<u>Upper Blue Sanitation District</u> <u>Board of Directors Meeting</u> <u>Thursday February 9, 2023 @</u> 5:30 PM

I. ROLL CALL:

Mr. Allyn Mosher called the meeting of the Upper Blue Sanitation District Board of Directors to order at 5:30 PM. Mr. Allyn Mosher, Mrs. Signe Stimson, Mr. Rick Orwig and Mr. Robin Theobald answered "present" at roll call.

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

II. MINUTES:

January 12, 2023 minutes: Mr. Orwig made a motion to approve the January 12, 2023 Board of Directors meeting minutes. Mrs. Stimson seconded the motion. The motion was passed unanimously by the Board of Directors.

III. PUBLIC HEARINGS: None

IV. PUBLIC COMMENT: None

V. BILLS:

Mr. Theobald made a motion to approve the bills as presented. Mr. Orwig seconded the motion. The motion was passed unanimously by the Board.

VI. FINANCIAL REPORT:

The Financial Report was reviewed and accepted by the Board of Directors.

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 during the work session.

VIII. OLD BUSINESS: None

Upper Blue Sanitation District
Board of Directors Meeting
Thursday February 9, 2023 @ 5:30 PM

IX. NEW BUSINESS:

C. FIRC – SOL Center PIF Deferral, Promissory Note

Mr. Carlberg explained to the Board that a request for deferral of Plant Investment Fees has been made for the new FIRC building at Alta Verde. They are requesting a Promissory Note, approximately in the amount of \$100,000.00, similar to the Promissory Note the District had with Pinewood Village.

Mr. Orwig made a motion for the District Manager to investigate the option of a Promissory Note for FIRC to defer Plant Investment Fees. Mrs. Stimson seconded the motion. The motion was passed unanimously by the Board of Directors.

X. CORRESPONDENCE:

Mr. Allyn Mosher, President

XI. ADJOURN:

Mr. Theobald made a motion to adjourn the meeting at 5:56 PM. Mr. Orwig seconded the motion. The motion was passed unanimously by the Board of Directors.

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Mrs. Signe Stimson, Secretary

Upper Blue Sanitation District Comparative Balance Sheet-UNAUDITED DRAFT January 31, 2023

Current Assets:	<u>2023</u>	<u>2022</u>	Increase (Decrease)
Petty Cash	\$200	\$200	_
Checking-Wells Fargo Bank	15,604,373	17,884,101	(2,279,728)
Colotrust Plus ColoTrust Prime	26,248,214 3,909,330	20,704,498 3,841,240	5,5 4 3,716 68,090
Toal Cash and Equivalents	45,762,117	42,430,039	3,332,078
_			
Investments			
FK Construction Retainage Escrow	—		-
Cert. of Deposit & Treasuries	- 1.3 198		-
Total Investments	-		
Other Current Assets			
Receivables-Utility + Spec. Assessments	94,453	318,800	(224,347)
Developer/Contractor Escrow	230,973	230,973	(,•)
Interest Receivable & Market Adjustments	138	138	-
Notes Receivable	38,418	54,271	(15,853)
Prepaid Expenses	185,729	134,170	51,559
Emp. Loan Assist. Notes Receivable	28,320	29,448	(1,128)
Total Other Assets -	578,031	767,800	(189,769)
Total Current Assets:	46,340,148	43,197,839	3,142,309
=	- <u> </u>		
Property Plant and Equipment:			
Land	868,609	868,609	-
Easements	98,254	98,254	-
Sewer Lines	19,069,644	19,069,644	•
Treatment Plants	81,211,321	81,211,321	-
Office Equipment	252,351	252,351	-
Other Machines & Equipment	551,065	551,065	-
Autos & Trucks	1,634,128	1,634,128	· -
IH Administration Building	164,045	164,045	-
Upper Blue System Costs	9,320,991	9,320,991	-
Telemetry	440,929	440,929	-
Employee Housing	2,398,975	2,398,975	-
Total Property Plant and Equipment :	116,010,312	116,010,312	-
Less Accumulated Depreciation	(49,536,218)	(49,536,218)	-
Net Property Plant and Equipment :	66,474,094	66,474,094	
Total Assets:	112,814,242	109,671,933	3,142,309

Liabilities			Increase
	2023	2022	(Decrease)
Current Liabilities:			,
Accounts Payable	382,002	444,011	(62,009)
Construction/Developer Escrow	230,973	230,973	-
Earned Employee Benefits	167,182	and the contract of the contra	_
Unearned User Fees	1,161,878		79,402
Interest Payable	8,037	and the second of the second of the first second of	-
Loan Payable (Current Portion)	105,177	and the second of the second o	-
Retainage Payable-Construction in Progress	, -		_
Retainage Payable-Blue River	-		_
Employee Housing Deposit Payable	1,750	1,750	-
Total Current Liabilities:	2,056,999	2,039,606	17,393
Long Term Liabilities:			
Loan Payable	859,234	859,234	-
Total Long Term Liabilities:	859,234	859,234	
Total Liabilities	2,916,233	2,898,840	17,393
		Bay Catha i Anaid	,,,,,,,
Net Assets			
Invested in Capital Assets, Net of Related Debt	65,501,646	65,501,646	_
Unrestricted Net Assets	24,396,363	21,271,447	3,124,916
Unrestricted Net Assets - Nutrient Reserve	20,000,000	그 강성하다 생각하는 그 사고하는 본 소리관을 강경하는	-,,
Total Contributed Capital	109,898,009		3,124,916
			, ,
Total Liabilities and Equity	112,814,242	109,671,933	3,142,309

	2023	2023	2023	2023	2023
Operating Revenue	<u>January</u>	Year To Date	Approved Budget	Uncollected	% Uncol/Col
Sewer User Fees	579,678	579,678	6,964,608	6,384,930	92
Tap Inspection Fees	0	0	4,000	4,000	100
Miscellaneous Revenue	0	0	5,000	5,000	100
CEBT Dividend	0	0	0	0	#DIV/0!
Camper Dump Fees	0	0	20,000	20,000	100
Late Fees	75	75	15,000	14,925	100
Line Extension Fees	0	0	50,000	50,000	100
Rental Income	8,800	8,800	80,000	71,200	89
Total Operating Revenue	588,553	588,553	7,138,608	6,550,055	92
Miscellaneous Revenue					
Interest on Loan Payments	644	644	4,000	3,356	84
Plant Investment Fees	108,721	108,721	2,000,000	1,891,279	95
Inclusion Fees	0	0	100,000	100,000	100
Interest on Investments	115,340	115,340	125,000	9,660	8
Transfer from Reserve	0	0	0	0	0
Total Miscellaneous Revenue	224,705	224,705	2,229,000	2,000,939	90
T-4-I D	0.40.000				
Total Revenue	813,258	813,258	9,367,608	8,554,350	91

Administration Expense	2023	2023	2023	2023	2023
Payroll & Employee Benefits	<u>January</u>	<u>Year to Date</u>	Approved Budget	<u>Available</u>	<u>% Available</u>
Salaries	121,004	121,004	1 020 000	4 000 000	0.4
Overtime	1,749	1,749	1,930,000	1,808,996	94
FICA-Admn	7,536		45,000	43,251	96
Medicare-Admin	1,762	7,536	119,350	111,814	94
401K Contributions	9,046	1,762	27,913	26,151	94
Worker's Compensation Insurance	983	9,046	144,375	135,329	94
Health Insurance	903	983 0	20,000	19,017	95
Total	142,080	142,080	375,000	375,000	100
-	142,000	142,000	2,661,638	2,519,558	95
Office Supplies	0	0	5,000	5,000	100
Telephone	233	233	25,000	24,767	99
Business Expenses	5,612	5,612	50,000	44,388	89
Bank Service Fees - Admin	0	0,0.2	17,000	17,000	100
Legal Counsel	0	Ö	75,000	75,000	100
Education	235	235	25,000	24,765	99
Audit & Accounting	0	0	12,000	12,000	100
Legal Publications	0	Ō	5,000	5,000	100
Board Members	500	500	6,000	5,500	92
Elections	0	0	5,000	5,000	100
Computer Expenses	0	0	40,000	40,000	100
Copy Machine & Supply	0	0	1,000	1,000	100
Postage & Meter Rent	2,524	2,524	17,000	14,476	85
Insurance - General	13,316	13,316	145,400	132,084	91
Insurance - Deductible	0	0.	1,000	1,000	100
Engineering	165	165	75,000	74,835	100
Tools	92	92	2,500	2,408	96
Vehicle Expense	0	0	500	500	100
Dues & Memberships	0	0	15,000	15,000	100
Safety	782	782	5,000	4,218	84
Summit Water Quality	. 0	0	22,000	22,000	100
Building Maintenance	1,390	1,390	27,000	25,610	95
Employee Housing Maintenance	0	0	35,000	35,000	100
Employee Housing Utilities	4 17	417	5,000	4,583	92
Total Administration	167,346	167,346	3,278,038	3,110,692	95
Iowa Hill Plant Expenses Utilities					
Gas	3,637	3,637	40,000	36,363	91
Electric	752	752	150,000	149,248	99
Freight	96	96	15,000	14,904	99
Equipment Repairs	0	0	30,000	30,000	100
Chemicals	0	0	100,000	100,000	100
Supplies	114	114	10,000	9,886	99
Contracted Repairs	470	470	60,000	59,530	99
Laboratory Supplies	1,528	1,528	15,000	13,472	90
Biomonitoring	0	0	0	0	#DIV/0!
Discharge Permit	0	0	10,000	10,000	100
Site Monitoring	128	128	15,000	14,872	99
Total Iowa Hill	6,725	6,725	445,000	438,275	98

January Financial Statement Cont.					Pg. 3
-	2023	2023	2023	2023	2023
	<u>January</u>	Year to Date	Approved Budget	<u>Available</u>	% Available
Farmers Korner Expenses					,
Utilities					
Gas	0	0	115,000	115,000	100
Electric	52,090	52,090	600,000	547,910	91
Freight	5,027	5,027	60,000	54,973	92
Equipment Repairs	452	452	65,000	64,548	99
Chemicals	29,101	29,101	600,000	570,899	95
Supplies	204	204	10,500	10,296	98
Contracted Repairs	1,400	1,400	100,000	98,600	99
Dumpster Charges	2,230	2,230	15,000	12,770	85
Biomonitoring	0	0	7,800	7,800	100
Discharge Permit	0	0	20,000	20,000	100
Composting	11,637	11,637	165,000	153,363	93
Site Monitoring	512	512	35,000	34,488	99
Sludge Hauling Costs	0	0	90,000	90,000	100
State Health Fees	0	0	2,500	2,500	100
Total Farmers Korner	102,653	102,653	1,885,800	1,783,147	95
South Blue Expenses Utilities					
Gas	1,204	1,204	17,000	15,796	93
Electric	3,828	3,828	60,000	56,172	94
Equipment Repairs	0	0	4,000	4,000	100
Supplies	0	0	1,000	1,000	100
Contracted Repairs	385	385	8,000	7,615	95
Discharge Permit	0	0	4,500	4,500	100
Site Monitoring Total South Blue	588 6,005	588	10,000	9,412	94
	0,005	6,005	104,500	98,495	94
Collection Expenses					
Utilities	1,351	1,351	25,000	22 640	05
Vehicle Expense	2,255	2,255	54,000 54,000	23,649 51,745	95 06
Line Cleaner Expenses	2,200	2,200	12,000	12,000	96 100
Manhole Repairs/Line Repairs	9,568	9,568	160,000	150,432	100 94
Equipment Repairs	1,268	1,268	15,000	13,732	9 4 92
CCTV Expense	0	0	7,500	7,500	100
Total Collection	14,442	14,442	273,500	259,058	95
	11,772	1-7,772	210,000	200,000	3 0
Total Operating Expenditures	297,171	297,171	5,986,838	5,689,667	95
	201,171	201,111	0,500,000	0,000,007	80
Net Cash from Operations	291,382	291,382	1,151,771	860,389	75
Replacement Capital	201,002	201,00Z	1,101,771	000,308	10
Administration	0	^	60.000	eo ooo	400
Employee Housing	0	0	60,000 15,000	60,000	100
Plant:	U	0	15,000	15,000	100
iH	0	0	£ 4£0,000	6 150 000	400
FK	1,134	1,134	6,150,000 2,075,000	6,150,000	100
South Blue	1,134		2,075,000	2,073,866	100
Collection	U	0	1,400,000	1,400,000	100
Misc.	E 77E	E 775	4 ሳሳፍ በበባ	4 240 205	400
Vehicle	5,775	5,775	1,225,000	1,219,225	100
	6,000	0 000	160,000	160,000	100
Total Replacement Capital	6,909	6,909	11,085,000	11,078,091	100
Non Operating Everage					
Non Operating Expenses	E0 070	E0.070	407.000	50 00 t	
Bond Principal	53,379	53,379	107,000	53,621	50
Bond Interest Total Non Operating	8,592	8,592	26,813	18,221	68
Total Non Operating	61,971	61,971	133,813	71,842	54

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January Financial Statement Cont.	2023 <u>January</u>	2023 Year to Date	2023 Approved Budget	2023 <u>Available</u>	Pg. 4 2023 <u>% Available</u>
Capital Outlay					
Plant:					
1H	0	0	7,150,000	7,150,000	100
FK	0	0	2,950,000	2,950,000	100
South Blue	0	0	2,000,000	2,000,000	0
Employee Housing	4,699	4,699	2,500,000	2,495,301	100
Collection	2,970	2,970	1,800,000	1,797,030	100
Land					
Administration	0	0	25,000	25,000	100
Total Capital Outlay	7,669	7,669	16,425,000	16,417,331	100
T-1115					
Total Expenses	373,720	373,720	33,630,650	33,256,930	99
Total Revenue - Total Expenses	439,538	439,538			

		·马克罗斯特克斯 (1956年)			
	2023	2022	2023	2022	Increase
Operating Revenue	<u>January</u>	<u>January</u>	Year To Date	Year to Date	(Decrease)
Sewer User Fees	579,678	539,232	579,678	539,232	40,446
Tap Inspection Fees	0	0	0	0	-
Miscellaneous Revenue	0	0	0 ,	0	0
CEBT Dividend	0	0	0	0	•
Camper Dump Fees	0	0	0	0	_
Late Fees	75	297	75 ්	297	(222)
Line Extension Fees	0	0	0	0	` o´
Rental Income	8,800	6,400	8,800	6,400	2,400
Total Operating Revenue	588,553	545,929	588,553	545,929	42,624
		en la companya de la	5		·
Miscellaneous Revenue					
Interest on Loan Payments	644	1,640	644	1,640	(996)
Plant Investment Fees	108,721	92,939	108,721	92,939	15,782
Inclusion Fees	0	0	0	0	0
Interest on Investments	115,340	1,390	115,340	1,390	113,950
Transfer from Reserve	0	0	0 5	0	. 0
Total Miscellaneous Reven	224,705	95,969	224,705	95,969	129,732
· _			90		
Total Revenue	813,258	641,898	813,258	641,898	171,360
		5 1 1 1 W. W. W. W. M.			

January Comparative Stateme	tement Cont.			Pg. 2		
	2023	2022	2023	2022	Increase	
	<u>January</u>	<u>January</u>	Year to Date	Year to Date	(Decrease)	
Administration Expense	<i>i</i>		;			
Payroll & Employee Benefits	3					
Salaries	121,004	106,179	121,004	106,179	14,825	
Overtime	1,749	747	1,749	747	1,002	
FICA-Admn	7,536	6,561	7,536	6,561	975	
Medicare-Admin	1,762	1,535	1,762	1,535	227	
401K Contributions	9,046	7,816	9,046	7,816	1,230	
Worker's Compensation Insur	983	2,017	983	2,017	(1,034)	
Health Insurance	0	22,556	0 5	22,556	(22,556)	
Total	142,080	147,411	142,080	147,411	(5,331)	
Office Supplies	0	0	 O ?	0		
Telephone	233	1,086	233	1,086	(853)	
Business Expenses	5,612	9,209	5,612	9,209	(3,597)	
Bank Service Fees - Admin	0	129	0,012 /	129	(129)	
Legal Counsel	0 .	2,757	o [;]	2,757	(2,757)	
Education	235	1,612	235	1,612	(1,377)	
Audit & Accounting	0	Ō	0:	0	(1,377)	
Legal Publications	0	0	0	ALCONO DE LA TRANSPORTE	U	
Board Members	500	500	500	500	- 0	
Elections	0	Ö	0.	0	0	
Computer Expenses	o d	4,032	o i	4,032	(4,032)	
Copy Machine & Supply	o i	0	0 :	7,032	(4,032)	
Postage & Meter Rent	2,524	2,282	2,524	2,282	242	
Insurance - General	13,316	11,267	13,316	11,267	2,049	
Insurance - Deductible	0 /	0	0	0	2,570	
Engineering	165	20,116	165	20,116	(19,951)	
Tools	92	47	92	47	45	
Vehicle Expense	0.3	0	0 1	0	0	
Dues & Memberships	0	1,190	0	1,190	(1,190)	
Safety	782	9,476	782	9,476	(8,694)	
Summit Water Quality	0	0	0 3	0	(0,001)	
Building Maintenance	1,390	2 ,562	1,390	2,562	(1,172)	
Employee Housing Maintena	0	1,339	0	1,339	(1,339)	
Employee Housing Utilities	417	381	417	381	36	
Total Administration	167,346	215,396	167,346	215,396	(48,050)	
Iowa Hill Plant Expenses			: 4			
Utilities Lxpenses	·					
Gas	3,637	0	3,637	0	2 627	
Electric	752	647	752	647	3,637 105	
Freight	96	399	96	399	(303)	
Equipment Repairs	0	2,289	0	2,289	(2,289)	
Chemicals	0	2,209	0	2,269 0		
Contracted Repairs	114	2,000	114	2,000	0 (1,886)	
Laboratory Supplies	470	2,000 599	470	2,000 599	(1,860)	
Biomonitoring	1,528 :	099	1,528		, ,	
Discharge Permit	1,526	0		0	1,528	
Supplies	0 :	759	0 :	0 750	0 (750)	
Site Monitoring	128	759 105	0 / 128	759 105	(759)	
Total lowa Hill		AND A REPORT OF THE PROPERTY OF	6,725	105 6,798	(73)	
Jotal IOWA I IIII					(73)	
			<u>.</u>			

January Comparative Statement Cont.				THE TANKE OF THE	g. 3
	2023	2022	2023	2022	Increase
	<u>January</u>	<u>January</u>	Year to Date	Year to Date	(Decrease)
Farmers Korner	<u> </u>				1200.00007
Utilities					
Gas	0	13,132	o .	13,132	(13,132)
Electric	52,090	45,835	52,090	45,835	6,255
Freight	5,027	3,644	5,027	3,644	1,383
Equipment Repairs	452	19,347	452	19,347	(18,895)
Chemicals	29,101	31,335	29,101	31,335	(2,234)
Supplies	204	201	204	201	3
Contracted Repairs	1,400	4,659	1,400	4,659	(3,259)
Dumpster Charges	2,230	1,100	2,230	1,100	1,130
Biomonitoring	0	1,651	0 :	1,651	(1,651)
Discharge Permit	0	0	0	0	(1,551)
Composting	11,637	13,141	11,637	13,141	(1,504)
Site Monitoring	512	364	512	364	(1,304) 148
Sludge Hauling Costs	0	10,575	0 12	10,575	(10,575)
State Health Fees	Ö	0	0	0	(10,575)
Total Farmers Korner	102,653	144,984	102,653	144,984	(42,331)
			102,000	1111001	(42,331)
South Blue Expenses			2, 3		
Utilities					
Gas	1,204	1,219	1,204	1,219	(15)
Electric	3,828	3,229	3,828	3,229	599
Equipment Repairs	0,020	337	0,020	337	(337)
Contracted Repairs	0	0	0	ő	(007)
Supplies	385	Ō	385	0	385
Discharge Permit	0	0	0 :	0	-
Site Monitoring	588	509	588	509	79
Total South Blue	6,005	5,294	6,005	5,294	711
				建筑线的数	
Collection Expenses			م		
Utilities	1,351	686	1,351	686	665
Vehicle Expense	2,255	2,158	2,255	2,158	97
Line Cleaner Expenses	0	478	0 🖰	478	(478)
Manhole Repairs/Line Repair	9,568	848	9,568	848	8,720
Equipment Repairs	1,268	781	1,268	781	487
CCTV Expense	0	0	0 ;	0	
Total Collection	14,442	4,951	14,442	4,951	9,491
_					
Total Operating Expenditur	297,171	377,423	297,171	377,423	(80,252)
Net Cash from Operations	291,382	168,506	291,382	168,506	122,876
	1 1 111		/		
Replacement Capital			· .		
Administration	0	0	0 3	0	-
Employee Housing	0	0	0 **	0	
Plant:			;		
IH	0	0	0 (0	0
FK	1,134	51,861	1,134	51,861	(50,727)
South Blue	0	0	0 :	0	0
Collection		0	*	. 0	0
Misc.	5,775	0	5,775	0	5,775
Vehicle	0	0	0 (0	0
Total Replacement Capital	6,909	51,861	6,909	51,861	(44,952)
Non Operating Expenses					
CWRPDA Loan Principal	53,379	0	53,379	0	53,379
Loan Interest	8,592	0	8,592	0	8,592
Total Non Operating	61,971	0	61,971	0	61,971

January Comparative Statem	ent Cont. 2023 <u>January</u>	.2022 <u>January</u>	2023 <u>Year to Date</u>	2022 <u>Y</u> ear to Date	Pg. 4 increase (<u>Decrease)</u>
	3 41144		rear to Date	real to Date	(Decrease)
Capital Outlay					
Plant-IH-CO	0	0	0	0	0
Plant-FK-CO	0	0	0	0	0
Plant-South Blue-CO	0	0	0	0	0
Employee Housing Collection	4,699	4,031	4,699	4,031	668
Land	2,970	0	2,970	0	2,970
Administration	0	0 0	0	0 0	0
Total Capital Outlay	7,669	4,031	7,669	4,031	3,638
Total Expenses	373,720	433,315	373,720	433,315	(59,595)
Boyonya Lana Essaya	100 500				
Revenue Less Expenses	439,538	208,583	439,538	208,583	230,955
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