Administrative Monthly Report

October 15, 2025

Board of Directors Meeting

UTILITY BILLING ACTIVITY FOR THE MONTH OF SEPTEMBER 2025		
Customer Utility Billing		
Billing Category	**Number of Accts**	**Amount Billed**
Usage Customers Billed - SEWER	854	$42,540.84
Usage Customers Billed - WATER	878	$66,001.24
ON/OFF Service	5	$150.00
LATE FEE	53	$1060.00
TRANSFER	18	$6,300.00
CONSOLIDATIONS	0	$0.00
NSF	1	$30.00
Water & Sewer Hook UP	0	$0.00

SEPTEMBER - XPRESS BILL PAY TRANSACTION AND CHARGES ACTIVITY

Product / Service Description	Qty	Unit Price	Line Total
EFT Web Transactions	261	$0.74	$193.14
EFT Return NSF or Account Closed	1	$14.00	$14.00
Credit/Debit Card Web Transactions	445	$0.74	$329.30
Online Banking - Bank Bill Pay Transactions	20	$0.25	$5.00
Lock Box Service Transactions	123	$0.74	$91.02
Toll Free Operator Assisted Transactions	4	$2.00	$8.00
Toll Free IVR Transactions	6	$1.25	$7.50
Maintenance & Support	1	$100.00	$100.00

Town of Crestone Sewer Billing - 2025

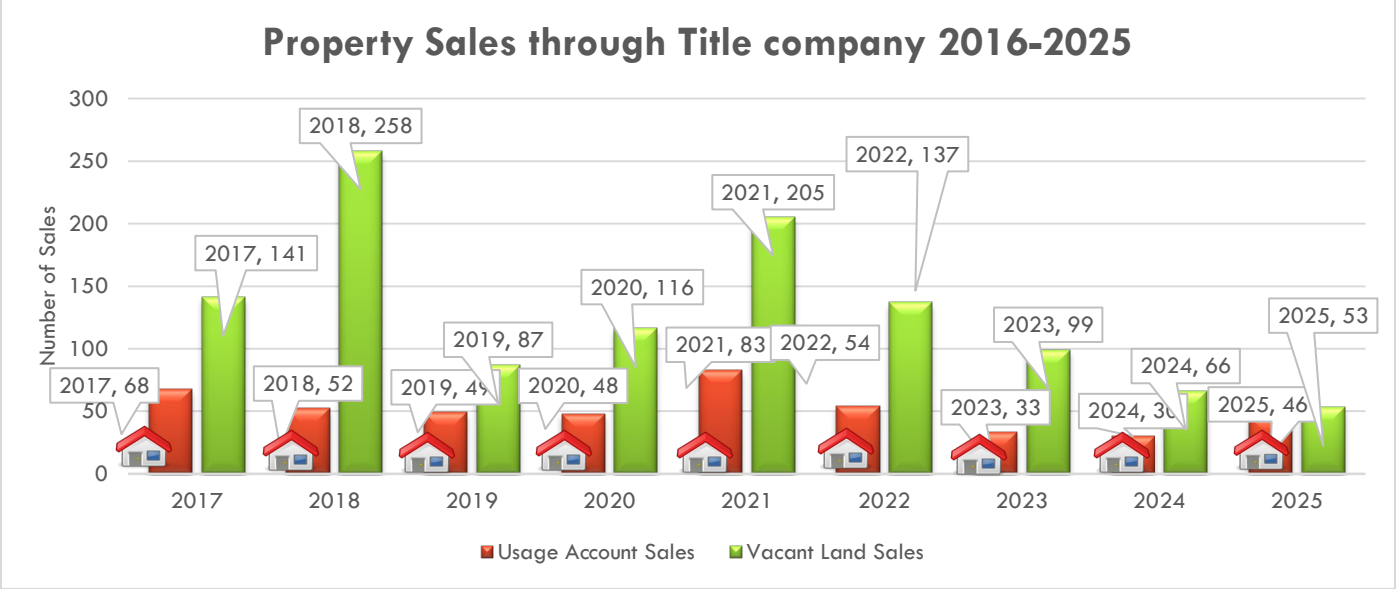
Date	Monthly Total	Monthly Flow	Flow Charges	Average Daily BOD	Monthly BOD	BOD Charges	Paid	Balance Due
January	432,940	3,420,226.00	3,420.23	41	1230	1,218.93	Check 14463	$4,639.16-02/28/2025
February	609,575	5,077,759.75	5,077.76	98	2842	2,984.10	Check 14507	$8,061.86-03/31/2025
March	485,072	4,040,649.76	4,040.65	48	1584	1,663.20	Check 14535	$5,7803.85-04/30/2025
April	398,701	3,321,181.11	3,321.18	45	1305	1,370.25	Check 14550	$4,691.43-05/31/2025
May	420,128	3,499,666.24	3,499.67	34	1020	1,071.00	Check 14590	$4,570.67-06/30/2025
June	486,208	4,050.112.64	4,050.11	78	2496	2,620.80	Check 14612	$6,670.91-07/31/2025
July	389,243	3,242,394.19	3,242.39	51	1530	1,606.50	Check 14655	$4,848.8908-08/31/2025
August	333,930	2,781,636.90	3,294.44	31	2272	943.95	Check 14688	$3,725.59-09/30/2025
September	395,491	3,294,440.03	3,294.44	71	2272	2,385.60		$5,680.04-10/31/2025
October								
November								
December								
2025 Totals	**3,951,288**		**32,728.07**	**497**	**15178**	**15,864.33**		

Rate per 1,000 Gallons of Flow: $7.900 / 1,000 gallons
Rate per Pound of BOD: $0.991 / pounds BOD

New Rate Effective February 1st, 2025:

$8.33 – per 1,000 gallons of flow
$1.05 – per pound of Biochemical Oxygen Demand (BOD)

September - 2025- Property Sales: 2 - Homes, 15- Lots



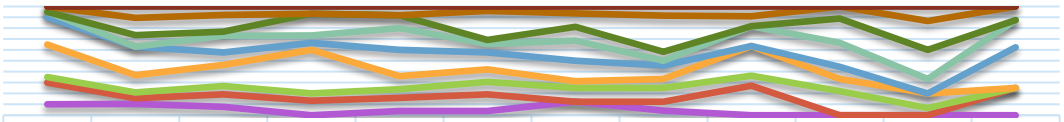
September - 2025– Other Sales Statistic Including Name Changes Only

Type	Vacant Lot	House	Total Charges
Quit Claim Deed	1	2	Name Changes Only
Warranty Deed	0	0	$0.00
Treasurer's Deed	0	0	$0.00
Bargain & Sale Deed	1	0	Name Change Only
Special Warranty Deed	1	0	$350.00
Grant Deed	1	0	Name Change Only
Treasurer's Deed	0	0	$0.00
			Total: $350.00

2017- 2025- Water and Sewer Hook up Applications

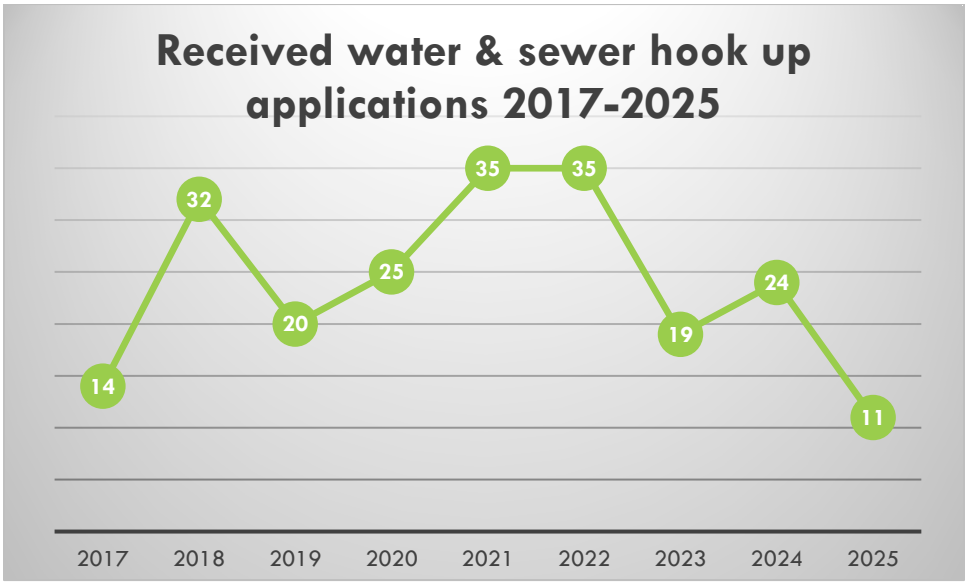
0 - Application (s) received in September, – 10 Total application (s) received in 2025

Water-Sewer Hookups 2016-2025



	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
2017= 14 applications	0	2	2	1	2	1	1	2	1	0	2	0
2018= 32 applications	1	3	4	0	0	7	2	8	1	1	4	1
2019 = 20 applications	0	2	1	3	3	1	2	2	0	2	4	0
2020=25 applications	1	0	4	1	5	2	3	1	2	2	2	2
2021=35 applications	5	5	3	1	6	4	3	3	0	1	0	3
2022=35 applications	6	3	5	6	3	3	1	2	3	1	2	0
2023=19 applications	1	1	2	1	2	3	2	3	1	2	1	0
2024 = 24 applications	4	1	3	2	3	4	0	2	3	0	0	2
2025= 11 applications	2	2	2	0	1	1	2	1	0			

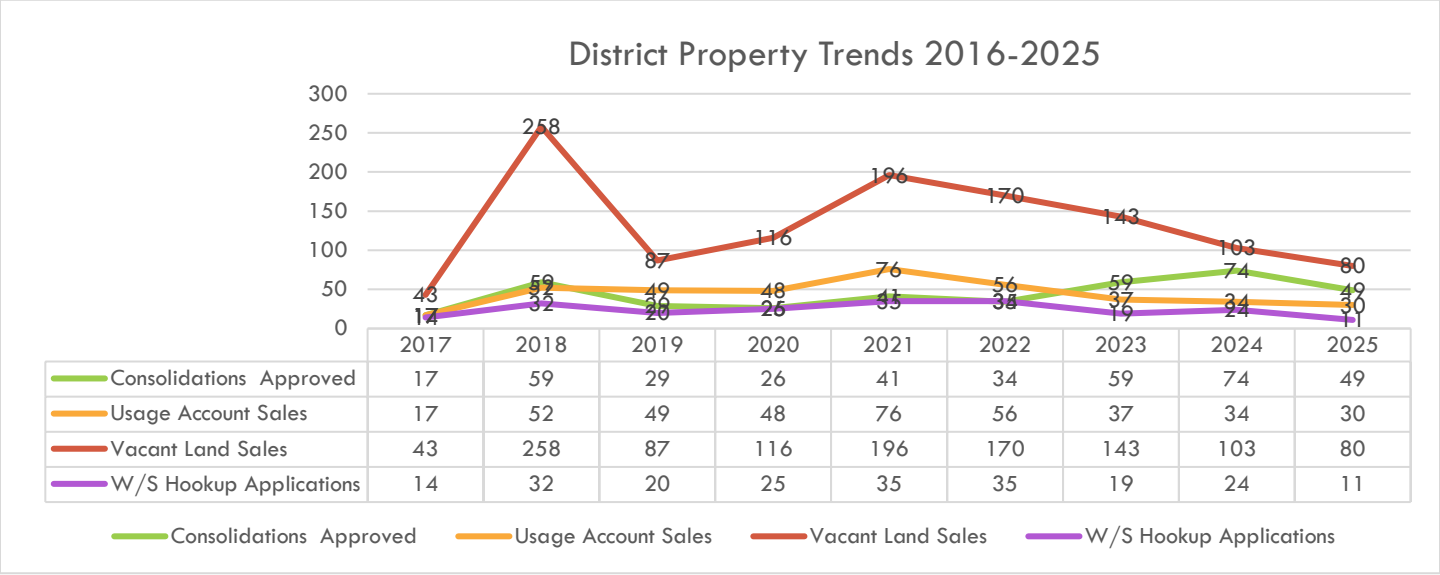
2025= 11 applications 2024 = 24 applications 2023=19 applications
2022=35 applications 2021=35 applications 2020=25 applications
2019 = 20 applications 2018= 32 applications 2017= 14 applications



2025 – 11 CONNECTED HOOK UP'S

CHALET I	CHALET II	CHALET III	MHE
LOT 462	LOT 2832		LOT 285
LOT 969	LOT 2745		
LOT 1506-C	LOT 3232		
LOT 1701	LOT 3715		
LOT 2029	LOT 3818		
LOT 1764-C			

2016-2025 PROPERTY TRENDS



	2017	2018	2019	2020	2021	2022	2023	2024	2025
Consolidations Approved	17	59	29	26	41	34	59	74	49
Usage Account Sales	17	52	49	48	76	56	37	34	30
Vacant Land Sales	43	258	87	116	196	170	143	103	80
W/S Hookup Applications	14	32	20	25	35	35	19	24	11

ADMINISTRATIVE UPDATES

2025 Certification of Delinquent Accounts – Timeline

Following is the tentative schedule for this project:

- October 15, 2025: Final date for Property Owner Response to the letter
- October 15, 2025: BOARD MEETING and Hearing date
- Resolution prepared with the list of identified delinquent accounts
- November 1, 2025: PACKET GETS MAILED TO THE COUNTY TREASURER

- Packet includes the Final list of delinquent accounts along with the 2025 Executed Resolution
- November 1 through December 10, 2025: the Treasurer will accept certifications for inclusion on the tax rolls
- November 30, 2025: LAST DAY FOR CLOSING REQUESTS FROM TITLE COMPANIES
- December 10, 2025: LAST DAY TO NOTIFY COUNTY OF ANY CLOSINGS/CHANGES THAT OCCURED

CSDPLP: Vector trainings completed - District is at 100% compliance and will earn a discount of 10% on our 2026 liability contribution.

Legal notice: 2026 Budget Hearing Notice was sent to publish in Crestone Eagle and Saguache Crescent newspapers. Also, posted on District website. Proof of publications attached to the Board Packet.

2025 Health Benefits:

- Enrollment portal will be accessible to employees from October 16 through November 8th.
- The deadline for completing enrollment is November 24, 2025.
- All full-time employees will be provided with enrollment instructions.

2025 Consolidations

- Board of County Commissioners approved 21 consolidation requests involving 49 lots.

Office Remodel & Finishing

- Pine T&G ceiling
- Board Remodel, Shop ceiling replacement and Office Siding.

Caselle Annual Conference

- Greg Hess attended October 6–8, 2025.

SDA Annual Conference

- Admin Manager attended, 16–18, 2025.

Important Budget Dates:

- October 15: Budget Officer must present a Draft budget to the governing body.
- November 16: Budget Hearing is scheduled and draft is available for public review and comment.
- December 10: Final assessed values
- December 15: Budget must be adopted and mill levy set for property taxing entities.
- December 15: Certification of mill levy to county commissioners (DLG70 Form)
- January 31: Budget must be submitted to the Division of Local Government.