

BACA GRANDE WATER AND SANITATION DISTRICT

57 Baca Grant Way South
Crestone, Colorado 81131

NOTICE OF REGULAR MEETING AND AGENDA

<u>Board of Directors:</u>	<u>Office:</u>	<u>Term/Expiration:</u>
Michael Scully	President	2020/May 2020
Martin Macaulay	Vice President	2018/May 2018
Lynn Drake	Secretary	2020/May 2020
Matthew Ghourdjian	Assistant Secretary	2020/May 2020
Vacant	Treasurer	2018/May 2018

DATE: October 21, 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.
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- B. Approve Agenda.
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- 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 September 16, 2016 Regular Meeting (enclosure – 002).
 - Approve Minutes from the September 26, 2016 Special Meeting/Work Session (enclosure – 003).
 - Review and accept unaudited financial statements for the period ending September 30, 2016, and current schedule of cash position (enclosure - 004).
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- D. Board and Staff Reports

- Operations Manager Report – (enclosure - 005)
- Operations Report – (enclosure - 006)
- Administrative Report - (enclosure – 007)
- Engineer's Report – (enclosure – 008)

E. Discuss plan for new Board member recruitment

F. Status of sub-committee discussions regarding transition of management, accounting and legal services.

G. Report on the Negotiations with the Town of Crestone Related to an Amended and Restated Intergovernmental Agreement for sewer service.

H. Consider appointment of Treasurer

II. FINANCIAL MATTERS

A. Consider approval of the check register for the period ending September 30, 2016, as follows (009):

General Fund:	\$	13,555.97
Debt Service Fund	\$	-0-
Capital Projects Fund:	\$	10,119.28
Enterprise Fund:	\$	36,907.18
Total:	\$	60,582.43

B. Financial Summary (to be distributed)

C. Review and discuss draft 2017 budget and set date for public hearing to adopt the 2017 budget for November 18, 2016 (enclosure – 010)

D. Review proposals and consider approval of engagement of a firm to prepare arbitrage calculations for the 2010 Bond Issuance. (enclosure – 011a & 11b)

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.

- B. Discuss naming of a new Treasurer
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V. OPERATIONS

- A. Discuss operational follow-ups.
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VI. CAPITAL IMPROVEMENTS

- A. Status of Flow Equalization Basin Project.
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VII. LEGAL MATTERS

- A. Review and approve Proposal for Legal Services from Law of the Rockies (enclosure – 012).
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- B. Review and approve Mountain States Employment Council Agreement (enclosure - 013).
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- C. Review and approve Resolution 2016-10-01 Certifying Delinquent Water and Sanitary Sewer Fees, Rates, Tolls, Penalties, and Charges to Saguache County Treasurer for Collection (to be distributed).
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- D. Review and approve Resolution 2016-10-02 Adopting a Policy Regarding Refunds for District Availability of Service Fees (enclosure - 015).
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- E. Review and approve Resolution No. 2016-10-03 Adopting a Policy Regarding the Administration of Reduction in Water Fees due to a Water Leak (enclosure - 016).
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- F. Discuss and clarify usage of water from one lot owner to another lot owner that does not have water service.
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- G. Discuss request to sell water to contractors outside the boundaries of the District (enclosure - 017).
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- H. Review and consider approval of a proposal from Viaero Wireless (to be distributed).
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VIII. EXECUTIVE SESSION MATTERS - §24-6-402(4)(b),(e) and (f), C.R.S.

- A. Water Matters.
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- B. Personnel Matters.
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IX. OTHER BUSINESS

- A. Discuss and consider approval of health insurance renewal options. (ADJOURN TO EXECUTIVE SESSION MATTERS IF NECESSARY- §24-6-402(4)(b),(e) and (f), C.R.S.)
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- X. ADJOURNMENT **THE NEXT REGULAR MEETING IS SCHEDULED FOR NOVEMBER 18, 2016**