

BACA GRANDE WATER AND SANITATION DISTRICT

57 Baca Grant Way South

Crestone, Colorado 81131

NOTICE OF REGULAR MEETING AND AGENDA

Board of Directors:

Cindy Reinhardt
Martin Macaulay
Michael Scully
Kyle Grote
Judy DeLuca

Office:

President
Vice President
Treasurer
Secretary
Assistant Secretary

Term/Expiration:

2016/May 2016
2018/May 2018
2018/May 2018
2016/May 2016
2016/May 2016

DATE: November 21, 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.

B. Approve Agenda.

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 October 8, 2014 special meeting (enclosure - 001).
- Ratify approval of the check register for the period ending October 17, 2014 as follows: \$19,950.16 General Fund, \$36,848.03 Enterprise Fund, and \$39,974.78 Capital Fund (enclosure - 002).
- Review and accept unaudited financial statements for the period ending October 31, 2014 current schedule of cash position (enclosure - 003), and cash flow projection through October, 2015 (to be distributed).
- Ratify the approval of Change Order No. 2 to the RMS Utilities contract in the amount of CO2 – \$17,730 (enclosure - 004).
- Ratify the approval of Change Order No. 4 to the RMS Utilities contract in the amount of \$2,100 (enclosure - 005).
- Ratify the approval of First Addendum to the Independent Contractor Agreement with Gardner Excavating (2014 MXU Transmitter Stands Project) for a reduction in the amount of \$6,740.00 (enclosure - 006) and deletion of Change Order No. 1 in the amount of \$920.00.
- Approve Termination of TZA Water Engineers Agreement for Well 17 Replacement Well Design Services (enclosure - 007).
- Approve Termination of Arkansas Valley Surveying Agreement for Rarity and Jubilant Ways Waterline Improvements Survey Services (enclosure - 008).
- Approve Termination of Arkansas Valley Surveying Agreement for Alpine Overlook Sewer Main Replacement Project (enclosure - 009).
- Approve Termination of Arkansas Valley Surveying Agreement for 2014 Water Distribution System Construction Staking (enclosure - 010).
- Approve Termination of Mountain Engineering and Testing Agreement for 2014 Water Distribution System Project Construction Materials Testing Services (enclosure - 011).
- Approve Termination HRS Water Consultants Feasibility of Forbearance for Water Rights Acquisition (enclosure - 012).
- Approve Termination HRS Water Rights Engineer Services (enclosure - 013).

D. Board and Staff Reports

- District Manager's Report (enclosure - 014)
- President's Report (enclosure - 015)
- General Manager's Report (enclosure - 016)
- Operations Report (enclosure - 017)
- Administrative Report (enclosure - 018)
- Engineer's Report (enclosure - 019)

E. Discuss administration of the management and legal contracts.

1. Discuss Agreement with SDMS for Accounting and District Management Services (enclosures – 020, 021, 022).

2. Discuss Continued Engagement of White Bear Ankele Tanaka & Waldron for General Counsel Services (enclosure - 023).

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).

III. OFFICE ADMINISTRATION

- A. Discuss administrative follow-ups.

IV. OPERATIONS

- A. Discuss operational follow-ups.

V. CAPITAL IMPROVEMENTS

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

1. Discuss 2015 Capital Projects Recommendations (enclosures – 024, 025, 026, 027).

- B. Status of 2014 Water Distribution System Improvements Project.

1. Ratify the approval of Revised Change Order No. 3 to the RMS Utilities contract in the amount of \$ _____ (to be distributed).

VI. FINANCIAL MATTERS

- A. Review and approve the check register for the period ending November 21, 2014, as follows (to be distributed):

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

- B. Review financial summary (enclosure - 028).

- C. Consider engagement of Wagner Barnes & Griggs, PC to perform the 2014 Audit for an amount not to exceed \$8,800 (enclosure - 029).

- D. Conduct Public Hearing to consider Amendment to 2014 Budget and adoption of Resolution No. 2014-11-01 to Amend the 2014 Budget and Appropriate Expenditures (enclosure – Resolution - 030).

- E. Conduct Public Hearing on the proposed 2015 Budget and consider adoption of Resolution No. 2014-11-02 to Adopt the 2015 Budget and Appropriate Sums of Money and Resolution No. 2014-11-03 to Set Mill Levies (for General Fund _____, Debt Service Fund _____ and Other Fund(s) _____ for a total mill levy of _____) (enclosures – preliminary assessed valuation - 031, draft 2015 Budget - 032, and resolutions – 033, 034). Comments limited to three minutes per person and taken in the order as listed on the sign-in sheet.

VII. LEGAL MATTERS

- A. Consider Adoption of Resolution No. 2014-11-04: 2015 Annual Administrative Matters (enclosure - 035).

- B. Consider Adoption of Resolution 2014-11-05: Adopting a Marijuana Policy (enclosures – 036, 037).

- C. Consider Adoption of Resolution No. 2014-11-06: Third Amended and Restated Resolution Concerning the Imposition of Various Fees, Rates, Tolls, Penalties and Charges for Water and Sewer Service and Facilities (enclosure - 038).

- D. Discuss Third Party Fidelity Bond and Designated Agent Endorsement (enclosure - 039).

VIII. EXECUTIVE SESSION MATTERS - §§24-6-402(4)(b),(e) and (f), C.R.S.

- A. Water Matters.

- B. Personnel Matters.

IX. OTHER BUSINESS

- A. Discuss holiday work schedule.

ADJOURNMENT **THE NEXT REGULAR MEETING IS SCHEDULED FOR DECEMBER 12, 2014.**

Informational Enclosure:

- Letter to DOLA regarding Grant F14MLG7426 related to Request for Budget Adjustment (040).