

**MOUNTAIN LAKES DISTRICT  
BUDGET ADVISORY COMMITTEE MEETING  
November 18, 2014  
\*APPROVED WITH AMENDMENTS\***

**Present:** Dan Brady (Chairman), Robert Roudebush, Darlene Simboli, Barbara Keating, Ken King, Jessica Brusseau, Bob Long, Kristi Garofalo (Administrative Assistant) and Amy Baker (District Accountant).

**Call to Order:** Dan Brady called the meeting to order at 11:00 am.

**Approval of Minutes:** Robert Roudebush moved to approve the minutes, Dan Brady seconded. Motion passed.

**Recreation Budget Overview:**

*The committee discussed the following line items:*

**4016-2 Snack Revenue:** The Recreation Committee suggested setting the line at \$1,800. Jessica Brusseau explained the Snack Bar will carry new inventory items next year, including bait, sunblock and beach items. The committee agreed to set the revenue line at \$1800.

**5016-2 Summer Program Director:** Jessica Brusseau explained the Summer Director would also oversee the Snack Bar and work Thursday-Sunday. The committee agreed to set the line at \$2500, a decrease from **2014 AS AMENDED.**

**5018-2 Lifeguards:** The Recreation Committee suggested this line include coverage for extra pool hours to compensate for the loss of one beach during the lower lake drawdown next summer. The plan for 2015 is to have three lifeguards on duty, with one “floating” between the beach and pool, washing boats, checking parking passes, etc. The committee agreed to set the line at \$13,500.

**5020-2 Snack Bar Attendants:** Jessica Brusseau said the plan for the 2015 season is to have snack bar attendants staff the snack bar at all times to increase customer service and decrease missed rental opportunities and inventory loss. Attendants will also check parking passes and offer items for sale at the south beach. The committee agreed to set the line at \$3045.

**5054-2 Fuel/Propane-REC:** The committee discussed whether more propane will be needed in 2015 due to additional pool hours. Bob Long gave usage numbers from the last three years and the committee agreed to set the line at \$1000 based on usage and recent propane price decreases.

**5068-2 Special Events- REC:** The Recreation Committee suggested setting the line at \$2000 because their plans include extra activities and special t-shirts for the District’s 50th anniversary next year. The committee agreed to set the line at \$2000.

## **Water Department Budget Overview:**

*The committee discussed the following line items:*

**2-5071 WD Water Break/Freeze:** The committee previously agreed to draft a warrant article to change the name of the “Water Surplus Capital Reserve Fund” to “Water Emergency Capital Reserve Fund” and change its purpose so it can be used for water breaks and other water related emergency repairs. They also agreed the warrant article should include a \$10,000 deposit into the re-purposed capital reserve account and that the budget line should be set at zero for 2015.

The Water Committee requested the re-purposed Capital Reserve Fund be brought to a balance of \$8000 as that is the amount budgeted in the line item in previous years. Since the current balance of the account is roughly \$5000, the Water Committee requested the initial deposit to the re-purposed account be lowered to \$3000. The committee agreed to draft the warrant article with \$3000 as the deposit amount.

## **Warrant Articles:**

*The committee discussed the following items:*

**Water Capital Improvement Capital Reserve Fund:** The committee agreed to draft a warrant article to move \$150,000 **AS AMENDED: from the water fund balance** into the Capital Reserve account for future water **AS AMENDED: system improvement** projects.

**Forestry Management Capital Reserve Fund:** The committee agreed to draft a warrant article to allow timber revenue to be deposited into the account and timber taxes paid from the account.

## **Other Business:**

- **General Op Budget: 5088-1 Security:** Ken King said the bulk of security items have been purchased, but a small amount may be needed for repairs/replacements. The committee agreed any needed security repairs could be taken from 5064-1 Facility Operations and agreed to set the security line item at zero.
- **Email:** The committee discussed emailed questions from Randy Berenson. Dan Brady will draft an email with the committee’s responses and forward to Barbara Keating for review. Once reviewed, Dan Brady will forward the committee responses to Mr. Berenson.

Robert Roudebush made a motion to adjourn, Barbara Keating seconded. Meeting adjourned at 12:05 pm.

## **Next Meeting:**

**Tuesday, Dec. 9nd – 11:00 am \*\*NOTE DATE CHANGE – previously set for Dec.2\*\***

Respectfully submitted by,  
Kristi Garofalo