

RECORD OF PROCEEDINGS

MINUTES OF A REGULAR MEETING OF
THE BOARD OF DIRECTORS OF THE
BACA GRANDE WATER AND SANITATION DISTRICT
HELD
MARCH 19, 2010

A regular meeting of the Board of Directors of the Baca Grande Water and Sanitation District (referred to hereafter as "Board") was held on Friday, the 19th day of March, 2010, at 9:00 a.m. at the offices of the District, BGWS&D Shop, 57 Baca Grant Way South, Crestone, Colorado. The meeting was open to the public.

ATTENDANCE

Directors In Attendance Were:

Christine Canaly, President
Philip Madonna, Vice President
Vicki Matthews, Secretary/Treasurer
Lisa Cyriacks, Assistant Secretary
Parvin J. Johnson, Sr., Assistant Secretary

Also In Attendance Were:

AJ Beckman; Special District Management Services, Inc.

Meric Lallier; Special District Management Services, Inc. - via speakerphone

Jennifer Gruber Tanaka, Esq.; White, Bear and Ankele Professional Corporation

Marcus Lock, Esq.; Bratton Hill Wilderson & Lock, LLC

Steven Harrell; District General Manager

Michael Skully; Casita Park Action Committee

Brenda Friedberg and Ann Bunting; Members of the general public

Gary Simon; Pundarika Foundation

DISCLOSURE OF POTENTIAL CONFLICTS OF

The Board discussed the requirements pursuant to the Colorado Revised Statutes to disclose any potential conflicts of interest or potential breaches of

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INTEREST

fiduciary duty to the Board of Directors and to the Secretary of State. Attorney Tanaka noted that conflicts were filed for applicable Directors at least 72 hours prior to the meeting. President Canaly noted that a quorum was present and requested members of the Board to disclose any potential conflicts of interest with regard to any matters scheduled for discussion at this meeting. No further conflicts were disclosed.

ADMINISTRATIVE MATTERS

Agenda: Mr. Beckman reviewed the proposed agenda for the District's Regular Board meeting.

Following discussion, upon motion duly made by Director Madonna, seconded by Director Matthews and, upon vote, unanimously carried, the Agenda was approved, as amended.

Minutes: The Board reviewed the minutes of the February 19, 2010 special meeting and the February 20, 2010 Work Session minutes.

Following discussion, upon motion duly made by Director Matthews, seconded by Director Cyriacks and, upon vote, unanimously carried, the minutes of the February 19, 2010 special meeting and the February 20, 2010 work session were approved as revised.

WATER MATTERS

Outstanding Water Matters with Water Counsel: Attorney Lock addressed the Board and discussed various outstanding water matters.

Limitations of Interconnection of Water Systems: Well 18 water use limitations: Attorney Lock reviewed the March 19, 2010 Memorandum regarding Interconnectivity and Backup Options. He reported that well 17 could be used as a backup to well 18 or the District could drill a new well within 200 feet of the existing well. From a production standpoint it may be better to drill a new well.

Motel Well water use limitations: Attorney Lock reported that, for the Motel Well, the decree is silent as to the area of use, but the permit is limited to the

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Casita Park area. As a result, the District cannot use the Motel Well as redundancy for Well 18.

Golf Course Well Water use limitations. Attorney Lock discussed the limitations of the well as being seasonal in nature due to the water rights associated with the well. The Board discussed the need to maximize use of the well in order to optimize annual consumptive use.

Delivery of Irrigation Water to Residents within the Grants and related Augmentation Plan: Attorney Lock reported that in order to provide an opinion on this matter it will be necessary to review the Water Engineer's report which is expected within the next week or so. Attorney Lock reported that he expects that in order to provide irrigation water by means of an augmentation plan residents of the Grants would most likely have to accept the District's water for both indoor and outdoor uses.

Report by Water Engineer: The report is expected to be available at the next regular meeting.

PUBLIC COMMENT

Brenda Friedberg: Ms. Friedberg addressed the Board regarding her taxes paid in 2007 through 2009 and requested that the District perform a comparison of similar properties in the area. Members of the Board advised Ms. Friedberg to discuss matters of comparison with the Saguache County Assessor. Attorney Tanaka reviewed the tax bills and explained the procedures for calculating amounts due. Attorney Tanaka agreed to provide a letter detailing the process and apparent miscalculations on the bills provided by Ms. Friedberg.

Ann Bunting: Ms. Bunting addressed the Board requesting that it consider decreasing the Equivalent Residential Usage factor ("EQR") assigned to her duplex dwelling unit in Casita Park. She reported that the County issued a Conditional Use Permit that limits total combined occupancy for both units to three people. The Board determined to discuss this matter in executive session and advised Ms. Bunting she would be contacted by Mr. Harrell with its decision.

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Gary Simon: Mr. Simon addressed the Board requesting seasonal use for the property owned by the Pundarika Foundation and a waiver of monthly fees for non-use periods. Director Cyriacks explained that the monthly fees cover not only usage but also the ongoing capital requirements and operational expenses necessary to provide service at any and all times. The Board also discussed the tax exempt nature of the foundation and its desire to establish an agreement for payment in lieu of taxes. Mr. Simon requested that the Board verify whether the tap fees have been paid on the property. Director Canaly advised Mr. Simon that the Board would discuss this matter and get back with him regarding its decision.

FINANCIAL MATTERS

Claims: Mr. Lallier joined the meeting by speakerphone. Mr. Beckman distributed and reviewed the payment of claims with the Board through the period ending March 19, 2010, as follows:

General Fund	\$ 24,060.28
Capital Projects Fund	8,070.12
Enterprise Fund	<u>60,653.59</u>
Total Claims:	<u>\$ 92,783.99</u>

Following review and discussion, upon motion duly made by Director Cyriacks, seconded by Director Matthews and, upon vote, unanimously carried, the Board approved the payment of the claims for the period ending March 19, 2010.

Financial Statements: Mr. Beckman reviewed the unaudited financial statements of the District setting forth the cash deposits, investments, budget analysis, and accounts payable vouchers for the period ending February 28, 2010.

Following discussion, upon motion duly made by Director Cyriacks, seconded by Director Matthews and, upon vote, unanimously carried, the Board accepted the financial statements for the period ending February 28, 2010.

Cash Flow Analysis: Mr. Beckman reviewed the current cash flow analysis with the Board.

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EQR Research: Mr. Beckman reported that the EQR Research is still in process.

System Improvement Fee: Mr. Lallier discussed the fee and explained that the fee does not appear to be a pledged revenue source for any specific debt but is being utilized for debt service and to maintain reserves required by the Colorado Water Resources and Power Development Authority ("CWRPDA") loan agreements.

According to initial projections, the District could reduce the amount over the next few years from the current \$21 per year to \$10 by 2015. Mr. Beckman discussed the use of the revenue and the option to utilize other sources such as taxes instead of fees.

Availability of Service Fee: Mr. Lallier explained that he is researching the history of the Availability of Service Fee. Initial findings indicate that the fee could be reduced in future years. He reported that he will work with the District's Auditor to identify the rationale for the historic amount of the fee.

Online Customer Payment: Mr. Beckman reported that he and Mr. Lallier met with Vectra Bank to discuss online payment and customer lock box options. Vectra Bank is able to provide online payment services via credit card and can modify the District's website with a payment feature. The lock box service would allow for all payments to be mailed directly to the bank where the payments would be deposited and posted. The bank would email a daily deposit reconciliation to the District. Mr. Beckman reported that the final cost is not yet known but is expected to be approximately \$300 per month. The Board discussed the increased productivity of staff versus the monthly expense.

Following discussion, upon motion duly made by Director Cyriacks, seconded by Director Matthews and, upon vote, unanimously carried, the Board approved lock box and online payment, for an amount not to exceed \$300 per month, subject to legal review of all agreements.

Credit Card Spreadsheet and Employee Expenditure Authorization Limits: Mr. Harrell reviewed the current credit card limits per employee and recommended making the limit \$1,000 per month for Operations and

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Administrative Staff and \$5,000 per month for the General Manager.

Following discussion, upon motion duly made by Director Madonna, seconded by Director Matthews and, upon vote, unanimously carried, the Board approved the credit card limit of \$1,000 per month for Operations and Administrative Staff and \$5,000 per month for the General Manager.

Following review and approval, it was noted that the Board directed to Mr. Harrell to research other credit card providers including American Express, and establish procedures to avoid late fees.

Rates for Golf Course Irrigation: The Board discussed the current rates. It was noted that the Property Owners Association ("POA") is currently purchasing water at the District's cost. The Board directed Mr. Harrell to verify the rates paid by the POA for the Golf Course and any other irrigated areas and directed Attorney Tanaka and Mr. Beckman to discuss with Attorney Lock the cost versus benefit of further reducing rates to increase consumption.

OPERATIONS

Mobile Home Estates Wastewater Treatment Facility: Mr. Harrell reported that the facility was in compliance for March.

Aspen Wastewater Treatment Facility: Mr. Harrell reported that facility was in compliance for March.

Status of Staffing: As previously authorized by the Board, Mr. Harrell will proceed with making Mr. Bluestein a full-time employee. Director Johnson will attend the next staff meeting.

Corrosion Control Study and Compliance Requirements: Mr. Harrell reported that for 2010 the Staff will need to take 20 samples for first six months. Mr. Harrell requested volunteers for three test sites to replace three participants that dropped out of the program. Directors Johnson, Matthews, and Cyriacks volunteered to be added to the program.

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Development of District Policy and Waivers regarding Ownership, Location and Maintenance of Residential Water Meters: The Board determined to discuss this matter in executive session

Water Meter MXU Installation Plan: Mr. Harrell reported that he is ordering ten of the newest Multiplexer Units ("MXU's") per month.

Digitalization of Water Rights Documents: Mr. Harrell reported that the process is ongoing. He is getting proposals for integration with the District's GIS mapping software.

Water Meter Installation: Mr. Harrell reported that the District will pursue the installation of a meter at Lindes Farne as soon as the ground thaws. There are no other properties known to be without meters at this time.

Lab Training with Salida Water and Sanitation District: Mr. Sack has conducted two trainings with the District's operations staff. Mr. Harrell reported that the trainings are going well and expects the staff to have adequate training by the end of the year to pursue testing and discontinue training. The Board directed Mr. Harrell to check with the State to see if they are satisfied with the performance and whether they have any additional requests for training prior to the end of the year.

Brookview Reservoir: Attorney Tanaka reported that the contract with Alcon Construction has been signed and the District is in receipt of certificates of insurance. Mr. Harrell expects the repairs to the garage door and reservoir fence to be complete within the next two weeks.

Purchase of GIS and GPS Software: The Board discussed the purchase of GIS and GPS software for an amount not to exceed \$1,991.16. Mr. Harrell explained that the cost is to renew the existing license for the software currently owned by the District.

Following discussion, upon motion duly made by Director Matthews, seconded by Director Madonna and, upon vote,

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unanimously carried, the Board approved the purchase of GIS and GPS software for an amount not to exceed \$1,991.16.

Purchase of Crane for Service Truck No. 3: The Board discussed the purchase of a crane for Service Truck No. 3 for an amount not to exceed \$1,144.95.

Following discussion, upon motion duly made by Director Johnson, seconded by Director Matthews and, upon vote, unanimously carried, the Board approved the purchase of a crane for Service Truck No. 3 for an amount not to exceed \$1,144.95.

Purchase of Hand Held Meter Reading Device: The Board discussed the purchase of a hand held meter reading device for an amount not to exceed \$8,700. Mr. Beckman noted that the Board previously approved the purchase at an amount not to exceed \$7,500 but the cost ended up being higher than anticipated which is why additional Board approval is necessary.

Following discussion, upon motion duly made by Director Matthews, seconded by Director Madonna and, upon vote, unanimously carried, the Board approved the purchase of a hand held meter reading device for an amount not to exceed \$8,700.

Leak Detection Program: Mr. Harrell noted that this matter was discussed at the Board retreat. The Board discussed the cost versus benefits of pursuing the program at this time and the potential for grant funding. Determined to hold off on this matter indefinitely.

Proposal by American Leak Detection of Southern Colorado: Deferred per discussion above.

Lead and Copper Sample Site from Three Directors: This matter was discussed above.

Update on Well 18 Meter Calibration: Mr. Harrell reported that the meter could be calibrated for approximately \$1,500 and discussed testing the calibration of the meter in conjunction with the testing of the tank next to well 18.

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Chama Ling Spiritual Site Account: Mr. Harrell discussed the status of the account and explained that there are three residences and one temple on the same account. The residences are not tax exempt. Mr. Harrell will speak with a representative of the Spiritual Site about making appropriate adjustments.

Operational Expenditures Monthly Budget Roll Over Proposal: Mr. Harrell requested that the Board consider rolling over any unused budget amount to the following month for operational expenditures. Mr. Beckman recommended that the monthly amounts be considered separately and not roll over any unused amounts. The Board determined not to change the current policy.

LEGAL MATTERS

Utility Easement Agreement between the District and the Manitou Foundation, Inc. for the Cottonwood Plant Water and Sewer Improvement and Road Access and Partial Vacation of Easement for Existing Utility and Driveway Easement: Attorney Tanaka reported that the easements are completed and that she has sent them to the Manitou Foundation, Inc. for execution.

Following discussion, upon motion duly made by Director Cyriacks, seconded by Director Johnson and, upon vote, unanimously carried, the Board approved the Road Access and Utility Easement Agreement between the District and the Manitou Foundation, Inc. for the Cottonwood Plant Water and Sewer Improvement and Road Access and the Partial Vacation of Easement for Existing Utility and Driveway Easement.

Decommissioning of the Discharge Pond on the Manitou Foundation Property: It was noted that District staff is waiting for better weather to do the work.

Utility Easement Agreement between the District and the Baca Grande Property Owners' Association ("POA") for the Cottonwood Plant Water and Sewer Improvement and Road Access and Partial Vacation of Easement for Existing Utility and Driveway Easement: Attorney Tanaka reported that the easements are completed and that she will send them to the POA for execution. She further noted that she will include a cover letter explaining the purpose of the request.

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Following discussion, upon motion duly made by Director Cyriacks, seconded by Director Matthews and, upon vote, unanimously carried, the Board approved the Road Access and Utility Easement Agreement between the District and the POA for the Cottonwood Plant Water and Sewer Improvement and Road Access and the Partial Vacation of Easement for Existing Utility and Driveway Easement.

Utility Easement Agreement between the District and Ulrike Greenway for the Cottonwood Plant Water and Sewer Improvement: Attorney Tanaka reported that the water line easement and vacation are completed and are with Mr. Harrell who will facilitate execution.

Following discussion, upon motion duly made by Director Matthews, seconded by Director Cyriacks and, upon vote, unanimously carried, the Board approved the Utility Easement Agreement between the District and Ulrike Greenway for the Cottonwood Plant Water and Sewer Improvement.

Road Access Easement from Ulrike Greenway and Proposal to Install Gates: Attorney Tanaka presented the road access easement to the Board and noted that Mr. Greenway has requested that the District install gates on the road to limit public access. The Board discussed the ongoing maintenance responsibilities of the gates and directed Attorney Tanaka to incorporate language into the easement to address the installation and maintenance of the gates by the District. Mr. Harrell discussed the gate design. He reported that he will forward the design to Mr. Greenway for approval. Director Madonna discussed the need to change the signs to the Stupa so they don't direct people to the Greenway road. Director Cyriacks recommended that the property owners that regularly use the road be notified of the possible closure by the property owner. Mr. Harrell expects to fabricate and install the gates using District Staff. He estimates the cost at approximately \$2,000.

Following discussion, upon motion duly made by director Matthews, seconded by Director Cyriacks and, upon vote, unanimously carried, the Board approved changes to the easement and gate design, fabrication and installation for an amount not to exceed \$2,000.

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Second Addendum to Operations and Services Agreement between the District and Brown and Caldwell for Ongoing Consulting and Engineering Services: The Board discussed the Second Addendum to the Operations and Services Agreement between the District and Brown and Caldwell for Ongoing Consulting and Engineering Services.

Following discussion, upon motion duly made by Director Johnson, seconded by Director Cyriacks and, upon vote, unanimously carried, the Board approved the Second Addendum to the Operations and Services Agreement between the District and Brown and Caldwell for Ongoing Consulting and Engineering Services for all 2010 services in an amount not to exceed \$60,000.

Proposal from Olsson Associates for Additional Engineering Services: The Board reviewed and discussed the proposal from Olsson Associates for Additional Engineering Services.

Following discussion, upon motion duly made by Director Cyriacks, seconded by Director Matthews and, upon vote, unanimously carried, the Board approved the proposal from Olsson Associates for Additional Engineering Services including compliance audit work and storage tank assessment.

Proposal by Ireland, Stapleton, Pryor & Pascoe, P.C. for Employee Training: The Board discussed the proposal by Ireland, Stapleton, Pryor & Pascoe, P.C. for Employee Training.

Following discussion, upon motion duly made by Director Cyriacks, seconded by Director Madonna and, upon vote, unanimously carried, the Board approved the proposal by Ireland, Stapleton, Pryor & Pascoe, P.C. for Employee Training on District personnel policies and procedures for an amount not to exceed \$2,375.

GIS Mapping Services by North Line GIS, LLC: Mr. Harrell reported that the map is in process and that the work product is expected by the end of April.

May 4, 2010 Election: The Board discussed the

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educational material drafted for publication in the Crestone Eagle. The Board discussed adding bios for the candidates to the information and directed staff to incorporate direction to the District's web site for the candidates' bios. The Board also directed staff to include the educational mailing in the next billing and to include bios for the candidates in the May billing. It was noted that candidates will need to submit bios to the District Office by March 26th.

Rules and Regulations: Attorney Tanaka reported that she and Mr. Harrell and Mr. Beckman reviewed articles 1 and 2 and will continue to review additional articles every two weeks with the goal to have the draft rules and regulations complete within the next few months.

Intergovernmental Agreement (the "Agreement") between the District and the Town of Crestone and Tap Fees as they relate to the Agreement: The Board discussed the terms of the existing agreement and the need to amend the agreement to equitably collect tap fees from connectors to the wastewater collection system within the Town.

Mr. Harrell discussed the recent request by the Town to use the District's equipment to perform water tap installations.

Following discussion, upon motion duly made by Director Matthews, seconded by Director Madonna and, upon vote, unanimously carried, the Board determined to offer to perform the work for \$150 per tap including equipment and labor and with all excavation work to be performed by the Town of Crestone according to the specifications of the District. The Board further directed Attorney Tanaka to discuss the collection of sewer tap fees with the Town.

CAPITAL IMPROVEMENTS

Capital Projects: Mr. Beckman discussed the status of the projects and upcoming bid opening and the date for the award of contracts on April 2nd. The Board requested that the contract awards be announced in the Crestone Eagle.

Project Status Summary: Mr. Beckman distributed and

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reviewed the Project Status Summary with the Board.

Project Timeline: Attorney Tanaka distributed and discussed the project timeline. She noted that the Award of Contract for the Water and Wastewater Capital Projects and Award of Contract for Project Management for Water and Wastewater Capital Projects will be discussed at a special meeting scheduled for Friday, April 2, 2010.

Renewal Energy Projects and Funding: Mr. Beckman reported that he has submitted a grant application for a \$10,000 matching funds grant for an engineering study associated with hydroelectric projects.

OTHER BUSINESS

Laptop Computer: Director Johnson reported that the laptop computer issued by the District was lost. He has purchased a replacement for \$325. The original computer was \$500. The Board determined that the laptop is of equal caliber to that provided by the District.

EXECUTIVE SESSION

Personnel Matters and Negotiations with Third Parties:
EXECUTIVE SESSION: Pursuant to Sections 24-6-402(4)(b), (e) and (f) of the Colorado Revised Statutes, upon motion duly made by Director Cyriacks, seconded by Director Madonna and, upon an affirmative vote of at least two-thirds of the quorum present, the Board convened in executive session at 3:43 p.m. for the purposes of discussing personnel matters as authorized by Section 24-6-402(4)(f) C.R.S., discussing legal matters as authorized by Section 24-6-402(4)(b) C.R.S. and discussing matters subject to negotiation pursuant to Section 24-6-402(4)(e), C.R.S.

Furthermore, pursuant to Section 24-6-402(2)(d.5)(II)(B), C.R.S., no record will be kept of those portions of the executive session that, in the opinion of the District's attorney, constitute privileged attorney-client communication pursuant to Section 24-6-402(4)(b), C.R.S.

The Board reconvened in regular session at 4:55 p.m.

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Ann Bunting Request: Following discussion, the Board determined not to make any change to the current EQR designation for her property. Mr. Harrell was directed to contact her with the Board's decision.

Pundarika Foundation Request: Following discussion, The Board determined to table matter until the April 16, 2010 regular meeting.

Water Tap Locations: Following discussion, the Board determined to respond on a case by case basis to residents that disagree with the District's offer to relocate meters for \$600 or request waiver of liability. The Board also determined to offer a payment plan of \$50 per month for 12 months with no interest for residents interested in pursuing the relocation option.

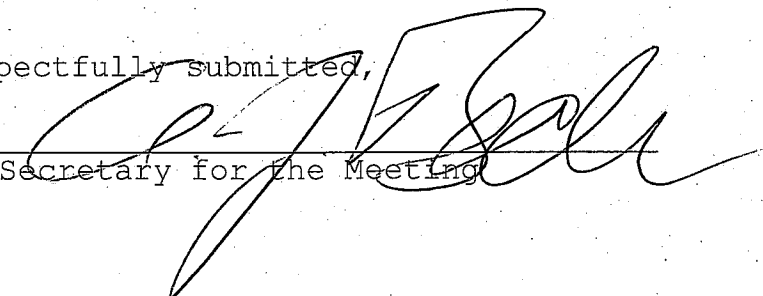
Low Pressure Residences: Following discussion, the Board requested that staff research current practices by other districts with the same issue.

ADJOURNMENT

Upon motion duly made, seconded and, upon vote, unanimously carried, the meeting was adjourned.

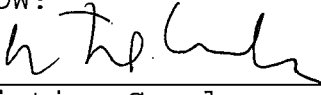
Respectfully submitted,

By


Secretary for the Meeting

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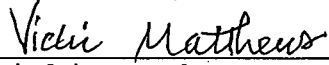
THESE MINUTES ARE APPROVED AS THE OFFICIAL
MARCH 19, 2010 MINUTES OF THE BACA GRANDE WATER AND
SANITATION DISTRICT BY THE BOARD OF DIRECTORS SIGNING
BELOW:



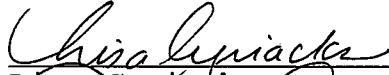
Christine Canaly



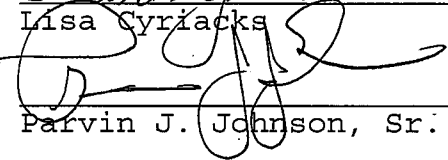
Philip Madonna



Vicki Matthews



Lisa Cyriacks



Parvin J. Johnson, Sr.

THE BACA GRANDE WATER & SANITATION DISTRICT

REPORT ON DISTRICT OPERATIONS

TO THE BOARD OF DIRECTORS

BY
STEVEN HARRELL, GENERAL MANAGER
MARCH 19, 2010

57 BACA GRANT WAY • PO BOX 520
CRESTONE • COLORADO • 81131

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FACILITY OPERATIONS UPDATES

- Aspen WWTF – The treatment plant met discharge permit limits for February, 2010.
- Aspen WWTF Lab Training – The lab training with Randy Sack from Salida Sanitation has been very productive. The second training occurred on March 13, 2010 at the Aspen WWTF. Most of the operations staff participated.
- MHE Lagoon Treatment Facility – The treatment facility passed the discharge permit limits for February, 2010.
- Safety Program – The operations staff has completed the mandatory once per month safety meeting.

PROJECTS

- Water Meter Upgrade Project Update – The first order of smart point 510-MXU's has been ordered. The hand held water meter reader upgrade has also been ordered. The cost for the upgrade will exceed the pre authorized \$7000.00. The total cost for the upgrade and the renewal of the Sensus support will cost \$8800.00. For a total increase of \$1800.00.
- The Pre - Bid construction meeting - went very well. Brown and Caldwell was represented by Tom Rossillon P.E., Senior Engineer.

CURRENT COMMITMENTS

- Sewer Back-Up Policy – This policy will be addressed in the rules and regulations review process.
- District Rules and Regulations – The review process has been started in biweekly meetings with SDMS and White, Bear & Ankele.
- MXU's Installation Project – The new touch point MXU's have been ordered. We expect delivery in April, 2010.

- Easements in GIS – The GIS/GPS map will be delivered by the end of April, 2010. The first GPS staff training has been scheduled for April 2, 2010.

DISTRICT POLICIES

- The District employee policy has been completed. Administration staff have assembled employee policy hand books for all of the District staff.
- In-house water meter relocation project – The District has received mixed feedback regarding the in-house water meter relocation project. Many of our customers are happy to have the opportunity to relocate their in-house water meter to the street. While many of our customers are extremely dissatisfied by the Districts' attempt to get all District water service connections uniform, and by our attempt to distance ourselves from the liability of in-house water meter installation. Most of the unsatisfied customers point out that in 1995-96, the District encouraged the customers to install the water meters in their homes. The issues that have arisen should be discussed by the Board of Directors.

COMPLIANCE TESTING

BACA GRANDE WATER AND SANITATION DISTRICT
MONTHLY OPERATIONS REPORT
FEBRUARY 2010

BACA CHALET

WATER - WELL 18	GALLONS PUMPED	LIMIT	RESULT
Gallons Pumped	2,932,659		
Total for Year	6,842,871		
Total Coliform Reporting		Present/Absent	Absent
Free chlorine residual			.23mg/L
Wastewater – Aspen WWTF			
Total influent flow, MGD			
Average daily influent flow MGD			
Maximum daily influent flow MGD			
Total effluent flow, MGD	1.26		
Average daily effluent flow, MGD	0.042		
Maximum daily flow, MGD	0.077		
	COMPLIANCE	LIMIT	RESULT
BOD5 EFFLUENT	YES	30/45 mg/L 30DAY AVG/7DMAX	3 mg/L
Percent removal BOD5	YES	85% or greater	98.8%
TSS EFFLUENT	YES	30/45mg/L 30DAY AVG/7DMAX	<5mg/L
Percent removal TSS	YES	85% or greater	99.6%
Fecal Coliform	YES	200/400 Colinies/100/ml 30DAY GEO.MEAN/7DMAX	164
Ammonia-N	YES	February	0.03mg/l.

BACA GRANDE WATER AND SANITATION DISTRICT
MONTHLY OPERATIONS REPORT
FEBRUARY 2010

CASITA PARK

WATER - MHE WELL	GALLONS PUMPED	LIMIT	RESULT
Gallons Pumped	651,702		
Total for Year	2,606,808		
Total Coliform Reporting		Present/Absent	Absent
Free chlorine residual		Trace	.19mg/L
Wastewater – MHE WWTF			
Total influent flow, MGD	0.12		
Average daily influent flow MGD	0.004		
Maximum daily influent flow MGD	0.006		
Total effluent flow, MGD	0.06		
Average daily effluent flow, MGD	0.002		
Maximum daily flow, MGD	0.004		
	COMPLIANCE	LIMIT	RESULT
BOD5 EFFLUENT	YES	30/45 mg/L, 30DAY AVG/7DMAX	18mg/L
Percent removal BOD5	YES	85% or greater	85.5.7%
TSS EFFLUENT	YES	75/110 mg/L, 30DAY AVG/7DMAX	12mg/L
Fecal Coliform	YES	2000/4000 Colonies/100 mL, 30DAY Geo Mean/7DMAX	1833

CUSTOMER BILLING

- Freedom Mailing Services has processed the customer billing for the past three months. The mailing service continues to work well and is saving the District considerable time that can be used for other administrative duties.

COMMUNITY UPDATE

- The Cotton Wood Treatment Plant access easement – The developments are as follows: 1. Mr. Greenway would like to restrict access through his property to the District only; 2. The access will be restricted to District traffic only by the installation of two gates, one gate at each end of the access easement; 3. The stake holders concerned with the road access restrictions are the District, POA, Greenways (property owners), KTTG, Manitou and the public who regularly use the access easement to visit the Stupa or as a short cut to East Dream Way. The District and the POA will need to communicate to the stake holders and the public regarding the reconfiguration of the access easement. I recommend advising all of the stake holders about the new plan to restrict access to the Cotton Wood TP well in advance of the project implementation in order to prevent any misunderstandings.