

**Upper Blue Sanitation District**  
**Board of Directors Meeting**  
**Thursday January 14, 2016 @ 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. Allyn Mosher, Mr. Barrie Stimson and Mr. Kenneth Trausch (via telephone) answered "present" at roll call.

Mr. Andrew Carlberg and Ms. Marjorie Covey attended as well.

**II. MINUTES:**

December 10, 2015 minutes: Mr. Mosher made a motion to approve the December 10, 2015 Board of Directors meeting minutes. Mr. Trausch seconded the motion. The motion was passed unanimously by the Board.

**III. PUBLIC HEARINGS:**

A. Resolution 1, Series 2016, Inclusion of 0342 SCR 533/Lot 106 Breckenridge Park Estates  
Mr. Carlberg stated that the Board accepted the Inclusion Petition for 0342 SCR 533/Lot 106 Breckenridge Park Estates at the December meeting and called for a Public Hearing at the January Board meeting. The Public Hearing was published in the Summit County Journal and the District has not received any comments. Mr. Carlberg recommended that the Board approve the inclusion of 0342 SCR 533/Lot 106 Breckenridge Park Estates.

Mr. Stimson opened the Public Hearing. There was not any public in attendance.  
Mr. Stimson closed the Public Hearing.

Mr. Mosher made a motion to approve Resolution 1, Series 2016 to include 0342 SCR 533/Lot 106 in Breckenridge Park Estates. Mr. Trausch 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 presented. Mr. Trausch 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.

**VII. MONTHLY REPORTS:**

**C. Plant and Collection:**

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

**D. Manager Report:**

The Manager's report was discussed by the Board of Directors during the work session

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**VIII. OLD BUSINESS:**

**IX. NEW BUSINESS:**

E. Resolution 2, Series 2016, Establishing Time and Place for Meetings

Mr. Mosher made a motion to approve Resolution 2, Series 2016, establishing the time and place of meetings of the Board of Directors of the Upper Blue Sanitation District. Mr. Trausch seconded the motion. The motion was passed unanimously by the Board.

F. Resolution 3, Series 2016, Election Resolution

Mr. Mosher made a motion to approve Resolution 3, Series 2016 election resolution for a polling place election on May 3, 2016. Mr. Trausch seconded the motion. The motion was passed unanimously by the Board.

E. Stan Miller, Inc. Pay Request #5, Change Order #1 and Release of Retainage

Mr. Carlberg said that Stan Miller, Inc. has submitted pay request #5 for the 97 Subdivision sewer line extension in the amount of \$76,643.56. Mr. Carlberg said that the project is complete and came in \$36,761.40 under the contract amount. Therefore, the Board will need to approve Change Order #1 for the reduction of the contract amount by \$36,761.40. The pay request has been reviewed by the engineer and staff recommends approval of Stan Miller, Inc. pay request #5. In addition, Mr. Carlberg recommended that the Board approve the release of retainage in the amount of \$47,953.68 once the mandatory Notice has been published. This Notice of final payment is required by Statute to ensure there are not any liens on the project.

Mr. Mosher made a motion to approve Stan Miller, Inc. change order #1 in the amount of \$36,761.40. Mr. Trausch seconded the motion. Mr. Stimson asked the Board for a roll call and the motion was passed unanimously by the Board.



Mr. Mosher made a motion to approve Stan Miller, Inc. pay request #5 in the amount of \$76,643.56. Mr. Trausch seconded the motion. Mr. Stimson asked the Board for a roll call and the motion was passed unanimously by the Board.

Mr. Mosher made a motion to approve the release of Stan Miller, Inc. retainage in the amount of \$47,953.68. Mr. Trausch seconded the motion. Mr. Stimson asked the Board for a roll call and the motion was passed unanimously by the Board.

**X. CORRESPONDENCE:**

**XI. ADJOURN:**

Mr. Mosher made a motion to adjourn the meeting at 5:46 PM. Mr. Trausch 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:** January 8, 2016

**Re:** Financial Update

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- The District's Financial Records are in good order.
- We have not received all of the December 2015 bills. Therefore, the December 2015 Financial Statements are a preliminary draft for your review.
- The December 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.
- The District's Audit of the 2015 Financial Records is scheduled for the week of May 23, 2016. Prior to the Audit I will be working on the capital asset and capital depreciation journal entries. Until I have completed that process you will not see an increase in the capital numbers from 2014.

*Marjorie*



Upper Blue Sanitation District  
Comparative Balance Sheet-UNAUDITED DRAFT  
December 31, 2015 and December 31, 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	19,159,409	12,882,802	6,276,607
Cash-Centennial Bank Money Market	250,832	251,555	(723)
ColoTrust Prime	3,641,306	3,640,198	1,108
Total Cash and Equivalents	23,051,747	16,774,755	6,276,992
Investments			
FK Construction Retainage Escrow	-	-	-
Cert. of Deposit & Treasuries	2,001,565	2,001,970	(405)
Total Investments	2,001,565	2,001,970	(405)
Other Current Assets			
Receivables-Utility + Spec. Assessments	13,376	52,732	(39,356)
Developer/Contractor Escrow	152,086	170,236	(18,150)
Interest Receivable & Market Adjustments	-	-	-
Notes Receivable	248,040	395,103	(147,063)
Prepaid Expenses	155,974	191,255	(35,281)
Loan Issuance Costs (Net)	-	-	-
Total Other Assets	569,476	809,326	(239,850)
<b>Total Current Assets:</b>	<b>25,622,788</b>	<b>19,586,051</b>	<b>6,036,737</b>
Property Plant and Equipment:			
Land	721,070	721,070	-
Easements	97,113	97,113	-
Sewer Lines	13,894,928	13,894,928	-
Treatment Plants	77,397,858	77,397,858	-
Office Equipment	210,830	210,830	-
Other Machines & Equipment	459,772	459,772	-
Autos & Trucks	1,144,022	1,144,022	-
IH Administration Building	138,162	138,162	-
Upper Blue System Costs	5,711,804	5,711,804	-
Telemetry	316,466	316,466	-
Employee Housing	1,038,191	1,038,191	-
Total Property Plant and Equipment :	101,130,216	101,130,216	-
<b>Less Accumulated Depreciation</b>	<b>(31,881,051)</b>	<b>(31,881,051)</b>	<b>-</b>
Net Property Plant and Equipment :	69,249,165	69,249,165	-
<b>Total Assets:</b>	<b>94,871,953</b>	<b>88,835,216</b>	<b>6,036,737</b>



**Liabilities**

	<u>2015</u>	<u>2014</u>	<u>Increase</u> <u>(Decrease)</u>
<b>Current Liabilities:</b>			
Accounts Payable	156,338	408,338	(252,000)
Construction/Developer Escrow	152,086	170,236	(18,150)
Earned Employee Benefits	124,965	124,965	-
Unearned User Fees	-	-	-
Interest Payable	131,843	131,843	-
Loan Payable (Current Portion)	964,010	964,010	-
Retainage Payable-Construction in Progress	-	17,855	(17,855)
Retainage Payable-Blue River	-	-	-
Employee Housing Deposit Payable	1,750	1,750	-
Total Current Liabilities:	1,530,992	1,818,997	(288,005)
<b>Long Term Liabilities:</b>			
Loan Payable	7,385,294	7,385,294	-
Total Long Term Liabilities:	7,385,294	9,290,474	(1,905,180)
Total Liabilities	8,916,286	11,109,471	(2,193,185)
<b>Net Assets</b>			
Invested in Capital Assets, Net of Related Debt	60,768,018	60,768,018	-
Unrestricted Net Assets	17,187,649	10,957,727	6,229,922
Unrestricted Net Assets - Nutrient Reserve	8,000,000	6,000,000	2,000,000
Total Contributed Capital	85,955,667	77,725,745	8,229,922
Total Liabilities and Equity	94,871,953	88,835,216	6,036,737

Upper Blue Sanitation District  
Monthly Financial Statement-UNAUDITED DRAFT  
December 31, 2015

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	2015	2015	2015	2015	2015
	<u>December</u>	<u>Year To Date</u>	<u>Approved Budget</u>	<u>Uncollected</u>	<u>% Uncol/Col</u>
<b>Operating Revenue</b>					
Sewer User Fees	450,003	5,360,286	5,315,000	(45,286)	(1)
Tap Inspection Fees	1,700	11,800	7,000	(4,800)	(69)
Miscellaneous Revenue	0	9,500	1,000	(8,500)	(850)
Camper Dump Fees	0	9,598	3,000	(6,598)	(220)
Late Fees	10,761	30,493	15,000	(15,493)	(103)
Line Extension Fees	0	124,595	25,000	(99,595)	(398)
Rental Income	2,350	37,720	39,000	1,280	3
<b>Total Operating Revenue</b>	<u>464,814</u>	<u>5,583,992</u>	<u>5,405,000</u>	<u>(178,992)</u>	<u>(3)</u>
<b>Miscellaneous Revenue</b>					
Interest on Loan Payments	776	16,749	9,000	(7,749)	(86)
Plant Investment Fees	461,043	6,042,974	1,000,000	(5,042,974)	(504)
Inclusion Fees	400	526,453	30,000	(496,453)	(1,655)
Interest on Investments	1,345	14,029	18,000	3,971	22
Transfer from Reserve	0	0	0	0	0
<b>Total Miscellaneous Revenue</b>	<u>463,564</u>	<u>6,600,205</u>	<u>1,057,000</u>	<u>(5,535,456)</u>	<u>(524)</u>
<b>Total Revenue</b>	<u>928,378</u>	<u>12,184,197</u>	<u>6,462,000</u>	<u>(5,722,197)</u>	<u>(89)</u>

Administration Expense	2015 <u>December</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	105,977	1,029,399	1,254,800	225,401	18
Overtime	4,524	39,355	45,000	5,645	13
FICA-Admn	5,711	62,616	77,800	15,184	20
Medicare-Admin	1,591	15,441	18,200	2,759	15
401K Contributions	6,015	70,639	94,110	23,471	25
Worker's Compensation Insurance	1,327	12,866	25,000	12,134	49
Health Insurance	20,156	236,056	245,000	8,944	4
<b>Total</b>	<b>145,301</b>	<b>1,466,372</b>	<b>1,759,910</b>	<b>293,538</b>	<b>17</b>
Office Supplies	350	3,284	5,000	1,716	34
Telephone	1,979	17,059	22,000	4,941	22
Business Expenses	0	28,490	45,000	16,510	37
Bank Service Fees - Admin	0	169	5,000	4,831	97
Legal Counsel	1,140	31,751	65,000	33,249	51
Education	287	19,671	25,000	5,329	21
Audit & Accounting	0	8,500	9,000	500	6
Legal Publications	0	2,036	12,000	9,964	83
Board Members	500	5,900	6,000	100	2
Elections	0	0	0	0	0
Computer Expenses	1,694	17,658	25,000	7,342	29
Copy Machine & Supply	0	0	1,000	1,000	100
Postage & Meter Rent	2,534	14,814	13,000	(1,814)	(14)
Insurance - General	11,845	142,354	142,300	(54)	(0)
Insurance - Deductible	0	0	1,000	1,000	100
Engineering	5,676	12,307	60,000	47,693	79
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	920	6,851	7,000	149	2
Safety	896	16,015	5,000	(11,015)	(220)
Summit Water Quality	0	15,832	15,000	(832)	(6)
Building Maintenance	1,225	29,367	30,000	633	2
Employee Housing Maintenance	636	13,444	20,000	6,556	33
Employee Housing Utilities	137	3,806	5,000	1,194	24
<b>Total Administration</b>	<b>175,120</b>	<b>1,857,582</b>	<b>2,282,710</b>	<b>425,128</b>	<b>19</b>
<b>Iowa Hill Plant Expenses</b>					
Utilities					
Gas	1,560	10,989	15,000	4,011	27
Electric	6,332	36,348	75,000	38,652	52
Freight	1,702	3,348	10,000	6,652	67
Equipment Repairs	3,048	10,668	60,000	49,332	82
Chemicals	10,656	10,814	40,000	29,186	73
Contracted Repairs	3,818	25,125	20,000	(5,125)	(26)
Laboratory Supplies	604	14,044	15,000	956	6
Biomonitoring	0	0	15,000	15,000	0
Discharge Permit	0	6,171	8,000	1,829	23
Supplies	1,105	11,772	9,000	(2,772)	(31)
<b>Total Iowa Hill</b>	<b>28,825</b>	<b>129,279</b>	<b>267,000</b>	<b>137,721</b>	<b>52</b>



	2015 <u>December</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	45,301	78,000	32,699	42
Electric	33,707	394,751	500,000	105,249	21
Freight	2,610	34,551	35,000	449	1
Equipment Repairs	0	16,532	60,000	43,468	72
Chemicals	16,361	473,768	400,000	(73,768)	(18)
Supplies	52	11,899	10,000	(1,899)	(19)
Contracted Repairs	1,311	35,730	30,000	(5,730)	(19)
Dumpster Charges	1,025	12,300	14,000	1,700	12
Biomonitoring	22	4,535	7,000	2,465	35
Discharge Permit	0	16,662	25,000	8,338	33
Composting	10,539	111,365	105,000	(6,365)	(6)
Site Monitoring	974	32,798	40,000	7,202	18
Sludge Hauling Costs	0	54,900	75,000	20,100	27
State Health Fees	0	0	2,500	2,500	100
<b>Total Farmers Korner</b>	<b>66,601</b>	<b>1,245,092</b>	<b>1,381,500</b>	<b>136,408</b>	<b>10</b>
<b>Collection Expenses</b>					
Utilities	2,105	20,882	28,000	7,118	25
Vehicle Expense	329	20,687	35,000	14,313	41
Line Cleaner Expenses	0	3,853	2,000	(1,853)	(93)
Manhole Repairs/Line Repairs	4,538	122,678	120,000	(2,678)	(2)
Equipment Repairs	3,158	26,524	9,000	(17,524)	(195)
CCTV Expense	0	380	3,500	3,120	89
<b>Total Collection</b>	<b>10,130</b>	<b>195,004</b>	<b>197,500</b>	<b>2,496</b>	<b>1</b>
<b>Total Operating Expenditures</b>	<b>280,676</b>	<b>3,426,957</b>	<b>4,128,710</b>	<b>701,753</b>	<b>81</b>
<b>Net Cash from Operations</b>	<b>184,138</b>	<b>2,157,035</b>	<b>1,276,290</b>	<b>(880,745)</b>	
<b>Replacement Capital</b>					
Administration	0	33,464	45,000	11,536	26
Plant:					
IH	119,799	119,799	300,000	180,201	60
FK	0	164,676	299,000	134,324	45
South Blue	0	0	50,000	50,000	100
Collection			675,000	675,000	100
Misc.	46,442	230,202			
Vehicle	0	32,470	40,000	7,530	19
<b>Total Replacement Capital</b>	<b>166,241</b>	<b>580,611</b>	<b>1,409,000</b>	<b>1,058,591</b>	<b>75</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>

## December Financial Statement Cont.

Pg. 4

	<u>2015</u> <u>December</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	80,495	500,000	419,505	84
Collection	89,031	477,906	895,000	417,094	47
Administration	0	0	15,000	15,000	100
<b>Total Capital Outlay</b>	<u>89,031</u>	<u>572,113</u>	<u>1,734,000</u>	<u>1,161,887</u>	<u>67</u>
<b>Total Expenses</b>	<u>535,948</u>	<u>5,859,658</u>	<u>8,584,130</u>	<u>2,724,472</u>	<u>32</u>
<b>Total Revenue - Total Expenses</b>	<u>392,430</u>	<u>6,324,539</u>	<u>(2,122,130)</u>		

Upper Blue Sanitation District  
Comparative Financial Statement-UNAUDITED DRAFT  
December 31, 2015 vs. December 31, 2014

	2015 December	2014 December	2015 Year To Date	2014 Year to Date	Increase (Decrease)
<b>Operating Revenue</b>					
Sewer User Fees	450,003	442,465	5,360,286	5,286,516	73,770
Tap Inspection Fees	1,700	300	11,800	8,700	3,100
Miscellaneous Revenue	0	2,562	9,500	10,292	(792)
Camper Dump Fees	0	2,852	9,598	6,968	2,630
Late Fees	10,761	4,933	30,493	25,361	5,132
Line Extension Fees	0	0	124,595	91,373	33,222
Rental Income	2,350	3,250	37,720	42,000	(4,280)
<b>Total Operating Revenue</b>	<b>464,814</b>	<b>456,362</b>	<b>5,583,992</b>	<b>5,471,210</b>	<b>112,782</b>
<b>Miscellaneous Revenue</b>					
Interest on Loan Payments	776	1,182	16,749	13,171	3,578
Plant Investment Fees	461,043	129,566	6,042,974	3,557,122	2,485,852
Inclusion Fees	400	0	526,453	119,428	407,025
Interest on Investments	1,345	1,342	14,029	15,621	(1,592)
Transfer from Reserve	0	0	0	0	0
<b>Total Miscellaneous Reven</b>	<b>463,564</b>	<b>132,090</b>	<b>6,600,205</b>	<b>3,705,342</b>	<b>2,891,285</b>
<b>Total Revenue</b>	<b>928,378</b>	<b>588,452</b>	<b>12,184,197</b>	<b>9,176,552</b>	<b>3,007,645</b>



Administration Expense	2015 <u>December</u>	2014 <u>December</u>	2015 <u>Year to Date</u>	2014 <u>Year to Date</u>	Increase <u>(Decrease)</u>
<b>Payroll &amp; Employee Benefits</b>					
Salaries	105,977	110,175	1,029,399	1,057,587	(28,188)
Overtime	4,524	7,309	39,355	35,208	4,147
FICA-Admn	5,711	6,023	62,616	62,593	23
Medicare-Admin	1,591	1,639	15,441	15,694	(253)
401K Contributions	6,015	6,092	70,639	72,305	(1,666)
Worker's Compensation Insu	1,327	2,526	12,866	22,960	(10,094)
Health Insurance	20,156	19,704	236,056	223,743	12,313
<b>Total</b>	<b>145,301</b>	<b>153,468</b>	<b>1,466,372</b>	<b>1,490,090</b>	<b>(23,718)</b>
Office Supplies	350	103	3,284	3,750	(466)
Telephone	1,979	1,628	17,059	17,991	(932)
Business Expenses	0	3,908	28,490	32,700	(4,210)
Bank Service Fees - Admin	0	0	169	581	(412)
Legal Counsel	1,140	1,669	31,751	70,600	(38,849)
Education	287	349	19,671	9,135	10,536
Audit & Accounting	0	0	8,500	8,300	200
Legal Publications	0	1,530	2,036	8,413	(6,377)
Board Members	500	500	5,900	6,000	(100)
Elections	0	0	0	0	0
Computer Expenses	1,694	762	17,658	19,213	(1,555)
Copy Machine & Supply	0	0	0	825	(825)
Postage & Meter Rent	2,534	787	14,814	14,479	335
Insurance - General	11,845	11,052	142,354	133,272	9,082
Insurance - Deductible	0	0	0	0	0
Engineering	5,676	(4,579)	12,307	29,033	
Tools	0	0	1,902	2,422	(520)
Radios	0	0	0	0	0
Vehicle Expense	0	0	0	0	0
Dues & Memberships	920	87	6,851	3,452	3399
Safety	896	430	16,015	6,878	9,137
Summit Water Quality	0	0	15,832	14,021	1,811
Building Maintenance	1,225	610	29,367	14,439	14,928
Employee Housing Maintena	636	0	13,444	4,848	8,596
Employee Housing Utilities	137	146	3,806	4,385	(579)
<b>Total Administration</b>	<b>175,120</b>	<b>172,450</b>	<b>1,857,582</b>	<b>1,894,827</b>	<b>(20,519)</b>
<b>Iowa Hill Plant Expenses</b>					
Utilities					
Gas	1,560	1,644	10,989	11,598	(609)
Electric	6,332	2,630	36,348	34,657	1,691
Freight	1,702	0	3,348	114	3,234
Equipment Repairs	3,048	876	10,668	15,392	(4,724)
Chemicals	10,656	0	10,814	0	10,814
Contracted Repairs	3,818	723	25,125	13,576	11,549
Laboratory Supplies	604	0	14,044	12,867	1,177
Biomonitoring	0	0	0	0	0
Discharge Permit	0	0	6,171	6,090	81
Supplies	1,105	901	11,772	1,827	9,945
<b>Total Iowa Hill</b>	<b>28,825</b>	<b>6,774</b>	<b>129,279</b>	<b>96,121</b>	<b>23,213</b>

## December Comparative Statement Cont.

Pg. 3

	2015 <u>December</u>	2014 <u>December</u>	2015 <u>Year to Date</u>	2014 <u>Year to Date</u>	Increase (Decrease)
<b>Farmers Korner</b>					
Utilities					
Gas	0	8,963	45,301	78,383	(33,082)
Electric	33,707	35,380	394,751	409,983	(15,232)
Freight	2,610	3,226	34,551	30,464	4,087
Equipment Repairs	0	1,495	16,532	71,505	(54,973)
Chemicals	16,361	35,937	473,768	395,204	78,564
Supplies	52	243	11,899	10,941	958
Contracted Repairs	1,311	20,831	35,730	74,196	(38,466)
Dumpster Charges	1,025	1,025	12,300	12,060	240
Biomonitoring	22	1,437	4,535	5,771	(1,236)
Discharge Permit	0	0	16,662	15,149	1,513
Composting	10,539	9,697	111,365	83,481	27,884
Site Monitoring	974	782	32,798	28,934	3,864
Sludge Hauling Costs	0	6,525	54,900	62,816	(7,916)
State Health Fees	0	0	0	0	0
<b>Total Farmers Korner</b>	<b>66,601</b>	<b>125,541</b>	<b>1,245,092</b>	<b>1,278,887</b>	<b>(33,795)</b>
<b>Collection Expenses</b>					
Utilities	2,105	2,192	20,882	23,999	(3,117)
Vehicle Expense	329	1,189	20,687	38,518	(17,831)
Line Cleaner Expenses	0	0	3,853	557	3,296
Manhole Repairs/Line Repairs	4,538	10,803	122,678	148,402	(25,724)
Equipment Repairs	3,158	4	26,524	13,974	12,550
CCTV Expense	0	0	380	5,403	(5,023)
<b>Total Collection</b>	<b>10,130</b>	<b>14,188</b>	<b>195,004</b>	<b>230,853</b>	<b>(35,849)</b>
<b>Total Operating Expenditures</b>	<b>280,676</b>	<b>318,953</b>	<b>3,426,957</b>	<b>3,500,688</b>	<b>(66,950)</b>
<b>Net Cash from Operations</b>	<b>184,138</b>	<b>137,409</b>	<b>2,157,035</b>	<b>1,970,522</b>	<b>186,513</b>
<b>Replacement Capital</b>					
Administration	0	0	33,464	0	33,464
Plant					
IH	119,799	97,506	119,799	503,086	(383,287)
FK	0	1,507	164,676	11,480	153,196
Upper Blue	0	0	0	0	0
Collection					
Misc	46,442	11,610	230,202	59,551	170,651
Vehicle	0	237,402	32,470	394,120	(361,650)
<b>Total Replacement Capital</b>	<b>166,241</b>	<b>348,025</b>	<b>580,611</b>	<b>968,237</b>	<b>(387,626)</b>
<b>Non Operating Expenses</b>					
CWRPDA Loan Principal	0	0	964,010	941,170	22,840
Loan Interest	0	0	315,967	332,715	(16,748)
<b>Total Non Operating</b>	<b>0</b>	<b>0</b>	<b>1,279,977</b>	<b>1,273,885</b>	<b>6,092</b>

## December Comparative Statement Cont.

Pg. 4

	2015 <u>December</u>	2014 <u>December</u>	2015 <u>Year to Date</u>	2014 <u>Year to Date</u>	Pg. 4 Increase (Decrease)
<b>Capital Outlay</b>					
Plant-IH-CO	0	7,742	5,375	56,917	(51,542)
Plant-FK-CO	0	0	8,337	34,013	(25,676)
Plant-South Blue-CO	0	0	80,495	0	80,495
Collection	89,031	146,726	477,906	1,438,238	(960,332)
Administration	0	0	0		0
<b>Total Capital Outlay</b>	<u>89,031</u>	<u>154,468</u>	<u>572,113</u>	<u>1,529,168</u>	<u>(957,055)</u>
<b>Total Expenses</b>	<u>535,948</u>	<u>821,446</u>	<u>5,859,658</u>	<u>7,271,978</u>	<u>(1,405,539)</u>
<b>Revenue Less Expenses</b>	<u>392,430</u>	<u>(232,994)</u>	<u>6,324,539</u>	<u>1,904,574</u>	<u>4,419,965</u>



Upper Blue Sanitation District  
Monthly Financial Statement-UNAUDITED DRAFT  
December 31, 2015

**Revenue Over/Anticipated Over Budget**

**Expenses Over/Anticipated Over Budget**

	2015	2015	2015	2015	2015
	<u>December</u>	<u>Year To Date</u>	<u>Approved Budget</u>	<u>Uncollected</u>	<u>% Uncol/Col</u>
<b>Operating Revenue</b>					
Sewer User Fees	450,003	5,360,286	5,315,000	(45,286)	(1)
Tap Inspection Fees	1,700	11,800	7,000	(4,800)	(69)
Miscellaneous Revenue	0	9,500	1,000	(8,500)	(850)
Camper Dump Fees	0	9,598	3,000	(6,598)	(220)
Late Fees	10,761	30,493	15,000	(15,493)	(103)
Line Extension Fees	0	124,595	25,000	(99,595)	(398)
Rental Income	2,350	37,720	39,000	1,280	3
<b>Total Operating Revenue</b>	<b>464,814</b>	<b>5,583,992</b>	<b>5,405,000</b>	<b>(178,992)</b>	<b>(3)</b>
<b>Miscellaneous Revenue</b>					
Interest on Loan Payments	776	16,749	9,000	(7,749)	(86)
Plant Investment Fees	461,043	6,042,974	1,000,000	(5,042,974)	(504)
Inclusion Fees	400	526,453	30,000	(496,453)	(1,655)
Interest on Investments	1,345	14,029	18,000	3,971	22
Transfer from Reserve	0	0	0	0	0
<b>Total Miscellaneous Revenue</b>	<b>463,564</b>	<b>6,600,205</b>	<b>1,057,000</b>	<b>(5,535,456)</b>	<b>(524)</b>
<b>Total Revenue</b>	<b>928,378</b>	<b>12,184,197</b>	<b>6,462,000</b>	<b>(5,722,197)</b>	<b>(89)</b>

Administration Expense	2015 December	2015 Year to Date	2015 Approved Budget	2015 Available	2015 % Available
<b>Payroll &amp; Employee Benefits</b>					
Salaries	105,977	1,029,399	1,254,800	225,401	18
Overtime	4,524	39,355	45,000	5,645	13
FICA-Admn	5,711	62,616	77,800	15,184	20
Medicare-Admin	1,591	15,441	18,200	2,759	15
401K Contributions	6,015	70,639	94,110	23,471	25
Worker's Compensation Insurance	1,327	12,866	25,000	12,134	49
Health Insurance	20,156	236,056	245,000	8,944	4
<b>Total</b>	<b>145,301</b>	<b>1,466,372</b>	<b>1,759,910</b>	<b>293,538</b>	<b>17</b>
Office Supplies	350	3,284	5,000	1,716	34
Telephone	1,979	17,059	22,000	4,941	22
Business Expenses	0	28,490	45,000	16,510	37
Bank Service Fees - Admin	0	169	5,000	4,831	97
Legal Counsel	1,140	31,751	65,000	33,249	51
Education	287	19,671	25,000	5,329	21
Audit & Accounting	0	8,500	9,000	500	6
Legal Publications	0	2,036	12,000	9,964	83
Board Members	500	5,900	6,000	100	2
Elections	0	0	0	0	0
Computer Expenses	1,694	17,658	25,000	7,342	29
Copy Machine & Supply	0	0	1,000	1,000	100
Postage & Meter Rent	2,534	14,814	13,000	(1,814)	(14)
Insurance - General	11,845	142,354	142,300	(54)	(0)
Insurance - Deductible	0	0	1,000	1,000	100
Engineering	5,676	12,307	60,000	47,693	79
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	920	6,851	7,000	149	2
Safety	896	16,015	5,000	(11,015)	(220)
Summit Water Quality	0	15,832	15,000	(832)	(6)
Building Maintenance	1,225	29,367	30,000	633	2
Employee Housing Maintenance	636	13,444	20,000	6,556	33
Employee Housing Utilities	137	3,806	5,000	1,194	24
<b>Total Administration</b>	<b>175,120</b>	<b>1,857,582</b>	<b>2,282,710</b>	<b>425,128</b>	<b>19</b>
<b>Iowa Hill Plant Expenses</b>					
Utilities					
Gas	1,560	10,989	15,000	4,011	27
Electric	6,332	36,348	75,000	38,652	52
Freight	1,702	3,348	10,000	6,652	67
Equipment Repairs	3,048	10,668	60,000	49,332	82
Chemicals	10,656	10,814	40,000	29,186	73
Contracted Repairs	3,818	25,125	20,000	(5,125)	(26)
Laboratory Supplies	604	14,044	15,000	956	6
Biomonitoring	0	0	15,000	15,000	0
Discharge Permit	0	6,171	8,000	1,829	23
Supplies	1,105	11,772	9,000	(2,772)	(31)
<b>Total Iowa Hill</b>	<b>28,825</b>	<b>129,279</b>	<b>267,000</b>	<b>137,721</b>	<b>52</b>

## December Financial Statement Cont.

Pg. 3

	2015 <u>December</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	45,301	78,000	32,699	42
Electric	33,707	394,751	500,000	105,249	21
Freight	2,610	34,551	35,000	449	1
Equipment Repairs	0	16,532	60,000	43,468	72
Chemicals	16,361	473,768	400,000	(73,768)	(18)
Supplies	52	11,899	10,000	(1,899)	(19)
Contracted Repairs	1,311	35,730	30,000	(5,730)	(19)
Dumpster Charges	1,025	12,300	14,000	1,700	12
Biomonitoring	22	4,535	7,000	2,465	35
Discharge Permit	0	16,662	25,000	8,338	33
Composting	10,539	111,365	105,000	(6,365)	(6)
Site Monitoring	974	32,798	40,000	7,202	18
Sludge Hauling Costs	0	54,900	75,000	20,100	27
State Health Fees	0	0	2,500	2,500	100
<b>Total Farmers Korner</b>	<b>66,601</b>	<b>1,245,092</b>	<b>1,381,500</b>	<b>136,408</b>	<b>10</b>
<b>Collection Expenses</b>					
Utilities	2,105	20,882	28,000	7,118	25
Vehicle Expense	329	20,687	35,000	14,313	41
Line Cleaner Expenses	0	3,853	2,000	(1,853)	(93)
Manhole Repairs/Line Repairs	4,538	122,678	120,000	(2,678)	(2)
Equipment Repairs	3,158	26,524	9,000	(17,524)	(195)
CCTV Expense	0	380	3,500	3,120	89
<b>Total Collection</b>	<b>10,130</b>	<b>195,004</b>	<b>197,500</b>	<b>2,496</b>	<b>1</b>
<b>Total Operating Expenditures</b>	<b>280,676</b>	<b>3,426,957</b>	<b>4,128,710</b>	<b>701,753</b>	<b>81</b>
<b>Net Cash from Operations</b>	<b>184,138</b>	<b>2,157,035</b>	<b>1,276,290</b>	<b>(880,745)</b>	
<b>Replacement Capital</b>					
Administration	0	33,464	45,000	11,536	26
Plant:					
IH	119,799	119,799	300,000	180,201	60
FK	0	164,676	299,000	134,324	45
South Blue	0	0	50,000	50,000	100
Collection			675,000	675,000	100
Misc.	46,442	230,202			
Vehicle	0	32,470	40,000	7,530	19
<b>Total Replacement Capital</b>	<b>166,241</b>	<b>580,611</b>	<b>1,409,000</b>	<b>1,058,591</b>	<b>75</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>



## December Financial Statement Cont.

Pg. 4

	2015 <u>December</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	80,495	500,000	419,505	84
Collection	89,031	477,906	895,000	417,094	47
Administration	0	0	15,000	15,000	100
<b>Total Capital Outlay</b>	<u>89,031</u>	<u>572,113</u>	<u>1,734,000</u>	<u>1,161,887</u>	<u>67</u>
<b>Total Expenses</b>	<u>535,948</u>	<u>5,859,658</u>	<u>8,584,130</u>	<u>2,724,472</u>	<u>32</u>
<b>Total Revenue - Total Expenses</b>	<u>392,430</u>	<u>6,324,539</u>	<u>(2,122,130)</u>		

**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	\$356.90	\$356.90
Redemption		
Purchase		
December 31, 2015	\$2,001,565.48	\$2,001,565.48

**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	\$0.00	\$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>\$0.00</b>	<b>\$164,675.60</b>	<b>\$299,000.00</b>

**FARMERS KORNER - NEW**

<b>10-95-9540</b>			
Miscellaneous Equipment Replace/Repair	\$0.00	\$0.00	\$200,000.00
Roof Icemelt System	\$0.00	\$8,337.00	
<b>TOTAL</b>	<b>\$0.00</b>	<b>\$8,337.00</b>	<b>\$200,000.00</b>

**IOWA HILL - REPLACEMENT**

<b>10-85-8522</b>			
Miscellaneous Equipment Replace/Repair	\$20,280.20	\$20,280.20	\$200,000.00
Chemical Feed Pumps	\$99,519.07	\$99,519.07	\$100,000.00
<b>TOTAL</b>	<b>\$119,799.27</b>	<b>\$119,799.27</b>	<b>\$300,000.00</b>

**IOWA HILL - NEW**

<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>

**SOUTH BLUE - REPLACEMENT**

<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>

**SOUTH BLUE - NEW**

<b>10-95-9590</b>			
Plant Expansion	\$0.00	\$39,694.85	\$500,000.00
Vac Sludge Collector	\$0.00	\$40,800.00	
<b>TOTAL</b>	<b>\$0.00</b>	<b>\$80,494.85</b>	<b>\$500,000.00</b>

**COLLECTION - REPLACEMENT**

<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
Vehicle Replacement	\$46,441.69	\$46,441.69	\$40,000.00
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>\$46,441.69</b>	<b>\$230,201.73</b>	<b>\$760,000.00</b>

**COLLECTION - NEW**

<b>10-95-9520</b>			
Miscellaneous Line Extension	\$0.00	\$0.00	\$850,000.00
Breckenridge Park Estates			
97 Subdivision	\$89,031.56	\$477,905.63	
Leap Year			
<b>TOTAL</b>	<b>\$89,031.56</b>	<b>\$477,905.63</b>	<b>\$850,000.00</b>

**VEHICLE - RC**

<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)

	<u>Current Month</u>	<u>Year To Date</u>	<u>Budget</u>
ADMINISTRATION - REPLACEMENT			
10-85-8510			
Vehicle Replacement	\$0.00	\$33,464.00	\$45,000.00
TOTAL	\$0.00	\$33,464.00	\$45,000.00
ADMINISTRATION - NEW			
10-95-9580			
Computers	\$0.00	\$0.00	\$15,000.00
TOTAL	\$0.00	\$0.00	\$15,000.00
GRAND TOTALS	\$255,272.52	\$1,152,723.08	\$3,183,000.00



DATE: January 6, 2016

TO: Andrew Carlberg, District Manager

FROM: Earl Picard, Chief Plant Operator

SUBJECT: Treatment plant operations for December, 2015.

1. Total influent flow for the Upper Blue Treatment Facilities was 54.2 million gallons for the month of December. The flow for the previous December was 47.8 million gallons. This is a 6.4 million gallon increase (13.9%).

2. Solids loading at Farmer's Korner was up for December from 62,375 lbs to 68,079 lbs.

3. We are discharging good water that meets all discharge permit requirements. The phosphorus discharge concentration for December was at 0.015 mg/l (ppm).

4. Below are the flows during the holiday

	2014-15	2015-16		2014-15	2015-16
20-Dec	1.881	2.054	28-Dec	2.339	2.440
21-Dec	1.923	2.238	29-Dec	2.527	2.467
22-Dec	2.040	2.212	30-Dec	2.535	2.648
23-Dec	2.052	2.133	31-Dec	2.606	2.897
24-Dec	2.079	2.122	1-Jan	2.510	2.664
25-Dec	1.997	2.080	2-Jan	2.277	2.444
26-Dec	2.320	2.191	3-Jan	2.192	2.146
27-Dec	2.354	2.283	4-Jan	1.995	2.263

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	37.7	3.4	4.0	3.0	52500	55194	82810	44.0	25.3	38.2
DEC	51.7	47.8	54.2	4.3	6.8	5.0	110099	62375	68079	58.5	65.5	67.3
TOTAL	584.1	637.3	609.4	84.4	67.7	43.2	830416	862805	933840	551.4	606.4	697.7

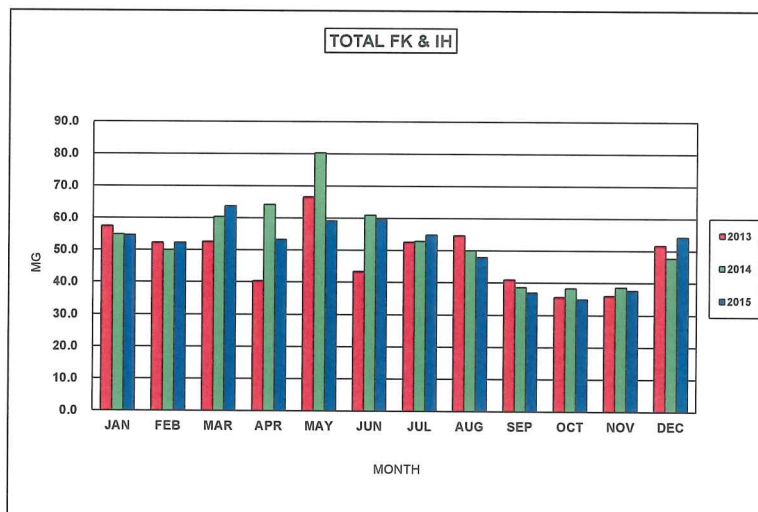
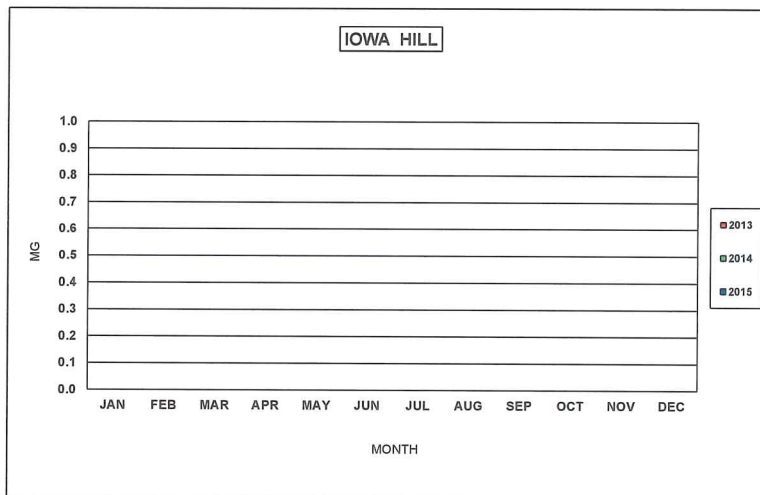
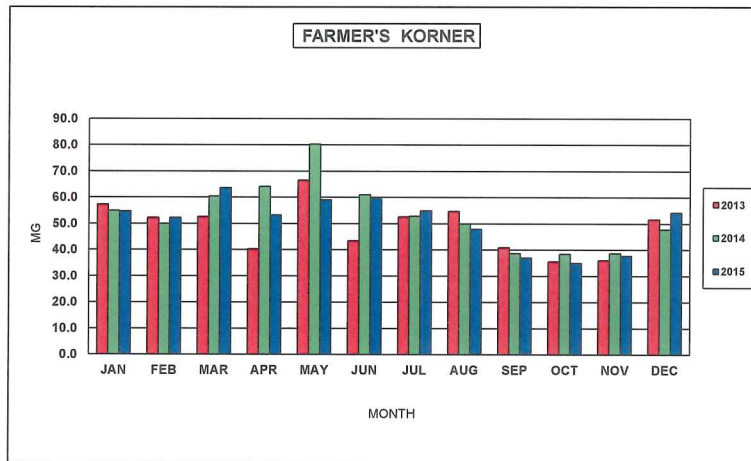
### PLANT STATISTICS - IOWA HILL

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
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	37.7	3.4	4.0	3.0	52500	55194	82810	44.0	25.3	38.2
DEC	51.7	47.8	54.2	4.3	6.8	5.0	110099	62375	68079	58.5	65.5	67.3
TOTAL	584.1	637.3	609.4	84.4	67.7	43.2	830416	862805	933840	551.4	606.4	697.7

# FACILITY FLOW



To: Andrew Carlberg – District Manager  
From: Wally Esquibel – Collection Systems Foreman  
Subject: Collection System Report for December 2015  
Date: January 7, 2016

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1. No backups reported for the month of December
2. Collection System personal have started grease trap inspections on all licensed food service establishments in the town, so far we have found many failures. We will try to implement a fall and spring inspection schedule. Collections personal are asking for establishments to start record keeping, to track regular scheduled cleaning, we will continue these inspections from here on.
3. Working on new maps and GIS up dates
4. Monitoring all lift stations
5. Locates on service line inspections and fleet maintenance are all up to date



## **MANAGER REPORT**

### **January 2016**

- 1) I have had no additional meetings with the Town concerning easements on the Farmer's Korner property. However their consultant contacted me and wanted to schedule another meeting for January 15<sup>th</sup>.
- 2) We are working with local restaurants and the County Health department on informing them of our grease trap ordinances. At this time we are spending a significant amount of time on helping everyone get into compliance.
- 3) We are finalizing the specifications and plans for our Interceptor cleaning project. We should have the project out to bid by the end of the month.

RESOLUTION NO. 2  
SERIES 2016

A RESOLUTION ESTABLISHING THE TIME AND LOCATION OF REGULAR  
MEETINGS OF THE BOARD OF DIRECTORS OF THE UPPER BLUE  
SANITATION DISTRICT

WHEREAS, the Upper Blue Sanitation District (hereinafter "District") is a Special District of the State of Colorado; and

WHEREAS, the District wishes to establish a uniform time and location for regular meetings of the Board of Directors.

NOW THEREFORE, BE IT RESOLVED THAT:

1. Regular meetings of the Board of the District shall be held at 5:30 p.m. on the second Thursday of each month; and
2. Monthly work session of the Board of Directors will be held at 4:30 pm on the day of the regular Board meeting; and
3. All regular meetings and work sessions of the District Board of Director's shall be held at 1605 Airport Road Breckenridge Colorado; and
4. Official postings of the District Shall be at the following locations:

1) Upper Blue Sanitation District's Administrative office located at 1605 Airport Rd. Breckenridge, Colorado.

2) Mountain View Liftstation Building located at 63 Blue River Road, Blue River, Colorado.

3) Farmer's Korner Waste Water Treatment Plant located at 59 Swan Mountain Rd. Breckenridge, Colorado.

4) Summit County Clerk and Recorder located at 208 E. Lincoln Breckenridge, Colorado.

5) Official Paper for Publication: Summit Journal

Approved this 14th day of January 2016.

\_\_\_\_\_  
Barrie Stimson, President

ATTEST:

\_\_\_\_\_  
Allyn Mosher, Secretary

**RESOLUTION 3 SERIES 2016  
ELECTION RESOLUTION  
POLLING PLACE Election**

WHEREAS, the term of office of Directors Mr. Allyn Mosher, Mr. Kenneth Trausch and Mr. Jeremy Fisher, shall expire after their successors are elected at the Regular Special District election ("Election") to be held on May 3, 2016 and take office; and

WHEREAS, in accordance with the provisions of the Special District Act ("Act") and the Uniform Election Code of 1992 ("Code"), the Election must be conducted to elect 3 Directors to serve for a term of four years each.

NOW, THEREFORE, be it resolved by the Board of Directors of the Upper Blue Sanitation District ("District") in Summit County, State of Colorado that:

1. The regular election of the eligible electors of District shall be held on May 3, 2016, between the hours of 7:00 A.M. and 7:00 P.M. pursuant to and in accordance with the Act, Code, and other applicable laws. At that time, 3 Directors will be elected to serve a *four-year* term.

2. District shall consist of 1 election precinct for the convenience of the eligible electors of District, the boundaries of which are identical to the boundaries of the District, and there shall be one polling place at the following location: 1605 Airport Road, Breckenridge Colorado, Situated in Summit County, State of Colorado. The polling place located at 1605 Airport Road, Breckenridge Colorado shall also be the polling place for disabled electors and for eligible electors not residing within the District. If the Designated Election Official deems it to be more expedient for the convenience of the eligible electors of District (who are also eligible electors in other special districts with overlapping boundaries which are conducting elections on Election Day), the Election may be held jointly with such special districts in accordance with coordinated election procedures as set forth in an agreement between all participating special districts. In such event, the election precincts and polling places shall be as set forth in such agreement. The Designated Election Official is authorized to execute such agreement on behalf of the District, which agreement shall include provisions for the allocation of responsibilities for the conduct and reasonable sharing of costs of the coordinated Election.

3. Andrew Carlberg shall be the Designated Election Official on behalf of District and is hereby authorized and directed to proceed with any action necessary or appropriate to effectuate the provisions of this Resolution and of the Act, Code, or other applicable laws. The Election shall be conducted in accordance with the Act, Code, and other applicable laws. Among other matters, the Designated Election Official shall appoint election judges as necessary, appoint the Board of Canvassers, arrange for the required notices of election and printing of ballots, and direct that all other appropriate actions be accomplished.

4. Applications for absentee ballots may be filed with the Designated Election Official at: 1605 Airport Road, Breckenridge, Colorado, not earlier than January 1, 2016, nor later than 5:00 P.M. on Friday April 29, 2016, if the Election is conducted as a polling place election.

5. Self-Nomination and Acceptance forms are available at the Designated Election Official's office located at the above address. All candidates must file a self-nomination and acceptance form with the Designated Election Official no later than 5:00 P.M. on Friday February 26, 2016. Interested candidates, who miss the February 26, 2016 deadline, may still apply to run for director by filing an affidavit of intent to be a write-in candidate no later than 5:00 P.M. on Monday February 29, 2016.

6. If the only matter before the electors is the election of Directors of District and if, at 5:00 P.M. on Tuesday March 1, 2016, there are not more candidates than offices to be filled at the Election, including candidates timely filing of affidavits of intent to be a write-in, the Designated Election Official shall cancel the Election and declare the candidates elected. Notice of such cancellation shall be published and posted in accordance with the Code. This Notice and this resolution, signed by the Board President, shall be filed with the Division of Local Government.

7. Severability. If any part or provision of this Resolution is adjudged to be unenforceable or invalid, such judgment shall not affect, impair or invalidate the remaining provisions of this Resolution, it being the Board's intention that the various provisions hereof

are severable.

8. Any and all actions previously taken by the Designated Election Official or the Secretary of the Board of Directors or any other persons acting on their behalf pursuant to the Act, the Code or other applicable laws, are hereby ratified and confirmed.

9. Repealer. All acts, orders, and resolutions, or parts thereof, of the Board which are inconsistent or in conflict with this Resolution are hereby repealed to the extent only of such inconsistency or conflict.

10. Effective Date. The provisions of this Resolution shall take effect immediately.

ADOPTED AND APPROVED this 14<sup>th</sup> day of January 2016.

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Barrie Stimson, President

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Allyn Mosher, Secretary