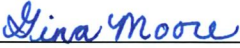


## **CERTIFICATION OF BUDGET**

TO: THE DIVISION OF LOCAL GOVERNMENT

This is to certify that the budget, attached hereto, is a true and accurate copy of the budget for Upper Thompson Sanitation District, for the budget year ending December 31, 2025, as adopted on December 17, 2024.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the Upper Thompson Sanitation District, Larimer County, Colorado, this 23rd day of December, 2024.

  
\_\_\_\_\_  
Gina Moore, Budget Officer

## Upper Thompson Sanitation District

### Resolution No. 2024-12-01

#### A Resolution To Adopt 2025 Budget

**Whereas**, the Board of Directors (“Board”) of Upper Thompson Sanitation District (“District”) has appointed a budget committee to prepare and submit a proposed 2025 budget to the Board at the proper time; and

**Whereas**, such budget committee has submitted the proposed budget to the Board on or before October 15, 2024, 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 19, 2024, 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, 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 Upper Thompson Sanitation District:

1. That estimated expenditures for each fund are as follows:

General Fund:	\$56,775,254
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2. That estimated revenues are as follows:

General Fund:

From unappropriated surpluses	\$20,199,545
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From sources other than general property tax	\$53,859,987
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Total	\$74,059,532
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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 Upper Thompson Sanitation District for the 2025 fiscal year.

4. That the budget, as hereby approved and adopted, 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 Appropriate Sums Of Money**

**Whereas**, the Board of Directors of the Upper Thompson 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 so as not to impair the operations of District.

**Now, Therefore, Be It Resolved** by the Board of Directors of the Upper Thompson 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:

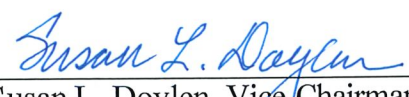
General Fund: \$56,775,254

**Adopted** this 17<sup>th</sup> day of December 2024.

Upper Thompson Sanitation District

By   
Christopher L. Eshelman, Chairman

Attest:

  
Susan L. Doylen, Vice-Chairman/Secretary



# 2025 Budget

Prepared by: Gina N. Moore, Budget Officer

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**Upper Thompson Sanitation District**

**2196 Mall Road; Estes Park, CO**

**970.586.4544    [utsd.colorado.gov](http://utsd.colorado.gov)**

# Upper Thompson Sanitation District

## 2025 Budget Message

### **Board of Directors**

Mr. Chris Eshelman – Chairman  
Ms. Sue Doylen – Vice-Chairman/Secretary  
Mr. Stan Gengler – Treasurer  
Mr. Kent Bosch – Assistant Secretary/Treasurer  
Mr. Mike Morton – Assistant Secretary/Treasurer

### **Department Heads**

Mr. Chris Bieker – District Manager (Retiring January 2, 2025)  
Ms. Suzanne Jurgens- Assistant Manager (Appointed District Manager Effective January 3, 2025)  
Ms. Gina Moore- Financial Officer  
Mr. Matt Allen – Operations Manager  
Mr. Henry Newhouse – Treatment Plant Superintendent  
Mr. Nathanael Romig- Collection System Superintendent  
Ms. Sheryl Ponzer – Customer Accounts Manager

### **Budget Team**

Ms. Gina Moore – Financial Officer/Budget Officer  
Mr. Chris Bieker, Ms. Suzanne Jurgens – Administration

# 2025 Budget Message

By: Chris Bieker, District Manager

December 17, 2024

As we prepare the 2025 budget, the District looks forward to commencing construction of the District's Water Reclamation Facility and Lift Station Improvements Project (Project). We concluded 2024 eager to begin a new era of effective water reclamation for the Estes Valley. Our Board and staff have spent more than a decade ensuring the Project will provide an optimal facility at a responsible cost, benefiting both our community and the environment. The District is finalizing the Project design and will break ground on the new water reclamation facility in the spring of 2025 with an anticipated 30-month construction duration.

While the District staff have been committed to advancing the Project, we are equally focused on maintaining and operating the current wastewater treatment facility, lift stations, and collection system. Our infrastructure, which has served the District for over five decades, continues to function efficiently thanks to our dedicated team of professional operators. The operation and maintenance of the wastewater treatment facility and collection system remain our top priority around the clock, and we approach this responsibility with the utmost seriousness.

Environmental issues remain a major global concern, with the preservation of clean water being one of the primary challenges. We are environmental stewards and strive to maximize resources to affordably treat wastewater. The District is committed to meeting the impending Environmental Protection Agency (EPA) and Colorado Department of Public Health and Environment (CDPHE) water quality standards, and we are proud of our ongoing compliance meeting current water quality standards. However, these initiatives strain our financial resources.

Development of the 2025 budget considers economic trends indicating a gradual reduction in inflation through the end of 2024. In early 2024, Colorado's economy experienced notable inflation, which is now slowing as the year comes to a close. Economic growth in 2025 is expected to be moderate. The District also monitors the local economy and remains mindful of economic pressures specific to Estes Park. The District will stay financially resilient amid fiscal challenges from both local and global economies.

Although this budget primarily involves identifying and projecting financial revenues and expenses, it becomes a policy framework once adopted. We expertly and diligently manage financial resources in all aspects of operations, maintenance, and administration of the service we provide. The budget guides the allocation of staff time and resources and influences management decisions for the year 2025.

The budget offers a comprehensive view of the District's organization, management, policies, and long-term financial goals. Each fiscal year, the budget team meticulously categorizes income sources, including service fees. Expenses are clearly allocated, detailing overhead and operational costs, and capital investments. The budget document utilizes pie charts to improve clarity, serving as an essential resource for internal decision-makers as well as the broader community. This transparency helps stakeholders understand fund allocation and its alignment with the District's financial plan. Upper Thompson Sanitation District exemplifies fiscal responsibility and accountability in public utilities.



Included in this document are operating and capital revenue projections, overhead, operation, and capital expenses, and ending fund balances. This budget incorporates planned capital improvement projects outlined in the District's Capital Improvement Plan (CIP) including construction of the Water Reclamation Facility and Lift Station Improvements Project.

Our staff of Certified Water Professionals and administrative team are an invaluable asset to the community. We rely on them to operate and maintain critical infrastructure at the highest level and provide excellent customer service. Their dedication and professional expertise are instrumental in operating and maintaining critical infrastructure that ensures efficient water reclamation for our customers. We are proud to acknowledge that our compensation package reflects the District's unwavering commitment to taking care of our employees, recognizing their vital role in serving our community's needs while promoting their well-being and job satisfaction. District leadership endeavors to provide a desirable work environment, fair and competitive wages, a comprehensive benefit package, and support for professional development in the water industry.

Capital improvement projects planned for 2025 include \$595,000 in collection system funding, \$105,000 for administration department funding, and \$161,000 assigned to operating and maintaining the existing wastewater treatment facility. The largest portion, \$48,115,000, is for engineering services during bidding and construction, building permits, and construction costs of the new water reclamation facility and lift station improvements. An additional amount of \$1,591,210 is budgeted for debt service payments to the District's Project funding agencies: the Colorado Water Resources and Power Development Authority (CWRPDA) Water Pollution Control Revolving Fund and the Water Infrastructure Finance and Innovation Act (WIFIA). The 2025 revenue budget includes \$11,957,584 in loan proceeds from CWRPDA and \$29,100,000 in loan proceeds from WIFIA. The 2025 revenue budget also includes a contribution of \$5,400,000 to the cost of the Project which will be drawn from the District's reserves.

The Town of Estes Park (Town) plans to complete a service loop in its water distribution network by installing a waterline along Mall Road, with construction tentatively scheduled for the spring of 2025. The District plans to connect its facilities to this potable water source. The capital improvement budget for 2025 includes allocations for the District's acquisition of water taps, as well as engineering and construction fees necessary to connect the administration, collection, and treatment plant buildings to the Town's water system.

The 2025 budget reflects the management and staff's forecasts for business activities and plans, as well as financial obligations for loans supporting construction of the Water Reclamation Facility and Lift Station Improvements Project.

### **Budget Schedule**

I rely on department supervisors' expertise to forecast revenue and expenses for the budget. This budget, informed by the treatment plant, collection, and administration teams, aligns with the District's 2025 objectives and future initiatives. The Upper Thompson Sanitation District Board and staff use it to review past activities, plan for efficient operations, and deliver excellent service.

The following is a schedule of key dates in the 2025 budget development and review process:

- October 15, 2024 – Presentation of proposed budget to the Board.

- October 15 – November 14, 2024 – Board and staff review the proposed budget and develop questions and comments for the budget team. Modifications to the proposed budget are considered and implemented.
- November 19, 2024 – Budget Hearing during regular Board meeting.
- December 17, 2024 – Approval and adoption of 2025 budget at the regular Board meeting.

### **The District in 2024**

The District's success is due to the dedication of our skilled staff, supported by legal, engineering, accounting, financial, and business communication experts. Additionally, staff leverage guidance from Employers Council, Colorado Department of Public Health and Environment, Special District Association of Colorado, and the Colorado Special District Property and Liability Pool.

District staff are fully committed to maintaining wastewater effluent discharge permit compliance through proficient operation of the existing wastewater treatment facility. They prioritize sustainable infrastructure management while protecting the environment and stay abreast of upcoming state and Federal regulations. The team, along with District engineer and Project Manager, Mr. Steve Ravel, of Merrick & Company (Merrick), is also dedicating time to ensure every aspect of the complex Water Reclamation Facility and Lift Station Improvements Project is developed and managed meticulously and purposefully.

To secure funding for the Project, staff collaborated closely with underwriters from the Colorado Water Resources and Power Development Authority (CWRPDA) and the EPA's Water Infrastructure Finance and Innovation Act (WIFIA). Financial advisement firm, Hilltop Securities, and bond counsel from legal firm, Butler Snow, were crucial to obtaining financing. The District received a BBB+ credit rating from S&P Global, indicating financial strength and stability in support of the Project and the corresponding debt obligation. In 2024, the District secured two low interest loans: \$17,457,968 from CWRPDA's Water Quality Control Revolving Fund and a maximum loan amount of \$96,386,500 from WIFIA. Acquiring loans from WIFIA and CWRPDA is confirmation the District is taking appropriate steps to achieve compliance with future Federal and state water quality standards.

The Estes Valley experienced slower residential and commercial development in 2024. Through November 30, 2024, the District has sold 10 new system development fees (SDF), 28 additional (added to existing) system development fees and processed 130 account transfers. The new system development purchases utilized approximately 11.75 single family equivalent units (SFE), and 8.67 additional SFE of District collection and treatment capacity. This trend drives a conservative budget projection of 12 system development fees sold in 2025. The District has included two parcels into its boundary through November 30, 2024. We expect to meet the budgeted sale of 12 system development fees in 2024 during the remaining reporting month.

We are pleased to report that review of closeout documentation for 2013 flood recovery Project Worksheet 861 (PW861-Fish Creek permanent sewer main repair) was achieved in September 2024 by the Federal Emergency Management Agency (FEMA). The final grant reimbursement for that project worksheet has been fully paid to the District. Per Internal Revenue Service (IRS) compliance, a Single Audit report for the year 2024 will include reporting of the final FEMA reimbursement for PW861.

In 2024, District leadership, operations staff, and Merrick's engineering design team have maintained their focus on advancing the Water Reclamation Facility and Lift Station



Improvements Project (Project). The project's cost, timeline, and planned milestones significantly impact planning for this and future District budgets. As previously mentioned, the District has secured financing for the Project. After conducting value engineering and partnering with a selected contractor serving as the Project's Construction Manager at Risk (CMAR) to develop an initial project cost estimate, the Board of Directors and staff chose to pivot to a competitive bid process. This approach aims to construct the optimal project for the best value. Qualified contractors will be invited to submit bids on project components, beginning with the construction of the water reclamation facility, followed by seeking construction bids for the two lift stations and force main. The construction of the lift stations and force main will commence once the work on the water reclamation facility is underway. The District will obtain the necessary permits from CDPHE, Larimer County, the Bureau of Reclamation, and the Army Corps of Engineers. The District's goal is to enhance the Project's overall efficiency without compromising functionality or quality.

The current treatment facility is nearing a 50-year service lifespan, and its aging infrastructure necessitates diligent attention and maintenance. Thus, ongoing planning for vital capital projects and procurements is essential to sustain existing facilities. Operational staff, directed by Operations Manager, Mr. Matt Allen, strive to optimize performance and continuously maintain the system while being mindful of costs. In 2024, the wastewater treatment facility staff, led by Plant Superintendent, Mr. Henry Newhouse, revised their plan to replace the facility's existing centrifuge with a biosolids dewatering screw press. Instead, in 2024, they replaced the hydraulic high-torque radial piston motor (ROTODIFF) and installed a rebuilt bowl in the centrifuge. Additionally, a new control panel was purchased for the centrifuge, which is scheduled for installation in 2025. These upgrades will ensure adequate rehabilitation and result in significant cost savings for the District. Repair and rehabilitation of the collection system remain a top priority as staff work to identify and address inflow and infiltration, root intrusion, and structural deficiencies. In 2024, collection staff, led by Collection Superintendent, Mr. Nathanael Romig, completed multiple pipe patch repairs, assessed the condition of large sewer interceptors and smaller mains using closed-circuit television, cleared thousands of feet of sewer main by hydro jetting, raised manholes, and reviewed and commented on collection system capital improvement projects. In 2025, the collection staff plans to perform several capital projects to rehabilitate or replace sections of large interceptor pipe throughout the system.

Operators responsible for the District's plant and collection systems diligently oversee treatment and collection infrastructure while being mindful of expenses. Taking care of the District's infrastructure is more than just a requirement; it is an essential duty that ensures public health and preserves the environment. We are proud of their work.

Customer Accounts Manager, Ms. Sheryl Ponzer and Secretary/Receptionist, Ms. Naomi McCracken, deliver exceptional customer service to existing customers, stakeholders, and new clients. Implementation of the new customer account management software has been a primary focus for the customer accounts department in 2024. This software offers enhanced customer account management and communication capabilities, allowing customers to personalize their payment method through direct interaction with the payment system. Administrative tasks to manage customer accounts demand equitable and consistent application of the District's Rules and Regulations across all customers and new projects, and the customer accounts staff diligently ensure fairness in all their daily responsibilities. That department is the community's initial contact with the District, and we are fortunate to have such a high level of professionalism.

## **District Rates and Fees**

Consideration of the District's rates and fees is an annual exercise for the Board of Directors. In 2023, the District engaged Willdan Financial Services to conduct a wastewater rate study to develop a ten-year financial plan. The rate study informs the Board of the District's total revenue requirements, provides projections establishing revenue stability and predictability, ensures fairness in the distribution of total costs of service among different classes of ratepayers and plays an instrumental role to establish rates.

During the regular Board meetings in July, August, and September 2024, the Board evaluated recommendations from the 2023 Wastewater Rate Study in conjunction with financial data and proformas provided by the District's financial advisor. This evaluation also included consideration of debt service obligations for two loans encumbered by the District in 2024, required financial compliance by financing partners, projected capital expenditures including the Project, and anticipated operation and maintenance costs for 2025. At the September 17, 2024, regular Board meeting, after board discussion and public comments were heard, the Board of Directors voted to increase the service rates and fees as well as the system development fee as follows:

### **2025 Rate Adjustments:**

- Increase all service fees including biosolids waste hauling fees, metered (commercial), and non-metered (residential) service fees by 10.5% in 2025. In 2025, the annual base rate for 1 SFE will be \$956 which is a \$91 increase over the 2024 fee of \$865.
- Increase the system development fee to \$18,100 which is an increase of \$5,900 over the 2024 fee of \$12,200.

Additionally, after thorough staff investigation and board deliberation, at the September 17, 2024, regular board meeting the board unanimously voted to revise the billing method for metered customers starting in 2025 as outlined:

- The base rate for all metered customers will align with the annual single-family equivalent (SFE) base rate. In 2025, the base rate will be \$956 annually and billed \$239 quarterly. This change will ensure parity across all customer classifications, as all customers will pay the minimum base rate.
- In addition to the quarterly base rate, metered customers will be billed a metered rate of \$16.96/1,000 gallons of water used in excess of 14,052 gallons/quarter.
- In 2025, the District's "access fee" will be termed "data collection fee" which more appropriately describes the fee's intent. The data collection fee is the minimum fixed base fee applied to each metered connection to capture the additional District costs for collection and processing meter data and billing. The data collection fee is assessed at a cost (\$) per connection per month and billed according to the account holder's billing cycle. In 2025, the data collection fee will be \$12.15 per month per metered connection.
- Metered customer bills will identify the quarterly base rate, the metered rate, and a data collection fee as highlighted in the chart below:

<b>Classification of Customer</b>	<b>2025 Service Charge</b>
Non-Metered Customer	\$956.00/ year / SFE
<b>Metered Customer Base Rate</b>	<b>\$956.00 (1 SFE annually)</b> <b>Billed quarterly = \$239</b>
<b>Metered Customer (Metered Rate)</b>	<b>\$16.96 / 1,000 gallons &gt;14,052</b> <b>gallons / quarter</b>
<b>Metered Customer Data Collection Fee</b>	<b>\$12.15 / per connection / month</b>

In 2024, the District updated its financial policies to align with WIFIA and CWRPDA loan requirements. The Operating Reserve balance was increased to cover six months of reserves, up from the previous three-month reserve. Additionally, the District aims to meet legal debt service coverage requirements of 1.20x and has set a target rate of 1.50x. A new debt service reserve fund equivalent to one year of debt service has also been established in ColoTrust. ColoTrust is a pooled investment trust that provides short-term investment opportunities for Colorado local governments. The District also revised the Investment Policy to comply with current government regulatory investment regulations and policies. Financial Officer, Ms. Gina Moore, collaborated with the District's legal and accounting firms to ensure the policy adheres to government investment laws.

The ColoTrust investment portfolio continues to yield positive returns. The District's ColoTrust Operating Reserve account maintains the equivalent of six months' operating reserves and is adjusted in line with the operating budget. The District's ColoTrust System Development account is set up to hold funds from new system development fees. Accounts invested in ColoTrust also include one for recapitalization funds and another general account holding funds generated from sewer service fees. Additionally, the District holds funds in ColoTrust Edge, which is a longer-duration portfolio (weekly redemption) designed for reserve funds to achieve higher yields by investing further along the yield curve. ColoTrust portfolios adhere to the securities regulations specified in the Colorado Revised Statute for local governments.

The District's public outreach initiative in 2024 has been a central focus, and we continue to enlist the assistance of GBSM, a public affairs and communications firm, to support this endeavor. Public outreach is crucial for educating and engaging the Estes Park community regarding the new water reclamation facility and lift station upgrades. In 2024, the District organized stakeholder and focus group meetings to facilitate understanding of our objectives and Project status. By providing information to our customers, stakeholders, and the residents of Estes Park, we not only promote transparency but also enable the community to grasp the importance of this project in improving water quality, environmental stewardship, and the overall high quality of life in the Estes Valley.

Upper Thompson Sanitation District is part of the North Front Range Water Quality Planning Association (NFRWQPA), recognized as the Section 208 planning entity for Larimer and Weld Counties under the Federal Clean Water Act. This membership greatly benefits the District by enabling collaboration with regional partners and specialists to maintain high standards in water quality management and environmental protection. The association strives for innovative

solutions and shares important insights, which are vital for northern Colorado's well-being and the conservation of our water resources. As a regional advocacy group, the NFRWQPA represents its members in legislative and regulatory processes. Additionally, the NFRWQPA addresses water quality planning issues, interprets regulations, and provides oversight within the South Platte watershed. In 2024, I continued to serve on this organization's Executive Committee.

### **Additional Notes**

- Respected Director Jack Reed resigned after 17 years on the District board, including 9 years as Chairman. Jack's contributions have been invaluable, and his leadership will be greatly missed.
- Director Ronald I. Duell stepped down from the board following his relocation outside of the District boundary. Ron contributed significantly to the board by sharing his extensive wastewater industry expertise and perspectives in overseeing District operations.
- Two new Directors have been appointed to the vacant positions on the board. Stan Gengler has taken Mr. Duell's seat, while Mike Morton has assumed Mr. Reed's seat. Directors Gengler and Morton bring substantial experience and insight to the board.
- In June, I announced that I would be retiring from the District as of January 2, 2025. After proudly serving the District for over 38 years, I am eager to enjoy a more relaxed life and spend quality time with my wife and family.
- During the regular board meeting on July 16, 2024, the board adopted Resolution No. 2024-07-01, confirming that Assistant District Manager Ms. Suzanne Jurgens will succeed in the role of District Manager effective January 3, 2025.
- The District treated a total of 258.927 million gallons of wastewater flow through November 30, 2024, a 3.0% decrease compared to the same period of 2023. Through November 2024, the cost of treatment is \$.0149 per gallon, a \$.0029 increase over the same period in 2023. Our staff continues its commitment to cost containment.
- In March, the District's application for renewal of the Colorado Discharge Permit was submitted to the Colorado Department of Public Health and Environment (CDPHE). The District's current discharge permit expired on September 30, 2024, and the Colorado Department of Public Health and Environment has administratively extended the date of the current permit until the effective date of issuance of the new permit.
- The District acquired a new four-wheel drive jet truck (2024 Series 4 Freightliner), and the existing jet truck was modified into a four-wheel drive dump truck—both intended for use by the Collection Department.
- The District's agreement with the National Park Service ends on May 16, 2025. Staff are collaborating with legal counsel and Rocky Mountain National Park representatives to develop a new service agreement.
- District staff effectively handled multiple power outages throughout the year and ensured facility management readiness during the Alexander Mountain Fire in July. The staff remains on constant standby, understanding the critical need to keep our essential infrastructure running around the clock.
- The District's IT firm, Istonish, consistently updates and secures the IT infrastructure from cyber threats while integrating new technologies like cloud capabilities to improve efficiency.
- The administration boardroom now features an enhanced audio/visual system, designed to improve the virtual experience for all participants, especially in board meetings.



- District staff, in collaboration with legal counsel and Mr. Ravel, worked to revise and update the Rules and Regulations. These revisions will be presented to the board for adoption when complete.
- The District employed two new operators for the collection and treatment departments. Both individuals are local residents who have already made valuable contributions to supporting our facilities.
- There is a strong focus on professional development for all employees, with a budget allocated to support their education. In 2024, collection and treatment operators participated in Professional Water Operator (PWO) seminars, obtained Department of Transportation commercial driver licenses, pipeline assessment certifications, and water operator certifications. Furthermore, the District conducted a three-day in-house training session, taught by Indigo Water Group, focused on the activated sludge and nutrient removal treatment process, which is to be implemented at the new Water Reclamation Facility.
- The District will continue to participate with other Colorado wastewater utilities in the Colorado Department of Public Health and Environment's (CDPHE) emergency wastewater surveillance network. This network will be activated in the case of a public health event to monitor infectious disease pathogens in wastewater influent at wastewater utilities across the state. The goal of wastewater monitoring is to provide data that can be used by local public health agencies to understand the presence and/or trends of disease in their communities for public health action.
- The District has established solid partnerships with various regional governmental organizations, including the Estes Park Sanitation District, Larimer County, Town of Estes Park, Estes Valley Recreation and Park District, U.S. Bureau of Reclamation, Estes Valley Fire Protection District, Rocky Mountain National Park, and the Western Area Power Authority.

### **Budget Preparation**

Every August, the departments of plant, collection, and administration start working on the budget requests for the coming year. The staff identifies needs and ongoing budget issues to be considered and submits the proposed budget items to me. I then review and compile the information, discussing it with department heads, the Assistant District Manager, the District engineer, and the Budget Officer. After further deliberation, we refine and integrate the revised budget requests into the operation, overhead, and capital budget line items. This culminates in the preparation of a proposed annual budget, which is reviewed and revised by the board and staff before the budget hearing, typically held in November. Following the budget hearing, the board will adopt the final annual budget for the next year at the December board meeting.

Details and explanations of budget items can be found at the conclusion of the budget in the General Fund Budget Summary Notes.

### **Budget Goals**

The main budgetary goal is to deliver the highest level of service to Upper Thompson Sanitation District's customers while maintaining the District's strong financial health. Efforts are continuously made to enhance productivity, manage costs, and improve services. The District aims to keep current expenditures lower than current revenue. Current expenditures include overhead, operating expenses, and capital improvement expenses. The District uses a budgetary control system to ensure compliance with the budget, preparing monthly reports comparing actual

revenues and expenditures against the budgeted figures. Upper Thompson Sanitation District will not set any goals or policies without providing the necessary funding to achieve them.

Any modifications to the adopted budget require action by the board. Staff can request budget changes during regularly scheduled board meetings. The board will review these requests, taking into account staff recommendations, and will approve or deny them through a majority vote.

### **Budget Overview**

To prepare the annual budget, and to understand challenges and opportunities encompassing the next several years, staff must understand how national, state, and local trends affect Upper Thompson Sanitation District. To accomplish this, a rolling ten-year Capital Improvement Plan (CIP) has been prepared, which forecasts capital improvement expenditures year by year.

The Upper Thompson Sanitation District's Capital Improvement Plan encompasses construction of the new water reclamation facility, lift stations, and force main. It also includes other high-priority capital repair projects and procurements, while taking into account upcoming effluent regulation permits, particularly concerning the discharge requirements for metals, temperature, nitrogen, and phosphorus. The District partners with Merrick to help develop long-term budget and compliance schedules. Additionally, staff consistently monitor various factors that could influence future objectives and the District's operations.

The District functions as an enterprise, funding its wastewater services through collected fees rather than a mill levy tax. Operational costs, maintenance, and capital improvement projects are covered by revenues from service charges and system development fees, forming the enterprise fund. The enterprise fund serves as the primary operating fund for the District, managing daily financial transactions. It is also the source from which expenses are disbursed. Capital expenditures are allocated through this fund and will include ongoing projects related to the collection system and plant upgrades, as outlined in the capital improvement plan.

The 2025 enterprise fund budget is formulated based on projected revenues of \$53,859,987 and anticipated expenditures of \$56,775,254. Expenditures not funded by 2025 revenues will be funded through the District's net position, appropriated reserves, and loans proceeds secured for the Water Reclamation Facility and Lift Station Improvements Project. The budget predicts a 2024 closing fund balance of \$14,364,545 and an expected 2025 ending balance of \$17,284,278. Total budgeted operating and capital revenues for 2025 are approximately 14.68% lower than the estimated year-end operating and capital revenues for 2024. This decrease is attributed to conservative projections for 2025 service fee and system development fee revenue and a cautious estimate of interest earned on investments in 2025. The District anticipates drawing approximately \$41,057,584 from bond/loan proceeds for the Project and contributing \$5,400,000 of reserve funds for Project construction expenses. Budgeted debt service payments in 2025 are \$1,591,210. The 2025 budget indicates an overall increase in expenses by approximately \$48,852,969 over the anticipated year-end 2024 expenses due to planned construction start for the Project.

Included in the 2025 budget is a \$10,000 overhead contingency, a \$50,000 operation and maintenance contingency, and a \$250,000 capital contingency allowing the board to appropriate funds as necessary throughout the year for unforeseen needed expenditures.

The capacity of the District's treatment plant is approximately 70% hydraulically utilized. The major expenditures of the District are infrastructure-based repair and replacement, employee salary and benefits, supplies, and utilities.



## **Conclusion**

I am pleased to present the 2025 budget for your consideration and adoption. It is important to remember that Upper Thompson Sanitation District is owned by its customers, and we are honored to manage its assets. Capital improvement planning and projects will remain our priority.

The unwavering commitment to excellence displayed by the District's leadership, management, and staff reflects the organization's core values and mission. Collectively, we will maintain the highest standards of service and responsibly manage the resources entrusted to us. Our dedicated efforts ensure that the Upper Thompson Sanitation District continues to exemplify both environmental awareness and financial responsibility.

The forthcoming state and federal regulations on wastewater discharge, combined with our efforts to address aging infrastructure, highlight the District's commitment to strategically planning and implementing new water reclamation and lift station improvements. Upper Thompson Sanitation District is devoted to preserving our precious water resources.

Serving as the District Manager for the past 16 years and with my retirement approaching, I take great pride in the current state of the District. Every aspect of its operations has seen continuous improvement, positioning it as the leading provider of wastewater treatment in the Estes Valley. The Upper Thompson Sanitation District's innovative approach ensures that both the environment and community maintain their status as the pristine and beautiful gateway to Rocky Mountain National Park.

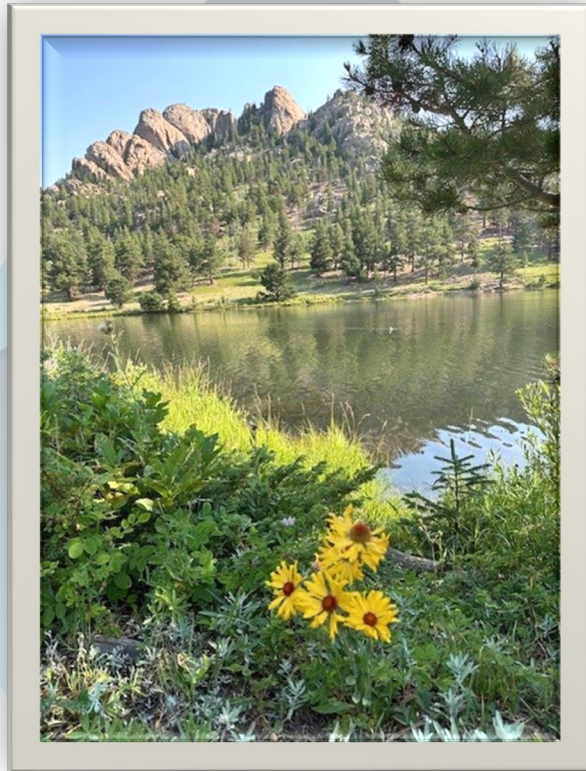
Sincerely,

*Chris Bieker*

Chris Bieker, District Manager

## **Upper Thompson Sanitation District Mission Statement**

**The Upper Thompson Sanitation District is fully committed to managing the natural resources with which the District is entrusted; to provide reliable, high-quality, cost-effective wastewater collection and treatment services; to promote a quality of life from which all citizens in the Estes Valley may benefit. Our staff strives to deliver prompt and friendly customer service, while ensuring the preservation, protection, and enhancement of our environment for future generations.**

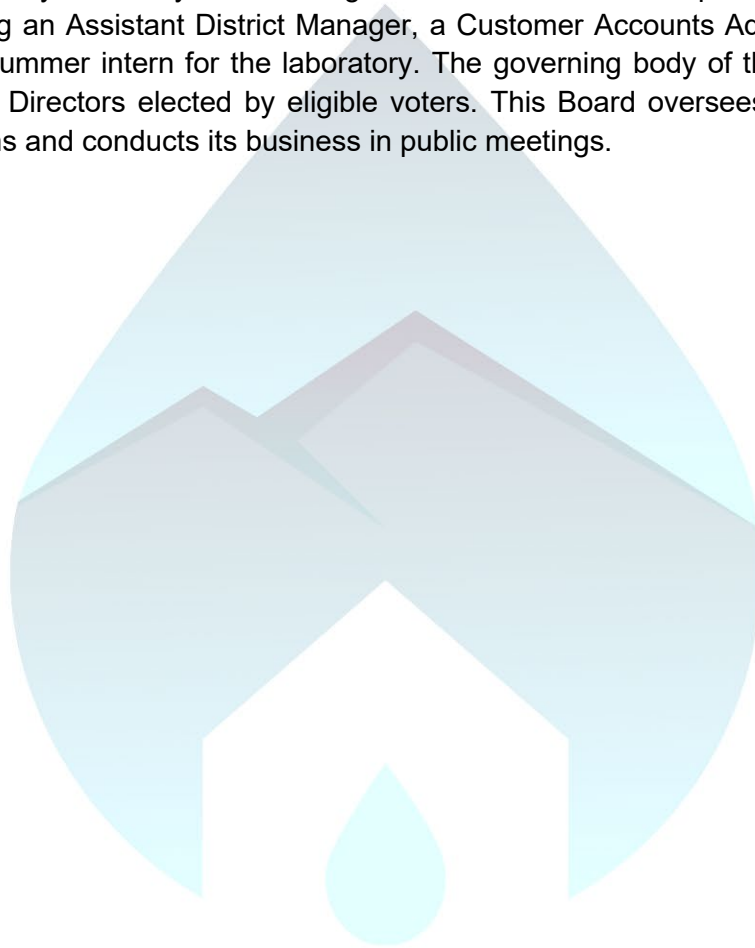


**Lily Lake, Rocky Mountain National Park**

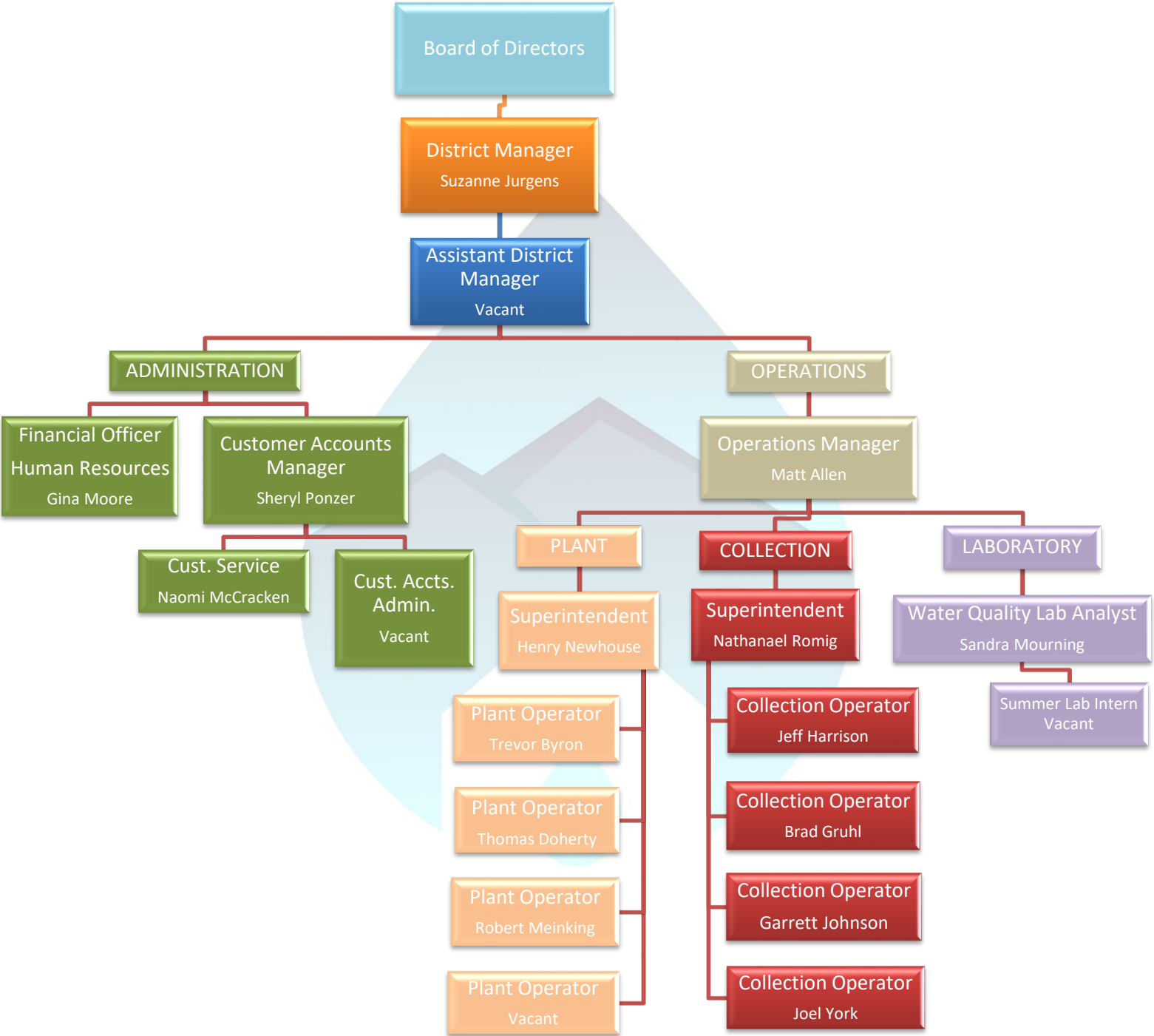
## **Overview Of District Operations**

The District was formed in 1971 to provide wastewater treatment service to the areas surrounding the downtown corridor of Estes Park and to improve the water quality of the Big Thompson River. The District's wastewater treatment facility provides primary, secondary, and tertiary wastewater treatment. The wastewater treatment facility is permitted to treat up to 2.0 million gallons per day under peak load conditions; and through November 2024, is treating approximately 772,916 gallons per day under average flow conditions. The District also operates three lift stations and maintains approximately 93 miles of wastewater collection and conveyance system pipelines.

As 2024 concludes, the District employs sixteen permanent full-time staff members: six administration personnel, five collection system operators, four wastewater treatment operators, and one water quality lab analyst. The budget for 2025 includes compensation for additional positions, including an Assistant District Manager, a Customer Accounts Administrator, a Plant Operator, and a summer intern for the laboratory. The governing body of the District is a five-member Board of Directors elected by eligible voters. This Board oversees all aspects of the District's operations and conducts its business in public meetings.



Upper Thompson Sanitation District  
2025 Organizational Chart



## **Revenue**

The revenues for the enterprise fund are primarily received through service fees from customers. The following table summarizes the District's wastewater customer accounts and their billing methodology:

<b>Profile of Upper Thompson Sanitation District Active Wastewater Customer Accounts</b>		
<b>Customer Class</b>	<b>Accounts</b>	<b>Billing Methodology</b>
Connected Non-Metered Accounts	4,556	Billed on a quarterly fixed charge rate and based on the single-family equivalency value assigned to each customer.
Connected Metered Accounts	116	Billed on a quarterly basis and based on water usage data provided by the Town of Estes Park and customer meters.
Special Metered Account	1	Billed annually in arrears and based on metered wastewater discharges recorded by the District.
Monthly Metered Accounts	5	Billed monthly in arrears and based on metered wastewater discharge.
<u>Taps Not Connected</u> Non-Metered Metered	210 19	Paid taps not connected to the system. Tap equivalent is 24 fixture unit values (FUV) or one single family equivalent (SFE). See UTSD Rules and Regulations.
Total Accounts	4,907	

Additional revenue comes from system development fee receipts. The District requires new customers to pay a system development fee to connect to the wastewater utility system. This fee represents the cost of the collection system and treatment facility assets that the District must construct to serve new customers. In 2025, the District will charge a system development fee of \$18,100 per SFE (single family equivalent) for new customers connecting to the wastewater utility system. These 2025 service fees were used as the basis for this financial plan. The budget conservatively estimates 12 new connections in 2025 for projected system development revenue.

The following rate schedule was used to budget metered, non-metered, and data collection fee revenue in 2025:

**Upper Thompson Sanitation District  
2023-2025  
Wastewater Rate Schedule for Non-Metered and Metered Customers**

**Non-Metered Customers**

**Single Family Equivalent (SFE)** - Represents the average hydraulic and chemical characteristics of the discharge of a single-family home in the District's service area. The details of these characteristics may be changed from time to time as additional data is obtained to define the "Single Family Equivalent." Some of the more important characteristics of the Single Family Equivalent Unit are as follows:

1. One SFE = 24 Fixture Unit Values (FUV)
2. Average Occupancy per SFE = 2.2 persons
3. Average Daily Wastewater Flow per Person = 70 gallons per day
4. Average Daily Wastewater Flow per SFE = 154 gallons per day
5. Peak Month Wastewater Flow per SFE = 200 gallons per day

Non-single family uses shall be converted to the equivalent number of SFE units. This conversion shall be determined by the District on the basis of the characteristics that are common to both single-family and non-single-family uses, e.g., offices, etc. Where more than one characteristic is common to both uses, a weighting factor may be used to establish the relative importance of these characteristics on the wastewater collection system.

**Fixture Unit Value (FUV)** - Represents the total wastewater load of a plumbing fixture on the wastewater collection and treatment system. Fixture unit values vary depending upon the type of fixture. Each customer's rates will differ based on the number of FUV's utilized. The minimum service charge is based on 24 fixture unit values.

FUV's	SFE's	2023 Rates (Rates reflect an 11% increase)	2024 Rates (Rates reflect an 11% increase)	2025 Rates (Rates reflect a 10.5% increase)
24	1.00	\$797	\$865	\$956
25	1.04	\$829	\$900	\$994
26	1.08	\$861	\$934	\$1,032
27	1.13	\$901	\$977	\$1,080
28	1.17	\$932	\$1,012	\$1,119
29	1.21	\$964	\$1,047	\$1,157
30	1.25	\$996	\$1,081	\$1,195
31	1.29	\$1,028	\$1,116	\$1,233
32	1.33	\$1,060	\$1,150	\$1,271
33	1.38	\$1,100	\$1,194	\$1,319
34	1.42	\$1,132	\$1,228	\$1,358
35	1.46	\$1,164	\$1,263	\$1,396
36	1.50	\$1,196	\$1,298	\$1,434
37	1.54	\$1,227	\$1,332	\$1,472
38	1.58	\$1,259	\$1,367	\$1,510
39	1.63	\$1,299	\$1,410	\$1,558
40	1.67	\$1,331	\$1,445	\$1,597
41	1.71	\$1,363	\$1,479	\$1,635
42	1.75	\$1,395	\$1,514	\$1,673
43	1.79	\$1,427	\$1,548	\$1,711
44	1.83	\$1,459	\$1,583	\$1,749
45	1.88	\$1,498	\$1,626	\$1,797
46	1.92	\$1,530	\$1,661	\$1,836
47	1.96	\$1,562	\$1,695	\$1,874
48	2.00	\$1,594	\$1,730	\$1,912

**Metered Customers**

All metered customers are billed a minimum of 1 SFE (\$239/quarter or \$79.66/month), and a rate per 1,000 gallons >14, 052 gallons per quarter or a rate per 1000 gallons > 4,684 gallons per month according to the customer's billing cycle, and a Data Collection Fee (previously termed Access Fee) per connection per month.

2023 Rate	2024 Rate	2025 Rate
\$14.15 / 1,000 Gallons	\$15.35 / 1000 Gallons	\$16.96 / 1000 Gallons
	This rate reflects an increase of \$1.20 / 1000 gallons to the 2023 rate	This rate reflects an increase of \$1.61 / 1000 gallons to the 2024 rate
\$30.30 /Calendar Quarter (Access Fee)	\$33.00 / Calendar Quarter	\$36.45 / Calendar Quarter
	This fee reflects an increase of \$2.70 /calendar quarter to the 2023 Access Fee	This fee reflects an increase of \$3.45 / calendar quarter to the 2024 Access Fee



### **Other Revenue Sources**

Investment earnings are determined by projected cash flows, fund investments, and market conditions. Asset sales revenue includes income from selling District assets to replace equipment. Various miscellaneous revenue sources fall under this category, including waste hauling income, late fees, document fees, video services, and jetting services.

### **Administration**

The District Manager oversees the management and operation of the District, reporting to the Board of Directors and serving as its public representative. The Assistant District Manager supports the District Manager, leads the administration department, and collaborates closely with both the District Manager and Operations Manager to handle the District's daily operations.

The Operations Manager is responsible for overseeing and directing the activities of UTSD's wastewater treatment facilities and collection system, including the operation, maintenance, and repair of wastewater infrastructure. This role involves setting and implementing goals, objectives, policies, and priorities for the operations departments, and collaborating with Plant and Collection Superintendents to coordinate organizational, staffing, work priorities and operational tasks.

All finance and accounting functions are managed under the administration budget. This encompasses the role of the Financial Officer, who is responsible for overseeing all financial activities within the District. These activities include handling accounts payable, payroll, employee benefits, insurance, and loan and grant administration and compliance. Additionally, the Financial Officer collaborates with the District auditor to facilitate the annual audit.

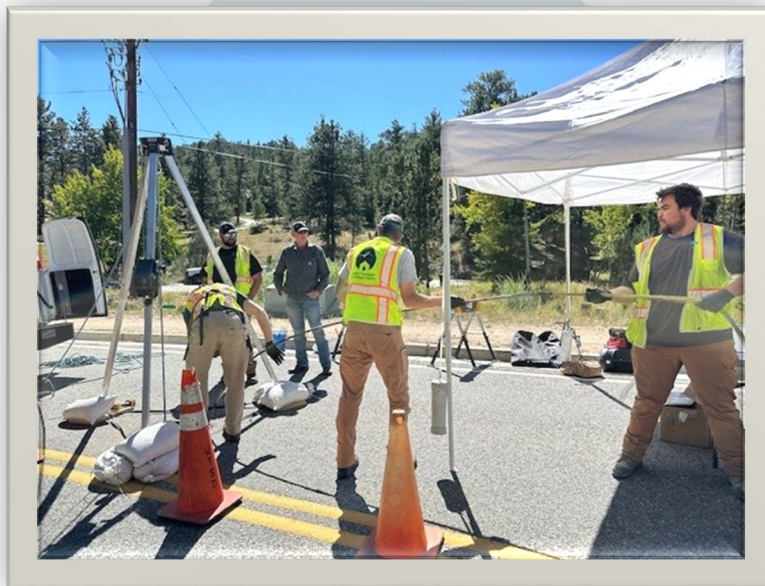
The Customer Accounts Manager oversees customer billing and the collection of all fees, as well as manages accounts receivable. This role includes assessing permit and system development fees, determining additional Single-Family Equivalent (SFE) values, and ensuring customer compliance with District Rules and Regulations. The Customer Accounts Manager also participates in pertinent municipal, government, and community meetings and collaborates closely with the collection department on various District development opportunities. Additionally, the Customer Accounts Manager supervises the District secretary.

The District secretary acts as receptionist, interacts with customers, and offers administrative support to the Customer Accounts Manager. The secretary also attends to the general needs of the administrative office.

### **Collection System**

The collection department oversees the operation and maintenance of 93 miles of sewer lines throughout the Estes Valley. The collection staff handles the expansion of new infrastructure alongside developers, including main line extensions, and conducts inspections, maintenance, and repairs of pipes, manholes, and easements to ensure wastewater is conveyed to our treatment facility. Furthermore, they collaborate with residential and commercial developers as well as private home builders to ensure compliance with District Rules and Regulations. The collection team also plans and executes capital improvement projects for collection lines and manholes and maintains geographical information of District infrastructure.

The collection department's efforts are vital to our community. These committed professionals guarantee the efficient and dependable transportation of wastewater to our treatment facility.



*Collection Department staff performing a pipe patch under Fish Creek Road.*

### **Treatment Facility**

The treatment facility provides cost-effective wastewater treatment to safeguard the receiving waters of the Big Thompson River. This objective is achieved through well-informed operational and maintenance practices. The facility has a hydraulic capacity of 2.0 million gallons per day (MGD) (30-day average) and an organic loading of 4,450 pounds of Biological Oxygen Demand (BOD5) per day for organic loading (30-day average).

Our treatment staff consistently maintains the aging facility to ensure treatment complies with all requirements of the District's Colorado Department of Public Health and Environment (CDPHE) Discharge Permit, while prioritizing operational and maintenance efficiencies. The staff showcase their expertise and commitment by accomplishing more with fewer resources. By implementing efficiency enhancements, adopting innovative technologies, and managing resources wisely, they enhance the effectiveness of our wastewater treatment processes while optimizing resource use.

The Water Quality Laboratory Analyst performs all sample collection and laboratory analyses of the District's wastewater treatment facility's chemical, bacteriological, and physical parameters on raw, partially treated wastewater and receiving stream water. The analyst generates all laboratory data in monthly, quarterly, and annual reports to coincide with the treatment facility reports to the Colorado Department of Public Health and Environment and Environmental Protection Agency.

The treatment staff and Water Quality Laboratory Analyst collaborate with the District Manager, Operations Manager, Assistant District Manager, and engineers to stay updated on current challenges, policies, and future regulations that align with our vision.



*Plant Superintendent, Henry Newhouse, at the filter control panel.*

### **Capital Improvement Plan**

The capital improvement plan (CIP) is an important element of budgetary considerations. A summary of forecasted CIP expenditures for the years 2025 through 2033 is included at the end of this message. A capital expenditure is a capital outlay for a physical asset, constructed or purchased, with a minimum cost of \$5,000 and is expected to have a useful life of more than one year.

As of this writing, the projected CIP expenditures during the 10-year period of 2025-2034 total \$101,613,000 when expressed in 2024 dollars. The budget includes the following CIP expenditures planned for the year 2025:

- Construction services for the WRF and Lift Station Improvements Project.
- Purchase of water taps from the Town of Estes Park and the cost of engineering and construction to install a water line to connect the administration, collection, and treatment plant buildings to the Town of Estes Park's new water line along Mall Road.
- Installation of a natural gas generator at the administration building as a backup power source.
- Collection System Capital Purchases Include:
  - Ongoing collection system rehabilitation such as Cured-in-Place-Pipe Lining (CIPP), pipe bursting (a trenchless method for replacing under-ground pipes without digging a trench), and new pipe installation.
  - Utility truck.
- Plant Upgrades Include:
  - SCADA (Supervisory Control and Data Acquisition) server.
  - Wastewater data management software.
  - Portable sampler for laboratory.
  - Filter PLC cabinet (a panel that contains filters to protect electrical equipment from contaminants and interference).



*Wastewater treatment facility tri-media filter, pipes, fittings, and valves.*



### **Budget-Related Accounting and Financial Reporting Policy**

Upper Thompson Sanitation District reliably offers valuable, timely, and precise financial data for reporting, analysis, and decision-making purposes. Furthermore, the District presents accounting and financial information that adheres to Generally Accepted Accounting Principles and complies with regulatory standards.

Each year, Upper Thompson Sanitation District undergoes an independent audit of its financial statements for regulatory bodies. This audit demonstrates the District's financial responsibility to the public and other stakeholders.

A Single Audit, commonly referred to as an "A-133 Audit," is an annual examination of a non-federal entity's financial statements and federal awards. The goal of the audit is to provide the federal government with confidence that the entity maintains adequate internal controls and generally complies with program requirements. An A-133 Audit is usually more comprehensive and detailed than a standard independent audit. It involves specific and higher levels of testing on expenses to ensure that the federal funds have been used appropriately, are well-documented, and correctly reported in the District's financial statements. In past years, the District has undergone a Single Audit, and for the year 2024, it will be subject to a Single Audit because it received more than \$750,000 in federal funds.

Upper Thompson Sanitation District manages its operations by adhering to the highest legal and ethical standards. Valuing ethics is paramount for the Upper Thompson Sanitation District, as it safeguards the District's reputation and maintains public confidence.

A certified copy of the adopted budget, which includes the resolution to adopt the budget, and the budget message, must be filed with the Division of Local Government no later than 30 days following the beginning of the fiscal year of the budget (i.e., no later than January 30). (§29-1-113, C.R.S. HB15-1092)

The State of Colorado and Generally Accepted Accounting Principles govern the use of funds and budgeting, accounting, and auditing associated with this fund structure, as determined by the Government Accounting Standards Board.

The primary authority for the operation of Upper Thompson Sanitation District is the Board of Directors.

This budget encompasses all activities for which Upper Thompson Sanitation District has financial responsibility. For budgetary reporting, the District employs the accrual basis of accounting. On an accrual basis, revenues are recognized when they become measurable and available. "Measurable" means the transaction amount can be determined, and "available" indicates it is collectible within the current period. Expenditures are recorded in the accounting period when the liability is incurred. Non-cash expense items, such as depreciation for fixed assets and accrued compensated absences, are excluded from the budget. All annual appropriations expire at the end of the fiscal year.

Upper Thompson Sanitation District operates under one fund for budgetary purposes; however, funds utilized by the District's various departments are segregated.

The costs of vacation and sick leave benefits (compensated absences) are budgeted and expended when payments are made to employees. The liability for all accrued and vested vacation and sick pay benefits is recorded as a long-term liability.

Colorado statutes and the Upper Thompson Sanitation District's financial policies require an annual balanced budget. A balanced budget is one in which the budget has sufficient project revenues to equal anticipated expenditures. Throughout the budget process, projected revenue estimates are updated and compared against expenditures. The District develops a series of revenue and expenditure assumptions based on current and projected economic indicators and historical trends.

The 2025 budget indicates expenditures exceeding revenues. Planned capital improvement projects in 2025 are the drivers of the operating/capital net position. Those capital improvement projects are subject to approval by the Board of Directors and the District Manager. Financing of approved 2025 capital improvement projects, not funded by 2025 revenues, will be funded through use of the District's net position, appropriated reserves, and loans secured for the Water Reclamation Facility and Lift Station Improvements Project.

In 2024, the District incurred debt to fund the construction of the Water Reclamation Facility and Lift Station Improvements Project. The new collection and treatment systems will help the District comply with regulatory requirements and replace outdated infrastructure. According to the 2023 Wastewater Rate Study, using external debt financing as the main funding source for capital improvement program expenditures significantly mitigates the impact on customer rates. Consequently, debt financing will be utilized to substantially minimize projected rate increases. The District's decision to use low-cost debt financing ensures it can cover substantial annual debt service costs while maintaining a debt service coverage ratio above the recommended minimum of 1.20.

The logo for the Upper Thompson Sanitation District features a large, light blue stylized mountain peak in the background. In the foreground, there is a dark blue stylized mountain peak with a white outline of a house and a small blue water drop at its base.

Upper Thompson Sanitation District

*This is Home. We Treat it Right.  
Responsibly recovering our water resource since 1971.*



Upper Thompson Sanitation District  
2025 through 2034 Capital Improvements Plan (CIP)  
Revised December 19, 2024



Proposed Projects	Planning Year										Total
	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	
<b>Administration</b>											
1. Generator for Admin (Acct 7020)	\$50,000										\$50,000
2. Town of Estes Park Water Service Tap for Existing Administration Building (Account 7060)	\$15,000										\$15,000
3. Construction of New Water Service Tap for Existing Administration Building (Account 7060)	\$40,000										\$40,000
4. New Copier (Account 7020)						\$17,000					\$17,000
5. New Server (Account 7020)						\$20,000					\$20,000
6. New Admin Vehicle		\$60,000									\$60,000
<b>Sub-Total Administration CIP Totals</b>	<b>\$105,000</b>	<b>\$60,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$37,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$202,000</b>
<b>Collection System</b>											
7. Ongoing Collection System Rehabilitation (CIPP, Pipe Burst, and New) (Acct 7090)	\$450,000	\$200,000	\$500,000	\$500,000	\$500,000	\$500,000	\$500,000	\$500,000	\$500,000	\$500,000	\$4,650,000
8. Town of Estes Park Water Service Tap Cost for Existing Collection Building (Account 7060)	\$20,000										\$20,000
9. Construction of New Water Service Tap for Collection Building (Account 7060)	\$40,000										\$40,000
10. New Utility Truck (Account 7080)	\$85,000	\$80,000									\$165,000
11. Mini Excavator (Account 7085)					\$125,000						\$125,000
12. New CCTV Sewer Camera Vehicle (Account 7080)								\$250,000			\$250,000
<b>Sub-Total Collection System CIP Totals</b>	<b>\$595,000</b>	<b>\$280,000</b>	<b>\$500,000</b>	<b>\$500,000</b>	<b>\$625,000</b>	<b>\$500,000</b>	<b>\$500,000</b>	<b>\$750,000</b>	<b>\$500,000</b>	<b>\$500,000</b>	<b>\$5,250,000</b>
<b>Existing Wastewater Treatment Facility (WWTF)</b>											
13. New SCADA Server (Acct 7020)	\$10,000										\$10,000
14. Wastewater Data Management Software (Acct 7030)	\$6,000										\$6,000
15. ISCO Portable Sampler for Lab (Acct 7055)	\$10,000										\$10,000
16. Filter PLC Cabinet (Account 7055)	\$35,000										\$35,000
17. Town of Estes Park Water Service Tap for Existing Wastewater Treatment Facility (Account 7060)	\$25,000										\$25,000
18. Construction of New Water Service Tap for Existing Wastewater Treatment Facility (Account 7060)	\$75,000										\$75,000
19. Rough Terrain Fork Lift (Account 7055)			\$75,000								\$75,000
20. Bobcat / Utility Vehicle (Account 7055 or 7080)			\$35,000								\$35,000
21. WRF Furniture, Workbench, Air Compressor, Storage Shelves, Misc. Equipment, Materials (Account 7055)		\$100,000									\$100,000
22. New Heavy Utility Truck (Account 7080)				\$85,000							\$85,000
23. New Truck (Account 7080)				\$60,000							\$60,000
<b>Sub-Total Existing WWTF CIP Totals</b>	<b>\$161,000</b>	<b>\$100,000</b>	<b>\$110,000</b>	<b>\$145,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$516,000</b>
<b>Total Pay-As-You-Go CIP</b>	<b>\$861,000</b>	<b>\$440,000</b>	<b>\$610,000</b>	<b>\$645,000</b>	<b>\$625,000</b>	<b>\$537,000</b>	<b>\$500,000</b>	<b>\$750,000</b>	<b>\$500,000</b>	<b>\$500,000</b>	<b>\$5,968,000</b>
<b>Proposed Water Reclamation Facility (WRF)</b>											
24. WRF and Lift Station Improvements - Legal (Acct 7065)	\$15,000	\$15,000	\$15,000								\$45,000
25. WRF and Lift Station Improvements - Larimer County Building Department Permits (Acct 7065)	\$600,000										\$600,000
26. WRF and Lift Station Improvements - Engineering Services During Bidding/Construction (SDC) (Acct 7065)	\$2,500,000	\$2,500,000									\$5,000,000
27. WRF and Lift Station Improvements - Construction Cost (Acct 7065)	\$45,000,000	\$45,000,000									\$90,000,000
											\$0
<b>Total Proposed WRF CIP Totals</b>	<b>\$48,115,000</b>	<b>\$47,515,000</b>	<b>\$15,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$95,645,000</b>
1. Revenue Bonds Proceeds	\$11,957,584										\$11,957,584
2. District Cash	\$5,400,000	\$6,287,416									\$11,687,416
3. WIFIA Loan Proceeds	\$29,100,000	\$42,900,000									\$72,000,000
<b>Sub-Total WRF Funding Sources</b>	<b>\$46,457,584</b>	<b>\$49,187,416</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$95,645,000</b>
<b>CIP Totals</b>	<b>\$48,976,000</b>	<b>\$47,955,000</b>	<b>\$625,000</b>	<b>\$645,000</b>	<b>\$625,000</b>	<b>\$537,000</b>	<b>\$500,000</b>	<b>\$750,000</b>	<b>\$500,000</b>	<b>\$500,000</b>	<b>\$101,613,000</b>
<b>CIP paid from District Cash</b>	<b>\$6,261,000</b>	<b>\$6,727,416</b>	<b>\$625,000</b>	<b>\$645,000</b>	<b>\$625,000</b>	<b>\$537,000</b>	<b>\$500,000</b>	<b>\$750,000</b>	<b>\$500,000</b>	<b>\$500,000</b>	<b>\$17,655,416</b>
<b>CIP paid from Financing Sources</b>	<b>\$41,057,584</b>	<b>\$42,900,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$83,957,584</b>

Notes:

1. Anticipated Project Costs are for Planning Purposes Only. Detailed Opinions of Probable Total Project Cost will be completed during design.

Upper Thompson Sanitation District  
2025 General Fund Budget Summary  
11/30/2024

Operating Revenues

Interest Income  
Other Income  
Service Charges Income  
FEMA Grant Income

350,750.00  
91,000.00  
6,737,453.00  
-

714,860.00  
128,780.00  
5,606,259.00  
-  
-

812,000.00  
130,113.03  
6,098,258.00  
312,368.97  
-

200,500.00  
74,500.00  
6,081,770.00  
-

TOTAL Operating Revenues

\$ 7,179,203.00

\$ 6,449,899.00

\$ 7,352,740.00

\$ 6,356,770.00

Capital Revenues

System Development Income

223,200.00

352,428.00

261,622.00

152,400.00

TOTAL Capital Revenues

\$ 223,200.00

\$ 352,428.00

\$ 261,622.00

\$ 152,400.00

TOTAL WRF Project Funding Sources

Bond and Loan Proceeds and UTSD Cash

46,457,584.00

-

5,500,384.00

-

TOTAL WRF Project Funding Sources

\$ 46,457,584.00

\$ -

\$ 5,500,384.00

\$ -

TOTAL Revenues

\$ 53,859,987.00

\$ 6,802,327.00

\$ 13,114,746.00

\$ 6,509,170.00

Overhead Expenditures

Admin  
Collection  
Plant

\$ 2,916,904.58  
\$ 675,020.49  
\$ 1,141,718.93

\$ 1,689,807.00  
\$ 479,519.00  
\$ 786,408.00

\$ 2,018,821.99  
\$ 554,912.63  
\$ 923,329.38

\$ 2,624,407.23  
\$ 697,155.16  
\$ 1,107,512.61

Total Overhead Expenditures

\$ 4,733,644.00

\$ 2,955,734.00

\$ 3,497,064.00

\$ 4,429,075.00

Operations Expenditures

Admin  
Collection  
Plant

\$ 60,100.00  
\$ 157,500.00  
\$ 1,006,800.00

\$ 4,008.00  
\$ 60,690.00  
\$ 572,932.00

\$ 19,356.00  
\$ 121,381.00  
\$ 792,492.00

\$ 60,100.00  
\$ 130,600.00  
\$ 850,453.00

Total Operations Expenditures

\$ 1,224,400.00

\$ 637,630.00

\$ 933,229.00

\$ 1,041,153.00

Net Operations Surplus/(Deficit)

\$ 1,221,159.00

\$ 2,856,537.00

\$ 2,922,447.00

\$ 886,542.00

Capital

\$ 49,226,000.00

\$ 1,246,205.00

\$ 3,290,254.00

\$ 6,873,942.00

Total Capital Expenditures

\$ 49,226,000.00

\$ 1,246,205.00

\$ 3,290,254.00

\$ 6,873,942.00

Debt Service

\$ 1,591,210.00

\$ 201,738.00

Total Debt Service

\$ 1,591,210.00

\$ -

\$ 201,738.00

\$ -

Total Expenditures

\$ 56,775,254.00

\$ 4,839,569.00

\$ 7,922,285.00

\$ 12,344,170.00

Net Operating/Capital Income/(Loss)

\$ (2,915,267.00)

\$ 1,962,758.00

\$ 5,192,461.00

\$ (5,835,000.00)

Other Financing Sources Used

Budgeted Contingency Reserves

EXCESS (DEFICIENCY)  
OF REVENUES AND  
OTHER FINANCING  
SOURCES OVER  
EXPENDITURES AND  
OTHER FINANCING  
USES

(2,915,267.00)

1,962,758.00

5,192,461.00

(5,835,000.00)

Beginning Fund Balance

20,199,545.00

14,049,521.00

15,007,084.00

20,199,545.00

Ending Fund Balance

17,284,278.00

16,012,279.00

20,199,545.00

14,364,545.00

Reserve Fund Accounts

As of 11/30/24

Operating Reserve Funds (6 Mo. O&M)  
General Operating Reserves  
Capital Improvements Reserves

\$ 2,867,869.58  
\$ 4,375,040.54  
\$ 10,734,251.81

Total Reserve Funds

\$ 17,977,161.93

Upper Thompson Sanitation District  
2025 General Fund Budget Summary  
11/30/2024

	Budget 2025	Audited 2023	Estimated 2024	Budget 2024
<b>Revenues</b>				
Service Charges	6,737,453.00	5,606,259.00	6,098,258.00	6,081,770.00
System Development Fees/Permit Fees	223,200.00	352,428.00	261,622.00	152,400.00
Interest Income	350,750.00	714,860.00	812,000.00	200,500.00
Other Income	91,000.00	128,780.00	130,113.03	74,500.00
Grant Income	-	-	312,368.97	-
WRF Project Funding Sources	46,457,584.00		5,500,384.00	
<b>TOTAL Revenues</b>	<b>\$ 53,859,987.00</b>	<b>\$ 6,802,327.00</b>	<b>\$ 13,114,746.00</b>	<b>\$ 6,509,170.00</b>
<b>Overhead Expenditures</b>				
General Overhead	474,719.50	354,211.00	380,045.00	480,130.00
Office Equipment	102,780.00	46,990.00	64,908.25	110,150.00
Insurance	100,000.00	74,231.00	63,533.00	98,000.00
Election Expense	50,000.00	59,127.00	-	-
Board Expense	19,650.00	3,628.00	4,731.00	11,350.00
Payroll & Benefits	2,916,044.50	1,973,350.00	2,236,851.00	2,722,695.00
Staff & Training	38,000.00	13,167.00	22,780.00	52,100.00
Professional Services	971,000.00	427,315.00	707,365.00	901,000.00
Travel Expense	8,500.00	2,509.00	3,500.75	10,500.00
Other Expenses	52,950.00	1,204.00	13,350.00	43,150.00
<b>Total Overhead Expenditures</b>	<b>\$ 4,733,644.00</b>	<b>\$ 2,955,732.00</b>	<b>\$ 3,497,064.00</b>	<b>\$ 4,429,075.00</b>
<b>Operations Expenditures</b>				
Plant Operations	990,800.00	563,168.00	782,992.00	834,453.00
Collection Operations	120,000.00	38,771.00	91,781.00	97,600.00
Vehicle & Truck	49,600.00	25,053.00	34,456.00	45,100.00
Other Expenses (Contingency, Safety, & Permits)	64,000.00	10,638.00	24,000.00	64,000.00
<b>Total Operations Expenditures</b>	<b>\$ 1,224,400.00</b>	<b>\$ 637,630.00</b>	<b>\$ 933,229.00</b>	<b>\$ 1,041,153.00</b>
<b>Net Operating Surplus/(Deficit)</b>	<b>\$ 1,221,159.00</b>	<b>\$ 2,856,537.00</b>	<b>\$ 2,922,447.00</b>	<b>\$ 886,542.00</b>
<b>Capital and Debt Service Expenditures</b>				
Office Furniture	-	-	-	-
Office Equipment	60,000.00	7,111.00	5,000.00	13,000.00
Software/Hardware	6,000.00	56,215.00	59,915.00	60,000.00
Hardware				
Professional Services	-		-	-
Capital Tools Expense			-	-
Plant Equipment	45,000.00	114,241.00	178,367.00	1,325,000.00
Capital Contingency	250,000.00	-	-	250,000.00
Building Improvements	215,000.00	-	-	155,000.00
Building Purchase	-			450,000.00
Plant Expansion	48,115,000.00	906,071.00	2,600,000.00	3,855,942.00
Vehicle Improvements	-		46,265.00	55,000.00
Vehicle Purchase - Capital	85,000.00	93,128.00	389,136.00	423,000.00
Collection Improvement	450,000.00	60,961.00	-	275,000.00
Collection Equipment	-	8,478.00	11,571.00	12,000.00
Debt Service	1,591,210.00	-	201,738.00	-
<b>Total Capital Expenditures and Debt Service</b>	<b>\$ 50,817,210.00</b>	<b>\$ 1,246,205.00</b>	<b>\$ 3,491,992.00</b>	<b>\$ 6,873,942.00</b>
<b>Total Expenditures</b>	<b>\$ 56,775,254.00</b>	<b>\$ 4,839,569.00</b>	<b>\$ 7,922,285.00</b>	<b>\$ 12,344,170.00</b>
<b>Net District Operating/Capital Income(Loss)</b>	<b>\$ (2,915,267.00)</b>	<b>\$ 1,962,758.00</b>	<b>\$ 5,192,461.00</b>	<b>\$ (5,835,000.00)</b>

**Total Budget** = Total Overhead Expenses + Total Operating Expenses + Total Capital Expenditures + Total Debt Service  
**Net Operating & Capital Surplus/Loss** = Total Revenues - Total Budget  
**Operations Surplus/ Loss** = (Total Revenues - Service Expansion Income) - (Total Overhead Expenses + Total Operating Expenses)



Upper Thompson Sanitation District  
2025 General Fund Budget Summary  
11/30/2024

		Budget 2025	Audited 2023	Estimated 2024	Budgeted 2024
<b>Projected Operating Revenue</b>					
4200	<b>Interest Income</b>				
4210	ColoTrust Interest	350,000.00		810,000.00	200,000.00
4215	Bank of CO Interest	750.00		2,000.00	500.00
4220				-	
	<b>Total Interest Income</b>	<b>\$ 350,750.00</b>	<b>\$ 714,860.00</b>	<b>\$ 812,000.00</b>	<b>\$ 200,500.00</b>
4300	<b>Service Charges</b>				
4345	Data Collection Fee Income	23,868.00	20,826.00	21,700.00	21,700.00
4350	Metered Usage Income	1,465,893.00		1,326,600.00	1,359,541.00
4360	Non-Metered Usage Income	5,245,692.00	5,585,433.00	4,747,233.00	4,698,529.00
4370	Delinquent Act Admin Fee	2,000.00		2,725.00	2,000.00
4390	Sewer Penalty				
	<b>Total Service Charges</b>	<b>\$ 6,737,453.00</b>	<b>\$5,606,259.00</b>	<b>\$ 6,098,258.00</b>	<b>\$ 6,081,770.00</b>
4600	<b>Eagle Rock Reimbursements</b>	<b>\$ 10,000.00</b>	<b>\$ 21,032.00</b>	<b>\$ 26,653.00</b>	<b>\$ 10,000.00</b>
4650	<b>Waste Hauling Income</b>	<b>\$ 65,000.00</b>	<b>\$ 70,130.00</b>	<b>\$ 75,000.00</b>	<b>\$ 55,000.00</b>
4660	<b>Scrap Metal Income</b>			<b>\$ 288.50</b>	
4700	<b>Grant Income</b>			<b>\$ 312,368.97</b>	
4750	<b>Unrealized Gain (Loss)</b>	<b>\$ 1,000.00</b>	<b>\$ 19,576.00</b>	<b>\$ 250.00</b>	<b>\$ (500.00)</b>
4800	<b>Insurance Claim Income</b>				
4850	<b>Sale of Asset</b>		<b>\$ -</b>	<b>\$ 4,122.00</b>	
4900	<b>Miscellaneous Income</b>	<b>\$ 15,000.00</b>	<b>\$ 18,042.00</b>	<b>\$ 23,799.53</b>	<b>\$ 10,000.00</b>
<b>TOTAL OPERATING REVENUES</b>		<b>7,179,203.00</b>	<b>6,449,899.00</b>	<b>7,352,740.00</b>	<b>6,356,770.00</b>
<b>Projected Capital Revenue</b>					
4400	<b>Service Expansion Income</b>				
4405	System Development Fees	\$ 217,200.00	\$ 342,753.00	\$ 254,622.00	\$ 146,400.00
4410	Permit Fees	6,000.00	9,675.00	7,000.00	6,000.00
	<b>Total Service Expansion Income</b>	<b>\$ 223,200.00</b>	<b>\$ 352,428.00</b>	<b>\$ 261,622.00</b>	<b>\$ 152,400.00</b>
<b>TOTAL CAPITAL REVENUES</b>		<b>223,200.00</b>	<b>352,428.00</b>	<b>261,622.00</b>	<b>152,400.00</b>
<b>Projected WRF Funding Resources</b>					
	CWRPDA Revenue Bond Proceeds	11,957,584.00		5,500,384.00	
	WIFIA Loan Proceeds	29,100,000.00			
	UTSD Cash	5,400,000.00			
	<b>Total WRF Funding Resources</b>	<b>\$ 46,457,584.00</b>		<b>\$ 5,500,384.00</b>	
<b>TOTAL WRF Funding Resources</b>		<b>46,457,584.00</b>	<b>-</b>	<b>5,500,384.00</b>	<b>-</b>
<b>TOTAL REVENUES and WRF FUNDING FROM BOND/LOAN/CASH</b>					
		<b>53,859,987.00</b>	<b>6,802,327.00</b>	<b>13,114,746.00</b>	<b>6,509,170.00</b>
<b>Overhead Expenditures</b>					
5100	<b>Station Overhead</b>				
5105	Dues & Subscription Expense	\$ 17,331.50	\$ 9,990.00	\$ 15,490.00	\$ 13,415.00
5110	Internet Expense	7,000.00	5,209.00	4,919.00	7,000.00
5115	Janitorial Expense	13,000.00	9,396.00	11,200.00	25,200.00
5120	Office Supplies	10,200.00	5,209.00	7,800.00	11,500.00
5125	Postage & Delivery	19,000.00	9,961.00	10,300.00	20,000.00
5130	Printing & Copying	15,000.00	9,570.00	7,000.00	21,000.00
5135	Security Expense	12,713.00	1,141.00	1,924.00	2,675.00
5140	Permits - CDPHE	8,525.00	7,529.00	7,529.00	8,125.00
5145	Meals/Food Expense	7,000.00	4,362.00	5,400.00	7,000.00
5150	Building Maintenance Repair	53,200.00	39,069.00	31,306.00	44,000.00
5155	Telephone Expense	12,200.00	11,037.00	15,200.00	12,400.00
5165	Utilities	263,500.00	220,749.00	233,500.00	263,250.00
5170	Public Outreach	10,000.00	7,681.00	8,000.00	10,000.00
5175	Cell Phone Expense	3,700.00	2,560.00	2,668.00	5,400.00
5180	District Functions/Events	10,200.00	4,858.00	12,557.00	9,200.00
5185	Website Expense	5,500.00	3,932.00	2,752.00	10,650.00
5190	Publication Expense	6,000.00	1,958.00	2,500.00	8,000.00
5195	Legal Filings	150.00	-	-	315.00
5197	Admin Clothing Expense	500.00			1,000.00
5100	General Overhead - Other		-		
	<b>Total General Overhead</b>	<b>\$ 474,719.50</b>	<b>\$ 354,211.00</b>	<b>\$ 380,045.00</b>	<b>\$ 480,130.00</b>
5200	<b>Office Equipment/Computer Exp</b>				
5210	Equipment Lease Exp.				
5215	Equipment Repair/Maintenance	8,500.00	3,653.00	1,433.75	15,000.00
5220	Computer Repair/Maintenance	25,200.00	21,724.00	23,128.00	51,800.00
5225	Software Maintenance	69,080.00	21,613.00	40,346.50	43,350.00
		-		-	
	<b>Total Office Equipment/Computer Expense</b>	<b>\$ 102,780.00</b>	<b>\$ 46,990.00</b>	<b>\$ 64,908.25</b>	<b>\$ 110,150.00</b>
5250	<b>Insurance</b>				
5251	Worker's Comp	\$ 35,000.00	\$ 30,046.00	\$ 12,289.00	\$ 40,000.00
5252	Property & Liability Ins. Expense	65,000.00	44,185.00	51,244.00	58,000.00
	<b>Total Insurance Expense</b>	<b>\$ 100,000.00</b>	<b>\$ 74,231.00</b>	<b>\$ 63,533.00</b>	<b>\$ 98,000.00</b>
5260	<b>Election Expense</b>	<b>\$ 50,000.00</b>	<b>\$ 59,127.00</b>	<b>\$ -</b>	<b>\$ -</b>
	<b>Total Election Expense</b>	<b>\$ 50,000.00</b>	<b>\$ 59,127.00</b>	<b>\$ -</b>	<b>\$ -</b>
5300	<b>Board of Director's Expense</b>				
5310	Directors/Trustee Fees	\$ 7,200.00		\$ 1,800.00	
5320	Travel Expense	400.00			400.00
5330	Meeting Expense	2,700.00	1,021.00	1,000.00	3,000.00

2025 General Fund Budget Summary  
11/30/2024

		Budget 2025	Audited 2023	Estimated 2024	Budgeted 2024
5340	Conference Expense	8,350.00	2,231.00	1,051.00	7,450.00
5345	Misc. Board Expense	1,000.00	376.00	880.00	500.00
5300	Board of Directors Expense - Other	-			
Total Board of Directors Expenses		\$ 19,650.00	\$ 3,628.00	\$ 4,731.00	\$ 11,350.00
5400	Payroll & Benefits Expense				
5410	Salaries and Wages	\$ 1,867,659.74	\$ 1,423,072.00	\$ 1,564,100.00	\$ 1,777,996.31
5415	Compensation Contingency	23,000.00	17,341.00	23,000.00	23,000.00
5420	Employer Payroll Taxes	151,252.56	115,921.00	124,587.35	155,239.70
5430	Employee Benefits Expense	405,630.00	232,587.00	263,500.00	318,195.00
5400	Payroll & Benefits Expense	27,500.00	20,404.00	17,700.00	25,696.85
5440	Payroll Processing W-2	2,900.00		2,754.00	2,800.00
5451	Cell Phone Benefit	7,295.00	5,835.00	6,335.00	10,035.00
5452	Internet Benefit	300.00	300.00	300.00	300.00
5460	CO PERA 401a Employer Contribution	430,507.21	157,890.00	234,574.65	409,432.14
Total Payroll & Benefits Expense		\$ 2,916,044.50	\$ 1,973,350.00	\$ 2,236,851.00	\$ 2,722,695.00
5500	Staff Development				
5505	Training/Seminar Expense	\$ 15,000.00	\$ 11,367.00	\$ 13,750.00	\$ 28,100.00
5510	Conferences	23,000.00	1,800.00	9,030.00	24,000.00
5500	Staff Development - Other	-		-	-
Total Staff Development		\$ 38,000.00	\$ 13,167.00	\$ 22,780.00	\$ 52,100.00
5515	Miscellaneous Expense	\$ 1,000.00	\$ 848.00	\$ 50.00	\$ 1,000.00
5520	Bad Debt Expense - FEMA Receivables			\$ -	\$ 30,000.00
5540	Depreciation Expense				
5541	Depreciation Collection				
5542	Depreciation Plant				
5543	Depreciation Admin				
5540	Depreciation Expense - Other	-		-	-
Total Depreciation Expense		\$ -	\$ -	\$ -	\$ -
5700	Professional Services Expense				
5710	Legal Fees	\$ 150,000.00	\$ 16,913.00	\$ 146,870.00	\$ 165,000.00
5720	Accounting Expense	2,000.00		-	2,000.00
5730	Auditing Expense	60,000.00	25,978.00	28,260.00	29,000.00
5740	Tech Support Expense	75,000.00	63,675.00	62,000.00	64,000.00
5742	IT Special Projects	10,000.00		5,000.00	10,000.00
5744	Cybersecurity Audit	-			-
5750	New Employee Hiring Expense	1,000.00		769.00	750.00
5755	Employee Alcohol & Drug Testing	2,000.00	1,317.00	1,101.00	1,750.00
5760	Engineering Expense	215,000.00	51,658.00	100,000.00	150,000.00
5775	Professional Services - Other	452,500.00	265,478.00	362,365.00	475,000.00
5780	GIS/Mapping	3,500.00	2,296.00	1,000.00	3,500.00
Total Professional Services Expense		\$ 971,000.00	\$ 427,315.00	\$ 707,365.00	\$ 901,000.00
5800	Travel Expenses				
5805	Transportation Expense	1,500.00	237.00	1,000.00	2,000.00
5810	Mileage Reimbursement Expense	3,000.00	1,203.00	1,000.00	3,500.00
5815	Travel Dining Expense	1,000.00	642.00	500.75	1,500.00
5820	Lodging Expense	3,000.00	427.00	1,000.00	3,500.00
5800	Travel Expenses - Other	-		-	-
Total Travel Expenses		\$ 8,500.00	\$ 2,509.00	\$ 3,500.75	\$ 10,500.00
5900	Banking Fees				
5910	Monthly Service Fees	\$ 1,500.00	\$ 334.00	\$ 500.00	\$ 1,700.00
5920	NSF, Wire Fees, Other Fees	200.00	18.00	100.00	200.00
5900	Banking Fees - Other	-		-	-
Total Banking Fees		\$ 1,700.00	\$ 352.00	\$ 600.00	\$ 1,900.00
5950	Credit Card Fees				
5951	Annual Fees	\$ 250.00		\$ -	\$ 250.00
5950	Credit Card Fees - Other	-	4.00	-	-
Total Credit Card Fees		\$ 250.00	\$ 4.00	\$ -	\$ 250.00
5955	Loan Fees	40,000.00		12,700.00	
5960	Overhead Contingency	10,000.00			10,000.00
TOTAL OVERHEAD EXPENSES		4,733,644.00	2,955,732.00	3,497,064.00	4,429,075.00
Operations Expenditures					
6000	Plant Operations Expense				
6005	Chemical Expense	\$ 192,800.00	\$ 120,613.00	\$ 169,769.00	\$ 187,300.00
6010	Lab Supplies	50,000.00	37,936.00	30,000.00	40,000.00
6015	Biosolids Hauling	130,000.00	76,839.00	105,000.00	118,000.00
6020	Plant Repairs & Maintenance	540,000.00	277,251.00	404,239.00	397,653.00
6030	Outside Services	45,000.00	25,555.00	35,000.00	60,000.00
6035	Garbage	16,000.00	11,153.00	13,500.00	15,000.00
6040	Clothing & Uniform Exp.	6,000.00	3,057.00	3,750.00	5,500.00
6050	Eagle Rock Reimbursements	10,000.00	9,156.00	21,000.00	10,000.00
6055	Plant Tools	1,000.00	1,608.00	734.00	1,000.00
Total Plant Operations Expense		\$ 990,800.00	\$ 563,168.00	\$ 782,992.00	\$ 834,453.00
6200	Collection Operation Expenses				
6205	Locate Services	\$ 7,500.00	\$ 5,529.00	\$ 5,000.00	\$ 7,500.00
6215	Collection Repair and Maintenance	94,500.00	26,632.00	80,000.00	80,000.00
6225	Clothing & Uniform Expense	6,000.00	2,715.00	4,500.00	5,500.00
6230	Physicals	2,000.00	579.00	481.00	2,600.00
6235	Collection Tools	10,000.00	3,316.00	1,800.00	2,000.00
Total Collection Operation Expenses		\$ 120,000.00	\$ 38,771.00	\$ 91,781.00	\$ 97,600.00

2025 General Fund Budget Summary  
11/30/2024

		Budget 2025	Audited 2023	Estimated 2024	Budgeted 2024
6300	Vehicle/Truck Expense				
6310	Fuel/Gas/Oil/Diesel	\$ 24,000.00	\$ 11,105.00	\$ 15,200.00	\$ 25,000.00
6320	Vehicle Maintenance/Repair	25,000.00	13,920.00	19,000.00	19,000.00
6355	Licenses/Permits/Titles	600.00	28.00	256.00	1,100.00
	Total Vehicle/Truck Expense	\$ 49,600.00	\$ 25,053.00	\$ 34,456.00	\$ 45,100.00
6400	O&M Contingency	\$ 50,000.00		\$ 15,000.00	\$ 50,000.00
6690	Reconciliation Discrepancies		\$ -		
6800	Safety Expense	\$ 12,000.00	\$ 9,578.00	\$ 7,500.00	\$ 12,000.00
6900	Permits and Licenses	\$ 2,000.00	\$ 1,060.00	\$ 1,500.00	\$ 2,000.00
TOTAL OPERATING EXPENSES		1,224,400.00	637,630.00	933,229.00	1,041,153.00
Capital Expenditures					
7000	Capital Expenditures				
7010	Office Furniture				
7020	Office Equipment	60,000.00	7,111.00	5,000.00	13,000.00
7030	Computer Software/Hardware	6,000.00	56,215.00	59,915.00	60,000.00
7045	Professional Services				
7050	Capital Tools Expense				
7055	Plant Equipment	45,000.00	114,241.00	178,367.00	1,325,000.00
7062	Capital Contingency	250,000.00		-	250,000.00
7060	Building Improvements	215,000.00		-	155,000.00
7061	Building Purchase	-			450,000.00
7065	Plant Expansion	48,115,000.00	906,071.00	2,600,000.00	3,855,942.00
7070	Vehicle Improvements	-	-	46,265.00	55,000.00
7080	Vehicle Purchase - Capital	85,000.00	93,128.00	389,136.00	423,000.00
7085	Collection Equipment	-	8,478.00	11,571.00	12,000.00
7090	Collection Improvement	450,000.00	60,961.00	-	275,000.00
7095	Collection System Development		-		
7097	Flood Loss		-		
	Total Capital Expenditures	\$ 49,226,000.00	\$ 1,246,205.00	\$ 3,290,254.00	\$ 6,873,942.00
TOTAL CAPITAL EXPENDITURES		\$ 49,226,000.00	\$ 1,246,205.00	\$ 3,290,254.00	\$ 6,873,942.00
Debt Service					
	Debt Service				
	CWRPDA Debt Service	\$ 942,280.00		\$ 201,738.00	
	WIFIA Debt Service - Capitalized Interest Only	648,930.00			
	Total Debt Service	\$ 1,591,210.00		\$ 201,738.00	
	TOTAL EXPENDITURES:	55,184,044.00	4,839,569.00	7,720,547.00	12,344,170.00
	TOTAL EXPENDITURES AND DEBT SERVICE:	56,775,254.00	4,839,569.00	7,922,285.00	12,344,170.00
	NET OPERATING & CAPITAL SURPLUS/LOSS:	\$ (2,915,267.00)	\$ 1,962,758.00	\$ 5,192,461.00	\$ (5,835,000.00)
	Operations Surplus/Loss:	\$ 1,221,159.00	2,856,537.00	\$ 2,922,447.00	\$ 886,542.00

Total Budget = Total Overhead Expenses + Total Operating Expenses + Total Capital Expenditures + Total Debt Service  
Net Operating & Capital Surplus/Loss = Total Revenues - Total Budget  
Operations Surplus/ Loss = (Total Revenues - Service Expansion Income) - (Total Overhead Expenses + Total Operating Expenses)



# Upper Thompson Sanitation District

## 2025 General Fund Budget Summary

Division Summary **200 - ADMINISTRATION**

		Budget 2025	Estimated 2024	Budget 2024
<b>Operating Revenue</b>				
4200	<b>Interest Income</b>			
4210	ColoTrust Interest	350,000.00	810,000.00	200,000.00
4215	Bank of CO Interest	750.00	2,000.00	500.00
	<b>Total Interest Income</b>	<b>\$ 350,750.00</b>	<b>\$ 812,000.00</b>	<b>\$ 200,500.00</b>
4300	<b>Service Charges</b>			
4345	Data Collection Fee Income	23,868.00	21,700.00	21,700.00
4350	Metered Usage	1,465,893.00	1,326,600.00	1,359,541.00
4360	Non-Metered Usage	5,245,692.00	4,747,233.00	4,698,529.00
4370	Delinquent Account Admin. Fee	2,000.00	2,725.00	2,000.00
4390	Sewer Penalty			
	<b>Total Service Charges</b>	<b>\$ 6,737,452.99</b>	<b>\$ 6,098,258.00</b>	<b>\$ 6,081,770.00</b>
4600	<b>Eagle Rock Reimbursements</b>	<b>\$ 10,000.00</b>	<b>\$ 26,653.00</b>	<b>\$ 10,000.00</b>
4650	<b>Waste Hauling Income</b>	<b>\$ 65,000.00</b>	<b>\$ 75,000.00</b>	<b>\$ 55,000.00</b>
4660	<b>Scrap Metal Income</b>		<b>\$ 288.50</b>	
4700	<b>Grant Income</b>		<b>\$ 312,368.97</b>	
4750	<b>Unrealized Gain (Loss)</b>	<b>\$ 1,000.00</b>	<b>\$ 250.00</b>	<b>\$ (500.00)</b>
4850	<b>Sale of Asset</b>		<b>\$ 4,122.00</b>	
4900	<b>Miscellaneous Income</b>	<b>\$ 15,000.00</b>	<b>\$ 23,799.53</b>	<b>\$ 10,000.00</b>
<b>TOTAL OPERATING REVENUES</b>		<b>7,179,202.99</b>	<b>7,352,740.00</b>	<b>6,356,770.00</b>
<b>Overhead Expenditures</b>				
5100	<b>Station Overhead</b>			
5105	Dues & Subscription Expense	\$ 16,367.50	\$ 14,705.00	\$ 12,775.00
5110	Internet Expense	7,000.00	4,919.00	7,000.00
5115	Janitorial Expense	7,000.00	6,200.00	6,500.00
5120	Office Supplies	7,000.00	5,000.00	8,000.00
5125	Postage & Delivery	16,000.00	9,000.00	16,500.00
5130	Printing & Copying	15,000.00	7,000.00	21,000.00
5135	Security Expense	4,277.00	468.00	1,175.00
5140	Permits-CDPHE	8,525.00	7,529.00	8,125.00
5145	Meals/Food Expense	3,500.00	3,000.00	3,500.00
5150	Building Maintenance Repair	43,200.00	17,306.00	26,000.00
5155	Telephone Expense	7,700.00	11,600.00	9,400.00
5165	Utilities	7,500.00	6,500.00	8,000.00
5170	Public Outreach	10,000.00	8,000.00	10,000.00
5180	District Functions/Events	10,200.00	12,557.00	9,200.00
5185	Website Expense	5,500.00	2,752.00	10,650.00
5190	Publication Expense	6,000.00	2,500.00	8,000.00
5195	Legal Filings	150.00	-	315.00
5197	Admin Clothing Expense	500.00		1,000.00
	<b>Total General Overhead</b>	<b>\$ 175,419.50</b>	<b>\$ 119,036.00</b>	<b>\$ 167,140.00</b>
5200	<b>Office Equipment/Computer Exp</b>			
5210	Equipment Lease Exp.			\$ -
5215	Equipment/Repair/Maintenance	7,500.00	1,433.75	12,500.00
5220	Computer Repair/Maintenance	22,700.00	23,007.00	46,500.00
5225	Software Maintenance	53,130.00	27,017.49	26,150.00
	<b>Total Office Equipment/Computer Expense</b>	<b>\$ 83,330.00</b>	<b>\$ 51,458.24</b>	<b>\$ 85,150.00</b>
5250	<b>Insurance</b>			
5251	Worker's Comp	\$ 35,000.00	\$ 12,289.00	\$ 40,000.00
5252	Property & Liability Ins. Expense	65,000.00	51,244.00	58,000.00
	<b>Total Insurance Expense</b>	<b>\$ 100,000.00</b>	<b>\$ 63,533.00</b>	<b>\$ 98,000.00</b>
5260	<b>Election Expense</b>	<b>\$ 50,000.00</b>	<b>\$ -</b>	<b>\$ -</b>
	<b>Total Election Expense</b>	<b>\$ 50,000.00</b>	<b>\$ -</b>	<b>\$ -</b>
5300	<b>Board of Director's Expense</b>			
5310	Directors/Trustee Fees	\$ 7,200.00	\$ 1,800.00	
5320	Travel Expense	400.00	-	400.00
5330	Meeting Expense	2,700.00	1,000.00	3,000.00
5340	Conference Expense	8,350.00	1,051.00	7,450.00
5345	Misc. Board Expense	1,000.00	880.00	500.00
5300	Board of Directors Expense - Other			
	<b>Total Board of Directors Expenses</b>	<b>\$ 19,650.00</b>	<b>\$ 4,731.00</b>	<b>\$ 11,350.00</b>

# Upper Thompson Sanitation District

## 2025 General Fund Budget Summary

Division Summary		Budget 2025	Estimated 2024	Budget 2024
<b>200 - ADMINISTRATION</b>				
5400	<b>Payroll &amp; Benefits Expense</b>			
5410	Salaries and Wages	\$ 845,790.25	\$ 728,100.00	\$ 779,157.92
5415	Compensation Contingency	23,000.00	23,000.00	23,000.00
5420	Employer Payroll Taxes	69,503.00	58,961.35	75,332.63
5430	Employee Benefits Expense	207,774.00	116,300.00	141,078.49
5400	Payroll & Benefits Expense - Other	12,000.00	5,300.00	9,824.50
5440	Payroll Processing W-2	2,900.00	2,754.00	2,800.00
5451	Cell Phone Benefit Expense	1,920.00	1,920.00	1,920.00
5460	CO PERA 401 Employer Contribution	279,167.84	111,012.65	258,003.71
	<b>Total Payroll &amp; Benefits Expense</b>	<b>\$ 1,442,055.08</b>	<b>\$ 1,047,348.00</b>	<b>\$ 1,291,117.25</b>
5500	<b>Staff Development</b>			
5505	Training/Seminar Expense	\$ 7,000.00	\$ 500.00	\$ 7,000.00
5510	Conferences	7,000.00	8,000.00	10,000.00
	<b>Total Staff Development</b>	<b>\$ 14,000.00</b>	<b>\$ 8,500.00</b>	<b>\$ 17,000.00</b>
5515	<b>Miscellaneous Expense</b>	<b>\$ 1,000.00</b>	<b>\$ 50.00</b>	<b>\$ 1,000.00</b>
5520	<b>Bad Debt Expense - FEMA Receivables</b>	<b>\$ -</b>		<b>\$ 30,000.00</b>
5700	<b>Professional Services Expense</b>			
5710	Legal Fees	\$ 150,000.00	\$ 146,870.00	\$ 165,000.00
5720	Accounting Expense	2,000.00	-	2,000.00
5730	Auditing Expense	60,000.00	28,260.00	29,000.00
5740	Tech Support Expense	75,000.00	62,000.00	64,000.00
5742	IT Special Projects	10,000.00	5,000.00	10,000.00
5744	Cybersecurity Audit	-		-
5750	New Employee Hiring Expense	1,000.00	769.00	750.00
5755	Employee Alcohol and Drug Testing	2,000.00	1,101.00	1,750.00
5760	Engineering Services	215,000.00	100,000.00	150,000.00
5775	Professional Services Expense - Other	452,500.00	362,365.00	475,000.00
5780	GIS/Mapping	3,500.00	1,000.00	3,500.00
	<b>Total Professional Services Expense</b>	<b>\$ 971,000.00</b>	<b>\$ 707,365.00</b>	<b>\$ 901,000.00</b>
5800	<b>Travel Expenses</b>			
5805	Transportation Expense	1,500.00	1,000.00	2,000.00
5810	Mileage Reimbursement Expense	3,000.00	1,000.00	3,500.00
5815	Travel Dining Expense	1,000.00	500.75	1,500.00
5820	Lodging Expense	3,000.00	1,000.00	3,500.00
	<b>Total Travel Expenses</b>	<b>\$ 8,500.00</b>	<b>\$ 3,500.75</b>	<b>\$ 10,500.00</b>
5900	<b>Banking Fees</b>			
5910	Monthly Service Fees	\$ 1,500.00	\$ 500.00	\$ 1,700.00
5920	NSF, Wire Fees, Other Fees	200.00	100.00	200.00
	<b>Total Banking Fees</b>	<b>\$ 1,700.00</b>	<b>\$ 600.00</b>	<b>\$ 1,900.00</b>
5950	<b>Credit Card Fees</b>			
5951	Annual Fees/Finance Charges	\$ 250.00	\$ -	\$ 250.00
	<b>Total Credit Card Fees</b>	<b>\$ 250.00</b>	<b>\$ -</b>	<b>\$ 250.00</b>
5955	<b>Loan Fees</b>	<b>\$ 40,000.00</b>	<b>\$ 12,700.00</b>	
5960	<b>Overhead Contingency</b>	<b>\$ 10,000.00</b>	<b>\$ -</b>	<b>\$ 10,000.00</b>
<b>TOTAL OVERHEAD EXPENSES</b>		<b>\$ 2,916,904.58</b>	<b>2,018,821.99</b>	<b>2,624,407.25</b>
<b>Operations Expenditures</b>				
6300	<b>Vehicle/Truck Expense</b>			
6310	Fuel/Gas/Diesel	\$ 2,000.00	\$ 1,200.00	\$ 2,000.00
6320	Vehicle Maintenance/Repair	4,000.00	500.00	4,000.00
6355	Licenses/Permits/Titles	100.00	156.00	100.00
	<b>Total Vehicle/Truck Expense</b>	<b>\$ 6,100.00</b>	<b>\$ 1,856.00</b>	<b>\$ 6,100.00</b>
6400	<b>O&amp;M Contingency</b>	<b>50,000.00</b>	<b>\$ 15,000.00</b>	<b>50,000.00</b>
6800	<b>Safety Expense</b>	<b>\$ 2,000.00</b>	<b>\$ 1,000.00</b>	<b>\$ 2,000.00</b>
6900	<b>Permits and Licenses</b>	<b>\$ 2,000.00</b>	<b>\$ 1,500.00</b>	<b>\$ 2,000.00</b>
<b>TOTAL OPERATING EXPENSES</b>		<b>60,100.00</b>	<b>19,356.00</b>	<b>60,100.00</b>
<b>TOTAL BUDGET</b>		<b>2,977,004.58</b>	<b>2,038,177.99</b>	<b>2,684,507.25</b>
<b>NET OPERATING SURPLUS/LOSS</b>		<b>\$ 4,202,198.41</b>	<b>\$ 5,314,562.01</b>	<b>\$ 3,672,262.74</b>

# Upper Thompson Sanitation District

## 2025 General Fund Budget Summary

Division Summary **300 - COLLECTION**

	Budget 2025	Estimated 2024	Budget 2024
<b>Projected Revenue</b>			
<b>TOTAL REVENUES</b>			
<b>Overhead Expenditures</b>			
5100 <b>Station Overhead</b>			
5115 Janitorial Expense	2,000.00	1,000.00	10,500.00
5120 Office Supplies	1,600.00	1,500.00	1,500.00
5135 Security Expense	4,102.00	468.00	750.00
5145 Meals/Food Expense	2,000.00	1,500.00	2,000.00
5150 Building Maintenance/Repair	10,000.00	14,000.00	18,000.00
5165 Utilities	6,000.00	5,000.00	5,250.00
5175 Cell Phone Expense	2,500.00	2,050.00	3,500.00
<b>Total General Overhead</b>	<b>\$ 28,202.00</b>	<b>\$ 25,518.00</b>	<b>\$ 41,500.00</b>
5200 <b>Office Equipment/Computer Exp</b>			
5215 Office Furniture/Equipment	1,000.00	-	2,500.00
5220 Computer Repair/Maintenance		121.00	2,800.00
5225 Software Maintenance	11,500.00	9,509.13	12,700.00
<b>Total Office Equipment/Computer Expense</b>	<b>\$ 12,500.00</b>	<b>\$ 9,630.13</b>	<b>\$ 18,000.00</b>
5400 <b>Payroll &amp; Benefits Expense</b>			
5410 Salaries and Wages	\$ 424,559.88	\$ 353,000.00	\$ 422,147.88
5420 Employer Payroll Taxes	33,964.79	27,710.50	33,771.83
5430 Employee Benefits Expense	93,336.00	66,800.00	83,349.75
5400 Payroll & Benefit Expense - Other	7,000.00	5,500.00	7,501.67
5451 Cell Phone Allowance	2,580.00	2,580.00	4,475.00
5460 CO PERA 401a Employer Contribution	62,877.82	52,174.00	64,309.03
<b>Total Payroll &amp; Benefits Expense</b>	<b>\$ 624,318.49</b>	<b>\$ 507,764.50</b>	<b>\$ 615,555.16</b>
5500 <b>Staff Development</b>			
5505 Training/Seminar Expense	\$ 4,000.00	\$ 12,000.00	\$ 16,100.00
5510 Conferences	6,000.00	-	6,000.00
<b>Total Staff Development</b>	<b>\$ 10,000.00</b>	<b>\$ 12,000.00</b>	<b>\$ 22,100.00</b>
<b>TOTAL OVERHEAD EXPENSES</b>	<b>675,020.49</b>	<b>554,912.63</b>	<b>697,155.16</b>
<b>Operations Expenditures</b>			
6200 <b>Collection Operation Expenses</b>			
6205 Locate Services	\$ 7,500.00	\$ 5,000.00	\$ 7,500.00
6215 Collection Supplies/Repairs/Maintenance	94,500.00	80,000.00	80,000.00
6225 Clothing & Uniform Expense	6,000.00	4,500.00	5,500.00
6230 Physicals/Vaccinations	2,000.00	481.00	2,600.00
6235 Collection Tools	10,000.00	1,800.00	2,000.00
<b>Total Collection Operation Expenses</b>	<b>\$ 120,000.00</b>	<b>\$ 91,781.00</b>	<b>\$ 97,600.00</b>
6300 <b>Vehicle/Truck Expense</b>			
6310 Fuel/Gas/Diesel	\$ 16,000.00	\$ 10,000.00	\$ 17,000.00
6320 Vehicle Maintenance/Repair	16,000.00	16,000.00	10,000.00
6355 DOT Vehicle Inspections	500.00	100.00	1,000.00
<b>Total Vehicle/Truck Expense</b>	<b>\$ 32,500.00</b>	<b>\$ 26,100.00</b>	<b>\$ 28,000.00</b>
6800 <b>Safety Expense</b>	<b>\$ 5,000.00</b>	<b>\$ 3,500.00</b>	<b>\$ 5,000.00</b>
<b>TOTAL OPERATING EXPENSES</b>	<b>157,500.00</b>	<b>121,381.00</b>	<b>130,600.00</b>
<b>TOTAL BUDGET</b>	<b>832,520.49</b>	<b>676,293.63</b>	<b>827,755.16</b>
<b>NET OPERATING SURPLUS/LOSS</b>	<b>\$ (832,520.49)</b>	<b>\$ (676,293.63)</b>	<b>\$ (827,755.16)</b>

# Upper Thompson Sanitation District

## 2025 General Fund Budget Summary

Division Summary **400 - PLANT**

	Budget 2025	Estimated 2024	Budget 2024
<b>Projected Revenue</b>			
<b>TOTAL REVENUES</b>			
<b>Overhead Expenditures</b>			
5100 <b>Station Overhead</b>			
5105 Dues & Subscription	964.00	785.00	640.00
5115 Janitorial Expense	4,000.00	4,000.00	8,200.00
5120 Office Supplies	1,600.00	1,300.00	2,000.00
5125 Postage & Delivery (Lab Samples)	3,000.00	1,300.00	3,500.00
5135 Security Expense	4,334.00	988.00	750.00
5145 Meals/Food Expense	1,500.00	900.00	1,500.00
5155 Telephone Expense	4,500.00	3,600.00	3,000.00
5165 Utilities	250,000.00	222,000.00	250,000.00
5175 Cell Phone Expense	1,200.00	618.00	1,900.00
<b>Total General Overhead</b>	<b>\$ 271,098.00</b>	<b>\$ 235,491.00</b>	<b>\$ 271,490.00</b>
5200 <b>Office Equipment/Computer Exp</b>			
5215 Office Equipment Repair/Maintenance			
5220 Computer/Repair/Maint	2,500.00		2,500.00
5225 Software Maintenance	4,450.00	3,819.88	4,500.00
<b>Total Office Equipment/Computer Expense</b>	<b>\$ 6,950.00</b>	<b>\$ 3,819.88</b>	<b>\$ 7,000.00</b>
5400 <b>Payroll &amp; Benefits Expense</b>			
5410 Salaries and Wages	\$ 597,309.61	\$ 483,000.00	\$ 576,690.51
5420 Employer Payroll Taxes	47,784.77	37,915.50	46,135.24
5430 Employee Benefits Expense	104,520.00	80,400.00	93,766.76
5400 Payroll & Benefit Expense - Other	8,500.00	6,900.00	8,370.68
5451 Cell Phone Allowance	2,795.00	1,835.00	3,640.00
5452 Internet Allowance	300.00	300.00	300.00
5460 CO PERA 401a Employer Contribution	88,461.55	71,388.00	87,119.42
<b>Total Payroll &amp; Benefits Expense</b>	<b>\$ 849,670.93</b>	<b>\$ 681,738.50</b>	<b>\$ 816,022.61</b>
5500 <b>Staff Development</b>			
5505 Training/Seminar Expense	\$ 4,000.00	\$ 1,250.00	\$ 5,000.00
5510 Conferences	10,000.00	1,030.00	8,000.00
<b>Total Staff Development</b>	<b>\$ 14,000.00</b>	<b>\$ 2,280.00</b>	<b>\$ 13,000.00</b>
<b>TOTAL OVERHEAD EXPENSES</b>	<b>1,141,718.93</b>	<b>923,329.38</b>	<b>1,107,512.61</b>
<b>Operations Expenditures</b>			
6000 <b>Plant Operations Expense</b>			
6005 Chemical Expense	\$ 192,800.00	\$ 169,769.00	\$ 187,300.00
6010 Lab Supplies	50,000.00	30,000.00	40,000.00
6015 Biosolids Hauling	130,000.00	105,000.00	118,000.00
6020 Plant Repairs & Maintenance	540,000.00	404,239.00	397,653.00
6030 Outside Services	45,000.00	35,000.00	60,000.00
6035 Garbage	16,000.00	13,500.00	15,000.00
6040 Clothing & Uniform Exp.	6,000.00	3,750.00	5,500.00
6050 Eagle Rock Reimbursements	10,000.00	21,000.00	10,000.00
6055 Plant Tools	1,000.00	734.00	1,000.00
<b>Total Plant Operations Expense</b>	<b>\$ 990,800.00</b>	<b>\$ 782,992.00</b>	<b>\$ 834,453.00</b>
6300 <b>Vehicle/Truck Expense</b>			
6310 Fuel/Gas/Diesel	\$ 6,000.00	\$ 4,000.00	\$ 6,000.00
6320 Vehicle Maintenance/Repair	5,000.00	2,500.00	5,000.00
<b>Total Vehicle/Truck Expense</b>	<b>\$ 11,000.00</b>	<b>\$ 6,500.00</b>	<b>\$ 11,000.00</b>
6800 <b>Safety Expense</b>	<b>\$ 5,000.00</b>	<b>\$ 3,000.00</b>	<b>\$ 5,000.00</b>
<b>TOTAL OPERATING EXPENSES</b>	<b>1,006,800.00</b>	<b>792,492.00</b>	<b>850,453.00</b>
<b>TOTAL BUDGET</b>	<b>2,148,518.93</b>	<b>1,715,821.38</b>	<b>1,957,965.61</b>
<b>NET OPERATING SURPLUS/LOSS</b>	<b>\$ (2,148,518.93)</b>	<b>\$ (1,715,821.38)</b>	<b>\$ (1,957,965.61)</b>

Upper Thompson Sanitation District

2025 General Fund Budget Summary

Division Summary 500 - CAPITAL

REVENUE

Projected Revenue

4400	Service Expansion Income			
4405	System DevelopmentFees	\$	217,200.00	\$ 254,622.00
4410	Permit Fees		6,000.00	7,000.00
	Total Service Expansion Income	\$	223,200.00	\$ 261,622.00
TOTAL REVENUES			223,200.00	261,622.00

Projected Bonds, Loan Proceeds & UTSD Cash

	Revenue Bonds Proceeds (CWRPDA)	\$	11,957,584.00	\$ 5,500,384.00
	WIFIA Loan Proceeds		29,100,000.00	-
	UTSD Cash		5,400,000.00	-
	Total WRF Project Funding Sources	\$	46,457,584.00	\$ 5,500,384.00
TOTAL BONDS, LOAN PROCEEDS & UTSD CASH			46,457,584.00	5,500,384.00

Capital Expenditures

7000	Capital Expenditures			
7010	Office Furniture			
7020	Office Equipment		60,000.00	5,000.00
7030	Software/Hardware		6,000.00	59,915.00
7055	Plant Equipment		45,000.00	178,367.00
7060	Building Improvements		215,000.00	-
7061	Building Purchase		-	450,000.00
7062	Capital Contingency		250,000.00	-
7065	Plant Expansion		48,115,000.00	2,600,000.00
7080	Vehicle Purchase/Improvements		85,000.00	435,401.00
7085	Collection Equipment		-	11,571.00
7090	Collection Improvement		450,000.00	-
	Total Capital Expenditures	\$	49,226,000.00	\$ 3,290,254.00

Debt Service Payments

	Debt Service			
	CWRPDA Debt Service Payment		942,280.00	\$ 201,738.00
	WIFIA Debt Service Payment		648,930.00	-
	Total Debt Service Payments	\$	1,591,210.00	\$ 201,738.00

TOTAL CAPITAL AND DEBT SERVICE EXPENDITURES		\$	50,817,210.00	\$ 3,491,992.00
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TOTAL BUDGET			50,817,210.00	3,491,992.00
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NET SURPLUS/LOSS		\$	(4,136,426.00)	\$ (6,721,542.00)
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# CERTIFICATION OF TAX LEVIES for NON-SCHOOL Governments

**TO:** County Commissioners<sup>1</sup> of Larimer County, Colorado.

**On behalf of the** Upper Thompson Sanitation District,  
 (taxing entity)<sup>A</sup>  
**the** Board of Directors,  
 (governing body)<sup>B</sup>  
**of the** Upper Thompson Sanitation District,  
 (local government)<sup>C</sup>

**Hereby** officially certifies the following mills  
 to be levied against the taxing entity's GROSS \$ 315,677,882  
 assessed valuation of: (GROSS<sup>D</sup> assessed valuation, Line 2 of the Certification of Valuation Form DLG 57<sup>E</sup>)

**Note:** If the assessor certified a NET assessed valuation  
 (AV) different than the GROSS AV due to a Tax  
 Increment Financing (TIF) Area<sup>F</sup> the tax levies must be \$ 315,677,882  
 calculated using the NET AV. The taxing entity's total  
 property tax revenue will be derived from the mill levy  
 multiplied against the NET assessed valuation of: (NET<sup>G</sup> assessed valuation, Line 4 of the Certification of Valuation Form DLG 57)  
**USE VALUE FROM FINAL CERTIFICATION OF VALUATION PROVIDED  
 BY ASSESSOR NO LATER THAN DECEMBER 10**

**Submitted:** 12/12/2024 for budget/fiscal year 2025.  
 (no later than Dec. 15) (mm/dd/yyyy) (yyyy)

## PURPOSE (see end notes for definitions and examples)

## LEVY<sup>2</sup>

## REVENUE<sup>2</sup>

1. General Operating Expenses <sup>H</sup>	<u>0</u> mills	\$ <u>0</u>
2. <Minus> Temporary General Property Tax Credit/ Temporary Mill Levy Rate Reduction <sup>I</sup>	< <u>0</u> > mills	\$ < <u>0</u> >
<b>SUBTOTAL FOR GENERAL OPERATING:</b>	<u>0</u> mills	\$ <u>0</u>
3. General Obligation Bonds and Interest <sup>J</sup>	<u>0</u> mills	\$ <u>0</u>
4. Contractual Obligations <sup>K</sup>	<u>0</u> mills	\$ <u>0</u>
5. Capital Expenditures <sup>L</sup>	<u>0</u> mills	\$ <u>0</u>
6. Refunds/Abatements <sup>M</sup>	<u>0</u> mills	\$ <u>0</u>
7. Other <sup>N</sup> (specify): _____	_____ mills	\$ <u>0</u>
	_____ mills	\$ <u>0</u>

**TOTAL:** [ Sum of General Operating  
Subtotal and Lines 3 to 7 ]

0.000 mills \$ 0

Contact person: Gina Moore Phone: (970) 586-4544  
 Signed: [Signature] Title: Assistant District Manager

Survey Question: Does the taxing entity have voter approval to adjust the general operating levy to account for changes to assessment rates? ☐ Yes ☒ No

*Include one copy of this tax entity's completed form when filing the local government's budget by January 31st, per 29-1-113 C.R.S., with the Division of Local Government (DLG), Room 521, 1313 Sherman Street, Denver, CO 80203. Questions? Call DLG at (303) 864-7720.*

<sup>1</sup> If the *taxing entity's* boundaries include more than one county, you must certify the levies to each county. Use a separate form for each county and certify the same levies uniformly to each county per Article X, Section 3 of the Colorado Constitution.

<sup>2</sup> Levies must be rounded to three decimal places and revenue must be calculated from the total NET assessed valuation (Line 4 of Form DLG57 on the County Assessor's **FINAL** certification of valuation).

## CERTIFICATION OF TAX LEVIES, continued

**THIS SECTION APPLIES TO TITLE 32, ARTICLE 1 SPECIAL DISTRICTS THAT LEVY TAXES FOR PAYMENT OF GENERAL OBLIGATION DEBT (32-1-1603 C.R.S.).** Taxing entities that are

Special Districts or Subdistricts of Special Districts must certify separate mill levies and revenues to the Board of County Commissioners, one each for the funding requirements of each debt (32-1-1603, C.R.S.) Use additional pages as necessary. The Special District's or Subdistrict's total levies for general obligation bonds and total levies for contractual obligations should be recorded on Page 1, Lines 3 and 4 respectively.

**CERTIFY A SEPARATE MILL LEVY FOR EACH BOND OR CONTRACT:**

**BONDS<sup>J</sup>:**

1.      Purpose of Issue: \_\_\_\_\_  
          Series: \_\_\_\_\_  
          Date of Issue: \_\_\_\_\_  
          Coupon Rate: \_\_\_\_\_  
          Maturity Date: \_\_\_\_\_  
          Levy: \_\_\_\_\_  
          Revenue: \_\_\_\_\_
  
2.      Purpose of Issue: \_\_\_\_\_  
          Series: \_\_\_\_\_  
          Date of Issue: \_\_\_\_\_  
          Coupon Rate: \_\_\_\_\_  
          Maturity Date: \_\_\_\_\_  
          Levy: \_\_\_\_\_  
          Revenue: \_\_\_\_\_

**CONTRACTS<sup>K</sup>:**

3.      Purpose of Contract: \_\_\_\_\_  
          Title: \_\_\_\_\_  
          Date: \_\_\_\_\_  
          Principal Amount: \_\_\_\_\_  
          Maturity Date: \_\_\_\_\_  
          Levy: \_\_\_\_\_  
          Revenue: \_\_\_\_\_
  
4.      Purpose of Contract: \_\_\_\_\_  
          Title: \_\_\_\_\_  
          Date: \_\_\_\_\_  
          Principal Amount: \_\_\_\_\_  
          Maturity Date: \_\_\_\_\_  
          Levy: \_\_\_\_\_  
          Revenue: \_\_\_\_\_

Use multiple copies of this page as necessary to separately report all bond and contractual obligations per 32-1-1603, C.R.S.

## Notes:

<sup>A</sup> **Taxing Entity**—A jurisdiction authorized by law to impose ad valorem property taxes on taxable property located within its territorial limits (please see notes B, C, and H below). For purposes of the DLG 70 only, a *taxing entity* is also a geographic area formerly located within a *taxing entity*'s boundaries for which the county assessor certifies a valuation for assessment and which is responsible for payment of its share until retirement of financial obligations incurred by the *taxing entity* when the area was part of the *taxing entity*. For example: an area of excluded property formerly within a special district with outstanding general obligation debt at the time of the exclusion or the area located within the former boundaries of a dissolved district whose outstanding general obligation debt service is administered by another local government<sup>C</sup>.

<sup>B</sup> **Governing Body**—The board of county commissioners, the city council, the board of trustees, the board of directors, or the board of any other entity that is responsible for the certification of the *taxing entity*'s mill levy. For example: the board of county commissioners is the governing board ex officio of a county public improvement district (PID); the board of a water and sanitation district constitutes ex officio the board of directors of the water subdistrict.

<sup>C</sup> **Local Government** - For purposes of this line on Page 1 of the DLG 70, the *local government* is the political subdivision under whose authority and within whose boundaries the *taxing entity* was created. The *local government* is authorized to levy property taxes on behalf of the *taxing entity*. For example, for the purposes of this form:

1. a municipality is both the *local government* and the *taxing entity* when levying its own levy for its entire jurisdiction;
2. a city is the *local government* when levying a tax on behalf of a business improvement district (BID) *taxing entity* which it created and whose city council is the BID board;
3. a fire district is the *local government* if it created a subdistrict, the *taxing entity*, on whose behalf the fire district levies property taxes.
4. a town is the *local government* when it provides the service for a dissolved water district and the town board serves as the board of a dissolved water district, the *taxing entity*, for the purpose of certifying a levy for the annual debt service on outstanding obligations.

<sup>D</sup> **GROSS Assessed Value** - There will be a difference between gross assessed valuation and net assessed valuation reported by the county assessor only if there is a "tax increment financing" entity (see below), such as a downtown development authority or an urban renewal authority, within the boundaries of the *taxing entity*. The board of county commissioners certifies each *taxing entity*'s total mills upon the *taxing entity*'s *Gross Assessed Value* found on Line 2 of Form DLG 57.

<sup>E</sup> **Certification of Valuation by County Assessor, Form DLG 57** - The county assessor(s) uses this form (or one similar) to provide valuation for assessment information to a *taxing entity*. The county assessor must provide this certification no later than August 25<sup>th</sup> each year and may amend it, one time, prior to December 10<sup>th</sup>. Each entity must use the **FINAL** valuation provided by assessor when certifying a tax levy.

<sup>F</sup> **TIF Area**—A downtown development authority (DDA) or urban renewal authority (URA), may form plan areas that use "tax increment financing" to derive revenue from increases in assessed valuation (gross minus net, Form DLG 57 Line 3) attributed to the activities/improvements within the plan area. The DDA or URA receives the differential revenue of each overlapping *taxing entity*'s mill levy applied against the *taxing entity*'s gross assessed value after subtracting the *taxing entity*'s revenues derived from its mill levy applied against the net assessed value.

<sup>G</sup> **NET Assessed Value**—The total taxable assessed valuation from which the *taxing entity* will derive revenues for its uses. It is found on Line 4 of Form DLG 57. **Please Note:** A downtown development authority (DDA) may be both a *taxing entity* and have also created its own *TIF area* and/or have a URA *TIF Area* within the DDA's boundaries. As a result DDAs may both receive operating revenue from their levy applied to their certified *NET assessed value* and also receive TIF revenue generated by any *tax entity* levies overlapping the DDA's *TIF Area*, including the DDA's own operating levy.

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**<sup>H</sup> General Operating Expenses (DLG 70 Page 1 Line 1)**—The levy and accompanying revenue reported on Line 1 is for general operations and includes, in aggregate, all levies for and revenues raised by a *taxing entity* for purposes not lawfully exempted and detailed in Lines 3 through 7 on Page 1 of the DLG 70. For example: a fire pension levy is included in general operating expenses, unless the pension is voter-approved, if voter-approved, use Line 7 (Other).

**<sup>I</sup> Temporary Tax Credit for Operations (DLG 70 Page 1 Line 2)**—The Temporary General Property Tax Credit/ Temporary Mill Levy Rate Reduction of 39-1-111.5, C.R.S. may be applied to the *taxing entity*'s levy for general operations to effect refunds. Temporary Tax Credits (TTCs) are not applicable to other types of levies (non-general operations) certified on this form because these levies are adjusted from year to year as specified by the provisions of any contract or schedule of payments established for the payment of any obligation incurred by the *taxing entity* per 29-1-301(1.7), C.R.S., or they are certified as authorized at election per 29-1-302(2)(b), C.R.S.

**<sup>J</sup> General Obligation Bonds and Interest (DLG 70 Page 1 Line 3)**—Enter on this line the total levy required to pay the annual debt service of all general obligation bonds. Per 29-1-301(1.7) C.R.S., the amount of revenue levied for this purpose cannot be greater than the amount of revenue required for such purpose as specified by the provisions of any contract or schedule of payments. Title 32, Article 1 Special districts and subdistricts must complete Page 2 of the DLG 70.

**<sup>K</sup> Contractual Obligation (DLG 70 Page 1 Line 4)**—If repayment of a contractual obligation with property tax has been approved at election and it is not a general obligation bond (shown on Line 3), the mill levy is entered on this line. Per 29-1-301(1.7) C.R.S., the amount of revenue levied for this purpose cannot be greater than the amount of revenue required for such purpose as specified by the provisions of any contract or schedule of payments.

**<sup>L</sup> Capital Expenditures (DLG 70 Page 1 Line 5)**—These revenues are not subject to the statutory property tax revenue limit if they are approved by counties and municipalities through public hearings pursuant to 29-1-301(1.2) C.R.S. and for special districts through approval from the Division of Local Government pursuant to 29-1-302(1.5) C.R.S. or for any *taxing entity* if approved at election. Only levies approved by these methods should be entered on Line 5.

**<sup>M</sup> Refunds/Abatements (DLG 70 Page 1 Line 6)**—The county assessor reports on the *Certification of Valuation* (DLG 57 Line 11) the amount of revenue from property tax that the local government did not receive in the prior year because taxpayers were given refunds for taxes they had paid or they were given abatements for taxes originally charged to them due to errors made in their property valuation. The local government was due the tax revenue and would have collected it through an adjusted mill levy if the valuation errors had not occurred. Since the government was due the revenue, it may levy, in the subsequent year, a mill to collect the refund/abatement revenue. An abatement/refund mill levy may generate revenues up to, but not exceeding, the refund/abatement amount from Form DLG 57 Line 11.

1. Please Note: Pursuant to Article X, Section 3 of the Colorado Constitution, if the *taxing entity* is in more than one county, as with all levies, the abatement levy must be uniform throughout the entity's boundaries and certified the same to each county. To calculate the abatement/refund levy for a *taxing entity* that is located in more than one county, first total the abatement/refund amounts reported by each county assessor, then divide by the *taxing entity*'s total net assessed value, then multiply by 1,000 and round down to the nearest three decimals to prevent levying for more revenue than was abated/refunded. This results in an abatement/refund mill levy that will be uniformly certified to all of the counties in which the *taxing entity* is located even though the abatement/refund did not occur in all the counties.

**<sup>N</sup> Other (DLG 70 Page 1 Line 7)**—Report other levies and revenue not subject to 29-1-301 C.R.S. that were not reported above. For example: a levy for the purposes of television relay or translator facilities as specified in sections 29-7-101, 29-7-102, and 29-7-105 and 32-1-1005 (1) (a), C.R.S.; a voter-approved fire pension levy; a levy for special purposes such as developmental disabilities, open space, etc.

# CERTIFICATION OF VALUATION BY LARIMER COUNTY ASSESSOR

Name of Jurisdiction: 105 - UPPER THOMPSON SANITATION DISTRICT

IN LARIMER COUNTY ON 11/22/2024

New Entity: No

## USE FOR STATUTORY PROPERTY TAX REVENUE LIMIT CALCULATIONS (5.5% LIMIT) ONLY

IN ACCORDANCE WITH 39-5-121(2)(a) AND 39-5-128(1), C.R.S. AND NO LATER THAN AUGUST 25, THE ASSESSOR CERTIFIES THE TOTAL VALUATION FOR ASSESSMENT FOR THE TAXABLE YEAR 2024 IN LARIMER COUNTY, COLORADO

1. PREVIOUS YEAR'S NET TOTAL TAXABLE ASSESSED VALUATION:	\$314,615,026
2. CURRENT YEAR'S GROSS TOTAL TAXABLE ASSESSED VALUATION: *	\$315,677,882
3. LESS TIF DISTRICT INCREMENT, IF ANY:	\$0
4. CURRENT YEAR'S NET TOTAL TAXABLE ASSESSED VALUATION:	\$315,677,882
5. NEW CONSTRUCTION: **	\$2,139,309
6. INCREASED PRODUCTION OF PRODUCING MINES: #	\$0
7. ANNEXATIONS/INCLUSIONS:	\$150,399
8. PREVIOUSLY EXEMPT FEDERAL PROPERTY: #	\$0
9. NEW PRIMARY OIL OR GAS PRODUCTION FROM ANY PRODUCING OIL AND GAS LEASEHOLD OR LAND ( 29-1-301(1)(b) C.R.S.): ##	\$0
10. TAXES COLLECTED LAST YEAR ON OMITTED PROPERTY AS OF AUG. 1 (29-1-301(1))(a) C.R.S.):	\$0.00
11. TAXES ABATED AND REFUNDED AS OF AUG. 1 (29-1-301(1)(a) C.R.S.) and (39-10-114(1)(a)(I)(B) C.R.S.):	\$0.00

\* This value reflects personal property exemptions IF enacted by the jurisdiction as authorized by Art. X, Sec.20(8)(b), Colo.

\*\* New construction is defined as: Taxable real property structures and the personal property connected with the structure.

# Jurisdiction must submit respective certifications (Forms DLG 52 AND 52A) to the Division of Local Government in order for the values to be treated as growth in the limit calculation.

## Jurisdiction must apply (Forms DLG 52B) to the Division of Local Government before the value can be treated as growth in the limit calculation.

## USE FOR 'TABOR' LOCAL GROWTH CALCULATIONS ONLY

IN ACCORDANCE WITH THE PROVISION OF ARTICLE X, SECTION 20, COLO CONST, AND 39-5-121(2)(b), C.R.S. THE ASSESSOR CERTIFIES THE TOTAL ACTUAL VALUATION FOR THE TAXABLE YEAR 2024 IN LARIMER COUNTY, COLORADO ON AUGUST 25, 2024

1. CURRENT YEAR'S TOTAL ACTUAL VALUE OF ALL REAL PROPERTY: @	\$3,787,947,360
ADDITIONS TO TAXABLE REAL PROPERTY:	
2. CONSTRUCTION OF TAXABLE REAL PROPERTY IMPROVEMENTS: !	\$31,621,607
3. ANNEXATIONS/INCLUSIONS:	\$1,137,300
4. INCREASED MINING PRODUCTION: %	\$0
5. PREVIOUSLY EXEMPT PROPERTY:	\$0
6. OIL OR GAS PRODUCTION FROM A NEW WELL:	\$0
7. TAXABLE REAL PROPERTY OMITTED FROM THE PREVIOUS YEAR'S TAX WARRANT:	\$0

(If land and/or a structure is picked up as omitted property for multiple years, only the most current year's actual value can be reported as omitted property.)

DELETIONS FROM TAXABLE REAL PROPERTY:

8. DESTRUCTION OF TAXABLE REAL PROPERTY IMPROVEMENTS:	\$0
9. DISCONNECTIONS/EXCLUSION:	\$0
10. PREVIOUSLY TAXABLE PROPERTY:	\$550,100

@ This includes the actual value of all taxable real property plus the actual value of religious, private schools, and charitable real property.

! Construction is defined as newly constructed taxable real property structures.

% Includes production from new mines and increases in production of existing producing mines.

IN ACCORDANCE WITH 39-5-128(1), C.R.S. AND NO LATER THAN AUGUST 25, THE ASSESSOR CERTIFIES TO SCHOOL DISTRICTS : 1. TOTAL ACTUAL VALUE OF ALL TAXABLE PROPERTY:----->

\$0

NOTE: All levies must be Certified to the Board of County Commissioners NO LATER THAN DECEMBER 15, 2024

IN ACCORDANCE WITH 39-5-128(1.5) C.R.S. THE ASSESSOR PROVIDES:

HB21-1312 ASSESSED VALUE OF EXEMPT BUSINESS PERSONAL PROPERTY (ESTIMATED): \*\*

\$563,720

\*\* The tax revenue lost due to this exempted value will be reimbursed to the tax entity by the County Treasurer in accordance with 39-3-119 f(3). C.R.S.