

# 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>
Cindy Reinhardt	President	2016/May 2016
Martin Macaulay	Vice President	2018/May 2018
Michael Scully	Treasurer	2018/May 2018
Kyle Grote	Secretary	2016/May 2016
Judy DeLuca	Assistant Secretary	2016/May 2016

DATE: December 12, 2014  
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.

- Approve Minutes from the November 21, 2014 regular meeting (enclosure - 001).
- Review and accept unaudited financial statements for the period ending November 30, 2014, current schedule of cash position and financial graphs (enclosure – 002).
- Consider approval of an Independent Contractor Agreement with RMS Utilities, Inc. for General (water and sewer utility line) Services (enclosure - 003).
- Consider approval of an Independent Contractor Agreement with Canon Fire Equipment Co. for Fire Extinguisher Testing and Maintenance Services (enclosure - 004).
- Consider approval of an Independent Contractor Agreement with North Line GIS, LLC for Ongoing GIS Services (enclosure - 005).

- Consider approval of an Independent Contractor Agreement with North Line GIS, LLC for Property Interest Mapping Services (enclosure - 006).
  - Consider approval of an Independent Contractor Agreement with Fluid Technology, LLC for Diagnosis and Repair of Chemical Dose Pump (enclosure - 007).
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D. Board and Staff Reports

- District Manager's Report (enclosure - 008)
  - General Manager's Report (enclosure – 009 and 009a)
  - Operations Report (enclosure - 010)
  - Administrative Report (enclosure - 011)
  - Engineer's Report (enclosure - 012)
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E. Continued discussion on administration of the management and legal contracts.

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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. OFFICE ADMINISTRATION

A. Discuss administrative follow-ups.

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IV. OPERATIONS

A. Discuss operational follow-ups.

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V. CAPITAL IMPROVEMENTS

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

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1. Discuss re-prioritizing future capital projects.
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B. Status of 2014 Water Distribution System Improvements Project.

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1. Consider approval of final payment to RMS Utilities, Inc in the amount of \$11,628.77 (enclosure - 013)
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VI. FINANCIAL MATTERS

- A. Review and approve the check register for the period ending December 12, 2014, as follows (to be distributed):

General Fund:	\$
Capital Projects Fund:	\$
Enterprise Fund:	\$ _____
<b>Total:</b>	<b>\$</b>

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VII. LEGAL MATTERS

- A. Consider Adoption of Resolution 2014-12-01: Adopting a Marijuana Policy (enclosures – 014 and 015).
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- B. Discuss Third Party Fidelity Bond and Designated Agent Endorsement (enclosures – 016 and 017).
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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. \_\_\_\_\_
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X. ADJOURNMENT **THE NEXT REGULAR MEETING IS SCHEDULED FOR  
JANUARY 16, 2015.**