

Upper Blue Sanitation District
Board of Directors Meeting
Thursday November 8, 2012 @ 5:30 PM

I. ROLL CALL:

Mr. Michael Turek called the meeting to order at 5:30 PM. Mr. Michael Turek, Mr. Allyn Mosher and Mr. Barrie Stimson answered "present" at roll call. Mr. Andrew Carlberg and Mrs. Marjorie Borsina attended as well.

II. MINUTES:

October 10, 2012 minutes: Mr. Mosher made a motion to approve the October 10, 2012 Board of Directors meeting minutes as amended. Mr. Stimson seconded the motion. The motion was passed unanimously by the Board.

III. PUBLIC HEARINGS:

A. Inclusion of Lot 85 Breckenridge Park Estates, Resolution 7 Series 2012:

Mr. Carlberg said that the Board had accepted the Petition for Inclusion of lot 85 in Breckenridge Park Estates at the October Board meeting. The Inclusion has been advertised and published in the newspaper, and the District has not received any comments. Mr. Carlberg recommended that the Board approve the inclusion of lot 85 in the Breckenridge Park Estates subdivision.

Mr. Stimson made a motion to approve the inclusion of lot 85 in the Breckenridge Park Estates subdivision. Mr. Mosher seconded the motion. The motion was passed unanimously by the Board.

IV. PUBLIC COMMENT: None

V. BILLS:

The bills were reviewed and discussed by the Board of Directors during the work session. Mr. Mosher made a motion to approve the bills as submitted. Mr. Stimson seconded the motion. The motion was passed unanimously by the Board.

VI. FINANCIAL REPORT:

The Financial report was presented to the Board.

VII. MONTHLY REPORTS:

B. Plant and Collection:

The Plant and Collection reports were discussed by the Board of Directors. Mr. Carlberg reported to the Board that the District recently completed the State Health Department inspection. The District will need to purchase some additional lab monitoring equipment and modify certain testing procedures as a result of the inspection.

C. Manager Report:

-Blue River Phase III:

Construction in Blue River Phase III has been completed.

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-2013 Draft Budget:

The 2013 draft Budget is included on the agenda. The Notice of Budget has been published in the Summit County Journal. The District will be taking comments and making adjustments prior to the Board adopting the Budget at the December Board meeting. To date the District has not received any comments.

-Salary Report:

Mr. Carlberg enclosed an update on the District's pay scale. The report was discussed during the work session.

-District Dental Plan:

Mr. Carlberg reported that the District's dental policy renewal is December 1, 2012. The District received quotes from MetLife Insurance and several other insurance companies. MetLife is the current provider of the District's dental insurance, but the cost was going to increase by 4.4%. The District shopped other dental plans and found a plan that closely matches the criteria of the MetLife Plan. There are a number of dental insurance providers, but most of them do not have a large number of Summit County dentists in their network. Guardian Dental closely matched the existing dental plan with MetLife. In addition, the Guardian plan has a large number of Summit County dentists in their network. The District will save 15.33% by switching from MetLife Dental Insurance to Guardian Dental Insurance. Mr. Mosher made a motion to change the District's dental plan from MetLife Insurance to Guardian Insurance Company. Mr. Stimson seconded the motion. The motion was passed unanimously by the Board.

The renewal of the District's health insurance is July 1, 2013. Staff is working on gathering updates on health insurance for the Board's review.

-Nutrient Monitoring:

Mr. Carlberg included in his report a draft outline on nutrient monitoring and trading. The deadline for the report to be presented to the Department of Health is March 1, 2013. The Board discussed the outline on nutrient monitoring and trading. The approximate cost for the District to implement the nutrient monitoring and trading program will be \$50,000 - \$60,000.

-Manager's Contract:

Mr. Mosher made a motion to approve extension of the Manager's Employment Agreement. Mr. Stimson seconded the motion. The motion was passed unanimously by the Board.

-Christmas Party:

Mr. Carlberg told the Board that the District Christmas Party is scheduled for 6:00 PM on December 14th at Steak and Rib Restaurant. Mr. Carlberg reminded the Board that no official District business will be discussed even though a Board quorum will be in attendance.

VIII. OLD BUSINESS:

D. 2013 Draft Budget:

The Notice of Budget has been published in the Summit County Journal. The District will be taking comments and making adjustments prior to the Board adopting the Budget at the December Board meeting. To date the District has not received any comments.

IX. NEW BUSINESS:

E. Stan Miller Inc. Pay Request #4:

Mr. Carlberg said that Stan Miller Inc. has submitted pay request #4 in the amount of \$115,062.55 for Blue River Phase III work completed in October. Mr. Carlberg said that the project is complete and has proceeded smoothly. Mr. Carlberg said that the project was completed \$120,000.00 under budget due to some changes and modifications. Mr. Carlberg said that he recommends payment of Stan Miller, Inc. pay request #4.

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Stan Miller, Inc. has also submitted Change Order #3. Change Order #3 is for additional top soil and placement for reclamation at the culverts. Change Order #3 is a net increase of \$1,432.00. Mr. Carlberg said that he recommended approval of Change Order #3.

Mr. Stimson made a motion to approve pay request #4 in the amount of \$115,062.55. Mr. Mosher seconded the motion. The motion was passed unanimously by the Board. Mr. Stimson made a motion to approve Change Order #4 which is a net increase in the amount of \$1,432.00. Mr. Mosher seconded the motion. The motion was passed unanimously by the Board.

F. Inclusion Petition, Lot 15 Gilrose Subdivision:

Mr. Carlberg told the Board that the new owners of lot 15 Gilrose subdivision have submitted a petition for inclusion. The previous owner had signed the Board approved Inclusion Resolution, but never paid the Inclusion Fees. Therefore, the Inclusion process had to start over. The new owner wants to start building before winter sets in. Mr. Carlberg asked the Board to allow the District to sign off on the building permit, once all fees are paid, prior to the Public Hearing at the December Board meeting.

Mr. Mosher made a motion to approve the Inclusion Petition for lot 15 Gilrose subdivision and once all fees are paid authorized the Manager to sign off on the building permit, allowing the property to connect prior to the December Public Hearing. Mr. Stimson seconded the motion. The motion was passed unanimously by the Board.

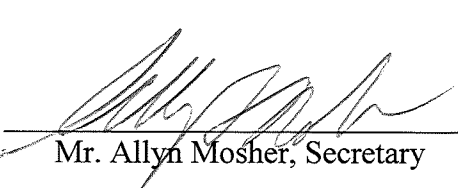
X. CORRESPONDENCE:

Manager Review postponed until the December Board meeting.

XII. ADJOURN:

Mr. Stimson made a motion to adjourn the meeting at 6:06 PM. Mr. Mosher seconded the motion. The motion was passed unanimously by the Board.



Mr. Michael Turek, Vice-President

Mr. Allyn Mosher, Secretary

Memorandum

To: Andy Carlberg

From: Marjorie Borsina

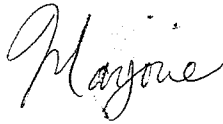
Date: November 2, 2012

Re: Financial Update

-The District's Financial Records are in good order.

-We have not received all of the October 2012 bills. Therefore, the October 2012 Financial Statements are a preliminary draft for your review.

-We continue to solicit our customers to sign up for ACH/Auto Pay.

A handwritten signature in cursive script, appearing to read "Marjorie".

Upper Blue Sanitation District
Comparative Balance Sheet-UNAUDITED DRAFT
October 31, 2012 and October 31, 2011

	<u>2012</u>	<u>2011</u>	<u>Increase</u> <u>(Decrease)</u>
<u>Current Assets:</u>			
Petty Cash	\$200	\$200	-
Checking-Alpine Bank	\$ -	\$ -	-
Checking-Wells Fargo Bank	9,862,160	10,359,304	(497,144)
Cash on Deposit with CWRPDA	-	-	-
ColoTrust Prime	3,638,653	3,637,264	1,389
Total Cash and Equivalents	13,501,013	13,996,768	(495,755)
Investments			
FK Construction Retainage Escrow	36,452	1,302,531	(1,266,079)
Cert. of Deposit & Treasuries	2,009,460	1,504,544	504,916
Total Investments	2,045,912	2,807,075	(761,163)
Other Current Assets			
Receivables-Utility + Spec. Assessments	256,360	166,736	89,624
Developer/Contractor Escrow	135,744	122,244	13,500
Interest Receivable & Market Adjustments	-	-	-
Notes Receivable	150,302	147,352	2,950
Prepaid Expenses	293,999	22,755	271,244
Loan Issuance Costs (Net)	139,249	151,549	(12,300)
Total Other Assets	975,654	610,636	365,018
Total Current Assets:	16,522,579	17,414,479	(891,900)
Property Plant and Equipment:			
Land	721,070	721,070	-
Easements	69,583	69,583	-
Sewer Lines	13,368,225	13,105,905	262,320
Treatment Plants	75,663,825	65,498,666	10,165,159
Office Equipment	210,830	173,451	37,379
Other Machines & Equipment	459,772	459,772	-
Autos & Trucks	821,984	791,743	30,241
Upper Blue System Costs	3,587,750	3,080,936	506,814
Telemetry	102,075	102,075	-
Employee Housing	1,038,191	1,038,191	-
Total Property Plant and Equipment :	96,043,305	85,041,392	11,001,913
Less Accumulated Depreciation	(25,913,128)	(24,660,391)	(1,252,737)
Net Property Plant and Equipment :	70,130,177	60,381,001	9,749,176
Total Assets:	86,652,756	77,795,480	8,857,276

Liabilities

	<u>2012</u>	<u>2011</u>	<u>Increase</u> <u>(Decrease)</u>
Current Liabilities:			
Accounts Payable	182,435	713,989	(531,554)
Construction/Developer Escrow	135,744	122,244	13,500
Earned Employee Benefits	121,416	117,720	3,696
Unearned User Fees	869,054	831,126	37,928
Interest Payable	164,671	175,689	(11,018)
Loan Payable (Current Portion)	890,595	867,859	22,736
Retainage Payable-Construction in Progress	36,452	1,302,531	(1,266,079)
Retainage Payable-Blue River	-	40,317	(40,317)
Employee Housing Deposit Payable	1,250	1,250	-
Total Current Liabilities:	2,401,617	4,172,725	(1,771,108)
Long Term Liabilities:			
Loan Payable	10,203,839	11,094,434	(890,595)
Total Long Term Liabilities:	10,203,839	11,094,434	(890,595)
Total Liabilities	12,605,456	15,267,159	(2,661,703)
Net Assets			
Invested in Capital Assets, Net of Related Debt	58,871,070	48,243,017	10,628,053
Unrestricted Net Assets	13,176,230	14,285,304	(1,109,074)
Unrestricted Net Assets - Nutrient Reserve	2,000,000	-	2,000,000
Total Contributed Capital	74,047,300	62,528,321	11,518,979
Total Liabilities and Equity	86,652,756	77,795,480	8,857,276

Upper Blue Sanitation District
Monthly Financial Statement-UNAUDITED DRAFT
October 31, 2012

	2012 October	2012 Year To Date	2012 Approved Budget	2012 Uncollected	2012 % Uncol/Col
Operating Revenue					
Sewer User Fees	436,086	4,334,855	5,178,264	843,409	16
Tap Inspection Fees	600	8,700	1,000	(7,700)	(770)
Miscellaneous Revenue	0	51,479	1,000	(50,479)	(5,048)
Camper Dump Fees	125	5,806	2,500	(3,306)	(132)
Late Fees	(125)	34,329	25,000	(9,329)	(37)
Line Extension Fees	30,612	85,821	20,000	(65,821)	(329)
Rental Income	3,750	37,500	35,000	(2,500)	(7)
Interest on Investments & Loans	2,974	29,845	29,000	(845)	(3)
Total Operating Revenue	474,022	4,588,335	5,291,764	703,429	13
Capital Revenue					
Plant Investment Fees	133,404	1,911,826	600,000	(1,311,826)	(219)
Inclusion Fees	29,292	81,252	20,000	(61,252)	(306)
Bonds and Grant	0	0	0	0	0
Transfer from Reserve	0	0	0	0	0
Total Capital Revenue	162,696	1,993,078	620,000	(1,373,078)	(221)
Total Revenue	636,718	6,581,413	5,911,764	(669,649)	(11)

Administration Expense	2012 October	2012 Year to Date	2012 Approved Budget	2012 Available	2012 % Available
Payroll & Employee Benefits					
Salaries	81,335	831,274	1,134,000	302,726	27
Overtime	5,331	33,837	45,000	11,163	25
FICA-Admn	4,522	51,413	74,000	22,587	31
Medicare-Admin	1,237	12,347	22,000	9,653	44
401K Contributions	5,980	59,370	75,000	15,630	21
Unemployment Insurance	1,295	12,444	23,000	10,556	46
Health Insurance	20,292	190,672	250,000	59,328	24
Total	119,992	1,191,357	1,623,000	431,643	27
Office Supplies	0	3,063	4,000	937	23
Telephone	425	13,701	15,000	1,299	9
Business Expenses	978	29,701	32,000	2,299	7
Legal Counsel	0	29,886	70,000	40,114	57
Education	3,256	11,772	25,000	13,228	53
Audit & Accounting	0	8,100	9,000	900	10
Legal Publications	15	8,118	6,000	(2,118)	(35)
Board Members	500	4,900	6,000	1,100	18
Elections	0	21	7,500	7,479	100
Computer Expenses	762	7,077	9,000	1,923	21
Copy Machine & Supply	796	1,196	1,000	(196)	(20)
Postage & Meter Rent	1,840	10,823	13,000	2,177	17
Insurance - General	9,142	91,419	110,000	18,581	17
Insurance - Deductible	0	500	1,000	500	50
Engineering	0	9,450	25,000	15,550	62
Tools	0	2,392	3,000	608	20
Radios	0	1,104	0	(1,104)	0
Vehicle Expense	0	0	500	500	100
Dues & Memberships	0	4,994	7,000	2,006	29
Safety	89	4,229	3,500	(729)	(21)
Summit Water Quality	0	11,531	13,000	1,469	11
Building Maintenance	801	13,455	25,000	11,545	46
Employee Housing Maintenance	471	12,843	25,000	12,157	49
Employee Housing Utilities	654	4,150	5,000	850	17
Total Administration	139,721	1,475,782	2,038,500	562,718	28
Iowa Hill Plant Expenses					
Utilities					
Gas	133	10,012	15,000	4,988	33
Electric	2,768	62,481	110,000	47,519	43
Freight	0	5,199	2,000	(3,199)	(160)
Equipment Repairs	0	15,063	10,000	(5,063)	(51)
Chemicals	0	19,812	10,000	(9,812)	(98)
Contracted Repairs	0	23,384	10,000	(13,384)	(134)
Laboratory Supplies	246	10,049	15,000	4,951	33
Biomonitoring	0	2,254	10,000	7,746	77
Discharge Permit	0	6,090	7,000	910	13
Supplies	0	2,584	3,000	416	14
Total Iowa Hill	3,147	156,928	192,000	35,072	18

	2012 <u>October</u>	2012 <u>Year to Date</u>	2012 <u>Approved Budget</u>	2012 <u>Available</u>	2012 <u>% Available</u>
Farmers Korner Expenses					
Utilities					
Gas	0	32,370	75,000	42,630	57
Electric	25,483	311,952	580,000	268,048	46
Freight	5,734	21,372	12,000	(9,372)	(78)
Equipment Repairs	6,568	63,598	50,000	(13,598)	(27)
Chemicals	17,412	283,756	180,000	(103,756)	(58)
Supplies	353	13,916	8,000	(5,916)	(74)
Contracted Repairs	0	7,235	18,000	10,765	60
Dumpster Charges	995	9,950	14,000	4,050	29
Biomonitoring	0	4,083	7,000	2,917	42
Discharge Permit	0	13,725	17,000	3,275	19
Composting	4,441	56,123	115,000	58,877	51
Site Monitoring	0	18,157	25,000	6,843	27
Sludge Hauling Costs	0	39,988	55,000	15,012	27
State Health Fees	0	1,365	2,500	1,135	45
Total Farmers Korner	60,986	877,590	1,158,500	280,910	24
Collection Expenses					
Utilities	1,496	11,724	18,000	6,276	35
Vehicle Expense	94	21,153	26,000	4,847	19
Line Cleaner Expenses	0	20,347	4,000	(16,347)	(409)
Manhole Repairs/Line Repairs	10,987	100,482	100,000	(482)	(0)
Equipment Repairs	0	3,849	9,000	5,151	57
CCTV Expense	0	4,750	4,000	(750)	(19)
Total Collection	12,577	162,305	161,000	(1,305)	(1)
Replacement Capital					
Administration	0	0	35,000	35,000	100
Plant:					
IH	0	0	135,000	135,000	100
FK	16,750	34,022	175,000	140,978	81
Upper Blue	0	0	0	0	0
Collection	0	87,213	335,000	247,787	74
Misc	0	0	0	0	0
Vehicle	0	0	30,000	30,000	100
Total Replacement Capital	16,750	121,235	710,000	588,765	83
Non Operating Expenses					
Bond Principal	0	715,595	890,595	175,000	20
Bond Interest	0	324,459	394,781	70,322	18
Total Non Operating	0	1,040,054	1,285,376	245,322	19

October Financial Statement Cont.

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	<u>2012</u> <u>October</u>	<u>2012</u> <u>Year to Date</u>	<u>2012</u> <u>Approved Budget</u>	<u>2012</u> <u>Available</u>	<u>2012</u> <u>% Available</u>
Capital Outlay					
Plant:					
IH	0	0	25,000	25,000	100
FK	6,500	701,108	1,910,000	1,208,892	63
Upper Blue	0	0	10,000	10,000	100
Collection	115,063	620,220	1,035,000	414,780	40
Administration	0	0	0	0	0
Total Capital Outlay	<u>121,563</u>	<u>1,321,328</u>	<u>2,980,000</u>	<u>1,658,672</u>	<u>56</u>
Total Expenses	<u>354,744</u>	<u>5,155,222</u>	<u>8,525,376</u>	<u>3,370,154</u>	<u>40</u>
Revenue Less Expenses	<u>281,974</u>	<u>1,426,191</u>	<u>(2,613,612)</u>		

Upper Blue Sanitation District
Comparative Financial Statement-UNAUDITED DRAFT
October 31, 2012 vs. October 31, 2011

	2012 <u>October</u>	2011 <u>October</u>	2012 <u>Year To Date</u>	2011 <u>Year to Date</u>	Increase <u>(Decrease)</u>
Operating Revenue					
Sewer User Fees	436,086	414,893	4,334,855	4,147,462	187,393
Tap Inspection Fees	600	150	8,700	3,700	5,000
Miscellaneous Revenue	0	0	51,479	1,657	49,822
Camper Dump Fees	125	1,992	5,806	3,887	1,919
Late Fees	(125)	(49)	34,329	29,582	4,747
Line Extension Fees	30,612	0	85,821	37,091	48,730
Rental Income	3,750	3,750	37,500	31,333	6,167
Interest on Investments	2,974	4,494	29,845	69,589	(39,744)
Total Operating Revenue	474,022	425,230	4,588,335	4,324,301	264,034
Capital Revenue					
Plant Investment Fees	133,404	109,034	1,911,826	1,461,134	450,692
Inclusion Fees	29,292	400	81,252	46,185	35,067
Bonds & Grant	0	0	0	0	0
Transfer from Reserve	0	0	0	0	0
Total Capital Revenue	162,696	109,434	1,993,078	1,507,319	485,759
Total Revenue	636,718	534,664	6,581,413	5,831,620	749,793

Administration Expense	2012 <u>October</u>	2011 <u>October</u>	2012 <u>Year to Date</u>	2011 <u>Year to Date</u>	Increase <u>(Decrease)</u>
Payroll & Employee Benefits					
Salaries	81,335	81,968	831,274	813,517	17,757
Overtime	5,331	2,731	33,837	23,519	10,318
FICA-Admin	4,522	4,428	51,413	49,331	2,082
Medicare-Admin	1,237	1,209	12,347	11,937	410
401K Contributions	5,980	5,474	59,370	57,844	1,526
Unemployment Insurance	1,295	1,863	12,444	13,155	(711)
Health Insurance	20,292	18,255	190,672	171,794	18,878
Total	119,992	115,928	1,191,357	1,141,097	50,260
Office Supplies	0	121	3,063	2,358	705
Telephone	425	1,150	13,701	11,972	1,729
Business Expenses	978	1,078	29,701	20,461	9,240
Legal Counsel	0	2,219	29,886	45,770	(15,884)
Education	3,256	3,774	11,772	11,791	(19)
Audit & Accounting	0	0	8,100	7,725	375
Legal Publications	15	0	8,118	4,313	3,805
Board Members	500	500	4,900	5,000	(100)
Elections	0	0	21	0	21
Computer Expenses	762	701	7,077	10,661	(3,584)
Copy Machine & Supply	796	0	1,196	0	1,196
Postage & Meter Rent	1,840	1,817	10,823	9,353	1,470
Insurance - General	9,142	8,709	91,419	87,095	4,324
Insurance - Deductible	0	0	500	0	500
Engineering	0	1,500	9,450	11,200	(1,750)
Tools	0	1,784	2,392	1,848	544
Radios	0	0	1,104	0	1,104
Vehicle Expense	0	0	0	0	0
Dues & Memberships	0	0	4,994	6,114	(1,120)
Safety	89	693	4,229	5,316	(1,087)
Summit Water Quality	0	961	11,531	9,607	1,924
Building Maintenance	801	6,813	13,455	19,318	(5,863)
Employee Housing Maintena	471	254	12,843	28,777	(15,934)
Employee Housing Utilities	654	829	4,150	5,504	(1,354)
Total Administration	139,721	148,831	1,475,782	1,445,280	30,502
Iowa Hill Plant Expenses					
Utilities					
Gas	133	213	10,012	12,728	(2,716)
Electric	2,768	15,988	62,481	157,488	(95,007)
Freight	0	905	5,199	8,255	(3,056)
Equipment Repairs	0	1,564	15,063	24,371	(9,308)
Chemicals	0	8,351	19,812	105,214	(85,402)
Contracted Repairs	0	225	23,384	8,290	15,094
Laboratory Supplies	246	2,296	10,049	11,971	(1,922)
Biomonitoring	0	2,210	2,254	6,659	(4,405)
Discharge Permit	0	0	6,090	0	6,090
Supplies	0	2,311	2,584	6,139	(3,555)
Total Iowa Hill	3,147	34,063	156,928	341,115	(184,187)

October Comparative Statement Cont.

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	<u>2012</u> <u>October</u>	<u>2011</u> <u>October</u>	<u>2012</u> <u>Year to Date</u>	<u>2011</u> <u>Year to Date</u>	<u>Increase</u> <u>(Decrease)</u>
Farmers Korner					
Utilities					
Gas	0	3,843	32,370	24,093	8,277
Electric	25,483	23,229	311,952	270,517	41,435
Freight	5,734	0	21,372	8,993	12,379
Equipment Repairs	6,568	543	63,598	19,280	44,318
Chemicals	17,412	2,741	283,756	110,517	173,239
Supplies	353	1,412	13,916	8,213	5,703
Contracted Repairs	0	150	7,235	3,390	3,845
Dumpster Charges	995	1,785	9,950	10,720	(770)
Biomonitoring	0	1,300	4,083	5,565	(1,482)
Discharge Permit	0	0	13,725	245	13,480
Composting	4,441	3,146	56,123	70,035	(13,912)
Site Monitoring	0	2,139	18,157	22,841	(4,684)
Sludge Hauling Costs	0	2,025	39,988	41,625	(1,637)
State Health Fees	0	0	1,365	1,175	190
Total Farmers Korner	60,986	42,313	877,590	597,209	280,381
Collection Expenses					
Utilities	1,496	1,002	11,724	11,162	562
Vehicle Expense	94	1,503	21,153	20,707	446
Line Cleaner Expenses	0	0	20,347	5,896	14,451
Manhole Repairs/Line Repai	10,987	5,486	100,482	88,511	11,971
Equipment Repairs	0	343	3,849	3,114	735
CCTV Expense	0	0	4,750	1,163	3,587
Total Collection	12,577	8,334	162,305	130,553	31,752
Replacement Capital					
Administration	0	0	0	31,830	(31,830)
Plant				0	
IH	0	0	0	877	(877)
FK	16,750	0	34,022	13,350	20,672
Upper Blue	0	7,512	0	7,512	(7,512)
Collection	0	0	87,213	0	87,213
Misc	0	0	0	0	0
Vehicle	0	0	0	0	0
Total Replacement Capital	16,750	7,512	121,235	53,569	67,666
Non Operating Expenses					
CWRPDA Loan Principal	0	0	715,595	522,859	192,736
Loan Interest	0	0	324,459	274,869	49,590
Total Non Operating	0	0	1,040,054	797,728	242,326

October Comparative Statement Cont.

Pg. 4
Increase
(Decrease)

	<u>2012 October</u>	<u>2011 October</u>	<u>2012 Year to Date</u>	<u>2011 Year to Date</u>	
Capital Outlay					
Plant-IH-CO	0	0	0	1,378	(1,378)
Plant-FK-CO	6,500	596,008	701,108	8,966,366	(8,265,258)
Plant-South Blue-CO	0	230,555	0	506,556	(506,556)
Collection	115,063	(193,994)	620,220	239,204	381,016
Administration	0	0	0	0	0
Total Capital Outlay	<u>121,563</u>	<u>632,569</u>	<u>1,321,328</u>	<u>9,713,504</u>	<u>(8,392,176)</u>
Total Expenses	<u>354,744</u>	<u>873,622</u>	<u>5,155,222</u>	<u>13,078,958</u>	<u>(7,923,736)</u>
Revenue Less Expenses	<u>281,974</u>	<u>(338,958)</u>	<u>1,426,191</u>	<u>(7,247,338)</u>	<u>8,673,529</u>

UPPER BLUE SANITATION DISTRICT
CERTIFICATES OF DEPOSIT
2012

	<u>MILLENNIUM</u>	<u>TOTAL</u>
Bal. Forward 1/1/2011	\$1,506,251.44	\$1,506,251.44
January Interest	\$694.11	\$694.11
Redemption		\$0.00
Bal. 1/31/2011	\$1,506,945.55	\$1,506,945.55
February Interest	\$767.29	\$767.29
Redemption		\$0.00
February 28, 2011	\$1,507,712.84	\$1,507,712.84
March Interest	\$582.81	\$582.81
Redemption		\$0.00
March 31, 2011	\$1,508,295.65	\$1,508,295.65
April Interest	\$490.31	\$490.31
Redemption		\$0.00
April 30, 2011	\$1,508,785.96	\$1,508,785.96
May Interest	\$445.04	\$445.04
Purchase		\$0.00
Redemption		\$0.00
May 31, 2011	\$1,509,231.00	\$1,509,231.00
June Interest	\$585.19	\$585.19
Purchase	\$1,000,000.00	\$1,000,000.00
Redemption		\$0.00
June 30, 2011	\$2,509,816.19	\$2,509,816.19
July Interest	\$752.61	\$752.61
Purchase		\$0.00
Redemption		\$0.00
July 31, 2011	\$2,510,568.80	\$2,510,568.80
August Interest	\$770.52	\$770.52
Purchase	\$1,007,295.30	\$1,007,295.30
Interest Paid		
Redemption	(\$1,007,295.30)	(\$1,007,295.30)
August 31, 2011	\$2,511,339.32	\$2,511,339.32
September Interest	\$708.89	\$708.89
Purchase		
Redemption	(\$503,270.85)	
September 30, 2011	\$2,008,777.36	\$2,008,777.36
October Interest	\$682.86	\$682.86
Purchase		
Redemption		
October 31, 2011	\$2,009,460.22	\$2,009,460.22
November Interest		\$0.00
Redemption		
Purchase		
November 30, 2011		\$0.00
December Interest		\$0.00
Redemption		\$0.00
Purchase		\$0.00
December 31, 2011		\$0.00

CAPITAL 2012

	Current Month	Year To Date	Budget
FARMERS KORNER - REPLACEMENT			
10-85-8524			
East Plant RAS/WAS Pumps	\$16,750.15	\$16,750.15	\$60,000.00
SCADA Upgrade	\$0.00	\$5,000.00	\$25,000.00
Hydroneumatic Tank	\$0.00	\$0.00	\$10,000.00
Hotsy	\$0.00	\$0.00	\$5,000.00
Centrifuge & Plant Lights	\$0.00	\$9,394.41	
Filters			
Nutrient Study	\$0.00	\$0.00	\$75,000.00
Hotsie	\$0.00	\$2,877.25	\$2,877.25
TOTAL	\$16,750.15	\$34,021.81	\$177,877.25
FARMERS KORNER - NEW			
10-95-9540			
Finalize Plant Expansion	\$0.00	\$694,607.87	\$1,750,000.00
Snow and Ice Shed	\$0.00	\$0.00	\$75,000.00
Articulating Lift	\$0.00	\$0.00	\$40,000.00
New VFD Influent Pump	\$0.00	\$0.00	\$10,000.00
New3 Windows South Building	\$0.00	\$0.00	\$25,000.00
Miscellaneous (Filters)	\$6,500.00	\$6,500.00	\$10,000.00
TOTAL	\$6,500.00	\$701,107.87	\$1,910,000.00
IOWA HILL - REPLACEMENT			
10-85-8522			
Densedge and Filters Rehabilitation	\$0.00	\$0.00	\$125,000.00
Irrigation Rehabilitation	\$0.00	\$0.00	\$10,000.00
TOTAL	\$0.00	\$0.00	\$135,000.00
IOWA HILL - NEW			
10-95-9510			
Miscellaneous	\$0.00	\$0.00	\$25,000.00
TOTAL	\$0.00	\$0.00	\$25,000.00
SOUTH BLUE - REPLACEMENT			
10-85-8526			
TOTAL	\$0.00	\$0.00	\$0.00
SOUTH BLUE - NEW			
10-95-9590			
SCADA	\$0.00	\$0.00	\$10,000.00
TOTAL	\$0.00	\$0.00	\$10,000.00
COLLECTION - REPLACEMENT			
10-85-8530			
Warriors Mark/Illinois Gulch Slipline	\$0.00	\$63,730.55	\$200,000.00
Town of Breckenridge 6" to 8"	\$0.00	\$0.00	\$25,000.00
Miscellaneous Extensions/Repairs	\$0.00	\$0.00	\$100,000.00
Vehicle Replacement	\$0.00	\$0.00	\$30,000.00
Mapping	\$0.00	\$23,482.50	\$20,000.00
Line Cleaner Pump Replacement	\$0.00	\$0.00	\$10,000.00
TOTAL	\$0.00	\$87,213.05	\$385,000.00
COLLECTION - NEW			
10-95-9520			
Chemical Injection I/I Control	\$0.00	\$0.00	\$15,000.00
Miscellaneous Extension-Blue River Phase III	\$115,062.55	\$620,220.41	\$1,000,000.00
TOTAL	\$115,062.55	\$620,220.41	\$1,015,000.00
ADMINISTRATION - REPLACEMENT			
10-85-8510			
Equipment Replacement	\$0.00	\$0.00	\$35,000.00
TOTAL	\$0.00	\$0.00	\$35,000.00
GRAND TOTALS	\$138,312.70	\$1,442,563.14	\$3,692,877.25

DATE: Nov 1, 2012

TO: Andrew Carlberg, District Manager

FROM: Earl Picard, Operator III; Chris Maher, Operator III

SUBJECT: Treatment plant operations for October, 2012.

1. Total influent flow for the Upper Blue Treatment Facilities was 30.3 million gallons for the month of October. The flow for the previous October was 31.2 million gallons. There was a 0.9 million gallon decrease (3.0%).
2. Influent flow for the Farmer's Korner Treatment facility was 30.3 million gallons for the month of October. We have taken the old Farmer's Korner South Plant off line so only the new North Plant is operating.
3. Solids loading at Farmer's Korner was down for October from 77,268# to 58,517# (24.0% decrease). The solids loading has been consistently down ever since the new plant went on-line. This is primarily due to the fact that the Iowa Hill plant is off-line and no longer wasting solids to Farmer's Korner.
4. Glacier is still working on a few punch-list items and some warranty items that have occurred. The floor repairs have yet to be started. The staff is still in the process of fine tuning the treatment systems. We are discharging very good water that meets all discharge permit requirements. The average phosphorus discharge concentration is at 0.017mg/l (ppm).

Earl
cc: file

PLANT STATISTICS - FARMERS KORNER

MONTH	FLOW (MG)			PHOS (LBS)			INF SS (LBS)			SLUDGE (TONS)		
	2010	2011	2012	2010	2011	2012	2010	2011	2012	2010	2011	2012
JAN	33.9	31.2	41.4	4.1	1.9	1.8	163448	132341	201554	49.9	54.5	43.2
FEB	30.7	29.0	38.1	3.1	2.0	2.9	84794	180701	123132	24.3	35.8	35.0
MAR	36.3	35.8	60.6	3.9	2.9	14.5	155910	155768	172780	70.4	59.0	66.1
APR	28.7	35.7	45.9	0.6	1.4	11.0	140701	137501	149764	55.2	46.0	21.5
MAY	28.8	44.3	38.9	1.1	0.7	4.8	48401	67212	86021	13.2	41.8	31.1
JUN	31.3	30.2	35.7	1.2	1.0	5.8	42767	72034	72201	36.4	55.6	39.0
JUL	27.4	37.0	52.5	2.3	0.9	10.6	50175	66111	131823	52.2	62.6	54.9
AUG	26.0	31.2	46.6	1.7	2.5	8.0	128708	123291	155732	39.6	48.1	62.5
SEP	17.6	20.4	34.4	1.4	1.5	8.4	37181	87790	59961	25.2	28.3	24.5
OCT	18.2	17.6	30.3	0.8	0.7	5.2	77049	43008	58517	15.7	20.7	36.0
NOV	19.2	18.2		1.4	1.0		80043	63296		29.5	47.1	
DEC	28.9	30.3		1.1	1.0		138477	76814		46.5	35.4	
TOTAL	327.0	360.9	424.4	22.7	17.5	73.0	1147654	1205867	1211485	458.1	534.9	413.8

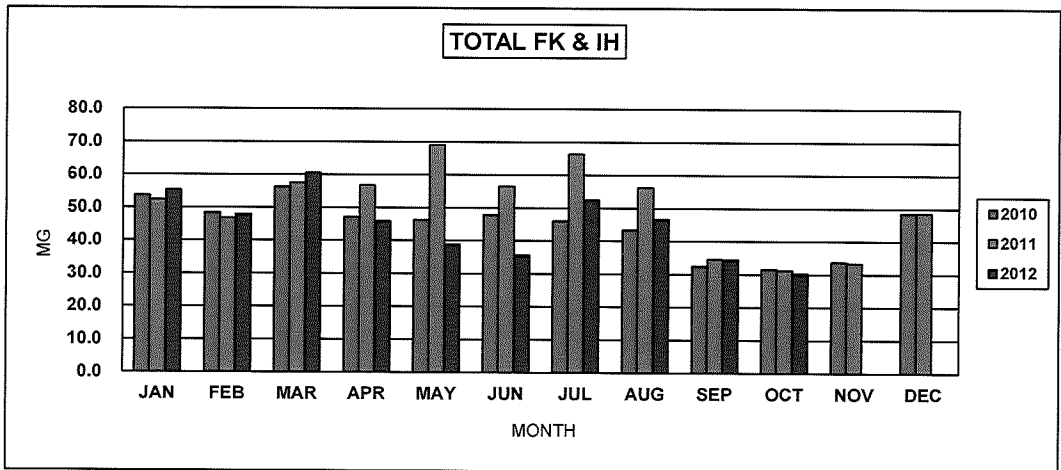
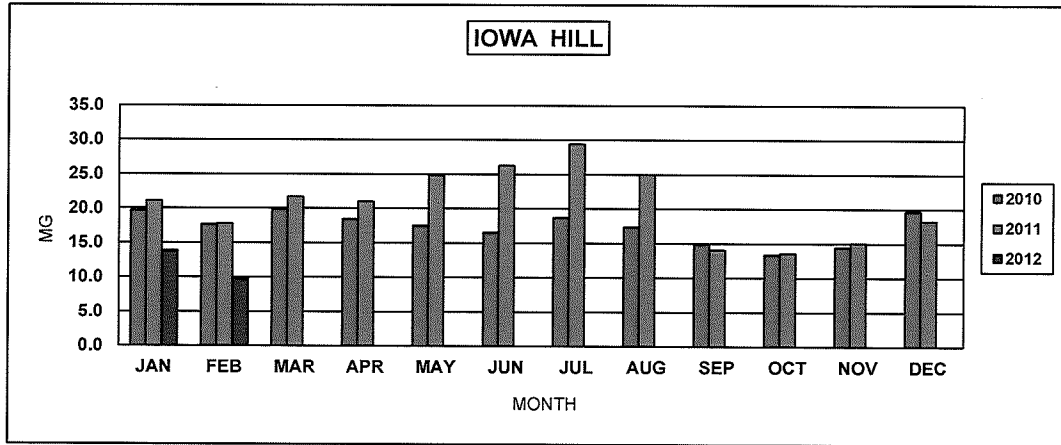
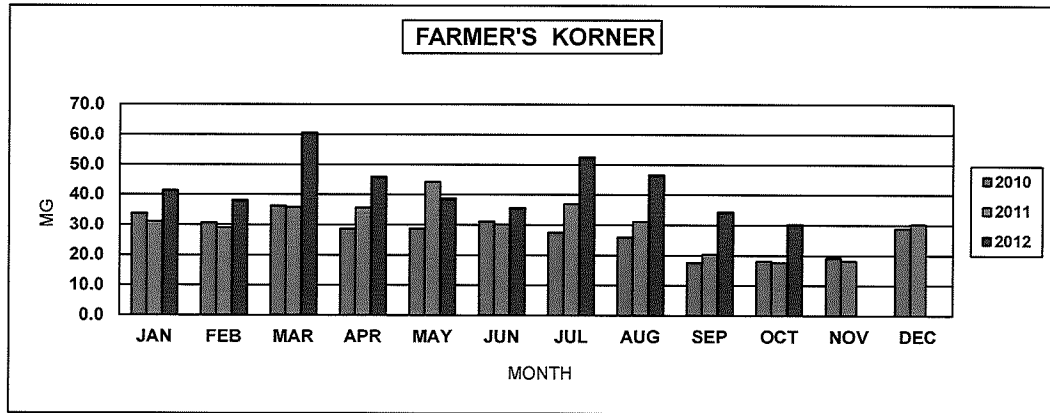
PLANT STATISTICS - IOWA HILL

MONTH	EFF FLOW (MG)			EFF PHOS (LBS)			INF SS (LBS)		
	2010	2011	2012	2010	2011	2012	2010	2011	2012
JAN	19.7	21.1	13.9	2.7	1.8	4.2	50748	86584	36828
FEB	17.7	17.8	9.8	2.9	1.5	2.4	53585	73806	29021
MAR	19.9	21.7	0.0	3.3	2.0	0.0	69125	67754	0
APR	18.5	21.0	0.0	1.9	2.3	0.0	38484	40209	0
MAY	17.5	24.8	0.0	2.0	2.3	0.0	26866	24633	0
JUN	16.6	26.3	0.0	4.8	3.7	0.0	29572	36937	0
JUL	18.7	29.4	0.0	2.2	4.3	0.0	49902	71311	0
AUG	17.4	25.0	0.0	2.1	2.0	0.0	40950	50532	0
SEP	14.9	14.1	0.0	1.5	1.6	0.0	37846	40282	0
OCT	13.4	13.6	0.0	1.6	2.2	0.0	26909	34260	0
NOV	14.5	15.1		1.1	4.0		25263	33498	
DEC	19.7	18.3		1.6	3.7		63962	58386	
TOTAL	208.5	248.2	23.7	27.7	31.4	6.6	513212	618192	65849

PLANT STATISTICS - TOTAL

MONTH	EFF FLOW (MG)			EFF PHOS (LBS)			INF SS (LBS)			SLUDGE (TONS)		
	2012	2011	2012	2010	2011	2012	2010	2011	2012	2010	2011	2012
JAN	53.6	52.3	55.3	6.8	3.7	6.0	214196	218925	238382	49.9	54.5	43.2
FEB	48.4	46.8	47.9	6.0	3.5	5.3	138379	254507	152153	24.3	35.8	35.0
MAR	56.2	57.5	60.6	7.2	4.9	14.5	225035	223522	172780	70.4	59.0	66.1
APR	47.2	56.7	45.9	2.5	3.7	11.0	179185	177710	149764	55.2	46.0	21.5
MAY	46.3	69.1	38.9	3.1	3.0	4.8	75267	91845	86021	13.2	41.8	31.1
JUN	47.9	56.5	35.7	6.0	4.7	5.8	72339	108971	72201	36.4	55.6	39.0
JUL	46.1	66.4	52.5	4.5	5.2	10.6	100077	137422	131823	52.2	62.6	54.9
AUG	43.4	56.2	46.6	3.8	4.5	8.0	169658	173823	155732	39.6	48.1	62.5
SEP	32.5	34.5	34.4	2.9	3.1	8.4	75027	128072	59961	25.2	28.3	24.5
OCT	31.6	31.2	30.3	2.4	2.9	5.2	103958	77268	58517	15.7	20.7	36.0
NOV	33.7	33.3	0.0	2.5	5.0	0.0	105306	96794	0	29.5	47.1	0.0
DEC	48.6	48.6	0.0	2.7	8.7	0.0	202439	135200	0	46.5	35.4	0.0
TOTAL	535.5	609.1	448.1	50.4	52.9	79.6	1660866	1824059	1277334	458.1	534.9	413.8

FACILITY FLOW




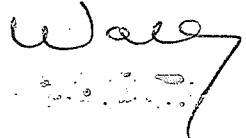
To: Andy Carlberg- District Manager
From: Wally Esquibel- Collection System Foreman
Date: November 1, 2012

RE: October 2012 Report

Andy,

1. No sewer back-ups reported to the month of October 2012.
2. Collections system is headed into winter mode, UBSD personal have conducted all lift station and emergency generator performance tests and are all in good working order.
3. We are also taking inventory of all collection system parts, pumps, and pipe. This inventory will be helpful in knowing what UBSD has in stock for future repairs and small projects.
4. Annual preventative maintenance on jetter truck, vacuum truck and backhoe has been completed.
5. UBSD completed 235 locates of which 23 were actual and 15 required a meeting.
6. All service line inspections and fleet maintenance are complete and up to date.

Sincerely,



MANAGER REPORT

November 2012

- 1)** Construction in Blue River Phase III has been completed. We will have the final pay request at the December meeting
- 2)** The Draft Budget is included in the Board packet. The Notice of Budget has been published and will run for three publications of the Journal. We will be taking comments and making adjustments over the next two months with the planned adoption in December. To date there has not been any comments submitted.
- 3)** Enclosed in the Managers report is an update to the District's pay scale. Please review for discussion at the work session.
- 4)** Staff has been working on insurance up date and will have a discussion at the December work session. The renewal for the District's policy is June 2013 so we have some time for review and comment.
- 5)** Included in this report is a draft outline for nutrient monitoring and trading. Finalization will occur this next month and we will schedule a meeting with the Department of Health for final approval.
- 6)** The Manager's contract will be presented for approval at the meeting.
- 7)** Reminder of the District Christmas party December 14, 6 pm at the Steak and Rib. Invitations will be sent out in the next few weeks.