

MINUTES OF THE SEPTEMBER 25, 2012
REGULAR MEETING
OF THE PUEBLO CONSERVANCY DISTRICT

Directors Present: Paul Willumstad, Sean Tapia, Donna Phillips

Also Present: Administrator Rick Kidd, Counselor Don Banner

Guests: Kim Kock, NorthStar Engineering-Appraisal Group
David Lytle, NorthStar Engineering-Appraisal Group
Sam DeNardo, NorthStar Engineering-Appraisal Group
Kevin Roark, NorthStar Engineering-Appraisal Group
Mike Cuppy, NorthStar Engineering-Appraisal Group
Carla Sikes, City of Pueblo Assistant City Attorney
Scott Hobson, City of Pueblo
Jim Munch, Representing HARP Authority
Lynn Clark, HARP Assistant Director

With a quorum present, the Pueblo Conservancy District special board meeting was called to order at 4:06 pm, with Paul Willumstad acting as the Chair for this meeting. Donna Phillips did not arrive until 4:20.

Minutes:

The minutes of the August 22, 2012 regular meeting were reviewed. Tapia moved to approve the minutes. Motion passed.

Treasurer's Report:

The accountant's report for August 2012 was reviewed. Tapia moved to receive and file the report and pay the bills. Motion passed.

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

\$ 325.00	MBD&G, Monthly Accountant fees
\$ 400.00	Banner and Bower, Attorney fees
\$ 500.00	Kidd Engineering, Administrator/Engineer fees
\$ 56.61	Tapia, Director's Fee
\$ 56.61	Phillips, Director's Fee
\$ 56.61	Willumstad, Director's Fee
\$25,931.25	NorthStar Engineering, Appraisal Phase II progress payment

HARP Budget Request – Lynn Clark said that HARP was here to request consideration for the District to meet their historic support levels, plus make up the \$15,000 that the Board was not able to contribute last year. HARP's total request is for an IGA contribution of \$65,000 for 2013. Jim Munch informed the Board that HARP originally started with the Pueblo Conservancy District and Centel (Now Black Hills Energy) to support and improve downtown Pueblo. They formed a group that went to Wichita and San Antonio to see what had been done in these cities. They hoped that something could be done to improve Centel's cooling pond area.

September 25, 2012 Minutes, Page 2 of 3

The concept developed to include many entities joining to help provide sustainability for the improvements. The Conservancy District was the primary driver with the vision for the project. The concept expanded from just the cooling plan area to be a plan that would bring back the lands that were damaged in the 1921 Flood to be contributing properties and an area of asset to the community.

Tapia stated that the District appreciates the partnership with HARP. He does not believe that the Pueblo Conservancy District has any intent other than to try to honor the IGA. The District must, however, develop a source of revenue. That is part of what the appraisal process is to address. Willumstad agreed that the Board would like to support HARP but all that we currently have for income is dividends and interest.

Appraisal Group Report-

Kock presented the final Phase II report. Lytle stated that it is prepared as a stand-alone report so it does not refer back to the Phase I report. It presents the rationale for the approach of the three tier assessment process. NorthStar has provided new mapping for the floodplain and District boundaries. Frank Beltran, Pueblo County Assessor, is waiting for an approved boundary plan before they begin work on the State assessed valuations. NorthStar had to make an estimate of the value of the State assessed properties. The Assessor will move forward to get data once the Court has approved the boundaries.

Kock said that NorthStar prepared mapping for the District boundary tied to the floodplain for the scenario of the Arkansas River and Wildhorse Creek levees not being in place. There are no evaluation reports for either levee. Therefore, they added ASI Constructors to their team for input on concepts and pricing to repair, stabilize, and/or rebuild these levees to a condition that they would serve the area. ASI is a contractor headquartered in Pueblo West and they have national experience building dams and levees. NorthStar zeroed in on providing pricing for Option #2, as presented in the report. During design it may be possible to save parts of the levee reach that is believed to need major reconstruction. The NorthStar team projects that the District needs an assessment of \$1.2 million per year to meet the needs of required repairs and reconstruction for levee certification, plus other immediate and long term maintenance and administration. When asked what part of this report they felt the least comfortable about Kock responded that it is the estimate that they made for the valuation of the State assessed properties. There will have to be tweaks made as the Assessor provides data for these values. The Board has also deferred decisions regarding assessment of City and County properties until a few years down the road. The decisions at that time may also require some adjustments in the assessment program.

NorthStar was directed to change the west boundary line so that it stops at the ownership of the Bureau of Reclamation. The Bureau has the responsibility to maintain the areas that are within Federal ownership. NorthStar is to get a listing of properties taken out and properties added into the District to Banner. Banner needs this in both hard and electronic copy. Due to file size the mapping will have to be provided in hard copy only.

Phillips moved to approve the new Pueblo Conservancy District Boundary mapping, as modified to exclude the areas owned by the Bureau of Reclamation. Motion passed.

Phillips moved to present the assessment plan, Phase II report, and mapping to the Court. Motion passed.

It was discussed that the Board of County Commissioners had not yet approved for Tapia to remain on the District Board. It was decided that the Directors will move toward finding individuals interested in being a replacement and give those referrals to the Court.

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City of Pueblo Proposal – Banner reported that the City is intending to discuss an agreement with the District in an executive session next week.

President's Report-

Tapia said that it will be necessary for the Board to replace him with another appointment to the HARP Board. Banner said that the District's representative to HARP does not have to be a District Director. Willumstad moved to table this until the October meeting. Motion passed.

Administrator's Report-

Kidd reported that Erna Marie Williams called him about a tree that had died along the trail below Aberdeen Bluffs. He did not find a tree of concern and called the Williams' for more detailed location. Hank reported that he thought it had been taken care of. Kidd stated that he noticed a tree trimming crew working along the trail and assumed that the City had contracted with them. Kidd reported that he had made a visit to the area by the Whitlock Treatment Plant to look for someone camping in a car. He did not see anyone. Kidd did talk to a local that frequently walks through the area. He told Kidd that he had seen a red car there for several days in a row, but did not see anyone around it and assumed that they were just down fishing. He had not seen the car for a while.

Old Business-

Banner reported that the old Directors are still being assessed on the property that had been reverted to the District. Kidd is to try to find the original deeds and get them recorded.

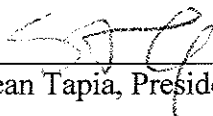
New Business-

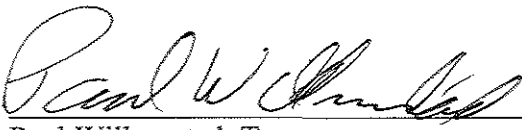
None

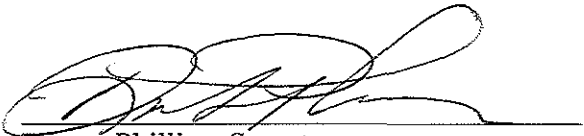
Phillips moved for the Board to go into executive session, ^{for the purpose of discussing negotiations with the City of Pueblo on dispute resolution.} Tapia seconded. Motion passed. Executive session ended at 6:04.

Phillips moved for adjournment. Motion passed. There being no further business to come before the Board, the business meeting was adjourned at 6:05 pm. The next regular meeting date will be October 24, 2012.

APPROVED:


Sean Tapia, President


Paul Willumstad, Treasurer


Donna Phillips, Secretary

THE PUEBLO CONSERVANCY DISTRICT

AGENDA OF
REGULAR MEETING

DATE: SEPTEMBER 25, 2012 (TUESDAY) AT 4:00 P.M.
PLACE: SOUTHEASTERN COLORADO HERITAGE CENTER,
201 WEST B STREET, PUEBLO, COLORADO

1. ROLL CALL
2. APPROVAL OF THE AUGUST 22, 2012 REGULAR MEETING MINUTES
3. TREASURER'S REPORT
 - a. ACCOUNTANT'S COMPILATION REPORT
 - b. PAYMENT OF BILLS
4. APPRAISAL TEAM REPORT – Kim Kock
5. HARP BUDGET PRESENTATION – Lynn Clark
6. CITY OF PUEBLO PROPOSAL
7. PRESIDENT'S REPORT
8. ADMINISTRATOR'S REPORT
9. OLD BUSINESS
10. NEW BUSINESS
11. OTHER BUSINESS AS MAY BE BROUGHT BEFORE THE BOARD
12. ADJOURNMENT

2012 SCHEDULED MEETING DATES:

October 24

November 28

December 26



McPherson,
Breyfogle,
Daveline &
Goodrich, PC
Certified Public Accountants

503 N Main, Suite 740
Pueblo, CO 81003
Phone (719) 543-0516
Fax (719) 544-2849

INDEPENDENT ACCOUNTANTS' COMPILATION REPORT

Board of Directors
The Pueblo Conservancy District
Pueblo, Colorado

We have compiled the accompanying balance sheets – general fund only – of the Pueblo Conservancy District as of August 31, 2012 and December 31, 2011, and the related comparative statements of revenue and expenditures – actual and budget – general fund for the one month and eight months ended August 31, 2012 and the year ended December 31, 2011. We have not audited or reviewed the accompanying financial statements and, accordingly, do not express an opinion or provide any assurance about whether the financial statements are in accordance with accounting principles generally accepted in the United States of America.

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America and for designing, implementing, and maintaining internal control relevant to the preparation and fair presentation of the financial statements.

Our responsibility is to conduct the compilation in accordance with Statements on Standards for Accounting and Review Services issued by the American Institute of Certified Public Accountants. The objective of a compilation is to assist management in presenting financial information in the form of financial statements without undertaking to obtain or provide any assurance that there are no material modifications that should be made to the financial statements.

Management has elected to omit substantially all of the disclosures required by accounting principles generally accepted in the United States of America. 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

September 18, 2012

JEBLO CONSERVANCY DISTRICT
BALANCE SHEET - GENERAL FUND ONLY
AUGUST 31, 2012 AND DECEMBER 31, 2011

	<u>8/31/2012</u>	<u>12/31/2011</u>
ASSETS		
VECTRA BANK CHECKING	\$ 18,987	\$ 151,933
VECTRA BANK MONEY MARKET	11,899	11,895
BROKERAGE MONEY MARKET ACCOUNTS	248,143	115,624
COLOTRUST INVESTMENT	25,033	25,000
WELLS FARGO INVESTMENT	439,699	513,045
STIFEL NICOLAUS INVESTMENT	194,252	256,208
ACCRUED INTEREST	-	3,793
	<u> </u>	<u> </u>
TOTAL ASSETS	<u>\$ 938,013</u>	<u>\$ 1,077,498</u>
LIABILITIES AND FUND EQUITY		
ACCOUNTS PAYABLE	\$ -	\$ 837
PAYROLL TAXES PAYABLE	81	335
DEFERRED INCOME	(625)	1,042
	<u> </u>	<u> </u>
TOTAL LIABILITIES	<u>(544)</u>	<u>2,214</u>
ASSIGNED FUND BALANCE	204,130	204,130
UNASSIGNED FUND BALANCE	734,427	871,154
	<u> </u>	<u> </u>
TOTAL FUND EQUITY	<u>938,557</u>	<u>1,075,284</u>
TOTAL LIABILITIES AND FUND EQUITY	<u>\$ 938,013</u>	<u>\$ 1,077,498</u>

SEE ACCOUNTANTS' COMPILATION REPORT

PUEBLO CONSERVANCY DISTRICT
COMPARATIVE STATEMENT OF REVENUE AND EXPENDITURES -
ACTUAL AND BUDGET - GENERAL FUND
FOR THE EIGHT MONTHS ENDED AUGUST 31, 2012
AND THE TWELVE MONTHS ENDED DECEMBER 31, 2010

	ACTUAL				
	CURRENT MONTH	YEAR TO DATE	2012 BUDGET	UNUSED BUDGET	2011 ACTUAL
REVENUES					
INTEREST INCOME					
COLOTRUST	\$ 33	\$ 36	\$ -	\$ -	\$ 31
MONEY MARKET ACCOUNTS	3	16	-	-	23
WELLS FARGO	1,693	11,613	-	-	26,057
STIFEL NICOLAUS	995	6,926	-	-	15,064
UNREALIZED GAINS (LOSSES)	(3,766)	(2,795)	-	-	21,969
TOTAL INTEREST INCOME	(1,042)	15,796	40,000	24,204	63,144
MAINTENANCE FUND ASSESSMENT	-	84	-	(84)	180,092
LEASE PAYMENTS	208	1,667	2,500	833	2,500
OTHER INCOME	-	-	-	-	15,132
TOTAL REVENUES	\$ (834)	\$ 17,547	\$ 42,500	\$ 24,953	\$ 260,868
EXPENDITURES					
80 LEGAL FEES	\$ 400	\$ 3,200	\$ 4,800	\$ 1,600	\$ 17,013
81 DIRECTORS FEES	180	1,440	2,160	720	2,520
82 FICA TAXES	-	-	230	230	193
83 ENGINEER/ADMINISTRATIVE	1,031	4,188	6,000	1,812	6,688
90 AUDIT & BOOKKEEPING	325	2,375	3,900	1,525	3,600
92 INSURANCE/BONDS	-	2,416	3,200	784	3,056
96 OFFICE EXPENSE	1	384	500	116	904
97 OFFICE RENT	-	840	840	-	915
100 PROFESSIONAL FEES	63	950	10,000	9,050	4,540
APPRAISAL	19,867	78,953	30,000	(48,953)	-
103 TRAVEL	-	-	-	-	-
105 REPAIRS & MAINTENANCE	-	1,614	20,000	18,386	20,316
ARKANSAS RIVER LEVEE REPAIRS	288	5,414	50,000	44,586	194,174
WILDHORSE/DRY CREEK LEVEE	-	-	20,000	20,000	-
LEVEE CERTIFICATION-PRELIM	-	-	25,000	25,000	-
108 CONTINGENCIES	-	-	5,000	5,000	-
109 EMERGENCY REPAIR	-	7,500	15,000	7,500	-
110 CAPITAL IMPROVEMENTS	-	-	-	-	-
111 PLANNING & DEVELOPMENT	-	-	5,000	5,000	1,453
112 HARP - O & M / HARP - IGA CNTRB	-	45,000	45,000	-	60,000
113 SALES TAX	-	-	-	-	-
TOTAL EXPENDITURES	22,155	154,274	246,630	92,356	315,372
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	\$ (22,989)	\$ (136,727)	\$ (204,130)	\$ (67,403)	\$ (54,504)

SEE ACCOUNTANTS' COMPILATION REPORT

PUEBLO CONSERVANCY DISTRICT
INVESTMENTS
8/31/2012

9/18/2012 4 PM

<u>BROKER</u>	<u>DESCRIPTION</u>	<u>MATURITY DATE</u>	<u>RATE</u>	<u>PAR VALUE</u>	<u>BALANCE 12/31/2011</u>	<u>ADDITIONS</u>	<u>MKT VALUE CHANGE</u>	<u>REDEMPTION SALES</u>	<u>BALANCE 8/31/2012</u>	<u>INTEREST RECEIVED 8/31/2012</u>
<u>CASH ACCOUNTS</u>										
VECTRA BANK	Money Market Account				11,894.90	3.97	-	-	11,898.87	3.97
STIFEL NICOLAUS	Money Market Account				38,326.34	60,403.49	-	-	98,729.83	4.09
WELLS FARGO	Cash Sweep Account				77,297.91	72,115.76	-	-	149,413.67	7.89
TOTAL CASH ACCOUNTS WITH BROKERS					127,519.15	132,523.22	-	-	260,042.37	15.95
<u>INVESTMENTS</u>										
COLOTRUST	Acct. 7081 - PLUS		6.240%		25,000.00	32.98	-	-	25,032.98	37.64
TOTAL COLOTRUST					25,000.00	32.98	-	-	25,032.98	37.64
WELLS FARGO	FNMA 06-107 PD REMIC MULTICLASS CMO	6/25/2035	5.000%	78,000.00	86,441.16	-	(924.30)	-	85,516.86	2,600.00
	GNMA 08-7 PN REMIC MULTICLASS CMO	1/20/2037	4.250%	60,000.00	26,431.66	-	(214.32)	5,605.68	20,611.66	657.30
	FHLMC 3393 BY REMIC MULTICLASS CPN	11/15/2037	5.500%	94,000.00	106,931.58	-	(1,551.00)	-	105,380.58	2,584.98
	FNMA 2008-74B REMIC MULTICLASS CMO	9/25/1938	5.000%	50,000.00	48,212.50	-	(1,438.73)	12,256.55	34,517.22	1,381.28
	FHLMC 3626 UA REMIC MULTICLASS CMO	9/15/2039	5.000%	50,000.00	27,113.84	-	(184.92)	16,064.29	10,864.63	536.08
	GNMA 10-62 LA REMIC MULTICLASS CMO	1/20/2040	4.500%	50,000.00	15,722.04	-	(126.15)	15,595.89	-	265.64
	GNMA 10-85 HQ REMIC MULTICLASS CMO	3/20/2040	5.000%	144,000.00	107,620.48	-	(693.51)	22,585.46	84,341.51	3,259.50
	FNMA 10-141 AL REMIC MULTICLASS CMO	12/25/2040	4.000%	90,000.00	94,572.00	-	3,894.30	-	98,466.30	2,400.00
TOTAL WELLS FARGO					513,045.26	-	(1,238.63)	72,107.87	439,698.76	13,684.78
STIFEL NICOLAUS	FEDL HOME LN MTG CORP #170217	3/1/2017	8.000%	1,120,000.00	1,877.60	-	(5.11)	282.17	1,590.32	87.39
	GNMA POOL #676875	3/15/2023	6.500%	235,000.00	150,006.43	-	(226.29)	17,856.39	131,923.75	5,820.79
	GNMA POOL #003851	5/20/2036	5.500%	165,000.00	59,256.11	-	(1,520.99)	10,329.69	47,405.43	1,803.18
	GNMA REMIC SER 2010-98	7/20/2039	4.000%	70,000.00	45,067.27	-	195.94	31,931.15	13,332.06	934.32
TOTAL STIFEL NICOLAUS INVESTMENT					256,207.41	-	(1,556.45)	60,399.40	194,251.56	8,645.68
TOTAL INVESTMENTS					794,252.67	32.98	(2,795.08)	132,507.27	658,983.30	22,368.10
TOTAL ALL ACCOUNTS					921,771.82	132,556.20	(2,795.08)	132,507.27	919,025.67	22,384.05

PUEBLO CONSERVANCY DISTRICT

AUGUST 2012 - SEPTEMBER 2012

RECEIPTS

VENDOR	ITEM	AMOUNT
First Clearing, LLC	Interest Payment	\$ 487.03
First Clearing, LLC	Interest Payment	\$ 422.97
First Clearing, LLC	Interest Payment	\$ 767.86
Stifel Nicolaus	Interest Payment	\$ 973.66
		\$ 2,651.52

DEBITS

VENDOR	ITEM	AMOUNT	CHECK	CODE
Black Hills Energy	Electrical Billing	Pre-paid		105
MBDG, PC	Bookkeeping	\$ 325.00	3950	90
Don Banner - B&B, PC	Attorney Fees	\$ 400.00	3951	80
Kidd Engineering	Engineer/Admin Fees	\$ 500.00	3952	83
Director Tapia	Fees	\$ 56.61	3953	81
Director Phillips	Fees	\$ 56.61	3954	81
Director Willumstad	Fees	\$ 56.61	3955	81
NorthStar Engineering	Appraisal Phase II Partial Payment	\$ 25,931.25	3956	100
		\$ 27,326.08		

PUEBLO CONSERVANCY DISTRICT MAINTENANCE FUND ASSESSMENT PROGRAM

Summary of City of Pueblo and Pueblo County Payments to PCD

Entity	Year	Assessment	Payment	
Pueblo County - General Assessment	2009	\$ 16,730.00	\$ 16,730.00	<i>66,920</i>
Pueblo County - Specific Parcel Assessment	2009	\$ 2,040.34	\$ 2,040.34	
		\$ 18,770.34	\$ 18,770.34	
Pueblo County - General Assessment	2010	\$ 16,730.00	\$ 16,730.00	<i>44,920</i>
Pueblo County - Specific Parcel Assessment	2010	\$ 2,040.34	\$ 2,040.34	
		\$ 18,770.34	\$ 18,770.34	
Pueblo County - General Assessment	2011	\$ 32,000.00	\$ 32,000.00	<i>128,000</i>
TOTALS FOR THE COUNTY		\$ 69,540.68	\$ 69,540.68	<i>261,840</i>
PAYMENTS V. ASSESSMENTS			100.0%	
City of Pueblo - General Assessment	2009	\$ 150,570.00	\$ -	
City of Pueblo - Specific Parcel Assessment	2009	\$ 6,410.56	\$ 6,410.56	
		\$ 156,980.56	\$ 6,410.56	
City of Pueblo - General Assessment	2010	\$ 150,570.00	\$ -	
City of Pueblo - Specific Parcel Assessment	2010	\$ 6,631.22	\$ -	
		\$ 157,201.22	\$ -	
City of Pueblo - General Assessment	2011	\$ 150,000.00	\$ -	
TOTALS FOR THE CITY		\$ 464,181.78	\$ 6,410.56	
PAYMENTS V. ASSESSMENTS			1.4%	



August 9, 2012

Pueblo Conservancy District
Attn: Mr. Rick Kidd
44811 E. US Highway 50
Avondale, CO 81002

Dear Mr. Kidd,

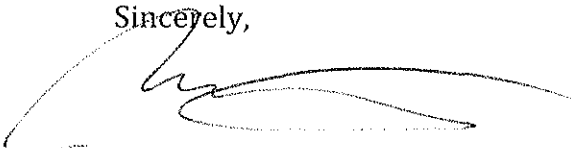
Enclosed please find the Annual Plan and Budget for the HARP Authority, which was approved by the Authority Board at their July 20th special meeting, for fiscal year 2013. The 2013 fiscal year begins on January 1, 2013 and ends on December 31, 2013.

The total budget for 2013 is \$732,404, which includes a requested contribution from the Pueblo Conservancy District in the amount of \$65,000 (\$50,000 plus the \$15,000 the Conservancy was unable to contribute last year) this represents 8.7% of the budget. We are also requesting the maintenance contribution of \$10,000.

The 2013 Annual Plan includes the transfer of all major events and the cost associated with these events to the HARP Foundation, and the transfer of all fee based revenue activities and their associated cost to an Enterprise Operation Fund. The resulting HARP Authority Annual Plan and Budget reflects the annual operating and maintenance cost of the Riverwalk.

Please feel free to contact me to set up a meeting should you have any questions regarding the budget, our request, or any other questions regarding how this Annual Plan and Budget will affect the operation or maintenance of the Riverwalk.

Sincerely,



Gary Anzuini
Chairperson

HARP AUTHORITY
200 West First Street, Suite 303
Pueblo, Colorado 81003
Telephone: (719) 595-0242 • Fax: (719) 583-4696
www.puebloharp.com

HARP BOATHOUSE
101 S. Union Avenue
Pueblo, Colorado 81003
Telephone: (719) 595-1589 • Fax: (719) 595-1592
www.puebloharp.com

HARP Authority 2013 Annual Plan and Budget

Beginning Total Operating/Cash Reserve Balance for 1 Month Personnel Expenses \$ 25,000

2013 Budget

Beginning Total Reserve Balance for Capital Maintenance \$ 25,000

Revenues

IGA Contributions

City of Pueblo	\$	241,600
County of Pueblo	\$	200,000
Pueblo County Conservancy District	\$	50,000
Urban Renewal Authority of Pueblo	\$	50,000
Total IGA Contributions	\$	541,600

Sponsorships

Facilities	\$	11,000
Total Sponsorship Income	\$	11,000

Vendor Rental Income

Patio Lease		\$14,004
Parking Lease	\$	2,880
Other Vendor Rentals	\$	1,000
Total Vendor Rental Income	\$	17,884

CAM Fees

CAM Fees	\$	90,620
Total CAM Fees	\$	90,620

Other Income

Misc. Income	\$	250
Interest Income	\$	250
Pueblo Conservancy District -Maintenance Reimbursement	\$	10,000
HARP Land Sales Fund - Capital Improve	\$	-
Contract Revenue from Foundation Mgmt	\$	22,800
Foundation - Special Event Mgmt Fee	\$	10,000
Recreation / Entertainment Operations Enterprise Mgmt Service Fee	\$	3,000
Total Other Income	\$	46,300

City Fountain Contract Revenue

*

Total Revenues

\$ 732,404

* Request that \$11,5000 be budgeted within the Non-Departmental - Contractual payments section of the City of Pueblo 2013 Budget

HARP Authority 2013 Annual Plan and Budget

Expenses

2013 Budget

General Operating - Personnel

Personnel Expenses

Salaries	\$	241,600
Employee Benefits	\$	79,085
Payroll Taxes	\$	19,210
Workers Compensation	\$	700
Total Personnel Expenses	\$	340,595

Administrative Expenses

Public Relations - General	\$	1,250
Bad Debt	\$	-
Misc. - Board Meeting / Other	\$	420
Special Exp Reimbursable - Harp Foundation	\$	-
Mileage Reimbursement	\$	4,000
Employee Cell Phone Reimbursement	\$	2,000
Total Administrative Expenses	\$	7,670

Office Expenses

Bank/Credit Card Charges	\$	600
Supplies - Office / Copier	\$	3,986
Office Lease	\$	24,775
Telecommunications	\$	3,800
Office Equipment/Maintenance	\$	3,750
Taxes & Licenses	\$	250
Capital - General	\$	2,500
Postage - US Postal / Overnight	\$	1,500
Operations - Web Server	\$	400
Operations - Copier Lease	\$	2,868
Operations - Professional Printing	\$	355
Operations - Monthly Copy Service	\$	2,000
Total Office Expenses	\$	46,784

Training / Travel Expenses

Education, Training & Recruitment	\$	1,000
Travel - Airfare	\$	1,000
Travel - Lodging	\$	1,000
Travel - Meals	\$	400
Travel - Mileage Reimbursement	\$	500
Total Training / Travel Expenses	\$	3,900

Professional Services Expenses

Professional Dues & Subscriptions	\$	1,500
Professional Services (Legal/Audit/Computer)	\$	15,000
Total Professional Services Expenses	\$	16,500

HARP Authority 2013 Annual Plan and Budget

Operations / Maintenance Expenses

Vehicle Maintenance & Fuel	\$	400
Property Insurance	\$	12,930
Contract Services - Janitorial Services	\$	10,560
Janitorial Supplies	\$	3,750
Contract Services - Elevator	\$	4,250
Contract Services - Landscape & Maintenance	\$	120,000
Landscape & Maintenance Supplies	\$	12,500
Contract Services - Horticultural	\$	3,000
Horticultural Supplies	\$	2,000
Landscape Materials & Plants	\$	2,500
Contract Services - Security	\$	59,000
Security - Capital Equip & Supplies	\$	3,000
Contract Services - Animal Mitigation	\$	7,000
Animal Mitigation Supplies	\$	850
Contract Services - Fountain	\$	15,500
Fountain Supplies & Parts	\$	2,000
Electrical	\$	1,500
Professional Services - Backflow, Plumbing, etc.	\$	1,000
Equipment Rental	\$	750
Utilities		
Black Hills	\$	25,400
Board of Water Works		
Stormwater Fees	\$	2,400
Water Fees	\$	665
Waste Connections	\$	1,000
Capital - Maintenance	\$	20,000
Capital - Repairs	\$	5,000

Total Operation / Maintenance Expenses \$ **316,955**

City Fountain Contract Expenses

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Total Expenses \$ **732,404**

Net Revenue (Cash Flow/Shortfall)	\$	-
Total Operating/Cash Reserve Balance for Personnel Expenses	\$	25,000
Total Reserve Balance for Capital Maintenance	\$	-