

# 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: January 18, 2013  
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 December 14, 2012 Regular Meeting (enclosure).
- Approval of the payment of claims for period ending January 18, 2013 totaling \$ \_\_\_\_\_ (to be distributed at the meeting).
- Acceptance of financial statements for the period ending December 31, 2012 and current schedule of cash position (enclosures).
- Approval of First Addendum to Independent Contractor Agreement with Arkansas Valley Surveyors for Surveying Services for Ireland Property Road Access and Waterline Resurvey Project (enclosure).
- Ratify First Addendum to the Independent Contractor Agreement between the District and Craig Electric, LLC for Phase Monitoring Services for Water Pump Stations and Wastewater Lift Stations (enclosure).

- Acknowledgement and approval of Assignment of Agreement for On-Going Services from McLaughlin Water Engineers to Merrick & Company (enclosure).
  - Operations Report (to be distributed at the meeting).
  - Engineer's Report (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.

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IV. CAPITAL IMPROVEMENTS

A. Review and consider ratifying approval of First Amendment to Independent Contractor Agreement between the District and Timber Line Electric & Control Corporation for Software Additions and Telemetry Reprogramming Services (enclosure).

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V. FINANCIAL MATTERS

A. Review and discuss draft letter to Shumei Institute regarding request for payment in lieu of taxes (to be distributed at the meeting).

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VI. LEGAL MATTERS

A. Review and consider approval of reissued Employee Manual (to be distributed under separate cover).

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

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

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  - D. Review and consider approval of the License Agreement between the District and the United States Forest Service for Parking at the Cottonwood Creek trailhead (enclosure).

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- 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.

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  - B. Personnel Matters.

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- VIII. OTHER BUSINESS
- A. Discuss Article and February 2013 publication in the Crestone Eagle.

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  - B. 

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- IX. ADJOURNMENT     **THE NEXT REGULAR MEETING IS SCHEDULED FOR FEBRUARY 15, 2013.**
- X. BOARD RETREAT     **THE BOARD RETREAT AND STUDY SESSION IS SCHEDULED FOR FEBRUARY 15, 2013 AT APPROXIMATELY 1:00 P.M. AT THE DISTRICT OFFICE.**