

**MOUNTAIN LAKES DISTRICT  
BUDGET COMMITTEE MEETING  
At the District Office and via Zoom Video Conferencing  
October 13, 2021  
\*UNAPPROVED\***

**Call to Order:** Laraine King called the meeting to order at 9:00 am.

**Roll Call: Committee:** Laraine King, Robert Roudebush, Kristi Garofalo, Brian Loutrel and Chris Roberts  
**Public Present:** In-Person: Ken King and Mark Johanson Via Zoom: Patricia Brady

**Approval of Minutes:** N/A

**Intro to 2021 Budget:** Kristi Garofalo gave a brief review of District funds and bank accounts, and went over the Line Item Listing and Budget History handouts included in the Committee packets. The Committee discussed future meeting dates and agreed to keep the dates originally planned rather than make changes. The Committee also discussed changes that may need to be made as MLD looks to recruit and hire a replacement for Water/Maintenance Project Manager Don Drew.

**Gen Op Budget:** The Committee reviewed worksheets containing current YTD figures as of Sept. 30, 2021. The worksheets used the line amounts appropriated for 2021 as a starting figure for 2022. Noted below are several lines needing further information to be presented at later meetings and also the actions and/or changes the Committee agreed on for lines that did not remain at the 2021 level:

- Revenue lines were reviewed with no changes made.
- 5009-1 (Zoning Officer) – The Committee discussed raising the amount to \$5,000 as MLD plans to hire a second part-time zoning officer. They agreed ***Kristi Garofalo will ask the Planning Board for their recommendation.***
- 5010-1 (District Admin.), 5012-1 (Maint. Mgr), and 5016-2, 5018-2, 5019-2, 5020-2, 5022-2 (Rec personnel and supplies lines) ***Bob Long to submit numbers for these lines at the Nov. 10 meeting.***
- 5026-2, 5026-2 (Gen Op & Rec FICA lines) – ***Kristi Garofalo will calculate these lines after pay rate figures are received from Bob Long.***
- 5028-1, 5030-1 and 5046-4-1 (Unemployment, Workers Comp, and Liability Insurance) – ***Kristi Garofalo will provide 2022 numbers after Primex makes them available around October 15.***
- 5035-1 and 5037-1 (WGSB Loan Payments) – ***Kristi Garofalo will provide the amounts needed according to the amortization schedules.***
- 5043-1 (Health Insurance) – ***Bob Long to submit numbers for this line at the Nov. 10 meeting.***
- 5056-1 (Printing/Advertising-Gen Op) – The Committee discussed raising this amount to accommodate ad costs for the Maintenance Manager position, then agreed to leave it as a question mark for now.
- 5068-2 (Special Events – Rec) – ***Bob Long to submit numbers for this line at the Nov. 10 meeting.***
- 5096-1 (Planning Board) – The Committee noted this line ran over in 2021 and discussed raising the amount. They agreed ***Kristi Garofalo will ask the Planning Board for their recommendation.***

**Old Business:** NONE

**New Business:**

- **Tech Services:** Brian Loutrel shared some information about tech support services gathered by the Commissioners IT ad hoc committee when they investigated online meeting equipment and services. He suggested another ad hoc Committee be created for Tech Services with the goal of pinpointing the District's needs and finding out what it would cost to service those needs. The Committee agreed the suggestion should be brought to the Commissioners.

**Important Dates:**

- **Next Meeting Date: Wednesday, October 27 at 9:00am – Focus: Water Fund**
- Future Budget Meetings: Nov. 10, Nov. 24, Dec. 15, and Jan. 5 (if needed).
- Jan. 10, 2022 at 6:00 pm – Finalized budget submitted to the commissioners
- Feb. 14, 2022 at 6:00 pm – Commissioner meeting and public budget hearing
- Mar. ??, 2022 at 10:30 am – District Annual Meeting at the Lodge (date to be determined)

Laraine King moved to adjourn; Brian Loutrel seconded, and the meeting adjourned at 9:56 am.

Respectfully submitted by  
Kristi Garofalo