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

WHEN: Wednesday, July 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)

Board of Directors	Office	Term/Expiration
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**

a. CALL TO ORDER
- Present disclosures and potential conflicts of interest
- Board Roll Call
- Welcome guests

b. *APPROVE AGENDA

c. *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 June, 2026 Regular Meeting

d. 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.

e. FINANCIAL MATTERS

- 2026 YTD Financials and Budget Variance Report
- 2025 Audit Status Update

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

General	$11,400.20
Capital	$0.00
Enterprise	$27,863.27
Total	$39,263.47

f. BOARD AND STAFF REPORTS

a. Board of Director Matters
b. District Manager Report (enclosure)
   - *** Banking** – Consideration and Board approval to apply for three business credit cards through The Independent Bankers Bank via Alamosa State Bank. The proposed cards would be issued for Administration, Operations, and the District Manager, with credit limits of $5,000, $5,000, and $10,000, respectively.
c. Administrative Manager's Report (enclosure)
d. Director of Utilities Report (enclosure)

g. LEGAL MATTERS

- Continue discussion on potential waiver of certain District fees related to affordable housing.

h. EXECUTIVE SESSION

Consideration of an executive session to discuss recent CORA requests made to the District and the District's response to the same (the "Subject Matter") pursuant to C.R.S. § 24-6-402(4)(b) for the purpose of receiving legal advice on specific legal questions from the District's general counsel on the Subject Matter. Consideration of an executive session to discuss the draft affordable housing resolution (the "Subject Matters") pursuant to C.R.S. Section 24-6-402(4)(b) for the purpose of receiving legal advice on specific legal questions from the District's general counsel related to the Subject Matters.

i. ADJOURN

**** Requires Board Action***

NEXT REGULAR MEETING IS SCHEDULED FOR
August 19 2026

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

June 17, 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:	Also in Attendance:
Vivia Lawson	Marcus Lock, District Legal Counsel, Law of the Rockies
Rick Hart	Diego Martinez, District Manager
Mike Smith	Chad Tate, Director of Utilities
Michael Plotnick	Natalie DeBon, Administrative Manager
David Karas	Britni McDole, District Accountant, Plante Moran
	Kristin Berger, District Accountant, Plante Moran
	Brian Camiller, District Accountant, Plante Moran
	Community Members and Guests:
	Dan Gray
	Michael Scully
	Michael Miller
	Anya Katz

CALL TO ORDER
President Lawson called the meeting to order at 9:01 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 HART, SECONDED BY DIRECTOR SMITH AND UPON VOTE, UNANIMOUSLY CARRIED, THE BOARD APPROVED THE AGENDA.

CONSENT AGENDA
The Board considered the following consent agenda items:

- APPROVE MINUTES FROM THE MAY, 2026 BOARD MEETING.

MOTION: FOLLOWING DISCUSSION, UPON MOTION DULY MADE BY DIRECTOR HART, SECONDED BY DIRECTOR SMITH 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.*

No comments.

FINANCIAL MATTERS

Mr. Martinez reported on the District's accounting transition, he also invited representatives from Plante Moran to get more in depth update on the financials. Plante Moran explained that significant accounting historically was maintained in Excel spreadsheets, outside of District's ERP Caselle, and that the general ledger had not been formally closed in the system since at least 2018. The Plante Moran firm worked with District staff, auditor and Caselle support to reconstruct and stabilize the accounting records in the District's system.

Plante Moran reported that while the audit records were accurate, many transactions had not been properly recorded within the accounting system, requiring extensive reconciliation and reclassification work, including bond related entries. Representatives stated that no evidence of fraud or misconduct was identified and that the issues were only related to systems and processes.

Plante Moran reported that the District is now well positioned for completion of the 2025 audit and that future monthly financial reporting will be more streamlined. The Board was advised that upcoming financial statements will reflect accounting reclassifications and additional disclosures, and that future board packets will include budget to actual comparisons.

The Board and staff thanked Plante Moran team for their work and assistance during the accounting transition.

> * Review and approve the updated check register for the period ending June 17, 2026(enclosure)

General	$23,193.99
Capital	$ 0.00
Enterprise	$50,003.42
Total	$73,197.41

District Manager Martinez reviewed the check register with the Board.

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

BANK CHNAGE

Mr. Martinez presented the proposed change of the District's banking institution. He explained that 1st Bank is transitioning to PNC Bank, and that the transition support and account setup have been limited and difficult to manage. Management recommended transitioning to Alamosa State Bank, a local institution that accepts public funds. The Board grants Mr. Martinez the ability to make transactions on behalf of the District at PNC Bank and Alamosa State Bank.

MOTION: Following discussion, upon motion duly made by Director Plotnick, Seconded by Director Smith, and upon vote, unanimously carried, the Board approved transferring the District's Bank Accounts to Alamosa State Bank.

INTRODUCTIONS OF THE GUESTS:

Ms. Lawson asked if Mr. Michael Miller would like to unmute and introduce himself, no response was received.

STAFF REPORTS

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

LEAK DETECTION

Mr. Martinez reported that funding has been approved for leak detection efforts and reviewed available options. The Board discussed proposals from K9 Water Leak Detection and GPRS (Ground Penetrating Radar), including costs, capabilities, and the potential effectiveness of each method.

Following discussion, the Board expressed support for moving forward with the GPRS option for a complete system inspection, with consensus from all Directors.

DROUGHT

Mr. Martinez reported that the District is currently in a severe drought condition - Level 2. At this level the District will begin to notify customers to reduce water usage and that staff will ensure drought procedures are clearly communicated, including posting drought information and monitoring resources on the District website. He added that there are currently no state-imposed restrictions. Directors discussed drought regulations and its impact on the District customers.

MOTION: Following discussion, upon motion duly made by Director Lawson, seconded by Director Hart, and upon vote, unanimously carried, the Board approved implementing level 2 drought regulations and authorized the implementation of level 3 drought regulations once two months are reached, provided that Level 3 increases shall not be implemented until the required 30-day statutory notice has been met, following Board ratification.

LEGAL MATTERS

AFFORDABLE HOUSING

The District Manager and legal counsel presented and discussed a draft affordable housing resolution related to potential reduction or waiver of tap fees. The Board reviewed different approaches to structuring affordability incentives, including gradual reductions versus full waivers, and emphasized the importance of consistency, clear eligibility criteria, and the potential use of deed restrictions. The Board also discussed potential tap fee restructuring, including properties located in Mobile Home Estates (MHE).

The Board also discussed previous request received from the County and noted that the County is currently reevaluating its own affordable housing approach. The Board requested to place the matter on the next meeting agenda for further discussions and considerations.

ADJOURNMENT:

THERE BEING NO FURTHER BUSINESS TO DISCUSS, UPON MOTION DULY MADE BY DIRECTOR PLOTNICK, SECONDED BY DIRECTOR SMITH AND UPON VOTE, UNANIMOUSLY CARRIED, THE MEETING WAS ADJOURNED AT 11:00 AM.

THE NEXT REGULAR MEETING IS SCHEDULED FOR

July 15, 2026

Drafted by

Natalie DeBon

Respectfully submitted,

____

Diego Martinez

THESE MINUTES ARE APPROVED AS THE OFFICIAL MINUTES OF June 17, 2026 THE BACA GRANDE WATER AND SANITATION DISTRICT BY THE BOARD OF DIRECTORS SIGNING BELOW:

Vivia Lawson

Rick Hart

Mike Smith

David Karas

Michael Plotnick

BACA GRANDE WATER & SANITATION DISTRICT

Financial Information

Month Ending May 31, 2026

UNAUDITED

CASH POSITION

BACA GRANDE WATER AND SANITATION DISTRICT

Schedule of Cash Position
May 31, 2026
UNAUDITED

FINANCIAL INSTITUTION	RATE	Balance
First Bank - Operations Account	n/a	$ 1,406,532.42
Xpress Deposit Account	n/a	$ 34,432.88
First Bank - Money Market Account		$ 24,406.56
First Bank - Liquid Asset - Debt Service		$ 22,651.61
ColoTrust - Bond Account		$ 87,783.15
ColoTrust - Investment Account		$ 4,168,093.48
Total Operating Cash		$ 5,743,900.10
Capital Account		
ColoTrust - Capital Project Account		$ 350.04
Total Capital Cash		$ 350.04
Total Cash		**$ 5,744,250.14**

COMBINED BALANCE SHEET

Baca Grande Water and Sanitation District

Combined Balance Sheet - All Fund Types

May 31, 2026

UNAUDITED

	GENERAL	ENTERPRISE	DEBT SERVICE (consolidated into GF)	TOTAL
ASSETS AND OTHER DEBITS				
CURRENT ASSETS				
FIRST BANK CHECKING	$ 724,906	$ 394,799	$ 258,810	$ 1,378,515
FIRST BANK LIQUID ASSET - MM	24,407	-	-	24,407
FIRST BANK LIQUID ASSET - DEBT SERVICE	-	22,622	29	22,652
XPRESS DEPOSIT ACCOUNT	-	67,596	-	67,596
COLOTRUST - INVESTMENT	1,926,709	2,009,069	232,316	4,168,093
COLOTRUST - BOND	-	-	87,783	87,783
COLOTRUST - PROJECT FUND	-	350	-	350
PROPERTY TAXES RECEIVABLE	811,558	-	308,877	1,120,435
PREPAID EXPENSES	-	25,968	-	25,968
ACCOUNTS RECEIVABLE - CUSTOMERS/MISC	-	391,036	-	391,036
ACCOUNTS RECEIVABLE - GOVERNMENTS	66,049	96,799	18,132	180,981
TOTAL CURRENT ASSETS	**$ 3,553,629**	**$ 3,008,238**	**$ 905,948**	**$ 7,467,815**
NONCURRENT ASSETS				
LAND, WATER RIGHT, MASTER PLAN		$ 256,290		$ 256,290
SEWAGE PLANT		9,952,587		9,952,587
BUILDINGS AND IMPROVEMENTS		126,917		126,917
WATER PLANT		8,831,194		8,831,194
MACHINERY & EQUIPMENT		513,476		513,476
LEASED EQUIPMENT & VEHICLES		231,921		231,921
CONSTRUCTION IN PROCESS		560,102		560,102
ACCUMULATED DEPRECIATION - SEWAGE PLANT		(6,442,969)		(6,442,969)
ACCUMULATED DEPRECIATION - WATER PLANT		(6,325,203)		(6,325,203)
ACCUMULATED DEPRECIATION - MACHINERY & EQUIPMENT		(562,939)		(562,939)
PENSION - DEFERRED OUTFLOW		150,009		150,009
OPEB - DEFERRED OUTFLOW		10,625		10,625
TOTAL NONCURRENT ASSETS	**$ -**	**$ 7,302,009**	**$ -**	**$ 7,302,009**
TOTAL ASSETS	**$ 3,553,629**	**$ 10,310,247**	**$ 905,948**	**$ 14,769,824**
LIABILITIES AND FUND BALANCE				
CURRENT LIABILITIES				
ACCOUNTS PAYABLE	$ -	$ 7,913	$ -	$ 7,913
ACCRUED INTEREST PAYABLE	-	-	-	-
DEFERRED PROPERTY TAXES	811,558	-	308,877	1,120,435
TOTAL CURRENT LIABILITIES	811,558	7,913	308,877	1,128,348
NONCURRENT LIABILITIES				
CWPA LOAN	-	320,972	-	320,972
NET OPEB LIABILITY	-	20,627	-	20,627
NET PENSION LIABILITY	-	332,917	-	332,917
PENSION DEFERRED INFLOW	-	14,250	-	14,250
OPEB DEFERRED INFLOW	-	15,611	-	15,611
TOTAL NONCURRENT LIABILITIES	**-**	**704,377**	**-**	704,377
FUND BALANCE				
BEGINNING FUND BALANCE	2,276,454	9,114,620	388,387	11,779,462
NET CHANGE IN FUND BALANCE	465,617	483,337	208,683	1,157,637
TOTAL FUND BALANCE	**2,742,071**	**9,597,957**	**597,070**	**12,937,099**
TOTAL LIABILITIES AND FUND BALANCE	**$ 3,553,629**	**$ 10,310,247**	**$ 905,947**	**$ 14,769,824**

INDIVIDUAL FUNDS

General Fund
Enterprise Fund
Debt Service Fund

BACA GRANDE WATER AND SANITATION DISTRICT
GENERAL FUND
Statement of Revenue, Expenditures and Changes in Fund Balance - Budget to Actual
For the Month Ended May 31, 2026
UNAUDITED

	Actual YTD	Adopted 2026 Budget	Favorable (Unfavorable) Variance	YTD
REVENUE				
Property Taxes	$ 537,035	$ 811,558	$ (274,523)	66%
Interest on Property Taxes	319	3,000	(2,681)	11%
Specific Ownership Tax	59,998	100,000	(40,002)	60%
Interest/Miscellaneous Income	65,299	70,000	(4,701)	93%
Total Revenue	$ 662,651	$ 984,558	$ (321,907)	67%
EXPENDITURES				
County Treasurer's Fee	$ 18,087	$ 30,000	$ 11,913	60%
Audit	-	15,000	15,000	0%
Legal	28,945	60,000	31,055	48%
Management/Administrative Payroll/Benefits	113,802	349,170	235,368	33%
Accounting	34,300	45,000	10,700	76%
Directors' Fees	1,900	12,000	10,100	16%
Emergency Reserve	-	31,560	31,560	0%
Total Expenditures	$ 197,034	$ 542,730	$ 345,696	36%
Excess Revenue Over (Under) Expenditures	$ 465,617	$ 441,828	$ 23,789	

BACA GRANDE WATER AND SANITATION DISTRICT
ENTERPRISE FUND
Statement of Revenue, Expenditures and Changes in Fund Balance - Budget to Actual
For the Month Ended May 31, 2026

	Actual YTD	Adopted 2026 Budget	Favorable (Unfavorable) Variance	YTD
REVENUE				
Water Usage Fees	$ 279,957	$ 756,448	$ (476,491)	37%
Sewer Usage Fees	230,187	538,847	(308,660)	43%
Usage Fees Penalties	5,256	16,000	(10,744)	33%
Transfer Fee	16,100	44,000	(27,900)	37%
Consolidation Fee	7,500	30,000	(22,500)	25%
Availability of Service Fees	245,030	275,055	(30,025)	89%
Pmts in Lieu of Taxes	2,905	32,000	(29,095)	9%
Tap Fee Installments	-	30,000	(30,000)	0%
Hook Up/Inspection Fees	13,059	40,000	(26,941)	33%
Line Extension Fees	-	20,000	(20,000)	0%
Rent	750	1,800	(1,050)	42%
Raw Water	1,000	-	1,000	0%
Miscellaneous Revenue/Subdivision Fee/Bulk	9,238	10,015	(777)	92%
Interest	29,088	45,000	(15,912)	65%
Grant/Loan Proceeds	37,594	2,079,000	(2,041,406)	2%
Total Revenue	$ 877,664	$ 3,918,165	$ (3,040,501)	22%
EXPENDITURES				
Operations				
Raw Water USFSWS	$ 3,750	$ 25,750	$ 22,000	15%
Testing/NPDES Permit Fees	758	15,450	14,692	5%
Insurance- Property CSDLP	18,548	46,350	27,802	40%
Bad Debt Expense	-	3,175	3,175	0%
Bank Charges	212	515	303	41%
Mileage Reimbursement	52	2,000	1,948	3%
Clothing Allowance	1,351	2,600	1,249	52%
Postage	382	3,090	2,708	12%
Copier Lease and Equipment	753	2,966	2,213	25%
Office Supplies	695	2,500	1,805	28%
Phone Answering Service	1,414	3,900	2,486	36%
Computers and Media	-	3,000	3,000	0%
Computer Support	613	4,635	4,022	13%
Software Maintenance	6,397	25,000	18,603	26%
Fire Extinguisher Service	-	1,030	1,030	0%
Utility Maintenance Tools	978	3,600	2,622	27%
Supplies	766	3,090	2,324	25%
Utility Billing	11,701	25,000	13,299	47%
Training and Education	8,999	20,600	11,601	44%
Advertising	283	2,678	2,395	11%
Memberships	3,652	5,665	2,013	64%
Locates	237	1,030	793	23%
Meals and Lodging	665	3,090	2,425	22%
Gas and Oil	2,279	15,450	13,171	15%
Vehicle-Repairs and Maint	12,229	37,100	24,871	33%
Diesel Fuel	1,090	9,270	8,180	12%
Professional Fees	-	15,000	15,000	0%
Professional Fees / GIS	1,263	5,150	3,887	25%
Trustee / Paying Agent Fees	-	600	600	0%
2009 CWPA SRF Princ	2,590	89,333	86,743	0%
2009 CWPA SRF Interest	902	5,968	5,066	0%
Total Operations	$ 82,559	$ 384,585	$ 302,026	21%

BACA GRANDE WATER AND SANITATION DISTRICT
ENTERPRISE FUND
Statement of Revenue, Expenditures and Changes in Fund Balance - Budget to Actual
For the Month Ended May 31, 2026

	Actual YTD	Adopted 2026 Budget	Favorable (Unfavorable) Variance	YTD
Repairs & Maintenance				
Repair & Maintenance - Equipment	$ 250	$ -	$ (250)	0%
Repairs & Maint-Water Mains	-	50,000	50,000	0%
Repairs & Maint-Sewer	249	36,050	35,801	1%
Repairs & Maint-Well No. 18	-	20,600	20,600	0%
Repairs & Maint - Pump Houses	250	15,450	15,200	2%
Repair & Maint-Fire Hydrants	-	16,480	16,480	0%
Repair & Maint-Aspen TP	6,320	30,900	24,580	20%
Repair & Maint - Lift Stations	-	25,750	25,750	0%
Repair & Maint-Office	2,046	10,000	7,954	20%
Repair-Master Meters	-	20,600	20,600	0%
Repair & Maint-Golf Course Well	-	3,090	3,090	0%
Repairs & Maintenance-Water Tanks	-	51,500	51,500	0%
Repair & Maintainence-SCADA	-	5,150	5,150	0%
Chemicals Maintenance	15,029	14,420	(609)	104%
Waste Water Treatment Chemicals	-	27,570	27,570	0%
Retail Water Meter Parts	-	40,000	40,000	0%
Line Extension Review Expense	-	20,600	20,600	0%
Water Master Plan	27,374	50,000	22,626	55%
Water Production System	-	1,841,330	1,841,330	0%
Water Distribution System	-	100,000	100,000	0%
Collection System	-	50,000	50,000	0%
Treatment System	-	500,000	500,000	0%
Water Loss Prevention Project	10,224	-	(10,224)	0%
Total Repairs & Maintenance	$ 61,742	$ 2,929,490	$ 2,867,748	2%
Utilities				
South Crestone Filter Plant	$ (174)	$ 1,030	$ 1,204	-17%
Shumei BS / Cottonwood Apt	1,761	4,635	2,874	38%
Casita Park Pumphouse-MHE Booster Station	606	6,180	5,574	10%
Well No. 18	11,763	36,050	24,287	33%
Golf Course Well	704	2,060	1,356	34%
Shop Pumphouse	623	1,030	407	60%
Moonlight Pumphouse	1,944	3,811	1,867	51%
Ridgeview Pumphouse	1,508	3,811	2,303	40%
Fallen Tree PH	1,416	3,090	1,674	46%
Pine Cone Pumphouse	802	2,266	1,464	35%
Aspen TP	8,795	21,630	12,835	41%
Aspen TP-Propane	1,873	7,725	5,852	24%
Wagon Wheel LS	1,419	3,090	1,671	46%
Mobile Home Estates LS	1,466	4,120	2,654	36%
Stables LS	(1,915)	2,266	4,181	-85%
Shop, Office, Yard	1,664	5,150	3,486	32%
Shop, Yard, Office-Propane	677	3,605	2,928	19%
Office / Cell Phones	2,324	9,000	6,676	26%
Trash and Recycling Services	1,178	3,605	2,427	33%
Total Utilities	$ 38,434	$ 124,154	$ 85,720	31%
Payroll				
Payroll Expense	$ 1,464	$ 4,120	$ 2,656	36%
Payroll-Gross	123,273	396,550	273,277	31%
Payroll-Gross Summer Help	-	18,000	18,000	0%
Payroll Taxes	2,618	5,665	3,047	46%
PERA	19,477	47,380	27,903	41%

BACA GRANDE WATER AND SANITATION DISTRICT
ENTERPRISE FUND
Statement of Revenue, Expenditures and Changes in Fund Balance - Budget to Actual
For the Month Ended May 31, 2026

	Actual YTD	Adopted 2026 Budget	Favorable (Unfavorable) Variance	YTD
Health Insurance	58,219	209,889	151,670	28%
Worker's Compensation Insurance-Pinnacol	6,541	20,600	14,059	32%
Total Payroll	$ 211,592	$ 702,204	$ 490,612	30%
Total Operating Expenses	$ 394,327	$ 4,140,433	$ 3,746,106	10%
Excess Revenue Over (Under) Expenses	$ 483,337	$ (222,268)	$ 705,605	

BACA GRANDE WATER AND SANITATION DISTRICT
DEBT SERVICE FUND (consolidated into General Fund)
Statement of Revenue, Expenditures and Changes in Fund Balance - Budget to Actual
For the Month Ended May 31, 2026

	Actual YTD	Adopted 2026 Budget	Favorable (Unfavorable) Variance	YTD
REVENUE				
Property Taxes	$ 186,392	$ 308,877	$ (122,485)	60%
Interest on Property Taxes	131	1,100	(969)	12%
Specific Ownership Tax	20,770	32,000	(11,230)	65%
Interest/Miscellaneous Income	1,390	3,000	(1,610)	46%
Total Revenue	$ 208,683	$ 344,977	$ (136,294)	60%
EXPENDITURES				
GO Bond Principal	-	168,350	168,350	0%
GO Bond Interest	-	165,000	165,000	0%
Total Expenditures	$ -	$ 333,350	$ 333,350	0%
Net Change in Fund Balance	$ 208,683	$ 11,627	$ 197,056	

Check Issue Date	Payee	Invoice Number	Invoice GL Account	Account Title	Check Amount
94066					
07/15/2026	Amazon Capital Services, INC	14QT-NTN9-	4-500403	Office Supplies	47.49
07/15/2026	Amazon Capital Services, INC	14QT-NTN9-	4-500550	Meals and Lodging	37.97
07/15/2026	Amazon Capital Services, INC	14QT-NTN9-	4-500451	Supplies	32.76
07/15/2026	Amazon Capital Services, INC	14QT-NTN9-	4-503025	Repair & Maint-Office	49.02
07/15/2026	Amazon Capital Services, INC	17T4-TMHC-	4-500451	Supplies	13.98
07/15/2026	Amazon Capital Services, INC	1DDR-VG69-	4-500550	Meals and Lodging	29.39
Total 94066:					210.61
94067					
07/15/2026	Caverly, Shane W	SC-26-06	9-115000	Utility Cash Clearing	3,070.00
Total 94067:					3,070.00
94068					
07/15/2026	CEBT	INV 0084047	4-530500	Health Insurance	11,583.32
Total 94068:					11,583.32
94069					
07/15/2026	Centratel, LLC	2607022091	4-500406	Phone Answering Service	285.54
Total 94069:					285.54
94070					
07/15/2026	Colorado Analytical Lab, Inc.	260527134	4-500250	Testing	1,122.40
07/15/2026	Colorado Analytical Lab, Inc.	260528088	4-500250	Testing	1,949.00
07/15/2026	Colorado Analytical Lab, Inc.	260611062	4-500250	Testing	361.00
Total 94070:					3,432.40
94071					
07/15/2026	DeBon, Nataliia	ND-26-07	4-505027	Office / Cell Phones	40.00
Total 94071:					40.00
94072					
07/15/2026	Dell Marketing L.P.	10879801150	4-500407	Computers and Media	1,441.48
Total 94072:					1,441.48
94073					
07/15/2026	Element Engineering	568283	4-506020	Professional Fees	320.00
Total 94073:					320.00
94074					
07/15/2026	Great America Financial Svcs Cor	42421236	4-500402	Copier Lease and Equipment	180.16
Total 94074:					180.16
94075					
07/15/2026	Hess, Greg	GH-26-06	4-500359	Mileage Reimbursement	26.46
07/15/2026	Hess, Greg	GH-26-06	4-500500	Training and Education	109.76

Check Issue Date	Payee	Invoice Number	Invoice GL Account	Account Title	Check Amount
Total 94075:					136.22
94076					
07/15/2026	IMEG	22002079.00	4-506022	Professional Fees-GIS	180.00
Total 94076:					180.00
94077					
07/15/2026	Law of the Rockies	LOR-26-06	1-506030	Legal	3,550.20
Total 94077:					3,550.20
94078					
07/15/2026	Martinez, Diego	DM-26-06-29	4-500359	Mileage Reimbursement	68.44
07/15/2026	Martinez, Diego	DM-26-07	4-505027	Office / Cell Phones	40.00
Total 94078:					108.44
94079					
07/15/2026	Plante & Moran PLLC	10714782	1-506045	Accounting	7,850.00
Total 94079:					7,850.00
94080					
07/15/2026	PNC Bank National Assn	PNC-26-06	4-500500	Training and Education	40.00
07/15/2026	PNC Bank National Assn	PNC-26-06	4-500409	Software Maintenance	50.00
07/15/2026	PNC Bank National Assn	PNC-26-06	4-500460	Utility Billing	11.25
07/15/2026	PNC Bank National Assn	PNC-26-06	4-505027	Office / Cell Phones	190.23
07/15/2026	PNC Bank National Assn	PNC-26-06	4-500500	Training and Education	19.15
07/15/2026	PNC Bank National Assn	PNC-26-06	4-500401	Postage	100.00
07/15/2026	PNC Bank National Assn	PNC-26-06	4-503002	Repairs & Maint-Sewer(Gravity)	54.99
07/15/2026	PNC Bank National Assn	PNC-26-06	4-500250	Testing	108.63
07/15/2026	PNC Bank National Assn	PNC-26-06	4-505029	Trash and Recycling Services	148.63
07/15/2026	PNC Bank National Assn	PNC-26-06	4-505029	Trash and Recycling Services	174.97
07/15/2026	PNC Bank National Assn	PNC-26-06	4-500403	Office Supplies	65.98
07/15/2026	PNC Bank National Assn	PNC-26-06	4-505027	Office / Cell Phones	346.43
Total 94080:					1,310.26
94081					
07/15/2026	Poncha Lumber	81715	4-503002	Repairs & Maint-Sewer(Gravity)	428.88
Total 94081:					428.88
94082					
07/15/2026	Quill	49403672	4-500403	Office Supplies	553.96
Total 94082:					553.96
94083					
07/15/2026	Robinson, Shala	SR-26-06-17	4-503025	Repair & Maint-Office	50.00
07/15/2026	Robinson, Shala	SR-26-07-01	4-503025	Repair & Maint-Office	50.00
Total 94083:					100.00

Check Issue Date	Payee	Invoice Number	Invoice GL Account	Account Title	Check Amount
94084					
07/15/2026	UNCC	226061871	4-500530	Locates	7.00
Total 94084:					7.00
94085					
07/15/2026	US Fish and Wildlife Service	USFW-26-7	4-500100	Raw Water USFSWS	3,900.00
Total 94085:					3,900.00
94086					
07/15/2026	WSB Computer Services, Inc.	100606	4-500408	Computer Support	315.00
07/15/2026	WSB Computer Services, Inc.	100668	4-500408	Computer Support	260.00
Total 94086:					575.00
Grand Totals:					39,263.47

Baca Grande Water And Sanitation District

District Manager Report – July, 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
- Two year extension signed and complete
- Water rights valuation update

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
  - Waiting on YTD balance sheet
  - Still in process
- Draft 2025 and 2026 YTD financials were provided – application in process

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
- Electrical issues at MHE have been fixed, water will be tested the week of 5/18
  - Tests were sent to the lab in late May and early June
  - One set of samples was lost in the mail. Will have to resubmit.
- Bid Schedule
  - Advertisement – weeks of 7/6 & 7/13 - Posted
  - Plans and specs available 7/10 at 4pm
  - Pre-bid meeting onsite- 7/23
  - Last day to request interpretation of documents – 7/28
  - Last day to issues addendum – 7/31
  - Bid opening via Zoom – 8/6
  - Award bid at Board meeting - 8/19

Grants

- **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
  - Finalizing system set up and preparing for 2025 audit
- Audit begin on the week of 6/22 - costs increased by $1,500 to $13,475 + expenses, to allow for auditor to compile financial statements
  - All requests for additional information have been fulfilled
  - Researching different audit firms for future use
- Banking change 1st Bank is becoming PNC
- An account at Alamosa State Bank has been opened and the majority of funds have been transferred. Some funds remain at PNC to allow outstanding checks to clear. Final transfer will occur in August.
- **Banking** – Board approval to apply for three credit cards from The Independent Bankers Bank through Alamosa State Bank. The will be for Admin, Operations and District Manager, with limits of $5,000, $5,000 and $10,000, respectively.

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
    - Waters tests have been submitted to lab and will be sent to CDPHE. Once tests are approved the project will be advertised for bid.

- Wastewater Treatment Plant Improvements
    - Waiting on USDA review
    - USDA has requested financials but none are available due to the accounting changes

Leak Detection

Funding has been approved and a contractor has been chosen

- GPRS Inc. will be onsite for three weeks beginning 7/13

Staff is still reviewing options for leak detection.

Drought Conditions

Most of Saguache County is in an Extreme Drought Condition

The District in in a Severe Drought condition area

POA total usage is 27af - 24af at golf course and 3af in treated water irrigation. The rest of the District used 25af. Total of 50af used at golf course this season.

SECTION 000110 - ADVERTISEMENT FOR BIDS

BACA GRANDE WATER AND SANITATION DISTRICT
SAGUACHE COUNTY, COLORADO
WATER SYSTEM IMPROVEMENTS

General Notice

BACA GRANDE WATER AND SANITATION DISTRICT (Owner) is requesting Bids for the construction of the following Project:

Water System Improvements
0098.0011

Bids for the construction of the Project will be received at the **offices of Element Engineering, a Bowman Company** until **August 6, 2026,** at **2:00 p.m.** local time submitted **via email** to nick.marcotte@bowman.com**.** At that time the Bids received will be publicly opened and read via Zoom at the following link:

https://bowman.zoom.us/j/99513778608?pwd=SZdwbNbpbN6K5Jrk9ubrGJzRJ5Icfx.1

Meeting ID: 995 1377 8608

Password: 234941

One tap mobile

+13017158592,,99513778608# US (Washington DC)

+13052241968,,99513778608# US

Dial by your location

1 301 715 8592 US

The Project includes the following Work:

Rehabilitation of a groundwater water treatment plant including booster pump replacement, well pump replacement, tank rehabilitation, electrical and controls upgrades, yard piping, yard structures, erosion control, and surface rehabilitation, bulk fill station installation, and additional ground water treatment plant booster pump replacement.

The Bid Schedule is as follows:

Advertisement Published:	**Weeks of 7/6 and 7/13**
Plans and Specifications Available:	**July 10th at 4:00 PM**
Pre-Bid Meeting (At Project Site Well 18 and WTP):	**July 23rd at 10:00 AM**
Last Day to Request Interpretation of Documents:	**July 28th at 4:00 PM**
Last Day to Issue Addendum:	**July 31st at 4:00 PM**
Bid Opening via Zoom:	**August 6th at 2:00 PM**

Obtaining the Bidding Documents

Information and Bidding Documents for the Project can be found at the following designated website:

www.elementengineering.net

Bidding Documents may be downloaded from the designated website for a cost of **$50.00** Prospective Bidders are urged to register with the designated website as a plan holder, even if Bidding Documents are obtained from a plan room or source other than the designated website in either electronic or paper format. The designated website will be updated periodically with addenda, lists of registered plan holders, reports, and other information relevant to submitting a Bid for the Project. All official notifications, addenda, and other Bidding Documents will be offered only through the designated website. Neither Owner nor Engineer will be responsible for Bidding Documents, including addenda, if any, obtained from sources other than the designated website.

Pre-bid Conference

A non-mandatory pre-bid conference for the Project will be held on **July 23rd at 10:00 a.m.** at **the project location starting at the existing WTP/Well 18 area.** Attendance at the pre-bid conference is encouraged but not required.

Funding Requirements

This project is being funded in part by the Colorado State Revolving Fund (SRF) program.Bidders must comply with all applicable SRF requirements included in the Contract Documents. These requirements include, but are not limited to, Davis-Bacon prevailing wage rates, American Iron and Steel (AIS) requirements, Suspension and Debarment provisions, Equal Employment Opportunity (EEO) and Affirmative Action requirements, and the Occupational Safety and Health Act (OSHA).

This project is subject to the American Iron and Steel (AIS) requirements of the federal Clean Water Act. All iron and steel products used in the project must be produced in the United States unless a waiver is approved.

Bidders shall be responsible for reviewing and complying with all applicable SRF requirements contained in the Contract Documents.

Instructions to Bidders.

For all further requirements regarding bid submittal, qualifications, procedures, and contract award, refer to the Instructions to Bidders that are included in the Bidding Documents.

This Advertisement is issued by:

Owner: **Baca Grande Water and Sanitation District**
By: **Diego D. Martinez**
Title: **District Manager**
Date: **Week of July 6th and 13th**

Administrative Monthly Report

July 15th 2026

Board of Directors Meeting

UTILITY BILLING ACTIVITY FOR THE MONTH OF JUNE 2026

Customer Utility Billing		
Billing Category	Number of Accts	Amount Billed
Usage Customers Billed - SEWER	859	$47,534
Usage Customers Billed - WATER	882	$69,591
ON/OFF Service	5	$150.00
LATE FEE	46	$920.00
TRANSFER	11	$3,850
CONSOLIDATIONS	4	$5,000
NSF	2	$60.00
Water & Sewer Hook UP	5	$13,374

JUNE - XPRESS BILL PAY TRANSACTION AND CHARGES ACTIVITY

Product / Service Description	Qty	Unit Price	Line Total
EFT Web Transactions	351	$0.74	$259.74
EFT Return Basic	0	$7.00	$0.00
EFT Return Intermediate	1	$14.00	$14.00
Credit/Debit Card Web Transactions	595	$0.74	$440.30
Online Banking - Bank Bill Pay Transactions	23	$0.25	$5.75
Lock Box Service Transactions	217	$0.74	$160.58
Toll Free IVR Transactions	28	$1.25	$35.00
Maintenance & Support	1	$100.00	$100.00

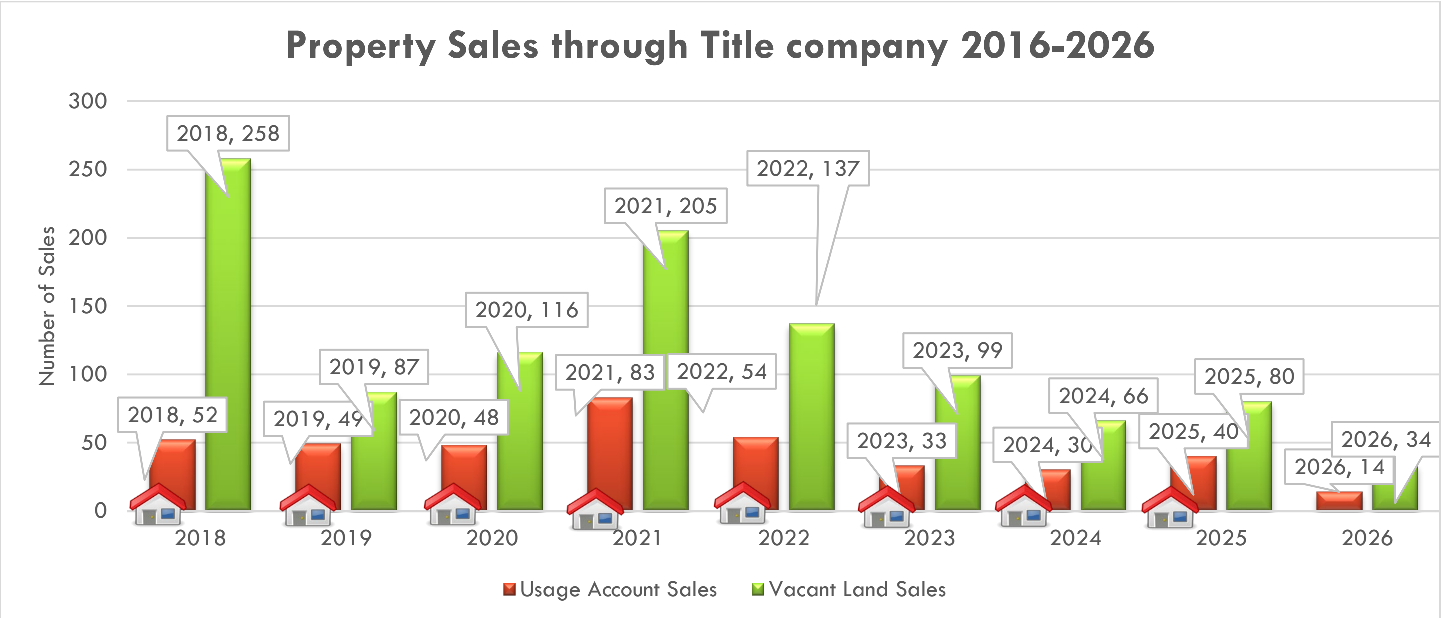
Town of Crestone Sewer Billing - 2026

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	$5,006.25-4/30/2026
April	370,916	3,398,703.31	$3,398.70	75	2325	$2,685.38	$6,084.08	$6,084.08-05/31/2026
May	344,106	3,153,043.28	$3,153.04	66	1782	$2058.21	$5,211.25	$5,211.25-06/30/2026
June	551,273	5,051,314.50	$5,051.31	44	1496	$1,727.88		$6,779.19-07/31/2026
July								
August								
September								
October								
November								
December								
2026 Totals	2,412,159		$22,102.61	320	9593	$11,075.92	**$31,714.74,**	

<u>2026 RATE – Effective January 1st:</u>

$9.163 - per 1,000 gallons of flow
$1.155 per pound of Biochemical Oxygen Demand (BOD)

June – 2026 - Property Sales: 4 – Homes 4- Lots



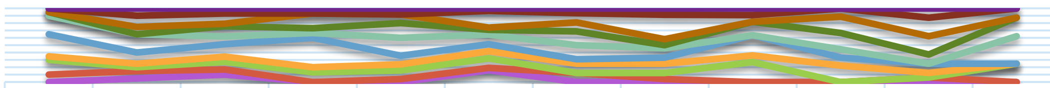
June - 2026– Other Sales Statistic Including Name Changes Only

Type	Vacant Lot	House	Total Charges
Quit Claim Deed	2	1	$700.00
Treasurer Deed	1		$350.00
Special Warranty Deed	6		$0.00
TOTAL			**Total: $950.00**

2017- 2026- Water and Sewer Hook up Applications

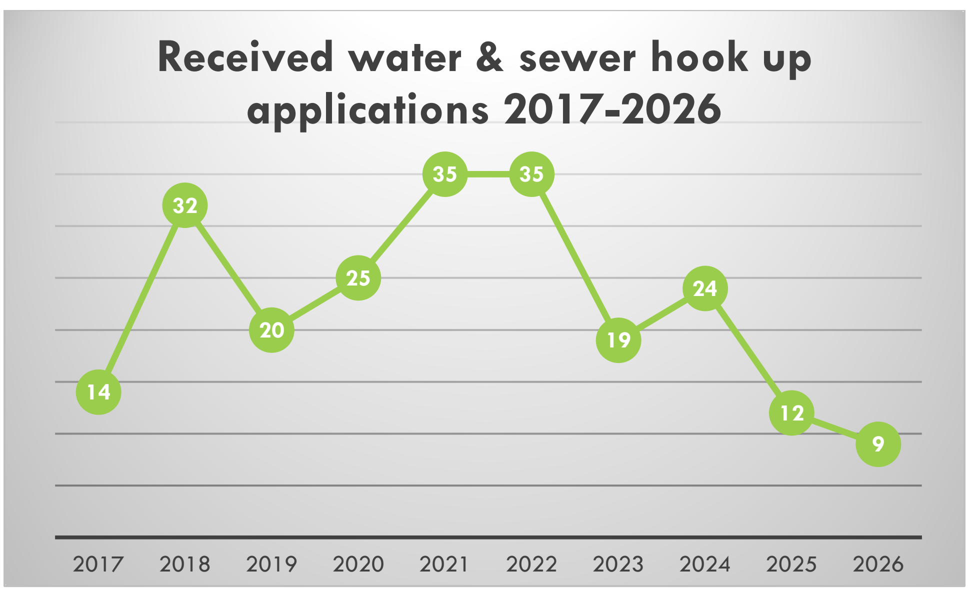
5 - Application (s) received in June, 9 –Total application (s) received in 2026

Water-Sewer Hookups 2016-2026



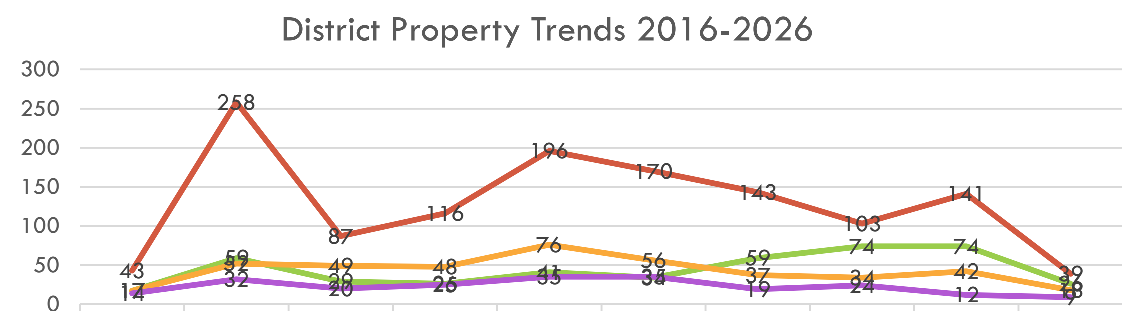
	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
2017= 14 applications	0	2	2	1	2	1	1	2	1	0	2	0
2018= 32 applications	1	3	4	0	0	7	2	8	1	1	4	1
2019 = 20 applications	0	2	1	3	3	1	2	2	0	2	4	0
2020=25 applications	1	0	4	1	5	2	3	1	2	2	2	2
2021=35 applications	5	5	3	1	6	4	3	3	0	1	0	3
2022=35 applications	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= 9 applications	0	1	3	0	0	5						

2026= 9 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



2026 – 3 CONNECTED HOOK UP'S

CHALET I	CHALET II	CHALET III	MHE	GRANTS
LOT 1021				LOT 1511 (INLUDED IN THE DISTRICT)
LOT 926				



	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026
Consolidations Approved	17	59	29	26	41	34	59	74	74	26
Usage Account Sales	17	52	49	48	76	56	37	34	42	18
Vacant Land Sales	43	258	87	116	196	170	143	103	141	39
W/S Hookup Applications	14	32	20	25	35	35	19	24	12	9

Consolidations Approved — Usage Account Sales — Vacant Land Sales — W/S Hookup Applications

ADMINISTRATIVE UPDATES

Delinquent Accounts / Shut-Offs

- Two water shut-offs occurred during the month of July.
- There are currently five (5) active payment plans.
- Staff continue to increase communication and outreach regarding available payment plan options.

Certification process

- Pre certification process started
- Draft certification documents have been prepared.
- Data verification is currently underway.
- 1 Draft completed

Xpress Bill Pay

- Caselle has announced the discontinuation of its integration with Xpress Bill Pay. No immediate changes are expected, and the transition will occur gradually.
- Caselle offers the Caselle Citizen Portal, an integrated platform for billing, payments, and customer services.
- Staff attended informational webinars presented by Xpress Bill Pay and Caselle to review available options.
- Staff attended Springbrook ERP platform demo.

- Staff also attended demo of the Caselle Citizen Portal.
- XBP is committed to provide its service without integration with Caselle. A meeting is scheduled to perform a few payment processing adjustment in Caselle, at no cost to the District.

Special District Association (SDA)

- Regional Workshop scheduled for June 23 in Buena Vista.
- Greg Hess is registered to attend.

Website

- A new page created about drought.

Consolidations

- 11 consolidation requests received in 2026 involving 35 lots.

Availability of Service (AOS)

- AOS – Billing Due date – 06/30/2026
- Reminders emailed.
- Grace period until 7/15/2026

Baca Grande Water and Sanitation District

Monthly Operations Report

July 15th , 2026

Repair Camino Baca Grande

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 equipment failures or vehicle failures to report**

- **Accidents**
  - No accidents to report.

Operations Updates

- **Leaks to report**
    - One leak on Camino Baca Grande
- **Aspen WWTF**
    - The WWTF is operating inside permit limits
- **GPRS Leak Detection**
    - Gprs is Starting this month and will be around for approximately 3 weeks going over the system for leaks.

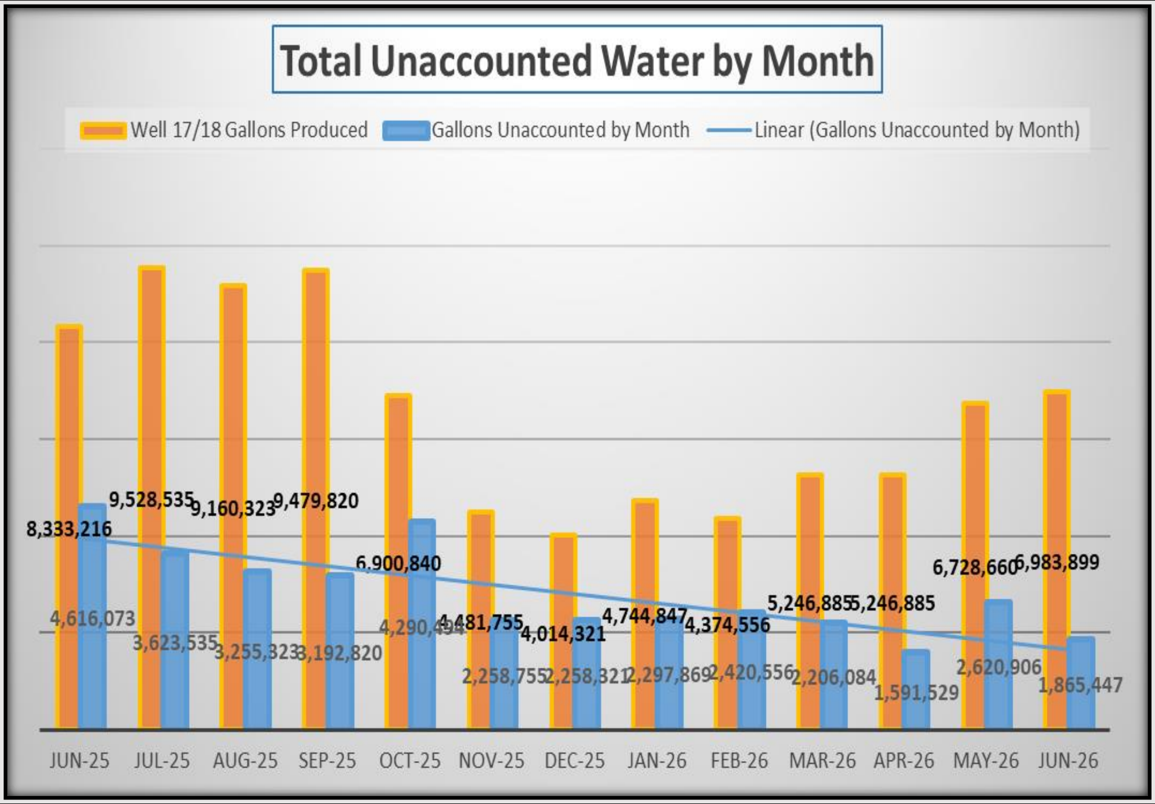
- **Projects**

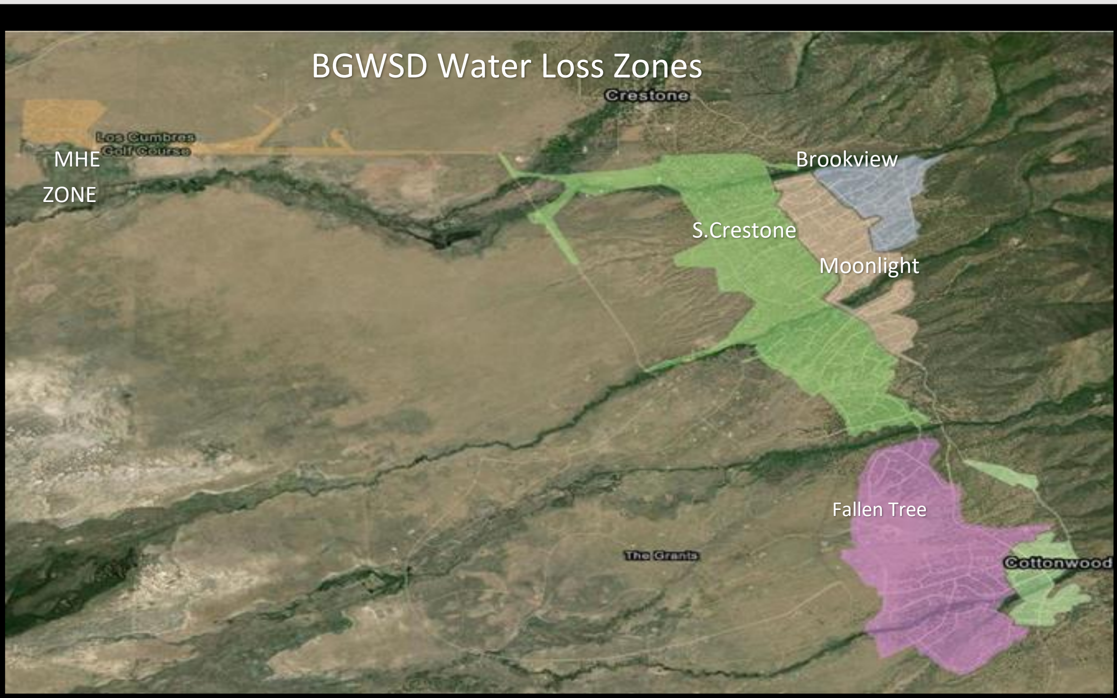
  Summer Project List

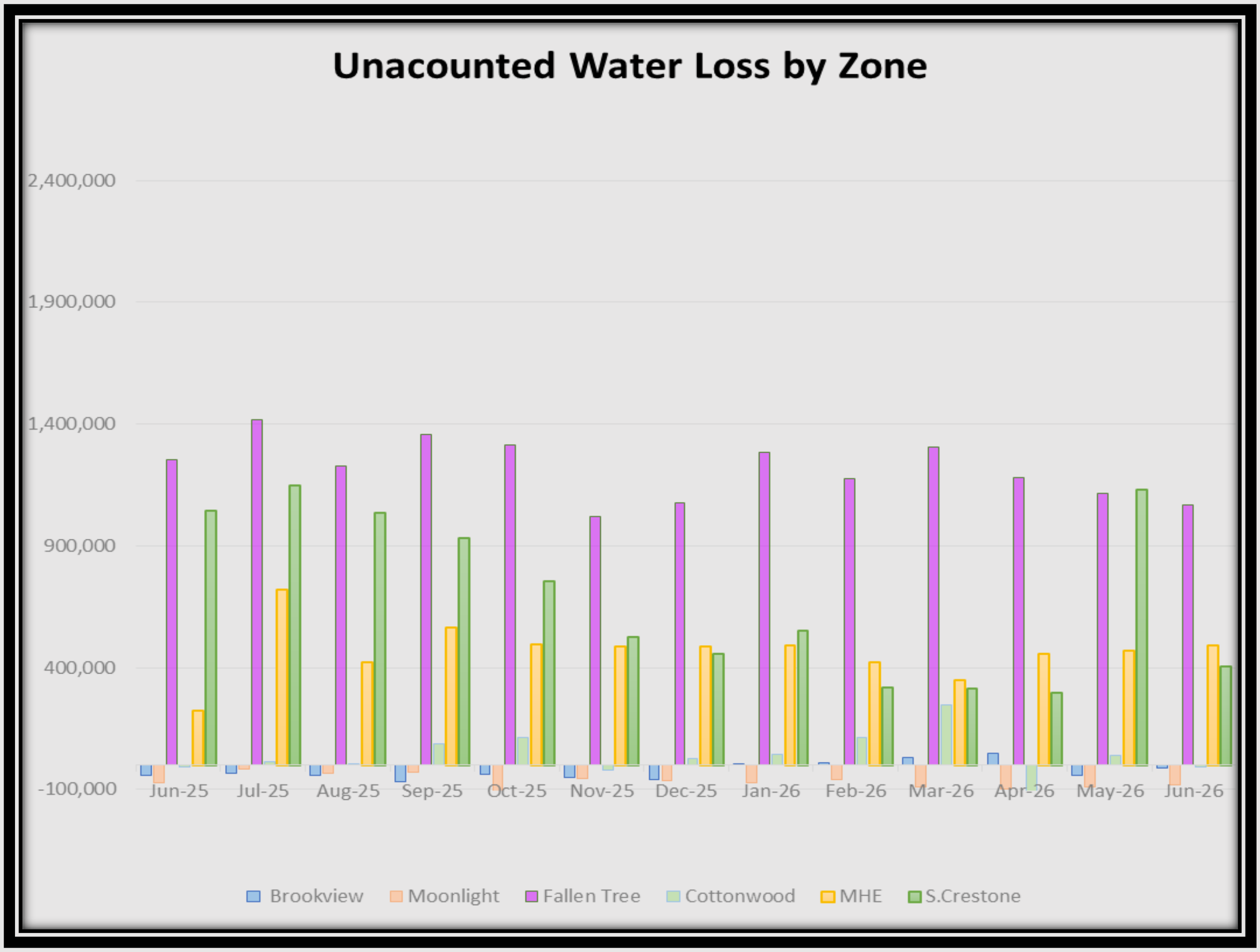
    - Fire Hydrant Maintenance (Almost completed for the season)
    - Valve Maintenance (In Process)
    - Collection system cleaning (In Process)
    - Collection system inspections (In Process)
    - Grounds Maintenance and weed control (In Process)
    - Dig list (A variety of excavation projects)
    - Leak Detection (on going)

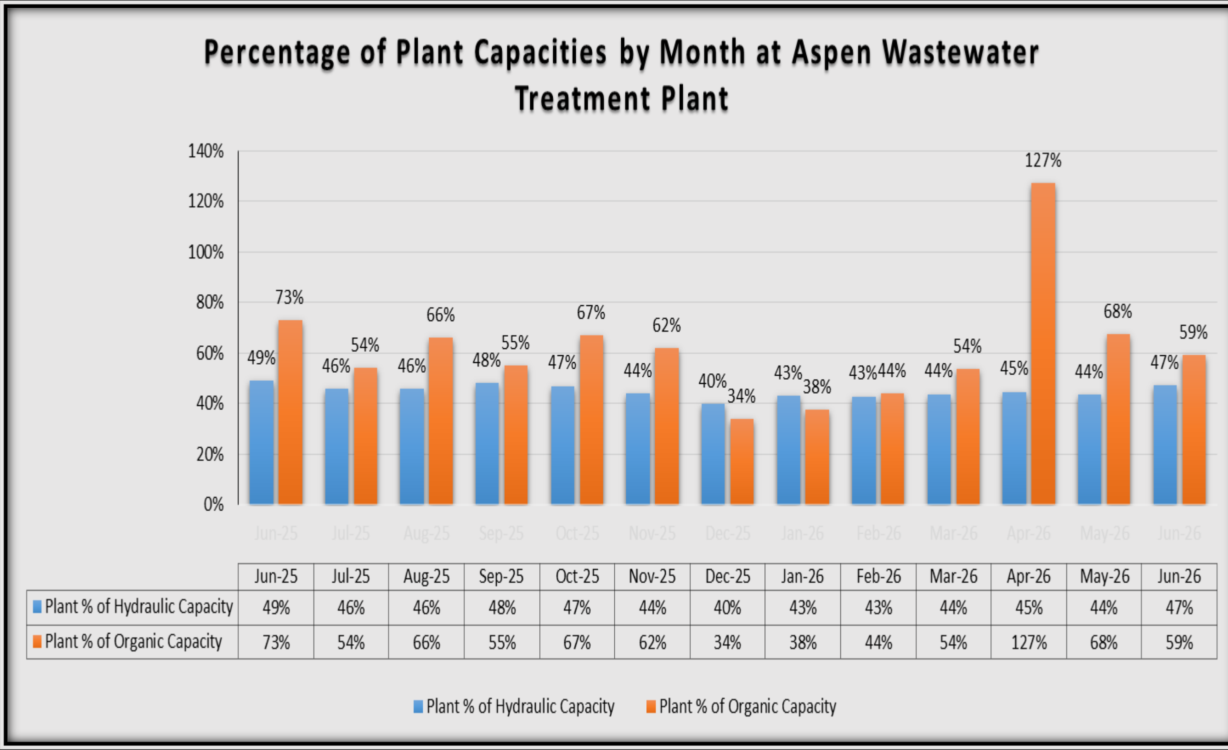
- **Unaccounted Water**
    - Wells 17 and 18 produced 6.819,005 gallons of water in the month of June.
    - The District sold its customers 4,367,000 gallons of water in the month of June, leaving 1,865,447 gallons unaccounted for.
    - 27% of the water produced is unaccounted for in the month of June.

- **Aspen WWTP and Town of Crestone Loading**
    - Aspen WWTP averaged 47% of hydraulic loading capacity in the month of May, the Town of Crestone contributed an average of 21% of the treatment plants hydraulic load.
    - Aspen WWTP averaged 59% of organic loading capacity in the month of May. The Town of Crestone contributed an average of 28% of the treatment plants organic load.

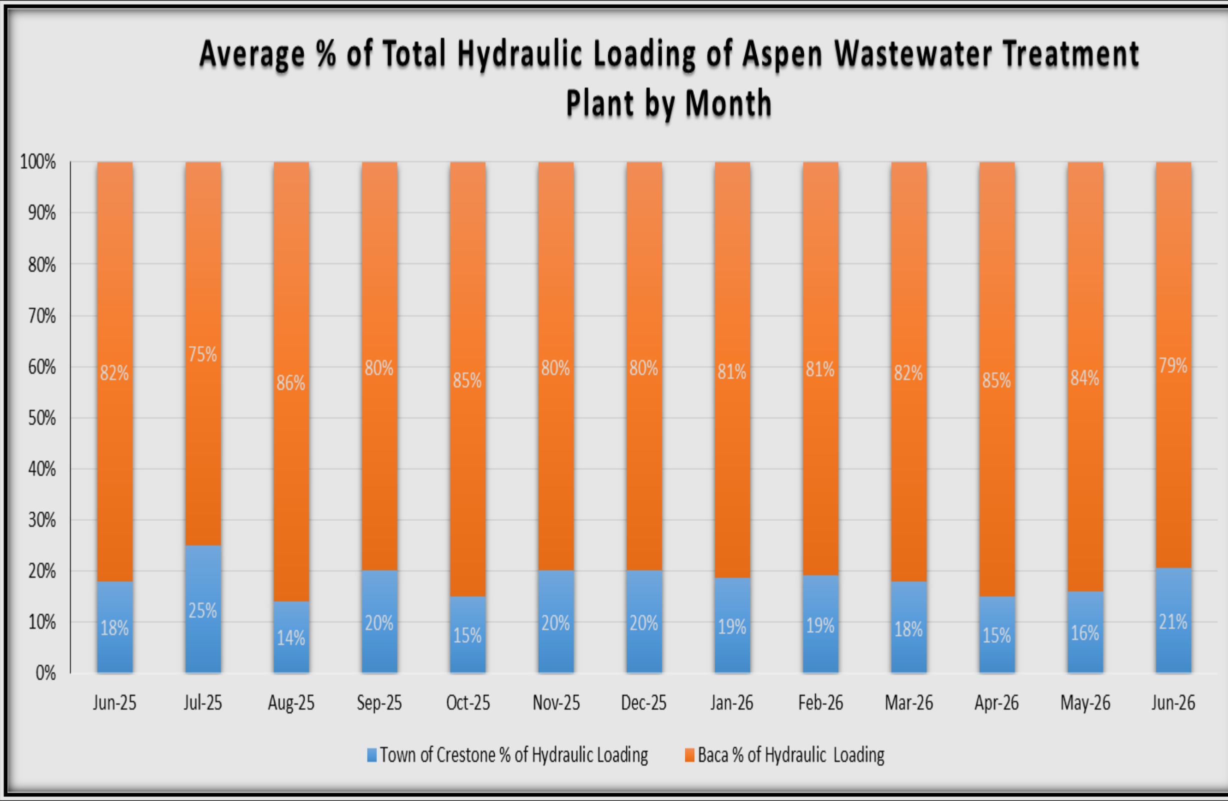

Total Unaccounted Water by Month
Well 17/18 Gallons Produced
Gallons Unaccounted by Month
Linear (Gallons Unaccounted by Month)
8,333,216
9,528,535
9,160,323
9,479,820
6.900,840
4,481,755
4,014,321
4,744,847
4,374,556
5,246,885
5,246,885
6,728,660
6,983,899
4,616,073
3,623,535
3,255,323
3,192,820
4,290,434
2,258,755
2,258,321
2,297,869
2,420,556
2,206,084
1,591,529
2,620,906
1,865,447
JUN-25
JUL-25
AUG-25
SEP-25
OCT-25
NOV-25
DEC-25
JAN-26
FEB-26
MAR-26
APR-26
MAY-26
JUN-26

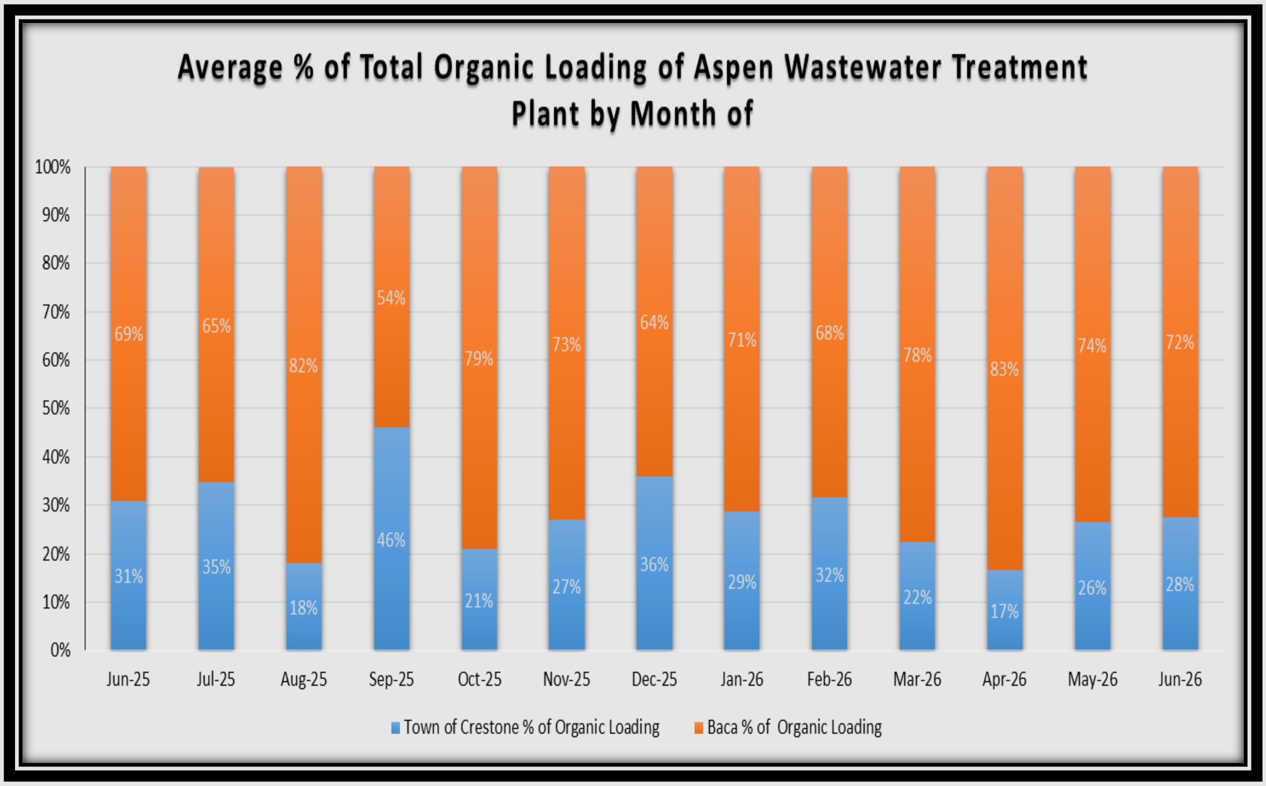

BGWSD Water Loss Zones
Crestone
Los Cumbres Golf Course
MHE
ZONE
Brookview
S.Crestone
Moonlight
Fallen Tree
The Grants
Cottonwood


Unacounted Water Loss by Zone
2,400,000
1,900,000
1,400,000
900,000
400,000
-100,000
Jun-25
Jul-25
Aug-25
Sep-25
Oct-25
Nov-25
Dec-25
Jan-26
Feb-26
Mar-26
Apr-26
May-26
Jun-26
Brookview
Moonlight
Fallen Tree
Cottonwood
MHE
S.Crestone



	Jun-25	Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26
Plant % of Hydraulic Capacity	49%	46%	46%	48%	47%	44%	40%	43%	43%	44%	45%	44%	47%
Plant % of Organic Capacity	73%	54%	66%	55%	67%	62%	34%	38%	44%	54%	127%	68%	59%





Average % of Total Organic Loading of Aspen Wastewater Treatment Plant by Month of
100%
90%
80%
70%
60%
50%
40%
30%
20%
10%
0%
69%
65%
82%
54%
79%
73%
64%
71%
68%
78%
83%
74%
72%
31%
35%
18%
46%
21%
27%
36%
29%
32%
22%
17%
26%
28%
Jun-25
Jul-25
Aug-25
Sep-25
Oct-25
Nov-25
Dec-25
Jan-26
Feb-26
Mar-26
Apr-26
May-26
Jun-26
Town of Crestone % of Organic Loading
Baca % of Organic Loading