

Tabernash Meadows Water & Sanitation District
729 Aster Drive, Tabernash, CO 6:00 p.m.
Board of Directors Meeting Minutes
November 14, 2017

1. Call to Order

- a. The meeting was called to order by D. Sprague at 6:00 p.m.
- b. Board Members and staff present: Sprague, Drewett, Eister, O'Donnell, Yoder, Schmiedbauer. Absent: Anderson
- c. Consultants present: K. Seter, R. Newton
- d. Public Attendees: A. Taft/Grand County Representative, L. Veenstra/homeowner, D. Michel/Igadi
- e. There were no outstanding Disclosures

2. Late Fees

- a. Laura Veenstra discussed that she was late on her quarterly invoice. She is requesting a refund of her late fees. A motion was made by Drewett to not refund the Veenstra late fees to stay consistent with the District's current policy. Second by O'Donnell. Approved 4-0
- b. A letter from Jeff Ingrund, Lots 33 & 34, requesting a refund of late fees was reviewed and discussed. A motion was made by Drewett to not refund the Ingrund late fees to stay consistent with the District's current policy. Second by O'Donnell. Approved 4-0

3. Approval of October 2017 Financials

- a. Schmiedbauer reviewed the October financials and discussed the current check register items. All was in order. A motion to approve the October financials and current check register items was made by Drewett, Second by O'Donnell. Approved 4-0

4. Approval of October 10, 2017 Minutes

- a. After review of the October minutes, the following correction was made. The spelling of Drewett in item 3.a. was corrected. A motion to approve the 10-10-17 minutes, with the correction, was made by Drewett, Second by O'Donnell. Approved 4-0

5. Old Town Community Waterline Update

- a. David Michel, representing Highland Properties, owners of the Igadi property, discussed interest in utilizing Old Town Community waterline. He would like to begin discussion on possible inclusion of Igadi in the TMWSD. David requested having upfront discussions before third party costs are incurred. This request will be reviewed within the Board's negotiating committee. A meeting with Sprague, O'Donnell, Yoder and Michel will be set in the near future.

6. Public Hearing of 2018 Proposed Budget

- a. Public Comment: Sprague opened the meeting for public comment at 6:54 p.m. Having no public comment, Sprague closed the comment period at 6:55 p.m.
- b. Board discussion of possible 2010 Series Bond refinance. D.A. Davidson is now supporting a possible refinance due to the District's more favorable financial strategies and management approach. Yoder will contact D.A. Davidson to let them know the Board

reviewed the projections and would like to begin, asap, the process for moving forward on the bond refinance.

7. Kim Seter Status Report

- a. Red Hawk Ranch (RHR): A "Will Serve" letter, with an expiration date of 180 days, will be sent to RHR.
- b. Modification to the Late Fee Structure: Motion to approve Resolution No. 11-17-01 (see attached) was made by O'Donnell, second by Drewett. Approved 4-0
- c. Lot 19 Update: The Quiet Title process continues to move forward. We are anticipating the judge's ruling by year-end.
- d. Fowler: Homeowner, Fowler, currently owes \$1,580.00. A follow-up letter will be sent to Mr. Fowler with final payment account "catch-up" figure.

8. Manager's/Operations Report

- a. Tarde meter request has been settled.
- b. Staff Reviews - Thom has requested a critical performance review from the Board. Sprague and Drewett will conduct the review. Thom will conduct a review for JoAnna. He will also ask for feedback of his performance from JoAnna.
- c. Audit Engagement Letter – After review of the engagement letter by Yoder and Schmiedbauer, a Motion by Drewett was made to engage Schilling & Company, Inc to perform the District's 2017 audit. Engagement letter will be signed and returned. Second by O'Donnell. Approved 4-0
- d. New Employee – Thom will begin new employee search
- e. Liability Insurance 2018 Contract Renewal – Thom reviewed the contract and the coverage for 2018. Annual contract renewal is \$18,072. The Board found the details acceptable. On a motion by Eister to accept and pay the Liability Insurance 2018 Contract. Second by Drewett. Approved 4-0
- f. Manager Report – Thom gave a full report and answered questions.

9. New Business

- a. Board reviewed and had a discussion regarding Proposal to Develop Financial Plans, Update Plant Investment Fees and Evaluate Inclusion Fee. These items were presented in writing by Raftelis Financial Consultants, Inc.

10. Public Comment – None

11. Meeting Adjourned at 8:29 p.m. Next meeting December 12, 2017 6:00 p.m.



date: _____

12-12-17

Dick Sprague, Board President