

MINUTES OF THE REGULAR JUNE MEETING OF THE PUEBLO CONSERVANCY DISTRICT ON JUNE 22, 2004

DIRECTORS PRESENT: Sandstrom Farley and Haynes

ALSO PRESENT : Administrator Koester,

The meeting was called to order at 7:30 a.m. on the above date.

With a quorum, the minutes for the Regular meeting of May 20, were reviewed and approved. The Treasurers report for May was reviewed and approved to file. The following June bills were approved for payment:

3088	Wachovia Securities	Re-investment of CD	\$100,000.00
3089	G. Sandstrom	Directors Fee	55.41
3090	K. Farley	Directors Fee	55.41
3091	V. Haynes	Directors Fee for March	55.41
3092	BBCK&O	Banner Legal Fee	300.00
3093	Engineer Koester	Eng/Admin Fee	400.00
		Rental of Storage & Meeting	100.00
3094	MBDG, pc.	Bookpg Service	200.00
3095	AQUILA	Power at Runyon	106.93
3096	SCA Insurance	Premius for Dir. Bonds	300.00

The agreement for the MBDG bookkeeping agreement has been presented for the next year with the same \$200 per month fee, so the Board all voted to continue the agreement.

There was no one present representing the M.G Peace Garden as expected, and that presentation report will be heard later.

Chairman Sandstrom indicated the re-scheduled date for the Walk of the Levee on June 15, 2004, as well as this meeting had been rescheduled so that all members of the Board can attend.

The Walk took place following the regular Board meeting at 7:30 a.m. starting at about 8:00 a.m. The route of the walk was along Thomas Phelps Creek from Santa Fe Avenue, east and south to Runyon Lake, then on the south loop of the walk/bike path at the southern edge of Runyon Lake, westerly to the Boetcher Bridge just east of Santa Fe Avenue. The maintenance Road/Path all is in good condition except for 3 places along the Arkansas River the concrete has cracked from heavy loads causing the movement of base course. When City of Pueblo deems it necessary, they will indicate the maintenance of the path. Some small items of debris at or near the entry of the Creek into Runyon will be cleaned soon by our maintenance contractor.

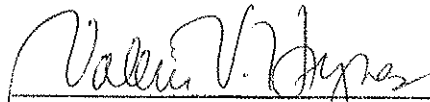
There being no further business to come before the Board, the meeting was adjourned at 7:45

a.m. And the walk concluded at about 10:00 a.m. The next regular meeting of the District will be on July 13, (Tuesday) 2004 at 7:30 a.m. at NorthStar Conference Room.

APPROVED:


G. F. Sandstrom, Director


Kathleen Farley, Director


Valerie V. Haynes, Director

NO. 1586 89

NOTICE OF JULY MEETING

DATE : July 13, 2004 (Tuesday) at 7:30. a.m.
PLACE : At NorthStar Engineering Conference Room
(PCD Office)
111 East 5th Street

A G E N D A

1. Roll Call
2. Approval of Minutes of June 15th meeting
3. Treasurers Report
 - A. For June 2004
 - B. Approve bills for July
4. Old Business-
 - a. Update on HARP History book sales
5. New Business-
 - a. Welcome representatives of Mahatma Gandhi Peace Garden for a presentation they have prepared.
6. Set date for August meeting.
7. Adjourn

JOB DESCRIPTION

THE PUEBLO CONSERVANCY DISTRICT - Administrator/Engineer

The mission of Pueblo Conservancy District has granted powers of the Directors to include protecting or relieve land subject to overflowing or washing, or which is menaced or threatened by the normal flow or flood or surplus or overflow waters of any natural watercourse, stream, canyon, or wash, whether perennial, intermittent, or flood, and in order to effect the protection of the land and other property in the district.

In order to accomplish other purposes of the district the board of directors is authorized to participate in the development of parks and recreational facilities including, but not limited to, trails, greenways, and riverfront development within the boundaries of the district. Long Range planning handed down from a previous board, indicates the following special construction take place, but not until after sufficient capital funds had been developed to insure the District getting the maximum benefit of a project: Re-design of the portion of the Power Co's diversion structure thru the levee and that the design changes, as well as a cost-sharing arrangement be worked out with the Power Co; and the design of a treatment of the top backside of the earth filled levee to a point 700 feet downstream from the west 11 th Street bridge over Dry Creek to prevent scour and undercutting of water cascading down the back slope.

The Administrator/Engineer is to facilitate maintenance of conditions developed and already in place, shall either accomplish having designs done by others on projects coming up and in long range projects to be determined;

The A/E should be a Registered Professional Engineer with some knowledge of the history and conditions of the levee system.

Some specific tasks the A/E should perform for the Board are: Attend all Board meetings, take minutes of the meeting for the Secretary; Attend to all requests from people within the District to present to the Board as needed for action; Keep the bookkeeping procedure operating on a timely basis, by working with the Auditor and writing all checks to be approved and paid by Directors; To organize and direct the maintenance program with various contractors for accomplishing the clean-up work, weed control spraying, repair to the trail system and other structures throughout the levee; Monitor the different leases at Runyon Lake area for the best interest of each; and act as part of the public relations team for good of District.

ACTIVITY DURING JUNE 2004 BY ADMINISTRATOR / ENGINEER
KOESTER

Two trips to the Legacy of Parks construction, along with inspection of City Storm Sewer construction.

Four phone calls from interested parties about trail system maintenance.

Consult with Joanne Cook at MBDG regarding bookkeeping for three times; to ask about clarification of accounting summary, provide monthly deposit statements, bank statements and investment activity and reports.

Prepare minutes of June Meeting and agenda for July meeting, copy and complete mailing of May minutes.

By request of the Bureau of Reclamation in Denver, find 1922 plans of new River improvement, specifically the elevations of the top of the northerly concrete slope paving along with profile of stream bed elevations, from Dry Creek to Santa Fe Avenue; then make one copy of each plan sheet, including one copy of each plan sheet showing top of levee elevation; and mail and deliver plans to Bureau and the Public Works Dept. at the City of Pueblo.

Attend two functions at the HARP regarding new Plans for additional improvements and celebrations. Visited with Steve Arveschoug at each for expected participation by PCD (If any).

Attend June Meeting of the Board of Directors, followed by two deposits in Vectra Bank.

Prepare Job Description, Detailed activity sheet, billing for work done (Basic \$400) and Rent and Storage fees.

Prepared new and up to date information at U.S. Postoffice on P. O. Box Rent and made an advance payment of one years fees.



McPherson,
Breyfogle,
Daveline &
Goodrich, P.C.
Certified Public Accountants

740 Thatcher Building
P. O. BOX 918
Pueblo, CO 81002-0918
Phone (719) 543-0516
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740 Thatcher Bldg

ACCOUNTANTS' COMPILATION REPORT

Board of Directors
The Pueblo Conservancy District
Pueblo, Colorado

We have compiled the accompanying balance sheet – general fund only of The Pueblo Conservancy District as of May 31, 2004 and December 31, 2003, and the related comparative statement of revenue and expenditures – actual and budget – general fund for the one month and five months ended May 31, 2004, and the twelve months ended December 31, 2003, in accordance with Statements on Standards for Accounting and Review Services issued by the American Institute of Certified Public Accountants.

A compilation is limited to presenting in the form of financial statements information that is the representation of management. We have not audited or reviewed the accompanying financial statements and, accordingly, do not express an opinion or any other form of assurance on them.

Management has elected to omit substantially all of the disclosures required by generally accepted accounting principles. If the omitted disclosures were included in the financial statements, they might influence the user's conclusions about the District's financial position and results of operations. Accordingly, these financial statements are not designed for those who are not informed about such matters.

McPherson, Breyfogle, Daveline & Goodrich PC

June 2, 2004

PUEBLO CONSERVANCY DISTRICT
BALANCE SHEET - GENERAL FUND ONLY
MAY 31, 2004 AND DECEMBER 31, 2003

	<u>5/31/2004</u>	<u>12/31/2003</u>
ASSETS		
VECTRA BANK CHECKING	\$ 23,886	\$ 3,483
VECTRA BANK MONEY MARKET	6,570	6,564
BROKERAGE MONEY MARKET ACCOUNTS	16,437	23,329
VECTRA BANK CERTIFICATE OF DEPOSITS	80,000	80,000
FNB COLORADO CERTIFICATE OF DEPOSIT	-	112,360
COLOTRUST INVESTMENT	25,000	25,000
WACHOVIA SECURITIES INVESTMENT	582,954	487,717
PIPER JAFFRAY INVESTMENT	355,623	361,730
ACCRUED INTEREST	11,329	11,329
BOOK INVENTORY	<u>6,429</u>	<u>6,429</u>
 TOTAL ASSETS	 <u>\$ 1,108,228</u>	 <u>\$ 1,117,941</u>
 LIABILITIES AND FUND EQUITY		
ACCOUNTS PAYABLE	\$ -	\$ 306
PAYROLL TAXES PAYABLE	<u>28</u>	<u>82</u>
 TOTAL LIABILITIES	 <u>28</u>	 <u>388</u>
 RESERVE FOR EMERGENCIES	 6,000	 6,000
DESIGNATED FOR SUBSEQUENT YEAR'S EXPENDITURES	52,090	74,090
UNDESIGNATED	<u>1,050,110</u>	<u>1,037,463</u>
 TOTAL FUND EQUITY	 <u>1,108,200</u>	 <u>1,117,553</u>
 TOTAL LIABILITIES AND FUND EQUITY	 <u>\$ 1,108,228</u>	 <u>\$ 1,117,941</u>

SEE ACCOUNTANTS' COMPILATION REPORT

PUEBLO CONSERVANCY DISTRICT
COMPARATIVE STATEMENT OF REVENUE AND EXPENDITURES -
ACTUAL AND BUDGET - GENERAL FUND
FOR THE ONE AND FIVE MONTHS ENDED MAY 31, 2004
AND THE TWELVE MONTHS ENDED DECEMBER 31, 2003

	ACTUAL				
	CURRENT MONTH	YEAR TO DATE	2004 BUDGET	UNUSED BUDGET	2003 ACTUAL
REVENUES					
INTEREST INCOME					
CERTIFICATES OF DEPOSIT	\$ -	\$ 6,742	\$ -	\$ -	\$ 15,649
COLOTRUST	-	78	-	-	861
MONEY MARKET ACCOUNTS	8	38	-	-	231
WACHOVIA SECURITIES	1,605	10,989	-	-	15,031
PIPER JAFFRAY	1,196	6,042	-	-	13,831
UNREALIZED GAINS (LOSSES)	(32,663)	(18,229)	-	-	(33,726)
TOTAL INTEREST INCOME	(29,854)	5,660	58,000	52,340	11,877
LEASE PAYMENTS	100	100	500	400	-
OTHER INCOME	-	-	3,500	3,500	1,043
COST OF SALES	-	-	(500)	(500)	(800)
TOTAL REVENUES	\$ (29,754)	\$ 5,760	\$ 61,500	\$ 55,740	\$ 12,120
EXPENDITURES					
80 LEGAL FEES	\$ 300	\$ 1,500	\$ 3,600	\$ 2,100	\$ 3,600
81 DIRECTORS FEES	180	780	3,000	2,220	2,160
82 FICA TAXES	-	32	240	208	165
83 ENGINEER/ADMINISTRATIVE	400	2,000	4,800	2,800	4,800
90 AUDIT & BOOKKEEPING	200	800	2,100	1,300	2,400
92 INSURANCE/BONDS	-	2,044	2,000	(44)	1,143
96 OFFICE EXPENSE	100	100	650	550	587
97 OFFICE RENT	100	500	1,200	700	1,200
100 PROFESSIONAL FEES	-	-	5,000	5,000	2,766
103 TRAVEL	-	-	500	500	-
105 REPAIRS & MAINTENANCE	105	7,307	45,000	37,693	18,199
108 CONTINGENCIES	-	-	500	500	-
109 EMERGENCY REPAIR	-	-	20,000	20,000	-
110 CAPITAL IMPROVEMENTS	-	-	25,000	25,000	-
111 PLANNING & DEVELOPMENT	-	-	-	-	-
112 HARP - O & M	-	-	-	-	-
113 SALES TAX	-	50	-	(50)	115
TOTAL EXPENDITURES	1,385	15,113	113,590	98,477	37,135
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	\$ (31,139)	\$ (9,353)	\$ (52,090)	\$ (42,737)	\$ (25,015)

SEE ACCOUNTANTS' COMPILATION REPORT