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**NOTICE OF REGULAR MEETING and AGENDA  
BACA GRANDE WATER AND SANITATION DISTRICT BOARD of DIRECTORS**

WHEN: Wednesday, **April 15, 2026**

TIME: 9:00 AM

WHERE: **57 Baca Grant Way S Crestone CO 81131** and via **TELECONFERENCE VIA Zoom** [Ctrl+click to join Zoom meeting](#) (see below)

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<u>Board of Directors</u>	<u>Office</u>	<u>Term/Expiration</u>
Viva Lawson	President	2025/May 2029
Rick Hart	Vice-President	2025/May 2029
Mike Smith	Treasurer	2023/May 2027
David Karas	Director	2023/May 2027
Michael Plotnick	Secretary	2025/May 2029

***\*Requires Board Action***

I. CALL TO ORDER

- Present disclosures and potential conflicts of interest
  - Board Roll Call
- 

II. **\*APPROVE AGENDA**

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III. **\*CONSENT AGENDA**

These items are considered 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.

- a. **\* Approve Minutes from the March, 2026 Regular Meeting**
- 

IV. **PUBLIC COMMENT (ITEMS NOT ON THE AGENDA ONLY. NO ACTION MAY BE TAKEN)**

Per Colorado Open Meetings Law, no Board discussion or action will take place until a later date, if necessary. Speakers must identify themselves with their full name and address. Each speaker's comments are limited to three minutes or less.

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V. **FINANCIAL MATTERS**

- a. **\* Review and approve the updated check register for the period ending April 15, 2026**

General	\$27,483.48
Capital	\$1,703.98
<u>Enterprise</u>	<u>\$35,829.16</u>
<u>Total</u>	<u>\$65,016.62</u>

VI. BOARD AND STAFF REPORTS

- a. Board of Director Matters
  - b. District Manager Report (enclosure)
  - c. Administrative Manager's Report (enclosure)
  - d. Director of Utilities Report (enclosure)
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VII. LEGAL MATTERS

- a. Consideration of the Third Extension of the "Short-Term Amendment" to Water Service Agreement between the District and U.S. Fish and Wildlife Service
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VIII. ADJOURN

*\* Requires Board Action*

**NEXT REGULAR MEETING IS SCHEDULED FOR  
May 20, 2026**

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In person at 57 Baca Grant Way S. Crestone CO, 81131 or Join Zoom Meeting  
<https://us02web.zoom.us/j/87269124750?pwd=ZmZVcTd2Y0UycW0vRmFWNS9wTU5WQT09>  
Meeting ID: 872 6912 4750 -- Passcode: 638055 -- One tap mobile - Dial by your location +1 346 248 7799 US (Houston)

MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE  
BACA GRANDE WATER AND SANITATION DISTRICT

**March 18, 2026 - 9:00 AM**

District Office – 57 Baca Grant Way South  
Crestone, Colorado 81131

**Meeting held in person and via Zoom**

**ATTENDANCE**

Directors in Attendance:

Vivia Lawson  
Rick Hart  
Michael Plotnick  
David Karas  
Mike Smith

Also in Attendance:

Marcus Lock, District Legal Counsel  
Diego Martinez, District Manager  
Chad Tate, Director of Utilities  
Natalie DeBon, Administrative Manager

Community Members and Guests:

Dan Gray  
Michael Scully  
Michael  
Eddy Byerly  
Tom McCracken  
Ann Cunningham  
Wendi Maez

**CALL TO ORDER**

President Lawson called the meeting to order at 9:02 AM.

**DISCLOSURE OF POTENTIAL CONFLICTS OF INTEREST**

*Members of the Board were requested to disclose any potential conflicts of interest with regard to any matters scheduled for discussion at this meeting.*

**AGENDA**

**MOTION:** FOLLOWING DISCUSSION, UPON MOTION DULY MADE BY DIRECTOR SMITH, SECONDED BY DIRECTOR HART AND UPON VOTE, UNANIMOUSLY CARRIED, THE BOARD APPROVED THE AGENDA.

**CONSENT AGENDA**

The Board considered the following consent agenda items:

- APPROVE MINUTES FROM THE FEBRUARY, 2026 BOARD MEETING.

**MOTION:** FOLLOWING DISCUSSION, UPON MOTION DULY MADE BY DIRECTOR HART, SECONDED BY DIRECTOR PLOTNICK AND UPON VOTE, UNANIMOUSLY CARRIED, THE BOARD APPROVED THE CONSENT AGENDA.

**PUBLIC COMMENT (ITEMS NOT ON THE AGENDA ONLY. NO ACTION MAY BE TAKEN).** *In accordance with the Colorado Open Meetings Law, no Board action will take place until a later date, if necessary. Please limit your comments to three minutes or less.*

Mr. Gray thanked the District for encouraging participation in the payment in lieu of taxes (PILOT) program.

**INTRODUCTIONS OF THE GUESTS:**

Director Lawson requested that the Zoom attendee identified as “Michael” unmute and introduce himself. Michael was unresponsive. Staff stated that Michael may be artificial intelligence, potentially recording the meetings. Legal counsel, Mr. Lock, stated he will look into the matter.

**FINANCIAL MATTERS**

\* Review and approve the updated check register for the period ending March 18, 2026(enclosure)

General	\$12,680.24
Capital	\$ 9,951.00
<u>Enterprise</u>	<u>\$29,347.75</u>
<b>Total</b>	<b>\$51,978.99</b>

District Manager Martinez reviewed the check register with the Board, and informed them that financial statements are not yet available due to delays in closing the 2025 year-end statements. He explained that some coding corrections are needed in the Caselle software system to ensure proper accounting and reconciliation moving forward. Mr. Martinez stated he will discuss the matter with the auditor and recommended considering a different auditor in the future, as rotating auditors every few years is standard business practice.

**MOTION:** FOLLOWING DISCUSSION, UPON MOTION DULY MADE BY DIRECTOR HART, SECONDED BY DIRECTOR SMITH AND UPON VOTE, UNANIMOUSLY CARRIED, THE BOARD APPROVED MARCH CHECK REGISTER AS PRESENTED.

**BOARD AGENDA REQUEST – Saguache County: Affordable and Workforce Housing Project – Tap Fee Waiver Request (Enclosure)**

The Board continued discussion from the February 2026 meeting. Mr. Martinez confirmed that the County provided all requested materials, including maps, designs, and deed restrictions.

The Board discussed whether granting the tap fee and accrued fee waiver, totaling approximately \$80,000, would best serve District constituents and discussed the potential impact on ratepayers. Director Lawson expressed concerns regarding the affordability of the housing. Ms. Lawson noted that there must be other ways to create affordability, as she does not see this project meeting that goal, as currently planned.

Director Plotnick emphasized the District’s responsibility to the community and suggested exploring ways to support affordable housing while protecting ratepayers. Director Hart noted that defining “affordable housing” is complex, and the Board must consider potential precedent for future requests.

Legal counsel, Mr. Lock advised that, under C.R.S. § 32-1-1001(1)(j)(II), the Board is authorized to waive, reduce, or defer tap and connection fees to facilitate affordable housing. He recommended adopting a formal policy defining “affordable housing” and establishing consistent criteria before approving such requests.

Board members also briefly discussed outstanding balances on the County owned lots, and the certification process.

The County provided additional information on project plans, funding, and grants. Ms. Maez shared that the County hired a consultant to study the market. Mr. McCracken noted that state law requires deed restrictions. The County shared that no final decisions have been made. Multiple layers of funding will be needed to make the project feasible.

Public comment was received from Mr. Byerly, who expressed concerns about financial impacts to residents in Casita Park and fairness, and he supports not waiving fees.

**MOTION:** FOLLOWING DISCUSSION, UPON MOTION DULY MADE BY DIRECTOR PLOTNICK, SECONDED BY DIRECTOR LAWSON AND UPON VOTE, UNANIMOUSLY CARRIED, THE BOARD VOTED TO FORM A COMMITTEE TO EXPLORE AN AFFORDABLE HOUSING POLICY AND CREATE A RESOLUTION.

No tap fees were waived at this time.

## **STAFF REPORTS**

**The Board reviewed and discussed the staff reports included in the Board packet, which are attached to the minutes as supporting documents.**

## **LEGAL MATTERS**

The Board reviewed and discussed the drafted PILOT letters, including potential revenue. A gesture of appreciation for the current and future participants in the PILOT program was recommended.

Mr. Lock provided an update on discussions with the U.S. Fish and Wildlife Service (USFWS). He spoke with Eric Dude regarding water rights, appraisal and the short-term amendment. The appraisal is not expected until June, but the current agreement ends on May 31. USFWS will meet next week. After that meeting, the District may receive a draft extension of the short term amendment, which could include a potential increase in the current discounted rate for the second year if the amendment is extended for another two years.

Mr. Lock reviewed and presented Resolution No. 2026-03-18-01, which modifies the initial deposit for inclusion, and permits unused inclusion and exclusion deposits to be refunded to customers.

**MOTION:** FOLLOWING DISCUSSION, UPON MOTION DULY MADE BY DIRECTOR LAWSON, SECONDED BY DIRECTOR HART AND UPON VOTE, UNANIMOUSLY CARRIED, THE BOARD ADOPTED RESOLUTION # 2026-03-18-01 AS PRESENTED.

**ADJOURNMENT:**

THERE BEING NO FURTHER BUSINESS TO DISCUSS, UPON MOTION DULY MADE BY DIRECTOR HART, SECONDED BY DIRECTOR LAWSON AND UPON VOTE, UNANIMOUSLY CARRIED, THE MEETING WAS ADJOURNED AT 11:07 AM.

**THE NEXT REGULAR MEETING IS SCHEDULED FOR**

**April 15, 2026**

Drafted by

Natalie DeBon

Respectfully submitted,

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Diego Martinez

THESE MINUTES ARE APPROVED AS THE OFFICIAL MINUTES OF March 18, 2026  
THE BACA GRANDE WATER AND SANITATION DISTRICT BY THE BOARD OF  
DIRECTORS SIGNING BELOW:

Vivia Lawson

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Rick Hart

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Mike Smith

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David Karas

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Michael Plotnick

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Check Issue Date	Payee	Invoice Number	Invoice GL Account	Account Title	Check Amount
<b>93980</b>					
04/15/2026	Allen, Timothy	TM-26-04	4-500500	Training and Education	360.00
Total 93980:					360.00
<b>93981</b>					
04/15/2026	American Water College LLC	193007	4-500500	Training and Education	2,590.00
Total 93981:					2,590.00
<b>93982</b>					
04/15/2026	Bobcat of the Rockies	83074764	4-500662	Vehicle-Repairs and Maint	4,600.00
04/15/2026	Bobcat of the Rockies	83074765	4-500662	Vehicle-Repairs and Maint	4,300.00
Total 93982:					8,900.00
<b>93983</b>					
04/15/2026	CEBT	INV 0082497	4-530500	Health Insurance	10,642.62
Total 93983:					10,642.62
<b>93984</b>					
04/15/2026	Centratel, LLC	2604022091	4-500406	Phone Answering Service	280.67
Total 93984:					280.67
<b>93985</b>					
04/15/2026	DeBon, Nataliia	ND-26-04	4-505027	Office / Cell Phones	80.00
Total 93985:					80.00
<b>93986</b>					
04/15/2026	Element Engineering	552504	3-517036	Water Loss Prevention Project	1,703.98
Total 93986:					1,703.98
<b>93987</b>					
04/15/2026	FirstBank	FB-26-04	4-500550	Meals and Lodging	24.83
04/15/2026	FirstBank	FB-26-04	4-500409	Software Maintenance	50.00
04/15/2026	FirstBank	FB-26-04	4-500500	Training and Education	199.00
04/15/2026	FirstBank	FB-26-04	4-505027	Office / Cell Phones	190.43
04/15/2026	FirstBank	FB-26-04	4-500500	Training and Education	15.08
04/15/2026	FirstBank	FB-26-04	4-500401	Postage	100.00
04/15/2026	FirstBank	FB-26-04	4-500500	Training and Education	227.52
04/15/2026	FirstBank	FB-26-04	4-500662	Vehicle-Repairs and Maint	1,040.00
04/15/2026	FirstBank	FB-26-04	4-500500	Training and Education	81.77
04/15/2026	FirstBank	FB-26-04	4-500500	Training and Education	904.00
04/15/2026	FirstBank	FB-26-04	4-505029	Trash and Recycling Services	146.89
04/15/2026	FirstBank	FB-26-04	4-505029	Trash and Recycling Services	139.75
04/15/2026	FirstBank	FB-26-04	4-500520	Memberships	169.90
04/15/2026	FirstBank	FB-26-04	4-500409	Software Maintenance	72.00
04/15/2026	FirstBank	FB-26-04	4-505027	Office / Cell Phones	290.74
Total 93987:					3,651.91
<b>93988</b>					
04/15/2026	Freedom Mailing Services, INC	52642	4-500460	Utility Billing	462.92

Check Issue Date	Payee	Invoice Number	Invoice GL Account	Account Title	Check Amount
Total 93988:					462.92
<b>93989</b>					
04/15/2026	Great America Financial Svcs Cor	41650838	4-500402	Copier Lease and Equipment	180.40
Total 93989:					180.40
<b>93990</b>					
04/15/2026	Haynies Inc	534213	4-500662	Vehicle-Repairs and Maint	7.02
Total 93990:					7.02
<b>93991</b>					
04/15/2026	IMEG	22002079.00	4-506022	Professional Fees-GIS	240.00
Total 93991:					240.00
<b>93992</b>					
04/15/2026	Law of the Rockies	LOR-26-03	1-506030	Legal	6,233.48
Total 93992:					6,233.48
<b>93993</b>					
04/15/2026	Martinez, Diego	DM-26-04	4-505027	Office / Cell Phones	80.00
Total 93993:					80.00
<b>93994</b>					
04/15/2026	Pinnacol Assurance	INV-2352321	4-530600	Worker's Compensation Insur	1,412.00
Total 93994:					1,412.00
<b>93995</b>					
04/15/2026	Plante & Moran PLLC	10640377	1-506045	Accounting	7,950.00
04/15/2026	Plante & Moran PLLC	10649346	1-506045	Accounting	5,800.00
Total 93995:					13,750.00
<b>93996</b>					
04/15/2026	Robinson, Shala	SR-26-03-12	4-503025	Repair & Maint-Office	50.00
04/15/2026	Robinson, Shala	SR-26-03-26	4-503025	Repair & Maint-Office	50.00
04/15/2026	Robinson, Shala	SR-26-04-09	4-503025	Repair & Maint-Office	50.00
Total 93996:					150.00
<b>93997</b>					
04/15/2026	Sangre De Cristo Lab, Inc.	25452	4-500250	Testing	126.00
Total 93997:					126.00
<b>93998</b>					
04/15/2026	Spencer Fane, LLP	0070	1-506030	Legal	7,500.00
Total 93998:					7,500.00

Check Issue Date	Payee	Invoice Number	Invoice GL Account	Account Title	Check Amount
<b>93999</b>					
04/15/2026	Stalter, Lora J	LS-07-04	9-115000	Utility Cash Clearing	490.00
Total 93999:					490.00
<b>94000</b>					
04/15/2026	Steichen, Katherine	KS-26-13	4-120070	Accounts Receivable	990.00
Total 94000:					990.00
<b>94001</b>					
04/15/2026	UNCC	226030119	4-500530	Locates	7.00
Total 94001:					7.00
<b>94002</b>					
04/15/2026	US Fish and Wildlife Service	USFW-26-4	4-500100	Raw Water USFSWS	1,275.00
Total 94002:					1,275.00
<b>94003</b>					
04/15/2026	USA BlueBook	INV00991123	4-503300	Chemicals Maintenance	36.00
Total 94003:					36.00
<b>94004</b>					
04/15/2026	World Fuel Service, Inc.(Alta Fuel	3488398-415	4-500663	Diesel Fuel	679.20
04/15/2026	World Fuel Service, Inc.(Alta Fuel	3488398-415	4-500661	Gas and Oil	1,257.42
Total 94004:					1,936.62
<b>94005</b>					
04/15/2026	WSB Computer Services, Inc.	99622	4-500520	Memberships	1,596.00
04/15/2026	WSB Computer Services, Inc.	99642	4-500408	Computer Support	75.00
04/15/2026	WSB Computer Services, Inc.	99727	4-500408	Computer Support	260.00
Total 94005:					1,931.00
Grand Totals:					65,016.62

## District Manager Report – April, 2026

### United States Fish and Wildlife Service (USFWS) – Water lease negotiations

- Short term extension complete
- Met with USFWS in Denver in 8/25
  - Next step - Determine value of the water rights through the US Appraisal and Valuation Services Office (AVSO). May take several months.
- Meeting scheduled for 2/18
  - Water appraisal due by 06/26
  - NEPA requires an Environmental Assessment which is expected to be completed by 6/26
  - Discuss short term lease extension

### Aspen Wastewater Treatment Facility (AWWTF)

- Element is reviewing pretreatment methods to determine effectiveness, compliance and cost.
  - Met with USDA to discuss loan/grant application – Jennifer Garcia
    - Recommended applying for current FY funding by 9/31/25
- USDA Loan application submitted on 9/10/25
- USDA is still reviewing the Preliminary Engineering Report as of February
- On 4/9 USDA requested additional documentation

### Water System Improvement Project

- Update and bring MHE Well Online, add capacity to Well 17 & 18, and add a bulk water fill station
- Funding has been secured
- Once design is approved the project will go up for bid
  - Waiting on CDPHE and well tests
    - a. Advertisement for Bids Publication Date: April 2026
    - b. Construction Contract Award Date: June 2026
    - c. Construction Start Date: July 2026
    - d. Construction Completion Date: February 2027 (including time in procurement)

### Grant Opportunities

- **State Revolving Fund (SRF)**
  - Submitted on 6/4/25
  - Approved for \$750,000
- **CWRPDA**
  - Approved for \$823,000
    - Of which \$530,353 can be forgiven

- Loan documents have been finalized and signed

➤ **DOLA EIAF 2026**

- Application was submitted on 2/09
- Requested \$60,000 for leak detection, will require a 1:1 match
  - If awarded, funds will be used to hire specialized leak detection contractors to inspect the distribution system
  - Onsite visit on 3/12

**Financial & Accounting**

- Accounting transition underway
  - Staff has been working with new accounting team daily to complete the turn over process
  - Plante Moran is currently closing out 2025 financials and completing reconcilements
    - The process has been delayed by slow fulfilment of information request
  - Caselle representatives are working to reconcile the system balances to actual.
    - Once complete the District will have to approve the additional journal entry

**Engineering**

- Water System Improvement Project
  - Element is finalizing the electrical design and bid package
  - CDPHE is reviewing the basis of design report, and has requested MHE Well testing information prior to permitting
    - Staff is working through electrical issues prior to running the well pump
    - Staff and engineers will respond to the request for information once sampling data has been received
  - CDPHE approved all aspects of the design, except MHE Well
    - Staff is working on a conditional approval to start the project without a water test
- Wastewater Treatment Plant Improvements
  - Waiting on USDA review

**Personnel**

- One operations team member has resigned.
  - That position and two summer temp positions have been posted
- One open workman's comp claim

## Administrative Monthly Report

April 15<sup>th</sup> 2026

### Board of Directors Meeting

#### UTILITY BILLING ACTIVITY FOR THE MONTH OF MARCH 2026

Customer Utility Billing		
Billing Category	Number of Accts	Amount Billed
Usage Customers Billed - SEWER	858	\$45,762.57
Usage Customers Billed - WATER	881	\$54,304.14
ON/OFF Service	7	\$200.00
LATE FEE	49	\$980.00
TRANSFER	15	\$5,250.00
CONSOLIDATIONS	0	\$0.00
NSF	1	\$30.00
Water & Sewer Hook UP	3	\$9,234.00

#### MARCH - XPRESS BILL PAY TRANSACTION AND CHARGES ACTIVITY

Product / Service Description	Qty	Unit Price	Line Total
EFT Web Transactions	276	\$0.74	\$204.24
EFT Return Intermedite	1	\$14.00	\$14.00
Credit/Debit Card Web Transactions	448	\$0.74	\$331.52
Online Banking - Bank Bill Pay Transactions	23	\$0.25	\$5.75
Lock Box Service Transactions	193	\$0.74	\$142.82
Toll Free Operator Assisted Transactions	1	\$2.00	\$2.00
Toll Free IVR Transactions	14	\$1.25	\$17.50
Maintenance & Support	1	\$100.00	\$100.00

## Town of Crestone Sewer 2026

### Town of Crestone Sewer Billing - 2026

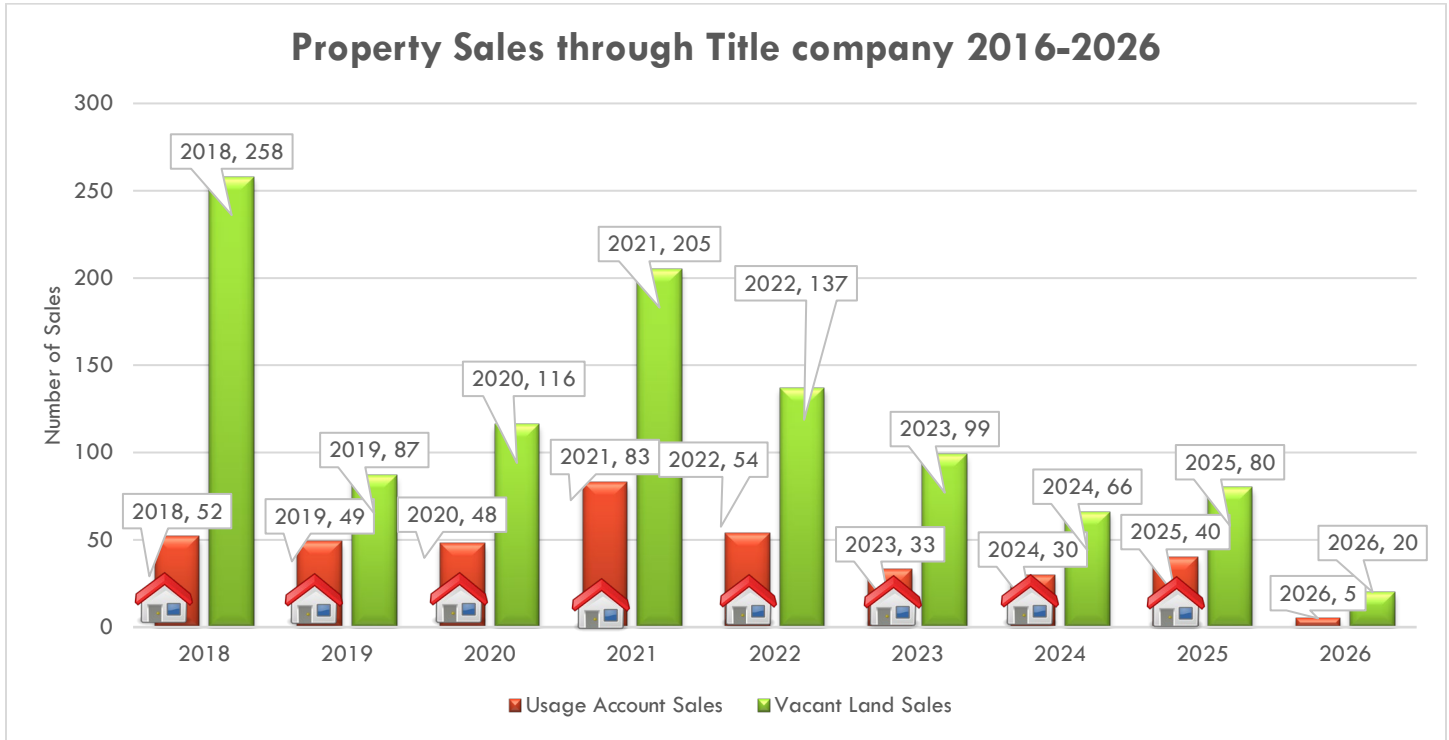
Date	Monthly Total	Monthly Flow	Flow Charges	Average Daily BOD	Monthly BOD	BOD Charges	Paid	Balance Due
January	401,972	3,683,269.44	\$3,683.27	37	1110	\$1,282.05	\$10,256.73	\$4,965.32-02/28/2026 + past due of \$5,291.41
February	334,680	3,066,672.84	\$3,066.67	64	1792	\$2,069.76	\$5,156.43	\$5,136.43-03/30/2026 + \$20.00 Late Fee
March	409,212	3,749,609.56	\$3,749.61	34	1088	\$1,256.64		\$5,006.25-4/30/2026
April								
May								
June								
July								
August								
September								
October								
November								
December								

**2026 RATE – Effective January 1<sup>st</sup>:**

**\$9.163 - per 1,000 gallons of flow**

**\$1.155 per pound of Biochemical Oxygen Demand (BOD)**

March – 2026 - Property Sales: 3 – Homes 7 - Lots



March - 2026– Other Sales Statistic Including Name Changes Only

Type	Vacant Lot	House	Total Charges
Bargain & Sale Deed	1	0	Name CHnage
Quit Claim Deed	4	0	Name Changes Only
Bargain and Sale Deed	1	0	Name Changes Only
Special Warranty Deed	1	0	\$350.00
Warranty Deed	2	1	\$1050.00
<b>TOTAL</b>			<b>Total: \$1,750.00</b>

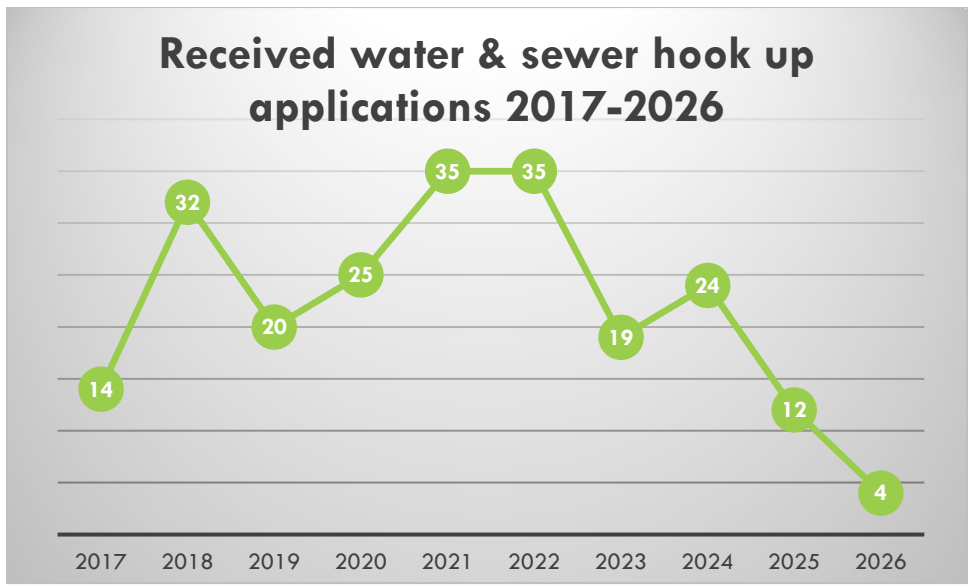
## 2017- 2026- Water and Sewer Hook up Applications

3 - Application (s) received in March, —4 Total application (s) received in 2026

### Water-Sewer Hookups 2016-2026

	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
2017= 14 applications	0	2	2	1	2	1	1	2	1	0	2	0
2018= 32 applications	1	3	4	0	0	7	2	8	1	1	4	1
2019 = 20 applications	0	2	1	3	3	1	2	2	0	2	4	0
2020=25 applications	1	0	4	1	5	2	3	1	2	2	2	2
2021=35 applications	5	5	3	1	6	4	3	3	0	1	0	3
2022=35 applications	6	3	5	6	3	3	1	2	3	1	2	0
2023=19 applications	1	1	2	1	2	3	2	3	1	2	1	0
2024 = 24 applications	4	1	3	2	3	4	0	2	3	0	0	2
2025= 12 applications	2	2	2	0	1	1	2	1	0	0	1	0
2026= 4 applications	0	1	3									

- 2026= 4 applications    2025= 12 applications    2024 = 24 applications    2023=19 applications
- 2022=35 applications    2021=35 applications    2020=25 applications    2019 = 20 applications
- 2018= 32 applications    2017= 14 applications



## ADMINISTRATIVE UPDATES

### Employment Opportunities

- Job postings advertised throughout the community, District website, and in the Saguache Crescent newspaper for one (1) full-time Operator position and two (2) full-time seasonal positions.

### Inclusion Petition

- Inclusion petition received for lot 1511 Badger Road located in Grants
- Notice notice published.
- Public hearing is scheduled for the May Board meeting.

### Colorado Property & Liability Pool (CPLP)

- The District's 2026 Safety and Loss Prevention Grant allocation balance is **\$2,359.12**.

### Saguache County Sales Tax Grant

- The District applied for the Spring Cycle Saguache County Sales Tax Grant.
- The District was awarded **\$5,000**.

### PILOT (Payments in Lieu of Taxes)

- 2026 PILOT invoices were prepared and mailed to customers with active agreements, including Colorado College, Shumei, and the Pundarika Foundation, totaling \$28,457.08.
- Payments have been received from all three organizations..
- An updated tax-exempt property list has been requested from the County.
- The potential PILOT tracking spreadsheet has been updated.
- Outreach letters have been drafted and mailed to potential participants.
- Shumei has agreed to provide a voluntary payment for an additional lot they own.
- Appreciation plaques are being prepared for current participants.

### Delinquent Accounts / Shut-Offs

- No water shut-offs occurred during the month of April.
- There are currently four (4) active payment plans.
- Staff continue to increase communication and outreach regarding available payment plan options.

### SOP Updates

- The Administrative team is actively updating Standard Operating Procedures (SOPs).
- Revisions include tenant-related processes and forms.
- A new SOP has been developed for short-term rental confirmation letters.

**Billing Message (Usage Accounts)**

Customers experiencing difficulty making payments are encouraged to contact the District to discuss payment plan options at **719-256-4310 ext. 2** or via email at **info@bacawater.com**. Keeping contact information current and submitting a Tenant Notification Form for rental properties helps us provide better service.

NOTICE OF PUBLIC HEARING ON  
PETITION FOR INCLUSION OF REAL PROPERTY

TO THE BACA GRANDE WATER and SANITATION DISTRICT

NOTICE is hereby given to all interested persons that a Petition for Inclusion of Real Property has been filed with the Board of Directors of the Baca Grande Water and Sanitation District on the 25th day of March, 2026.

The Board of Directors has set Wednesday, May 20, 2026, at the hour of 9:00 A.M. during its regularly scheduled Board meeting held in person and through a video conferencing at:

<https://us02web.zoom.us/j/87269124750?pwd=ZmZVcTd2Y0UycW0vRmFWNS9wTU5WQT09>

and physically at: 57 Baca Grant Way, S. Crestone, CO 81131, as the date and time of an open meeting, at which said Petition shall be heard.

The property to be included is described as follows:

Legal: A Parcel of land located in Baca Grande Grants Unit I Lot 1511 E Badger Rd MAP 22 PARCEL # 4605-083-00-001.

Acreage: 1.94

The name and address of the Petitioner are: Diego D. Martinez 365 Camino De Oro W. Moffat, CO 81143.

All interested persons shall appear at said time and place to show cause in writing why such Petition should not be granted.

By Order of the Board of Directors of Baca Grande Water and Sanitation District.

BACA GRANDE WATER and SANITATION DISTRICT

By: s/ Vivia Lawson

Board President

Baca Grande Water and Sanitation District  
Monthly Operations Report

April 15<sup>th</sup>, 2026



Microscope Evaluation of Microbiology at AWWTF

## Facilities and Staff Updates

In Service

Repaired  
last month

Out of  
Service

Water Facilities											
Well 18		Moonlight Transfer Station		Ridgeview Transfer Station		Fallen Tree Transfer Station		Pinecone Booster Station		Shumei Booster Station	
Pump 1	Pump 2	Pump 1	Pump 2	Pump 1	Pump 2	Pump 1	Pump 2	Pump 1	Pump 2	Pump 1	Pump 2

Wastewater Facilities									
Aspen WWTP		Stables Lift Station		Wagon Wheel Lift Station		MHE Lift Station		Dharma Ocean Lift Station	
Pump 1	Pump 2	Pump 1	Pump 2	Pump 1	Pump 2	Pump 1	Pump 2	Pump 1	Pump 2

Service Vehicles				
Truck 1	Truck 2	Truck 3	Truck 4	Truck 5

Equipment				
Vactor Truck	Dump Truck	Backhoe	Skid steer	Excavator

➤ No New Equipment Failure. No Vehicle Failures to report

➤ Accidents

- No accidents to report on.

## Operations Updates

➤ **One Leak to report**

- One leak in the Cottonwood system on Tranquil was repaired.

➤ **Water System Improvements Project**

- Still waiting on final design approval from CDPHE. May require some preliminary electrical work for water testing.

➤ **Aspen WWTF**

- The Wastewater plant is operating inside of permit limits.

➤ **Summer employees**

- The District received a number of applications for employment. We are conducting a number of interviews.

➤ **Projects**

Moving into Spring/Summer Project List

- Fire Hydrant Maintenance
- Valve Maintenance
- Collection system cleaning
- Collection system inspections
- Grounds Maintenance and weed control
- Dig list (A variety of excavation projects)
- Leak Detection

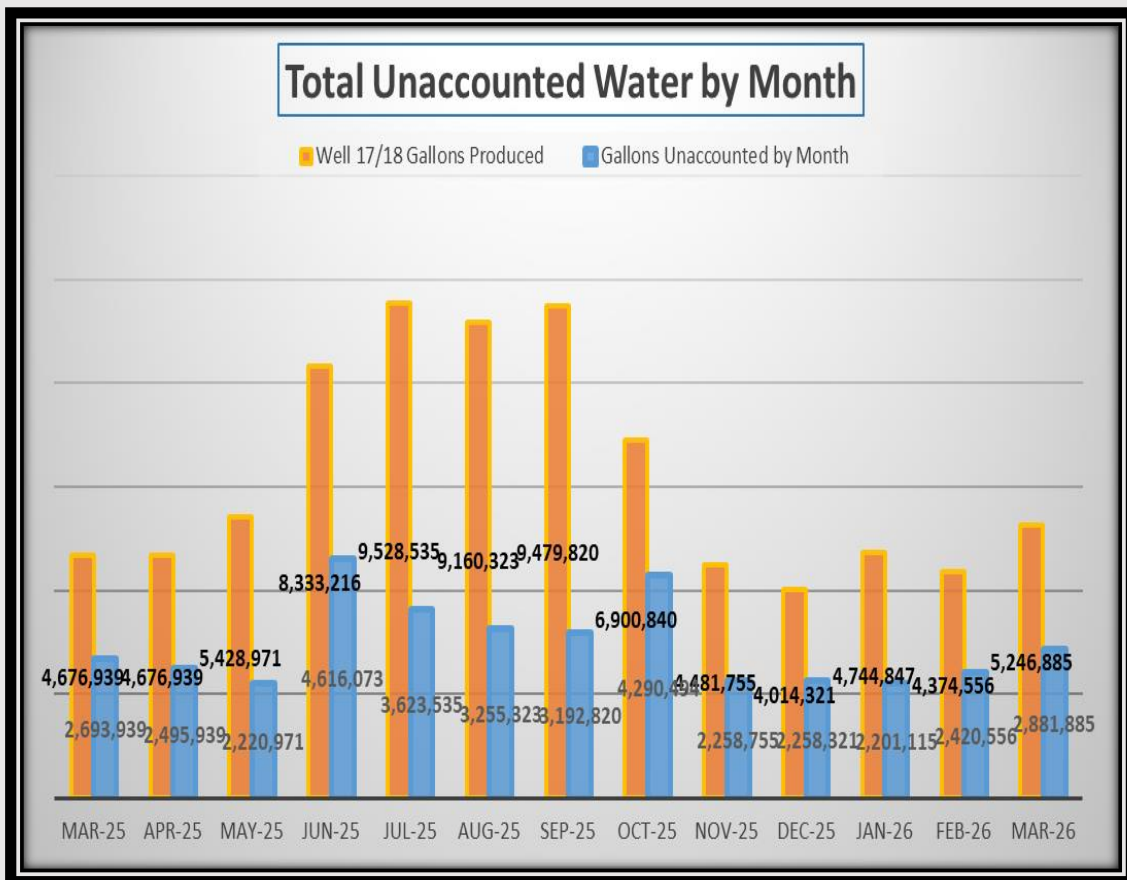
➤ **Unaccounted Water**

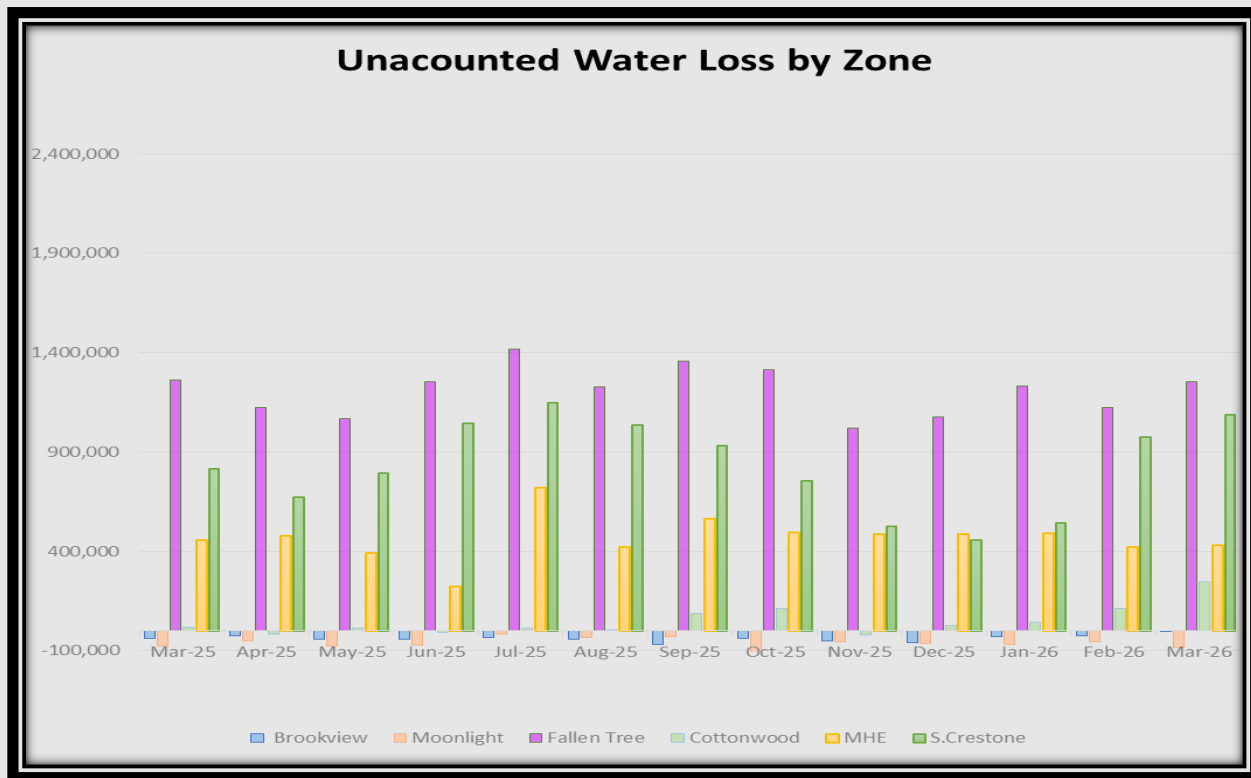
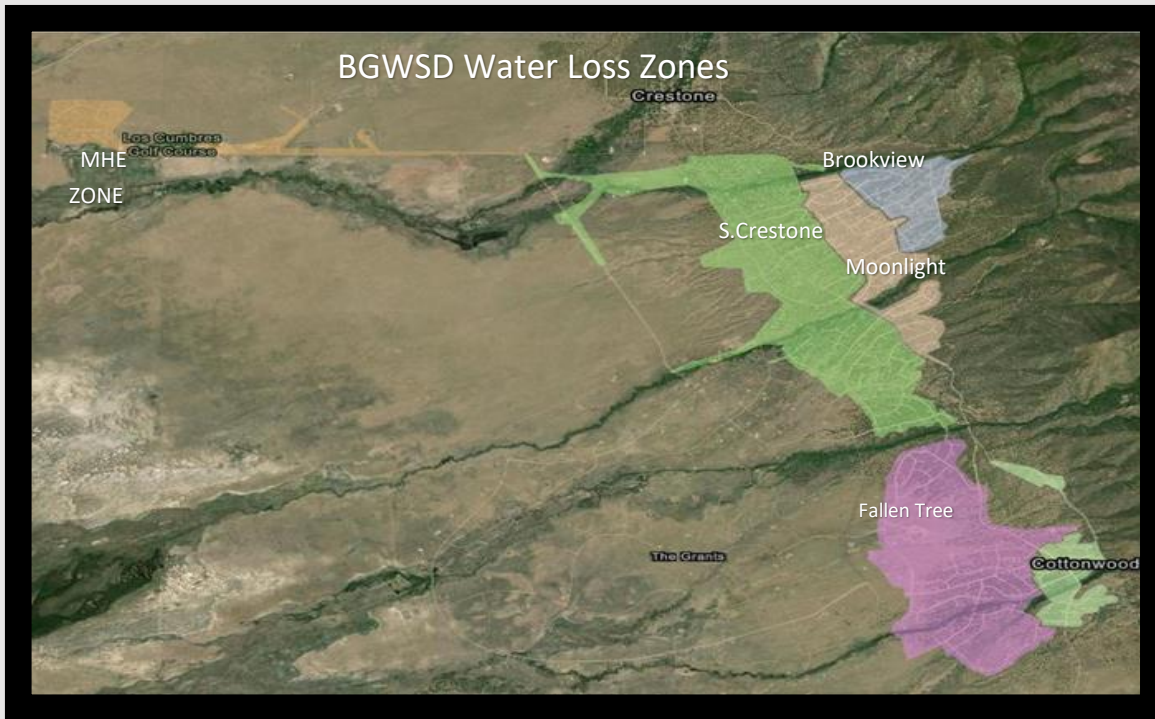
- Wells 17 and 18 produced 5,246,885 gallons of water in the month of March.
- The District sold its customers 2,365,000 gallons of water in the month of March, leaving 2,695,352 gallons unaccounted for.
- 52% of the water produced is unaccounted for in the month of March.

➤ **Aspen WWTP and Town of Crestone Loading**

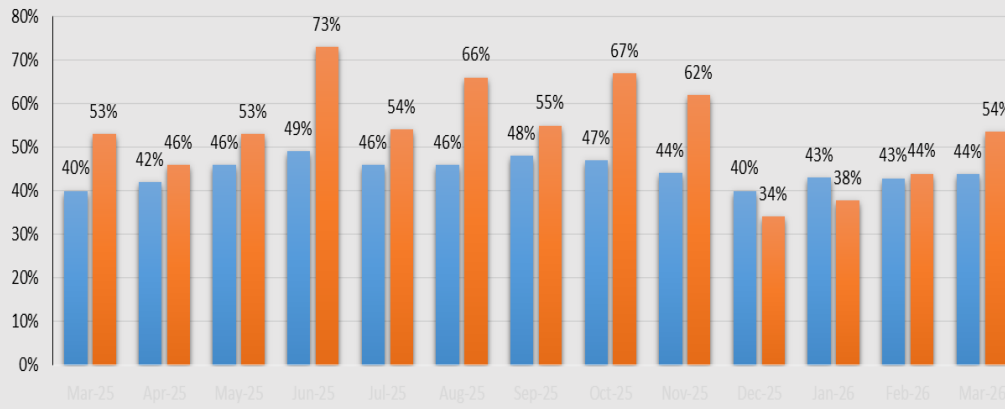
- Aspen WWTP averaged 44% of hydraulic loading capacity in the month of March, the Town of Crestone contributed an average of 18% of the treatment plants hydraulic load.

- Aspen WWTP averaged 54% of organic loading capacity in the month of March. The Town of Crestone contributed an average of 22% of the treatment plants organic load.





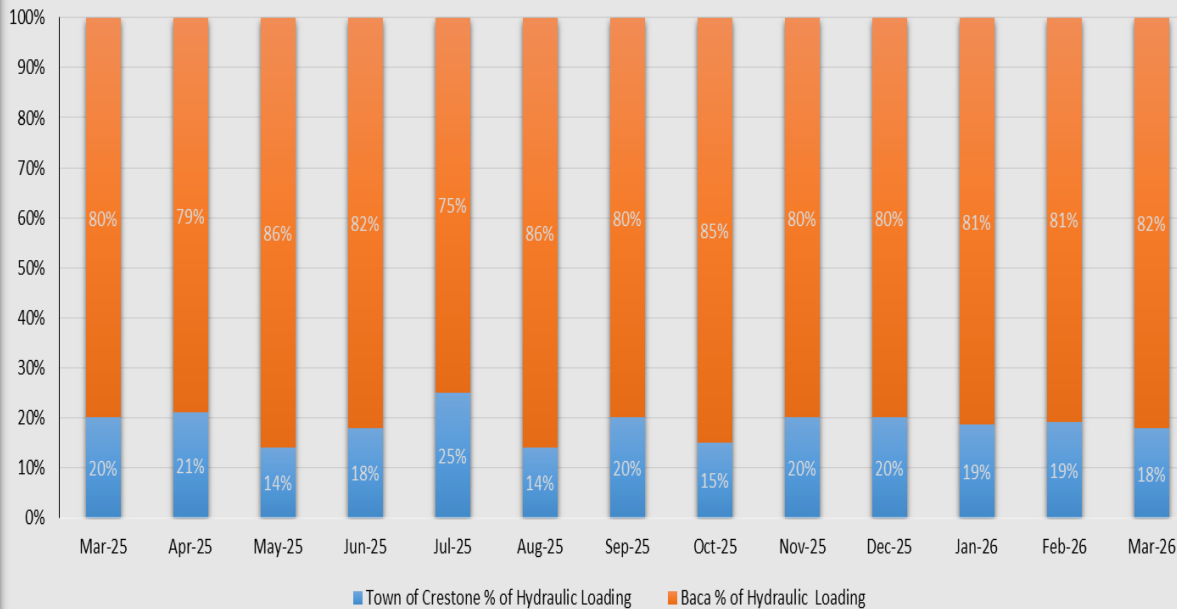
### Percentage of Plant Capacities by Month at Aspen Wastewater Treatment Plant



	Mar-25	Apr-25	May-25	Jun-25	Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	Jan-26	Feb-26	Mar-26
Plant % of Hydraulic Capacity	40%	42%	46%	49%	46%	46%	48%	47%	44%	40%	43%	43%	44%
Plant % of Organic Capacity	53%	46%	53%	73%	54%	66%	55%	67%	62%	34%	38%	44%	54%

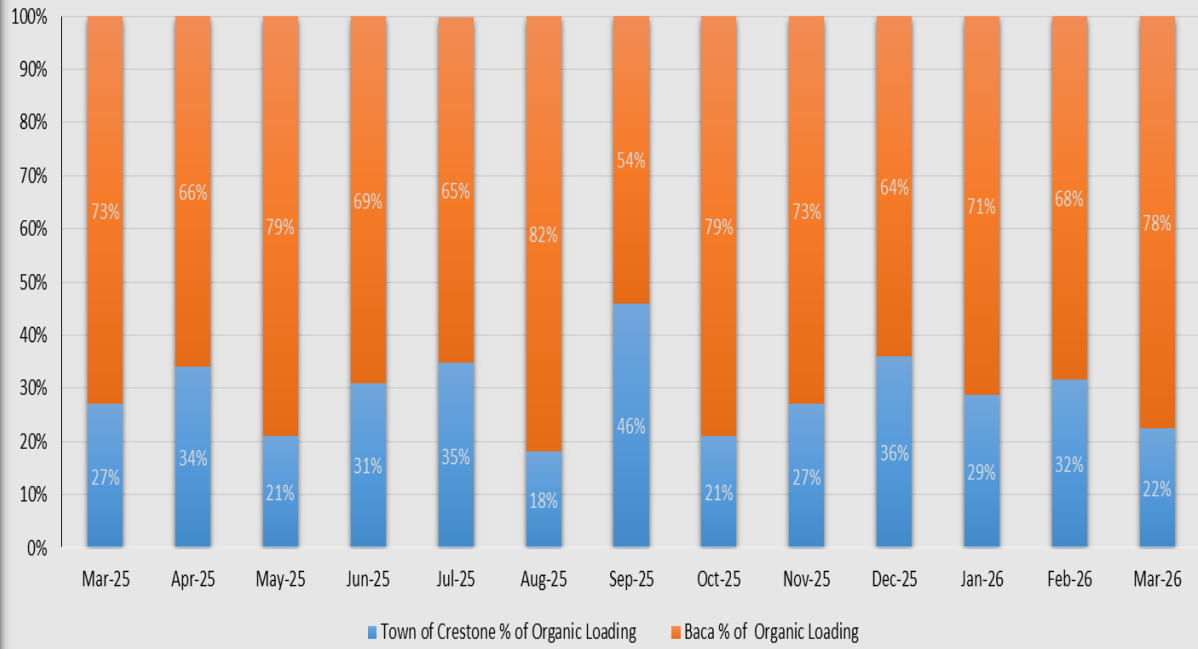
■ Plant % of Hydraulic Capacity    ■ Plant % of Organic Capacity

### Average % of Total Hydraulic Loading of Aspen Wastewater Treatment Plant by Month



■ Town of Crestone % of Hydraulic Loading    ■ Baca % of Hydraulic Loading

### Average % of Total Organic Loading of Aspen Wastewater Treatment Plant by Month of



**AMENDMENT NO. 1 (THIRD EXTENSION)**

**This Amendment No. 1 (Third Extension) extends Amendment No. 1 by two additional years, until May 31, 2028, or until such time as a new long-term amendment or reformation of the Agreement is effective, whichever occurs first. The parties intend for Amendment No. 1 and its extensions to be temporary and limited in scope. For the first year of this extension – between June 1, 2026 and May 31, 2027 – Amendment No. 1 shall be extended with no modification. For the second year of this extension – between June 1, 2027 and May 31, 2028 – Amendment No. 1 shall be modified as follows:**

**Subsection (a) under the section titled “PAYMENT” shall be deleted in its entirety and replaced with the following:**

**“ a. For the term of this agreement, the District agrees to pay the USFWS a monthly sum, payable in arrears, calculated by multiplying the total volume of water diverted by the District each calendar month, in acre feet to the nearest tenth of an acre foot, by \$100.00 per acre foot.”**

**When the term of this Third Extension expires, the Agreement shall continue in full force and effect without alteration or modification unless and until the parties enter into a subsequent amendment. It is the understanding of the parties that the District’s cost savings on water under this Extension will aid in its ability to engage in a sale of water rights in the event the parties choose to pursue such a sale.**

**IN WITNESS WHEREOF**, the parties hereto have caused the Amendment No. 1 (Third Extension) to be executed by their authorized officers or representatives set forth below.

Dated on May 31, 2026.

DISTRICT

UNITED STATES OF AMERICA

By: \_\_\_\_\_

By: \_\_\_\_\_

Print: \_\_\_\_\_

Print: \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_