

# Administrative Monthly Report

January 15, 2025

## Board of Directors Meeting

### UTILITY BILLING ACTIVITY FOR THE MONTH OF DECEMBER

Customer Utility Billing		
Billing Category	Number of Accts	Amount Billed
Usage Customers Billed - SEWER	844	\$41,967.52
Usage Customers Billed - WATER	867	\$47,188.55
ON/OFF Service	8	\$275.00
LATE FEE	53	\$1060.00
TRANSFER	12	\$4,200.00
EQR	27	\$785.75
NSF	5	\$120.00
Water & Sewer Hook UP	2	\$4,600.00

### DECEMBER - XPRESS BILL PAY TRANSACTION AND CHARGES ACTIVITY

Product / Service Description	Qty	Unit Price	Line Total
EFT Web Transactions	260	\$0.64	\$166.40
EFT Returned Item Basic	0	\$7.00	\$0.00
EFT Return NSF or Account Closed	4	\$14.00	\$56.00
Credit/Debit Card Web Transactions	396	\$0.49	\$194.04
Online Banking - Bank Bill Pay Transactions	22	\$0.25	\$5.50
Lock Box Service Transactions	130	\$0.58	\$75.40
Toll Free Operator Assisted Transactions	7	\$1.25	\$8.75
Toll Free IVR Transactions	5	\$1.25	\$6.25
Support, Maintenance, Hosting - Fee	1	\$100.00	\$100.00

## Town of Crestone Sewer 2024

### Town of Crestone Sewer Billing - 2024

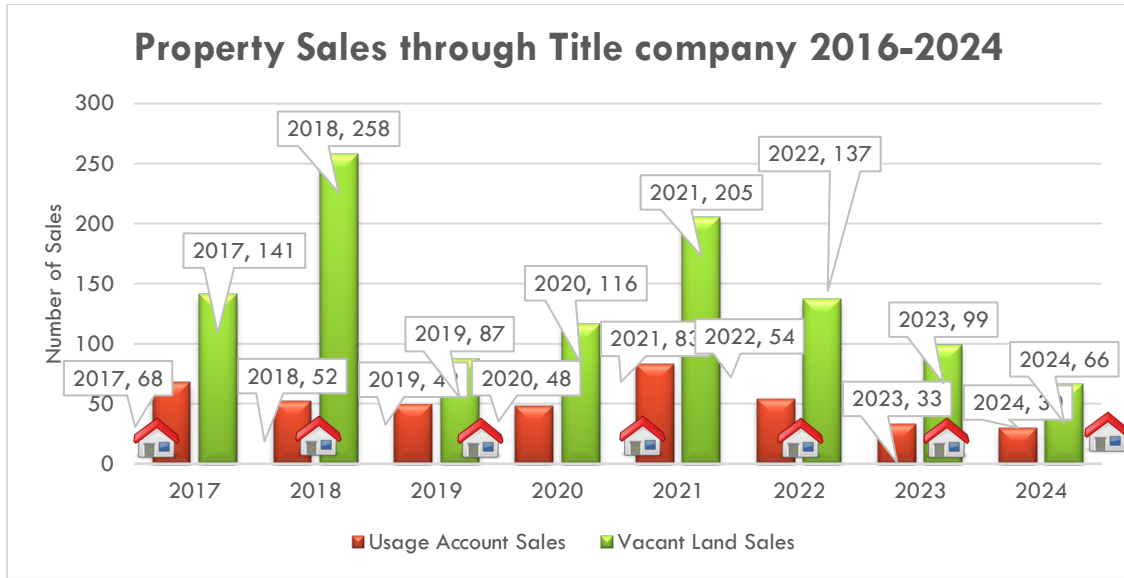
Date	Monthly Total	Monthly Flow	Flow Charges	Average Daily BOD	Monthly BOD	BOD Charges	Paid	Balance Due
January	418,898	3,309,294.20	\$ 3,309.29	37	1221	\$ 1,210.01	Check #13917	02/28/2024- \$4,519.31
February	379,458	2,997,718.20	\$2,997.72	38	1140	\$1,129.74	Paid online	03/31/2024- \$4,127.46
March	351,472	2,776,628.80	\$2,776.63	72	2016	\$1997.86	Check #14046	04/30/2024- \$4,774.48
April	384,310	3,036,049.00	\$3,036.05	33	1099	\$1,089.11	Check #14104	5/31/2024- \$4125.16
May	413,178	3,264,106.20	\$3,264.11	34	1020	\$1,010.82	Check # 14104	4,274.93- 06/30/2024 + \$499.56 overpayment
June	374,378	2,957,586.20	\$2957.59	38	1064	\$1,054.42	Check #14183	3,512.45 - 07/31/2024
July	450,704	3,560,561.60	\$3,560.56	52	1716	\$1,700.56	Check #14202	5,261.12- 08/31/2024
August	410,448	3,242,539.20	\$3,242.54	40	1240	\$1,228.84	Check #14263	4,471.38 – 09/30/2024
September	443,555	3,504,084.50	\$3,504.08	31	930	\$921.63	Check #14289	\$4,425.71 – 10/31/2024
October	381,418	3,013,202.20	\$3,013.20	37	1147	\$1,136.68	Check #14336	\$4,149.88- 11/30/2024
November	411,850	3,253,615.00	\$3,253.62	48	1440	\$1,427.04	Check # 14379	\$4,680.66- 12/31/2024
December	447,911	3,538,496.90	\$3,538.50	67	2077	\$2,058.31	Check # 14371 - \$4,149.88	1,446.92- 01/31/2025
<b>2024 Totals</b>	<b>4,867,580</b>		<b>\$38,453.88</b>	<b>527</b>	<b>16,110</b>	<b>\$15,965.01</b>		

**New Rate 10/2022**

**Rate per 1,000 Gallons of Flow: \$7.900 / 1,000 gallons**

**Rate per Pound of BOD: \$0.991 / pounds BOD**

December - 2024- Property Sales: 6 - Homes, 3 - Lots

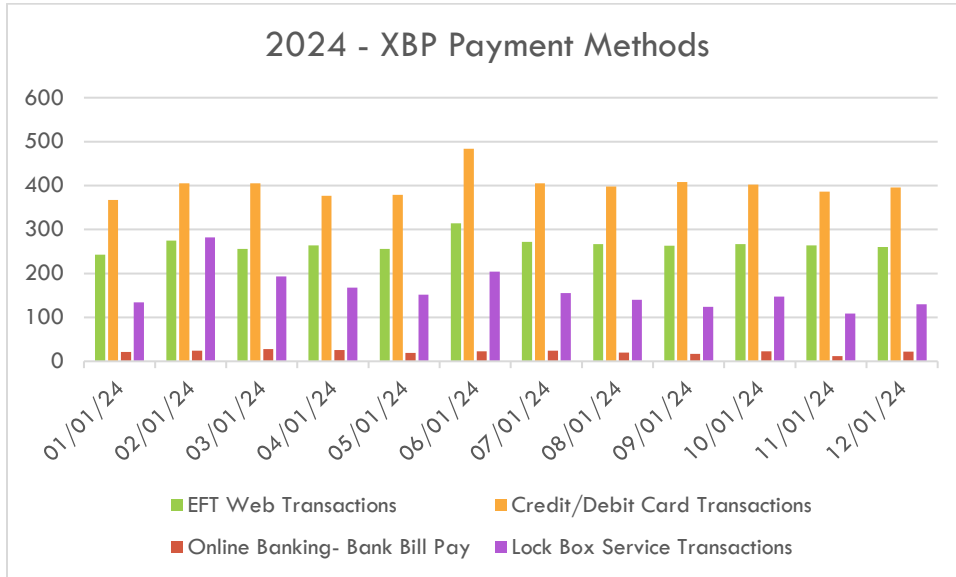


December - 2024 – Other Sales Statistic Including Name Changes Only

Prepared by Greg Hess

Type	Vacant Lot	House	Total Charges
Quit Claim Deed	0	0	\$0.00
Warranty Deed	3	0	\$1050.00
Treasurer's Deed	0	0	\$0.00
Bargain & Sale Deed	0	0	0.00
Special Warranty Deed	0	0	\$0.00
General Warranty Deed	0	0	\$0.00
			<b>Total: \$1050.00</b>

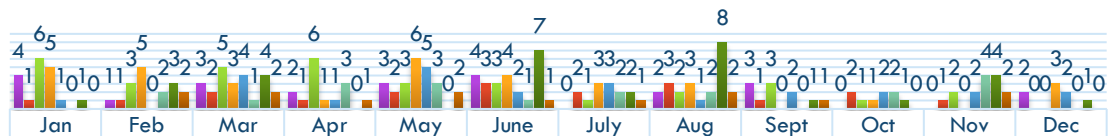
## 2024 - Xpress Bill Pay Customers Transactions Activity



## 2024 - Water and Sewer Hook up Applications

2 - Application (s) received in December, 24 – Total application (s) received in 2024

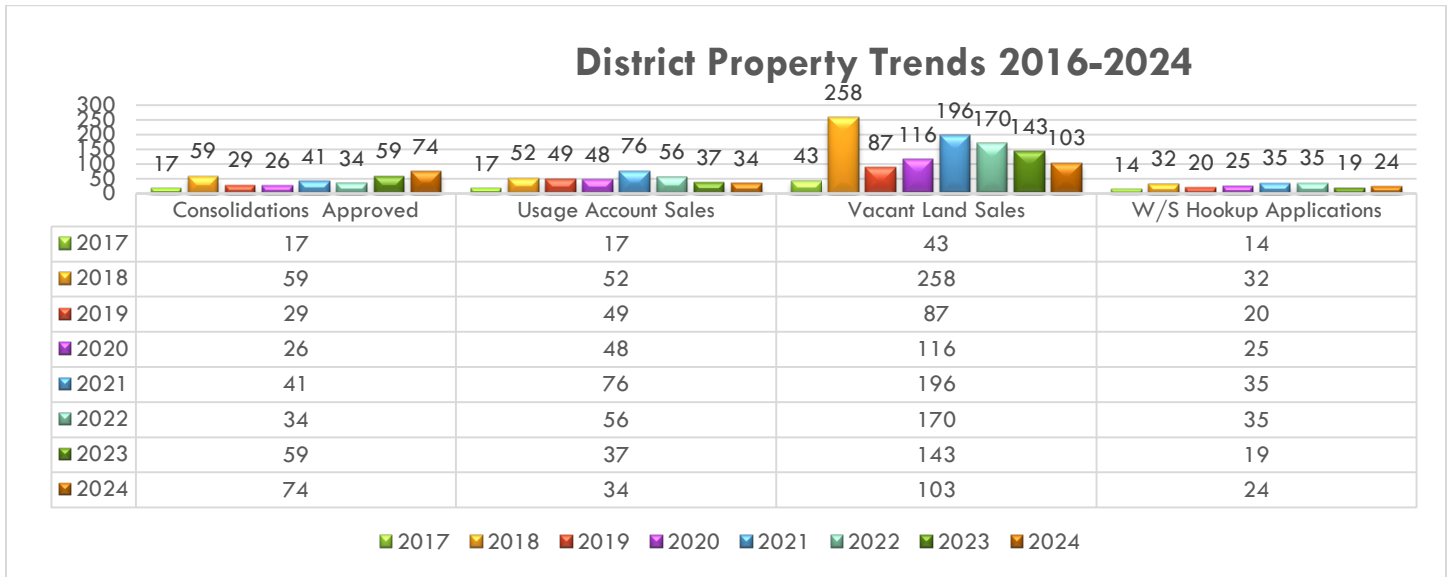
### Water-Sewer Hookups 2016-2024



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

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

## 2016-2024 PROPERTY TRENDS



### ADMINISTRATIVE UPDATES:

- Consolidations:**

  - In 2024, 33 consolidations completed, involving a total of 74 lots. Also one (1) subdivision happened in 2024. New consolidation requests are coming in for 2025 year, 3 requests received for February meeting.
  
- Certification of delinquent accounts**

  - November 04, 2024: PACKET GETS MAILED TO THE COUNTY TREASURER  
Packet included the Final list of delinquent accounts along with the 2024 Executed Resolution  
Treasurer confirmed receipt of certifications.
  - November 30, 2024: LAST DAY FOR CLOSING REQUESTS FROM TITLE COMPANIES
  - December 9, 2024: LAST DAY TO NOTIFY COUNTY OF ANY CLOSINGS/CHANGES THAT OCCURED
  - December 9<sup>th</sup>, 2024: reports along with Resolution sent to Cathy Fromm, District Accountant.  
Process is completed.
  
- PILOT:** 2025 PILOT (Payments in Lieu of Taxes) Invoices were created and mailed to current customers with PILOT agreements. Colorado College, Shumei and Pundarika Foundation.
  
- The annual Transparency notice:** must be provided to eligible electors by January 15 and filed with the Division, the Board of County Commissioners, the County Assessor, the County Clerk and Recorder and the County Treasurer. The Transparency notice was submitted and accepted and also posted on the District web site.
  
- Upcoming:**

  - 1099 reporting: The 1099's will be filed with IRIS electronically and recipient copies mailed out via USPS before the deadline of January 31st, 2025.
  - W-2 will be mailed to Board members and all District employees by Paychex before January 31<sup>st</sup>, 2025.
  - Annual Availability of Service (AOS) Billing
  - Rate update for the 2025 water tiered structure.

- Self Nomination notice & forms.

- January’s billing message:** Happy New Year! Please note the updated Water Tiered Rates, effective February 1, 2025. Details are provided on the back of your bill. In observance of Martin Luther King Jr. Day, the District office will be closed on Monday, January 20, 2025. For your convenience, you can pay your bill anytime using our 24/7 IVR line at 888-504-0548.

**Copy of the notice sent out to the customers in December and January via email and USPS mail. (Back of the utility bills)**

Dear Valued Customer,

Our goal is to provide you with the best and most cost-effective water & sewer services possible. As much as we would like to keep our current rates, we find it necessary to increase the water tiered rates by a minimal amount. At the December Board Meeting the Directors adopted a new fee resolution, which will impact water consumption charge. Please refer to the tables below for a detailed breakdown of the updated charges. If you have questions regarding this notice, please call the District Manager Diego Martinez at 719-256-4310.

**Current 2024 Water Tiered Structure and Charges**

Meter Size	Water Monthly Base Rate	Base Usage Allowance	Water Consumption Charge \$2.59/1000	Water Consumption Charge \$5.16/1000
3/4-inch	\$48.13	4,000	10,000	>10,000
1-inch	\$96.25	8,000	20,000	>20,000
1 1/2-inch	\$240.63	20,000	50,000	>50,000
2-inch	\$385.00	32,000	80,000	>80,000
3-inch	\$770.00	64,000	160,000	>160,000
4-inch	\$1,732.00	144,000	360,000	>360,000

**Effective as of February 1, 2025**  
**2025 Water Tiered Structure and Charges**

Meter Size	Water Monthly Base Rate	Base Usage Allowance	Water Consumption Charge \$2.84/1000	Water Consumption Charge \$5.67/1000
3/4-inch	\$48.13	4,000	10,000	>10,000
1-inch	\$96.25	8,000	20,000	>20,000
1 1/2-inch	\$240.63	20,000	50,000	>50,000
2-inch	\$385.00	32,000	80,000	>80,000
3-inch	\$770.00	64,000	160,000	>160,000
4-inch	\$1,732.00	144,000	360,000	>360,000



Baca Grande Water and Sanitation District

P.O. Box 520 | 57 Baca Grant Way S.  
Crestone, CO 81131-0520

## **Notice: District office will be closed Monday,**

**JANUARY 20, 2025**

In honor of Martin Luther King, Jr. Day, the district office will be closed Monday, January 20, 2025.

**Emergencies** can be called in at 719-256-4310 and an operator will be dispatched to assist you.

Pay by phone by calling the IVR line at 888-504-0548.

