

**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
December 12, 2011
6:00 p.m.

1. DIRECTORS PRESENT:

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

2. PUBLIC IN ATTENDANCE:

None

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.

4. DISCLOSURES:

There were no disclosures presented at this meeting.

5. MINUTES APPROVED:

Upon a motion by Dick Sprague, seconded by Susan Koeneke, the Board voted to approve the minutes of the November 29, 2011, meeting, as presented. Two Board members abstained.

6. MANAGEMENT REPORT:

Capital Projects - The mechanical bar screen was put in and running this summer. The dewatering press is in and started up last week. The cold weather created some difficulty but it is working fine.

2012 Board Meeting Schedule - The Board reviewed the Board meeting schedule for 2012. See Action Item 10a.

7. FINANCIAL REPORT:

November Financials - Donette Schmiedbauer presented the November, 2011, financials for review. See Action Item 10b.

2012 Budget - Donette presented the 2012 Budget with final changes for review. See Action Item 10c.

Mill Levy - Donette presented the resolution to set the mill levy, #12-12-2. See Action Item 10d.

Monthly Billing - Changing our billing to monthly instead of quarterly was discussed and decided to leave it at quarterly. A grant of \$6,000 was applied for through SIPA (State Internet Portal Authority) for online billing and payment options. The grant awards will be announced in January, 2012.

8. OPERATIONS REPORT:

Everything is running well. We fixed a frozen pipe in Lakeside. Miscellaneous programming and warranty work may need to be done on the capital projects. Running the dewatering press 24 hours a day will be held off until next spring.

9. EXECUTIVE SESSION:

Upon a motion by Molly Lipke, seconded by Susan Koenke, the Board unanimously approved moving into Executive Session at 6:45 p.m. for the purpose of developing strategy for negotiations, instructing negotiators, and determining positions relative to matters that may be subject to negotiations pursuant to (§24-6-402(4)(e), C.R.S.) and discussing personnel issues pursuant to (§24-6-402(4)(f), C.R.S.). The Board returned from Executive Session at 7:23 p.m.

See Action Item 10e - IGA with The Valley at Winter Park approval

See Action Item 10f - Two signatories for the IGA with the Valley at Winter Park

See Action Item 10g - Employee bonuses approval

Bond Payment Options - The bond payment options were discussed and tabled until the January meeting.

10. ACTION ITEMS:

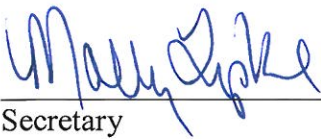
- a. Upon a motion by Susan Koenke, seconded by Dick Sprague, the Board voted unanimously to approve the 2012 meeting schedule as presented.


- b. Upon a motion by Dick Sprague, seconded by Susan Koenke, the Board unanimously approved the November, 2011, disbursements as presented.
- c. Upon a motion by Molly Lipke, seconded by Dick Sprague, the Board unanimously approved the 2012 Budget as presented and the Budget and Appropriation Resolution #12-12-1.
- d. Upon a motion by Molly Lipke, seconded by Dick Sprague, the Board voted unanimously to approve the Resolution to Set Mill Levy, #12-12-2, at 48.325 total mills.
- e. Upon a motion by Dick Sprague, seconded by Susan Koenke, the Board approved the Intergovernmental Agreement with the Valley at Winter Park with the latest corrections. Molly Lipke abstained.
- f. Upon a motion by Susan Koenke, seconded by Dick Sprague, the Board approved Irene Cooke and Dick Sprague to be the signatories for the Intergovernmental Agreement with the Valley at Winter Park. Molly Lipke abstained.
- g. Upon a motion by Molly Lipke, seconded by Dick Sprague, the Board unanimously approved awarding a bonus of \$10,000.00 to LL Kourse and \$100.00 each to Darren Dines and Cindy Greiner if the funds are available.

11. ADJOURNMENT:

There being no further business, upon a motion by Susan Koenke, seconded by Molly Lipke, the Board voted unanimously to adjourn the meeting at 7:30 p.m.

The next Board meeting is scheduled for January 30, 2012, at 6:00 p.m. at the TMWSD Water Plant.


Secretary


Date

Tabernash Meadows Water and Sanitation
Income Statement
For the Eleven Months Ending November 30, 2011

	Current Month Actual	Year to Date Actual	Total Year Budget	% of Budget To Budget
General Revenue				
Service Fees	\$ 20,962	\$ 234,088	\$ 252,672	92.65
W/S Tap Fees	0	0	0	0.00
Debt Tap Fees	0	0	0	0.00
Property Tax General	0	50,620	51,172	98.92
Property Tax Bond	0	240,097	242,712	98.92
Property Tax Interest	0	2,383	0	0.00
Specific Ownership Taxes	0	6,138	5,000	122.76
Grand County Operations	0	53,728	67,746	79.31
Grand County Capital	0	0	8,660	0.00
Interest Income	0	3,550	2,700	131.48
Other Income	0	11,573	0	0.00
Misc - doc prep fee	180	938	0	0.00
Loan Proceeds	0	365,000	365,000	100.00
Contributed Assets	0	0	0	0.00
Total General Revenue	21,142	968,115	995,662	97.23
Misc. Reimbursement Revenue				
Devil's Thumb Ranch Reimburse	2,876	33,872	35,000	96.78
PCV HOA Reimburse	953	20,042	0	0.00
Tabernash Tavern Reimburse	353	1,131	0	0.00
Other Reimbursement	0	834	0	0.00
Misc. - late fees	0	590	0	0.00
Total Misc. Reimburse Revenue	4,182	56,469	35,000	161.34
Total Revenue	25,324	1,024,584	1,030,662	99.41
Expenses				
Operations and Capital				
Salaries and Benefits	10,382	188,853	210,544	89.70
Operating Supplies	748	24,555	28,000	87.70
Lease Interest Expense	1,382	9,215	9,432	97.70
Professional Fees	2,678	3,193	15,000	21.29
Utilities	2,858	27,082	21,806	124.20
Biosolids Removal	0	3,989	17,200	23.19
Lab Fees/Equipment	583	5,383	9,200	58.51
Vehicle Expense	182	6,375	12,000	53.13
Snow Removal	0	750	1,000	75.00
Licenses	0	2,623	2,500	104.92
Capital Projects	45,485	274,831	390,000	70.47
Depreciation/Amortization	0	0	0	0.00
Deferred Maintenance	0	0	25,000	0.00
Total Operations and Capital	64,298	546,849	741,682	73.73
General and Administrative				
Legal	3,244	46,861	40,000	117.15
Accounting/Audit Fees	1,137	18,270	20,900	87.42
Liability Insurance	0	12,602	15,400	81.83
Treasurer's Fees	0	14,568	14,400	101.17
Communications	395	4,813	6,000	80.22
Office Supplies	374	7,998	6,000	133.30
Human Resources	100	1,666	3,000	55.53
Dues & Subscriptions	60	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	5,310	107,917	109,250	98.78
Bond Debt				
Bond Interest and Agent Fees	0	136,875	271,900	50.34
Bond Principle	0	0	0	0.00
Total Bond Debt	0	136,875	271,900	50.34
Total Expenses	69,608	791,641	1,122,832	70.50
Net Income (Loss)	(\$ 44,284)	\$ 232,943	(\$ 92,170)	(252.73)

TABERNASH WATER & SANITATION DISTRICT

2011 Budget Update - November	Month Actual	Year To Date Actual	2011 Budget	% Actual to Budget
OPERATIONS				
Total All Revenues	25,324	419,487	422,950	99.2%
Total All Expenditures	24,123	379,935	460,932	82.4%
Costs Better (Worse) than Revenues	1,201	39,552	(37,982)	
CAPITAL				
Total All Revenues	-	365,000	365,000	100.0%
Total All Expenditures	45,485	274,831	390,000	70.5%
Costs Better (Worse) than Revenues	(45,485)	90,169	(25,000)	
DEBT				
Total All Revenues	-	240,097	242,712	98.9%
Total All Expenditures	-	136,875	271,900	50.3%
Costs Better (Worse) than Revenues	-	103,222	(29,188)	
TOTAL ALL - OPS, CAPT. AND DEBT				
Total All Revenues	25,324	1,024,584	1,030,662	99.4%
Total All Expenditures	69,608	791,641	1,122,832	70.5%
Costs Better (Worse) than Revenues	(44,284)	232,943	(92,170)	

2011 Cash and Accounts Receivable Account Balances	Other	Operations Maintenance	Debt Retirement	Capital
CASH AND INVESTMENTS:				
Grand Mountain Bank 11/30/11		73,151		
CSAVE Investment Account 11/30/11		21,081		
Wells Fargo Business Acct 11/30/11	151,629			
Grand Mtn Bank MMA 11/30/11	200,359			
Bank of the West MMA 11/30/11	287,868			
UMB Pledged Revenue Acct 11/30/11			272,432	
TOTALS	639,856	94,232	272,432	
ACCOUNTS RECEIVABLES:				
Service Fees		8,754		
County		7,507		
Total Accounts Receivable 11/30/11		<u>16,261</u>		
LEASES AND LOANS:				
Capital Leases - bobcat and copies		33,076		
Biosolids Loan		182,263		
Total Accounts Receivable 11/30/11		<u>215,339</u>		

Tabernash Meadows WSD
Check Register
For the Period From Nov 1, 2011 to Nov 30, 2011

Filter Criteria includes: Report order is by Check Number.

Check #	Date	Payee	Cash Account	Amount
4067	11/4/11	Fraser Valley Carpen	10600	9,675.00
4068	11/4/11	Fraser Valley Carpen	10600	6,825.00
4069	11/4/11	Fraser Valley Carpen	10600	2,390.00
4070	11/4/11	Fraser Valley Carpen	10600	150.00
4075	11/4/11	Frachetti Engineering	10600	5,700.00
4076	11/4/11	Greenbriar Engineeri	10600	3,000.00
4077	11/4/11	ATH Specialities and	10600	12,850.00
4078	11/4/11	Kopy Kat Graphics &	10600	26.90
4079	11/4/11	Car Quest	10600	93.92
4080	11/4/11	Conroy Excavating	10600	150.00
4081	11/4/11	Mountain Parks Elect	10600	1,594.42
4082	11/4/11	Power to the People	10600	882.70
4083	11/4/11	Darren Dines	10600	21.51
4084	11/4/11	WCI of Granby/Tras	10600	89.55
4085	11/4/11	Colorado Mountain N	10600	25.39
4086	11/4/11	Colorado Employer B	10600	1,102.06
4087	11/4/11	Harvey W. Curtis, Es	10600	3,194.03
4088	11/4/11	Noriyuki & Parker, P.	10600	36.00
4089	11/4/11	Accutest Laboratorie	10600	62.00
4090	11/4/11	Chase Card Services	10600	262.69
4091	11/4/11	Utility Notification Ce	10600	4.83
4092	11/4/11	GE Capital	10600	592.52
4093	11/4/11	Colorado Dept. of He	10600	19.00
4094	11/4/11	Highland Lumber	10600	101.04
4095	11/4/11	Fraser Valley Ace Ha	10600	188.00
4096	11/4/11	Pinnacol Assurance	10600	550.00
4097	11/4/11	Konica Minolta	10600	197.36
4098	11/21/11	CenturyLink	10600	219.97
4099	11/21/11	Deep Rock	10600	55.36
4100	11/21/11	Alpine West Bus. Pro	10600	122.14
4101	11/21/11	Mountain Parks Elect	10600	836.86
4102	11/21/11	Verizon Wireless	10600	174.58

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Check #	Date	Payee	Cash Account	Amount
4103	11/21/11	Costco Membership	10600	55.00
4104	11/21/11	Brown Hill Engineerin	10600	1,325.73
4105	11/21/11	USA Bluebook	10600	465.44
4106	11/21/11	Tim Shenk Land Sur	10600	1,351.50
4107	11/21/11	Kopy Kat Graphics &	10600	53.30
4108	11/21/11	Morrow & Sons	10600	287.80
4112	11/30/11	Donette Schmiedbau	10600	905.50
4113	11/30/11	Cynthia Greiner	10600	1,778.50
4114	11/30/11	John J. Zielinski	10600	210.74
4115	11/30/11	Konica Minolta	10600	14.59
4116	11/30/11	Accutest Laboratorie	10600	50.00
4117	11/30/11	Darren Dines	10600	20.49
4118	11/30/11	Noriyuki & Parker, P.	10600	14.75
4119	11/30/11	GE Capital	10600	592.52
4120	11/30/11	HD Supply WaterWo	10600	384.59
4121	11/30/11	USA Bluebook	10600	167.59
4122	11/30/11	Brown Hill Engineerin	10600	999.53
4123	11/30/11	ATH Specialities and	10600	2,460.00
4124	11/30/11	Grand County	10600	88.02
DD1115-01	11/15/11	Darren Dines	10600	1,880.25
DD1115-02	11/15/11	Lauralee Kourse	10600	49.10
DD1130-01	11/30/11	Darren Dines	10600	1,880.25
Total				<u>66,228.02</u>