

**MINUTES OF THE REGULAR BOARD MEETING
PARK FOREST WATER DISTRICT
July 12, 2017**

President Pam Sekac called the meeting to order at 7:09 p.m.

Board Members Present: Pam Sekac, Tim Connelly, Jason Kerekes, Roger Lage and Megan Johnson

PFWD Staff Present: Bill Stedman and Lynn Willow

Visitors: none

Visitor Comments:

Review of Minutes: The minutes of the June 14, 2017, Regular Board Meeting were submitted. A motion to accept the minutes was made by Roger Lage, seconded by Pam Sekac. Approved.

Treasurer's Report: See enclosed report posted to Park Forest Water District's website. (please refer to <http://www.pfwd.org/Pages/FinancialStatements.aspx> June 2017)

Audit Review: A review of the Audit was completed by the board. Recommendations were made for future and will be a part of the Board budget creation process.

A motion to approve the 2016 Audit was made by Roger Lage, seconded by Tim Connelly, Approved.

Additional items:

- Water sales are on target thus far
- Electricity analysis
- Overall budget is on target with suggestions on line items that are over or under budget at the 6 month mark
- Credit card recommendations and research will be ongoing
- New website should be live in Nov/Dec 2017
- Water General information added to the audit information
- Changes will made to acceptable payment forms will be changed in the rules and regulations

A motion to approve the financials and Treasurer's report was made by Megan Johnson, seconded by Roger age, Approved.

Invoice Processing: The list of invoices for processing was reviewed prior to the board meeting by board members. A motion to pay the bills was made by Tim Connelly, seconded by Jason Kerekes, Approved.

Bookkeeper/Office Manager Report: The report was sent to the Board for review prior to the board meeting.

- Customer service procedure was reviewed for unpaid bills
- Residential and Commercial Real Estate sales/foreclosures were reviewed
- A Board Member will represent the district at the SDA meeting in Keystone in the Fall

A motion to transfer \$17,000 to the Farmers State Bank Capital account from the ColoTrust Capital Improvement Account for June 2017 capital expenditures was made by Roger Lage seconded by Tim Connelly, Approved

ORC/Operator Report: The report was sent to the Board for review prior to the board meeting by Lynn Willow.

- The main line mapping project is completed
- Additional valves and a hydrant has been completed on Thomas Road and Teachout/McFerran
- Water quality tests conducted from home taps, results showed water of good quality
- Mainline repairs continuing
- Drinking Water Quality report was submitted to the Board from the State of Colorado
- Over all, the system is operating well.

Secretary's Report:

- Yellow pages directory offer- the Board decided against paying to add our information
- El Paso County Clerk and Recorder asking if we need to be a part of the November Elections, we do not have an election scheduled for this year.
- EL Paso Clerk and Recorder survey was received in regards to allowing another Liquor License allowed in the shops at Burgess and Black Forest- The board will respond in favor of this application.

Old Business:

Action Item List:

- Audit completed

New Business:

- None at this time

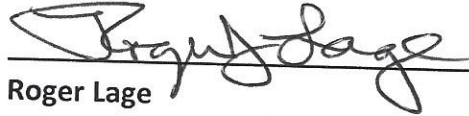
Adjournment: A motion to adjourn the meeting at 9:16 p.m. was made by Roger Lage, seconded by Tim Connelly, Approved.

The next regular meeting will be held on Wednesday Aug 9, 2017 at 7:00 pm at the PFWD Administration building, located at 7340 McFerran Road.

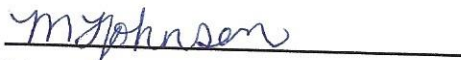
THESE MINUTES ARE APPROVED AS THE OFFICIAL
JULY 12, 2017 REGULAR MEETING MINUTES OF THE
PARK FOREST WATER DISTRICT BY THE BOARD OF
DIRECTORS SIGNING BELOW:



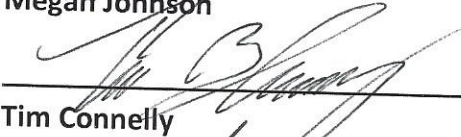
Pam Sekac



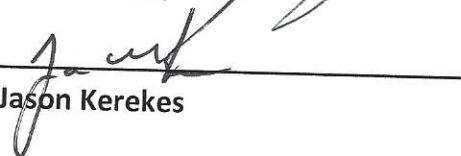
Roger Lage



Megan Johnson



Tim Connelly



Jason Kerekes

Signature page for the July 12, 2017 Regular Meeting Minutes