

**Upper Blue Sanitation District**  
**Board of Directors Meeting**  
**Thursday December 10, 2015 @ 5:30 PM**

**I. ROLL CALL:**

Mr. Barrie Stimson called the meeting of the Upper Blue Sanitation District Board of Directors to order at 5:30 PM. Mr. Kenneth Trausch, Mr. Allyn Mosher, Mr. Jeremy Fischer, Mrs. Patricia Theobald and Mr. Barrie Stimson answered "present" at roll call.

Mr. Andrew Carlberg attended as well.

**II. MINUTES:**

November 12, 2015 minutes: Mrs. Theobald made a motion to approve the November 12, 2015 Board of Directors meeting minutes. Mr. Mosher seconded the motion. The motion was passed unanimously by the Board.

**III. PUBLIC HEARINGS:**

Mr. Stimson asked the Board if the Inclusion Hearing could be moved up in the agenda as Mr. Don Reimer from Summit County Government was present for the Inclusion Hearing. The Board agreed to move the Inclusion Hearing up in the agenda.

B. Inclusion of 143 Huron Road, Summit County Government, Resolution 11 Series 2015  
 Mr. Stimson asked Mr. Carlberg to explain the Inclusion Petition. Mr. Carlberg stated that the Board accepted the Inclusion Petition at the last meeting and called for a Public Hearing at the December Board meeting. The Public Hearing was published in the Summit County Journal and the District has not received any comments. Mr. Carlberg also stated that because there were not any unusual issues with this Inclusion the standard Inclusion Resolution is before the Board. Mr. Carlberg recommended that the Board approve the inclusion of 143 Huron Road.

Mr. Stimson opened the Public Hearing.

Mr. Reimer explained the project to the Board. Mr. Trausch and Mr. Fischer asked about the cost of the units.

Mr. Stimson closed the Public Hearing.

Mrs. Theobald made a motion to approve Resolution 11, Series 2015. Mr. Mosher seconded the motion. The motion was passed unanimously by the Board.

A. 2016 Budget

Mr. Carlberg stated that the 2016 Budget has been reviewed by the Board on four occasions. The Board's comments have been incorporated into the 2016 Budget. Mr. Carlberg also stated that the notice of this Public Hearing has been published in the Summit County Journal on three occasions. The District has not received any comments. Mr. Carlberg explained the four Resolutions to be approved by the Board.

Mr. Stimson opened the Public Hearing.

There was no public in attendance.

Mr. Stimson closed the Public Hearing.

Mr. Trausch made a motion to approve the following:

- Resolution 7, Series 2015, Government Enterprise
- Resolution 8, Series 2015, Mill Levy
- Resolution 9, Series 2015, Approval of 2016 Budget
- Resolution 10, Series 2015, Appropriation of Funds

Mr. Mosher seconded the motion. The motion was passed unanimously by the Board.

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**IV. PUBLIC COMMENT:** None

**V. BILLS:**

The bills were reviewed and discussed by the Board of Directors during the work session. Mrs. Theobald made a motion to approve the bills as presented. Mr. Mosher seconded the motion. Mr. Stimson asked the Board for a roll call and the motion was passed unanimously by the Board.

**VI. FINANCIAL REPORT:**

The Board discussed the financial report during the work session. Mr. Mosher asked about the journal entry for the PIF refund to Georgian Square. Mr. Carlberg said that he would investigate. There were no further comments.

**VII. MONTHLY REPORTS:**

**A. Plant and Collection:**

The Plant and Collection reports were discussed by the Board of Directors.

**B. Manager Report:**

The Manager's report was discussed by the Board of Directors.

**-Iowa Hill Start Up**

Mr. Carlberg reported that the District is close to starting up the Iowa Hill plant. Staff continues to find equipment that needs to be replaced. Such as meter probes, variable frequency drives and piping. The District will delay the Iowa Hill start up until 2016 if we have the slightest doubt about the Iowa Hill plant performance. In that case, the District would start up the Farmers Korner North Plant in order to meet the peak flows during the holidays.

**-Certified Past Due Accounts**

The accounts that the District certified with the County in July have been paid in full. The process went smoothly with the County and the District would certify past due accounts in the future.

**-Reminder that the District Christmas party is December 11<sup>th</sup> at 6:00 PM, at the Dredge Restaurant.**

**VIII. OLD BUSINESS:**

**IX. NEW BUSINESS:**

**D. Inclusion Petition, 342 SCR 533, Breckenridge Park Estates**

Mr. Carlberg informed the Board that the owner of 342 SCR 533 in Breckenridge Park Estates has submitted an Inclusion Petition. Mr. Carlberg recommended that the Board accept the Inclusion Petition and call for a Public Hearing at the January Board meeting.

Mrs. Theobald made a motion to accept the Inclusion Petition that the owner has submitted for 342 SCR 533 in Breckenridge Park Estates and called for a Public Hearing at the January Board meeting. Mr. Mosher seconded the motion. The motion was passed unanimously by the Board.



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**E. Stan Miller, Inc. Pay Request #4**

Mr. Carlberg said that Stan Miller, Inc. has submitted pay request #4 for the 97 Subdivision sewer line extension in the amount of \$14,150.43. The pay request has been reviewed by the engineer and staff recommends approval of Stan Miller, Inc. pay request #4. Mr. Carlberg also stated that Stan Miller, Inc. only has the pump installation to complete on the 97 Subdivision project.

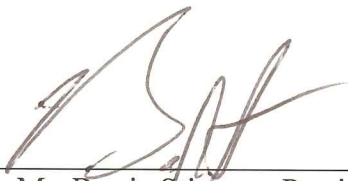
Mr. Trausch made a motion to approve Stan Miller, Inc. pay request #4 in the amount of \$14,150.43. Mr. Mosher seconded the motion. Mr. Stimson asked the Board for a roll call and the motion was passed unanimously by the Board.

-Mr. Stimson asked the Board for a volunteer to be Vice-President until the next election. Mrs. Theobald volunteered and was named Board Vice-President with no objection from the other Board members.

**X. CORRESPONDENCE:**

**XI. ADJOURN:**

Mr. Trausch made a motion to adjourn the meeting at 6:00 PM. Mr. Fischer seconded the motion. The motion was passed unanimously by the Board.

  
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Mr. Barrie Stimson, President  
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Mr. Allyn Mosher, Secretary

# Memorandum

**To:** Andy Carlberg

**From:** Marjorie Covey

**Date:** December 4, 2015

**Re:** Financial Update

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

- We have not received all of the November 2015 bills. Therefore, the November 2015 Financial Statements are a preliminary draft for your review.

-The November 2015 accounts payable check register is included in the financial section of the Board packet behind the red tab.

-On the Over Anticipated Budget Statement, Safety Expense is highlighted in green because the District will be receiving reimbursement from the Safety Grant Fund through Colorado Special Districts.

*Marjorie*



Upper Blue Sanitation District  
Comparative Balance Sheet-UNAUDITED DRAFT  
November 30, 2015 and November 30, 2014

	<u>2015</u>	<u>2014</u>	<u>Increase</u> <u>(Decrease)</u>
<b><u>Current Assets:</u></b>			
Petty Cash	\$200	\$200	-
Checking-Wells Fargo Bank	19,356,904	13,794,639	5,562,265
Cash-Centennial Bank Money Market	250,749	251,470	(721)
ColoTrust Prime	3,640,920	3,640,181	739
Total Cash and Equivalents	23,248,773	17,686,490	5,562,283
Investments			
FK Construction Retainage Escrow	-	-	-
Cert. of Deposit & Treasuries	2,001,209	2,001,526	(317)
Total Investments	2,001,209	2,001,526	(317)
Other Current Assets			
Receivables-Utility + Spec. Assessments	50,666	65,667	(15,001)
Developer/Contractor Escrow	170,586	170,236	350
Interest Receivable & Market Adjustments	-	-	-
Notes Receivable	251,077	423,990	(172,913)
Prepaid Expenses	22,831	12,728	10,103
Loan Issuance Costs (Net)	-	-	-
Total Other Assets	495,160	672,621	(177,461)
<b>Total Current Assets:</b>	<b>25,745,142</b>	<b>20,360,637</b>	<b>5,384,505</b>
Property Plant and Equipment:			
Land	721,070	721,070	-
Easements	97,113	97,113	-
Sewer Lines	13,894,928	13,858,598	36,330
Treatment Plants	77,397,858	76,792,362	605,496
Office Equipment	210,830	210,830	-
Other Machines & Equipment	459,772	459,772	-
Autos & Trucks	1,144,022	877,369	266,653
IH Administration Building	138,162	138,162	-
Upper Blue System Costs	5,711,804	4,321,429	1,390,375
Telemetry	316,466	316,466	-
Employee Housing	1,038,191	1,038,191	-
Total Property Plant and Equipment :	101,130,216	98,831,362	2,298,854
<b>Less Accumulated Depreciation</b>	<b>(31,881,051)</b>	<b>(29,823,891)</b>	<b>(2,057,160)</b>
Net Property Plant and Equipment :	69,249,165	69,007,471	241,694
Total Assets:	94,994,307	89,368,108	5,626,199

## Liabilities

	<u>2015</u>	<u>2014</u>	<u>Increase</u> <u>(Decrease)</u>
<b>Current Liabilities:</b>			
Accounts Payable	141,449	542,033	(400,584)
Construction/Developer Escrow	170,586	170,236	350
Earned Employee Benefits	124,965	120,992	3,973
Unearned User Fees	449,818	442,322	7,496
Interest Payable	131,843	143,799	(11,956)
Loan Payable (Current Portion)	964,010	941,170	22,840
Retainage Payable-Construction in Progress	-	11,610	(11,610)
Retainage Payable-Blue River	-	47,863	(47,863)
Employee Housing Deposit Payable	1,750	1,750	-
Total Current Liabilities:	1,984,421	2,421,775	(437,354)
<b>Long Term Liabilities:</b>			
Loan Payable	7,385,294	8,349,304	(964,010)
Total Long Term Liabilities:	7,385,294	9,290,474	(1,905,180)
Total Liabilities	9,369,715	11,712,249	(2,342,534)
<b>Net Assets</b>			
Invested in Capital Assets, Net of Related Debt	60,768,018	60,768,018	-
Unrestricted Net Assets	16,856,574	10,887,841	5,968,733
Unrestricted Net Assets - Nutrient Reserve	8,000,000	6,000,000	2,000,000
Total Contributed Capital	85,624,592	77,655,859	7,968,733
Total Liabilities and Equity	94,994,307	89,368,108	5,626,199

Upper Blue Sanitation District  
Monthly Financial Statement-UNAUDITED DRAFT  
November 30, 2015

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	2015	2015	2015	2015	2015
	<u>November</u>	<u>Year To Date</u>	<u>Approved Budget</u>	<u>Uncollected</u>	<u>% Uncol/Col</u>
<b>Operating Revenue</b>					
Sewer User Fees	451,813	4,910,283	5,315,000	404,717	8
Tap Inspection Fees	500	10,100	7,000	(3,100)	(44)
Miscellaneous Revenue	0	9,500	1,000	(8,500)	(850)
Camper Dump Fees	1,393	9,598	3,000	(6,598)	(220)
Late Fees	557	19,732	15,000	(4,732)	(32)
Line Extension Fees	0	124,596	25,000	(99,596)	(398)
Rental Income	2,350	35,370	39,000	3,630	9
<b>Total Operating Revenue</b>	<u>456,613</u>	<u>5,119,179</u>	<u>5,405,000</u>	<u>285,821</u>	<u>5</u>
<b>Miscellaneous Revenue</b>					
Interest on Loan Payments	328	15,973	9,000	(6,973)	(77)
Plant Investment Fees	76,484	5,581,931	1,000,000	(4,581,931)	(458)
Inclusion Fees	0	526,053	30,000	(496,053)	(1,654)
Interest on Investments	1,114	12,601	18,000	5,399	30
Transfer from Reserve	0	0	0	0	0
<b>Total Miscellaneous Revenue</b>	<u>77,926</u>	<u>6,136,558</u>	<u>1,057,000</u>	<u>(5,072,585)</u>	<u>(480)</u>
<b>Total Revenue</b>	<u>534,539</u>	<u>11,255,737</u>	<u>6,462,000</u>	<u>(4,793,737)</u>	<u>(74)</u>



Administration Expense	2015 <u>November</u>	2015 <u>Year to Date</u>	2015 <u>Approved Budget</u>	2015 <u>Available</u>	2015 <u>% Available</u>
<b>Payroll &amp; Employee Benefits</b>					
Salaries	80,801	923,422	1,254,800	331,378	26
Overtime	3,890	34,831	45,000	10,169	23
FICA-Admn	4,370	56,905	77,800	20,895	27
Medicare-Admin	1,226	13,850	18,200	4,350	24
401K Contributions	5,977	64,624	94,110	29,486	31
Worker's Compensation Insurance	1,327	11,539	25,000	13,461	54
Health Insurance	17,901	215,900	245,000	29,100	12
<b>Total</b>	<b>115,492</b>	<b>1,321,071</b>	<b>1,759,910</b>	<b>438,839</b>	<b>25</b>
Office Supplies	153	2,454	5,000	2,546	51
Telephone	564	14,984	22,000	7,016	32
Business Expenses	602	27,954	45,000	17,046	38
Bank Service Fees - Admin	0	1	5,000	4,999	100
Legal Counsel	0	29,180	65,000	35,820	55
Education	1,905	19,171	25,000	5,829	23
Audit & Accounting	0	8,500	9,000	500	6
Legal Publications	0	1,908	12,000	10,092	84
Board Members	500	5,400	6,000	600	10
Elections	0	0	0	0	0
Computer Expenses	795	15,964	25,000	9,036	36
Copy Machine & Supply	0	0	1,000	1,000	100
Postage & Meter Rent	843	12,280	13,000	720	6
Insurance - General	11,858	130,509	142,300	11,791	8
Insurance - Deductible	0	0	1,000	1,000	100
Engineering	0	6,630	60,000	53,370	89
Tools	0	1,902	3,500	1,598	46
Radios	0	0	0	0	0
Vehicle Expense	0	0	1,000	1,000	100
Dues & Memberships	0	5,931	7,000	1,069	15
Safety	267	15,119	5,000	(10,119)	(202)
Summit Water Quality	0	15,832	15,000	(832)	(6)
Building Maintenance	2,541	28,041	30,000	1,959	7
Employee Housing Maintenance	4,200	12,808	20,000	7,192	36
Employee Housing Utilities	9	3,668	5,000	1,332	27
<b>Total Administration</b>	<b>139,729</b>	<b>1,679,307</b>	<b>2,282,710</b>	<b>603,403</b>	<b>26</b>
<b>Iowa Hill Plant Expenses</b>					
Utilities					
Gas	0	9,429	15,000	5,571	37
Electric	3,569	30,016	75,000	44,984	60
Freight	82	1,621	10,000	8,379	84
Equipment Repairs	454	5,839	60,000	54,161	90
Chemicals	0	158	40,000	39,842	100
Contracted Repairs	1,439	21,308	20,000	(1,308)	(7)
Laboratory Supplies	1,298	13,188	15,000	1,812	12
Biomonitoring	0	0	15,000	15,000	0
Discharge Permit	0	6,171	8,000	1,829	23
Supplies	1,960	10,641	9,000	(1,641)	(18)
<b>Total Iowa Hill</b>	<b>8,802</b>	<b>98,371</b>	<b>267,000</b>	<b>168,629</b>	<b>63</b>

	2015 <u>November</u>	2015 <u>Year to Date</u>	2015 <u>Approved Budget</u>	2015 <u>Available</u>	2015 <u>% Available</u>
<b>Farmers Korner Expenses</b>					
Utilities					
Gas	0	35,189	78,000	42,811	55
Electric	23,913	361,044	500,000	138,956	28
Freight	1,368	30,180	35,000	4,820	14
Equipment Repairs	1,148	16,348	60,000	43,652	73
Chemicals	19,231	431,992	400,000	(31,992)	(8)
Supplies	0	11,846	10,000	(1,846)	(18)
Contracted Repairs	270	30,948	30,000	(948)	(3)
Dumpster Charges	1,025	11,275	14,000	2,725	19
Biomonitoring	0	4,513	7,000	2,487	36
Discharge Permit	0	16,662	25,000	8,338	33
Composting	5,415	100,826	105,000	4,174	4
Site Monitoring	3,314	31,824	40,000	8,176	20
Sludge Hauling Costs	0	48,150	75,000	26,850	36
State Health Fees	0	0	2,500	2,500	100
<b>Total Farmers Korner</b>	<b>55,684</b>	<b>1,130,797</b>	<b>1,381,500</b>	<b>250,703</b>	<b>18</b>
<b>Collection Expenses</b>					
Utilities	247	18,778	28,000	9,222	33
Vehicle Expense	544	19,046	35,000	15,954	46
Line Cleaner Expenses	0	3,853	2,000	(1,853)	(93)
Manhole Repairs/Line Repairs	2,096	116,140	120,000	3,860	3
Equipment Repairs	2,267	23,365	9,000	(14,365)	(160)
CCTV Expense	0	380	3,500	3,120	89
<b>Total Collection</b>	<b>5,154</b>	<b>181,562</b>	<b>197,500</b>	<b>15,938</b>	<b>8</b>
<b>Total Operating Expenditures</b>	<b>209,369</b>	<b>3,090,037</b>	<b>4,128,710</b>	<b>1,038,673</b>	<b>116</b>
<b>Net Cash from Operations</b>	<b>247,244</b>	<b>2,029,142</b>	<b>1,276,290</b>	<b>(752,852)</b>	
<b>Replacement Capital</b>					
Administration	0	33,464	45,000	11,536	26
Plant:					
IH	0	0	300,000	300,000	100
FK	70,040	164,676	299,000	134,324	45
South Blue	0	0	50,000	50,000	100
Collection			675,000	675,000	100
Misc.	0	183,760			
Vehicle	0	32,470	40,000	7,530	19
<b>Total Replacement Capital</b>	<b>70,040</b>	<b>414,370</b>	<b>1,409,000</b>	<b>1,178,390</b>	<b>84</b>
<b>Non Operating Expenses</b>					
Bond Principal	0	964,010	996,452	32,442	3
Bond Interest	0	315,967	315,967	0	0
<b>Total Non Operating</b>	<b>0</b>	<b>1,279,977</b>	<b>1,312,420</b>	<b>32,443</b>	<b>2</b>

	<u>2015</u> <u>November</u>	<u>2015</u> <u>Year to Date</u>	<u>2015</u> <u>Approved Budget</u>	<u>2015</u> <u>Available</u>	<u>2015</u> <u>% Available</u>
<b>Capital Outlay</b>					
Plant:					
IH	0	5,375	124,000	118,625	96
FK	0	8,337	200,000	191,663	96
South Blue	0	75,285	500,000	424,715	85
Collection	14,150	388,874	895,000	506,126	57
Administration	0	0	15,000	15,000	100
<b>Total Capital Outlay</b>	<u>14,150</u>	<u>477,871</u>	<u>1,734,000</u>	<u>1,256,129</u>	<u>72</u>
<b>Total Expenses</b>	<u>293,559</u>	<u>5,262,255</u>	<u>8,584,130</u>	<u>3,321,875</u>	<u>39</u>
<b>Total Revenue - Total Expenses</b>	<u>240,980</u>	<u>5,993,482</u>	<u>(2,122,130)</u>		



Upper Blue Sanitation District  
Comparative Financial Statement-UNAUDITED DRAFT  
November 30, 2015 vs. November 30, 2014

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	2015	2014	2015	2014	Increase
	<u>November</u>	<u>November</u>	<u>Year To Date</u>	<u>Year to Date</u>	<u>(Decrease)</u>
<b>Operating Revenue</b>					
Sewer User Fees	451,813	441,898	4,910,283	4,844,051	66,232
Tap Inspection Fees	500	800	10,100	8,400	1,700
Miscellaneous Revenue	0	3,700	9,500	7,730	1,770
Camper Dump Fees	1,393	0	9,598	4,116	5,482
Late Fees	557	255	19,732	20,428	(696)
Line Extension Fees	0	17,063	124,596	91,373	33,223
Rental Income	2,350	3,250	35,370	38,750	(3,380)
<b>Total Operating Revenue</b>	<b>456,613</b>	<b>466,966</b>	<b>5,119,179</b>	<b>5,014,848</b>	<b>104,331</b>
<b>Miscellaneous Revenue</b>					
Interest on Loan Payments	328	487	15,973	11,989	3,984
Plant Investment Fees	76,484	188,008	5,581,931	3,427,556	2,154,375
Inclusion Fees	0	32,340	526,053	119,428	406,625
Interest on Investments	1,114	1,327	12,601	14,280	(1,679)
Transfer from Reserve	0	0	0	0	0
<b>Total Miscellaneous Reven</b>	<b>77,926</b>	<b>222,162</b>	<b>6,136,558</b>	<b>3,573,253</b>	<b>2,559,321</b>
<b>Total Revenue</b>	<b>534,539</b>	<b>689,128</b>	<b>11,255,737</b>	<b>8,588,101</b>	<b>2,667,636</b>

Administration Expense	2015 November	2014 November	2015 Year to Date	2014 Year to Date	Increase (Decrease)
<b>Payroll &amp; Employee Benefits</b>					
Salaries	80,801	80,865	923,422	947,411	(23,989)
Overtime	3,890	4,249	34,831	27,899	6,932
FICA-Admn	4,370	4,400	56,905	56,570	335
Medicare-Admin	1,226	1,227	13,850	14,055	(205)
401K Contributions	5,977	5,949	64,624	66,213	(1,589)
Worker's Compensation Insu	1,327	1,676	11,539	20,434	(8,895)
Health Insurance	17,901	19,893	215,900	204,039	11,861
<b>Total</b>	<b>115,492</b>	<b>118,259</b>	<b>1,321,071</b>	<b>1,336,621</b>	<b>(15,550)</b>
Office Supplies	153	16	2,454	3,647	(1,193)
Telephone	564	1,429	14,984	16,363	(1,379)
Business Expenses	602	1,431	27,954	28,792	(838)
Bank Service Fees - Admin	0	69	1	581	(580)
Legal Counsel	0	5,564	29,180	68,931	(39,751)
Education	1,905	225	19,171	8,786	10,385
Audit & Accounting	0	0	8,500	8,300	200
Legal Publications	0	0	1,908	6,883	(4,975)
Board Members	500	500	5,400	5,500	(100)
Elections	0	0	0	0	0
Computer Expenses	795	1,013	15,964	18,451	(2,487)
Copy Machine & Supply	0	825	0	825	(825)
Postage & Meter Rent	843	600	12,280	13,692	(1,412)
Insurance - General	11,858	11,052	130,509	122,221	8,288
Insurance - Deductible	0	0	0	0	0
Engineering	0	4,384	6,630	33,612	
Tools	0	0	1,902	2,422	(520)
Radios	0	0	0	0	0
Vehicle Expense	0	0	0	0	0
Dues & Memberships	0	0	5,931	3,365	2566
Safety	267	247	15,119	6,448	8,671
Summit Water Quality	0	0	15,832	14,021	1,811
Building Maintenance	2,541	895	28,041	13,829	14,212
Employee Housing Maintena	4,200	0	12,808	4,848	7,960
Employee Housing Utilities	9	132	3,668	4,239	(571)
<b>Total Administration</b>	<b>139,729</b>	<b>146,641</b>	<b>1,679,307</b>	<b>1,722,377</b>	<b>(16,088)</b>
<b>Iowa Hill Plant Expenses</b>					
Utilities					
Gas	0	1,112	9,429	9,954	(525)
Electric	3,569	2,827	30,016	32,027	(2,011)
Freight	82	0	1,621	114	1,507
Equipment Repairs	454	437	5,839	14,515	(8,676)
Chemicals	0	0	158	0	158
Contracted Repairs	1,439	1,538	21,308	12,853	8,455
Laboratory Supplies	1,298	636	13,188	12,867	321
Biomonitoring	0	0	0	0	0
Discharge Permit	0	0	6,171	6,090	81
Supplies	1,960	349	10,641	927	9,714
<b>Total Iowa Hill</b>	<b>8,802</b>	<b>6,899</b>	<b>98,371</b>	<b>89,347</b>	<b>(690)</b>

## November Comparative Statement Cont.

Pg. 3

	<u>2015</u> <u>November</u>	<u>2014</u> <u>November</u>	<u>2015</u> <u>Year to Date</u>	<u>2014</u> <u>Year to Date</u>	<u>Increase</u> <u>(Decrease)</u>
<b>Farmers Korner</b>					
Utilities					
Gas	0	7,997	35,189	69,420	(34,231)
Electric	23,913	26,114	361,044	374,603	(13,559)
Freight	1,368	1,936	30,180	27,237	2,943
Equipment Repairs	1,148	4,527	16,348	70,011	(53,663)
Chemicals	19,231	34,450	431,992	359,266	72,726
Supplies	0	453	11,846	10,697	1,149
Contracted Repairs	270	13,527	30,948	53,366	(22,418)
Dumpster Charges	1,025	1,025	11,275	11,035	240
Biomonitoring	0	21	4,513	4,334	179
Discharge Permit	0	0	16,662	15,149	1,513
Composting	5,415	3,918	100,826	73,784	27,042
Site Monitoring	3,314	1,750	31,824	28,152	3,672
Sludge Hauling Costs	0	2,475	48,150	56,291	(8,141)
State Health Fees	0	0	0	0	0
<b>Total Farmers Korner</b>	<b>55,684</b>	<b>98,193</b>	<b>1,130,797</b>	<b>1,153,345</b>	<b>(22,548)</b>
<b>Collection Expenses</b>					
Utilities	247	1,627	18,778	21,807	(3,029)
Vehicle Expense	544	5,614	19,046	37,329	(18,283)
Line Cleaner Expenses	0	0	3,853	557	3,296
Manhole Repairs/Line Repai	2,096	28,968	116,140	137,599	(21,459)
Equipment Repairs	2,267	1,689	23,365	13,970	9,395
CCTV Expense	0	0	380	5,403	(5,023)
<b>Total Collection</b>	<b>5,154</b>	<b>37,898</b>	<b>181,562</b>	<b>216,665</b>	<b>(35,103)</b>
<b>Total Operating Expenditur</b>	<b>209,369</b>	<b>289,631</b>	<b>3,090,037</b>	<b>3,181,734</b>	<b>(74,429)</b>
<b>Net Cash from Operations</b>	<b>247,244</b>	<b>177,335</b>	<b>2,029,142</b>	<b>1,833,114</b>	<b>196,028</b>
<b>Replacement Capital</b>					
Administration	0	0	33,464	0	33,464
Plant					
IH	0	95,165	0	405,580	(405,580)
FK	70,040	0	164,676	9,973	154,703
Upper Blue	0	0	0	0	0
Collection					
Misc	0	0	183,760	47,941	135,819
Vehicle	0	3,886	32,470	156,719	(124,249)
<b>Total Replacement Capital</b>	<b>70,040</b>	<b>99,051</b>	<b>414,370</b>	<b>620,213</b>	<b>(205,843)</b>
<b>Non Operating Expenses</b>					
CWRPDA Loan Principal	0	0	964,010	941,170	22,840
Loan Interest	0	0	315,967	344,671	(28,704)
<b>Total Non Operating</b>	<b>0</b>	<b>0</b>	<b>1,279,977</b>	<b>1,285,841</b>	<b>(5,864)</b>



## November Comparative Statement Cont.

Pg. 4  
Increase  
(Decrease)

	<u>2015</u> <u>November</u>	<u>2014</u> <u>November</u>	<u>2015</u> <u>Year to Date</u>	<u>2014</u> <u>Year to Date</u>	
Capital Outlay					
Plant-IH-CO	0	4,792	5,375	49,175	(43,800)
Plant-FK-CO	0	0	8,337	34,013	(25,676)
Plant-South Blue-CO	0	0	75,285	0	75,285
Collection	14,150	138,008	388,874	1,291,512	(902,638)
Administration	0	0	0		0
Total Capital Outlay	14,150	142,800	477,871	1,374,700	(896,829)
Total Expenses	293,559	531,482	5,262,255	6,462,488	(1,182,965)
Revenue Less Expenses	240,980	157,646	5,993,482	2,125,613	3,867,869

Upper Blue Sanitation District  
Monthly Financial Statement-UNAUDITED DRAFT  
November 30, 2015

**Revenue Over/Anticipated Over Budget**

**Expenses Over/Anticipated Over Budget**

	2015 November	2015 Year To Date	2015 Approved Budget	2015 Uncollected	2015 % Uncol/Col
<b>Operating Revenue</b>					
Sewer User Fees	451,813	4,910,283	5,315,000	404,717	8
Tap Inspection Fees	500	10,100	7,000	(3,100)	(44)
Miscellaneous Revenue	0	9,500	1,000	(8,500)	(850)
Camper Dump Fees	1,393	9,598	3,000	(6,598)	(220)
Late Fees	557	19,732	15,000	(4,732)	(32)
Line Extension Fees	0	124,596	25,000	(99,596)	(398)
Rental Income	2,350	35,370	39,000	3,630	9
<b>Total Operating Revenue</b>	<b>456,613</b>	<b>5,119,179</b>	<b>5,405,000</b>	<b>285,821</b>	<b>5</b>
<b>Miscellaneous Revenue</b>					
Interest on Loan Payments	328	15,973	9,000	(6,973)	(77)
Plant Investment Fees	76,484	5,581,931	1,000,000	(4,581,931)	(458)
Inclusion Fees	0	526,053	30,000	(496,053)	(1,654)
Interest on Investments	1,114	12,601	18,000	5,399	30
Transfer from Reserve	0	0	0	0	0
<b>Total Miscellaneous Revenue</b>	<b>77,926</b>	<b>6,136,558</b>	<b>1,057,000</b>	<b>(5,072,585)</b>	<b>(480)</b>
<b>Total Revenue</b>	<b>534,539</b>	<b>11,255,737</b>	<b>6,462,000</b>	<b>(4,793,737)</b>	<b>(74)</b>

Administration Expense	2015 November	2015 Year to Date	2015 Approved Budget	2015 Available	2015 % Available
<b>Payroll &amp; Employee Benefits</b>					
Salaries	80,801	923,422	1,254,800	331,378	26
Overtime	3,890	34,831	45,000	10,169	23
FICA-Admn	4,370	56,905	77,800	20,895	27
Medicare-Admin	1,226	13,850	18,200	4,350	24
401K Contributions	5,977	64,624	94,110	29,486	31
Worker's Compensation Insurance	1,327	11,539	25,000	13,461	54
Health Insurance	17,901	215,900	245,000	29,100	12
<b>Total</b>	<b>115,492</b>	<b>1,321,071</b>	<b>1,759,910</b>	<b>438,839</b>	<b>25</b>
Office Supplies	153	2,454	5,000	2,546	51
Telephone	564	14,984	22,000	7,016	32
Business Expenses	602	27,954	45,000	17,046	38
Bank Service Fees - Admin	0	1	5,000	4,999	100
Legal Counsel	0	29,180	65,000	35,820	55
Education	1,905	19,171	25,000	5,829	23
Audit & Accounting	0	8,500	9,000	500	6
Legal Publications	0	1,908	12,000	10,092	84
Board Members	500	5,400	6,000	600	10
Elections	0	0	0	0	0
Computer Expenses	795	15,964	25,000	9,036	36
Copy Machine & Supply	0	0	1,000	1,000	100
Postage & Meter Rent	843	12,280	13,000	720	6
Insurance - General	11,858	130,509	142,300	11,791	8
Insurance - Deductible	0	0	1,000	1,000	100
Engineering	0	6,630	60,000	53,370	89
Tools	0	1,902	3,500	1,598	46
Radios	0	0	0	0	0
Vehicle Expense	0	0	1,000	1,000	100
Dues & Memberships	0	5,931	7,000	1,069	15
Safety	267	15,119	5,000	(10,119)	(202)
Summit Water Quality	0	15,832	15,000	(832)	(6)
Building Maintenance	2,541	28,041	30,000	1,959	7
Employee Housing Maintenance	4,200	12,808	20,000	7,192	36
Employee Housing Utilities	9	3,668	5,000	1,332	27
<b>Total Administration</b>	<b>139,729</b>	<b>1,679,307</b>	<b>2,282,710</b>	<b>603,403</b>	<b>26</b>
<b>Iowa Hill Plant Expenses</b>					
Utilities					
Gas	0	9,429	15,000	5,571	37
Electric	3,569	30,016	75,000	44,984	60
Freight	82	1,621	10,000	8,379	84
Equipment Repairs	454	5,839	60,000	54,161	90
Chemicals	0	158	40,000	39,842	100
Contracted Repairs	1,439	21,308	20,000	(1,308)	(7)
Laboratory Supplies	1,298	13,188	15,000	1,812	12
Biomonitoring	0	0	15,000	15,000	0
Discharge Permit	0	6,171	8,000	1,829	23
Supplies	1,960	10,641	9,000	(1,641)	(18)
<b>Total Iowa Hill</b>	<b>8,802</b>	<b>98,371</b>	<b>267,000</b>	<b>168,629</b>	<b>63</b>



## November Financial Statement Cont.

Pg. 3

	<u>2015</u> <u>November</u>	<u>2015</u> <u>Year to Date</u>	<u>2015</u> <u>Approved Budget</u>	<u>2015</u> <u>Available</u>	<u>2015</u> <u>% Available</u>
<b>Farmers Korner Expenses</b>					
Utilities					
Gas	0	35,189	78,000	42,811	55
Electric	23,913	361,044	500,000	138,956	28
Freight	1,368	30,180	35,000	4,820	14
Equipment Repairs	1,148	16,348	60,000	43,652	73
Chemicals	19,231	431,992	400,000	(31,992)	(8)
Supplies	0	11,846	10,000	(1,846)	(18)
Contracted Repairs	270	30,948	30,000	(948)	(3)
Dumpster Charges	1,025	11,275	14,000	2,725	19
Biomonitoring	0	4,513	7,000	2,487	36
Discharge Permit	0	16,662	25,000	8,338	33
Composting	5,415	100,826	105,000	4,174	4
Site Monitoring	3,314	31,824	40,000	8,176	20
Sludge Hauling Costs	0	48,150	75,000	26,850	36
State Health Fees	0	0	2,500	2,500	100
<b>Total Farmers Korner</b>	<b>55,684</b>	<b>1,130,797</b>	<b>1,381,500</b>	<b>250,703</b>	<b>18</b>
<b>Collection Expenses</b>					
Utilities	247	18,778	28,000	9,222	33
Vehicle Expense	544	19,046	35,000	15,954	46
Line Cleaner Expenses	0	3,853	2,000	(1,853)	(93)
Manhole Repairs/Line Repairs	2,096	116,140	120,000	3,860	3
Equipment Repairs	2,267	23,365	9,000	(14,365)	(160)
CCTV Expense	0	380	3,500	3,120	89
<b>Total Collection</b>	<b>5,154</b>	<b>181,562</b>	<b>197,500</b>	<b>15,938</b>	<b>8</b>
<b>Total Operating Expenditures</b>	<b>209,369</b>	<b>3,090,037</b>	<b>4,128,710</b>	<b>1,038,673</b>	<b>116</b>
<b>Net Cash from Operations</b>	<b>247,244</b>	<b>2,029,142</b>	<b>1,276,290</b>	<b>(752,852)</b>	
<b>Replacement Capital</b>					
Administration	0	33,464	45,000	11,536	26
Plant:					
IH	0	0	300,000	300,000	100
FK	70,040	164,676	299,000	134,324	45
South Blue	0	0	50,000	50,000	100
Collection			675,000	675,000	100
Misc.	0	183,760			
Vehicle	0	32,470	40,000	7,530	19
<b>Total Replacement Capital</b>	<b>70,040</b>	<b>414,370</b>	<b>1,409,000</b>	<b>1,178,390</b>	<b>84</b>
<b>Non Operating Expenses</b>					
Bond Principal	0	964,010	996,452	32,442	3
Bond Interest	0	315,967	315,967	0	0
<b>Total Non Operating</b>	<b>0</b>	<b>1,279,977</b>	<b>1,312,420</b>	<b>32,443</b>	<b>2</b>

## November Financial Statement Cont.

Pg. 4

	2015 <u>November</u>	2015 <u>Year to Date</u>	2015 <u>Approved Budget</u>	2015 <u>Available</u>	2015 <u>% Available</u>
<b>Capital Outlay</b>					
Plant:					
IH	0	5,375	124,000	118,625	96
FK	0	8,337	200,000	191,663	96
South Blue	0	75,285	500,000	424,715	85
Collection	14,150	388,874	895,000	506,126	57
Administration	0	0	15,000	15,000	100
<b>Total Capital Outlay</b>	<u>14,150</u>	<u>477,871</u>	<u>1,734,000</u>	<u>1,256,129</u>	<u>72</u>
<b>Total Expenses</b>	<u>293,559</u>	<u>5,262,255</u>	<u>8,584,130</u>	<u>3,321,875</u>	<u>39</u>
<b>Total Revenue - Total Expenses</b>	<u>240,980</u>	<u>5,993,482</u>	<u>(2,122,130)</u>		

CAPITAL 2015	Current Month	Year To Date	Budget
<b>FARMERS KORNER - REPLACEMENT</b>			
<b>10-85-8524</b>			
Centrifuge Repair	\$0.00	\$51,526.65	\$30,000.00
Miscellaneous Equipment Replace/Repair	\$0.00	\$0.00	\$75,000.00
Spectrophotometer		\$3,876.95	
Agitator for Filters		\$7,728.00	
Autoclave	\$0.00	\$6,234.00	\$10,000.00
Telemetry Scada	\$0.00	\$0.00	\$20,000.00
Flow Equilization Lining	\$70,040.00	\$70,040.00	\$100,000.00
Tube Settler Repair	\$0.00	\$25,270.00	\$35,000.00
VFD For Old Blowers	\$0.00	\$0.00	\$20,000.00
VFD For Return Sludge Pumps	\$0.00	\$0.00	\$9,000.00
<b>TOTAL</b>	<b>\$70,040.00</b>	<b>\$164,675.60</b>	<b>\$299,000.00</b>
<b>FARMERS KORNER - NEW</b>			
<b>10-95-9540</b>			
Miscellaneous Equipment Replace/Repair	\$0.00	\$0.00	\$200,000.00
Roof Ice/melt System	\$0.00	\$8,337.00	
<b>TOTAL</b>	<b>\$0.00</b>	<b>\$8,337.00</b>	<b>\$200,000.00</b>
<b>IOWA HILL - REPLACEMENT</b>			
<b>10-85-8522</b>			
Miscellaneous Equipment Replace/Repair	\$0.00	\$0.00	\$200,000.00
Chemical Feed Pumps	\$0.00	\$0.00	\$100,000.00
<b>TOTAL</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$300,000.00</b>
<b>IOWA HILL - NEW</b>			
<b>10-95-9510</b>			
Miscellaneous Equipment Replace/Repair	\$0.00	\$0.00	\$100,000.00
Telemetry Scada	\$0.00	\$0.00	\$20,000.00
Lawnmower	\$0.00	\$5,375.00	\$4,000.00
<b>TOTAL</b>	<b>\$0.00</b>	<b>\$5,375.00</b>	<b>\$124,000.00</b>
<b>SOUTH BLUE - REPLACEMENT</b>			
<b>10-85-8526</b>			
Miscellaneous Equipment Replace/Repair	\$0.00	\$0.00	\$50,000.00
<b>TOTAL</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$50,000.00</b>
<b>SOUTH BLUE - NEW</b>			
<b>10-95-9590</b>			
Plant Expansion	\$0.00	\$34,484.85	\$500,000.00
Vac Sludge Collector	\$0.00	\$40,800.00	
<b>TOTAL</b>	<b>\$0.00</b>	<b>\$75,284.85</b>	<b>\$500,000.00</b>
<b>COLLECTION - REPLACEMENT</b>			
<b>10-85-8530</b>			
Manholes/Liftstations	\$0.00	\$100,843.97	\$100,000.00
Miscellaneous Line Extensions	\$0.00	\$0.00	\$100,000.00
Infiltration/Inflow	\$0.00	\$0.00	\$100,000.00
Warriors Mark	\$0.00	\$0.00	\$150,000.00
Town of Breck Repairs	\$0.00	\$0.00	\$150,000.00
TV Camera and Computer	\$0.00	\$64,916.07	\$75,000.00
Generator (Mobile)	\$0.00	\$18,000.00	\$45,000.00
<b>TOTAL</b>	<b>\$0.00</b>	<b>\$183,760.04</b>	<b>\$720,000.00</b>
<b>COLLECTION - NEW</b>			
<b>10-95-9520</b>			
Miscellaneous Line Extension	\$0.00	\$0.00	\$850,000.00
Breckenridge Park Estates			
97 Subdivision	\$14,150.43	\$388,874.07	
Leap Year			
<b>TOTAL</b>	<b>\$14,150.43</b>	<b>\$388,874.07</b>	<b>\$850,000.00</b>
<b>VEHICLE - RC</b>			
<b>10-85-8550</b>			
Vehicle Replacement	\$0.00	\$32,470.00	\$40,000.00
<b>TOTAL</b>	<b>\$0.00</b>	<b>\$32,470.00</b>	<b>\$40,000.00</b>

**CAPITAL 2015 (Page 2)**

	Current Month	Year To Date	Budget
<b>ADMINISTRATION - REPLACEMENT</b>			
<b>10-85-8510</b>			
Vehicle Replacement	\$0.00	\$33,464.00	\$45,000.00
<b>TOTAL</b>	<b>\$0.00</b>	<b>\$33,464.00</b>	<b>\$45,000.00</b>
<b>ADMINISTRATION - NEW</b>			
<b>10-95-9580</b>			
Computers	\$0.00	\$0.00	\$15,000.00
<b>TOTAL</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$15,000.00</b>
<b>GRAND TOTALS</b>	<b>\$84,190.43</b>	<b>\$892,240.56</b>	<b>\$3,143,000.00</b>



**UPPER BLUE SANITATION DISTRICT**  
**CERTIFICATES OF DEPOSIT**  
**2015**

	<u>Centennial</u>	<u>TOTAL</u>
Bal. Forward 1/1/2014	\$2,001,970.11	\$2,001,970.11
Purchase		
January Interest	\$459.26	\$459.26
Redemption		
Bal. 1/31/2015	\$2,002,429.37	\$2,002,429.37
Purchase		
February Interest	\$416.67	\$416.67
Redemption		
February 28, 2015	\$2,002,846.04	\$2,002,846.04
March Interest	\$329.74	\$329.74
Redemption		
March 31, 2015	\$2,003,175.78	\$2,003,175.78
April Interest	\$374.27	\$374.27
Redemption		
April 30, 2015	\$2,003,550.05	\$2,003,550.05
May Interest	\$362.25	\$362.25
Redemption		
May 31, 2015	\$2,003,912.30	\$2,003,912.30
June Interest	\$374.40	\$374.40
Purchase		
Redemption		
June 30, 2015	\$2,004,286.70	\$2,004,286.70
July Interest	\$362.39	\$362.39
Purchase		
Redemption		
July 31, 2015	\$2,004,649.09	\$2,004,649.09
August Interest	\$363.24	\$363.24
Purchase		
Interest Paid		
Redemption	(\$4,862.75)	(\$4,862.75)
August 31, 2015	\$2,000,149.58	\$2,000,149.58
September Interest	\$356.64	\$356.64
Purchase		
Redemption		
September 30, 2015	\$2,000,506.22	\$2,000,506.22
October Interest	\$345.52	\$345.52
Purchase		
Redemption		
October 31, 2015	\$2,000,851.74	\$2,000,851.74
November Interest	\$356.84	\$356.84
Redemption		
Purchase		
November 30, 2015	\$2,001,208.58	\$2,001,208.58
December Interest		
Redemption		
Purchase		
December 31, 2015		

DATE: December 4, 2015

TO: Andrew Carlberg, District Manager

FROM: Earl Picard, Chief Plant Operator

SUBJECT: Treatment plant operations for November, 2015.

1. Total influent flow for the Upper Blue Treatment Facilities was 36.9 million gallons for the month of November. The flow for the previous November was 38.7 million gallons. This is a 1.8 million gallon decrease (4.7%).

2. Solids loading at Farmer's Korner was up for November from 55,194 lbs to 82810 lbs. Increase of 27,616 lbs.

3. We are discharging good water that meets all discharge permit requirements. The phosphorus discharge concentration for November was at 0.013 mg/l (ppm).

5. Flow data for the last 3 Thanksgiving weekends is below. The data is for flow coming into the plant. It doesn't include side stream flows such as filter backwash, centrate from dewatering biosolids, or supernatant from digester decants.

	2013	2014	2015
Thursday	1.667	1.590	1.835
Friday	1.729	1.754	1.913
Saturday	1.790	1.533	1.794
Sunday	1.406	1.433	1.472
Average	1.648	1.578	1.754

Earl

cc: file

### PLANT STATISTICS - FARMERS KORNER

MONTH	FLOW (MG)			PHOS (LBS)			INF SS (LBS)			SLUDGE (TONS)		
	2013	2014	2015	2013	2014	2015	2013	2014	2015	2013	2014	2015
JAN	57.4	54.9	54.7	13.2	3.2	4.3	104118	74790	77471	75.4	59.9	68.6
FEB	52.3	50.0	52.3	10.7	6.7	3.2	73437	79210	84259	54.2	61.0	65.6
MAR	52.6	60.4	63.7	9.5	10.6	6.5	60641	86743	112427	64.6	69.0	88.6
APR	40.3	64.2	53.3	6.8	6.4	3.4	54588	82592	99843	47.7	21.1	89.6
MAY	66.6	80.3	59.1	8.0	5.0	2.7	42603	94940	104569	26.4	52.7	22.6
JUN	43.4	61.0	59.6	4.7	3.4	4.2	60953	75395	93574	38.4	58.0	59.2
JUL	52.6	52.9	54.9	7.8	7.8	2.8	67996	54666	76291	53.0	57.7	71.6
AUG	54.7	50.0	48.0	7.1	5.8	4.0	71829	93034	53667	31.2	38.3	34.4
SEP	40.9	38.7	37.0	4.0	3.4	2.0	53147	41996	34245	31.1	41.0	50.4
OCT	35.6	38.4	34.9	4.9	4.6	2.2	78505	61870	46605	26.9	57.0	41.8
NOV	36.0	38.7	36.9	3.4	4.0	3.0	52500	55194	82810	44.0	25.3	38.2
DEC	51.7	47.8		4.3	6.8		110099	62375		58.5	65.5	
TOTAL	584.1	637.3	554.4	84.4	67.7	38.2	830416	862805	865761	551.4	606.4	630.4

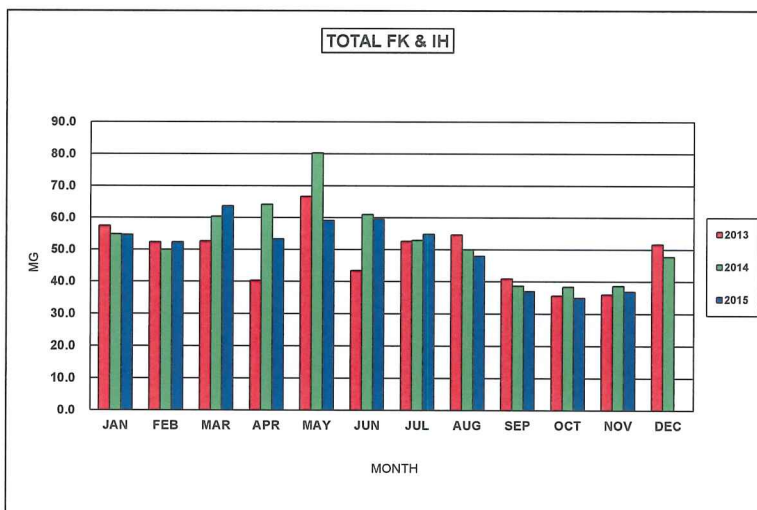
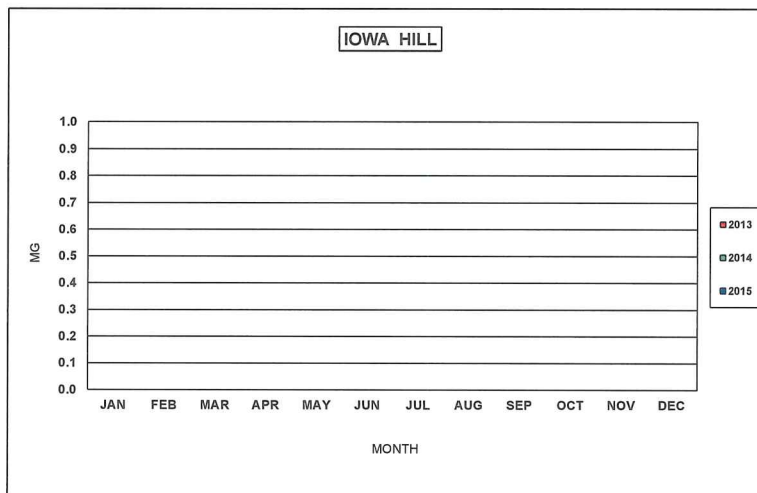
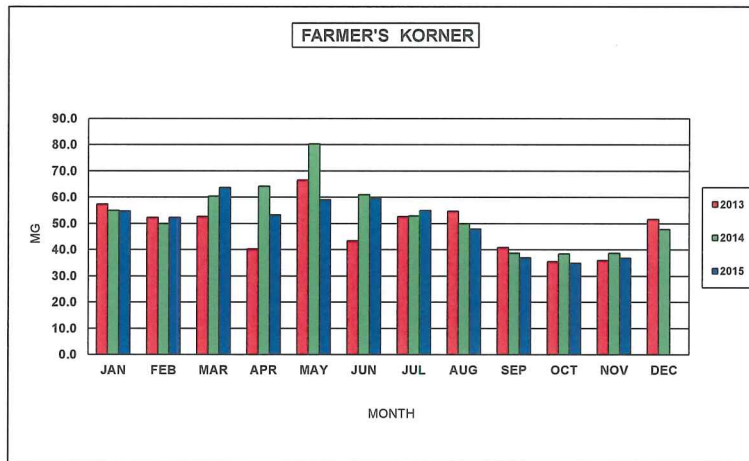
### PLANT STATISTICS - IOWA HILL

MONTH	EFF FLOW (MG)			EFF PHOS (LBS)			INF SS (LBS)		
	2013	2014	2015	2013	2014	2015	2013	2014	2015
JAN	0.0	0.0	0.0	0.0	0.0	0.0	0	0	0
FEB	0.0	0.0	0.0	0.0	0.0	0.0	0	0	0
MAR	0.0	0.0	0.0	0.0	0.0	0.0	0	0	0
APR	0.0	0.0	0.0	0.0	0.0	0.0	0	0	0
MAY	0.0	0.0	0.0	0.0	0.0	0.0	0	0	0
JUN	0.0	0.0	0.0	0.0	0.0	0.0	0	0	0
JUL	0.0	0.0	0.0	0.0	0.0	0.0	0	0	0
AUG	0.0	0.0	0.0	0.0	0.0	0.0	0	0	0
SEP	0.0	0.0	0.0	0.0	0.0	0.0	0	0	0
OCT	0.0	0.0	0.0	0.0	0.0	0.0	0	0	0
NOV	0.0	0.0	0.0	0.0	0.0	0.0	0	0	0
DEC	0.0	0.0	0.0	0.0	0.0	0.0	0	0	0
TOTAL	0.0	0.0	0.0	0.0	0.0	0.0	0	0	0

### PLANT STATISTICS - TOTAL

MONTH	EFF FLOW (MG)			EFF PHOS (LBS)			INF SS (LBS)			SLUDGE (TONS)		
	2013	2014	2015	2013	2014	2015	2013	2014	2015	2013	2014	2015
JAN	57.4	54.9	54.7	13.2	3.2	4.3	104118	74790	77471	75.4	59.9	68.6
FEB	52.3	50.0	52.3	10.7	6.7	3.2	73437	79210	84259	54.2	61.0	65.6
MAR	52.6	60.4	63.7	9.5	10.6	6.5	60641	86743	112427	64.6	69.0	88.6
APR	40.3	64.2	53.3	6.8	6.4	3.4	54588	82592	99843	47.7	21.1	89.6
MAY	66.6	80.3	59.1	8.0	5.0	2.7	42603	94940	104569	26.4	52.7	22.6
JUN	43.4	61.0	59.6	4.7	3.4	4.2	60953	75395	93574	38.4	58.0	59.2
JUL	52.6	52.9	54.9	7.8	7.8	2.8	67996	54666	76291	53.0	57.7	71.6
AUG	54.7	50.0	48.0	7.1	5.8	4.0	71829	93034	53667	31.2	38.3	34.4
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NOV	36.0	38.7	36.9	3.4	4.0	3.0	52500	55194	82810	44.0	25.3	38.2
DEC	51.7	47.8	0.0	4.3	6.8	0.0	110099	62375	0	58.5	65.5	0.0
TOTAL	584.1	637.3	554.4	84.4	67.7	38.2	830416	862805	865761	551.4	606.4	630.4

# FACILITY FLOW





To: Andrew Carlberg – District Manager  
From: Wally Esquibel – Collection Systems Foreman  
Subject: Collection System Report for November 2015  
Date: December 1, 2015

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1. No backups reported for the month of November
2. Collection system is in a winter mode, we will be monitoring all main lift station as well as individuals on a daily basis. We are also prepared to repair any man holes that might be damaged by Town snowplows or others.
3. Winter mode also means that we will be doing all maintenance to our line cleaner, vacuum truck, backhoe and fleet in general in readiness for next year's line cleaning schedule
4. The district is in line to implement its grease trap inspections. We would like to inspect all grease traps in the fall and spring.
5. Service line inspection are up to date along with locates

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5. Service line inspection are up to date along with locates

## **MANAGER REPORT**

### **December 2015**

- 1) **Iowa Hill Start up.** We are close to Start up within 10 days if all goes well. We continue to find equipment that needs to be replaced such as meter probes, Variable Frequency Drives and piping. If we have even the slightest of doubts about the performance we will delay startup until after the first of the year. We will then startup Farmers Korner North Plant to meet the peak flows during the holidays.
- 2) **Certified Past Due accounts.** The accounts that we certified in July have been paid in full. The process went smoothly and we anticipate to Certify past due accounts in the future.
- 3) **Reminder of the District Christmas party** December 11, 6 pm at the Dredge Restaurant