

MINUTES OF THE REGULAR BOARD MEETING
PARK FOREST WATER DISTRICT
June 14, 2017

President Pam Sekac called the meeting to order at 7:05 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: Ron Arms

Visitor Comments: sitting in on meeting

Review of Minutes: The minutes of the May 10, 2017, Regular Board Meeting were submitted. A motion to accept the minutes was made by Tim Connelly, seconded by Roger Lage. 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> May 2017)

Additional items:

- Water sales are on target thus far
- Audit is ongoing, recommendations made for our budget tracking within the year
- A report of Quickbooks was presented: the annual payroll license expires 6/23/17. It was recommended that this not be renewed. The Board concurred
- Credit card and bank account research and recommendations will be ongoing
- Email change recommendations and webhosting were suggested

As of May 31, 2017

Water Sales	\$ 66,581.31
Administrative Expenses	\$ 67,606.95
Operating Expenses	\$ 34,376.60
Total Administrative and Operating Expenses	\$101,983.55
Net Operating Income/(Loss):	-\$35,402.24

A review of the financial statements and a request to complete forecasting with next month's data was completed.

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

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

- Customer service was reviewed for unpaid bills
- Water bill format changes were discussed with the board; format change will now include water usage
- The annual SDA Conference will be held in Keystone September 13-15, 2017. Roger Lage indicated he would be interested in attending.

A motion to transfer \$7000 to the Farmers State Bank Checking account from the ColoTrust Capital Improvement Account for June 2017 capital expenditures was made by Tim Connelly seconded by Pam Sekac, 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 almost complete
- Pumping schedule is changing to reduce KWH usage
- Water quality tests conducted from home taps, results will be in next month
- Over all, the system is operating well.

Secretary's Report:

- No mail or other communications to report this month

Old Business:

Action item list

- Preliminary audit planning
- Capital spending limit
- Special meeting June 28th, 2017 to review the audit

New Business:

- Water sale discussed, legal recommendations and potential leases/sales discussed

A motion to request our lawyer to take the next step in leasing some of our adjudicated water rights with potential customers was made by Roger Lage, seconded by Tim Connelly, Approved.

Adjournment: A motion to adjourn the meeting at 9:22 p.m. was made by Megan Johnson, seconded by Tim Connelly, Approved.

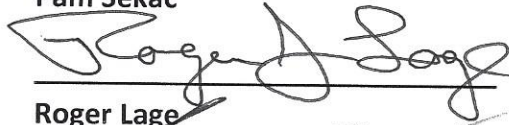
A special meeting will be held on Wednesday, June 28, 2017 at 7:00 pm to discuss and approved the 2016 audit report.

The next regular meeting will be held on Wednesday July 12th, 2017 at 7:00 pm at the PFWD Administration building, located at 7340 McFerran Road.

THESE MINUTES ARE APPROVED AS THE OFFICIAL
JUNE 14, 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 June 14, 2017 Regular Meeting Minutes