

MINUTES OF THE REGULAR BOARD MEETING
PARK FOREST WATER DISTRICT
September 11, 2019
Regular Board Meeting

A Regular meeting of the Board of Directors of the Park Forest Water District (referred to hereafter as the "Board") was held on Wednesday the 11th of September at 6:00 p.m. at the District Office, located at 7340 McFerran Rd, Colorado Springs, Colorado 80908. The meeting was open to the public in accordance with: CO Rev Stat § 24-6-402 (2016).

President Pam Sekac called the meeting to order at 6:08 p.m.

Board Members Present: Pam Sekac, Tim Connelly, Jason Kerekes, Elizabeth Hautman.

PFWD Staff Present: Lynn Willow.

Visitors: None.

Brief discussion on effects of homes in residential areas being used as event centers through Air BNB and VRBO and STR.

Review of Minutes: Review of the minutes of July 10th, 2019. Elizabeth motioned to accept the minutes with minor changes. Pam seconded. Approved. Review of the minutes of August 14th, 2019. Elizabeth motioned to accept the minutes as presented. Jason seconded. Approved.

Treasurer's Report: Treasurer's Report was presented by Jason.

- A couple of insufficient funds checks were addressed.
- Discussion on insurance payout for legal fees.
- Discussion on correcting signatures for online banking.

A motion to accept the treasurer's report was made by Pam, seconded by Elizabeth. Approved.

Invoice Processing: A motion to accept the vendor list for payment of \$17748.17 was made by Pam, seconded by Elizabeth. Approved.

Bookkeeper Report:

- The tax liability due September 11, 2019 has been paid.
- MVE and BHE have been paid.
- Audit is complete on our end, waiting for auditor to complete their part.
- Transfer needed soon, the account is getting low.
- A customer called concerning their high water bill, from a sprinkler leak. Discussion about payment options.
- A rental customer had checks returned for insufficient funds. PFWD sent a letter stating that future invoicing will be made directly to the owner of the property.
- A customer had their check returned for insufficient funds and will be contacted.

ORC/Operator Report: The ORC report was presented by Lynn Willow.

- Bac-T samples were negative for this month
- Divers cleaned both tanks this month.
- Negotiating bids for capital improvement projects. Discussion on contractor prices.
- System flushing and hydrant exercising has been completed.
- Discussion on remote water meters.
- Discussion on capital improvement projects for 2019/2020.

Pam motioned to do pipe replacement on Mathews Road, this fall. Elizabeth seconded.

Approved.

Secretary's Report: There was nothing of importance to report.


Other Business:

- Discussion on the budget meeting time (Monday the 16th suggested).
- Discussion on commercial water rates.
- Discussion on raising tap fees.
- Discussion on Water General bulk water fees.
- Discussion on lawsuits, CASAS was granted yet another extension.

Adjournment: A motion to adjourn the meeting at 8:16 PM. was made by Tim.
Seconded by Elizabeth. Approved.

The next scheduled regular meeting will be held on Wednesday October 9th, 2019 at Administration Building located at 7340 McFerran Road at 6:00 PM.

Signed:

 _____, Secretary