

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

**MINUTES OF BOARD OF DIRECTORS MEETING
October 19, 2017**

CALL TO ORDER

The regular Board of Directors meeting was called to order at the District office at 10:00 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, Secretary Robert J. Zanella and Director Kelly Couey were both absent. Also in attendance were Tammy Keenan, Office Manager; Wendy Ryan, Colorado River Engineering, Inc.; Edward B. Olszewski, Counsel; Richard Van Gytenbeek, Trout Unlimited and Laurie Rink, Middle Colorado Watershed Council; Tiffanie Rudow and Lyndie Pearson, CPA.

PUBLIC COMMENT

There was no comment from the public.

INTEGRATED WATER MANAGEMENT PLAN

Laurie Rink with Middle Colorado Watershed Council (MCWC) provided the board with information about the Water Restoration grant program that (MCWC) will be applying for in November. Laurie has asked for West Divides support.

MINUTES

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

2018 BUDGETS

Lyndie Pearson presented drafts of the 2018 budgets for the General Fund, General Stored Water Enterprise Fund, the Fourmile Enterprise Fund and the Silt Interconnect Enterprise Fund. Discussion and revisions followed. Lyndie will update the budgets for a second review at the November meeting and final adoption at the December meeting. Bruce E. Wampler moved approval of the Budget Preparation letter from Barnes, Pearson & Associates, LLC; seconded by Dan R. Harrison; letter was approved.

WATER CONTRACTS

Roger Neal; Bruce E. Wampler moved approval of this water allotment contract, 1 a.f., Fourmile; seconded by Dan R. Harrison; motion carried.

John & Edith Aguirre; Bruce E. Wampler moved approval of this water allotment contract, 1 a.f., Colorado River, Domestic; seconded by Dan R. Harrison; motion carried.

Jeffrey Huber and Angela Worthen: assignment from **William and Diana Erickson:** Bruce E. Wampler moved approval of this assignment, 1 af, Domestic, Silt Interconnect; seconded by Dan R. Harrison; motion carried.

Peter and Amy Waaraniemi: assignment from **John Grosvenor and Kara O'Connor:** Bruce E. Wampler moved approval of this assignment, 1 af, Domestic, Silt Interconnect; seconded by Dan R. Harrison; motion carried.

ROUNDTABLE REPORT

Received written and oral report from Dan R. Harrison of the September 25, 2017 meeting. The next meeting will be November 20, 2017

HYDROLOGISTS' REPORT

Received oral report on pending projects from Wendy Ryan.

MARTIN RESERVOIRS: Staff gages will be installed by the end of the month. At the time of installation the headgates to the reservoirs will be opened and the stream headgate will closed. The measuring device will be cleared on the Zilm Transfer Ditch at this time as well.

OMWA/OMSCO releases started September 13, 2017. The Augmentation requirement is 12.4 AF. Martin Reservoir # 1 released 3 AF and Martin Reservoir # 2 released 9.8 AF for a total of 12.8 AF. Should any water remain in Martin Reservoir # 2 at the time of the installation, it will be released.

PIONEER DITCH: Ditch ownership is still unknown and will require further investigation.

ATTORNEY'S REPORT

Received written and oral report from counsel.

NEW BUSINESS

The next meeting is scheduled for November 13, 2017 at 10:00 a.m.

ADJOURN

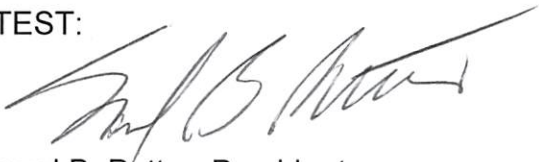
Meeting adjourned at 12:45 p.m.

SIGNED:

A handwritten signature in blue ink, appearing to read "R. Zanella for".

Robert J. Zanella, Secretary

ATTEST:

A handwritten signature in black ink, appearing to read "S. B. Potter".

Samuel B. Potter, President

GENERAL FUND

Num	Name	Memo	Account	Amount
DD1015	Keenan, Tamara S	Direct Deposit	5221 - Salary	2,297.67
5123	Couey, W. Kelly		5020 - Director Fees	296.49
5124	Harrison, Dan R.		5020 - Director Fees	566.29
5125	Potter, Samuel		5020 - Director Fees	309.45
DD1016	Wampler, Bruce E	Direct Deposit	5020 - Director Fees	341.85
DD1017	Zanella, Robert J	Direct Deposit	5020 - Director Fees	467.14
5126	Bookcliff Professional Building, LLC	Escrow	5394 - Rent-Prop.Taxes/Ins/Utilities	200.00
5126	Bookcliff Professional Building, LLC	Nov Rent	5395 - Rent--Office unit	854.00
5127	Tammy S. Keenan	Oct 2017	5396 - Janitorial	75.00
5128	CEBT	700.96 of this will be credited next month	5222 - Medical Insurance--Employer	1,346.30
5128	CEBT	JM Cobra	1575 - Insurance due from Janet	631.00
5129	Barnes, Pearson & Associates, LLC	Aug Financial Prep	5150 - Accounting	590.00
5130	Colorado Department of Revenue	03-91472	2210-Colorado With. Payable	237.00
5131	Olszewski, Massih & Maurer, P.C.	General Legal	5280 - Legal	644.00
5131	Olszewski, Massih & Maurer, P.C.	Water Rights	5280 - Legal	56.00
5132	Capital One, F.S.B.	Postage	5300 - Postage/Box Rent/Etc.	35.03
5132	Capital One, F.S.B.	Century Link	5390 - Telephone & Internet	120.93
5132	Capital One, F.S.B.	Toner, Paper	5100 - Office Supplies	462.24
5132	Capital One, F.S.B.	Quickbooks support	5100 - Office Supplies	89.95
eft	Electronic Federal Tax Payment System	84-0976632	2205-FICA/MED/FWT Payable	955.72
5133	Colorado State Treasurer	State Unemployment	5226- Umemployment tax	27.34
				10,603.40

GENERAL STORED WATER

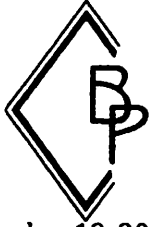
Num	Name	Memo	Account	Amount
2260	Olszewski, Massih & Maurer, P.C.	Contracts	7047 - Legal--General	28.00
2260	Olszewski, Massih & Maurer, P.C.	Alsburly Diligence	7047 - Legal--General	168.00
2260	Olszewski, Massih & Maurer, P.C.	Area A	7047 - Legal--General	961.00
2260	Olszewski, Massih & Maurer, P.C.	Emails	7052 - Legal -- Kendig Reservoir	90.00
2260	Olszewski, Massih & Maurer, P.C.	Opp to GWS	7047 - Legal--General	112.00
2261	Garfield County Clerk and Recorder	Memorandums	7070 - Memorandum Recording Fees	31.00
2262	Colorado River Engineering, Inc.	Bd Mtg, new contracts, CO Water Plan Grant	7032 - Hydrology--General	3,826.03
2262	Colorado River Engineering, Inc.	Site visit memo	7034 - Hydrology--Alsburly	60.00
2262	Colorado River Engineering, Inc.	Site visit, staff gage estimates, memo, data entry	7036 - Hydrology--Martin Reservoirs	1,415.00
				6,691.03

SILT INTERCONNECT

Num	Name	Memo	Account	Amount
391	Olszewski, Massih & Maurer, P.C.	General	7801 - Legal	140.00
				140.00

FOURMILE

Num	Name	Memo	Account	Amount
1784	Olszewski, Massih & Maurer, P.C.	General	8050 - Legal--General	2,177.00
1785	Garfield County Clerk & Recorder	Memorandum recording	8070 - Memorandum Recording Fees	18.00
1786	Colorado River Engineering, Inc.	General	8030 - Hydrology	940.00
				3,135.00
				20,569.43



Barnes, Pearson & Associates, LLC

CERTIFIED PUBLIC ACCOUNTANTS

September 19, 2017

Board of Directors
West Divide Water Conservancy District

We appreciate the opportunity to assist you with the preparation of the 2018 budget for the West Divide Water Conservancy District. To minimize the possibility of a misunderstanding between us, we are setting forth pertinent information about the services we will perform for you.

The budget preparation will encompass the following funds:

1. General Fund
2. General Stored Water
3. Silt Interconnect
4. Four Mile

We will prepare the following with respect to your budgets:

1. We will prepare the budget in a format acceptable to the Division of Local Governments.
2. We will perform the calculations relating to the specific revenue limitations - TABOR limitations and the 5.5% limitation.
3. We will provide Tammy with a format for completing the 2017 budget column with draft figures.
4. Once we receive the budget numbers from Tammy, we will input those in to the budget worksheet and will supply a draft budget for review and discussion at the October Board meeting.
5. A Final budget will be submitted for approval at the December Board meeting. This will be subject to the final review of updated valuations that are generally received from the counties at the beginning of December.

West Divide Water Conservancy District (WDWCD) will prepare the following:

1. Tammy will supply the 2017 budget numbers for our input into the draft for Board review.
2. WDWCD will prepare the notification for the public notice.
3. Once the budget is final, WDWCD will complete all other required forms and submit the appropriate documentation to the respective counties and state.

Fees for the above listed services will be based upon the amount of time required at our standard billing rate plus out-of-pocket expenses. All invoices are due and payable upon presentation.

We will be pleased to discuss this letter with you at any time. If the forgoing is in accordance with your understanding, please sign the copy of this letter in the space provided and return it to us.

Sincerely,

Barnes, Pearson & Associates, LLC

Approved:

Board Member Signature

Sam B. Pearson Pres.

Printed Name

Title

10/19/17

Date

Telephone (970) 384-0400 • Fax (970) 384-0406

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