

Upper Blue Sanitation District
Board of Directors Meeting
Thursday October 10, 2013 @ 5:30 PM

I. ROLL CALL:

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

II. MINUTES:

September 12, 2013 minutes: Mr. Trausch made a motion to approve the September 12, 2013 Board of Directors meeting minutes. Mr. Stimson seconded the motion. The motion was passed unanimously by the Board.

III. PUBLIC HEARINGS: None

IV. PUBLIC COMMENT: None

V. BILLS:

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

VI. FINANCIAL REPORT:

The Financial report was discussed by the Board of Directors during the work session.

Mrs. Borsina told the Board that the District's Holiday party had been scheduled for Friday, December 13, 2013.

VII. MONTHLY REPORTS:

A. Plant and Collection:

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

The Board discussed the Farmers Korner blowers and the new fenced storage area at Farmers Korner during the work session.

B. Manager Report:

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

1) Project Update:

Mr. Carlberg said that the Ten Mile Vista/Breckenridge Park Estates/Blue River Hwy. 9 projects are proceeding slowly due to equipment failures, rock excavation and weather. The projects are still expected to complete on time.

2) Town of Breckenridge Water Plant Study:

Mr. Carlberg said that there has not been any word from the Town of Breckenridge on the progress of the water plant study. Although, Town of Breckenridge staff members have requested additional information on the District's treatment facilities and capacities.

Upper Blue Sanitation District
Board of Directors Meeting
Thursday October 10, 2013 @ 5:30 PM

3) Water Right:

Mr. Carlberg said that since there will not be a full Board at this meeting he has scheduled the District's new water attorney to attend the November Board meeting.

4) Blue Grouse Lawsuit:

Mr. Carlberg said that he has been dedicating a significant amount of time in the preparation of the case. There has not been a trial date set, but the attorney anticipates that the trial will be sometime next summer. The District is preparing for mediation and depositions this month.

5) Health Insurance:

The Board had requested that the District look into their own health insurance pool. The District's insurance agent researched that for the District. At the Board meeting the Board was presented with the detailed response from the insurance agent. The insurance agent's response said that there is not a self-insured policy available to any group under twenty employees.

VIII. OLD BUSINESS:

IX. NEW BUSINESS:

C. Bear Construction Pay Request #2, Ten Mile Vista/Breckenridge Park Estates/Blue River: Mr. Carlberg reported to the Board that the Breckenridge Park Estates line extension is 95% complete. The addition of road base will complete the Breckenridge Park Estates project. Bear Construction is now working on Ten Mile Vista. Bear Construction has encountered a significant amount of rock in Ten Mile Vista which has delayed the project. Mr. Carlberg said he recommended that the Board approve Bear Construction Pay Request #2 in the amount of \$29,600.46.

Mr. Stimson made a motion to approve Bear Construction pay request #2 in the amount of \$29,600.46. Mr. Trausch seconded the motion. Mr. Mosher asked the Board for a roll call and the motion was passed unanimously by the Board.

D. Final Pay Request CTM Construction-Administration Building Repair:

Mr. Carlberg reported that the Administration Building repair has been completed. Mr. Carlberg said that he and the Architect have reviewed the CTM Construction final pay request. Mr. Carlberg and the Architect both recommended that the Board approve the CTM Construction final pay request in the amount of \$9,110.00.

Mr. Trausch made a motion to approve the CTM Construction final pay request in the amount of \$9,110.00. Mr. Stimson seconded the motion. The motion was passed unanimously by the Board.

E. TES Construction Pay Request #2-Woodmoor Repairs:

Mr. Carlberg reported to the Board that TES Construction has completed the video portion of the sewer line repair in Woodmoor and has identified the areas that are in need of repair. TES is currently making the repairs. TES has submitted pay request #2 in the amount of \$9,852.39. Mr. Carlberg said that the Engineer and staff have both reviewed TES pay request #2 and recommend that the Board approve TES pay request \$2. Mr. Carlberg showed the Board a diagram of the process that TES is using.

Mr. Trausch made a motion to approve TES pay request #2 in the amount of \$9,852.39. Mr. Stimson seconded the motion. The motion was passed unanimously by the Board.

F. 2014 Draft Budget:

Mr. Carlberg said that the Board reviewed the 2014 Draft Budget at the September Board meeting. The Board will review the 2014 Draft Budget again at the November Board meeting and approve the 2014 Budget at the December Board meeting.

Upper Blue Sanitation District
Board of Directors Meeting
Thursday October 10, 2013 @ 5:30 PM

The Draft Budget proposes that the District not increase service fees or plant investment fees (PIF) in 2014. The current service fee is \$26.00 /sfe/month and the current PIF is at \$11,584.00 per sfe. Mr. Carlberg highlighted some of the 2014 expenditures as follows:

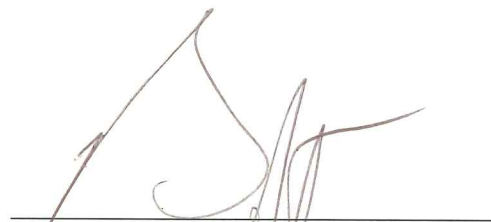
- Salaries, 5.5% max increase based on merit. One new operator to be added in June due to the additional work load with the re-commissioning of Iowa Hill in the fall or winter of 2014.
- Health insurance is estimated to increase by 7%.
- Legal fees are anticipated to increase due to water right issues, Blue Grouse lawsuit and the election.
- Iowa Hill expenses will increase as the District moves toward re-commissioning the plant.
- Farmers Korner utilities are anticipated to increase. However staff is working to increase efficiencies in an attempt to bring the costs down.
- In Collection, additional money is allocated towards manhole/line repairs.
- There are several vehicles that need to be replaced: tommy lift truck, ¾ ton pick-up truck for snowplow, camera van, jet truck, service truck and the Tahoe.

X. CORRESPONDENCE:

XI. ADJOURN:

Mr. Trausch made a motion to adjourn the meeting at 5:50 PM. Mr. Stimson seconded the motion. The motion was passed unanimously by the Board.


Mr. Allyn T. Mosher, Secretary


Mr. Barrie Stimson

Memorandum

To: Andy Carlberg

From: Marjorie Borsina

Date: October 4, 2013

Re: Financial Update

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

-We have not received all of the September 2013 bills. Therefore, the September 2013 Financial Statements are a preliminary draft for your review.

Marjorie

Upper Blue Sanitation District
Comparative Balance Sheet-UNAUDITED DRAFT
September 30, 2013 and September 30, 2012

	<u>2013</u>	<u>2012</u>	<u>Increase</u> <u>(Decrease)</u>
<u>Current Assets:</u>			
Petty Cash	\$200	\$200	-
Checking-Alpine Bank	\$ -	\$ -	-
Checking-Wells Fargo Bank	10,797,403	9,102,992	1,694,411
Cash-Centennial Bank Money Market	250,000	-	250,000
ColoTrust Prime	3,639,862	3,638,539	1,323
Total Cash and Equivalents	14,687,465	12,741,731	1,945,734
Investments			
FK Construction Retainage Escrow	-	331,188	(331,188)
Cert. of Deposit & Treasuries	2,001,184	2,008,777	(7,593)
Total Investments	2,001,184	2,339,965	(338,781)
Other Current Assets			
Receivables-Utility + Spec. Assessments	64,714	63,260	1,454
Developer/Contractor Escrow	128,736	135,744	(7,008)
Interest Receivable & Market Adjustments	-	-	-
Notes Receivable	176,190	224,837	(48,647)
Prepaid Expenses	34,443	276,633	(242,190)
Loan Issuance Costs (Net)	-	139,249	(139,249)
Total Other Assets	404,083	839,723	(435,640)
Total Current Assets:	17,092,732	15,921,419	1,171,313
Property Plant and Equipment:			
Land	721,070	721,070	-
Easements	69,583	69,583	-
Sewer Lines	13,460,838	13,368,225	92,613
Treatment Plants	76,468,318	75,663,825	804,493
Office Equipment	210,830	210,830	-
Other Machines & Equipment	459,772	459,772	-
Autos & Trucks	849,019	821,984	27,035
Upper Blue System Costs	4,321,429	3,587,750	733,679
Telemetry	102,075	102,075	-
Employee Housing	1,038,191	1,038,191	-
Total Property Plant and Equipment :	97,701,125	96,043,305	1,657,820
Less Accumulated Depreciation	(27,812,986)	(25,913,128)	(1,899,858)
Net Property Plant and Equipment :	69,888,139	70,130,177	(242,038)
Total Assets:	86,980,871	86,051,596	929,275

Liabilities

	<u>2013</u>	<u>2012</u>	<u>Increase (Decrease)</u>
Current Liabilities:			
Accounts Payable	96,907	354,760	(257,853)
Construction/Developer Escrow	128,736	135,744	(7,008)
Earned Employee Benefits	121,784	121,416	368
Unearned User Fees	-	433,409	(433,409)
Interest Payable	155,577	164,671	(9,094)
Loan Payable (Current Portion)	913,365	890,595	22,770
Retainage Payable-Construction in Progress	-	331,188	(331,188)
Retainage Payable-Blue River	47,863	-	47,863
Employee Housing Deposit Payable	1,250	1,250	-
Total Current Liabilities:	1,465,482	2,433,033	(967,551)
Long Term Liabilities:			
Loan Payable	9,290,474	10,203,839	(913,365)
Total Long Term Liabilities:	9,290,474	10,203,839	(913,365)
Total Liabilities	10,755,956	12,636,872	(1,880,916)
Net Assets			
Invested in Capital Assets, Net of Related Debt	59,528,723	58,920,134	608,589
Unrestricted Net Assets	12,696,192	12,494,590	201,602
Unrestricted Net Assets - Nutrient Reserve	4,000,000	2,000,000	2,000,000
Total Contributed Capital	76,224,915	73,414,724	2,810,191
Total Liabilities and Equity	86,980,871	86,051,596	929,275

Upper Blue Sanitation District
Monthly Financial Statement-UNAUDITED DRAFT
September 30, 2013

	2013	2013	2013	2013	2013
	September	Year To Date	Approved Budget	Uncollected	% Uncol/Col
Operating Revenue					
Sewer User Fees	435,861	3,932,145	5,231,574	1,299,429	25
Tap Inspection Fees	1,800	6,900	7,000	100	1
Miscellaneous Revenue	0	7,804	1,000	(6,804)	(680)
Camper Dump Fees	602	6,006	3,000	(3,006)	(100)
Late Fees	14,257	37,680	25,000	(12,680)	(51)
Line Extension Fees	38,717	59,559	25,000	(34,559)	(138)
Rental Income	3,750	33,750	40,000	6,250	16
Total Operating Revenue	494,987	4,083,844	5,332,574	1,248,730	23
Miscellaneous Revenue					
Interest on Loan Payments	1,156	7,690	9,000	1,310	15
Plant Investment Fees	446,673	1,648,629	400,000	(1,248,629)	(312)
Inclusion Fees	15,400	48,626	30,000	(18,626)	(62)
Interest on Investments	1,472	16,363	18,000	1,637	0
Transfer from Reserve	0	0	0	0	0
Total Miscellaneous Revenue	464,701	1,721,308	457,000	(1,265,618)	(277)
Total Revenue	959,688	5,805,152	5,789,574	(15,578)	(0)

Administration Expense	2013 September	2013 Year to Date	2013 Approved Budget	2013 Available	2013 % Available
Payroll & Employee Benefits					
Salaries	81,795	749,564	1,139,399	389,835	34
Overtime	3,165	22,841	45,000	22,159	49
FICA-Admn	4,927	46,873	74,000	27,127	37
Medicare-Admin	1,212	11,022	19,000	7,978	42
401K Contributions	6,161	54,903	80,000	25,097	31
Worker's Compensation Insurance	1,373	12,758	19,000	6,242	33
Health Insurance	18,448	175,863	256,238	80,375	31
Total	117,081	1,073,824	1,632,637	558,813	34
Office Supplies	0	1,542	4,000	2,458	61
Telephone	1,116	11,460	16,500	5,040	31
Business Expenses	(341)	29,497	32,000	2,503	8
Legal Counsel	0	17,821	50,000	32,179	64
Education	1,376	14,492	25,000	10,508	42
Audit & Accounting	0	8,100	9,000	900	10
Legal Publications	0	4,070	12,000	7,930	66
Board Members	500	4,500	6,000	1,500	25
Elections	0	0	0	0	0
Computer Expenses	662	20,737	9,000	(11,737)	(130)
Copy Machine & Supply	0	0	1,000	1,000	100
Postage & Meter Rent	600	7,234	13,000	5,766	44
Insurance - General	10,108	91,332	115,000	23,668	21
Insurance - Deductible	0	109	1,000	891	89
Engineering	0	57,457	100,000	42,543	43
Tools	0	1,906	3,500	1,594	46
Radios	0	0	0	0	0
Vehicle Expense	0	0	1,000	1,000	100
Dues & Memberships	349	3,608	7,000	3,392	48
Safety	0	3,574	4,000	426	11
Summit Water Quality	0	14,021	12,000	(2,021)	(17)
Building Maintenance	357	9,486	17,000	7,514	44
Employee Housing Maintenance	280	16,215	20,000	3,785	19
Employee Housing Utilities	63	3,046	3,000	(46)	(2)
Total Administration	132,151	1,394,031	2,093,637	699,606	33
Iowa Hill Plant Expenses					
Utilities					
Gas	118	8,343	6,000	(2,343)	(39)
Electric	2,338	22,360	50,000	27,640	55
Freight	0	288	2,000	1,712	86
Equipment Repairs	0	362	25,000	24,638	99
Chemicals	0	0	10,000	10,000	100
Contracted Repairs	0	12,786	25,000	12,214	49
Laboratory Supplies	632	8,764	15,000	6,236	42
Biomonitoring	0	0	0	0	0
Discharge Permit	0	0	7,000	7,000	100
Supplies	0	357	3,000	2,643	88
Total Iowa Hill	3,088	53,260	143,000	89,740	63

	2013 <u>September</u>	2013 <u>Year to Date</u>	2013 <u>Approved Budget</u>	2013 <u>Available</u>	2013 <u>% Available</u>
Farmers Korner Expenses					
Utilities					
Gas	1,185	44,928	75,000	30,072	40
Electric	31,602	299,845	550,000	250,155	45
Freight	608	25,765	25,000	(765)	(3)
Equipment Repairs	2,958	53,398	60,000	6,602	11
Chemicals	10,783	300,738	350,000	49,262	14
Supplies	0	3,898	15,000	11,102	74
Contracted Repairs	636	4,924	15,000	10,076	67
Dumpster Charges	995	8,955	14,000	5,045	36
Biomonitoring	0	2,837	7,000	4,163	59
Discharge Permit	0	1,657	17,000	15,343	90
Composting	3,926	56,732	115,000	58,268	51
Site Monitoring	654	19,433	25,000	5,567	22
Sludge Hauling Costs	0	40,722	55,000	14,278	26
State Health Fees	0	0	2,500	2,500	100
Total Farmers Korner	53,347	863,832	1,325,500	461,668	35
Collection Expenses					
Utilities	1,348	16,748	18,000	1,252	7
Vehicle Expense	0	22,868	27,000	4,132	15
Line Cleaner Expenses	7	1,067	5,000	3,933	79
Manhole Repairs/Line Repairs	4,029	77,328	120,000	42,672	36
Equipment Repairs	27	3,483	9,000	5,517	61
CCTV Expense	0	0	3,500	3,500	100
Total Collection	5,411	121,494	182,500	61,006	33
Replacement Capital					
Administration	9,430	133,676	120,000	(13,676)	(11)
Plant:		0			
IH	0	66,660	275,000	208,340	76
FK	0	176,745	613,000	436,255	71
Upper Blue	0	13,678	10,000	(3,678)	0
Collection			470,000	470,000	100
Misc	9,852	50,086	0	(50,086)	0
Vehicle	0	28,351	0	(28,351)	0
Total Replacement Capital	19,282	469,196	1,488,000	1,018,804	68
Non Operating Expenses					
Bond Principal	0	913,365	913,365	0	0
Bond Interest	0	372,948	372,948	0	0
Total Non Operating	0	1,286,313	1,286,313	0	0

September Financial Statement Cont.

Pg. 4

	<u>2013</u> <u>September</u>	<u>2013</u> <u>Year to Date</u>	<u>2013</u> <u>Approved Budget</u>	<u>2013</u> <u>Available</u>	<u>2013</u> <u>% Available</u>
Capital Outlay					
Plant:					
IH	0	0	25,000	25,000	100
FK	42,623	53,084	85,000	31,916	38
Upper Blue	68	9,309	65,000	55,691	86
Collection	0	40,443	305,000	264,557	87
Administration	0	0	0	0	0
Total Capital Outlay	<u>42,691</u>	<u>102,836</u>	<u>480,000</u>	<u>377,164</u>	<u>79</u>
Total Expenses	<u>255,970</u>	<u>4,290,962</u>	<u>6,998,950</u>	<u>2,707,988</u>	<u>39</u>
Revenue Less Expenses	<u>703,718</u>	<u>1,514,190</u>	<u>(1,209,376)</u>		

Upper Blue Sanitation District
Comparative Financial Statement-UNAUDITED DRAFT
September 30, 2013 vs. September 30, 2012

	2013	2012	2013	2012	Increase
	<u>September</u>	<u>September</u>	<u>Year To Date</u>	<u>Year to Date</u>	<u>(Decrease)</u>
Operating Revenue					
Sewer User Fees	435,861	433,607	3,932,145	3,898,769	33,376
Tap Inspection Fees	1,800	1,000	6,900	8,300	(1,400)
Miscellaneous Revenue	0	2,240	7,804	51,479	(43,675)
Camper Dump Fees	602	1,127	6,006	5,681	325
Late Fees	14,257	10,547	37,680	34,351	3,329
Line Extension Fees	38,717	14,550	59,559	71,248	(11,689)
Rental Income	3,750	3,750	33,750	33,750	0
Total Operating Revenue	<u>494,987</u>	<u>466,821</u>	<u>4,083,844</u>	<u>4,103,578</u>	<u>(19,734)</u>
Miscellaneous Revenue					
Interest on Loan Payments	1,156	1,434	7,690	8,882	(1,192)
Plant Investment Fees	446,673	275,788	1,648,629	1,819,572	(170,943)
Inclusion Fees	15,400	20,420	48,626	77,549	(28,923)
Interest on Investments	1,472	2,053	16,363	17,919	(1,556)
Transfer from Reserve	0	0	0	0	0
Total Miscellaneous Reven	<u>464,701</u>	<u>299,695</u>	<u>1,721,308</u>	<u>1,923,922</u>	<u>(201,422)</u>
Total Revenue	<u>959,688</u>	<u>766,516</u>	<u>5,805,152</u>	<u>6,027,500</u>	<u>(222,348)</u>

Administration Expense	2013 September	2012 September	2013 Year to Date	2012 Year to Date	Increase (Decrease)
Payroll & Employee Benefits					
Salaries	81,795	81,803	749,564	749,939	(375)
Overtime	3,165	2,170	22,841	28,506	(5,665)
FICA-Admin	4,927	4,451	46,873	46,891	(18)
Medicare-Admin	1,212	1,198	11,022	11,110	(88)
401K Contributions	6,161	5,992	54,903	53,390	1,513
Worker's Compensation Insu	1,373	2,042	12,758	11,149	1,609
Health Insurance	18,448	20,292	175,863	170,381	5,482
Total	117,081	117,948	1,073,824	1,071,366	2,458
Office Supplies	0	340	1,542	3,063	(1,521)
Telephone	1,116	1,311	11,460	13,275	(1,815)
Business Expenses	(341)	737	29,497	28,723	774
Legal Counsel	0	448	17,821	29,886	(12,065)
Education	1,376	2,616	14,492	8,516	5,976
Audit & Accounting	0	0	8,100	8,100	0
Legal Publications	0	42	4,070	8,103	(4,033)
Board Members	500	500	4,500	4,400	100
Elections	0	0	0	21	(21)
Computer Expenses	662	0	20,737	6,315	14,422
Copy Machine & Supply	0	0	0	400	(400)
Postage & Meter Rent	600	600	7,234	8,984	(1,750)
Insurance - General	10,108	9,142	91,332	82,277	9,055
Insurance - Deductible	0	0	109	500	(391)
Engineering	0	0	57,457	9,450	48,007
Tools	0	25	1,906	2,392	(486)
Radios	0	0	0	1,104	(1,104)
Vehicle Expense	0	0	0	0	0
Dues & Memberships	349	0	3,608	4,994	(1,386)
Safety	0	148	3,574	4,139	(565)
Summit Water Quality	0	0	14,021	11,531	2,490
Building Maintenance	357	1,529	9,486	12,654	(3,168)
Employee Housing Maintena	280	130	16,215	12,372	3,843
Employee Housing Utilities	63	31	3,046	3,497	(451)
Total Administration	132,151	135,547	1,394,031	1,336,062	57,969
Iowa Hill Plant Expenses					
Utilities					
Gas	118	88	8,343	9,879	(1,536)
Electric	2,338	2,902	22,360	59,713	(37,353)
Freight	0	0	288	5,199	(4,911)
Equipment Repairs	0	80	362	15,063	(14,701)
Chemicals	0	0	0	19,812	(19,812)
Contracted Repairs	0	0	12,786	23,384	(10,598)
Laboratory Supplies	632	272	8,764	9,803	(1,039)
Biomonitoring	0	0	0	2,254	(2,254)
Discharge Permit	0	0	0	6,090	(6,090)
Supplies	0	454	357	2,584	(2,227)
Total Iowa Hill	3,088	3,796	53,260	153,781	(100,521)

September Comparative Statement Cont.

Pg. 3

	2013 <u>September</u>	2012 <u>September</u>	2013 <u>Year to Date</u>	2012 <u>Year to Date</u>	Increase (Decrease)
Farmers Korner					
Utilities					
Gas	1,185	26	44,928	32,370	12,558
Electric	31,602	28,528	299,845	286,468	13,377
Freight	608	1,340	25,765	15,637	10,128
Equipment Repairs	2,958	14,279	53,398	57,030	(3,632)
Chemicals	10,783	11,784	300,738	266,343	34,395
Supplies	0	1,840	3,898	13,563	(9,665)
Contracted Repairs	636	2,422	4,924	7,236	(2,312)
Dumpster Charges	995	995	8,955	8,955	0
Biomonitoring	0	1,377	2,837	4,083	(1,246)
Discharge Permit	0	0	1,657	13,725	(12,068)
Composting	3,926	0	56,732	51,682	5,050
Site Monitoring	654	0	19,433	18,157	1,276
Sludge Hauling Costs	0	8,763	40,722	39,988	734
State Health Fees	0	0	0	1,365	(1,365)
Total Farmers Korner	53,347	71,354	863,832	816,602	47,230
Collection Expenses					
Utilities	1,348	1,457	16,748	10,229	6,519
Vehicle Expense	0	2,389	22,868	21,059	1,809
Line Cleaner Expenses	7	0	1,067	20,347	(19,280)
Manhole Repairs/Line Repai	4,029	2,688	77,328	89,495	(12,167)
Equipment Repairs	27	0	3,483	3,849	(366)
CCTV Expense	0	0	0	4,750	(4,750)
Total Collection	5,411	6,534	121,494	149,729	(28,235)
Replacement Capital					
Administration	9,430	0	133,676	0	133,676
Plant			0		
IH	0	0	66,660	0	66,660
FK	0	2,877	176,745	17,272	159,473
Upper Blue	0	0	13,678	0	13,678
Collection					
Misc	9,852	1,800	50,086	87,213	(37,127)
Vehicle	0	0	28,351	0	28,351
Total Replacement Capital	19,282	4,677	469,196	104,485	364,711
Non Operating Expenses					
CWRPDA Loan Principal	0	0	913,365	715,595	197,770
Loan Interest	0	0	372,948	324,459	48,489
Total Non Operating	0	0	1,286,313	1,040,054	246,259

September Comparative Statement Cont.

Pg. 4

Increase
(Decrease)

	<u>2013</u> <u>September</u>	<u>2012</u> <u>September</u>	<u>2013</u> <u>Year to Date</u>	<u>2012</u> <u>Year to Date</u>	
Capital Outlay					
Plant-IH-CO	0	0	0	0	0
Plant-FK-CO	42,623	3,000	53,084	694,608	(641,524)
Plant-South Blue-CO	68	0	9,309	0	9,309
Collection	0	248,008	40,443	505,158	(464,715)
Administration	0	0	0	0	0
Total Capital Outlay	<u>42,691</u>	<u>251,008</u>	<u>102,836</u>	<u>1,199,766</u>	<u>(1,096,930)</u>
Total Expenses	<u>255,970</u>	<u>472,916</u>	<u>4,290,962</u>	<u>4,800,479</u>	<u>(509,517)</u>
Revenue Less Expenses	<u>703,718</u>	<u>293,600</u>	<u>1,514,190</u>	<u>1,227,021</u>	<u>287,169</u>

Upper Blue Sanitation District
Monthly Financial Statement-UNAUDITED DRAFT
September 30, 2013

Revenue Over/Anticipated Over Budget

Expenses Over/Anticipated Over Budget

	2013	2013	2013	2013	2013
	<u>September</u>	<u>Year To Date</u>	<u>Approved Budget</u>	<u>Uncollected</u>	<u>% Uncol/Col</u>
Operating Revenue					
Sewer User Fees	435,861	3,932,145	5,231,574	1,299,429	25
Tap Inspection Fees	1,800	6,900	7,000	100	1
Miscellaneous Revenue	0	7,804	1,000	(6,804)	(680)
Camper Dump Fees	602	6,006	3,000	(3,006)	(100)
Late Fees	14,257	37,680	25,000	(12,680)	(51)
Line Extension Fees	38,717	59,559	25,000	(34,559)	(138)
Rental Income	3,750	33,750	40,000	6,250	16
Total Operating Revenue	494,987	4,083,844	5,332,574	1,248,730	23
Miscellaneous Revenue					
Interest on Loan Payments	1,156	7,690	9,000	1,310	15
Plant Investment Fees	446,673	1,648,629	400,000	(1,248,629)	(312)
Inclusion Fees	15,400	48,626	30,000	(18,626)	(62)
Interest on Investments	1,472	16,363	18,000	1,637	0
Transfer from Reserve	0	0	0	0	0
Total Miscellaneous Revenue	464,701	1,721,308	457,000	(1,265,618)	(277)
Total Revenue	959,688	5,805,152	5,789,574	(15,578)	(0)

Administration Expense	2013 September	2013 Year to Date	2013 Approved Budget	2013 Available	2013 % Available
Payroll & Employee Benefits					
Salaries	81,795	749,564	1,139,399	389,835	34
Overtime	3,165	22,841	45,000	22,159	49
FICA-Admn	4,927	46,873	74,000	27,127	37
Medicare-Admin	1,212	11,022	19,000	7,978	42
401K Contributions	6,161	54,903	80,000	25,097	31
Worker's Compensation Insurance	1,373	12,758	19,000	6,242	33
Health Insurance	18,448	175,863	256,238	80,375	31
Total	117,081	1,073,824	1,632,637	558,813	34
Office Supplies	0	1,542	4,000	2,458	61
Telephone	1,116	11,460	16,500	5,040	31
Business Expenses	(341)	29,497	32,000	2,503	8
Legal Counsel	0	17,821	50,000	32,179	64
Education	1,376	14,492	25,000	10,508	42
Audit & Accounting	0	8,100	9,000	900	10
Legal Publications	0	4,070	12,000	7,930	66
Board Members	500	4,500	6,000	1,500	25
Elections	0	0	0	0	0
Computer Expenses	662	20,737	9,000	(11,737)	(130)
Copy Machine & Supply	0	0	1,000	1,000	100
Postage & Meter Rent	600	7,234	13,000	5,766	44
Insurance - General	10,108	91,332	115,000	23,668	21
Insurance - Deductible	0	109	1,000	891	89
Engineering	0	57,457	100,000	42,543	43
Tools	0	1,906	3,500	1,594	46
Radios	0	0	0	0	0
Vehicle Expense	0	0	1,000	1,000	100
Dues & Memberships	349	3,608	7,000	3,392	48
Safety	0	3,574	4,000	426	11
Summit Water Quality	0	14,021	12,000	(2,021)	(17)
Building Maintenance	357	9,486	17,000	7,514	44
Employee Housing Maintenance	280	16,215	20,000	3,785	19
Employee Housing Utilities	63	3,046	3,000	(46)	(2)
Total Administration	132,151	1,394,031	2,093,637	699,606	33
Iowa Hill Plant Expenses					
Utilities					
Gas	118	8,343	6,000	(2,343)	(39)
Electric	2,338	22,360	50,000	27,640	55
Freight	0	288	2,000	1,712	86
Equipment Repairs	0	362	25,000	24,638	99
Chemicals	0	0	10,000	10,000	100
Contracted Repairs	0	12,786	25,000	12,214	49
Laboratory Supplies	632	8,764	15,000	6,236	42
Biomonitoring	0	0	0	0	0
Discharge Permit	0	0	7,000	7,000	100
Supplies	0	357	3,000	2,643	88
Total Iowa Hill	3,088	53,260	143,000	89,740	63

	<u>2013</u> <u>September</u>	<u>2013</u> <u>Year to Date</u>	<u>2013</u> <u>Approved Budget</u>	<u>2013</u> <u>Available</u>	<u>2013</u> <u>% Available</u>
Farmers Korner Expenses					
Utilities					
Gas	1,185	44,928	75,000	30,072	40
Electric	31,602	299,845	550,000	250,155	45
Freight	608	25,765	25,000	(765)	(3)
Equipment Repairs	2,958	53,398	60,000	6,602	11
Chemicals	10,783	300,738	350,000	49,262	14
Supplies	0	3,898	15,000	11,102	74
Contracted Repairs	636	4,924	15,000	10,076	67
Dumpster Charges	995	8,955	14,000	5,045	36
Biomonitoring	0	2,837	7,000	4,163	59
Discharge Permit	0	1,657	17,000	15,343	90
Composting	3,926	56,732	115,000	58,268	51
Site Monitoring	654	19,433	25,000	5,567	22
Sludge Hauling Costs	0	40,722	55,000	14,278	26
State Health Fees	0	0	2,500	2,500	100
Total Farmers Korner	53,347	863,832	1,325,500	461,668	35
Collection Expenses					
Utilities	1,348	16,748	18,000	1,252	7
Vehicle Expense	0	22,868	27,000	4,132	15
Line Cleaner Expenses	7	1,067	5,000	3,933	79
Manhole Repairs/Line Repairs	4,029	77,328	120,000	42,672	36
Equipment Repairs	27	3,483	9,000	5,517	61
CCTV Expense	0	0	3,500	3,500	100
Total Collection	5,411	121,494	182,500	61,006	33
Replacement Capital					
Administration	9,430	133,676	120,000	(13,676)	(11)
Plant:		0			
IH	0	66,660	275,000	208,340	76
FK	0	176,745	613,000	436,255	71
Upper Blue	0	13,678	10,000	(3,678)	0
Collection			470,000	470,000	100
Misc	9,852	50,086	0	(50,086)	0
Vehicle	0	28,351	0	(28,351)	0
Total Replacement Capital	19,282	469,196	1,488,000	1,018,804	68
Non Operating Expenses					
Bond Principal	0	913,365	913,365	0	0
Bond Interest	0	372,948	372,948	0	0
Total Non Operating	0	1,286,313	1,286,313	0	0

September Financial Statement Cont.

Pg. 4

	<u>2013</u> <u>September</u>	<u>2013</u> <u>Year to Date</u>	<u>2013</u> <u>Approved Budget</u>	<u>2013</u> <u>Available</u>	<u>2013</u> <u>% Available</u>
Capital Outlay					
Plant:					
IH	0	0	25,000	25,000	100
FK	42,623	53,084	85,000	31,916	38
Upper Blue	68	9,309	65,000	55,691	86
Collection	0	40,443	305,000	264,557	87
Administration	0	0	0	0	0
Total Capital Outlay	<u>42,691</u>	<u>102,836</u>	<u>480,000</u>	<u>377,164</u>	<u>79</u>
Total Expenses	<u>255,970</u>	<u>4,290,962</u>	<u>6,998,950</u>	<u>2,707,988</u>	<u>39</u>
Revenue Less Expenses	<u>703,718</u>	<u>1,514,190</u>	<u>(1,209,376)</u>		

UPPER BLUE SANITATION DISTRICT
CERTIFICATES OF DEPOSIT
2013

	<u>Centennial</u>	<u>TOTAL</u>
Bal. Forward 1/1/2013	\$2,009,036.74	\$2,009,036.74
January Interest	\$551.70	\$551.70
Redemption		\$0.00
Bal. 1/31/2012	\$2,009,588.44	\$2,009,588.44
February Interest	\$499.48	\$499.48
Redemption		\$0.00
February 28, 2012	\$2,010,087.92	\$2,010,087.92
March Interest	\$502.13	\$502.13
Redemption		\$0.00
March 31, 2012	\$2,010,590.05	\$2,010,590.05
April Interest	\$556.00	\$556.00
Redemption		\$0.00
April 30, 2012	\$2,011,146.05	\$2,011,146.05
May Interest	\$538.32	\$538.32
Redemption		\$0.00
May 31, 2012	\$2,011,684.37	\$2,011,684.37
June Interest	\$608.27	\$608.27
Purchase	\$1,000,000.00	\$1,000,000.00
Redemption	(\$1,000,992.18)	(\$1,000,992.18)
June 30, 2012	\$2,011,300.46	\$2,011,300.46
July Interest	\$620.75	\$620.75
Purchase		\$0.00
Redemption		\$0.00
July 31, 2012	\$2,011,921.21	\$2,011,921.21
August Interest	\$599.27	\$599.27
Purchase	\$1,000,000.00	\$1,000,000.00
Interest Paid		
Redemption	(\$1,011,838.29)	(\$1,011,838.29)
August 31, 2012	\$2,000,682.19	\$2,000,682.19
September Interest	\$501.68	\$501.68
Purchase		
Redemption		
September 30, 2012	\$2,001,183.87	\$2,001,183.87
October Interest		\$0.00
Purchase		
Redemption		
October 31, 2012		\$0.00
November Interest		\$0.00
Redemption		
Purchase		
November 30, 2012		\$0.00
December Interest		\$0.00
Redemption		\$0.00
Purchase		\$0.00
December 31, 2012		\$0.00

CAPITAL 2013	Current Month	Year To Date	Budget
FARMERS KORNER - REPLACEMENT			
10-85-8524			
Upgrade Blowers	\$0.00	\$0.00	\$300,000.00
Sump Pump Replacement - East Plant	\$0.00	\$0.00	\$25,000.00
Filter Valves/Actuators - South Plant	\$0.00	\$0.00	\$50,000.00
Filter Media	\$0.00	\$11,600.00	
Effluent Flow Meter - South Plant	\$0.00	\$0.00	\$5,000.00
Alum Pump System	\$0.00	\$12,533.64	\$20,000.00
Lighting Refurbish	\$0.00	\$7,398.00	\$10,000.00
Gen Set Roof	\$0.00	\$0.00	\$50,000.00
Telemetry Upgrade	\$0.00	\$141,856.38	\$115,000.00
Digester Air Flow Meter	\$0.00	\$0.00	\$18,000.00
Miscellaneous Equipment Replace/Repair	\$0.00	\$0.00	\$20,000.00
Bulk Storage Tank	\$0.00	\$3,356.80	
TOTAL	\$0.00	\$176,744.82	\$613,000.00
FARMERS KORNER - NEW			
10-95-9540			
Fence for Storage Yard	\$42,623.12	\$50,697.09	\$50,000.00
Spare VFD Influent Pump	\$0.00	\$0.00	\$15,000.00
Miscellaneous Equipment Replace/Repair	\$0.00	\$0.00	\$20,000.00
Ladder Assembly		\$2,386.48	
TOTAL	\$42,623.12	\$53,083.57	\$85,000.00
IOWA HILL - REPLACEMENT			
10-85-8522			
Refurbish BAF's, Filters	\$0.00	\$62,674.18	\$250,000.00
SCADA			
Replace Flow Control Valves with Electric	\$0.00	\$3,986.25	\$25,000.00
TOTAL	\$0.00	\$66,660.43	\$275,000.00
IOWA HILL - NEW			
10-95-9510			
Miscellaneous Equipment Replace/Repair	\$0.00	\$0.00	\$25,000.00
TOTAL	\$0.00	\$0.00	\$25,000.00
SOUTH BLUE - REPLACEMENT			
10-85-8526			
Miscellaneous Equipment Replace/Repair	\$0.00	\$10,648.13	\$10,000.00
3-30 Amp Breakers for Blowers		\$3,030.00	
TOTAL	\$0.00	\$13,678.13	\$10,000.00
SOUTH BLUE - NEW			
10-95-9590			
Blue River Master Plan	\$0.00	\$0.00	\$30,000.00
Blue River Lift Station Landscaping	\$67.90	\$2,835.48	\$25,000.00
Miscellaneous Equipment Replace/Repair	\$0.00	\$1,164.75	\$10,000.00
Accoustic Panels		\$5,308.83	
TOTAL	\$67.90	\$9,309.06	\$65,000.00
COLLECTION - REPLACEMENT			
10-85-8530			
Woodmore Repairs I/I and Lining	\$9,852.39	\$36,641.26	\$200,000.00
Town of Breckenridge Repairs/slipline	\$0.00	\$0.00	\$80,000.00
Miscellaneous Line Extensions/Redline	\$0.00	\$0.00	\$100,000.00
Mapping	\$0.00	\$13,444.46	\$25,000.00
Replace Main LS - Peak 7	\$0.00	\$0.00	\$30,000.00
Replace Individual Lift Stations	\$0.00	\$0.00	\$25,000.00
TOTAL	\$9,852.39	\$50,085.72	\$460,000.00
COLLECTION - NEW			
10-95-9520			
New LS Pump - Blue River	\$0.00	\$0.00	\$20,000.00
Miscellaneous Line Extension	\$0.00	\$40,443.13	\$260,000.00
TOTAL	\$0.00	\$40,443.13	\$280,000.00
VEHICLE - RC			
10-85-8550			
Vehicle Replacement	\$0.00	\$28,350.76	\$35,000.00
TOTAL	\$0.00	\$28,350.76	\$35,000.00

CAPITAL 2013 (Page 2)

	Current Month	Year To Date	Budget
ADMINISTRATION - REPLACEMENT			
10-85-8510			
Administration Building Repair	\$9,429.74	\$133,676.09	\$80,000.00
Equipment/Car Replacement	\$0.00	\$0.00	\$40,000.00
TOTAL	\$9,429.74	\$133,676.09	\$120,000.00
GRAND TOTALS	\$61,973.15	\$572,031.71	\$1,968,000.00

DATE: October 2, 2013

TO: Andrew Carlberg, District Manager

FROM: Greg Brown, Chief Plant Operator

SUBJECT: Treatment plant operations for September, 2013.

1. Total influent flow for the Upper Blue Treatment Facilities was 40.9 million gallons for the month of September. The flow for the previous September was 34.4 million gallons. There was a 6.5 million gallon increase (15.9%).

2. Solids loading at Farmer's Korner was down for September from 59,961# to 53,147#. (11.4% decrease). This reduction is due to the Colorado Department of Health changing our permit influent sampling point from before the bar screens to after the bar screens. That has reduced the solids test results.

3. There are still some warranty issues that are outstanding and will be addressed by Glacier Construction. The following items included are interior paint of the Desedeg, window seals, building exterior, filter concrete replacement, fire hydrant replacement, misc. painting items, and door seals. The window seals and fire hydrant are being worked on now.

4. We are discharging good water that meets all discharge permit requirements. The phosphorus discharge concentration for September is at 0.011 mg/l (ppm).

5. We have received 4 new blowers from HSI. They are not installed yet. HSI is to provide the installation.

6. The new fence for the storage area on the east side of the plant is complete.


Greg

cc: A. Carlberg
cc: file

PLANT STATISTICS - FARMERS KORNER

MONTH	FLOW (MG)			PHOS (LBS)			INF SS (LBS)			SLUDGE (TONS)		
	2011	2012	2013	2011	2012	2013	2011	2012	2013	2011	2012	2013
JAN	31.2	41.4	57.4	1.9	1.8	13.2	132341	201554	104118	54.5	43.2	75.4
FEB	29.0	38.1	52.3	2.0	2.9	10.7	180701	123132	73437	35.8	35.0	54.2
MAR	35.8	60.6	52.6	2.9	14.5	9.5	155768	172780	60641	59.0	66.1	64.6
APR	35.7	45.9	40.3	1.4	11.0	6.6	137501	149764	54588	46.0	21.5	47.7
MAY	44.3	38.9	66.6	0.7	4.8	8.0	67212	86021	42603	41.8	31.1	26.4
JUN	30.2	35.7	43.4	1.0	5.8	4.7	72034	72201	60953	55.6	39.0	38.4
JUL	37.0	52.5	52.6	0.9	10.6	7.2	66111	131823	67996	62.6	54.9	53.0
AUG	31.2	46.6	54.7	2.5	8.0	7.9	123291	155732	71829	48.1	62.5	31.2
SEP	20.4	34.4	40.9	1.5	8.4	4.0	87790	59961	53147	28.3	24.5	31.1
OCT	17.6	30.3		0.7	5.2		43008	58517		20.7	36.0	
NOV	18.2	34.9		1.0	8.4		63296	96343		47.1	15.8	
DEC	30.3	49.1		1.0	10.8		76814	67806		35.4	20.4	
TOTAL	360.9	508.4	460.8	17.5	92.2	71.8	1205867	1375634	589312	534.9	450.0	422.0

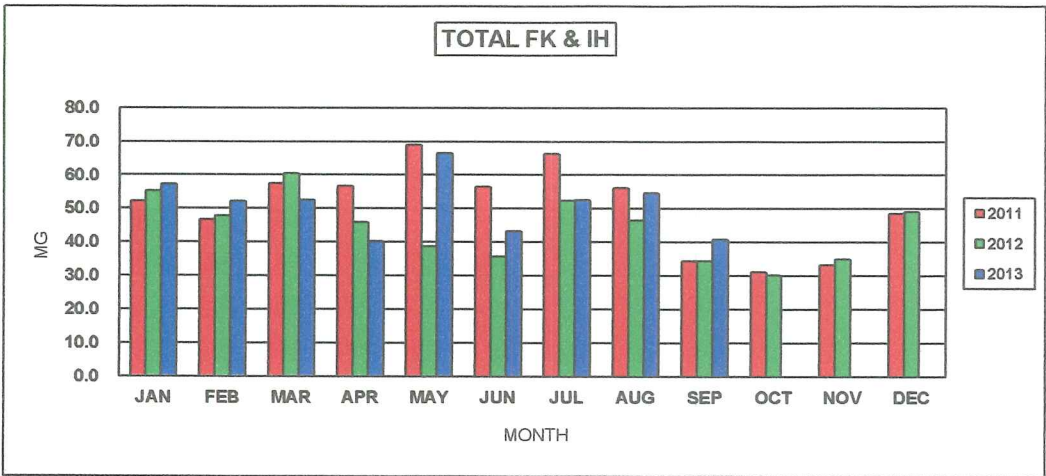
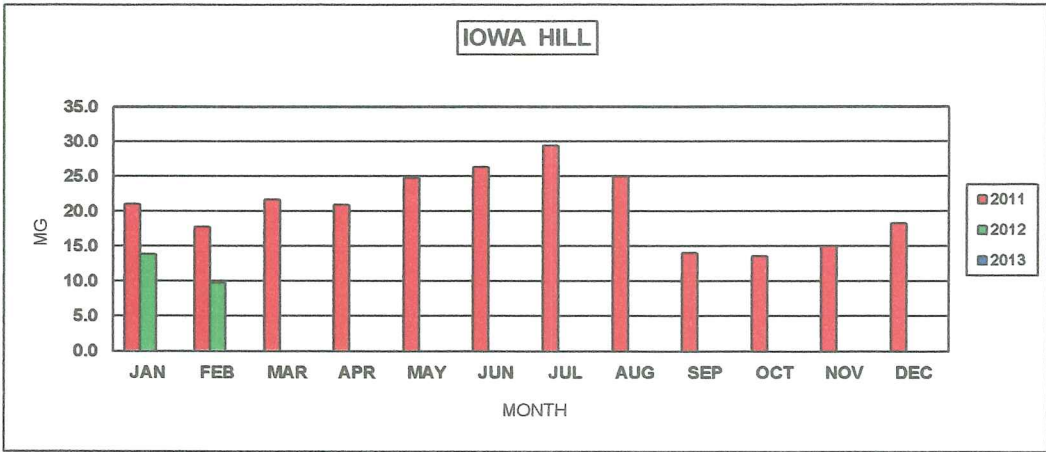
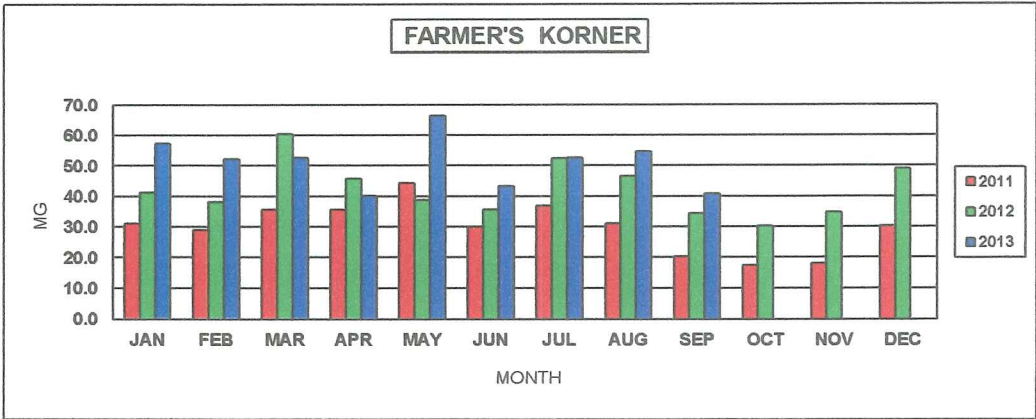
PLANT STATISTICS - IOWA HILL

MONTH	EFF FLOW (MG)			EFF PHOS (LBS)			INF SS (LBS)		
	2011	2012	2013	2011	2012	2013	2011	2012	2013
JAN	21.1	13.9	0.0	1.8	4.2	0.0	86584	36828	0
FEB	17.8	9.8	0.0	1.5	2.4	0.0	73806	29021	0
MAR	21.7	0.0	0.0	2.0	0.0	0	67754	0	0
APR	21.0	0.0	0.0	2.3	0.0	0	40209	0	0
MAY	24.8	0.0	0.0	2.3	0.0	0	24633	0	0
JUN	26.3	0.0	0.0	3.7	0.0	0	36937	0	0
JUL	29.4	0.0	0.0	4.3	0.0	0	71311	0	0
AUG	25.0	0.0	0.0	2.0	0.0	0	50532	0	0
SEP	14.1	0.0	0.0	1.6	0.0	0	40282	0	0
OCT	13.6	0.0		2.2	0.0		34260	0	
NOV	15.1	0.0		4.0	0.0		33498	0	
DEC	18.3	0.0		3.7	0.0		58386	0	
TOTAL	248.2	23.7	0.0	31.4	6.6	0.0	618192	65849	0

PLANT STATISTICS - TOTAL

MONTH	EFF FLOW (MG)			EFF PHOS (LBS)			INF SS (LBS)			SLUDGE (TONS)		
	2011	2012	2013	2011	2012	2013	2011	2012	2013	2011	2012	2013
JAN	52.3	55.3	57.4	3.7	6.0	13.2	218925	238382	104118	54.5	43.2	75.4
FEB	46.8	47.9	52.3	3.5	5.3	10.7	254507	152153	73437	35.8	35.0	54.2
MAR	57.5	60.6	52.6	4.9	14.5	9.5	223522	172780	60641	59.0	66.1	64.6
APR	56.7	45.9	40.3	3.7	11.0	6.6	177710	149764	54588	46.0	21.5	47.7
MAY	69.1	38.9	66.6	3.0	4.8	8.0	91845	86021	42603	41.8	31.1	26.4
JUN	56.5	35.7	43.4	4.7	5.8	4.7	108971	72201	60953	55.6	39.0	38.4
JUL	66.4	52.5	52.6	5.2	10.6	7.2	137422	131823	67996	62.6	54.9	53.0
AUG	56.2	46.6	54.7	4.5	8.0	7.9	173823	155732	71829	48.1	62.5	31.2
SEP	34.5	34.4	40.9	3.1	8.4	4.0	128072	59961	53147	28.3	24.5	31.1
OCT	31.2	30.3	0.0	2.9	5.2	0.0	77268	58517	0	20.7	36.0	0.0
NOV	33.3	34.9	0.0	5.0	8.4	0.0	96794	96343	0	47.1	15.8	0.0
DEC	48.6	49.1	0.0	4.7	8.7	0.0	135200	67806	0	35.4	20.4	0.0
TOTAL	609.1	532.1	460.8	48.9	96.7	71.8	1824059	1441483	589312	534.9	450.0	422.0

FACILITY FLOW



To: Andy Carlberg- District Manager

From: Wally Esquibel- Collection System Foreman

Date: October 2, 2013

RE: September 2013 Collection System Report

Andy,

1. No sanitary sewer back-ups reported for the month.
2. UBSD personnel continue to line clean and conduct preventative maintenance to the system and lift stations. As of September 30th 19.9 miles of mainline have been cleaned, inspected and GPS'ed.
3. TES is working on point repairs and manhole to manhole rehabilitation.
4. Bear excavating have completed sewer main installation at Breck Park Estates, we are currently waiting for project to be vacuum tested. Bear excavation has moved to Upland Drive in order to start-up next UBSD mainline extension project. Upland Drive is very rocky and has been slow to progress due to difficult soil conditions.
5. UBSD staff continues to investigate areas of infiltration in Blue River. Have identified four leaking service lines and plan to remediate them in the near future.
6. 256 locates received, 37 actual and 14 required a meet.
7. All mainline and service line inspections are complete and up to date.
8. Fleet maintenance is also up to date, plows and winterization scheduled for October.

Wally Esquibel

A handwritten signature in black ink, appearing to read 'W.E.' or 'Wally Esquibel'.

MANAGER REPORT

October 2013

- 1) **Project update-** Ten Mile Vista/Breck Park/Blue River HWY 9 projects are proceeding slowly due to equipment failures, rock excavation and weather. We are still expecting to complete on time
- 2) **Water plant study** – There is no word on the progress of the report. However Town staff requests additional information of our treatment facilities and capacities.
- 3) **Water Right** – Because we will not have a full Board at this meeting I have scheduled our new water attorney for the November meeting.
- 4) **Blue Grouse Lawsuit-** I have been dedicating a significant amount of time in the preparation of our case. There has not been a trial date set, but I anticipate the trial will be next summer. We are preparing for mediation and depositions this month.
- 5) As requested at the last Board meeting we are looking into our own health insurance pool. Our insurance agent has not yet found a company that would underwrite such a small group. We will continue to research the issue.