

MINUTES OF THE DECEMBER 9, 2013  
BUDGET HEARING  
AND REGULAR MEETING  
OF THE PUEBLO CONSERVANCY DISTRICT

Directors Present: Paul Willumstad, Matt Cordova, Donna Phillips (2:20)

Also Present: Administrator Rick Kidd, Counselor Don Banner

Guests: Carla Sikes, City of Pueblo Representative  
Sean McCarthy, Pueblo West Representative  
Mike Cuppy, NorthStar Engineering  
Earl Wilkinson, Pueblo Director of Public Works

**BUDGET HEARING**

With a quorum present, the Pueblo Conservancy District budget hearing was called to order at 2:08 pm.

Kidd presented the Budget. He stated that it had been advertised in the Pueblo Chieftain and that there had been no requests to review the proposed budget. Banner said that he had provided a copy of the proposed budget to Judge Alexander. Kidd reported that the line items and budget numbers were the same as those discussed at the November meeting. Since the District's financial records will now be audited there is a change in the budget to show "Assigned" and "Unassigned" fund balances at the bottom of the budget. The assigned fund balance is the amount taken from the reserves to meet the budgeted expenditures. The unassigned fund balance is the amount to remain in the reserves. Cordova moved to approve the 2014 Budget. Motion passed.

The Budget Hearing was closed at 2:11 pm and the Regular Meeting opened.

**REGULAR MEETING**

Minutes:

The minutes of the November 20, 2013 regular meeting were reviewed. Cordova moved to approve the minutes. Motion passed.

Treasurer's Report:

The November 2013 accountant's report was not available due to the early date of the meeting. Kidd requested Cuppy to discuss the work covered by the NorthStar invoice. Phillips moved to pay the bills. Motion passed.

Bills -- The following bills were posted for review and approval:

\$ 350.00	MBD&G, Monthly Accountant fees
\$ 500.00	Banner and Bower, Attorney fees
\$ 6.00	Banner and Bower, E-Filing fees
\$ 600.00	Kidd Engineering, Administrator/Engineer fees
\$ 345.50	Kidd Engineering, Presentation to Levee Mural group
\$ 184.70	Cordova, Director's Fee
\$ 184.70	Phillips, Director's Fee
\$ 184.70	Willumstad, Director's Fee

December 9, 2013 Minutes, Page 2 of 3

\$ 2,750.00	NorthStar Engineering, Appraisal Phase III Services and 2014 Assessment Schedule
\$24,597.50	NorthStar Engineering, Arkansas Levee "As-Constructed" Survey and Condition Evaluation Contract

2014 Maintenance Fee Assessment – Cuppy reported that the assessment amounts were submitted to the County Assessor and Treasurer offices before Thanksgiving. All assessments that were less than \$0.10 were discounted. The County and NorthStar received the information necessary to make maintenance fee assessments against the State Assessed properties. Cuppy said that he has provided everything to the County that they have requested to date. He will contact them to verify that all information is complete for them to make the assessments. Kidd questioned if the budget needed to be modified since the State Assessed properties should bring in additional revenue. Banner suggested leaving the budget as previously approved because we do not know what the payment response will be from the State Assessed owners.

President's Report –  
None.

Administrator's Report-

Kidd reported on the meeting he attended with the Levee Mural group and the presentation that he made. The group was made up of high school students and adults who had worked on the Paddling for the Planet mural, parents, and other interested individuals. They had tried to do a Skype link with the man who is the subject of this mural. He had circumnavigated the globe with only human and wind power. Unfortunately the link did not work.

Old Business:

Bustillos Residence – Banner sent letters to the Union Pacific and the Bustillos family. Copies of these letters had been emailed to the Board. The UP attorney contacted him to say that she would be out of town but will respond after she has had a chance to review and consider the letter. There has not been a response from the Bustillos family.

Arkansas River Levee Survey – Cuppy reported that NorthStar had established a baseline along 1.5-miles of the Levee. They have completed the panel by panel assessment for approximately one-fourth of a mile. CTL Thompson has coordinated drilling locations with the UP and utility locations have been called for. They hope to start the geotechnical soils borings next week.

Website Development – Banner received a proposal from Rick Thomas to set up the website for \$500 to \$750 and then it will cost the District \$180 per year for a web host. The District will own the website and will be able to make additions and changes to it. Banner has made other contacts, but has not received any other responses. Phillips said that she is familiar with Mr. Thomas and has not heard of any problems with his work. Cordova moved to authorize Banner to contract website development services with Rick Thomas at an amount not to exceed \$750. Motion passed.

New Business:

2014 Meeting Dates – It was decided to keep the meetings on the fourth Wednesday of the month, except for November 19 and December 17. They will be held at the Heritage Center at 10:30 am.

Heritage Center Memorandum of Understanding – Kidd reported that the agreement language has not been changed, except for control of the types of beverages allowed in the meeting room. The membership fee is the same as for last year. Phillips moved to approve the agreement. Motion passed.

December 9, 2013 Minutes, Page 3 of 3

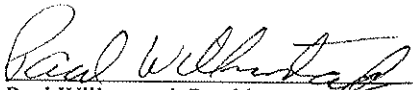
Attorney and Engineer Services Contracts – Banner believed it was appropriate that, since this Board was not in place when the previous contracts were approved, these contracts should be renewed. Phillips moved to approve the new contracts for the Attorney and Engineer/Administrator. Motion passed.

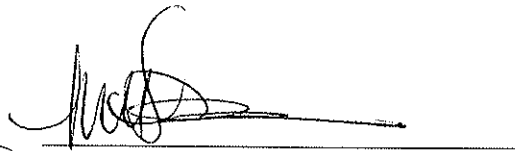
Other Business:

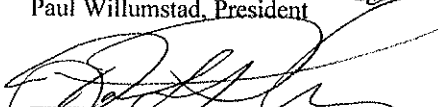
McCarthy asked what the plan was to fund the levee repairs and construction. Banner said that he had looked at the statute again and believes it is allowable to utilize a private investor and save a lot of money on bond underwriting. McCarthy said that he believes this could also be very attractive to a bank. Banner said that bond underwriting would cost in the range of a half million dollars.

There being no further business to come before the Board, the business meeting was adjourned at 2:55 pm. The next regular meeting date will be January 22, 2014, at 10:30 am.

APPROVED:

  
Paul Willumstad, President

  
Matt Cordova, Treasurer

  
Donna Phillips, Secretary