

BACA GRANDE WATER AND SANITATION DISTRICT

57 Baca Grant Way South
Crestone, Colorado 81131

NOTICE OF REGULAR MEETING AND AGENDA

Board of Directors:

Cindy Reinhardt
Martin Macaulay
Michael Scully
Kyle Grote
Judy DeLuca

Office:

President
Vice President
Treasurer
Secretary
Assistant Secretary

Term/Expiration:

2016/May 2016
2018/May 2018
2018/May 2018
2016/May 2016
2016/May 2016

DATE: February 19, 2016
TIME: 9:00 A.M.
PLACE: BGW&SD Shop
57 Baca Grant Way South
Crestone, Colorado 81131

I. ADMINISTRATIVE MATTERS

A. Present disclosures and potential conflicts of interest.

B. Approve Agenda.

C. CONSENT AGENDA – These items are considered to be routine and will be approved and/or ratified by one motion. There will be no separate discussion of these items unless a Board member so requests; in which event, the item will be removed from the Consent Agenda and considered in the Regular Agenda.

- Approve Minutes from the January 15, 2016 Regular Meeting (enclosure – 002).
- Review and accept unaudited financial statements for the period ending January 31, 2016, and current schedule of cash position (enclosure - 003).
- Excuse Director DeLuca’s absence from January Board meeting.
- Ratify the approval of a Government Obligation Contract and an Addendum to Government Obligation Contract between the District and KS State Bank for the procurement of a dump truck and equipment trailer (enclosure – 004a and 004b).

D. Board and Staff Reports

- District Manager’s Report (enclosure - 005)
- Operations Manager Report (enclosure – 006)
- Operations Report (enclosure - 007)
- Administrative Report (enclosure - 008)
- Engineer’s Report (enclosure - 009)

E. Continue Discussions regarding the creation of Citizen’s Advisory Committee.

1. Questions from Legal Counsel for Consideration (enclosure - 010).

2. Status of Communications Ideas

F. Discuss and consider invitation to meet with Board of Commissioners of Saguache County for the purpose of establishing stronger ties between the two governing bodies (enclosure - 011).

II. FINANCIAL MATTERS

A. Ratify the approval of the check register for the period ending February 19, 2016, as follows (enclosure – 012):

General Fund:	\$		11,402.72
Debt Service Fund	\$	-0-	
Capital Projects Fund:	\$		622.00
Enterprise Fund:	\$		<u>66,562.85</u>
Total:	\$		78,587.57

B. Financial summary.

1. Review 2016 revenue and expenditure charts to be included on District’s website (enclosure - 013).

III. PUBLIC COMMENT (ITEMS NOT ON THE AGENDA ONLY. COMMENTS LIMITED TO 3 MINUTES PER PERSON AND TAKEN IN ORDER LISTED ON SIGN UP SHEET).

IV. OFFICE ADMINISTRATION

A. Discuss administrative follow-ups.

V. OPERATIONS

A. Discuss operational follow-ups.

B. Discuss recent training on Public Utilities and Waterworks Management attended by Mr. DeBon.

VI. CAPITAL IMPROVEMENTS

A. Review Capital Funding Sources and Uses (to be distributed).

B. Status of Casita Park Interconnect Project.

1. Review and approve Final Pay Application to the RMS Agreement in the amount of \$1,215.98 (to be distributed).

C. Status of Stables Lift Station Improvements Project.

1. Review and consider approval of an Independent Contractor Agreement with Alpine Electric for the installation of a receptacle and transfer switch (enclosure - 014).

D. Discuss status of 2016 Equipment Procurement.

VII. LEGAL MATTERS

A. District Response Procedures when Receiving Information Regarding Cultivation of Marijuana within the District (enclosure - 015).

B. Review and consider approval of an Independent Contractor Agreement with Alpine Electric for General Electrician Services (enclosure - 016).

VIII. EXECUTIVE SESSION MATTERS - §24-6-402(4)(b),(e) and (f), C.R.S.

A. Water Matters.

B. Personnel Matters.

IX. OTHER BUSINESS

X. ADJOURNMENT

THE NEXT REGULAR MEETING IS SCHEDULED FOR MARCH 18, 2016