

**MOUNTAIN LAKES DISTRICT
BUDGET COMMITTEE MEETING
January 9, 2018
*UNAPPROVED***

Present: Dan Brady (Chairman), Robert Roudebush, Mark Johanson, Chris Roberts, Darlene Simboli and Kristi Garofalo (Administrative Assistant). Also present were Commissioners Bob Long and Laraine King. Committee member Barbara Keating and Maintenance/Water Supervisor Don Drew were absent and excused.

Call to Order: Dan Brady called the meeting to order at 8:05 am.

Approval of Minutes:

Dec. 26, 2017: Robert Roudebush moved to approve the minutes, Mark Johanson seconded and the motion passed.

Budget Review: 2018 Budget Packet

Before the Committee began their review of the 2018 Budget packet, Bob Long asked to speak to the Committee about a recent development concerning Water Department and Maintenance. Dan Brady gave him the floor. Bob Long said past and recent events convinced him long-term improvement of the water system is an urgent priority that needs more time and effort than Don Drew can currently give it with his other responsibilities. He said he recommends hiring an additional full-time employee (FTE) to handle day-to-day water checks, on-call emergencies, and other issues while Don Drew serves as Project Manager for District projects (i.e. the upcoming upper dam outlet replacement, water sourcing project and other District maintenance projects). He presented a spreadsheet showing preliminary numbers for the proposal. He said the addition of another FTE would eliminate the part-time water department and maintenance assistant positions; and the Commissioners would meet soon to work out other details and job descriptions. After discussion, the Budget Committee agreed to support an additional FTE and noted their strong support for making the improvement of the water system a priority. They also agreed that budget work already done should not be compromised by the costs of the additional position (i.e. projects already accepted should remain in the proposed budget). They further agreed they understood the general impact of the additional FTE proposal, that the Commissioners should adjust payroll, FICA, and other associated lines as needed, and that the Committee felt no need to meet further to discuss these specifics after they are worked out by the Commissioners.

The Committee then reviewed the written warrant articles in the 2018 Budget packet with the following notes and changes:

- Article 1: amount reads \$207,677 and should read \$207,777 before changes are made as noted above for the additional FTE position.
- Article 3: after discussion, the Committee agreed to recommend the amount deposited to the Water Emergency Capital Reserve Fund should be set at \$15,000 instead of \$9,000 in keeping with the decision to make the water system a priority.

- Article 7: after discussion, the Committee agreed to recommend the amount deposited into the Future Dam Projects Capital Reserve Fund should be set at \$5,000 as in past years instead of \$15,000 as currently written.

Comments of the Chair:

Dan Brady expressed his appreciation to all the Committee members for their efforts and participation in this year's budget process. He specifically noted Chris Roberts made a very valuable contribution with her recommendation that the District seek out electricity supplier discounts and said after the changes are made, the District stands to save considerably due to her involvement in the issue. Dan Brady also said District staff monitored various gasoline purchase programs over the last several months, including the state fuel program, to find the best deal. The state has now entered into a new bulk agreement which is significantly less per gallon than the District's current supplier. He said Don Drew has already changed over to the state fuel program and thanked him for his vigilance in finding the best price possible for the District.

Important Dates:

Dan Brady reminded Committee members of the following important dates and asked members to plan to attend if at all possible:

- Jan. 15, 2018 at 6:00 pm – Final recommended budget presented to the commissioners
- Feb. 12, 2018 at 6:00 pm – Commissioner meeting and public budget hearing
- Mar. 10, 2018 at 10:30 am – District Annual Meeting at the Lodge – Dan Brady will not be present at the Annual Meeting and asked that other Committee members make plans to attend to help with questions and discussion.

Robert Roudebush moved to adjourn; Chris Roberts seconded and the motion passed. The meeting adjourned at 8:50 am.

Respectfully submitted by
Kristi Garofalo