

**MINUTES OF THE REGULAR MONTHLY MEETING
OF THE BOARD OF DIRECTORS
OF THE TABERNASH MEADOWS WATER AND SANITATION DISTRICT**

TMWSD Water Plant, 729 County Road 5141, Tabernash, Colorado
January 30, 2012
6:00 p.m.

1. DIRECTORS PRESENT:

Irene Cooke, President, Excused
Molly Lipke, Secretary/Treasurer, via tele-conference
Susan Koeneke, Director
Marilyn Hajicek, Director
Dick Sprague, Director

2. PUBLIC IN ATTENDANCE:

James Drewett, President Coyote Creek HOA

3. STAFF/CONSULTANTS PRESENT:

Lauralee Kourse, Manager/Operator
Cindy Greiner, Office Administrator
Donette Schmiedbauer, District Accountant

The meeting was called to order at 6:00 p.m. See Action Item 11a.

4. DISCLOSURES:

There were no disclosures presented at this meeting.

5. MINUTES APPROVED:

Upon a motion by Molly Lipke, seconded by Dick Sprague, the Board voted to approve the minutes of the December 12, 2011, meeting, as presented. Marilyn Hajicek abstained.

Susan Koeneke arrived at 6:10 p.m.

6. MANAGEMENT REPORT:

Election Resolution - Resolution #1/12-01 was presented to call for an election, approve a mail ballot election, and appoint the Designated Election Official. See Action Item 11b.

SIPA, Statewide Internet Portal Authority - LL Kourse reviewed the information obtained about a web site and payment options through SIPA. The web site would be created for us at no charge and then would cost \$44.00 per year. The internet payment options include payment by credit card or e-check. The customer would pay 2.25% plus \$.75 for credit card payments and \$1.00 for e-check payments. Donette Schmiedbauer suggests setting up a separate account. Payment/check security was discussed. Dick will check into pay-pal. There is no cost to the District for the credit card and e-check payment options. The town of Estes Park has a similar web site. See Action Item 11c.

IGA Update - The IGA (Inter-Governmental Agreement) with the Valley at Winter Park is completed. The dry up map is completed and recorded. The deeds for the transfer of water rights are being finalized. The District will receive \$10,000 from the Valley at Winter Park to help with previous costs. LL presented some background information regarding the IGA with the Valley at Winter Park.

7. FINANCIAL REPORT:

December/Year End, 2012, Financials - Donette presented the financials for December and the year end, 2012, for review. See Action Item 11d.

Bond Payment Options - The Bond payment options will be discussed at a future meeting.

Colorado River Water Conservation District Grant Program - LL shared information about a grant from the Colorado River Water Conservation District. The grant will be applied for and, if approved, used to purchase additional water rights. The Valley at Winter Park currently has additional water rights to sell. See Action Item 11e.

8. OPERATIONS REPORT:

LL presented the Operations Report for review. We are meeting all of our permit requirements. We have a new 5-year discharge permit.

Chad Rinehart is our new operator with 17 years of experience. He has lived in the County for six years. He is not looking to move on and he is living in our community.

We are still looking for a good fit for a part time operator.

9. EXECUTIVE SESSION:

The Board did not enter into Executive Session at this meeting.

10. **Coyote Creek HOA** - The President of Coyote Creek's HOA, James Drewett, presented information about Coyote Creek. The HOA is financially healthy but challenged. Some concerns of the Coyote Creek HOA relevant to Tabernash Meadows Water & Sanitation District are the noxious weeds and the watering system for the common areas.

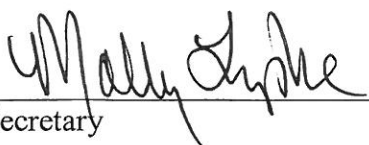
11. **ACTION ITEMS:**

- a. Upon a motion by Dick Sprague, seconded by Marilyn Hajicek, the Board voted unanimously to excuse Irene Cooke's absence due to her husband's passing.
- b. Upon a motion by Molly Lipke, seconded by Marilyn Hajicek, the Board voted unanimously to approve Resolution #1/12-01 to call for an election, approve a mail ballot election, and appoint a Designated Election Official.
- c. Upon a motion by Marilyn Hajicek, seconded by Susan Koeneker, The Board voted unanimously to move forward with the SIPA web site and payment options.
- d. Upon a motion by Marilyn Hajicek, seconded by Susan Koeneker, the Board unanimously approved the December, 2012, disbursements as presented.
- e. Upon a motion by Susan Koeneker, seconded by Marilyn Hajicek, the Board unanimously approved LL Kourse moving forward with the Colorado River Water Conservation District grant application to be used to purchase water rights.

12. **ADJOURNMENT:**

There being no further business, upon a motion by Marilyn Hajicek, seconded by Susan Koeneker, the Board voted unanimously to adjourn the meeting at 7:25 p.m.

The next Board meeting is scheduled for Monday, February 27, 2012, at 6:00 p.m. at the TMWSD Water Plant.


Secretary

26 MAR 2012
Date

Tabernash Meadows Water and Sanitation
Income Statement
For the Eleven Months Ending December 31, 2011

	Current Month Actual	Year to Date Actual	Total Year Budget	% of Budget To Budget
General Revenue				
Service Fees	\$ 21,442	\$ 255,529	\$ 252,672	101.13
W/S Tap Fees	0	0	0	0.00
Debt Tap Fees	0	0	0	0.00
Property Tax General	551	51,172	51,172	100.00
Property Tax Bond	2,615	242,712	242,712	100.00
Property Tax Interest	216	852	0	0.00
Specific Ownership Taxes	1,527	10,183	5,000	203.66
Grand County Operations	16,107	69,719	67,746	102.91
Grand County Capital	0	0	8,660	0.00
Interest Income	184	3,952	2,700	146.37
Other Income	99	11,363	0	0.00
Misc - doc prep fee	0	870	0	0.00
Loan Proceeds	365,000	365,000	365,000	100.00
Contributed Assets	0	0	0	0.00
Total General Revenue	407,741	1,011,352	995,662	101.58
Misc. Reimbursement Revenue				
Devil's Thumb Ranch Reimburse	3,050	36,917	35,000	105.48
PCV HOA Reimburse	0	20,042	0	0.00
Tabernash Tavern Reimburse	706	1,837	0	0.00
Other Reimbursement	(118)	1,094	0	0.00
Misc.- late fees	180	770	0	0.00
Total Misc. Reimburse Revenue	3,818	60,660	35,000	173.31
Total Revenue	411,559	1,072,012	1,030,662	104.01
Expenses				
Operations and Capital				
Salaries and Benefits	21,796	210,650	210,544	100.05
Operating Supplies	5,043	29,598	28,000	105.71
Lease Interest Expense	197	9,455	9,432	100.24
Professional Fees	2,461	5,654	15,000	37.69
Utilities	6,390	33,471	21,806	153.49
Biosolids Removal	0	3,989	17,200	23.19
Lab Fees/Equipment	274	5,657	9,200	61.49
Vehicle Expense	1,884	8,261	12,000	68.84
Snow Removal	350	1,100	1,000	110.00
Licenses	367	2,991	2,500	119.64
Capital Projects	151,849	426,627	390,000	109.39
Depreciation/Amortization	0	0	0	0.00
Deferred Maintenance	0	0	25,000	0.00
Total Operations and Capital	190,611	737,453	741,682	99.43
General and Administrative				
Legal	6,474	53,335	40,000	133.34
Accounting/Audit Fees	1,137	19,407	20,900	92.86
Liability Insurance	0	12,602	15,400	81.83
Treasurer's Fees	169	14,737	14,400	102.34
Communications	1,018	5,832	6,000	97.20
Office Supplies	751	8,761	6,000	146.02
Human Resources	327	1,993	3,000	66.43
Dues & Subscriptions	0	1,139	1,350	84.37
Loss on sale of Real Estate	0	0	0	0.00
Board of Director	0	0	2,200	0.00
Total General and Administrative	9,876	117,806	109,250	107.83
Bond Debt				
Bond Interest and Agent Fees	135,375	272,250	271,900	100.13
Bond Principle	0	0	0	0.00
Total Bond Debt	135,375	272,250	271,900	100.13
Total Expenses	335,862	1,127,509	1,122,832	100.42
Net Income (Loss)	\$ 75,697	(\$ 55,497)	(\$ 92,170)	60.21

Tabernash Meadows WSD
Check Register
For the Period From Dec 1, 2011 to Dec 31, 2011

Filter Criteria includes: Report order is by Check Number.

Check #	Date	Payee	Cash Account	Amount
4109	12/1/11	Three Lakes Water &	10600	100.00
4110	12/7/11	Chase Card Services	10600	909.66
4111	12/7/11	Void Check	10600	
4125	12/4/11	Konica Minolta	10600	197.36
4126	12/9/11	Colorado Employer B	10600	1,102.06
4127	12/9/11	Colorado Dept. of He	10600	367.50
4128	12/9/11	Brown Hill Engineerin	10600	9,345.00
4129	12/9/11	Harvey W. Curtis, Es	10600	2,405.32
4130	12/9/11	Car Quest	10600	44.49
4131	12/9/11	Highland Lumber	10600	2,021.23
4132	12/9/11	Tim Shenk Land Sur	10600	658.50
4133	12/9/11	Conroy Excavating	10600	250.00
4134	12/9/11	Indian Peaks Rental,	10600	200.00
4135	12/9/11	Process Waste Tech	10600	115,870.0
4136	12/9/11	WCI of Granby/Tras	10600	89.55
4137	12/9/11	USA Bluebook	10600	465.58
4138	12/9/11	IceBox Welding, Inc.	10600	125.00
4139	12/9/11	Fraser Valley Ace Ha	10600	533.49
4140	12/9/11	Konica Minolta	10600	226.24
4141	12/15/11	Void Check	10600	
4142	12/15/11	Lauralee Kourse	10600	8,016.00
4143	12/15/11	Cynthia Greiner	10600	100.00
4144	12/15/11	Darren Dines	10600	100.00
4145	12/16/11	Verizon Wireless	10600	320.78
4146	12/16/11	Deep Rock	10600	14.62
4147	12/16/11	Canyon Water Resou	10600	1,440.00
4148	12/16/11	M & E Enterprises, L	10600	10.00
4149	12/16/11	CenturyLink	10600	222.95
4150	12/16/11	Dana Kepner	10600	921.48
4151	12/16/11	Power to the People	10600	10,960.00
4152	12/16/11	Colorado Dept. of He	10600	38.00
4153	12/16/11	Accutest Laboratorie	10600	150.00

Tabernash Meadows WSD
Check Register
For the Period From Dec 1, 2011 to Dec 31, 2011

Filter Criteria includes: Report order is by Check Number.

Check #	Date	Payee	Cash Account	Amount
4154	12/16/11	HD Supply WaterWo	10600	293.40
4155	12/28/11	USPS	10600	132.00
4156	12/28/11	Darren Dines	10600	534.73
4157	12/28/11	Indian Peaks Rental,	10600	100.00
4158	12/28/11	GE Capital	10600	592.52
4159	12/28/11	Mountain Parks Elect	10600	2,113.42
4160	12/30/11	Donette Schmiedbau	10600	905.50
4161	12/30/11	Cynthia Greiner	10600	2,153.17
4162	12/30/11	John J. Zielinski	10600	210.74
4163	12/30/11	Chad Rinehart	10600	617.67
4164	12/30/11	Zachariah Kilburn	10600	664.72
4165	12/30/11	Darren Dines	10600	3,693.16
4166	12/30/11	Power to the People	10600	2,461.00
4167	12/30/11	Chase Card Services	10600	407.35
4168	12/30/11	Cindy Greiner	10600	164.57
4169	12/30/11	Lauralee Kourse	10600	966.71
4170	12/30/11	Fraser Valley Ace Ha	10600	757.93
4171	12/30/11	Kopy Kat Graphics &	10600	8.44
4172	12/30/11	Mountain Auto	10600	86.00
4173	12/30/11	B & J Plumbing & He	10600	5,881.61
4174	12/30/11	Frchetti Engineering	10600	5,000.00
4175	12/29/11	LT Engineering, LLC	10600	2,050.00
DD1215-01	12/15/11	Darren Dines	10600	1,880.25
DD1215-02	12/15/11	Lauralee Kourse	10600	49.10
DD1230-01	12/30/11	Darren Dines	10600	1,880.25
Total				<u>190,809.0</u>

TABERNASH WATER & SANITATION DISTRICT

2011 Budget Update - December	Month Actual	Year To Date Actual	2011 Budget	% Actual to Budget
OPERATIONS				
Total All Revenues	43,944	464,300	422,950	109.8%
Total All Expenditures	48,638	428,632	460,932	93.0%
Costs Better (Worse) than Revenues	(4,694)	35,668	(37,982)	
CAPITAL				
Total All Revenues	365,000	365,000	365,000	100.0%
Total All Expenditures	151,849	426,627	390,000	109.4%
Costs Better (Worse) than Revenues	213,151	(61,627)	(25,000)	
DEBT				
Total All Revenues	2,615	242,712	242,712	100.0%
Total All Expenditures	135,375	272,250	271,900	100.1%
Costs Better (Worse) than Revenues	(132,760)	(29,538)	(29,188)	
TOTAL ALL - OPS, CAPT. AND DEBT				
Total All Revenues	411,559	1,072,012	1,030,662	104.0%
Total All Expenditures	335,862	1,127,509	1,122,832	100.4%
Costs Better (Worse) than Revenues	75,697	(55,497)	(92,170)	

2011 Cash and Accounts Receivable Account Balances	Operations		Debt	Capital
	Other	Maintenance	Retirement	
CASH AND INVESTMENTS:				
Grand Mountain Bank 12/31/11		24,503		
CSAVE Investment Account 12/31/11		21,908		
Wells Fargo Business Acct 12/31/11	151,648			
Grand Mtn Bank MMA 12/31/11	200,546			
Bank of the West MMA 12/31/11	288,021			
UMB Pledged Revenue Acct 12/31/11			140,976	
Biosolids Loan Restricted Funds 12/31/11				43,745
TOTALS	<u>640,215</u>	<u>46,410</u>	<u>140,976</u>	
ACCOUNTS RECEIVABLES:				
Service Fees		67,757		
County		23,560		
Total Accounts Receivable 12/31/11		<u>91,316</u>		
LEASES AND LOANS:				
Capital Leases - bobcat and copies		25,197		
Biosolids Loan		321,255		
Total Accounts Receivable 12/31/11		<u>346,452</u>		