Administrative Monthly Report

July 16, 2025

Board of Directors Meeting

UTILITY BILLING ACTIVITY FOR THE MONTH OF JUNE 2025		
Customer Utility Billing		
Billing Category	**Number of Accts**	**Amount Billed**
Usage Customers Billed - SEWER	849	43,356.57
Usage Customers Billed - WATER	872	71,171.94
ON/OFF Service	2	75.00
LATE FEE	45	900.00
TRANSFER	5	1,750.00
CONSOLIDATIONS	1	1,000.00
NSF	2	60.00
Water & Sewer Hook UP	1	3,100.00

JUNE - XPRESS BILL PAY TRANSACTION AND CHARGES ACTIVITY

Product / Service Description	Qty	Unit Price	Line Total
EFT Web Transactions	311	$0.74	$230.14
EFT Return NSF or Account Closed	2	$14.00	$28.00
Credit/Debit Card Web Transactions	568	$0.74	$420.32
Online Banking - Bank Bill Pay Transactions	24	$0.25	$6.00
Lock Box Service Transactions	215	$0.74	$159.10
Toll Free Operator Assisted Transactions	13	$2.00	$26.00
Toll Free IVR Transactions	21	$1.25	$26.25
Support, Maintenance, Hosting - Fee	1	$100.00	$100.00

Town of Crestone Sewer 2025

Town of Crestone Sewer Billing - 2025

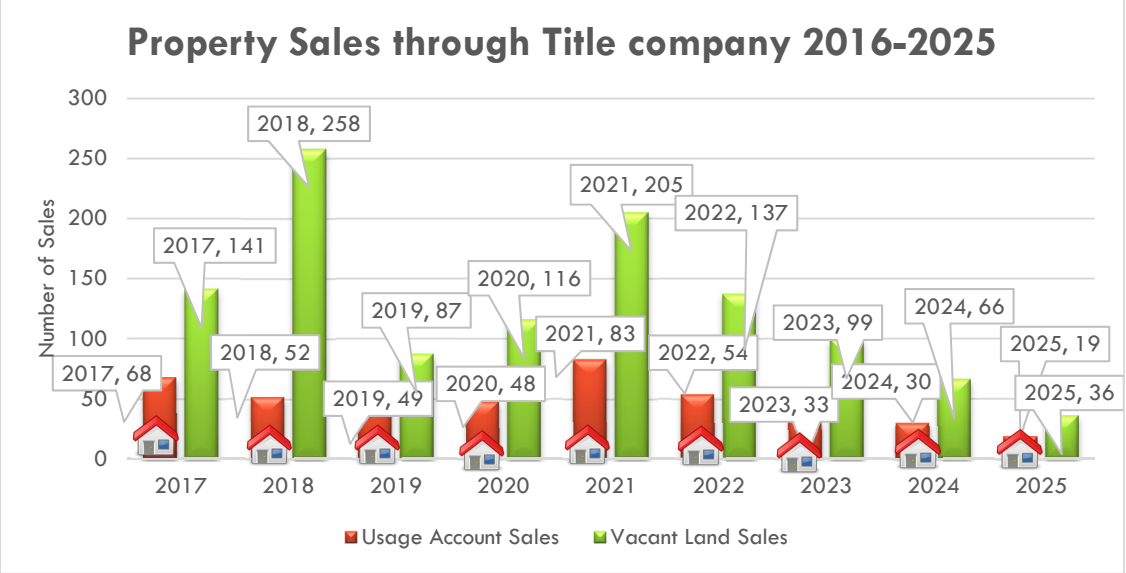
Date	Monthly Total	Monthly Flow	Flow Charges	Average Daily BOD	Monthly BOD	BOD Charges	Paid	Balance Due
January	432,940	3,420,226.00	3,420.23	41	1230	1,218.93	Check 14463	$4,639.16-02/28/2025
February	609,575	5,077,759.75	5,077.76	98	2842	2,984.10	Check 14507	$8,061.86-03/31/2025
March	485,072	4,040,649.76	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		$6,670.90-07/31/2025
July								
August								
September								
October								
November								
December								
2025 Totals	**2,832,624**		**23,409.60**	**344**	**10477**	**10,928.28**		

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)

June - 2025- Property Sales: 0- Homes, 5- Lots



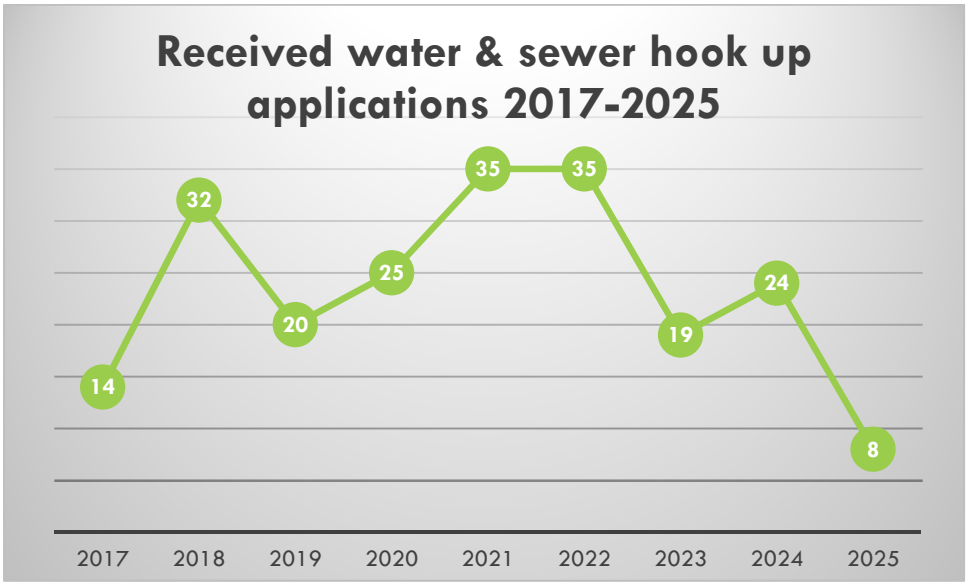
June - 2025– Other Sales Statistic Including Name Changes Only

Prepared by Greg Hess

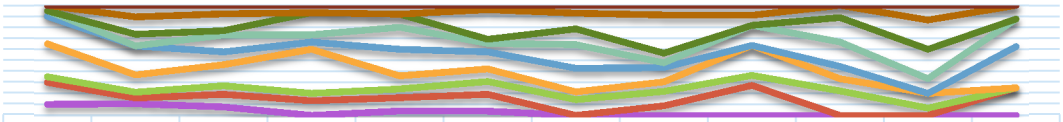
Type	Vacant Lot	House	Total Charges
Quit Claim Deed	0	0	$0.00
Warranty Deed	0	0	$0.00
Treasurer's Deed	0	0	$0.00
Bargain & Sale Deed	0	0	$0.00
Special Warranty Deed	0	0	$0.00
Treasurer's Deed	1	0	$350.00
			Total: $350.00

2017- 2025- Water and Sewer Hook up Applications

1 - Application (s) received in June, – 8 Total application (s) received in 2025

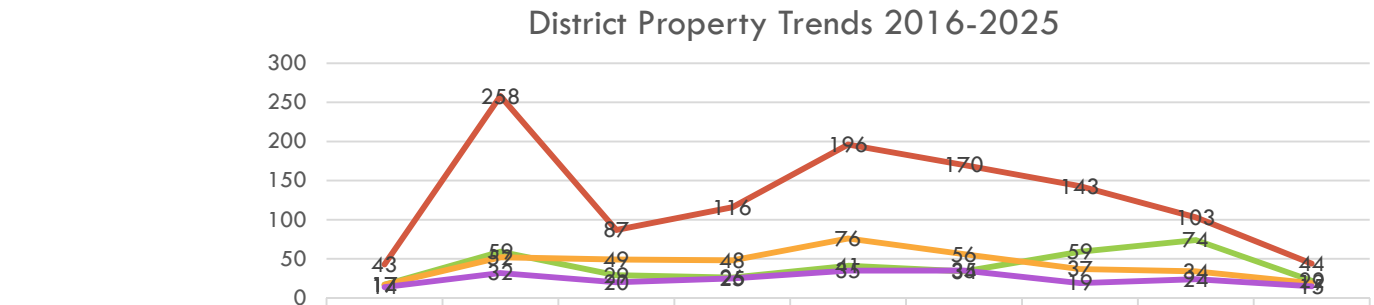


Water-Sewer Hookups 2016-2025



	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= 8 applications	2	2	2	0	1	1						

2016-2025 PROPERTY TRENDS



	2017	2018	2019	2020	2021	2022	2023	2024	2025
Consolidations Approved	17	59	29	26	41	34	59	74	22
Usage Account Sales	17	52	49	48	76	56	37	34	19
Vacant Land Sales	43	258	87	116	196	170	143	103	44
W/S Hookup Applications	14	32	20	25	35	35	19	24	15

ADMINISTRATIVE UPDATES

2025 Certification of Delinquent Accounts

- Draft certification/notice letter is ready for Board review.
- 08/28/2025 – Certification letters will be sent via certified USPS mail.
- 10/15/2025 – Public Hearing scheduled.

PILOT

- Received payment of $373.30 from Pundarika Foundation.

2024 Audit

- 06/26/2025 – On-site meeting held with Auditor and CPA.

2025 Consolidations

- 9 consolidation requests approved by the Board of County Commissioners (BOCC), involving 22 lots.

SDA Annual Conference

- Three-day event covering district governance, finance, legal updates, and more.
- Dates: September 16–18, 2025, in Keystone.
- District Manager and Administrative Services Manager will attend.

Caselle Annual Conference

- Greg Hess registered to attend October 6–8, 2025.

Assessor's Report

- Updated list of previously vacant properties with residential improvements.
- District Manager and Administrative Services Manager attended BOCC meeting.

CSDPLP Credit Program (via Vactor Platform)

- Enrolled the District in training; upon completion, a 10% credit will be applied to the 2026 insurance invoice.

AOS Billing

- Due Date: June 30, 2025.
- XBP blast reminder sent June 16, 2025.
- Past-due email notifications sent July 7–10, 2025.
- AOS Late Fee Billing scheduled for July 16, 2025.

Baca Grande Water and Sanitation District
P.O. Box 520 - 57 Baca Grant Way S
Crestone, CO 81131-0520

NOTICE REGARDING MEETING ON CERTIFICATION OF DELINQUENT ACCOUNT

«Name»
«Address1»
«City», «State» «Zip»

August 28th, 2025
CERTIFIED MAIL
RETURN RECEIPT REQUESTED

Re: Notice of Public Meeting Regarding Certification of Delinquent Amount to Saguache County Treasurer

Property Address: «PropertyServiceAddress»
Account Number: «CustNo»

Dear Property Owner,

The Baca Grande Water and Sanitation District's (the "District") records indicate that payment of the charge for services provided by the District for the above-referenced property is delinquent in the amount of $.

In the event payment in full is not received on or before 9:00 A.M. on October 15, 2025, notice is hereby given that a public meeting will be held on that date, at which time the District's Board of Directors will consider adoption of a Resolution certifying this delinquent amount, plus the District's collection costs in the amount of $200.00 to the Saguache County Treasurer for collection along with property taxes in 2025. In addition to District charges and costs, you may be required to pay an additional penalty of $30.00 or 30% of the delinquent amount, whichever is greater, to the Saguache County Treasurer.

We sincerely hope the above required action will not be necessary, this is the ONLY NOTICE you will receive. The meeting will be held in person and via video conference, at 9:00 A.M. on Wednesday, October 15, 2025. Please contact the district office at 719-256-4310 for call-in information or visit bacawater.com for meeting information.

Sincerely,
BACA GRANDE WATER & SANITATION DISTRICT

By:

Diego Martinez
District Manager

cc: Board of Directors
Marcus Lock
Cathy Fromm