

RECORD OF PROCEEDINGS
MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE
BACA GRANDE WATER AND SANITATION DISTRICT
HELD
NOVEMBER 18, 2016

A Regular Meeting of the Board of Directors (referred to hereafter as “Board”) of the Baca Grande Water and Sanitation District (referred to hereafter as “District”) was held on Friday, the 18th day of November, 2016, at 9:00 a.m. at the offices of the District, BGWSD Shop, 57 Baca Grant Way South, Crestone, Colorado. The meeting was open to the public.

ATTENDANCE

Directors In Attendance:

Michael Scully
Lynn Drake
Matthew Ghourdjian
Martin Macaulay

Also In Attendance Were:

Lisa A. Johnson and Scott Lamer (for a portion of the meeting);
Special District Management Services, Inc. (via speakerphone)

Jacob With & Marcus Law; Law of the Rockies (via speakerphone)

JoAnn Slivka; Administrative Services Manager

Justin DeBon; Operations Manager

See list for other attendees

DISCLOSURE OF POTENTIAL CONFLICTS OF INTEREST

Attorney With discussed with the Board the requirements pursuant to Colorado law to disclose any potential conflicts of interest or potential breaches of fiduciary duty to the Board of Directors and to the Secretary of State. Attorney With noted that conflicts were filed for applicable Directors at least 72-hours prior to the meeting. President Scully noted that a quorum was present and requested members of the Board to disclose any potential conflicts of interest with regard to any matters scheduled for discussion at this meeting.

ADMINISTRATIVE MATTERS

Agenda: President Scully reviewed the proposed Agenda for the District’s Regular Meeting with the Board

Following discussion, upon motion duly made
by Director Ghourdjian,
seconded by Director Macaulay,
and, upon vote, unanimously carried, **the Agenda was Approved.**

Consent Agenda: The Board considered the following actions:

- Approve the Minutes from the October 21, 2016 regular meeting
- Approve the October 21, 2016 Financial Statements and Schedule of Cash Position

Following discussion, upon motion duly made
by President Scully,
seconded by Director Drake,
and, upon vote, unanimously carried **the Consent Agenda was Approved.**

Board and Staff Reports: The Board reviewed and discussed the staff reports which are attached hereto and incorporated herein by this reference.

Operations Manager's Report

AQUA FLOW: Mr. DeBon responded to questions from Director Drake regarding the Aqua Flow system and associated costs. Following discussion, Mr. DeBon was directed to investigate details of the Aqua Flow system such as costs, set up time, etc.

STORAGE TANK QUOTES: Mr. DeBon has received a number of quotes but is still waiting on a quote from M&M.

Administrative Report

TOWN of CRESTONE: Discussion regarding causes of the higher flow and billing for the month. Operations staff will re-read the meter, clean it out then get another reading. District Staff will notify Crestone Town staff the matter is being investigated and will report our findings to them.

FINANCIAL MATTERS

Public Hearing To Adopt The 2017 Budget And Associated Resolutions

President Scully opened the public hearing to consider the proposed 2017 Budget and discuss related issues. Publication of Notice stating that the Board would consider adoption of the 2017 Budget and the date, time and place of the public hearing was made in a newspaper having general circulation within the District. No written objections were received prior to this public hearing. Public members of the audience included Lisa Cyriacks and Robert Salmi.

Ms. Johnson presented and the Board discussed the proposed 2017 Budget and 2016 expenditures. Lisa Cyriacks expressed interest regarding any increase to the rates or the mill levy. Although the preliminary Assessed Valuation report is again lower this year, there will not be an increase in fees and the Mill Levy will stay the same.

Ms. Cyriacks had a question on the Reserve Fund. She would like to see the Board continue to monitor and solidify the details of the Reserve Fund. She further commented on the fact that the District is in good shape and she agreed that to continue to upgrade and maintain our assets is a good way to go.

Following discussion and no additional public comments being received the public hearing was closed.

Following discussion, upon motion duly made by Director Macaulay seconded by Director Ghourdjian and, upon vote, unanimously carried, to Adopt the 2017 Budget, and Set the Mill Levy per Resolutions 2016-11-01 and 2016-11-02 was Approved. As discussed, the mill levy will remain at 54.000 mills (37.000 mills in the General Fund and 17.000 mills in the Debt Service Fund), and execution of the Certification of Budget and Certification of Mill Levies was authorized, subject to receipt of final Certification of Assessed Valuation from the County on or before December 10, 2016.

November 18, 2016 Check Register

The Board considered approval of the check register through the period ending November 18, 2016, as follows:

General Fund	\$ 9828.82
Debt Service Fund	\$ - 0 -
Capital Projects Fund	\$ 5850.10
Enterprise Fund	\$ 32,404.90
Total Claims:	\$ 48,083.82

Following discussion, upon motion duly made
by Director Drake,
seconded by Director Ghourdjian,
and, upon vote, unanimously carried to Accept the Financial Statements.

APPOINTMENT OF DIRECTOR

The Board received letters of interest from Lisa Cyriacks and Robert Salmi for the vacant position. Both candidates addressed the board. Mr. Salmi is new to Crestone, he explained that he has no political affiliations. He will be retiring in January; he needs to stay occupied and would like to give back to the community. He started in the water and wastewater industry in the '70's. The Clean Water Bill put him through school; he has always been interested in water. His efforts over the past few years went into GIS systems and keeping track of the infrastructure and electronic meter systems. He's been involved with the water and wastewater systems in many ways through the years.

Lisa Cyriacks has served on the District Board of Directors in the past and has been active with the District since 2003. She continues to be involved because she is interested in keeping the District solvent and healthy. She expressed interest in being part of the transition the District is currently going through by sharing her knowledge and background in accounting and government.

Following discussion, upon motion duly made
by Director Ghourdjian
seconded by Director Macaulay
and, upon vote, unanimously carried, Mr. Robert Salmi was appointed to the fill the vacant seat on the Board of Directors.

PUBLIC COMMENT

Lisa Cyriacks, resident, gave a brief summary of the meeting between the Library District, along with other entities and the County Assessor. Most attendees were questioning the latest tax valuation and the process used by the Assessor's office.

OFFICE ADMINISTRATION

Administrative Follow-Ups: There was nothing new to report.

OPERATIONS

Operational Follow-Ups: There was nothing new to report

OTHER BUSINESS

The Board agreed to the following Holiday Work Schedule-

The District office will be closed December 23 and 26, 2016 for Christmas and December 30, 2016 and January 2, 2017 for the New Year holiday.

EXECUTIVE SESSION

Pursuant to Sections 24-6-402(4)(b) and (f), C.R.S., upon motion duly made by Director Macaulay Scully, seconded by Director Macaulay and, upon an affirmative vote of at least two-thirds of the quorum present, the Board convened in executive session at 11:41 a.m. for the purpose of discussing personnel matters, as authorized by Sections 24-6-402(4)(b) and (f), C.R.S..

The Board reconvened in regular session at 12:35 p.m.

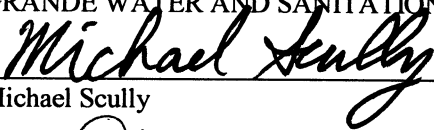
ADJOURNMENT

There being no further business to come before the Board at this time, upon motion duly made, seconded, and upon vote, unanimously carried the meeting was adjourned.


Respectfully submitted,

By  _____
Secretary for the Meeting

THESE MINUTES ARE APPROVED AS THE OFFICIAL NOVEMBER 18,2016 MINUTES OF THE BACA GRANDE WATER AND SANITATION DISTRICT BY THE BOARD OF DIRECTORS SIGNING BELOW:



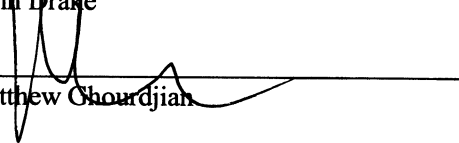
Michael Scully



Martin Macaulay



Lynn Drake



Matthew Chourdjian

**Attorney Statement
Regarding Privileged Attorney-Client Communication**

Pursuant to §24-6-402(4)(b) and (f), C.R.S., I attest that, in my capacity as the attorney representing the Baca Grande Water and Sanitation District, I attended the executive sessions on November 18, 2016, for the sole purpose of providing legal advice§24-6-402(4)(b), C.R.S. I further attest that it is my opinion that a portion of the executive sessions discussion constituted attorney-client privileged communication as provided by §24-6-402(4)(b), C.R.S., and, based on that opinion, no further record, written or electronic, was kept or required by be kept pursuant to §24-6-402(2)(d.5)(II)(B), C.R.S.



Marcus J. Lock
General Counsel
Baca Grande Water and Sanitation District

BACA GRANDE WATER AND SANITATION DISTRICT

Post Office Box 520 - 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>
Michael Scully	President	2020/May 2020
Martin Macaulay	Vice President	2018/May 2018
Lynn Drake	Secretary	2020/May 2020
Matthew Ghourdjian	Treasurer	2020/May 2020
Vacant	Assistant Secretary	2018/May 2018

DATE: November 18, 2016
TIME: 9:00 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.

003- Approve Minutes from the October 21, 2016 regular meeting

004- Review and accept unaudited financial statements for the period ending October 31, 2016, and current schedule of cash position

D. Board and Staff Reports

005- Operations Manager Report

006- Operations Report

007- Administrative Report

008- Engineer's Report

E. Status of sub-committee discussions regarding transition of management, accounting and legal services.

- F. Report on the Negotiations with the Town of Crestone Related to an Amended and Restated Intergovernmental Agreement for sewer service.
-

II. FINANCIAL MATTERS

- A. **009-** Check Register: Review and consider approval of the check register for the period ending November 18, 2016, as follows:

General Fund:	\$	9828.82
Debt Service Fund	\$	-0-
Capital Projects Fund:	\$	5850.10
Enterprise Fund:	\$	32,404.90
Total:	\$	48,083.82

- B. Financial Summary
-

- C. **010- 012 9:30 A.M.** Conduct Public Hearing on the proposed 2017 Budget and consider adoption of Resolutions to Adopt the 2017 Budget and Appropriate Sums of Money and Set Mill Levies (for General Fund _____, Debt Service Fund _____ and Other Fund(s) _____ for a total mill levy of _____)

- D. Comments limited to three minutes per person and taken in the order as listed on the sign-in sheet.
-

- E. **013-** Interview Board Member Vacancy Candidates
-

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).

IV. OFFICE ADMINISTRATION

- A. Discuss administrative follow-ups
-

V. OPERATIONS

- A. Discuss operational follow-ups
-

VI. CAPITAL IMPROVEMENTS

- A. [014](#)- Review Capital Funding Sources and Uses
-

- B. Status of Flow Equalization Basin Project
-

VII. LEGAL MATTERS

Discuss and consider Viaero Wireless Proposal (possible executive session pursuant to C.R.S. § 24-6-402(4)(a), (b), and (e)(I))

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

- A. Water Matters.
-

- B. Personnel Matters.
-

IX. OTHER BUSINESS

- A. Holiday Work Schedule

The District office will be closed December 23 and 26, 2016 for Christmas and December 30, 2016 and January 2, 2017 for the New Year holiday.

- B. Holiday Party
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X. ADJOURNMENT **THE NEXT REGULAR MEETING IS SCHEDULED FOR DECEMBER 9, 2016**

**RECORD OF PROCEEDINGS
MINUTES OF A REGULAR MEETING OF
THE BOARD OF DIRECTORS OF THE
BACA GRANDE WATER AND SANITATION DISTRICT
HELD
OCTOBER 21, 2016**

A Regular Meeting of the Board of Directors (referred to hereafter as “Board”) of the Baca Grande Water and Sanitation District (referred to hereafter as “District”) was held on Friday, the 21st day of October, 2016, at 9:00 A.M. at the offices of the District, BGWSD Shop, 57 Baca Grant Way South, Crestone, Colorado. The meeting was open to the public.

ATTENDANCE

Directors In Attendance:

Michael Scully
Lynn Drake
Matthew Ghourdjian

Absent:

Martin Macaulay

Also In Attendance Were:

Lisa A. Johnson and Scott Lamer (for a portion of the meeting);
Special District Management Services, Inc. (via speakerphone)

Zachary P. White, Esq.; White Bear Ankele Tanaka & Waldron, (via speakerphone)

Marcus Law; Law of the Rockies (via speakerphone)

JoAnn Slivka; Administrative Services Manager

Justin DeBon; Operations Manager

See list for other attendees

CALL TO ORDER

President Scully began the meeting with the acknowledgement of Cindy Reinhardt’s resignation as a director on the Baca Grande Water and Sanitation Board. The Board of Directors accepted Ms. Reinhardt’s resignation.

DISCLOSURE OF POTENTIAL CONFLICTS OF INTEREST

Attorney White discussed with the Board the requirements pursuant to Colorado law to disclose any potential conflicts of interest or potential breaches of fiduciary duty to the Board of Directors and to the Secretary of State. Attorney White noted that conflicts were filed for applicable Directors at least 72-hours prior to the meeting. President Scully noted that a quorum was present and requested members of the Board to disclose any potential conflicts of interest with regard to any matters scheduled for discussion at this meeting.

TRANSITION COMMITTEE REPORTS:

Legal: Marcus submitted a proposal for Legal Services.

Management: Directors Scully and Drake are currently working with Ms. Slivka to review the management responsibilities.

CPA: Directors Ghourdjian and Macaulay reviewed the list of accounting duties with Ms. Slivka. An RFP will be ready to go out next week. A decision will be made at the November meeting.

Status of Committee Discussions Regarding Negotiations with the Town of Crestone Related to an Amended and Restated Intergovernmental Agreement for Sewer Service: Directors Scully and Ghourdjian met with Mr. Simons to discuss the basis for the negotiations with the Town of Crestone. Mr. Simons provided an outline as a starting point that identifies the topics to be addressed in the Agreement.

Consider appointment of the Treasurer: President Scully discussed the need to replace his former role as Treasurer on the Board of Directors now that he is President.

Following discussion, upon motion duly made to **Appoint Matthew Ghourdjian to the Treasurer position:**
Made by President Sully,
Seconded by Director Drake,
and, upon vote, unanimously carried.

FINANCIAL MATTERS:

Arbitrage Agreement: The Board considered proposals from 2 vendors to provide arbitrage compliance services for the District. Lisa Johnson explained that the District has bonds that are due for arbitrage rebate calculations to conclude that the District has not received more interest on the bond proceeds than the interest we are paying on the Bond. This needs to occur every 5 years. SDMS would like to complete this project before the end of their contract at the end of the year.

Following discussion, upon motion duly made to **accept the proposal from Tom Hageman from Kutak Rock to calculate the rebate status of the Series 2010 bond in the amount of \$2,000, and to do a final calculation on the refunded bonds for \$1,250.**

Made by President Drake,
Seconded by Director Ghourdjian,
and, upon vote, unanimously carried.

PUBLIC COMMENT

Community member Lisa Cyriacks commented that she has been attending the Board meetings and Work Sessions over the past few months and she has observed good progress on the transition work, she applauded the consultants on the good progress.

OFFICE ADMINISTRATION

Administrative Follow-Ups: There was nothing new to report.

CAPITAL IMPROVEMENTS

Capital Funding Sources and Uses: The report was included in the packet for the Board's review.

Status of Flow Equalization Basin Project: Mr. Simons provided an update in his Engineer's Report; the site application is currently in the approval process.

LEGAL MATTERS

Viaero Wireless Mr. Henry Jacobson from Viaero Wireless addressed the Board to propose the construction of a cell site on District property. Following discussion, the Board directed Mr. Jacobson to submit a proposed form of agreement.

Consider Proposal for Legal Services from Law of the Rockies Mr. Lock from Law of the Rockies requested authorization to spend 2-3 of hours with Mr. White to review the services his firm has provided over the past year. Mr. White is preparing files for transmission to Law of the Rockies. Mr. White will not plan on attending any further meetings this year unless needed. The Board acknowledged and thanked White Bear Ankele Tanaka & Waldron for their services.

Following discussion, upon motion duly made to **Accept the Proposal for Legal Services from Marcus Lock and Law of the Rockies for Legal Counsel.**

Made by President Sully

Seconded by Director Ghourdjian

and, upon vote, unanimously carried.

Following discussion, upon motion duly made to **Accept the Agreement from Mountain States Employment Council for \$1300.00.**

Made by: Director Ghourdjian

Seconded by Director Drake

and, approved unanimously.

Following discussion, upon motion duly made to **Approve Resolution 2016-10-01 Certifying Delinquent Water and Sanitary Sewer Fees, Rates, Tolls, Penalties, and Charges to Saguache County Treasurer for Collection**

Made by: Director Ghourdjian

Seconded by: Director Drake

and, approved unanimously.

Following discussion, upon motion duly made to **Approve Resolution 2016-10-02 Adopting a Policy Regarding Refunds for District Availability of Service Fees**

Made by: Director Ghourdjian

Seconded by: Director Drake

and, approved unanimously.

Following discussion, **Approve Resolution No. 2016-10-03 Adopting a Policy Regarding the Administration of Reduction in Water Fees due to a Water Leak.**

Made by: Ghourdjian

Seconded by Director Drake

and, approved unanimously.

AOS Customer Water Usage: The Board discussed the issue of water usage from a lot owner with water service to another lot owner who does not have water service. It was decided that this is more of a POA issue and no further discussion is necessary at this time.

Sale of Water to Contractors Outside District Boundaries: The Board reviewed the memo drafted by Mr. White regarding the matter of selling water to contractors outside the boundaries of the District. It was decided to table further discussion for now as the building season is over.

OTHER BUSINESS

Water Rights Update: Nothing new to report at this time.

EXECUTIVE SESSION


Pursuant to Sections 24-6-402(4)(b) and (f), C.R.S., upon motion duly made by Director Scully, seconded by Director Ghourdjian and, upon an affirmative vote of at least two-thirds of the quorum present, the Board convened in executive session at 12:26 p.m. for the purpose of discussing personnel matters, health insurance and the Viaro proposal, as authorized by Sections 24-6-402(4)(b) and (f), C.R.S.

The Board reconvened in regular session at 12:51 p.m.

ADJOURNMENT


There being no further business to come before the Board at this time, upon motion duly made, seconded, and upon vote, unanimously carried the meeting was adjourned.

Respectfully submitted,

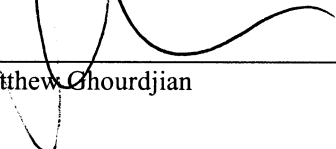
By 
Secretary for the Meeting

THESE MINUTES ARE APPROVED AS THE OFFICIAL OCTOBER 21, 2016 MINUTES OF THE BACA GRANDE WATER AND SANITATION DISTRICT BY THE BOARD OF DIRECTORS SIGNING BELOW:


Michael Scully


Martin Macaulay


Lynn Drake


Matthew Chourdjian

**Attorney Statement
Regarding Privileged Attorney-Client Communication**

Pursuant to §24-6-402(2)(d.5)(II)(B), C.R.S., I attest that, in my capacity as the attorney representing the Baca Grande Water and Sanitation District, I attended the executive sessions on October 21, 2016, for the sole purpose of providing legal advice§§24-6-402(4)(b), C.R.S. I further attest that it is my opinion that a portion of the executive sessions discussion constituted attorney-client privileged communication as provided by §24-6-402(4)(b), C.R.S., and, based on that opinion, no further record, written or electronic, was kept or required by be kept pursuant to §24-6-402(2)(d.5)(II)(B), C.R.S.

Marcus J. Lock
General Counsel
Baca Grande Water and Sanitation District

BACA GRANDE WATER AND SANITATION DISTRICT
Schedule of Cash Position
October 31, 2016
UNAUDITED

004

<u>FINANCIAL INSTITUTION</u>	<u>RATE</u>	<u>FUNDS</u>
First Bank - Operations Account		345,754.28
Xpress Deposit Account		37,904.74
First Bank - Money Market Account	0.08%	948,836.35
First Bank - Liquid Asset - Debt Service	0.08%	148,477.48
Total Operating Cash		<u>\$ 1,480,972.85</u>
<u>Capital/Bond Accounts</u>		
ColoTrust - Capital Project Account	0.76%	\$ 534,939.93
Total Capital & Bond Cash		<u>\$ 534,939.93</u>

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BACA GRANDE WATER AND SANITATION DISTRICT
FINANCIAL STATEMENTS
October 31, 2016

Baca Grande Water and Sanitation District
 Combined Balance Sheet - All Fund Types
 October 31, 2016

UNAUDITED

	<u>GENERAL</u>	<u>ENTERPRISE</u>	<u>DEBT SERVICE</u>	<u>CAPITAL PROJECTS</u>	<u>GASB ADJ.</u>	<u>TOTAL MEMO ONLY</u>
<u>ASSETS AND OTHER DEBITS</u>						
<i>CURRENT ASSETS</i>						
FIRST BANK CHECKING	\$ 281,135.51	\$ -	\$ 67,587.07	\$ (2,968.30)	\$ -	\$ 345,754.28
FIRST BANK LIQUID ASSET MM	571,095.21	377,741.14	-	-	-	948,836.35
FIRST BANK LIQUID ASSET DEBT SERVICE	-	-	148,477.48	-	-	148,477.48
XPRESS DEPOSIT ACCOUNT	-	37,904.74	-	-	-	37,904.74
COLOTRUST - 2010 PROJ. FUND	-	-	-	534,939.93	-	534,939.93
PROPERTY TAXES RECEIVABLE	42,083.69	-	19,336.40	-	-	61,420.09
PREPAID EXPENSES	-	-	-	-	-	-
ACCOUNTS RECEIVABLE - CUSTOMERS	-	39,146.88	60,964.59	-	-	100,111.47
ACCOUNTS RECEIVABLE - GOVERNMENTS	-	47,732.85	131,020.07	-	-	178,752.92
ACCOUNTS RECEIVABLE - MISC	-	-	-	-	-	-
DUE FROM OTHER FUNDS	-	-	-	-	-	-
TOTAL CURRENT ASSETS	894,314.41	502,525.61	427,385.61	531,971.63	-	2,356,197.26
<i>OTHER DEBITS</i>						
COST OF ISSUANCE	-	-	-	-	-	-
DEFERRED LOSS ON REFUNDING	-	-	-	-	213,081.00	213,081.00
PROPERTY - AT COST	-	-	-	-	-	-
LAND	-	-	-	-	52,823.00	52,823.00
SEWER LINES	-	-	-	-	8,185,108.19	8,185,108.19
WATER PLANT	-	-	-	-	8,633,106.35	8,633,106.35
MACHINERY AND EQUIPMENT	-	-	-	-	509,889.00	509,889.00
AMOUNT TO BE PROVIDED FOR DEBT	-	-	-	-	103,242.38	103,242.38
CONSTRUCTION IN PROGRESS	-	-	-	-	179,184.73	179,184.73
ACCUMULATED DEPRECIATION	-	-	-	-	(8,447,881.41)	(8,447,881.41)
TOTAL PROPERTY	-	-	-	-	9,428,553.24	9,428,553.24
TOTAL ASSETS AND OTHER DEBITS	\$ 894,314.41	\$ 502,525.61	\$ 427,385.61	\$ 531,971.63	\$ 9,428,553.24	\$ 11,784,750.50
<u>LIABILITIES AND NET ASSETS</u>						
<i>CURRENT LIABILITIES</i>						
DUE TO OTHER FUNDS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
ACCOUNTS PAYABLE	-	7,337.00	-	-	-	7,337.00
PAYROLL WITHHOLDINGS PAYABLE	-	-	-	-	-	-
RETAINAGE PAYABLE	-	-	-	-	-	-
ACCRUED INTEREST PAYABLE	-	-	23,663.58	-	-	23,663.58
FINES PAYABLE	-	-	-	-	-	-
UNCLAIMED PROPERTY PAYABLE	-	-	-	-	-	-
DEFERRED REVENUE GRANT FUNDS	-	-	-	-	-	-
DEFERRED REVENUE AVAIL OF SERVICE	-	-	-	-	-	-
DEFERRED PROPERTY TAXES	42,083.69	-	19,336.40	-	-	61,420.09
TOTAL CURRENT LIABILITIES	42,083.69	7,337.00	42,999.98	-	-	92,420.67
<i>LONG TERM DEBT</i>						
CWPA LOAN	-	-	-	-	1,086,199.17	1,086,199.17
BOND PREMIUM	-	-	-	-	136,870.55	136,870.55
VEHICLE LEASE	-	-	-	-	196,728.67	196,728.67
SERIES 2010 GO BOND	-	-	-	-	5,355,000.00	5,355,000.00
TOTAL LONG TERM DEBT	-	-	-	-	6,774,798.39	6,774,798.39
<i>NET ASSETS</i>						
CONTRIBUTED CAPITAL-AID IN CONSTRUCTION	-	-	-	-	2,653,754.85	2,653,754.85
BEGINNING NET ASSETS - UNRESTRICTED	461,427.04	560,911.72	108,253.82	586,331.10	-	1,716,923.68
CHANGE IN NET ASSETS	390,803.68	(65,723.11)	276,131.81	(54,359.47)	-	546,852.91
TOTAL NET ASSETS	852,230.72	495,188.61	384,385.63	531,971.63	2,653,754.85	4,917,531.44
TOTAL LIABILITIES AND NET ASSETS	\$ 894,314.41	\$ 502,525.61	\$ 427,385.61	\$ 531,971.63	\$ 9,428,553.24	\$ 11,784,750.50

Baca Grande Water and Sanitation District
General Fund
Statement of Revenue and Expenditures Compared to Budget
For the 10 months ended,
October 31, 2016
UNAUDITED

		October	Actual YTD	Budget	Variance to Budget	Percnt
Revenue						
1-423000	Property Taxes	2,824.27	421,717.62	446,717.00	24,999.38	94.4
1-423001	Allowance for Uncollectable	-	-	(26,803.00)	(26,803.00)	-
1-423200	Interest on Property Taxes	399.72	8,329.11	3,000.00	(5,329.11)	277.6
1-432000	Specific Ownership Tax	6,236.75	56,056.38	100,800.00	44,743.62	55.6
1-445000	Miscellaneous Income	1,600.00	8,070.00	3,000.00	(5,070.00)	269.0
1-446000	Interest	35.36	322.91	480.00	157.09	67.3
	Total Revenue	<u>11,096.10</u>	<u>494,496.02</u>	<u>527,194.00</u>	<u>32,697.98</u>	<u>93.8</u>
Expenses						
1-500400	County Treasurer's Fee	62.42	8,795.55	13,402.00	4,606.45	65.6
1-506010	Audit	335.50	10,790.90	10,550.00	(240.90)	102.3
1-506030	Legal	7,548.89	28,296.38	58,000.00	29,703.62	48.8
1-506040	Management	2,743.58	29,894.11	65,000.00	35,105.89	46.0
1-506045	Accounting	2,904.00	22,453.20	40,000.00	17,546.80	56.1
1-506050	Elections	24.00	962.20	22,000.00	21,037.80	4.4
1-530100	Director's Fees	-	2,500.00	6,500.00	4,000.00	38.5
	Total Expenses	<u>13,618.39</u>	<u>103,692.34</u>	<u>215,452.00</u>	<u>111,759.66</u>	<u>48.1</u>
	Excess Revenue Over (Under) Expenditures	(2,522.29)	390,803.68	311,742.00	(79,061.68)	125.4
Transfers In / (Out)						
1-581000	Transfer Enterprise Fund	-	-	(300,000.00)	(300,000.00)	-
1-581100	Transfer to Capital Projects	-	-	-	-	-
1-581200	Transfer Debt Service Fund	-	-	(100,000.00)	(100,000.00)	-
1-699000	Emergency Reserves	-	-	(15,820.00)	(15,820.00)	-
	Total Transfers	<u>-</u>	<u>-</u>	<u>(415,820.00)</u>	<u>(415,820.00)</u>	<u>-</u>
1-410000	Fund Balance - Beginning	-	461,427.04	458,871.00	(2,556.04)	100.6
	Fund Balance - Ending	<u>(2,522.29)</u>	<u>852,230.72</u>	<u>354,793.00</u>	<u>(497,437.72)</u>	<u>240.2</u>

Baca Grande Water and Sanitation District
Enterprise Fund
Statement of Revenue and Expenditures Compared to Budget
For the 10 months ended,
October 31, 2016
UNAUDITED

	October	Actual YTD	Budget	Variance to Budget	Percnt
Revenue					
4-420000 Water Usage Fees	28,214.57	310,201.26	343,381.00	33,179.74	90.3
4-420010 Sewer Usage Fees	22,144.41	215,626.38	242,188.00	26,561.62	89.0
4-420011 Allowance for Uncollectable	-	-	(7,488.00)	(7,488.00)	-
4-420030 Usage Fees Penalties	870.00	15,765.00	13,080.00	(2,685.00)	120.5
4-420060 Transfer Fee	5,750.00	35,750.00	20,000.00	(15,750.00)	178.8
4-420061 Consolidation Fee	1,500.00	8,500.00	5,000.00	(3,500.00)	170.0
4-420102 Pmts in Lieu of Taxes	16,551.27	27,988.44	26,295.00	(1,693.44)	106.4
4-420201 Tap Fee Installments	50.00	500.00	917.00	417.00	54.5
4-420210 Hook Up/Inspection Fees	150.00	26,295.24	7,200.00	(19,095.24)	365.2
4-420220 Miscellaneous Revenue	-	1,633.14	-	(1,633.14)	-
4-420230 Line Extensions	-	-	2,500.00	2,500.00	-
4-420240 Rent	150.00	1,500.00	1,800.00	300.00	83.3
4-424751 Sale of Asset	-	10,000.00	-	(10,000.00)	-
4-446000 Interest	27.25	372.33	-	(372.33)	-
Total Revenue	75,407.50	654,131.79	654,873.00	741.21	99.9
Expenses					
Operations					
4-500100 Raw Water USFSWS	11,969.23	78,166.40	112,364.00	34,197.60	69.6
4-500250 Testing	168.00	4,251.00	8,000.00	3,749.00	53.1
4-500300 Insurance	255.00	33,360.97	40,000.00	6,639.03	83.4
4-500350 Miscellaneous	-	-	500.00	500.00	-
4-500351 Bad Debt Expense	121.07	7,362.73	677.00	(6,685.73)	1,087.6
4-500355 Bank Charges	671.31	4,342.52	10,900.00	6,557.48	39.8
4-500359 Mileage Reimbursement	162.00	329.40	1,500.00	1,170.60	22.0
4-500360 Refund to Customers	-	3,052.25	-	(3,052.25)	-
4-500362 Clothing Allowance	-	1,007.85	1,366.00	358.15	73.8
4-500401 Postage	1,107.03	1,936.17	5,120.00	3,183.83	37.8
4-500402 Copier Lease and Equipment	166.89	1,516.03	1,980.00	463.97	76.6
4-500403 Office Supplies	84.28	1,962.10	3,200.00	1,237.90	61.3
4-500406 Phone Answering Service	154.89	1,402.75	2,550.00	1,147.25	55.0
4-500407 Computers and Media	57.34	2,872.32	3,200.00	327.68	89.8
4-500408 Computer Support	90.00	868.89	3,640.00	2,771.11	23.9
4-500409 Software Maintenance	-	2,546.98	2,920.00	373.02	87.2
4-500410 Fire Extinguisher Service	-	480.00	1,200.00	720.00	40.0
4-500450 Utility Maintenance Tools	-	4,335.62	5,000.00	664.38	86.7
4-500451 Supplies	209.00	942.53	1,500.00	557.47	62.8
4-500460 Utility Billing	1,067.81	9,706.43	12,000.00	2,293.57	80.9
4-500500 Training and Education	-	2,880.16	7,400.00	4,519.84	38.9
4-500510 Advertising	-	91.00	1,800.00	1,709.00	5.1
4-500520 Memberships	-	1,512.50	1,490.00	(22.50)	101.5
4-500530 Locates	24.31	155.87	250.00	94.13	62.3
4-500550 Meals and Lodging	696.90	3,341.77	3,650.00	308.23	91.6
4-500661 Gas and Oil	399.19	5,335.11	9,000.00	3,664.89	59.3
4-500662 Vehicle-Repairs and Maint	979.12	7,586.44	15,000.00	7,413.56	50.6
4-500663 Diesel Fuel	1,047.70	4,489.42	8,000.00	3,510.58	56.1
4-506020 Professional Fees	1,745.28	11,309.11	33,000.00	21,690.89	34.3
4-506022 Professional Fees-GIS	-	973.98	6,500.00	5,526.02	15.0
4-506030 Legal	354.00	737.50	1,500.00	762.50	49.2
Total Operations	21,530.35	198,855.80	305,207.00	106,351.20	65.2

Baca Grande Water and Sanitation District
Enterprise Fund
Statement of Revenue and Expenditures Compared to Budget
For the 10 months ended,
October 31, 2016
UNAUDITED

	October	Actual YTD	Budget	Variance to Budget	Percnt
Repairs & Maintenance					
4-503000 Repair & Maint	259.99	5,938.45	8,500.00	2,561.55	69.9
4-503001 Repairs & Maint-Water Mains	(45.95)	5,202.37	10,000.00	4,797.63	52.0
4-503002 Repairs & Maint-Sewer(Gravity)	88.36	88.36	8,000.00	7,911.64	1.1
4-503008 Repairs & Maint-Well No. 18	2,655.00	4,379.75	10,000.00	5,620.25	43.8
4-503010 Repairs & Maint - Pump Houses	181.09	906.37	7,000.00	6,093.63	12.9
4-503015 Repair & Maint-Reservoirs	-	980.00	-	(980.00)	-
4-503018 Repair & Maint-Fire Hydrants	4,763.09	4,846.00	5,000.00	154.00	96.9
4-503019 Repair & Maint-Aspen TP	-	3,672.13	10,000.00	6,327.87	36.7
4-503022 Repair & Maint-Lift Stations	186.82	5,661.97	15,000.00	9,338.03	37.7
4-503025 Repair & Maint-Office	300.00	2,659.60	3,500.00	840.40	76.0
4-503028 Repair-Meters	-	542.80	10,000.00	9,457.20	5.4
4-503029 Repair & Maint-Golf/Motel	-	1,107.50	2,000.00	892.50	55.4
4-503030 Water Tank Inspection	-	5,010.00	9,000.00	3,990.00	55.7
4-503299 Repair & Maint-SCADA	-	525.52	5,000.00	4,474.48	10.5
4-503300 Chemicals Maintenance	-	11,337.40	12,000.00	662.60	94.5
4-503310 Waste Water Treat. Chem.	702.00	7,862.00	10,000.00	2,138.00	78.6
4-503331 Retail Water Meter Parts	2,945.29	14,415.30	7,200.00	(7,215.30)	200.2
4-503332 Line Extension Reveiw Expense	-	910.08	2,500.00	1,589.92	36.4
4-503333 Bio Solids Disposal	384.66	677.24	32,072.00	31,394.76	2.1
4-503500 Vehicle Lease-Principal	2,692.68	37,878.31	70,000.00	32,121.69	54.1
4-503501 Vehicle Lease-Interest	385.05	3,276.05	-	(3,276.05)	-
Total Repairs & Maintenance	15,498.08	117,877.20	236,772.00	118,894.80	49.8
Utilities					
4-505001 South Crestone Filter Plant	30.00	298.00	500.00	202.00	59.6
4-505002 Shumei BS/Cottonwood Apt	319.00	3,691.00	3,500.00	(191.00)	105.5
4-505005 Casita Park Pumphouse/MHE	61.00	1,115.00	-	(1,115.00)	-
4-505008 Well No. 18	3,341.00	30,230.00	45,000.00	14,770.00	67.2
4-505010 Shop Pumphouse	57.00	544.00	1,100.00	556.00	49.5
4-505011 Moonlight Pumphouse	372.00	2,754.00	3,500.00	746.00	78.7
4-505012 Ridgeview Pumphouse	370.00	2,594.00	3,500.00	906.00	74.1
4-505013 Fallen Tree PH	124.00	1,568.00	3,500.00	1,932.00	44.8
4-505015 Pine Cone Pumphouse	171.00	2,051.00	2,600.00	549.00	78.9
4-505019 Aspen TP	1,435.00	14,284.00	20,000.00	5,716.00	71.4
4-505020 Aspen TP-Propane	-	217.53	5,000.00	4,782.47	4.4
4-505022 Wagon Wheel LS	319.00	2,524.00	5,000.00	2,476.00	50.5
4-505023 Moble Home Estates LS	163.00	2,260.00	3,000.00	740.00	75.3
4-505024 Stables LS	146.00	1,508.00	3,000.00	1,492.00	50.3
4-505025 Shop, Office, Yard	276.00	4,628.00	7,000.00	2,372.00	66.1
4-505026 Shop, Yard, Office-Propane	153.22	492.78	2,500.00	2,007.22	19.7
4-505027 Office / Cell Phones	653.22	7,086.06	8,000.00	913.94	88.6
4-505029 Trash and Recycling Services	153.07	1,351.56	1,824.00	472.44	74.1
Total Utilities	8,143.51	79,196.93	118,524.00	39,327.07	66.8

Baca Grande Water and Sanitation District
Enterprise Fund
Statement of Revenue and Expenditures Compared to Budget
For the 10 months ended,
October 31, 2016
UNAUDITED

	October	Actual YTD	Budget	Variance to Budget	Perct
Payroll					
4-530000 Payroll Expense	211.75	2,085.55	2,500.00	414.45	83.4
4-530001 Payroll - Health & Wellness Ex	78.25	393.25	2,000.00	1,606.75	19.7
4-530200 Payroll-Gross	24,301.92	236,243.37	294,830.00	58,586.63	80.1
4-530201 Payroll-Gross Summer Help	2,520.00	6,862.50	13,200.00	6,337.50	52.0
4-530300 Payroll Taxes	410.40	4,084.39	5,390.00	1,305.61	75.8
4-530400 PERA	3,674.60	33,655.88	44,980.00	11,324.12	74.8
4-530500 Health Insurance	2,260.16	28,427.03	39,648.00	11,220.97	71.7
4-530600 Worker's Compensation Insur	-	12,173.00	14,300.00	2,127.00	85.1
Total Payroll	<u>33,457.08</u>	<u>323,924.97</u>	<u>416,848.00</u>	<u>92,923.03</u>	<u>77.7</u>
Total Expenses	<u>78,629.02</u>	<u>719,854.90</u>	<u>1,077,351.00</u>	<u>357,496.10</u>	<u>66.8</u>
Excess Revenue Over (Under) Expenditures	(3,221.52)	(65,723.11)	(422,478.00)	(356,754.89)	15.6
Transfers In / (Out)					
4-481000 Transfer General Fund	-	-	300,000.00	300,000.00	-
4-481001 Transfer from GF - Oper Reserve	-	-	-	-	-
Total Transfers	<u>-</u>	<u>-</u>	<u>300,000.00</u>	<u>300,000.00</u>	<u>-</u>
4-410000 Fund Balance - Beginning	-	560,911.72	404,450.00	(156,461.72)	138.7
Fund Balance - Ending	<u>(3,221.52)</u>	<u>495,188.61</u>	<u>281,972.00</u>	<u>(213,216.61)</u>	<u>175.6</u>

Baca Grande Water and Sanitation District
Debt Service Fund
Statement of Revenue and Expenditures Compared to Budget
For the 10 months ended,
October 31, 2016
UNAUDITED

	October	Actual YTD	Budget	Variance	Perct
Revenue					
2-420101 Availability of Service Fees	(127.50)	247,675.27	255,825.00	8,149.73	96.8
2-420111 Allowance for Uncollectable	-	-	(61,775.00)	(61,775.00)	-
2-423000 Property Taxes	1,161.47	186,826.02	205,248.00	18,421.98	91.0
2-423001 Allowance for Uncollectable	-	-	(12,315.00)	(12,315.00)	-
2-432000 Specific Ownership Tax	2,865.54	25,755.61	19,200.00	(6,555.61)	134.1
2-423200 Interest on Property Taxes	60.69	382.39	500.00	117.61	76.5
2-446000 Interest	9.94	87.35	100.00	12.65	87.4
Total Revenue	<u>3,970.14</u>	<u>460,726.64</u>	<u>406,783.00</u>	<u>(53,943.64)</u>	113.3
Expenses					
2-500351 Bad Debt Expense	208.93	1,729.17	36,437.00	34,707.83	4.7
2-500355 Bank Charges	-	70.00	100.00	30.00	70.0
2-500357 Arbitrage Calculations	-	-	5,000.00	5,000.00	-
2-500400 County Treasurer's Fee	28.68	4,041.19	6,200.00	2,158.81	65.2
2-552500 Trustee/Paying Agent Fees	-	166.68	200.00	33.32	83.3
2-552605 2009 CWPA SRF Principal	-	36,424.07	73,212.00	36,787.93	49.8
2-552610 2009 CWPA SRF Interest	-	11,226.22	22,088.00	10,861.78	50.8
2-555304 2010 GO Bond Principal	-	-	50,000.00	50,000.00	-
2-555305 2010 GO Bond Interest	-	130,937.50	261,875.00	130,937.50	50.0
Total Expenses	<u>237.61</u>	<u>184,594.83</u>	<u>455,112.00</u>	<u>270,517.17</u>	40.6
Excess Revenue Over (Under) Expenditures	3,732.53	276,131.81	(48,329.00)	(324,460.81)	(571.4)
Transfers In / (Out)					
2-485100 Transfer from General Fund	-	-	100,000.00	100,000.00	-
Total Transfers	<u>-</u>	<u>-</u>	<u>100,000.00</u>	<u>100,000.00</u>	-
2-410000 Fund Balance - Beginning	-	108,253.82	125,756.00	17,502.18	86.1
Fund Balance - Ending	<u><u>3,732.53</u></u>	<u><u>384,385.63</u></u>	<u><u>177,427.00</u></u>	<u><u>(206,958.63)</u></u>	216.6

Baca Grande Water and Sanitation District
 Capital Projects Fund
 Statement of Revenue and Expenditures Compared to Budget
 For the 10 months ended,
 October 31, 2016
 UNAUDITED

	October	Actual YTD	Budget	Variance	Percnt
Revenue					
3-446000 Interest	370.69	2,829.97	900.00	(1,929.97)	314.4
3-474000 Grant Funds	9,919.48	29,048.66	-	(29,048.66)	-
	<hr/>	<hr/>	<hr/>	<hr/>	
Total Revenue	10,290.17	31,878.63	900.00	(30,978.63)	3,542.1
Expenses					
3-517055 Casita Park Interconnect	154.80	2,886.06	-	(2,886.06)	-
3-517080 Stables Lift Station	-	44,984.43	-	(44,984.43)	-
3-517150 Water Rights Acquisition	45.00	5,309.05	60,700.00	55,390.95	8.7
3-517215 Aspen WWTF-Flow Equalization	9,919.48	33,058.56	284,758.00	251,699.44	
	<hr/>	<hr/>	<hr/>	<hr/>	
Total Expenses	10,119.28	86,238.10	345,458.00	259,219.90	25.0
Excess Revenue Over (Under) Expenditures	170.89	(54,359.47)	(344,558.00)	(290,198.53)	15.8
Transfers In / (Out)					
3-485100 Transfer General Fund	-	-	-	-	-
	<hr/>	<hr/>	<hr/>	<hr/>	
Total Transfers	-	-	-	-	-
3-410000 Fund Balance - Beginning	-	586,331.10	553,828.00	(32,503.10)	105.9
	<hr/>	<hr/>	<hr/>	<hr/>	
Fund Balance - Ending	<u>170.89</u>	<u>531,971.63</u>	<u>209,270.00</u>	<u>(322,701.63)</u>	254.2

Baca Grande Water and Sanitation District
 Summary of Annual Leases for the Service Truck, the Dump Truck and the Trailer

Lease and Interest Maturing in the Year Ending December 31,	\$171,156			\$60,765		
	Capital Lease Agreement with KS State Bank			Capital Lease Agreement with Ford Motor Credit Co.		
	Principal	Interest	Total	Principal	Interest	Total
2016	5,406	750	6,155	-	-	-
2017	33,014	3,919	36,933	13,901	2,632	16,533
2018	34,028	2,905	36,933	14,728	1,805	16,533
2019	35,073	1,859	36,933	15,604	929	16,533
2020	36,151	782	36,933			-
2021	6,132	23	6,155			-
Total	149,804	10,238	160,042	44,232	5,365	49,598

Baca Grande Water & Sanitation District
 Series 2010 General Obligation Bonds
 2009 Colorado Water Resources and Power Development Authority Loan

Principal & Interest Maturing in the Year(s) Ending December 31,	Totals		
	Principal	Interest	Total
2016	123,212	283,963	407,175
2017	124,684	280,992	405,676
2018	126,185	277,991	404,176
2019	177,717	274,834	452,551
2020	179,278	269,772	449,050
2021 - 2025	1,020,946	1,249,307	2,270,253
2026 - 2030	1,320,602	1,024,952	2,345,554
2031 - 2035	1,415,000	718,500	2,133,500
2036 - 2040	1,990,000	314,500	2,304,500
	\$ 6,477,624	\$ 4,694,811	\$ 11,172,435

BACA GRANDE WATER AND SANITATION DISTRICT
Property Tax Collection Schedule
2016

Month	1-423000		2-423000		1-423200		2-423200		1-432000		2-432000		1-500400		2-500400		4-120060		Net Received	
	General	Debt	General	Debt	General	Debt	General	Debt	General	Debt	General	Debt	General	Debt	General	Debt	Collections	Certified Accounts		Fee
January	28,808.58	13,236.38	1,026.73	50.58	345.15	4.83	5,721.13	2,628.62	620.37	285.04	0.00	0.00	0.00	0.00	0.00	0.00	2,831.92	0.00	0.00	50,916.59
February	114,276.88	52,505.60	2,361.15	210.77	1,415.92	22.45	6,610.87	3,037.42	2,410.59	1,107.57	0.00	0.00	0.00	0.00	0.00	0.00	2,831.92	0.00	0.00	180,734.82
March	44,479.30	20,436.43	3,755.60	254.63	1,008.67	30.58	7,858.70	3,610.75	1,010.02	464.07	0.00	0.00	0.00	0.00	0.00	0.00	484.60	0.00	0.00	80,646.17
April	38,846.32	18,232.57	2,432.57	120.10	938.95	20.76	6,201.40	2,849.29	828.93	828.93	0.00	0.00	0.00	0.00	0.00	0.00	1,608.66	0.00	0.00	136,132.83
May	55,179.90	25,352.92	2,971.01	163.42	1,096.00	46.64	6,954.09	3,195.12	1,217.86	559.55	0.00	0.00	0.00	0.00	0.00	0.00	1,779.24	0.00	0.00	93,560.93
June	54,373.71	24,982.51	2,090.16	35.69	1,300.70	41.45	6,213.74	2,854.86	1,181.23	542.72	0.00	0.00	0.00	0.00	0.00	0.00	1,811.99	0.00	0.00	93,280.96
July	11,044.35	5,074.92	1,021.40	0.00	1,032.24	0.00	5,390.34	2,476.64	236.25	118.65	0.00	0.00	0.00	0.00	0.00	0.00	1,349.37	0.00	0.00	27,412.46
August	9,475.82	4,353.75	1,047.93	40.83	790.76	154.99	4,869.36	2,237.27	230.66	105.98	0.00	0.00	0.00	0.00	0.00	0.00	1,513.89	0.00	0.00	25,347.96
September	2,466.51	1,124.07	377.76	37.40	398.72	60.69	6,238.75	2,865.54	62.42	28.68	0.00	0.00	0.00	0.00	0.00	0.00	2,146.92	0.00	0.00	17,204.26
October	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
November	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
December	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	404,633.31	185,912.60	17,084.31	913.42	8,329.11	382.39	56,056.38	25,755.61	8,795.55	4,041.19	0.00	0.00	0.00	0.00	0.00	0.00	11,926.59	0.00	7,080.00	705,236.98

Month	Assessed Valuation		% Change in AV		Milli Levies		Property Tax Receipts		Specific Ownership Tax Receipts		
	General	Debt	General	Debt	General	Debt	Taxes Levied	Taxes Received	Taxes Budgeted	Taxes Received	
2010	\$ 16,035,895.00		3.34%		34.320	11.680	737,851.00	698,137.22	66,042.00	61,052.00	92.44%
2011	\$ 16,020,275.00		-0.10%		46.000	0.000	736,933.00	698,669.75	92,117.00	81,829.17	88.83%
2012	\$ 15,951,226.00		-0.43%		46.000	0.000	733,756.00	686,919.11	69,707.00	66,908.42	95.99%
2013	\$ 16,263,263.00		1.96%		46.000	0.000	748,110.00	705,682.30	71,070.00	69,608.44	97.94%
2014	\$ 14,956,570.00		-8.02%		48.000	0.000	718,011.00	683,925.62	68,212.00	79,289.47	116.24%
2015	\$ 14,949,422.00		-0.05%		42.000	6.000	747,471.00	713,895.50	71,011.00	113,262.61	159.50%
2016	\$ 12,073,444.00		-19.24%		37.000	17.000	651,866.00	608,543.64	120,000.00	81,811.99	68.18%
	404,633.31	185,912.60	17,084.31	913.42	8,329.11	382.39	56,056.38	25,755.61	8,795.55	4,041.19	11,926.59

Month	2015		2016	
	Prior Year Collections	Current Year Collections	Prior Year Collections	Current Year Collections
January	\$ 77,170.85	\$ 10.32%	\$ 43,122.27	\$ 6.61%
February	\$ 154,918.72	\$ 20.73%	\$ 169,354.40	\$ 32.59%
March	\$ 84,238.92	\$ 11.27%	\$ 68,925.86	\$ 43.16%
April	\$ 177,828.88	\$ 23.79%	\$ 125,946.65	\$ 62.48%
May	\$ 52,595.07	\$ 7.04%	\$ 83,667.25	\$ 75.31%
June	\$ 100,541.75	\$ 13.45%	\$ 81,482.07	\$ 87.81%
July	\$ 25,392.78	\$ 3.40%	\$ 17,140.77	\$ 90.44%
August	\$ 16,500.16	\$ 2.21%	\$ 14,918.33	\$ 92.73%
September	\$ 10,086.72	\$ 1.35%	\$ 93,555.74	\$ 93.34%
October	\$ 4,122.80	\$ 0.55%	\$ -	\$ 0.00%
November	\$ 7,417.44	\$ 0.98%	\$ -	\$ 0.00%
December	\$ 3,071.31	\$ 0.41%	\$ -	\$ 0.00%
	\$ 713,895.50	95.51%	\$ 608,543.64	93.34%



November 2016

OPERATIONS MANAGER REPORT

To: Board of Directors, Baca Grande Water and Sanitation District
From: Justin DeBon
Date: October 12 – November 9, 2016

Water and Sewer Main Repairs: On November 2nd, a sewer main and service connection was repaired on 149 Moonlight Way. The sewer service was connected in the early stages of development of the Baca and an improper connection was made by installing a 6” pipe elbow into the main and placing the 4” service line into the elbow, with no reducers available duct tape was used to seal the gap. Roots had since broken down the tape and grown into the main, additionally while repairing the main it was found the service line had been partially crushed and broken by rocks due to bedding material not being used. Staff repaired the line and made a proper connection to the main. On November 3rd a cap broke on a 6” water main on Road-T due to a failed part on the interconnect PRV causing the lines to over pressurize. The cap was on a Tee that was intended for future development, with development of the area unlikely the Tee was removed to avoid future problems. On November 8th, a repair was made to a joint on a 4” water main in Casita park that had broken due to the November 3rd PRV failure.

Fire Hydrant Inspections: Fire hydrant inspections are 100% complete. The extensions, leaks and repairs have been 100% completed.

Collection System Cleaning: The cleaning of the collection system has been completed and the team will now move onto the quarterly cleaning of the lift stations and grit collection basins.

Equipment Maintenance: Staff has begun equipment and vehicle repairs and maintenance which includes filter and fluid changes on all the heavy equipment, greasing, cleaning and inspections. Also, rodent proofing the cabs on the wheel loader and excavator. Fluid, filter changes and inspections will happen on all the service trucks to prepare them for winter time use.

Town of Crestone Sewage Impact: The District received 234,922 gallons of wastewater from the town in the month of September, the daily average was 7,830 gallons per day. The Aspen WWTF influent daily average influent was 58,700 gallons per day. The town contributed 13% to the monthly flow total.

Bulk Water Sales: As directed by the Board I have found a few options for bulk water sales, the AquaFlow II is the easiest and most convenient system to use. Customers would come to the office, purchase a RFID card which can be filled with as much credit as they like. The customer would go to the filling station, place the RFID card onto the machine and press the start button to fill and stop button to stop and credits will be deducted from the card. Attached is more information on the product.

Project Updates: Storage tank inspection and cleaning is 50% complete, the screening and sorting of the Aspen spoils pile is 100% complete, the fire hydrant inspection and testing is 100% complete, the weed control project is 100% complete, the collection system cleaning is 100% complete. With the major projects complete, staff will now focus on training and education to enable them to be more knowable and productive in 2017.

2016 Projects: The following is a list of projects that will be worked on in 2016.

1. Storage tank inspection/cleaning 50%
2. MHE Lagoon reclamation-not started
3. ~~Screening/Sorting of Aspen spoils area~~
4. ~~Fire hydrant Maintenance Project~~
5. ~~Collection System Video Inspection and Cleaning Project~~
6. Manhole Infiltration Prevention Project-not started (weather permitting)
7. ~~Stables Lift Station Upgrade Project~~
8. ~~Facility Weed Control Project~~
9. Leak Detection-On going
10. ~~Repair drainage and road to Fallen Tree Storage Tank~~
11. ~~Install gate on Fallen Tree Storage Tank access road~~
12. ~~Install water drainage pipe at Well 18~~

2015 Projects Completed: The following is list of projects that were completed in 2015.

1. ~~Completion of Facility Maintenance GIS Layer Project~~
2. ~~Completion of Water Meter Upgrade Project~~
3. ~~Fire Hydrant Maintenance Project~~
4. ~~Collection System Cleaning Project~~
5. ~~Manhole Infiltration Prevention Project on Cotton Wood Creek~~
6. ~~Capital Improvement Projects~~
7. ~~Water Meter MXUM upgrade project and DOLA grant reporting~~
8. ~~Yeshi Korlo service line reduction project~~
9. ~~GIS Facilities Maintenance Project~~
10. ~~Virture Way Manhole Repair~~



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Products

Aquaflow II

AquaTrack

SkyPay Systems

Simple Access System

Enclosures

Overhead Supports

DCU

IPALS

Partnership Systems

AquaFlow II Prepaid RFID Card System

Our prepaid RFID card system allows your customers to purchase a vending card with a pre-selected or variable credit amount. They may then bring the card to any stand pipe equipped with an RFID card reader and dispense water up to the pre-paid limit on their card.

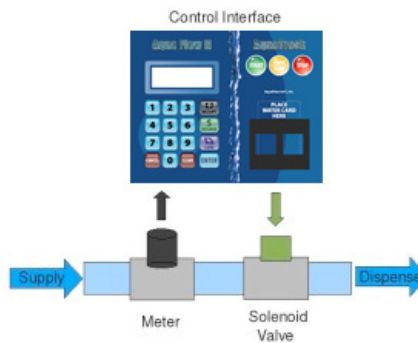
The system uses RFID technology to communicate with the card wirelessly. Prepaid RFID card systems can be installed on existing water pipe stands. We can provide you the materials and instructions for installation, or we can provide complete installation for you. Contact us for details.



System operation details:

After the card is placed next to the control interface, it is checked for its credit limit. When the Start button is pressed, a preset amount is deducted from the card, and then the electric valve is opened, allowing water to flow. The meter measures the water flow and sends this information to the control interface. When the user presses the Stop button the valve is closed and the system then adjusts the value on the customer’s card to reflect the actual amount dispensed.

The customer can then bring the card back to your office or to an unattended teller machine to put more money on the card.



[Aqua Flow II Product Sheet](#)

Bulk water sales. Truck Fill, pre-paid card, vending card, pipe stand, stand pipe, www.awwa.org, Water stand enclosures, water vending machine, Water truck, Distribution system, Pre-paid card systems, Internet based water systems, pin pad water systems, Revenue share water systems, Account based water system, Partner water system, water system hardware, Water system software, Installation, manufacture, USA based company, 14 years experience. Oil fracking. Gold plated customer service. Reliable.



Report On District Operations



Case 9030B Excavator.

Operations Report
Baca Grande Water and Sanitation District
November 18, 2016

Report from: October 12 – November 9, 2016

Contents

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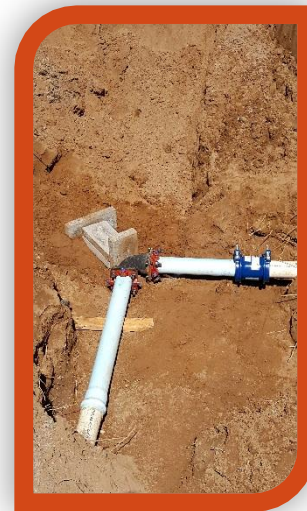
Water Usage, Compliance & Testing - Chalets.....2

Wastewater Compliance & Testing.....3

Infrastructure.....4

Operators.....5

Customer Home Tips.....6



Casita Park Leak Repair

District Operations

SSO-Sanitary Sewer Overflow	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	
Fire Hydrant Maintenance	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Began August 11th
Water Main Repairs	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	6" Main RD-T. 4" Main Casita Park.
Collection System Cleaning	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Chalet 3
GPS/GIS	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	
Water/Sewer Hookups	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Total for 2016: 10
Accidents	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	

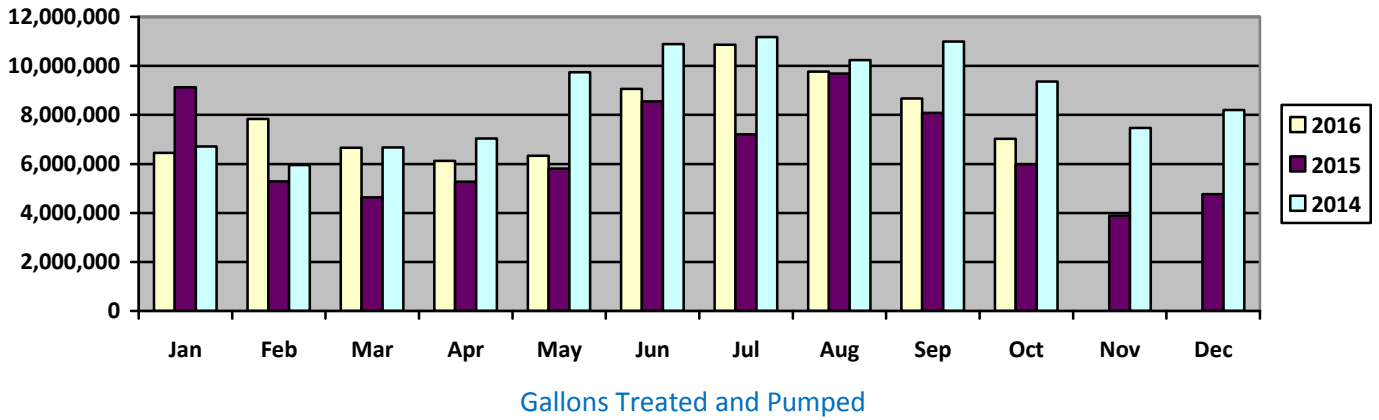
Total Water Treated

Total Gallons Treated For Month	Finished Water Chalets & Casita Park	Finished Water Metered Chalets & Casita Park	Wastewater Treated	Estimated Unaccounted Water
January 2016	6,457,000	2,452,000	1,901,000	Water Leak Found 4,005,000
February 2016	7,841,000	1,764,000	1,554,000	Water Leak found 6,077,000
March 2016	6,654,000	1,579,000	1,904,000	Water Leak Found 5,075,000
April 2016	6,124,000	3,133,000	1,608,000	Water leak found 2,991,000
May 2016	6,338,000	3,245,000	1,846,000	3,093,000
June 2016	9,065,000	4,740,000	3,054,000	4,325,000
July 2016	10,865,000	7,819,000	2,481,000	7 Leaks Repaired 2,996,000
August 2016	9,765,000	6,265,000	2,039,000	Hydrant Testing 3,473,000
September 2016	8,664,000	5,245,000	2,033,000	3,419,000
October 2016	7,023,000	3,383,000	1,761,000	3,640,000
November 2016				
December 2016				
Total Treated 2016	79,796,000	39,625,000	20,181,000	39,094,000

Golf Course Well

April 2016	May 2016	June 2016	July 2016	August 2016	September 2016	October 2016
Well 18 used	5,539,474	6,191,177	6,191,177	3,910,217	6,517,028	1,955,108

Baca Grande Chalet & Casita Park

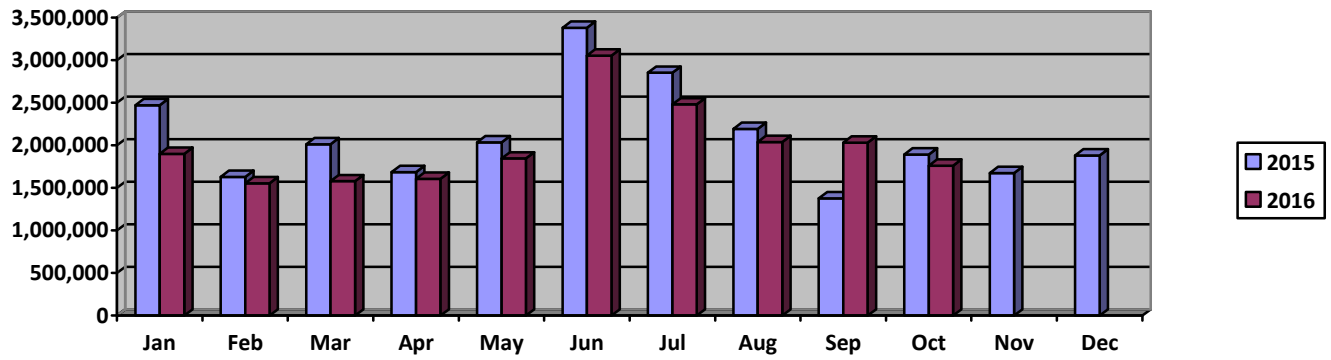


January	February	March	April	May	June
6,457,000	7,841,000	6,654,000	6,124,000	6,338,000	9,065,000

July	August	September	October	November	December
10,865,000	9,765,000	8,664,000	7,023,000		

Month	Chlorine Residual	Total Coliform E. Coli Result	Compliant	Well Water Level
January	0.34	Absent	Yes	35'
February	0.32	Absent	Yes	34'
March	0.32	Absent	Yes	34'
April	0.34	Absent	Yes	36'
May	0.37	Absent	Yes	37'
June	0.28	Absent	Yes	36'
July	0.26	Absent	Yes	36'
August	0.25	Absent	Yes	35'
September	0.36	Absent	Yes	37'
October	0.34	Absent	Yes	36'
November				
December				

Aspen Wastewater Treatment Facility



Wastewater Treated in Gallons

January	February	March	April	May	June
1,901,000	1,554,000	1,579,000	1,608,000	1,846,000	3,054,000

July	August	September	October	November	December
2,481,000	2,039,000	2,033,000	1,761,000		

Month	Total Ammonia Result	E. Coli Result	Effluent BOD5 Result	Total BOD5 Removal Result	Compliant for Month
January	2.6 mg/L	2/100	9.2 mg/L	93%	Yes
February	0.8 mg/L	2/100	5.8 mg/L	96%	Yes
March	2.1 mg/L	2/100	3.6 mg/L	98%	Yes
April	1.3 mg/L	2/100	2.3 mg/L	98%	Yes
May	2.1 mg/L	2/100	13 mg/L	96%	Yes
June	0.9 mg/L	14/100	1.8 mg/L	97%	Yes
July	0.6 mg/L	7/100	11 mg/L	97%	Yes
August	0.8 mg/L	4/100	13.8 mg/L	95%	Yes
September	0.2 mg/L	2/100	4.9 mg/L	98%	Yes
October	0.3 mg/L	2/100	3.6 mg/L	97%	Yes
November					
December					

Bio Solids	Quantity
Stored Bio Solids – Aspen Storage Lagoon	215,600 Gallons
Bio Solids pumped and applied to land application site 2016	0
Bio Solids pumped into Aspen Storage Lagoon 2016.	60,000

Infrastructure Fixed Assets

Transfer Stations	Booster Stations
Fallen Tree – Operational	Pine Cone Booster – Operational
Ridgeview Transfer Station – Operational	Shumei Booster Station – Operational
Moonlight Transfer Station – Operational	Motel Well Booster Station – Offline

Drinking Water Distribution System	Wastewater Collection System
Water Mains = 64 Miles	Sewer Mains = 45 Miles
Gate Valves = 528 Units	Manholes = 798
Service Accounts = 705	
Curb Stops = 705	Lift Stations = 5
Fire Hydrants = 278	MHE LS – Operational
Well 17/18 Water Treatment Plant- Facility Fully Operational.	Stables LS – Fully Operational
MHE Motel Well Water Treatment Facility- Offline	Wagon Wheel LS – Operational
Water Transfer Stations = 3	Dharma Ocean LS – Operational
Booster Stations = 3	Aspen LS – Operational
	Aspen WWTF – Facility Fully Operational. Operating at 39% Capacity

Operations Team



Justin DeBon, CWP
 Operations Manager
 ORC
 Class C Water Operator
 Class C Wastewater Operator
 Class 1 Distributions Operator
 Class 1 Collections Operator
 Nationally Certified Heavy Equipment Operator

Chad Tate, CWP
 Water Treatment
 Operator
 Class S Water Operator
 Class S Wastewater Operator
 Class C Water Operator
 Class 2 Distributions Operator

Tim Allen, CWP
 Distributions & Collections
 Operator
 Class S Water Operator
 Class S Wastewater Operator

Rebecca Potter, CWP
 Laboratory & Analysis
 Operator
 Class D Wastewater Operator

Jim Vanderpool, CWP
 Operations & Maintenance
 Operator
 Class S Water Operator



Customer Home Tips

Leak Detection, Prevention and Winter Preparedness



Potential loss: 200 gallons of water per day
 If your toilet is running constantly, you could be wasting as much as 200 gallons of water or more per day. Not all toilet leaks can be detected by listening for running water in the bowl of the toilet. The most common cause of a toilet leak is the flapper valve. Over time, the valve becomes worn out and it does not seal shut anymore. One way to find out if you have a toilet leak is to place a drop of food coloring in the toilet tank. If the color shows up in the bowl within 15 minutes without flushing, you have a leak. Once you complete this test, make sure to flush immediately to avoid staining the tank.



Potential loss: 3,000 gallons of water per year
 A leaky faucet that drips at rate of 1 drip per second can waste more than 3,000 gallons of water per year. Most faucet leaks can be reduced by checking the washers and gaskets for wear, and replacing them if necessary. Another tip would be to replace the aerator. These are inexpensive, available at most hardware stores and easy to install.



Potential loss: 500 gallons of water per year
 A showerhead leaking at 10 drips per minute wastes more than 500 gallons of water per year – that’s enough water to wash 60 loads of dishes in your dishwasher. Most leaky showerheads can be fixed by ensuring a tight connection using Teflon tape and a wrench. You may also consider replacing an old showerhead. An older showerhead uses 3 to 8 gallons of water while a newer model can use as little as 1.5 gallons per minute.



Detaching the hose allows water to drain from the pipe. Otherwise, a single hard, overnight freeze can burst either the faucet or the pipe it is connected to.



If you have pipes in an unheated garage or a cold crawl space under the house, wrap the water pipes before temperatures fall. Good wrapping materials are available at hardware or building supply stores.



Seal off access doors, air vents and cracks. Repair broken basement windows. Winter winds whistling through overlooked openings can quickly freeze exposed water pipes. Don’t plug air vents that your furnace or water heater need for good combustion.



AquaFlow II

Water Pipestand and Transaction Software

AquaFlow II is the world's only **completely sealed** system—no slots to get dirty, no motors to wear out, no moving parts—it is virtually maintenance free!

Functionality

WaterProducts AquaFlow II is the water industry's premier RFID card, debit/credit and water utility software solution. Successfully deployed at many of North America's leading utilities and municipalities, AquaFlow II was developed specifically to meet the unique needs of water utilities. By providing seamless RFID card prepayments for purchases at loading stations, AquaFlow II increases efficiency and accountability.

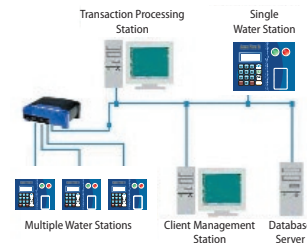
An RFID is integrated into a DCU for tracking and charging for water consumption through the loading station.

The AquaFlow II system can be networked, downloaded, or act as a stand-alone system.

The intuitive AquaFlow II interface guides clients through the purchasing process



Collect and manage transaction data using a standard USB flash drive



Configure one or more pipestand locations. AquaFlow II runs stand alone or across a network, allowing for multi-site installations that leverage your existing TCP/IP infrastructure.

Features and Benefits

- Design programs that meet your institution's specific needs, charging per unit or per gallon. Two tier pricing is available, or add a transaction charge.
- Scalable to accommodate a single site watering point or a multi-site network of water stations.
- Expands to include unattended teller machines.
- Protect your customer's value by easily resetting forgotten security codes.
- Create valuable management and planning reports with AquaFlow II.

www.WaterProducts.Net

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(928) 380-6164 cell • (928) 226-8323 fax



Administrative Report – November 18, 2016

To: Baca Grande Water and Sanitation District Board of Directors
From: JoAnn Slivka, Administrative Services Manager

2016 Activities

Certification of Delinquent Accounts

The annual process to submit delinquent accounts to the county treasurer for collection is due by November 1, 2016.
CRITERIA: \$150 AND the account has to be at least 6 months in arrears - Due April 30, 2016– September 30, 2016.

The 2016 Certification calendar has been established as follows;

- ✓ August 19, 2016: BOARD MEETING: Present the draft letter for approval with key dates establish
- ✓ September 16, 2016: Certified letters get mailed to Property Owners; as of this writing there are 214 AOS accounts and 12 Usage accounts on the certification list.
- ✓ October 21, 2016: Last day to accept payments
- ✓ October 21, 2016 BOARD MEETING: Property Owner Hearing Date
- ✓ October 24, 2016: PACKET MAILED TO THE COUNTY
- ✓ November 1, 2016: Accounts to be certified are due to the Saguache County Treasurer's office
- December 1, 2016: Last day for closing requests from title companies
- December 7, 2016: Notify the county treasurer's office of any closings that occurred
- December 9, 2016: Treasurer's office will perform any changes/updates to our certification list

2017 Budget

- ✓ October 15, 2016:
 - ✓ Proposed budget to Board of Directors
 - ✓ Publish/post Notice of Budget and Hearing
- BEFORE December 15, 2016: Hold Properly-noticed budget hearing to adopt the budget, set the mill levy(ies) and make appropriations for the budget year

2016 October Utility Billing Activity

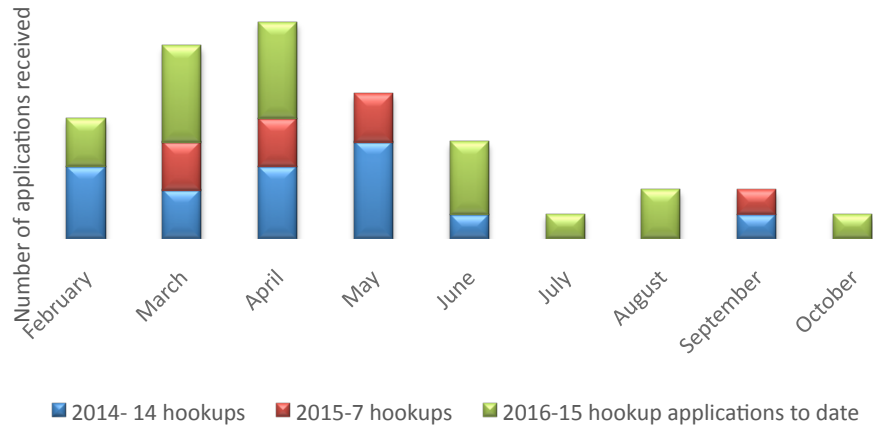
- 💧 Billing summary:
 - Late Fees, 64 = \$930.00
 - Usage Customers Billed, 697
 - Transfer Fees, 23 = \$5750.00
- 💧 Xpress Bill Pay Stats
 - 151 – EFT Web Transactions
 - 191 – Credit/Debit Card Web Transactions
 - 37 – Online Banking – Bank Bill Pay Transactions
 - 293 – Lock Box Service Transactions

2016 Property Activity

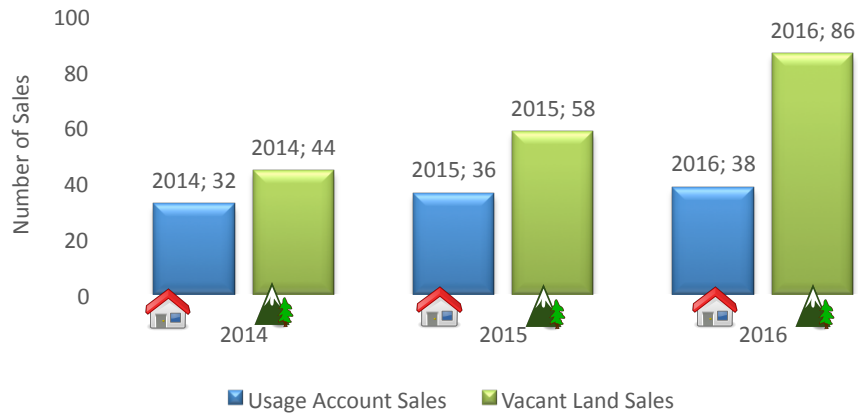
- 💧 Consolidations
 - 2 - New applications received:
 1. Lots 114 & 115
 2. Lots 3470 & 3471 - denied because there is an existing meter on each lot
 - 1- Final Approved: 3306, 3307, 3308, 3309, 3310, 3311
- 💧 Transferred Properties
 - 4 - SFRs: 190, 909, 2162, 4236
 - 17 - Vacant Land: 360, 490, 491, 500, 573, 574, 867, 868, 1651, 2177, 2704, 3577, 3885, 3890, 3891, 3899, 3900
- 💧 New Water-Sewer Hookups: 1 - New application received
 - 1512 Antelope Way

TOWN of CRESTONE		
2016	Total Monthly Flow (gallons)	Amount Billed
December	161,432.01	\$849.13
January	159,789.88	\$840.49
February	142,897.00	\$751.64
March	179,745.33	\$945.46
April	173,281.48	\$911.46
May	169,798.69	\$893.14
June	131,061.94	\$689.39
July	111,066.89	\$584.21
August	123,559.68	\$649.92
September	162,194.34	\$853.14
October	234,922.11	\$1,235.69
November		
December		
Totals	1,749,749.35	\$9,203.67

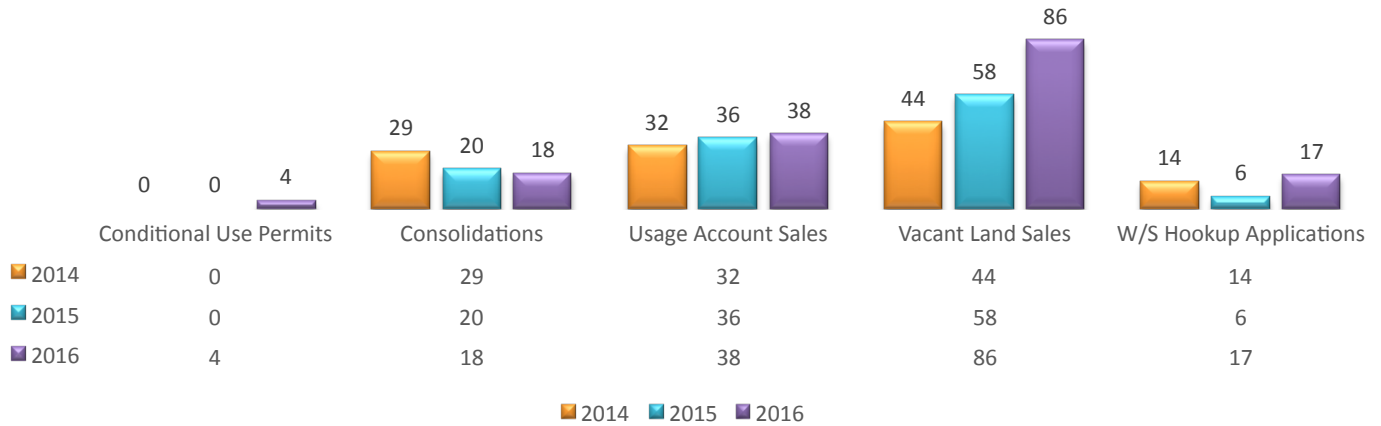
Water-Sewer Hookups 2014-2016



Property Sales 2014-2016



District Property Trends





BACA GRANDE WATER AND SANITATION DISTRICT ENGINEER'S REPORT November 9, 2016

ADMINISTRATIVE MATTERS

Action Item Conference Call – There was no Action Item conference call in advance of the November Board meeting.

Water and Wastewater Rates – I met with Lisa Johnson on August 5 to discuss TZA's support of a sewer rate review for the Town of Crestone as it relates to the pending negotiations for an amended and restated intergovernmental agreement (IGA). A proposal was drafted and provided to Lisa following that meeting. I discussed this matter with Michael Scully and Matthew Ghourdjian during our October 14 meeting in Moffat. Based upon recent e-mail exchanges, the IGA with Crestone, and the associated sewer rates, will be delayed until early 2017 to allow the District time to establish its basic operating procedures without the help of Lisa and Special District Management Services. I will follow-up with JoAnn Slivka after the first of the year.

Town of Crestone Intergovernmental Agreement – I provided Michael and Matthew an outline for an amended and restated IGA on October 18. Marcus Lock has offered his assistance as well. Refer to "Water and Wastewater Rates" above on timing of development.

CAPITAL PROJECTS

Headworks/Flow Equalization Basin – TZA is working through the site application and design phases of this project to support the Aspen Institute Wastewater Treatment Plant (WWTP).

- Site Application Amendment and Engineering Report: Submitted to the Water Quality Control Division (WQCD) and the local review agencies (i.e. Saguache County departments) on October 17. The Saguache County departments have responded with no comments. The project status website indicates the site application amendment is "in review by WQCD".
- Geotechnical Investigation: The report on the two borings was received on September 22.
- Structural Design: In progress now that the Geotechnical Engineering Study report has been received.
- Electrical/Mechanical Design: A site visit with our electrical subconsultant, Browns Hill Engineering, was conducted on November 2 and they are proceeding with the design.
- Civil/Process Design: Drawings are 50% complete.
- Process Design Report: Approximately 80% complete and awaiting Site Application Amendment and Engineering Report approval by the WQCD.
- Bidding Documents: Work on the bidding documents, technical specifications, and construction drawings is progressing with an anticipated completion date of mid-December for submittal to the WQCD for review and approval.

LAMP RYNEARSON COMPANIES



One item yet to be resolved in our design efforts is the right-of-way (ROW) for the access road adjacent to the WWTP site. Justin DeBon reminded me of Saguache County's past request to increase the ROW, but he did not have any documentation associated with the details of the request. I spoke with Randal Arredando on August 31 and he was to send me information via e-mail on the road ROW. David Wiggins, of TZA, has been in communication with Saguache County and has received verbal information regarding easements in the area of the WWTP, but Saguache County has not provided any documentation associated with the details. Our design takes the verbal representations into consideration.

Finally, JoAnn Slivka has requested our assistance in transitioning the Small Communities Grant Reimbursement management from SDMS to the District. David is working with JoAnn, and SDMS, on the procedure and documentation efforts.

Capital Project Summary Sheets – One new summary sheet, for a sludge drying bed to support the biosolids management for the Aspen Institute Wastewater Treatment Plant has been drafted and will be reviewed with Justin DeBon in advance of the November Board meeting. For informational purposes, Justin DeBon indicates the District removes approximately 28,000 gallons of sludge from the anaerobic digesters every three (3) months. This is the equivalent of approximately 120,000 gallons every year.

Drafts of updated summary sheets for two previously identified water distribution system projects – Primary Looping A and Secondary Looping C were provided to Justin on October 12. Justin identified Looping C as a higher priority project at the October Board meeting. TZA was directed by Lisa Johnson on October 21 to research funding options available to assist in the Looping C project. On November 4, JoAnn Slivka indicated she had tasked Alison McClure to research funding opportunities, so TZA has not initiated any research.

Casita Park Water Line Interconnect – The line connecting the Well 18 yard piping to Mobile Home Estates was put into service on November 30, 2015. The redundant stream crossing was completed by RMS on December 18, 2015. An 11-month warranty inspection should be considered in November of 2016. On August 22, Justin DeBon advised me of a possible warranty period matter with the pressure reducing valve (PRV) installed as a part of the project. I spoke with Bryan Malouff, of RMS, on August 30 and he informed iSiWest, the PRV supplier, of my call. JoAnn Slivka provided me copies of the District staffs' incident reports and I followed up with iSiWest directly on September 7. Brandon Henderson, of iSiWest, was working with Chad Tate to adjust the flow aspects of the main control valve. On November 3, Brandon was on-site to follow-up on the issues from earlier in the year and during his visit the Operations team discovered some additional issues. Justin contacted me on November 7 and I have requested details on the failed parts (i.e. part numbers, locations, etc.) from him. I have contacted iSiWest about a review meeting pending receipt of the details from Justin.

OPERATIONAL MATTERS

Golf Course Water Supply – No activity since the September Board meeting. Please refer to my September 7 report for historical information.

OTHER ACTIVITIES

Atalanta Inclusion – On September 20, JoAnn Slivka circulated the Petition for Inclusion to Lisa Johnson, Zachary White, and Brad Simons. No activity on behalf of TZA since then. This matter will be removed from the December report.

PARKING LOT

Funding Opportunities – District staff and consultants have researched a variety of funding sources, as resources allow, for possible support on a variety of projects.

- SEARCH (Special Evaluation Assistance for Rural Communities and Households) Grants and the Predevelopment Planning Grants available from the USDA’s Rural Development may be options for the biosolids management needs of the District.
- The Colorado Water Conservation Board’s Water Efficiency Grant program may be the most applicable to the District’s current water conservation efforts. Specifically, this program may support a water loss control audit.

Well No. 17 Permit Matters – Pending the outcome of the Justice Department’s water court application regarding the current location of Well No. 17, TZA is prepared to support the permit (Well Permit No. 57623-F-R) conditions associated with the redrilling of Well No. 18 in 2012.

Well 18 Booster Pump Station Problems – Any legal activities associated with this topic will be addressed separately due to attorney-client privileges.

Water Meter Transmitter Replacement Project - Justin DeBon has reviewed the meter reading results with pump station metering reports in an effort to assess pressure zones that should be the focus of any future leak detection activities. This information may benefit future application(s) to the Water Efficiency Grant program administered by the Colorado Water Conservation Board.

Compliance Evaluation Inspection (Dharma Ocean and Stables Lift Station) – The capital improvements associated with the Stables Lift Station were completed on April 1, 2016 by Timber Line Electric and Control Corporation. TZA was contacted by Chad Tate on June 16, 2016 regarding a couple of “overspeed” faults on Pump No. 1. TZA researched the situation and provided information to Mr. Tate on the possible causes. Mr. Tate provided follow-up information to TZA on June 17. To date, the fault has not re-occurred.

Baca Grand Water & Sanitation District
Nov-16

	General	Capital Projects	Debt Service	Enterprise	Totals
Disbursements	\$ 9,828.82	\$ 5,850.10	\$ -	\$ 32,404.90	\$ 48,083.82
Payroll-10/1/2016-10/15/2016				\$ 14,594.22	\$ 14,594.22
Payroll-10/15/2016-10/31/2016				\$ 16,312.70	\$ 16,312.70
San Luis Valley REC-October				7,337.00	7,337.00

Total Disbursements from Checking Acct	\$9,828.82	\$5,850.10	\$ -	\$70,648.82	\$ 86,327.74
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Cash Position - Checking	\$ 255,754.28
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Ending Cash Position - Checking	<u>\$ 169,426.54</u>
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Other Disbursements

UMB- Improvement Bonds	\$ 180,937.50
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Debt Service CWPDA Loan	\$ 47,650.29
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Total Debt Service Disbursements	\$ 228,587.79
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Cash Position - Debt Service	\$ 148,477.48
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Funds Transfer from General Fund	\$ 90,000.00
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Ending Cash Position - Debt Service LA Account	<u>\$ 9,889.69</u>
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Check Issue Date	Payee	Invoice Number	Invoice GL Account	Account Title	Check Amount
90102					
11/18/2016	A&M Pest & Termite Control, Inc	114866	4-503000	Repair & Maint	75.00
Total 90102:					75.00
90103					
11/18/2016	Automotive Concepts	49394	4-500662	Vehicle-Repairs and Maint	169.73
Total 90103:					169.73
90104					
11/18/2016	Centratel, LLC	16110312910	4-500406	Phone Answering Service	166.14
11/18/2016	Centratel, LLC	2017-PREPA	4-115000	Prepaid Expenses	1,879.80
Total 90104:					2,045.94
90105					
11/18/2016	Chaparral Inc.	151844	4-500662	Vehicle-Repairs and Maint	279.26
Total 90105:					279.26
90106					
11/18/2016	Colorado Analytical Lab, Inc.	161013026	4-500250	Testing	56.00
11/18/2016	Colorado Analytical Lab, Inc.	161027046	4-500250	Testing	112.00
Total 90106:					168.00
90107					
11/18/2016	Crestone Eagle Enterprises LLC	1611-EAG	4-500510	Advertising	217.00
Total 90107:					217.00
90108					
11/18/2016	Dana Kepner Company, Inc.	3057662-00	4-503018	Repair & Maint-Fire Hydrants	820.69
Total 90108:					820.69
90109					
11/18/2016	DEMRS, Inc	64680	4-503008	Repairs & Maint-Well No. 18	2,662.00
Total 90109:					2,662.00
90110					
11/18/2016	Fair Point Communications	1611-243	4-505027	Office / Cell Phones	376.61
Total 90110:					376.61
90111					
11/18/2016	FirstBank	1610-0362	4-500362	Clothing Allowance	104.59
11/18/2016	FirstBank	1610-0401	4-500401	Postage	83.44
11/18/2016	FirstBank	1610-0407	4-500407	Computers and Media	16.20
11/18/2016	FirstBank	1610-0450	4-500450	Utility Maintenance Tools	20.94
11/18/2016	FirstBank	1610-0451	4-500451	Supplies	144.45
11/18/2016	FirstBank	1610-0500	4-500500	Training and Education	60.00
11/18/2016	FirstBank	1610-0520	4-500520	Memberships	99.00
11/18/2016	FirstBank	1610-0550	4-500550	Meals and Lodging	208.08
11/18/2016	FirstBank	1610-0662	4-500662	Vehicle-Repairs and Maint	236.14

Check Issue Date	Payee	Invoice Number	Invoice GL Account	Account Title	Check Amount
11/18/2016	FirstBank	1610-3000	4-503000	Repair & Maint	804.79
11/18/2016	FirstBank	1610-5000	1-445000	Miscellaneous Income	292.59-
11/18/2016	FirstBank	1610-5027	4-505027	Office / Cell Phones	277.61
Total 90111:					1,762.65
90112					
11/18/2016	Freedom Mailing Services, INC	30064	4-500460	Utility Billing	454.74
Total 90112:					454.74
90113					
11/18/2016	Grand Junction Pipe & Supply	3432117	4-503331	Retail Water Meter Parts	1,032.88
11/18/2016	Grand Junction Pipe & Supply	3434589	4-503002	Repairs & Maint-Sewer(Gravity)	2,215.00
11/18/2016	Grand Junction Pipe & Supply	3435650	4-503001	Repairs & Maint-Water Mains	56.62
11/18/2016	Grand Junction Pipe & Supply	3435652	4-503001	Repairs & Maint-Water Mains	82.54
Total 90113:					3,387.04
90114					
11/18/2016	Haynies Inc	080735	4-500662	Vehicle-Repairs and Maint	23.31
11/18/2016	Haynies Inc	083817	4-500662	Vehicle-Repairs and Maint	11.61
Total 90114:					34.92
90115					
11/18/2016	Hillman, David	2016-1027-H	4-120070	Accounts Receivable	56.00
Total 90115:					56.00
90116					
11/18/2016	Hurd, Ben	2016-1018-H	4-120070	Accounts Receivable	1,400.00
Total 90116:					1,400.00
90117					
11/18/2016	Law of the Rockies	1610-LAW	1-506030	Legal	2,456.00
Total 90117:					2,456.00
90118					
11/18/2016	Mendel, Cheyenne & Joe	2016-1005-M	4-120070	Accounts Receivable	55.98
Total 90118:					55.98
90100					
11/02/2016	Mountain States Employers Coun,	2016-MSEC	4-506020	Professional Fees	1,300.00
Total 90100:					1,300.00
90119					
11/18/2016	National Benefit Services LLC	565148	4-530500	Health Insurance	75.00
Total 90119:					75.00
90120					
11/18/2016	Peregrino, Dora	161020-PER	4-503025	Repair & Maint-Office	100.00

Check Issue Date	Payee	Invoice Number	Invoice GL Account	Account Title	Check Amount
11/18/2016	Peregrino, Dora	161103-PER	4-503025	Repair & Maint-Office	100.00
Total 90120:					200.00
90121					
11/18/2016	Quill	1029654	4-500403	Office Supplies	205.99
11/18/2016	Quill	1103954	4-500403	Office Supplies	19.90
11/18/2016	Quill	9753869	4-500403	Office Supplies	21.69
11/18/2016	Quill	9753869	4-500451	Supplies	37.46
11/18/2016	Quill	9777809	4-500451	Supplies	6.49
11/18/2016	Quill	9805150	4-500403	Office Supplies	32.28
11/18/2016	Quill	9873769	4-500451	Supplies	115.94
11/18/2016	Quill	9991980	4-500403	Office Supplies	39.80
11/18/2016	Quill	9991980CR	4-500403	Office Supplies	19.90-
Total 90121:					459.65
90101					
11/02/2016	Saguache Clerk & Recorder	2016-CERT-	1-500400	County Treasurer's Fee	51.00
Total 90101:					51.00
90122					
11/18/2016	Special Dist Management Svcs	8961	1-506040	Management	196.81
11/18/2016	Special Dist Management Svcs	8962	1-506040	Management	871.20
11/18/2016	Special Dist Management Svcs	8963	1-506040	Management	343.20
11/18/2016	Special Dist Management Svcs	8964	1-506040	Management	462.00
11/18/2016	Special Dist Management Svcs	8965	1-506045	Accounting	1,597.20
11/18/2016	Special Dist Management Svcs	8966	1-506045	Accounting	1,188.00
11/18/2016	Special Dist Management Svcs	8967	1-506040	Management	712.80
11/18/2016	Special Dist Management Svcs	8968	1-506045	Accounting	224.40
11/18/2016	Special Dist Management Svcs	8969	1-506045	Accounting	18.00
Total 90122:					5,613.61
90123					
11/18/2016	Stumpf, Harry	2016-1024-S	4-120070	Accounts Receivable	250.00
Total 90123:					250.00
90124					
11/18/2016	The Saguache Crescent	2016-10-20S	4-500510	Advertising	32.50
Total 90124:					32.50
90125					
11/18/2016	Titan Machinery Inc CO Springs	8497134	4-500662	Vehicle-Repairs and Maint	155.91
Total 90125:					155.91
90126					
11/18/2016	TZA Water Engineers, Inc.	4607.01-24	4-506020	Professional Fees	612.00
11/18/2016	TZA Water Engineers, Inc.	4607.01-24	3-517055	Casita Park Interconnect	90.00
11/18/2016	TZA Water Engineers, Inc.	4607.01-24	4-506020	Professional Fees	432.00
11/18/2016	TZA Water Engineers, Inc.	4607.01-24	4-503333	Bio Solids Disposal	684.00
11/18/2016	TZA Water Engineers, Inc.	4607.04-4	3-517215	Aspen WWTF	180.00
11/18/2016	TZA Water Engineers, Inc.	4607.04-4	3-517215	Aspen WWTF	159.00

Check Issue Date	Payee	Invoice Number	Invoice GL Account	Account Title	Check Amount
11/18/2016	TZA Water Engineers, Inc.	4607.04-4	3-517215	Aspen WWTF	165.00
11/18/2016	TZA Water Engineers, Inc.	4607.04-4	3-517215	Aspen WWTF	5,256.10
11/18/2016	TZA Water Engineers, Inc.	607.03-03	4-506020	Professional Fees	54.00
Total 90126:					7,632.10
90127					
11/18/2016	UNCC	216100063	4-500530	Locates	21.45
Total 90127:					21.45
90128					
11/18/2016	Univar USA Inc	DV912575	4-503299	Repair & Maint-SCADA	1,980.60
Total 90128:					1,980.60
90129					
11/18/2016	US Fish and Wildlife Service	USFW-1610	4-500100	Raw Water USFSWS	6,595.29
Total 90129:					6,595.29
90130					
11/18/2016	USA BlueBook	086206	4-503019	Repair & Maint-Aspen TP	2,988.91
11/18/2016	USA BlueBook	086206	4-503010	Repairs & Maint - Pump Houses	648.92
11/18/2016	USA BlueBook	091838	4-503019	Repair & Maint-Aspen TP	1,559.00
11/18/2016	USA BlueBook	097165	4-503019	Repair & Maint-Aspen TP	1,559.00-
Total 90130:					3,637.83
90131					
11/18/2016	Waste Management Monte Vista	0967444-252	4-505029	Trash and Recycling Services	154.02
Total 90131:					154.02
90132					
11/18/2016	White, Bear Ankele Tanaka & Wal	1175.011	1-506030	Legal	22.50
11/18/2016	White, Bear Ankele Tanaka & Wal	1175.015	1-506030	Legal	45.00
11/18/2016	White, Bear Ankele Tanaka & Wal	1175.018	1-506030	Legal	45.00
11/18/2016	White, Bear Ankele Tanaka & Wal	1175.06	1-506030	Legal	112.50
11/18/2016	White, Bear Ankele Tanaka & Wal	1175.08	1-506030	Legal	1,441.00
11/18/2016	White, Bear Ankele Tanaka & Wal	1175.0903	1-506030	Legal	90.00
11/18/2016	White, Bear Ankele Tanaka & Wal	1175.9999	1-506030	Legal	48.80
11/18/2016	White, Bear Ankele Tanaka & Wal	175.180	1-506030	Legal	196.00
Total 90132:					2,000.80
90133					
11/18/2016	Xerox Corp.	086817201	4-500402	Copier Lease and Equipment	151.50
Total 90133:					151.50
Grand Totals:					46,732.82

Check Issue Date	Payee	Invoice Number	Invoice GL Account	Account Title	Check Amount
90100					
11/02/2016	Mountain States Employers Coun,	2016-MSEC	4-506020	Professional Fees	1,300.00
Total 90100:					1,300.00
90101					
11/02/2016	Saguache Clerk & Recorder	2016-CERT-	1-500400	County Treasurer's Fee	51.00
Total 90101:					51.00
Grand Totals:					1,351.00



RECEIVED
 NOV 04 2016
 BY: *[Signature]*

Invoice Date	10/28/2016
Funds Due Date	11/27/2016

BACA GRANDE WATER & SANITATION
 DISTRICT
 ATTN: HAVEN WELLMAN
 PO BOX 520
 CRESTONE CO 81133-0520

Issue BG10

BACA GRANDE WATER & SANITATION DIST
 GO RFDG & IMPROV BDS SRS 2010
 DATED 10/26/2010

Issue Payment Date 12/01/2016

Registered Interest	\$ 130,937.50
Matured Bonds	\$ 50,000.00
Called Bonds	\$ 0.00
Principal Reduction	\$ 0.00
Coupon Interest	\$ 0.00

TOTAL DUE \$ 180,937.50

**Please return a copy of this notice with your remittance.
 Payments by check are due 15 days prior to Funds Due Date.**

Wire Instructions:

UMB BANK NA
 BNF NAME: TRUST OPERATIONS
 ABA: 101 000 695
 BNF A/C: 9800006823
 ATTN: JONATHAN FERNANDEZ - BG10

ACH Instructions:

UMB BANK NA
 BNF NAME: TRUST OPERATIONS
 ABA: 101 000 695
 BNF A/C: 9801018981
 ATTN: JONATHAN FERNANDEZ - BG10

Account Officer: JONATHAN FERNANDEZ
Phone: 303-764-3607
Email: JONATHAN.FERNANDEZ@UMB.COM



COLORADO WATER RESOURCES & POWER DEVELOPMENT AUTHORITY

Logan Tower Bldg – Suite 620, 1580 Logan Street, Denver, Colorado 80203-1942
303/830-1550 • Fax 303/832-8205 • info@cwprda.com

November 1, 2016

AJ Beckman
Baca Grande Water & Sanitation District
57 Baca Grant Way South
P.O. Box 520
Crestone, CO 81131-0520

RECEIVED
NOV 04 2016
BY: *[Signature]*

RE: Colorado Water Resources and Power Development Authority
Drinking Water Revolving Fund Direct Loan Program

Dear AJ Beckman:

Below is a breakdown of your loan repayment due: **December 1, 2016**

<u>Loan Number</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
D09F005	\$36,788.31	\$10,861.98	\$47,650.29
<u>Total amount due</u>	<u>\$36,788.31</u>	<u>\$10,861.98</u>	<u>\$47,650.29</u>

Payment instructions for wire transfer or ACH transfer are as follows:

<u>Wire Instructions</u>	<u>ACH Instructions</u>
Wells Fargo Bank, N.A. ABA: 121000248 Acct. No. 0001038377 BNF: Corp. Trust Clearing OBI: 14878100	Wells Fargo Bank, N.A. ABA: 091000019 Acct. No. 0001038377 BNF: Corp. Trust Clearing OBI: 14878100

If you have any further questions, or you are unable to comply with this procedure, please call me prior to the payment date at (303) 830-1550 extension 1017. Additionally, please notify me of any address changes by e-mail at rtesch@cwprda.com or by phone at the number listed above.

Thank you for your assistance.

Sincerely,

Rachel Tesch

Rachel Tesch
Accountant

**Per our loan agreement:
This is not payable by check.**

Cc: Sandy Shupe, Trust Officer, Wells Fargo via email

RESOLUTION NO. 2016 - 11 - 01

A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE BACA GRANDE WATER AND SANITATION DISTRICT
TO ADOPT THE 2017 BUDGET AND APPROPRIATE SUMS OF MONEY

WHEREAS, the Board of Directors of the Baca Grande Water and Sanitation District ("District") has appointed the District Accountant to prepare and submit a proposed 2017 budget to the Board at the proper time; and

WHEREAS, the District Accountant has submitted a proposed budget to this Board on or before October 15, 2016, for its consideration; and

WHEREAS, upon due and proper notice, published or posted in accordance with the law, said proposed budget was open for inspection by the public at a designated place at the office of the District Accountant and Manager, interested electors of the District were given the opportunity to file or register any objections to the proposed budget, and a public hearing was held on November 18, 2016 at 57 Baca Grant Way South, P.O. Box 520, Crestone, Colorado, 81131; and

WHEREAS, the budget has been prepared to comply with all terms, limitations and exemptions, including, but not limited to, reserve transfers and expenditure exemptions, under Article X, Section 20 of the Colorado Constitution ("TABOR") and other laws or obligations which are applicable to or binding upon the District; and

WHEREAS, whatever increases may have been made in the expenditures, like increases were added to the revenues or were planned to be expended from reserve fund balances so that the budget remains in balance, as required by law.

WHEREAS, the Board of Directors of the District has made provisions therein for revenues in an amount equal to or greater than the total proposed expenditures as set forth in said budget; and

WHEREAS, it is not only required by law, but also necessary to appropriate the revenues provided in the budget to and for the purposes described below, as more fully set forth in the budget, including any interfund transfers listed therein, so as not to impair the operations of the District.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Baca Grande Water and Sanitation District:

1. That the budget as submitted, amended, and summarized by fund, hereby is approved and adopted as the budget of the Baca Grande Water and Sanitation District for the 2017 fiscal year.

2. That the budget, as hereby approved and adopted, shall be certified by the Secretary of the District to all appropriate agencies and filed in accordance with applicable law, and is made a part of the public records of the District.


3. That the sums set forth as the total expenditures of each fund in the budget attached hereto as **EXHIBIT A** and incorporated herein by reference are hereby appropriated from the revenues of each fund, within each fund, for the purposes stated.

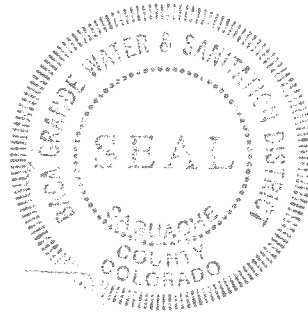
ADOPTED this 18th day of November, 2016.

BACA GRANDE WATER AND
SANITATION DISTRICT,
a quasi-municipal corporation and political
subdivision of the State of Colorado


Michael Scully, President

ATTEST:


Lynn Drake, Secretary



(SEAL)

EXHIBIT A
(Budget)

BACA GRANDE WATER AND SANITATION DISTRICT
Assessed Value, Property Tax and Mill Levy Information

	2015 Actual	2016 Adopted Budget	2017 Adopted Budget
Assessed Valuation	\$ 14,949,422	\$ 12,073,444	\$ 11,885,632
Mill Levy			
General Fund	42.000	37.000	37.000
Debt Service Fund	8.000	17.000	17.000
Temporary Mill Levy Reduction	-	-	-
Refunds and Abatements	-	-	-
Total Mill Levy	<u>50.000</u>	<u>54.000</u>	<u>54.000</u>
Property Taxes			
General Fund	\$ 507,085	\$ 446,717	\$ 439,768
Debt Service Fund	119,595	205,248	202,056
Temporary Mill Levy Reduction	-	-	-
Refunds and Abatements	-	-	-
Actual/Budgeted Property Taxes	<u>\$ 626,680</u>	<u>\$ 651,965</u>	<u>\$ 641,824</u>

BACA GRANDE WATER AND SANITATION DISTRICT
GENERAL FUND
2017 Adopted Budget
with 2015 Actual, 2016 Adopted Budget, and 2016 Estimated Budget

	2015 Actual	2016 Adopted Budget	2016 Estimate	2017 Adopted Budget
Beginning Fund Balance	\$ 326,491	\$ 458,871	\$ 461,427	\$ 391,392
REVENUE				
Property Taxes	604,863	446,717	446,717	439,768
Less: Allowance for Uncollectable	-	(26,803)	(26,803)	(26,386)
Interest on Property Taxes	13,519	3,000	7,929	5,000
Specific Ownership Tax	95,141	100,800	66,427	67,200
Miscellaneous Income	8,628	3,000	1,970	2,000
Delinquent Account Fees			6,630	-
Interest	581	480	340	380
Total Revenue	<u>722,731</u>	<u>527,194</u>	<u>503,210</u>	<u>487,962</u>
Total Funds Available	<u>1,049,222</u>	<u>986,065</u>	<u>964,637</u>	<u>879,354</u>
EXPENDITURES				
County Treasurer's Fee	15,528	13,402	13,402	13,193
Miscellaneous	-	-	-	-
Audit	10,142	10,550	10,455	10,550
Legal	42,902	58,000	31,100	31,100
Management	54,474	65,000	65,000	65,000
Accounting	39,650	40,000	40,000	40,000
Elections	-	22,000	938	-
Directors' Fees	5,100	6,500	6,500	6,500
Total Expenditures	<u>167,795</u>	<u>215,452</u>	<u>167,395</u>	<u>166,343</u>
OTHER FINANCING SOURCES (USES)				
Transfer to Enterprise Fund	400,000	300,000	300,000	200,000
Transfer to Debt Service Fund	20,000	100,000	90,000	100,000
Required Emerg. Reserve-TABOR		15,820	15,850	14,639
Total Expenditures Requiring Appropriation	<u>587,795</u>	<u>631,272</u>	<u>573,245</u>	<u>480,982</u>
CWRPDA Loan Reserve-REQUIRED	55,200	53,870	41,850	41,590
Capital R&R Reserve	162,212	203,363	203,363	356,782
Unrestricted	244,015	97,560	146,179	0
ENDING FUND BALANCE	<u>\$ 461,427</u>	<u>\$ 354,793</u>	<u>\$ 391,392</u>	<u>\$ 398,372</u>

BACA GRANDE WATER AND SANITATION DISTRICT

**ENTERPRISE FUND
2017 Adopted Budget**

with 2015 Actual, 2016 Adopted Budget, and 2016 Estimated Budget

	2015 Actual	2016 Adopted Budget	2016 Estimate	2017 Adopted Budget
BEGINNING FUND BALANCE	272,351	404,450	\$ 560,914	\$ 639,603
REVENUE				
Water Usage Fees	334,114	343,381	326,300	326,300
Sewer Usage Fees	235,745	242,188	242,188	242,188
Less: Customer AR	-	(7,488)	(7,488)	(7,488)
Usage Fees Penalties	16,175	13,080	13,080	13,080
Transfer Fee	29,750	20,000	29,000	20,000
Consolidation Fee	11,000	5,000	7,000	7,000
Pmts in Lieu of Taxes	27,330	26,295	26,295	26,295
Tap Fee Installments	18,534	917	917	-
Hook Up/Inspection Fees	9,775	7,200	25,945	10,000
Miscellaneous Revenue	8,653	-	1,633	-
Line Extensions	-	2,500	-	2,500
Rent	1,800	1,800	1,800	1,800
Sale of Assets	-	-	10,000	-
Interest	(13)	-	425	400
Total Revenue	692,862	654,873	677,095	642,075
Total Funds Available	965,213	1,059,323	1,238,009	1,281,678

BACA GRANDE WATER AND SANITATION DISTRICT

ENTERPRISE FUND

2017 Adopted Budget

with 2015 Actual, 2016 Adopted Budget, and 2016 Estimated Budget

	2015 Actual	2016 Adopted Budget	2016 Estimate	2017 Adopted Budget
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EXPENDITURES

Operations

Raw Water USFSWS	102,096	112,364	99,300	112,364
Testing/NPDES Permit Fees	4,763	8,000	5,000	5,000
Insurance	28,144	40,000	33,361	40,000
Miscellaneous	119	500	-	500
Bad Debt Expense	7,684	677	7,242	7,000
Bank Charges	3,607	10,900	4,400	6,200
Mileage Reimbursement	453	1,500	400	500
Refund to Customers	-	-	3,052	5,000
Clothing Allowance	1,014	1,366	1,500	1,366
Postage	4,230	5,120	2,100	2,820
Copier Lease and Equipment	1,685	1,980	2,040	2,220
Office Supplies	4,044	3,200	2,900	3,200
Phone Answering Service	3,309	2,550	1,800	3,000
Computers and Media	1,412	3,200	3,200	6,000
Computer Support	4,489	3,640	1,200	3,500
Software Maintenance	-	2,920	2,547	10,392
Fire Extinguisher Service	1,587	1,200	480	2,400
Utility Maintenance Tools	3,633	5,000	5,000	5,000
Shop Supplies	1,313	1,500	1,200	1,500
Utility Billing	11,237	12,000	12,000	15,275
Training and Education	1,358	7,400	4,400	10,000
Advertising	1,763	1,800	200	1,000
Memberships	1,386	1,490	1,513	1,590
Locates	167	250	240	250
Meals and Lodging	2,663	3,650	3,650	5,000
Gas and Oil	6,125	9,000	7,500	9,000
Vehicle-Repairs and Maint	9,488	15,000	12,000	15,000
Diesel Fuel	4,958	8,000	5,200	8,000
Professional Fees	26,845	33,000	15,000	33,000
Professional Fees / GIS	10,665	6,500	1,500	1,500
Legal - Human Resources	1,387	1,500	1,684	1,300
Total Operations	251,625	305,207	241,609	318,877

BACA GRANDE WATER AND SANITATION DISTRICT

ENTERPRISE FUND

2017 Adopted Budget

with 2015 Actual, 2016 Adopted Budget, and 2016 Estimated Budget

	2015 Actual	2016 Adopted Budget	2016 Estimate	2017 Adopted Budget
Repairs & Maintenance				
Repair & Maint	3,620	8,500	8,600	8,500
Repairs & Maint-Water Mains	6,639	10,000	10,000	10,000
Repairs & Maint-Sewer	2,364	8,000	8,000	8,000
Repairs & Maint-Well No. 17 & 18	4,232	10,000	10,000	10,000
Repairs & Maint - Pump Houses	4,145	7,000	5,000	7,000
Repair & Maint-Reservoirs	-	-	980	1,500
Repair & Maint-Fire Hydrants	685	5,000	5,000	5,000
Repair & Maint-Aspen TP	9,175	10,000	8,000	10,000
Repair & Maint - Lift Stations	11,084	15,000	10,000	12,000
Repair & Maint-Office	9,940	3,500	3,000	3,500
Repair-Meters	9,183	10,000	7,000	8,000
Repair & Maint-Golf Course Well	-	2,000	1,108	2,000
Water Tank Inspection	-	9,000	5,010	6,500
Repair & Maint-Water Tanks	-	-	-	50,000
Repair & Maint-SCADA	-	5,000	1,000	5,000
Water Treatment Chemicals	8,648	12,000	12,000	13,000
Waste Water Treatment Chemicals	6,681	10,000	7,160	10,000
Retail Water Meter Parts	4,893	7,200	11,470	10,000
Line Extension Review Expense	-	2,500	910	2,500
Bio Solids Disposal	15,247	32,072	1,000	32,072
Vehicle Lease - Principal	-	70,000	43,284	70,000
Vehicle Lease - Interest	-	-	4,026	-
Total Repairs & Maintenance	96,534	236,772	162,548	284,572
Utilities				
South Crestone Filter Plant	336	500	500	500
Shumei BS / Cottonwood Apt	3,615	3,500	3,500	3,700
Casita Park Pumphouse	9,756	-	1,054	1,100
Well No. 18	31,522	45,000	41,000	45,000
Shop Pumphouse	616	1,100	1,100	1,100
Moonlight Pumphouse	1,755	3,500	3,600	3,500
Ridgeview Pumphouse	3,094	3,500	3,500	3,500
Fallen Tree PH	2,829	3,500	3,000	3,500
Pine Cone Pumphouse	1,799	2,600	2,600	2,600
Aspen TP	14,783	20,000	20,000	20,000
Aspen TP-Propane	1,072	5,000	500	500
Wagon Wheel LS	3,020	5,000	3,500	5,000
Mobile Home Estates LS	2,520	3,000	3,000	3,000
Stables LS	2,884	3,000	2,100	3,000
Shop, Office, Yard	5,170	7,000	7,000	7,000
Shop, Yard, Office-Propane	710	2,500	1,000	2,500
Office / Cell Phones	7,908	8,000	8,000	8,232
Trash and Recycling Services	1,036	1,824	1,824	1,836
Total Utilities	94,425	118,524	106,778	115,568

BACA GRANDE WATER AND SANITATION DISTRICT

ENTERPRISE FUND

2017 Adopted Budget

with 2015 Actual, 2016 Adopted Budget, and 2016 Estimated Budget

	2015 Actual	2016 Adopted Budget	2016 Estimate	2017 Adopted Budget
Payroll				
Payroll Expense	2,631	2,500	2,500	2,500
Payroll Health & Wellness Exp	391	2,000	500	500
Payroll-Gross	258,730	294,830	282,588	309,660
Payroll-Gross Summer Help	10,755	13,200	6,743	13,200
Payroll Taxes	4,772	5,390	4,390	6,457
PERA	37,358	44,980	40,000	44,232
Health Insurance	33,836	39,648	36,450	54,900
Worker's Compensation Insurance	13,243	14,300	14,300	16,800
Total Payroll	361,716	416,848	387,471	448,249
Total Expenditures Requiring Appropriation	804,299	1,077,351	898,406	1,167,266
OTHER FINANCING SOURCES (USES)				
Transfer from General Fund	400,000	300,000	300,000	200,000
Transfer from GF-Oper Reserve	-	-	-	-
Total Other	400,000	300,000	300,000	200,000
CWRPDA Loan Reserve	252,200	91,913	224,600	291,820
Technology R&R Reserve	-	2,017	2,017	4,000
O &M Reserve	-	-	-	2,400
Undesignated	308,714	188,042	412,986	16,192
ENDING FUND BALANCE	\$ 560,914	\$ 281,972	\$ 639,603	\$ 314,412

BACA GRANDE WATER AND SANITATION DISTRICT

DEBT SERVICE FUND

2017 Adopted Budget

with 2015 Actual, 2016 Adopted Budget, and 2016 Estimated Budget

	2015 Actual	2016 Adopted Budget	2016 Estimate	2017 Adopted Budget
BEGINNING FUND BALANCE	153,164	125,756	108,254	221,699
REVENUE				
Property Taxes	109,023	205,248	205,248	202,056
Specific Ownership Tax	18,122	19,200	31,000	24,000
Less: Allowance for Uncollectable	-	(12,315)	(12,315)	(12,315)
Availability of Service Fees	253,903	255,825	247,903	247,903
Less: AOS Customer A/R	-	(61,775)	-	(60,175)
Interest on Property Taxes	445	500	400	400
Interest	101	100	100	100
				-
Total Revenue	381,594	406,783	472,336	401,969
Total Funds Available	534,757	532,539	580,590	623,668
EXPENDITURES				
2009 CWRPDA Interest	23,531	22,088	22,088	20,617
2009 CWRPDA Principal	71,770	73,212	73,212	74,684
2010 GO Bond Principal	50,000	50,000	50,000	50,000
2010 GO Bond Int	263,343	261,875	261,875	260,375
Trustee/Paying Agent Fee	200	200	167	200
County Treasurers Fees	2,958	6,200	5,800	6,100
Bank Charges	80	100	120	120
Bad Debt Expense	34,623	36,437	30,629	2,300
Arbitrage Calculations	-	5,000	5,000	-
Total Expenditures	446,503	455,112	448,891	414,396
OTHER FINANCING SOURCES (USES)				
Transfer from General Fund	20,000	100,000	90,000	100,000
Total Expenditures Requiring Appropriation	446,503	455,112	448,891	414,396
CWRPDA Loan Reserve		177,427	221,699	309,272
ENDING FUND BALANCE	\$ 108,254	\$ 177,427	\$ 221,699	\$ 309,272

BACA GRANDE WATER AND SANITATION DISTRICT

CAPITAL PROJECTS FUND

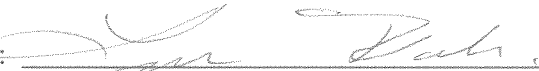
2017 Adopted Budget

with 2015 Actual, 2016 Adopted Budget, and 2016 Estimated Budget

	2015 Actual	2016 Adopted Budget	2016 Estimate	2017 Adopted Budget
BEGINNING FUND BALANCE	710,781	553,828	586,331	519,982
REVENUE				
Interest	1,190	900	2,800	2,800
Grant Proceeds	81,837	-	50,000	376,150
Total Revenue	83,027	900	52,800	378,950
Total Funds Available	793,808	554,728	639,131	898,932
EXPENDITURES				
Casita Park Interconnect	147,954	-	2,731	-
Stables Lift Station	6,090	-	44,929	-
Water Rights Acquisition	16,936	60,700	5,264	55,436
Meter Replacement	30,799	-	-	-
Aspen WWTF - Flow Equalization	1,344	284,758	66,225	594,683
Project Management	4,355	-	-	-
Total Expenditures	207,477	345,458	119,149	650,119
Total Expenditures Requiring Appropriation	207,477	345,458	119,149	650,119
ENDING FUND BALANCE	\$ 586,331	\$ 209,270	\$ 519,982	\$ 248,813

CERTIFICATION:

I, Lynn Drake, hereby certify that I am the duly appointed Secretary of the Baca Grande Water and Sanitation District, and that the foregoing is a true and correct copy of the budget for the budget year 2017, duly adopted at a meeting of the Board of Directors of the Baca Grande Water and Sanitation District held on November 18, 2016.

By: 
Secretary

RESOLUTION NO. 2016 - 11 - 02

A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE BACA GRANDE WATER AND SANITATION DISTRICT
TO SET MILL LEVIES

WHEREAS, the Board of Directors of the Baca Grande Water and Sanitation District (“District”) has adopted the 2017 annual budget in accordance with the Local Government Budget Law on November 18, 2016; and

WHEREAS, the adopted budget is attached to the Resolution of the Board of Directors to Adopt the 2017 Budget and Appropriate Sums of Money, and such budget is incorporated herein by this reference; and

WHEREAS, the amount of money necessary to balance the budget for general fund expenses from property tax revenue is identified in the budget; and

WHEREAS, the amount of money necessary to balance the budget for debt service fund expenses from property tax revenue is identified in the budget; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Baca Grande Water and Sanitation District:

1. That for the purposes of meeting all general fund expenses of the District during the 2017 budget year, the District determined to levy mills upon each dollar of the total valuation for assessment of all taxable property within the District, as set forth in the budget, to raise the required revenue.

2. That for the purposes of meeting all debt service fund expenses of the District during the 2017 budget year, the District determined to levy mills upon each dollar of the total valuation for assessment of all taxable property within the District, as set forth in the budget, to raise the required revenue.

3. That the Accountant of the District is hereby authorized and directed to immediately certify to the Board of County Commissioners of Saguache County, Colorado, the mill levies for the District as set forth in the District’s Certification of Tax Levies (attached hereto as **EXHIBIT A** and incorporated herein by reference), recalculated as needed upon receipt of the final certification of valuation from the County Assessor in order to comply with any applicable revenue and other budgetary limits.

[Signatures on Following Page]

ADOPTED this 18th day of November, 2016.

BACA GRANDE WATER AND
SANITATION DISTRICT,
a quasi-municipal corporation and political
subdivision of the State of Colorado

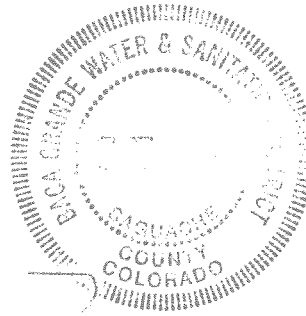
Michael Scully

Michael Scully, President

ATTEST:

Lynn Drake

Lynn Drake, Secretary



(SEAL)

EXHIBIT A
(Certification of Tax Levies)

CERTIFICATION OF VALUATION BY COUNTY ASSESSOR

010a

NAME OF TAXING JURISDICTION Baca Grande Water & Sanitation District NEW ENTITY YES NO
 IN SAGUACHE COUNTY, COLORADO on August 25, 2016

USE FOR STATUTORY PROPERTY TAX REVENUE LIMIT CALCULATION ("5.5%" LIMIT) ONLY

IN ACCORDANCE WITH 39-5-121(2)(a) and 39-5-128(1), C.R.S., AND NO LATER THAN AUGUST 25, THE ASSESSOR CERTIFIES THE TOTAL VALUATION FOR ASSESSMENT FOR THE TAXABLE YEAR 2016:

1.	PREVIOUS YEAR'S NET TOTAL TAXABLE ASSESSED VALUATION:	1.	\$	12,073,444
2.	CURRENT YEAR'S GROSS TOTAL TAXABLE ASSESSED VALUATION: ‡	2.	\$	11,906,219
3.	LESS TIF DISTRICT INCREMENT, IF ANY:	3.	\$	0
4.	CURRENT YEAR'S NET TOTAL TAXABLE ASSESSED VALUATION:	4.	\$	11,906,219
5.	NEW CONSTRUCTION: *	5.	\$	65,641
6.	INCREASED PRODUCTION OF PRODUCING MINE: ≈	6.	\$	0
7.	ANNEXATIONS/INCLUSIONS:	7.	\$	0
8.	PREVIOUSLY EXEMPT FEDERAL PROPERTY: ≈	8.	\$	0
9.	NEW PRIMARY OIL OR GAS PRODUCTION FROM ANY PRODUCING OIL AND GAS LEASEHOLD OR LAND (29-1-301(1)(b), C.R.S.): Φ	9.	\$	0
10.	TAXES COLLECTED LAST YEAR ON OMITTED PROPERTY AS OF AUG. 1 (29-1-301(1)(a), C.R.S.):	10.	\$	0.00
11.	TAXES ABATED AND REFUNDED AS OF AUG. 1 (29-1-301(1)(a), C.R.S.) and (39-10-114(1)(a)(I)(B), C.R.S.):	11.	\$	2,316.64

- ‡ This value reflects personal property exemptions IF enacted by the jurisdiction as authorized by Art. X, Sec. 20(8)(b), Colo. Constitution
- * New Construction is defined as: Taxable real property structures and the personal property connected with the structure.
- ≈ Jurisdiction must submit to the Division of Local Government respective Certifications of Impact in order for the values to be treated as growth in the limit calculation; use Forms DLG 52 & 52A.
- Φ Jurisdiction must apply to the Division of Local Government before the value can be treated as growth in the limit calculation; use Form DLG 52B.

USE FOR TABOR "LOCAL GROWTH" CALCULATION ONLY

IN ACCORDANCE WITH ART.X, SEC.20, COLO. CONSTUTION AND 39-5-121(2)(b), C.R.S., THE ASSESSOR CERTIFIES THE TOTAL ACTUAL VALUATION FOR THE TAXABLE YEAR 2016:

1.	CURRENT YEAR'S TOTAL ACTUAL VALUE OF ALL REAL PROPERTY: ¶	1.	\$	110,595,612
ADDITIONS TO TAXABLE REAL PROPERTY				
2.	CONSTRUCTION OF TAXABLE REAL PROPERTY IMPROVEMENTS: *	2.	\$	820,860
3.	ANNEXATIONS/INCLUSIONS:	3.	\$	0
4.	INCREASED MINING PRODUCTION: §	4.	\$	0
5.	PREVIOUSLY EXEMPT PROPERTY:	5.	\$	0
6.	OIL OR GAS PRODUCTION FROM A NEW WELL:	6.	\$	0
7.	TAXABLE REAL PROPERTY OMITTED FROM THE PREVIOUS YEAR'S TAX WARRANT: (If land and/or a structure is picked up as omitted property for multiple years, only the most current year's actual value can be reported as omitted property.):	7.	\$	0
DELETIONS FROM TAXABLE REAL PROPERTY				
8.	DESTRUCTION OF TAXABLE REAL PROPERTY IMPROVEMENTS:	8.	\$	0
9.	DISCONNECTIONS/EXCLUSIONS:	9.	\$	0
10.	PREVIOUSLY TAXABLE PROPERTY:	10.	\$	420,338

- ¶ This includes the actual value of all taxable real property plus the actual value of religious, private school, and charitable real property.
- * Construction is defined as newly constructed taxable real property structures.
- § Includes production from new mines and increases in production of existing producing mines.

IN ACCORDANCE WITH 39-5-128(1), C.R.S., AND NO LATER THAN AUGUST 25, THE ASSESSOR CERTIFIES TO SCHOOL DISTRICTS:

1.	TOTAL ACTUAL VALUE OF ALL TAXABLE PROPERTY	1.	\$	
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NOTE: ALL LEVIES MUST BE CERTIFIED to the COUNTY COMMISSIONERS NO LATER THAN DECEMBER 15.



**NOTICE OF VACANCY ON THE BOARD OF DIRECTORS, OF THE
BACA GRANDE WATER AND SANITATION DISTRICT
TO FILL VACANCY BY APPOINTMENT**

NOTICE IS HEREBY given that a vacancy exists for the Office of Director of the Baca Grande Water and Sanitation District (the “District”). An eligible elector of the District will be appointed by the Board of Directors (the “Board”) until they or their successor is elected at the next regular special district election in May 2018.

An eligible elector of the District is registered to vote in Colorado and:

1. A resident of the District; or
2. The owner (or spouse/civil union partner of owner) of taxable real or personal property situated within the boundaries of the District; or
3. A person who is obligated to pay taxes under a contract to purchase taxable property within the District.

The Board is accepting Letters of Interest from eligible electors of the District wanting to be considered for the appointment by the Board to the Office of Director. The Letter of Interest must include the following information:

1. Name of eligible elector as it appears in her/his voter registration record;
2. Address of residence, or address of qualifying property if not a resident of the District and spouse’s name, if property is in spouse’s name;
3. Phone number;
4. Email address;
5. Reason(s) for interest in serving as a Director; and
6. Details of experience, training, education, and/or background that would bring value to the Board.

Letters of interest and/or resumes should be personally delivered or mailed so that they are received at the District office no later than 4:30 PM, November 7, 2016 to be considered for this vacancy.

The Letter of Interest may be mailed, emailed, or delivered to:

Baca Grande Water and Sanitation District
PO Box 520 – 57 Baca Grant Way S
Crestone, Colorado 81331
frontdesk2@bacawater.com

Baca Grande Water and Sanitation District
By JoAnn Slivka, Administrative Manager

November 1st.2016

013a

To: Baca Grande Water and Sanitation District

From: Robert A. Salmi
149 Moonlight Way,
Crestone, Colorado 81131
Phone: (719)207-0097
Email: dpwbob@gmail.com

Re: Office of Director of the Baca Grande Water and Sanitation District

Please consider this to be a letter of interest to be appointed to the "Office of Director". I believe I meet the criteria in your "Notice of Vacancy" to be eligible for such position.

I am retiring from a long career in public service in the water and wastewater field. I have managed cities and in my retirement years it would help to give public service to the area that my wife and I have decided we are making our home.

As far as applicable background:

I have an associate degree in Water, Wastewater Technology from Bay de Noc Community College back in 1973.

In the past I have been:

- ✓ A licensed wastewater plant operator in Texas, Wisconsin, and Michigan.
- ✓ I held a license as a water operator in Michigan and Wisconsin.
- ✓ A water laboratory director in Michigan.
- ✓ Wastewater Plant Manager for the Village of Ephraim, WI
- ✓ Superintendent of Wastewater for the Village of Woodland, MI
- ✓ Public Works Director for the City of Darlington, WI
- ✓ Appointed by the Governor of Wisconsin to the Coastal Management Council for the State of Wisconsin. (Not the current gov. the democrat that preceded him)
- ✓ Director of Public Works for the City of Salida, CO

One of the areas that I worked hardest at was the conservation of energy in the Water and Wastewater Plants that I was charged with.

I would welcome a chance to meet you and answer questions should you feel inspired to consider an appointment to your organization.

Bob Salmi

A handwritten signature in cursive script that reads "Bob Salmi". The signature is written in black ink on a white background.

LISA CYRIACKS

504 Arrowhead Way

PO Box 754

Crestone CO 81131

719-256-4140

lcyrriacks@rocketmail.com

November 2, 2016

Michael Scully, President
Board of Directors
Baca Water & Sanitation District
PO Box 520
Crestone, CO 81131-0520

Dear Michael,


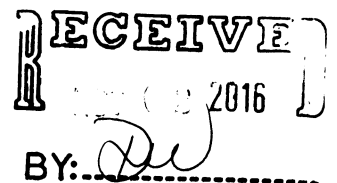
I am writing to express my interest in serving on the Board of Directors. I previously served on the Board from 2003 to 2010. My interest in the District has never waned as I have continued to attend meetings periodically, review board packets and financial statements in order to remain informed on the specifics relating to critical issues before the District.

As a customer and long-term resident of the District I have an ongoing interest in receiving effective, affordable, and efficient service from the District. The existence of the District and the water and sewer services it provides sets the Baca Grande apart and adds value to our community. I believe it is important that we maintain this resource, and that it is managed locally for the benefit of local residents and property owners.

Over the years, my observation is that the District has moved through various phases over the past several years, each making the District more professional and solvent over time. I believe that with interested board members and community members participating in the District's management, this trend can continue. I am committed to ensuring that the customers of the District are fully informed about issues the District is facing.

Beyond my familiarity with the workings and personal knowledge of the history of the District, I have extensive experience working with local governments and understand the challenges small special districts may face complying with regulations. I have nearly 20 years experience as a self-employed professional advising small business and local governments. I have over 25 years experience in the accounting profession. I also am committed to this community.

Sincerely,


Lisa Cyriacks

Baca Grande Water & Sanitation Capital Projects Sources and Uses
 All Inclusive - No Assumption of Additional Grant Funding

Capital Funding Sources

Original Bond Funding	\$	8,510,000.00
Total Expenditures Through Draw Request 68	\$	(8,262,932.00)
Interest Income	\$	9,654.27
Settlement Proceeds	\$	99,999.00
Net Remaining Bond Funding	\$	356,721.27
DOLA Funding (Restricted to Hydraulic Model)	\$	12,350.00
DOLA Funding (Head Works)	\$	10,000.00
DOLA Funding (Meter Replacement)	\$	89,760.00
Grant Funding (Casita Park Interconnect)	\$	66,270.00
Grant Funding (Aspen WWTF)	\$	535,101.27
	\$	426,150.00
TOTAL FUNDING ON HAND	\$	961,251.27

TOTAL ANTICIPATED FUNDING	\$	961,251.27
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Account	Capital Funding Uses	Priority	Budget to Complete	Expenditures as of 10-31-16	Balance	% of Completion
APPROVED Projects						
3-517150	Water Rights Acquisition (includes HRS Water Engineers)		\$ 108,302.08	41,581.54	\$ 66,720.54	38.39%
3-517215	Aspen WWTF Flow Equalization	1	\$ 711,150.00	40,162.66	\$ 670,987.34	5.65%
3-517080	Stables Lift Station Improvements	1	\$ 59,197.00	51,074.56	\$ 8,122.44	86.28%
ON GOING items						
3-517245	General Counsel		\$ 25,000.00	20,009.84	\$ 4,990.16	80.04%
	Engineering Miscellaneous		\$ 25,000.00	28,276.61	\$ -	113.11%
PENDING APPROVAL Projects						
3-517220	Wagon Wheel Electrical Upgrade	3	\$ 13,200.00	\$	\$ 13,200.00	0.00%
	* Primary Looping Improvements Alignment A (2017)	1	\$ 126,291.00	\$	\$ 126,291.00	0.00%
	* Secondary Looping Improvements Alignment C (2018)	3	\$ 84,650.00	\$	\$ 84,650.00	0.00%
	Service Truck Replacement (1 Trucks)	3	\$ 26,371.00	\$	\$ 26,371.00	0.00%
	Power Transfer Switches	1	\$ 7,888.00	\$	\$ 7,888.00	0.00%
	Backup Power for Well 17 / 18 Complex (2016)	1	\$ 19,000.00	\$	\$ 19,000.00	0.00%
	Wheel Loader Replacement (2017)	2	\$ 110,000.00	\$	\$ 110,000.00	0.00%
COMPLETED						
3-517055	Casita Park Interconnect		\$ 155,693.00	153,752.03	\$ -	98.75%
3-517211	Main Line Redundancy (combined with budget for Casita Park)	2	\$ -	1,087.50	\$ -	
Total			\$ 1,138,220.48	\$	\$ 1,138,220.48	
Ending Balance			\$	\$	\$ (176,969.21)	

* costs estimates are from 2013 and need to be revised

03

**RECORD OF PROCEEDINGS
MINUTES OF A REGULAR MEETING OF
THE BOARD OF DIRECTORS OF THE
BACA GRANDE WATER AND SANITATION DISTRICT
HELD
OCTOBER 21, 2016**

A Regular Meeting of the Board of Directors (referred to hereafter as “Board”) of the Baca Grande Water and Sanitation District (referred to hereafter as “District”) was held on Friday, the 21st day of October, 2016, at 9:00 A.M. at the offices of the District, BGWSD Shop, 57 Baca Grant Way South, Crestone, Colorado. The meeting was open to the public.

ATTENDANCE

Directors In Attendance:

Michael Scully
Lynn Drake
Matthew Ghourdjian

Absent:

Martin Macaulay

Also In Attendance Were:

Lisa A. Johnson and Scott Lamer (for a portion of the meeting);
Special District Management Services, Inc. (via speakerphone)

Zachary P. White, Esq.; White Bear Ankele Tanaka & Waldron, (via speakerphone)

Marcus Law; Law of the Rockies (via speakerphone)

JoAnn Slivka; Administrative Services Manager

Justin DeBon; Operations Manager

See list for other attendees

CALL TO ORDER

President Scully began the meeting with the acknowledgement of Cindy Reinhardt’s resignation as a director on the Baca Grande Water and Sanitation Board. The Board of Directors accepted Ms. Reinhardt’s resignation.

DISCLOSURE OF POTENTIAL CONFLICTS OF INTEREST

Attorney White discussed with the Board the requirements pursuant to Colorado law to disclose any potential conflicts of interest or potential breaches of fiduciary duty to the Board of Directors and to the Secretary of State. Attorney White noted that conflicts were filed for applicable Directors at least 72-hours prior to the meeting. President Scully noted that a quorum was present and requested members of the Board to disclose any potential conflicts of interest with regard to any matters scheduled for discussion at this meeting.

TRANSITION COMMITTEE REPORTS:

Legal: Marcus submitted a proposal for Legal Services.

Management: Directors Scully and Drake are currently working with Ms. Slivka to review the management responsibilities.

CPA: Directors Ghourdjian and Macaulay reviewed the list of accounting duties with Ms. Slivka. An RFP will

be ready to go out next week. A decision will be made at the November meeting.

Status of Committee Discussions Regarding Negotiations with the Town of Crestone Related to an Amended and Restated Intergovernmental Agreement for Sewer Service: Directors Scully and Ghourdjian met with Mr. Simons to discuss the basis for the negotiations with the Town of Crestone. Mr. Simons provided an outline as a starting point that identifies the topics to be addressed in the Agreement.

Consider appointment of the Treasurer: President Scully discussed the need to replace his former role as Treasurer on the Board of Directors now that he is President.

Following discussion, upon motion duly made to **Appoint Matthew Ghourdjian to the Treasurer position:**
Made by President Sully,
Seconded by Director Drake,
and, upon vote, unanimously carried.

FINANCIAL MATTERS:

Arbitrage Agreement: The Board considered proposals from 2 vendors to provide arbitrage compliance services for the District. Lisa Johnson explained that the District has bonds that are due for arbitrage rebate calculations to conclude that the District has not received more interest on the bond proceeds than the interest we are paying on the Bond. This needs to occur every 5 years. SDMS would like to complete this project before the end of their contract at the end of the year.

Following discussion, upon motion duly made to **accept the proposal from Tom Hageman from Kutak Rock to calculate the rebate status of the Series 2010 bond in the amount of \$2,000, and to do a final calculation on the refunded bonds for \$1,250.**

Made by President Drake,
Seconded by Director Ghourdjian,
and, upon vote, unanimously carried.

PUBLIC COMMENT

Community member Lisa Cyriacks commented that she has been attending the Board meetings and Work Sessions over the past few months and she has observed good progress on the transition work, she applauded the consultants on the good progress.

OFFICE ADMINISTRATION

Administrative Follow-Ups: There was nothing new to report.

CAPITAL IMPROVEMENTS

Capital Funding Sources and Uses: The report was included in the packet for the Board's review.

Status of Flow Equalization Basin Project: Mr. Simons provided an update in his Engineer's Report; the site application is currently in the approval process.

LEGAL MATTERS

Viaero Wireless Mr. Henry Jacobson from Viaero Wireless addressed the Board to propose the construction of a cell site on District property. Following discussion, the Board directed Mr. Jacobson to submit a proposed form of agreement.

Consider Proposal for Legal Services from Law of the Rockies Mr. Lock from Law of the Rockies requested authorization to spend 2-3 of hours with Mr. White to review the services his firm has provided over the past year. Mr. White is preparing files for transmission to Law of the Rockies. Mr. White will not plan on attending any further meetings this year unless needed. The Board acknowledged and thanked White Bear Ankele Tanaka & Waldron for their services.

Following discussion, upon motion duly made to **Accept the Proposal for Legal Services from Marcus Lock and Law of the Rockies for Legal Counsel.**

Made by President Sully

Seconded by Director Ghourdjian

and, upon vote, unanimously carried.

Following discussion, upon motion duly made to **Accept the Agreement from Mountain States Employment Council for \$1300.00.**

Made by: Director Ghourdjian

Seconded by Director Drake

and, approved unanimously.

Following discussion, upon motion duly made to **Approve Resolution 2016-10-01 Certifying Delinquent Water and Sanitary Sewer Fees, Rates, Tolls, Penalties, and Charges to Saguache County Treasurer for Collection**

Made by: Director Ghourdjian

Seconded by: Director Drake

and, approved unanimously.

Following discussion, upon motion duly made to **Approve Resolution 2016-10-02 Adopting a Policy Regarding Refunds for District Availability of Service Fees**

Made by: Director Ghourdjian

Seconded by: Director Drake

and, approved unanimously.

Following discussion, **Approve Resolution No. 2016-10-03 Adopting a Policy Regarding the Administration of Reduction in Water Fees due to a Water Leak.**

Made by: Ghourdjian

Seconded by Director Drake

and, approved unanimously.

AOS Customer Water Usage: The Board discussed the issue of water usage from a lot owner with water service to another lot owner who does not have water service. It was decided that this is more of a POA issue and no further discussion is necessary at this time.

Sale of Water to Contractors Outside District Boundaries: The Board reviewed the memo drafted by Mr. White regarding the matter of selling water to contractors outside the boundaries of the District. It was decided to table further discussion for now as the building season is over.

OTHER BUSINESS

Water Rights Update: Nothing new to report at this time.

EXECUTIVE SESSION

Pursuant to Sections 24-6-402(4)(b) and (f), C.R.S., upon motion duly made by Director Scully, seconded by Director Ghourdjian and, upon an affirmative vote of at least two-thirds of the quorum present, the Board convened in executive session at 12:26 p.m. for the purpose of discussing personnel matters, health insurance and the Viaro proposal, as authorized by Sections 24-6-402(4)(b) and (f), C.R.S.

The Board reconvened in regular session at 12:51 p.m.

ADJOURNMENT

There being no further business to come before the Board at this time, upon motion duly made, seconded, and upon vote, unanimously carried the meeting was adjourned.

Respectfully submitted,

By _____
Secretary for the Meeting

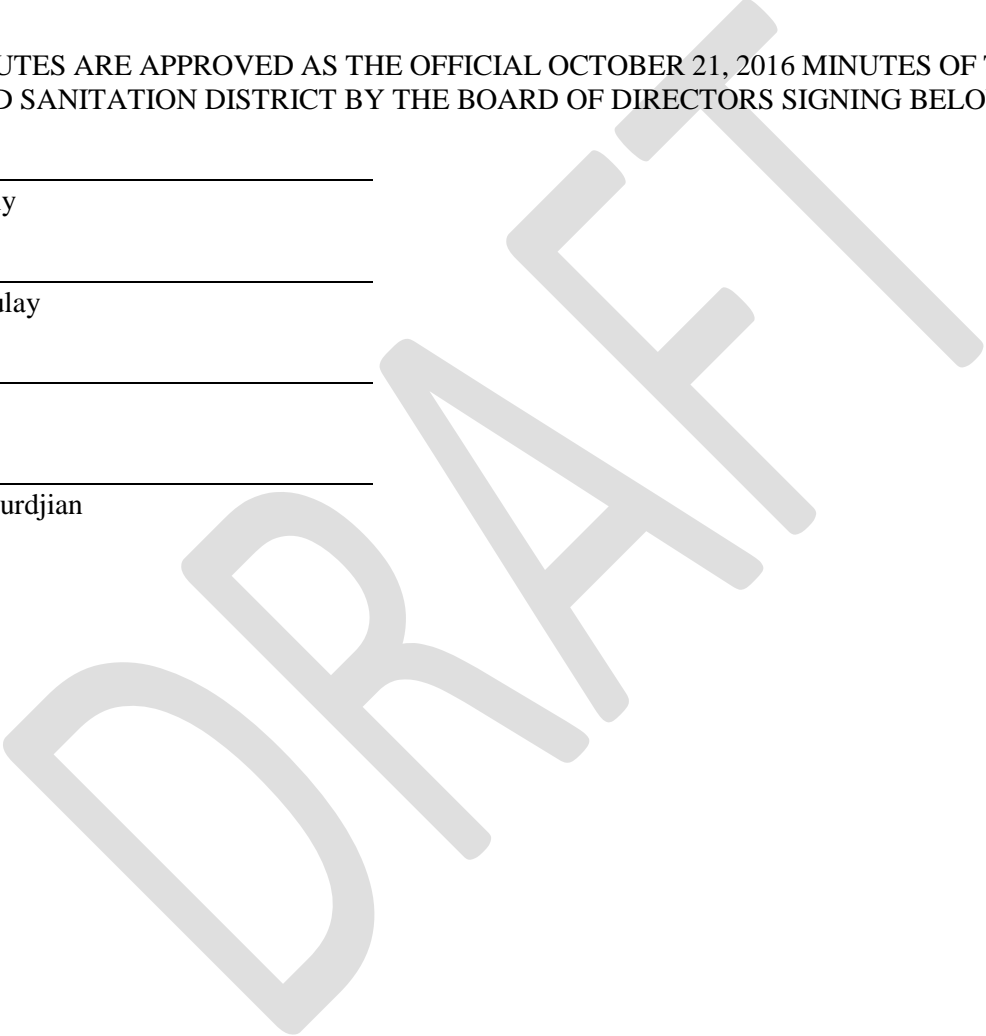
THESE MINUTES ARE APPROVED AS THE OFFICIAL OCTOBER 21, 2016 MINUTES OF THE BACA GRANDE WATER AND SANITATION DISTRICT BY THE BOARD OF DIRECTORS SIGNING BELOW:

Michael Scully

Martin Macaulay

Lynn Drake

Matthew Ghourdjian



**Attorney Statement
Regarding Privileged Attorney-Client Communication**

Pursuant to §24-6-402(2)(d.5)(II)(B), C.R.S., I attest that, in my capacity as the attorney representing the Baca Grande Water and Sanitation District, I attended the executive sessions on October 21, 2016, for the sole purpose of providing legal advice§§24-6-402(4)(b), C.R.S. I further attest that it is my opinion that a portion of the executive sessions discussion constituted attorney-client privileged communication as provided by §24-6-402(4)(b), C.R.S., and, based on that opinion, no further record, written or electronic, was kept or required by be kept pursuant to §24-6-402(2)(d.5)(II)(B), C.R.S.

Marcus J. Lock
General Counsel
Baca Grande Water and Sanitation District

DRAFT

BACA GRANDE WATER AND SANITATION DISTRICT
Schedule of Cash Position
October 31, 2016
UNAUDITED

004

<u>FINANCIAL INSTITUTION</u>	<u>RATE</u>	<u>FUNDS</u>
First Bank - Operations Account		345,754.28
Xpress Deposit Account		37,904.74
First Bank - Money Market Account	0.08%	948,836.35
First Bank - Liquid Asset - Debt Service	0.08%	148,477.48
Total Operating Cash		<u>\$ 1,480,972.85</u>
<u>Capital/Bond Accounts</u>		
ColoTrust - Capital Project Account	0.76%	\$ 534,939.93
Total Capital & Bond Cash		<u>\$ 534,939.93</u>

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BACA GRANDE WATER AND SANITATION DISTRICT
FINANCIAL STATEMENTS
October 31, 2016

Baca Grande Water and Sanitation District
 Combined Balance Sheet - All Fund Types
 October 31, 2016

UNAUDITED

	<u>GENERAL</u>	<u>ENTERPRISE</u>	<u>DEBT SERVICE</u>	<u>CAPITAL PROJECTS</u>	<u>GASB ADJ.</u>	<u>TOTAL MEMO ONLY</u>
<u>ASSETS AND OTHER DEBITS</u>						
<i>CURRENT ASSETS</i>						
FIRST BANK CHECKING	\$ 281,135.51	\$ -	\$ 67,587.07	\$ (2,968.30)	\$ -	\$ 345,754.28
FIRST BANK LIQUID ASSET MM	571,095.21	377,741.14	-	-	-	948,836.35
FIRST BANK LIQUID ASSET DEBT SERVICE	-	-	148,477.48	-	-	148,477.48
XPRESS DEPOSIT ACCOUNT	-	37,904.74	-	-	-	37,904.74
COLOTRUST - 2010 PROJ. FUND	-	-	-	534,939.93	-	534,939.93
PROPERTY TAXES RECEIVABLE	42,083.69	-	19,336.40	-	-	61,420.09
PREPAID EXPENSES	-	-	-	-	-	-
ACCOUNTS RECEIVABLE - CUSTOMERS	-	39,146.88	60,964.59	-	-	100,111.47
ACCOUNTS RECEIVABLE - GOVERNMENTS	-	47,732.85	131,020.07	-	-	178,752.92
ACCOUNTS RECEIVABLE - MISC	-	-	-	-	-	-
DUE FROM OTHER FUNDS	-	-	-	-	-	-
TOTAL CURRENT ASSETS	894,314.41	502,525.61	427,385.61	531,971.63	-	2,356,197.26
<i>OTHER DEBITS</i>						
COST OF ISSUANCE	-	-	-	-	-	-
DEFERRED LOSS ON REFUNDING	-	-	-	-	213,081.00	213,081.00
PROPERTY - AT COST	-	-	-	-	-	-
LAND	-	-	-	-	52,823.00	52,823.00
SEWER LINES	-	-	-	-	8,185,108.19	8,185,108.19
WATER PLANT	-	-	-	-	8,633,106.35	8,633,106.35
MACHINERY AND EQUIPMENT	-	-	-	-	509,889.00	509,889.00
AMOUNT TO BE PROVIDED FOR DEBT	-	-	-	-	103,242.38	103,242.38
CONSTRUCTION IN PROGRESS	-	-	-	-	179,184.73	179,184.73
ACCUMULATED DEPRECIATION	-	-	-	-	(8,447,881.41)	(8,447,881.41)
TOTAL PROPERTY	-	-	-	-	9,428,553.24	9,428,553.24
TOTAL ASSETS AND OTHER DEBITS	\$ 894,314.41	\$ 502,525.61	\$ 427,385.61	\$ 531,971.63	\$ 9,428,553.24	\$ 11,784,750.50
<u>LIABILITIES AND NET ASSETS</u>						
<i>CURRENT LIABILITIES</i>						
DUE TO OTHER FUNDS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
ACCOUNTS PAYABLE	-	7,337.00	-	-	-	7,337.00
PAYROLL WITHHOLDINGS PAYABLE	-	-	-	-	-	-
RETAINAGE PAYABLE	-	-	-	-	-	-
ACCRUED INTEREST PAYABLE	-	-	23,663.58	-	-	23,663.58
FINES PAYABLE	-	-	-	-	-	-
UNCLAIMED PROPERTY PAYABLE	-	-	-	-	-	-
DEFERRED REVENUE GRANT FUNDS	-	-	-	-	-	-
DEFERRED REVENUE AVAIL OF SERVICE	-	-	-	-	-	-
DEFERRED PROPERTY TAXES	42,083.69	-	19,336.40	-	-	61,420.09
TOTAL CURRENT LIABILITIES	42,083.69	7,337.00	42,999.98	-	-	92,420.67
<i>LONG TERM DEBT</i>						
CWPA LOAN	-	-	-	-	1,086,199.17	1,086,199.17
BOND PREMIUM	-	-	-	-	136,870.55	136,870.55
VEHICLE LEASE	-	-	-	-	196,728.67	196,728.67
SERIES 2010 GO BOND	-	-	-	-	5,355,000.00	5,355,000.00
TOTAL LONG TERM DEBT	-	-	-	-	6,774,798.39	6,774,798.39
<i>NET ASSETS</i>						
CONTRIBUTED CAPITAL-AID IN CONSTRUCTION	-	-	-	-	2,653,754.85	2,653,754.85
BEGINNING NET ASSETS - UNRESTRICTED	461,427.04	560,911.72	108,253.82	586,331.10	-	1,716,923.68
CHANGE IN NET ASSETS	390,803.68	(65,723.11)	276,131.81	(54,359.47)	-	546,852.91
TOTAL NET ASSETS	852,230.72	495,188.61	384,385.63	531,971.63	2,653,754.85	4,917,531.44
TOTAL LIABILITIES AND NET ASSETS	\$ 894,314.41	\$ 502,525.61	\$ 427,385.61	\$ 531,971.63	\$ 9,428,553.24	\$ 11,784,750.50

Baca Grande Water and Sanitation District
General Fund
Statement of Revenue and Expenditures Compared to Budget
For the 10 months ended,
October 31, 2016
UNAUDITED

		October	Actual YTD	Budget	Variance to Budget	Perct
Revenue						
1-423000	Property Taxes	2,824.27	421,717.62	446,717.00	24,999.38	94.4
1-423001	Allowance for Uncollectable	-	-	(26,803.00)	(26,803.00)	-
1-423200	Interest on Property Taxes	399.72	8,329.11	3,000.00	(5,329.11)	277.6
1-432000	Specific Ownership Tax	6,236.75	56,056.38	100,800.00	44,743.62	55.6
1-445000	Miscellaneous Income	1,600.00	8,070.00	3,000.00	(5,070.00)	269.0
1-446000	Interest	35.36	322.91	480.00	157.09	67.3
	Total Revenue	<u>11,096.10</u>	<u>494,496.02</u>	<u>527,194.00</u>	<u>32,697.98</u>	<u>93.8</u>
Expenses						
1-500400	County Treasurer's Fee	62.42	8,795.55	13,402.00	4,606.45	65.6
1-506010	Audit	335.50	10,790.90	10,550.00	(240.90)	102.3
1-506030	Legal	7,548.89	28,296.38	58,000.00	29,703.62	48.8
1-506040	Management	2,743.58	29,894.11	65,000.00	35,105.89	46.0
1-506045	Accounting	2,904.00	22,453.20	40,000.00	17,546.80	56.1
1-506050	Elections	24.00	962.20	22,000.00	21,037.80	4.4
1-530100	Director's Fees	-	2,500.00	6,500.00	4,000.00	38.5
	Total Expenses	<u>13,618.39</u>	<u>103,692.34</u>	<u>215,452.00</u>	<u>111,759.66</u>	<u>48.1</u>
	Excess Revenue Over (Under) Expenditures	(2,522.29)	390,803.68	311,742.00	(79,061.68)	125.4
Transfers In / (Out)						
1-581000	Transfer Enterprise Fund	-	-	(300,000.00)	(300,000.00)	-
1-581100	Transfer to Capital Projects	-	-	-	-	-
1-581200	Transfer Debt Service Fund	-	-	(100,000.00)	(100,000.00)	-
1-699000	Emergency Reserves	-	-	(15,820.00)	(15,820.00)	-
	Total Transfers	<u>-</u>	<u>-</u>	<u>(415,820.00)</u>	<u>(415,820.00)</u>	<u>-</u>
1-410000	Fund Balance - Beginning	-	461,427.04	458,871.00	(2,556.04)	100.6
	Fund Balance - Ending	<u>(2,522.29)</u>	<u>852,230.72</u>	<u>354,793.00</u>	<u>(497,437.72)</u>	<u>240.2</u>

Baca Grande Water and Sanitation District
Enterprise Fund
Statement of Revenue and Expenditures Compared to Budget
For the 10 months ended,
October 31, 2016
UNAUDITED

	October	Actual YTD	Budget	Variance to Budget	Percnt
Revenue					
4-420000 Water Usage Fees	28,214.57	310,201.26	343,381.00	33,179.74	90.3
4-420010 Sewer Usage Fees	22,144.41	215,626.38	242,188.00	26,561.62	89.0
4-420011 Allowance for Uncollectable	-	-	(7,488.00)	(7,488.00)	-
4-420030 Usage Fees Penalties	870.00	15,765.00	13,080.00	(2,685.00)	120.5
4-420060 Transfer Fee	5,750.00	35,750.00	20,000.00	(15,750.00)	178.8
4-420061 Consolidation Fee	1,500.00	8,500.00	5,000.00	(3,500.00)	170.0
4-420102 Pmts in Lieu of Taxes	16,551.27	27,988.44	26,295.00	(1,693.44)	106.4
4-420201 Tap Fee Installments	50.00	500.00	917.00	417.00	54.5
4-420210 Hook Up/Inspection Fees	150.00	26,295.24	7,200.00	(19,095.24)	365.2
4-420220 Miscellaneous Revenue	-	1,633.14	-	(1,633.14)	-
4-420230 Line Extensions	-	-	2,500.00	2,500.00	-
4-420240 Rent	150.00	1,500.00	1,800.00	300.00	83.3
4-424751 Sale of Asset	-	10,000.00	-	(10,000.00)	-
4-446000 Interest	27.25	372.33	-	(372.33)	-
Total Revenue	75,407.50	654,131.79	654,873.00	741.21	99.9
Expenses					
Operations					
4-500100 Raw Water USFSWS	11,969.23	78,166.40	112,364.00	34,197.60	69.6
4-500250 Testing	168.00	4,251.00	8,000.00	3,749.00	53.1
4-500300 Insurance	255.00	33,360.97	40,000.00	6,639.03	83.4
4-500350 Miscellaneous	-	-	500.00	500.00	-
4-500351 Bad Debt Expense	121.07	7,362.73	677.00	(6,685.73)	1,087.6
4-500355 Bank Charges	671.31	4,342.52	10,900.00	6,557.48	39.8
4-500359 Mileage Reimbursement	162.00	329.40	1,500.00	1,170.60	22.0
4-500360 Refund to Customers	-	3,052.25	-	(3,052.25)	-
4-500362 Clothing Allowance	-	1,007.85	1,366.00	358.15	73.8
4-500401 Postage	1,107.03	1,936.17	5,120.00	3,183.83	37.8
4-500402 Copier Lease and Equipment	166.89	1,516.03	1,980.00	463.97	76.6
4-500403 Office Supplies	84.28	1,962.10	3,200.00	1,237.90	61.3
4-500406 Phone Answering Service	154.89	1,402.75	2,550.00	1,147.25	55.0
4-500407 Computers and Media	57.34	2,872.32	3,200.00	327.68	89.8
4-500408 Computer Support	90.00	868.89	3,640.00	2,771.11	23.9
4-500409 Software Maintenance	-	2,546.98	2,920.00	373.02	87.2
4-500410 Fire Extinguisher Service	-	480.00	1,200.00	720.00	40.0
4-500450 Utility Maintenance Tools	-	4,335.62	5,000.00	664.38	86.7
4-500451 Supplies	209.00	942.53	1,500.00	557.47	62.8
4-500460 Utility Billing	1,067.81	9,706.43	12,000.00	2,293.57	80.9
4-500500 Training and Education	-	2,880.16	7,400.00	4,519.84	38.9
4-500510 Advertising	-	91.00	1,800.00	1,709.00	5.1
4-500520 Memberships	-	1,512.50	1,490.00	(22.50)	101.5
4-500530 Locates	24.31	155.87	250.00	94.13	62.3
4-500550 Meals and Lodging	696.90	3,341.77	3,650.00	308.23	91.6
4-500661 Gas and Oil	399.19	5,335.11	9,000.00	3,664.89	59.3
4-500662 Vehicle-Repairs and Maint	979.12	7,586.44	15,000.00	7,413.56	50.6
4-500663 Diesel Fuel	1,047.70	4,489.42	8,000.00	3,510.58	56.1
4-506020 Professional Fees	1,745.28	11,309.11	33,000.00	21,690.89	34.3
4-506022 Professional Fees-GIS	-	973.98	6,500.00	5,526.02	15.0
4-506030 Legal	354.00	737.50	1,500.00	762.50	49.2
Total Operations	21,530.35	198,855.80	305,207.00	106,351.20	65.2

Baca Grande Water and Sanitation District
Enterprise Fund
Statement of Revenue and Expenditures Compared to Budget
For the 10 months ended,
October 31, 2016
UNAUDITED

	October	Actual YTD	Budget	Variance to Budget	Percnt
Repairs & Maintenance					
4-503000 Repair & Maint	259.99	5,938.45	8,500.00	2,561.55	69.9
4-503001 Repairs & Maint-Water Mains	(45.95)	5,202.37	10,000.00	4,797.63	52.0
4-503002 Repairs & Maint-Sewer(Gravity)	88.36	88.36	8,000.00	7,911.64	1.1
4-503008 Repairs & Maint-Well No. 18	2,655.00	4,379.75	10,000.00	5,620.25	43.8
4-503010 Repairs & Maint - Pump Houses	181.09	906.37	7,000.00	6,093.63	12.9
4-503015 Repair & Maint-Reservoirs	-	980.00	-	(980.00)	-
4-503018 Repair & Maint-Fire Hydrants	4,763.09	4,846.00	5,000.00	154.00	96.9
4-503019 Repair & Maint-Aspen TP	-	3,672.13	10,000.00	6,327.87	36.7
4-503022 Repair & Maint-Lift Stations	186.82	5,661.97	15,000.00	9,338.03	37.7
4-503025 Repair & Maint-Office	300.00	2,659.60	3,500.00	840.40	76.0
4-503028 Repair-Meters	-	542.80	10,000.00	9,457.20	5.4
4-503029 Repair & Maint-Golf/Motel	-	1,107.50	2,000.00	892.50	55.4
4-503030 Water Tank Inspection	-	5,010.00	9,000.00	3,990.00	55.7
4-503299 Repair & Maint-SCADA	-	525.52	5,000.00	4,474.48	10.5
4-503300 Chemicals Maintenance	-	11,337.40	12,000.00	662.60	94.5
4-503310 Waste Water Treat. Chem.	702.00	7,862.00	10,000.00	2,138.00	78.6
4-503331 Retail Water Meter Parts	2,945.29	14,415.30	7,200.00	(7,215.30)	200.2
4-503332 Line Extension Reveiw Expense	-	910.08	2,500.00	1,589.92	36.4
4-503333 Bio Solids Disposal	384.66	677.24	32,072.00	31,394.76	2.1
4-503500 Vehicle Lease-Principal	2,692.68	37,878.31	70,000.00	32,121.69	54.1
4-503501 Vehicle Lease-Interest	385.05	3,276.05	-	(3,276.05)	-
Total Repairs & Maintenance	15,498.08	117,877.20	236,772.00	118,894.80	49.8
Utilities					
4-505001 South Crestone Filter Plant	30.00	298.00	500.00	202.00	59.6
4-505002 Shumei BS/Cottonwood Apt	319.00	3,691.00	3,500.00	(191.00)	105.5
4-505005 Casita Park Pumphouse/MHE	61.00	1,115.00	-	(1,115.00)	-
4-505008 Well No. 18	3,341.00	30,230.00	45,000.00	14,770.00	67.2
4-505010 Shop Pumphouse	57.00	544.00	1,100.00	556.00	49.5
4-505011 Moonlight Pumphouse	372.00	2,754.00	3,500.00	746.00	78.7
4-505012 Ridgeview Pumphouse	370.00	2,594.00	3,500.00	906.00	74.1
4-505013 Fallen Tree PH	124.00	1,568.00	3,500.00	1,932.00	44.8
4-505015 Pine Cone Pumphouse	171.00	2,051.00	2,600.00	549.00	78.9
4-505019 Aspen TP	1,435.00	14,284.00	20,000.00	5,716.00	71.4
4-505020 Aspen TP-Propane	-	217.53	5,000.00	4,782.47	4.4
4-505022 Wagon Wheel LS	319.00	2,524.00	5,000.00	2,476.00	50.5
4-505023 Moble Home Estates LS	163.00	2,260.00	3,000.00	740.00	75.3
4-505024 Stables LS	146.00	1,508.00	3,000.00	1,492.00	50.3
4-505025 Shop, Office, Yard	276.00	4,628.00	7,000.00	2,372.00	66.1
4-505026 Shop, Yard, Office-Propane	153.22	492.78	2,500.00	2,007.22	19.7
4-505027 Office / Cell Phones	653.22	7,086.06	8,000.00	913.94	88.6
4-505029 Trash and Recycling Services	153.07	1,351.56	1,824.00	472.44	74.1
Total Utilities	8,143.51	79,196.93	118,524.00	39,327.07	66.8

Baca Grande Water and Sanitation District
Enterprise Fund
Statement of Revenue and Expenditures Compared to Budget
For the 10 months ended,
October 31, 2016
UNAUDITED

	October	Actual YTD	Budget	Variance to Budget	Perct
Payroll					
4-530000 Payroll Expense	211.75	2,085.55	2,500.00	414.45	83.4
4-530001 Payroll - Health & Wellness Ex	78.25	393.25	2,000.00	1,606.75	19.7
4-530200 Payroll-Gross	24,301.92	236,243.37	294,830.00	58,586.63	80.1
4-530201 Payroll-Gross Summer Help	2,520.00	6,862.50	13,200.00	6,337.50	52.0
4-530300 Payroll Taxes	410.40	4,084.39	5,390.00	1,305.61	75.8
4-530400 PERA	3,674.60	33,655.88	44,980.00	11,324.12	74.8
4-530500 Health Insurance	2,260.16	28,427.03	39,648.00	11,220.97	71.7
4-530600 Worker's Compensation Insur	-	12,173.00	14,300.00	2,127.00	85.1
Total Payroll	<u>33,457.08</u>	<u>323,924.97</u>	<u>416,848.00</u>	<u>92,923.03</u>	<u>77.7</u>
Total Expenses	<u>78,629.02</u>	<u>719,854.90</u>	<u>1,077,351.00</u>	<u>357,496.10</u>	<u>66.8</u>
Excess Revenue Over (Under) Expenditures	(3,221.52)	(65,723.11)	(422,478.00)	(356,754.89)	15.6
Transfers In / (Out)					
4-481000 Transfer General Fund	-	-	300,000.00	300,000.00	-
4-481001 Transfer from GF - Oper Reserve	-	-	-	-	-
Total Transfers	<u>-</u>	<u>-</u>	<u>300,000.00</u>	<u>300,000.00</u>	<u>-</u>
4-410000 Fund Balance - Beginning	-	560,911.72	404,450.00	(156,461.72)	138.7
Fund Balance - Ending	<u>(3,221.52)</u>	<u>495,188.61</u>	<u>281,972.00</u>	<u>(213,216.61)</u>	<u>175.6</u>

Baca Grande Water and Sanitation District
Debt Service Fund
Statement of Revenue and Expenditures Compared to Budget
For the 10 months ended,
October 31, 2016
UNAUDITED

	October	Actual YTD	Budget	Variance	Perct
Revenue					
2-420101 Availability of Service Fees	(127.50)	247,675.27	255,825.00	8,149.73	96.8
2-420111 Allowance for Uncollectable	-	-	(61,775.00)	(61,775.00)	-
2-423000 Property Taxes	1,161.47	186,826.02	205,248.00	18,421.98	91.0
2-423001 Allowance for Uncollectable	-	-	(12,315.00)	(12,315.00)	-
2-432000 Specific Ownership Tax	2,865.54	25,755.61	19,200.00	(6,555.61)	134.1
2-423200 Interest on Property Taxes	60.69	382.39	500.00	117.61	76.5
2-446000 Interest	9.94	87.35	100.00	12.65	87.4
Total Revenue	<u>3,970.14</u>	<u>460,726.64</u>	<u>406,783.00</u>	<u>(53,943.64)</u>	113.3
Expenses					
2-500351 Bad Debt Expense	208.93	1,729.17	36,437.00	34,707.83	4.7
2-500355 Bank Charges	-	70.00	100.00	30.00	70.0
2-500357 Arbitrage Calculations	-	-	5,000.00	5,000.00	-
2-500400 County Treasurer's Fee	28.68	4,041.19	6,200.00	2,158.81	65.2
2-552500 Trustee/Paying Agent Fees	-	166.68	200.00	33.32	83.3
2-552605 2009 CWPA SRF Principal	-	36,424.07	73,212.00	36,787.93	49.8
2-552610 2009 CWPA SRF Interest	-	11,226.22	22,088.00	10,861.78	50.8
2-555304 2010 GO Bond Principal	-	-	50,000.00	50,000.00	-
2-555305 2010 GO Bond Interest	-	130,937.50	261,875.00	130,937.50	50.0
Total Expenses	<u>237.61</u>	<u>184,594.83</u>	<u>455,112.00</u>	<u>270,517.17</u>	40.6
Excess Revenue Over (Under) Expenditures	3,732.53	276,131.81	(48,329.00)	(324,460.81)	(571.4)
Transfers In / (Out)					
2-485100 Transfer from General Fund	-	-	100,000.00	100,000.00	-
Total Transfers	<u>-</u>	<u>-</u>	<u>100,000.00</u>	<u>100,000.00</u>	-
2-410000 Fund Balance - Beginning	-	108,253.82	125,756.00	17,502.18	86.1
Fund Balance - Ending	<u><u>3,732.53</u></u>	<u><u>384,385.63</u></u>	<u><u>177,427.00</u></u>	<u><u>(206,958.63)</u></u>	216.6

Baca Grande Water and Sanitation District
Capital Projects Fund
Statement of Revenue and Expenditures Compared to Budget
For the 10 months ended,
October 31, 2016
UNAUDITED

	October	Actual YTD	Budget	Variance	Percnt
Revenue					
3-446000 Interest	370.69	2,829.97	900.00	(1,929.97)	314.4
3-474000 Grant Funds	9,919.48	29,048.66	-	(29,048.66)	-
Total Revenue	10,290.17	31,878.63	900.00	(30,978.63)	3,542.1
Expenses					
3-517055 Casita Park Interconnect	154.80	2,886.06	-	(2,886.06)	-
3-517080 Stables Lift Station	-	44,984.43	-	(44,984.43)	-
3-517150 Water Rights Acquisition	45.00	5,309.05	60,700.00	55,390.95	8.7
3-517215 Aspen WWTF-Flow Equalization	9,919.48	33,058.56	284,758.00	251,699.44	
Total Expenses	10,119.28	86,238.10	345,458.00	259,219.90	25.0
Excess Revenue Over (Under) Expenditures	170.89	(54,359.47)	(344,558.00)	(290,198.53)	15.8
Transfers In / (Out)					
3-485100 Transfer General Fund	-	-	-	-	-
Total Transfers	-	-	-	-	-
3-410000 Fund Balance - Beginning	-	586,331.10	553,828.00	(32,503.10)	105.9
Fund Balance - Ending	170.89	531,971.63	209,270.00	(322,701.63)	254.2

Baca Grande Water and Sanitation District
 Summary of Annual Leases for the Service Truck, the Dump Truck and the Trailer

Lease and Interest Maturing in the Year Ending December 31,	\$171,156			\$60,765		
	Capital Lease Agreement with KS State Bank			Capital Lease Agreement with Ford Motor Credit Co.		
	Principal	Interest	Total	Principal	Interest	Total
2016	5,406	750	6,155	-	-	-
2017	33,014	3,919	36,933	13,901	2,632	16,533
2018	34,028	2,905	36,933	14,728	1,805	16,533
2019	35,073	1,859	36,933	15,604	929	16,533
2020	36,151	782	36,933			-
2021	6,132	23	6,155			-
Total	149,804	10,238	160,042	44,232	5,365	49,598

Baca Grande Water & Sanitation District
 Series 2010 General Obligation Bonds
 2009 Colorado Water Resources and Power Development Authority Loan

Principal & Interest Maturing in the Year(s) Ending December 31,	Totals		
	Principal	Interest	Total
2016	123,212	283,963	407,175
2017	124,684	280,992	405,676
2018	126,185	277,991	404,176
2019	177,717	274,834	452,551
2020	179,278	269,772	449,050
2021 - 2025	1,020,946	1,249,307	2,270,253
2026 - 2030	1,320,602	1,024,952	2,345,554
2031 - 2035	1,415,000	718,500	2,133,500
2036 - 2040	1,990,000	314,500	2,304,500
	<u>\$ 6,477,624</u>	<u>\$ 4,694,811</u>	<u>\$ 11,172,435</u>

BACA GRANDE WATER AND SANITATION DISTRICT
Property Tax Collection Schedule
2016

Month	1-423000		2-423000		1-423200		2-423200		1-432000		2-432000		1-500400		2-500400		4-120060		Net Received	
	General	Debt	General	Debt	General	Debt	General	Debt	General	Debt	General	Debt	General	Debt	General	Debt	Collections	Certified Accounts		Fee
January	28,808.58	13,236.38	1,026.73	50.58	345.15	4.83	5,721.13	2,628.62	620.37	285.04	0.00	0.00	0.00	0.00	0.00	0.00	2,831.92	0.00	0.00	50,916.59
February	114,276.88	52,505.60	2,361.15	210.77	1,415.92	22.45	6,610.87	3,037.42	2,410.59	1,107.57	0.00	0.00	0.00	0.00	0.00	0.00	2,831.92	0.00	0.00	180,734.82
March	44,479.30	20,436.43	3,755.60	254.63	1,008.67	30.58	7,858.70	3,610.75	1,010.02	464.07	0.00	0.00	0.00	0.00	0.00	0.00	484.60	0.00	0.00	80,646.17
April	38,846.32	18,232.57	2,432.57	120.10	938.95	20.76	6,201.40	2,849.29	828.93	828.93	0.00	0.00	0.00	0.00	0.00	0.00	1,608.66	0.00	0.00	136,132.83
May	55,179.90	25,352.92	2,971.01	163.42	1,096.00	46.64	6,954.09	3,195.12	1,217.86	559.55	0.00	0.00	0.00	0.00	0.00	0.00	1,779.24	0.00	0.00	93,560.93
June	54,373.71	24,982.51	2,090.16	35.69	1,300.70	41.45	6,213.74	2,854.86	1,181.23	542.72	0.00	0.00	0.00	0.00	0.00	0.00	1,811.99	0.00	0.00	93,280.96
July	11,044.35	5,074.92	1,021.40	0.00	1,032.24	0.00	5,390.34	2,476.64	236.25	118.65	0.00	0.00	0.00	0.00	0.00	0.00	1,349.37	0.00	0.00	27,412.46
August	9,475.82	4,353.75	1,047.93	40.83	790.76	154.99	4,869.36	2,237.27	230.66	105.98	0.00	0.00	0.00	0.00	0.00	0.00	1,513.89	0.00	0.00	25,347.96
September	2,466.51	1,124.07	377.76	37.40	398.72	60.69	6,238.75	2,865.54	62.42	28.68	0.00	0.00	0.00	0.00	0.00	0.00	2,146.92	0.00	0.00	17,204.26
October	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
November	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
December	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	404,633.31	185,912.60	17,084.31	913.42	8,329.11	382.39	56,056.38	25,755.61	8,795.55	4,041.19	0.00	0.00	0.00	0.00	0.00	0.00	11,926.59	0.00	7,080.00	705,236.98

Month	Assessed Valuation		% Change in AV		Milli Levies		Property Tax Receipts		Specific Ownership Tax Receipts		
	General	Debt	General	Debt	General	Debt	Taxes Levied	Taxes Received	Taxes Budgeted	Taxes Received	
2010	\$ 16,035,895.00	\$ 3,344,000.00	3.34%	0.00%	34.320	11.680	737,851.00	698,137.22	66,042.00	61,052.00	92.44%
2011	\$ 16,020,275.00	\$ 46,000.00	-0.10%	0.00%	46.000	0.000	736,933.00	698,669.75	92,117.00	81,829.17	88.83%
2012	\$ 15,951,226.00	\$ 46,000.00	-0.43%	0.00%	46.000	0.000	733,756.00	696,919.11	69,707.00	66,908.42	95.99%
2013	\$ 16,263,263.00	\$ 46,000.00	1.96%	0.00%	46.000	0.000	748,110.00	705,682.30	71,070.00	69,608.44	97.94%
2014	\$ 14,956,570.00	\$ 48,000.00	-8.02%	0.00%	48.000	0.000	718,011.00	683,925.62	68,212.00	79,289.47	116.24%
2015	\$ 14,949,422.00	\$ 42,000.00	-0.05%	0.00%	42.000	8.000	747,471.00	713,895.50	71,011.00	113,262.61	159.50%
2016	\$ 12,073,444.00	\$ 37,000.00	-19.24%	0.00%	37.000	17.000	651,866.00	608,543.64	120,000.00	81,811.99	68.18%
	404,633.31	185,912.60	17,084.31	913.42	8,329.11	382.39	56,056.38	25,755.61	8,795.55	4,041.19	11,926.59

Month	2015		2016	
	Prior Year Collections	Current Year Collections	Prior Year Collections	Current Year Collections
January	\$ 77,170.85	\$ 10.32%	\$ 43,122.27	\$ 6.61%
February	\$ 154,918.72	\$ 20.73%	\$ 169,354.40	\$ 32.59%
March	\$ 84,238.92	\$ 11.27%	\$ 68,925.86	\$ 43.16%
April	\$ 177,828.88	\$ 23.79%	\$ 125,946.65	\$ 62.48%
May	\$ 52,595.07	\$ 7.04%	\$ 83,667.25	\$ 75.31%
June	\$ 100,541.75	\$ 13.45%	\$ 81,482.07	\$ 87.81%
July	\$ 25,392.78	\$ 3.40%	\$ 17,140.77	\$ 90.44%
August	\$ 16,500.16	\$ 2.21%	\$ 14,918.33	\$ 92.73%
September	\$ 10,086.72	\$ 1.35%	\$ 93,555.74	\$ 93.34%
October	\$ 4,122.80	\$ 0.55%	\$ -	\$ 0.00%
November	\$ 7,417.44	\$ 0.98%	\$ -	\$ 0.00%
December	\$ 3,071.31	\$ 0.41%	\$ -	\$ 0.00%
	\$ 713,895.50	95.51%	\$ 608,543.64	93.34%



November 2016

OPERATIONS MANAGER REPORT

To: Board of Directors, Baca Grande Water and Sanitation District
From: Justin DeBon
Date: October 12 – November 9, 2016

Water and Sewer Main Repairs: On November 2nd, a sewer main and service connection was repaired on 149 Moonlight Way. The sewer service was connected in the early stages of development of the Baca and an improper connection was made by installing a 6” pipe elbow into the main and placing the 4” service line into the elbow, with no reducers available duct tape was used to seal the gap. Roots had since broken down the tape and grown into the main, additionally while repairing the main it was found the service line had been partially crushed and broken by rocks due to bedding material not being used. Staff repaired the line and made a proper connection to the main. On November 3rd a cap broke on a 6” water main on Road-T due to a failed part on the interconnect PRV causing the lines to over pressurize. The cap was on a Tee that was intended for future development, with development of the area unlikely the Tee was removed to avoid future problems. On November 8th, a repair was made to a joint on a 4” water main in Casita park that had broken due to the November 3rd PRV failure.

Fire Hydrant Inspections: Fire hydrant inspections are 100% complete. The extensions, leaks and repairs have been 100% completed.

Collection System Cleaning: The cleaning of the collection system has been completed and the team will now move onto the quarterly cleaning of the lift stations and grit collection basins.

Equipment Maintenance: Staff has begun equipment and vehicle repairs and maintenance which includes filter and fluid changes on all the heavy equipment, greasing, cleaning and inspections. Also, rodent proofing the cabs on the wheel loader and excavator. Fluid, filter changes and inspections will happen on all the service trucks to prepare them for winter time use.

Town of Crestone Sewage Impact: The District received 234,922 gallons of wastewater from the town in the month of September, the daily average was 7,830 gallons per day. The Aspen WWTF influent daily average influent was 58,700 gallons per day. The town contributed 13% to the monthly flow total.

Bulk Water Sales: As directed by the Board I have found a few options for bulk water sales, the AquaFlow II is the easiest and most convenient system to use. Customers would come to the office, purchase a RFID card which can be filled with as much credit as they like. The customer would go to the filling station, place the RFID card onto the machine and press the start button to fill and stop button to stop and credits will be deducted from the card. Attached is more information on the product.

Project Updates: Storage tank inspection and cleaning is 50% complete, the screening and sorting of the Aspen spoils pile is 100% complete, the fire hydrant inspection and testing is 100% complete, the weed control project is 100% complete, the collection system cleaning is 100% complete. With the major projects complete, staff will now focus on training and education to enable them to be more knowable and productive in 2017.

2016 Projects: The following is a list of projects that will be worked on in 2016.

1. Storage tank inspection/cleaning 50%
2. MHE Lagoon reclamation-not started
3. ~~Screening/Sorting of Aspen spoils area~~
4. ~~Fire hydrant Maintenance Project~~
5. ~~Collection System Video Inspection and Cleaning Project~~
6. Manhole Infiltration Prevention Project-not started (weather permitting)
7. ~~Stables Lift Station Upgrade Project~~
8. ~~Facility Weed Control Project~~
9. Leak Detection-On going
10. ~~Repair drainage and road to Fallen Tree Storage Tank~~
11. ~~Install gate on Fallen Tree Storage Tank access road~~
12. ~~Install water drainage pipe at Well 18~~

2015 Projects Completed: The following is list of projects that were completed in 2015.

1. ~~Completion of Facility Maintenance GIS Layer Project~~
2. ~~Completion of Water Meter Upgrade Project~~
3. ~~Fire Hydrant Maintenance Project~~
4. ~~Collection System Cleaning Project~~
5. ~~Manhole Infiltration Prevention Project on Cotton Wood Creek~~
6. ~~Capital Improvement Projects~~
7. ~~Water Meter MXUM upgrade project and DOLA grant reporting~~
8. ~~Yeshi Korlo service line reduction project~~
9. ~~GIS Facilities Maintenance Project~~
10. ~~Virture Way Manhole Repair~~



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Products

Aquaflow II

AquaTrack

SkyPay Systems

Simple Access System

Enclosures

Overhead Supports

DCU

IPALS

Partnership Systems

AquaFlow II Prepaid RFID Card System

Our prepaid RFID card system allows your customers to purchase a vending card with a pre-selected or variable credit amount. They may then bring the card to any stand pipe equipped with an RFID card reader and dispense water up to the pre-paid limit on their card.

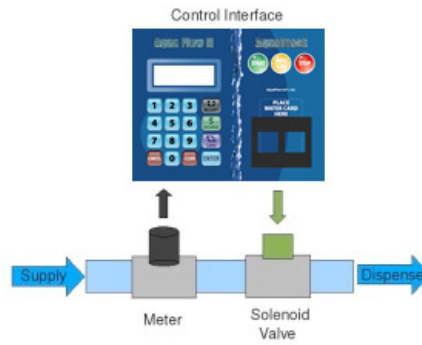
The system uses RFID technology to communicate with the card wirelessly. Prepaid RFID card systems can be installed on existing water pipe stands. We can provide you the materials and instructions for installation, or we can provide complete installation for you. Contact us for details.



System operation details:

After the card is placed next to the control interface, it is checked for its credit limit. When the Start button is pressed, a preset amount is deducted from the card, and then the electric valve is opened, allowing water to flow. The meter measures the water flow and sends this information to the control interface. When the user presses the Stop button the valve is closed and the system then adjusts the value on the customer's card to reflect the actual amount dispensed.

The customer can then bring the card back to your office or to an unattended teller machine to put more money on the card.



[Aqua Flow II Product Sheet](#)

Bulk water sales. Truck Fill, pre-paid card, vending card, pipe stand, stand pipe, www.awwa.org, Water stand enclosures, water vending machine, Water truck, Distribution system, Pre-paid card systems, Internet based water systems, pin pad water systems, Revenue share water systems, Account based water system, Partner water system, water system hardware, Water system software, Installation, manufacture, USA based company, 14 years experience. Oil fracking. Gold plated customer service. Reliable.

AquaFlow II

Water Pipestand and Transaction Software

AquaFlow II is the world's only **completely sealed** system—no slots to get dirty, no motors to wear out, no moving parts—it is virtually maintenance free!

Functionality

WaterProducts AquaFlow II is the water industry's premier RFID card, debit/credit and water utility software solution. Successfully deployed at many of North America's leading utilities and municipalities, AquaFlow II was developed specifically to meet the unique needs of water utilities. By providing seamless RFID card prepayments for purchases at loading stations, AquaFlow II increases efficiency and accountability.

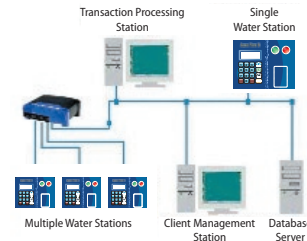
An RFID is integrated into a DCU for tracking and charging for water consumption through the loading station.

The AquaFlow II system can be networked, downloaded, or act as a stand-alone system.

The intuitive AquaFlow II interface guides clients through the purchasing process



Collect and manage transaction data using a standard USB flash drive



Configure one or more pipestand locations. AquaFlow II runs stand alone or across a network, allowing for multi-site installations that leverage your existing TCP/IP infrastructure.

Features and Benefits

- Design programs that meet your institution's specific needs, charging per unit or per gallon. Two tier pricing is available, or add a transaction charge.
- Scalable to accommodate a single site watering point or a multi-site network of water stations.
- Expands to include unattended teller machines.
- Protect your customer's value by easily resetting forgotten security codes.
- Create valuable management and planning reports with AquaFlow II.

www.WaterProducts.Net

WaterProducts.Net

P.O. Box 2841 • Flagstaff, Arizona 86003-2841
(928) 380-6164 cell • (928) 226-8323 fax



Report On District Operations



Case 9030B Excavator.

Operations Report
Baca Grande Water and Sanitation District
November 18, 2016

Report from: October 12 – November 9, 2016

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District Operations.....1

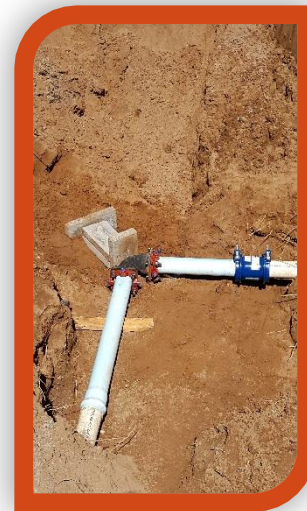
Water Usage, Compliance & Testing - Chalets.....2

Wastewater Compliance & Testing.....3

Infrastructure.....4

Operators.....5

Customer Home Tips.....6



Casita Park Leak Repair

District Operations

SSO-Sanitary Sewer Overflow	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	
Fire Hydrant Maintenance	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Began August 11th
Water Main Repairs	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	6" Main RD-T. 4" Main Casita Park.
Collection System Cleaning	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Chalet 3
GPS/GIS	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	
Water/Sewer Hookups	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Total for 2016: 10
Accidents	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	

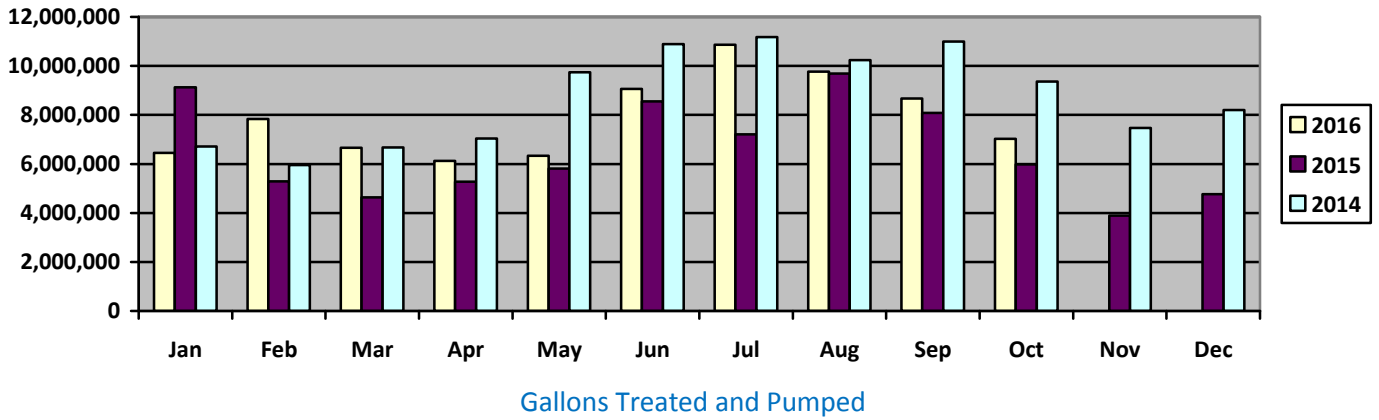
Total Water Treated

Total Gallons Treated For Month	Finished Water Chalets & Casita Park	Finished Water Metered Chalets & Casita Park	Wastewater Treated	Estimated Unaccounted Water
January 2016	6,457,000	2,452,000	1,901,000	Water Leak Found 4,005,000
February 2016	7,841,000	1,764,000	1,554,000	Water Leak found 6,077,000
March 2016	6,654,000	1,579,000	1,904,000	Water Leak Found 5,075,000
April 2016	6,124,000	3,133,000	1,608,000	Water leak found 2,991,000
May 2016	6,338,000	3,245,000	1,846,000	3,093,000
June 2016	9,065,000	4,740,000	3,054,000	4,325,000
July 2016	10,865,000	7,819,000	2,481,000	7 Leaks Repaired 2,996,000
August 2016	9,765,000	6,265,000	2,039,000	Hydrant Testing 3,473,000
September 2016	8,664,000	5,245,000	2,033,000	3,419,000
October 2016	7,023,000	3,383,000	1,761,000	3,640,000
November 2016				
December 2016				
Total Treated 2016	79,796,000	39,625,000	20,181,000	39,094,000

Golf Course Well

April 2016	May 2016	June 2016	July 2016	August 2016	September 2016	October 2016
Well 18 used	5,539,474	6,191,177	6,191,177	3,910,217	6,517,028	1,955,108

Baca Grande Chalet & Casita Park

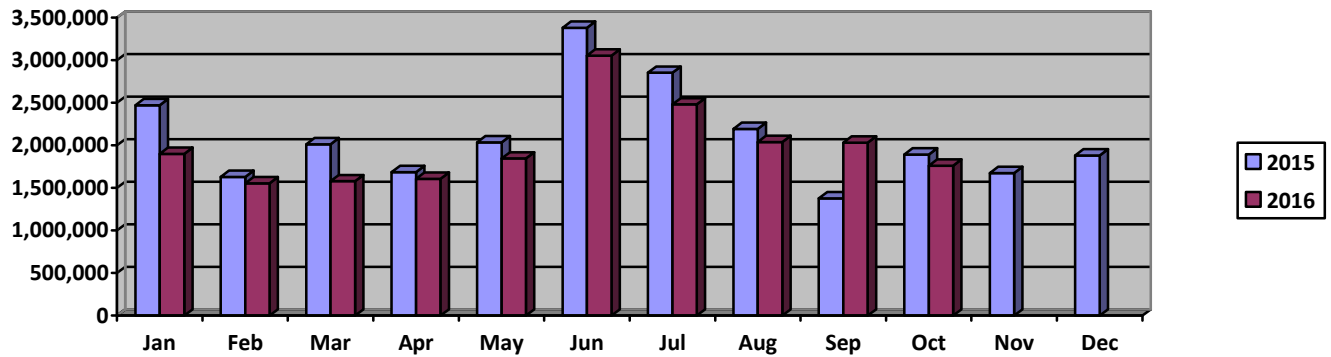


January	February	March	April	May	June
6,457,000	7,841,000	6,654,000	6,124,000	6,338,000	9,065,000

July	August	September	October	November	December
10,865,000	9,765,000	8,664,000	7,023,000		

Month	Chlorine Residual	Total Coliform E. Coli Result	Compliant	Well Water Level
January	0.34	Absent	Yes	35'
February	0.32	Absent	Yes	34'
March	0.32	Absent	Yes	34'
April	0.34	Absent	Yes	36'
May	0.37	Absent	Yes	37'
June	0.28	Absent	Yes	36'
July	0.26	Absent	Yes	36'
August	0.25	Absent	Yes	35'
September	0.36	Absent	Yes	37'
October	0.34	Absent	Yes	36'
November				
December				

Aspen Wastewater Treatment Facility



Wastewater Treated in Gallons

January	February	March	April	May	June
1,901,000	1,554,000	1,579,000	1,608,000	1,846,000	3,054,000

July	August	September	October	November	December
2,481,000	2,039,000	2,033,000	1,761,000		

Month	Total Ammonia Result	E. Coli Result	Effluent BOD5 Result	Total BOD5 Removal Result	Compliant for Month
January	2.6 mg/L	2/100	9.2 mg/L	93%	Yes
February	0.8 mg/L	2/100	5.8 mg/L	96%	Yes
March	2.1 mg/L	2/100	3.6 mg/L	98%	Yes
April	1.3 mg/L	2/100	2.3 mg/L	98%	Yes
May	2.1 mg/L	2/100	13 mg/L	96%	Yes
June	0.9 mg/L	14/100	1.8 mg/L	97%	Yes
July	0.6 mg/L	7/100	11 mg/L	97%	Yes
August	0.8 mg/L	4/100	13.8 mg/L	95%	Yes
September	0.2 mg/L	2/100	4.9 mg/L	98%	Yes
October	0.3 mg/L	2/100	3.6 mg/L	97%	Yes
November					
December					

Bio Solids	Quantity
Stored Bio Solids – Aspen Storage Lagoon	215,600 Gallons
Bio Solids pumped and applied to land application site 2016	0
Bio Solids pumped into Aspen Storage Lagoon 2016.	60,000

Infrastructure Fixed Assets

Transfer Stations	Booster Stations
Fallen Tree – Operational	Pine Cone Booster – Operational
Ridgeview Transfer Station – Operational	Shumei Booster Station – Operational
Moonlight Transfer Station – Operational	Motel Well Booster Station – Offline

Drinking Water Distribution System	Wastewater Collection System
Water Mains = 64 Miles	Sewer Mains = 45 Miles
Gate Valves = 528 Units	Manholes = 798
Service Accounts = 705	
Curb Stops = 705	Lift Stations = 5
Fire Hydrants = 278	MHE LS – Operational
Well 17/18 Water Treatment Plant- Facility Fully Operational.	Stables LS – Fully Operational
MHE Motel Well Water Treatment Facility- Offline	Wagon Wheel LS – Operational
Water Transfer Stations = 3	Dharma Ocean LS – Operational
Booster Stations = 3	Aspen LS – Operational
	Aspen WWTF – Facility Fully Operational. Operating at 39% Capacity

Operations Team



Justin DeBon, CWP
 Operations Manager
 ORC
 Class C Water Operator
 Class C Wastewater Operator
 Class 1 Distributions Operator
 Class 1 Collections Operator
 Nationally Certified Heavy Equipment Operator

Chad Tate, CWP
 Water Treatment
 Operator
 Class S Water Operator
 Class S Wastewater Operator
 Class C Water Operator
 Class 2 Distributions Operator

Tim Allen, CWP
 Distributions & Collections
 Operator
 Class S Water Operator
 Class S Wastewater Operator

Rebecca Potter, CWP
 Laboratory & Analysis
 Operator
 Class D Wastewater Operator

Jim Vanderpool, CWP
 Operations & Maintenance
 Operator
 Class S Water Operator



Customer Home Tips

Leak Detection, Prevention and Winter Preparedness



Potential loss: 200 gallons of water per day

If your toilet is running constantly, you could be wasting as much as 200 gallons of water or more per day. Not all toilet leaks can be detected by listening for running water in the bowl of the toilet. The most common cause of a toilet leak is the flapper valve. Over time, the valve becomes worn out and it does not seal shut anymore. One way to find out if you have a toilet leak is to place a drop of food coloring in the toilet tank. If the color shows up in the bowl within 15 minutes without flushing, you have a leak. Once you complete this test, make sure to flush immediately to avoid staining the tank.



Potential loss: 3,000 gallons of water per year

A leaky faucet that drips at rate of 1 drip per second can waste more than 3,000 gallons of water per year. Most faucet leaks can be reduced by checking the washers and gaskets for wear, and replacing them if necessary. Another tip would be to replace the aerator. These are inexpensive, available at most hardware stores and easy to install.



Potential loss: 500 gallons of water per year

A showerhead leaking at 10 drips per minute wastes more than 500 gallons of water per year – that's enough water to wash 60 loads of dishes in your dishwasher. Most leaky showerheads can be fixed by ensuring a tight connection using Teflon tape and a wrench. You may also consider replacing an old showerhead. An older showerhead uses 3 to 8 gallons of water while a newer model can use as little as 1.5 gallons per minute.



Detaching the hose allows water to drain from the pipe. Otherwise, a single hard, overnight freeze can burst either the faucet or the pipe it is connected to.



If you have pipes in an unheated garage or a cold crawl space under the house, wrap the water pipes before temperatures fall. Good wrapping materials are available at hardware or building supply stores.



Seal off access doors, air vents and cracks. Repair broken basement windows. Winter winds whistling through overlooked openings can quickly freeze exposed water pipes. Don't plug air vents that your furnace or water heater need for good combustion.



BACA GRANDE WATER AND SANITATION DISTRICT ENGINEER'S REPORT November 9, 2016

ADMINISTRATIVE MATTERS

Action Item Conference Call – There was no Action Item conference call in advance of the November Board meeting.

Water and Wastewater Rates – I met with Lisa Johnson on August 5 to discuss TZA's support of a sewer rate review for the Town of Crestone as it relates to the pending negotiations for an amended and restated intergovernmental agreement (IGA). A proposal was drafted and provided to Lisa following that meeting. I discussed this matter with Michael Scully and Matthew Ghourdjian during our October 14 meeting in Moffat. Based upon recent e-mail exchanges, the IGA with Crestone, and the associated sewer rates, will be delayed until early 2017 to allow the District time to establish its basic operating procedures without the help of Lisa and Special District Management Services. I will follow-up with JoAnn Slivka after the first of the year.

Town of Crestone Intergovernmental Agreement – I provided Michael and Matthew an outline for an amended and restated IGA on October 18. Marcus Lock has offered his assistance as well. Refer to "Water and Wastewater Rates" above on timing of development.

CAPITAL PROJECTS

Headworks/Flow Equalization Basin – TZA is working through the site application and design phases of this project to support the Aspen Institute Wastewater Treatment Plant (WWTP).

- Site Application Amendment and Engineering Report: Submitted to the Water Quality Control Division (WQCD) and the local review agencies (i.e. Saguache County departments) on October 17. The Saguache County departments have responded with no comments. The project status website indicates the site application amendment is "in review by WQCD".
- Geotechnical Investigation: The report on the two borings was received on September 22.
- Structural Design: In progress now that the Geotechnical Engineering Study report has been received.
- Electrical/Mechanical Design: A site visit with our electrical subconsultant, Browns Hill Engineering, was conducted on November 2 and they are proceeding with the design.
- Civil/Process Design: Drawings are 50% complete.
- Process Design Report: Approximately 80% complete and awaiting Site Application Amendment and Engineering Report approval by the WQCD.
- Bidding Documents: Work on the bidding documents, technical specifications, and construction drawings is progressing with an anticipated completion date of mid-December for submittal to the WQCD for review and approval.

LAMP RYNEARSON COMPANIES



One item yet to be resolved in our design efforts is the right-of-way (ROW) for the access road adjacent to the WWTP site. Justin DeBon reminded me of Saguache County's past request to increase the ROW, but he did not have any documentation associated with the details of the request. I spoke with Randal Arredando on August 31 and he was to send me information via e-mail on the road ROW. David Wiggins, of TZA, has been in communication with Saguache County and has received verbal information regarding easements in the area of the WWTP, but Saguache County has not provided any documentation associated with the details. Our design takes the verbal representations into consideration.

Finally, JoAnn Slivka has requested our assistance in transitioning the Small Communities Grant Reimbursement management from SDMS to the District. David is working with JoAnn, and SDMS, on the procedure and documentation efforts.

Capital Project Summary Sheets – One new summary sheet, for a sludge drying bed to support the biosolids management for the Aspen Institute Wastewater Treatment Plant has been drafted and will be reviewed with Justin DeBon in advance of the November Board meeting. For informational purposes, Justin DeBon indicates the District removes approximately 28,000 gallons of sludge from the anaerobic digesters every three (3) months. This is the equivalent of approximately 120,000 gallons every year.

Drafts of updated summary sheets for two previously identified water distribution system projects – Primary Looping A and Secondary Looping C were provided to Justin on October 12. Justin identified Looping C as a higher priority project at the October Board meeting. TZA was directed by Lisa Johnson on October 21 to research funding options available to assist in the Looping C project. On November 4, JoAnn Slivka indicated she had tasked Alison McClure to research funding opportunities, so TZA has not initiated any research.

Casita Park Water Line Interconnect – The line connecting the Well 18 yard piping to Mobile Home Estates was put into service on November 30, 2015. The redundant stream crossing was completed by RMS on December 18, 2015. An 11-month warranty inspection should be considered in November of 2016. On August 22, Justin DeBon advised me of a possible warranty period matter with the pressure reducing valve (PRV) installed as a part of the project. I spoke with Bryan Malouff, of RMS, on August 30 and he informed iSiWest, the PRV supplier, of my call. JoAnn Slivka provided me copies of the District staffs' incident reports and I followed up with iSiWest directly on September 7. Brandon Henderson, of iSiWest, was working with Chad Tate to adjust the flow aspects of the main control valve. On November 3, Brandon was on-site to follow-up on the issues from earlier in the year and during his visit the Operations team discovered some additional issues. Justin contacted me on November 7 and I have requested details on the failed parts (i.e. part numbers, locations, etc.) from him. I have contacted iSiWest about a review meeting pending receipt of the details from Justin.

OPERATIONAL MATTERS

Golf Course Water Supply – No activity since the September Board meeting. Please refer to my September 7 report for historical information.

OTHER ACTIVITIES

Atalanta Inclusion – On September 20, JoAnn Slivka circulated the Petition for Inclusion to Lisa Johnson, Zachary White, and Brad Simons. No activity on behalf of TZA since then. This matter will be removed from the December report.

PARKING LOT

Funding Opportunities – District staff and consultants have researched a variety of funding sources, as resources allow, for possible support on a variety of projects.

- SEARCH (Special Evaluation Assistance for Rural Communities and Households) Grants and the Predevelopment Planning Grants available from the USDA's Rural Development may be options for the biosolids management needs of the District.
- The Colorado Water Conservation Board's Water Efficiency Grant program may be the most applicable to the District's current water conservation efforts. Specifically, this program may support a water loss control audit.

Well No. 17 Permit Matters – Pending the outcome of the Justice Department's water court application regarding the current location of Well No. 17, TZA is prepared to support the permit (Well Permit No. 57623-F-R) conditions associated with the redrilling of Well No. 18 in 2012.

Well 18 Booster Pump Station Problems – Any legal activities associated with this topic will be addressed separately due to attorney-client privileges.

Water Meter Transmitter Replacement Project - Justin DeBon has reviewed the meter reading results with pump station metering reports in an effort to assess pressure zones that should be the focus of any future leak detection activities. This information may benefit future application(s) to the Water Efficiency Grant program administered by the Colorado Water Conservation Board.

Compliance Evaluation Inspection (Dharma Ocean and Stables Lift Station) – The capital improvements associated with the Stables Lift Station were completed on April 1, 2016 by Timber Line Electric and Control Corporation. TZA was contacted by Chad Tate on June 16, 2016 regarding a couple of "overspeed" faults on Pump No. 1. TZA researched the situation and provided information to Mr. Tate on the possible causes. Mr. Tate provided follow-up information to TZA on June 17. To date, the fault has not re-occurred.

Baca Grand Water & Sanitation District
Nov-16

	General	Capital Projects	Debt Service	Enterprise	Totals
Disbursements	\$ 9,828.82	\$ 5,850.10	\$ -	\$ 32,404.90	\$ 48,083.82
Payroll-10/1/2016-10/15/2016				\$ 14,594.22	\$ 14,594.22
Payroll-10/15/2016-10/31/2016				\$ 16,312.70	\$ 16,312.70
San Luis Valley REC-October				7,337.00	7,337.00

Total Disbursements from Checking Acct	\$9,828.82	\$5,850.10	\$ -	\$70,648.82	\$ 86,327.74
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Cash Position - Checking	\$ 255,754.28
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Ending Cash Position - Checking	<u>\$ 169,426.54</u>
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Other Disbursements

UMB- Improvement Bonds	\$ 180,937.50
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Debt Service CWPDA Loan	\$ 47,650.29
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Total Debt Service Disbursements	\$ 228,587.79
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Cash Position - Debt Service	\$ 148,477.48
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Funds Transfer from General Fund	\$ 90,000.00
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Ending Cash Position - Debt Service LA Account	<u>\$ 9,889.69</u>
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Check Issue Date	Payee	Invoice Number	Invoice GL Account	Account Title	Check Amount
90102					
11/18/2016	A&M Pest & Termite Control, Inc	114866	4-503000	Repair & Maint	75.00
Total 90102:					75.00
90103					
11/18/2016	Automotive Concepts	49394	4-500662	Vehicle-Repairs and Maint	169.73
Total 90103:					169.73
90104					
11/18/2016	Centratel, LLC	16110312910	4-500406	Phone Answering Service	166.14
11/18/2016	Centratel, LLC	2017-PREPA	4-115000	Prepaid Expenses	1,879.80
Total 90104:					2,045.94
90105					
11/18/2016	Chaparral Inc.	151844	4-500662	Vehicle-Repairs and Maint	279.26
Total 90105:					279.26
90106					
11/18/2016	Colorado Analytical Lab, Inc.	161013026	4-500250	Testing	56.00
11/18/2016	Colorado Analytical Lab, Inc.	161027046	4-500250	Testing	112.00
Total 90106:					168.00
90107					
11/18/2016	Crestone Eagle Enterprises LLC	1611-EAG	4-500510	Advertising	217.00
Total 90107:					217.00
90108					
11/18/2016	Dana Kepner Company, Inc.	3057662-00	4-503018	Repair & Maint-Fire Hydrants	820.69
Total 90108:					820.69
90109					
11/18/2016	DEMRS, Inc	64680	4-503008	Repairs & Maint-Well No. 18	2,662.00
Total 90109:					2,662.00
90110					
11/18/2016	Fair Point Communications	1611-243	4-505027	Office / Cell Phones	376.61
Total 90110:					376.61
90111					
11/18/2016	FirstBank	1610-0362	4-500362	Clothing Allowance	104.59
11/18/2016	FirstBank	1610-0401	4-500401	Postage	83.44
11/18/2016	FirstBank	1610-0407	4-500407	Computers and Media	16.20
11/18/2016	FirstBank	1610-0450	4-500450	Utility Maintenance Tools	20.94
11/18/2016	FirstBank	1610-0451	4-500451	Supplies	144.45
11/18/2016	FirstBank	1610-0500	4-500500	Training and Education	60.00
11/18/2016	FirstBank	1610-0520	4-500520	Memberships	99.00
11/18/2016	FirstBank	1610-0550	4-500550	Meals and Lodging	208.08
11/18/2016	FirstBank	1610-0662	4-500662	Vehicle-Repairs and Maint	236.14

Check Issue Date	Payee	Invoice Number	Invoice GL Account	Account Title	Check Amount
11/18/2016	FirstBank	1610-3000	4-503000	Repair & Maint	804.79
11/18/2016	FirstBank	1610-5000	1-445000	Miscellaneous Income	292.59-
11/18/2016	FirstBank	1610-5027	4-505027	Office / Cell Phones	277.61
Total 90111:					1,762.65
90112					
11/18/2016	Freedom Mailing Services, INC	30064	4-500460	Utility Billing	454.74
Total 90112:					454.74
90113					
11/18/2016	Grand Junction Pipe & Supply	3432117	4-503331	Retail Water Meter Parts	1,032.88
11/18/2016	Grand Junction Pipe & Supply	3434589	4-503002	Repairs & Maint-Sewer(Gravity)	2,215.00
11/18/2016	Grand Junction Pipe & Supply	3435650	4-503001	Repairs & Maint-Water Mains	56.62
11/18/2016	Grand Junction Pipe & Supply	3435652	4-503001	Repairs & Maint-Water Mains	82.54
Total 90113:					3,387.04
90114					
11/18/2016	Haynies Inc	080735	4-500662	Vehicle-Repairs and Maint	23.31
11/18/2016	Haynies Inc	083817	4-500662	Vehicle-Repairs and Maint	11.61
Total 90114:					34.92
90115					
11/18/2016	Hillman, David	2016-1027-H	4-120070	Accounts Receivable	56.00
Total 90115:					56.00
90116					
11/18/2016	Hurd, Ben	2016-1018-H	4-120070	Accounts Receivable	1,400.00
Total 90116:					1,400.00
90117					
11/18/2016	Law of the Rockies	1610-LAW	1-506030	Legal	2,456.00
Total 90117:					2,456.00
90118					
11/18/2016	Mendel, Cheyenne & Joe	2016-1005-M	4-120070	Accounts Receivable	55.98
Total 90118:					55.98
90100					
11/02/2016	Mountain States Employers Coun,	2016-MSEC	4-506020	Professional Fees	1,300.00
Total 90100:					1,300.00
90119					
11/18/2016	National Benefit Services LLC	565148	4-530500	Health Insurance	75.00
Total 90119:					75.00
90120					
11/18/2016	Peregrino, Dora	161020-PER	4-503025	Repair & Maint-Office	100.00

Check Issue Date	Payee	Invoice Number	Invoice GL Account	Account Title	Check Amount
11/18/2016	Peregrino, Dora	161103-PER	4-503025	Repair & Maint-Office	100.00
Total 90120:					200.00
90121					
11/18/2016	Quill	1029654	4-500403	Office Supplies	205.99
11/18/2016	Quill	1103954	4-500403	Office Supplies	19.90
11/18/2016	Quill	9753869	4-500403	Office Supplies	21.69
11/18/2016	Quill	9753869	4-500451	Supplies	37.46
11/18/2016	Quill	9777809	4-500451	Supplies	6.49
11/18/2016	Quill	9805150	4-500403	Office Supplies	32.28
11/18/2016	Quill	9873769	4-500451	Supplies	115.94
11/18/2016	Quill	9991980	4-500403	Office Supplies	39.80
11/18/2016	Quill	9991980CR	4-500403	Office Supplies	19.90-
Total 90121:					459.65
90101					
11/02/2016	Saguache Clerk & Recorder	2016-CERT-	1-500400	County Treasurer's Fee	51.00
Total 90101:					51.00
90122					
11/18/2016	Special Dist Management Svcs	8961	1-506040	Management	196.81
11/18/2016	Special Dist Management Svcs	8962	1-506040	Management	871.20
11/18/2016	Special Dist Management Svcs	8963	1-506040	Management	343.20
11/18/2016	Special Dist Management Svcs	8964	1-506040	Management	462.00
11/18/2016	Special Dist Management Svcs	8965	1-506045	Accounting	1,597.20
11/18/2016	Special Dist Management Svcs	8966	1-506045	Accounting	1,188.00
11/18/2016	Special Dist Management Svcs	8967	1-506040	Management	712.80
11/18/2016	Special Dist Management Svcs	8968	1-506045	Accounting	224.40
11/18/2016	Special Dist Management Svcs	8969	1-506045	Accounting	18.00
Total 90122:					5,613.61
90123					
11/18/2016	Stumpf, Harry	2016-1024-S	4-120070	Accounts Receivable	250.00
Total 90123:					250.00
90124					
11/18/2016	The Saguache Crescent	2016-10-20S	4-500510	Advertising	32.50
Total 90124:					32.50
90125					
11/18/2016	Titan Machinery Inc CO Springs	8497134	4-500662	Vehicle-Repairs and Maint	155.91
Total 90125:					155.91
90126					
11/18/2016	TZA Water Engineers, Inc.	4607.01-24	4-506020	Professional Fees	612.00
11/18/2016	TZA Water Engineers, Inc.	4607.01-24	3-517055	Casita Park Interconnect	90.00
11/18/2016	TZA Water Engineers, Inc.	4607.01-24	4-506020	Professional Fees	432.00
11/18/2016	TZA Water Engineers, Inc.	4607.01-24	4-503333	Bio Solids Disposal	684.00
11/18/2016	TZA Water Engineers, Inc.	4607.04-4	3-517215	Aspen WWTF	180.00
11/18/2016	TZA Water Engineers, Inc.	4607.04-4	3-517215	Aspen WWTF	159.00

Check Issue Date	Payee	Invoice Number	Invoice GL Account	Account Title	Check Amount
11/18/2016	TZA Water Engineers, Inc.	4607.04-4	3-517215	Aspen WWTF	165.00
11/18/2016	TZA Water Engineers, Inc.	4607.04-4	3-517215	Aspen WWTF	5,256.10
11/18/2016	TZA Water Engineers, Inc.	607.03-03	4-506020	Professional Fees	54.00
Total 90126:					7,632.10
90127					
11/18/2016	UNCC	216100063	4-500530	Locates	21.45
Total 90127:					21.45
90128					
11/18/2016	Univar USA Inc	DV912575	4-503299	Repair & Maint-SCADA	1,980.60
Total 90128:					1,980.60
90129					
11/18/2016	US Fish and Wildlife Service	USFW-1610	4-500100	Raw Water USFSWS	6,595.29
Total 90129:					6,595.29
90130					
11/18/2016	USA BlueBook	086206	4-503019	Repair & Maint-Aspen TP	2,988.91
11/18/2016	USA BlueBook	086206	4-503010	Repairs & Maint - Pump Houses	648.92
11/18/2016	USA BlueBook	091838	4-503019	Repair & Maint-Aspen TP	1,559.00
11/18/2016	USA BlueBook	097165	4-503019	Repair & Maint-Aspen TP	1,559.00-
Total 90130:					3,637.83
90131					
11/18/2016	Waste Management Monte Vista	0967444-252	4-505029	Trash and Recycling Services	154.02
Total 90131:					154.02
90132					
11/18/2016	White, Bear Ankele Tanaka & Wal	1175.011	1-506030	Legal	22.50
11/18/2016	White, Bear Ankele Tanaka & Wal	1175.015	1-506030	Legal	45.00
11/18/2016	White, Bear Ankele Tanaka & Wal	1175.018	1-506030	Legal	45.00
11/18/2016	White, Bear Ankele Tanaka & Wal	1175.06	1-506030	Legal	112.50
11/18/2016	White, Bear Ankele Tanaka & Wal	1175.08	1-506030	Legal	1,441.00
11/18/2016	White, Bear Ankele Tanaka & Wal	1175.0903	1-506030	Legal	90.00
11/18/2016	White, Bear Ankele Tanaka & Wal	1175.9999	1-506030	Legal	48.80
11/18/2016	White, Bear Ankele Tanaka & Wal	175.180	1-506030	Legal	196.00
Total 90132:					2,000.80
90133					
11/18/2016	Xerox Corp.	086817201	4-500402	Copier Lease and Equipment	151.50
Total 90133:					151.50
Grand Totals:					46,732.82

Check Issue Date	Payee	Invoice Number	Invoice GL Account	Account Title	Check Amount
90100					
11/02/2016	Mountain States Employers Coun,	2016-MSEC	4-506020	Professional Fees	1,300.00
Total 90100:					1,300.00
90101					
11/02/2016	Saguache Clerk & Recorder	2016-CERT-	1-500400	County Treasurer's Fee	51.00
Total 90101:					51.00
Grand Totals:					1,351.00



RECEIVED
 NOV 04 2016
 BY: *[Signature]*

Invoice Date	10/28/2016
Funds Due Date	11/27/2016

BACA GRANDE WATER & SANITATION
 DISTRICT
 ATTN: HAVEN WELLMAN
 PO BOX 520
 CRESTONE CO 81133-0520

Issue BG10

BACA GRANDE WATER & SANITATION DIST
 GO RFDG & IMPROV BDS SRS 2010
 DATED 10/26/2010

Issue Payment Date 12/01/2016

Registered Interest	\$ 130,937.50
Matured Bonds	\$ 50,000.00
Called Bonds	\$ 0.00
Principal Reduction	\$ 0.00
Coupon Interest	\$ 0.00

TOTAL DUE \$ 180,937.50

**Please return a copy of this notice with your remittance.
 Payments by check are due 15 days prior to Funds Due Date.**

Wire Instructions:

UMB BANK NA
 BNF NAME: TRUST OPERATIONS
 ABA: 101 000 695
 BNF A/C: 9800006823
 ATTN: JONATHAN FERNANDEZ - BG10

ACH Instructions:

UMB BANK NA
 BNF NAME: TRUST OPERATIONS
 ABA: 101 000 695
 BNF A/C: 9801018981
 ATTN: JONATHAN FERNANDEZ - BG10

Account Officer: JONATHAN FERNANDEZ
Phone: 303-764-3607
Email: JONATHAN.FERNANDEZ@UMB.COM



COLORADO WATER RESOURCES & POWER DEVELOPMENT AUTHORITY

Logan Tower Bldg – Suite 620, 1580 Logan Street, Denver, Colorado 80203-1942
303/830-1550 • Fax 303/832-8205 • info@cwprda.com

November 1, 2016

AJ Beckman
Baca Grande Water & Sanitation District
57 Baca Grant Way South
P.O. Box 520
Crestone, CO 81131-0520

RECEIVED
NOV 04 2016
BY: *[Signature]*

RE: Colorado Water Resources and Power Development Authority
Drinking Water Revolving Fund Direct Loan Program

Dear AJ Beckman:

Below is a breakdown of your loan repayment due: **December 1, 2016**

<u>Loan Number</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
D09F005	\$36,788.31	\$10,861.98	\$47,650.29
Total amount due	\$36,788.31	\$10,861.98	\$47,650.29

Payment instructions for wire transfer or ACH transfer are as follows:

<u>Wire Instructions</u>	<u>ACH Instructions</u>
Wells Fargo Bank, N.A. ABA: 121000248 Acct. No. 0001038377 BNF: Corp. Trust Clearing OBI: 14878100	Wells Fargo Bank, N.A. ABA: 091000019 Acct. No. 0001038377 BNF: Corp. Trust Clearing OBI: 14878100

If you have any further questions, or you are unable to comply with this procedure, please call me prior to the payment date at (303) 830-1550 extension 1017. Additionally, please notify me of any address changes by e-mail at rtesch@cwprda.com or by phone at the number listed above.

Thank you for your assistance.

Sincerely,
Rachel Tesch
Rachel Tesch
Accountant

**Per our loan agreement:
This is not payable by check.**

Cc: Sandy Shupe, Trust Officer, Wells Fargo via email

BACA GRANDE WATER AND SANITATION DISTRICT
Assessed Value, Property Tax and Mill Levy Information

	2015 Actual		2016 Adopted Budget		2017 Preliminary Budget
Assessed Valuation	\$ 14,949,422	\$	12,073,444	\$	11,906,219
Mill Levy					
General Fund	42.000		37.000		37.000
Debt Service Fund	8.000		17.000		17.000
Temporary Mill Levy Reduction	-		-		-
Refunds and Abatements	-		-		-
Total Mill Levy	50.000		54.000		54.000
Property Taxes					
General Fund	\$ 507,085	\$	446,717	\$	440,530
Debt Service Fund	119,595		205,248		202,406
Temporary Mill Levy Reduction	-		-		-
Refunds and Abatements	-		-		-
Actual/Budgeted Property Taxes	\$ 626,680	\$	651,965	\$	642,936

BACA GRANDE WATER AND SANITATION DISTRICT

GENERAL FUND

2017 Preliminary Budget

with 2015 Actual, 2016 Adopted Budget, and 2016 Estimated Budget

	2015 Actual	01/16-09/16 YTD Actual	2016 Adopted Budget	2016 Estimate	2017 Preliminary Budget
Beginning Fund Balance	\$ 326,491	\$ 461,427	\$ 458,871	\$ 461,427	\$ 781,392
REVENUE					
Property Taxes	604,863	418,893	446,717	446,717	440,530
Less: Allowance for Uncollectable	-	-	(26,803)	(26,803)	(26,432)
Interest on Property Taxes	13,519	7,929	3,000	7,929	5,000
Specific Ownership Tax	95,141	49,820	100,800	66,427	67,200
Miscellaneous Income	8,628	6,470	3,000	1,970	2,000
Delinquent Account Fees	-	-	-	6,630	-
Interest	581	288	480	340	380
Total Revenue	722,731	483,400	527,194	503,210	488,678
Total Funds Available	1,049,222	944,827	986,065	964,637	1,270,070
EXPENDITURES					
County Treasurer's Fee	15,528	8,733	13,402	13,402	13,216
Miscellaneous	-	-	-	-	-
Audit	10,142	10,455	10,550	10,455	10,550
Legal	42,902	20,747	58,000	31,100	31,100
Management	54,474	27,151	65,000	65,000	65,000
Accounting	39,650	19,549	40,000	40,000	40,000
Elections	-	938	22,000	938	-
Directors' Fees	5,100	2,500	6,500	6,500	6,500
Total Expenditures	167,795	90,074	215,452	167,395	166,366
OTHER FINANCING SOURCES (USES)					
Transfer to Enterprise Fund	400,000	-	300,000	-	350,000
Transfer to Debt Service Fund	20,000	-	100,000	-	-
Required Emerg. Reserve-TABOR	-	-	15,820	15,850	14,660
Total Expenditures Requiring Appropriation	587,795	90,074	631,272	183,245	531,026
CWRPDA Loan Reserve-REQUIRED	55,200	-	53,870	41,850	41,600
Capital R&R Reserve	162,212	-	203,363	203,363	400,000
Unrestricted	244,015	-	97,560	536,179	297,444
ENDING FUND BALANCE	\$ 461,427	\$ 854,753	\$ 354,793	\$ 781,392	\$ 739,044

BACA GRANDE WATER AND SANITATION DISTRICT

ENTERPRISE FUND

2017 Preliminary Budget

with 2015 Actual, 2016 Adopted Budget, and 2016 Estimated Budget

	2015 Actual	01/16-09/16 YTD Actual	2016 Adopted Budget	2016 Estimate	2017 Preliminary Budget
BEGINNING FUND BALANCE	272,351	560,912	404,450 \$	560,914 \$	339,603
REVENUE					
Water Usage Fees	334,114	244,704	343,381	326,300	326,300
Sewer Usage Fees	235,745	171,809	242,188	242,188	242,188
Less: Customer AR	-	-	(7,488)	(7,488)	(7,488)
Usage Fees Penalties	16,175	9,330	13,080	13,080	13,080
Transfer Fee	29,750	26,750	20,000	29,000	20,000
Consolidation Fee	11,000	7,000	5,000	7,000	7,000
Pmts in Lieu of Taxes	27,330	11,437	26,295	26,295	26,295
Tap Fee Installments	18,534	400	917	917	-
Hook Up/Inspection Fees	9,775	25,945	7,200	25,945	10,000
Miscellaneous Revenue	8,653	1,633	-	1,633	-
Line Extensions	-	-	2,500	-	2,500
Rent	1,800	1,350	1,800	1,800	1,800
Sale of Assets	-	10,000	-	10,000	-
Interest	(13)	345	-	425	400
Total Revenue	692,862	510,704	654,873	677,095	642,075
Total Funds Available	965,213	1,071,616	1,059,323	1,238,009	981,678

BACA GRANDE WATER AND SANITATION DISTRICT

ENTERPRISE FUND

2017 Preliminary Budget

with 2015 Actual, 2016 Adopted Budget, and 2016 Estimated Budget

	2015 Actual	01/16-09/16 YTD Actual	2016 Adopted Budget	2016 Estimate	2017 Preliminary Budget
EXPENDITURES					
Operations					
Raw Water USFSWS	102,096	66,197	112,364	99,300	112,364
Testing/NPDES Permit Fees	4,763	4,083	8,000	5,000	5,000
Insurance	28,144	33,106	40,000	33,361	40,000
Miscellaneous	119	-	500	-	500
Bad Debt Expense	7,684	7,242	677	7,242	7,000
Bank Charges	3,607	3,671	10,900	4,400	6,200
Mileage Reimbursement	453	167	1,500	400	500
Refund to Customers	-	3,052	-	3,052	5,000
Clothing Allowance	1,014	1,008	1,366	1,500	1,366
Postage	4,230	829	5,120	2,100	2,820
Copier Lease and Equipment	1,685	1,349	1,980	2,040	2,220
Office Supplies	4,044	1,878	3,200	2,900	3,200
Phone Answering Service	3,309	1,248	2,550	1,800	3,000
Computers and Media	1,412	2,815	3,200	3,200	6,000
Computer Support	4,489	779	3,640	1,200	3,500
Software Maintenance	-	2,547	2,920	2,547	10,392
Fire Extinguisher Service	1,587	480	1,200	480	2,400
Utility Maintenance Tools	3,633	4,336	5,000	5,000	5,000
Shop Supplies	1,313	734	1,500	1,200	1,500
Utility Billing	11,237	8,639	12,000	12,000	15,275
Training and Education	1,358	2,880	7,400	4,400	10,000
Advertising	1,763	91	1,800	200	1,000
Memberships	1,386	1,513	1,490	1,513	1,590
Locates	167	132	250	240	250
Meals and Lodging	2,663	2,645	3,650	3,650	5,000
Gas and Oil	6,125	4,936	9,000	7,500	9,000
Vehicle-Repairs and Maint	9,488	6,607	15,000	12,000	15,000
Diesel Fuel	4,958	3,442	8,000	5,200	8,000
Professional Fees	26,845	9,636	33,000	15,000	33,000
Professional Fees / GIS	10,665	974	6,500	1,500	1,500
Legal - Human Resources	1,387	384	1,500	1,684	1,300
Total Operations	251,625	177,397	305,207	241,609	318,877

BACA GRANDE WATER AND SANITATION DISTRICT

ENTERPRISE FUND

2017 Preliminary Budget

with 2015 Actual, 2016 Adopted Budget, and 2016 Estimated Budget

	2015 Actual	01/16-09/16 YTD Actual	2016 Adopted Budget	2016 Estimate	2017 Preliminary Budget
Repairs & Maintenance					
Repair & Maint	3,620	5,678	8,500	8,600	8,500
Repairs & Maint-Water Mains	6,639	5,248	10,000	10,000	10,000
Repairs & Maint-Sewer	2,364	-	8,000	8,000	8,000
Repairs & Maint-Well No. 17 & 18	4,232	1,725	10,000	10,000	10,000
Repairs & Maint - Pump Houses	4,145	725	7,000	5,000	7,000
Repair & Maint-Reservoirs	-	980	-	980	1,500
Repair & Maint-Fire Hydrants	685	83	5,000	5,000	5,000
Repair & Maint-Aspen TP	9,175	3,672	10,000	8,000	10,000
Repair & Maint - Lift Stations	11,084	5,475	15,000	10,000	12,000
Repair & Maint-Office	9,940	2,360	3,500	3,000	3,500
Repair-Meters	9,183	543	10,000	7,000	8,000
Repair & Maint-Golf Course Well	-	1,108	2,000	1,108	2,000
Water Tank Inspection	-	5,010	9,000	5,010	6,500
Repair & Maint-Water Tanks	-	-	-	-	50,000
Repair & Maint-SCADA	-	526	5,000	1,000	5,000
Water Treatment Chemicals	8,648	11,337	12,000	12,000	13,000
Waste Water Treatment Chemicals	6,681	7,160	10,000	7,160	10,000
Retail Water Meter Parts	4,893	11,470	7,200	11,470	10,000
Line Extension Review Expense	-	910	2,500	910	2,500
Bio Solids Disposal	15,247	293	32,072	1,000	32,072
Vehicle Lease - Principal	-	35,186	70,000	43,284	70,000
Vehicle Lease - Interest	-	2,891	-	4,026	-
Total Repairs & Maintenance	96,534	102,379	236,772	162,548	284,572
Utilities					
South Crestone Filter Plant	336	268	500	500	500
Shumei BS / Cottonwood Apt	3,615	3,372	3,500	3,500	3,700
Casita Park Pumphouse	9,756	1,054	-	1,054	1,100
Well No. 18	31,522	26,889	45,000	41,000	45,000
Shop Pumphouse	616	487	1,100	1,100	1,100
Moonlight Pumphouse	1,755	2,382	3,500	3,600	3,500
Ridgeview Pumphouse	3,094	2,224	3,500	3,500	3,500
Fallen Tree PH	2,829	1,444	3,500	3,000	3,500
Pine Cone Pumphouse	1,799	1,880	2,600	2,600	2,600
Aspen TP	14,783	12,849	20,000	20,000	20,000
Aspen TP-Propane	1,072	218	5,000	500	500
Wagon Wheel LS	3,020	2,205	5,000	3,500	5,000
Mobile Home Estates LS	2,520	2,097	3,000	3,000	3,000
Stables LS	2,884	1,362	3,000	2,100	3,000
Shop, Office, Yard	5,170	4,352	7,000	7,000	7,000
Shop, Yard, Office-Propane	710	340	2,500	1,000	2,500
Office / Cell Phones	7,908	6,433	8,000	8,000	8,232
Trash and Recycling Services	1,036	1,198	1,824	1,824	1,836
Total Utilities	94,425	71,053	118,524	106,778	115,568

BACA GRANDE WATER AND SANITATION DISTRICT

ENTERPRISE FUND

2017 Preliminary Budget

with 2015 Actual, 2016 Adopted Budget, and 2016 Estimated Budget

	2015 Actual	01/16-09/16 YTD Actual	2016 Adopted Budget	2016 Estimate	2017 Preliminary Budget
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Payroll

Payroll Expense	2,631	1,874	2,500	2,500	2,500
Payroll Health & Wellness Exp	391	315	2,000	500	500
Payroll-Gross	258,730	211,941	294,830	282,588	309,660
Payroll-Gross Summer Help	10,755	4,343	13,200	6,743	13,200
Payroll Taxes	4,772	3,655	5,390	4,390	6,457
PERA	37,358	29,981	44,980	40,000	44,232
Health Insurance	33,836	26,167	39,648	36,450	54,900
Worker's Compensation Insurance	13,243	12,173	14,300	14,300	16,800
Total Payroll	361,716	290,449	416,848	387,471	448,249

Total Expenditures Requiring Appropriation	804,299	641,278	1,077,351	898,406	1,167,266
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OTHER FINANCING SOURCES (USES)

Transfer from General Fund	400,000	-	300,000	-	350,000
Transfer from GF-Oper Reserve	-	-	-	-	-

Total Other	400,000	-	300,000	-	350,000
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CWRPDA Loan Reserve	252,200		91,913	91,913	143,866
Technology R&R Reserve	-		2,017	2,017	4,000
O & M Reserve	-		-	-	2,400
Undesignated	308,714		188,042	245,673	14,146

ENDING FUND BALANCE	\$ 560,914	\$ 430,337	\$ 281,972	\$ 339,603	\$ 164,412
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BACA GRANDE WATER AND SANITATION DISTRICT

DEBT SERVICE FUND

2017 Preliminary Budget

with 2015 Actual, 2016 Adopted Budget, and 2016 Estimated Budget

	2015 Actual	01/16-09/16 YTD Actual	2016 Adopted Budget	2016 Estimate	2017 Preliminary Budget
BEGINNING FUND BALANCE	153,164	108,254	125,756	108,254	160,028
REVENUE					
Property Taxes	109,023	185,665	205,248	205,248	202,406
Specific Ownership Tax	18,122	22,890	19,200	31,000	24,000
Less: Allowance for Uncollectable	-	-	(12,315)	(12,315)	(12,315)
Availability of Service Fees	253,903	247,903	255,825	247,903	247,903
Less: AOS Customer A/R	-	-	(61,775)	-	(60,175)
Interest on Property Taxes	445	322	500	400	400
Interest	101	77	100	100	100
					-
Total Revenue	381,594	456,857	406,783	472,336	402,319
Total Funds Available	534,757	565,110	532,539	580,590	562,347
EXPENDITURES					
2009 CWRPDA Interest	23,531	11,226	22,088	22,088	20,617
2009 CWRPDA Principal	71,770	36,424	73,212	73,212	74,684
2010 GO Bond Principal	50,000	-	50,000	50,000	50,000
2010 GO Bond Int	263,343	130,938	261,875	261,875	260,375
Trustee/Paying Agent Fee	200	167	200	167	200
County Treasurers Fees	2,958	4,013	6,200	5,800	6,100
Bank Charges	80	70	100	120	120
Bad Debt Expense	34,623	1,520	36,437	2,300	2,300
Arbitrage Calculations	-	-	5,000	5,000	-
Total Expenditures	446,503	184,357	455,112	420,562	414,396
OTHER FINANCING SOURCES (USES)					
Transfer from General Fund	20,000	-	100,000		
Total Expenditures Requiring Appropriation	446,503	184,357	455,112	420,562	414,396
CWRPDA Loan Reserve			177,427	160,028	147,951
ENDING FUND BALANCE	\$ 108,254	\$ 380,753	\$ 177,427	\$ 160,028	\$ 147,951

BACA GRANDE WATER AND SANITATION DISTRICT

CAPITAL PROJECTS FUND

2017 Preliminary Budget

with 2015 Actual, 2016 Adopted Budget, and 2016 Estimated Budget

	2015 Actual	01/16-09/16 YTD Actual	2016 Adopted Budget	2016 Estimate	2017 Preliminary Budget
BEGINNING FUND BALANCE	710,781	586,331	553,828	586,331	519,982
REVENUE					
Interest	1,190	2,125	900	2,800	2,800
Grant Proceeds	81,837	19,129	-	50,000	376,150
Total Revenue	83,027	21,254	900	52,800	378,950
Total Funds Available	793,808	607,585	554,728	639,131	898,932
EXPENDITURES					
Casita Park Interconnect	147,954	2,731	-	2,731	-
Stables Lift Station	6,090	44,984	-	44,929	-
Water Rights Acquisition	16,936	5,264	60,700	5,264	55,436
Meter Replacement	30,799	-	-	-	-
Aspen WWTF - Flow Equalization	1,344	23,139	284,758	66,225	594,683
Project Management	4,355	-	-	-	-
Total Expenditures	207,477	76,119	345,458	119,149	650,119
Total Expenditures Requiring Appropriation	207,477	76,119	345,458	119,149	650,119
ENDING FUND BALANCE	\$ 586,331	\$ 531,466	\$ 209,270	\$ 519,982	\$ 248,813

CERTIFICATION OF VALUATION BY COUNTY ASSESSOR

010a

NAME OF TAXING JURISDICTION Baca Grande Water & Sanitation District NEW ENTITY YES NO
 IN SAGUACHE COUNTY, COLORADO on August 25, 2016

USE FOR STATUTORY PROPERTY TAX REVENUE LIMIT CALCULATION ("5.5%" LIMIT) ONLY

IN ACCORDANCE WITH 39-5-121(2)(a) and 39-5-128(1), C.R.S., AND NO LATER THAN AUGUST 25, THE ASSESSOR CERTIFIES THE TOTAL VALUATION FOR ASSESSMENT FOR THE TAXABLE YEAR 2016:

1.	PREVIOUS YEAR'S NET TOTAL TAXABLE ASSESSED VALUATION:	1.	\$	12,073,444
2.	CURRENT YEAR'S GROSS TOTAL TAXABLE ASSESSED VALUATION: ‡	2.	\$	<u>11,906,219</u>
3.	LESS TIF DISTRICT INCREMENT, IF ANY:	3.	\$	0
4.	CURRENT YEAR'S NET TOTAL TAXABLE ASSESSED VALUATION:	4.	\$	<u>11,906,219</u>
5.	NEW CONSTRUCTION: *	5.	\$	65,641
6.	INCREASED PRODUCTION OF PRODUCING MINE: ≈	6.	\$	0
7.	ANNEXATIONS/INCLUSIONS:	7.	\$	0
8.	PREVIOUSLY EXEMPT FEDERAL PROPERTY: ≈	8.	\$	0
9.	NEW PRIMARY OIL OR GAS PRODUCTION FROM ANY PRODUCING OIL AND GAS LEASEHOLD OR LAND (29-1-301(1)(b), C.R.S.): ☐	9.	\$	0
10.	TAXES COLLECTED LAST YEAR ON OMITTED PROPERTY AS OF AUG. 1 (29-1-301(1)(a), C.R.S.):	10.	\$	0.00
11.	TAXES ABATED AND REFUNDED AS OF AUG. 1 (29-1-301(1)(a), C.R.S.) and (39-10-114(1)(a)(I)(B), C.R.S.):	11.	\$	<u>2,316.64</u>

- ‡ This value reflects personal property exemptions IF enacted by the jurisdiction as authorized by Art. X, Sec. 20(8)(b), Colo. Constitution
- * New Construction is defined as: Taxable real property structures and the personal property connected with the structure.
- ≈ Jurisdiction must submit to the Division of Local Government respective Certifications of Impact in order for the values to be treated as growth in the limit calculation; use Forms DLG 52 & 52A.
- ☐ Jurisdiction must apply to the Division of Local Government before the value can be treated as growth in the limit calculation; use Form DLG 52B.

USE FOR TABOR "LOCAL GROWTH" CALCULATION ONLY

IN ACCORDANCE WITH ART.X, SEC.20, COLO. CONSTUTION AND 39-5-121(2)(b), C.R.S., THE ASSESSOR CERTIFIES THE TOTAL ACTUAL VALUATION FOR THE TAXABLE YEAR 2016:

1.	CURRENT YEAR'S TOTAL ACTUAL VALUE OF ALL REAL PROPERTY: ¶	1.	\$	<u>110,595,612</u>
ADDITIONS TO TAXABLE REAL PROPERTY				
2.	CONSTRUCTION OF TAXABLE REAL PROPERTY IMPROVEMENTS: *	2.	\$	820,860
3.	ANNEXATIONS/INCLUSIONS:	3.	\$	0
4.	INCREASED MINING PRODUCTION: §	4.	\$	0
5.	PREVIOUSLY EXEMPT PROPERTY:	5.	\$	0
6.	OIL OR GAS PRODUCTION FROM A NEW WELL:	6.	\$	0
7.	TAXABLE REAL PROPERTY OMITTED FROM THE PREVIOUS YEAR'S TAX WARRANT: (If land and/or a structure is picked up as omitted property for multiple years, only the most current year's actual value can be reported as omitted property.):	7.	\$	0

DELETIONS FROM TAXABLE REAL PROPERTY

8.	DESTRUCTION OF TAXABLE REAL PROPERTY IMPROVEMENTS:	8.	\$	0
9.	DISCONNECTIONS/EXCLUSIONS:	9.	\$	0
10.	PREVIOUSLY TAXABLE PROPERTY:	10.	\$	<u>420,338</u>

- ¶ This includes the actual value of all taxable real property plus the actual value of religious, private school, and charitable real property.
- * Construction is defined as newly constructed taxable real property structures.
- § Includes production from new mines and increases in production of existing producing mines.

IN ACCORDANCE WITH 39-5-128(1), C.R.S., AND NO LATER THAN AUGUST 25, THE ASSESSOR CERTIFIES TO SCHOOL DISTRICTS:

1.	TOTAL ACTUAL VALUE OF ALL TAXABLE PROPERTY	1.	\$	<u>110,595,612</u>
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NOTE: ALL LEVIES MUST BE CERTIFIED to the COUNTY COMMISSIONERS NO LATER THAN DECEMBER 15.

RESOLUTION NO. 2016 - 11 - 02

A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE BACA GRANDE WATER AND SANITATION DISTRICT
TO SET MILL LEVIES

WHEREAS, the Board of Directors of the Baca Grande Water and Sanitation District (“District”) has adopted the 2017 annual budget in accordance with the Local Government Budget Law on November 18, 2016; and

WHEREAS, the adopted budget is attached to the Resolution of the Board of Directors to Adopt the 2017 Budget and Appropriate Sums of Money, and such budget is incorporated herein by this reference; and

WHEREAS, the amount of money necessary to balance the budget for general fund expenses from property tax revenue is identified in the budget; and

WHEREAS, the amount of money necessary to balance the budget for debt service fund expenses from property tax revenue is identified in the budget; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Baca Grande Water and Sanitation District:

1. That for the purposes of meeting all general fund expenses of the District during the 2017 budget year, the District determined to levy mills upon each dollar of the total valuation for assessment of all taxable property within the District, as set forth in the budget, to raise the required revenue.

2. That for the purposes of meeting all debt service fund expenses of the District during the 2017 budget year, the District determined to levy mills upon each dollar of the total valuation for assessment of all taxable property within the District, as set forth in the budget, to raise the required revenue.

3. That the Accountant of the District is hereby authorized and directed to immediately certify to the Board of County Commissioners of Saguache County, Colorado, the mill levies for the District as set forth in the District’s Certification of Tax Levies (attached hereto as **EXHIBIT A** and incorporated herein by reference), recalculated as needed upon receipt of the final certification of valuation from the County Assessor in order to comply with any applicable revenue and other budgetary limits.

[Signatures on Following Page]

ADOPTED this 18th day of November, 2016.

BACA GRANDE WATER AND
SANITATION DISTRICT,
a quasi-municipal corporation and political
subdivision of the State of Colorado

Michael Scully, President

ATTEST:

Lynn Drake, Secretary

(SEAL)

EXHIBIT A
(Certification of Tax Levies)

RESOLUTION NO. 2016 - 11 - 01

A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE BACA GRANDE WATER AND SANITATION DISTRICT
TO ADOPT THE 2017 BUDGET AND APPROPRIATE SUMS OF MONEY

WHEREAS, the Board of Directors of the Baca Grande Water and Sanitation District ("District") has appointed the District Accountant to prepare and submit a proposed 2017 budget to the Board at the proper time; and

WHEREAS, the District Accountant has submitted a proposed budget to this Board on or before October 15, 2016, for its consideration; and

WHEREAS, upon due and proper notice, published or posted in accordance with the law, said proposed budget was open for inspection by the public at a designated place at the office of the District Accountant and Manager, interested electors of the District were given the opportunity to file or register any objections to the proposed budget, and a public hearing was held on November 18, 2016 at 57 Baca Grant Way South, P.O. Box 520, Crestone, Colorado, 81131; and

WHEREAS, the budget has been prepared to comply with all terms, limitations and exemptions, including, but not limited to, reserve transfers and expenditure exemptions, under Article X, Section 20 of the Colorado Constitution ("TABOR") and other laws or obligations which are applicable to or binding upon the District; and

WHEREAS, whatever increases may have been made in the expenditures, like increases were added to the revenues or were planned to be expended from reserve fund balances so that the budget remains in balance, as required by law.

WHEREAS, the Board of Directors of the District has made provisions therein for revenues in an amount equal to or greater than the total proposed expenditures as set forth in said budget; and

WHEREAS, it is not only required by law, but also necessary to appropriate the revenues provided in the budget to and for the purposes described below, as more fully set forth in the budget, including any interfund transfers listed therein, so as not to impair the operations of the District.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Baca Grande Water and Sanitation District:

1. That the budget as submitted, amended, and summarized by fund, hereby is approved and adopted as the budget of the Baca Grande Water and Sanitation District for the 2017 fiscal year.

2. That the budget, as hereby approved and adopted, shall be certified by the Secretary of the District to all appropriate agencies and filed in accordance with applicable law, and is made a part of the public records of the District.


3. That the sums set forth as the total expenditures of each fund in the budget attached hereto as **EXHIBIT A** and incorporated herein by reference are hereby appropriated from the revenues of each fund, within each fund, for the purposes stated.

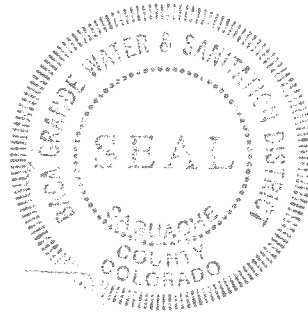
ADOPTED this 18th day of November, 2016.

BACA GRANDE WATER AND
SANITATION DISTRICT,
a quasi-municipal corporation and political
subdivision of the State of Colorado


Michael Scully, President

ATTEST:


Lynn Drake, Secretary



(SEAL)

EXHIBIT A
(Budget)

BACA GRANDE WATER AND SANITATION DISTRICT
Assessed Value, Property Tax and Mill Levy Information

	2015 Actual		2016 Adopted Budget		2017 Preliminary Budget
Assessed Valuation	\$ 14,949,422	\$	12,073,444	\$	11,906,219
Mill Levy					
General Fund	42.000		37.000		37.000
Debt Service Fund	8.000		17.000		17.000
Temporary Mill Levy Reduction	-		-		-
Refunds and Abatements	-		-		-
Total Mill Levy	<u>50.000</u>		<u>54.000</u>		<u>54.000</u>
Property Taxes					
General Fund	\$ 507,085	\$	446,717	\$	440,530
Debt Service Fund	119,595		205,248		202,406
Temporary Mill Levy Reduction	-		-		-
Refunds and Abatements	-		-		-
Actual/Budgeted Property Taxes	<u>\$ 626,680</u>	\$	<u>651,965</u>	\$	<u>642,936</u>

BACA GRANDE WATER AND SANITATION DISTRICT

GENERAL FUND

2017 Preliminary Budget

with 2015 Actual, 2016 Adopted Budget, and 2016 Estimated Budget

	2015 Actual	01/16-09/16 YTD Actual	2016 Adopted Budget	2016 Estimate	2017 Preliminary Budget
Beginning Fund Balance	\$ 326,491	\$ 461,427	\$ 458,871	\$ 461,427	\$ 781,392
REVENUE					
Property Taxes	604,863	418,893	446,717	446,717	440,530
Less: Allowance for Uncollectable	-	-	(26,803)	(26,803)	(26,432)
Interest on Property Taxes	13,519	7,929	3,000	7,929	5,000
Specific Ownership Tax	95,141	49,820	100,800	66,427	67,200
Miscellaneous Income	8,628	6,470	3,000	1,970	2,000
Delinquent Account Fees	-	-	-	6,630	-
Interest	581	288	480	340	380
Total Revenue	722,731	483,400	527,194	503,210	488,678
Total Funds Available	1,049,222	944,827	986,065	964,637	1,270,070
EXPENDITURES					
County Treasurer's Fee	15,528	8,733	13,402	13,402	13,216
Miscellaneous	-	-	-	-	-
Audit	10,142	10,455	10,550	10,455	10,550
Legal	42,902	20,747	58,000	31,100	31,100
Management	54,474	27,151	65,000	65,000	65,000
Accounting	39,650	19,549	40,000	40,000	40,000
Elections	-	938	22,000	938	-
Directors' Fees	5,100	2,500	6,500	6,500	6,500
Total Expenditures	167,795	90,074	215,452	167,395	166,366
OTHER FINANCING SOURCES (USES)					
Transfer to Enterprise Fund	400,000	-	300,000	-	350,000
Transfer to Debt Service Fund	20,000	-	100,000	-	-
Required Emerg. Reserve-TABOR	-	-	15,820	15,850	14,660
Total Expenditures Requiring Appropriation	587,795	90,074	631,272	183,245	531,026
CWRPDA Loan Reserve-REQUIRED	55,200	-	53,870	41,850	41,600
Capital R&R Reserve	162,212	-	203,363	203,363	400,000
Unrestricted	244,015	-	97,560	536,179	297,444
ENDING FUND BALANCE	\$ 461,427	\$ 854,753	\$ 354,793	\$ 781,392	\$ 739,044

BACA GRANDE WATER AND SANITATION DISTRICT

ENTERPRISE FUND

2017 Preliminary Budget

with 2015 Actual, 2016 Adopted Budget, and 2016 Estimated Budget

	2015 Actual	01/16-09/16 YTD Actual	2016 Adopted Budget	2016 Estimate	2017 Preliminary Budget
BEGINNING FUND BALANCE	272,351	560,912	404,450 \$	560,914 \$	339,603
REVENUE					
Water Usage Fees	334,114	244,704	343,381	326,300	326,300
Sewer Usage Fees	235,745	171,809	242,188	242,188	242,188
Less: Customer AR	-	-	(7,488)	(7,488)	(7,488)
Usage Fees Penalties	16,175	9,330	13,080	13,080	13,080
Transfer Fee	29,750	26,750	20,000	29,000	20,000
Consolidation Fee	11,000	7,000	5,000	7,000	7,000
Pmts in Lieu of Taxes	27,330	11,437	26,295	26,295	26,295
Tap Fee Installments	18,534	400	917	917	-
Hook Up/Inspection Fees	9,775	25,945	7,200	25,945	10,000
Miscellaneous Revenue	8,653	1,633	-	1,633	-
Line Extensions	-	-	2,500	-	2,500
Rent	1,800	1,350	1,800	1,800	1,800
Sale of Assets	-	10,000	-	10,000	-
Interest	(13)	345	-	425	400
Total Revenue	692,862	510,704	654,873	677,095	642,075
Total Funds Available	965,213	1,071,616	1,059,323	1,238,009	981,678

BACA GRANDE WATER AND SANITATION DISTRICT

ENTERPRISE FUND

2017 Preliminary Budget

with 2015 Actual, 2016 Adopted Budget, and 2016 Estimated Budget

	2015 Actual	01/16-09/16 YTD Actual	2016 Adopted Budget	2016 Estimate	2017 Preliminary Budget
EXPENDITURES					
Operations					
Raw Water USFSWS	102,096	66,197	112,364	99,300	112,364
Testing/NPDES Permit Fees	4,763	4,083	8,000	5,000	5,000
Insurance	28,144	33,106	40,000	33,361	40,000
Miscellaneous	119	-	500	-	500
Bad Debt Expense	7,684	7,242	677	7,242	7,000
Bank Charges	3,607	3,671	10,900	4,400	6,200
Mileage Reimbursement	453	167	1,500	400	500
Refund to Customers	-	3,052	-	3,052	5,000
Clothing Allowance	1,014	1,008	1,366	1,500	1,366
Postage	4,230	829	5,120	2,100	2,820
Copier Lease and Equipment	1,685	1,349	1,980	2,040	2,220
Office Supplies	4,044	1,878	3,200	2,900	3,200
Phone Answering Service	3,309	1,248	2,550	1,800	3,000
Computers and Media	1,412	2,815	3,200	3,200	6,000
Computer Support	4,489	779	3,640	1,200	3,500
Software Maintenance	-	2,547	2,920	2,547	10,392
Fire Extinguisher Service	1,587	480	1,200	480	2,400
Utility Maintenance Tools	3,633	4,336	5,000	5,000	5,000
Shop Supplies	1,313	734	1,500	1,200	1,500
Utility Billing	11,237	8,639	12,000	12,000	15,275
Training and Education	1,358	2,880	7,400	4,400	10,000
Advertising	1,763	91	1,800	200	1,000
Memberships	1,386	1,513	1,490	1,513	1,590
Locates	167	132	250	240	250
Meals and Lodging	2,663	2,645	3,650	3,650	5,000
Gas and Oil	6,125	4,936	9,000	7,500	9,000
Vehicle-Repairs and Maint	9,488	6,607	15,000	12,000	15,000
Diesel Fuel	4,958	3,442	8,000	5,200	8,000
Professional Fees	26,845	9,636	33,000	15,000	33,000
Professional Fees / GIS	10,665	974	6,500	1,500	1,500
Legal - Human Resources	1,387	384	1,500	1,684	1,300
Total Operations	251,625	177,397	305,207	241,609	318,877

BACA GRANDE WATER AND SANITATION DISTRICT

ENTERPRISE FUND

2017 Preliminary Budget

with 2015 Actual, 2016 Adopted Budget, and 2016 Estimated Budget

	2015 Actual	01/16-09/16 YTD Actual	2016 Adopted Budget	2016 Estimate	2017 Preliminary Budget
Repairs & Maintenance					
Repair & Maint	3,620	5,678	8,500	8,600	8,500
Repairs & Maint-Water Mains	6,639	5,248	10,000	10,000	10,000
Repairs & Maint-Sewer	2,364	-	8,000	8,000	8,000
Repairs & Maint-Well No. 17 & 18	4,232	1,725	10,000	10,000	10,000
Repairs & Maint - Pump Houses	4,145	725	7,000	5,000	7,000
Repair & Maint-Reservoirs	-	980	-	980	1,500
Repair & Maint-Fire Hydrants	685	83	5,000	5,000	5,000
Repair & Maint-Aspen TP	9,175	3,672	10,000	8,000	10,000
Repair & Maint - Lift Stations	11,084	5,475	15,000	10,000	12,000
Repair & Maint-Office	9,940	2,360	3,500	3,000	3,500
Repair-Meters	9,183	543	10,000	7,000	8,000
Repair & Maint-Golf Course Well	-	1,108	2,000	1,108	2,000
Water Tank Inspection	-	5,010	9,000	5,010	6,500
Repair & Maint-Water Tanks	-	-	-	-	50,000
Repair & Maint-SCADA	-	526	5,000	1,000	5,000
Water Treatment Chemicals	8,648	11,337	12,000	12,000	13,000
Waste Water Treatment Chemicals	6,681	7,160	10,000	7,160	10,000
Retail Water Meter Parts	4,893	11,470	7,200	11,470	10,000
Line Extension Review Expense	-	910	2,500	910	2,500
Bio Solids Disposal	15,247	293	32,072	1,000	32,072
Vehicle Lease - Principal	-	35,186	70,000	43,284	70,000
Vehicle Lease - Interest	-	2,891	-	4,026	-
Total Repairs & Maintenance	96,534	102,379	236,772	162,548	284,572
Utilities					
South Crestone Filter Plant	336	268	500	500	500
Shumei BS / Cottonwood Apt	3,615	3,372	3,500	3,500	3,700
Casita Park Pumphouse	9,756	1,054	-	1,054	1,100
Well No. 18	31,522	26,889	45,000	41,000	45,000
Shop Pumphouse	616	487	1,100	1,100	1,100
Moonlight Pumphouse	1,755	2,382	3,500	3,600	3,500
Ridgeview Pumphouse	3,094	2,224	3,500	3,500	3,500
Fallen Tree PH	2,829	1,444	3,500	3,000	3,500
Pine Cone Pumphouse	1,799	1,880	2,600	2,600	2,600
Aspen TP	14,783	12,849	20,000	20,000	20,000
Aspen TP-Propane	1,072	218	5,000	500	500
Wagon Wheel LS	3,020	2,205	5,000	3,500	5,000
Mobile Home Estates LS	2,520	2,097	3,000	3,000	3,000
Stables LS	2,884	1,362	3,000	2,100	3,000
Shop, Office, Yard	5,170	4,352	7,000	7,000	7,000
Shop, Yard, Office-Propane	710	340	2,500	1,000	2,500
Office / Cell Phones	7,908	6,433	8,000	8,000	8,232
Trash and Recycling Services	1,036	1,198	1,824	1,824	1,836
Total Utilities	94,425	71,053	118,524	106,778	115,568

BACA GRANDE WATER AND SANITATION DISTRICT

ENTERPRISE FUND

2017 Preliminary Budget

with 2015 Actual, 2016 Adopted Budget, and 2016 Estimated Budget

	2015 Actual	01/16-09/16 YTD Actual	2016 Adopted Budget	2016 Estimate	2017 Preliminary Budget
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Payroll

Payroll Expense	2,631	1,874	2,500	2,500	2,500
Payroll Health & Wellness Exp	391	315	2,000	500	500
Payroll-Gross	258,730	211,941	294,830	282,588	309,660
Payroll-Gross Summer Help	10,755	4,343	13,200	6,743	13,200
Payroll Taxes	4,772	3,655	5,390	4,390	6,457
PERA	37,358	29,981	44,980	40,000	44,232
Health Insurance	33,836	26,167	39,648	36,450	54,900
Worker's Compensation Insurance	13,243	12,173	14,300	14,300	16,800
Total Payroll	361,716	290,449	416,848	387,471	448,249

Total Expenditures Requiring Appropriation	804,299	641,278	1,077,351	898,406	1,167,266
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OTHER FINANCING SOURCES (USES)

Transfer from General Fund	400,000	-	300,000	-	350,000
Transfer from GF-Oper Reserve	-	-	-	-	-

Total Other	400,000	-	300,000	-	350,000
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CWRPDA Loan Reserve	252,200		91,913	91,913	143,866
Technology R&R Reserve	-		2,017	2,017	4,000
O & M Reserve	-		-	-	2,400
Undesignated	308,714		188,042	245,673	14,146

ENDING FUND BALANCE	\$ 560,914	\$ 430,337	\$ 281,972	\$ 339,603	\$ 164,412
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BACA GRANDE WATER AND SANITATION DISTRICT

DEBT SERVICE FUND

2017 Preliminary Budget

with 2015 Actual, 2016 Adopted Budget, and 2016 Estimated Budget

	2015 Actual	01/16-09/16 YTD Actual	2016 Adopted Budget	2016 Estimate	2017 Preliminary Budget
BEGINNING FUND BALANCE	153,164	108,254	125,756	108,254	160,028
REVENUE					
Property Taxes	109,023	185,665	205,248	205,248	202,406
Specific Ownership Tax	18,122	22,890	19,200	31,000	24,000
Less: Allowance for Uncollectable	-	-	(12,315)	(12,315)	(12,315)
Availability of Service Fees	253,903	247,903	255,825	247,903	247,903
Less: AOS Customer A/R	-	-	(61,775)	-	(60,175)
Interest on Property Taxes	445	322	500	400	400
Interest	101	77	100	100	100
					-
Total Revenue	381,594	456,857	406,783	472,336	402,319
Total Funds Available	534,757	565,110	532,539	580,590	562,347
EXPENDITURES					
2009 CWRPDA Interest	23,531	11,226	22,088	22,088	20,617
2009 CWRPDA Principal	71,770	36,424	73,212	73,212	74,684
2010 GO Bond Principal	50,000	-	50,000	50,000	50,000
2010 GO Bond Int	263,343	130,938	261,875	261,875	260,375
Trustee/Paying Agent Fee	200	167	200	167	200
County Treasurers Fees	2,958	4,013	6,200	5,800	6,100
Bank Charges	80	70	100	120	120
Bad Debt Expense	34,623	1,520	36,437	2,300	2,300
Arbitrage Calculations	-	-	5,000	5,000	-
Total Expenditures	446,503	184,357	455,112	420,562	414,396
OTHER FINANCING SOURCES (USES)					
Transfer from General Fund	20,000	-	100,000		
Total Expenditures Requiring Appropriation	446,503	184,357	455,112	420,562	414,396
CWRPDA Loan Reserve			177,427	160,028	147,951
ENDING FUND BALANCE	\$ 108,254	\$ 380,753	\$ 177,427	\$ 160,028	\$ 147,951

BACA GRANDE WATER AND SANITATION DISTRICT

CAPITAL PROJECTS FUND


2017 Preliminary Budget

with 2015 Actual, 2016 Adopted Budget, and 2016 Estimated Budget

	2015 Actual	01/16-09/16 YTD Actual	2016 Adopted Budget	2016 Estimate	2017 Preliminary Budget
BEGINNING FUND BALANCE	710,781	586,331	553,828	586,331	519,982
REVENUE					
Interest	1,190	2,125	900	2,800	2,800
Grant Proceeds	81,837	19,129	-	50,000	376,150
Total Revenue	83,027	21,254	900	52,800	378,950
Total Funds Available	793,808	607,585	554,728	639,131	898,932
EXPENDITURES					
Casita Park Interconnect	147,954	2,731	-	2,731	-
Stables Lift Station	6,090	44,984	-	44,929	-
Water Rights Acquisition	16,936	5,264	60,700	5,264	55,436
Meter Replacement	30,799	-	-	-	-
Aspen WWTF - Flow Equalization	1,344	23,139	284,758	66,225	594,683
Project Management	4,355	-	-	-	-
Total Expenditures	207,477	76,119	345,458	119,149	650,119
Total Expenditures Requiring Appropriation	207,477	76,119	345,458	119,149	650,119
ENDING FUND BALANCE	\$ 586,331	\$ 531,466	\$ 209,270	\$ 519,982	\$ 248,813

CERTIFICATION:

I, Lynn Drake, hereby certify that I am the duly appointed Secretary of the Baca Grande Water and Sanitation District, and that the foregoing is a true and correct copy of the budget for the budget year 2017, duly adopted at a meeting of the Board of Directors of the Baca Grande Water and Sanitation District held on November 18, 2016.

By: 
Secretary



**NOTICE OF VACANCY ON THE BOARD OF DIRECTORS, OF THE
BACA GRANDE WATER AND SANITATION DISTRICT
TO FILL VACANCY BY APPOINTMENT**

NOTICE IS HEREBY given that a vacancy exists for the Office of Director of the Baca Grande Water and Sanitation District (the “District”). An eligible elector of the District will be appointed by the Board of Directors (the “Board”) until they or their successor is elected at the next regular special district election in May 2018.

An eligible elector of the District is registered to vote in Colorado and:

1. A resident of the District; or
2. The owner (or spouse/civil union partner of owner) of taxable real or personal property situated within the boundaries of the District; or
3. A person who is obligated to pay taxes under a contract to purchase taxable property within the District.

The Board is accepting Letters of Interest from eligible electors of the District wanting to be considered for the appointment by the Board to the Office of Director. The Letter of Interest must include the following information:

1. Name of eligible elector as it appears in her/his voter registration record;
2. Address of residence, or address of qualifying property if not a resident of the District and spouse’s name, if property is in spouse’s name;
3. Phone number;
4. Email address;
5. Reason(s) for interest in serving as a Director; and
6. Details of experience, training, education, and/or background that would bring value to the Board.

Letters of interest and/or resumes should be personally delivered or mailed so that they are received at the District office no later than 4:30 PM, November 7, 2016 to be considered for this vacancy.

The Letter of Interest may be mailed, emailed, or delivered to:

Baca Grande Water and Sanitation District
PO Box 520 – 57 Baca Grant Way S
Crestone, Colorado 81331
frontdesk2@bacawater.com

Baca Grande Water and Sanitation District
By JoAnn Slivka, Administrative Manager

November 1st.2016

013a

To: Baca Grande Water and Sanitation District

From: Robert A. Salmi
149 Moonlight Way,
Crestone, Colorado 81131
Phone: (719)207-0097
Email: dpwbob@gmail.com

Re: Office of Director of the Baca Grande Water and Sanitation District

Please consider this to be a letter of interest to be appointed to the "Office of Director". I believe I meet the criteria in your "Notice of Vacancy" to be eligible for such position.

I am retiring from a long career in public service in the water and wastewater field. I have managed cities and in my retirement years it would help to give public service to the area that my wife and I have decided we are making our home.

As far as applicable background:

I have an associate degree in Water, Wastewater Technology from Bay de Noc Community College back in 1973.

In the past I have been:

- ✓ A licensed wastewater plant operator in Texas, Wisconsin, and Michigan.
- ✓ I held a license as a water operator in Michigan and Wisconsin.
- ✓ A water laboratory director in Michigan.
- ✓ Wastewater Plant Manager for the Village of Ephraim, WI
- ✓ Superintendent of Wastewater for the Village of Woodland, MI
- ✓ Public Works Director for the City of Darlington, WI
- ✓ Appointed by the Governor of Wisconsin to the Coastal Management Council for the State of Wisconsin. (Not the current gov. the democrat that preceded him)
- ✓ Director of Public Works for the City of Salida, CO

One of the areas that I worked hardest at was the conservation of energy in the Water and Wastewater Plants that I was charged with.

I would welcome a chance to meet you and answer questions should you feel inspired to consider an appointment to your organization.

Bob Salmi

A handwritten signature in black ink that reads "Bob Salmi". The signature is written in a cursive, flowing style.

LISA CYRIACKS

504 Arrowhead Way

PO Box 754

Crestone CO 81131

719-256-4140

lcyriacks@rocketmail.com

November 2, 2016

Michael Scully, President
Board of Directors
Baca Water & Sanitation District
PO Box 520
Crestone, CO 81131-0520

Dear Michael,


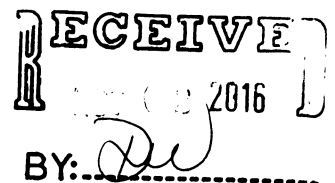
I am writing to express my interest in serving on the Board of Directors. I previously served on the Board from 2003 to 2010. My interest in the District has never waned as I have continued to attend meetings periodically, review board packets and financial statements in order to remain informed on the specifics relating to critical issues before the District.

As a customer and long-term resident of the District I have an ongoing interest in receiving effective, affordable, and efficient service from the District. The existence of the District and the water and sewer services it provides sets the Baca Grande apart and adds value to our community. I believe it is important that we maintain this resource, and that it is managed locally for the benefit of local residents and property owners.

Over the years, my observation is that the District has moved through various phases over the past several years, each making the District more professional and solvent over time. I believe that with interested board members and community members participating in the District's management, this trend can continue. I am committed to ensuring that the customers of the District are fully informed about issues the District is facing.

Beyond my familiarity with the workings and personal knowledge of the history of the District, I have extensive experience working with local governments and understand the challenges small special districts may face complying with regulations. I have nearly 20 years experience as a self-employed professional advising small business and local governments. I have over 25 years experience in the accounting profession. I also am committed to this community.

Sincerely,


Lisa Cyriacks

Baca Grande Water & Sanitation Capital Projects Sources and Uses
 All Inclusive - No Assumption of Additional Grant Funding

Capital Funding Sources

Original Bond Funding	\$	8,510,000.00
Total Expenditures Through Draw Request 68	\$	(8,262,932.00)
Interest Income	\$	9,654.27
Settlement Proceeds	\$	99,999.00
Net Remaining Bond Funding	\$	356,721.27
DOLA Funding (Restricted to Hydraulic Model)	\$	12,350.00
DOLA Funding (Head Works)	\$	10,000.00
DOLA Funding (Meter Replacement)	\$	89,760.00
Grant Funding (Casita Park Interconnect)	\$	66,270.00
Grant Funding (Aspen WWTF)	\$	535,101.27
	\$	426,150.00
TOTAL FUNDING ON HAND	\$	961,251.27

TOTAL ANTICIPATED FUNDING	\$	961,251.27
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Account	Capital Funding Uses	Priority	Budget to Complete	Expenditures as of 10-31-16	Balance	% of Completion
APPROVED Projects						
3-517150	Water Rights Acquisition (includes HRS Water Engineers)		\$ 108,302.08	41,581.54	\$ 66,720.54	38.39%
3-517215	Aspen WWTF Flow Equalization	1	\$ 711,150.00	40,162.66	\$ 670,987.34	5.65%
3-517080	Stables Lift Station Improvements	1	\$ 59,197.00	51,074.56	\$ 8,122.44	86.28%
ON GOING items						
3-517245	General Counsel		\$ 25,000.00	20,009.84	\$ 4,990.16	80.04%
	Engineering Miscellaneous		\$ 25,000.00	28,276.61	\$ -	113.11%
PENDING APPROVAL Projects						
3-517220	Wagon Wheel Electrical Upgrade	3	\$ 13,200.00	\$	\$ 13,200.00	0.00%
	* Primary Looping Improvements Alignment A (2017)	1	\$ 126,291.00	\$	\$ 126,291.00	0.00%
	* Secondary Looping Improvements Alignment C (2018)	3	\$ 84,650.00	\$	\$ 84,650.00	0.00%
	Service Truck Replacement (1 Trucks)	3	\$ 26,371.00	\$	\$ 26,371.00	0.00%
	Power Transfer Switches	1	\$ 7,888.00	\$	\$ 7,888.00	0.00%
	Backup Power for Well 17 / 18 Complex (2016)	1	\$ 19,000.00	\$	\$ 19,000.00	0.00%
	Wheel Loader Replacement (2017)	2	\$ 110,000.00	\$	\$ 110,000.00	0.00%
COMPLETED						
3-517055	Casita Park Interconnect		\$ 155,693.00	153,752.03	\$ -	98.75%
3-517211	Main Line Redundancy (combined with budget for Casita Park)	2	\$ -	1,087.50	\$ -	
Total			\$ 1,138,220.48	\$	\$ 1,138,220.48	
Ending Balance			\$	\$	\$ (176,969.21)	

* costs estimates are from 2013 and need to be revised