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## AGENDA

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REGULAR BOARD MEETING OF THE BOARD OF DIRECTORS  
*HELD REMOTELY\**  
THREE LAKES WATER AND SANITATION DISTRICT  
TUESDAY, DECEMBER 10, 2024 – 6:30 PM

***\*Join the meeting from your computer, tablet or smartphone at  
<https://global.gotomeeting.com/join/644196661>  
or dial in using your phone at 1 (877) 568-4106 Access Code: 644-196-661***

1. Call to Order: Chairman Reed
2. Comments by the Chair
3. Introductions of Public Present
4. Acceptance of Minutes: November 12, 2024 Meeting Minutes
5. Matters Before the Board
  - a. Motion to increase Columbine Lake Water District Intergovernmental Agreement fees for switch to quarterly billing
  - b. **PUBLIC HEARING:** 2024 Proposed Budget
  - c. Resolution 2024-12-1; a resolution to adopt budget, set mill levies, and appropriate sums of money
  - d. Resolution 2024-12-2; a resolution adopting a concealed handgun policy
  - e. Resolution 2024-12-3; a resolution calling a regular district election
6. Public Comment

*This time is reserved for members of the public to make a presentation to the Board on items or issues that are not scheduled on the agenda. Each member will be given three minutes time. The Board will not discuss/debate those items, nor will the Board make any decisions on items presented during this time. Rather, the Board will refer the items to staff for follow-up.*
7. Financial Reports:
  - a. Motion for approval of Check List for the month of November 2024
  - b. Acceptance of Financial Statements for the month of November 2024
8. Matters for Discussion as Brought Forth by Board Members
9. Superintendent Report
10. District Manager Report



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## RECORD OF PROCEEDINGS

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### REGULAR MEETING OF THE BOARD OF DIRECTORS THREE LAKES WATER AND SANITATION DISTRICT TUESDAY, NOVEMBER 12, 2024 6:30 PM

1. **CALL TO ORDER**

A regular meeting of the Board of Directors was called to order by Chairman Reed, at 6:30 p.m. The meeting was held remotely.

Directors Present: Matt Reed – Chairman  
Mike Golden – Vice Chairman  
Scott Huff – Secretary/Treasurer  
Mark Gibson – Director  
Stephanie Conners – Director

Staff Present: Katie Nicholls – District Manager  
Mike Gibboni – Superintendent

2. **COMMENTS BY THE CHAIRMAN**

None

3. **INTRODUCTIONS OF PUBLIC PRESENT**

Sherry Leshner, Matt Collins, and Greg Schnacke.

4. **ACCEPTANCE OF MINUTES**

By **MOTION**, second, and unanimous the October 22, 2024 Meeting Minutes were approved as presented.

5. **MATTERS BEFORE THE BOARD**

a. **Special Request: exemption from extra service line requirement**

District Manager Nicholls stated that Mr. Collins' property located at 321 GCR 4033, has a second dwelling unit that came to attention of staff in October. Mr. Collins has not brought the property into compliance, but has paid the back user fees and special request fee. He is requesting exemption from the second service line requirement and a payment plan for the tap fee. Mr. Collins confirmed the second dwelling noting that he had an issue with his well which has prevented both units from being rented out. He noted that he intends to move his family up to Grand Lake in the next 2 to 3 years, at which time he intends to convert the home back to a single unit. A lengthy discussion ensued regarding the definition of a dwelling unit, when the second unit was added, if the county was informed, and payment plan availability. The Board informed Mr. Collins that he could either return the home to a single dwelling unit with the approval of the county, or second service line would be

required. They also informed Mr. Collins, that while the payment plan is not intended for this purpose, they would allow him to enter into a payment plan at the terms addressed in the Rules and Regulations for District extensions, which is prime rate plus one percent. Mr. Collins said he would discuss the options with his wife and let the District Manager know of his decisions by the end of the week.

**b. Public Hearing: 2025 Proposed Budget**

Chairman Reed opened the public hearing. District Manager presented the proposed budget going over the changes to revenues and expenditures. There was no public comment. Chairman Reed closed the public hearing.

**c. Resolution 2024-11-1; a resolution repealing and readopting the Employee Handbook**

District Manager Nicholls noted that this item was a requirement to meet new law requirements effective January 1, 2025. By **MOTION**, second, and unanimous vote the Board approved Resolution 2024-11-1, a resolution repealing and readopting the Employee Handbook.

**d. Resolution 2024-11-2; a resolution amending the Rules and Regulations of the District**

District Manager Nicholls stated this was follow up to a conversation at last month's meeting regarding people brought within 400 feet of a line during the Septic to Sewer Project, but intended to be on a different line per the plans. By **MOTION**, second, and unanimous vote the Board approved Resolution 2024-11-2; a resolution amending the Rules and Regulations of the District.

**6. PUBLIC COMMENT**

Greg Schnacke introduced himself noting that he owns property within Lakeridge and has provided a letter to the Board on some comments he has on Septic to Sewer Conversion Project. He stated that he appreciated the meeting with District Manager Nicholls and the quick response on his question that resulted in Resolution 2024-11-2 getting passed so quickly. He noted that he felt communication is key and the District needs to look at how the compel connections will occur. He also noted that the District should consider how functioning septic systems will be addressed, as well as connections that require lift stations. Chairman Reed thanked Mr. Schnacke for his comments and noted that a PR firm has been engaged to help with communication.

Sherry Leshar introduced herself noting that she lives on the corner of GCR 4739 and GCR 44 within Lakeridge. She inquired how the District would handle run-ins with the water lines, as the HOA does not have an sufficient map on the location of the lines. Chairman Reed noted that the District has had discussions on the matter and intends to be prepared for the issues, noting that while it is technically the HOA's responsibility to locate their infrastructure the District is also aware the HOA lacks the ability to do so. Ms. Leshar also noted that her septic system was recently inspected and is functioning properly. She concluded that not many in Lakeridge know about the project and inquired into when communication would occur.

7. **FINANCIAL REPORTS**

By **MOTION**, second, and unanimous vote the checklist for the month of October 2024 was approved. The financial documents for October were reviewed, and accepted as presented.

8. **MATTERS OF DISCUSSION AS BROUGHT FORTH BY BOARD MEMBERS**

Director Gibson presented a PowerPoint presentation on Bac T data. He noted he spent 60 hours on the project to map positive bac-t tests. He concluded his presentation stating he felt the district should consider a resolution to stop the West of Downtown area. Discussion ensued regarding the validity of the aerial data, how the water lab is run, and why the area was chosen in the first place. Further discussion was had regarding the need to create language concerning the compel to connect and septic systems. The Board directed Staff to schedule a discussion on compelled connections in January or early next year to include the attorney and a septic expert.

9. **SUPERINTENDENT REPORT**

Superintendent Gibboni presented the Superintendent report.

10. **DISTRICT MANAGER REPORT**

District Manager Nicholls stated that she met with the owners of Dillie Docks last week and will have a completed assessment within the next week or so. She also noted that she spoke with Senator Bennet's office regarding the earmark funds awarded, inquiring if there would be any impact to the funds from the election. She stated that she was assured the funds are the District's, but the timeline may be slowed down with the transition of power depending on if the government staff is kept or not.

With no further business before the Board, the meeting was adjourned at 8:30 p.m.

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Katie Nicholls, Reporting Secretary

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Scott Huff, Secretary/Treasurer

**EXHIBIT A-1**

FEE SCHEDULE – *Updated 12/10/24*

1. Performance of duties as Operator of Record for the Water System	\$3,253.00
2. Performance of Administrative Duties	\$2,972.00
3. SCADA System & Monitoring	\$148.00
4. Fee for duties performed over and above those described in Exhibit B-2	\$65.00  (Per hour, per employee)

For services not set forth above, service costs which are established in the Standard Fee Schedule set forth in Exhibit B to the Three Lakes Rules and Regulations, as amended from time to time, shall be paid at the rate set forth therein.



October 8, 2024

To: Board of Directors  
From: Katie Nicholls, District Manager  
RE: 2025 Proposed Budget

Attached is the proposed 2025 budget, it is also available on the website. We will hold our first public hearing to REVIEW the budget on November 12<sup>TH</sup>, and the public hearing to ADOPT the budget on December 10<sup>th</sup>. A copy of the notice proof is attached. I have outlined some of the areas of note on the budget below:

## **ENTERPRISE FUND**

### **REVENUE**

- The \$6 increase to user fees per the 10-year rate study has been applied. The new rate will be \$135.00 per single family equivalent.
- The Intergovernmental Agreements with Columbine Lake Water District, North Shore Water District, and Grand Lake Metro Recreation District by 1.9% CPI.
- 20 Tap purchases are budgeted.
- Property Transfer Fees and Plan Review Fees are new as of 2024 and are estimated at 75 transfers and 22 plan reviews. Better estimates will be made in 2026.
- Interest has been well above 5% this year, interest is calculated at 5.0%.
- CDS Grant (earmark) has been moved to 2025.

### **ADMINISTRATIVE EXPENSES**

- Directors Fees includes SDA conference for 3 people (none attended in 2024), regional conference, and another strategic planning session.
- IT includes installation and conversion to new billing system. Replacement of one computer. 3 computers will go off line due to conversion, reduced IT will begin July 1<sup>st</sup>. New IT agreement negotiated at a lower rate than expected increase.
- Fax service was cancelled this month reducing Telephone/Internet fees.
- Postage rates continue to rise and extra costs included for Septic to Sewer Conversion project notifications.
- Printing and Publications is increased for Septic to Sewer Conversion project notifications.
- Office drainage solution is budgeted at \$35,000.
- Legal fees are increased due to ongoing water rights issue.
- Public Relations & Consulting has been added per agreement before Board at October meeting.
- Business insurance is increased by 10%. Increase expected to be between 2-10%. We have retained our discount by meeting training requirements. Will update if lower rating (anticipated) is known prior to budget approval.

## **OPERATION EXPENSES**

- Several operators intend to pursue further certifications in 2025.
- Health insurance increased by 13.5%.
- IT includes replacement of 2 operations computers with systems being sunset.
- Chemicals and utilities costs are calculated at 2024 actuals plus increase in cost and quantity.
- SCADA system to be installed this month and new contract will finally start with reduced rate.
- Engineering for the heat trace retrofit solution for the Town of Grand Lake wastewater project.
- Sludge hauling is expected to increase in both costs and potential volume. Extra added in case digester needs to be drained.
- 2 new trucks are budgeted.

## **CAPTIAL OUTLAY/CONTINGENCY/RESERVES**

- Main line interceptor inspection has been added.
- Septic to Sewer Conversion Project has been moved to 2025.
- \$250,000 in contingency.
- \$800,000 is the maximum amount this budget will allow to be transferred to reserve to maintain 4+ months of operating expenses in the Enterprise Fund.

## **GOVERNMENT GENERAL FUND**

### **REVENUE**

- Mill levy remains the same as last year, as both TABOR and 5.5% are higher in calculation. Dollar amount still increasing due to new construction.
- We will likely have to start supplementing the revenue from the Enterprise Fund as ratcheting down mill levy is not covering expenses.

### **EXPENSES**

- Health insurance increased by 13.5%.
- 2025 is an election year. Matthew Reed and Stephanie Connors seats are up for election. Matthew Reed is term limited.

**THREE LAKES WATER AND SANITATION DISTRICT  
2025 PROPOSED BUDGET**

ENTERPRISE GENERAL FUND	ACTUALS	ESTIMATED YEAR END		BUDGET	PROPOSED
	2023	2024	Budget Balance	2024	2025
<b>BEGINNING FUND BALANCE</b>	5,391,615	6,389,447		6,223,890	7,594,085
<b>Operating Revenue</b>					
IGA-INTERGOVERNMENTAL AGREEMENTS	113,516	119,676	6,168	125,844	133,264
4005 · SEWER USER FEES & PENALTIES	2,217,242	2,361,876	4,500	2,366,376	2,462,840
4030 · LAB REVENUE	34,485	14,115	10,385	24,500	23,000
4900 · MISCELLANEOUS REVENUE	82,703	811	7,189	8,000	10,500
<b>Total Operating Revenue</b>	2,447,946	2,496,478	28,242	2,524,720	2,629,604
<b>Non-Operating Revenue</b>					
4010 · CONNECTION / INSPECTION PERMITS	725	600	(225)	375	750
4005A · Property Transfer & Plan Review Fees	0	4,555	(4,555)	0	7,625
4200 · SEWER TAP FEES	226,525	372,491	(214,991)	157,500	210,000
4201 · Valves	5,682	2,065	935	3,000	3,375
4300 · INTEREST EARNED	314,256	391,094	(116,594)	274,500	384,300
<b>Total Non-Operating Revenue</b>	547,188	770,805	(335,430)	435,375	606,050
<b>Grants</b>					
TBD · Congressionally Directed Spending	0	0	1,000,000	1,000,000	1,000,000
<b>Total Revenue</b>	2,995,134	3,267,283	692,812	3,960,095	4,235,654
<b>ADMINISTRATIVE EXPENSES</b>					
BOARD OF DIRECTOR FEES/EXPENSES	10,973	9,395	7,127	16,522	16,730
OFFICE EXPENSES	74,541	148,477	(35,790)	112,686	135,320
5047 · INSURANCE EXPENSE	67,626	66,812	2,690	69,502	75,093
5065 · AUDIT & CONSULTING	12,500	13,125	0	13,125	13,781
5023 · ACCOUNTANT SERVICES	7,300	7,700	0	7,700	8,000
5067 · LEGAL SERVICE & CONSULTING	34,805	70,380	(20,380)	50,000	60,000
PUBLIC RELATIONS & CONSULTING	0	0	0	0	107,945
5202 · WATER RIGHTS	2,000	2,000	0	2,000	2,000
<b>Total ADMINISTRATIVE EXPENSES</b>	209,745	317,888	(46,353)	271,536	418,869
<b>OPERATIONS EXPENSES</b>					
PAYROLL EXPENSES - OPERATIONS	544,044	660,610	46,890	707,500	735,254
TREATMENT PLANT EXPENSES	300,401	349,901	77,199	427,100	435,500
OFFICE/SHOP EXPENSES	26,579	34,596	8,034	42,630	45,461
5138 · ENGINEERING - GENERAL	1,102	41,269	(21,269)	20,000	20,000
ENGINEERING - TOWN OF GL WW PROJECT	0	0	0	0	316,489
FIELD EXPENSES	115,934	108,219	17,983	126,203	140,000
5152 · MISCELLANEOUS EXPENSE	60,000	0	1,000	1,000	1,000
5162 · SCADA SOFTWARE/EQUIPMENT LEASE	41,015	33,109	(11,109)	22,000	25,000
5190 · SYSTEM REPAIR & MAINTENANCE	89,816	93,368	26,632	120,000	120,000
5200 · VALVES	5,725	642	6,358	7,000	6,000
<b>Total OPERATIONS EXPENSES</b>	1,184,616	1,321,714	151,719	1,473,433	1,844,704
<b>OPERATING EXPENSES</b>					
5148 · LAB - DRINKING WATER	12,802	13,663	(3,663)	10,000	14,000
5149 · PLANT - LAB	32,765	29,676	10,324	40,000	40,000
5185 · PLANT - SLUDGE HAULING	39,160	54,804	5,903	60,707	65,000
<b>Total Operating Expenses</b>	84,727	98,144	12,563	110,707	119,000
<b>Total Expenses</b>	1,479,088	1,737,746	117,930	1,855,676	2,382,573
<b>NET (Revenue - Admin &amp; Operations Expenses)</b>	1,516,046	1,529,537		2,104,419	1,853,081
<b>Capital Outlay</b>					
6420 · Vehicle Purchase	73,785	0	0	0	150,000
6400 · System Improvements	176,389	56,859	193,141	250,000	250,000
Main Line Interceptor Inspection	0	0	0	0	145,000
Septic-to-Sewer Conversion Project	0	0	1,000,000	1,000,000	1,000,000
<b>Total Capital Outlay</b>	250,174	56,859	1,193,141	1,250,000	1,545,000
<b>TOTAL EXPENDITURES</b>	1,729,262	1,794,605	1,311,071	3,105,676	3,927,573
CWRPDA Loan Payment	123,942	123,942	0	123,942	123,942
CWR&PDA Copper Loan Payment	144,098	144,098	0	144,098	144,098
Contingency	0	0	250,000	250,000	250,000
<b>NET (Revenue - Total Expenditures)</b>	997,832	1,204,638		336,379	(209,959)
<i>Designated Reserves</i>	2,000,000	800,000	0	800,000	800,000
<b>ENDING FUND BALANCE</b>	6,389,447	7,594,085		6,560,270	7,384,126
<i>Dedicated Reserve Funds</i>	5,144,843	5,944,843		5,944,843	6,744,843



**THREE LAKES WATER AND SANITATION DISTRICT  
2025 PROPOSED BUDGET**

GOVERNMENT GENERAL FUND	ACTUALS	ESTIMATED YEAR END		BUDGET	PROPOSED
	2023	2024	Budget Balance	2024	2025
<b>BEGINNING FUND BALANCE</b>	524,282	471,073		510,600	524,671
<b>Revenue</b>					
4110 · AD-VALOREM TAX - ADMINISTRATION	257,283	372,981	(98,576)	274,405	278,063
Other Taxes & Interest Earned	17,039	13,613	2,287	15,900	17,900
<b>Total Revenue</b>	274,322	386,594	(96,289)	290,305	295,963
<b>ADMINISTRATIVE OPERATING EXPENSES</b>					
5030b·CNTY TREASURER FEES-MILL LEVY-ADMIN	12,881	17,464	(4,464)	13,000	14,000
PAYROLL EXPENSES - ADMIN	309,935	311,846	(17,327)	294,519	312,630
5018 · CAR ALLOWANCE / MILEAGE - ADMIN	1,054	637	363	1,000	1,000
5042 · ELECTION EXPENSE	24	0	0	0	3,000
5055 · MISCELLANEOUS EXPENSE	1,247	2,500	0	2,500	3,000
5057 · OFFICE SUPPLIES	2,390	550	2,450	3,000	3,000
<b>Total Administrative Operating Expenses</b>	327,531	332,996	(18,977)	314,019	336,630
<b>NET (Revenue - Expenditures)</b>	(53,209)	53,598		(23,714)	(40,667)
<i>Designated Reserves</i>	0	0	0	0	0
<b>ENDING FUND BALANCE</b>	471,073	524,671		486,886	484,004
<i>Restricted Reserve Funds</i>	10,000	10,000		10,000	10,000

**AFFIDAVIT OF PUBLICATION****Ad #: 15yqQfTWyoIAsHRHABDJ****Customer: Katie Nicholls**

State of Pennsylvania, County of Lancaster, ss:

Yuade Moore, being first duly sworn, deposes and says: That (s)he is a duly authorized signatory of Column Software, PBC, duly authorized agent of Sky-Hi News and Middle Park Times, that the same weekly newspaper printed, in whole or in part and published in the County of Grand, State of Colorado, and has a general circulation therein; that said newspaper has been published continuously and uninterruptedly in said County of Grand for a period of more than fifty-two consecutive weeks next prior to the first publication of the annexed legal notice or advertisement; that said newspaper has been admitted to the United States mails as a periodical under the provisions of the Act of March 3, 1879, or any amendments thereof, and that said newspaper is a weekly newspaper duly qualified for publishing legal notices and advertisements within the meaning of the laws of the State of Colorado.

That the annexed legal notice or advertisement was published in the regular and entire issue of every number of said weekly newspaper for the period of 1 insertion; and that the first publication of said notice was in the issue of said newspaper dated 16 Oct 2024 in the issue of said newspaper. That said newspaper was regularly issued and circulated on those dates.

**Total cost for publication: \$34.76**(Signed) Yuade Moore**VERIFICATION**State of Pennsylvania  
County of Lancaster

Commonwealth of Pennsylvania - Notary Seal  
Nicole Burkholder, Notary Public  
Lancaster County  
My commission expires March 30, 2027  
Commission Number 1342120

Subscribed in my presence and sworn to before me on this: 10/17/2024

Nicole BurkholderNotary Public  
Notarized remotely online using communication technology via Proof.

**Three Lakes Water and Sanitation District**  
**Notice of Budget**  
(Pursuant to 29-1-106, C.R.S.)

NOTICE is hereby given that a proposed budget has been submitted to the Three Lakes Water and Sanitation District for the ensuing year of 2025; a copy of such proposed budget has been filed in the office of the Special District, where the same is available for public inspection online. Such proposed budget will be reviewed at a regular meeting of the Board of Directors on November 12, commencing at 6:30 pm. The proposed budget will be adopted at a regular meeting of the Board of Directors on December 10, commencing at 6:30 pm.

Any interested elector of the Three Lakes Water and Sanitation District may inspect the proposed budget and file or register any objections thereto at any time prior to the final adoption of the budget.

Katie Nicholls  
Budget Officer

**PUBLISHED IN THE SKY-HI NEWS AND MIDDLE  
PARK TIMES ON WEDNESDAY, OCTOBER 16,  
2024.**

**THREE LAKES WATER AND SANITATION DISTRICT**

**RESOLUTION NO. 2024-12-1**

**RESOLUTION TO ADOPT BUDGET**

WHEREAS, the Board of Directors (“Board”) of Three Lakes Water and Sanitation District (“District”) has appointed a budget officer to prepare and submit a proposed 2025 budget to the Board at the proper time; and

WHEREAS, such budget officer has submitted the proposed budget to the Board on or before October 15, 2024 for its consideration; and

WHEREAS, upon due and proper notice, published in accordance with law, the budget was open for inspection by the public at a designated place, and a public hearing was held on November 12, 2024 and a final hearing on December 10, 2024, and interested electors were given the opportunity to file or register any objections to the budget; and

WHEREAS, the budget has been prepared to comply with all terms, limitations and exemptions, including, but not limited to, enterprise, reserve transfer and expenditure exemptions, under Article X, Section 20 of the Colorado Constitution (“TABOR”) and other laws or obligations which are applicable to or binding upon the District; and

WHEREAS, whatever decreases may have been made in the revenues, like decreases were made to the expenditures so that the budget remains in balance, as required by law.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of Three Lakes Water and Sanitation District:

1. That estimated expenditures for each fund are as follows:

Government General Fund:

Current Operating Expenses	\$336,630
Unappropriated Funds	\$484,004
<b>Government Gen. Fund Expenditures Total</b>	<b>\$820,634</b>

Enterprise Fund:

Current Operating Expenses	\$2,632,573
Capital Outlay	\$1,545,000
Debt Service	\$268,040
Designated Reserves	\$800,000
Unappropriated Funds	\$639,283
<b>Enterprise Fund Expenditures Total</b>	<b>\$5,884,896</b>

***Expenditures Total*** **\$6,705,530**

2. That estimated revenues are as follows:

Government General Fund:

From unappropriated surpluses	\$524,671
From general property tax	\$295,963
<b>Government Gen. Fund Revenue Total</b>	<b>\$820,634</b>

Enterprise Fund:

From unappropriated surpluses	\$1,649,242
From sources other than general property tax	\$4,235,654
<b>Enterprise Fund Revenue Total</b>	<b>\$5,884,896</b>

***Revenue Total*** ***\$6,705,530***

3. That the budget, as submitted, amended and herein summarized by fund, be, and the same hereby is, approved and adopted as the budget of Three Lakes Water and Sanitation District for the 2025 fiscal year. In the event of recertification of values by the County Assessor's Office after the date of adoption hereof, staff is hereby directed to modify and/or adjust the budget and certification to reflect the recertification without the need for additional Board authorization. Any such modification to the budget or certification as contemplated by this Section shall be deemed ratified by the Board.

4. That the budget, as hereby approved and adopted, subject to any adjustments due to final assessed valuation, shall be certified by the Treasurer and/or President of the District to all appropriate agencies and is made a part of the public records of the District.

## TO SET MILL LEVIES

WHEREAS, the amount of money from property taxes necessary to balance the budget for general operating expenses is \$278,063; and

WHEREAS, the preliminary 2024 valuation for assessment of the District, as certified by the County Assessor, is \$294,558,250.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of Three Lakes Water and Sanitation District:

1. That for the purpose of meeting all general operating expenses of the District during the 2024 budget year, there is hereby levied a property tax, inclusive of the mill levy for refunds and abatements, of 0.903 mills upon each dollar of the total valuation for assessment of all taxable property within the District to raise \$278,063.

2. That the Treasurer and/or President of the District is hereby authorized and directed to immediately certify to the County Commissioners of Grand County, Colorado, the mill levies for the District as hereinabove determined and set, or as adjusted, if necessary, upon receipt of the final certification of valuation from the county assessor in order to comply with any applicable revenue and other budgetary limits.

**TO APPROPRIATE SUMS OF MONEY**

WHEREAS, the Board of Directors of the Three Lakes Water and Sanitation District has made provision in the budget for revenues in an amount equal to the total proposed expenditures as set forth therein; and

WHEREAS, it is not only required by law, but also necessary to appropriate the revenues provided in the budget to and for the purposes described below, as more fully set forth in the budget, including any inter-fund transfers listed therein, so as not to impair the operations of District.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Three Lakes Water and Sanitation District that the following sums are hereby appropriated from the revenues of each fund, to each fund, for the purposes stated in the budget:

Government General Fund:	\$336,630
Enterprise Fund:	<u>\$5,245,613</u>
<b>Total</b>	<b>\$5,582,243</b>

Adopted this 10th day of December, 2024.

THREE LAKES WATER AND SANITATION  
DISTRICT

By: \_\_\_\_\_  
Matt Reed, Chairman

Attest:

\_\_\_\_\_  
Scott Huff, Secretary/Treasurer

**THREE LAKES WATER AND SANITATION DISTRICT  
RESOLUTION 2024-12-2  
A RESOLUTION ADOPTING A CONCEALED HANDGUN POLICY**

WHEREAS, Three Lakes Water and Sanitation District (“District”) is a quasi-municipal corporation and political subdivision of the State of Colorado and a duly organized and existing special district pursuant to Title 32, Article 1 of the Colorado Revised Statutes; and

WHEREAS, pursuant to § 32-1-1001(1)(m), C.R.S., the District’s Board of Directors (“Board”) is authorized to adopt, amend, and enforce bylaws and rules and regulations not in conflict with the constitution and laws of this state for carrying on the business, objects, and affairs of the Board and of the District; and

WHEREAS, §§ 18-12-105 and 18-12-105.3, C.R.S., prohibit the carrying of firearms, including concealed handguns, on the property or within any building in which (a) the chambers or galleries of the Board are located; (b) a meeting of the Board is being conducted; and (c) the official office of any Board member or the District Manager is located; and

WHEREAS, pursuant to § 18-12-214(1)(c), C.R.S., the District is authorized to prohibit a concealed carry permittee from carrying a concealed handgun in a building or specific area under the direct control or management of the District; and

WHEREAS, the Board hereby finds and determines that adopting a Concealed Handgun Policy, attached hereto as Exhibit A and incorporated herein by this reference (“Concealed Handgun Policy”), is appropriate and necessary to the function and operation of the District.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of the Three Lakes Water and Sanitation District as follows:

1. **Incorporation of Recitals.** The recitals of this Resolution are hereby incorporated into this Resolution as if fully set forth herein.
2. **Adoption of Concealed Handgun Policy.** The Concealed Handgun Policy is hereby approved and adopted.
3. **Rescind Prior Policies.** This Resolution supersedes any and all resolutions and policies previously adopted by the Board related to concealed handgun policies, which resolutions are hereby rescinded and rendered null and void for all purposes.



4. **Severability.** If any part of this Resolution or the Concealed Handgun Policy are for any reason held to be invalid, such invalidity shall not affect the validity of the remaining provisions, the intent being that the same are severable.

5. **Effective Date.** This Resolution shall take effect and be enforced immediately upon its approval by the Board.

ADOPTED this 10<sup>th</sup> day of December, 2024.

THREE LAKES WATER AND  
SANITATION DISTRICT

By: \_\_\_\_\_  
Matt Reed, Chairman

Attest:

\_\_\_\_\_  
Scott Huff, Secretary/Treasurer

## **EXHIBIT A**

### **Concealed Handgun Policy**

Pursuant to C.R.S. §§ 18-12-105, 18-12-105.3, and 18-12-214(1)(c), this Concealed Handgun Policy (“Concealed Handgun Policy”) was approved by the Board of Directors of the Three Lakes Water and Sanitation District (“District”) on December 10, 2024.

#### 1. Concealed Carry Prohibited in District Facilities.

The District prohibits the carrying of concealed handguns within the following District-managed facilities: the District Office; the District Treatment Plant; the chambers or galleries in which the District Board of Directors (“Board”) are located; any location in which a meeting of the Board is being conducted; and the official office of any Board member or the District Manager (collectively, the “District Facilities”). The District will post signs at the public entrances of the District Facilities informing all persons that carrying a concealed handgun is prohibited in the area.

#### 2. Concealed Carry Prohibited in the Performance of District Duties.

Employees are prohibited from carrying, storing, or using a concealed handgun in the performance of any District duty or activity. Any employee who carries, stores or uses a concealed handgun while performing a District duty or activity does so without District authority and will be individually responsible for such actions.

#### 3. Violations of the Concealed Handgun Policy.

Individuals who violate this Concealed Handgun Policy may be subject to discipline, up to and including the termination of violating employees, and/or criminal penalties.

**THREE LAKES WATER AND SANITATION DISTRICT  
RESOLUTION NO. 2024-12-3  
RESOLUTION CALLING A REGULAR DISTRICT ELECTION**

32-1-804,1-1-111 and 1-13.5-101 et seq., C.R.S.

**WHEREAS**, the terms of office of Directors Matthew Reed and Stephanie Connors shall expire after their successors are elected at the regular special District election to be held on May 6, 2025 (“Election”) and take office; and

**WHEREAS**, in accordance with the provisions of the Special District Act (“Act”), the Colorado Local Government Election Code and applicable portions of the Uniform Election Code of 1992 (“Code”), the Election must be conducted to elect two (2) Directors to serve for a term of four (4) years each.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE THREE LAKES WATER AND SANITATION DISTRICT, GRAND COUNTY, COLORADO THAT:**

1. The regular election of the eligible electors of the District shall be held on May 6, 2025, between the hours of 7:00 A.M. and 7:00 P.M. pursuant to and in accordance with the Act, Code, and other applicable laws. At the time, two Directors will be elected to serve a four-year term each.

2. There shall be one polling place at the following location:

Grand Lake Fire Protection District Building,  
201 West Portal Road,  
Grand Lake, CO

situated in the County of Grand, State of Colorado. The polling place shall also be the polling place for disabled electors and for eligible electors not residing within the District. If the Designated Election Official deems it to be more expedient for the convenience of the eligible electors of the District (who are also eligible electors in other special districts with overlapping boundaries which are conducting elections on the Election day), the Election may be held jointly with such special districts in accordance with coordinated election procedures as set forth in an agreement between all participating special districts. In such event, the election precincts and polling places shall be as set forth in such agreement. The Designated Election Official is authorized to execute such agreement on behalf of the District, which agreement shall include provisions for the allocation of responsibilities for the conduct and reasonable sharing of costs of the coordinated Election.

3. Applications for absentee ballots may be filed with the Designated Election Official at the District office located at 1111 County Road 48, Grand Lake, Colorado, no later than the close of business on the Tuesday immediately preceding the Election Day (April 29, 2025).

4. The Designated Election Officials of local governments with overlapping boundaries that hold elections the same day by polling place must meet, confer, and thereafter, if practical, hold such elections in a manner that permits an elector in the overlapping area to vote in all of such elections at one polling place. If applicable, Designated Election Official is authorized to enter into an intergovernmental agreement with such local governments on behalf of the District concerning the election procedures and any cost sharing associated with the coordinating the use of one polling place.

5. The Board of Directors hereby designates Katie Nicholls as the Designated Election Official of the District, who is hereby authorized and directed to proceed with any action necessary or appropriate to effectuate the provisions of this Resolution and the Act, Code, or other applicable laws. The Election shall be conducted in accordance with the Act, Code, and other applicable laws. Among other matters, the Designated Election Official shall publish the call for nominations, appoint election judges as necessary, appoint the Canvass Board, arrange for the required notices of election, and printing of ballots,

and direct that all other appropriate actions be accomplished.

6. Self-Nomination and Acceptance forms are available at the Designated Election Official's office located at 1111 County Road 48, Grand Lake, Colorado. All candidates must file a Self-Nomination and Acceptance form with the Designated Election Official no later than the close of business 4:00 p.m. on Thursday, February 27, 2025.

7. If the only matter before the electors is the election of Directors of the District and if, at the close of business on March 4, 2025, there are not more candidates than offices to be filled at the Election, including candidates timely filing affidavits of intent to be a write-in candidate no later than March 3, 2025, the Designated Election Official shall cancel the Election and declare the candidates elected. Notice of such cancellation shall be published and posted in accordance with the Code. The Notice and this Resolution, signed by the Board Chair, shall be filed with the Division of Local Government.

8. Pursuant to Section 1-11-203.5 C.R.S., any election contest arising out of a ballot question election concerning the order of the ballot or the form or content of the ballot title shall be commenced by petition filed with the proper court within five (5) days after the title of the ballot question is set.

9. If any part or provision of this Resolution is adjudged to be unenforceable or invalid, such judgment shall not affect, impair or invalidate the remaining provisions of this Resolution, it being the Board's intention that the various provisions hereof are severable.

10. Any and all actions previously taken by the Designated Election Official or the Secretary of the Board of Directors or any other persons acting on their behalf pursuant to the Act, the Code or other applicable laws, are hereby ratified and confirmed.

11. All acts, orders, and resolutions, or parts thereof, of the Board which are inconsistent or in conflict with this Resolution are hereby repealed to the extent only of such inconsistency or conflict.

12. The provisions of this Resolution shall take effect immediately.

**ADOPTED AND APPROVED THIS 10<sup>th</sup> DAY OF DECEMBER, 2024 BY THE BOARD OF DIRECTORS OF THE THREE LAKES WATER AND SANITATION DISTRICT, GRAND COUNTY, COLORADO.**

THREE LAKES WATER AND SANITATION DISTRICT

By \_\_\_\_\_  
Matthew Reed, Chairman

ATTEST:

By \_\_\_\_\_  
Scott Huff, Secretary/Treasurer

**THREE LAKES WATER & SANITATION DISTRICT**  
**Check Detail - Enterprise Fund**  
 November 2024

Type	Num	Date	Name	Account	Paid Amount
<b>Bill Pmt -Check</b>	<b>ACH</b>	<b>11/04/2024</b>	<b>CWRPDA - US Bank NA</b>	<b>1006a · UBB ENTERPRISE</b>	
Bill		11/04/2024		2505A · CWRPDA LOAN PAYABLE	-49,787.47
				5085 · CWRPDA LOAN INTEREST	-12,183.72
Bill		11/04/2024		2505A · CWRPDA LOAN PAYABLE	-38,236.74
				5085 · CWRPDA LOAN INTEREST	-33,812.18
TOTAL					-134,020.11
<b>Bill Pmt -Check</b>	<b>ACH</b>	<b>11/04/2024</b>	<b>XCEL ENERGY</b>	<b>1006a · UBB ENTERPRISE</b>	
Bill		10/30/2024		5090 · UTILITIES - ADMIN BLDG	-115.96
TOTAL					-115.96
<b>Bill Pmt -Check</b>	<b>ACH</b>	<b>11/05/2024</b>	<b>UBB - BILLING ACCOUNT</b>	<b>1006a · UBB ENTERPRISE</b>	
Bill		10/22/2024		1180 · DUE FROM COLUMBINE LAKE WATER	-113.79
				5061 · COMPUTERS / PRINTERS	-19.99
				5061 · COMPUTERS / PRINTERS	-76.00
				5075 · TELEPHONE/INTERNET	-24.00
				5061 · COMPUTERS / PRINTERS	-19.99
				5170 · PROPERTY REPAIR & MAINTENANCE	-189.85
				5149 · PLANT - LAB	-23.85
				5195 · TRUCK REPAIR & MAINTENANCE	-48.75
				5147 · FUEL EXPENSE	-110.41
TOTAL					-626.63
<b>Bill Pmt -Check</b>	<b>ACH</b>	<b>11/13/2024</b>	<b>GRAINGER</b>	<b>1006a · UBB ENTERPRISE</b>	
Bill		11/13/2024		5169 · PLANT - REPAIRS & MAINTENANCE	-265.08
				5196 · UNIFORM EXPENSES	-136.38
TOTAL					-401.46
<b>Bill Pmt -Check</b>	<b>ACH</b>	<b>11/13/2024</b>	<b>GRAINGER</b>	<b>1006a · UBB ENTERPRISE</b>	
Bill		11/13/2024		5196 · UNIFORM EXPENSES	-182.26
TOTAL					-182.26
<b>Bill Pmt -Check</b>	<b>ACH</b>	<b>11/21/2024</b>	<b>WASTE MANAGEMENT</b>	<b>1006a · UBB ENTERPRISE</b>	

## THREE LAKES WATER & SANITATION DISTRICT

### Check Detail - Enterprise Fund

November 2024

Type	Num	Date	Name	Account	Paid Amount
Bill		11/21/2024		5170 · PROPERTY REPAIR & MAINTENANCE 5169 · PLANT - REPAIRS & MAINTENANCE	-278.37 -278.37
TOTAL					-556.74
<b>Bill Pmt -Check</b>	<b>ACH</b>	<b>11/21/2024</b>	<b>COMCAST</b>	<b>1006a · UBB ENTERPRISE</b>	
Bill		11/21/2024		5075 · TELEPHONE/INTERNET	-375.79
TOTAL					-375.79
<b>Bill Pmt -Check</b>	<b>ACH</b>	<b>11/25/2024</b>	<b>CENTURY LINK-LUMEN</b>	<b>1006a · UBB ENTERPRISE</b>	
Bill		11/21/2024		5162 · SCADA SOFTWARE/EQUIPMENT LEASE	-68.58
TOTAL					-68.58
<b>Bill Pmt -Check</b>	<b>ACH</b>	<b>11/26/2024</b>	<b>WOODRIVER ENERGY</b>	<b>1006a · UBB ENTERPRISE</b>	
Bill		11/12/2024		5208 · PLANT - UTILITIES	-2,040.09
TOTAL					-2,040.09
<b>Bill Pmt -Check</b>	<b>ACH</b>	<b>11/27/2024</b>	<b>COMCAST</b>	<b>1006a · UBB ENTERPRISE</b>	
Bill		11/21/2024		5162 · SCADA SOFTWARE/EQUIPMENT LEASE	-160.82
TOTAL					-160.82
<b>Bill Pmt -Check</b>	<b>ACH</b>	<b>11/29/2024</b>	<b>VERIZON WIRELESS SERVICES LLC</b>	<b>1006a · UBB ENTERPRISE</b>	
Bill		11/20/2024	NORTH SHORE WATER DISTRICT COLUMBINE LAKE WATER DISTRICT	1170 · DUE FROM NORTH SHORE WATER 1180 · DUE FROM COLUMBINE LAKE WATER 5076 · CELL PHONE	-98.90 -98.90 -98.90
			NORTH SHORE WATER DISTRICT COLUMBINE LAKE WATER DISTRICT	5075 · TELEPHONE/INTERNET 1170 · DUE FROM NORTH SHORE WATER 1180 · DUE FROM COLUMBINE LAKE WATER	-115.24 -56.66 -56.66
TOTAL					-525.26
<b>Bill Pmt -Check</b>	<b>38613</b>	<b>11/14/2024</b>	<b>AMBIENTE H2O INC</b>	<b>1006a · UBB ENTERPRISE</b>	
Bill		10/30/2024		5190 · SYSTEM REPAIR & MAINTENANCE	-830.00

**THREE LAKES WATER & SANITATION DISTRICT**  
**Check Detail - Enterprise Fund**  
 November 2024

Type	Num	Date	Name	Account	Paid Amount
TOTAL					-830.00
<b>Bill Pmt -Check</b>	<b>38614</b>	<b>11/14/2024</b>	<b>BBA WATER CONSULTANTS</b>	<b>1006a · UBB ENTERPRISE</b>	
Bill		11/05/2024		5067 · LEGAL SERVICE & CONSULTING	-286.00
TOTAL					-286.00
<b>Bill Pmt -Check</b>	<b>38615</b>	<b>11/14/2024</b>	<b>BLACKWELL OIL COMPANY</b>	<b>1006a · UBB ENTERPRISE</b>	
Bill		11/14/2024		5147 · FUEL EXPENSE	-1,641.46
TOTAL					-1,641.46
<b>Bill Pmt -Check</b>	<b>38616</b>	<b>11/14/2024</b>	<b>BROWNS HILL ENGINEERING &amp; CONTROLS, LLC</b>	<b>1006a · UBB ENTERPRISE</b>	
Bill		11/13/2024		5162 · SCADA SOFTWARE/EQUIPMENT LEASE	-471.45
				5162 · SCADA SOFTWARE/EQUIPMENT LEASE	-1,580.00
TOTAL					-2,051.45
<b>Bill Pmt -Check</b>	<b>38617</b>	<b>11/14/2024</b>	<b>COLLINS COLE FLYNN WINN &amp; ULMER, PLLC</b>	<b>1006a · UBB ENTERPRISE</b>	
Bill		11/12/2024		5067 · LEGAL SERVICE & CONSULTING	-6,763.00
TOTAL					-6,763.00
<b>Bill Pmt -Check</b>	<b>38618</b>	<b>11/14/2024</b>	<b>COUNTRY ACE HARDWARE</b>	<b>1006a · UBB ENTERPRISE</b>	
Bill		10/23/2024		5192 · TOOLS	-13.99
Bill		10/23/2024		5169 · PLANT - REPAIRS & MAINTENANCE	-74.98
Bill		10/23/2024		5169 · PLANT - REPAIRS & MAINTENANCE	-58.64
Bill		11/12/2024		5169 · PLANT - REPAIRS & MAINTENANCE	-36.99
Bill		11/13/2024		5169 · PLANT - REPAIRS & MAINTENANCE	-3.18
Bill		11/13/2024		5169 · PLANT - REPAIRS & MAINTENANCE	-18.68
Bill		11/13/2024		5192 · TOOLS	-123.96
Bill		11/13/2024	COLUMBINE LAKE WATER DISTRICT	1180 · DUE FROM COLUMBINE LAKE WATER	-26.36
TOTAL					-356.78
<b>Bill Pmt -Check</b>	<b>38619</b>	<b>11/14/2024</b>	<b>EXECUTECH</b>	<b>1006a · UBB ENTERPRISE</b>	
Bill		11/12/2024		5061 · COMPUTERS / PRINTERS	-54.85
				5161 · COMPUTERS / PRINTERS	-54.84

**THREE LAKES WATER & SANITATION DISTRICT**  
**Check Detail - Enterprise Fund**  
 November 2024

Type	Num	Date	Name	Account	Paid Amount
				5061 · COMPUTERS / PRINTERS	-686.28
				5161 · COMPUTERS / PRINTERS	-686.28
TOTAL					-1,482.25
<b>Bill Pmt -Check</b>	<b>38620</b>	<b>11/14/2024</b>	<b>GRAND LAKE PLUMBING COMPANY</b>	<b>1006a · UBB ENTERPRISE</b>	
Bill		11/14/2024		5190 · SYSTEM REPAIR & MAINTENANCE	-22.91
TOTAL					-22.91
<b>Bill Pmt -Check</b>	<b>38621</b>	<b>11/14/2024</b>	<b>MOSES, WITTEMYER, HARRISON, &amp; WOODRUFF</b>	<b>1006a · UBB ENTERPRISE</b>	
Bill		11/14/2024		5067 · LEGAL SERVICE & CONSULTING	-546.30
TOTAL					-546.30
<b>Bill Pmt -Check</b>	<b>38622</b>	<b>11/14/2024</b>	<b>NAPA AUTO PARTS</b>	<b>1006a · UBB ENTERPRISE</b>	
Bill		11/05/2024		5195 · TRUCK REPAIR & MAINTENANCE	-55.25
Bill		11/12/2024		5195 · TRUCK REPAIR & MAINTENANCE	-41.06
				5195 · TRUCK REPAIR & MAINTENANCE	-440.93
				5195 · TRUCK REPAIR & MAINTENANCE	-64.99
TOTAL					-602.23
<b>Bill Pmt -Check</b>	<b>38623</b>	<b>11/14/2024</b>	<b>PEAK PERFORMANCE IMAGING SOLUTIONS</b>	<b>1006a · UBB ENTERPRISE</b>	
Bill		11/13/2024		5062 · PRINTING & PUBLICATIONS	-295.04
TOTAL					-295.04
<b>Bill Pmt -Check</b>	<b>38624</b>	<b>11/14/2024</b>	<b>SeaCrestGroup</b>	<b>1006a · UBB ENTERPRISE</b>	
Bill		11/12/2024		5149 · PLANT - LAB	-2,476.00
TOTAL					-2,476.00
<b>Bill Pmt -Check</b>	<b>38625</b>	<b>11/14/2024</b>	<b>THE GRAND KNUT, LLC</b>	<b>1006a · UBB ENTERPRISE</b>	
Bill		11/13/2024		5070 · REPAIRS & MAINTENANCE	-400.00
				5169 · PLANT - REPAIRS & MAINTENANCE	-400.00
TOTAL					-800.00



**THREE LAKES WATER & SANITATION DISTRICT**  
**Check Detail - Enterprise Fund**  
November 2024

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Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	38626	11/14/2024	UNCC - UTILITY NOTIFICATION CENTER	1006a · UBB ENTERPRISE	
Bill		11/13/2024		5150 · LOCATES	-76.11
TOTAL					-76.11
Bill Pmt -Check	38627	11/14/2024	USA BLUE BOOK	1006a · UBB ENTERPRISE	
Bill		11/13/2024		5149 · PLANT - LAB	-64.00
				5149 · PLANT - LAB	-122.45
TOTAL					-186.45

**THREE LAKES WATER & SANITATION DISTRICT**  
**Account QuickReport**  
**As of November 30, 2024**

Type	Date	Num	Split	Amount
<b>1006 · UNITED BUSINESS BANK</b>				
<b>1006a · UBB ENTERPRISE</b>				
Paycheck	11/05/2024	DD	-SPLIT-	-2,218.61
Paycheck	11/05/2024	DD	-SPLIT-	-2,277.84
Paycheck	11/05/2024	DD	-SPLIT-	-3,449.75
Paycheck	11/05/2024	DD	-SPLIT-	-3,288.63
Paycheck	11/05/2024	DD	-SPLIT-	-2,187.66
Paycheck	11/19/2024	DD	-SPLIT-	-3,500.74
Paycheck	11/19/2024	DD	-SPLIT-	-3,374.90
Paycheck	11/19/2024	DD	-SPLIT-	-1,994.38
Paycheck	11/19/2024	DD	-SPLIT-	-2,890.28
Paycheck	11/19/2024	DD	-SPLIT-	-2,248.92
Paycheck	11/20/2024	DD	-SPLIT-	-252.70
Paycheck	11/20/2024	DD	-SPLIT-	-26.00
Total 1006a · UBB ENTERPRISE				-27,710.41
<b>1006b · UBB GOVERNMENT</b>				
Paycheck	11/05/2024	DD	-SPLIT-	-2,452.15
Paycheck	11/05/2024	DD	-SPLIT-	-3,997.28
Paycheck	11/14/2024	DD	-SPLIT-	-572.63
Paycheck	11/19/2024	DD	-SPLIT-	-2,436.37
Paycheck	11/19/2024	DD	-SPLIT-	-4,019.63
Total 1006b · UBB GOVERNMENT				-13,478.06
Total 1006 · UNITED BUSINESS BANK				-41,188.47
<b>TOTAL</b>				<b>-41,188.47</b>

**THREE LAKES WATER & SANITATION DISTRICT**  
**Profit & Loss Budget Performance - Enterprise Fund**  
November 2024

3:30 PM  
12/04/2024  
Accrual Basis

	<u>Nov 24</u>	<u>Jan - Nov 24</u>	<u>% of Budget</u>	<u>Annual Budget</u>
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
<b>IGA-INTERGOVERNMENTAL AGREEMENTS</b>				
4040 · COLUMBINE LAKE WATER IGA	5,929.00	65,131.51	87.71%	74,256.00
4047 · NORTH SHORE WATER IGA	3,937.00	43,307.00	86.19%	50,244.00
4050 · GRAND LAKE METRO DISTRICT IGA	107.00	1,177.00	87.57%	1,344.00
<b>Total IGA-INTERGOVERNMENTAL AGREEMENTS</b>	<u>9,973.00</u>	<u>109,615.51</u>	<u>87.1%</u>	<u>125,844.00</u>
4005 · SEWER USER FEES & PENALTIES	231.10	2,359,667.45	99.72%	2,366,376.00
4010 · CONNECTION / INSPECTION PERMITS	50.00	700.00	186.67%	375.00
4030 · LAB REVENUE	265.00	33,070.00	134.98%	24,500.00
4200 · SEWER TAP FEES	110,040.00	493,031.00	313.04%	157,500.00
4201 · Valves income	206.52	2,684.76	89.49%	3,000.00
4300 · INTEREST EARNED	30,257.49	350,803.92	127.8%	274,500.00
4900 · MISCELLANEOUS REVENUE	0.00	1,061.00	13.26%	8,000.00
4910 · Returned Check Charges	20.00	-320.00	100.0%	0.00
<b>Total Income</b>	<u>151,043.11</u>	<u>3,350,313.64</u>	<u>113.18%</u>	<u>2,960,095.00</u>
<b>Gross Profit</b>	151,043.11	3,350,313.64	113.18%	2,960,095.00
<b>Expense</b>				
<b>ADMINISTRATIVE EXPENSES</b>				
<b>BOARD OF DIRECTOR FEES/EXPENSES</b>				
5037 · DIRECTOR WAGES and EXPENSES	0.00	8,615.44	53.35%	16,150.00
5038 · DIRECTOR TAXES - SOC SEC/MEDICA	0.00	453.84	122.0%	372.00
<b>Total BOARD OF DIRECTOR FEES/EXPENSES</b>	<u>0.00</u>	<u>9,069.28</u>	<u>54.89%</u>	<u>16,522.00</u>
<b>OFFICE EXPENSES</b>				
5025 · BANK SERVICE CHARGES	20.00	-1,188.20	-396.07%	300.00
5040 · DUES / SEMINARS / TRAINING	0.00	449.55	14.99%	3,000.00
5050 · EQUIPMENT/MAINTENANCE AGREEMENT	0.00	2,169.39	42.54%	5,100.00
5060 · POSTAGE & BOX RENT	0.00	7,606.50	126.78%	6,000.00
5061 · COMPUTERS / PRINTERS	741.13	20,269.62	84.46%	24,000.00

	<b>Nov 24</b>	<b>Jan - Nov 24</b>	<b>% of Budget</b>	<b>Annual Budget</b>
5062 · PRINTING & PUBLICATIONS	295.04	2,262.89	133.11%	1,700.00
5063 · RECORDING FEES	0.00	38.00	19.0%	200.00
5070 · REPAIRS & MAINTENANCE	400.00	3,726.30	63.16%	5,900.00
5075 · TELEPHONE/INTERNET	491.03	3,891.11	77.27%	5,036.00
5090 · UTILITIES - ADMIN BLDG	0.00	5,595.22	73.61%	7,601.00
5170 · PROPERTY REPAIR & MAINTENANCE	491.49	98,270.98	182.49%	53,850.00
<b>Total OFFICE EXPENSES</b>	<b>2,438.69</b>	<b>143,091.36</b>	<b>126.98%</b>	<b>112,687.00</b>
5023 · ACCOUNTANT SERVICES	0.00	7,700.00	100.0%	7,700.00
5047 · INSURANCE EXPENSE	0.00	0.00	0.0%	69,502.00
5065 · AUDIT & CONSULTING	0.00	13,125.00	100.0%	13,125.00
5067 · LEGAL SERVICE & CONSULTING	7,595.30	80,126.36	160.25%	50,000.00
5202 · WATER RIGHTS	0.00	2,000.00	100.0%	2,000.00
<b>Total ADMINISTRATIVE EXPENSES</b>	<b>10,033.99</b>	<b>255,112.00</b>	<b>93.95%</b>	<b>271,536.00</b>
<b>OPERATIONS EXPENSES</b>				
<b>FIELD EXPENSES</b>				
5140 · EQUIPMENT REPAIR & MAINTENANCE	0.00	1,316.52	26.33%	5,000.00
5147 · FUEL EXPENSE	1,641.46	13,218.36	52.87%	25,000.00
5150 · LOCATES	76.11	749.34	37.47%	2,000.00
5195 · TRUCK REPAIR & MAINTENANCE	3,460.19	4,592.25	65.6%	7,000.00
5197 · UTILITIES - LIFT STATIONS	0.00	68,021.85	78.0%	87,203.00
<b>Total FIELD EXPENSES</b>	<b>5,177.76</b>	<b>87,898.32</b>	<b>69.65%</b>	<b>126,203.00</b>
<b>OFFICE/SHOP EXPENSES</b>				
5076 · CELL PHONE	98.90	900.87	60.06%	1,500.00
5136 · DUES / TRAINING /PUBLICATIONS	215.00	1,679.87	33.6%	5,000.00
5160 · OFFICE SUPPLIES	0.00	0.00	0.0%	1,000.00
5161 · COMPUTERS / PRINTERS	741.12	11,183.73	104.91%	10,660.00
5167 · PERMITS & LICENSES	0.00	8,857.33	88.57%	10,000.00
5183 · SHOP SUPPLIES	0.00	1,990.42	49.76%	4,000.00
5192 · TOOLS	123.96	2,618.54	52.37%	5,000.00
5196 · UNIFORM EXPENSES	503.63	1,803.90	72.16%	2,500.00
5198 · UTILITIES - GARAGES (2 EACH)	0.00	1,860.17	62.63%	2,970.00
<b>Total OFFICE/SHOP EXPENSES</b>	<b>1,682.61</b>	<b>30,894.83</b>	<b>72.47%</b>	<b>42,630.00</b>

	<b>Nov 24</b>	<b>Jan - Nov 24</b>	<b>% of Budget</b>	<b>Annual Budget</b>
<b>PAYROLL EXPENSES - OPERATIONS</b>				
5120 · PAYROLL WAGES	35,397.95	412,454.27	82.27%	501,348.00
5121 · ICMA 401 - EMPLOYEE PENSION	2,477.88	28,765.51	83.15%	34,593.00
5122 · ICMA 457 - EMPLOYEE RETIREMENT	2,707.95	31,436.57	83.16%	37,805.00
5123 · MEDICARE TAX	819.11	9,638.11	132.57%	7,270.00
5125 · STATE UNEMPLOYMENT TAX	0.00	333.20	22.15%	1,504.00
5134 · DENTAL INSURANCE	432.82	4,494.52	82.14%	5,472.00
5135 · DISABILITY INSURANCE	331.60	3,469.32	68.36%	5,075.00
5145 · HEALTH & LIFE INSURANCE	7,923.15	86,953.88	77.52%	112,177.00
5146 · FAMLI OPERATIONS	0.00	0.00	0.0%	2,256.00
<b>Total PAYROLL EXPENSES - OPERATIONS</b>	<b>50,090.46</b>	<b>577,545.38</b>	<b>81.63%</b>	<b>707,500.00</b>
<b>TREATMENT PLANT</b>				
5169 · PLANT - REPAIRS & MAINTENANCE	1,215.41	48,752.12	40.63%	120,000.00
5206 · PLANT - CHEMICALS	7,450.08	64,824.00	67.53%	96,000.00
5207 · PLANT - TELEPHONE	68.58	766.02	69.64%	1,100.00
5208 · PLANT - UTILITIES	2,040.09	155,101.20	73.86%	210,000.00
<b>Total TREATMENT PLANT</b>	<b>10,774.16</b>	<b>269,443.34</b>	<b>63.09%</b>	<b>427,100.00</b>
5138 · ENGINEERING - GENERAL	0.00	30,952.25	154.76%	20,000.00
5152 · MISCELLANEOUS EXPENSE	0.00	0.00	0.0%	1,000.00
5162 · SCADA SOFTWARE/EQUIPMENT LEASE	2,280.85	30,226.55	137.39%	22,000.00
5190 · SYSTEM REPAIR & MAINTENANCE	22.91	70,957.80	59.13%	120,000.00
5200 · VALVES	0.00	642.00	9.17%	7,000.00
<b>Total OPERATIONS EXPENSES</b>	<b>70,028.75</b>	<b>1,098,560.47</b>	<b>74.56%</b>	<b>1,473,433.00</b>
<b>Z OPERATING EXPENSES</b>				
5148 · LAB - DRINKING WATER	0.00	10,249.13	102.49%	10,000.00
5149 · PLANT - LAB	3,493.45	28,925.33	72.31%	40,000.00
5185 · PLANT - SLUDGE HAULING	0.00	45,288.65	74.6%	60,707.00
<b>Total Z OPERATING EXPENSES</b>	<b>3,493.45</b>	<b>84,463.11</b>	<b>76.29%</b>	<b>110,707.00</b>
<b>Total Expense</b>	<b>83,556.19</b>	<b>1,438,135.58</b>	<b>77.5%</b>	<b>1,855,676.00</b>
<b>Net Ordinary Income</b>	<b>67,486.92</b>	<b>1,912,178.06</b>	<b>173.14%</b>	<b>1,104,419.00</b>
<b>Other Income/Expense</b>				
<b>Other Expense</b>				

	<b>Nov 24</b>	<b>Jan - Nov 24</b>	<b>% of Budget</b>	<b>Annual Budget</b>
6400 · Systems Improvements	0.00	85,050.18	34.02%	250,000.00
6420 · VEHICLE PURCHASE	0.00	0.00	0.0%	0.00
6430 · COPPER LOAN PRINCIPAL	0.00	0.00	0.0%	144,098.00
<b>Total Other Expense</b>	<b>0.00</b>	<b>85,050.18</b>	<b>21.58%</b>	<b>394,098.00</b>
<b>Net Other Income</b>	<b>0.00</b>	<b>-85,050.18</b>	<b>21.58%</b>	<b>-394,098.00</b>
<b>Net Income</b>	<b>67,486.92</b>	<b>1,827,127.88</b>	<b>257.23%</b>	<b>710,321.00</b>

**THREE LAKES WATER & SANITATION DISTRICT**  
**Profit & Loss Budget Performance - Government Fund**  
 November 2024

3:33 PM  
 12/04/2024  
 Accrual Basis

	<u>Nov 24</u>	<u>Jan - Nov 24</u>	<u>% of Budget</u>	<u>Annual Budget</u>
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
<b>MILL LEVY</b>				
4110 · PROPERTY TAX - ADMINISTRATION	706.83	374,644.43	136.53%	274,405.00
4120 · SPECIFIC OWNERSHIP TAX	981.54	12,377.98	88.41%	14,000.00
4130 · DELINQUENT TAX	30.34	137.79	9.84%	1,400.00
4310 · INTEREST EARNED - COUNTY	0.00	379.39	75.88%	500.00
<b>Total MILL LEVY</b>	<u>1,718.71</u>	<u>387,539.59</u>	<u>133.49%</u>	<u>290,305.00</u>
<b>Total Income</b>	<u>1,718.71</u>	<u>387,539.59</u>	<u>133.49%</u>	<u>290,305.00</u>
<b>Gross Profit</b>	1,718.71	387,539.59	133.49%	290,305.00
<b>Expense</b>				
<b>ADMINISTRATIVE EXPENSES</b>				
<b>PAYROLL EXPENSES - ADMIN</b>				
5015 · PAYROLL WAGES	17,078.34	200,122.57	95.93%	208,622.00
5016 · ICMA 457 - EMPLOYEE RETIREMENT	1,306.50	15,279.25	99.41%	15,370.00
5017 · MEDICARE TAX	0.00	0.00	0.0%	3,025.00
5019 · STATE UNEMPLOYMENT TAX	0.00	1,970.00	314.7%	626.00
5021 · ICMA 401 - EMPLOYEE PENSION	1,195.48	13,980.89	99.41%	14,064.00
5045 · HEALTH & LIFE INSURANCE	3,958.66	43,550.92	91.67%	47,507.00
5048 · DENTAL INSURANCE - ADMIN	192.00	2,112.00	91.67%	2,304.00
5049 · DISABILITY INSURANCE	132.98	1,331.86	64.56%	2,063.00
5056 · FAMLI ADMIN	0.00	0.00	0.0%	939.00
<b>PAYROLL EXPENSES - ADMIN - Other</b>	<u>0.00</u>	<u>542.00</u>		
<b>Total PAYROLL EXPENSES - ADMIN</b>	<u>23,863.96</u>	<u>278,889.49</u>	<u>94.69%</u>	<u>294,520.00</u>
5018 · CAR ALLOWANCE / MILEAGE - ADMIN	84.42	903.29	90.33%	1,000.00
5030 · CNTY TREASURER FEES - MILL LEVY				
5030a · Cty Treas Fees Mill Levy (Ent)	38.06	38.06		
5030b · Cty Treas Fee Mill Levy (Govt)	<u>0.00</u>	<u>17,515.17</u>	<u>134.73%</u>	<u>13,000.00</u>

	<b>Nov 24</b>	<b>Jan - Nov 24</b>	<b>% of Budget</b>	<b>Annual Budget</b>
<b>Total 5030 · CNTY TREASURER FEES - MILL LEVY</b>	38.06	17,553.23	135.03%	13,000.00
<b>5042 · ELECTION EXPENSE</b>	0.00	0.00	0.0%	0.00
<b>5055 · MISCELLANEOUS EXPENSE</b>	0.00	0.00	0.0%	2,500.00
<b>5057 · OFFICE SUPPLIES</b>	0.00	549.55	18.32%	3,000.00
<b>Total ADMINISTRATIVE EXPENSES</b>	<b>23,986.44</b>	<b>297,895.56</b>	<b>94.87%</b>	<b>314,020.00</b>
<b>Total Expense</b>	<b>23,986.44</b>	<b>297,895.56</b>	<b>94.87%</b>	<b>314,020.00</b>
<b>Net Ordinary Income</b>	<b>-22,267.73</b>	<b>89,644.03</b>	<b>-378.01%</b>	<b>-23,715.00</b>
<b>Net Income</b>	<b>-22,267.73</b>	<b>89,644.03</b>	<b>-378.01%</b>	<b>-23,715.00</b>



## THREE LAKES WATER & SANITATION DISTRICT

### Balance Sheet Prev Year Comparison

As of November 30, 2024

	Nov 30, 24	Nov 30, 23	\$ Change	% Change
<b>ASSETS</b>				
<b>Current Assets</b>				
<b>Checking/Savings</b>				
1004 - PETTY CASH	400.00	400.00	0.00	0.0%
1005 - CASH WITH TREASURER	1,260.56	0.00	1,260.56	100.0%
1006 - UNITED BUSINESS BANK				
1006a - UBB ENTERPRISE	599,135.23	568,023.36	31,111.87	5.5%
1006b - UBB GOVERNMENT	-17.87	0.00	-17.87	-100.0%
1006 - UNITED BUSINESS BANK - Other	1,624.18	0.00	1,624.18	100.0%
<b>Total 1006 - UNITED BUSINESS BANK</b>	<b>600,741.54</b>	<b>568,023.36</b>	<b>32,718.18</b>	<b>5.8%</b>
1009 - COLO TRUST				
1009a - COLOTRUST - CASH AVAILABLE	3,996,831.55	3,467,812.90	529,018.65	15.3%
1009b - COLO TRUST - GOVT RESERVE	10,000.00	10,000.00	0.00	0.0%
1009c - COLO TRUST - OPERATING RESERVE	1,708,605.00	1,708,605.00	0.00	0.0%
1009d - COLO TRUST - CWRPDA RESTRICTED	380,000.00	380,000.00	0.00	0.0%
1009e - COLO TRUST - CWRPDA RESTRICTED2	370,000.00	370,000.00	0.00	0.0%
1009f - COLO TRUST - GOVT FUND	188,453.45	188,453.45	0.00	0.0%
1009 - COLO TRUST - Other	845,346.39	0.00	845,346.39	100.0%
<b>Total 1009 - COLO TRUST</b>	<b>7,499,236.39</b>	<b>6,124,871.35</b>	<b>1,374,365.04</b>	<b>22.4%</b>
1010 - CSAFE				
1010a - C-SAFE - CASH AVAILABLE	34,156.42	33,997.64	158.78	0.5%
1010 - CSAFE - Other	1,693.01	0.00	1,693.01	100.0%
<b>Total 1010 - CSAFE</b>	<b>35,849.43</b>	<b>33,997.64</b>	<b>1,851.79</b>	<b>5.5%</b>
1028 - GRAND COUNTY IGA ESCROW FUND				
1028a - UBB- ESCROW	10,080.76	10,039.12	41.64	0.4%
1028 - GRAND COUNTY IGA ESCROW FUND - Other	-45.85	0.00	-45.85	-100.0%
<b>Total 1028 - GRAND COUNTY IGA ESCROW FUND</b>	<b>10,034.91</b>	<b>10,039.12</b>	<b>-4.21</b>	<b>0.0%</b>
<b>Total Checking/Savings</b>	<b>8,147,522.83</b>	<b>6,737,331.47</b>	<b>1,410,191.36</b>	<b>20.9%</b>
<b>Accounts Receivable</b>				
1040 - A/R - CERTIFIED TO COUNTY	40,879.14	2,187.34	38,691.80	1,768.9%
1045 - A/R - OTHER	139,534.43	-1,646.56	141,180.99	8,574.3%
1060 - PROPERTY TAXES RECEIVABLE	274,638.00	258,376.00	16,262.00	6.3%
<b>Total Accounts Receivable</b>	<b>455,051.57</b>	<b>258,916.78</b>	<b>196,134.79</b>	<b>75.8%</b>
<b>Other Current Assets</b>				
1030 - A/R - USER FEES	43,845.55	130,838.12	-86,992.57	-66.5%
1070 - PREPAID INSURANCE	76,208.00	127,805.50	-51,597.50	-40.4%
1160 - INVENTORY - SHOP SUPPLIES	28,697.59	28,697.59	0.00	0.0%
1165 - INVENTORY - LAB SUPPLIES	6,595.75	6,595.75	0.00	0.0%
1170 - DUE FROM NORTH SHORE WATER	-908.50	-394.23	-514.27	-130.5%
1180 - DUE FROM COLUMBINE LAKE WATER	307.95	-167.53	475.48	283.8%
<b>Total Other Current Assets</b>	<b>154,746.34</b>	<b>293,375.20</b>	<b>-138,628.86</b>	<b>-47.3%</b>
<b>Total Current Assets</b>	<b>8,757,320.74</b>	<b>7,289,623.45</b>	<b>1,467,697.29</b>	<b>20.1%</b>
<b>Fixed Assets</b>				
<b>FIXED ASSETS</b>				
1300 - Assets Not Depreciated	234,127.13	234,127.13	0.00	0.0%
1340 - UTILITY PLANT IN SERVICE	32,490,290.84	32,484,371.63	5,919.21	0.0%
1380 - OFFICE FUNITURE & EQUIPMENT	30,607.67	30,607.67	0.00	0.0%
1400 - PROPERTY IMPROVEMENTS	967,709.00	967,709.00	0.00	0.0%
1430 - CAD MAPS	194,759.33	194,759.33	0.00	0.0%

**THREE LAKES WATER & SANITATION DISTRICT**  
**Balance Sheet Prev Year Comparison**  
**As of November 30, 2024**

	Nov 30, 24	Nov 30, 23	\$ Change	% Change
1450 - Plant Expansion	10,008,589.00	10,008,589.00	0.00	0.0%
1550 - Vehicles & Equipment	1,562,929.17	1,489,144.00	73,785.17	5.0%
<b>Total FIXED ASSETS</b>	<b>45,489,012.14</b>	<b>45,409,307.76</b>	<b>79,704.38</b>	<b>0.2%</b>
1691 - LESS ACCUMULATED DEPRECIATION	-29,158,636.30	-28,299,523.74	-859,112.56	-3.0%
<b>Total Fixed Assets</b>	<b>16,330,375.84</b>	<b>17,109,784.02</b>	<b>-779,408.18</b>	<b>-4.6%</b>
<b>Other Assets</b>				
1870 - SECURITY DEPOSITS	177,753.00	7,283.00	170,470.00	2,340.7%
<b>Total Other Assets</b>	<b>177,753.00</b>	<b>7,283.00</b>	<b>170,470.00</b>	<b>2,340.7%</b>
<b>TOTAL ASSETS</b>	<b>25,265,449.58</b>	<b>24,406,690.47</b>	<b>858,759.11</b>	<b>3.5%</b>
<b>LIABILITIES &amp; EQUITY</b>				
<b>Liabilities</b>				
<b>Current Liabilities</b>				
<b>Accounts Payable</b>				
2005 - ACCOUNTS PAYABLE	11,354.04	16,194.08	-4,840.04	-29.9%
<b>Total Accounts Payable</b>	<b>11,354.04</b>	<b>16,194.08</b>	<b>-4,840.04</b>	<b>-29.9%</b>
<b>Other Current Liabilities</b>				
<b>CURRENT LIABILITIES</b>				
<b>PAYROLL LIABILITIES</b>				
2006 - ACCOUNTS PAYABLE - ADJ ACCT	4.93	0.00	4.93	100.0%
2011 - MEDICARE TAX PAYABLE	0.00	695.04	-695.04	-100.0%
2020 - FEDERAL WITHHOLDING TAX PAYABLE	0.00	2,608.00	-2,608.00	-100.0%
2030 - STATE WITHHOLDING TAX PAYABLE	11,860.00	8,043.00	3,817.00	47.5%
2040 - STATE UNEMPLOYMENT TAX PAYABLE	308.70	-351.17	659.87	187.9%
2050 - ICMA 457 PAYABLE	-692.28	-274.70	-417.58	-152.0%
2056 - ROTH PAYABLE	0.00	230.76	-230.76	-100.0%
2065 - EMPLOYEE SEWER PAYMENTS PAYABLE	-2,451.00	0.00	-2,451.00	-100.0%
2070 - HEALTH, ETC INSURANCE PAYABLE	-3,592.36	-4,876.18	1,283.82	26.3%
2100 - WAGES PAYABLE - ACCRUED	21,725.87	0.00	21,725.87	100.0%
2110 - VACATION PAYABLE - ACCRUED	43,365.62	0.00	43,365.62	100.0%
2150 - SICK PAY PAYABLE	22,819.20	-19,360.16	42,179.36	217.9%
<b>Total PAYROLL LIABILITIES</b>	<b>93,348.68</b>	<b>-13,285.41</b>	<b>106,634.09</b>	<b>802.6%</b>
2200 - DEFERRED PROPERTY TAXES	274,638.00	258,376.00	16,262.00	6.3%
2210 - UNEARNED USER FEES	31,704.98	40,151.57	-8,446.59	-21.0%
<b>Total CURRENT LIABILITIES</b>	<b>399,691.66</b>	<b>285,242.16</b>	<b>114,449.50</b>	<b>40.1%</b>
<b>Total Other Current Liabilities</b>	<b>399,691.66</b>	<b>285,242.16</b>	<b>114,449.50</b>	<b>40.1%</b>
<b>Total Current Liabilities</b>	<b>411,045.70</b>	<b>301,436.24</b>	<b>109,609.46</b>	<b>36.4%</b>
<b>Long Term Liabilities</b>				
<b>LONG TERM LIABILITIES</b>				
2190 - CWRPDA INTEREST PAYABLE	15,046.00	0.00	15,046.00	100.0%
2505A - CWRPDA LOAN PAYABLE	1,092,588.25	1,267,671.61	-175,083.36	-13.8%
2505B - CWRPDA LOAN PAYABLE-COPPER	2,742,739.33	2,742,739.33	0.00	0.0%
<b>Total LONG TERM LIABILITIES</b>	<b>3,850,373.58</b>	<b>4,010,410.94</b>	<b>-160,037.36</b>	<b>-4.0%</b>
<b>Total Long Term Liabilities</b>	<b>3,850,373.58</b>	<b>4,010,410.94</b>	<b>-160,037.36</b>	<b>-4.0%</b>
<b>Total Liabilities</b>	<b>4,261,419.28</b>	<b>4,311,847.18</b>	<b>-50,427.90</b>	<b>-1.2%</b>
<b>Equity</b>				
<b>FUND BALANCE</b>				
3103 - INVESTMENT IN CAPITAL ASSETS	12,928,107.07	12,928,107.07	0.00	0.0%
3105 - UNRESERVED UNDESIG FUND BALANCE	5,473,729.07	5,473,729.07	0.00	0.0%

**THREE LAKES WATER & SANITATION DISTRICT**  
**Balance Sheet Prev Year Comparison**  
 As of November 30, 2024

	Nov 30, 24	Nov 30, 23	\$ Change	% Change
3115 - DESIGNATED FUND BALANCE	10,000.00	10,000.00	0.00	0.0%
<b>Total FUND BALANCE</b>	18,411,836.14	18,411,836.14	0.00	0.0%
32000 - RETAINED EARNINGS	762,909.36	261,111.89	501,797.47	192.2%
Net Income	1,829,284.80	1,421,895.26	407,389.54	28.7%
<b>Total Equity</b>	21,004,030.30	20,094,843.29	909,187.01	4.5%
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>25,265,449.58</b>	<b>24,406,690.47</b>	<b>858,759.11</b>	<b>3.5%</b>

**December 2024**

**Superintendent Report**

**Lift Stations /Call Outs:**

All lift stations are operating normally with regular checks and maintenance.

**Treatment Plant:**

Operating normally.

**Water Systems:**

North Shore: Operating normally.

Columbine: Operating normally. Water usage has increased due to a possible leak that has yet to be discovered

**Other:**

We are still running the new SCADA system alongside the existing system to make sure all of the bugs are worked out before switchover.

Mike



December 3, 2024

To: Board of Directors  
From: Katie Nicholls, District Manager  
RE: District Manager Update

**Office Building**

I would like to make finding a solution to the drainage a priority after the holidays. Mike and I will begin working on finding a more reasonable and economical solution to which we can bid out this spring.

**EPA**

Our new assigned contact with EPA has promised to get back to me by end of the week with an update. With the holidays rapidly approaching I suspect we will not have much action until the beginning of next year.

**Collins**

Matt Collins, who made the special request at the last meeting, has decided to purchase the second tap to keep the second dwelling unit. Due to the digging deadline with the county having passed, Mr. Collins will not be able to make the physical connection until spring/summer. If the Board wishes to place a deadline on the physical connection timeline, please let me know.

**Dillie Docks**

I have finalized the assessment of Dillie Docks. The new owners added many apartment units without informing the district and must purchase 9.48 SFE taps along with back fees going to the time of my original letter in July. The fee is large. I have not heard anything from the property owner since sending the assessment and invoice.

**Septic to Sewer Conversion Project**

The compel connection discussion has been set for the February board meeting due to the septic expert being unable to make the January meeting. Our attorney will also be present.