

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

**MINUTES OF BOARD OF DIRECTORS MEETING  
February 23, 2017**

**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, Director Kelly Couey, Secretary Robert J. Zanella, absent. Also in attendance were Tammy Keenan, Office Manager; Wendy Ryan and Chris Manera, Colorado River Engineering, Inc.; Edward B. Olszewski, Counsel; Water Commissioners Bill West.

**PUBLIC COMMENT**

There was no comment from the public.

**MINUTES**

Bruce E. Wampler moved the minutes of the January 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, with removal of Silt Interconnect Miller Lane pump; Dan R. Harrison seconded; motion carried.

**Blair 2016 Audit Letter:** Bruce E. Wampler moved the attached letter be signed: Dan R. Harrison seconded: motion carried.

**WATER CONTRACTS**

**Claudia Chavez;** Bruce E. Wampler moved approval of this water allotment contract, 1 a.f., Silt Interconnect, Domestic; seconded by Kelly Couey; motion carried.

**Trevor and Cori Rider;** Bruce E. Wampler moved approval of this water allotment contract, 1 a.f., Silt Interconnect, Commercial; seconded by Kelly Couey; motion carried.

**Big R Lot Owners Association;** Bruce E. Wampler moved approval of this water allotment contract, 9.97 a.f., Colorado River, Commercial; seconded by Kelly Couey; motion carried.

ROUNDTABLE REPORT

The next roundtable meeting will be March 27, 2017.

WATER RESOURCES' REPORT

Bill West reported on the snowpack levels, still above average.

HYDROLOGISTS' REPORT

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

**Alsbury Diligence:** The reports have been turned over to Edward B. Olszewski.

Water usage reports from November to February were handed out and reviewed. Wendy Ryan noticed that the database needed to be cleaned up, adding new fields and tables to simplify the reports. The board has agreed to have Wendy Ryan work on cleaning up the database.

ATTORNEY'S REPORT

Received written and oral report from counsel.

NEW BUSINESS

The next meeting is scheduled for March 16, 2017.

DIRECTORS' COMMENTS

Dave Merrit with the Colorado River District is retiring.  
The vacancy on the roundtable (Louis Meyer) has been filled by Mike Samson.

ADJOURN

Meeting adjourned at 10:55 a.m.

SIGNED:

  
Robert J. Zanella, Secretary

ATTEST:

  
Samuel B. Potter, President

## GENERAL FUND

Num	Name	Memo	Account	Amount
5048	CEBT		2100 · Payroll Liabilities	700.96
5048	CEBT	TSK	5222 · Medical Insurance--Employer	645.34
5048	CEBT	JM COBRA	5223 · Medical Insurance Dependent	631.00
EFT	Electronic Federal Tax Payment System	84-0976632	2205-FICA/MED/FWT Payable	552.94
5049	Barnes, Pearson & Associates, LLC	2017 Budget	5150 · Accounting	2,650.00
5049	Barnes, Pearson & Associates, LLC	Attend Board Mtgs	5150 · Accounting	735.00
5049	Barnes, Pearson & Associates, LLC	Dec & Jan Financial Statements	5150 · Accounting	1,080.00
5049	Barnes, Pearson & Associates, LLC	4th Qtr PR Reports & 1099s	5150 · Accounting	420.00
5050	Wilson Water Group	Attend Meeting	5260 · Hydrology	500.00
5051	Olszewski, Massih & Maurer, P.C.	General Legal	5280 · Legal	369.00
5052	Capital One, F.S.B.	Postage	5300 · Postage/Box Rent/Etc.	15.99
5052	Capital One, F.S.B.	Century Link	5390 · Telephone & Internet	120.71
5052	Capital One, F.S.B.	office supplies	5100 · Office Supplies	34.99
5052	Capital One, F.S.B.	Annual Web Hosting	5100 · Office Supplies	120.00
5052	Capital One, F.S.B.	Deep Rock	5100 · Office Supplies	18.25
5053	Bookcliff Professional Building, LLC	Escrow	5394 · Rent-Prop. Taxes/Ins/Utilities	200.00
5053	Bookcliff Professional Building, LLC	March Rent	5395 · Rent--Office unit	854.00
5053	Bookcliff Professional Building, LLC	Feb Rent	5395 · Rent--Office unit	106.75
5054	Stop Gap*, LLC	Annual Receivables	5150 · Accounting	717.50
5055	Potter, Samuel	Christmas for TSK	5230 · Directors' Expenses	100.00
5056	Keenan, Tamara S		5221 · Salary	1,291.07
5057	Colorado River Engineering, Inc	Google map review	5397 · Website	120.00
5058	Club 20	2017 Membership	5240 - Dues/Registration	200.00
5059	Tammy Keenan	Feb Janitorial	5396- Janitorial	75.00
				12,258.50



### GENERAL STORED WATER

Num	Name	Memo	Account	Amount
2218	Wilson Water Group	General	7032 · Hydrology--General	281.25
2219	Olszewski, Massih & Maurer, P.C.	General	7047 · Legal--General	590.00
2219	Olszewski, Massih & Maurer, P.C.	Contracts	7047 · Legal--General	385.00
2219	Olszewski, Massih & Maurer, P.C.	Alsbury Diligence	7047 · Legal--General	1,638.00
2219	Olszewski, Massih & Maurer, P.C.	Area A	7047 · Legal--General	990.50
2219	Olszewski, Massih & Maurer, P.C.	Legislation	7047 · Legal--General	1,064.00
2219	Olszewski, Massih & Maurer, P.C.	Elam	7047 · Legal--General	42.00
2219	Olszewski, Massih & Maurer, P.C.	Opp to GWS	7047 · Legal--General	378.00
2220	Garfield County Clerk and Recorder	Memorandums	7070 · Memorandum Recording Fees	68.00
2221	Colorado River Engineering, Inc.	Update EAP	7034 · Hydrology--Alsbury	600.00
2221	Colorado River Engineering, Inc.	Attend Bd Mtg, Budget Review	7032 · Hydrology--General	2,902.25
				8,939.00

*Handwritten initials/signature in blue ink.*

### FOURMILE

Num	Name	Memo	Account	Amount
1761	Greenwald Children's Irrevocable Trust	Refund of 25% of 2017 fee paid on 2400 · Due to Greenwald Trust		4,325.50
1762	Olszewski, Massih & Maurer, P.C.	General	8050 · Legal--General	602.00
				4,927.50

*Handwritten initials/signature in blue ink.*

### SILT INTERCONNECT

Num	Name	Memo	Account	Amount
371	Silt Water Conservancy District	Joint Agreement	7200 · SWCD Joint Project Legal	3,030.34
372	Silt Water Conservancy District	Miller Lane Pump	7100 · SWCD Operating Expenses	1,005.15
373	Garfield County Clerk & Recorder	Memorandum	8000 · Memorandum Recording Fees	42.00
				4,077.49
<b>GRAND TOTAL</b>				<b>30,202.49</b>

*Request more detail*  
*Handwritten initials/signature in blue ink.*

West Divide Water Conservancy District  
Bills to Be Paid  
3.16.17

**GENERAL FUND**

Num	Name	Memo	Account	Amount
5060	Stop Gap*, LLC	Annual Receivables	5150 · Accounting	332.50
5061	Capital One, F.S.B.	Postage	5300 · Postage/Box Rent/Etc.	165.53
5061	Capital One, F.S.B.	Century Link	5390 · Telephone & Internet	120.48
5061	Capital One, F.S.B.	toner and paper	5100 · Office Supplies	200.76
5061	Capital One, F.S.B.	Deep Rock	5100 · Office Supplies	11.12
5062	Barnes, Pearson & Associates, LLC	Feb	5150 · Accounting	540.00
5063	Tammy S. Keenan	March 2017	5396 · Janitorial	75.00
5064	Bookcliff Professional Building, LLC	Escrow	5394 · Rent-Prop.Taxes/Ins/Utilities	200.00
5064	Bookcliff Professional Building, LLC	April Rent	5395 · Rent--Office unit	854.00
5065	Olszewski, Massih & Maurer, P.C.	General Legal	5280 · Legal	350.00
5066	CEBT		2100 · Payroll Liabilities	700.96
5066	CEBT	JM COBRA	5223 · Medical Insurance Dependent	631.00
5066	CEBT	TSK	5222 · Medical Insurance--Employer	645.34
5067	Keenan, Tamara S		5221 · Salary	1,291.07
EFT	Electronic Federal Tax Payment System	84-0976632	2205-FICA/MED/FWT Payable	552.94
				6,670.70

**GENERAL STORED WATER**

Num	Name	Memo	Account	Amount
2222	Silt Mesa Interconnect Enterprise Fund	Bryndilson	2050 · Due to Other Funds	330.00
2223	Silt Mesa Interconnect Enterprise Fund	Collins	2050 · Due to Other Funds	330.00
2224	Fourmile Creek Enterprise #1414008197	Garfield County Road & Bridge	1400 · Due From 4-mile	770.00
2225	Key/Susan Pfeifer Family Revocable Trust	overpayment on annual water invoi	1200 · Accounts Receivable	25.00
2226	Nisbet, Don and Janice	Refund overpayment - annual invoir	1200 · Accounts Receivable	7.60
2227	Fourmile Creek Enterprise #1414008197	Deposited into wrong account	Transfer of funds	6,473.30
2228	Colorado River Water Conservation Distric	Ruedi II 100 a.f contract	7074 · CRWCD--Ruedi II	18,300.00
2228	Colorado River Water Conservation Distric	Ruedi II 900 a.f option	7040 · Insurance--Gen Liability	16,470.00
2229	Colorado River Water Conservation Distric	Wolford	7076 · CRWCD--Wolford	310.00
2230	General Fund	1st Q Reimbursement	7061 · Accounting Fees Proration	3,660.00

West Divide Water Conservancy District  
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2230	General Fund	1st Q Reimbursement	7064 · Directors Fees Proration	2,277.25
2230	General Fund	1st Q Reimbursement	7063 · Office Rent Proration	2,537.75
2230	General Fund	1st Q Reimbursement	7062 · Personnel Service Proration	7,336.25
2231	Olszewski, Massih & Maurer, P.C.	General	7047 · Legal--General	690.50
2231	Olszewski, Massih & Maurer, P.C.	CRWCD	7047 · Legal--General	35.00
2231	Olszewski, Massih & Maurer, P.C.	Alsbury Diligence	7047 · Legal--General	1,498.00
2231	Olszewski, Massih & Maurer, P.C.	Area A	7047 · Legal--General	780.00
2231	Olszewski, Massih & Maurer, P.C.	Legislation	7047 · Legal--General	1,260.00
2231	Olszewski, Massih & Maurer, P.C.	Elam	7047 · Legal--General	112.00
2231	Olszewski, Massih & Maurer, P.C.	Opp to GWS	7047 · Legal--General	28.00
2231	Olszewski, Massih & Maurer, P.C.	Martin Reservoirs	7049 · Legal--Martin Reservoirs	70.00
2231	Olszewski, Massih & Maurer, P.C.	Contracts	7047 · Legal--General	343.00
2231	Olszewski, Massih & Maurer, P.C.	Amendment to Aug Plan	7047 · Legal--General	70.00
2232	Garfield County Clerk and Recorder	Memorandums	7070 · Memorandum Recording Fees	13.00
2233	Colorado River Engineering, Inc.	Update EAP	7034 · Hydrology--Alsbury	2,127.50
2233	Colorado River Engineering, Inc.	Attend Bd Mtg, Budget Review	7032 · Hydrology--General	4,957.50
2233	Colorado River Engineering, Inc.	Diligence Map	7031 · Hydrology -- WD proj Diligence	200.00
				<u>71,011.65</u>

### FOURMILE

Num	Name	Memo	Account	Amount
1763	General Fund #1414008103	1st Q Reimbursement	8056 · Rent--office Space Proration	618.75
1763	General Fund #1414008103	1st Q Reimbursement	8058 · Accounting Fees Proration	892.50
1763	General Fund #1414008103	1st Q Reimbursement	8057 · Directors fees Proration	555.25
1763	General Fund #1414008103	1st Q Reimbursement	8059 · Personnel Service Proration	1,789.00
1764	Olszewski, Massih & Maurer, P.C.	General	8050 · Legal--General	637.00
				<u>4,492.50</u>

### SILT INTERCONNECT

Num	Name	Memo	Account	Amount
374	General Fund 1414008103	1st Q Reimbursement	8100 · Rent--Office Space Proration	353.50
374	General Fund 1414008103	1st Q Reimbursement	8200 · Personnel Service Proration	1,022.25
374	General Fund 1414008103	1st Q Reimbursement	8400 · Directors Fees Proration	317.25
374	General Fund 1414008103	1st Q Reimbursement	8300 · Accounting Fees Proration	510.00
375	Garfield County Clerk & Recorder	Memorandum	8000 · Memorandum Recording Fees	26.00
376	Olszewski, Massih & Maurer, P.C.	General	7801 · Legal	105.00
377	Bureau of Reclamation	Carriage of non-project water in Silt	7010 · Warren Act/Non-Project Water	1,881.14
				<u>4,215.14</u>

GRAND TOTAL 86,389.99