

# **KREMMLING SANITATION DISTRICT**

200 Eagle Avenue  
PO Box 538  
Kremmling, CO 80459

(970) 724-3249  
<https://www.kremmlingsd.org>

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## **REGULAR BOARD MEETING**

### **AGENDA**

**May 11, 2026**

**6:00 PM**

Google Meet joining info:

Video call link: <https://meet.google.com/spv-mmmv-jtb>

Or dial: (US) +1 252-371-1068 PIN: 228 910 551#

1. CALL TO ORDER
2. PUBLIC COMMENT (Comments limited to 5 minutes per person)  
Comments will be received on non-agenda items at this time. No board action will be taken on issues raised during public comment. Please state your name for the record when called upon.
3. APPROVAL OF PREVIOUS MEETING MINUTES  
Approval of minutes from the April 13, 2026, regular meeting
4. FINANCE
  - a. Approval of the April 14, 2026 – May 1, 2026, expenditure report
  - b. Discuss the Budget to Actuals Report for the period ending March 31, 2026
5. OPERATOR'S REPORT  
Report on Compliance Labs and Plant Activity
6. ENGINEER'S REPORT
  - a. Report on Collection System Improvement Project
  - b. Discuss additional costs for the Collection System Improvement Project
7. MANAGER'S REPORTS
  - a. Adopt Resolution 2026-05-01, A Resolution Repealing and Reenacting Article 3, Section 3.5 of the Rules and Regulations Regarding Inclusions
  - b. Adopt Resolution 2026-05-02, A Resolution Declaring an Emergency and Imposing Restrictions on the Issuance of Connection Permits and Providing Penalties for Violation
  - c. Update on Reuse Water Negotiations With the Town
  - d. Approve Application for Purchasing Cards
  - e. Discuss Draft Policy on Investments

f. Discuss Certificates of Deposit

8. EXECUTIVE SESSION

Discussion of strategy and determination of positions relative to negotiations with FCAP Muddy Creek, LLC, regarding sewer billing, pursuant to C.R.S. § 24-6-402(4)(e)

9. ACTION AS A RESULT OF EXECUTIVE SESSION

10. ADJOURNMENT

# KREMMLING SANITATION DISTRICT RECORD OF PROCEEDINGS

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## Regular Meeting Minutes

April 13, 2026

A regular meeting of the Board of Directors (Board) of the Kremmling Sanitation District (District) was held on April 13, 2026, at 6:00 PM at the Kremmling Town Hall, 200 Eagle Avenue, Kremmling, Colorado, online using Google Meet. Links and call-in information were provided.

### **ATTENDANCE**

#### Directors Present

Noble Underbrink, President  
Dave Sammons, Vice President  
Alan Hassler, Secretary/Treasurer  
Stuart Heller, Assistant Secretary  
Rory Menhennett, Assistant Secretary

#### Staff

Jack Seward, District Manager  
Rich Rosene, Project Manager  
Scott Weber, Superintendent  
Thom Yoder, Operator in Responsible Charge  
Trista Petefish, Utility Billing Clerk  
Mike Hager, Element Engineering

#### Public Present

Brad Smith, Grand Cliffs Subdivision  
Justin Smith, Grand Cliffs Subdivision

## **1. CALL TO ORDER**

After notice was duly given and posted in accordance with Colorado law, the meeting was called to order by Mr. Underbrink at 6:00 PM.

## **2. PUBLIC COMMENT**

None.

## **3. APPROVAL OF MINUTES**

Mr. Seward presented the minutes of the April 13, 2026, regular meeting.

Mr. Sammons made a motion to approve the minutes as presented. Mr. Hassler seconded the motion, which unanimously carried.

## **4. APPROVAL OF EXPENDITURES**

- a. Mr. Seward presented the expenditure report dated March 10, 2026 – April 13, 2026.

Mr. Heller made a motion to (i) approve the expenditure report dated March 10, 2026 – April 13, 2026, in the amount of twenty-nine thousand seven hundred thirty-three dollars and thirty-five cents (\$29,733.35) and (ii) authorize the payment of all accounts, including current payables, in conformance with budgetary appropriations. Mr. Heller seconded the motion, which unanimously carried.

- b. Mr. Seward presented the budget to actuals report for February 28, 2025. Discussion included the insurance payment and the IGA with the Town.

## **5. LEGAL MATTERS**

- a. Mr. Seward reported on the Grand Cliffs Subdivision's request for a variance to their tap fees. Mr. Sammons made a motion to use the 2024 tap rates for parcels with existing building permits. Mr. Heller seconded the motion, which unanimously carried.
- b. Mr. Seward presented a draft of an amendment to the rules and regulations relating to the inclusion of real property. Discussion included developer costs, inspections on existing infrastructure, having clear rules and regulations for inclusion, timeline restrictions, and having the title commitment. Mr. Seward will send what they discussed to counsel to

review.

## **6. OPERATOR'S REPORT**

Mr. Weber and Mr. Yoder presented the operator's report. Mr. Weber reported that the compliance results are within normal compliance standards. Mr. Yoder has completed the reuse report for the year and informed the District that they are up to date with multiple reuse reports. Mr. Weber discussed the septic receiving station with the Board. Discussion included limitations, regulations, and the effect that opening the receiving station could have on the system. The Board deferred final action on this item.

## **7. ENGINEER'S REPORT**

- a. Mr. Hager presented the engineer's report from Element Engineering as it relates to ongoing development within the District.
- b. Mr. Hager reported that the collection system improvement project is going well and currently under budget. Mr. Hager recommended to use the additional funds to abandon the old lift station and replace multiple manholes. Mr. Heller made a motion for staff to not exceed one hundred twenty-nine thousand two hundred dollars (\$129,200.00) for additional work recommended by Mr. Hager. Mr. Sammons seconded the motion, which unanimously carried.
- c. Staff and the Board discussed the reengineering of the main lines on Railroad Ave. Mr. Hassler made a motion to give a time extension to the Fones Construction Contract until June 30, 2026. Mr. Heller seconded the motion, which unanimously carried.

## **8. MANAGER'S REPORT**

- a. Mr. Seward presented the proposal for Civic Plus and laptops for the Board members. The Board tabled discussing Civic Plus until the staff gets more information.

Mr. Hassler made a motion to approve the purchase of four (4) laptops for the directors, not to exceed one hundred seventy-five dollars (\$175.00) per unit. Mr. Menhennett seconded the motion, which unanimously carried.

- b. Mr. Seward presented a proposal for Riser Accounting. This is who the Town is working with for accounting services. Mr. Heller made a motion to accept Riser Accounting's proposal for accounting services and direct Mr.

Seward to sign the Independent Contractor Agreement. Mr. Sammons seconded the motion, which unanimously carried.

- c. Mr. Seward reported on the Kremmling Sunrise Inclusion Petition, noting that the original petition was dated March 2024. Mr. Seward noted that, as it has been two years since this was first submitted, significant revisions are required to the petition.

## 9. EXECUTIVE SESSION

- a. Mr. Hassler made a motion to enter into executive session Pursuant to CRS 24-6-402(4)(e), for the purpose of discussing negotiations with the Town of Kremmling and West Grand School District regarding the District's reclaimed water system, and negotiations with Fortius Capital LLC regarding sewer billing and tap purchase for Muddy Creek. Mr. Sammons seconded the motion, which unanimously carried.

The Board entered into executive session at 8:05 PM and exited executive session at 8:44 PM.

## 10. ACTION AS A RESULT OF EXECUTIVE SESSION

Mr. Sammons made a motion to direct staff to engage with counsel to draft an IGA with the Town regarding the reuse system, and then to negotiate the terms and conditions of said IGA. Mr. Hassler seconded the motion, which unanimously carried.

## 11. ADJOURNMENT

There being no further business to come before the Board, Mr. Sammons made a motion to adjourn the meeting. Mr. Hassler seconded the motion, which unanimously carried. The Board adjourned at 8:46 PM.

The foregoing represents a true and accurate representation of the proceedings of the Board's regular meeting held on April 13, 2026




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Jack Seward  
Recording Secretary

Kremmling Sanitation District  
Town of Kremmling

Payment Approval Report - Council Approval  
Report dates: 4/14/2026-5/6/2026

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Report Criteria:

Invoices with totals above \$0.00 included.  
Paid and unpaid invoices included.

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
<b>Kremmling Sanitation</b>								
<b>Administration</b>								
<b>00-200-6065</b>								
1004	BANKCARD CENTER	APRIL 19, 202	MICROSOFT	04/19/2026	13.13	.00		
1154	STREAMLINE	84A790A3-002	STREAMLINE FLEX 5/1 - 6/1/26	05/01/2026	140.00	.00		
Total 00-200-6065:					153.13	.00		
<b>00-200-6100</b>								
1169	CEGR LAW	4/30/2026	ATTORNEY FEE	04/30/2026	3,526.00	.00		
Total 00-200-6100:					3,526.00	.00		
<b>00-200-6180</b>								
1088	TOWN OF KREMMLING	1055	APRIL 26 SHARED SERVICES	05/01/2026	5,833.33	.00		
Total 00-200-6180:					5,833.33	.00		
<b>00-200-6200</b>								
1066	MOUNTAIN PARKS ELECTRIC I	4/20/2026	CONVENIENCE FEE	04/20/2026	2.00	.00		
Total 00-200-6200:					2.00	.00		
Total Administration:					9,514.46	.00		
<b>Collections</b>								
<b>00-300-6078</b>								
1150	CORE & MAIN	Y851349	FITTINGS & LONG MARKING ST	04/23/2026	896.88	.00		
1069	NORTHWEST RANCH SUPPLY	4/25/2026	FEMALE ADAPTER & S&D PLUG	04/25/2026	11.88	.00		
Total 00-300-6078:					908.76	.00		
<b>00-300-6155</b>								
1132	DIAMOND MAPS	12531	GIS MAPPING	04/22/2026	384.00	.00		
1108	UTILITY NOTIFICATION CENTE	226040957	811 LOCATES	04/30/2026	40.94	.00		
Total 00-300-6155:					424.94	.00		
<b>00-300-6190</b>								
1001	ACZ LABORATORIES INC	103583	BIOCHEM O2 DEMAND, NITRO	04/20/2026	506.00	.00		
1048	IDEXX DISTRIBUTION INC	3198642486	REUSE LABS	04/13/2026	1,515.43	.00		
1048	IDEXX DISTRIBUTION INC	3198699101	REUSE LABS	04/14/2026	430.02	.00		
Total 00-300-6190:					2,451.45	.00		
<b>00-300-6210</b>								
1150	CORE & MAIN	INV0028945	SAFETY SIGNS	04/13/2026	251.40	.00		
1150	CORE & MAIN	INV0029133	TRAFFIC SAFETY REFLECTIVE	04/17/2026	271.00	.00		
1069	NORTHWEST RANCH SUPPLY	4/25/2026	DRAG BOLTS	04/25/2026	13.72	.00		
1069	NORTHWEST RANCH SUPPLY	4/25/2026	SUPPLIES	04/25/2026	13.99	.00		
1069	NORTHWEST RANCH SUPPLY	4/25/2026	SUPPLIES	04/25/2026	120.58	.00		

Kremmling Sanitation District  
Town of Kremmling

Payment Approval Report - Council Approval  
Report dates: 4/14/2026-5/6/2026

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Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total 00-300-6210:					670.69	.00		
<b>00-300-6250</b>								
1004	BANKCARD CENTER	APRIL 19, 202	EMBASSY SUITES STAY	04/19/2026	174.42	.00		
Total 00-300-6250:					174.42	.00		
<b>00-300-6300</b>								
1066	MOUNTAIN PARKS ELECTRIC I	4/20/2026	416 S 3RD ST	04/20/2026	71.67	.00		
1066	MOUNTAIN PARKS ELECTRIC I	4/20/2026	MCELROY SWR PMP	04/20/2026	46.56	.00		
Total 00-300-6300:					118.23	.00		
<b>00-300-6310</b>								
1004	BANKCARD CENTER	APRIL 19, 202	VISIONARY	04/19/2026	110.34	.00		
1014	CENTURY LINK	APR. 19, 2026	970-724-9259 967B	04/19/2026	106.26	.00		
1150	CORE & MAIN	Y851349	GATE	04/23/2026	87.52	.00		
1066	MOUNTAIN PARKS ELECTRIC I	4/20/2026	345 MARTIN WAY BLOWERS	04/20/2026	6,441.79	.00		
1066	MOUNTAIN PARKS ELECTRIC I	4/20/2026	345 MARTIN WAY SEWER LAGO	04/20/2026	812.64	.00		
1091	VERIZON WIRELESS	6141017952	CELL PHONE	04/13/2026	103.56	.00		
1101	XCEL ENERGY	975863811	345 MARTIN WAY	04/30/2026	218.74	.00		
Total 00-300-6310:					7,880.85	.00		
<b>00-300-6320</b>								
1004	BANKCARD CENTER	APRIL 19, 202	FUEL	04/19/2026	32.86	.00		
1004	BANKCARD CENTER	APRIL 19, 202	FUEL	04/19/2026	47.20	.00		
1128	GRAND COUNTY COLORADO	INV05938	FUEL + FUEL SURCHARGE	05/01/2026	299.72	.00		
Total 00-300-6320:					379.78	.00		
<b>00-300-6400</b>								
1170	BRI-CHEM SUPPLY CORP. LLC	105073	SODAASH	04/27/2026	827.12	.00		
Total 00-300-6400:					827.12	.00		
<b>00-300-7000</b>								
1004	BANKCARD CENTER	APRIL 19, 202	MANHOLE DROP BOWLS COLL	04/19/2026	1,007.66	.00		
1167	FONES CONSTRUCTION LLC	4/10/2026	2ND PYMT COLLECTION SYS I	04/10/2026	168,988.66	168,988.66	04/20/2026	
Total 00-300-7000:					169,996.32	168,988.66		
Total Collections:					183,832.56	168,988.66		
Total Kremmling Sanitation:					193,347.02	168,988.66		
Grand Totals:					193,347.02	168,988.66		

Kremmling Sanitation District  
Town of Kremmling

Budget Worksheet - Budget Comparison Current Year  
Period 03/26 (03/31/2026)

Page: 1  
May 06, 2026 3:13PM

Report Criteria:

Includes only accounts with balances or activity

Includes grand totals

Formatted Account Number	Account Title	2026-26 Current year Actual	2026-26 Current year Budget	Remaining Budget
<b>Kremmling Sanitation</b>				
<b>Sanitation Revenue</b>				
00-100-3000	GENERAL PROPERTY TAXES	24,610.31	59,249.00	34,638.69
00-100-3010	SPECIFIC OWNERSHIP TAXES	671.92	2,500.00	1,828.08
00-100-3100	TAP FEES	20,550.00	80,000.00	59,450.00
00-100-3200	SEWER CHARGES	179,061.52	847,740.00	668,678.48
00-100-3400	PAYMENT FROM TOWN	.00	1,560.00	1,560.00
00-100-3500	INTEREST EARNED	7,039.38	25,000.00	17,960.62
00-100-3550	MISCELLANEOUS INCOME	.00	1,000.00	1,000.00
00-100-3600	GRANTS AND LOANS	66,193.99	136,835.00	70,641.01
Total Sanitation Revenue:		298,127.12	1,153,884.00	855,756.88
<b>Administration</b>				
00-200-4000	SALARIES	.00	.00	.00
00-200-4005	DIRECTOR FEES	950.00	3,250.00	2,300.00
00-200-4010	PART-TIME SALARIES	9,919.00	29,484.00	19,565.00
00-200-4030	WORKERS COMPENSATION INSURANC	3,044.00	3,044.00	.00
00-200-4050	RETIREMENT & TAXES	879.51	2,701.00	1,821.49
00-200-6025	ACCOUNTING	150.50	17,000.00	16,849.50
00-200-6050	DUES / SUBSCRIPTIONS	1,029.30	2,035.00	1,005.70
00-200-6065	IT SERVICES	2,882.22	7,840.00	4,957.78
00-200-6075	CASUALTY INSURANCE	19,975.00	19,975.00	.00
00-200-6090	INVESTMENT EXPENSE	199.75	.00	199.75-
00-200-6100	LEGAL	1,835.50	15,000.00	13,164.50
00-200-6175	BUILDING REPAIRS - TOWN HALL	1,260.00	12,000.00	10,740.00
00-200-6180	PAYMENT TO TOWN	17,499.99	58,140.00	40,640.01
00-200-6185	EMERGENCY RESERVE	.00	34,617.00	34,617.00
00-200-6200	SUPPLIES AND EXPENSES	8.00	5,000.00	4,992.00
00-200-6250	TRAINING	104.00	.00	104.00-
00-200-6285	TREASURER'S FEE	1,230.62	2,963.00	1,732.38
00-200-6300	UTILITIES - TOWN HALL	106.45	2,256.00	2,149.55
Total Administration:		61,073.84	215,305.00	154,231.16
<b>Collections</b>				
00-300-4000	SALARIES	50,821.50	156,800.00	105,978.50
00-300-4010	PART-TIME SALARIES	9,464.00	56,280.00	46,816.00
00-300-4050	RETIREMENT & BENEFITS	22,237.47	58,395.00	36,157.53
00-300-4100	OVERTIME	6,996.00	11,230.00	4,234.00
00-300-6060	LAGOON MAINTENANCE & REPAIRS	398.85	22,000.00	21,601.15
00-300-6065	REUSE MAINTENANCE & REPAIRS	.00	15,160.00	15,160.00
00-300-6078	COLLECTION MAINT & REPAIR	3,954.70	37,100.00	33,145.30
00-300-6082	DISCHARGE & REUSE PERMITS	.00	6,500.00	6,500.00
00-300-6155	ENGINEERING & TECHNICAL SERVIC	2,123.07	10,000.00	7,876.93
00-300-6190	LAB TESTS & SUPPLIES	4,817.14	13,865.00	9,047.86
00-300-6210	GENERAL SUPPLIES	1,626.67	5,000.00	3,373.33
00-300-6250	TRAINING	1,664.26	6,000.00	4,335.74
00-300-6300	UTILITIES-LIFT STATIONS	442.63	1,386.00	943.37
00-300-6310	UTILITIES-LAGOONS & REUSE	32,492.30	119,676.00	87,183.70
00-300-6320	VEHICLES - FUEL	1,723.05	5,000.00	3,276.95

Formatted Account Number	Account Title	2026-26 Current year Actual	2026-26 Current year Budget	Remaining Budget
00-300-6351	VEHICLES-REPAIRS	969.74	5,000.00	4,030.26
00-300-6400	CHEMICALS	4,800.04	17,445.00	12,644.96
00-300-6520	DAMAGE CLAIMS	.00	500.00	500.00
00-300-7000	CAPITAL IMPROVEMENTS	269,240.01	390,520.00	121,279.99
00-300-7001	CAPITAL IMPROVEMENT RESERVES	.00	172,000.00	172,000.00
Total Collections:		413,771.43	1,109,857.00	696,085.57
Kremmling Sanitation Revenue Total:		298,127.12	1,153,884.00	855,756.88
Kremmling Sanitation Expenditure Total:		474,845.27	1,325,162.00	850,316.73
Total Kremmling Sanitation:		176,718.15-	171,278.00-	5,440.15
Grand Totals:		176,718.15-	171,278.00-	5,440.15

Report Criteria:

Includes only accounts with balances or activity

Includes grand totals

# KREMMLING SANITATION DISTRICT

MAY 11<sup>TH</sup> 2026

## OPERATORS REPORT

Noah Borchert to start as assistant operator on May 26

April compliance lab results

May compliance labs have been sent in

April process control

April plant performance

Reuse water to be activated week of May 11th

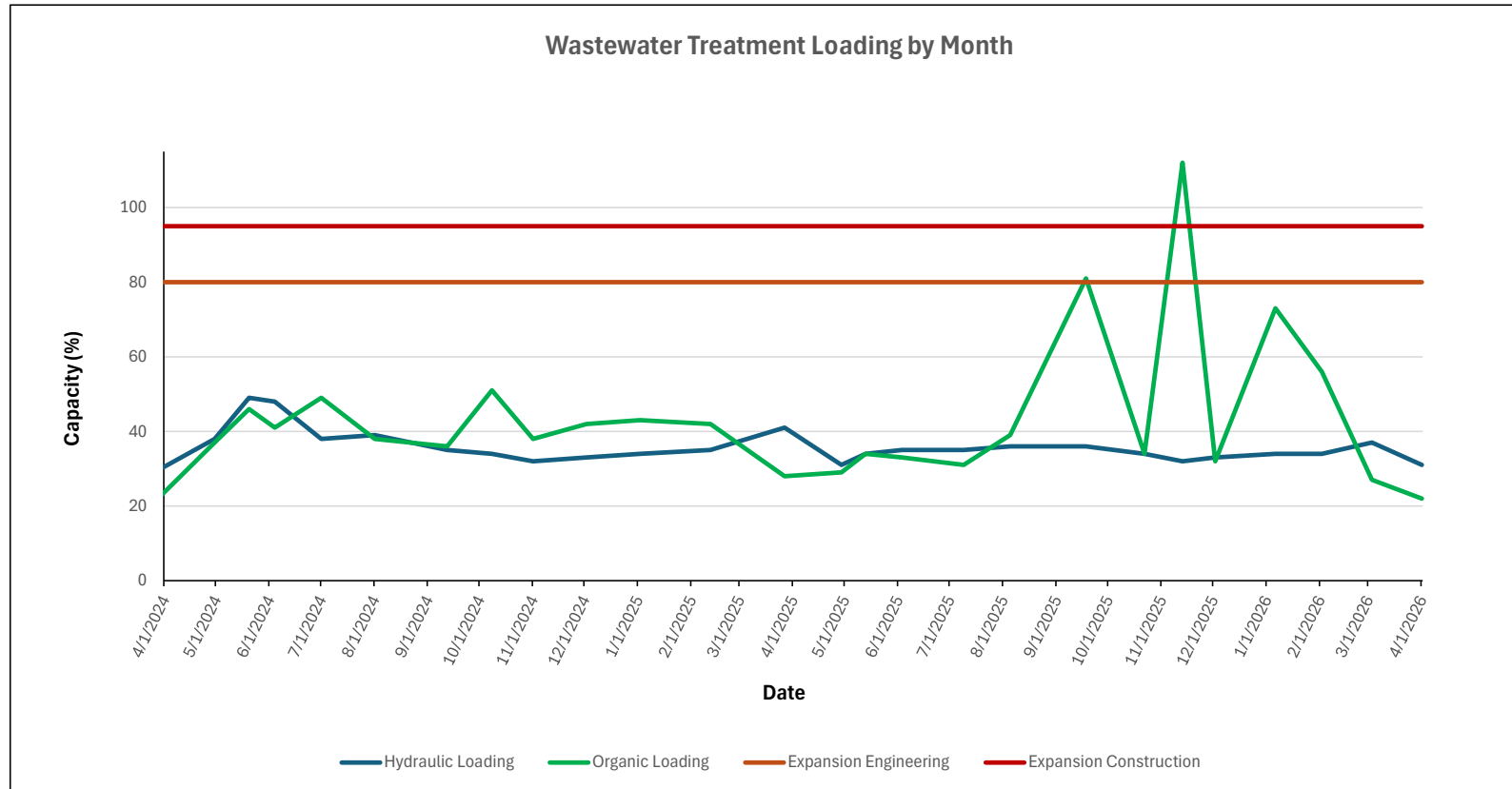
811 locates are picking up

Joe Probst plans to return end of May

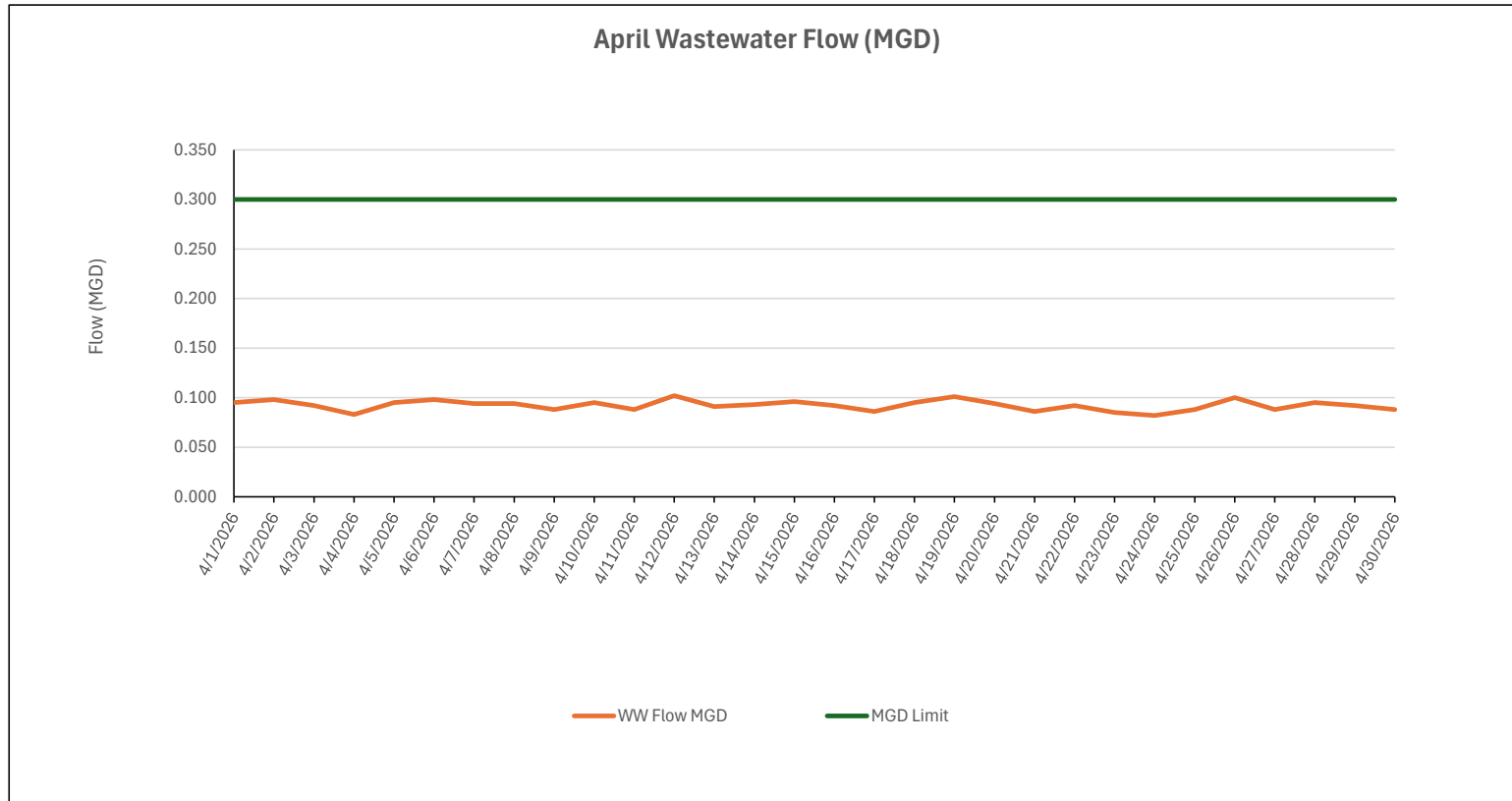
Septic receiving to tentatively start June 1st

### April 2026 Wastewater Performance

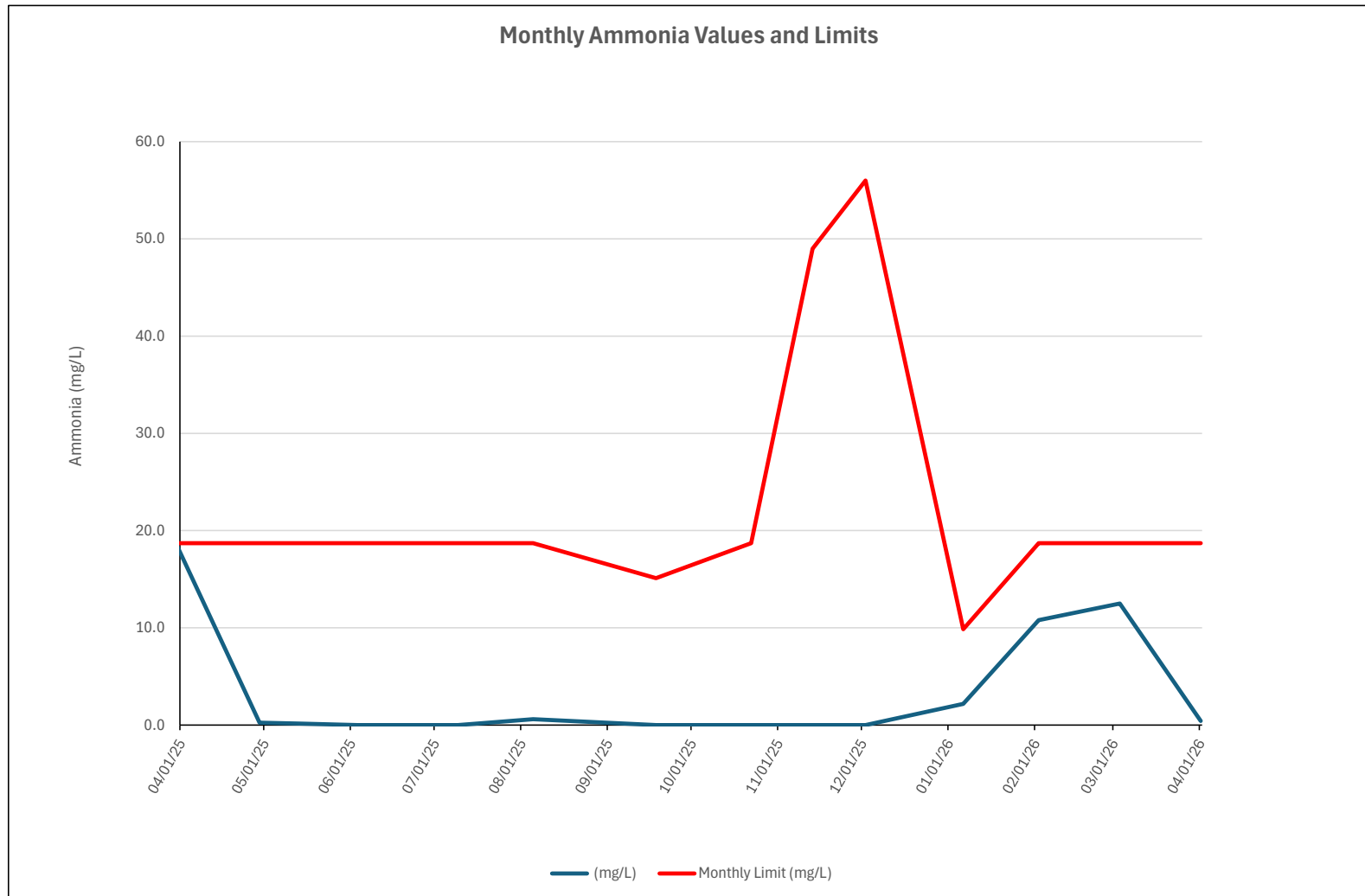
Sample date: 4/1/26



Effluent Parameters	Permit Limit	Monthly Reported Values	Influent Parameters	Monthly Reported Values
BOD (mg/L)	30-45 mg/L	2.0 mg/L	Hydraulic % Capacity	31%
BOD % Removal	85% minimum	98.8%	Organic % Capacity	22%
TSS (mg/L)	75-110 mg/L	2.84 mg/L	BOD (mg/L)	169 mg/L
Ammonia	18.7 mg/L	0.425 mg/L	TSS (mg/L)	150 mg/L
E. coli (#/100mL)	1088-2176 #/100mL	1 #/100mL		
pH	6.5 - 9.0 SU	6.53 - 6.86 SU		



	Wastewater Plant Flows (Kgal/Day)
<b>Average</b>	0.092
<b>Minimum</b>	0.082
<b>Maximum</b>	0.102
<b>% Flow</b>	31%





## ENGINEER'S PROGRESS REPORT

**TO:** Kremmling Sanitation District Board  
**FROM:** Element Engineering, LLC  
**DATE:** May 11<sup>th</sup>, 2026  
**SUBJECT:** Progress Report on Current Projects

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### **GENERAL ENGINEERING**

All re-use documents regarding Ceriani Park have been completed, signed, and submitted to CDPHE. A response to CDPHE's additional paperwork request has been completed and submitted.

### **COLLECTION SYSTEM IMPROVEMENTS**

See attached Memo on construction progress.

### **COLLECTION SYSTEM IMPROVEMENTS BUDGET AND PROPOSED ADDITIONAL WORK**

See attached budget breakdown and proposed additional work.

### **DEVELOPMENT COORDINATION**

#### Sunrise Annexation

Jack and Element held a meeting with Sunrise Development. They are going to move forward with the required report per the district's standards and specifications.

#### K-Town North

Element has not heard anything from Mike Johnston on his plan revisions the past 6 months.

**MEMORANDUM**

**TO:** Kremmling Sanitation District  
**FROM:** Element Engineering  
**DATE:** May 11, 2026  
**SUBJECT:** Sewer Collection System Project Update

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In April, manholes 7.7 and 7.8 and 330' of mainline were completed on Railroad Avenue. As discussed at last month's board meeting, the contractor removed approximately 30' of installed sewer mainline and diverted the new sewer line under the water main line with a concrete encasement. The estimated additional work cost are approximately \$48,000. Also, due to the conflict with the water line the trench area had to be extended, so additional asphalt patching will be required. The change order is still under review by Element.

CIPP work in the alley north of the Maverik Station was completed. Other areas for CIPP work have been prepped awaiting the CIPP installation.

During the Preliminary cleaning and videoing prior to the CIPP work it was discovered that during a previous manhole replacement project a new manhole was tied into an existing 10" line with a 7' piece of 12" pipe. In order to install the liner in this segment the 12" line will need to be removed and a 10" piece of pipe installed. Another option is to customize the liner which will be an additional cost. Element is currently working through this with Fones Construction.

Remaining work includes remaining cured in place (CIPP) liner installations, replacement of service lines connecting to the CIPP liner, the abandonment of the old lift station in Kremmling Country, final compaction testing, asphalt patching.

Attached is an updated budget including the estimates for additional work. With \$40,000 remaining in the budget, we could do another manhole replacement, however with all the recent construction surprises we are recommending waiting on any additional work until we have all change orders worked out and 95% of the work completed.

<b>Kremmling Sanitation Collection System Improvements Budget 5/11/26</b>		
<b>FUNDING</b>		
Kremmling San	\$ 451,675	
DOLA	\$ 451,675	
<b>Total Funding</b>	<b>\$ 903,350</b>	
<b>Construction Cost as Bid</b>		
Bio-Dome Repairs	\$ 254,794	
Fones Construction Collection System and CIPP Liner Bid	\$ 438,749	
Construction Management Element	\$ 50,000	Reduced From \$63,700
<b>Total Construction Cost</b>	<b>\$ 743,543</b>	
<b>Remaining Funds From Project Bid</b>	<b>\$ 159,807</b>	
<b>Additional Added Work</b>		
Extra Material at Manhole 15.1	\$ 4,480	Change Order already approved by District
Abandon old Lift Station In Kremmling Country/Add Manhole	\$ 35,866	Change Order already approved by District
Railroad Ave Modification/Under Review	\$ 48,286	Under Review
Additional Asphalt Repairs Railroad Ave	\$ 16,000	Estimated
10" CIPP Modification	\$ 15,000	Estimated
<b>Additional Work Total</b>	<b>\$ 119,632</b>	
<b>Remaining Funds After Additional Work</b>	<b>\$ 40,175</b>	

## KREMMLING SANITATION DISTRICT

### RESOLUTION 2026-05-01

#### A RESOLUTION AMENDING ARTICLE 3, SECTION 3.5 OF THE RULES AND REGULATIONS REGARDING INCLUSIONS

**WHEREAS**, the Kremmling Sanitation District (the “District”) is a quasi-municipal corporation and political subdivision of the State of Colorado, located in Grand County, Colorado, and is a duly organized and existing special district pursuant to C.R.S. § 32-1-101 *et seq.*

**WHEREAS**, the Board of Directors (the “Board”) of the District is, pursuant to C.R.S. § 32-1-1001(1)(m), empowered to adopt rules and regulations governing the use of District property and provision of its services.

**WHEREAS**, the Board adopted Rules and Regulations dated July 11, 2016, which regulate the use of the District’s facilities and access to its various services, which Rules and Regulations were last amended on September 8, 2025.

**WHEREAS**, Article 3, Section 3.5, of the Rules and Regulations describes the process and procedures that landowners desiring to be included in the District will undergo to accomplish such inclusion of real property, pursuant to C.R.S. § 32-1-401.

**WHEREAS**, Article 1, Section 1.4 of the Rules and Regulations provides that the same may be amended from time to time by the Board.

**WHEREAS**, the Board finds, declares, and determines that in order to ensure the fair use of the District’s facilities, effectively assess capacity for additional growth, and ensure the health, safety, and welfare of the public, it is necessary to amend the Rules and Regulations to clarify the process for inclusion of real property.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of the Kremmling Sanitation District that Article 3, Section 3.5 of the District’s Rules and Regulations is repealed in its entirety and reenacted as follows:

#### **3.5. Inclusion of Property.**

**3.5.1** Where sewer service is desired for real property located outside the boundaries of the District, the property must, unless otherwise authorized by a written agreement, be formally included within the District’s boundaries prior to the provision of such service, in accordance with C.R.S. § 32-1-401. Any owner seeking inclusion shall submit a petition for inclusion pursuant to C.R.S. § 32-1-401 and the procedures set forth herein. The petition must include all land owned by

the petitioner that is contiguous to the parcel for which sewer service is requested.

**3.5.2** To commence proceedings for the inclusion of property, the owner of the real property to be included shall file a petition for inclusion with the Board, which shall include the applicable fee and execution of a cost reimbursement agreement. Such petition shall contain or be accompanied by the following information:

**3.5.2.1** A legal description of the subject property, setting forth the total acreage, together with an ownership and encumbrance report and title commitment, dated within thirty (30) days of the petition.

**3.5.2.2** A survey of the property, showing its location with respect to the District's existing boundaries and facilities.

**3.5.2.3** The existing zoning for the property together with any proposed changes, including all documents submitted to the Town of Kremmling or Grand County pertaining to such rezoning request.

**3.5.2.4** A description of the proposed uses of the property, including:

**3.5.2.4.1** The proposed total population for the property, including a breakdown of use types such as single-family, multi-family, commercial, or mixed-use.

**3.5.2.4.2** The proposed maximum population density for each area of the property, including the number of acres to be used for the various types of uses, together with an indication of lot sizes, irrigated acreage, and water and sewer requirements, and any limitations proposed on water usage.

**3.5.2.5** A letter from the District Engineer indicating that the real property subject to the petition is capable of being served by the present

facilities of the District, and if not, the conditions on which granting of the petition shall be based to enable capacity for service.

- 3.5.2.6** The proposed development schedule.
  - 3.5.2.7** Consent form each and every mortgagee or lender with an interest in the subject property, if applicable.
  - 3.5.2.8** Any other facts that the petitioner believes will assist the District in considering the petition for inclusion.
- 3.5.3** All costs to prosecute the proceedings for inclusion shall be paid by the petitioner, including the actual costs of title, engineering, legal, and any cost necessary to serve the property, including but not limited to any facility upgrade or expansion. Neither the District nor its residents or property owners shall be required to subsidize the development of any newly included property.
- 3.5.4** The petitioner shall enter into a cost reimbursement agreement with the District requiring the petitioner to provide an initial deposit sufficient to cover all costs incurred by the District in processing the inclusion proceedings, including publication costs. The District may draw upon the deposit as necessary to pay such costs, and the petitioner shall replenish the deposit upon request as needed to maintain a sufficient balance. Following completion of the inclusion process and payment of all District costs, any remaining deposit shall be refunded to the petitioner.
- 3.5.5** All petitions not acted upon by the District within twelve (12) months of submission shall be revised and resubmitted, and the resubmission shall include any changes in circumstances. No additional petition fee shall be required for a resubmission.
- 3.5.6** Upon determining that the petition is complete, accurate, and otherwise satisfactory, the Board shall set a public hearing to consider the petition for inclusion of the property and shall cause notice of such hearing to be published in accordance with C.R.S. § 32-1-401.

- 3.5.6.1** At the public hearing, the Board shall make findings of fact, conclusions of law, and make an order granting or denying the petition, in whole or in part, with or without conditions.
  - 3.5.6.2** The Board shall decide whether serving the subject property is feasible and whether the granting of the petition is in the best interest of the District, its residents and property owners.
  - 3.5.6.3** The Board may withhold entry of any final order approving inclusion until the petitioner has entered into an agreement that details the terms and conditions of inclusion.
  - 3.5.6.4** The Board's final order shall be served by first-class mail on the petitioner within ten (10) business days of the Board's decision.
  - 3.5.6.5** The Board's final order granting or denying the petition shall be final and conclusive.
- 3.5.7** The District shall file the Board's final order granting a petition for the inclusion of territory with the Grand County District Court in the matter of the organization of the District. The inclusion of property into the District shall only become effective upon the granting of an order regarding the same by the Grand County District Court and subsequent recording of such order in the real property records of Grand County, Colorado, maintained by the Office of the Clerk and Recorder.
- 3.5.8** Any District commitment to provide service to the property detailed in the petition or finally included into the District shall be deemed a commitment to reserve service capacity for the petitioner upon payment of applicable tap fees, satisfaction of any conditions that may be set forth therein, and the property's continued compliance with these Rules and Regulations, but shall not vest the petitioner with any property or development rights.
- 3.5.9** By granting a petition for the inclusion of property, no implied or express authorization for connection of services is granted. All properties shall apply for and receive an issued connection permit and pay all applicable Tap Fees.

ADOPTED by the Board this 11<sup>th</sup> day of May 2026.

**KREMMLING SANITATION DISTRICT**

By: \_\_\_\_\_  
Noble Underbrink  
President

ATTEST:

\_\_\_\_\_  
Alan N. Hassler  
Secretary

**KREMMLING SANITATION DISTRICT****RESOLUTION 2026-05-02****A RESOLUTION DECLARING AN EMERGENCY AND IMPOSING RESTRICTIONS  
ON THE ISSUANCE OF CONNECTION PERMITS AND PROVIDING PENALTIES  
FOR VIOLATION**

**WHEREAS**, the Kremmling Sanitation District (the “District”) is a quasi-municipal corporation and political subdivision of the State of Colorado, located in Grand County, Colorado, and is a duly organized and existing special district pursuant to C.R.S. § 32-1-101 *et seq.*

**WHEREAS**, the Board of Directors (the “Board”) has the management, control, and supervision of all the business and affairs of the District, pursuant to C.R.S. § 32-1-1001(1)(h).

**WHEREAS**, pursuant to C.R.S. § 32-1-1001(1)(m), the Board is empowered to adopt, amend, and enforce Rules and Regulations and to take all actions necessary and proper to provide for the health, safety, and welfare of its inhabitants and users of the District’s system.

**WHEREAS**, the Governor of the State of Colorado is authorized to declare disasters and emergencies pursuant to C.R.S. § 24-33.5-704 and to direct state agencies and coordinate emergency response actions, including drought response.

**WHEREAS**, the U.S. Drought Monitor for Colorado categorizes the Town of Kremmling (the “Town”) water collection system watersheds as being in a Severe to Exceptional Drought. The National Weather Service’s long-range temperature outlooks forecast above normal temperatures and below normal precipitation for the Town water collection system watersheds. Stream flow, soil moisture, and precipitation are projected to be below normal. Town staff projects that supply reservoirs will not fill this year.

**WHEREAS**, the Governor of Colorado activated Colorado’s Drought Task Force and Phase 2 of Colorado’s Drought Response.

**WHEREAS**, the Mayor of Kremmling has enacted and implemented staged water restrictions in response to ongoing drought conditions, which reflect severe water supply limitations and heightened risk to public health, safety, and welfare.

**WHEREAS**, drought conditions and reduced water availability directly impact wastewater flows, treatment processes, and system capacity, and may impair the District’s ability to provide adequate sanitary sewer service if additional connections are permitted during such conditions.

**WHEREAS**, the Board finds and determines, pursuant to its statutory authority to protect public health, safety, and welfare and to regulate use of the District's system, that the existence of water restrictions within the District and Town constitutes an emergency condition requiring immediate action to preserve system capacity and protect existing users.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of the Kremmling Sanitation District as follows:

1. Declaration of Emergency. It is hereby declared that an emergency condition exists within the District due to severe drought and water restrictions imposed by the Town. The emergency condition impairs the District's sanitary sewer system, and this declaration is made to protect public health, safety, and welfare and to regulate the use of its facilities.
2. Suspension of New Connection Permits. During any period in which the Town has formally implemented Stage 3 or higher water restrictions, the District shall suspend the acceptance, processing, approval, and issuance of all applications for new sanitary sewer connection permits, including but not limited to permits for new construction or expansion of existing uses.
3. Applicability. This prohibition shall apply to all properties not already connected to the District's sanitary sewer system as of the effective date of the Town's Stage 3 declaration, and to any proposed increase in use or capacity for existing connections that would require additional taps or service commitments.
4. Limited Exceptions. The District Manager may, upon written application and for good cause shown, grant a limited exception to this prohibition only upon a finding that:
  - a. The proposed connection is necessary to protect public health or safety, and
  - b. The connection will not materially impair the District's system capacity or operations.

Any such exception shall be granted by the District Manager and may be conditioned as the District Manager deems appropriate.

5. Penalties for Violation. Any person or entity that undertakes, authorizes, or permits a connection to the District's sanitary sewer system in violation of this Resolution or the District's Rules and Regulations shall be subject to enforcement action, including but not limited to:
  - a. Disconnection of service.
  - b. Denial or revocation of permits.
  - c. Imposition of civil penalties in an amount not to exceed one thousand dollars (\$1,000) per violation, with each day constituting a separate violation

- d. Recovery of all costs incurred by the District, including reasonable attorney’s fees, associated with enforcement.
- 6. Enforcement Authority. The District’s Manager and Superintendent are hereby authorized to take all actions necessary to enforce this Resolution.
- 7. Duration. This Resolution shall remain in effect for the duration of any period in which the Town’s Stage 3 or higher water restrictions are in place and shall automatically terminate upon the Town’s rescission or reduction of such restrictions below Stage 3, unless otherwise extended by the Board.
- 8. Severability. If any provision of this Resolution is held invalid or unenforceable, such invalidity shall not affect the remaining provisions, which shall continue in full force and effect. The intention being that its provisions are severable.
- 9. Effective Date. This Resolution shall take effect immediately upon adoption.

ADOPTED by the Board this 11<sup>th</sup> day of May 2026.

**KREMMLING SANITATION DISTRICT**

By: \_\_\_\_\_  
Noble Underbrink  
President

ATTEST:

\_\_\_\_\_  
Alan N. Hassler  
Secretary



### Thank you for requesting an Alpine Bank Credit Card application.

Please complete the application and return it to an Alpine Bank location convenient to you.

#### Manage and monitor your business expenses

Whether your business has one cardholder or many, the Alpine Bank Purchasing One Card will make it easy to pay for everyday expenses such as supplies, travel expenses, entertainment, equipment and more. Our advanced management tools will enable you to easily monitor your business' expenses.

#### Increased cash flow

You need your money to work for you. Paying for your monthly expenses at the end of each month increases your cash flow throughout the month, allowing you to do more with your business.

#### One combined statement & free online management system

The Alpine Bank Purchasing One Card consolidates your business expenses, saving you time. Review all your monthly business expenses in one combined statement. Our free online management system will allow you to adjust employee spending limits, order replacement cards, make payments, view transaction history and pull easy-to-understand individual or company expenditure reports.

#### Easy record keeping

There's no easier way to keep personal and business expenses separate than being able to determine if it is a business expense at the time of purchase. No more spending hours reconciling your bank statements at the end of each month. Use your Alpine Bank Purchasing One Card for all your business purchases, and save yourself the time and effort of sorting through lists of transactions at the end of the month. It may even make tax return time a little less painful.

#### Spending and budget control

Going over budget can be a thing of the past by setting a limit for each cardholder. You'll also save money because our Alpine Bank Purchasing One Credit Card comes with no annual fee, and interest will not accrue because the card balance must be paid in full each statement cycle.

#### Other great benefits you'll enjoy with your Alpine Bank Purchasing One credit card

- **Travel and Emergency Assistance Services** – No matter where your travels take you, you're never more than a phone call away from assistance. Call 1-800-VISA-911 (Outside U.S.: 410-581-9994) day or night, and we'll help you find the appropriate emergency services, including medical, legal or transportation, should the need arise. Additional fees may apply.
- **Auto Rental Insurance** – Rent a vehicle using your Alpine Bank Purchasing One Credit Card and automatically receive additional auto rental insurance. No need to pay for the collision damage coverage offered by the rental company. We have you covered. Additional fees may apply.
- **Roadside Dispatch** – Whether in your own car or in a rental car, we'll connect you with emergency roadside assistance services like towing, fuel delivery, locksmith and more. Additional fees may apply.
- **Cash Back Rewards** – Initial spending up to \$24,999 per billing cycle earns no rewards. Earn 1% cash back on purchases after you spend \$25,000, up to \$49,999 per billing cycle. Earn 1.5% cash back on purchases after you spend \$50,000 or more per billing cycle. Unredeemed rewards will expire 36 months from the date they accrue. Cash back rewards can only be deposited into an Alpine Bank account, and redemptions are typically deposited within five business days.

### APPLICABLE CREDIT CARD DISCLOSURES REQUIRED BY LAW

Annual Percentage Rate (APR) for Purchases	Your APR will be <b>Prime + 13.74%</b> . This APR will vary with the market based on the Prime Rate.
APR for Cash Advances	<b>21% Fixed APR</b>
APR for Balance Transfers	Your APR will be <b>Prime + 13.74%</b> . This APR will vary with the market based on the Prime Rate.
How to Avoid Paying Interest	Your due date is at least 25 days after the close of each billing cycle. We will not charge interest on new purchases, provided you have paid your previous balance in full by the due date each month. We will begin charging interest on balance transfers on the transaction date.
Annual Fee	\$0
Minimum Interest Charge	If you are charged interest, the charge will be no less than \$1.

### FEES

- Annual Fee                      • None
- Balance Transfer              • Either \$10 or 3% of the amount of each transfer, whichever is greater
- Cash Advance                  • Either \$10 or 4% of the amount of each cash advance, whichever is greater
- Foreign Transaction          • None
- Late Payment                  • Up to \$35
- Over-the-Credit Limit        • Up to \$35

### Things you should know about these terms:

**How do we calculate variable rates?** Variable rates may change when the Prime Rate changes. Unless an introductory or promotional APR is in effect, we calculate variable rates by adding a percentage to the Prime Rate published in The Wall Street Journal on the 25th day of each month. If the Journal is not published on that day, then see the immediately preceding edition. If Prime changes, your new rate will take effect on your next billing period.

**How do we calculate your balance?** We use a method called "average daily balance" (including new purchases). An explanation of this method is provided in your cardholder agreement.

**What are my billing rights?** Information on your rights to dispute transactions and how to exercise those rights are provided in your cardholder agreement.

**Important information:** Our bank complies with the USA PATRIOT ACT. This law mandates that we verify certain information about you while processing your account application.

# KREMMLING SANITATION DISTRICT

## Policy on Investments

Adopted: \_\_\_\_\_

1. Purpose. This Policy on Investments (“Policy”) is adopted by the Board of Directors (the “Board”) of the Kremmling Sanitation District (the “District”) to establish prudent, lawful, and consistent standards for the investment of District public funds. The purpose of this Policy is to safeguard public monies, ensure sufficient liquidity to meet operational and capital obligations, and obtain a reasonable rate of return consistent with statutory authority and the fiduciary responsibilities of local government officials.
2. Authority. This Policy is adopted pursuant to, and shall be interpreted consistently with the following:
  - a. Legal Investments statutes, C.R.S. §§ 24-75-601.1 and 24-75-603
  - b. Local Government Public Deposit Protection Act, C.R.S. § 11-10.5-101 *et seq.*
  - c. Local Government Investment Pools, C.R.S. § 24-75-701 *et seq.*
3. Definitions.
  - a. “Public Funds” means all moneys of the District, from whatever source derived, that are in the custody or control of the District and subject to investment under Colorado law.
  - b. “Investment Officer” means the District Manager or such other person as the Board may designate to execute investment transactions on behalf of the District.
  - c. “Authorized Investments” means those investments permitted under C.R.S. § 24-75-601.1 and other applicable Colorado statutes.
  - d. “PDPA” means the Public Deposit Protection Act, C.R.S. § 11-10.5-101 *et seq.*
4. Scope. This Policy applies to all District Public Funds, including operating funds, reserve funds, capital project funds, enterprise funds, and any other funds under the control of the District, except where a bond resolution, trust indenture, or grant agreement imposes more restrictive investment requirements. In the event

Kremmling Sanitation District  
Policy on Investments

of a conflict between this Policy and applicable law or bond covenants, the more restrictive requirement shall govern.

5. Investment Objectives. The District's investment objectives, in priority order, are as follows:
  - a. Safety of Principal. Preservation of capital is the foremost objective. Investments shall be undertaken in a manner that seeks to ensure the safety of principal consistent with statutory authority.
  - b. Liquidity. The District's portfolio shall be structured to meet anticipated cash flow requirements for operations, debt service, and capital expenditures.
  - c. Yield. The District shall seek to attain a market rate of return throughout budgetary and economic cycles, consistent with safety and liquidity needs.
6. Standard of Care. The Investment Officer and any person involved in the investment of Public Funds shall exercise the care that a prudent person in a like position would exercise under similar circumstances, consistent with C.R.S. § 24-75-601.4, which provides protections for officials acting in good faith compliance with statutory investment standards. Investment decisions shall be made in the best interests of the District and not for personal gain.
7. Authorized Investments. The District may invest Public Funds only in Authorized Investments permitted under Colorado law, including but not limited to:
  - a. Obligations of the United States or securities fully guaranteed by the United States.
  - b. Obligations of U.S. government agencies or instrumentalities as permitted by statute.
  - c. Certificates of deposit, savings accounts, money market deposit accounts, or other deposit instruments in eligible public depositories as authorized by C.R.S. § 24-75-603.
  - d. Eligible bankers' acceptances, commercial paper, and corporate bonds to the extent permitted under C.R.S. § 24-75-601.1 and subject to applicable credit quality requirements.
  - e. Shares of any local government investment pool authorized under C.R.S. §§ 24-75-701 *et seq.*

Kremmling Sanitation District  
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- f. Any other investment expressly permitted by Colorado statute for local governments.
  - g. The District shall not engage in speculative trading, leverage, derivatives (unless expressly authorized by statute), short sales, or any investment not specifically authorized by Colorado law.
8. Depositories and Collateralization. All deposits of Public Funds shall be made only in eligible public depositories as defined by Colorado law. Deposits exceeding federal insurance limits shall be secured in accordance with the PDPA and applicable rules of the Colorado Banking Board. The District shall not maintain uninsured and uncollateralized deposits.
9. Diversification and Maturity. The District shall diversify investments to the extent practical to reduce exposure to credit and interest rate risk. Investment maturities shall be aligned with projected cash flow needs. Unless otherwise authorized by the Board, no investment shall have a final maturity exceeding five (5) years from the date of purchase.
10. Delegation of Authority. The Board retains ultimate authority over the investment of Public Funds. The Board delegates to the Investment Officer the authority to implement this Policy and execute transactions within its limits. The Investment Officer may utilize qualified financial institutions, brokers, advisors, or custodians, provided all investments remain within statutory authority and this Policy.
11. Safekeeping and Internal Controls. The District shall maintain written internal controls governing the investment process, including separation of duties where feasible, written authorization for transactions, documentation of trades, and periodic reconciliation of investment accounts. Securities shall be held in the District's name by a third-party custodian when practical.
12. Reporting. The Investment Officer shall provide the Board with periodic reports, no less than quarterly, summarizing investment holdings, maturity dates, market values (where applicable), and compliance with this Policy. Investment records shall be maintained in accordance with Colorado public records and audit requirements.
13. Supplement to Law. The provisions of this Policy shall be in addition to and in supplement of any law of the State of Colorado.
14. Amendment. The Board may amend this Policy from time to time, only in writing following a duly called meeting.