



AGENDA

REGULAR BOARD MEETING OF THE BOARD OF DIRECTORS

HELD REMOTELY*

THREE LAKES WATER AND SANITATION DISTRICT

TUESDAY, SEPTEMBER 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. August 11, 2025 Meeting Minutes
5. Matters Before the Board:
 - a. Consideration of filling vacancy of the Board: Stephanie Conners
 - b. **SPECIAL REQUEST:** Town of Grand Lake – Space to Create connection variance
 - c. **PUBLIC HEARING:** to receive public comment on a proposed increase in the quarterly user fees to be paid effective January 1, 2026
 - d. Resolution 2025-9-1; a resolution setting sewer service user fees
 - e. Consideration of engagement of Timothy Day CPA for 2025 financials accounting services
 - f. Consideration of Sean Walsh Consulting for 2026 public relations proposed work
 - g. Motion to appoint Katie Nicholls as Budget Officer
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 August 2025
 - b. Acceptance of Financial Statements for the month of August 2025
8. Matters for Discussion as Brought Forth by Board Members
9. Superintendent Report
10. District Manager Reports
 - a. Move November meeting – on Veteran's Day holiday



RECORD OF PROCEEDINGS

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

1. **CALL TO ORDER**

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

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

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

2. **COMMENTS BY THE CHAIRMAN**

Chairman Huff noted that Mark Gibson had resigned.

3. **INTRODUCTIONS OF PUBLIC PRESENT**

Todd Cristiano with Raftelis and Bob Orsatti with Orsatti Water Consultants, LLC representing Anchor QEA.

4. **ACCEPTANCE OF MINUTES**

By **MOTION**, and second, and unanimous vote the July 8 2025, Meeting Minutes were approved as presented.

5. **MATTERS BEFORE THE BOARD**

a. **Consideration of engagement of Raftelis for updated rate study to be completed in 2026**

Todd Cristiano with Raftelis presented the scope of work for an updated rate study. He noted that due to the District's ongoing funding efforts, various scenarios will be analyzed to include receipt of grant funds, receipt of no grant funds and partial funding. A brief discussion ensued regarding keeping the board apprised of areas discussed to ensure all is covered. By **MOTION**, second, and unanimous vote the Board engaged the services of Raftelis for an updated rate study to be completed in 2026.

b. **Consideration of proposal letter from Anchor QEA for final engineering services for the Septic to Sewer Conversion Program – Phase 1, West of Downtown Area**

District Manager Nicholls stated that this letter was received months ago but was held back from approval by the board due to ongoing conversations with the EPA regarding the CDS grant appropriated in 2024. The EPA recently informed the District that they cannot provide procurement flexibility determination to use the District engineer without official approval of the letter which is attached to the Master Services Agreement. She also noted that cost/price analysis must be considered.

Bob Orsatti with Orsatti Water Consultants, LLC, subcontractor of and representing Anchor QEA presented the letter for final engineering services for the Septic to Sewer Conversion Program – Phase 1, West of Downtown Area. He outlined the scope of work noting that the project will work around the \$1,000,000 awarded by the CDS grant in 2024. A discussion ensued regarding the schedule, total engineering costs, and cost saving opportunities for the project itself and possibly with on-site coordination with the heat trace project should schedules align. By **MOTION**, second, and unanimous vote the Board accepted the final engineering services proposal for the Septic to Sewer Conversion Program – Phase 1, West of Downtown Area contingent upon the receipt of EPA funds from the Congressional District Spending Grant appropriated and awarded in 2024.

c. **Discussion: Pre-payment of tap fees**

District Manager Nicholls stated that a constituent approached her about allowing pre-payment of taps in anticipation of the district expansion from the Septic to Sewer Conversion Program project. She outlined the current rules and some areas of specific consideration for discussion. A lengthy discussion ensued regarding current rules and procedures, limitations, residential verses commercial properties, capital improvement fees, transfer of taps, and if financing should be available. The Board instructed staff to draft up policy to allow pre-payment of a single tap for residential properties only, users fees will apply per existing rules once plans are reviewed, no capital improvement fees will apply if not built on in 2 years, taps can be transferred per existing rules with capital improvement fees applied, and financing will not be offered. Additionally, the Board directed staff to establish a tap transfer fee to cover administrative costs.

d. **Discussion: Cyber Security**

District Manager Nicholls presented the cyber security update. She noted that the District switched IT providers 3 years ago and the relationship has not only improved general administrative functioning but ensured cyber security. Response is quick and effective for any issues should they arrive. The board agreed the district is appropriately covered for their cyber security and general IT needs.

6. **PUBLIC COMMENT**

None.

7. **FINANCIAL REPORTS**

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

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

Vice Chairman Golden and the other board members reiterated that the line inspection standards in place as discussed at the strategic planning meeting in July are correct and Staff should track it moving forward. Director Walter inquired about delinquent accounts.

9. **SUPERINTENDENT REPORT**

Superintendent Gibboni presented the Superintendent report. A question was raised if there was any other clay line in the District. Superintendent Gibboni stated that there is officially no more clay line in the District.

10. **DISTRICT MANAGER REPORT**

District Manager Nicholls presented the District Manager Report. She also noted that the board vacancy will be posted for appointment and that Friday is Superintendent Gibboni's 20th anniversary with the District. A brief discussion ensued by the Board regarding sending him on a trip as reward for his long-served commitment to the District. The Board thanked him for his many years of employment.

With no further business before the Board, the meeting was adjourned at 7:38 p.m.

Katie Nicholls, Reporting Secretary

Jeannie Wilkinson, Secretary/Treasurer



GRAND LAKE COLORADO

September 2, 2025

Three Lakes Water & Sanitation District
1111 County Rd 48
Grand Lake, CO 80447

Re: Special Request for Variance at 1128 Park Ave aka Space to Create Grand Lake

Board of Directors:

The Town of Grand Lake is requesting a variance in the District's Rules and Regulations regarding individual residential connections directly to the system in our proposed multi family building. We make this request for two specific reasons:

1. One of the Town's drinking water well is located adjacent to the project's northeast corner. Utilizing a single main to the alley main reduces the impacts of lines near the well.
2. The slope and topography of the site circumstances are mitigated using the proposed design.

The following narrative provides our methodology and arrival at the preferred plan:

Summary of existing & design circumstances (why we've laid out the sanitary sewer in this non-standard fashion.) Basically, the amount of site disturbance and material to provide individual taps to the alley sewer line for each unit & the makerspace would mean 10 total taps on site, with excessive piping and minimal slopes that constrain the layout of these elements. Due to the building footprint geometry, we introduced the shared sewer line concept to avoid crossing foundation lines and create a simple layout with consolidated cleanout/access conditions. 10 separate lines to the alley were considered, of course, as the code-prescribed method for laying out sewer connections. During this study, it was noted that the alley's manhole location, the existing slope of the sewer line, and the layout of the buildings on our site did not allow for practical layouts or slopes of the individual connection branches to each unit. We concurrently studied options where we had multiple, smaller shared lines (3 or 4 units per shared service line) but these did not seem to offer much benefit & had potential issues of their own. We also studied a shared line for all 9 residential taps that ran under the residential building instead of the shared line running south of our building (our proposed layout) but there are issues with access and cleanouts if we ran the shared line beneath the building itself. The sewer manhole at the intersection of Hancock and the alley is too high (invert elevation has been surveyed) to connect to the residences due to the slope required and the distance from the alley to the residences. The makerspace is tied to the main line in the alley because this is feasible and



GRAND LAKE COLORADO

allows the new, shared line for the residences to be residential only. Attached to this summary are (3) documents:

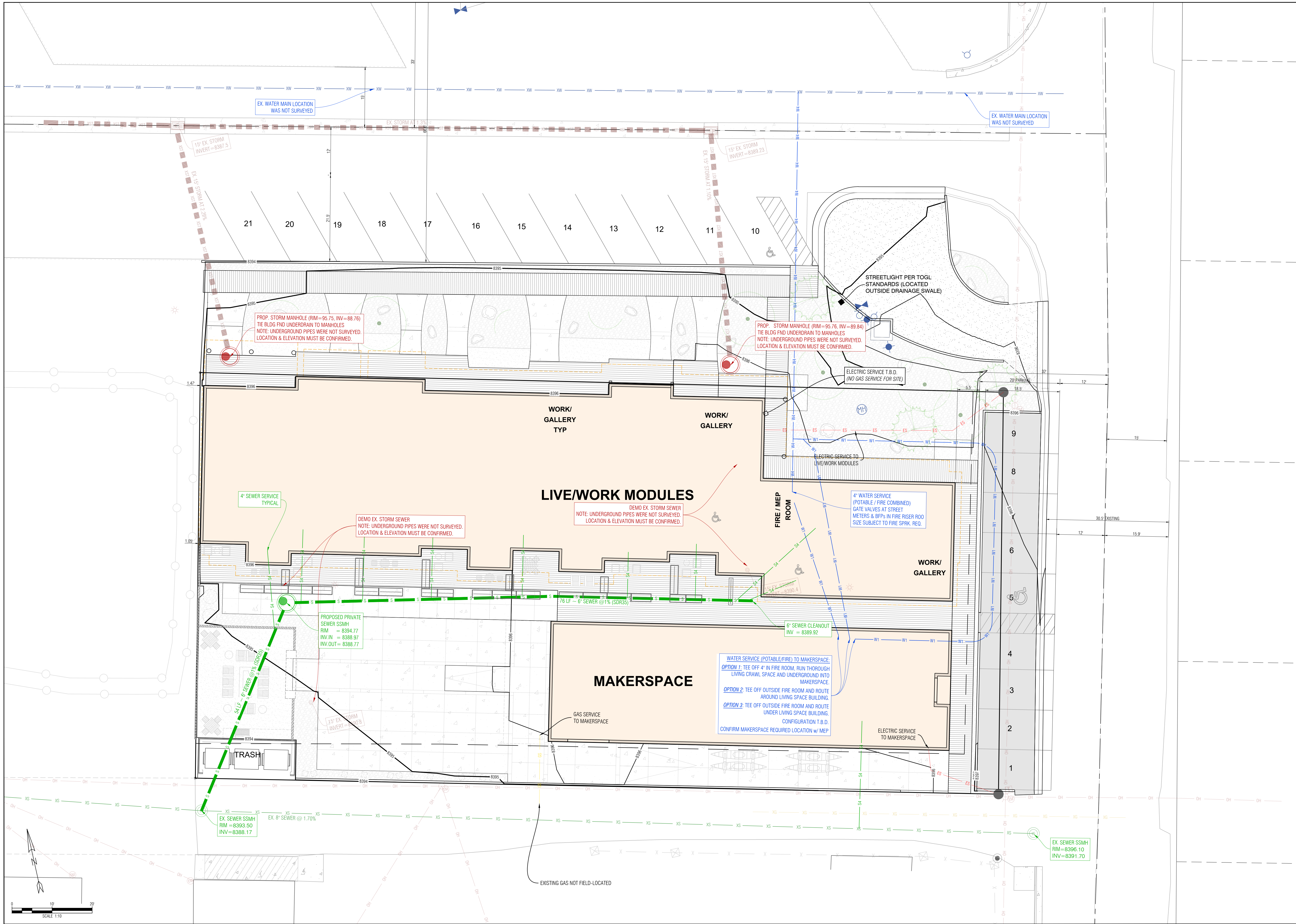
1. Existing conditions survey illustrates the measured inverts of all existing underground infrastructure in the vicinity.
2. Civil drawing sheet "C3" showing our proposed shared sanitary line layout, engineered and submitted for permit through cloud permit. This drawing shows existing inverted elevations and proposed - we are providing **1% slope** throughout the new, shared mainline.
3. Architectural site plan "G3.01" showing the overall building footprints and general site annotation concerning utility/service/layout etc.

We believe this is the most acceptable layout for sewer connections - if 3 Lakes has an alternate suggestion to accommodate the existing slopes, required slopes and overall site layout, we'd be open to studying this further.

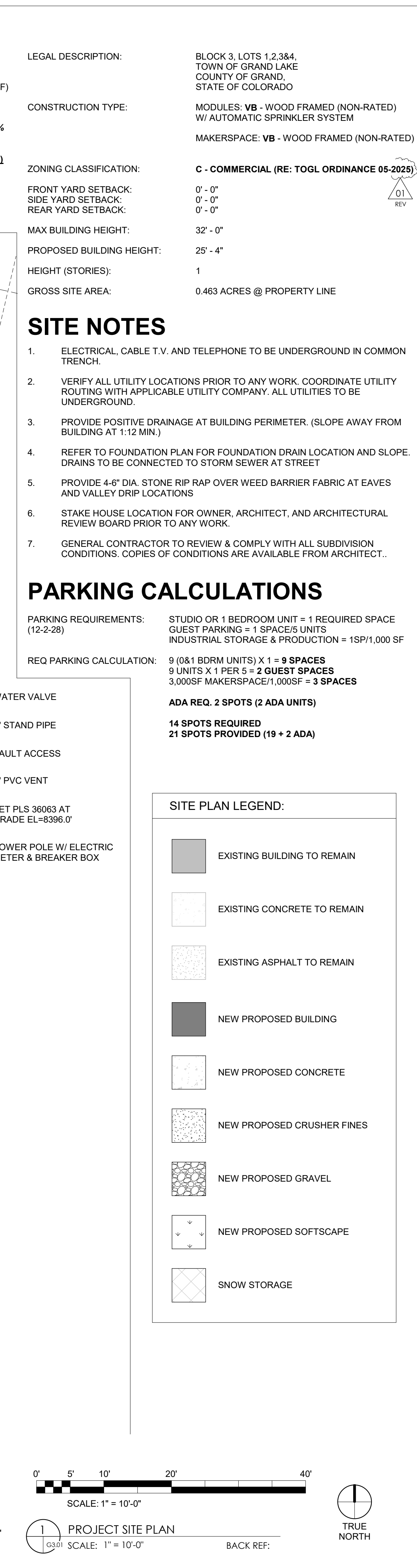
Sincerely,

Steve Kudron
Town Manager
Grand Lake, CO

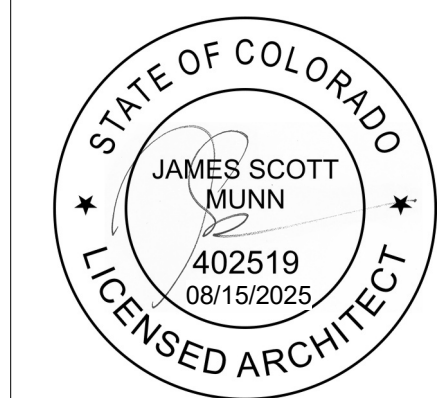
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8/28/2025 11:03:39 AM
Autodesk Docs://Space To Create - Grand Lake/MA_2435 - S2C_A24_CLOUD-CENTRAL_CD.mf



ISSUANCE :	DATE :
SCHEMATIC DESIGN	2025 - 0317
95% CD	2025 - 0731
PERMIT SET	2025 - 0815
PERMIT-REV #1	2025 - 0828



SHEET TITLE :
SITE - OVERALL

SHEET NUMBER :
G3.01

Three Lakes Water and Sanitation District
Cost of Services Rate Study
Decision Criteria Dashboard

	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035
Operating Fund											
Months Increase is Effective in First Year	0	12	12	12	12	12	12	12	12	12	12
Annualized Percentage Increase	0.0%	4.4%	4.3%	4.1%	3.9%	3.8%	3.6%	3.5%	3.4%	3.3%	3.2%
Cumulative Increase	0.0%	4.4%	8.9%	13.3%	17.8%	22.2%	26.7%	31.1%	35.6%	40.0%	44.4%
Proposed Rates, \$ per SFE	\$135.00	\$141.00	\$147.00	\$153.00	\$159.00	\$165.00	\$171.00	\$177.00	\$183.00	\$189.00	\$195.00
Transfer TO Capital Fund	800,000	500,000	500,000	500,000	500,000	500,000	500,000	500,000	500,000	500,000	500,000
Transfer TO Government Fund	0	20,000	30,000	40,000	50,000	60,000	80,000	90,000	100,000	120,000	120,000
Transfer FROM Debt Service Reserve Fund	0	0	0	0	0	0	0	0	0	0	0
Annual Surplus/(Deficiency)	(1,150,008)	(1,179,730)	(786,520)	(789,112)	(796,111)	(805,027)	(829,966)	(844,618)	(867,002)	(900,673)	(941,420)
Operating Fund Ending Balance	605,931	(573,799)	(1,360,319)	(2,149,432)	(2,945,543)	(3,750,570)	(4,580,536)	(5,425,153)	(6,292,156)	(7,192,829)	(8,134,249)
Target Reserves (60 days O&M)	389,932	369,294	345,958	359,932	374,505	389,705	405,560	422,100	439,355	457,358	476,144
Above/(Below Target)	215,999	(943,093)	(1,706,277)	(2,509,364)	(3,320,048)	(4,140,275)	(4,986,096)	(5,847,253)	(6,731,511)	(7,650,187)	(8,610,393)
Debt Service Coverage (1.2x minimum)	(1.82)	(0.15)	1.54	1.65	1.75	1.83	1.90	1.98	2.05	2.11	2.32
Capital Fund											
Transfer to Operating Fund	0	0	0	0	0	0	0	0	0	0	0
State Loan Proceeds	0	1,582,443	0	0	0	0	0	0	0	0	0
GO Bond Proceeds	0	0	0	0	0	0	0	0	0	0	0
Annual Capital Improvement Program	250,000	290,461	300,337	310,548	321,107	532,024	343,313	354,986	367,055	379,535	592,439
Ending Capital Fund Balance	7,700,782	8,200,782	8,700,782	9,200,782	9,700,782	10,200,782	10,700,782	11,200,782	11,700,782	12,200,782	12,700,782
Target Reserves (1 Years Depreciation Expense)	920,000	940,000	960,000	980,000	1,000,000	1,020,000	1,040,000	1,060,000	1,080,000	1,100,000	1,120,000
Above/(Below Target)	6,780,782	7,260,782	7,740,782	8,220,782	8,700,782	9,180,782	9,660,782	10,140,782	10,620,782	11,100,782	11,580,782
Combined Wastewater Enterprise Fund											
Annual Surplus/(Deficiency)	(390,008)	1,069,009	(38,516)	(20,997)	(7,418)	(199,365)	(7,020)	7	(219)	(11,246)	(232,939)
Combined Wastewater Fund Ending Balance	8,306,713	7,626,983	7,340,463	7,051,350	6,755,239	6,450,212	6,120,246	5,775,629	5,408,626	5,007,953	4,566,533
Target	1,309,932	1,309,294	1,305,958	1,339,932	1,374,505	1,409,705	1,445,560	1,482,100	1,519,355	1,557,358	1,596,144
Above/(Below Target)	6,996,781	6,317,689	6,034,505	5,711,418	5,380,734	5,040,507	4,674,686	4,293,529	3,889,271	3,450,595	2,970,389
Government Fund											
Ending Fund Balance	393,997	358,818	319,066	274,682	225,605	171,773	123,124	69,594	11,121	(42,360)	(110,914)

AFFIDAVIT OF PUBLICATION**Ad #: TjFsMlwbSU6J8HcIZNOB****Customer: Katie Nicholls**

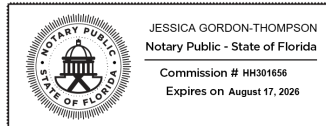
State of Florida, County of Orange, ss:

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 16 Jul 2025 in the issue of said newspaper. That said newspaper was regularly issued and circulated on those dates.

Total cost for publication: \$30.48*Anjana Bhadoriya*

(Signed) _____

**VERIFICATION**State of Florida
County of Orange

Subscribed in my presence and sworn to before me on this: 07/18/2025



Notary Public

Notarized remotely online using communication technology via Proof.

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

Date: Tuesday, September 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-
In: 196-661
Topic: Proposed User Fee Increase

A public hearing will be conducted to receive public comment on a proposed increase in the quarterly user fees paid effective January 01, 2026. The quarterly user fee is proposed to increase 5% from \$135.00 to \$141.75 per quarter per single family equivalency. The District must continue to proactively maintain, repair and replace the aging infrastructure.

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

Posted on District website July 9, 2025, pursuant to Colorado State Statute 32-1-1001.

PUBLISHED IN THE SKY-HI NEWS AND MIDDLE PARK TIMES ON WEDNESDAY, JULY 16, 2025.

RESOLUTION NO. 2025-9-1

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE
THREE LAKES WATER AND SANITATION DISTRICT SETTING SEWER SERVICE
USER FEES**

WHEREAS, the Three Lakes Water and Sanitation District (“District”) is a special district and political subdivision of the State of Colorado, acting pursuant to certain powers set forth in the Colorado Special District Act, C.R.S. § 32-1-101, *et seq.*; and

WHEREAS, the District is authorized to fix and from time-to-time increase or decrease fees, rates, tolls, penalties, and charges for services, programs, or facilities furnished by the District, C.R.S. §32-1-1001(1)(j)(I); and

WHEREAS, the District must from time-to-time evaluate the fee structure in order to provide high-quality and reliable water and wastewater facilities for the future; and

WHEREAS, the Board of Directors of the District (the “Board”) held a public hearing on the proposed increase on September 9, 2025, following notice provided pursuant to C.R.S. §32-1-1001(2)(a), by posting the notice on the official website of the District, which linked to the official website of the Division of Local Government, as well as publication in the local newspaper; and

WHEREAS, after due consideration of public comments, the Board has determined that it is necessary to increase user fees to cover the costs of providing reliable wastewater service to the District’s customers, including treatment and other operational expenses that continue to increase every year; and

WHEREAS, the Board determines that the fees adopted herein are reasonable for the services and facilities provided

NOW, THEREFORE, be it resolved by the Board of Directors of the District as follows:

The Board hereby sets sewer service user fees at \$47.25 per month per single family equivalent, effective January 1, 2026.

The Board directs the District Manager to update the District’s Rules and Regulations and Fee Schedule to reflect the provisions of this Resolution.

ADOPTED, this 9th day of September, 2025.

THREE LAKES WATER AND SANITATION DISTRICT

By: _____
Scott Huff, Chairman

ATTEST:

Jeannie Wilkinson, Secretary/Treasurer



Timothy Day CPA

Professional Corporation

PO Box 612, Fraser, CO 80442

tim@timdaycpa.com • 970-531-1231

August 14, 2025

Three Lakes Water and Sanitation District
PO Box 899
Grand Lake, CO 80447

Dear Board of Directors,

The purpose of this letter is to confirm the accounting services we will perform, and the scope of our engagement. We hope to better meet your expectations of service from our firm by clearly identifying the services to be provided and their frequency. This letter will cover our services for the year ended December 31, 2025.

Services to be provided:

- * Preparation of annual financial statements.
- * Assistance in preparation of payroll, payroll reports, and W-2s and Pension.
- * Assistance in preparation of 1099s
- * Coordination and Supervision of Annual Audit Process.
- * Consultation Services including compliance with TABOR, Budget and Investment Statutes.

We will prepare the financial statements in accordance with Statements on Standards for Accounting and Review Services issued by the American Institute of Certified Public Accountants. The object of a compilation is to present, in the form of financial statements, information that is the representation of management without undertaking to express any assurance on the financial statements. Management has elected to omit substantially all the disclosures required by generally accepted accounting principles. We are not independent with respect to Three Lakes Water and Sanitation District.

A compilation differs significantly from a review or an audit of financial statements. A compilation does not contemplate performing inquiry, analytical procedures, or other procedures performed in a review. Additionally, a compilation does not contemplate obtaining an understanding of the entity's internal control; assessing fraud risk; tests of accounting records by obtaining sufficient appropriate audit evidence through inspection, observation, confirmation, the examination of source documents (for example, cancelled checks or bank images); or other procedures ordinarily performed in an audit. Therefore, a compilation does not provide a basis for expressing any level of assurance on the financial statements being compiled.

Privacy Policy

CPAs, like all providers of personal financial services, are not required by law to inform their clients of the policies regarding privacy of client information. CPAs have been and continue to be bound by professional standards of confidentiality that are even more stringent than those required by law. Therefore, we have always protected your right to privacy.

We collect nonpublic personal information about you that is provided to us by you or obtained by us with your authorization. For current and former clients, we do not disclose any nonpublic personal information obtained in the course of our practice except as required or permitted by law. Permitted disclosures include, for instance, providing information to our employees, and in limited situations, to unrelated third parties who need to know that information to

assist us in providing services to you. In all such situations, we stress the confidential nature of information being shared.

Electronic Communication

In the interest of facilitating our services to you, we may communicate by facsimile transmission or send electronic mail over the internet. Such communications may include information that is confidential to you. While we will use our best efforts to keep such communications secure in accordance with our obligations under applicable laws and professional standards, you recognize and accept that we have no control over the unauthorized interception of these communications once they have been sent, and you consent to our use of these electronic devices.

Client Responsibilities

You are responsible for:

- a) The preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America.
- b) Designing, implementing, and maintaining internal control relevant to the preparation and fair presentation of the financial statements.
- c) Preventing and detecting fraud.
- d) Identifying and ensuring that the district complies with the laws and regulations applicable to its activities.
- e) Making all financial records and related information available to us and for the accuracy and completeness of that information.

You are also responsible for all management decisions and functions, which include but are not limited to; adequate insurance coverage, calculation of amounts for employee payroll deductions for health insurance and, administration of pension eligibility, and verification of accounts payable amounts, and will designate an individual with suitable skill, knowledge, or experience to oversee any services we provide. You are responsible for evaluating the adequacy and results of and accept responsibility for such services. We will not audit or otherwise verify the data you submit, although we may ask for some clarification. This engagement is limited solely to bookkeeping services as listed above. Other accounting services (including tax services) are available for additional charges covered in a separate engagement letter.

None of the services can be relied on to detect errors, fraud, or illegal acts that may exist. However, we will inform the appropriate level of management of any material errors that come to our attention and any fraud or illegal acts that come to our attention, unless they are clearly inconsequential. In addition, we have no responsibility to identify and communicate significant deficiencies or material weaknesses in your internal control as part of this engagement. We have marked the frequency of the services that we expect to provide. We have no responsibility to identify and communicate deficiencies in your internal control as part of the engagement. Please review the information above and make any changes necessary.

Fees

We estimate our fees for these fees to be \$7,500 for the Compiled Financial Statement/Other Accounting Services and \$975 for preparation of payroll reports and W-2s. If significant additional time is necessary, we will inform of the reasons and get your approval before we exceed this estimate.

We appreciate the opportunity to be of service to you and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.
Agreed to and accepted by:

A handwritten signature in blue ink that reads "Timothy Day CPA P.C.".

Timothy Day CPA, P.C.

Three Lakes Water and Sanitation District

Draft 2026 Statement of Work
August 21, 2025

Community Outreach – deBrucing Effort:

Timeline	Strategies / Tactics	Budget
January	Polling (Magellan) <ul style="list-style-type: none"> • Random sample, statistical poll of District ratepayers that will reflect expected voter turnout for November 2025 • Determine awareness of and appetite for a de-Brucing effort • Identify what information / messaging is most effective in educating residents 	\$8,500
January – July	Communication / Content and Community Outreach <ul style="list-style-type: none"> • Key messaging based on the poll • New dedicated web page + content • Fact sheet • FAQs • Newsletter article • Materials and side deck for a Town Hall • Two direct mail pieces (postcards) to help inform the public about the process 	\$47,250
June / July	Expenses <ul style="list-style-type: none"> • Design fees for materials / collateral • Design, printing, and postage costs for 2 mailers • Travel (billed at \$1,000/day per person) 	\$11,500 <i>\$2,500</i> <i>\$5,000</i> <i>\$4,000</i>
Budget Estimate		\$67,250

Community Outreach – Septic-to-Sewer Conversion:

Timeline	Strategies / Tactics	Budget
February – November	Communication / Content and Community Outreach <ul style="list-style-type: none"> ● Updated messaging based on Board / policy decisions • Updated web page + content • Fact sheet • FAQs • Newsletter articles 	\$60,000

	<ul style="list-style-type: none"> ● Materials and side deck for a Town Hall ● Two direct mail pieces (postcards) to help inform the public about the process 	
Ongoing	Expenses <ul style="list-style-type: none"> ● Design fees for materials / collateral ● Design, printing, and postage costs for 2 mailers ● Travel (billed at \$1,000/day per person) 	\$12,500 <i>\$3,500</i> <i>\$5,000</i> <i>\$4,000</i>
Budget Estimate		\$72,500

3:18 PM

09/03/25

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

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	ACH	08/04/2025	XCEL ENERGY	1006a · UBB ENTERPRISE	
Bill		08/04/2025		5090 · UTILITIES - ADMIN BLDG	-55.29
TOTAL					-55.29
Bill Pmt -Check	ACH	08/05/2025	UBB - BILLING ACCOUNT	1006a · UBB ENTERPRISE	
Bill		07/31/2025		5037 · DIRECTOR WAGES and EXPENSES	-25.97
				1180 · DUE FROM COLUMBINE LAKE WATER	-9.49
				5070 · REPAIRS & MAINTENANCE	-34.50
				5037 · DIRECTOR WAGES and EXPENSES	-30.44
				5061 · COMPUTERS / PRINTERS	-19.99
				5183 · SHOP SUPPLIES	-26.42
				5070 · REPAIRS & MAINTENANCE	-26.42
				5037 · DIRECTOR WAGES and EXPENSES	-114.22
				5061 · COMPUTERS / PRINTERS	-76.00
				5161 · COMPUTERS / PRINTERS	-119.99
				5061 · COMPUTERS / PRINTERS	-19.99
				5190 · SYSTEM REPAIR & MAINTENANCE	-501.93
				5136 · DUES / TRAINING /PUBLICATIONS	-442.00
TOTAL					-1,447.36
Bill Pmt -Check	ACH	08/11/2025	EXECUTECH	1006a · UBB ENTERPRISE	
Bill		07/07/2025		5061 · COMPUTERS / PRINTERS	-717.00
				5161 · COMPUTERS / PRINTERS	-717.00
				5061 · COMPUTERS / PRINTERS	-2,250.00
				5161 · COMPUTERS / PRINTERS	-2,250.00
				5061 · COMPUTERS / PRINTERS	-749.92
				5161 · COMPUTERS / PRINTERS	-749.93
TOTAL					-7,433.85
Bill Pmt -Check	ACH	08/13/2025	EXECUTECH	1006a · UBB ENTERPRISE	
Bill		08/13/2025		5061 · COMPUTERS / PRINTERS	-717.00
				5161 · COMPUTERS / PRINTERS	-717.00
				5061 · COMPUTERS / PRINTERS	-703.78
TOTAL					-2,137.78
Bill Pmt -Check	ACH	08/18/2025	WASTE MANAGEMENT	1006a · UBB ENTERPRISE	

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

Type	Num	Date	Name	Account	Paid Amount
Bill		08/18/2025		5170 · PROPERTY REPAIR & MAINTENANCE	-285.66
				5169 · PLANT - REPAIRS & MAINTENANCE	-285.67
TOTAL					-571.33
Bill Pmt -Check	ACH	08/18/2025	GRAINGER	1006a · UBB ENTERPRISE	
Bill		08/18/2025		5192 · TOOLS	-235.05
				5192 · TOOLS	-1,223.09
			COLUMBINE LAKE WATER DISTRICT	1180 · DUE FROM COLUMBINE LAKE WATER	-33.08
			COLUMBINE LAKE WATER DISTRICT	1180 · DUE FROM COLUMBINE LAKE WATER	-1,608.34
			COLUMBINE LAKE WATER DISTRICT	1180 · DUE FROM COLUMBINE LAKE WATER	-198.81
			COLUMBINE LAKE WATER DISTRICT	1180 · DUE FROM COLUMBINE LAKE WATER	-269.15
				5192 · TOOLS	-169.76
				5150 · LOCATES	-119.28
TOTAL					-3,856.56
Bill Pmt -Check	ACH	08/19/2025	WASTE MANAGEMENT	1006a · UBB ENTERPRISE	
Bill		08/18/2025		5170 · PROPERTY REPAIR & MAINTENANCE	-285.66
				5169 · PLANT - REPAIRS & MAINTENANCE	-285.67
TOTAL					-571.33
Bill Pmt -Check	ACH	08/22/2025	WOODRIVER ENERGY	1006a · UBB ENTERPRISE	
Bill		08/18/2025		5208 · PLANT - UTILITIES	-1,026.17
TOTAL					-1,026.17
Bill Pmt -Check	ACH	08/25/2025	COMCAST	1006a · UBB ENTERPRISE	
Bill		08/11/2025		5075 · TELEPHONE/INTERNET	-388.43
TOTAL					-388.43
Bill Pmt -Check	ACH	08/25/2025	IDEXX DISTRIBUTION INC	1006a · UBB ENTERPRISE	
Bill		08/25/2025		5148 · LAB - DRINKING WATER	-3,033.74
				5148 · LAB - DRINKING WATER	-1,510.72
				5148 · LAB - DRINKING WATER	-389.54
TOTAL					-4,934.00

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

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	ACH	08/25/2025	GRAINGER	1006a · UBB ENTERPRISE	
Bill		08/25/2025		5183 · SHOP SUPPLIES	-38.05
TOTAL					-38.05
Bill Pmt -Check	ACH	08/25/2025	EXECUTECH	1006a · UBB ENTERPRISE	
Bill		08/25/2025		5061 · COMPUTERS / PRINTERS 5161 · COMPUTERS / PRINTERS	-81.10 -81.10
TOTAL					-162.20
Bill Pmt -Check	ACH	08/25/2025	MOUNTAIN PARKS ELECTRIC INC	1006a · UBB ENTERPRISE	
Bill		08/25/2025		5208 · PLANT - UTILITIES 5198 · UTILITIES - GARAGES (2 EACH) 5090 · UTILITIES - ADMIN BLDG 5198 · UTILITIES - GARAGES (2 EACH) 5197 · UTILITIES - LIFT STATIONS	-12,715.27 -63.06 -330.15 -167.40 -10,720.30
TOTAL					-23,996.18
Bill Pmt -Check	ACH	08/26/2025	CENTURY LINK-LUMEN	1006a · UBB ENTERPRISE	
Bill		08/04/2025		5207 · PLANT - TELEPHONE	-73.57
TOTAL					-73.57
Bill Pmt -Check	ACH	08/28/2025	VERIZON WIRELESS SERVICES LLC	1006a · UBB ENTERPRISE	
Bill		01/01/2025	NORTH SHORE WATER DISTRICT COLUMBINE LAKE WATER DISTRICT	1170 · DUE FROM NORTH SHORE WATER 1180 · DUE FROM COLUMBINE LAKE WATER 5076 · CELL PHONE 5075 · TELEPHONE/INTERNET	-2.96 -2.97 -3.17 -3.60
Bill		08/19/2025	NORTH SHORE WATER DISTRICT COLUMBINE LAKE WATER DISTRICT NORTH SHORE WATER DISTRICT COLUMBINE LAKE WATER DISTRICT	1170 · DUE FROM NORTH SHORE WATER 1180 · DUE FROM COLUMBINE LAKE WATER 1170 · DUE FROM NORTH SHORE WATER 1180 · DUE FROM COLUMBINE LAKE WATER 5076 · CELL PHONE 5075 · TELEPHONE/INTERNET	-1.69 -1.69 -98.90 -98.90 -98.89 -98.13
			NORTH SHORE WATER DISTRICT COLUMBINE LAKE WATER DISTRICT	1170 · DUE FROM NORTH SHORE WATER 1180 · DUE FROM COLUMBINE LAKE WATER	-56.72 -56.72
TOTAL					-524.34

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

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	38867	08/13/2025	ANCHOR QEA	1006a · UBB ENTERPRISE	
Bill		08/13/2025		5210 · ENGINEERING-Town of GL WW	-18,103.25
TOTAL					-18,103.25
Bill Pmt -Check	38868	08/13/2025	BLACKWELL OIL COMPANY	1006a · UBB ENTERPRISE	
Bill		08/13/2025		5147 · FUEL EXPENSE	-1,430.26
TOTAL					-1,430.26
Bill Pmt -Check	38869	08/13/2025	COLD CREEK EXCAVATION, LLC	1006a · UBB ENTERPRISE	
Bill		08/12/2025		5170 · PROPERTY REPAIR & MAINTENANCE	-20,030.00
TOTAL					-20,030.00
Bill Pmt -Check	38870	08/13/2025	COLLINS COLE FLYNN WINN & ULMER, PLLC	1006a · UBB ENTERPRISE	
Bill		08/13/2025		5067 · LEGAL SERVICE & CONSULTING	-6,043.00
TOTAL					-6,043.00
Bill Pmt -Check	38871	08/13/2025	COLORADO DIVISION OF OIL & PUBLIC SAFETY	1006a · UBB ENTERPRISE	
Bill		08/13/2025		5167 · PERMITS & LICENSES	-35.00
TOTAL					-35.00
Bill Pmt -Check	38872	08/13/2025	DENALI WATER SOLUTIONS LLC	1006a · UBB ENTERPRISE	
TOTAL					0.00
Bill Pmt -Check	38873	08/13/2025	ERA - ENVIRONMENTAL RESOURCE ASSOCIATES	1006a · UBB ENTERPRISE	
Bill		08/05/2025		5149 · PLANT - LAB	-1,142.30
TOTAL					-1,142.30
Bill Pmt -Check	38874	08/13/2025	MIKE GOLDEN	1006a · UBB ENTERPRISE	

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

Type	Num	Date	Name	Account	Paid Amount
Bill		08/07/2025		5055 · MISCELLANEOUS EXPENSE	-707.00
TOTAL					-707.00
Bill Pmt -Check	38875	08/13/2025	MOSES, WITTEMYER, HARRISON, & WOODRUFF	1006a · UBB ENTERPRISE	
Bill		08/13/2025		5067 · LEGAL SERVICE & CONSULTING	-3,557.80
TOTAL					-3,557.80
Bill Pmt -Check	38876	08/13/2025	MUNI-LINK	1006a · UBB ENTERPRISE	
Bill		08/13/2025		5061 · COMPUTERS / PRINTERS	-1,670.00
TOTAL					-1,670.00
Bill Pmt -Check	38877	08/13/2025	NAPA AUTO PARTS	1006a · UBB ENTERPRISE	
Bill		08/13/2025		5195 · TRUCK REPAIR & MAINTENANCE	-238.99
				5195 · TRUCK REPAIR & MAINTENANCE	-39.98
				5195 · TRUCK REPAIR & MAINTENANCE	-175.48
TOTAL					-454.45
Bill Pmt -Check	38878	08/13/2025	PVS DX, INC	1006a · UBB ENTERPRISE	
Bill		08/13/2025		5206 · PLANT - CHEMICALS	-1,399.20
TOTAL					-1,399.20
Bill Pmt -Check	38879	08/13/2025	Pye-Barker Fire, LLC	1006a · UBB ENTERPRISE	
Bill		08/13/2025		5170 · PROPERTY REPAIR & MAINTENANCE	-195.00
				5169 · PLANT - REPAIRS & MAINTENANCE	-1,163.00
TOTAL					-1,358.00
Bill Pmt -Check	38880	08/13/2025	SDA-SPECIAL DISTRICT ASSN OF COLORADO	1006a · UBB ENTERPRISE	
Bill		08/13/2025		5037 · DIRECTOR WAGES and EXPENSES	-80.00
TOTAL					-80.00
Bill Pmt -Check	38881	08/13/2025	SEAN WALSH CONSULTING	1006a · UBB ENTERPRISE	

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

Type	Num	Date	Name	Account	Paid Amount
Bill		08/13/2025		5068 · PUBLIC RELATIONS	-6,127.00
TOTAL					-6,127.00
Bill Pmt -Check	38882	08/13/2025	UNITED STATES POSTAL SERVICE	1006a · UBB ENTERPRISE	
Bill		08/07/2025		5060 · POSTAGE & BOX RENT	-162.00
TOTAL					-162.00
Bill Pmt -Check	38883	08/13/2025	USA BLUE BOOK	1006a · UBB ENTERPRISE	
Bill		08/13/2025		5200 · VALVES	-3,047.26
TOTAL					-3,047.26
Bill Pmt -Check	38884	08/13/2025	UV SALES	1006a · UBB ENTERPRISE	
Bill		08/13/2025		5169 · PLANT - REPAIRS & MAINTENANCE	-1,325.00
TOTAL					-1,325.00
Bill Pmt -Check	38885	08/13/2025	DENALI WATER SOLUTIONS LLC	1006a · UBB ENTERPRISE	
Bill		08/13/2025		5185 · PLANT - SLUDGE HAULING	-2,059.10
				5185 · PLANT - SLUDGE HAULING	-4,120.35
TOTAL					-6,179.45
Bill Pmt -Check	38887	08/26/2025	AMBIENTE H2O INC	1006a · UBB ENTERPRISE	
Bill		08/25/2025		5190 · SYSTEM REPAIR & MAINTENANCE	-4,159.62
TOTAL					-4,159.62
Bill Pmt -Check	38888	08/26/2025	BURKE SMITH	1006a · UBB ENTERPRISE	
Bill		08/14/2025		1030 · A/R - USER FEES	-405.00
TOTAL					-405.00
Bill Pmt -Check	38889	08/26/2025	CAROLINA BIOLOGICAL SUPPLY COMPANY	1006a · UBB ENTERPRISE	

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

Type	Num	Date	Name	Account	Paid Amount
Bill		08/25/2025		5149 · PLANT - LAB	-24.92
TOTAL					-24.92
Bill Pmt -Check	38890	08/26/2025	COLD CREEK EXCAVATION, LLC	1006a · UBB ENTERPRISE	
Bill		08/26/2025		5170 · PROPERTY REPAIR & MAINTENANCE	-20,030.00
TOTAL					-20,030.00
Bill Pmt -Check	38891	08/26/2025	COLORADO ANALYTICAL LABORATORIES, INC.	1006a · UBB ENTERPRISE	
Bill		08/26/2025		5149 · PLANT - LAB	-831.00
TOTAL					-831.00
Bill Pmt -Check	38892	08/26/2025	DENALI WATER SOLUTIONS LLC	1006a · UBB ENTERPRISE	
Bill		08/14/2025	DENALI WATER SOLUTIONS LLC	2005 · ACCOUNTS PAYABLE	0.00
Bill		08/25/2025		5185 · PLANT - SLUDGE HAULING	-2,052.37
TOTAL					-2,052.37
Bill Pmt -Check	38893	08/26/2025	PEAK PERFORMANCE IMAGING SOLUTIONS	1006a · UBB ENTERPRISE	
Bill		08/25/2025		5062 · PRINTING & PUBLICATIONS	-823.21
TOTAL					-823.21
Bill Pmt -Check	38894	08/26/2025	SeaCrestGroup	1006a · UBB ENTERPRISE	
Bill		08/25/2025		5149 · PLANT - LAB	-2,650.00
TOTAL					-2,650.00
Bill Pmt -Check	38895	08/26/2025	SGS NORTH AMERICA INC.	1006a · UBB ENTERPRISE	
Bill		08/25/2025		5149 · PLANT - LAB	-528.00
TOTAL					-528.00
Bill Pmt -Check	38896	08/26/2025	THE GRAND KNUT, LLC	1006a · UBB ENTERPRISE	
Bill		08/21/2025		5070 · REPAIRS & MAINTENANCE	-400.00

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

Type	Num	Date	Name	Account	Paid Amount
				5169 · PLANT - REPAIRS & MAINTENANCE	-400.00
TOTAL					-800.00
Bill Pmt -Check	38897	08/26/2025	UNCC - UTILITY NOTIFICATION CENTER	1006a · UBB ENTERPRISE	
Bill		08/25/2025		5150 · LOCATES	-116.89
				5150 · LOCATES	-116.89
TOTAL					-233.78
Bill Pmt -Check	38898	08/26/2025	SGS NORTH AMERICA INC.	1006a · UBB ENTERPRISE	
Bill		08/26/2025		5149 · PLANT - LAB	-160.00
TOTAL					-160.00

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Accrual Basis

THREE LAKES WATER & SANITATION DISTRICT
Account QuickReport
As of August 31, 2025

Type	Date	Num	Split	Amount
1006 · UNITED BUSINESS BANK				
1006a · UBB ENTERPRISE				
Paycheck	08/12/2025	DD	-SPLIT-	-3,470.20
Paycheck	08/12/2025	DD	-SPLIT-	-2,446.28
Paycheck	08/12/2025	DD	-SPLIT-	-2,327.74
Paycheck	08/12/2025	DD	-SPLIT-	-2,840.68
Paycheck	08/12/2025	DD	-SPLIT-	-3,628.19
Paycheck	08/18/2025	38886	-SPLIT-	-1,987.53
Paycheck	08/26/2025	DD	-SPLIT-	-3,682.19
Paycheck	08/26/2025	DD	-SPLIT-	-3,812.22
Paycheck	08/26/2025	DD	-SPLIT-	-2,490.09
Paycheck	08/26/2025	DD	-SPLIT-	-2,401.74
Paycheck	08/26/2025	DD	-SPLIT-	-3,331.71
Total 1006a · UBB ENTERPRISE				-32,418.57
1006b · UBB GOVERNMENT				
Paycheck	08/12/2025	DD	-SPLIT-	-2,531.99
Paycheck	08/12/2025	DD	-SPLIT-	-3,846.92
Paycheck	08/26/2025	DD	-SPLIT-	-2,564.56
Paycheck	08/26/2025	DD	-SPLIT-	-3,937.72
Total 1006b · UBB GOVERNMENT				-12,881.19
Total 1006 · UNITED BUSINESS BANK				-45,299.76
TOTAL				-45,299.76

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

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Accrual Basis

	Aug 25	Jan - Aug 25	% of Budget	Annual Budget
Ordinary Income/Expense				
Income				
IGA-INTERGOVERNMENTAL AGREEMENTS				
4040 · COLUMBINE LAKE WATER IGA	6,373.00	50,984.00	63.12%	80,776.00
4047 · NORTH SHORE WATER IGA	4,073.00	32,070.00	62.74%	51,120.00
4050 · GRAND LAKE METRO DISTRICT IGA	107.00	856.00	62.57%	1,368.00
Total IGA-INTERGOVERNMENTAL AGREEMENTS	10,553.00	83,910.00	62.97%	133,264.00
4005 · SEWER USER FEES & PENALTIES	-1,543.66	1,890,286.80	76.75%	2,462,840.00
4010 · CONNECTION / INSPECTION PERMITS	0.00	400.00	53.33%	750.00
4030 · LAB REVENUE	585.00	16,600.00	72.17%	23,000.00
4200 · SEWER TAP FEES	10,806.52	215,653.04	102.69%	210,000.00
4201 · Valves income	0.00	1,445.64	42.83%	3,375.00
4300 · INTEREST EARNED	30,812.63	237,064.88	61.69%	384,300.00
4900 · MISCELLANEOUS REVENUE	0.00	9,570.00	95.7%	10,000.00
4910 · Returned Check Charges	0.00	-315.00	-63.0%	500.00
Total Income	51,213.49	2,454,615.36	76.04%	3,228,029.00
Gross Profit	51,213.49	2,454,615.36	76.04%	3,228,029.00
Expense				
ADMINISTRATIVE EXPENSES				
BOARD OF DIRECTOR FEES/EXPENSES				
5037 · DIRECTOR WAGES and EXPENSES	80.00	5,863.83	36.05%	16,265.00
5038 · DIRECTOR TAXES - SOC SEC/MEDICA	0.00	229.40	49.33%	465.00
Total BOARD OF DIRECTOR FEES/EXPENSES	80.00	6,093.23	36.42%	16,730.00
OFFICE EXPENSES				
5025 · BANK SERVICE CHARGES	0.00	155.00	51.67%	300.00
5040 · DUES / SEMINARS / TRAINING	318.43	2,280.93	76.03%	3,000.00
5050 · EQUIPMENT/MAINTENANCE AGREEMENT	0.00	1,551.68	35.03%	4,430.00
5060 · POSTAGE & BOX RENT	162.00	6,082.99	86.9%	7,000.00
5061 · COMPUTERS / PRINTERS	3,171.88	31,277.09	56.27%	55,582.00

	Aug 25	Jan - Aug 25	% of Budget	Annual Budget
5062 · PRINTING & PUBLICATIONS	823.21	1,276.38	63.82%	2,000.00
5063 · RECORDING FEES	0.00	152.00	76.0%	200.00
5070 · REPAIRS & MAINTENANCE	400.00	3,460.92	58.66%	5,900.00
5075 · TELEPHONE/INTERNET	874.99	4,151.05	96.42%	4,305.00
5090 · UTILITIES - ADMIN BLDG	385.44	5,342.49	70.27%	7,603.00
5170 · PROPERTY REPAIR & MAINTENANCE	40,826.32	43,129.23	95.84%	45,000.00
Total OFFICE EXPENSES	46,962.27	98,859.76	73.06%	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	13,750.00	13,750.00	99.78%	13,781.00
5067 · LEGAL SERVICE & CONSULTING	11,297.05	58,278.14	97.13%	60,000.00
5202 · WATER RIGHTS	0.00	2,000.00	100.0%	2,000.00
Total ADMINISTRATIVE EXPENSES	72,089.32	186,981.13	60.14%	310,924.00
OPERATING EXPENSES				
5148 · LAB - DRINKING WATER	4,934.00	9,859.96	70.43%	14,000.00
5149 · PLANT - LAB	5,336.22	24,048.47	60.12%	40,000.00
5185 · PLANT - SLUDGE HAULING	10,236.94	39,787.64	61.21%	65,000.00
Total OPERATING EXPENSES	20,507.16	73,696.07	61.93%	119,000.00
OPERATIONS EXPENSES				
FIELD EXPENSES				
5140 · EQUIPMENT REPAIR & MAINTENANCE	0.00	0.00	0.0%	5,000.00
5147 · FUEL EXPENSE	1,430.26	8,788.95	35.16%	25,000.00
5150 · LOCATES	353.06	973.02	48.65%	2,000.00
5195 · TRUCK REPAIR & MAINTENANCE	454.45	4,480.32	64.01%	7,000.00
5197 · UTILITIES - LIFT STATIONS	11,505.10	62,789.37	62.17%	101,000.00
Total FIELD EXPENSES	13,742.87	77,031.66	55.02%	140,000.00
OFFICE/SHOP EXPENSES				
5076 · CELL PHONE	98.89	862.86	57.52%	1,500.00
5136 · DUES / TRAINING /PUBLICATIONS	0.00	3,103.48	62.07%	5,000.00
5160 · OFFICE SUPPLIES	0.00	83.87	8.39%	1,000.00
5161 · COMPUTERS / PRINTERS	798.10	19,458.83	142.44%	13,661.00
5167 · PERMITS & LICENSES	7,465.00	7,466.36	74.66%	10,000.00

	Aug 25	Jan - Aug 25	% of Budget	Annual Budget
5183 · SHOP SUPPLIES	38.05	857.95	21.45%	4,000.00
5192 · TOOLS	1,627.90	1,873.18	37.46%	5,000.00
5196 · UNIFORM EXPENSES	0.00	271.83	10.87%	2,500.00
5198 · UTILITIES - GARAGES (2 EACH)	238.33	2,559.64	91.42%	2,800.00
Total OFFICE/SHOP EXPENSES	10,266.27	36,538.00	80.37%	45,461.00
PAYROLL EXPENSES - OPERATIONS				
5120 · PAYROLL WAGES	42,279.13	325,369.02	61.67%	527,574.00
5121 · ICMA 401 - EMPLOYEE PENSION	2,960.78	22,891.36	61.99%	36,930.00
5122 · ICMA 457 - EMPLOYEE RETIREMENT	3,235.71	25,017.11	61.99%	40,359.00
5123 · MEDICARE TAX	916.59	7,357.11	96.17%	7,650.00
5125 · STATE UNEMPLOYMENT TAX	0.00	399.76	25.25%	1,583.00
5134 · DENTAL INSURANCE	364.00	3,144.82	57.35%	5,484.00
5135 · DISABILITY INSURANCE	331.60	2,673.08	49.34%	5,418.00
5145 · HEALTH & LIFE INSURANCE	8,990.15	72,318.20	67.04%	107,882.00
5146 · FAMLI OPERATIONS	0.00	0.00	0.0%	2,374.00
Total PAYROLL EXPENSES - OPERATIONS	59,077.96	459,170.46	62.45%	735,254.00
TREATMENT PLANT				
5169 · PLANT - REPAIRS & MAINTENANCE	3,459.34	40,834.84	34.03%	120,000.00
5206 · PLANT - CHEMICALS	1,399.20	37,789.20	41.99%	90,000.00
5207 · PLANT - TELEPHONE	241.46	913.02	182.6%	500.00
5208 · PLANT - UTILITIES	15,629.76	111,210.74	49.43%	225,000.00
Total TREATMENT PLANT	20,729.76	190,747.80	43.8%	435,500.00
5138 · ENGINEERING - GENERAL	0.00	1,274.00	6.37%	20,000.00
5152 · MISCELLANEOUS EXPENSE	0.00	0.00	0.0%	1,000.00
5162 · SCADA SOFTWARE/EQUIPMENT LEASE	0.00	12,649.44	50.6%	25,000.00
5190 · SYSTEM REPAIR & MAINTENANCE	4,159.62	48,067.31	40.06%	120,000.00
5200 · VALVES	3,047.26	4,261.20	71.02%	6,000.00
Total OPERATIONS EXPENSES	111,023.74	829,739.87	54.3%	1,528,215.00
Total Expense	203,620.22	1,090,417.07	55.69%	1,958,139.00
Net Ordinary Income	-152,406.73	1,364,198.29	107.43%	1,269,890.00
Other Income/Expense				
Other Expense				

	Aug 25	Jan - Aug 25	% of Budget	Annual Budget
6400 · Systems Improvements	0.00	115,929.25	46.37%	250,000.00
6420 · VEHICLE PURCHASE	0.00	0.00	0.0%	150,000.00
6430 · COPPER LOAN PRINCIPAL	0.00	0.00	0.0%	144,098.00
Total Other Expense	0.00	115,929.25	21.31%	544,098.00
Net Other Income	0.00	-115,929.25	21.31%	-544,098.00
Net Income	-152,406.73	1,248,269.04	171.99%	725,792.00

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

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09/03/2025
Accrual Basis

	Aug 25	Jan - Aug 25	% of Budget	Annual Budget
Ordinary Income/Expense				
Income				
MILL LEVY				
4110 · PROPERTY TAX - ADMINISTRATION	7,181.73	285,657.28	102.73%	278,063.00
4120 · SPECIFIC OWNERSHIP TAX	1,140.49	9,156.40	57.23%	16,000.00
4130 · DELINQUENT TAX	-360.56	5,451.25	389.38%	1,400.00
4310 · INTEREST EARNED - COUNTY	200.74	310.95	62.19%	500.00
Total MILL LEVY	8,162.40	300,575.88	101.56%	295,963.00
Total Income	8,162.40	300,575.88	101.56%	295,963.00
Gross Profit	8,162.40	300,575.88	101.56%	295,963.00
Expense				
ADMINISTRATIVE EXPENSES				
PAYROLL EXPENSES - ADMIN				
5015 · PAYROLL WAGES	16,440.41	142,103.68	65.76%	216,098.00
5016 · ICMA 457 - EMPLOYEE RETIREMENT	1,256.34	10,776.71	65.19%	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	1,149.59	9,861.02	61.15%	16,127.00
5045 · HEALTH & LIFE INSURANCE	4,491.66	35,400.28	65.68%	53,900.00
5048 · DENTAL INSURANCE - ADMIN	200.00	1,592.00	53.07%	3,000.00
5049 · DISABILITY INSURANCE	132.98	1,063.84	47.94%	2,219.00
5056 · FAMLI ADMIN	528.49	3,469.85	356.98%	972.00
PAYROLL EXPENSES - ADMIN - Other	0.00	2.40		
Total PAYROLL EXPENSES - ADMIN	24,199.47	204,269.78	65.34%	312,629.00
5018 · CAR ALLOWANCE / MILEAGE - ADMIN	33.60	397.40	39.74%	1,000.00
5030 · CNTY TREASURER FEES - MILL LEVY				
5030a · Cty Treas Fees Mill Levy (Ent)	0.00	14.70		
5030b · Cty Treas Fee Mill Levy (Govt)	0.00	13,144.44	93.89%	14,000.00

	Aug 25	Jan - Aug 25	% of Budget	Annual Budget
Total 5030 · CNTY TREASURER FEES - MILL LEVY	0.00	13,159.14	93.99%	14,000.00
5042 · ELECTION EXPENSE	0.00	3,556.93	118.56%	3,000.00
5055 · MISCELLANEOUS EXPENSE	707.00	2,508.01	83.6%	3,000.00
5057 · OFFICE SUPPLIES	0.00	852.80	28.43%	3,000.00
Total ADMINISTRATIVE EXPENSES	24,940.07	224,744.06	66.76%	336,629.00
Total Expense	24,940.07	224,744.06	66.76%	336,629.00
Net Ordinary Income	-16,777.67	75,831.82	-186.48%	-40,666.00
Net Income	-16,777.67	75,831.82	-186.48%	-40,666.00

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09/03/25

Accrual Basis

THREE LAKES WATER & SANITATION DISTRICT

Balance Sheet Prev Year Comparison

As of August 31, 2025

	Aug 31, 25	Aug 31, 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	256,033.02	451,562.62	-195,529.60	-43.3%
1006b - UBB GOVERNMENT	-45,296.15	0.00	-45,296.15	-100.0%
1006 - UNITED BUSINESS BANK - Other	-3,988.47	0.00	-3,988.47	-100.0%
Total 1006 - UNITED BUSINESS BANK	206,748.40	451,562.62	-244,814.22	-54.2%
1009 - COLO TRUST				
1009a - COLOTRUST - CASH AVAILABLE	5,228,185.67	4,748,596.12	479,589.55	10.1%
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	428,837.35	0.00	428,837.35	100.0%
Total 1009 - COLO TRUST	8,314,081.47	7,405,654.57	908,426.90	12.3%
1010 - CSAFE				
1010a - C-SAFE - CASH AVAILABLE	36,251.17	35,406.64	844.53	2.4%
1010 - CSAFE - Other	665.08	0.00	665.08	100.0%
Total 1010 - CSAFE	36,916.25	35,406.64	1,509.61	4.3%
1028 - GRAND COUNTY IGA ESCROW FUND				
1028a - UBB- ESCROW	10,030.76	10,040.38	-9.62	-0.1%
1028 - GRAND COUNTY IGA ESCROW FUND - Other	1.19	0.00	1.19	100.0%
Total 1028 - GRAND COUNTY IGA ESCROW FUND	10,031.95	10,040.38	-8.43	-0.1%
Total Checking/Savings	8,569,361.89	7,903,064.21	666,297.68	8.4%
Accounts Receivable				
ACCOUNTS RECEIVABLE - OTHER	10,500.00	0.00	10,500.00	100.0%
1040 - A/R - CERTIFIED TO COUNTY	40,879.14	1,840.17	39,038.97	2,121.5%
1045 - A/R - OTHER	89,365.49	7,802.75	81,562.74	1,045.3%
1060 - PROPERTY TAXES RECEIVABLE	278,063.00	274,638.00	3,425.00	1.3%
Total Accounts Receivable	418,807.63	284,280.92	134,526.71	47.3%
Other Current Assets				
1003 - UNDEPOSITED FUNDS	-40.00	0.00	-40.00	-100.0%
1030 - A/R - USER FEES	239,340.19	94,233.23	145,106.96	154.0%
1070 - PREPAID INSURANCE	81,952.00	68,338.00	13,614.00	19.9%
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	-1,256.48	-812.80	-443.68	-54.6%
1180 - DUE FROM COLUMBINE LAKE WATER	2,014.65	1,240.25	774.40	62.4%
Total Other Current Assets	363,303.70	198,292.02	165,011.68	83.2%
Total Current Assets	9,351,473.22	8,385,637.15	965,836.07	11.5%
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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09/03/25

Accrual Basis

THREE LAKES WATER & SANITATION DISTRICT

Balance Sheet Prev Year Comparison

As of August 31, 2025

	Aug 31, 25	Aug 31, 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	25,126,588.67	24,893,765.99	232,822.68	0.9%
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Accounts Payable				
2005 - ACCOUNTS PAYABLE	44,879.09	5,122.63	39,756.46	776.1%
Total Accounts Payable	44,879.09	5,122.63	39,756.46	776.1%
Other Current Liabilities				
CURRENT LIABILITIES				
PAYROLL LIABILITIES				
2030 - STATE WITHHOLDING TAX PAYABLE	2,343.00	13,085.00	-10,742.00	-82.1%
2040 - STATE UNEMPLOYMENT TAX PAYABLE	70.33	810.29	-739.96	-91.3%
2050 - ICMA 457 PAYABLE	2,515.28	2,251.34	263.94	11.7%
2055 - ICMA 401 PAYABLE	527.40	1,853.52	-1,326.12	-71.6%
2056 - ROTH PAYABLE	270.00	250.00	20.00	8.0%
2065 - EMPLOYEE SEWER PAYMENTS PAYABLE	3,980.00	0.00	3,980.00	100.0%
2070 - HEALTH, ETC INSURANCE PAYABLE	-903.75	-3,477.94	2,574.19	74.0%
2080 - PAID FAMILY LEAVE	2,728.63	0.00	2,728.63	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%
Total PAYROLL LIABILITIES	63,916.35	-4,587.95	68,504.30	1,493.1%
2200 - DEFERRED PROPERTY TAXES	278,063.00	274,638.00	3,425.00	1.3%
2210 - UNEARNED USER FEES	23,026.46	20,252.35	2,774.11	13.7%
Total CURRENT LIABILITIES	365,005.81	290,302.40	74,703.41	25.7%
Total Other Current Liabilities	365,005.81	290,302.40	74,703.41	25.7%
Total Current Liabilities	409,884.90	295,425.03	114,459.87	38.7%
Long Term Liabilities				
LONG TERM LIABILITIES				
2190 - CWRPDA INTEREST PAYABLE	14,424.19	0.00	14,424.19	100.0%
2505A - CWRPDA LOAN PAYABLE	1,079,589.68	1,218,377.14	-138,787.46	-11.4%
2505B - CWRPDA LOAN PAYABLE-COPPER	2,666,737.91	2,704,974.65	-38,236.74	-1.4%
Total LONG TERM LIABILITIES	3,760,751.78	3,923,351.79	-162,600.01	-4.1%
Total Long Term Liabilities	3,760,751.78	3,923,351.79	-162,600.01	-4.1%
Total Liabilities	4,170,636.68	4,218,776.82	-48,140.14	-1.1%
Equity				
FUND BALANCE				
3103 - INVESTMENT IN CAPITAL ASSETS	11,762,034.87	12,319,964.90	-557,930.03	-4.5%
3105 - UNRESERVED UNDESIG FUND BALANCE	7,408,474.13	6,342,983.13	1,065,491.00	16.8%

THREE LAKES WATER & SANITATION DISTRICT
Balance Sheet Prev Year Comparison
As of August 31, 2025

	Aug 31, 25	Aug 31, 24	\$ Change	% Change
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	1,039,111.85	1,494,480.17	-455,368.32	-30.5%
Total Equity	20,955,951.99	20,674,989.17	280,962.82	1.4%
TOTAL LIABILITIES & EQUITY	25,126,588.67	24,893,765.99	232,822.68	0.9%

September 2025

Superintendent Report

Lift Stations /Call Outs:

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

Treatment Plant:

Operating normally.

I am still working on the permit renewal which includes some updates to the original 2019 renewal application. I am expecting to have a new permit sometime this summer.

Water Systems:

North Shore: Operating normally.

Columbine: Operating normally. We completed the clean out and inspection of the Spring clear well. As far as I know it has never been done since it was installed in the 70's. We removed some sediment and the tank is in good shape. This was a requirement of the last inspection by CDPHE.

Other

Cold Creek Excavating has completed the drainage project around the office.

Mike



September 2, 2025

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

Office Drainage

Cold Creek Excavation has completed the drainage project. The rain helped ensure that the drainage is working as expected. They did a great job and I would highly recommend the District continue to use them for smaller jobs as appropriate.

Water Lab and Other Fees

As suspected, we will need to increase water lab fees to ensure that the District is not paying to run these tests. I have included the evaluation for your review. Notice has been published per state statute for a public hearing to occur at the next meeting. In addition to an increase in the water lab fees, an increase to the special request fee from \$750 to \$1,000 and a new administrative fee for tap transfers of \$50 has been added to the proposal. State statute allows for fees under section 32-1-1001(1)(j)(I) of the state statute.

32-1-1001(1)(j)(I) To fix and from time to time to increase or decrease fees, rates, tolls, penalties, or charges for services, programs, or facilities furnished by the special district; except that fire protection districts may only fix fees and charges as provided in section 32-1-1002(1)(e). The board may pledge such revenue for the payment of any indebtedness of the special district. Until paid, all such fees, rates, tolls, penalties, or charges shall constitute a perpetual lien on and against the property served, and any such lien may be foreclosed in the same manner as provided by the laws of this state for the foreclosure of mechanics' liens.

District Manager Review

My review is typically scheduled for October 2025. How would the Board like me to put this on the agenda?

Important Dates:

September 19th – Addam Middlebrook – 12 years

WATER LAB FEES

Water Tests - 2024 - 1,131 TESTS

Item	Amount	Annual Price	Notes
Vessels	200 pk \$286.00 = \$1.43/vessel	\$1,617.33	IDEXX
Fiberboard Cylinders	100 every 2 years @ \$7.66/cylinder	\$383.00	Berlin Packaging
Comparator	2 at \$23.00	\$46.00	IDEXX
Colilert	200 pk -\$1,831.00= \$9.15/test	\$10,348.65	IDEXX
Quanti-Cult	3 at \$380.00	\$1,140.00	IDEXX
Tryptic Soybroth	125ml Bottle	\$24.92	CAROLINA
Envelopes	2 boxes @ \$29/box	\$58.00	AMAZON
Postage	\$0.78 per test	\$882.18	
Paper	1 ream	\$4.09	SAM'S CLUB
Water Test Slips	2500 forms @ \$0.39 each	\$975.00	KOPY KAT
Soap	Case every 5 years - \$35.00	\$7.00	AMAZON
Paper Towels	1 case	\$28.99	AMAZON
UV light	\$120 + \$12.50 shipping	\$135.50	UV SALES LLC
CDPHE Certification	Every year	\$300.00	
Testing	Every other year - \$700	\$350.00	
QC ERA Testing	Every year for 3 people (minimum)	\$907.19	Increase 5% per MG
Tara Hours	0.5 hrs/Day for 194 days	\$3,607.43	
Addam Hours	1.5 hour/Day for 273	\$14,028.04	add 2 hours for other testing
Tim Hours	3 hrs Oct - Apr, 4 hrs May - Sept	\$388.36	test data to state
Total		\$35,231.67	
Cost per test		\$36.55	