

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> |
|----------------------------|---------------------|-------------------------|
| Vicki Matthews | President | 2014/May 2014 |
| Martin Macaulay | Vice President | 2014/May 2014 |
| Cindy Reinhardt | Treasurer | 2016/May 2016 |
| Kyle Grote | Secretary | 2016/May 2016 |
| Parvin J. Johnson, Sr. | Assistant Secretary | 2016/May 2016 |

DATE: December 14, 2012
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.

- Approval of Minutes from the November 16, 2012 Regular Meeting (enclosure).
 - Ratify the approval of the payment of claims for the period ending November 16, 2012 totaling \$92,106.04.
 - Approval of the payment of claims for period ending December 14, 2012 totaling \$_____ (to be distributed at the meeting).
 - Acceptance of financial statements for the period ending November 30, 2012 and current schedule of cash position (to be distributed under separate cover).
 - Operations Report (enclosure).
 - Engineer's Report (enclosure).
 - Approval of revised job descriptions (enclosure).
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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. OPERATIONS

A. Discuss status of Corrosion Control Study.

IV. CAPITAL IMPROVEMENTS

A. _____

V. FINANCIAL MATTERS

A. Discuss status of grant funding applications and research.

B. Discuss request for Payment in Lieu of Taxes for Shumei Institute (enclosure).

VI. LEGAL MATTERS

A. Review and consider approval of Rules and Regulations (distributed under separate cover).

B. Review and consider adopting Resolution No. 2012-12-__ Regarding Late Charges and Interest and Collection Procedures (to be distributed at the meeting)

C. Review and consider adopting Resolution No. 2012-12-__ Regarding District Public Records Policy (enclosure).

D. Review and consider approval of the proposal from Stapleton Ireland to conduct an employee training (enclosure).

E. Discuss status of re-assessment of properties within the District by Saguache County Assessor.

F. Review and consider approval of the First Amendment to the Agreement Regarding Conveyance of Easements between the District and Briseis Corporation (enclosure).

VII. EXECUTIVE SESSION MATTERS (§24-6-402(4) (b) (e) and (f), C.R.S.) (TO BE DISCUSSED AT APPROXIMATELY 12:00 NOON OVER THE LUNCH PERIOD IF NECESSARY)

A. Water Matters.

B. Personnel Matters.

C. Brown and Caldwell construction design matters.

VIII. OTHER BUSINESS

A. Discuss Article for January 2013 publication in the Crestone Eagle.

B. _____

IX. ADJOURNMENT

**THE NEXT REGULAR MEETING IS SCHEDULED FOR
JANUARY 18, 2013.**