

**WEST DIVIDE WATER CONSERVANCY DISTRICT
818 Taughenbaugh Blvd., Suite 101
Rifle, Colorado 81650**

**MINUTES OF BOARD OF DIRECTORS MEETING
January 18, 2018**

CALL TO ORDER

The regular Board of Directors meeting was called to order at the District office at 9:00 a.m. by President Samuel B. Potter.

ROLL CALL

The following directors were present: President Samuel B. Potter, Vice President Dan R. Harrison, Treasurer Bruce E. Wampler, and Director Kelly Couey. Secretary Robert J. Zanella was absent. Also in attendance were Tammy Keenan, Office Manager; Wendy Ryan and Chris Manera, Colorado River Engineering, Inc.; Edward B. Olszewski, Counsel; Bill West, Water Commissioner; Griffin Appleton, Public.

PUBLIC COMMENT

There was no comment from the public.

MINUTES

Bruce E. Wampler moved the minutes of the December 14, 2017, meeting be approved as received; Dan R. Harrison seconded; motion carried.

FINANCE REPORT

Bills to be Paid: Bruce E. Wampler moved the attached list of bills be paid; Dan R. Harrison seconded; motion carried.

Financial Statements: Bruce E. Wampler moved the December 2017, Financial Statements prepared by Barnes, Pearson & Associates, LLC be accepted; Dan R. Harrison seconded; motion carried.

WATER CONTRACTS

Rhaun and Keta Cose; Bruce E. Wampler moved approval of this assignment from **Becky Warner**; 1 a.f., Colorado River, Domestic; seconded by Kelly Couey; motion carried.

Brian and Betsy Glade; Bruce E. Wampler moved approval of this assignment from **Allen Bruce Gentry**; 5.3 a.f., Fourmile Domestic; seconded by Kelly Couey; motion carried.

ROUNDTABLE REPORT

Received written and oral report from Dan R. Harrison.

WATER RESOURCES' REPORT

Bill West reported that Eddie Rubin would like to follow up with West Divides cancellation letter with a letter from the Division as well. The cancellation letter was reviewed and will be carbon copied to the Division with each letter.

Records are done.

Bill is still hoping for lots of snow to come, but at this point suggests that the valve be closed at the Alsbury reservoir. There are some errors in the readings from the digital satellite recorder. This could be due to moisture, frost or low batteries.

HYDROLOGISTS' REPORT

Received oral reports on pending projects from Wendy Ryan and Chris Manera.

Water watch and augmentation reports were handed out and discussed with Wendy Ryan.

Chris Manera discussed the cost estimates for Martin Reservoirs 1 & 3.

- Option 1: Complete replacement of outlet works
 - Cost of approximately \$40k

- Option 2: Engineering solutions are being explored to rehabilitate and seal the outlet pipe using CIPP (cured-in-place pipe).
 - CIPP would render the current gate valve unusable and would be replaced with a downstream gate valve.
 - Cost estimates are still being researched and can be provided when they are finalized.

ATTORNEY'S REPORT

Received written and oral report from counsel.

NEW BUSINESS

The next meeting is scheduled for February 15, 2018.

HOA/Subdivision policies were discussed. Three or more lot owners constitutes an HOA and 1 point of contact must be established.

DIRECTORS' COMMENTS

The directors are still considering whether to contribute to the Middle Colorado Integrated Water Management Plan.

The directors would like to research ACH payments for annual water contracts.

ADJOURN

Meeting adjourned at 12:10 p.m.

SIGNED:

A handwritten signature in blue ink, appearing to read "R. Zanella" with a stylized flourish at the end.

Robert J. Zanella, Secretary

ATTEST:

A handwritten signature in black ink, appearing to read "S. B. Potter" with a stylized flourish at the end.

Samuel B. Potter, President

GENERAL FUND

Num	Name	Memo	Account	Amount
DD1022	Zanella, Robert J	Director Fee	5020 · Director Fees	277.05
DD1021	Wampler, Bruce E	Director Fee	5230 · Directors' Expenses	374.25
DD1020	Keenan, Tamara S	Salary	5221 · Salary	2,297.66
5149	Couey, W. Kelly		5020 · Director Fees	286.77
5150	Harrison, Dan R.		5020 · Director Fees	330.51
5151	Potter, Samuel		5020 · Director Fees	509.45
5152	Colorado Department of Revenue	4th Qtr 2017 State Withholding	2210-Colorado With. Payable	297.00
5153	Colorado State Treasurer	4th Qtr 2017 State Unemployment	2215-Colo Unemployment Payable	31.12
5154	Tammy S. Keenan	Jan 2018	5396 · Janitorial	75.00
5155	Bookcliff Professional Building, LLC	Escrow	5394 · Rent-Prop.Taxes/Ins/Utilities	200.00
	Bookcliff Professional Building, LLC	Jan Rent	5395 · Rent--Office unit	877.66
516	CEBT	TSK Health Ins	5222 · Medical Insurance--Employer	728.72
5157	Barnes, Pearson & Associates, LLC	Dec Financial Prep	5150 · Accounting	590.00
5158	Stop Gap*, LLC	Annual Receivables	5150 · Accounting	297.50
5159	CNA Surety	Officers/Employee Bond pd through 2018	5600 · Ins.--Officers' Blanket Bond	638.95
5160	Capital One, F.S.B.	Postage	5300 · Postage/Box Rent/Etc.	52.88
	Capital One, F.S.B.	Christmas Snacks	5100 · Office Supplies	25.78
	Capital One, F.S.B.	Century Link	5390 · Telephone & Internet	82.12
	Capital One, F.S.B.	Intuit Support and Annual Payroll update	5100 · Office Supplies	424.95
5161	Olszewski, Massih & Maurer, P.C.	General Legal	5280 · Legal	518.00
	Olszewski, Massih & Maurer, P.C.	Water Rights	5280 · Legal	280.00
eft	Electronic Federal Tax Payment System	84-0976632	2205-FICA/MED/FWT Payable	909.84
				10,105.21

GENERAL STORED WATER

Num	Name	Memo	Account	Amount
2274	Olszewski, Massih & Maurer, P.C.	Area A	7047 · Legal--General	315.00
	Olszewski, Massih & Maurer, P.C.	Opp to GWS	7047 · Legal--General	140.00
	Olszewski, Massih & Maurer, P.C.	Contracts	7047 · Legal--General	126.00
	Olszewski, Massih & Maurer, P.C.	Kendig	7052 · Legal -- Kendig Reservoir	22.50
2275	Colorado River Engineering, Inc.	Bd Mtg, Accounting	7032 · Hydrology--General	3,155.00
	Colorado River Engineering, Inc.	Release to Sunlight	7036 · Hydrology--Martin Reservoirs	570.00
				4,328.50

FOURMILE

Num	Name	Memo	Account	Amount
1791	Olszewski, Massih & Maurer, P.C.	General	8050 · Legal--General	769.00
1792	Garfield County Clerk & Recorder	Memorandum recording	8070 · Memorandum Recording Fees	26.00
1793	Black Bear Ranch, LLLP	2018 Hughes Res.	8090 · Water Lease--Price, Ber., Zilm	919.71
1794	Elk Meadows Properties, LLC	2018 Minimum fee	8090 · Water Lease--Price, Ber., Zilm	919.71
	Elk Meadows Properties, LLC	2017 a.f. fee	8090 · Water Lease--Price, Ber., Zilm	5,634.21
1795	Zilm, William M. and Charlotte B.	acre foot pymt for 2017	8090 · Water Lease--Price, Ber., Zilm	5,634.21
	Zilm, William M. and Charlotte B.	minimum pymt for 2018	8090 · Water Lease--Price, Ber., Zilm	919.71
				<u>14,822.55</u>

Handwritten initials/signature

SILT INTERCONNECT

Num	Name	Memo	Account	Amount
395	Open Heart LLP	2018 Annual Payment	7300 · Roberts Pipeline	1,132.80
				<u>1,132.80</u>

Handwritten initials/signature

GRAND TOTAL 30,389.06