024 and 2025 Budget Meeting for November 20, 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 December 2024 as presented. Janelle seconded the motion and it passed unanimously.

Operator in Charge Report

Marty reported that the water plant and distribution systems are running great. The City of Woodland Park has not started taking water yet. After finding out in November that Valley Lane was already frozen, it was blown out and water has now been turned on. Marty has a vendor lined up to replace a bad pump on the air pump; replacement will not happen until middle of February. A vendor replaced a heater for the pumphouse. Marty will be ordering chemicals soon. Marty and Terry are working to install more meter replacements.

Operations Coordinator Report

Terry responded to six (6) 811 calls after conferring with the Water Operator. Terry worked on the budget and audit with Candy. Terry attended DEO training.

Old Business

- Infrastructure – 2025 Proposals:
 - Auditor – Janelle has requested information from potential new auditor which was presented to the board. Candy moved that the board requests the auditor interviewed for 2024 audit and approve spending of up to \$8,000 for new auditor. Brad seconded the motion and it passed unanimously.

- Accountant – Brad proposed motion that we accept the contract presented to us with the current account. Larry seconded the motion and it passed unanimously.
- Lake Maintenance – Brad made a motion that we accept the contract presented to us with the lake maintenance company used in 2024. Janelle seconded the motion and it passed unanimously.
- Education Opportunities – None.
- Emergency Preparedness, What if? – Discussion of what if? – None.
- Meter/MTU Replacement – A few more to complete. See Operator in Charge Report.
- Lake Maintenance & Resources – Voted on approving 2025 contract under infrastructure.
- Policy Working Draft – None.
- Rules & Regulations Working Draft – None.
- Resolutions Archive Working Draft – None.
- Planned Projects Working Draft – None.
- 2025 Budget – Posted on State website and has been given to Teller County office with the audit.
- 2025 Election – Terry will be sending out self-nomination requests soon for the May 6, 2025 election.

New Business –

- Designation of 2025 meeting dates, times and agenda posting location:
 - Regular meeting will be the 2nd Wednesday of the month at 1pm via Zoom.
 - February 12, March 12, April 9, May 14, June 11, July 9, August 13, September 10, October 8, November 12, December 10
 - Work meeting will be last Wednesday of the month at 1pm via Zoom.
 - February 26, March 26, April 30, May 28, June 25, July 30, August 27, October 29
 - 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.
- Transparency – Notice completed by Candy on December 30, 2024.
- Map Letter – Boundary letter did not change boundaries. Sent letter to Teller County on January 6, 2025, sent to the state on December 30, 2024.

Board Discussion:

- **Action Steps - None**

Monthly Meeting Adjournment

Brad adjourned the meeting at 2:49 pm.

Respectfully submitted by:

Janelle Walzer, Secretary

Approved by:

Brad Bowles, President

Janelle Walzer, Secretary

Candy Amerine, Treasurer