



AGENDA

REGULAR BOARD MEETING OF THE BOARD OF DIRECTORS

HELD REMOTELY*

THREE LAKES WATER AND SANITATION DISTRICT

TUESDAY, DECEMBER 9, 2025 – 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 Huff
2. Comments by the Chairman
3. Introductions of Public Present
4. Acceptance of Minutes:
 - a. November 10, 2025 Meeting Minutes
5. Matters Before the Board:
 - a. **PUBLIC HEARING:** 2026 Proposed budget
 - b. Resolution 2025-12-1; a resolution to adopt budget, set mill levies, and appropriate sums of money
 - c. **PUBLIC HEARING:** Grand Lake Heat Tape Replacement Project
 - d. Discussion: Draft Discharge Permit
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 2025
 - b. Acceptance of Financial Statements for the month of November 2025
8. Matters for Discussion as Brought Forth by Board Members
9. Superintendent Report
10. District Manager Report



RECORD OF PROCEEDINGS

REGULAR MEETING OF THE BOARD OF DIRECTORS THREE LAKES WATER AND SANITATION DISTRICT MONDAY, NOVEMBER 10, 2025 6:30 PM

1. **CALL TO ORDER**

A regular meeting of the Board of Directors was called to order by Chairman Huff, at 6:32 p.m. The meeting was held remotely.

Directors Present: Scott Huff – Chairman
Mike Golden – Vice Chairman
Jeannie Wilkinson – Secretary/Treasurer
Scott Walter – Director
Stephanie Conners – Director

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

2. **COMMENTS BY THE CHAIRMAN**

Chairman Huff stated that he had met with a contractor about the work needed on the office, shop, and fuel shed. He noted that Superintendent Gibboni had also met with someone and that he would be meeting with the Superintendent to get an agreed upon scope of work. Chairman Huff also noted that he looked into de-brucing and it is an easy endeavor but required educating the public. He concluded by noting that he had some interesting conversations with people who were adamantly opposed to removing term limits.

3. **INTRODUCTIONS OF PUBLIC PRESENT**

None.

4. **ACCEPTANCE OF MINUTES**

By **MOTION**, and second, and unanimous vote the October 14 2025, Meeting Minutes were approved as presented.

5. **MATTERS BEFORE THE BOARD**

a. **Resolution 2025-11-1; a resolution designating the official custodian of records and adopting a policy on responding to open record requests**

District Manager Nicholls stated that the policy has not been updated in a long time, and this matches all state statute. By **MOTION**, second, and unanimous vote the Board approved Resolution 2025-11-1; a resolution designating the official custodian of records and adopting a policy on responding to open record requests.

b. **PUBLIC HEARING: 2026 Proposed Budget**

Chairman Huff opened the public hearing. District Manager Nicholls reviewed the budget and changes from the 2025 approved budget. Vice Chairman Golden inquired about legal fees. There being no public present and no further questions from the Board Chairman Huff closed the public hearing.

c. **Resolution 2025-11-2; a resolution to allow conditional prepayment of tap fees**

District Manager Nicholls noted that the new policy has been established based upon the previous conversation to allow pre-payment of taps for the septic to sewer project. By **MOTION**, second, and unanimous vote the Board approved Resolution 2025-11-2; a resolution to allow conditional prepayment of tap fees.

6. **PUBLIC COMMENT**

None.

7. **FINANCIAL REPORTS**

By **MOTION**, second, and unanimous vote the checklist for the month of October 2025 were approved. The financial documents for October were reviewed and accepted as presented.

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

Director Walter inquired about the EPA being furloughed and its effect upon the septic to sewer conversion project. District Manager Nicholls confirmed a delay and further stated that the SRF loan is not affected as it is state run.

9. **SUPERINTENDENT REPORT**

Superintendent Gibboni presented the Superintendent Report.

10. **DISTRICT MANAGER REPORT**

District Manager Nicholls presented the District Manager's report. The Board decided to have the next meeting as remote.

With no further business before the Board, the meeting was adjourned at 7:07 p.m.

Katie Nicholls, Reporting Secretary

Jeannie Wilkinson, Secretary/Treasurer



October 7, 2025

To: Board of Directors
From: Katie Nicholls, District Manager
RE: 2026 Proposed Budget

Attached is the proposed 2026 budget, it is also available on the website. We will hold our first public hearing to REVIEW the budget on **Monday**, November 10TH, and the public hearing to ADOPT the budget on December 9th. 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 5% increase to user fees per the 10-year rate study has been applied. The new rate will be \$141.75 per single family equivalent.
- The Intergovernmental Agreements with Columbine Lake Water District, North Shore Water District, and Grand Lake Metro Recreation District by 2.1% CPI.
- 20 Tap purchases are budgeted.
- Property Transfer Fees and Plan Review Fees was a new item in 2025. Estimates for 2026 were reduced to 50 transfers and 20 residential and 3 commercial plan reviews.
- Interest averaged over 4% in 2025, 4% was applied.
- Water lab fees were increased based on resolution to be approved at October 2025 meeting.
- CDS Grant (earmark) has been moved to 2026.
- SRF loan was added for Heat Trace Replacement project.

ADMINISTRATIVE EXPENSES

- Directors Fees was increased to include SDA conference for all board members (4 attended in 2025), regional conference, and another strategic planning session.
- IT includes replacement of office managers computer and \$5,000 extra for any unexpected hardware issues.
- Recording fees with the county changed to a higher flat rate.
- Postage rates continue to rise.
- Office post and wall repair included in Property Repair and Maintenance.
- Utilities were increased by 10%.
- Increased legal fees expected due to CDS Grant, SRF loan, Debrucing election, water rights, and ongoing issues.
- Rate study update has been added per board approval.
- Public Relations & Consulting has been added per agreement for Septic to Sewer and DeBrucing election.

- Business insurance is increased by 10%.

OPERATION EXPENSES

- Several operators intend to pursue further certifications in 2026.
- Health insurance increased by 17%.
- Utilities were increased by 10% across the board.
- Plant telephone includes addition of Starlink to fix internet issue at plant.
- IT includes \$1,000 extra for any unexpected hardware issues.
- Repairs to the fuel shed and shop are added to Field Expenses Equipment Repair and Maintenance.
- Engineering for the Heat Trace Replacement project has been updated to the latest numbers.
- Sludge hauling continues to increase.

CAPITAL OUTLAY/CONTINGENCY/RESERVES

- Septic to Sewer Conversion Project has been moved again to 2026.
- Heat Trace Replacement Project has been added.
- \$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.
- A small transfer to the Government General Fund has been added to ensure that the ending fund balance doesn't drop below the total expenditures for the year.

GOVERNMENT GENERAL FUND

REVENUE

- Mill levy ratcheted down again. TABOR is the lower than 5.5% rate and last year's rate and therefore must be used. Rate is 0.927 mills.
- A small revenue transfer from the Enterprise Fund has been added to keep the ending fund balance above the annual expenditures. The Board will need to discuss the matter as part of the rate study to be completed in 2026.

EXPENSES

- Health insurance increased by 17%.
- 2026 DeBrueing Election was added at \$5/voter per the county.

Added December 2025 for the draft discharge permit:

- **Legal: \$10,000 for water attorney**
- **General Engineering: \$20,000 for new engineering studies**
- **Plant-Lab: \$20,700 for 9 months of new testing requirements**

**THREE LAKES WATER AND SANITATION DISTRICT
2026 PROPOSED BUDGET**

ENTERPRISE GENERAL FUND		ACTUALS	ACTUALS	ESTIMATED	ESTIMATED YEAR END		BUDGET	PROPOSED
		2024	THRU SEPT	OCT - DEC 25	2025	Budget Balance	2025	2026
BEGINNING FUND BALANCE		6,389,900			7,700,782		7,594,085	8,450,339
Operating Revenue								
IGA-INTERGOVERNMENTAL AGREEMENTS		119,733	94,400	31,554	125,954	8,310	134,264	137,148
4005 · SEWER USER FEES & PENALTIES		2,381,856	1,890,287	625,000	2,515,287	(52,447)	2,462,840	2,574,881
4030 · LAB REVENUE		40,410	13,570	3,000	16,570	6,430	23,000	24,000
4900 · MISCELLANEOUS REVENUE		1,061	9,836	0	9,836	664	10,500	10,500
Total Operating Revenue		2,543,060	2,008,093	659,554	2,667,647	(37,043)	2,630,604	2,746,529
Non-Operating Revenue								
4010 · CONNECTION / INSPECTION PERMITS		800	500	0	500	250	750	600
4005A · Property Transfer & Plan Review Fees		3,805	1,275	500	1,775	5,850	7,625	6,250
4200 · SEWER TAP FEES		514,031	270,968	0	270,968	(60,968)	210,000	210,000
4201 · Valves		3,098	1,653	2,122	3,775	(400)	3,375	3,375
4300 · INTEREST EARNED		381,067	266,951	90,000	356,951	27,349	384,300	344,000
Total Non-Operating Revenue		902,801	541,347	92,622	633,969	(27,919)	606,050	564,225
Loans and Grants								
TBD · CDS EPA GRANT - S2S Project		0	0	0	0	1,000,000	1,000,000	1,000,000
TBD · SRF Loan - Heat Trace Replacement		0	0	0	0	0	0	1,582,443
Total Revenue		3,445,861	2,549,440	752,176	3,301,616	935,038	4,236,654	5,893,197
ADMINISTRATIVE EXPENSES								
BOARD OF DIRECTOR FEES/EXPENSES		10,662	9,104	2,064	11,168	5,562	16,730	18,404
OFFICE EXPENSES		173,549	103,805	13,608	117,413	17,907	135,320	68,708
5047 · INSURANCE EXPENSE		68,338	73,952	0	73,952	1,141	75,093	81,347
5064 · RATE STUDY CONSULTING FEE		0	0	0	0	0	0	12,880
5065 · AUDIT & CONSULTING		13,125	13,750	0	13,750	31	13,781	14,438
5023 · ACCOUNTANT SERVICES		7,700	8,000	0	8,000	0	8,000	8,475
5067 · LEGAL SERVICE & CONSULTING		89,247	60,515	2,000	62,515	(2,515)	60,000	100,000
5068 · PUBLIC RELATIONS & CONSULTING		0	46,683	24,000	70,683	37,262	107,945	139,750
5202 · WATER RIGHTS		2,347	2,000	0	2,000	0	2,000	2,000
Total ADMINISTRATIVE EXPENSES		364,968	317,809	41,672	359,481	59,388	418,869	446,002

**THREE LAKES WATER AND SANITATION DISTRICT
2026 PROPOSED BUDGET**

ENTERPRISE GENERAL FUND		ACTUALS	ACTUALS	ESTIMATED	ESTIMATED YEAR END		BUDGET	PROPOSED
		2024	THRU SEPT	OCT - DEC 25	2025	Budget Balance	2025	2026
OPERATIONS EXPENSES								
PAYROLL EXPENSES - OPERATIONS		624,166	515,342	189,805	705,147	30,107	735,254	764,839
TREATMENT PLANT EXPENSES		379,166	226,004	118,118	344,122	91,378	435,500	401,850
OFFICE/SHOP EXPENSES		34,732	37,284	4,331	41,615	3,846	45,461	44,683
5138 · ENGINEERING - GENERAL		30,952	1,274	0	1,274	18,726	20,000	40,000
5210 · ENGINEERING - TOWN OF GL WW PROJECT		0	82,561	30,960	113,521	202,968	316,489	222,990
FIELD EXPENSES		112,985	75,448	29,583	105,031	34,969	140,000	141,500
5152 · MISCELLANEOUS EXPENSE		0	0	0	0	1,000	1,000	1,000
5162 · SCADA SOFTWARE/EQUIPMENT LEASE		33,247	12,581	9,078	21,659	3,341	25,000	25,000
5190 · SYSTEM REPAIR & MAINTENANCE		91,436	56,303	21,111	77,414	42,586	120,000	120,000
5200 · VALVES		642	4,261	4,000	8,261	(2,261)	6,000	6,000
Total OPERATIONS EXPENSES		1,307,326	1,011,059	406,986	1,418,045	426,659	1,844,704	1,767,862
OPERATING EXPENSES								
5148 · LAB - DRINKING WATER		11,789	10,037	3,762	13,799	201	14,000	14,000
5149 · PLANT - LAB		29,224	25,531	9,261	34,792	5,208	40,000	60,700
5185 · PLANT - SLUDGE HAULING		47,450	43,770	16,413	60,183	4,817	65,000	66,000
Total Operating Expenses		88,463	79,338	29,436	108,774	10,226	119,000	140,700
Total Expenses		1,760,757	1,408,206	478,094	1,886,300	496,273	2,382,573	2,354,564
NET (Revenue - Admin & Operations Expenses)		1,685,104			1,415,316		1,854,081	3,538,633
Capital Outlay								
6420 · Vehicle Purchase		0	0	109,790	109,790	40,210	150,000	0
6400 · System Improvements		106,182	115,929	51,000	166,929	83,071	250,000	250,000
6440 · Main Line Interceptor Inspection		0	121,000	0	121,000	24,000	145,000	0
6450 · Septic-to-Sewer Conversion Project		0	0	0	0	1,000,000	1,000,000	1,000,000
TBD · Heat Trace Replacement		0	0	0	0	0	0	1,582,443
Total Capital Outlay		106,182	236,929	160,790	397,719	1,147,281	1,545,000	2,832,443
TOTAL EXPENDITURES		1,866,939	1,645,135	638,884	2,284,019	1,643,554	3,927,573	5,187,007

**THREE LAKES WATER AND SANITATION DISTRICT
2026 PROPOSED BUDGET**

ENTERPRISE GENERAL FUND		ACTUALS	ACTUALS	ESTIMATED	ESTIMATED YEAR END		BUDGET	PROPOSED
		2024	THRU SEPT	OCT - DEC 25	2025	Budget Balance	2025	2026
CWRPDA Loan Payment		123,942	61,971	61,971	123,942	0	123,942	123,942
CWR&PDA Copper Loan Payment		144,098	72,049	72,049	144,098	0	144,098	144,098
Transfer to Government General Fund		0	0	0	0	0	0	59,751
Contingency		0	0	0	0	250,000	250,000	500,000
NET (Revenue - Total Expenditures)		1,310,882			749,557		(208,959)	(121,601)
Designated Reserves		800,000	0	800,000	800,000	0	800,000	800,000
ENDING FUND BALANCE		7,700,782			8,450,339		7,385,126	8,328,738
Dedicated Reserve Funds		5,944,843			6,744,843		6,744,843	7,544,843

**THREE LAKES WATER AND SANITATION DISTRICT
2026 PROPOSED BUDGET**

GOVERNMENT GENERAL FUND	ACTUALS	ACTUALS	ESTIMATED	ESTIMATED YEAR END		BUDGET	PROPOSED
	2024	THRU SEPT	OCT - DEC 25	2025	Budget Balance	2025	2026
BEGINNING FUND BALANCE	476,646			434,664		524,671	408,128
Revenue							
4110 · AD-VALOREM TAX - ADMINISTRATION	291,235	285,657	0	285,657	(7,594)	278,063	290,360
Other Taxes & Interest Earned	14,331	16,743	5,944	22,687	(4,787)	17,900	17,900
Transfer from Enterprise Fund	0	0	0	0	0	0	59,751
Total Revenue	305,566	302,400	5,944	308,344	(12,381)	295,963	368,011
ADMINISTRATIVE OPERATING EXPENSES							
5030b·CNTY TREASURER FEES-MILL LEVY-ADMIN	14,606	13,144	500	13,644	356	14,000	14,000
PAYROLL EXPENSES - ADMIN	331,436	228,443	84,198	312,641	(12)	312,629	336,476
5018 · CAR ALLOWANCE / MILEAGE - ADMIN	956	473	225	698	302	1,000	1,000
5042 · ELECTION EXPENSE	0	3,557	0	3,557	(557)	3,000	10,535
5055 · MISCELLANEOUS EXPENSE	0	0	3,000	3,000	0	3,000	3,000
5057 · OFFICE SUPPLIES	550	853	487	1,340	1,660	3,000	3,000
Total Administrative Operating Expenses	347,548	246,470	88,410	334,880	1,749	336,629	368,011
NET (Revenue - Expenditures)	(41,982)			(26,536)		(40,666)	0
Designated Reserves	0	0	0	0	0	0	0
ENDING FUND BALANCE	434,664			408,128		484,005	408,128
Restricted Reserve Funds	10,000			10,000		10,000	10,000

AFFIDAVIT OF PUBLICATION**Ad #: mtL7iB2eKLI8VMJ7jv2f****Customer: Katie Nicholls**

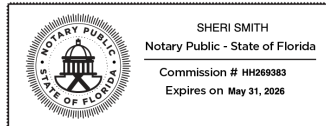
State of Florida, County of Broward, ss:

Anjana Bhadoriya, 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 15 Oct 2025 in the issue of said newspaper. That said newspaper was regularly issued and circulated on those dates.

Total cost for publication: \$26.03*Anjana Bhadoriya*

(Signed) _____

**VERIFICATION**State of Florida
County of Broward

Subscribed in my presence and sworn to before me on this: 10/17/2025

S. Smith

Notary 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 2026; 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 Monday, November 10, commencing at 6:30 pm. The proposed budget will be adopted at a regular meeting of the Board of Directors on Tuesday, December 9, 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 15,
2025.**

THREE LAKES WATER AND SANITATION DISTRICT

RESOLUTION NO. 2025-12-1

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 2026 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, 2025 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 10, 2025 and a final hearing on December 9, 2025, 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	\$368,011
Unappropriated Funds	\$408,124
Government Gen. Fund Expenditures Total	\$776,139

Enterprise Fund:

Current Operating Expenses	\$2,354,564
Capital Outlay	\$2,832,443
Debt Service	\$ 268,040
Transfer to Government General Fund	\$ 59,751
Contingency	\$ 500,000
Unappropriated Funds	\$ 662,294
Enterprise Fund Expenditures Total	\$6,677,092

Expenditures Total **\$7,453,231**

2. That estimated revenues are as follows:

Government General Fund:

From unappropriated surpluses	\$408,128
From general property tax	<u>\$368,011</u>
Government Gen. Fund Revenue Total	\$776,139

Enterprise Fund:

From unappropriated surpluses	\$ 783,895
From sources other than general property tax	<u>\$5,893,197</u>
Enterprise Fund Revenue Total	\$6,677,092

<i>Revenue Total</i>	<i>\$7,453,231</i>
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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 2026 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 Chairman 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 \$290,360; and

WHEREAS, the preliminary 2025 valuation for assessment of the District, as certified by the County Assessor, is \$313,225,380.

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 2026 budget year, there is hereby levied a property tax, inclusive of the mill levy for refunds and abatements, of 0.927 mills upon each dollar of the total valuation for assessment of all taxable property within the District to raise \$290,360.

2. That the Treasurer and/or Chairman 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:	\$ 368,011
Enterprise Fund:	\$6,014,798
Total	\$5,582,243

Adopted this 9th day of December, 2025.

THREE LAKES WATER AND SANITATION
DISTRICT

By: _____
Scott Huff, Chairman

Attest:

Jeannie Wilkinson, Secretary/Treasurer



INTERIM AD DRAFT

This is the proof of your ad scheduled to run in **Sky-Hi News and Middle Park Times** on the dates indicated below. If changes are needed, please contact us prior to deadline at **(970) 887-3334**.

Notice ID: slvhCRvUg9osWkHcqDHN | **Proof Updated: Oct. 30, 2025 at 04:03pm MDT**
Notice Name: TLWSD - Heat Tape Project

This is not an invoice. Below is an estimated price, and it is subject to change. You will receive an invoice with the final price upon invoice creation by the publisher.

FILER

Katie Nicholls
katie@threelakesws.com
(970) 627-3683

FILING FOR

Sky-Hi News and Middle Park

Times

Columns Wide: 1 **Ad Class:** Legals

Total Column Inches: 4.56

Number of Lines: 55

11/05/2025: Other	27.83
Affidavit Fee	10.00

Subtotal	\$37.83
Tax	\$0.00
Processing Fee	\$3.78
Total	\$41.61

See Proof on Next Page

Notice of Public Hearing
for Three Lakes Water and Sanitation District
Grand Lake, Colorado

Date: Tuesday, December 9, 2025
Time: 6:30 PM
Virtual: <https://global.gotomeeting.com/join/644196661>
Link: join/644196661
or Phone: 1 877 568 4106 Access Code: 644-196-661
In: 196-661
Topic: Heat tape replacement project

A public hearing will be conducted for informing citizens and soliciting public input, written or oral, regarding the Three Lake Water and Sanitation District Water Collection System around the lake within the Town of Grand Lake. The District intends to apply for a loan through Colorado Department of Public Health and Environment (CDPHE) through their State Revolving Fund Loan program, and has completed the Project Needs Assessment (PNA), a report detailing the project consisting of replacing heat tape to stop ongoing freezing issues, which has been approved by CDPHE.

The project is to replace existing heat tape with waterproof, in-pipe heating cables. This is a minor rehabilitation of existing facilities with minor upgrades and expansions in the form of installation of 6 new manholes along the existing facilities. This solution has been identified as the most cost effective with the lowest excavation and environmental impacts.

Estimated Cost of Service is \$1,582,443

Copies of the Current Conditions Assessment and Recommended Improvements Engineering Report, Proposal for Design and Construction Services Engineering Report and Project Needs Assessment documents are available for public review prior to the Public Hearing at the following location:

Three Lakes Water and Sanitation District
1111 GCR 48, Grand Lake, Colorado.

The point of contact for Three Lakes Water and Sanitation District is Katie Nicholls, District Manager, 970-627-3544.

Three Lakes Water and Sanitation District
Katie Nicholls, District Manager
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2025.**

February 5, 2025

Ms. Katie Nichols
District Manager
Three Lakes Water & Sanitation District
1111 GCR 48, PO Box 899
Grand Lake, Colorado 80447

Re: Proposal for Design and Construction Services for Heat Trace Retrofitting of the
Wastewater Conveyance Infrastructure Along the North and South Shores of
Grand Lake

Dear Katie:

Anchor QEA submits this proposal to provide design and construction engineering services for improvements to the wastewater conveyance infrastructure along the north and south shores of Grand Lake, as illustrated in Figures 1 and 2, respectively. Specifically, we propose to develop final design documents for heat trace retrofitting as recommended in our October 2024 technical memorandum titled *Grand Lake Area Wastewater Facilities – Current Conditions Assessment and Recommended Improvements* (Facilities Assessment).¹ We anticipate that the project will be performed using a conventional design-bid-build delivery method, and this proposal includes engineering services during the bidding and construction phases to support successful execution of the design.

Summary of Approach

One of Anchor QEA's first tasks will be to meet with the Colorado Department of Public Health and Environment (CDPHE) and Grand County prior to development of the wastewater infrastructure design to confirm any anticipated design criteria and regulatory requirements that could constrain the project. Anchor QEA will document any feedback received and coordinate the design approval process as required.

Prior to design, Anchor QEA will also oversee appropriate site investigations required to complete the design work. This will include a series of four shallow geotechnical investigations at key locations along the proposed areas of improvement and a video survey to document the existing pipeline condition, size, and material type. Anchor QEA also proposes to use publicly available data to create a survey-grade site map that will include utility locations, ground topography, and legal boundary and easement information.

¹ Anchor QEA, 2024. *Grand Lake Area Wastewater Facilities – Current Conditions Assessment and Recommended Improvements*. Prepared for Three Lakes Water and Sanitation District. October 2024.

The final design is anticipated to be developed in a two-step process, affording the Three Lakes Water & Sanitation District (District) the opportunity to review and provide input on the final design at the 60% and 90% completion levels. Final design deliverables are anticipated to include bid-ready construction documents, including a project manual that combines construction contract conditions, technical specifications, and the final design construction bid drawings, as needed by bidders to submit a competitive bid and to construct the project. As the final portion of the design stage, Anchor QEA proposes to assist the District with the bidding process for the project by managing the contractor communication process, conducting an on-site prebid meeting, issuing any required addenda, reviewing all submitted bids, and providing a recommendation of award to the District.

During construction, to assure conformance with the Bid Documents, Anchor QEA proposes to provide a combination of office and field services during construction. Office services will include ongoing construction contractor communications, submittal reviews, pay application review and processing, project change order management, attendance at biweekly construction meetings, construction record documents, and project closeout management. Engineering field services are proposed to include on-site construction visits twice per month during active periods of construction (currently anticipated as 6 months). Additional field services include a substantial completion inspection of facilities with the associated punch list and a final inspection to provide certification for District ownership.

The detailed scope of work, fee estimate, and schedule are presented in the following sections for your review and approval. We first describe our proposed scope of work for engineering design, through the completion of Bid Documents, and then describe our proposed scope of work for engineering construction services, starting with outreach to potential bidders.

Detailed Scope of Work for Engineering Design Services

Task 1a: Project Management During Design

Subtask 1a.A: Project Work Plan

Anchor QEA will prepare a simple Project Work Plan, confirming the work scope components, project team assignments, and overall schedule. The Project Work Plan will serve as the initial focus document for the project kickoff meeting and provides a baseline for initial input from the District.

Subtask 1a.B: Project Kickoff Meeting

This task will include an internal meeting of the design team to review project schedule, budget, scope refinement, communication protocols, meeting attendance, and any graphics or formatting standards required for project deliverables.

Subtask 1a.C: Monthly Progress Reporting and Invoicing

Anchor QEA will prepare monthly progress reports and invoices for delivery to the District Manager.

Subtask 1a.D: Quality Assurance and Quality Control

Prior to the District receiving any significant deliverable for review, Anchor QEA will conduct an independent quality check of the deliverable to confirm completeness, eliminate errors, and assure the document is clear and easily understood. This process will be performed for the following deliverables:

- 1D.1: Pipeline Video Assessment
- 1D.2: 60% Final Design
- 1D.3: 90% Final Design
- 1D.4: Bid Documents

Subtask 1a.E: Monthly Project Status Meetings

While the project is ongoing through the bidding phase, Anchor QEA will conduct a monthly review meeting by teleconference with the project team and District staff to review work progress, address questions and concerns, and implement project adjustments as the design process evolves. Meeting notes will be prepared by Anchor QEA and circulated to participants.

Subtask 1a.F: District Board Meeting Attendance

While the project is ongoing, one to two representatives of the Anchor QEA team will dial in to board meetings to provide a report on overall progress and to interact with the Board and public on current District matters. Attendance at Board meetings is anticipated to be via teleconference, with in-person attendance by one representative of the Anchor QEA team occurring once per quarter.

Task 2: Coordination with Regulatory Agencies

Subtask 2.A: Coordination with CDPHE

Anchor QEA will coordinate with CDPHE to confirm current applicable design criteria and standards to be used, and to confirm the scope of submission and/or approval for the design and construction. Any feedback received from CDPHE will be documented for the project record.

Subtask 2.B: Coordination with Grand County

Anchor QEA will coordinate with Grand County to inform them of the District's plan for construction. The coordination will provide current knowledge of applicable County rules, regulations, and permit requirements related to design and construction of the improvements. Any feedback received from Grand County will be documented for the project record.

Task 3: Site Investigations

Subtask 3.A: Geotechnical Engineering Investigation

Anchor QEA will perform a geotechnical investigation of subsurface conditions at key locations along the planned alignment of wastewater conveyance improvements. Using a local drilling subcontractor

and a member of our local geotechnical engineering field staff, we will advance four shallow borings at selected locations along the planned heat trace alignments. Each borehole will be drilled to a depth of 10 feet or to bedrock, whichever is shallower, to provide information on bedrock depth and the nature of overlying fill materials, including the possible presence of large rock or cobbles.

Subtask 3.B: Pipeline Video Inspection & Assessment

Existing pipeline conditions will be inspected and documented using GPRS, a pipeline video inspection subconsultant. If undesirable pipe conditions are observed, these conditions and locations will be documented to assess proper resolution of the issues as the design develops, including recommendations for pipeline repair. Pipeline condition information will be added to the database developed for the Facilities Assessment and used to prioritize efforts as needed. Anchor QEA will coordinate the effort to efficiently capture appropriate data and to establish a conditions baseline for pipeline operations moving forward.

Task 4: 60% Level Design Engineering

Subtask 4.A: Initial Design Team Site Investigation

Representatives of the project design team will conduct a 1 day site visit of the Grand Lake Area project site to observe existing conditions in more detail and to record additional information pertinent to development of the 60% design.

Subtask 4.B: Conceptual Design Confirmation

Anchor QEA will review and confirm recommendations presented in the Facilities Assessment. Effort will be focused on equipment selection recommendations and required limits of design focus and scope.

Subtask 4.C: Major Equipment Research and Selection

Concurrent with the 60% design development, Anchor QEA will evaluate the best timing for purchase of key treatment equipment. Due to a compressed construction schedule, supply chain constraints, and manufacturing limitations, it may be advisable for the District to prepurchase various pieces of equipment earlier in the project workflow.

Anchor QEA will prepare a memorandum for District review to include potential equipment for prepurchase, costs and anticipated schedules for purchase agreements, submittal approval, manufacture, and delivery.

Subtask 4.D: 60% Construction Agreement Documents

Anchor QEA will prepare draft construction contract documents included in Division 0 of the project manual to address project bidding requirements, the draft construction contract agreement and

contract forms, general and supplemental contract conditions, pay application procedures and forms, and procedures for requesting and processing construction change orders.

Anchor QEA proposes to use standard contract documents for conventional design-bid-build delivery as available by the Engineers Joint Contract Documents Committee.

Anchor QEA will also prepare a draft of Division 1, General Project Requirements, which define all overriding requirements that need to be followed by the construction contractor. Draft 60% documents will be submitted to the District for review and comment in PDF.

Subtask 4.E: District Coordination for 60% Construction Agreement Documents

Following District review of the draft 60% construction contract documents, Anchor QEA will coordinate with the District to make required modifications to Divisions 0 and 1 of the project manual. Given the level of detail associated with this information, Anchor QEA is anticipating performing this initial coordination in two virtual meetings.

Subtask 4.F: 60% Civil Site Design

After the site tour, Anchor QEA will prepare the civil site design for the proposed wastewater conveyance improvements. The design work will include engineering calculations and development of design drawings and technical specifications.

As part of the civil site design effort, Anchor QEA proposes to develop a survey-grade project site map that will contain sufficient information needed for development of construction drawings. We will create the site map using publicly available data, including utility locations, Light Detection and Ranging ground topography data, and legal boundary and easement information. We assume and anticipate publicly available data will be sufficient to create this site map without needing to perform a formal site improvements survey. Anchor QEA will develop the site map in CAD based software.

Subtask 4.G: 60% Wastewater In-Pipe Heat Trace System Design

After the equipment research and selection process, Anchor QEA will prepare the design of a heat trace system for the subject wastewater conveyance infrastructure along the north and south shores of Grand Lake. Design elements will include all new fully submerged heat tracing equipment, manholes, and associated mechanical equipment. Design work will include engineering calculations, final design drawings, and technical specifications.

Subtask 4.H: Prepare 60% Electrical Power and Controls Design

In consort with Subtask 4.G, Anchor QEA will use our subconsultant Browns Hill to prepare the electrical power and controls design to energize, control, and remotely monitor the functioning of the heat trace system. Design elements will include engineering calculations, final design drawings, and technical specifications for all new fully submerged heat tracing equipment, manholes, and associated mechanical equipment along the subject alignments.

Subtask 4.I: Prepare 60% Cost Estimate

As the 60% Design and accompanying items are being prepared, Anchor QEA will develop a construction cost estimate using AACE International standard protocols for a Class 3 budgetary-level estimate.

Subtask 4.J: Compile and Submit 60% Design Documents to District

Following development of the 60% Design and our internal quality assurance and quality control process, Anchor QEA will compile and submit the 60% Design package to the District and other project stakeholders for review and comment. Documents will be provided in PDF.

Subtask 4.K: 60% Design Review Meeting

Following delivery of the 60% Design Documents to the District and project stakeholders, Anchor QEA will conduct a teleconference review meeting to discuss the contents, receive comments and questions, and provide an opportunity for discussion and dialogue on the documents. Meeting notes will be recorded and comments documented.

Subtask 4.L: Incorporate District Comments in 90% Design Documents

Following the 60% Design Review Meeting, Anchor QEA will incorporate requested changes and edits from the meeting into the development of the 90% Design.

Task 5: 90% Level Design Engineering

Subtask 5.A: 90% Construction Agreement Documents

Anchor QEA will prepare 90% level construction contract documents included in Division 0 of the project manual and will finalize Division 1, General Project Requirements, which defines all the overriding requirements that need to be followed by the construction contractor. Draft 90% documents will be submitted to the District for review and comment in PDF.

Subtask 5.B: District Coordination for 90% Construction Agreement Documents

Following District review of the draft 90% construction contract documents, Anchor QEA will coordinate with the District to make required modifications to Divisions 0 and 1 of the project manual. Given the level of detail associated with this information, Anchor QEA is anticipating performing this initial coordination in two virtual meetings.

Subtask 5.C: 90% Civil Site Design

Anchor QEA will prepare the civil site design for the proposed wastewater collection improvements. Design will include required site grading and drainage design, coordination with existing buried utilities, impacts to existing roadway surfacing design, contractor staging requirements, traffic detour planning, erosion control and landscaping impacts within the public right-of-way. The design will

include the development of final engineering calculations, final design drawings, and technical specifications.

Subtask 5.D: 90% Wastewater In-pipe Heat Trace System Design

Anchor QEA will refine the heat trace design for the subject wastewater conveyance infrastructure. Design elements will include all new fully submerged heat tracing equipment, manholes, and associated mechanical equipment for the subject alignments. Design work will include engineering calculations, final design drawings, and technical specifications.

Subtask 5.E: Prepare 90% Electrical Power and Controls Design

Subconsultant Browns Hill will finalize the electrical power and controls design to energize, control, and remotely monitor the functioning of the heat trace system. Design elements will include engineering calculations, final design drawings, and technical specifications for all new fully submerged heat tracing equipment, manholes, and associated mechanical equipment located along the subject alignments.

Subtask 5.F: Prepare 90% Cost Estimate

As the 90% Design and accompanying items are being prepared, Anchor QEA will also develop a construction cost estimate. The cost estimate will be developed using AACE International standard protocols for a Class 2 definitive-level estimate.

Subtask 5.G: Compile and Submit 90% Design Documents to District

Following development of the 90% Design and our internal quality assurance and quality control process, Anchor QEA will compile and submit the 90% Design package to the District and other project stakeholders for review and comment. Documents will be provided in PDF.

Subtask 5.H: 90% Design Review Meeting

Following delivery of the 90% Design to the District and project stakeholders, Anchor QEA will conduct a teleconference review meeting to discuss the contents, receive comments and questions, and provide an opportunity for discussion and dialogue on the documents. Meeting notes will be recorded and comments documented.

Subtask 5.I: Incorporate District Comments in Bid Documents

Following the 90% Design Review Meeting, Anchor QEA will incorporate requested changes and edits from the meeting into the delivery of the Bid Documents.

Task 6: Construction Bidding Phase Services

Subtask 6.A: Prepare and Deliver Bid Documents

As part of the Engineering Design phase of services, Anchor QEA will prepare the final Bid Documents to include the final project manual incorporating construction contract terms and

conditions and technical specifications, as well as the final construction drawings. Documents will be provided to the District for distribution to interested contractors in PDF. We recommend proceeding with bid advertisement and review as part of the design portion of the project work.

Subtask 6.B: Bid Advertisement and Coordination

Following review and acceptance of the Bid Advertisement by the District, Anchor QEA will host a posting website where the official Bid Documents will be made available to interested parties at no cost. Anchor QEA will prepare public announcement advertising for the District to publish in accordance with funding regulations. The District will be responsible for payment of associated advertising costs.

Subtask 6.C: Bidding Contractor Coordination

During the bidding period, Anchor QEA will receive and compile communications from interested parties regarding the construction project. Questions will be answered, and when appropriate, written responses will be developed in prepared addenda.

Subtask 6.D: Prebid Meeting and Site Tour

During the bidding period, Anchor QEA will prepare for and conduct one on-site meeting with interested general contractors (GCs) to discuss the Bid Documents and construction of the designed improvements. Efforts will also include agenda preparation, recording of meeting notes, and leading the on-site tour of the proposed improvements.

Subtask 6.E: Addenda Preparation

During the proposal period, questions and comments received from contractors and other project stakeholders may result in the requirement to issue changes, corrections, or clarifications to the contract documents prior to receipt of proposals. Anchor QEA will issue no more than two addenda to capture said documentation, as required, without a request for change.

Subtask 6.F: Bid Review and Evaluation

Following the bid opening, Anchor QEA will take custody of all submitted bids received for the project and will examine each proposal for correctness and completeness to determine if the proposals received have any irregularities. Anchor QEA will prepare a bid tabulation capturing the results of bids received and identification of any irregularities or enhancements for District review.

Subtask 6.G: Recommendation of Award

Following the bid review process, Anchor QEA will tabulate the results and make a recommendation to the District for award of the construction contract.

Detailed Scope of Work for Engineering Construction Services

Task 1b: Project Management During Construction

Subtask 1b.C: Monthly Progress Reporting and Invoicing

Anchor QEA will prepare monthly progress reports and invoices for delivery to the District Manager.

Subtask 1b.D: Quality Assurance and Quality Control

Prior to the District receiving any significant deliverable for review, Anchor QEA will conduct an independent quality check of the deliverable to confirm completeness, eliminate errors, and assure the document is clear and easily understood. This process will be performed for the following deliverables:

- 1D.5: Conformed Construction Documents
- 1D.6: Construction Record Documents

Subtask 1b.F: District Board Meeting Attendance

While construction is ongoing, one to two representatives of the Anchor QEA team will dial in to board meetings to provide a report on overall progress and to interact with the Board and public on current District matters. Attendance at Board meetings is anticipated to be via teleconference, with in-person attendance by one representative of the Anchor QEA team occurring once per quarter.

Task 7: Construction Contract Initiation

Subtask 7.A: Construction Contract Coordination and Finalization

Anchor QEA will prepare draft forms of the construction contract agreement for execution between the District and a single GC for the GC to assume overall responsibility for construction of the wastewater collection system improvements.

Subtask 7.B: Prepare Draft Conformed Construction Contract Document

Anchor QEA will update the Bid Documents to incorporate all changes and clarifications made during the bidding process. These documents will be signed and sealed by technical discipline leads as certified for construction purposes and delivered to the project team in PDF.

Subtask 7.C: Conformed Construction Document Review and Acceptance Meeting

Following receipt of required bonds and insurance from the GC, Anchor QEA will conduct initial review and delivery of the contract to the District for final review and execution. Also included in this process will be the issuance of a Notice to Proceed for the construction contract period.

Subtask 7.D: Final Delivery of Conformed Construction Documents

After the conformed document acceptance meeting, Anchor QEA will incorporate all requested changes and edits from the meeting to finalize the construction documents. The final conformed

construction documents will then be distributed to the GC for execution of the project. An electronic version of these documents will also be transmitted to CDPHE for their records. All documents will be provided in PDF.

Subtask 7.E: Construction Contract Execution

Following receipt of required bonds and insurance from the contractor, Anchor QEA will conduct the initial review and delivery of the contract to the District for final review and execution. Also included in this process will be the issuance of a Notice to Proceed for the construction contract period.

Subtask 7.F: Construction Kickoff Meeting

Anchor QEA will prepare a Kickoff Meeting agenda and chair the meeting for attendance by the selected GC's team and the rest of the Project Stakeholder Group. The meeting will be held on site at the GC's site trailer and will provide general guidance on construction contract provisions and procedures outlined by the contract documents.

Task 8: Construction Office Engineering Services

These services are based on the expectation that construction work will be accomplished in a single 6 month construction season in 2025. Should conditions require the work to be completed with a different schedule, Anchor QEA would request that affected services be renegotiated.

Subtask 8.A: Construction Submittal Review

Anchor QEA will review individual GC submittals, such as samples, schedules, shop drawings, and test results, as required by the construction contract requirements. Anchor QEA has anticipated a total of 20 individual submittals for the project at an average review time of 1 to 2 hours per submittal. Given Anchor QEA does not control GC's packaging of submittals and reserves the right to renegotiate this effort should the GC deliver significantly more than the assumed number of individual submittals for review.

Our effort assumes the GC maintains contractual responsibility for maintaining the actual submittal records and logs with the District's ability to request and receive documentation through a web-based software portal throughout the construction process.

Subtask 8.B: Construction Pay Application Review and Certification

Every month during construction, Anchor QEA will receive, review, and certify construction pay applications submitted by the GC in conformance with the construction contract. Anchor QEA has assumed construction activities will require processing of six pay applications from June to November 2025. Anchor QEA would request to renegotiate this effort should the contractor deliver significantly more than six individual pay applications for certification.

Subtask 8.C: Ongoing Construction Communication

Anchor QEA will provide written and oral communication with the GC in the daily execution of the construction project. Specific efforts will include processing of contractor requests for information and other contractor communications. This effort specifically excludes communication associated with requests for substitution or variance, field work orders, work change directives, or change orders. Total effort for this task has been based on 2 hours per week for 24 total construction weeks.

Subtask 8.D: Biweekly Construction Progress Meetings

Anchor QEA will attend biweekly construction progress meetings on site or by conference call depending on construction work progress. The contractor is expected to facilitate these meetings and will be responsible for agenda preparation and meeting minutes. Anchor QEA has anticipated attendance at 13 meetings during the 6 month construction period; 7 will be conducted virtually, and 6 will be conducted on site.

Subtask 8.E: Construction Change Management

Anchor QEA will manage construction change through various mechanisms including field orders, work change directives, and change orders depending on the source and cause of the change. Anchor QEA will prepare necessary documentation of the construction change and act as the District's representative in the negotiation of any contract price and schedule revisions. Anchor QEA has anticipated three change orders will be required for the project. Should contract conditions require the preparation of additional change documents, Anchor QEA would request a renegotiation of this task budget.

Subtask 8.F: Project Closeout

Following satisfactory completion of the substantial completion punch list, Anchor QEA will coordinate construction contract closeout and final payment with the GC.

Subtask 8.G: Construction Record Documents

Anchor QEA will use as-built drawings and records provided by the GC at the end of construction to produce construction record documents for the District. Following completion of those documents, Anchor QEA will provide PDF documents as a deliverable to the District.

Task 9: Construction Field Engineering Services

Subtask 9.A: Construction Observation

Given the nature of the construction activities, the fast pace of the construction schedule, the inherent cost and schedule risks to the District, and the potential for impacts to the community and environment, Anchor QEA proposes to perform construction observation services with 1 day (8 hour) site visits every other week during construction. It is anticipated 12 site visits will be required during the assumed 6 month construction season.

This level of on-site observation will be supplemented with active daily communication to provide cost effective monitoring of day-to-day construction activities. Each site visit will be documented by a field observation memorandum with photographs to report the conditions found, recommendations made, or requirements for corrective action.

Subtask 9.B: Substantial Completion Inspection and Punch List

Upon request from the Contractor, the Anchor QEA team and District stakeholders will conduct a substantial completion inspection of all the new facilities improvements. Any components of the project found to be incomplete or not per design will be identified in the punch list for resolution by the GC, who will be required to resolve all punch list items prior to scheduling of the final completion inspection and project closeout.

Subtask 9.C: Facilities Start Up and Commissioning Coordination

Anchor QEA will provide coordination between the installing GC and the contract operations staff to assure equipment is operating in agreement with the design intent.

Subtask 9.D: Final Completion Inspection

Following completion of the substantial completion punch list by the GC, Anchor QEA will conduct a final completion inspection to confirm that punch list items were completed and certified for District ownership.

Proposed Project Milestone Schedule

Table 1 presents a proposed milestone project schedule highlighting the project workflow from execution of the engineering agreement through final completion of construction. Anticipating Board approval in February 2025, project milestones planned to be met as shown in Table 1.

Table 1
Milestone Project Schedule

Project Task	Estimated Completion Date
Owner Executes Engineering Services Agreement	February 2025
Preparation of Preliminary Design Documents	April 2025
Project Permitting Assessment and Coordination	April 2025
Site Investigations and Assessments	March to June 2025
Owner Review of Assessments	June 2025
Initiation of 60% Level Design	April 2025
Finalize 90% Level Design	September 2025
Bid Advertisement, Award, and Construction	November 2025

Fee Estimate for Engineering Design and Construction Services

Attached to this proposal is a detailed breakdown of work tasks, person-hours, labor costs, and expenses for the work defined previously. Engineering design services are viewed as extending through the bidding phase so the District has a usable bid and selected contractor in place; whereas Engineering Construction Services will commence with initiation of a formal construction contract.

Reimbursable expenses have also been included in not to exceed amounts. Invoicing for the project will be submitted to the District monthly in accordance with the rates defined on the fees spreadsheet.

Tables 2 and 3 provide a summary of proposed engineering fees by major project tasks.

Table 2
Summary of Proposed Task-by-Task Budgets for Engineering Design Services

Task Number	Task Name	Proposed Budget
Task 1a	Project Management During Design	\$33,387
Task 2	Coordination with Regulatory Agencies	\$4,090
Task 3	Site Investigations	\$31,695
Task 4	60% Level Design Engineering	\$80,168
Task 5	90% Level Design Engineering	\$33,260
Task 6	Construction Bidding Phase Support	\$22,025
Total Budget		\$204,625

Table 3
Summary of Proposed Task-by-Task Budgets for Engineering Construction Services

Task Number	Task Name	Proposed Budget
Task 1b	Project Management During Construction	\$11,300
Task 7	Construction Contract Initiation	\$14,033
Task 8	Construction Office Engineering Services	\$56,478
Task 9	Construction Field Engineering Services	\$28,404
Total Budget		\$110,215

Please let me know if you have any questions or adjustments that you may wish to make regarding project approach, schedule, assumptions, or fees. We look forward to collaborating with you on a successful project.

Very sincerely yours,

A handwritten signature in black ink, appearing to read "Michael Whelan", with a long horizontal flourish extending to the right.

Michael Whelan, PE
Principal Engineer

cc: Bob Orsatti, Orsatti Water Consultants

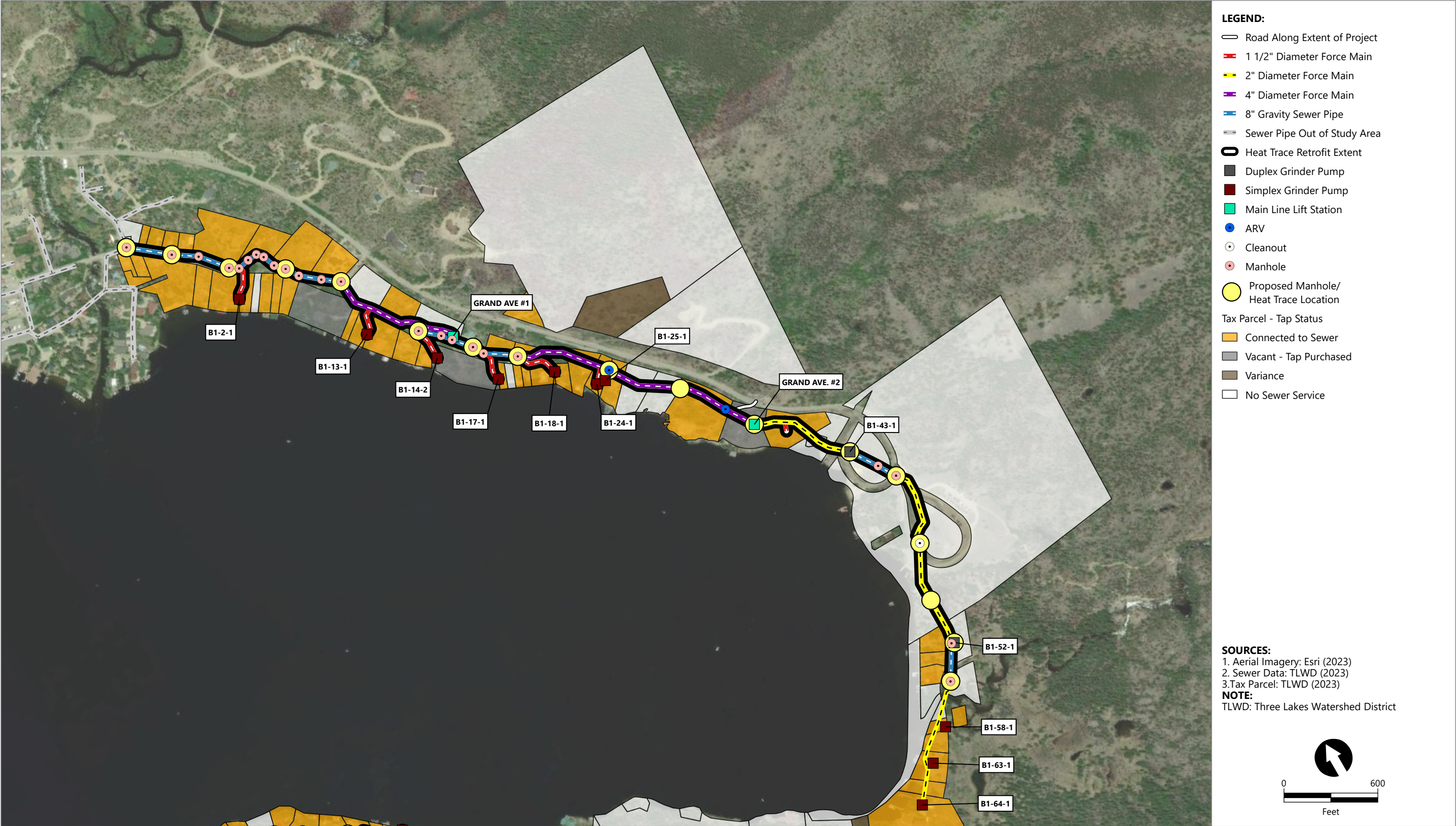
Figures

Figure 1 North Shore Heat Trace Retrofit Map
Figure 2 South Shore Heat Trace Retrofit Map

Attachment

Attachment 1 Proposed Engineering Fee Estimate

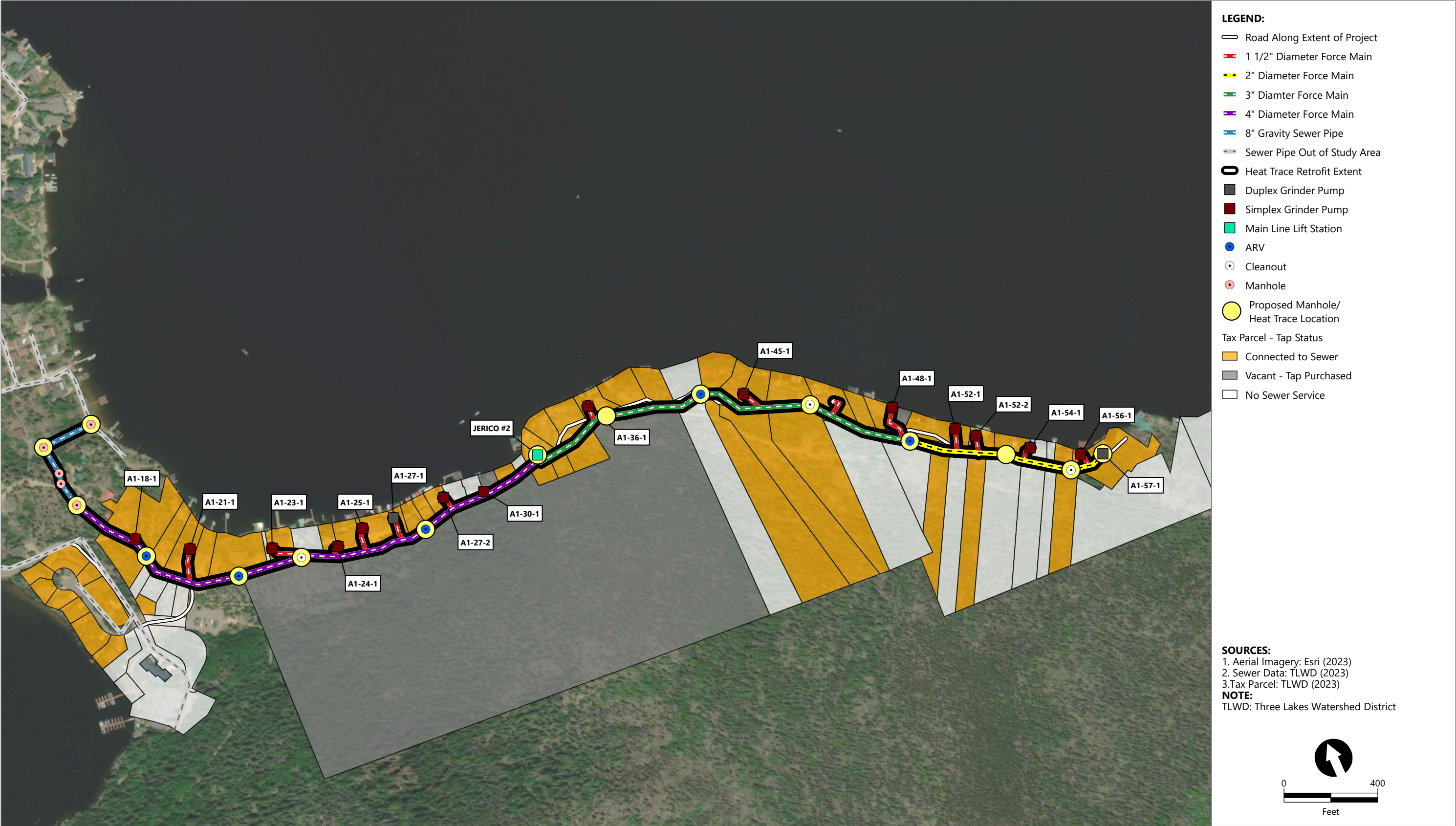
Figures



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Figure 1
North Shore Heat Trace Retrofit Map
Grand Lake Area Wastewater Facilities Design Proposal
Three Lakes Water and Sanitation District



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Figure 2
South Shore Heat Trace Retrofit Map
Grand Lake Area Wastewater Facilities Design Proposal
Three Lakes Water and Sanitation District

Attachment 1

Proposed Engineering Fee Estimate

Three Lakes Water & Sanitation District			Professional Engineering Fee Estimate									Anchor QEA										
Grand Lake Area Wastewater System Improvements			02/05/2025																			
Design and Construction Services			Level of Effort Per Person (HR)																			
			MW	CD		BC		CB		RP												
Task	Principal Engineer	Project Manager	Senior Engineer	Project Engineer I	Engineer II	Engineer I	Construct. Rep.	CAD Designer	GIS Technician	Admin	Total Hours	Total Labor \$	Orsatti Water Consultants		Drilling Rig	GPRS Pipeline Video	Browns-Hill	Mileage Expenses	Total OP/ODC	Engineering Total		
Hourly Rate	\$285 /hr	\$185 /hr		\$140 /hr		\$120 /hr	\$135 /hr	\$135 /hr	\$135 /hr	\$135 /hr			\$265 /hr	Hours								
Totals	12	8	0	532	0	236	96	294	16	54	1360	\$ 169,800	\$ 75,260		\$ 7,000	\$ 20,000	\$ 27,240	\$ 3,688	\$ 133,740	\$ 314,840		
Weeks	0	0	0	13	0	6	2	7	0	1	34							\$0.67/mi.				
TASK 1a - PROJECT MANAGEMENT DURING DESIGN	9	8	0	40	0	0	0	24	0	30	111	\$ 16,935	\$ 15,900	60	\$ 0	\$ 0	\$ 0	\$ 0	\$ 16,452	\$ 33,387		
1a.A - Project Work Plan	1			4							5	\$ 845	\$ 530	2					\$ 530	\$ 1,375		
1a.B - Project Kickoff Meeting				2							2	\$ 280	\$ 530	2					\$ 530	\$ 810		
1a.C - Monthly Progress Reporting & Invoicing	2	8		10						6	26	\$ 4,260	\$ 2,120	8					\$ 2,120	\$ 6,380		
1a.D - Quality Assurance & Quality Control																						
1a.D.1 - Pipeline Video Assessment				3				6		6	15	\$ 2,040	\$ 1,590	6					\$ 1,590	\$ 3,630		
1a.D.2 - 60% Final Design QA/QC				3				6		6	15	\$ 2,040	\$ 1,590	6					\$ 1,590	\$ 3,630		
1a.D.3 - 90% Final Design QA/QC				3				6		6	15	\$ 2,040	\$ 1,590	6					\$ 1,590	\$ 3,630		
1a.D.4 - Bid Documents QA/QC				3				6		6	15	\$ 2,040	\$ 1,590	6					\$ 1,590	\$ 3,630		
1a.E - Monthly Project Status Meetings (Tasks 2 - 6)	6			12							18	\$ 3,390	\$ 1,590	6					\$ 1,590	\$ 4,980		
1a.F - District Board Meeting Attendance											0	\$ 0	\$ 4,770	18				\$ 552	\$ 5,322	\$ 5,322		
TASK 2 - REGULATORY AGENCIES COORDINATION	0	0	0	4	0	16	0	8	0	0	28	\$ 3,560	\$ 530	2	\$ 0	\$ 0	\$ 0	\$ 0	\$ 530	\$ 4,090		
2.A - CDPHE Coordination				2		8					10	\$ 1,240	\$ 265	1					\$ 265	\$ 1,505		
2.B - Grand County Permit Coord				2		8		8			18	\$ 2,320	\$ 265	1					\$ 265	\$ 2,585		
TASK 3 - SITE INVESTIGATIONS	0	0	0	10	0	20	0	0	0	0	30	\$ 3,800	\$ 795	3	\$ 7,000	\$ 20,000	\$ 0	\$ 100	\$ 27,895	\$ 31,695		
3.A - Prepare Geotechnical Engineering Investigation				2		20					22	\$ 2,680	\$ 265	1	\$ 7,000			\$ 100	\$ 7,365	\$ 10,045		
3.B - Conduct Pipeline Video Survey				8							8	\$ 1,120	\$ 530	2		\$ 20,000			\$ 20,530	\$ 21,650		
TASK 4 - 60% LEVEL DESIGN ENGINEERING	0	0	0	146	0	104	0	100	16	8	374	\$ 49,660	\$ 15,370	58	\$ 0	\$ 0	\$ 15,000	\$ 138	\$ 30,508	\$ 80,168		
4.A - Initial Design Team Site Tour				8		8					16	\$ 2,080	\$ 2,120	8				\$ 138	\$ 2,258	\$ 4,338		
4.B - Conceptual Design Confirmation				4		8			16		28	\$ 3,680	\$ 2,120	8					\$ 2,120	\$ 5,800		
4.C - Major Equipment Research and Selection				8		24					32	\$ 4,000	\$ 2,120	8					\$ 2,120	\$ 6,120		
4.D - 60% Construction Agreement Docs Development				16		16					32	\$ 4,160	\$ 530	2					\$ 530	\$ 4,690		
4.E - 60% Construction Agreement Docs Coordination w/ TLWSD				16							16	\$ 2,240	\$ 530	2					\$ 530	\$ 2,770		
4.F - 60% Civil Site Design				28				48			76	\$ 10,400	\$ 3,180	12					\$ 3,180	\$ 13,580		
4.G - 60% Wastewater In-Pipe Heat Trace System Design				44		24		40			108	\$ 14,440	\$ 3,180	12					\$ 3,180	\$ 17,620		
4.H - Prepare 60% Electrical Power & Controls Design				4				4			8	\$ 1,100	\$ 265	1			\$ 15,000		\$ 15,265	\$ 16,365		
4.I - Prepare 60% Construction Cost Estimate				8		20					28	\$ 3,520	\$ 265	1					\$ 265	\$ 3,785		
4.J - Compile & Submit 60% Design Documents to District for Review				4		4		4		8	20	\$ 2,660	\$ 265	1					\$ 265	\$ 2,925		
4.K - 60% Final Design Review Meeting w/ District				2							2	\$ 280	\$ 530	2					\$ 530	\$ 810		
4.L - Incorporate District Comments in 90% Final Design				4				4			8	\$ 1,100	\$ 265	1					\$ 265	\$ 1,365		
TASK 5 - 90% LEVEL DESIGN ENGINEERING	3	0	0	72	0	52	0	74	0	0	201	\$ 27,165	\$ 6,095	23	\$ 0	\$ 0	\$ 0	\$ 0	\$ 6,095	\$ 33,260		
5.A - 90% Construction Agreement Docs Development				8		8					16	\$ 2,080	\$ 265	1					\$ 265	\$ 2,345		
5.B - 90% Construction Agreement Docs Coordination w/ TLWSD				8		8					16	\$ 2,080	\$ 265	1					\$ 265	\$ 2,345		
5.C - 90% Civil Site Design				16				24			40	\$ 5,480	\$ 2,120	8					\$ 2,120	\$ 7,600		
5.D - 90% Wastewater In-Pipe Heat Trace System Design				24		24		40			88	\$ 11,640	\$ 2,120	8					\$ 2,120	\$ 13,760		
5.E - Prepare 90% Electrical Power & Controls Design				2				2			4	\$ 550	\$ 265	1					\$ 265	\$ 815		
5.F - Prepare 90% Construction Cost Estimate	1			8		8					17	\$ 2,365	\$ 265	1					\$ 265	\$ 2,630		
5.G - Compile & Submit 90% Design Documents to District for Review	1			1		4		4			10	\$ 1,445	\$ 265	1					\$ 265	\$ 1,710		
5.H - 90% Final Design Review Meeting w/ District	1			1							2	\$ 425	\$ 265	1					\$ 265	\$ 690		
5.I - Incorporate District Comments in Final Bid Documents				4				4			8	\$ 1,100	\$ 265	1					\$ 265	\$ 1,365		

Three Lakes Water & Sanitation District			Professional Engineering Fee Estimate									Anchor QEA										
Grand Lake Area Wastewater System Improvements		02/05/2025																				
Design and Construction Services		Level of Effort Per Person (HR)																				
		MW	CD		BC		CB		RP													
Task	Principal Engineer	Project Manager	Senior Engineer	Project Engineer I	Engineer II	Engineer I	Construct. Rep.	CAD Designer	GIS Technician	Admin	Total Hours	Total Labor \$	Orsatti Water Consultants		Drilling Rig	GPRS Pipeline Video	Browns-Hill	Mileage Expenses	Total OP/ODC	Engineering Total		
Hourly Rate	\$285 /hr	\$185 /hr		\$140 /hr		\$120 /hr	\$135 /hr	\$135 /hr	\$135 /hr	\$135 /hr			\$265 /hr	Hours								
Totals	12	8	0	532	0	236	96	294	16	54	1360	\$ 169,800	\$ 75,260		\$ 7,000	\$ 20,000	\$ 27,240	\$ 3,688	\$ 133,740	\$ 314,840		
Weeks	0	0	0	13	0	6	2	7	0	1	34							\$0.67/mi.				
TASK 6 - CONSTRUCTION BIDDING PHASE SERVICES	0	0	0	56	0	24	0	16	0	8	104	\$ 13,960	\$ 6,625	25	\$ 0	\$ 0	\$ 1,440	\$ 0	\$ 8,065	\$ 22,025		
6.A - Prepare/Deliver Final Bid Documents				8		8				8	24	\$ 3,160	\$ 2,120	8					\$ 2,120	\$ 5,280		
6.B - Bid Invitation/Advertisement Coordination				4							4	\$ 560	\$ 265	1					\$ 265	\$ 825		
6.C- Bidding Contractor Coordination				16		4					20	\$ 2,720	\$ 1,060	4			\$ 1,440		\$ 2,500	\$ 5,220		
6.D - Prebid Meeting & Site Tour				8							8	\$ 1,120	\$ 1,590	6					\$ 1,590	\$ 2,710		
6.E - Bid Documents Addenda Preparation				16		8		16			40	\$ 5,360	\$ 1,060	4					\$ 1,060	\$ 6,420		
6.F - Bid Review and Evaluation				2		4					6	\$ 760	\$ 265	1					\$ 265	\$ 1,025		
6.G - Recommendation & Notice of Award				2							2	\$ 280	\$ 265	1					\$ 265	\$ 545		
																		Total for Engineering Design	\$ 204,625			
TASK 1b - PROJECT MANAGEMENT DURING CONSTRUCTION	2	0	0	90	0	0	8	56	0	22	178	\$ 52,140	\$ 31,800	120	\$ 0	\$ 0	\$ 0	\$ 276	\$ 43,704	\$ 11,300		
1b.C - Monthly Progress Reporting & Invoicing	2			6						6	14	\$ 2,220	\$ 1,590	6					\$ 1,590	\$ 3,810		
1b.D - Quality Assurance & Quality Control											0	\$ 0	\$ 0						\$ 0	\$ 0		
1b.D.4 - Conformed Construction Documents QA/QC				2				4			6	\$ 820	\$ 1,060	4					\$ 1,060	\$ 1,880		
1b.D.5 - Construction Record Documents QA/QC				2			8	4			14	\$ 1,900	\$ 530	2					\$ 530	\$ 2,430		
1b.F - District Board Meeting Attendance											0	\$ 0	\$ 3,180	12					\$ 3,180	\$ 3,180		
TASK 7 - CONSTRUCTION CONTRACT INITIATION	0	0	0	40	0	0	0	24	0	8	72	\$ 9,920	\$ 3,975	15	\$ 0	\$ 0	\$ 0	\$ 138	\$ 4,113	\$ 14,033		
7.A - Construction Contract Coordination and Finalization				8							8	\$ 1,120	\$ 265	1					\$ 265	\$ 1,385		
7.B - Prepare Draft Conformed Construction Contract Documents				16				16			32	\$ 4,400	\$ 530	2					\$ 530	\$ 4,930		
7.C - Conformed Construction Documents Review and Acceptance Meeting				2							2	\$ 280	\$ 530	2					\$ 530	\$ 810		
7.D - Final Delivery of Conformed Construction Documents				2				8		8	18	\$ 2,440	\$ 265	1					\$ 265	\$ 2,705		
7.E - Construction Contract Execution				4							4	\$ 560	\$ 265	1					\$ 265	\$ 825		
7.F - Construction Kickoff Meeting				8							8	\$ 1,120	\$ 2,120	8				\$ 138	\$ 2,258	\$ 3,378		
TASK 8 - CONSTRUCTION OFFICE ENGINEERING SERVICES	0	0	0	132	0	20	0	48	0	0	200	\$ 27,360	\$ 17,490	66	\$ 0		\$ 10,800	\$ 828	\$ 29,118	\$ 56,478		
8.A - Construction Submittal Review				4		20					24	\$ 2,960	\$ 530	2			\$ 10,800		\$ 11,330	\$ 14,290		
8.B -Construction Pay Application Review				12							12	\$ 1,680	\$ 795	3					\$ 795	\$ 2,475		
8.C - Ongoing Construction Communication				48							48	\$ 6,720	\$ 2,120	8					\$ 2,120	\$ 8,840		
8.D - Bi-monthly Construction Progress Meetings				24							24	\$ 3,360	\$ 11,130	42				\$ 828	\$ 11,958	\$ 15,318		
8.E - Construction Change Management				12				24			36	\$ 4,920	\$ 795	3					\$ 795	\$ 5,715		
8.F - Project Closeout				16							16	\$ 2,240	\$ 1,060	4					\$ 1,060	\$ 3,300		
8.G - Construction Record Documents				16				24			40	\$ 5,480	\$ 1,060	4					\$ 1,060	\$ 6,540		
TASK 9 - CONSTRUCTION FIELD ENGINEERING SERVICES	0	0	0	32	0	0	96	0	0	0	240	\$ 17,440	\$ 8,480	32	\$ 0	\$ 0	\$ 0	\$ 2,484	\$ 10,964	\$ 28,404		
9.A - Onsite Construction Observation							96				208	\$ 12,960	\$ -					\$ 1,656	\$ 1,656	\$ 14,616		
9.B - Substantial Completion Inspection & Punch List (two, 1-day visits)				16							16	\$ 2,240	\$ 4,240	16				\$ 552	\$ 4,792	\$ 7,032		
9.C - Facilities Startup and Commissioning Assistance				8							8	\$ 1,120	\$ 2,120	8				\$ 138	\$ 2,258	\$ 3,378		
9.D - Final Completion Inspection				8							8	\$ 1,120	\$ 2,120	8				\$ 138	\$ 2,258	\$ 3,378		
																		Total for Engineering Construction	\$ 110,215			

Dedicated to protecting and improving the health and environment of the people of Colorado

Colorado Department of Public Health and Environment
Water Quality Control Division (WQCD)
Public Notice No. CO-08-2025
Denver, Colorado DATE 11/13/2025

WQCD invites you to review and comment on a number of draft actions under the Clean Water Act and the Colorado Water Quality Control Act, including draft permits, draft permit modifications, and settlements/penalty actions. Please go to

<https://cdphe.colorado.gov/water-quality-draft-permit-actions> to review and comment on draft actions

You usually have 30 days to make comments on the draft action but please check the exact deadline on the website. Comments may be emailed to the listed contact or mailed to CDPHE, WQCD-P-B2, 4300 Cherry Creek Drive South, Denver, Colorado 80246-1530.

Permit Number Action	Permittee Facility	County Discharge waters	Permit writer	Notice End Date
COS000001 Modification 4	City and County of Denver	Denver County MS4		12/18/2025
CO0037681 Renewal	Three Lakes Water and Sanitation District Table Mountain Reclamation Facility	Grand County Willow Creek	Kailen Cutler	12/18/2025
CO0026387 Renewal	Aspen Consolidated Sanitation District	Pitkin County Roaring Fork River	Kailen Cutler	12/18/2025
CO0040142 Renewal	The Town of Fraser Upper Fraiser Valley Treatment Plant	Grand County Fraser River	Sarah Luper	12/18/2025

Public Notice of Enforcement Settlement/Penalty Actions

Purpose of Public Notice: To solicit public comment on the proposed [Compliance Order on Consent](#) between the Division and Riverside Aggregates, LLC. This compliance order resolves alleged violations of the Colorado Water Quality Control Act and Riverside Aggregates, LLC's discharge permit, as identified in Notice of Violation / Cease and Desist Order Number / Order for Civil Penalty IO-250326-2, issued on March 26, 2025. Riverside Aggregates, LLC operates the Riverside Aggregates 2 Verhoeff Pit located in Bent County, Colorado.

Division Contact: William Everett, 303-692-2290 / william.everett@state.co.us

Documents related to the above enforcement actions are available for public inspection at the Division. Copies of the above actions are available upon written request to the Division. Public comments should be submitted by December 18, 2025 and directed to CDPHE, WQCD-CWE-B2, 4300 Cherry Creek Drive South, Denver, CO 80246-1530.

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12/02/25

THREE LAKES WATER & SANITATION DISTRICT
Check Detail - Enterprise Fund
November 2025

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	ACH	11/03/2025	CWRPDA - US Bank NA	1006a · UBB ENTERPRISE	
Bill		10/27/2025		2505A · CWRPDA LOAN PAYABLE	-39,198.63
				5085 · CWRPDA LOAN INTEREST	-32,850.29
TOTAL					-72,048.92
Bill Pmt -Check	ACH	11/03/2025	CWRPDA - US Bank NA	1006a · UBB ENTERPRISE	
Bill		10/27/2025		2505A · CWRPDA LOAN PAYABLE	-50,788.15
				5085 · CWRPDA LOAN INTEREST	-11,183.04
TOTAL					-61,971.19
Bill Pmt -Check	ACH	11/03/2025	MOUNTAIN PARKS ELECTRIC INC	1006a · UBB ENTERPRISE	
Bill		10/23/2025		5208 · PLANT - UTILITIES	-17,444.90
				5198 · UTILITIES - GARAGES (2 EACH)	-57.99
				5090 · UTILITIES - ADMIN BLDG	-152.53
				5198 · UTILITIES - GARAGES (2 EACH)	-102.02
				5197 · UTILITIES - LIFT STATIONS	-7,504.45
TOTAL					-25,261.89
Bill Pmt -Check	ACH	11/03/2025	VERIZON WIRELESS SERVICES LLC	1006a · UBB ENTERPRISE	
Bill		10/09/2025	NORTH SHORE WATER DISTRICT	1170 · DUE FROM NORTH SHORE WATER	-98.90
			COLUMBINE LAKE WATER DISTRICT	1180 · DUE FROM CLWD	-98.90
				5076 · CELL PHONE	-98.90
				5075 · TELEPHONE/INTERNET	-115.53
			NORTH SHORE WATER DISTRICT	1170 · DUE FROM NORTH SHORE WATER	-56.66
			COLUMBINE LAKE WATER DISTRICT	1180 · DUE FROM CLWD	-56.66
TOTAL					-525.55
Bill Pmt -Check	ACH	11/05/2025	UBB - BILLING ACCOUNT	1006a · UBB ENTERPRISE	
Bill		11/03/2025		5057 · OFFICE SUPPLIES	-33.75
				5061 · COMPUTERS / PRINTERS	-19.09
				5060 · POSTAGE & BOX RENT	-10.50
				5061 · COMPUTERS / PRINTERS	-72.58
			NORTH SHORE WATER DISTRICT	5060 · POSTAGE & BOX RENT	-30.02
			COLUMBINE LAKE WATER DISTRICT	5060 · POSTAGE & BOX RENT	-170.14
				5169 · PLANT - REPAIRS & MAINTENANCE	-31.66
				5060 · POSTAGE & BOX RENT	-440.36

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12/02/25

THREE LAKES WATER & SANITATION DISTRICT
Check Detail - Enterprise Fund
November 2025

Type	Num	Date	Name	Account	Paid Amount
				5161 · COMPUTERS / PRINTERS	-9.50
				5057 · OFFICE SUPPLIES	-297.45
				5057 · OFFICE SUPPLIES	-71.62
				5060 · POSTAGE & BOX RENT	-420.35
				5070 · REPAIRS & MAINTENANCE	-16.64
				5061 · COMPUTERS / PRINTERS	-19.09
				5196 · UNIFORM EXPENSES	-37.96
				5148 · LAB - DRINKING WATER	-18.22
				5136 · DUES / TRAINING /PUBLICATIONS	-90.72
				5183 · SHOP SUPPLIES	-62.07
				5190 · SYSTEM REPAIR & MAINTENANCE	-481.26
TOTAL					-2,332.98
Bill Pmt -Check	ACH	11/18/2025	EXECUTECH	1006a · UBB ENTERPRISE	
Bill		11/17/2025		5061 · COMPUTERS / PRINTERS	-81.10
				5161 · COMPUTERS / PRINTERS	-81.10
TOTAL					-162.20
Bill Pmt -Check	ACH	11/18/2025	GRAINGER	1006a · UBB ENTERPRISE	
Bill		11/18/2025	COLUMBINE LAKE WATER DISTRICT	1180 · DUE FROM CLWD	-424.26
TOTAL					-424.26
Bill Pmt -Check	ACH	11/19/2025	WASTE MANAGEMENT	1006a · UBB ENTERPRISE	
Bill		11/10/2025		5170 · PROPERTY REPAIR & MAINTENANCE	-395.00
				5169 · PLANT - REPAIRS & MAINTENANCE	-856.27
TOTAL					-1,251.27
Bill Pmt -Check	ACH	11/19/2025	COLORADO SPECIAL DISTRICTS	1006a · UBB ENTERPRISE	
Bill		11/10/2025		1070 · PREPAID INSURANCE	-69,495.00
TOTAL					-69,495.00
Bill Pmt -Check	ACH	11/20/2025	SGS NORTH AMERICA INC.	1006a · UBB ENTERPRISE	
Bill		11/18/2025		5149 · PLANT - LAB	-528.00
				5149 · PLANT - LAB	-528.00

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THREE LAKES WATER & SANITATION DISTRICT
Check Detail - Enterprise Fund
November 2025

Type	Num	Date	Name	Account	Paid Amount
TOTAL					-1,056.00
Bill Pmt -Check	ACH	11/21/2025	WOODRIVER ENERGY	1006a · UBB ENTERPRISE	
Bill		11/18/2025		5208 · PLANT - UTILITIES	-2,303.78
TOTAL					-2,303.78
Bill Pmt -Check	ACH	11/24/2025	COMCAST	1006a · UBB ENTERPRISE	
Bill		11/12/2025		5075 · TELEPHONE/INTERNET	-388.43
TOTAL					-388.43
Bill Pmt -Check	38967	11/12/2025	ANCHOR QEA	1006a · UBB ENTERPRISE	
Bill		11/12/2025		5210 · ENGINEERING-Town of GL WW	-34,588.25
TOTAL					-34,588.25
Bill Pmt -Check	38968	11/12/2025	BLACKWELL OIL COMPANY	1006a · UBB ENTERPRISE	
Bill		11/12/2025		5147 · FUEL EXPENSE	-854.30
TOTAL					-854.30
Bill Pmt -Check	38969	11/12/2025	CULLUM & BROWN	1006a · UBB ENTERPRISE	
Bill		11/12/2025		5169 · PLANT - REPAIRS & MAINTENANCE	-664.22
TOTAL					-664.22
Bill Pmt -Check	38970	11/12/2025	EJ USA INC	1006a · UBB ENTERPRISE	
Bill		11/12/2025		5190 · SYSTEM REPAIR & MAINTENANCE	-2,731.95
				5190 · SYSTEM REPAIR & MAINTENANCE	-2,731.95
TOTAL					-5,463.90
Bill Pmt -Check	38971	11/12/2025	ESRI, INC.	1006a · UBB ENTERPRISE	
Bill		11/12/2025		5161 · COMPUTERS / PRINTERS	-1,620.00

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12/02/25

THREE LAKES WATER & SANITATION DISTRICT
Check Detail - Enterprise Fund
November 2025

Type	Num	Date	Name	Account	Paid Amount
TOTAL					-1,620.00
Bill Pmt -Check	38972	11/12/2025	GRAND COUNTY CLERK & RECORDER	1006a · UBB ENTERPRISE	
Bill		11/12/2025		5063 · RECORDING FEES	-43.00
TOTAL					-43.00
Bill Pmt -Check	38973	11/12/2025	JOHN ELWAY CHEVROLET	1006a · UBB ENTERPRISE	
Bill		11/12/2025		6420 · VEHICLE PURCHASE	-50,449.35
TOTAL					-50,449.35
Bill Pmt -Check	38974	11/12/2025	MIDDLE PARK MEDICAL CENTER	1006a · UBB ENTERPRISE	
Bill		11/03/2025		5136 · DUES / TRAINING /PUBLICATIONS	-95.00
TOTAL					-95.00
Bill Pmt -Check	38975	11/12/2025	MOSES, WITTEMYER, HARRISON, & WOODRUFF	1006a · UBB ENTERPRISE	
Bill		11/12/2025		5067 · LEGAL SERVICE & CONSULTING	-266.60
TOTAL					-266.60
Bill Pmt -Check	38976	11/12/2025	NAPA AUTO PARTS	1006a · UBB ENTERPRISE	
Bill		10/29/2025		5195 · TRUCK REPAIR & MAINTENANCE	-111.98
TOTAL					-111.98
Bill Pmt -Check	38977	11/12/2025	PEAK PERFORMANCE IMAGING SOLUTIONS	1006a · UBB ENTERPRISE	
Bill		11/12/2025		5062 · PRINTING & PUBLICATIONS	-431.32
TOTAL					-431.32
Bill Pmt -Check	38978	11/12/2025	PERIZZOLO EXCAVATING	1006a · UBB ENTERPRISE	
Bill		11/12/2025		6400 · Systems Improvements	-24,809.31
TOTAL					-24,809.31

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12/02/25

THREE LAKES WATER & SANITATION DISTRICT
Check Detail - Enterprise Fund
November 2025

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	38979	11/12/2025	QP SERVICES	1006a · UBB ENTERPRISE	
Bill		11/10/2025	NORTH SHORE WATER DISTRICT	1170 · DUE FROM NORTH SHORE WATER	-3,277.50
TOTAL					-3,277.50
Bill Pmt -Check	38980	11/12/2025	ROCKY MOUNTAIN REPERTORY THEATRE	1006a · UBB ENTERPRISE	
Bill		11/12/2025		4005 · SEWER USER FEES & PENALTIES	-135.00
				4005 · SEWER USER FEES & PENALTIES	-540.00
				4005 · SEWER USER FEES & PENALTIES	-1,485.00
				4005 · SEWER USER FEES & PENALTIES	-1,156.95
				4005 · SEWER USER FEES & PENALTIES	-976.05
				4005 · SEWER USER FEES & PENALTIES	-135.00
TOTAL					-4,428.00
Bill Pmt -Check	38981	11/12/2025	THE GRAND KNUT, LLC	1006a · UBB ENTERPRISE	
Bill		11/03/2025		5070 · REPAIRS & MAINTENANCE	-400.00
				5169 · PLANT - REPAIRS & MAINTENANCE	-400.00
TOTAL					-800.00
Bill Pmt -Check	38982	11/12/2025	UNCC - UTILITY NOTIFICATION CENTER	1006a · UBB ENTERPRISE	
Bill		11/12/2025		5150 · LOCATES	-127.74
TOTAL					-127.74
Bill Pmt -Check	38983	11/12/2025	USA BLUE BOOK	1006a · UBB ENTERPRISE	
Bill		11/12/2025		1180 · DUE FROM CLWD	-94.23
TOTAL					-94.23

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12/02/25

Accrual Basis

THREE LAKES WATER & SANITATION DISTRICT
Account QuickReport
As of November 30, 2025

Type	Date	Num	Split	Amount
1006 · UNITED BUSINESS BANK				
1006a · UBB ENTERPRISE				
Paycheck	11/04/2025	DD	-SPLIT-	-3,275.49
Paycheck	11/04/2025	DD	-SPLIT-	-2,212.77
Paycheck	11/04/2025	DD	-SPLIT-	-2,372.74
Paycheck	11/04/2025	DD	-SPLIT-	-3,095.07
Paycheck	11/04/2025	DD	-SPLIT-	-3,628.19
Paycheck	11/18/2025	DD	-SPLIT-	-3,682.18
Paycheck	11/18/2025	DD	-SPLIT-	-3,549.57
Paycheck	11/18/2025	DD	-SPLIT-	-2,306.56
Paycheck	11/18/2025	DD	-SPLIT-	-3,134.08
Paycheck	11/18/2025	DD	-SPLIT-	-2,647.93
Total 1006a · UBB ENTERPRISE				-29,904.58
1006b · UBB GOVERNMENT				
Paycheck	11/04/2025	DD	-SPLIT-	-2,533.71
Paycheck	11/04/2025	DD	-SPLIT-	-3,926.93
Paycheck	11/18/2025	DD	-SPLIT-	-3,131.93
Paycheck	11/18/2025	DD	-SPLIT-	-3,920.92
Total 1006b · UBB GOVERNMENT				-13,513.49
Total 1006 · UNITED BUSINESS BANK				-43,418.07
TOTAL				-43,418.07

THREE LAKES WATER & SANITATION DISTRICT
Profit & Loss Budget Performance - Government Fund
November 2025

10:25 AM
12/03/2025
Accrual Basis

	<u>Nov 25</u>	<u>Jan - Nov 25</u>	<u>% of Budget</u>	<u>Annual Budget</u>
Ordinary Income/Expense				
Income				
MILL LEVY				
4110 · PROPERTY TAX - ADMINISTRATION	777.65	304,953.71	109.67%	278,063.00
4120 · SPECIFIC OWNERSHIP TAX	1,113.41	12,789.98	79.94%	16,000.00
4130 · DELINQUENT TAX	0.00	5,626.29	401.88%	1,400.00
4310 · INTEREST EARNED - COUNTY	44.55	925.00	185.0%	500.00
Total MILL LEVY	<u>1,935.61</u>	<u>324,294.98</u>	<u>109.57%</u>	<u>295,963.00</u>
Total Income	<u>1,935.61</u>	<u>324,294.98</u>	<u>109.57%</u>	<u>295,963.00</u>
Gross Profit	1,935.61	324,294.98	109.57%	295,963.00
Expense				
ADMINISTRATIVE EXPENSES				
PAYROLL EXPENSES - ADMIN				
5015 · PAYROLL WAGES	17,391.77	193,566.55	89.57%	216,098.00
5016 · ICMA 457 - EMPLOYEE RETIREMENT	1,330.47	14,838.63	89.76%	16,532.00
5017 · MEDICARE TAX	0.00	0.00	0.0%	3,133.00
5019 · STATE UNEMPLOYMENT TAX	0.00	0.00	0.0%	648.00
5021 · ICMA 401 - EMPLOYEE PENSION	1,217.43	13,463.42	83.48%	16,127.00
5045 · HEALTH & LIFE INSURANCE	4,491.66	48,875.26	90.68%	53,900.00
5048 · DENTAL INSURANCE - ADMIN	200.00	2,192.00	73.07%	3,000.00
5049 · DISABILITY INSURANCE	132.98	1,462.78	65.92%	2,219.00
5056 · FAMLI ADMIN	514.75	3,391.61	348.93%	972.00
PAYROLL EXPENSES - ADMIN - Other	<u>0.00</u>	<u>0.00</u>		
Total PAYROLL EXPENSES - ADMIN	<u>25,279.06</u>	<u>277,790.25</u>	<u>88.86%</u>	<u>312,629.00</u>
5018 · CAR ALLOWANCE / MILEAGE - ADMIN	114.00	744.50	74.45%	1,000.00
5030 · CNTY TREASURER FEES - MILL LEVY				
5030b · Cty Treas Fee Mill Levy (Govt)	<u>41.12</u>	<u>13,498.79</u>	<u>96.42%</u>	<u>14,000.00</u>
Total 5030 · CNTY TREASURER FEES - MILL LEVY	<u>41.12</u>	<u>13,498.79</u>	<u>96.42%</u>	<u>14,000.00</u>

	Nov 25	Jan - Nov 25	% of Budget	Annual Budget
5042 · ELECTION EXPENSE	0.00	3,556.93	118.56%	3,000.00
5055 · MISCELLANEOUS EXPENSE	2,042.40	3,919.01	130.63%	3,000.00
5057 · OFFICE SUPPLIES	421.80	1,965.06	65.5%	3,000.00
Total ADMINISTRATIVE EXPENSES	27,898.38	301,474.54	89.56%	336,629.00
Total Expense	27,898.38	301,474.54	89.56%	336,629.00
Net Ordinary Income	-25,962.77	22,820.44	-56.12%	-40,666.00
Net Income	-25,962.77	22,820.44	-56.12%	-40,666.00

THREE LAKES WATER & SANITATION DISTRICT
Profit & Loss Budget Performance - Enterprise Fund
November 2025

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Accrual Basis

	<u>Nov 25</u>	<u>Jan - Nov 25</u>	<u>% of Budget</u>	<u>Annual Budget</u>
Ordinary Income/Expense				
Income				
IGA-INTERGOVERNMENTAL AGREEMENTS				
4040 · COLUMBINE LAKE WATER IGA	8,072.00	71,802.00	88.89%	80,776.00
4047 · NORTH SHORE WATER IGA	5,476.95	45,533.95	89.07%	51,120.00
4050 · GRAND LAKE METRO DISTRICT IGA	114.00	1,191.00	87.06%	1,368.00
Total IGA-INTERGOVERNMENTAL AGREEMENTS	13,662.95	118,526.95	88.94%	133,264.00
4005 · SEWER USER FEES & PENALTIES	-4,428.00	2,511,891.12	101.99%	2,462,840.00
4010 · CONNECTION / INSPECTION PERMITS	401.00	1,101.00	146.8%	750.00
4030 · LAB REVENUE	430.00	38,765.00	168.54%	23,000.00
4200 · SEWER TAP FEES	21,000.00	323,468.04	154.03%	210,000.00
4201 · Valves income	2,247.80	4,519.52	133.91%	3,375.00
4300 · INTEREST EARNED	28,334.22	325,595.09	84.72%	384,300.00
4900 · MISCELLANEOUS REVENUE	1,295.31	10,816.31	108.16%	10,000.00
4910 · Returned Check Charges	12.00	-123.00	-24.6%	500.00
Total Income	62,955.28	3,334,560.03	103.3%	3,228,029.00
Gross Profit	62,955.28	3,334,560.03	103.3%	3,228,029.00
Expense				
ADMINISTRATIVE EXPENSES				
BOARD OF DIRECTOR FEES/EXPENSES				
5037 · DIRECTOR WAGES and EXPENSES	0.00	11,115.01	68.34%	16,265.00
5038 · DIRECTOR TAXES - SOC SEC/MEDICA	0.00	341.00	73.33%	465.00
Total BOARD OF DIRECTOR FEES/EXPENSES	0.00	11,456.01	68.48%	16,730.00
OFFICE EXPENSES				
5025 · BANK SERVICE CHARGES	8.00	163.00	54.33%	300.00
5040 · DUES / SEMINARS / TRAINING	0.00	2,280.93	76.03%	3,000.00
5050 · EQUIPMENT/MAINTENANCE AGREEMENT	0.00	2,373.54	53.58%	4,430.00
5060 · POSTAGE & BOX RENT	1,121.88	11,137.59	159.11%	7,000.00
5061 · COMPUTERS / PRINTERS	2,665.13	38,854.39	69.91%	55,582.00

	Nov 25	Jan - Nov 25	% of Budget	Annual Budget
5062 · PRINTING & PUBLICATIONS	431.32	1,801.37	90.07%	2,000.00
5063 · RECORDING FEES	0.00	859.00	429.5%	200.00
5070 · REPAIRS & MAINTENANCE	417.42	4,787.83	81.15%	5,900.00
5075 · TELEPHONE/INTERNET	388.43	5,158.11	119.82%	4,305.00
5090 · UTILITIES - ADMIN BLDG	417.50	6,514.82	85.69%	7,603.00
5170 · PROPERTY REPAIR & MAINTENANCE	395.00	43,892.50	97.54%	45,000.00
Total OFFICE EXPENSES	5,844.68	117,823.08	87.07%	135,320.00
5023 · ACCOUNTANT SERVICES	0.00	8,000.00	100.0%	8,000.00
5047 · INSURANCE EXPENSE	0.00	0.00	0.0%	75,093.00
5065 · AUDIT & CONSULTING	0.00	13,750.00	99.78%	13,781.00
5067 · LEGAL SERVICE & CONSULTING	3,381.80	74,297.99	123.83%	60,000.00
5202 · WATER RIGHTS	0.00	2,000.00	100.0%	2,000.00
Total ADMINISTRATIVE EXPENSES	9,226.48	227,327.08	73.11%	310,924.00
OPERATING EXPENSES				
5148 · LAB - DRINKING WATER	19.08	11,215.38	80.11%	14,000.00
5149 · PLANT - LAB	1,887.00	29,521.78	73.8%	40,000.00
5185 · PLANT - SLUDGE HAULING	3,991.18	49,839.77	76.68%	65,000.00
Total OPERATING EXPENSES	5,897.26	90,576.93	76.12%	119,000.00
OPERATIONS EXPENSES				
FIELD EXPENSES				
5140 · EQUIPMENT REPAIR & MAINTENANCE	0.00	0.00	0.0%	5,000.00
5147 · FUEL EXPENSE	854.30	12,478.27	49.91%	25,000.00
5150 · LOCATES	127.74	1,328.34	66.42%	2,000.00
5195 · TRUCK REPAIR & MAINTENANCE	160.71	5,170.90	73.87%	7,000.00
5197 · UTILITIES - LIFT STATIONS	6,975.18	85,326.45	84.48%	101,000.00
Total FIELD EXPENSES	8,117.93	104,303.96	74.5%	140,000.00
OFFICE/SHOP EXPENSES				
5076 · CELL PHONE	0.00	1,060.66	70.71%	1,500.00
5136 · DUES / TRAINING /PUBLICATIONS	190.00	5,588.79	111.78%	5,000.00
5160 · OFFICE SUPPLIES	0.00	83.87	8.39%	1,000.00
5161 · COMPUTERS / PRINTERS	2,509.10	23,401.93	171.31%	13,661.00
5167 · PERMITS & LICENSES	0.00	7,466.36	74.66%	10,000.00

	Nov 25	Jan - Nov 25	% of Budget	Annual Budget
5183 · SHOP SUPPLIES	263.00	1,167.42	29.19%	4,000.00
5192 · TOOLS	0.00	2,024.10	40.48%	5,000.00
5196 · UNIFORM EXPENSES	39.75	503.80	20.15%	2,500.00
5198 · UTILITIES - GARAGES (2 EACH)	206.58	3,080.53	110.02%	2,800.00
Total OFFICE/SHOP EXPENSES	3,208.43	44,377.46	97.62%	45,461.00
PAYROLL EXPENSES - OPERATIONS				
5120 · PAYROLL WAGES	39,802.28	443,285.06	84.02%	527,574.00
5121 · ICMA 401 - EMPLOYEE PENSION	2,786.15	31,145.44	84.34%	36,930.00
5122 · ICMA 457 - EMPLOYEE RETIREMENT	3,044.89	34,162.70	84.65%	40,359.00
5123 · MEDICARE TAX	892.76	10,027.09	131.07%	7,650.00
5125 · STATE UNEMPLOYMENT TAX	0.00	1,108.31	70.01%	1,583.00
5134 · DENTAL INSURANCE	364.00	4,236.82	77.26%	5,484.00
5135 · DISABILITY INSURANCE	331.60	3,678.44	67.89%	5,418.00
5145 · HEALTH & LIFE INSURANCE	8,992.98	99,291.48	92.04%	107,882.00
5146 · FAMLI OPERATIONS	0.00	0.00	0.0%	2,374.00
Total PAYROLL EXPENSES - OPERATIONS	56,214.66	626,935.34	85.27%	735,254.00
TREATMENT PLANT				
5169 · PLANT - REPAIRS & MAINTENANCE	1,953.64	71,930.92	59.94%	120,000.00
5206 · PLANT - CHEMICALS	0.00	47,921.52	53.25%	90,000.00
5207 · PLANT - TELEPHONE	0.00	1,731.94	346.39%	500.00
5208 · PLANT - UTILITIES	17,541.71	166,453.39	73.98%	225,000.00
Total TREATMENT PLANT	19,495.35	288,037.77	66.14%	435,500.00
5138 · ENGINEERING - GENERAL	0.00	1,274.00	6.37%	20,000.00
5152 · MISCELLANEOUS EXPENSE	0.00	488.14	48.81%	1,000.00
5162 · SCADA SOFTWARE/EQUIPMENT LEASE	73.79	12,387.45	49.55%	25,000.00
5190 · SYSTEM REPAIR & MAINTENANCE	10,362.76	70,686.06	58.91%	120,000.00
5200 · VALVES	0.00	4,261.20	71.02%	6,000.00
Total OPERATIONS EXPENSES	97,472.92	1,152,751.38	75.43%	1,528,215.00
Total Expense	112,596.66	1,470,655.39	75.11%	1,958,139.00
Net Ordinary Income	-49,641.38	1,863,904.64	146.78%	1,269,890.00
Other Income/Expense				
Other Expense				

	Nov 25	Jan - Nov 25	% of Budget	Annual Budget
6400 · Systems Improvements	24,809.31	166,271.97	66.51%	250,000.00
6420 · VEHICLE PURCHASE	50,449.35	109,051.30	72.7%	150,000.00
6430 · COPPER LOAN PRINCIPAL	0.00	0.00	0.0%	144,098.00
Total Other Expense	75,258.66	275,323.27	50.6%	544,098.00
Net Other Income	-75,258.66	-275,323.27	50.6%	-544,098.00
Net Income	-124,900.04	1,588,581.37	218.88%	725,792.00

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Accrual Basis

THREE LAKES WATER & SANITATION DISTRICT

Balance Sheet Prev Year Comparison

As of November 30, 2025

	Nov 30, 25	Nov 30, 24	\$ Change	% Change
ASSETS				
Current Assets				
Checking/Savings				
1004 - PETTY CASH	400.00	400.00	0.00	0.0%
1005 - CASH WITH TREASURER	1,183.82	0.00	1,183.82	100.0%
1006 - UNITED BUSINESS BANK				
1006a - UBB ENTERPRISE	195,134.51	515,827.76	-320,693.25	-62.2%
1006b - UBB GOVERNMENT	-83,711.18	0.00	-83,711.18	-100.0%
1006 - UNITED BUSINESS BANK - Other	-4,137.01	0.00	-4,137.01	-100.0%
Total 1006 - UNITED BUSINESS BANK	107,286.32	515,827.76	-408,541.44	-79.2%
1009 - COLO TRUST				
1009a - COLOTRUST - CASH AVAILABLE	5,228,185.67	4,842,177.94	386,007.73	8.0%
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	516,700.48	0.00	516,700.48	100.0%
Total 1009 - COLO TRUST	8,401,944.60	7,499,236.39	902,708.21	12.0%
1010 - CSAFE				
1010a - C-SAFE - CASH AVAILABLE	36,251.17	35,849.43	401.74	1.1%
1010 - CSAFE - Other	1,188.70	0.00	1,188.70	100.0%
Total 1010 - CSAFE	37,439.87	35,849.43	1,590.44	4.4%
1028 - GRAND COUNTY IGA ESCROW FUND				
1028a - UBB- ESCROW	10,030.76	10,034.91	-4.15	0.0%
1028 - GRAND COUNTY IGA ESCROW FUND - Other	-4.01	0.00	-4.01	-100.0%
Total 1028 - GRAND COUNTY IGA ESCROW FUND	10,026.75	10,034.91	-8.16	-0.1%
Total Checking/Savings	8,558,281.36	8,061,348.49	496,932.87	6.2%
Accounts Receivable				
ACCOUNTS RECEIVABLE - OTHER	10,500.00	0.00	10,500.00	100.0%
1040 - A/R - CERTIFIED TO COUNTY	40,879.14	40,879.14	0.00	0.0%
1045 - A/R - OTHER	118,790.80	145,845.70	-27,054.90	-18.6%
1060 - PROPERTY TAXES RECEIVABLE	278,063.00	274,638.00	3,425.00	1.3%
Total Accounts Receivable	448,232.94	461,362.84	-13,129.90	-2.9%
Other Current Assets				
1030 - A/R - USER FEES	254,278.31	43,845.55	210,432.76	479.9%
1070 - PREPAID INSURANCE	159,512.00	76,208.00	83,304.00	109.3%
1160 - INVENTORY - SHOP SUPPLIES	31,697.59	28,697.59	3,000.00	10.5%
1165 - INVENTORY - LAB SUPPLIES	9,595.75	6,595.75	3,000.00	45.5%
1170 - DUE FROM NORTH SHORE WATER	3,053.93	-1,193.33	4,247.26	355.9%
1180 - DUE FROM CLWD	1,669.24	307.95	1,361.29	442.1%
Total Other Current Assets	459,806.82	154,461.51	305,345.31	197.7%
Total Current Assets	9,466,321.12	8,677,172.84	789,148.28	9.1%
Fixed Assets				
FIXED ASSETS				
1300 - Assets Not Depreciated	234,127.13	234,127.13	0.00	0.0%
1340 - UTILITY PLANT IN SERVICE	32,596,473.02	32,490,290.84	106,182.18	0.3%
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%

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Accrual Basis

THREE LAKES WATER & SANITATION DISTRICT

Balance Sheet Prev Year Comparison

As of November 30, 2025

	Nov 30, 25	Nov 30, 24	\$ Change	% Change
1430 - CAD MAPS	194,759.33	194,759.33	0.00	0.0%
1450 - Plant Expansion	10,008,589.00	10,008,589.00	0.00	0.0%
1550 - Vehicles & Equipment	1,562,929.17	1,562,929.17	0.00	0.0%
Total FIXED ASSETS	45,595,194.32	45,489,012.14	106,182.18	0.2%
1691 - LESS ACCUMULATED DEPRECIATION	-29,997,831.87	-29,158,636.30	-839,195.57	-2.9%
Total Fixed Assets	15,597,362.45	16,330,375.84	-733,013.39	-4.5%
Other Assets				
1870 - SECURITY DEPOSITS	177,753.00	177,753.00	0.00	0.0%
Total Other Assets	177,753.00	177,753.00	0.00	0.0%
TOTAL ASSETS	25,241,436.57	25,185,301.68	56,134.89	0.2%
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Accounts Payable				
2005 - ACCOUNTS PAYABLE	43,960.49	11,354.04	32,606.45	287.2%
Total Accounts Payable	43,960.49	11,354.04	32,606.45	287.2%
Other Current Liabilities				
CURRENT LIABILITIES				
PAYROLL LIABILITIES				
2030 - STATE WITHHOLDING TAX PAYABLE	2,284.00	15,654.00	-13,370.00	-85.4%
2040 - STATE UNEMPLOYMENT TAX PAYABLE	-6.61	1,221.39	-1,228.00	-100.5%
2050 - ICMA 457 PAYABLE	-566.91	-692.28	125.37	18.1%
2055 - ICMA 401 PAYABLE	527.40	0.00	527.40	100.0%
2056 - ROTH PAYABLE	-150.00	0.00	-150.00	-100.0%
2065 - EMPLOYEE SEWER PAYMENTS PAYABLE	3,980.00	0.00	3,980.00	100.0%
2070 - HEALTH, ETC INSURANCE PAYABLE	-1,770.71	-3,592.36	1,821.65	50.7%
2080 - PAID FAMILY LEAVE	983.06	0.00	983.06	100.0%
2100 - WAGES PAYABLE - ACCRUED	135.00	0.00	135.00	100.0%
2110 - VACATION PAYABLE - ACCRUED	45,457.02	0.00	45,457.02	100.0%
2150 - SICK PAY PAYABLE	6,793.44	-19,360.16	26,153.60	135.1%
PAYROLL LIABILITIES - Other	-2.40	0.00	-2.40	-100.0%
Total PAYROLL LIABILITIES	57,663.29	-6,769.41	64,432.70	951.8%
2200 - DEFERRED PROPERTY TAXES	278,063.00	274,638.00	3,425.00	1.3%
2210 - UNEARNED USER FEES	40,308.46	31,704.98	8,603.48	27.1%
Total CURRENT LIABILITIES	376,034.75	299,573.57	76,461.18	25.5%
Total Other Current Liabilities	376,034.75	299,573.57	76,461.18	25.5%
Total Current Liabilities	419,995.24	310,927.61	109,067.63	35.1%
Long Term Liabilities				
LONG TERM LIABILITIES				
2190 - CWRPDA INTEREST PAYABLE	14,424.19	0.00	14,424.19	100.0%
2505A - CWRPDA LOAN PAYABLE	989,602.90	1,168,589.67	-178,986.77	-15.3%
2505B - CWRPDA LOAN PAYABLE-COPPER	2,666,737.91	2,666,737.91	0.00	0.0%
Total LONG TERM LIABILITIES	3,670,765.00	3,835,327.58	-164,562.58	-4.3%
Total Long Term Liabilities	3,670,765.00	3,835,327.58	-164,562.58	-4.3%
Total Liabilities	4,090,760.24	4,146,255.19	-55,494.95	-1.3%
Equity				
FUND BALANCE				
3103 - INVESTMENT IN CAPITAL ASSETS	11,762,034.87	12,319,964.90	-557,930.03	-4.5%

THREE LAKES WATER & SANITATION DISTRICT
Balance Sheet Prev Year Comparison
As of November 30, 2025

	Nov 30, 25	Nov 30, 24	\$ Change	% Change
3105 - UNRESERVED UNDESIG FUND BALANCE	7,408,474.13	6,342,983.13	1,065,491.00	16.8%
3115 - DESIGNATED FUND BALANCE	10,000.00	10,000.00	0.00	0.0%
Total FUND BALANCE	19,180,509.00	18,672,948.03	507,560.97	2.7%
32000 - RETAINED EARNINGS	736,331.14	507,560.97	228,770.17	45.1%
Net Income	1,233,836.19	1,858,537.49	-624,701.30	-33.6%
Total Equity	21,150,676.33	21,039,046.49	111,629.84	0.5%
TOTAL LIABILITIES & EQUITY	25,241,436.57	25,185,301.68	56,134.89	0.2%

December 2025

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. A leak was discovered on Columbine Drive and repaired within a day. It was a 4" iron water main.

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Other

Nothing else to report.

Mike



December 3, 2025

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

EPA

EPA is back working again. They told all applicants to not expect anything until January as they have to unbury themselves. However, they did post the categorical exclusion, which is required to be posted for 30 days.

Senator Bennet's office and Northern Water have both reached out this week to get an update on our project.

SRF Loan – Heat Trace Replacement Project

While I sent the SHPO request to CDPHE prior to the Thanksgiving holiday, they did not submit it to SHPO until late this week. SHPO has 30 days to review/respond. We are still on track, but it's tight, to meet the January application deadline, barring any issues from SHPO.

Draft Permit

We have received our draft discharge permit. It has significant changes which will have great financial impact upon the district. The permit and fact sheet have been sent to the Board and a discussion is on the agenda for further clarification. As noted we have begun the process to request revisions and are preparing to appeal if necessary.

Water/Wastewater/Stormwater Districts Joint Committee

I was invited by the SDA to participate in a joint committee with CCA to exchange construction contracting best practices and develop a platform for promoting bidding and proposal opportunities to industry contractors and consultants. In light of the many construction projects we have upcoming, I felt this was a good opportunity for us to expand our reach and have agreed to join the committee.