

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

**MINUTES OF BOARD OF DIRECTORS MEETING  
January 16, 2020**

**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, Secretary Richard L. McNeill and Director Kelly Couey was absent. Also in attendance were Tammy Keenan, Office Manager; Wendy Ryan, Colorado River Engineering, Inc.; Edward B. Olszewski, Counsel; Water Commissioner Bill West.

**PUBLIC COMMENT**

There was no comment from the public.

**MINUTES**

Bruce E. Wampler moved the minutes of the December 12, 2019, meeting be approved with changes; Richard L. McNeill seconded; motion carried.

**FINANCE REPORT**

**Bills to be Paid:** Bruce E. Wampler moved the attached list of bills be paid; Richard L. McNeill seconded; motion carried.

**Financial Statements:** Bruce E. Wampler moved the December 2019, Financial Statements prepared by Barnes, Pearson & Associates, LLC be accepted; Richard L. McNeill seconded; motion carried.

**WATER CONTRACTS**

**Kevin Rosette;** Bruce E. Wampler moved approval of this water allotment contract, 1 a.f., domestic, General Stored Water; seconded by Richard L. McNeill; motion carried.

**Ryan May;** Bruce E. Wampler moved approval of this water allotment contract, 1 a.f., domestic, General Stored Water; seconded by Richard L. McNeill; motion carried.

**John Schneider;** Bruce E. Wampler moved approval of this amendment, from 1.1 a.f., to 1.0 a.f. Colorado River, Domestic; seconded by Richard L. McNeill; motion carried.

ROUNDTABLE REPORT

The next Roundtable meeting will be January 27, 2020.

WATER RESOURCES' REPORT

Bill West discussed the snow pack levels.

HYDROLOGISTS' REPORT

Water Watch and Augmentation reports were provided and discussed.

Received oral report on pending projects from Wendy Ryan.

**WARE & HINDS DITCH SHARES**

Wendy provided a report of the due diligence on the shares for sale. After further review and discussion the board has decided they are not currently interested in purchasing these water rights.

ATTORNEY'S REPORT

Received written and oral report from counsel.

NEW BUSINESS


The next meeting is scheduled for February 20, 2020.

The Ag Expo is February 1, 2020.

ADJOURN

Meeting adjourned at 12:05 p.m.

SIGNED:

  
Richard L. McNeill, Secretary

ATTEST:

  
Samuel B. Potter, President

### GENERAL FUND

Num	Name	Memo	Account	Amount
5364	Pinnacol Assurance	2020 Premium	1550 · Prepaid Insurance	4.00
5365	Olszewski, Massih & Maurer, P.C	General Legal	5280 · Legal	337.50
5366	Capital One, F.S.B.	Postage	5300 · Postage/Box Rent/Etc.	28.94
5366	Capital One, F.S.B.	Adobe	5100 · Office Supplies	14.99
5366	Capital One, F.S.B.	Century Link	5390 · Telephone & Internet	137.04
5366	Capital One, F.S.B.	QB Payroll updates & Support	5100 · Office Supplies	729.65
5367	Stop Gap*, LLC	Annual Receivables	5150 · Accounting	789.06
5368	CEBT	TSK Health Ins	5222 · Medical Insurance--Employer	876.42
5369	Barnes, Pearson & Associates, LL	Nov Financial	5150 · Accounting	625.00
5370	CNA Surety	Stop Gap	5600 · Ins. <sup>Public Officials</sup> Officers' Blanket Bond	638.95
5371	Club 20	2019 membership dues	5240 · Dues/Registration	200.00
5372	Deep Rock	Water	5100 · Office Supplies	31.92
5373	Bookcliff Professional Building, LL	Escrow	5394 · Rent-Prop.Taxes/Ins/Utilities	200.00
5373	Bookcliff Professional Building, LL	Rent	5395 · Rent--Office unit	926.34
5361	Couey, W. Kelly		5020 · Director Fees/expenses	287.49
5362	Harrison, Dan R.		5230 · Directors' Expenses	96.86
DD10€	McNeill, Richard L	Direct Deposit	5020 · Director Fees/expenses	310.11
5363	Potter, Samuel		5230 · Directors' Expenses	141.52
5363	Potter, Samuel		5230 · Directors' Expenses	200.00
DD10€	Wampler, Bruce E	Direct Deposit	5020 · Director Fees/expenses	381.45
DD10€	Keenan, Tamara	Direct Deposit	5221 - Salary	2,337.62
eft	Colorado Department of Revenue	03-91472	2210-Colorado With. Payable	265.00
eft	Colorado State Treasurer	UITR 4th QTR 2019 529737-(	5226 · Unemployment Tax	34.80
5374	Colo. Special Districts Property & I	Auto 2019	1550 · Prepaid Insurance	197.00
5374	Colo. Special Districts Property & I	E & O 2019	1550 · Prepaid Insurance	487.00
5374	Colo. Special Districts Property & I	Prop & Liab 2019	1550 · Prepaid Insurance	1,101.00
eft	American Funds		2227 · Simple IRA Payable\ER	92.50
eft	American Funds		2227 · Simple IRA Payable\EE	215.83
EFT	Electronic Federal Tax Payment	S 84-0976632	2205-FICA/MED/FWT Payable	801.46
				12,489.45

### GENERAL STORED WATER

Num	Name	Memo	Account	Amount
2379	Silt Mesa Interconnect Enterprise	Brynidlson - deposited into wrc 1023	Alpine Checking- Stored Water	330.00
2380	Colorado River Engineering, Inc.	Bd Mtg, General	7032 · Hydrology--General	3,810.00
2380	Colorado River Engineering, Inc.	mtgs, apps, review	7033 · Hydrology--Crystal River	1,290.00
2380	Colorado River Engineering, Inc.	Seepage calcs and reports	7034 · Hydrology--Alsbury	600.00
2381	Olszewski, Massih & Maurer, P.C.	Directors	7047 · Legal--General	367.50
2381	Olszewski, Massih & Maurer, P.C.	Water rights	7047 · Legal--General	247.50
2381	Olszewski, Massih & Maurer, P.C.	Area A	7047 · Legal--General	592.50
2381	Olszewski, Massih & Maurer, P.C.	Oppt to GWS	7047 · Legal--General	412.50
2381	Olszewski, Massih & Maurer, P.C.	Crystal River	7048 · Legal--Crystal River	120.00
2381	Olszewski, Massih & Maurer, P.C.	Opp to RF Properties	7047 · Legal--General	390.00
2381	Olszewski, Massih & Maurer, P.C.	Contracts	7047 · Legal--General	90.00
2382	Colo Special Districts	Property & L Reservoir Liability	1510 · Prepaid Insurance	5,138.00
2383	Garfield County Clerk and Recorder	Memorandums	7070 · Memorandum Recording Fees	74.00
				13,462.00

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### FOURMILE

Num	Name	Memo	Account	Amount
1866	Zilm, William M. and Charlotte B.	acre foot pymt for 2019	8090 · Water Lease--Price, Ber., Zilm	6,236.45
1866	Zilm, William M. and Charlotte B.	minimum pymt for 2020	8090 · Water Lease--Price, Ber., Zilm	970.99
1867	Black Bear Ranch, LLLP	2020 Hughes Res.	8090 · Water Lease--Price, Ber., Zilm	970.99
1868	Elk Meadows Properties, LLC	2020 Minimum fee	8090 · Water Lease--Price, Ber., Zilm	970.99
1868	Elk Meadows Properties, LLC	2019 a.f. fee	8090 · Water Lease--Price, Ber., Zilm	6,236.45
1869	Greenwald Children's Irrevocable	Refund of 25% of 2020 fee pai	2400 · Due to Greenwald Trust	4,325.50
1870	Olszewski, Massih & Maurer, P.C.	General	8050 · Legal--General	562.50
1870	Olszewski, Massih & Maurer, P.C.	Martin Reservoir Diligence	8053 · Legal -- Martin Reservoirs	105.00
1871	Colorado River Engineering, Inc.	Analysis of capacity, gen	8030 · Hydrology	817.50
1871	Colorado River Engineering, Inc.	Cost estimate for Martin 1	8033 · Hydrology -- Martin # 1 & 2	245.00
				21,441.37

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### SILT INTERCONNECT

Num	Name	Memo	Account	Amount
445	Olszewski, Massih & Maurer, P.C.	Rifle Creek Diligence	7801 · Legal	252.00
446	Colorado River Engineering, Inc.	Rifle Creek Winter Ops	7802 · Hydrology	60.00
447	Garfield County Clerk & Recorder	Memorandum	8000 · Memorandum Recording Fees	13.00
448	Silt Water Conservancy District	10 % of fees and admin	7100 · SWCD Operating Expenses	3,983.39
449	Open Heart LLP	2020 Annual Payment	7300 · Roberts Pipeline	1,195.96
				5,504.35

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### GRAND TOTAL

52,897.17

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

**MINUTES OF BOARD OF DIRECTORS MEETING  
February 20, 2020**

**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, Secretary Richard L. McNeill and Director Kelly Couey was absent. Also in attendance were Tammy Keenan, Office Manager; Wendy Ryan Colorado River Engineering, Inc.; Edward B. Olszewski, Counsel; Water Commissioners Bill West and Glen Lund.

**PUBLIC COMMENT**

There was no comment from the public.

**MINUTES**

Bruce E. Wampler moved the minutes of the January 16, 2020, meeting be approved as received; Richard L. McNeill seconded; motion carried.

**FINANCE REPORT**

**Bills to be Paid:** Bruce E. Wampler moved the attached list of bills be paid; Richard L. McNeill seconded; motion carried.

**Financial Statements:** Bruce E. Wampler moved the January 2020, Financial Statements prepared by Barnes, Pearson & Associates, LLC be accepted; Richard L. McNeill seconded; motion carried.

**Blair and Associates Management Letter:** Bruce E. Wampler moved and directed the President to accept and sign the management letter; Richard L. McNeill seconded; motion carried.

**Barnes Pearson and Rudow, PC Engagement Letter:** Bruce E. Wampler moved and directed the President to accept and sign the engagement letter; Richard L. McNeill seconded; motion carried.

### WEBSITE PROPOASL

Align Multimedia, LLC proposed a generic outline of services they could provide with a new website. The board discussed different formats and ideas and has requested a more detailed proposal based on their specific needs.

### WATER CONTRACTS

**Zachary and Morgan Lyon and Hemp Collective, LLC;** Bruce E. Wampler approval of this assignment from **Terry Ostrom;** 1 a.f. General Stored Water, Domestic; seconded by Richard L. McNeill; motion carried.

**Chris Shaw and Chris Shaw 2;** This amendment from 1 contract to 2, each contract for 1af of water, total dwelling units 5, 14,500 sq. ft irrigation and 2 animals remains the same; was tabled for further information.

### ROUNDTABLE REPORT

Received written and oral report from Dan R. Harrison of the past meeting. Jason Turner is the new chairman and the next meeting will be March 23, 2020.

### WATER RESOURCES' REPORT

Jake DeWolfe and Wendy Ryan discussed augmentation plans on Threemile and Fourmile.

### HYDROLOGISTS' REPORT

Water Watch and Augmentation reports were provided and discussed.

Received oral report on pending projects from Wendy Ryan.

### CRYSTAL RIVER

Colorado River Engineering continues to work on WSRF updates for CWCB staff to present to the board in March. They have also met with several environmental groups to educate them on our efforts. There are several meetings scheduled in March to present information to various groups.

### ATTORNEY'S REPORT

Received written and oral report from counsel.

### NEW BUSINESS

The next meeting is scheduled for March 19, 2020.

Marilyn Latham has resigned.

**ADJOURN**

Meeting adjourned at 12:00 p.m.

SIGNED:

Richard L. McNeill, Secretary

ATTEST:

Samuel B. Potter, President



**Blair**  
and  
**Associates P.C.**

CERTIFIED PUBLIC ACCOUNTANTS AND CONSULTANTS

January 23, 2020

To Board of Directors and Management  
West Divide Water Conservancy District  
818 Taughenbaugh Blvd., Suite 101  
Rifle, Colorado 81650

We are pleased to confirm our understanding of the services we are to provide West Divide Water Conservancy District for the year ended December 31, 2019. We will audit the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information, including the related notes to the financial statements, which collectively comprise the basic financial statements of West Divide Water Conservancy District as of and for the year ended December 31, 2019. Accounting standards generally accepted in the United States of America provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement West Divide Water Conservancy District's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to West Divide Water Conservancy District's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by U.S. generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

- 1) Management's Discussion and Analysis.
- 2) Budgetary Comparison Information for the General Fund.

We have also been engaged to report on supplementary information other than RSI that accompanies West Divide Water Conservancy District's financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America, and we will provide an opinion on it in relation to the financial statements as a whole, in a separate written report accompanying our auditor's report on the financial statements or in a report combined with our auditor's report on the financial statements:

- 1) Budgetary Comparison Schedules – Budget to Actual for Enterprise Funds.

**Audit Objective**

The objective of our audit is the expression of opinions as to whether your financial statements are fairly presented, in all material respects, in conformity with generally accepted accounting principles and to report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America and will include tests of the accounting records and other procedures we consider necessary to enable us to express such opinions. We will issue a written report upon completion of our audit of West Divide Water Conservancy District's financial statements. Our report will be addressed to Board of Directors of West Divide Water Conservancy District. We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions or add emphasis-of-matter or other-matter paragraphs. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or may withdraw from this engagement.

**Audit Procedures—General**

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested.

Collice P. Blair, Jr., CPA, CFE

105 S.E. Frontier, Suite A • Cedaredge, Colorado 81413  
Phone 970/856-7550 • Fax 970/856-2122  
peteblaircpa@yahoo.com  
www.BandACPAS.com

MEMBERS  
Colorado Society CPA's  
American Institute of CPA's  
Association of Certified  
Fraud Examiners  
Governmental Audit Quality Center



An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements may exist and not be detected by us, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing standards. In addition, an audit is not designed to detect immaterial misstatements, or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform the appropriate level of management of any material errors, fraudulent financial reporting, or misappropriation of assets that comes to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will require certain written representations from you about the financial statements and related matters.

#### **Audit Procedures—Internal Control**

Our audit will include obtaining an understanding of the government and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. An audit is not designed to provide assurance on internal control or to identify deficiencies in internal control. Accordingly, we will express no such opinion. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards.

#### **Audit Procedures—Compliance**

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of West Divide Water Conservancy District's compliance with the provisions of applicable laws, regulations, contracts, and agreements. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion.

#### **Other Services**

We will also assist in preparing the financial statements of West Divide Water Conservancy District in conformity with U.S. generally accepted accounting principles based on information provided by you. We will perform the services in accordance with applicable professional standards. The other services are limited to the financial statement services previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

#### **Management Responsibilities**

Management is responsible for designing, implementing, and maintaining effective internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, including monitoring ongoing activities; for the selection and application of accounting principles; and for the preparation and fair presentation of the financial statements in conformity with U.S. generally accepted accounting principles.

Management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, (2) additional information that we may request for the purpose of the audit, and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements.

Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws and regulations.

You are responsible for the preparation of the supplementary information in conformity with U.S. generally accepted accounting principles. You agree to include our report on the supplementary information in any document that contains and indicates that we have reported on the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon or make the audited financial statements readily available to users of the supplementary information no later than the date the supplementary information is issued with our report thereon. Your responsibilities include acknowledging to us in the representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

You agree to assume all management responsibilities for financial statement preparation services and any other nonaudit services we provide; oversee the services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of the services; and accept responsibility for them.

#### Engagement Administration, Fees, and Other

The audit documentation for this engagement is the property of Blair and Associates, P.C. and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to regulatory agencies or their designees. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Blair and Associates, P.C. personnel. Furthermore, upon request, we may provide copies of selected audit documentation to regulatory agencies or their designees. The regulatory agencies or their designees may intend or decide to distribute the copies or information contained therein to others, including other governmental agencies.

Pete Blair is the engagement partner and is responsible for supervising the engagement and signing the report or authorizing another individual to sign it.

Our fee for these services will be at our standard hourly rates plus out-of-pocket costs (such as report reproduction, word processing, postage, travel, copies, telephone, etc.) except that we agree that our gross fee, including expenses will not exceed \$7,500. Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. In accordance with our firm policies, work may be suspended if your account becomes 30 days or more overdue and may not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our report. You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date of termination. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

We appreciate the opportunity to be of service to West Divide Water Conservancy District and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

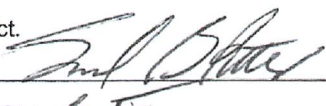
Very truly yours,

*Blair and Associates, P.C.*

RESPONSE:

This letter correctly sets forth the understanding of West Divide Water Conservancy District.

Management signature: 

Governance signature: 

Title: Office Manager

Title: Partner

Date: 2/20/2020

Date: 2/20/2020



# Barnes Pearson & Rudow PC

*Guiding you beyond tax season*

January 1, 2020

West Divide Water Conservancy District  
P.O. Box 1478  
Rifle, CO 81650

You have requested that we prepare the 2020 monthly financial statements of West Divide Water Conservancy District, which comprise the Statement of Assets, Liabilities, and Shareholder's Equity- modified cash Basis, and the related Statement of Revenues and Expenses-modified cash basis for the period then ended. We are pleased to confirm our acceptance and understanding of this engagement to prepare the financial statements of West Divide Water Conservancy District by means of this letter.

## **Our Responsibilities**

The objective of our engagement is to prepare financial statements in accordance with the modified cash basis of accounting based on information provided by you. We will conduct our engagement in accordance with Statements on Standards for Accounting and Review Services (SSARSs) promulgated by the Accounting and Review Services Committee of the AICPA and comply with AICPA's Code of Professional Conduct, including the ethical principles of integrity, objectivity, professional competence, and due care.

We are not required to, and will not, verify the accuracy or completeness of the information you will provide to us for the engagement or otherwise gather evidence for the purpose of expressing an opinion or a conclusion. Accordingly, we will not express an opinion or a conclusion or provide any assurance on the financial statements.

Our engagement cannot be relied upon to identify or disclose any financial statement misstatements, including those caused by fraud or error, or to identify or disclose any wrongdoing within the entity or noncompliance with laws and regulations.

## **Management Responsibilities**

The engagement to be performed is conducted on the basis that management acknowledges and understands that our role is to prepare financial statements in accordance with the modified cash basis of accounting.

Management has the following overall responsibilities that are fundamental to our undertaking the engagement to prepare your financial statements in accordance with SSARSs:

Over for Signature

- a. The design, implementation, and maintenance of internal controls relevant to the preparation of financial statements that are free from material misstatement whether due to fraud or errors
- b. The prevention and detection of fraud
- c. To ensure that the entity complies with the laws and regulations applicable to its activities
- d. The accuracy and completeness of the records, documents, explanations, and other information, including significant judgments, you provide to us for the engagement to prepare financial statements
- e. To provide us with:
  - i. Documentation, and other related information that is relevant to the preparation and presentation of the financial statements,
  - ii. Additional information that may be requested for the purpose of the preparation of the financial statements, and
  - iii. Unrestricted access to persons within West Divide Water Conservancy District of whom we determine necessary to communicate.

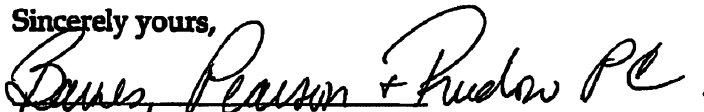
The financial statements will not be accompanied by a report. You understand and agree that the financial statements will clearly indicate that no assurance is provided on them.

**Other Relevant Information**

Fees for preparation of the financial statements will be \$645 per month. All invoices are due and payable upon presentation.

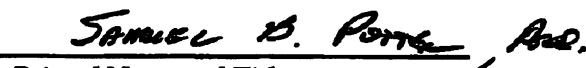
Please sign and return the attached copy of this letter to indicate your acknowledgement of, and agreement with, the arrangements for our engagement to prepare the financial statements described herein, and our respective responsibilities.


Sincerely yours,

  
Barnes Peatson & Rudow PC

Acknowledged and agreed on behalf of West Divide Water Conservancy District:

  
Signature

  
Printed Name and Title

  
Date

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

**MINUTES OF BOARD OF DIRECTORS MEETING  
April 16, 2020**

**CALL TO ORDER**

The regular Board of Directors meeting was called to order at the District office at 9:10 a.m. by President Samuel B. Potter.

Bruce E. Wampler moved to proceed with meeting through a zoom teleconference; Richard L. McNeill seconded; motion carried.

**ROLL CALL**

The following directors were present: President Samuel B. Potter, Vice President Dan R. Harrison, Treasurer Bruce E. Wampler, Secretary Richard L. McNeill and Director Kelly Couey. Also in attendance were Tammy Keenan, Office Manager; Wendy Ryan, Colorado River Engineering, Inc.; Edward B. Olszewski, Counsel; Water Commissioners Bill West and Glen Lund; and Chris Treese, public.

**PUBLIC COMMENT**

There was no comment from the public.

**MINUTES**

Bruce E. Wampler moved the minutes of the February 20, 2020, meeting be approved as received; Richard L. McNeill seconded; motion carried.

**FINANCE REPORT**

**Bills to be Paid:** Bruce E. Wampler moved the attached list of bills for March be ratified and the attached list of bills for April be paid; Richard L. McNeill seconded; motion carried.

**Financial Statements:** Bruce E. Wampler moved the February 2020, Financial Statements prepared by Barnes, Pearson & Associates, LLC be accepted; Richard L. McNeill seconded; motion carried.

**Blair and Associates Management Letter and Bank Balance Verifications:** Bruce E. Wampler moved and directed the President to accept and sign the engagement letter and bank balance verifications; Richard L. McNeill seconded; motion carried.

**WATER CONTRACTS**

**Guy and Sarah Ryan;** Bruce E. Wampler moved approval of this assignment from **Kevin Rosette**; 1.00 a.f. General Stored Water, Domestic; seconded by Richard L. McNeill; motion carried.



**Central Aggregates;** Bruce E. Wampler moved approval of this water allotment contract, 1 a.f., commercial, General Stored Water; seconded by Richard L. McNeill; motion carried.

**Brittany Shankle Kerlin;** Bruce E. Wampler moved approval of this water allotment contract, 1 a.f., domestic, General Stored Water; seconded by Kelly Couey; motion carried. Roll call vote: Samuel B. Potter -- abstained; Dan R. Harrison -- yes; Bruce E. Wampler-- yes; Kelly Couey -- yes; Richard L. McNeill -- yes; Contract approved.

**Orchard Creek Ranch, LLC;** Bruce E. Wampler moved approval of this water allotment contract, 1 a.f., domestic, General Stored Water; seconded by Richard L. McNeill; motion carried.

Bruce E. Wampler moved the following contracts be cancelled effective today's date, per reasons in italics; seconded by Richard L. McNeill; motion carried.

CANCELLED CONTRACTS

**All American Hemp Company, LLC** **1.00 af**  
006 Powerline Road, Rifle, CO 81650  
Contract #090618SGT(b)(H)  
*Non payment*

**Greg Tamburello** **1.00 af**  
0362 Panoramic Drive  
Silt, CO 81652  
Contract # 180816GT(a)  
*Requested cancellation -- never drilled a well, new owners aren't interested*

**Karen and Richard Haff** **1.00 af**  
46535 Hwy 6  
Glenwood Springs, CO 81601  
Contract #190117KRH(a)  
*Requested cancellation -- not able to build ADU at this time*

**Fogel, Lyman** **1.00 af**  
501 Ingersoll Lane  
Silt, CO 81652  
Contract #S090219LDF(a)  
*Requested cancellation -- not able to build ADU at this time*

**Harris, Roger** **1.00 af**  
0536 Odin Drive  
Silt, CO 81652  
Contract #S120517SRH(a)  
*Requested cancellation - bad well*

**Donofrio, Donna** **1.00 af**

0303 Piedmont Rd  
Glenwood Springs, CO 81601  
Contract #F060921FDD(a)  
*Requested cancellation – no longer have yorkie business*

ROUNDTABLE REPORT

The March 23, 2020 meeting was cancelled.

HYDROLOGISTS' REPORT

Water Watch and Augmentation reports were provided and discussed.

Received oral report on pending projects from Wendy Ryan.

**CRYSTAL RIVER**

The CRE contract with CRWCD will be finalized at the April board meeting and CWCB is waiting to issue the purchase order until the Water Plan grant is approved at the May board meeting.

**MARTIN RESERVOIRS**

Depending on the snow levels CRE will perform a site visit within the next few weeks.

ATTORNEY'S REPORT

Received written and oral report from counsel.

NEW BUSINESS

The next meeting is scheduled for May 21, 2020.

FICO Leases: we have leased 15 shares so far

DIRECTORS' COMMENTS

The director's discussed future meetings procedures during the COVID 19 pandemic.

ADJOURN

Meeting adjourned at 10:40 a.m.



ATTEST:

Samuel B. Potter, President

SIGNED:



Richard L. McNeill, Secretary

West Divide Water Conservancy District-General Fund  
Bills to be Paid  
March 19, 2020

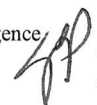
GENERAL FUND

Num	Name	Memo	Account	Amount
DD1064	Keenan, Tamara S	Direct Deposit	5221 · Salary	2,337.63
5382	Bookcliff Professional Building, LLC	Escrow	5394 · Rent-Prop.Taxes/Ins/Utilities	200.00
5382	Bookcliff Professional Building, LLC	Rent	5395 · Rent--Office unit	926.34
5383	Capital One, F.S.B.	Postage	5300 · Postage/Box Rent/Etc.	30.79
5383	Capital One, F.S.B.	Adobe	5100 · Office Supplies	14.99
5383	Capital One, F.S.B.	Century Link	5390 · Telephone & Internet	135.74
5383	Capital One, F.S.B.	Notary Renewal	5100 · Office Supplies	10.00
5383	Capital One, F.S.B.	Notary Stamp, journal, pens	5100 · Office Supplies	109.26
5383	Capital One, F.S.B.	Freedom stamped envelopes	5300 · Postage/Box Rent/Etc.	667.05
5384	Stop Gap*, LLC	Annual Receivables	5150 · Accounting	210.00
5385	CEBT	TSK Health Ins	5222 · Medical Insurance--Employer	876.42
5386	Mountain Valley Technology, Inc	Email issues	5100 · Office Supplies	216.00
5387	Deep Rock	Water	5100 · Office Supplies	28.79
5388	Barnes, Pearson & Rudow, PC	Feb Financials	5150 · Accounting	645.00
eft	American Funds		2227 · Simple IRA Payable ER	92.50
eft	American Funds		2227 · Simple IRA Payable EE	215.83
eft	Electronic Federal Tax Payment System	84-0976632	2205-FICA/MED/FWT Payable	\$663.74
5389	Olszewski, Massih & Maurer, P.C.	General Legal	5280 · Legal	664.00
				<u>8,044.08</u>




GENERAL STORED WATER

Num	Name	Memo	Account	Amount
2388	General Fund	1st Q Reimbursement	7061 · Accounting Fees Proration	2,905.50
2388	General Fund	1st Q Reimbursement	7064 · Directors Fees Proration	1,911.50
2388	General Fund	1st Q Reimbursement	7063 · Office Rent Proration	1,729.25
2388	General Fund	1st Q Reimbursement	7062 · Personnel Service Proration	6,744.00
2389	Colorado River Engineering, Inc.	Bd Mtg, General,	7032 · Hydrology--General	2,957.50
2390	Garfield County Clerk and Recorder	Memorandums	7070 · Memorandum Recording Fees	43.00
2391	Colorado River Water Conservation Distric 900 A.F		7074 · CRWCD--Ruedi II	17,820.00
2392	Colorado River Water Conservation Distric 10 A.F.		7076 · CRWCD--Wolford	350.00
2393	Colorado River Water Conservation Distric 100 A.F.		7074 · CRWCD--Ruedi II	19,800.00
2394	Bureau of Reclamation	05WC40660	1500 · Prepaid Water Lease	1,881.14
2395	Olszewski, Massih & Maurer, P.C.	Area A	7047 · Legal--General	528.00
2395	Olszewski, Massih & Maurer, P.C.	Opp to GWS	7047 · Legal--General	240.00
2395	Olszewski, Massih & Maurer, P.C.	Crystal River	7048 · Legal--Crystal River	328.00
2395	Olszewski, Massih & Maurer, P.C.	Opp to RF Properties	7047 · Legal--General	520.00
2395	Olszewski, Massih & Maurer, P.C.	Contracts	7047 · Legal--General	200.00
2395	Olszewski, Massih & Maurer, P.C.		7046 · Legal--WD project Diligence	336.00
				<u>58,293.89</u>




West Divide Water Conservancy District-General Fund  
 Bills to be Paid  
 March 19, 2020

FOURMILE

Num	Name	Memo	Account	Amount
1865	General Fund #1414008103	1st Q Reimbursement	8056 · Rent--office Space Proration	485.25
1865	General Fund #1414008103	1st Q Reimbursement	8058 · Accounting Fees Proration	536.25
1865	General Fund #1414008103	1st Q Reimbursement	8057 · Directors fees Proration	815.25
1865	General Fund #1414008103	1st Q Reimbursement	8059 · Personnel Service Proration	1,892.25
1872	Olszewski, Massih & Maurer, P.C.	General	8050 · Legal--General	368.00
				<u>4,097.00</u>

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*[Handwritten initials]*

SILT INTERCONNECT

Num	Name	Memo	Account	Amount
452	Colorado River Engineering, Inc.	Rifle/Elk Creek Diligence	7802 · Hydrology	1,740.00
453	Olszewski, Massih & Maurer. P.C.	Rifle Creek Diligence	7801 · Legal	2,176.00
454	General Fund 1414008103	1st Q Reimbursement	8100 · Rent--Office Space Proration	330.00
454	General Fund 1414008103	1st Q Reimbursement	8200 · Personnel Service Proration	1,286.50
454	General Fund 1414008103	1st Q Reimbursement	8400 · Directors Fees Proration	364.75
454	General Fund 1414008103	1st Q Reimbursement	8300 · Accounting Fees Proration	554.25
				<u>6,451.50</u>
			GRAND TOTAL	<u>76,886.47</u>

*[Handwritten signature]*  
*[Handwritten initials]*

West Divide Water Conservancy District-General Fund  
Bills to be Paid  
April 16, 2020

Num	Name	Memo	Account	Amount
DD1065	Keenan, Tamara S	Direct Deposit	5221 · Salary	2,337.62
5392	Harrison, Dan R.		5020 · Director Fees	466.26
DD1066	McNeill, Richard L	Direct Deposit	5020 · Director Fees	343.17
5393	Potter, Samuel		5020 · Director Fees	652.70
DD1067	Wampler, Bruce E	Direct Deposit	5020 - Director Fees	346.65
5391	Couey, W. Kelly		5020 · Director Fees	277.05
eft	Electronic Federal Tax Payment System 84-0976632		2205-FICA/MED/FWT Payable	954.46
eft	Colorado Department of Revenue 03-91472		2210-Colorado With. Payable	306.00
eft	American Funds		2227 · Simple IRA Payable	92.50
eft	American Funds		2227 · Simple IRA Payable	215.83
eft	Colorado State Treasurer	UITR 1st QTR 2019 529737-(	5226 · Unemployment Tax	35.00
5390	Olszewski, Massih & Maurer, P.C.	General Legal	5280 · Legal	912.00
5394	Bookcliff Professional Building, LLC	Escrow	5394 · Rent-Prop.Taxes/Ins/Utilities	200.00
5394	Bookcliff Professional Building, LLC	Rent	5395 · Rent--Office unit	926.34
5395	CEBT	TSK Health Ins	5222 · Medical Insurance--Employer	876.42
5396	Barnes, Pearson & Rudow, PC	March Financials	5150 · Accounting	645.00
5397	Capital One, F.S.B.	Postage	5300 · Postage/Box Rent/Etc.	144.19
5397	Capital One, F.S.B.	Adobe	5100 · Office Supplies	14.99
5397	Capital One, F.S.B.	Century Link	5390 · Telephone & Internet	137.24
5397	Capital One, F.S.B.	Quickbooks support	5100 · Office Supplies	89.95
5397	Capital One, F.S.B.	Vacuum, cleaning supplies, c	5100 · Office Supplies	276.73
				10,250.10

*[Handwritten signature]*

GENERAL STORED WATER

Num	Name	Memo	Account	Amount
2397	Colorado River Engineering, Inc.	Bd Mtg, General,	7032 · Hydrology--General	1,980.00
2397	Colorado River Engineering, Inc.	Diligence	7031 · Hydrology -- WD proj Diligence	1,000.00
2397	Colorado River Engineering, Inc.	Crystal River	7033 · Hydrology--Crystal River	1,050.00
2398	Olszewski, Massih & Maurer, P.C.	Directors	7047 · Legal--General	1,022.00
2398	Olszewski, Massih & Maurer, P.C.	Contracts	7047 · Legal--General	192.00
2398	Olszewski, Massih & Maurer, P.C.	Alsbury Diligence	7053 · Legal - Alsbury	2,040.50
2398	Olszewski, Massih & Maurer, P.C.	Area A	7047 · Legal--General	264.00
2398	Olszewski, Massih & Maurer, P.C.	Crystal River	7048 · Legal--Crystal River	1,104.00
2398	Olszewski, Massih & Maurer, P.C.	WD Diligence	7046 · Legal--WD project Diligence	120.00
2398	Olszewski, Massih & Maurer, P.C.	Opp to RF	7047 · Legal--General	550.03
2398	Olszewski, Massih & Maurer, P.C.	Kendig Filing fee	7047 · Legal--General	6.00
				9,328.53

*[Handwritten signature]*



FOURMILE

Num	Name	Memo	Account	Amount
1873	Olszewski, Massih & Maurer, P.C.	General	8050 · Legal--General	120.00
				<u>120.00</u>

*[Handwritten signatures]*

SILT INTERCONNECT

Num	Name	Memo	Account	Amount
455	Olszewski, Massih & Maurer. P.C.	Rifle Creek Diligence	7801 · Legal	536.50
456	Farmers Irrigation Company	26 Shares	7015 · Farmers Irrigation Water	614.00
457	Grand Junction Media, Inc	2722	9010 · Legal Pub./Filing Fees	797.98
				<u>1,948.48</u>

*[Handwritten signatures]*

GRAND TOTAL

21,647.11



**WEST DIVIDE**  
WATER CONSERVANCY DISTRICT

818 Taughenbaugh Blvd., Suite 101 P.O. Box 1478  
Rifle, Colorado 81650-1478  
Tel: (970) 625-5461  
Web: [www.wdwdc.org](http://www.wdwdc.org) Email: [water@wdwdc.org](mailto:water@wdwdc.org)

March 5, 2020

Olszewski, Massih, & Maurer, P.C.  
P.O. Box 916  
Glenwood Springs, CO 81602

Our auditors, Blair and Associates, P.C., are conducting an audit of our financial statements at December 31, 2019 and for the year then ended. This letter will serve as our consent for you to furnish to our auditors all the information requested herein. Accordingly, please provide to them the information requested below involving matters with respect to which you have been engaged and to which you have devoted substantive attention on behalf of West Divide Water Conservancy District in the form of legal consultation or representation.

Pending or Threatened Litigation, Claims, and Assessments (excluding unasserted claims and assessments)

Please prepare a description of all material pending or threatened litigation, claims, and assessments (excluding unasserted claims and assessments). Materiality for purposes of this letter includes items involving amounts exceeding \$1,000 individually or in the aggregate. The description of each matter should include:

- 1) the nature of the litigation;
- 2) the progress of the matter to date;
- 3) how management of West Divide Water Conservancy District is responding or intends to respond to the litigation; e.g., to contest the case vigorously or to seek an out-of-court settlement; and
- 4) an evaluation of the likelihood of an unfavorable outcome and an estimate, if one can be made, of the amount or range of potential loss.

Also, please identify any pending or threatened litigation, claims, and assessments with respect to which you have been engaged but as to which you have not devoted substantive attention.

Unasserted Claims and Assessments

We have represented to our auditors that there are no unasserted possible claims or assessments that you have advised us are probable of assertion and must be disclosed in accordance with [FASB ASC 450, Contingencies](#).

We understand that, whenever, in the course of performing legal services for us with respect to a matter recognized to involve an unasserted possible claim or assessment that may call for financial statement disclosure, if you have formed a professional conclusion that we should disclose or consider disclosure concerning such possible claim or assessment, as a matter of professional responsibility to us, you will so advise us and will consult with us concerning the question of such disclosure and the applicable requirements of [FASB ASC 450, Contingencies](#) (excerpts of which can be found in the ABA's *Auditor's Letter Handbook*). Please specifically confirm to our auditors that our understanding is correct.

Response

Your response should include matters that existed as of March 5, 2020, and during the period from that date to the effective date of your response. Please specify the date of your response if it is other than the date of reply.

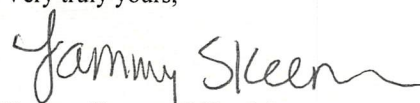
Please specifically identify the nature of, and reasons for, any limitations on your response.

Our auditors expect to have the audit completed by about April 30, 2020. They would appreciate receiving your reply by that date with a specified effective date no earlier than March 5, 2020. You may also be requested to provide updates to your written response at a later date. We authorize you to respond to a request for updates made directly from our auditors in connection with the audit of our financial statements as of December 31, 2019 and for the year then ended. We appreciate your timely response to such requests.

Other Matters

Please also indicate the amount we were indebted to you for services and expenses (billed or unbilled) on December 31, 2019.

Very truly yours,

  
Tammy Keenan, Office Manager

West Divide Water Conservancy District

Directors: Samuel B. Potter Kelly Couey Richard L. McNeill Bruce E. Wampler Dan R. Harrison





# WEST DIVIDE

WATER CONSERVANCY DISTRICT

818 Taughenbaugh Blvd., Suite 101 P.O. Box 1478  
Rifle, Colorado 81650-1478

Tel: (970) 625-5461

Web: [www.wdwdc.org](http://www.wdwdc.org) Email: [water@wdwdc.org](mailto:water@wdwdc.org)

March 5, 2020

Blair and Associates, P.C.  
105 SE Frontier Ave, Suite A  
Cedaredge, CO 81413

This representation letter is provided in connection with your audit(s) of the financial statements of West Divide Water Conservancy District, which comprise the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information as of December 31, 2019, and the respective changes in financial position and, where applicable, cash flows for the year then ended, and the related notes to the financial statements, for the purpose of expressing opinions as to whether the financial statements are presented fairly, in all material respects, in accordance with accounting principles generally accepted in the United States of America (U.S. GAAP).

Certain representations in this letter are described as being limited to matters that are material. Items are considered material, regardless of size, if they involve an omission or misstatement of accounting information that, in light of surrounding circumstances, makes it probable that the judgment of a reasonable person relying on the information would be changed or influenced by the omission or misstatement. An omission or misstatement that is monetarily small in amount could be considered material as a result of qualitative factors.

We confirm, to the best of our knowledge and belief, as of March 5, 2020, the following representations made to you during your audit.

## Financial Statements

- 1) We have fulfilled our responsibilities, as set out in the terms of the audit engagement letter dated January 23, 2020, including our responsibility for the preparation and fair presentation of the financial statements in accordance with U.S. GAAP and for preparation of the supplementary information in accordance with the applicable criteria.
- 2) The financial statements referred to above are fairly presented in conformity with U.S. GAAP and include all properly classified funds and other financial information of the primary government and all component units required by generally accepted accounting principles to be included in the financial reporting entity.
- 3) We acknowledge our responsibility for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.
- 4) We acknowledge our responsibility for the design, implementation, and maintenance of internal control to prevent and detect fraud.
- 5) Significant assumptions we used in making accounting estimates, including those measured at fair value, are reasonable.
- 6) Related party relationships and transactions, including revenues, expenditures/expenses, loans, transfers, leasing arrangements, and guarantees, and amounts receivable from or payable to related parties have been appropriately accounted for and disclosed in accordance with U.S. GAAP.
- 7) Adjustments or disclosures have been made for all events, including instances of noncompliance, subsequent to the date of the financial statements that would require adjustment to or disclosure in the financial statements.
- 8) The effects of uncorrected misstatements are immaterial, both individually and in the aggregate, to the financial statements as a whole for each opinion unit. A list of the uncorrected misstatements is attached to the representation letter.
- 9) The effects of all known actual or possible litigation, claims, and assessments have been accounted for and disclosed in accordance with U.S. GAAP.
- 10) Guarantees, whether written or oral, under which the district is contingently liable, if any, have been properly recorded or disclosed.

## Information Provided

- 11) We have provided you with:
  - a) Access to all information, of which we are aware, that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, and other matters.
  - b) Additional information that you have requested from us for the purpose of the audit.
  - c) Unrestricted access to persons within the district from whom you determined it necessary to obtain audit evidence.
  - d) Minutes of the meetings of Board of Directors or summaries of actions of recent meetings for which minutes have not yet been prepared.
- 12) All material transactions have been recorded in the accounting records and are reflected in the financial statements.
- 13) We have disclosed to you the results of our assessment of the risk that the financial statements may be materially misstated as a result of fraud.
- 14) We have no knowledge of any fraud or suspected fraud that affects the Board of Directors and involves—
  - Management,
  - Employees who have significant roles in internal control, or
  - Others where the fraud could have a material effect on the financial statements.
- 15) We have no knowledge of any allegations of fraud or suspected fraud affecting the Board of Directors's financial statements communicated by employees, former employees, regulators, or others.
- 16) We have no knowledge of instances of noncompliance or suspected noncompliance with provisions of laws, regulations, contracts, or grant agreements, or abuse, whose effects should be considered when preparing financial statements.
- 17) We have disclosed to you all known actual or possible litigation, claims, and assessments whose effects should be considered when preparing the financial statements.
- 18) We have disclosed to you the identity of the Board of Director's related parties and all the related party relationships and transactions of which we are aware.

## Government-specific

- 19) There have been no communications from regulatory agencies concerning noncompliance with, or deficiencies in, financial reporting practices.
- 20) We have identified to you any previous audits, attestation engagements, and other studies related to the audit objectives and whether related recommendations have been implemented.
- 21) The district has no plans or intentions that may materially affect the carrying value or classification of assets, deferred outflows of resources, liabilities, deferred inflows of resources, and fund balance or net position.
- 22) We are responsible for compliance with the laws, regulations, and provisions of contracts and grant agreements applicable to us, including tax or debt limits and debt contracts, and legal and contractual provisions for reporting specific activities in separate funds.
- 23) We have identified and disclosed to you all instances that have occurred or are likely to have occurred, of fraud and noncompliance with provisions of laws and regulations that we believe have a material effect on the financial statements or other financial data significant to the audit objectives, and any other instances that warrant the attention of those charged with governance.
- 24) We have identified and disclosed to you all instances that have occurred or are likely to have occurred, of noncompliance with provisions of contracts and grant agreements that we believe have a material effect on the determination of financial statement amounts or other financial data significant to the audit objectives.
- 25) We have identified and disclosed to you all instances that have occurred or are likely to have occurred, of abuse that could be quantitatively or qualitatively material to the financial statements or other financial data significant to the audit objectives.

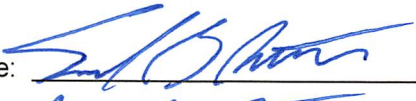



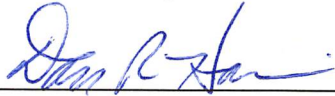

- 26) There are no violations or possible violations of budget ordinances, laws and regulations (including those pertaining to adopting, approving, and amending budgets), provisions of contracts and grant agreements, tax or debt limits, and any related debt covenants whose effects should be considered for disclosure in the financial statements, or as a basis for recording a loss contingency, or for reporting on noncompliance.
- 27) As part of your audit, you assisted with preparation of the financial statements and related notes [and schedule of expenditures of federal awards]. We acknowledge our responsibility as it relates to those nonaudit services, including that we assume all management responsibilities; oversee the services by designating an individual, preferably within senior management, who possesses suitable skill, knowledge, or experience; evaluate the adequacy and results of the services performed; and accept responsibility for the results of the services. We have reviewed, approved, and accepted responsibility for those financial statements and related notes.
- 28) The district has satisfactory title to all owned assets, and there are no liens or encumbrances on such assets nor has any asset been pledged as collateral.
- 29) The district has complied with all aspects of contractual agreements that would have a material effect on the financial statements in the event of noncompliance.
- 30) The financial statements properly classify all funds and activities in accordance with [GASBS No. 34](#) , as amended, and [GASBS No. 84](#) .
- 31) All funds that meet the quantitative criteria in [GASBS Nos. 34](#) and [37](#) for presentation as major are identified and presented as such and all other funds that are presented as major are particularly important to financial statement users.
- 32) Components of net position (net investment in capital assets; restricted; and unrestricted) and classifications of fund balance (nonspendable, restricted, committed, assigned, and unassigned) are properly classified and, if applicable, approved.
- 33) Investments, derivative instruments, and land and other real estate held by endowments are properly valued.
- 34) Provisions for uncollectible receivables have been properly identified and recorded.
- 35) Expenses have been appropriately classified in or allocated to functions and programs in the statement of activities, and allocations have been made on a reasonable basis.
- 36) Revenues are appropriately classified in the statement of activities within program revenues, general revenues, contributions to term or permanent endowments, or contributions to permanent fund principal.
- 37) Interfund, internal, and intra-entity activity and balances have been appropriately classified and reported.
- 38) Deposits and investment securities and derivative instruments are properly classified as to risk and are properly disclosed.
- 39) Capital assets, including infrastructure and intangible assets, are properly capitalized, reported, and, if applicable, depreciated or amortized.
- 40) The government meets the GASB-established requirements for accounting for eligible infrastructure assets using the modified approach.
- 41) We have appropriately disclosed the district's policy regarding whether to first apply restricted or unrestricted resources when an expense is incurred for purposes for which both restricted and unrestricted net position is available and have determined that net position is properly recognized under the policy.
- 42) We are following our established accounting policy regarding which resources (that is, restricted, committed, assigned, or unassigned) are considered to be spent first for expenditures for which more than one resource classification is available. That policy determines the fund balance classifications for financial reporting purposes.
- 43) We acknowledge our responsibility for the required supplementary information (RSI). The RSI is measured and presented within prescribed guidelines and the methods of measurement and presentation have not changed from those used in the prior period. We have disclosed to you any significant assumptions and interpretations underlying the measurement and presentation of the RSI.



44) With respect to the supplementary information:

- a) We acknowledge our responsibility for presenting the supplementary information in accordance with accounting principles generally accepted in the United States of America, and we believe the supplementary information, including its form and content, is fairly presented in accordance with accounting principles generally accepted in the United States of America. The methods of measurement and presentation of the supplementary information have not changed from those used in the prior period, and we have disclosed to you any significant assumptions or interpretations underlying the measurement and presentation of the supplementary information.
- b) If the supplementary information is not presented with the audited financial statements, we will make the audited financial statements readily available to the intended users of the supplementary information no later than the date we issue the supplementary information and the auditor's report thereon.

Signature:   
Title: 

Signature:   
Title: 

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

**MINUTES OF BOARD OF DIRECTORS MEETING  
May 21, 2020**

**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, Secretary Richard L. McNeill and Director Kelly Couey was absent. Also in attendance were Tammy Keenan, Office Manager; Wendy Ryan, Colorado River Engineering, Inc.; Edward B. Olszewski, Counsel; John Currier, Colorado River District, Julie and Warren Allmon, Nathan Ellis, Lowell Walter and Orrin Moon from the public.

**PUBLIC COMMENT**

The public had some questions and concerns about the diligence application they received. The board discussed and answered questions for the public.

Richard L. McNeill moved to have counsel draft a letter to all property owners explaining and clarifying the original letter; Dan R Harrison seconded; motion carried.

**MINUTES**

Bruce E. Wampler moved the minutes of the April 16,2020, meeting be approved as received; Richard L. McNeill seconded; motion carried.

**FINANCE REPORT**

**Bills to be Paid:** Bruce E. Wampler moved the attached list of bills be paid; Richard L. McNeill seconded; motion carried.

**Financial Statements:** Bruce E. Wampler moved the March and April 2020, Financial Statements prepared by Barnes, Pearson & Associates, LLC be accepted; Dan R. Harrison seconded; motion carried.

**WATER CONTRACTS**

**Abby Capwell;** Bruce E. Wampler moved approval of this water assignment from **Peter A. and Sarah J. Marjanen**, 2.18 a.f., domestic, Silt Interconnect; seconded by Dan R. Harrison; motion carried.

**Rigoberto Serna; Bruce E. Wampler** moved approval of this water assignment from **Timothy LaRose and Sarah Vollmer**, 1.00 a.f., domestic, Silt Interconnect; seconded by Dan R. Harrison; motion carried.

**David and Samantha Fields; Bruce E. Wampler** moved approval of this water assignment from **Brittany Shankle Kerlin**, 1.00 a.f., domestic, General Stored Water; seconded by Dan R. Harrison; motion carried.

**River Nest, LLC; Bruce E. Wampler** moved approval of this water assignment from **Peter Langegger**, 2.43 a.f., Commercial, General Stored Water; seconded by Dan R. Harrison; motion carried.

**Kristi Christian; Bruce E. Wampler** moved approval of this water assignment from **Phillip and Peggy McCune**, 1.00 a.f., domestic, General Stored Water; seconded by Dan R. Harrison; motion carried.

**Cappo Properties, LLC; Bruce E. Wampler** moved approval of this water allotment contract, 2.19 a.f., domestic, Fourmile Creek; seconded by Dan R. Harrison; motion carried.

#### ROUNDTABLE REPORT

Received written and oral report from Dan R. Harrison of the May meeting. The next meeting will be July 27, 2020.

#### HYDROLOGISTS' REPORT

Water Watch and Augmentation reports were provided and discussed.

Received oral report on pending projects from Wendy Ryan.

#### **ALSBURY RESERVOIR**

On May 5, 2020 the outlet was opened to a 2.1' and opened all the way on May 15, 2020. The piezometers were all read and were dry. The dam inspection will be June 16, 2020.

#### **CRYSTAL RIVER**

The water plan grants have been put on hold until July.

#### **KENDIG YIELD STUDY**

East Mamm is still ungauged. The first measurements have been taken on the Garfield and Cache creeks.

#### **MARTIN RESERVOIRS**

Colorado River Engineering will be performing a routine site visit soon as the reservoirs should have filled by now. The administrative exchange with excess Atkinson water has been requested.

Liner quotes were provided and discussed.

ATTORNEY'S REPORT

Received written and oral report from counsel.

NEW BUSINESS

Bruce E. Wampler moved approval of \$2500.00 to \$3000.00 budget for purchase and install of a TV, camera, speakers and a notebook to better hold monthly meetings; seconded by Richard L. McNeill; motion carried.

The next meeting is scheduled for June 18, 2020.

ADJOURN

Meeting adjourned at 12: 02 p.m.

SIGNED:

  
Richard L. McNeill, Secretary

ATTEST:

  
Samuel B. Potter, President

West Divide Water Conservancy District-General Fund  
Bills to be Paid  
May 21, 2020

GENERAL FUND				
Num	Name	Memo	Account	Amount
DD106:	Keenan, Tamara S	Direct Deposit	1055 · Alpine Checking-General Fund	2,337.63
5398	Colorado River Engineering, Inc	zoom and agenda posts	5397 · Website	90.00
5399	Bookcliff Professional Building, LLC	Escrow	5394 · Rent-Prop.Taxes/Ins/Utilities	200.00
5399	Bookcliff Professional Building, LLC	Rent	5395 · Rent--Office unit	926.34
5400	Postmaster	Annual Box Rent (203)	5300 · Postage/Box Rent/Etc.	64.00
5401	CEBT	TSK Health Ins	5222 · Medical Insurance--Employer	876.42
5402	Capital One, F.S.B.	Postage	5300 · Postage/Box Rent/Etc.	26.99
5402	Capital One, F.S.B.	Adobe	5100 · Office Supplies	14.99
5402	Capital One, F.S.B.	Century Link	5390 · Telephone & Internet	131.75
5402	Capital One, F.S.B.	Cleaning supplies	5100 · Office Supplies	36.06
5402	Capital One, F.S.B.	Zoom	5390 · Telephone & Internet	16.21
eft	Electronic Federal Tax Payment Syster 84-0976632		2205-FICA/MED/FWT Payable	663.74
eft	American Funds		2227 · Simple IRA Payable	92.50
eft	American Funds		2227 · Simple IRA Payable	215.83
5403	Olszewski, Massih & Maurer, P.C.	General Legal	5280 · Legal	984.00

984.00  
8,676.46

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GENERAL STORED WATER				
Num	Name	Memo	Account	Amount
2400	Olszewski, Massih & Maurer, P.C.	Directors	7047 · Legal--General	544.20
2400	Olszewski, Massih & Maurer, P.C.	Contracts	7047 · Legal--General	320.00
2400	Olszewski, Massih & Maurer, P.C.	Alsbury Diligence	7053 · Legal - Alsbury	320.00
2400	Olszewski, Massih & Maurer, P.C.	Area A	7047 · Legal--General	280.00
2400	Olszewski, Massih & Maurer, P.C.	Crystal River	7048 · Legal--Crystal River	48.00
2400	Olszewski, Massih & Maurer, P.C.	WD Diligence	7046 · Legal--WD project Diligence	3,712.50
2400	Olszewski, Massih & Maurer, P.C.	Opp to RF	7047 · Legal--General	256.00
2400	Olszewski, Massih & Maurer, P.C.	CRWCD	7047 · Legal--General	192.00
2401	Colorado River Engineering, Inc.	Bd Mtg, General,	7032 · Hydrology--General	2,670.00
2401	Colorado River Engineering, Inc.	Dillgence	7031 · Hydrology -- WD proj Diligence	6,509.20
2401	Colorado River Engineering, Inc.	Crystal River	7033 · Hydrology--Crystal River	60.00
2402	Garfield County Clerk and Recorder	Memorandums	7070 · Memorandum Recording Fees	52.00
2403	Colorado River Water Conservation Di Yield Study		7071 · CWCD Water Plan Grant	1,472.65
2404	Grand Junction Media Inc.	Alsbury Diligence	7044 · Legal Publications/filing fees	415.80
2405	Colorado Mountain News Media	Alsbury Diligence	7044 · Legal Publications/filing fees	125.80

125.80  
16,978.15

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West Divide Water Conservancy District-General Fund  
 Bills to be Paid  
 May 21, 2020

FOURMILE

Num	Name	Memo	Account	Amount
1874	Colorado River Engineering, Inc.	General	8030 · Hydrology	120.00
1874	Colorado River Engineering, Inc.	Liner research quote	8033 · Hydrology -- Martin # 1 & 2	272.50
1875	Olszewski, Massih & Maurer, P.C.	General	8050 · Legal--General	280.00
1875	Olszewski, Massih & Maurer, P.C.	General	8053 · Legal -- Martin Reservoirs	64.00
				736.50

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SILT INTERCONNECT

Num	Name	Memo	Account	Amount
458	General Stored Water	Reimburse GSW for 3.19.20 pmt	7010 · Warren Act/Non-Project Water	1,881.14
459	Olszewski, Massih & Maurer, P.C.	Rifle Creek Diligence	7801 · Legal	385.97
				2,267.11

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GRAND TOTAL

*[Handwritten signature]*  
26,658.22

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

**MINUTES OF BOARD OF DIRECTORS MEETING  
June 18, 2020**

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, Secretary Richard L. McNeill and Director Kelly Couey was absent. Also in attendance were Tammy Keenan, Office Manager; Wendy Ryan, Colorado River Engineering, Inc.; Edward B. Olszewski, Counsel; and Ryan Mackley, Align Multimedia, LLC

PUBLIC COMMENT

There was no comment from the public.

WEBSITE PRESENTATION

Ryan Mackley reviewed his proposal with the board and discussed website options. Ryan will submit a new proposal with revised mapping and fillable forms.

MINUTES

Bruce E. Wampler moved the minutes of the May 21, 2020, meeting be approved as received; Richard L. McNeill seconded; motion carried.

FINANCE REPORT

**Bills to be Paid:** Bruce E. Wampler moved the attached list of bills be paid; Richard L. McNeill seconded; motion carried.

**Financial Statements:** Bruce E. Wampler moved the May 2020, Financial Statements prepared by Barnes, Pearson, Rudow, PC be accepted; Richard L. McNeill seconded; motion carried.

WATER CONTRACTS

**Zachary Elsdon;** Bruce E. Wampler moved approval of this water assignment from **Ryan A. May**, 1 a.f., domestic, General Stored Water; seconded by Richard L. McNeill; motion carried.

**Lindsay Jo Jewell;** Bruce E. Wampler moved approval of this water assignment from **Adeline M. Hyatt and Kenneth D. Zellar**, 1 a.f., domestic, General Stored Water; seconded by Richard L. McNeill; motion carried.



**Loncle, Pierre and Crystal;** Bruce E. Wampler moved approval of this water allotment contract, 1 a.f., domestic, General Stored Water; seconded by Richard L. McNeill; motion carried.

**Turtlepoop, LLC;** Bruce E. Wampler moved approval of this water allotment contract, 1 a.f., commercial, General Stored Water; seconded by Richard L. McNeill; motion carried.

**Four Seasons Water Association;** Bruce E. Wampler moved approval of this water allotment contract, 1.93 a.f., Commercial, Silt Interconnect; seconded by Richard L. McNeill; motion carried.

**Summer Pasture Water Association;** Bruce E. Wampler moved approval of this water allotment contract, 1.93 a.f., Commercial, Silt Interconnect; seconded by Richard L. McNeill; motion carried.

#### ROUNDTABLE REPORT

Dan R. Harrison moved to make Richard L. McNeill the official representative for the roundtable meetings; seconded by Bruce E. Wampler; motion carried.

Richard L. McNeill will start attending the roundtable meetings. The next meeting will be July 27, 2020.

#### HYDROLOGISTS' REPORT

Water Watch and Augmentation reports were provided and discussed.

Received oral report on pending projects from Wendy Ryan.

#### **ALSBURY RESERVOIR**

On June 16, 2020 the dam was inspected and was in good condition. It was suggested that vegetation be removed, rodent holes be monitored and watch for erosion at the top of the dam. Monitoring will be required on the upstream face of the dam. An outlet inspection needs to be done this year and Wendy will get that scheduled. During the inspection it was noticed that someone had driven up the downstream face of the dam. Boulders, fencing and signage were suggested to keep drivers off the dam. Wendy will get pricing and design options for the signage.

Dan R. Harrison moved to acknowledge receipt of the Engineers Inspection Report; seconded by Richard L. McNeill; motion carried.

#### **CRYSTAL RIVER**

Preliminary exchange models have been developed and are being reviewed with John Currier.

## **MARTIN RESERVOIRS**

A site visit was performed on June 8, 2020 with OMWA/OMSCO. Both entities appreciated the tour and status of the reservoirs. A pressure transducer was rented for the purpose of monitoring seepage and evaporation.

Richard L. McNeill moved to purchase a pressure transducer for future use; seconded by Dan R. Harrison; motion carried.

Accounting for Oak Meadows was received on June 10, 2020 and a release was coordinated. On June 12, 2020 Ty Trulove started the release.

## **ATTORNEY'S REPORT**

Received written and oral report from counsel.

The board advised Edward B. Olszewski to update the policies for director pay with the rest of the policy issues.

## **NEW BUSINESS**

The next meeting is scheduled for July 16, 2020.

The board will be researching better internet for a faster connection. Upload speed is slow and could be improved to enhance future virtual meetings.

## **DIRECTORS' COMMENTS**

The virtual meetings are going well but a microphone for the table may become necessary.

## **ADJOURN**

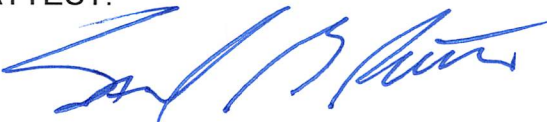
Meeting adjourned at 11:50 a.m.

SIGNED:



Richard L. McNeill, Secretary

ATTEST:



Samuel B. Potter, President

West Divide Water Conservancy District-General Fund  
Bills to be Paid  
June 18, 2020

GENERAL STORED WATER

Num	Name	Memo	Account	Amount
eft	American Funds		2227 · Simple IRA Payable	92.50
eft	American Funds		2227 · Simple IRA Payable	215.83
eft	Electronic Federal Tax Payment System	84-0976632	2205-FICA/MED/FWT Payable	713.76
eft	Tammy Keenan		5221 - Salary	2,237.62
5406	Blair & Associates, P.C.	2019 Audit	5180 · Audit Preparation	7,500.00
5407	Barnes, Pearson & Rudow, PC	Apr and MayFinancials	5150 · Accounting	1,290.00
5407	Barnes, Pearson & Rudow, PC	1st Qtr PR Reports	5150 · Accounting	195.00
5408	Colorado River Engineering, Inc	assist with zoom posts	5397 · Website	60.00
eft	Capital One, F.S.B.	Postage	5300 · Postage/Box Rent/Etc.	60.78
eft	Capital One, F.S.B.	Adobe	5100 · Office Supplies	14.99
eft	Capital One, F.S.B.	Century Link	5390 · Telephone & Internet	262.94
eft	Capital One, F.S.B.	Cleaning supplies	5100 · Office Supplies	36.06
eft	Capital One, F.S.B.	Zoom	5390 · Telephone & Internet	32.42
eft	Capital One, F.S.B.	Past due notice/interest	5100 · Office Supplies	46.78
eft	Capital One, F.S.B.	Gunnison Country	1415 · Due From General Stored Water	426.65
5409	Postmaster	Annual Box Rent (1478)	5300 · Postage/Box Rent/Etc.	92.00
5410	Olszewski, Massih & Maurer, P.C.	General Legal	5280 · Legal	440.00
5411	CEBT	TSK Health Ins	5222 · Medical Insurance--Employer	876.42
5412	Deep Rock	Water	5100 · Office Supplies	20.37
5413	Bookcliff Professional Building, LLC	Escrow	5394 · Rent-Prop.Taxes/Ins/Utilities	200.00
5413	Bookcliff Professional Building, LLC	Rent	5395 · Rent--Office unit	926.34
				<u>15,740.46</u>

GENERAL STORED WATER

Num	Name	Memo	Account	Amount
2406	Bureau of Reclamation	Green Mountain	7075 · USBR--Rued I & II/Green Mtn.	5,564.00
2407	General Fund	2nd Qtr Reimbursement	7061 · Accounting Fees Proration	2,905.50
2407	General Fund	2nd Qtr Reimbursement	7064 · Directors Fees Proration	1,911.50
2407	General Fund	2nd Qtr Reimbursement	7063 · Office Rent Proration	1,729.25
2407	General Fund	2nd Qtr Reimbursement	7062 · Personnel Service Proration	6,744.00
2408	General Fund	Gunnison Country	7044 · Legal Publications/filing fees	426.65
2409	Garfield County Clerk and Recorder	Memorandums	7070 · Memorandum Recording Fees	49.00
2410	Grand Junction Media Inc.	WD Project Diligence	7044 · Legal Publications/filing fees	814.82
2411	Colorado Mountain News Media	WD Project Diligence	7044 · Legal Publications/filing fees	240.43
2412	Colorado River Engineering, Inc.	Bd Mtg, General,	7032 · Hydrology--General	1,860.00
2412	Colorado River Engineering, Inc.	Diligence	7031 · Hydrology -- WD proj Diligence	107.50
2412	Colorado River Engineering, Inc.	Crystal River	7033 · Hydrology--Crystal River	540.00
2412	Colorado River Engineering, Inc.	Alsburly	7034 · Hydrology--Alsburly	1,753.20
2413	Olszewski, Massih & Maurer, P.C.	Directors	7047 · Legal--General	388.00
2413	Olszewski, Massih & Maurer, P.C.	CRWCD	7047 · Legal--General	96.00
2413	Olszewski, Massih & Maurer, P.C.	Alsburly Diligence	7053 · Legal - Alsburly	48.00
2413	Olszewski, Massih & Maurer, P.C.	Area A	7047 · Legal--General	400.00
2413	Olszewski, Massih & Maurer, P.C.	Crystal River	7048 · Legal--Crystal River	192.00
2413	Olszewski, Massih & Maurer, P.C.	WD Diligence	7046 · Legal--WD project Diligence	1,208.00
2413	Olszewski, Massih & Maurer, P.C.	Opp to RF	7047 · Legal--General	800.00
				<u>27,777.85</u>

West Divide Water Conservancy District-General Fund  
Bills to be Paid  
June 18, 2020

FOURMILE

Num	Name	Memo	Account	Amount
1878	Olszewski, Massih & Maurer, P.C.	General	8050 · Legal--General	552.00
1878	Olszewski, Massih & Maurer, P.C.	General	8053 · Legal -- Martin Reservoirs	224.00
1879	Colorado River Engineering, Inc.	General	8080 · Maintenance - Martin Reservoir	60.00
1879	Colorado River Engineering, Inc.	General	8033 · Hydrology -- Martin # 1 & 2	267.50
1880	General Fund #1414008103	2nd Qtr Reimbursement	8056 · Rent--office Space Proration	485.25
1880	General Fund #1414008103	2nd Qtr Reimbursement	8058 · Accounting Fees Proration	815.25
1880	General Fund #1414008103	2nd Qtr Reimbursement	8057 · Directors fees Proration	536.25
1880	General Fund #1414008103	2nd Qtr Reimbursement	8059 · Personnel Service Proration	1,892.25
1881	Garfield County Clerk & Recorder	Memorandum recording	8070 · Memorandum Recording Fees	13.00
				4,845.50

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SILT INTERCONNECT

Num	Name	Memo	Account	Amount
460	Olszewski, Massih & Maurer, P.C.	Rifle Creek Diligence	7801 · Legal	317.50
461	General Fund 1414008103	2nd Qtr Reimbursement	8100 · Rent--Office Space Proration	330.00
461	General Fund 1414008103	2nd Qtr Reimbursement	8200 · Personnel Service Proration	1,286.50
461	General Fund 1414008103	2nd Qtr Reimbursement	8400 · Directors Fees Proration	364.75
461	General Fund 1414008103	2nd Qtr Reimbursement	8300 · Accounting Fees Proration	554.25
462	Garfield County Clerk & Recorder	Memorandum	8000 · Memorandum Recording Fees	54.00
				2,907.00
			GRAND TOTAL	51,270.81

*Handwritten signatures in blue and red ink.*



# ENGINEER'S INSPECTION REPORT

INSPECTOR: JAB

OFFICE OF THE STATE ENGINEER - DIVISION OF WATER RESOURCES - DAM SAFETY BRANCH

1313 SHERMAN STREET, ROOM 818, DENVER, CO 80203, (303) 866-3581

DAM NAME: ALSBURY T: 080S R: 0900W S: 30 COUNTY: MESA DATE OF INSPECTION: 6/16/2020  
DAM ID: 450123 YRCompl: 1996 DAM HEIGHT(FT): 24.5 SPILLWAY WIDTH(FT): 15.0 PREVIOUS INSPECTION: 7/12/2018  
CLASS: Significant hazard DAM LENGTH(FT): 370.0 SPILLWAY CAPACITY(CFS): 1189.0 NORMAL STORAGE (AF): 181.0  
DIV: 5 WD: 45 CRESTWIDTH(FT): 15.0 FREEBOARD (FT): 10.5 SURFACE AREA(AC): 19.0  
EAP: 7/3/2019 CRESTELEV(FT): 9065.5 DRAINAGE AREA (AC.): 1235.0 OUTLET INSPECTED: 9/3/2010

CURRENT RESTRICTION: -- NONE --

OWNER: WEST DIVIDE WATER CONSERVANCY DISTRICT OWNER REP.: WENDY RYAN  
ADDRESS: 136 E. 3RD STREET CONTACT NAME: WENDY RYAN  
RIFLE CO 81650-1478 CONTACT PHONE:

INSPECTION PARTY: W. Ryan J. Blumberg  
REPRESENTING: Owner CO DNR

FIELD CONDITIONS OBSERVED	WATER LEVEL: BELOW DAM CREST	FT.	Below Spillway	FT.	GAGE ROD READING	blw outlet
	GROUND MOISTURE CONDITION:	<input checked="" type="checkbox"/> DRY	<input type="checkbox"/> WET	<input type="checkbox"/> SNOWCOVER	OTHER	

DIRECTIONS: MARK AN X FOR CONDITIONS FOUND AND UNDERLINE WORDS THAT APPLY

## UPSTREAM SLOPE

- PROBLEMS NOTED:  (0) NONE  (1) RIPRAP - MISSING, SPARSE, DISPLACED, WEATHERED  (2) WAVE EROSION - WITH SCARPS  
 (3) CRACKS WITH DISPLACEMENT  (4) SINKHOLE  (5) APPEARS TOO STEEP  (6) DEPRESSIONS OR BULGES  (7) SLIDES  
 (8) CONCRETE FACING - HOLES, CRACKS, DISPLACED, UNDERMINED  (9) OTHER scarp in left groin, driftwood high on the slope

Riprap are generally in the boulder size range. Some exposed fabric was observed between the boulders but no erosion noted.

- (9a) A vertical scarp several feet high exists halfway up the left groin but does not appear to be worsening from last inspection.  
(9b) Several driftwood pieces were noted high on the slope and do not appear to endanger the dam.

CONDITIONS OBSERVED:  Good  Acceptable  Poor

## CREST

- PROBLEMS NOTED:  (10) NONE  (11) RUTS OR PUDDLES  (12) EROSION  (13) CRACKS - WITH DISPLACEMENT  (14) SINKHOLES  
 (15) NOT WIDE ENOUGH  (16) LOW AREA  (17) MISALIGNMENT  (18) IMPROPER SURFACE DRAINAGE  (19) OTHER

Slightly uneven grade, good alignment. Crest appears slightly locally low on the left side, approximately 30-feet from the left abutment and again at the center of the dam. The center area exhibits less of a grassy cover and should be visually monitoring for signs of erosion from runoff, which would be directed toward the reservoir. No cracks or other signs of distress were apparent.

CONDITIONS OBSERVED:  Good  Acceptable  Poor

## DOWNSTREAM SLOPE

- PROBLEMS NOTED:  (20) NONE  (21) LIVESTOCK DAMAGE  (22) EROSION OR GULLIES  (23) CRACKS - WITH DISPLACEMENT  (24) SINKHOLE  
 (25) APPEARS TOO STEEP  (26) DEPRESSIONS OR BULGES  (27) SLIDE  (28) SOFT AREAS  (29) OTHER damage by vehicular traffic

Downstream slope is traversed by the USFS access road.

(27) Historic slide in natural ground well beyond the toe and weir continues to be visually monitored and does not present a dam safety concern at this time.

(29) Please deter vehicular access to the toe of the upper downstream slope by placing boulders or signage.

CONDITIONS OBSERVED:  Good  Acceptable  Poor

## SEEPAGE

- PROBLEMS NOTED:  (30) NONE  (31) SATURATED EMBANKMENT AREA  (32) SEEPAGE EXITS ON EMBANKMENT  
 (33) SEEPAGE EXITS AT POINT SOURCE  (34) SEEPAGE AREA AT TOE  (35) FLOW ADJACENT TO OUTLET  (36) SEEPAGE INCREASED / MUDDY  
DRAIN OUTFALLS SEEN  No  Yes Show location of drains on sketch and indicate amount and quality of discharge.  (37) FLOW INCREASED / MUDDY  (38) DRAIN DRY / OBSTRUCTED  
 (39) OTHER

Toe drains were jetted May 2016.

(38) Outlet diaphragm drain is typically dry and was dry during inspection. Both left and right toe drains were dry, as would be expected for a nearly empty reservoir. Toe drains were obstructed by sediment that had backed up from the small basin directly below.

Natural seepage observed exiting the small rocky canyon below the dam and beyond the terminal end of the emergency spillway. No other seepage noted on any aspect of the dam.

CONDITIONS OBSERVED:  Good  Acceptable  Poor



### OUTLET

- PROBLEMS NOTED:**  (40) NONE  (41) NO OUTLET FOUND  (42) POOR OPERATING ACCESS  (43) INOPERABLE  
 (44) UPSTREAM OR DOWNSTREAM STRUCTURE DETERIORATED (45) OUTLET OPERATED DURING INSPECTION  YES  NO  
INTERIOR INSPECTED  (120) NO  (121) YES  (46) CONDUIT DETERIORATED OR COLLAPSED  (47) JOINTS DISPLACED  (48) VALVE LEAKAGE  
 (49) OTHER video inspection overdue

**The outlet was operated in April without issue and was fully open during the inspection. Storage was at deadpool within the reservoir, allowing visual inspection of the gate, and trash trash rack. Both appeared in acceptable condition. Our records show the outlet was inspected ten years ago. Please arrange for an inspection this year and notify our offices so that we may plan on attending.**

CONDITIONS OBSERVED:  Good  Acceptable  Poor

### SPILLWAY

- PROBLEMS NOTED:**  (50) NONE  (51) NO EMERGENCY SPILLWAY FOUND  (52) EROSION WITH BACKCUTTING  (53) CRACK - WITH DISPLACEMENT  
 (54) APPEARS TO BE STRUCTURALLY INADEQUATE  (55) APPEARS TOO SMALL  (56) INADEQUATE FREEBOARD  (57) FLOW OBSTRUCTED  
 (58) CONCRETE DETERIORATED / UNDERMINED  (59) OTHER

**(52) Minor erosion/rilling continues at the inlet, but does not appear to present a dam safety concern at this time. Minor erosion/rilling also visible high on the right bank, below the concrete cutoff wall and grouted riprap section, attributable to the USFS access road above/adjacent. Please visually monitor the areas for worsening condition.**

CONDITIONS OBSERVED:  Good  Acceptable  Poor

### MONITORING

- EXISTING INSTRUMENTATION FOUND  (110) NONE  (111) GAGE ROD  (112) PIEZOMETERS  (113) SEEPAGE WEIRS / FLUMES  
 (114) SURVEY MONUMENTS  (115) OTHER 2 toe drains, outlet diaphragm drain  
MONITORING OF INSTRUMENTATION  (116) NO  (117) YES PERIODIC INSPECTIONS BY:  (118) OWNER  (119) ENGINEER

**West Divide Water Conservancy provided a map of the piezometers (thank you!):**

**F1: foundation piezo located on crest, right of outlet**

**E1: embankment piezo located on crest, left of outlet**

**E2: embankment piezo located at the toe of the upper downstream slope, right side**

**F2: foundation piezo located at the toe of the upper downstream slope, right side**

**E3,F3: nested piezos located on the crest, left of center**

**E4,F4: nested piezos located on the lower downstream slope, left of center**

**All accessible piezometers were dry, as would be expected for an empty reservoir. Embankment piezometer E2, located at the toe of the upper downstream slope, could not be accessed due stuck lock. Sediments have washed back into the left and right toe drains, most notably in the right drain. Recommend to clear drains and continue your good maintenance/clearing/conveyance improvement of the small seepage basin. Also, remove the willow directly above the drains to facilitate visual inspection. Outlet diaphragm drain is typically dry and was dry during inspection. Your monitoring reporting is current (thank you!); embankment and foundation piezometers appears to track well with reservoir levels.**

CONDITIONS OBSERVED:  Good  Acceptable  Poor

### MAINTENANCE AND REPAIRS

- PROBLEMS NOTED:**  (60) NONE  (61) ACCESS ROAD NEEDS MAINTENANCE  (62) LIVESTOCK DAMAGE  
 (63) BRUSH ON UPSTREAM SLOPE, CREST, DOWNSTREAM SLOPE, TOE  (64) TREES ON UPSTREAM SLOPE, CREST, DOWNSTREAM SLOPE, TOE  
 (65) RODENT ACTIVITY ON UPSTREAM SLOPE, CREST, DOWNSTREAM SLOPE, TOE  (66) DETERIORATED CONCRETE - FACING, OUTLET, SPILLWAY  
 (67) GATE AND OPERATING MECHANISM NEED MAINTENANCE  (68) OTHER downstream slope damage by vehicular traffic

**(63) Remove brush/young trees/willows from: upstream slope, from center to right side (baby evergreens), center of downstream slope (lone willow), right downstream groin/toe (lone mature willow) and above toe drain outfalls (lone mature willow)**

**(65) Shallow burrows and eskers (soil mounds that remain following snowmelt) noted on downstream slope, likely due to pocket gophers. Please keep an eye on resident rodent population and enact a rodent control program should conditions worsen.**

**(68) Please deter vehicular access to the toe of the upper downstream slope by placing boulders or signage**

CONDITIONS OBSERVED:  Good  Acceptable  Poor

Go to next page for Overall Conditions and Items Requiring Actions



### OVERALL CONDITIONS

**Alsbury Dam appears generally stable at this time, with no visible indications of serious dam safety concerns. Per our discussion on the dam, please plan for an internal inspection of your outlet this year. Please also update your Emergency Action Plan as follows:**

**Drew Petersen (replaces Chuck Vale, CDHSEM Regional Field Manager)**  
drew.petersen@state.co.us  
 970-633-0201 (primary #)  
 303-279-8855 (alternate #)

**Jeff Colton (replaces Jim Pringle, Warning Meteorologist)**  
jeff.colton@noaa.gov  
 970-243-7007 ext726 (primary #)  
 800-868-7964 ext726 (alternate #)

**We appreciate your dedication to dam safety.**

Based on this Safety Inspection and recent file review, the overall condition is determined to be:

(71) SATISFACTORY

(72) CONDITIONALLY SATISFACTORY

(73) UNSATISFACTORY

### ITEMS REQUIRING ACTION BY OWNER TO IMPROVE THE SAFETY OF THE DAM

#### MAINTENANCE - ORDINARY REPAIR - MONITORING

CLEAR TREES AND/OR BRUSH FROM

6/16/2020 - upstream slope, center to right side (baby evergreens), center of downstream slope (lone willow), right downstream groin/toe (mature willow) and above toe drain outfalls (mature willow)

MONITOR

6/16/2020 - continue your good monitoring and reporting program

OTHER

6/16/2020 - provide signage or place boulders to deter vehicle traffic on the lower downstream slope

OTHER

6/16/2020 - continue routine maintenance of basin below right and left toe drains, such that sediments do not back up into drains

#### ENGINEERING - EMPLOY AN ENGINEER EXPERIENCED IN DESIGN AND CONSTRUCTION OF DAMS TO

PERFORM AN INTERNAL INSPECTION OF THE OUTLET

6/16/2020 - please let our offices know the date so we can plan for attending

#### EMERGENCY ACTION PLAN

UPDATE EXISTING EMERGENCY ACTION PLAN

6/16/2020 - please update CDHSEM and NWS contacts - see Overall section of this EIR

The State Engineer, by providing this dam safety inspection report, does not assume responsibility for any unsafe condition of the subject dam. The sole responsibility for the safety of this dam rests with the reservoir owner or operator, who should take every step necessary to prevent damages caused by leakage or overflow of waters from the reservoir or floods resulting from a failure of the dam.

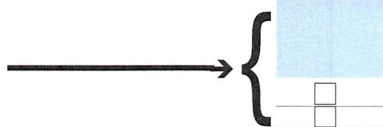
### SAFE STORAGE LEVEL: RECOMMENDED AS A RESULT OF THIS INSPECTION

(101) FULL STORAGE

(102) CONDITIONAL FULL STORAGE

(103) RECOMMENDED RESTRICTION

(104) CONTINUE EXISTING RESTRICTION



FT. BELOW DAM CREST  
 FT. BELOW SPILLWAY CREST  
 FT. GAGE HEIGHT  
 NO STORAGE-MAINTAIN OUTLET FULLY OPEN

REASON FOR RESTRICTION

ACTIONS REQUIRED FOR CONDITIONAL FULL STORAGE OR CONTINUED STORAGE AT THE RESTRICTED LEVEL

Engineer's  
Signature

*[Signature]*  
INSPECTED BY

Owner's  
Signature

*[Signature]*  
OWNER/OWNER'S REPRESENTATIVE

DATE: 6/18/2020



### GUIDELINES FOR DETERMINING CONDITIONS

#### CONDITIONS OBSERVED - APPLIES TO UPSTREAM SLOPE, CREST, DOWNSTREAM SLOPE, OUTLET, SPILLWAY

<b>GOOD</b> In general, this part of the structure has a near new appearance, and conditions observed in this area do not appear to threaten the safety of the dam.	<b>ACCEPTABLE</b> Although general cross-section is maintained, surfaces may be irregular, eroded, rutted, spalled, or otherwise not in new condition. Conditions in this area do not currently appear to threaten the safety of the dam.	<b>POOR</b> Conditions observed in this area appear to threaten the safety of the dam.
--	--	---

#### CONDITIONS OBSERVED - APPLIES TO SEEPAGE

<b>GOOD</b> No evidence of uncontrolled seepage. No unexplained increase in flows from designed drains. All seepage is clear. Seepage conditions do not appear to threaten the safety of the dam.	<b>ACCEPTABLE</b> Some seepage exists at areas other than the drain outfalls, or other designed drains. No unexplained increase in seepage. All seepage is clear. Seepage conditions observed do not currently appear to threaten the safety of the dam.	<b>POOR</b> Seepage conditions observed appear to threaten the safety of the dam. Examples: 1) Designed drain or seepage flows have increased without increase in reservoir level. 2) Drain or seepage flows contain sediment, i.e., muddy water or particles in jar samples. 3) Widespread seepage, concentrated seepage, or ponding appears to threaten the safety of the dam.
--	---	--

#### CONDITIONS OBSERVED - APPLIES TO MONITORING

<b>GOOD</b> Monitoring includes movement surveys and leakage measurements for all dams, and piezometer readings for High hazard dams. Instrumentation is in reliable, working condition. A plan for monitoring the instrumentation and analyzing results by the owner's engineer is in effect. Periodic inspections by owner's engineer.	<b>ACCEPTABLE</b> Monitoring includes movement surveys and leakage measurements for High and Significant hazard dams; leakage measurements for Low hazard dams. Instrumentation is in serviceable condition. A plan for monitoring instrumentation is in effect by owner. Periodic inspections by owner or representative. OR, NO MONITORING REQUIRED.	<b>POOR</b> All instrumentation and monitoring described under "ACCEPTABLE" here for each class of dam, are not provided, or required periodic readings are not being made, or unexplained changes in readings are not reacted to by the owner.
---	---	--

#### CONDITIONS OBSERVED - APPLIES TO MAINTENANCE AND REPAIR

<b>GOOD</b> Dam appears to receive effective on-going maintenance and repair, and only a few minor items may need to be addressed.	<b>ACCEPTABLE</b> Dam appears to receive maintenance, but some maintenance items need to be addressed. No major repairs are required	<b>POOR</b> Dam does not appear to receive adequate maintenance. One or more items needing maintenance or repair has begun to threaten the safety of the dam.
---	---	--

#### OVERALL CONDITIONS

<b>SATISFACTORY</b> The safety inspection indicates no conditions that appear to threaten the safety of the dam, and the dam is expected to perform satisfactorily under all design loading conditions. Most of the required monitoring is being performed.	<b>CONDITIONALLY SATISFACTORY</b> The safety inspection indicates symptoms of structural distress (seepage, evidence of minor displacements, etc.), which, if conditions worsen, could lead to the failure of the dam. Essential monitoring, inspection, and maintenance must be performed as a requirement for continued full storage in the reservoir.	<b>UNSATISFACTORY</b> The safety inspection indicates definite signs of structural distress (excessive seepage, cracks, slides, sinkholes, severe deterioration, etc.), which could lead to the failure of the dam if the reservoir is used to full capacity. The dam is judged unsafe for full storage of water.
--	---	--

#### SAFE STORAGE LEVEL

<b>FULL STORAGE</b> Dam may be used to full capacity with no conditions attached.	<b>CONDITIONAL FULL STORAGE</b> Dam may be used to full storage if certain monitoring, maintenance, or operational conditions are met.	<b>RESTRICTION</b> Dam may not be used to full capacity, but must be operated at some reduced level in the interest of public safety.
--	---	--

#### HAZARD CLASSIFICATION OF DAMS

<b>High hazard</b> Loss of human life is expected in the event of failure of the dam, while the reservoir is at the high water line.	<b>Significant hazard</b> Significant damage to improved property is expected in the event of failure of the dam while the reservoir is at the high water line, but no loss of human life is expected.	<b>Low hazard</b> Loss of human life is not expected, and damage to improved property is expected to be small, in the event of failure of the dam while the reservoir is at high water fine.
---	---	---

NPH hazard - No loss of life or damage to improved property, or loss of downstream resource is expected in the event of failure of the dam while the reservoir is at the high water line.

ENGINEER'S INSPECTION REPORT PHOTOGRAPHS ATTACHMENT

Dam Name: Alsbury  
450123

Date: 16Jun2020  
Page 1 of 5



Looking across the upstream slope from near the emergency spillway inlet. Log in foreground has been deliberately placed as a boom to discourage debris entry into the spillway channel. Reservoir levels were maintained at the invert of the outlet.



Vertical scarp in left upstream groin measures 3-feet at the maximum. The area does not appear to be worsening, compared to observations two years ago in 2018. The area should be visually monitored for change.



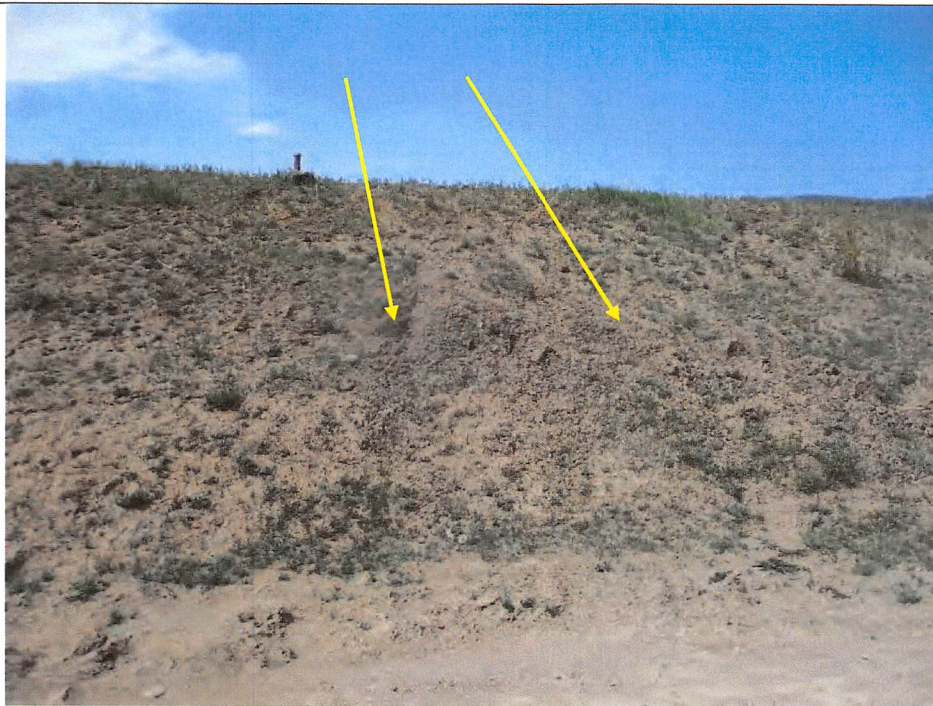
**ENGINEER'S INSPECTION REPORT PHOTOGRAPHS ATTACHMENT**

Dam Name: Alsbury  
450123

Date: 16Jun2020  
Page 2 of 5



Looking across the crest from the left abutment. Locally low zones were noted approximately 30-feet from the left abutment and at the center. Grass cover near the center was also sparse. The area should be monitored for signs of erosion. Evidence of runoff toward the reservoir was apparent, but no erosion noted.



Erosion from vehicular travel up the lower portion of the upper downstream slope. Recommend to place signage or boulders to prevent vehicular access.



**ENGINEER'S INSPECTION REPORT PHOTOGRAPHS ATTACHMENT**

Dam Name: Alsbury  
450123

Date: 16Jun2020  
Page 3 of 5



Outlet diaphragm drain is typically dry.



Sediment has backed up into the left and right toe drains from the small seepage basin below. Recommend to clear drains, remove willow and continue good maintenance/improve conveyance of the small seepage basin.



**ENGINEER'S INSPECTION REPORT PHOTOGRAPHS ATTACHMENT**

Dam Name: Alsbury  
450123

Date: 16Jun2020  
Page 4 of 5



Cippolleti weir measures outlet and seepage flows. Lean concrete was placed into the void underlying the weir, to address seepage underflow.



Spillway channel, viewed from the inlet.



**ENGINEER'S INSPECTION REPORT PHOTOGRAPHS ATTACHMENT**

Dam Name: Alsbury  
450123

Date: 16Jun2020  
Page 5 of 5



Concrete weir control section with grouted riprap appear to be in acceptable condition.



Looking down the spillway channel. USFS access road runs along the top of the right bank. Visually monitor the area for signs of erosion due to runoff from the road.

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

**MINUTES OF BOARD OF DIRECTORS MEETING  
July 16, 2020**

**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, Secretary Richard L. McNeill and Director Kelly Couey. Also in attendance were Tammy Keenan, Office Manager; Wendy Ryan, Colorado River Engineering, Inc.; Edward B. Olszewski, Counsel; and Brian Blair, Blair and Associates, P.C.

**PUBLIC COMMENT**

There was no comment from the public.

**MINUTES**

Bruce E. Wampler moved the minutes of the June 18, 2020, meeting be approved as received; Dan R. Harrison seconded; motion carried.

**2019 AUDIT**

Brian Blair of Blair and Associates, P.C. presented the 2019 audit, and addressed questions and concerns; Kelly Couey moved acceptance of this audit; seconded by Richard L. McNeill; audit accepted.

**FINANCE REPORT**

**Bills to be Paid:** Bruce E. Wampler moved the attached list of bills be paid; Richard L. McNeill seconded; motion carried.

**Financial Statements:** Bruce E. Wampler moved the June 2020, Financial Statements prepared by Barnes, Pearson & Associates, LLC be accepted; Richard L. McNeill seconded; motion carried.

**WATER CONTRACTS**

**Ray Shorette;** Kelly Couey moved approval of this water assignment from **Timberline Energy, Inc.**, 1 a.f., domestic, General Stored Water; seconded by Dan R. Harrison; motion carried.

**ROUNDTABLE REPORT**

The next roundtable meeting will be July 27, 2020.



### HYDROLOGISTS' REPORT

Water Watch and Augmentation reports were provided and discussed.

Received oral report on pending projects from Wendy Ryan.

East Divide, Divide, Fourmile and Rifle creeks all have active calls, no main stem calls yet.

### **ALSBURY RESERVOIR**

An outlet inspection is set for August 7, 2020. The reservoir is currently below dead pool and no augmentation is available for East Divide Creek. Signage was discussed and will be purchased and installed before the inspection.

### **CRYSTAL RIVER**

The water plan grant was considered July 15, 2020.

### **MARTIN RESERVOIRS**

Pressure transducers were purchased and installed on July 7, 2020. Upon arrival a fire ring and trash were present. Signage will need to be purchased to deter camping and swimming on the property.

### **SILT INTERCONNECT**

The Silt Interconnect will be operated July 16-23, 2020. The Cameo call will most likely come on during this period and West Divide will need to increase releases for July to cover the Pump Canal diversions.

### ATTORNEY'S REPORT

Received written and oral report from counsel.

Bruce E. Wampler moved to leave director compensation as status quo; seconded by Richard L. McNeill; motion carried

### NEW BUSINESS

The next meeting is scheduled for August 20, 2020.

John Currier will be leaving the River District in October 2020.

OLD BUSINESS

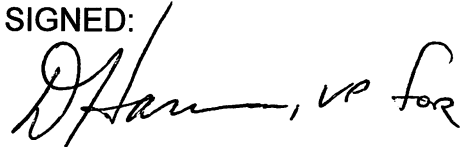
Kelly Couey moved to approve Align Multimedia's proposal (version 3); seconded by Dan R. Harrison; motion carried.

Roll call vote: Samuel B. Potter -- abstained; Dan R. Harrison -- yes; Bruce E. Wampler-- yes; Kelly Couey -- yes; Richard L. McNeill -- yes; proposal approved.

ADJOURN

Meeting adjourned at 11:10 a.m.

SIGNED:

A handwritten signature in cursive script, appearing to read "R. McNeill, VP for".

Richard L. McNeill, Secretary

ATTEST:

A handwritten signature in cursive script, appearing to read "S. B. Potter".

Samuel B. Potter, President

GENERAL FUND

Num	Name	Memo	Account	Amount
DD1070	Keenan, Tamara S	Direct Deposit	5221 · Salary	2,237.62
DD1071	McNeill, Richard L	Direct Deposit	5020 · Director Fees	343.17
DD1072	Wampler, Bruce E	Direct Deposit	5020 · Director Fees	277.05
5415	Couey, W. Kelly		5020 · Director Fees	277.05
5416	Harrison, Dan R.		5020 · Director Fees	533.09
5417	Potter, Samuel		5020 · Director Fees	749.80
eft	American Funds		2227 · Simple IRA Payable	92.50
eft	American Funds		2227 · Simple IRA Payable	215.83
eft	Electronic Federal Tax Payment	84-0976632	2205-FICA/MED/FWT Payable	1,019.76
eft	Colorado Department of Revenue	03-91472	2210-Colorado With. Payable	356.00
eft	Colorado State Treasurer	UITR 2nd QTR 2019 529737-00	5226 · Unemployment Tax	33.45
5418	Olszewski, Massih & Maurer,	General Legal	5280 · Legal	784.00
5419	CEBT	TSK Health Ins	5222 · Medical Insurance--Employer	876.42
5420	Serpent	Install network equipment	5125 · Office Equipment Expense	132.72
5421	Colorado River Engineering, Inc	assist with zoom posts	5397 · Website	90.00
5422	Bookcliff Professional Building, LLC	Escrow	5394 · Rent-Prop.Taxes/Ins/Utilities	200.00
5422	Bookcliff Professional Building, LLC	Rent	5395 · Rent--Office unit	926.34
5423	Mountain Valley Technology, Inc	Install network and new equipm	5125 · Office Equipment Expense	672.00
5423	Mountain Valley Technology, Inc	computer maintenance and bac	5100 · Office Supplies	300.00
5424	Jean's Printing	Letterhead	5100 · Office Supplies	206.41
5425	Capital One, F.S.B.	Postage	5300 · Postage/Box Rent/Etc.	152.24
5425	Capital One, F.S.B.	Adobe	5100 · Office Supplies	29.98
5425	Capital One, F.S.B.	Century Link	5390 · Telephone & Internet	131.19
5425	Capital One, F.S.B.	Quickbooks suuport	5100 · Office Supplies	89.95
5425	Capital One, F.S.B.	Zoom	5390 · Telephone & Internet	16.21
5425	Capital One, F.S.B.	Tonner	5100 · Office Supplies	770.49
5425	Capital One, F.S.B.	TV, Camera, computer	5125 · Office Equipment Expense	1,566.46
5425	Capital One, F.S.B.	Annual backup	5100 · Office Supplies	61.94
5427	CNA Surety	Errors & Omission	5610 · Insurance-E&O	257.00
				<u>13,398.67</u>

GENERAL STORED WATER

Num	Name	Memo	Account	Amount
2415	Olszewski, Massih & Maurer, P.C.	Directors	7047 · Legal--General	205.50
2415	Olszewski, Massih & Maurer, P.C.	CRWCD	7047 · Legal--General	80.00
2415	Olszewski, Massih & Maurer, P.C.	Alsbury Diligence	7053 · Legal - Alsbury	192.00
2415	Olszewski, Massih & Maurer, P.C.	Area A	7047 · Legal--General	280.00
2415	Olszewski, Massih & Maurer, P.C.	Crystal River	7048 · Legal--Crystal River	248.00
2415	Olszewski, Massih & Maurer, P.C.	WD Diligence	7046 · Legal--WD project Diligence	976.00
2415	Olszewski, Massih & Maurer, P.C.	Opp to RF	7047 · Legal--General	400.00
2415	Olszewski, Massih & Maurer, P.C.	Pioneer Ditch	7047 · Legal--General	1,770.50
2415	Olszewski, Massih & Maurer, P.C.	Reserve at Elk Meadows	7047 · Legal--General	256.00
2416	Garfield County Clerk and Recorder	Memorandums	7070 · Memorandum Recording Fees	62.00
2417	Colorado Mountain News Media	WD Project Diligence	7044 · Legal Publications/filing fees	240.43
2418	Colorado River Engineering, Inc.	Bd Mtg, General,	7032 · Hydrology--General	2,980.00
2418	Colorado River Engineering, Inc.	Diligence	7031 · Hydrology -- WD proj Diligence	1,530.00
2418	Colorado River Engineering, Inc.	Pioneer Ditch	7032 · Hydrology--General	390.00
2418	Colorado River Engineering, Inc.	Alsbury	7034 · Hydrology--Alsbury	922.50
				<u>10,532.93</u>

**FOURMILE**

Num	Name	Memo	Account	Amount
1884	Cappo Properties, LLC	Refund overpayment	1200 · Accounts Receivable	270.00
1885	Olszewski, Massih & Maurer, P.C.	General	8050 · Legal--General	552.00
1885	Olszewski, Massih & Maurer, P.C.	General	8053 · Legal -- Martin Reservoirs	880.00
1886	Colorado River Engineering, Inc.	Site Visit; res inspection; pressu	8080 · Maintenance - Martin Reservoir	695.00
1886	Colorado River Engineering, Inc.	Site visit; headgate repairs; rele	8033 · Hydrology -- Martin # 1 & 2	3,516.08
				<u>5,913.08</u>

*Handwritten initials: JPA*

**SILT INTERCONNECT**

Num	Name	Memo	Account	Amount
463	Colorado River Engineering, Inc.	Analysis and operations memo	7802 · Hydrology	180.00
464	Olszewski, Massih & Maurer, P.C.	Rifle Creek Diligence	7801 · Legal	773.50
465	Garfield County Clerk & Recorder	Memorandum	8000 · Memorandum Recording Fees	26.00
				<u>979.50</u>
		<b>GRAND TOTAL</b>		<b>30,824.18</b>

*Handwritten initials: JPA*



# PROPOSAL:

## WEST DIVIDE WATER CONSERVANCY DISTRICT

July 15, 2020 - (Version 3)

Tammy Keenan

West Divide Water Conservancy District  
P. O. Box 1478  
818 Taughenbaugh Blvd., #101  
Rifle, CO 81650  
(970) 625-5461

Presented by:

[Ryan Mackley](#)

Align Multimedia, LLC  
Office: 480-231-5590  
[Ryan@AlignMultimedia.com](mailto:Ryan@AlignMultimedia.com)



## PROJECT SUMMARY

Align Multimedia proposes to build and manage the online presence for West Divide Water Conservancy District (WDWCD) through a comprehensive website redesign. The current WDWCD website is built upon an outdated content management system and requires a redesign in order to 1.) provide greater site security, 2.) fully function when loaded on a variety of modern devices including mobile 3.) provide a more modern design aesthetic and 4.) improve and add to current site functionality.

## PROPOSED PROJECT DETAILS

Align Multimedia proposes to create the new website on the WordPress content management system. Align will also work with WDWCD to select an appropriate WordPress theme template. Templates provide pre-packaged yet wholly customizable design aesthetics, functionality sets, page layouts and site organization. There are hundreds to choose from and they allow for visually stunning site designs that reduce the amount of time and money expended when building themes from scratch. Regardless of the template you choose, Align will customize it so that it is visually unique to WDWCD.

Using WordPress and a WordPress theme template, the new site will have the capability to include the following major features and functionalities. The final set of features will be determined after further decisions are made by the WDWCD board .

### STANDARD FEATURES (INCLUDED IN PROJECT UNLESS PURPOSEFULLY EXCLUDED BY WDWCD)

- Simple/User Friendly Design
- Fast Loading
- A Mobile Friendly Responsive Layout (The Site Will Look Consistently Great on Phones, Tablets AND Computers)
- WordPress Content Management System (The Software That Allows the Site to Run)
- WordPress Theme Template Customized for WDWCD (Adds the “Look and Feel” of the Site)
- Secure and Modern Codebase
- Online Form Integration
- Inclusion of Existing Calendar Functionality
- Inclusion of Existing GeoLocation Map Functionality
- Transfer of all Text Content on Existing Website
- Inclusion of All Pages on Existing Website in New Website
- Access to Align Multimedia’s Library of Local Photo Content for Use on Site
- Access to WordPress Admin Panel for WDWCD Staff for the Purpose of Minor Site Updates
- Easy Future Expansion Using WordPress Plug-Ins
- Automated Future Security Updates and Maintenance
- Sidebars and Widget Areas for Repetitive Content and Functionality to Be Placed Throughout the Site
- Improved Search Engine Optimization (SEO) Via a Modern Codebase
- 1 Hour of Training and Staff Access to the Website to Make Basic Content Changes
- Social Media Integration (If Necessary)
- Blogging Ready (WDWCD is Responsible to Produce All Blog Content Unless Otherwise Requested)

#### OPTIONAL FEATURES REQUESTED BY WDWCD

- Improvement of Existing GeoLocation Map Functionality
- Replace the PDF Documents on the Current Site with Online Forms

## INITIAL SCOPE OF WORK, COST ESTIMATES AND SCHEDULE

### TASKS TO BE COMPLETED BY ALIGN

- Work With WDWCD to Plan Website Functionality and Select Aesthetic Options
- Work With WDWCD to Develop a Content Plan and Site Organization Plan
- Design and Development of New Website:
  - Set up of development server environment
  - Installation of WordPress content management system
  - Selection of a theme template with WDWCD input and approval
  - Design and development to customize theme template
  - Integrate all existing content
  - Integrate any new content
  - Identify and integrate plug-ins for additional approved site functionalities
  - Provide WDWCD with link to development site for the purpose of reviews and approvals
  - Create Forms with Formstack
  - Revamp Map Functionality with Improvements
- Gain All Necessary Approvals by WDWCD Before Launch
- Test Site Functionality Across Multiple Devices
- Redirect/Configure DNS to Make New Site Live
- Transfer of Domain (If Necessary)
- Implementation of Hosting and Basic Maintenance Program and SSL Certificate

### PROJECT COST ESTIMATES AND EXPLANATION

**\$4,500**

#### ONGOING COSTS

##### HOSTING AND BASIC MAINTENANCE

The first year of hosting and basic maintenance is included in the project cost. Hosting is the upkeep of the server environment that the site files will reside upon. Basic maintenance is defined as regular WordPress software updates, plug-in updates, 24/7 software monitoring to ensure website is online, basic analytics reports and daily back-ups. After the first year the charge for these services will be \$30 per month.

##### CONTENT AND FUNCTIONALITY UPDATES

All major site updates can be quoted by Align to the WDWCD board in advance. Minor updates will be billed at Align's standard hourly rate which is currently \$90 per hour. No updates will be implemented without a written request or written approval from the WDWCD board. All change requests falling outside of the initial scope of work and implemented after site launch will be subject to the \$90 per hour charge.

#### DOMAIN RENEWALS (OPTIONAL)

WDWCD currently owns the site domain and may keep possession of the domain with the current registrar. If WDWCD wishes to transfer the management of the domain to Align, the ongoing charge would be \$20 per year.

#### SECURE SOCKET LAYER CERTIFICATE

A SSL Certification has become an expected part of modern websites. If your browser indicates that a site is “Not Secure” it is usually because the SSL certificate has not been installed or has expired. We will install and manage your certificate for \$75 per year.

#### FORMSTACK FORMS

Formstack is a service that allows for compliant, secure and sophisticated forms to be embedded on your website. Features include eSignatures, robust security features, and analytics. This is a monthly service that is priced according to the number of forms that you wish to have on your website. We anticipate this cost to be \$20 per month.

#### PROJECT SCHEDULE

Projects in this scope range typically take six to eight weeks to complete once the initial agreement is signed. A more refined schedule will be included in the project agreement.

#### NEXT STEPS

Upon the Board’s approval of this proposal, Align will present the WDWCD with a final agreement and upon its signing, begin work on the project. If there are any additional questions that come up in the meantime, please just let us know.

#### ADDITIONAL INFORMATION ABOUT ALIGN MULTIMEDIA

With clients all over the world and expertise in all things advertising, Align Multimedia is ambitious, fast-growing and committed to providing the best in digital and traditional marketing services. We have an impeccable track record for helping our customers gain popularity throughout the online world and beyond.

From our offices in Rifle, Colorado we provide a broad range of in-house digital marketing services to clients in a wide variety of market sectors. Our creative acumen includes web design and development, search engine marketing and optimization, research and data collection, graphic design, photography, video production, radio and print advertising.

Align is a great company to work with because our overall approach is simple. At the core of our business is a belief that building beautiful digital products is achievable by careful planning, preparation, setting clear tasks and hitting milestones. Coupling that approach with a vast knowledge from over 20 years of providing digital marketing services for companies of all sizes and industries, makes Align the clear partner of choice.





## THE TEAM

**Ryan Mackley**, Multimedia Director and Partner at Align, has more than 25 years of experience creating stunning visual content. His specialties are video production, video post-production and photography. He also has extensive experience with web design and development, working with various web and entertainment industry heavy hitters while starting his career in Los Angeles. Once back home in his native Colorado, Ryan founded multiple digital start-ups. As a founder and partner at Align, Ryan relishes his role as storyteller, creating unique, creative and comprehensive visual stories about organizations, people and products.

**Marc Rassel**, Creative Director and Partner at Align, has worked in the marketing and design worlds for over 15 years. He is a hipster digital nerd whose expertise is design, web design, data collection, digital marketing, programming. He was formerly the Creative Director at Menard's (3rd largest home improvement retailer in USA) and also spent a few years running a print company. Marc has a degree in Graphic Design from the University of Wisconsin-Stout and has been a partner at Align since its establishment in 2014. Marc has successfully managed the strategy, vision campaigns and branding for organizations like Future-iQ, Sopris Realty, City of Rifle, Rifle Chamber of Commerce, Alaskan Fishing Adventures, Natural Soda, and more. Marc will be the lead creative expert on the project and will delegate as needed to Erik Villaseñor.

**Joshua Bassett**, Director of Business Development, has a BS in Marketing from Northern Arizona University. He worked as the Marketing Director at one of the county's largest alternative rock radio stations for many years managing all the marketing initiatives of the company. After radio, Josh worked for Coca-Cola as a Regional Marketing Manager for the **vitaminwater** and **smartwater** brands developing campaigns/events/concerts around music, action sports, fashion & health. Josh also worked as a Marketing Manager at Motive agency in Denver managing campaigns for Pepsi including the Hyped for Halftime Super Bowl Campaign, Mountain Dew National Field Marketing Team, etc.

**Erik Villaseñor**, Lead Creative Designer, joined Align Multimedia in 2014 after graduating at the top of his class from the Art Institute of Denver. Prior to the Art Institute, Erik served in the United States Army and did a tour in Iraq and another in Afghanistan - he is an American Hero. Erik will work as a graphic and web designer on this project.

**Carrie Pearson**, Graphic Designer, joined Align Multimedia in 2019 and has a degree in Graphic Design from the University of Wisconsin-Stout. Carrie's portfolio includes design work for companies of all shapes and sizes. When Carrie isn't designing, she's traveling the country pursuing her passion for photography. Carrie will work as a graphic and web designer on this project.

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

**MINUTES OF BOARD OF DIRECTORS MEETING  
August 20, 2020**

**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, Secretary Richard L. McNeill and Director Kelly Couey was absent. Also in attendance were Tammy Keenan, Office Manager; Wendy Ryan Colorado River Engineering, Inc.; Edward B. Olszewski, Counsel.

**PUBLIC COMMENT**

There was no comment from the public.

**MINUTES**

Bruce E. Wampler moved the minutes of the July 16, 2020, meeting be approved as received; Richard L. McNeill seconded; motion carried.

**FINANCE REPORT**

**Bills to be Paid:** Bruce E. Wampler moved the attached list of bills be paid; Richard L. McNeill seconded; motion carried.

**Financial Statements:** Bruce E. Wampler moved the July 2020, Financial Statements prepared by Barnes, Pearson & Associates, LLC be accepted; Richard L. McNeill seconded; motion carried.

**WATER CONTRACTS**

**Lorenzo and Patricia Cano;** Bruce E. Wampler moved approval of this water assignment from **Pierre and Crystal Loncle**, 1 a.f., domestic, General Stored Water; seconded by Richard L. McNeill; motion carried.

**Red Barn Ranch 2, LLC;** Bruce E. Wampler moved approval of this water assignment from **Red Barn Guest Ranch, LLC**, 1.1 a.f., commercial, General Stored Water; seconded by Richard L. McNeill; motion carried.

**Saul Duran;** Bruce E. Wampler moved approval of this water assignment from **Angello Cardillo**, 1 a.f., domestic, Silt Interconnect; seconded by Richard L. McNeill; motion carried.

**James Pursell;** Bruce E. Wampler moved approval of this water allotment contract, 1 a.f., domestic, Fourmile Creek; seconded by Dan R. Harrison; motion carried.

#### ROUNDTABLE REPORT

Received written and oral report from Richard L. McNeill of the July 27, 2020 meeting.

#### HYDROLOGISTS' REPORT

Water Watch and Augmentation reports were provided and discussed.

Received oral report on pending projects from Wendy Ryan.

Colorado River at Cameo, East Divide, Divide, Fourmile, Rifle and Elk creeks all have active calls.

#### **ALSBURY RESERVOIR**

An outlet inspection on August 7, 2020 revealed some minor hairline cracking and joint separation 100 to 115 feet into the pipe but indicated that we are good another 10 years.

#### **CRYSTAL RIVER**

Pitkin County published an article in the "Crystal Valley Echo". The board discussed a response to the article. On August 18, 2020 it was determined to continue moving forward on engineering and assess the demands.

#### **DIVIDE CREEK/COLORADO WATER RIGHTS**

The board discussed water rights that are for sale and diverted on Divide Creek and the Colorado River Compact.

#### **MARTIN RESERVOIRS**

On August 6 -9, 2020 water was released from #1 into #2 to prepare for future releases from #2. The Oak Meadows July depletions release was also made. An assessment of remaining storage for Oak Meadows needs to be made to determine if they need to contract for #3 water.



**WD PROJECT DILIGENCE**

Colorado River Engineering has been working on updates in response to the Division 5 Summary of Consultation.

**ATTORNEY'S REPORT**

Received written and oral report from counsel.

**NEW BUSINESS**

The next meeting is scheduled for September 17, 2020.

Meter readings have been sent.

**ADJOURN**

Meeting adjourned at 11:12 a.m.

SIGNED:



Richard L. McNeill, Secretary

ATTEST:



Samuel B. Potter, President

## GENERAL FUND

Num	Name	Memo	Account	Amount
DD1073	Keenan, Tamara S	Direct Deposit	5221 · Salary	2,237.63
5428	Barnes, Pearson & Rudow, PC	June Financials	5150 · Accounting	645.00
5429	Bookcliff Professional Building, LLC	Escrow	5394 · Rent-Prop.Taxes/Ins/Utilities	200.00
5429	Bookcliff Professional Building, LLC	Rent	5395 · Rent--Office unit	926.34
5430	CEBT	TSK Health Ins	5222 · Medical Insurance--Employer	876.42
5431	Olszewski, Massih & Maurer, P.C.	Policies	5280 · Legal	192.00
5432	Capital One, F.S.B.	Postage	5300 · Postage/Box Rent/Etc.	37.79
5432	Capital One, F.S.B.	Adobe	5100 · Office Supplies	14.99
5432	Capital One, F.S.B.	Century Link	5390 · Telephone & Internet	131.19
5432	Capital One, F.S.B.	Zoom	5390 · Telephone & Internet	16.21
eft	American Funds		2227 · Simple IRA Payable	92.50
eft	American Funds		2227 · Simple IRA Payable	215.83
eft	Electronic Federal Tax Payment Syster 84-0976632		2205-FICA/MED/FWT Payable	713.74
				<u>6,299.64</u>

## GENERAL STORED WATER

Num	Name	Memo	Account	Amount
2419	Silt Mesa Interconnect Enterprise Fund Elk/Rifle Creek diligence not		2050 · Due to Other Funds	1,410.00
2420	Highlander Irrigation & Landscaping, I	Signage	7060 · Alsbury-Operating Costs	1,112.00
2421	Olszewski, Massih & Maurer, P.C.	Directors	7047 · Legal--General	40.00
2421	Olszewski, Massih & Maurer, P.C.	General	7047 · Legal--General	816.00
2421	Olszewski, Massih & Maurer, P.C.	CRWCD	7047 · Legal--General	40.00
2421	Olszewski, Massih & Maurer, P.C.	Contracts	7047 · Legal--General	40.00
2421	Olszewski, Massih & Maurer, P.C.	Alsbury Diligence	7053 · Legal - Alsbury	200.00
2421	Olszewski, Massih & Maurer, P.C.	Area A	7047 · Legal--General	376.00
2421	Olszewski, Massih & Maurer, P.C.	Crystal River	7048 · Legal--Crystal River	512.00
2421	Olszewski, Massih & Maurer, P.C.	WD Dilignce	7046 · Legal--WD project Diligence	544.00
2421	Olszewski, Massih & Maurer, P.C.	Opp to RF	7047 · Legal--General	296.00
2421	Olszewski, Massih & Maurer, P.C.	Pioneer Ditch	7047 · Legal--General	1,095.50
2422	Garfield County Clerk and Recorder	Memorandums	7070 · Memorandum Recording Fees	28.00
2423	Colorado River Engineering, Inc.	Bd Mtg, General,	7032 · Hydrology--General	1,530.00
2423	Colorado River Engineering, Inc.	Diligence	7031 · Hydrology -- WD proj Diligenc	60.00
2423	Colorado River Engineering, Inc.	Pioneer Ditch	7032 · Hydrology--General	390.00
2423	Colorado River Engineering, Inc.	Alsbury	7034 · Hydrology--Alsbury	359.24
2424	Down Valley Septic & Drain	Alsbury Video Inspection	7080 - Alsbury Maintenance	700.00
				<u>9,548.74</u>

## FOURMILE CREEK

Num	Name	Memo	Account	Amount
1887	Olszewski, Massih & Maurer, P.C.	General	8050 · Legal--General	752.00
1887	Olszewski, Massih & Maurer, P.C.	Diligence	8053 · Legal -- Martin Reservoirs	88.00
1888	Colorado River Engineering, Inc.	Site visit, release analysis	8080 · Maintenance - Martin Reservoir	867.31
1888	Colorado River Engineering, Inc.	Site visit, install sensors, OM r	8033 · Hydrology -- Martin # 1 & 2	886.99
				2,594.30

## SILT INTERCONNECT

Num	Name	Memo	Account	Amount
466	Summer Pasture Water Assoc	Refund overpayment	1200 · Accounts Receivable	270.00
467	Four Seasons Water Assoc	Refund overpayment	1200 · Accounts Receivable	270.00
468	Olszewski, Massih & Maurer. P.C.	Rifle Creek Diligence	7801 · Legal	1,072.00
469	Colorado River Engineering, Inc.	Releases	7802 · Hydrology	60.00
				1,672.00
GRAND TOTAL				20,114.68

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

**MINUTES OF BOARD OF DIRECTORS MEETING  
September 17, 2020**

**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, Secretary Richard L. McNeill and Director Kelly Couey was absent. Also in attendance were Tammy Keenan, Office Manager; Wendy Ryan, Colorado River Engineering, Inc.; Edward B. Olszewski, Counsel.

**PUBLIC COMMENT**

There was no comment from the public.

**MINUTES**

Dan R. Harrison moved the minutes of the August 20, 2020, meeting be approved as received; Richard L. McNeill seconded; motion carried.

**FINANCE REPORT**

**Bills to be Paid:** Bruce E. Wampler moved the attached list of bills be paid; Richard L. McNeill seconded; motion carried.

**Financial Statements:** Bruce E. Wampler moved the August 2020, Financial Statements prepared by Barnes, Pearson, Rudow, P.C. be accepted; Richard L. McNeill seconded; motion carried.

**WATER CONTRACTS**

**Nancy Ihlenfeldt;** Bruce E. Wampler moved approval of this water assignment from **Jacob and Heather Marine**, 1 a.f., domestic, General Stored Water; seconded by Richard L. McNeill; motion carried.



### ROUNDTABLE REPORT

The next roundtable meeting will be September 18, 2020 at 1:00 p.m.

### HYDROLOGISTS' REPORT

Water Watch and Augmentation reports were provided and discussed.

Received oral report on pending projects from Wendy Ryan.

Colorado River at Cameo, East Divide, Divide, Fourmile, Rifle and Elk creeks all have active calls.

### **CRYSTAL RIVER**

Division 5 responded to the Pitkin county article in the "Crystal Valley Echo." The article distinguished between exempt, non-exempt and household use only wells. The article also mentioned other surface rights.

There was a Crystal River Caucus meeting last week. Andy Mueller from the River District attended and tried to correct the Pitkin county letter as well.

### **DIVIDE CREEK/COLORADO WATER RIGHTS**

The board discussed water rights that are for sale and diverted on Divide Creek and the Colorado River Compact. The board is still interested in the purchase and will move forward with getting questions answered.

### **MARTIN RESERVOIRS**

The Oak Meadows August depletions release were made (2.8AF). An assessment of remaining storage for Oak Meadows needs to be made to determine if they need to contract for #3 water.

### **WD PROJECT DILIGENCE**

Colorado River Engineering has been working on updates in response to the Division 5 Summary of Consultation. Division 5 has cleaned up the AP error for the Fourmile structures and now has them correctly listed as AP to Fourmile Canal and Siphon.

Division 5 is requiring lagging of Fourmile Creek diversions for absolute claims based on the intent of the original decree.

### ATTORNEY'S REPORT

Received written and oral report from counsel.

### NEW BUSINESS

The next meeting is scheduled for October 15, 2020.

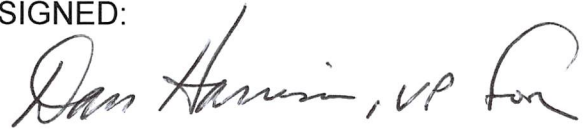
TAMMY'S ANNUAL REVIEW

Dan R. Harrison moved to go into executive session per CRS 24-6-402(4) for the purpose of Tammy's annual review; seconded by Richard L. McNeill; motion carried. At 10:45 a.m. the meeting moved out of executive session. Bruce E. Wampler moved to raise Tammy Keenan's annual wage 5% with a recurring annual raise based on the Boulder CPI amounts and also moved Edward B. Olszewski draft a new employment agreement; seconded by Richard L. McNeill; motion carried.

ADJOURN

Meeting adjourned at 11:12 a.m.

SIGNED:



Richard L. McNeill, Secretary

ATTEST:



Samuel B. Potter, President

Num	Name	Memo	Account	Amount
DD1074	Keenan, Tamara S	Direct Deposit	5221 · Salary	2,237.63
eft	American Funds		2227 · Simple IRA Payable	92.50
eft	American Funds		2227 · Simple IRA Payable	215.83
eft	Electronic Federal Tax Payment System	84-0976632	2205-FICA/MED/FWT Payable	763.74
5433	Bookcliff Professional Building, LLC	Escrow	5394 · Rent-Prop.Taxes/Ins/Utilities	200.00
5433	Bookcliff Professional Building, LLC	Rent	5395 · Rent--Office unit	926.34
5434	Capital One, F.S.B.	Postage	5300 · Postage/Box Rent/Etc.	31.94
5434	Capital One, F.S.B.	Adobe	5100 · Office Supplies	14.99
5434	Capital One, F.S.B.	Century Link	5390 · Telephone & Internet	32.63
5434	Capital One, F.S.B.	Comcast	5390 · Telephone & Internet	250.70
5434	Capital One, F.S.B.	Zoom	5390 · Telephone & Internet	16.21
5435	Barnes, Pearson & Rudow, PC	July & August Financials	5150 · Accounting	1,290.00
5435	Barnes, Pearson & Rudow, PC	2nd Qtr PR reports	5150 · Accounting	195.00
5436	Deep Rock	Water	5100 · Office Supplies	42.44
5437	Align Multimedia, LLC	Website 1st installment	5397 · Website	2,250.00
5438	CEBT	TSK Health Ins	5222 · Medical Insurance--Employer	876.42
				<u>9,436.37</u>

**GENERAL STORED WATER**

Num	Name	Memo	Account	Amount
2427	General Fund	3rd Qtr Reimbursement	7061 · Accounting Fees Proration	2,905.50
2427	General Fund	3rd Qtr Reimbursement	7064 · Directors Fees Proration	1,911.50
2427	General Fund	3rd Qtr Reimbursement	7063 · Office Rent Proration	1,729.25
2427	General Fund	3rd Qtr Reimbursement	7062 · Personnel Service Proration	6,744.00
2428	Grand Junction Media Inc.	WD Project Diligence	7046 · Legal--WD project Diligence	167.98
2428	Grand Junction Media Inc.	Pioneer Ditch	7044 · Legal Publications/filing fees	306.58
2429	Grand Junction Media Inc.	Alsbury	7053 · Legal - Alsbury	415.80
2430	Garfield County Clerk and Recorder	Memorandums	7070 · Memorandum Recording Fees	81.00
2431	Olszewski, Massih & Maurer, P.C.	Water Rights	7047 · Legal--General	112.00
2431	Olszewski, Massih & Maurer, P.C.	General	7047 · Legal--General	296.00
2431	Olszewski, Massih & Maurer, P.C.	CRWCD	7047 · Legal--General	208.00
2431	Olszewski, Massih & Maurer, P.C.	Contracts	7047 · Legal--General	552.00
2431	Olszewski, Massih & Maurer, P.C.	Alsbury Diligence	7053 · Legal - Alsbury	152.00
2431	Olszewski, Massih & Maurer, P.C.	Area A	7047 · Legal--General	352.00
2431	Olszewski, Massih & Maurer, P.C.	Crystal River	7048 · Legal--Crystal River	664.00
2431	Olszewski, Massih & Maurer, P.C.	WD Diligence	7046 · Legal--WD project Diligence	880.00
2431	Olszewski, Massih & Maurer, P.C.	Scanlon/Crystal Opp	7047 · Legal--General	150.00
2431	Olszewski, Massih & Maurer, P.C.	Pioneer Ditch	7047 · Legal--General	666.48
2431	Olszewski, Massih & Maurer, P.C.	legislation	7047 · Legal--General	40.00
2432	Colorado River Engineering, Inc.	Bd Mtg, General,	7032 · Hydrology--General	3,170.00
2432	Colorado River Engineering, Inc.	Diligence	7031 · Hydrology -- WD proj Diligence	4,290.00
2432	Colorado River Engineering, Inc.	Pioneer Ditch	7032 · Hydrology--General	60.00
2432	Colorado River Engineering, Inc.	Alsbury	7034 · Hydrology--Alsbury	990.00
				<u>26,844.09</u>

**FOURMILE**

Num	Name	Memo	Account	Amount
1890	Garfield County Clerk & Recorder	Memorandum recording	8070 · Memorandum Recording Fees	26.00
1891	Colorado River Engineering, Inc.	General	8033 · Hydrology -- Martin # 1 & 2	820.00
1891	Colorado River Engineering, Inc.	Review contracts	8032 · Hydrology--litigation	180.00
1892	General Fund #1414008103	3rd Qtr Reimbursement	8056 · Rent--office Space Proration	485.25
1892	General Fund #1414008103	3rd Qtr Reimbursement	8058 · Accounting Fees Proration	815.25
1892	General Fund #1414008103	3rd Qtr Reimbursement	8057 · Directors fees Proration	536.25
1892	General Fund #1414008103	3rd Qtr Reimbursement	8059 · Personnel Service Proration	1,892.25
1893	Olszewski, Massih & Maurer, P.C.	General	8050 · Legal--General	360.00
				5,115.00

**SILT INTERCONNECT**

Num	Name	Memo	Account	Amount
472	General Fund 1414008103	3rd Qtr Reimbursement	8100 · Rent--Office Space Proration	330.00
472	General Fund 1414008103	3rd Qtr Reimbursement	8200 · Personnel Service Proration	1,286.50
472	General Fund 1414008103	3rd Qtr Reimbursement	8400 · Directors Fees Proration	364.75
472	General Fund 1414008103	3rd Qtr Reimbursement	8300 · Accounting Fees Proration	554.25
473	Colorado River Engineering, Inc.	Releases	7802 · Hydrology	210.00
474	Garfield County Clerk & Recorder	Memorandum	8000 · Memorandum Recording Fees	18.00
475	General Stored Water	Hydrology	2050 - Due to other funds	2,820.00
				5,583.50

GRAND TOTAL

46,978.96



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

**MINUTES OF BOARD OF DIRECTORS MEETING  
October 15, 2020**

**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 via zoom, Secretary Richard L. McNeill via zoom and Director Kelly Couey was absent. Also in attendance were Tammy Keenan, Office Manager; Wendy Ryan and Chris Manera, Colorado River Engineering, Inc.; Edward B. Olszewski, Counsel; Lyndie Pearson and Tiffanie Rudow via zoom, Accountants.

**PUBLIC COMMENT**

There was no comment from the public.

**MINUTES**

Bruce E. Wampler moved the minutes of the September 17, 2020, meeting be approved as received; Richard L. McNeill seconded; motion carried.

**FINANCE REPORT**

**Bills to be Paid:** Bruce E. Wampler moved the attached list of bills be paid; Richard L. McNeill seconded; motion carried.

**Financial Statements:** Bruce E. Wampler moved the September 2020, Financial Statements prepared by Barnes, Pearson & Associates, LLC be accepted; Richard L. McNeill seconded; motion carried.

**DRAFT 2021 BUDGETS**

Lyndie Pearson and Tiffanie Rudow presented the 2021 budget and the board discussed the numbers.

**WATER CONTRACTS**

**Richard and Jodine Johnson;** Bruce E. Wampler moved approval of this water assignment from **Clyde R. and Anna M. Dechert**, 1 a.f., domestic, General Stored Water; seconded by Richard L. McNeill; motion carried.

**Mark Bunchman;** Bruce E. Wampler moved approval of this water assignment from **Craig Shultz**, 2.32 a.f., domestic, General Stored Water; seconded by Richard L. McNeill; motion carried.

**Steve and Robin Robinson;** Bruce E. Wampler moved approval of this water allotment contract, 1 a.f., domestic, Silt Interconnect; seconded by; motion carried. After further discussion the contract was tabled for more information.

HYDROLOGISTS' REPORT

Water Watch and Augmentation reports were provided and discussed.

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

**MARTIN RESERVOIRS**

Ty Trulove is monitoring the releases from #2.

There is a sinkhole in #1 that appears to be the source of the seep. The recommended course of treatment is to excavate a 40'x40' area 18-24" deep, install PVC liner and backfill.

Bruce E. Wampler moved to approve a budget up to \$5000 to have Ty Trulove repair the seepage and investigate potential maintenance if it's cost effective and makes sense at the time; seconded by Richard L. McNeill; motion carried.

ATTORNEY'S REPORT

Received written and oral report from counsel.

NEW BUSINESS

The next meeting is scheduled for November 19, 2020.

A link to the new website was provided to all for feedback.

ADJOURN

Meeting adjourned at 11:59 a.m.

SIGNED:



Richard L. McNeill, Secretary

ATTEST:



Samuel B. Potter, President

West Divide Water Conservancy District-General Fund

Bills to be Paid

October 15, 2020

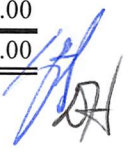
Num	Name	Memo	Account	Amount
5442	Bookcliff Professional Building, LLC	Escrow	5394 · Rent-Prop.Taxes/Ins/Utilities	200.00
5442	Bookcliff Professional Building, LLC	Rent	5395 · Rent--Office unit	926.34
5443	CEBT	TSK Health Ins	5222 · Medical Insurance--Employer	876.42
5444	Barnes, Pearson & Rudow, PC	Sept Financials	5150 · Accounting	645.00
5440	Harrison, Dan R.		5020 · Director Fees	334.47
DD1075	Keenan, Tamara	Direct Deposit	5221 - Salary	2,237.63
DD1076	McNeill, Richard L	Direct Deposit	5020 · Director Fees	369.40
5441	Potter, Samuel		5020 · Director Fees	404.20
5439	Couey, W. Kelly		5020 · Director Fees	277.05
DD1077	Wampler, Bruce E	Direct Deposit	5020 · Director Fees	277.05
5445	Capital One	Quickbooks supp	5100 - Office Supplies	104.94
5445	Capital One	Comcast	5390 - Telephone and Internet	148.53
5445	Capital One	postage	5300 - Postage	29.99
5445	Capital One	zoom	5100 - Office Supplies	16.21
eft	American Funds		2227 · Simple IRA Payable	92.50
eft	American Funds		2227 · Simple IRA Payable	215.83
eft	Electronic Federal Tax Payment System	84-0976632	2205-FICA/MED/FWT Payable	973.84
				<u>8,129.40</u>

GENERAL STORED WATER

Num	Name	Memo	Account	Amount
2433	Pitkin County Clerk & Recorder	Memorandums	7070 · Memorandum Recording Fees	18.00
2434	Olszewski, Massih & Maurer, P.C.	Water Rights	7047 · Legal--General	120.00
2434	Olszewski, Massih & Maurer, P.C.	General	7047 · Legal--General	896.00
2434	Olszewski, Massih & Maurer, P.C.	CRWCD	7047 · Legal--General	192.00
2434	Olszewski, Massih & Maurer, P.C.	Contracts	7047 · Legal--General	80.00
2434	Olszewski, Massih & Maurer, P.C.	Alsbury Diligenc	7053 · Legal - Alsbury	608.00
2434	Olszewski, Massih & Maurer, P.C.	Area A	7047 · Legal--General	320.00
2434	Olszewski, Massih & Maurer, P.C.	Crystal River	7048 · Legal--Crystal River	880.00
2434	Olszewski, Massih & Maurer, P.C.	WD Dilignce	7046 · Legal--WD project Diligence	88.00
2434	Olszewski, Massih & Maurer, P.C.	Scanlon/Crystal C	7047 · Legal--General	234.00
2434	Olszewski, Massih & Maurer, P.C.	Opp to RFP & Sc	7047 · Legal--General	144.00

West Divide Water Conservancy District-General Fund  
 Bills to be Paid  
 October 15, 2020

2434	Olszewski, Massih & Maurer, P.C.	Pioneer Ditch 7047 · Legal--General	96.00
2435	Colorado River Engineering, Inc.	Bd Mtg, General, 7032 · Hydrology--General	1,900.00
			<u>5,576.00</u>



FOURMILE CREEK

Num	Name	Memo	Account	Amount
1894	Colorado River Engineering, Inc.	site visti, inspecti 8033	Hydrology -- Martin # 1 & 2	317.00
1894	Colorado River Engineering, Inc.	Review contracts 8030	Hydrology	137.00
1895	Olszewski, Massih & Maurer, P.C.	General	8050 · Legal--General	744.00
				<u>1,198.00</u>



GRAND TOTAL 14,903.4



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

**MINUTES OF BOARD OF DIRECTORS MEETING  
November 19, 2020**

**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 via zoom, Secretary Richard L. McNeill via zoom and Director Kelly Couey was absent. Also in attendance were Tammy Keenan, Office Manager; Wendy Ryan, Colorado River Engineering, Inc. via zoom; Edward B. Olszewski, Counsel via zoom; Tiffanie Rudow, Accountant via zoom, John Currier and Brendon Langenhuizen, River District via zoom and Bob Krug with CSAFE.

**PUBLIC COMMENT**

There was no comment from the public.

**MINUTES**

Bruce E. Wampler moved the minutes of the October 15, 2020, meeting be approved as received; Richard L. McNeill seconded; motion carried.

**FINANCE REPORT**

**Bills to be Paid:** Bruce E. Wampler moved the attached list of bills be paid; Richard L. McNeill seconded; motion carried.

**Form 8655:** Bruce E. Wampler moved and directed the President to accept and sign the Form 8655; Richard L. McNeill seconded; motion carried.

**Barnes Pearson & Rudow PC engagement letter:** Bruce E. Wampler moved and directed the President to accept and sign the engagement letter; Richard L. McNeill seconded; motion carried.

**Financial Statements:** Bruce E. Wampler moved the October 2020, Financial Statements prepared by Barnes, Pearson & Rudow, LLC be accepted; Richard L. McNeill seconded; motion carried.

Bob Krug with CSAFE discussed the current, past and future interest rates with the Board. He suggested that the Board setup a CORE account and move funds over.

Bruce E. Wampler moved to have Tammy work with Bob Krug in setting up the CORE accounts and to move the funds over to the new accounts; Richard L. McNeill seconded; motion carried.

John Currier with the River District introduced Brendon Langenhuizen as the new Senior Rights Water Engineer to the Board, as John will be retiring soon.

### WATER CONTRACTS

**Michele Brower;** Bruce E. Wampler moved approval of this water assignment from **Richmond and Susan Stoakes**, 1 a.f., domestic, General Stored Water; seconded by Richard L. McNeill; motion carried.

**Cody Gehrett;** Bruce E. Wampler moved approval of this water assignment from **Joshua and Sandra Smith**, 1 a.f., domestic, General Stored Water; seconded by Richard L. McNeill; motion carried.

**Kerrie C. Lippman;** Bruce E. Wampler moved approval of this water assignment from **Bruce Lippman**, 1 a.f., domestic, General Stored Water; seconded by Richard L. McNeill ; motion carried.

**Jose B. Gonzalez and Laura Cerros;** Bruce E. Wampler moved approval of this water assignment from **591 County Road 259 LLC LOT 2**, 1 a.f., domestic, Silt Interconnect; seconded by Richard L. McNeill; motion carried.

**Wenseslao Gonzalez and Yemin Caraveo;** Bruce E. Wampler moved approval of this water assignment from **591 County Road 259 LLC LOT 3**, 1 a.f., domestic, Silt Interconnect; seconded by Richard L. McNeill; motion carried.

**Lonnie Bones;** Bruce E. Wampler moved approval of this water allotment contract, 1 a.f., domestic, General Stored Water; seconded by Richard L. McNeill; motion carried.

**Kirk and Patricia Dotson;** Bruce E. Wampler moved approval of this water allotment contract, 1 a.f., domestic, General Stored Water; seconded by Richard L. McNeill; motion carried.

**Ruiz South Minor Subdivision (LOT 1);** Bruce E. Wampler moved approval of this water allotment contract, 1 a.f., domestic, General Stored Water; seconded by Richard L. McNeill; motion carried.

**Ruiz South Minor Subdivision (LOT 2);** Bruce E. Wampler moved approval of this water allotment contract, 1 a.f., domestic, General Stored Water; seconded by Richard L. McNeill; motion carried.

**Ruiz South Minor Subdivision (LOT 3);** Bruce E. Wampler moved approval of this water allotment contract, 1 a.f., domestic, General Stored Water; seconded by Richard L. McNeill; motion carried.

**Elizabeth Douglas;** Bruce E. Wampler moved approval of this water allotment contract, 1 a.f., domestic, Silt Interconnect; seconded by Richard L. McNeill; motion carried.

**Steven and Robin Robinson (LOT 2);** Bruce E. Wampler moved approval of this water allotment contract, 1 a.f., domestic, Silt Interconnect; seconded by Richard L. McNeill; motion carried.

**Rifle Gap Land Company;** Bruce E. Wampler moved approval of this water allotment contract, 1 a.f., domestic, Rifle Creek; seconded by Richard L. McNeill; motion carried.

**David and Abigail Jones;** Bruce E. Wampler moved approval of this water allotment contract, 1 a.f., domestic, General Stored Water; seconded by Richard L. McNeill; motion carried. This contract was tabled for further information.

#### ROUNDTABLE REPORT

Received written and oral report from Richard L. McNeill of the October meeting. The next meeting will be at noon on Monday November 23, 2020.

#### HYDROLOGISTS' REPORT

Water Watch and Augmentation reports were provided and discussed.

Received oral report on pending projects from Wendy Ryan.

The annual accounting has been completed and submitted to the Division of Water Resources.

#### **MARTIN RESERVOIRS**

The final releases for Oak Meadows were made on November 6<sup>th</sup> and 7<sup>th</sup>.

The sinkhole on #1 has been fixed. A 50'x50' PVC liner was installed and backfilled. The large boulders have been removed from the area as well.

#### ATTORNEY'S REPORT

Received written and oral report from counsel.

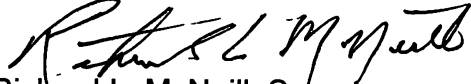
#### NEW BUSINESS

The next meeting is scheduled for December 10, 2020.

ADJOURN

Meeting adjourned at 12:27 p.m.

SIGNED:

  
Richard L. McNeill, Secretary

ATTEST:

  
Samuel B. Potter, President



West Divide Water Conservancy District-General Fund  
Bills to be Paid  
November 19, 2020

Num	Name	Memo	Account	Amount
DD1078	Keenan, Tamara S	Direct Deposit	5221 · Salary	2,237.62
5446	Bookcliff Professional Building, LLC	Escrow	5394 · Rent-Prop.Taxes/Ins/Utilities	200.00
5446	Bookcliff Professional Building, LLC	Rent	5395 · Rent--Office unit	926.34
5447	Capital One, F.S.B.	Postage	5300 · Postage/Box Rent/Etc.	30.74
5447	Capital One, F.S.B.	Adobe	5100 · Office Supplies	14.99
5447	Capital One, F.S.B.	Office Supplies	5100 · Office Supplies	60.45
5447	Capital One, F.S.B.	Comcast	5390 · Telephone & Internet	148.53
5447	Capital One, F.S.B.	Zoom	5390 · Telephone & Internet	16.21
5447	Capital One, F.S.B.	Microphone	1450 · Office Equipment	217.72
5448	Deep Rock	Water	5100 · Office Supplies	44.33
5449	CEBT	TSK Health Ins	5222 · Medical Insurance--Employer	876.42
eft	American Funds	Employer	2227 · Simple IRA Payable	92.50
eft	American Funds	Employee	2227 · Simple IRA Payable	215.83
eft	Electronic Federal Tax Payment System	84-0976632	2205-FICA/MED/FWT Payable	713.76
				<u>5,795.44</u>

*[Handwritten signature]*

GENERAL STORED WATER

Num	Name	Memo	Account	Amount
2436	Colorado River Water Conservation Dist	Yield Study	7071 · CWCD Water Plan Grant	3,516.62
2437	Garfield County Clerk and Recorder	Memorandums	7070 · Memorandum Recording Fees	46.00
2438	Colorado River Engineering, Inc.	Bd Mtg, General,	7032 · Hydrology--General	5,975.00
2438	Colorado River Engineering, Inc.	WD Project	7031 · Hydrology -- WD proj Diligence	180.00
2438	Colorado River Engineering, Inc.	Pioneer Ditch	7032 · Hydrology--General	480.00
2439	Olszewski, Massih & Maurer, P.C.	Directors	7047 · Legal--General	912.00
2439	Olszewski, Massih & Maurer, P.C.	General	7047 · Legal--General	864.00
2439	Olszewski, Massih & Maurer, P.C.	CRWCD	7047 · Legal--General	80.00
2439	Olszewski, Massih & Maurer, P.C.	Contracts	7047 · Legal--General	128.00
2439	Olszewski, Massih & Maurer, P.C.	Alsbury Diligence	7053 · Legal - Alsbury	192.00
2439	Olszewski, Massih & Maurer, P.C.	Area A	7047 · Legal--General	360.00
2439	Olszewski, Massih & Maurer, P.C.	Zilm Hydropower	7047 · Legal--General	768.00
2439	Olszewski, Massih & Maurer, P.C.	WD Diligence	7046 · Legal--WD project Diligence	1,048.00
2439	Olszewski, Massih & Maurer, P.C.	Scanlon/Crystal Opp	7047 · Legal--General	320.00
eft	Colorado Division of Water Resources	Alsbury Satelite Monitoring	7080 · Alsbury Maintenance	1,101.00
				<u>15970.62</u>

*[Handwritten signature]*

**FOURMILE**

Num	Name	Memo	Account	Amount
1896	Olszewski, Massih & Maurer, P.C.	General	8050 · Legal--General	789.00
1896	Olszewski, Massih & Maurer, P.C.	Diligence	8053 · Legal -- Martin Reservoirs	848.00
1897	Colorado River Engineering, Inc.	site visti, inspection, sinkhol plans	8033 · Hydrology -- Martin # 1 & 2	2,010.00
1897	Colorado River Engineering, Inc.	Diligence	8030 · Hydrology	90.00
1897	Colorado River Engineering, Inc.	Zilm Hydroplant	8030 · Hydrology	1,120.40
1898	Trulove Enterprises LLC	Liner and reservoir repair - Martin # 1	8033 · Hydrology -- Martin # 1 & 2	6,050.00
				<u>10,907.40</u>

*[Handwritten signature]*

**SILT INTERCONNECT**

Num	Name	Memo	Account	Amount
476	Colorado River Engineering, Inc.	Memo of Aug operations	7802 · Hydrology	120.00
477	Olszewski, Massih & Maurer. P.C.	Review court notice	7801 · Legal	48.00
				<u>168.00</u>
			GRAND TOTAL	32841.46

*[Handwritten signature]*

*[Handwritten signature]*

## Reporting Agent Authorization

OMB No. 1545-1058

▶ Information about Form 8655 and its instructions is at [www.irs.gov/Form8655](http://www.irs.gov/Form8655).

### Taxpayer

<b>1a</b> Name of taxpayer (as distinguished from trade name) WEST DIVIDE WATER CONSERVANCY DISTRICT	<b>2</b> Employer identification number (EIN) 84-0976632
<b>1b</b> Trade name, if any	<b>4</b> If you are a seasonal employer, check here <input type="checkbox"/>
<b>3</b> Address (number, street, and room or suite no.) PO BOX 1478 City or town, state, and ZIP code RIFLE, CO 81650	<b>5</b> Other identification number (optional)
<b>6</b> Contact person TAMMY KEENAN	<b>7</b> Daytime telephone number 970.625.5461
<b>8</b> Fax number	

### Reporting Agent

<b>9</b> Name (enter company name or name of business) BARNES PEARSON & RUDOW PC	<b>10</b> Employer identification number (EIN) 84-3300828
<b>11</b> Address (number, street, and room or suite no.) PO BOX 2298 City or town, state, and ZIP code GLENWOOD SPRINGS, CO 81602	
<b>12</b> Contact person KRISTEN BLOOMFIELD	<b>13</b> Daytime telephone number 970.384.0400
<b>14</b> Fax number	

### Authorization of Reporting Agent to Sign and File Returns (Caution: See Authorization Agreement)

**15** Indicate the tax return(s) to be signed and filed. For quarterly returns, use "YYYY/MM" format. "MM" is the last month of the quarter for which the authorization begins (for example, "2018/09" for third quarter of 2018). For annual returns, use "YYYY" format to indicate the year for which the authorization begins.

940 _____	941 <u>2020/12</u>	940-PR _____	941-PR _____	941-SS _____	943 _____
943-PR _____	944 _____	945 _____	1042 _____	CT-1 _____	

### Authorization of Reporting Agent to Make Deposits and Payments (Caution: See Authorization Agreement)

**16** Indicate the tax return(s) for which the reporting agent is authorized to make deposits or payments. Use the "YYYY/MM" format to enter the month in which the authorization begins (for example, "2018/08" for August 2018).

940 _____	941 _____	943 _____	944 _____	945 _____	720 _____
1041 _____	1042 _____	1120 _____	CT-1 _____	990-PF _____	990-T _____

### Duplicate Notices to Reporting Agents

**17** Check here to request the IRS to issue to the reporting agent duplicate copies of notices and correspondence regarding returns filed and deposits or payments made by the reporting agent.

### Disclosure Authorization for Forms Series W-2, 1099, and/or 3921/3922

**18a** The reporting agent is authorized to receive otherwise confidential taxpayer information from the IRS to assist in responding to certain IRS notices relating to the Form W-2 series information returns. This authority is effective for calendar year forms beginning 2020.

**b** The reporting agent is authorized to receive otherwise confidential taxpayer information from the IRS to assist in responding to certain IRS notices relating to the Form 1099 series information returns. This authority is effective for calendar year forms beginning 2020.

**c** The reporting agent is authorized to receive otherwise confidential taxpayer information from the IRS to assist in responding to certain IRS notices relating to the Forms 3921 and 3922. This authority is effective for calendar year forms beginning \_\_\_\_\_.

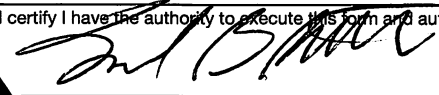
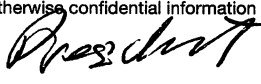
### State or Local Authorization (Caution: See Authorization Agreement)

**19** Check here to authorize the reporting agent to sign and file state or local returns related to the authorization granted on line 15 and/or line 16.

### Authorization Agreement

I understand that this agreement does not relieve me, as the taxpayer, of the responsibility to ensure that all tax returns are filed and that all deposits and payments are made and that I may enroll in the Electronic Federal Tax Payment System (EFTPS) to view deposits and payments made on my behalf. If line 15 is completed, the reporting agent named above is authorized to sign and file the return indicated, beginning with the quarter or year indicated. If any starting dates on line 16 are completed, the reporting agent named above is authorized to make deposits and payments beginning with the period indicated. Any authorization granted remains in effect until it is terminated or revoked by the taxpayer or reporting agent. I am authorizing the IRS to disclose otherwise confidential tax information to the reporting agent relating to the authority granted on line 15 and/or line 16, including disclosures required to process Form 8655. Disclosure authority is effective upon signature of taxpayer and IRS receipt of Form 8655. The authority granted on Form 8655 will not revoke any Power of Attorney (Form 2848) or Tax Information Authorization (Form 8821) in effect.

I certify I have the authority to execute this form and authorize disclosure of otherwise confidential information on behalf of the taxpayer.

<b>Sign Here</b>		
	Signature of taxpayer	Title
		<u>11/19/2020</u>
		Date



# Barnes Pearson & Rudow PC

October 27, 2020

*Guiding you beyond tax season*

Board of Directors  
West Divide Water Conservancy District

We appreciate the opportunity to assist you with the preparation of the 2021 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 2021 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 2021 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 & Rudow, PC*

Approved:

Board Member Signature

James B. Posa

Printed Name

Accountant

Title

11/19/2020

Date

Telephone: (970) 384-0400

1607 Grand Avenue, Suite 32 \* P.O. Box 2298 \* Glenwood Springs, CO 81602

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

**MINUTES OF BOARD OF DIRECTORS MEETING  
December 10, 2020**

**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, Treasurer Bruce E. Wampler via Zoom, and Secretary Richard L. McNeill. Vice President Dan R. Harrison 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, via zoom, Scott Schreiner, Wright Water Group via zoom and Trent Hyatt, City of Glenwood Springs, via zoom.

**PUBLIC COMMENT**

There was no comment from the public.

**MINUTES**

Bruce E. Wampler moved the minutes of the November 19, 2020, meeting be approved as received; Richard L. McNeill seconded; motion carried.

**FINANCE REPORT**

**Bills to be Paid:** Bruce E. Wampler moved the attached list of bills be paid; Richard L. McNeill seconded; motion carried.

**Financial Statements:** Bruce E. Wampler moved the November 2020, Financial Statements prepared by Barnes, Pearson & Rudow, LLC be accepted; Richard L. McNeill seconded; motion carried.

**PUBLIC HEARING ON 2021 BUDGETS**

At 9:15 a.m. the President announced the meeting would move into a public hearing regarding the 2021 budgets, pursuant to the public notice published in the Post Independent and the Citizen Telegram announcing this meeting. With no comment from the public, the Board of Directors proceed to review the proposed 2021 budgets and corresponding resolutions.



Bruce E. Wampler moved to adopt Resolutions 20-01 through 20-07; seconded by Richard L. McNeill. Resolutions duly adopted.

Roll call vote: Samuel B. Potter -- yes; Bruce E. Wampler -- yes, Richard L. McNeill -- yes Resolutions duly adopted. (Copies attached)

#### SET 2021 RATES and RESOLUTION TO ADOPT

Bruce E. Wampler moved to adopt the rate schedule for 2021 and adopt attached Resolution 20-08; seconded by Richard L. McNeill motion carried.

Roll call vote: Samuel B. Potter -- yes; Bruce E. Wampler-- yes; Richard L. McNeil -- yes Resolution and 2021 rate schedule duly adopted. (Copies attached)

Public Hearing closed at 9:20 a.m.

#### WATER CONTRACTS

**Benjamin Velasco;** Bruce E. Wampler moved approval of this water assignment from **591 County Road 259 LLC Lot 1**, 1 a.f., domestic, Silt Interconnect; seconded by Richard L. McNeil; motion carried.

**Douglas and Jennifer Laho;** Bruce E. Wampler moved approval of this water assignment from **John Mainguy Family Trust**, 1 a.f., domestic, Silt Interconnect; seconded by Richard L. McNeil; motion carried.

**James A Gornick;** Bruce E. Wampler moved approval of this water allotment contract, 1.25 a.f., domestic, General Stored Water; seconded by Richard L. McNeil; motion carried.

Scott Schreiber and Trent Hyatt discussed Three Mile Creek's habitat and upcoming projects.

#### ROUNDTABLE REPORT

Received oral report from Richard L. McNeil of the last meeting.

#### HYDROLOGISTS' REPORT

Water Watch and Augmentation reports were provided and discussed. Received oral report on pending projects from Wendy Ryan.

#### ATTORNEY'S REPORT

Received written and oral report from counsel.

NEW BUSINESS

The next meeting is scheduled for January 21, 2021.

ADJOURN

Meeting adjourned at 11:00 a.m.

SIGNED:

A handwritten signature in blue ink, appearing to read "Richard L. McNeill", written in a cursive style.

Richard L. McNeill, Secretary

ATTEST:

A handwritten signature in blue ink, appearing to read "Samuel B. Potter", written in a cursive style.

Samuel B. Potter, President

**GENERAL FUND**

Num	Name	Memo	Account	Amount
DD1079	Keenan, Tamara S	Direct Deposit	5221 · Salary	\$2,337.62
5450	Barnes, Pearson & Rudow, PC	Oct Financials	5150 · Accounting	\$645.00
5450	Barnes, Pearson & Rudow, PC	3rd Qtr PR reports	5150 · Accounting	\$195.00
5450	Barnes, Pearson & Rudow, PC	2021 Budget	5200 · Budget Preparation	\$3,610.00
5451	Club 20	2021 membership dues	5240 · Dues/Registration	\$200.00
5452	CEBT	TSK Health Ins	5222 · Medical Insurance--Employer	\$876.42
5453	Bookcliff Professional Building, LLC	Escrow	5394 · Rent-Prop.Taxes/Ins/Utilities	\$200.00
5453	Bookcliff Professional Building, LLC	Rent	5395 · Rent--Office unit	\$926.34
5454	Capital One	Postage	5300 - Postage	\$186.39
5454	Capital One	Adobe	5100 - Office Supplies	\$14.99
5454	Capital One	Comcast	5390 - Telephone & Internet	\$148.55
5454	Capital One	Zoom	5390 - Telephone & Internet	\$16.21
eft	American Funds		2227 · Simple IRA Payable	\$92.50
eft	American Funds		2227 · Simple IRA Payable	\$215.83
eft	Electronic Federal Tax Payment System 84-0976632		2205-FICA/MED/FWT Payable	\$663.76
				<u>\$10,328.61</u>

**GENERAL STORED WATER**

Num	Name	Memo	Account	Amount
2440	General Fund	4th Qtr Reimbursement	7061 · Accounting Fees Proration	\$2,905.50
2440	General Fund	4th Qtr Reimbursement	7064 · Directors Fees Proration	\$1,911.50
2440	General Fund	4th Qtr Reimbursement	7063 · Office Rent Proration	\$1,729.25
2440	General Fund	4th Qtr Reimbursement	7062 · Personnel Service Proration	\$6,744.00
2441	Olszewski, Massih & Maurer, P.C.	Directors	7047 · Legal--General	\$72.00
2441	Olszewski, Massih & Maurer, P.C.	General	7047 · Legal--General	\$759.40
2441	Olszewski, Massih & Maurer, P.C.	CRWCD	7047 · Legal--General	\$80.00
2441	Olszewski, Massih & Maurer, P.C.	Water Rights	7047 · Legal--General	\$64.00
2441	Olszewski, Massih & Maurer, P.C.	Alsbury Diligence	7053 · Legal - Alsbury	\$160.00
2441	Olszewski, Massih & Maurer, P.C.	Contracts	7047 · Legal--General	\$216.00
2441	Olszewski, Massih & Maurer, P.C.	Zilm Hydropower	7047 · Legal--General	\$170.00
2441	Olszewski, Massih & Maurer, P.C.	WD Diligence	7046 · Legal--WD project Diligence	\$40.00
2441	Olszewski, Massih & Maurer, P.C.	Scanlon/Crystal Opp	7047 · Legal--General	\$441.00
2441	Olszewski, Massih & Maurer, P.C.	Area A	7047 · Legal--General	\$544.00
2441	Olszewski, Massih & Maurer, P.C.	Crystal	7048 · Legal--Crystal River	\$480.00
2442	Bureau of Reclamation	2020 O&M Expense 500AF	1500 · Prepaid Water Lease	\$1,105.00
2443	Bureau of Reclamation	2020 O&M Expense 100AF	1500 · Prepaid Water Lease	\$101.00
2444	Garfield County Clerk and Recorder	Memorandums	7070 · Memorandum Recording Fees	\$114.00
2445	Colorado River Engineering, Inc.	Bd Mtg, General, Accounting	7032 · Hydrology--General	\$3,210.00
2445	Colorado River Engineering, Inc.	Pioneer Ditch	7032 · Hydrology--General	\$120.00
				<u>\$20,966.65</u>

**FOURMILE**

Num	Name	Memo	Account	Amount
1899	General Fund #1414008103	4th Qtr Reimbursement	8056 · Rent--office Space Proration	\$485.25
1899	General Fund #1414008103	4th Qtr Reimbursement	8058 · Accounting Fees Proration	\$815.25
1899	General Fund #1414008103	4th Qtr Reimbursement	8057 · Directors fees Proration	\$536.25
1899	General Fund #1414008103	4th Qtr Reimbursement	8059 · Personnel Service Proration	\$1,892.25
1900	Olszewski, Massih & Maurer, P.C.	General	8050 · Legal--General	\$864.00
1900	Olszewski, Massih & Maurer, P.C.	Martin Diligence	8053 · Legal -- Martin Reservoirs	\$104.00
1901	Colorado River Engineering, Inc.	site visti,Oak Meadows release	8033 · Hydrology -- Martin # 1 & 2	\$634.60
1901	Colorado River Engineering, Inc.	Diversions	8030 · Hydrology	\$120.00
				<u>\$5,451.60</u>

*Handwritten initials and signature*

**SILT INTERCONNECT**

Num	Name	Memo	Account	Amount
478	General Fund 1414008103	4th Qtr Reimbursement	8100 · Rent--Office Space Proration	\$330.00
478	General Fund 1414008103	4th Qtr Reimbursement	8200 · Personnel Service Proration	\$1,286.50
478	General Fund 1414008103	4th Qtr Reimbursement	8400 · Directors Fees Proration	\$364.75
478	General Fund 1414008103	4th Qtr Reimbursement	8300 · Accounting Fees Proration	\$554.25
479	Olszewski, Massih & Maurer. P.C.	General	7801 · Legal	\$1,848.00
480	Garfield County Clerk & Recorder	Memorandum	8000 · Memorandum Recording Fees	\$100.00
481	Colorado River Engineering, Inc.	Diligence	7802 · Hydrology	\$1,080.00
				<u>\$5,563.50</u>

*Handwritten initials and signature*

**GRAND TOTAL**

\$12,310.36



**WEST DIVIDE**  
WATER CONSERVANCY DISTRICT

818 Taughenbaugh Blvd., Suite 101 P.O. Box 1478  
Rifle, Colorado 81650-1478

Tel: (970) 625-5461

Web: [www.wdwd.org](http://www.wdwd.org) Email: [water@wdwd.org](mailto:water@wdwd.org)

December 10, 2020

Division of Local Government  
1313 Sherman Street, Room 521  
Denver, CO 80203

Re: **2021** Budgets

Ladies and Gentlemen:

Attached are the **2021** budgets for the General Fund, the General Stored Water Enterprise Fund, the Fourmile Creek Enterprise Fund, and the Silt Interconnect Enterprise Fund in Garfield, Pitkin and Mesa counties submitted pursuant to Section 29-1-113, C.R.S. These budgets were adopted on **December 10, 2020**. Also enclosed are the respective resolutions adopting said budgets, certifying mill levy, appropriating funds, designating year-end fund balances and the Budget Message.

If there are any questions on the budgets, please contact Tammy Keenan, at (970) 625-5461, [water@wdwd.org](mailto:water@wdwd.org) or P. O. Box 1478, Rifle, Colorado 81650.

The mill levy certified to the County Commissioners for 2021 is **.039** mills for all general operating purposes. Based on an assessed valuation of \$932,248,200 the property tax revenue subject to statutory limitation is **\$36,358**. A copy of the certification of mill levies for **2021** sent to the County Commissioners is enclosed.

Sincerely yours,

WEST DIVIDE WATER CONSERVANCY DISTRICT

Tammy Keenan

Enclosures

Directors: Samuel B. Potter Kelly Couey Richard L. McNeill Bruce E. Wampler Dan R. Harrison



**WEST DIVIDE WATER CONSERVANCY DISTRICT  
RESOLUTION 20-01  
RESOLUTION TO ADOPT  
2021 GENERAL FUND BUDGET**

A resolution summarizing expenditures and revenues for each fund and adopting a budget for the West Divide Water Conservancy District, Colorado, for the calendar year beginning on the first day of January 2021, and ending on the last day of December 2021;

WHEREAS, the Board of Directors of the West Divide Water Conservancy District has hired Barnes, Pearson & Associates, LLC, to prepare and submit a proposed budget to said governing body at the proper time; and

WHEREAS, the proposed budget was submitted to this governing body on October 15, 2020, for consideration; and

WHEREAS, upon due and proper notice, published and posted in accordance with the law, said proposed budget was open for inspection by the public at the West Divide Water Conservancy District's office, 818 Taughenbaugh Blvd., #101, Rifle, Colorado; a public hearing was held on December 10, 2020; and interested taxpayers were given the opportunity to file or register any objections to said proposed budget; and

WHEREAS, whatever increase may have been made in the expenditures, like increases were added to the revenues so that the budget remains in balance, as required by law.

NOW, THEREFORE, be it resolved by the Board of Directors of the West Divide Water Conservancy District, Colorado:

1. That the budget as submitted and herein summarized by fund, hereby is approved and adopted as the budget of the West Divide Water Conservancy District for the year stated above.

2. That the budget hereby approved and adopted shall be signed by the President and Secretary and made a part of the public records of the West Divide Water Conservancy District.

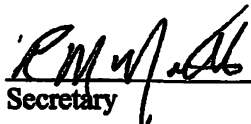
ADOPTED this 10th day of December, 2020.

WEST DIVIDE WATER CONSERVANCY DISTRICT



\_\_\_\_\_  
Samuel B. Potter, President

ATTEST:

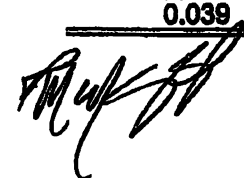
  
\_\_\_\_\_  
Secretary

**WEST DIVIDE WATER CONSERVANCY DISTRICT  
2021 BUDGET  
GENERAL FUND**

	2019 Actual	2020 Approved Budget	2020		Budget 2021
			Actual through August	Estimated Year-End	
<b>FUND BALANCE BEGINNING</b>	<b>\$ 125,054</b>	<b>\$ 146,051</b>	<b>\$ 139,828</b>	<b>\$ 139,828</b>	<b>\$ 142,594</b>
<b>REVENUES</b>					
General Property Taxes - Garfield	35,556	38,924	36,947	38,924	33,768
General Property Taxes - Mesa	1,100	975	973	975	895
General Property Taxes - Pitkin	645	720	691	720	728
Specific Ownership Tax	2,843	3,000	1,782	3,000	3,000
Reimbursement-Personnel	43,830	39,692	19,845	39,690	41,456
Reimbursement-Rent	11,969	10,178	5,089	10,178	10,298
Reimbursement-Accounting	19,787	17,100	8,550	17,100	17,175
Reimbursement-Directors' Fees	12,600	11,250	5,625	11,250	11,250
Interest Income	1,082	770	693	765	765
<b>Total Revenues</b>	<b>129,412</b>	<b>122,609</b>	<b>80,195</b>	<b>122,602</b>	<b>119,335</b>
<b>EXPENDITURES</b>					
<b>Personnel Services</b>					
Director Fees	9,200	12,000	4,800	7,200	12,000
Director Expenses	2,660	3,000	1,150	3,000	3,000
Office Manager	35,125	37,000	24,665	37,000	38,850
Medical Insurance - Employee	9,657	10,562	7,009	10,562	11,009
Simple IRA Annuity	968	1,110	742	1,110	1,165
Payroll Taxes	3,391	3,800	2,255	3,800	3,800
Unemployment Tax	130	150	99	150	150
Workers Comp Insurance	262	300	253	262	300
<b>Total Personnel Services</b>	<b>61,393</b>	<b>67,922</b>	<b>40,973</b>	<b>63,084</b>	<b>70,274</b>
<b>Supplies</b>					
Office Equipment Purchases	150	1,000	2,471	2,500	1,000
Miscellaneous	-	1,000	-	-	1,000
Office Expense	4,389	4,000	3,511	4,000	4,000
<b>Total Supplies</b>	<b>4,539</b>	<b>6,000</b>	<b>5,982</b>	<b>6,500</b>	<b>6,000</b>
<b>Purchased Services</b>					
Accounting	11,405	11,500	7,304	11,500	11,500
Audit Preparation	7,500	7,700	7,500	7,700	7,700
Bank Charges	33	50	25	25	50
Budget Preparation	3,505	3,600	-	3,600	3,700
Dues/Registration	1,206	1,000	200	300	500
Public Relations	400	2,000	-	-	2,000

**WEST DIVIDE WATER CONSERVANCY DISTRICT  
2021 BUDGET  
GENERAL FUND**

	2019 Actual	2020 Approved Budget	2020		Budget 2021
			Actual through August	Estimated Year-End	
Legal	2,167	5,000	4,586	6,000	8,000
Legal Notices	28	250	-	-	750
Postage, Box Rent, etc.	1,242	1,800	1,487	1,800	1,800
Telephone and Internet	1,590	1,700	1,404	2,000	2,000
Website	360	200	240	250	500
<b>Total Purchased Services</b>	<b>29,436</b>	<b>34,800</b>	<b>22,746</b>	<b>33,175</b>	<b>38,500</b>
<b>Fixed Charges</b>					
Building Rent	10,823	11,170	7,410	11,170	11,330
Rent - Prop Taxes, Ins and Utilities	2,400	2,400	1,600	2,400	2,400
County Treasurer's Fees	766	825	804	825	825
Insurance - Autos	197	300	197	197	300
Insurance - Prop & Liability	540	600	1,101	1,100	1,200
Insurance - Officer Blanket Bond	257	800	639	640	800
Insurance - E & O	487	800	744	745	800
<b>Total Fixed Expenses</b>	<b>15,470</b>	<b>16,895</b>	<b>12,495</b>	<b>17,077</b>	<b>17,655</b>
<b>Other Expense</b>					
Emergency Reserve	3,800	4,000	-	-	3,800
Unrestricted Reserves	-	139,043	-	-	125,700
<b>Total Other Expense</b>	<b>3,800</b>	<b>143,043</b>	<b>-</b>	<b>-</b>	<b>129,500</b>
<b>Total Expenditures</b>	<b>114,638</b>	<b>268,660</b>	<b>82,196</b>	<b>119,836</b>	<b>261,929</b>
<b>FUND BALANCE ENDING</b>	<b>\$ 139,828</b>	<b>\$ -</b>	<b>\$ 137,827</b>	<b>\$ 142,594</b>	<b>\$ -</b>
<b>PRIOR YEAR MILL LEVY</b>		<b>0.039</b>			<b>0.039</b>
<b>TEMPORARY CREDIT</b>		<b>(0.001)</b>			<b>-</b>
<b>MILL LEVY</b>		<b>0.038</b>			<b>0.039</b>



**WEST DIVIDE WATER CONSERVANCY DISTRICT  
RESOLUTION 20-02  
RESOLUTION TO ADOPT  
2021 GENERAL STORED WATER ENTERPRISE FUND BUDGET**

A resolution summarizing expenditures and revenues for each fund and adopting a budget for the West Divide Water Conservancy District, Colorado, for the calendar year beginning on the first day of January 2021, and ending on the last day of December 2021;

WHEREAS, the Board of Directors of the West Divide Water Conservancy District has hired Barnes, Pearson & Associates, LLC, to prepare and submit a proposed budget to said governing body at the proper time; and

WHEREAS, the proposed budget was submitted to this governing body on October 15, 2020 for consideration; and

WHEREAS, upon due and proper notice, published and posted in accordance with the law, said proposed budget was open for inspection by the public at the West Divide Water Conservancy District's office, 818 Taughenbaugh Blvd., #101, Rifle, Colorado; a public hearing was held on December 10, 2020; and interested taxpayers were given the opportunity to file or register any objections to said proposed budget; and

WHEREAS, whatever increase may have been made in the expenditures, like increases were added to the revenues so that the budget remains in balance, as required by law.

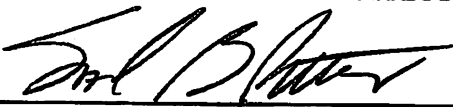
NOW, THEREFORE, be it resolved by the Board of Directors of the West Divide Water Conservancy District, Colorado:

1. That the budget as submitted and herein summarized by fund, hereby is approved and adopted as the budget of the West Divide Water Conservancy District for the year stated above.

2. That the budget hereby approved and adopted shall be signed by the President and Secretary and made a part of the public records of the West Divide Water Conservancy District.

ADOPTED this 10th day of December, 2020.

WEST DIVIDE WATER CONSERVANCY DISTRICT

  
\_\_\_\_\_  
Samuel B. Potter, President

ATTEST:

  
\_\_\_\_\_  
Secretary

WEST DIVIDE WATER CONSERVANCY DISTRICT  
2021 BUDGET  
GENERAL STORED WATER ENTERPRISE FUND

	2020				Budget 2021
	2019 Actual	2020 Approved Budget	Actual through August	Estimated Year-End	
<b>FUND BALANCE BEGINNING</b>	<b>\$ 2,812,822</b>	<b>\$ 2,838,860</b>	<b>\$ 2,827,431</b>	<b>\$ 2,827,431</b>	<b>\$ 2,834,154</b>
<b>REVENUES</b>					
Alsbury Contract	6,710	6,710	6,710	6,710	6,710
Colorado River Contracts	196,165	195,000	182,382	195,000	190,000
Short Term Contract	-	1,000	-	1,000	1,000
Interest Income	48,480	40,000	13,246	19,800	7,500
<b>Total Revenues</b>	<b>251,355</b>	<b>242,710</b>	<b>202,338</b>	<b>222,510</b>	<b>205,210</b>
<b>EXPENDITURES</b>					
Advertising/Public Relations	-	1,000	-	-	1,000
Hydrology - Alsbury	3,664	5,000	4,515	5,000	8,000
Hydrology - Crystal R.	13,304	3,000	3,295	5,000	5,000
Hydrology - Diligence	-	40,000	6,917	15,000	15,000
Hydrology - General	37,626	18,300	20,288	30,500	38,300
Legal - Diligence	412	15,000	6,896	10,000	15,000
Legal - General	23,632	30,000	16,969	25,000	20,000
Legal - Crystal River	4,395	5,000	3,208	5,000	7,500
Legal - Alsbury	-	3,000	3,291	4,000	3,500
Legal - MCWSC	-	1,000	-	-	-
Legal - Kendig Reservoir	-	2,500	-	-	1,000
Legal Publications and Filing Fees	-	3,000	2,263	3,000	1,000
Memorandum Recording Fees	470	500	334	500	500
Maintenance - Alsbury	1,100	5,000	1,812	2,500	2,500
Insurance - General Liability	5,407	5,600	5,138	5,138	5,600
Personnel Service Expense	30,444	26,976	13,488	26,976	25,631
Rent - Office Space	8,314	6,917	3,458	6,917	6,367
Accounting Fees	13,744	11,622	5,811	11,622	10,619
Directors' Fees	8,752	7,646	3,823	7,646	6,956
USBR - Ruedi I & II / Green Mtn.	41,420	42,000	7,218	7,218	7,500
CRWCD - Wolford	350	500	350	350	350
CRWCD - Ruedi II	36,912	36,000	37,620	37,620	38,000
Colo Water Plan Grant - Yield Study	6,800	6,800	1,473	6,800	3,000
Colo Water Plan Grant - Crystal	-	15,000	-	-	8,000
Capital Outlay	-	650,000	-	-	-
Unrestricted Reserves	-	2,140,209	-	-	2,809,041
<b>Total Expenditures</b>	<b>236,746</b>	<b>3,081,570</b>	<b>148,167</b>	<b>215,787</b>	<b>3,039,364</b>
<b>FUND BALANCE ENDING</b>	<b>\$ 2,827,431</b>	<b>\$ -</b>	<b>\$ 2,881,602</b>	<b>\$ 2,834,154</b>	<b>\$ -</b>





**WEST DIVIDE WATER CONSERVANCY DISTRICT  
RESOLUTION 20-03  
RESOLUTION TO ADOPT  
2021 FOURMILE CREEK ENTERPRISE FUND BUDGET**

A resolution summarizing expenditures and revenues for each fund and adopting a budget for the West Divide Water Conservancy District, Colorado, for the calendar year beginning on the first day of January 2021, and ending on the last day of December 2021;

WHEREAS, the Board of Directors of the West Divide Water Conservancy District has hired Barnes, Pearson & Associates, LLC, to prepare and submit a proposed budget to said governing body at the proper time; and

WHEREAS, the proposed budget was submitted to this governing body on October 15, 2020, for consideration; and

WHEREAS, upon due and proper notice, published and posted in accordance with the law, said proposed budget was open for inspection by the public at the West Divide Water Conservancy District's office, 818 Taughenbaugh Blvd., #101, Rifle, Colorado; a public hearing was held on December 10, 2020; and interested taxpayers were given the opportunity to file or register any objections to said proposed budget; and

WHEREAS, whatever increase may have been made in the expenditures, like increases were added to the revenues so that the budget remains in balance, as required by law.

NOW, THEREFORE, be it resolved by the Board of Directors of the West Divide Water Conservancy District, Colorado:

1. That the budget as submitted and herein summarized by fund, hereby is approved and adopted as the budget of the West Divide Water Conservancy District for the year stated above.

2. That the budget hereby approved and adopted shall be signed by the President and Secretary and made a part of the public records of the West Divide Water Conservancy District.


ADOPTED this 10th day of December, 2020.

WEST DIVIDE WATER CONSERVANCY DISTRICT



\_\_\_\_\_  
Samuel B. Potter, President

ATTEST:

  
\_\_\_\_\_  
Secretary

WEST DIVIDE WATER CONSERVANCY DISTRICT  
2021 BUDGET  
FOUR MILE CREEK ENTERPRISE FUND

	2019 Actual	2020 Approved Budget	2020		Budget 2021
			Actual through August	Estimated Year-End	
<b>FUND BALANCE BEGINNING</b>	<b>\$ 71,845</b>	<b>\$ 79,114</b>	<b>\$ 90,002</b>	<b>\$ 90,002</b>	<b>\$ 101,313</b>
<b>REVENUES</b>					
Water Contracts	69,224	65,000	62,359	65,000	65,000
Excess Atkinson Ditch Water	2,932	3,000	-	3,000	3,000
OMWA/OMSCO(Martin 1&2)	10,052	12,000	969	969	2,000
Interest Income	90	100	79	120	100
<b>Total Revenues</b>	<b>82,298</b>	<b>80,100</b>	<b>63,407</b>	<b>69,089</b>	<b>80,100</b>
<b>EXPENDITURES</b>					
Augmentation (Greenwald Refund)	4,326	4,500	4,326	4,326	4,500
Maintenance - Martin Reservoir	12,328	30,000	1,622	5,000	15,000
Hydrology - General	5,148	10,000	938	2,000	10,000
Hydrology - Martin Reservoirs(1&2)	968	17,000	5,188	8,000	5,000
Legal - General	7,878	5,000	4,075	6,000	8,000
Legal - Martin Reservoirs	937	2,000	1,441	2,000	2,000
Legal Publication and Filing Fees	-	500	-	-	500
Personnel Service Expense	8,833	7,569	3,785	7,569	10,004
Rent - Office Space	2,412	1,941	971	1,941	2,485
Accounting Fees	3,988	3,261	1,630	3,261	4,145
Directors' Fees	2,539	2,145	1,072	2,145	2,715
Recording Fees	165	150	13	150	150
Water Leasing - Price/Ber/Zilm	14,619	15,000	15,386	15,386	15,000
Unrestricted Reserves		60,148	-	-	101,914
<b>Total Expenditures</b>	<b>64,141</b>	<b>159,214</b>	<b>40,447</b>	<b>57,778</b>	<b>181,413</b>
<b>FUND BALANCE ENDING</b>	<b>\$ 90,002</b>	<b>\$ -</b>	<b>\$ 112,962</b>	<b>\$ 101,313</b>	<b>\$ -</b>

*RMM*

**WEST DIVIDE WATER CONSERVANCY DISTRICT  
RESOLUTION 20-04  
RESOLUTION TO ADOPT  
2021 SILT INTERCONNECT ENTERPRISE FUND BUDGET**

A resolution summarizing expenditures and revenues for each fund and adopting a budget for the West Divide Water Conservancy District, Colorado, for the calendar year beginning on the first day of January 2021 and ending on the last day of December 2021;

WHEREAS, the Board of Directors of the West Divide Water Conservancy District has hired Barnes, Pearson & Associates, LLC, to prepare and submit a proposed budget to said governing body at the proper time; and

WHEREAS, the proposed budget was submitted to this governing body on October 15, 2020, for consideration; and

WHEREAS, upon due and proper notice, published and posted in accordance with the law, said proposed budget was open for inspection by the public at the West Divide Water Conservancy District's office, 818 Taughenbaugh Blvd., #101, Rifle, Colorado; a public hearing was held on December 10, 2020; and interested taxpayers were given the opportunity to file or register any objections to said proposed budget; and

WHEREAS, whatever increase may have been made in the expenditures, like increases were added to the revenues so that the budget remains in balance, as required by law.

NOW, THEREFORE, be it resolved by the Board of Directors of the West Divide Water Conservancy District, Colorado:

1. That the budget as submitted and herein summarized by fund, hereby is approved and adopted as the budget of the West Divide Water Conservancy District for the year stated above.

2. That the budget hereby approved and adopted shall be signed by the President and Secretary and made a part of the public records of the West Divide Water Conservancy District.

ADOPTED this 10th day of December, 2020.

WEST DIVIDE WATER CONSERVANCY DISTRICT

  
\_\_\_\_\_  
Samuel B. Pottel, President

ATTEST:


  
\_\_\_\_\_  
Secretary

**WEST DIVIDE WATER CONSERVANCY DISTRICT  
2021 BUDGET  
SILT INTERCONNECT ENTERPRISE FUND**

	2019 Actual	2020 Approved Budget	2020		Budget 2021
			Actual through August	Estimated Year-End	
<b>FUND BALANCE BEGINNING</b>	<b>\$ 104,436</b>	<b>\$ 109,776</b>	<b>\$ 114,399</b>	<b>\$ 114,399</b>	<b>\$ 129,202</b>
<b>REVENUES</b>					
Water Contracts	42,087	40,200	40,459	40,459	40,500
Farmers Irrigation Lease Income	5,900	6,000	5,700	5,700	6,000
Interest Income	108	100	88	130	100
<b>Total Revenues</b>	<b>48,095</b>	<b>46,300</b>	<b>46,247</b>	<b>46,289</b>	<b>46,600</b>
<b>EXPENDITURES</b>					
Legal	3,443	6,000	6,988	9,000	6,000
Hydrology	990	2,000	3,570	3,570	4,000
Farmers' Irrigation	637	650	614	614	650
Warren Act/Nonproject Water	1,881	2,000	1,881	1,881	2,000
SWCD Operating	3,717	5,500	3,983	3,983	5,500
Memorandum Fees	140	100	93	100	100
Legal Publication and Filing Fees	-	1,000	798	1,000	1,200
Personnel Service Expense	4,553	5,146	2,573	5,146	5,820
Rent - Office Space	1,243	1,320	660	1,320	1,446
Accounting Fees	2,055	2,217	1,109	2,217	2,411
Director's Fees	1,309	1,459	730	1,459	1,579
Roberts Pipeline	1,164	1,200	1,196	1,196	1,200
Capital Outlay	17,000	-	-	-	-
Unrestricted Reserves		127,484	-	-	143,896
<b>Total Expenditures</b>	<b>38,132</b>	<b>156,076</b>	<b>24,195</b>	<b>31,486</b>	<b>175,802</b>
<b>FUND BALANCE ENDING</b>	<b>\$ 114,399</b>	<b>\$ -</b>	<b>\$ 136,451</b>	<b>\$ 129,202</b>	<b>\$ -</b>

*AMC*

ADOPTED: December 10, 2020

  
\_\_\_\_\_  
Samuel B. Potter, President

  
\_\_\_\_\_  
Secretary



**WEST DIVIDE WATER CONSERVANCY DISTRICT  
RESOLUTION 20-05  
RESOLUTION TO APPROPRIATE SUMS OF MONEY**

A resolution appropriating sums of money to the various funds and spending agencies, in the amounts and for the purposes as set forth below, for the West Divide Water Conservancy District, Colorado, for the 2021 budget year;

WHEREAS, the Board of Directors of the West Divide Water Conservancy District has adopted the annual budget in accordance with the Local Government Budget Law on December 10, 2020 and

WHEREAS, the Board of Directors of the West Divide Water Conservancy District has made provision therein for revenues in an amount equal to or greater than the total proposed expenditures as set forth in said budget; and

WHEREAS, it is not only required by law, but also necessary to appropriate the revenues provided in the budget to and for the purposes described below, thereby establishing a limitation on expenditures for the operations of the District.

NOW, THEREFORE, be it resolved by the Board of Directors of the West Divide Water Conservancy District, Colorado:

That the following sums are hereby appropriated from the revenue of each fund, to each fund, for purposes stated:

General Fund current operating expenses	<b>\$ 261,929</b>
General Stored Water Enterprise Fund current operating expenses	<b>\$ 3,039,364</b>
Four Mile Creek Enterprise Fund current operating expenses	<b>\$ 181,413</b>
Silt Interconnect Enterprise Fund current operating expenses	<b>\$ 175,802</b>

**ADOPTED this 10th day of December, 2020.**

WEST DIVIDE WATER CONSERVANCY DISTRICT

  
\_\_\_\_\_  
Samuel B. Potter, President

ATTEST:

  
\_\_\_\_\_  
Secretary

**WEST DIVIDE WATER CONSERVANCY DISTRICT  
RESOLUTION 20-06  
RESOLUTION DESIGNATING ALL YEAR-END  
FUND BALANCES AS A "RESERVE INCREASE"**

WHEREAS, the West Divide Water Conservancy District is required to prepare an annual budget;

WHEREAS, the Board of Directors of the West Divide Water Conservancy District has considered the provisions of Article X, Section 20, of the Colorado Constitution and has attempted to comply with the terms thereof;

WHEREAS, the Board of Directors finds that it is appropriate to approve a resolution setting forth the intentions of the Board regarding such year-end fund balances for the year 2020;

NOW, THEREFORE, be it resolved by the Board of Directors of the West Divide Water Conservancy District that any and all year-end fund balances shall be considered a "reserve increase" and therefore a part of 2021 "fiscal year spending" within the meaning of Article X, Section 20(2)(e), of the Colorado Constitution.

READ, APPROVED, AND ADOPTED this 10th day of December, 2020.

WEST DIVIDE WATER CONSERVANCY DISTRICT

  
\_\_\_\_\_  
Samuel B. Potter, President

ATTEST:

  
\_\_\_\_\_  
Secretary

**WEST DIVIDE WATER CONSERVANCY DISTRICT  
RESOLUTION 20-07  
RESOLUTION TO SET MILL LEVIES**

A resolution levying general property taxes for the year 2021, to help defray the costs of government for the West Divide Water Conservancy District, Colorado, for the 2021 budget year:

WHEREAS, the Board of Directors of the West Divide Water Conservancy District has adopted the annual budget in accordance with the Local Government Budget Law on December 10, 2020; and

WHEREAS, the amount of money necessary to balance the budget for general operating purposes from property tax revenue is \$36,358; and

WHEREAS, the 2021 valuation for assessment for the West Divide Water Conservancy District as certified by the County Assessors is \$932,248,200.

NOW, THEREFORE, be it resolved by the Board of Directors of the West Divide Water Conservancy District, Colorado:

1. That for the purpose of meeting all general operating expenses of the West Divide Water Conservancy District during the 2021 budget year, there is hereby levied a tax of .039 mills upon each dollar of the total valuation for assessment of all taxable property within the West Divide Water Conservancy District for the year 2021.

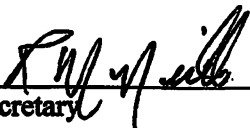
2. Tammy Keenan is hereby authorized and directed to certify to the County Commissioners of Garfield, Pitkin, and Mesa counties, Colorado, the mill levies for the West Divide Water Conservancy District as hereinabove determined and set.

ADOPTED, this 10th day of December, 2020.

WEST DIVIDE WATER CONSERVANCY DISTRICT

  
\_\_\_\_\_  
Samuel B. Potter, President

ATTEST:

  
\_\_\_\_\_  
Secretary

**BUDGET MESSAGE  
WEST DIVIDE WATER CONSERVANCY DISTRICT  
2021 BUDGET**

The District was organized by decree of the District Court, in and for Garfield County, Colorado, on April 10, 1964, for the purposes of conserving and developing land and water resources for the greatest beneficial use of water within the District boundaries. The District has broad statutory powers concerning the conservation and utilization of water resources within its boundaries which include portions of Garfield, Pitkin and Mesa counties.

The District has four individual budgets for the calendar year beginning on the first day of January 2021, and ending on the last day of December 2021: General Fund Budget, General Stored Water Enterprise Fund Budget, Fourmile Creek Enterprise Fund Budget, and Silt Interconnect Enterprise Fund Budget.

The District's budgets are prepared using a current financial resources measurement focus. This means that the modified accrual basis of accounting is employed in that only current assets and current liabilities are considered for budgetary purposes in the District's governmental (General) fund. In addition, adjustments may be necessary to reconcile differences in budgetary reporting and financial statement reporting in accordance with generally accepted accounting principles (GAAP) in each of the District's Enterprise funds. The District's annually appropriated budgets for each of its Enterprise funds may include amounts for bond or loan proceeds, debt principle payments or capital outlay expenditures which must be considered when reconciling to GAAP basis financial statements.

As increases may have been made in the expenditures, similar increases have been added to the revenues, so that the budget remains in balance, as required by law.

**GENERAL FUND**

The General Fund provides for director, legal, accounting, administrative and hydrology expenses of the District. Budgeted expenditures for the 2021 General Fund are \$261,929 This is a \$6,731 decrease from last year, funded by property tax on a mill levy of .038. The three enterprise funds provide a portion of the revenue from reimbursable disbursements.

**GENERAL STORED WATER ENTERPRISE FUND**

This fund was originally created and budgeted in 1994 to operate and maintain the augmentation program in the Colorado River. The Fund is generated through project revenues and interest earnings. The budgeted expenditures for the General Stored Water Enterprise Fund are \$3,039,364.

**FOURMILE CREEK ENTERPRISE FUND**

This fund was created in 1994, and budgeted in 1995, to operate and maintain the augmentation program in the Fourmile Creek area near Glenwood Springs, Colorado. The fund is generated through project revenues. The budgeted expenditures for the Fourmile Creek Enterprise Fund are \$181,413.

**SILT INTERCONNECT ENTERPRISE FUND**

This fund was created in 2005, funded and operational in 2006, to operate and maintain the augmentation program in the Silt Mesa area of Garfield County, Colorado. The fund is generated through project revenues. The budgeted expenditures for the Silt Interconnect Enterprise Fund are \$175,802.



# WEST DIVIDE WATER CONSERVANCY DISTRICT

## RESOLUTION 20-08 2021 WATER ALLOTMENT CONTRACT RATES


WHEREAS, the Board of Directors of the West Divide Water Conservancy District (WDWCD) sells augmentation/exchange water in Mesa, Pitkin, and Garfield counties;

WHEREAS, the Board of Directors of WDWCD annually reviews and sets rates for the following year;

THEREFORE, the Board of Directors of WDWCD hereby adopts those certain water rates as outlined on Exhibit A, attached hereto, to be the effective rates for 2021.

APPROVED AND ADOPTED THE 10th day of December, 2020.

WEST DIVIDE WATER CONSERVANCY DISTRICT

  
\_\_\_\_\_  
President

ATTEST:

  
\_\_\_\_\_  
Secretary

**WEST DIVIDE WATER CONSERVANCY DISTRICT  
2021 WATER ALLOTMENT CONTRACT RATES**

**FEES**

Administration Fee ( <b>non-refundable</b> application fee) .....	\$ 270.00
Administration Fee for Complex Applications or Amendments Requiring Additional District Services .....	to be determined based on actual costs.
Amend Contract .....	125.00
Assignment of Contract .....	125.00
Division and Assignment of Contract (per resulting contract).....	125.00
Annexation Fee for 3 Lots or less (plus publication costs).....	165.00
Annexation Fee for more than 3 Lots (plus publication costs) .....	330.00
Recording Fee.....	25.00
Colorado River Augmentation Plan Assessment (per contract acre foot).....	110.00
Fourmile Augmentation Plan Assessment (per contract acre foot).....	185.00
Alsbury Augmentation Plan Assessment (per contract acre foot).....	185.00
Silt Interconnect Augmentation Plan Assessment (per contract acre foot).....	185.00
Rifle and Elk Creeks Augmentation Plan Assessment (per contract acre foot).....	185.00
Failure to provide timely meter reading.....	1st yr. 55.00
.....	2nd yr. 220.00
.....	3rd yr. contract cancelled
Farmers Irrigation Annual Contract (1 <sup>st</sup> share) .....	300.00
(Additional, per share, up to a total of 5).....	200.00

**WATER COSTS PER ACRE FOOT**

*Annual Minimum of one acre foot per contract*

**Colorado River Augmentation Plan**

Domestic .....	\$ 150.00
Subdivision .....	180.00
Commercial/Industrial .....	205.00
Direct Hauling (total diversion).....	495.00
Non-Federal Water.....	495.00

**Contracts outside the WDWCD boundary** ..... *additional, per acre foot 30.00*  
*(This surcharge is in lieu of taxes, or contractee may annex into the District)*

**Fourmile Augmentation Plan**

Domestic .....	\$ 330.00
Subdivision .....	410.00
Commercial/Industrial .....	485.00
Direct Hauling (total diversion).....	770.00
Non-Federal Water .....	770.00

**Silt Interconnect Augmentation Plan/Rifle & Elk Creeks Augmentation Plan**

Domestic .....	\$ 330.00
Subdivision .....	410.00
Commercial/Industrial .....	485.00
Direct Hauling (total diversion).....	770.00
Non-Federal Water ( <i>Not Available on Rifle or Elk Creek</i> ).....	770.00

**Alsbury Reservoir Augmentation Plan**

Domestic Water .....	\$ 825.00
Fractions of an acre foot accepted; minimum fee \$300.00 (1 EQR = .4 af)	
Alsbury Direct Hauling (total diversion).....	770.00
Commercial/Industrial .....	485.00
Alsbury Irrigation .....	55.00
Non-Federal Water.....	770.00
Avalanche Canal & Siphon Irrigation (per contract acre foot) .....	25.00
Green Mountain Reservoir Irrigation—leased on an “as available” basis (per contract acre foot) .....	35.00
Martin Reservoirs Direct Release (per contract acre foot) .....	1000.00

**GENERAL PROVISIONS:**

**Administration fee:** Applies to new contracts.

**Cancellations:** Once an applicant has received the required forms, submitted them and made payment to the District, there can be **no refund of the administration fee**. If the contract has been approved there will be **no refund of water cost**.

**Homeowners Association:** If point of diversion serves greater than two parcels, application must be made under a homeowners association.

**Contracts 50 af or Greater:** Water costs will be evaluated and negotiated on a case by case basis.