

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>
Christine Canaly	President	2012/May 2012
Vicki Matthews	Vice President	2014/May 2014
Martin Macaulay	Secretary/Treasurer	2014/May 2014
Philip Madonna	Assistant Secretary	2012/May 2012
Parvin J. Johnson, Sr.	Assistant Secretary	2012/May 2012

DATE: December 16, 2011
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. Review and consider approval of the November 18, 2011 Regular Meeting Minutes (enclosure).

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 status of Aspen Wastewater Treatment Facility.

B. Discuss status of Corrosion Control Plan Analysis by McLaughlin Water Engineers, Ltd.

- C. Discuss engineering requirements and review process for hydro-electric proposal.

- D. Discuss status of closing out Cease and Desist Orders for Aspen Wastewater Treatment Plant and Mobile Home Estates Lagoon.

- E. Discuss contract renewal with North Line GIS, LLC.

- F. Discuss Canon Plotter lease options (enclosure).

IV. CAPITAL IMPROVEMENTS

- A. Discuss status of improvements to Well 18.

 - 1. Discuss status of installation of Booster Pump for Well 18

- B. Review and consider approval of Independent Contractor Agreement with Timberline Electric & Control Corporation for the Aspen Wastewater Treatment Facility Effluent Flow Meter Integration Project (enclosure).

- C. Review and consider ratifying approval of Independent Contractor Agreement between the District and TZA Water Engineers, Inc. for Well 17 Relocation Design and Construction Oversight Services (enclosure).

- D. Review and consider ratifying approval of Independent Contractor Agreement between the District and Layne Christensen Company for drilling Well 17 Test Well Drilling Project (enclosure).

- E. Discuss status of East Dream Way Improvements, Design and Construction.

- F. Review and consider approval of Application for Payment No. 17 to the contract with Farner Enterprises for the Water and Wastewater System Improvements Project in the amount of \$_____.
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V. WATER MATTERS (at approximately 11:30 A.M.)

- A. Discuss Outstanding Water Matters with Water Counsel (Executive Session, §§24-6-402(4)(b) and (e), C.R.S. if necessary).
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VI. FINANCIAL MATTERS

- A. Review and approve the payment of claims for the period ending December 16, 2011 as follows (to be distributed under separate cover):

	Period Ending December 16, 2011
General Fund	\$
Cap. Projects Fund	
Enterprise Fund	
Total Claims	\$

- B. Review and accept unaudited financial statements for the period ending November 30, 2011 and current schedule of cash position (to be distributed under separate cover).
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- C. Review current cash flow analysis (to be distributed under separate cover).
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VII. LEGAL MATTERS

- A. Discuss status of re-assessment of properties within the District by Saguache County Assessor.
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- B. Consider approval of First Amendment to Intergovernmental Agreement with Town for Sewer Service to address facility location services (to be distributed at the meeting).
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VIII. EXECUTIVE SESSION MATTERS (§§24-6-402(4), C.R.S.) (TO BE DISCUSSED AT APPROXIMATELY 12:00 NOON OVER THE LUNCH PERIOD IF NECESSARY)

- A. Personnel - Discuss Employee Annual Reviews (§24-6-402(4)(f), C.R.S.)
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- B. Farner Enterprises construction matters.
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- C. Brown and Caldwell design matters.
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- D. Discuss potential inclusion of the Town of Crestone.
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IX. OTHER BUSINESS

- A. Discuss Article for February publication in the Crestone Eagle.
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- B. Discuss 2012 Board Member retreat (January 20, 2012 suggested date) and consider special meeting to allow 8:00 a.m. start time.
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- C. _____
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X. ADJOURNMENT **THE NEXT REGULAR MEETING IS SCHEDULED FOR JANUARY 20, 2012.**