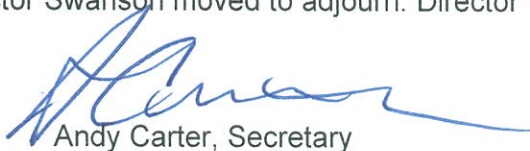


MWSD Board Meeting Minutes
March 1, 2022

- 1) Call meeting to order and verify quorum.
 - a. Meeting called to order at 7:00 pm.
 - b. Directors Carter, McKenzie, Wade, Sebastian, and Swanson were in attendance. Manager Warinner also attended.
- 2) Approval of meeting minutes.
 - a. Director Carter moved to approve the February 15, 2022 meeting minutes. Director McKenzie seconded and the minutes were approved.
- 3) Treasurer's report.
 - a. Director Wade presented payables of \$19,954.01. Director Wade moved for approval of the payables. Director Sebastian seconded and the payables were approved.
- 4) Scheduled Guests.
 - a. David Green presented the 2021 audit.
- 5) Manager's report.
 - a. Manager Warinner researched options to expand on the automation for the billing system.
 - b. All-Phase Plumbing & Heating replaced the failed boiler for the office on March 1, 2022.; the sum of \$4,745 is the balance due upon completion.
- 6) Board Actions.
 - a. None.
- 7) Other business.
 - a. Director Swanson reiterated that the May election was canceled due to no other nominations.
 - b. Discussion on the CIP process and WWTP probe update.
- 8) Documents signed.
 - c. February 15, 2022 meeting minutes.
 - d. Checks.
 - e. AP Authorization Form.
 - f. Payroll Authorization Forms.
- 9) Director Swanson moved to adjourn. Director Wade seconded and the meeting was adjourned at 8:38 pm.


Andy Carter, Secretary

MWSD Board Meeting Agenda

- 1) Call meeting to order and verify quorum – Richard Swanson.
- 2) Approval of meeting minutes – Andy Carter.
- 3) Treasurer's report – Bob Wade.
- 4) Manager's report – Launa Rae Warinner.
- 5) Board actions – Richard Swanson.
- 6) Other business - All.
- 7) Documents to be signed – Bob Wade.
- 8) Adjournment – Richard Swanson.

MWSD Board Meeting Agenda
March 1, 2022

- 1) Call meeting to order and verify quorum.
 - a. Meeting called to order at pm.
 - b. Directors Carter, McKenzie, Wade, Sebastian, and Swanson were in attendance. Manager Warinner also attended.

- 2) Approval of meeting minutes.
 - a. Director moved to approve the February 15, 2022 meeting minutes.
Director seconded and the minutes were approved.

- 3) Treasurer's report.
 - a. Director Wade presented payables of \$19,954.01. Director moved for approval of the payables. Director seconded and the payables were approved.

- 4) Scheduled Guests.
 - a. David Green presented the 2021 audit.

- 5) Manager's report.
 - a. Manager Warinner researched options to expand on the automation for the billing system.
 - b. All-Phase Plumbing & Heating replaced the failed boiler for the office on March 1, 2022.; the sum of \$4,745 is the balance due upon completion.

- 6) Board Actions.
 - a. Director moved to.
Director seconded and the motion passed.
 - b. Director moved to . Director
seconded and the motion passed.

- 7) Other business.
 - a. .
 - b.

- 8) Documents signed.
 - c. February 15, 2022 meeting minutes.
 - d. Checks.
 - e. AP Authorization Form.
 - f. Payroll Authorization Forms.

- 9) Director moved to adjourn. Director seconded and the meeting was adjourned
at pm.

Andy Carter, Secretary

MWSD Board Meeting Minutes
February 15, 2022

- 1) Call meeting to order and verify quorum.
 - a. Meeting called to order at 7:00 pm.
 - b. Directors Carter, Sebastian, Wade, McKenzie and Swanson were in attendance. Manager Warinner and Attorney Erb were also in attendance.
- 2) Approval of meeting minutes.
 - a. Director Carter moved to approve the February 1, 2022 meeting minutes. Director McKenzie seconded and the minutes were approved.
- 3) Treasurer's report.
 - a. Director Wade presented payables of \$40,955.04. Director Wade moved for approval of the payables. Director Sebastian seconded and the payables were approved.
- 4) Scheduled Guests.
 - a. None.
- 5) Manager's report.
 - a. Manager Warinner presented the January 2022 District Report.
 - b. On February 4, 2022, MWSD received a water/sewer/capital improvement fee for 12031 Country Club Drive.
 - c. Warinner worked with Catherine Bright of Seter and Vander Wall to complete election requirements.
 - d. Warinner worked with David Green to prepare for the audit that was conducted on February 7. Mr. Green will present the audit to the Board at the March 1, 2022 meeting.
 - e. Six past due notices were posted and must be paid before 2/22/2022 to avoid shut-off.
- 6) Attorney's report.
 - a. Attorney Erb gave an update on the election process.
 - b. There was a discussion on the progress of the District Handbook; Attorney Erb will present a draft copy to be reviewed at the March 15, 2022 meeting.
- 6) Board Actions.
 - a. None.
- 7) Other business.
 - a. Information about the lots for sale; Filing 5, lots 19 and 27 and the large tract off of Pike View Drive
- 8) Documents signed.
 - a. February 1, 2022 meeting minutes.
 - b. Checks.
 - c. AP Authorization Form.
 - d. Payroll Authorization Forms.
- 9) Director Swanson moved to adjourn. Director Wade seconded and the meeting was adjourned at 8:17 pm.


Andy Carter, Secretary

Mountain Water and Sanitation District and Enterprise
Checks Processed
March 1 - 3, 2022


Type	Date	Num	Name	Amount
110-000 · Cash				
110-210 · Bank of the West				
Liability Check	03/01/2022		QuickBooks Payroll Service	(6,324.55)
Bill Pmt -Check	03/01/2022	22252	Century Link	(142.32)
Bill Pmt -Check	03/01/2022	22253	Colorado Analytical Laboratories, Inc.	(109.00)
Bill Pmt -Check	03/01/2022	22254	CORE Electric Cooperative	(3,390.96)
Bill Pmt -Check	03/01/2022	22255	Quantum Pump & Controls	(1,367.91)
Bill Pmt -Check	03/01/2022	22256	Sprint	(402.83)
Bill Pmt -Check	03/01/2022	22257	Wex Bank	(346.77)
Bill Pmt -Check	03/01/2022	22258	Xcel Energy	(332.45)
Bill Pmt -Check	03/01/2022	22259	Xerox	(38.03)
Bill Pmt -Check	03/01/2022	22260	CORE Electric Cooperative	(1,188.55)
Paycheck	03/02/2022	DD1265	Donald S Staal	0.00
Paycheck	03/02/2022	DD1266	Launa Rae Warinner	0.00
Paycheck	03/02/2022	DD1267	Shawn R Knapp	0.00
Paycheck	03/02/2022	DD1268	Terry A Chambers	0.00
Liability Check	03/02/2022	Eftps	US Treasury	(2,946.20)
Liability Check	03/02/2022	Ach Debit	Pera 401K	(1,053.27)
Liability Check	03/02/2022	Ach Debit	Public Employees' Retirement Association	(2,311.17)
Total 110-210 · Bank of the West				(19,954.01)
Total 110-000 · Cash				(19,954.01)
TOTAL				(19,954.01)

ACCEPTED BY THE BOARD OF DIRECTORS AT

THEIR _____ MEETING.



 PRESIDENT



 SECRETARY

3/1/22

 DATE

Mountain Water and Sanitation District and Enterprise
Checks Processed
March 1 - 3, 2022

Type	Date	Num	Name	Amount
110-000 · Cash				
110-210 · Bank of the West				
Liability Check	03/01/2022		QuickBooks Payroll Service	(6,324.55)
Bill Pmt -Check	03/01/2022	22252	Century Link	(142.32)
Bill Pmt -Check	03/01/2022	22253	Colorado Analytical Laboratories, Inc.	(109.00)
Bill Pmt -Check	03/01/2022	22254	CORE Electric Cooperative	(3,390.96)
Bill Pmt -Check	03/01/2022	22255	Quantum Pump & Controls	(1,367.91)
Bill Pmt -Check	03/01/2022	22256	Sprint	(402.83)
Bill Pmt -Check	03/01/2022	22257	Wex Bank	(346.77)
Bill Pmt -Check	03/01/2022	22258	Xcel Energy	(332.45)
Bill Pmt -Check	03/01/2022	22259	Xerox	(38.03)
Bill Pmt -Check	03/01/2022	22260	CORE Electric Cooperative	(1,188.55)
Paycheck	03/02/2022	DD1265	Donald S Staal	0.00
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Paycheck	03/02/2022	DD1267	Shawn R Knapp	0.00
Paycheck	03/02/2022	DD1268	Terry A Chambers	0.00
Liability Check	03/02/2022	Eftps	US Treasury	(2,946.20)
Liability Check	03/02/2022	Ach Debit	Pera 401K	(1,053.27)
Liability Check	03/02/2022	Ach Debit	Public Employees' Retirement Association	(2,311.17)
Total 110-210 · Bank of the West				<u>(19,954.01)</u>
Total 110-000 · Cash				<u>(19,954.01)</u>
TOTAL				<u><u>(19,954.01)</u></u>

Launa Rae Warinner

From: Jessica LeSaicherre <jessica@paystar.io>
Sent: Tuesday, March 1, 2022 2:29 PM
To: Launa Rae Warinner
Subject: Paystar Customer Service Fee info
Attachments: Mountain Water Customer Service Fee.pdf

Good Afternoon Mrs. Launa Rae, it is always a pleasure speaking with you. I am sending over the information that we discussed.

For the customer service fee model, that I have attached, is for both credit card and echeck. However, you could choose to still cover the \$1.00 echeck fee and only do the customer service fee model for credit cards.

I wanted to remind you that with the customer service fee model there is no exchanging of funds for you to worry about. We deposit 100% of your customers bill into your account and the service fee is paid by your customer to Paystar.

If you keep credit cards with us we will pay the bill presentment fee to RVS and we will not charge you the \$25.00/month platform fee to have autopay and bill presentment.

For the integration which allows you to not manually key payments in that you spoke with RVS about would be covered by Mountain Water and Sanitation. I, of course, would help you with this and train you on how to utilize it.

Please call me with any questions!

I will follow up with you tomorrow.

Best Wishes,
Jessica LeSaicherre
Account Executive

PayStar
Email: jessica@paystar.co
Office: (225) 228-6250 ext 111
Fax: (225) 502-8838
www.PayStar.co

[Click here to schedule a meeting](#)



Proposal

Mountain Water & Saniation

Customer Service Fee

Credit/Debit **\$0.01 - \$50.00 : \$1.95**
\$50.01 - \$100.00 : \$2.75
\$100.01 - \$2,000.00 : 2.75%

Highlights



AutoPay



eBill



Bill Presentment



Bill Presentment RVS fee covered by Paystar

eCheck **\$1.00**

Implementation **\$0**

Integration **\$0**

Monthly **\$0**



Green & Associates LLC

Certified Public Accountants & Business Consultants

INDEPENDENT AUDITOR'S REPORT

Board of Directors
Mountain Water and Sanitation District

Opinions

We have audited the accompanying financial statements of the business type activities and the major fund of Mountain Water and Sanitation District as of and for the year ended December 31, 2021 and 2020, and the related notes to the financial statements, which collectively comprise the Mountain Water and Sanitation District's basic financial statements as listed in the table of contents.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the business-type activities and each major fund of Mountain Water and Sanitation District as of December 31, 2021, and the respective changes in financial position and, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinions

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of Mountain Water and Sanitation District and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about Mountain Water and Sanitation District's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Auditor's Responsibilities for the Audit of Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements, including omissions, are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

PO Box 865
Longmont, CO 80502

Green & Associates • LLC

PHONE (720) 839-6458
www.GreenCPAfirm.com

Certified Public Accountants & Business Consultants

In performing an audit in accordance with generally accepted auditing standards, we

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures of the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of Mountain Water and Sanitation District's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about Mountain Water and Sanitation District's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis, Schedule of the District's Proportionate Share of the Net Pension Liability – PERA, Schedule of Pension Contributions – PERA, Schedule of the District's Proportionate Share of the Net Pension Liability – OPEB, Schedule of Pension Contributions – OPEB, as listed in the table of contents, be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Supplementary Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise Mountain Water and Sanitation District's basic financial statements. The budgetary comparison schedule – Non-GAAP basis, as listed in the table of contents, is presented for purposes of additional analysis and is not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the Budgetary Comparison Schedule – Non-GAAP Basis is fairly stated, in all material respects, in relation to the basic financial statements as a whole.

DRAFT

Longmont, Colorado

March 1, 2022

Mountain Water and Sanitation District
Statement of Net Position
December 31, 2021 and 2020

	2021	2020
Assets		
Current Assets		
Cash and cash equivalents	\$ 1,111,820	\$ 1,094,406
Accounts receivable-service charges	60,307	60,711
Taxes receivable - County Treasurer	1,711	1,711
Property taxes receivable	295,325	269,127
Prepaid expenses	3,858	-
Total Current Assets	1,473,021	1,425,955
Noncurrent Assets		
Investment in cooperatives	35,421	35,421
Decommissioning escrow account	10,690	9,312
	46,111	44,733
Capital assets		
Nondepreciable	239,388	314,430
Depreciable	8,030,617	7,931,112
Less: Accumulated depreciation	(3,656,765)	(3,442,042)
Net Capital Assets	4,613,240	4,803,500
Total Noncurrent Assets	4,659,351	4,848,233
Total Assets	6,132,372	6,274,188
DEFERRED OUTFLOWS OF RESOURCES		
Deferred Outflows - Pensions	77,694	61,360
Deferred Outflows - OPEB	8,236	7,182
Total Deferred Outflows of Resources	85,930	68,542
Liabilities		
Current Liabilities		
Accounts payable	19,025	68,145
Other accrued liabilities	14,751	15,535
Long-term debt, current portion	150,000	150,000
Total Current Liabilities	183,776	233,680
Noncurrent Liabilities		
Net pension liability	161,851	234,312
Net OPEB liability	22,545	27,578
Long-term debt, net of current portion	1,475,000	1,625,000
Total Long Term Liabilities	1,659,396	1,886,890
Total Liabilities	1,843,172	2,120,570
Deferred Inflows of Resources		
Deferred Inflows - Pensions	179,909	95,860
Deferred Inflows - OPEB	7,260	5,095
Deferred property taxes	295,325	269,127
Total Deferred Inflows of Resources	482,494	370,082
Net Position		
Net investment in capital assets	2,988,240	3,028,500
Restricted for emergencies	8,711	9,357
Restricted for debt service	111,780	112,687
Unrestricted	783,905	701,534
Total Net Position	\$ 3,892,636	\$ 3,852,078

The accompanying notes are an integral part of these financial statements

Mountain Water and Sanitation District
Statement of Revenues, Expenses and Changes in Net Position
For the Years Ended December 31, 2021 and 2020

	2021	2020
Operating Revenues		
Service charges	\$ 594,986	\$ 597,865
Delinquent charges	8,685	5,909
Other revenue	6,757	6,024
Total Operating Revenues	610,428	609,798
Operating Expenses		
Wages and employee benefits	298,023	305,442
Depreciation	214,723	215,267
Water and wastewater system	256,436	382,746
General and administration	120,803	110,580
Total Operating Expenses	889,985	1,014,035
Operating Loss	(279,557)	(404,237)
Nonoperating Revenues (Expenses)		
Property taxes - operations	123,544	124,696
Property taxes - debt service	145,579	165,583
Specific ownership taxes	21,237	21,632
Investment income	574	6,483
Availability fees	4,421	4,440
Insurance proceeds	28,799	-
County treasurer fees	(4,039)	(4,442)
Total Nonoperating Revenues (Expenses)	320,115	318,392
Change in Net Position	40,558	(85,845)
Net Position, beginning of year	3,852,078	3,937,923
Net Position, end of year	\$ 3,892,636	\$ 3,852,078

DRAFT

The accompanying notes are an integral part of these financial statements

Mountain Water and Sanitation District
Statement of Cash Flows
For the Years Ended December 31, 2021 and 2020

	<u>2021</u>	<u>2020</u>
Cash Flows From Operating Activities		
Cash received from customers	\$ 610,832	\$ 599,150
Cash paid to suppliers	(511,650)	(519,531)
Cash paid to employees	(226,042)	(223,375)
Net cash provided (used) by operating activities	<u>(126,860)</u>	<u>(143,756)</u>
Cash Flows From Non-Capital Financing Activities		
Property taxes net of treasurer fees	265,084	285,837
Specific ownership taxes	21,237	21,632
Availability fees received	4,421	4,440
Net cash provided by non-capital financing activities	<u>290,742</u>	<u>311,909</u>
Cash Flows From Capital And Related Financing Activities		
Acquisitions and construction of capital assets	(24,463)	(75,042)
Principal paid on loan	(150,000)	(150,000)
Payments to decommissioning escrow account	(1,378)	-
Insurance proceeds	28,799	-
Net cash (used) by capital and related financing activities	<u>(147,042)</u>	<u>(225,042)</u>
Cash Flows From Investing Activities		
Investment income received	574	6,483
Net cash provided by investing activities	<u>574</u>	<u>6,483</u>
Net increase (decrease) in cash and cash equivalents	17,414	(50,406)
Cash and cash equivalents, beginning of year	1,094,406	1,144,812
Cash and cash equivalents, end of year	<u>\$ 1,111,820</u>	<u>\$ 1,094,406</u>
Reconciliation of Operating Income (Loss) to Net Cash Provided (Used) by Operating Activities		
Operating Loss	\$ (279,557)	\$ (404,237)
Adjustments to reconcile operating loss to cash provided / (used) by operating activities		
Depreciation	214,723	215,267
Change in pension related items	(4,746)	16,501
Change in OPEB related items	(3,922)	616
Changes in assets and liabilities		
Accounts receivable	404	(10,648)
Prepaid expenses	(3,858)	-
Accounts payable	(49,120)	35,630
Other accrued liabilities	(784)	3,115
Net Cash Provided (Used) by Operating Activities	<u>\$ (126,860)</u>	<u>\$ (143,756)</u>

The accompanying notes are an integral part of these financial statements

Mountain Water and Sanitation District
Budgetary Comparison Schedule - Non GAAP Basis
For the Year Ended December 31, 2021

	Original and Final Budget	Actual	Variance Favorable (Unfavorable)
Revenues			
Service fees	\$ 590,000	\$ 594,986	\$ 4,986
Property taxes - operations	125,017	123,544	(1,473)
Property taxes - debt service	145,320	145,579	259
Specific ownership taxes	22,717	21,237	(1,480)
Delinquent charges	-	8,685	8,685
Investment income	11,000	574	(10,426)
Availability fees	4,680	4,421	(259)
Other income	2,000	35,556	33,556
Total Revenues	<u>900,734</u>	<u>934,582</u>	<u>\$ 33,848</u>
Expenses			
Personnel expenses	266,070	298,023	(31,953)
System operating expenses	343,400	256,436	86,964
General and administrative	123,600	120,803	2,797
County treasurer fees	5,800	4,039	1,761
Bond principal and interest	150,000	150,000	-
Capital outlay	483,000	24,463	458,537
Total Expenses	<u>1,371,870</u>	<u>853,764</u>	<u>518,106</u>
Revenues (under) Expenditures	<u>\$ (471,136)</u>	<u>\$ 80,818</u>	<u>\$ 551,954</u>
Reconciliation to statement of revenues, expenditures and changes in net position			
Depreciation expense		(214,723)	
Capital outlay		24,463	
Bond principal		150,000	
Change in net position		<u>40,558</u>	