

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>
Vicki Matthews	President	2014/May 2014
Martin Macaulay	Vice President	2014/May 2014
Cindy Reinhardt	Treasurer	2016/May 2016
Kyle Grote	Secretary	2016/May 2016
Parvin J. Johnson, Sr.	Assistant Secretary	2016/May 2016

DATE: November 15, 2013
TIME: 8:00 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.

- Approval of Minutes from the October 18, 2013 regular meeting (enclosure).
 - Engineer's Report (enclosure).
 - Operations Report (enclosure).
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II. PUBLIC COMMENT (ITEMS NOT ON THE AGENDA ONLY. COMMENTS LIMITED TO 3 MINUTES PER PERSON AND TAKEN IN ORDER LISTED ON SIGN UP SHEET).

- A. _____

III. OPERATIONS

A. Discuss Corrosion Control Study.

B. Review and discuss operational follow-ups.

1. Tea kettle research (to be distributed).

2. Collection systems cleaning.

C. Discuss the Discharge Permit for the Aspen Institute wastewater treatment facility.

IV. CAPITAL IMPROVEMENTS

A. Discuss status of Water Conservation Project.

B. Discuss status of Supplemental Environmental Project.

C. Review Capital Funding sources and uses and discuss long-term planning (to be distributed).

D. Discuss status of grant funding research and applications.

V. FINANCIAL MATTERS

A. Review and approve the payment of claims for the period ending November 15, 2013, as follows (to be distributed):

General Fund:	\$
Capital Projects Fund:	\$
Enterprise Fund:	\$ _____
Total:	\$

- B. Review and accept unaudited financial statements for the period ending October 31, 2013, current schedule of cash position and cash flow projection through August, 2014 (to be distributed).
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- C. Consider engagement of Wagner Barnes & Griggs, PC to perform the 2013 Audit for an amount not to exceed \$8,400 (enclosure).
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- D. Conduct Public Hearing on the proposed 2014 Budget and consider adoption of Resolutions to Adopt the 2014 Budget and Appropriate Sums of Money and Set Mill Levies (for General Fund _____, Debt Service Fund _____ and Other Fund(s) _____ for a total mill levy of _____) (enclosures – preliminary assessed valuation, draft 2014 Budget, resolutions and Memorandum from the District’s Accountant regarding Revenue Recovery). Comments limited to three minutes per person and taken in the order as listed on the sign-in sheet.
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- E. Consider authorizing the District Accountant to prepare and sign the DLG-70 Mill Levy Certification form for certification to the Board of County Commissioners and other interested parties.
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- F. Discuss and consider engagement of Paychex for payroll services (enclosure).
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VI. LEGAL MATTERS

- A. _____
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VII. EXECUTIVE SESSION MATTERS - §24-6-402(4)(b)(e) and (f), C.R.S. (TO BE DISCUSSED AT APPROXIMATELY 12:00 NOON OVER THE LUNCH PERIOD IF NECESSARY)

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

- A. Discuss and consider approval of a holiday party (enclosure).
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- B. Discuss and consider approval of the Business Associate Agreement between the District and National Benefit Services, LLC in connection with the administration of healthcare benefits (enclosure).
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- IX. ADJOURNMENT **THE NEXT REGULAR MEETING IS SCHEDULED FOR
DECEMBER 13, 2013.**