

CDWC Annual Members' Meeting

Welcome to the Coalby Domestic Water Company Annual Members' Meeting. This presentation outlines our progress, financial status, and future plans for continuing to provide high-quality water service to our members.



by Wendy Weiman

6/28/2025





Meeting Agenda



Call to Order & Introductions

Meeting begins with formal introductions of board members.



Official Proceedings

Confirm meeting notice, quorum, and approve last year's minutes.



Reports & Financial Review

Company overview, accomplishments, operations, and financial statements.



Elections & New Business

Select new directors, discuss pending matters, and adjourn.





Meeting Notice & Quorum

Official Notice

Annual meeting notices were sent to all members on June 2nd, 2025, fulfilling our bylaw requirements for timely notification.

Voting Rights

Each tap represents one share of the company and entitles the member to one vote/tap at this meeting.

Quorum Verification

A quorum (25% of 138 taps, 35) has been established with sufficient member attendance and proxy forms to conduct official business.



Previous Meeting Minutes

Reading of Minutes

Minutes from the June 15th, 2024 annual meeting will be read aloud for member review.

Discussion Period

Members may ask questions or request clarification about last year's proceedings.

Approval Vote

Members will vote to approve or amend the minutes from last year's meeting.



2024 Meeting Highlights



Meeting Called to Order

Shane Rice called the meeting to order at 5:44 pm with board introductions.



Quorum Established

37 members accounted for, including proxy cards.



2023 Minutes Approved

Motion made, seconded, and approved by all members.



Operations Overview

Shane outlined plant functions and water rights management.

A photograph of a white, rectangular chlorine analyzer device with a digital display. The display shows 'Chlorine level: 2.5 ppm' and '20'. The device is sitting on a stainless steel surface, with other similar equipment visible in the background.

Key Accomplishments from 2024

1 Equipment Upgrade

New chlorine analyzer installed, saving \$100 monthly in test fluid expenses.

2 Permit Renewal

Forest service use permit renewed after expiring in 2019.

3 System Growth

One new tap sold during the fiscal year.

4 Financial Strength

Company maintained strong finances with \$105k balance.



2024 Meeting Highlights

Board Transitions



Board Vacancies

Four positions opened with departures of Rice, Loucks, Raim, and Olsen.



New Nominations

Weiman, Tatto, Gash, and McCombs nominated to serve.



Member Approval

All nominations approved by unanimous vote.

Meeting was adjourned.

Company Overview



Member-Owned Nonprofit

Each tap represents one share and one vote. Established in 1974 with spring-fed water system.



Governance Structure

Five volunteer directors serve overlapping 3-year terms, meeting monthly to act as described in the bylaws.



Property Connection

Taps permanently assigned to respective properties. One household (kitchen) per tap. Each addition home/trailer/camper requires purchase of an additional tap.





Operational Structure





Treatment Process & Facilities

Spring Collection
Water gathered from four mountain
springs

Distribution
Treated water delivered to member
homes



Filtration
Multi-stage filtration removes
particulates

Treatment
Chemical treatment ensures water
safety



Water Augmentation Rights

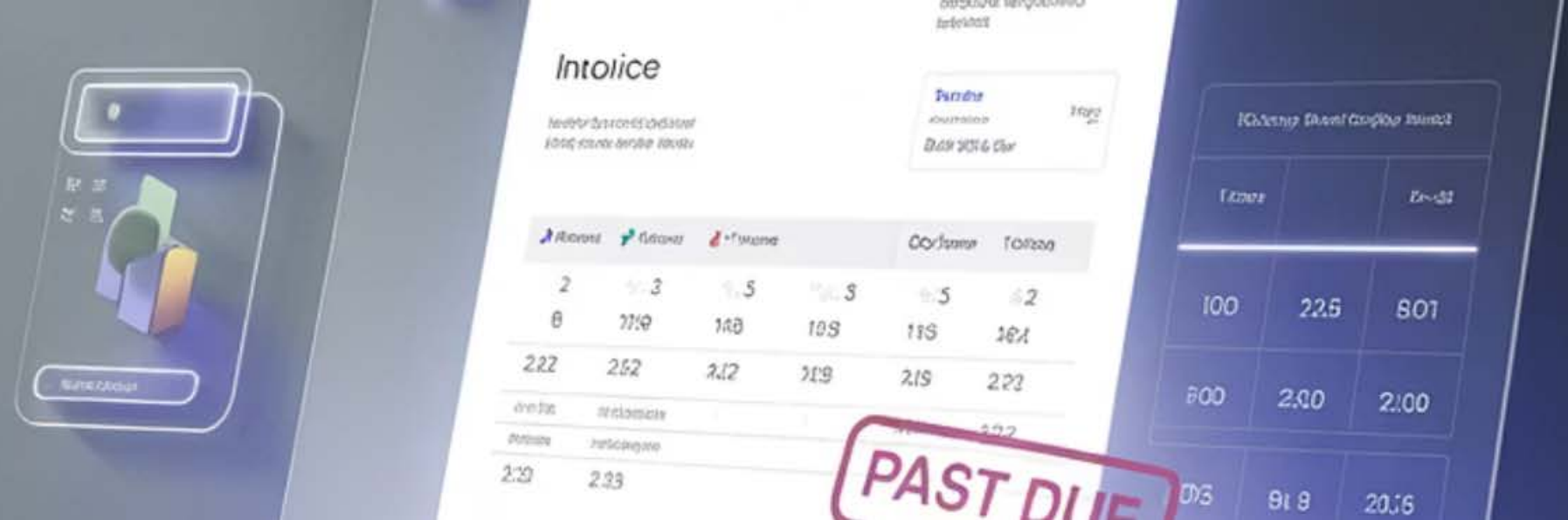
Purpose of Augmentation

CDWC must replace water diverted from Ward Creek drainage basin during agricultural irrigation season due to junior water rights status.

Water Share Holdings

- Nine shares of Leon Ditch and Reservoir
- Fifteen shares in Granby Reservoir Co.
- Five and one-half shares of Surface Creek Ditch and Reservoir Co.

Streamling your payments,
Secure your future'



Payment Policy



30 Days Past Due

Board orders service shutoff. Notice sent by mail giving 30 days to pay.



Shutoff Date

Service disconnected if bill remains unpaid. \$150 reconnection fee applies.



180 Days/Over \$500

Membership terminated and tap rescinded after final 20-day notice.



Major Accomplishments



Service Line Inventory

Completed state-required documentation of all service line materials.
Confirmed no lead lines present.



Efficient Billing System

Implemented new invoicing system reducing processing time from 10 to under 2 hours.



Online Presence

Acquired company website through myRuralWater.com at \$500 annual cost.



Payment Options

Added credit card payment capability with 40 members already using the service.

Connect. Engage. Grow.



Communication Improvements



Email Opt-in

Gathered 64 member email authorizations for digital communications.



Digital Invoicing

May invoices sent via email with water quality report and website links.



Automated Reminders

Implemented Phonevite system for billing and meeting notifications.



Database Development

Created automated system for annual meeting notifications via email and mail.

Automated Invoicing System


Use data from Quickbooks & meter reading sheet in Excel VBA database to generate invoices & late notices.

Delivery Options

System automatically emails invoices or creates PDFs for printing based on member preferences.

Initial Implementation

May 2025 marked first digital invoices with credit card payment capabilities.



PO Box 731
Cedaredge, CO 81413
coalbywater@outlook.com
(970)856-6690
<https://coalby.myruralwater.com>

Invoice

For Meters / leaks
call or text Kirk Morgan
970-381-0513

We have a WEBSITE!
You can pay online!

Bill To:
Sample Person
1000 HIGH PARK ROAD
Cedaredge CO, 81413

Details
Invoice# 83
Invoice date 5/1/20
Due date 06/05/20

Email: sample@msn.com


Please put account # on check 10

Meters read 4/20/25 covers water used 12/20/24 - 4/20/25. No overages up to 20,000g because meters were not read in Feb.

Meter read	Current meter reading	Previous reading	Usage
4/20/2025	639340	625810	13530

Due	Transaction	Penalty				Amount
		6-Apr	6-May	6-Jun	6-Jul	
	1-30 days					
4/5/2025	balance past due \$ -	\$ -	\$ -	\$ -	\$ -	\$ -

6/5/2025	base water fees \$130 for 10,000gal		\$130.0
	tier 1	\$8/1000gal/1,000 excess over 20,000g	\$0.0
	tier 2	\$16/1000g excess over 40,000g	\$0.0
Subtotal			\$130.0
Total amount due			\$130.0



Please follow the QR code or copy the link into your browser to read CDWC 2025 Drinking Water Quality Report
<https://coalby.myruralwater.com/water-quality-report>

Meters are read bi-monthly on or about the 20th of the month on even numbered months. Bills are sent the 15th of the month following the meter read (Jan,Mar,May,July,Sep,Nov) and are due in 30 days. Your basic bill is for 10,000 gallons and is \$130 for 10,000 gallons. If your bill is not paid by the due date written on the invoice a 10% penalty is added each 30 days late. Once the account is 60 days past due you will receive a shutoff notice telling you the date your meter will be turned off. Once your meter is turned off, \$150 plus all money due will need to be paid before service is restored.

Cut below and include with payment

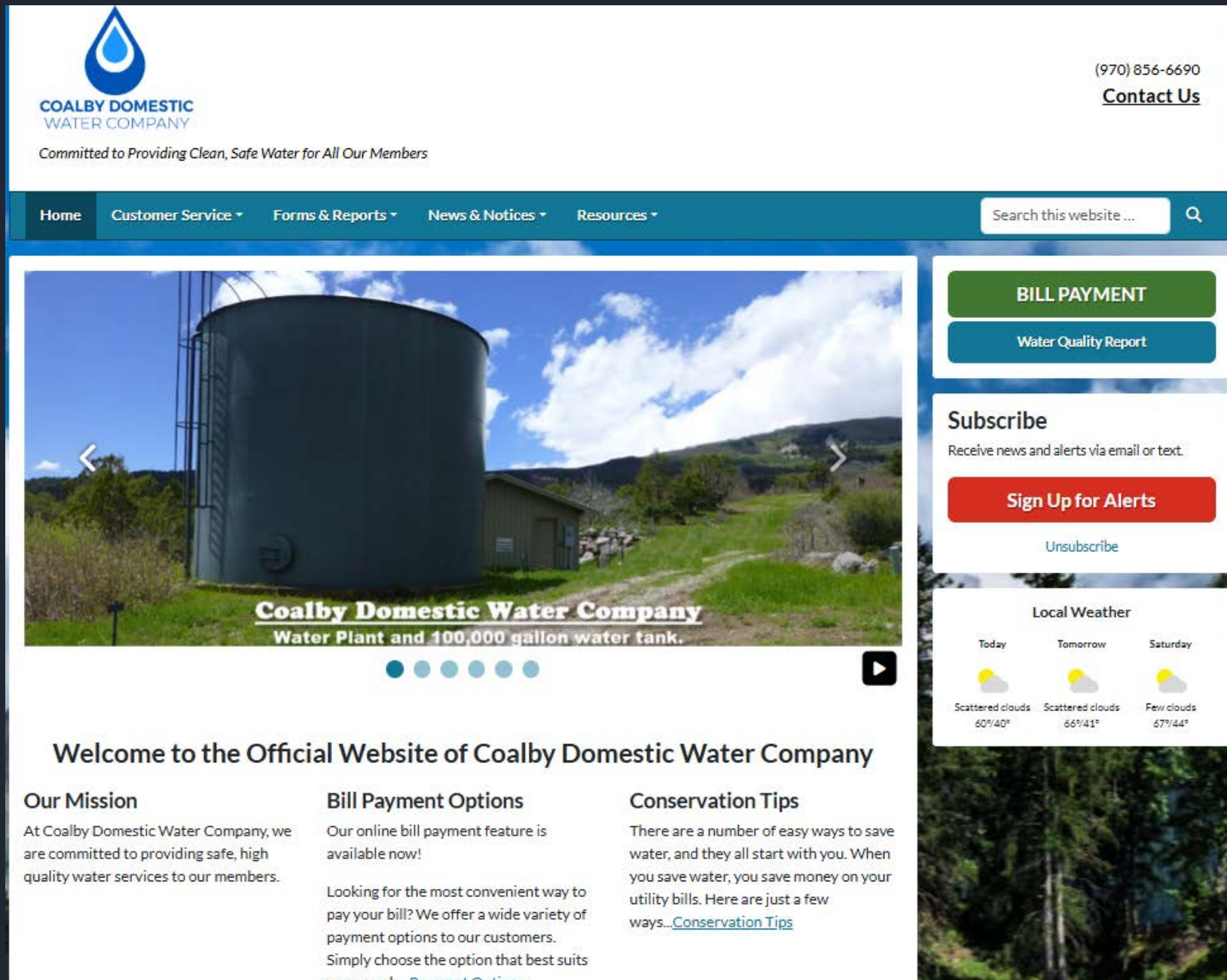
Sample Person
1000 HIGH PARK ROAD
Cedaredge CO, 81413

acct# 1094

Total amount due
\$130.0

Company Website

• <https://coalby.myruralwater.com/>



\$500

Annual Cost

Investment in
professional web
presence

24/7

Availability

Member access to
information



Online Payment Portal



Coalby Domestic Water Company is now offering online payments through Paystar!



Benefits



QuickPay
Simple one time payments without the need to register an account.



Pay on any device
All payment flows are designed mobile first so that you can easily make a payment from anywhere.

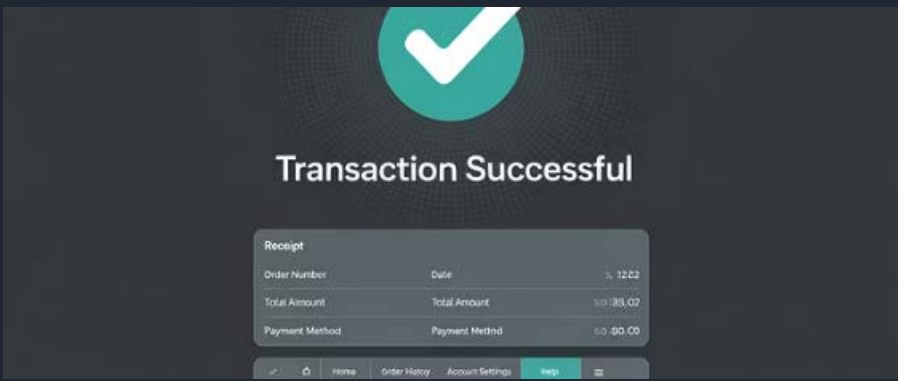
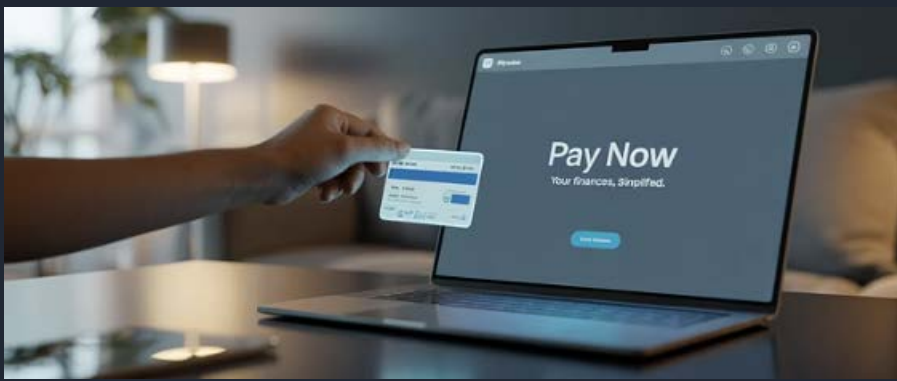
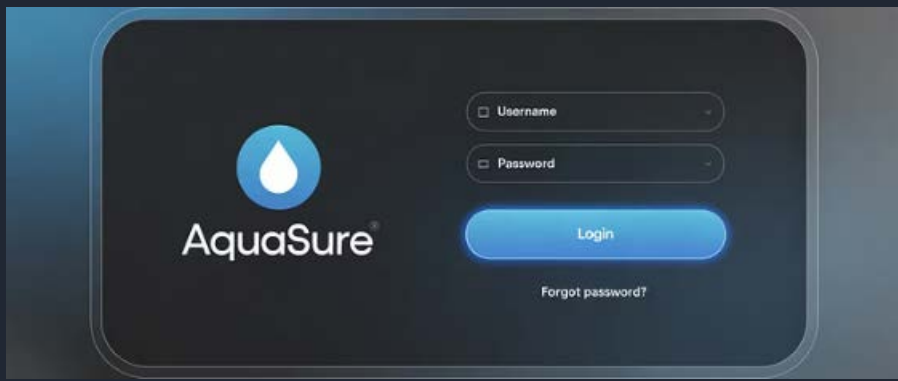


Payer Portal

- Make a payment
- Manage multiple accounts
- View your payment history
- Sign up for notifications
- Enroll in AutoPay

Where to pay

You will need your account information from your bill
Online: coalby.myruralwater.com



Transaction Successful

Receipt		
Order Number	Date	12/12/22
Total Amount	Total Amount	\$10,183.02
Payment Method	Payment Method	0.000000

Infrastructure Maintenance

Spring Inspection

Annual inspection of water sources ensures continued quality and compliance with Forest Service requirements. Regular inspection of delivery infrastructure ensures system integrity and prevents service disruptions.



This collection box has a heavy steel lid with 2 locks there is a nice flow of water running into the box guessing it to be 50-60 gpm



Inside the A&B collection box

Access Improvements to Plant

Lee McCombs cleared shrub oaks from plant access road at no cost to CDWC, improving safety and accessibility.



Monitoring Systems

^ View All Devices

Configure Device

Default Alarm Delivery

Device Logs

Search device names...

CDWD

Description: -Coalby Water Plant

Address:

Device Status:

Okay

Connection Status: online

Unacknowledged Zone Alarms

0

Unacknowledged Offline Alarms

0

Total Zone Alarms

0

Action

⚠= Unacknowledged Alarm

Search zones...

<input type="checkbox"/>	Zone #	Zone Name	Status	Value	Min	Max
<input type="checkbox"/>	--	Power	OK	On	--	--
<input type="checkbox"/>	1	Tank level,plant on16.8,off 20.6	OK	20.067 ft	-8.656 ft	50.252 ft
<input type="checkbox"/>	2	Process NTU	OK	0.108 NTU	-1.248 NTU	7.251 NTU
<input type="checkbox"/>	3	Raw NTU	OK	3.748 NTU	-2.497 NTU	14.503 NTU
<input type="checkbox"/>	4	Finished NTU under 1, 95%, max 5	OK	0.032 NTU	-1.248 NTU	7.251 NTU
<input type="checkbox"/>	5	entry point CL2, min .6 goal 1.3	OK	1.043 ppm	-1.218 ppm	7.281 ppm
<input type="checkbox"/>	6	Injection point CL2, goal 1.5	OK	1.556 ppm	-0.998 ppm	7.501 ppm
<input type="checkbox"/>	7	Return flow	OK	-0.917 GPM	-49.968 GPM	290.052 GPM
<input type="checkbox"/>	8	Pre-Filter North DP	OK	0.407 DP	-12.491 DP	72.513 DP
<input type="checkbox"/>	9	Pre-Filter South DP	OK	0.396 DP	-12.491 DP	72.513 DP
<input type="checkbox"/>	10	Compliance Filter N DP, max 30	OK	6.726 DP	-12.491 DP	72.513 DP
<input type="checkbox"/>	11	Compliance Filter S DP, max 30	OK	5.912 DP	-12.491 DP	72.513 DP
<input type="checkbox"/>	12	System Flow max 75	OK	50.886 GPM	-24.983 GPM	145.026 GPM
<input type="checkbox"/>	--	Plant Control	--	Off	--	--

Sensaphone Dashboard

24/7

Continuous Monitoring

Real-time system surveillance

100%

Compliance Rate

Meeting all water quality standards

8

Key Parameters

Critical metrics constantly tracked



Water Metrics

2024 CDWC WATER REPORT DATA ANALYSIS												
MONTH	TOTAL GALLONS USED PER MONTH	TOTAL GALLONS RTN TO WARD CREEK PER MONTH	TOTAL AF PER MONTH USED	TOTAL AF PER MONTH RTN	AVG CFS USED PER DAY PER MONTH	AVG CFS RTN PER DAY PER MONTH	USED GPM	RTN GPM	TOTAL GPM	USED GPD	RTN GPD	TOTAL GPD
JANUARY	296000	1778000	1.63	5.46	0.028	0.084	6.63	39.83	46.46	9548	57355	66903
FEBRUARY	246000	1620000	1.47	4.97	0.025	0.088	5.69	37.50	43.19	8200	54000	62200
MARCH	242000	1619000	1.43	4.97	0.025	0.085	5.60	37.48	43.08	8067	53967	62033
APRIL	373000	1849000	1.84	5.67	0.027	0.094	8.36	41.42	49.78	12032	59645	71677
MAY	334000	2044000	1.94	6.27	0.033	0.106	7.73	47.31	55.05	11133	68133	79267
JUNE	727000	2010000	2.86	6.17	0.043	0.098	16.29	45.03	61.31	23452	64839	88290
JULY	506000	1605000	3.16	4.93	0.051	0.087	11.71	37.15	48.87	16867	53500	70367
AUGUST	404000	1825000	2.53	5.60	0.048	0.091	9.05	40.88	49.93	13032	58871	71903
SEPTEMBER	411000	2036000	2.29	6.25	0.037	0.103	9.21	45.61	54.82	13258	65677	78935
OCTOBER	259000	1951000	1.79	5.99	0.034	0.108	6.00	45.16	51.16	8633	65033	73667
NOVEMBER	259000	1892000	1.79	5.81	0.028	0.094	5.80	42.38	48.19	8355	61032	69387
DECEMBER	297000	1990000	1.64	6.11	0.027	0.101	6.65	44.58	51.23	9581	64194	73774

2025 Year to Data Water Use

2025 CDWC WATER REPORT DATA ANALYSIS												
MONTH	TOTAL GALLONS USED PER MONTH	TOTAL GALLONS RTN TO WARD CREEK PER MONTH	TOTAL AF PER MONTH USED	TOTAL AF PER MONTH RTN	AVG CFS USED PER DAY PER MONTH	AVG CFS RTN PER DAY PER MONTH	USED GPM	RTN GPM	TOTAL GPM	USED GPD	RTN GPD	TOTAL GPD
JANUARY	558000	1780000	1.71	5.46	0.029	0.091	12.92	41.20	54.12	18600	59333	77933
FEBRUARY	609000	1660000	1.87	5.09	0.033	0.079	14.10	38.43	52.52	20300	55333	75633
MARCH	452000	1750000	1.39	5.37	0.025	0.090	10.46	40.51	50.97	15067	58333	73400
APRIL	574000	1967000	1.76	6.04	0.028	0.095	13.29	45.53	58.82	19133	65567	84700
MAY	816000	1969000	2.50	6.04	0.041	0.101	18.89	45.58	64.47	27200	65633	92833



Water Resources Report

CDWC presently has 138 member taps on the system with 134 of those taps in active use. CDWC’s source water springs delivered in 2024 an average of 50 gallons per minute (gpm) to the filter plant. During spring runoff, the high flow rate was 61 gpm and dropped to about 50 gpm as soon as the snowmelt was over. CDWC consumer demand presently averages about 10 to 12gpm in the low demand months and 23 to 25 gpm in the high demand summer months.

Water Report 3 Year Averages						
Year	Gallons/Minute Returned to Creek	Gallons/Minute Used	AVG Cubic feet/Second Used PER DAY	Total Gallons/Min. From Springs	Total Gallons Per Day	Total Gallons/Day Used
2022	54.9	14.4	0.03	69.3	99814	20708
2023	37.6	15.8	0.04	53.4	76934	22752
2024	42.0	8.2	0.03	50.3	72367	11847

Financial Management



Financial Sustainability

Balancing affordable rates with sufficient revenue generation to maintain long-term solvency.



Professional Bookkeeping

QuickBooks-based record keeping ensures accurate financial tracking and reporting.



Regular Reporting

Monthly financial statements provide transparency and enable informed decision-making.



Modern Payment Processing

Tracking credit card payments through Paystar integration streamlines collections.



2024 Financial Performance

ASSETS		
Current Assets		
Checking/Savings		
1020 · Surface Creek Bank		17,575.78
1025 · S.C. Capital Reserve-USDA		119,984.48
Total Checking/Savings		137,560.26
Accounts Receivable		
1100 · Accounts Receivable		-1,400.54
Total Accounts Receivable		-1,400.54
Other Current Assets		
12000 · Undeposited Funds		200.00
Total Other Current Assets		200.00
Total Current Assets		136,359.72
Fixed Assets		
1500 · Property and Equipment-002		151,756.71
1510 · Chlorinator Upgrade		3,892.18
1520 · Filter Plant		296,360.40
1530 · Property and Equipment-001		249,754.08
1540 · Spring A & B & C		79,740.05
1550 · Spring D		48,433.00
1900 · Accum. Depreciation - Prop&Eq		-409,984.00
Total Fixed Assets		419,952.42
Other Assets		
1560 · Water Rights		26,500.00
Total Other Assets		26,500.00
TOTAL ASSETS		582,812.14

LIABILITIES & EQUITY		
Liabilities		
Current Liabilities		
Accounts Payable		
2000 · Accounts Payable		106.04
Total Accounts Payable		106.04
Total Current Liabilities		106.04
Long Term Liabilities		
2710 · Accrued Interest-USDA Loan		113.39
2730 · USDA Loan #2-002		25,855.22
2740 · Note payable -NRWA		2,156.96
Total Long Term Liabilities		28,125.57
Total Liabilities		28,231.61
Equity		
3910 · Retained Earnings		504,893.23
Net Income		49,687.30
Total Equity		554,580.53
TOTAL LIABILITIES & EQUITY		582,812.14

2024 Budget Performance

INCOME	Actual	Budget	
Water Usage Revenue (Base +Excess)	\$ 107,236.50	115,080.00	
Misc. Revenue	\$ 20,779.77	3,216.00	
Total Income	\$ 128,016.27	118,296.00	
COST AND EXPENSES			
Administration	\$ 52,991.81	\$ 49,350.00	
Water Collection System	\$ 3,704.44	\$ 2,960.00	
Water Treatment	\$ 12,412.26	\$ 15,400.00	
Distribution System	\$ 7,607.12	\$ 8,600.00	
Debt Services	\$ 9,558.24	\$ 9,558.24	
Total Expenses	\$ 86,273.87	\$ 85,868.24	
NET (Income minus Expense)	\$ 41,742.40	\$ 32,427.76	

Misc. Revenue Detail			
Interest			\$ 982.12
Tap Sale			\$ 15,000.00
Tap Transfer Fee			\$ 300.00
Tap Installation Charge			\$ 1,164.11
Penalties			\$ 1,552.04
Augmentation Water Rent			\$ 1,781.50
			\$ 20,779.77

2025 Budget Summary

INCOME			EXPENSES	
Base Water Fees	\$	107,640.00	Administration	
Excess Water Fees	\$	13,000.00	Administration Expenses (Bookkeeping)	\$ 18,000.00
Augmentation Water Rent	\$	1,800.00	Contract Services (Certified Water Operator)	\$ 22,800.00
Other (Interest, Tap Transfer Fee, Penalties, Etc.)	\$	2,000.00	Other (meter reading, office supplies, Insurance, utilities, etc)	\$ 16,707.91
TOTAL INCOME	\$	124,440.00	TOTAL ADMINISTRATION	\$ 57,507.91
			Operations	
			Water Collection System	\$ 8,960.00
			Water Treatment Operations	\$ 22,902.00
			Distribution System	\$ 10,300.00
			TOTAL OPERATIONS	\$ 42,162.00
			Debt Service	
			National Rural Water Association (NRWA)loan	\$ 2,172.60
			U.S. Department of Agriculture (USDA)loan#2	\$ 4,344.00
			TOTAL DEBT SERVICES	\$ 6,516.60
			Capital Expenses	
			Water Treatment Plant Equipment	\$ 3,400.00
			TOTAL CAPITAL EXPENSE	\$ 3,400.00
			TOTAL EXPENSES	\$ 109,586.51
			TOTAL NET INCOME	\$ 14,853.49

3-Year Financial Information

Selected 3 yr Year End Financial Information							
Assets - Cash				2024	2023	2022	
Checking Account		Operating Funds	\$ 17,575.78	\$ 5,863.53	\$ 3,793.36		
Capital Reserve/ Savings Acct		Capital Funds	\$ 119,984.48	\$ 72,402.36	\$ 17,185.57		
Total - In Bank			\$ 137,560.26	\$ 78,265.89	\$ 20,978.93		
Liabilities - Loans	Rate	Monthly Payment	2024	2023	2022		
1 USDA	4.50%	362.00	\$ 25,855.22	\$ 27,607.42	\$ 31,951.42		
2 NRWA	3%	434.52	\$ 2,156.96	\$ 6,926.36	\$ 12,140.60		
Total - Owed		796.52	\$ 28,012.18	\$ 34,533.78	\$ 44,092.02		
Notes							
1 The US Department of Agriculture (USDA) loan originated on 11-17-1993 and matures on 12-19-2034.							
The purpose of this loan was to fund infrastructure expansion.							
2 The National Rural Water Association (NRWA) loan originated on 06-01-2015 and matures on 05-01-2025.							
The purpose of this loan was to fund the 4-inch Unitah line upgrade ahead of Delta County paving operations.							

Board of Directors & Officers - Duties and Responsibilities

Every officer in our organization plays a vital role in maintaining operational integrity and governance. The bylaws clearly define the responsibilities of each position to ensure smooth functioning of the corporation.

- The **President** serves as the executive leader, presiding over all meetings and handling official documentation with **VP** backup
- The **Secretary** maintains all corporate records
- The **Treasurer** oversees financial operations with appropriate controls.



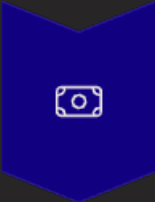


Core Board Responsibilities



Membership Oversight

Approve applications and issue certificates. Review future construction projects. Establish and amend rules for the corporation's operation, guide its officers and employees and enforce penalties for rule violations.



Financial Authority

Set all member fees. Borrow funds and secure loans. Commitments over \$50,000 require membership vote.



Reporting & Hiring

Present annual operational & financial reports. Select all agents, designate duties consistent with bylaws.



Water Service Management

May suspend service for non-payment or failure to repair a leak. Can restrict water usage during shortages.



Secretary and Treasurer Responsibilities

Secretary Duties



Maintains complete records of all meetings and supervises corporate books and records. Attests presidential signatures, serves notices, and keeps the corporate seal and membership records.

Treasurer Duties



Processes financial obligations, ensures checks are properly signed, and secures the corporation against theft or loss of funds. Reports financial balances at all regular meetings.

Note



The Board may collectively assume Treasurer responsibilities with quarterly financial reviews. Secretary role can be split; meeting records can be kept by a board member and the rest done by the admin/manager.

4 Open Director Positions

Position	Current Director	Term Expires	Status	Open
President	Wendy Weiman	2026	Resigning	1
Vice President	Lee McCombs	2027	Resigned	2
Director	Shirley Tatto	2027	Continuing	
Director	Robert Gash	2025	Up for election	3
Director	Don Keeler	2025	Up for election	4





Board Election Process

Identify Vacancies

Determine which director positions need to be filled based on term expirations and resignations.

Accept Nominations

Members may nominate themselves or others to serve on the board of directors.

Conduct Vote

Each tap receives one vote to select directors from the nominated candidates.

Board Organization

Newly elected directors select president and vice president from among themselves.

Backflow Prevention Requirements

What is a Cross-Connection?

Any temporary or permanent connection between public water system and non-potable water source. Examples include connections to wells or irrigation systems.

Regulatory Requirement

Colorado Primary Drinking Water Regulation 11 mandates adequate backflow prevention assemblies at service connections or cross-connection points.

Member Survey

CDWC will distribute a survey to identify systems requiring backflow prevention devices. Your participation is essential for compliance.





Backflow Prevention Program

Systems Requiring Protection

- Private wells connected to CDWC system
- Landscape irrigation systems
- Fire suppression systems
- Swimming pools or hot tubs
- Solar water heating systems

Implementation Timeline

Phase 1: Survey distribution and data collection (September 2025)

Phase 2: Property inspections and verification (November 2025)

Phase 3: Installation requirements and compliance deadline (November 2025-March 2026)



CDWC Water System Administrative Manager

This crucial role serves as the backbone of our water utility company's management, ensuring both regulatory compliance and financial stability.

Key Responsibilities & Technical Skills



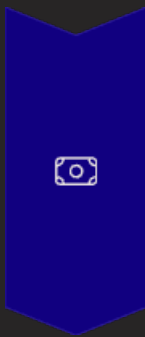
Water Management & Compliance

- Maintain comprehensive water records for commission reporting
- Generate monthly and yearly water reports with accurate calculations
- Post required documents on state portal
- Coordinate with state board regarding testing requirements (remove \$10,000 Uranium



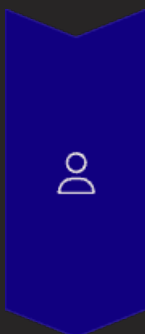
Database Management

- Develop & Maintain databases for meter reading, invoice generation, and member information
- Create annual meter sheets with appropriate seasonal formulas
- Calculate water availability for new taps based on 3-year history
- Generate CSV files for bookkeeper integration



Financial Administration

- Coordinate water leasing, pricing, and payment collection
- Coordinate with title companies Process new certificates and
- Generate invoices for emailing & printing
- Upload account balances to Paystar after invoice generation



Member Services

- Monitor for leaks and coordinate repairs with members
- Manage the website with current information
- Generate annual meeting proxy cards
- Coordinate with ORC for service shutoffs when required



Questions & Adjournment



Open Forum

Opportunity for members to ask questions and discuss concerns.



Member Input

Please share your thoughts on company operations and future priorities.



Adjournment

Thank you for your participation in the 2025 Annual Meeting.



Next Meeting

The next regular board meeting will be held on July 10, 2025.