

# 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>
Cindy Reinhardt	President	2016/May 2016
Martin Macaulay	Vice President	2018/May 2018
Michael Scully	Treasurer	2018/May 2018
Kyle Grote	Secretary	2016/May 2016
Judy DeLuca	Assistant Secretary	2016/May 2016

DATE: September 19, 2014  
TIME: 8:00 A.M.  
PLACE: BGW&SD Shop  
57 Baca Grant Way South  
Crestone, Colorado 81131

### I. NEW BOARD MEMBER ORIENTATION

### II. 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.

- Approve Minutes from the August 15, 2014 regular meeting (enclosure - 002).
- Review and accept unaudited financial statements for the period ending August 31, 2014, current schedule of cash position and cash flow projection through August, 2015 (enclosures - 003).
- Ratify approval of the Independent Contractor Agreement with Mountain Engineering & Testing, Inc. for 2014 Distribution System Improvements Project Construction Materials Testing Services (enclosure - 004).
- Consider approval of a proposal from Extreme Graphics for truck logos and office door signs (enclosure - 005).

- Consider termination of the Independent Contractor Agreement with Arkansas Valley Surveying for surveying services related to the Alpine Overlook Sewer Main Replacement Project (enclosure - 006).
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D. Board and Staff Reports

- District Manager's Report (enclosure - 007)
  - General Manager's Report (enclosure - 008)
  - Operations Report (enclosure - 009)
  - Administrative Report (enclosure - 010)
  - Engineer's Report (enclosure - 011)
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- E. Consider termination of Independent Contractor Agreement with TST Inc. of Denver for Development Review Engineering Services (enclosures - 012).
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- F. Consider approval of Independent Contractor Agreements with Lamp Rynearson & Associates, dba TZA Water Engineers for Public Water System Facilities Support Engineering Services and Domestic Wastewater Treatment Works Facilities Engineering Support Services (enclosures - 013).
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III. 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. \_\_\_\_\_

IV. OFFICE ADMINISTRATION

A. Discuss administrative follow-ups.

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V. OPERATIONS

A. Discuss operational follow-ups.

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- B. Review report related to Well 18 Pump Station VFD/Pump/Motor failure (enclosure - 014).
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VI. CAPITAL IMPROVEMENTS

- A. Review Capital Funding Sources and Uses (to be distributed at meeting).
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- B. Status of 2014 Water Distribution System Improvements Project.
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- C. Discuss Preliminary Engineering Report related to the Flow Equalization Basin.
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- D. Status of Alpine Overlook Sewer Main Replacement Project (enclosure - 015).
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- E. Ratify approval of an Independent Contractor Agreement for Meter Replacement Project and MXU Upgrades (enclosure – bid summary - 016).
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- F. Ratify approval of a variance to the Rules and Regulations received from Ms. Sarah Grimes related to the installation of a new sewer service line at her property.
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VII. FINANCIAL MATTERS

- A. Review and approve the check register for the period ending September 19, 2014, as follows (to be distributed):

General Fund:	\$
Capital Projects Fund:	\$
Enterprise Fund:	\$
<b>Total:</b>	\$ <u>                    </u>

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- B. Review financial summary (enclosure - 017).
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- C. Update on budget committee meetings.
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- D. Consider adoption of Resolution No. 2014-09-01 Certifying Delinquent Water and Sewer Fees to Saguache County Treasurer for Collection (enclosure – 018 - Exhibit to Resolution to be distributed at the meeting)  
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- E. Discuss customer request regarding financial assistance to low income customers to pay their monthly water and sewer bill.  
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VIII. LEGAL MATTERS

- A. \_\_\_\_\_

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

- A. Water Matters.  
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- B. Personnel Matters.  
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X. OTHER BUSINESS

- A. SDA Conference – summary from Board and Staff  
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- B. Discuss meeting time and location for Board Retreat.  
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- C. Discuss cancelling October 17, 2014 regular meeting.  
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XI. ADJOURNMENT **THE NEXT SPECIAL MEETING/BOARD RETREAT IS SCHEDULED FOR OCTOBER 8, 2014.**