

**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 Scully,
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 Director 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 Scully

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: Director 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

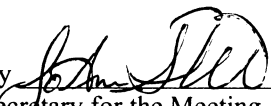
Pursuant to Sections 24-6-402(4)(b) and (f), C.R.S., upon motion duly made by Director Scully, seconded by Director Ghourdjian and, upon an affirmative vote of at least two-thirds of the quorum present, the Board convened in executive session at 12:26 p.m. for the purpose of discussing personnel matters,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

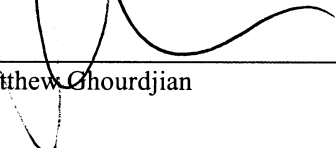
By 
Secretary for the Meeting

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



October 2016

OPERATIONS MANAGER REPORT

To: Board of Directors, Baca Grande Water and Sanitation District
From: Justin DeBon
Date: September 6 – October 12, 2016

Water Tank Repair and Maintenance: The District has three steel water tanks that will soon need maintenance and repairs. South Crestone storage tank is in the worst condition since it was previously used as a mixing and contact tank for gas chlorination of the potable water. The high level of chlorine in the tank was corrosive and increased the deterioration rate of the interior of the tank. South Crestone tank is a critical part of the water system and because of the poor condition needs to be recoated within the next 1-3 years at an estimated cost of \$37,327. The next two important tank that need recoating are Fallentree and Cottonwood storage tanks, these tanks are in far better condition and have much less deterioration. These two tanks are a lower priority and could wait to be recoated in 5 years, each at an estimated cost of \$49,881.

Fire Hydrant Inspections: Fire hydrant inspections are 100% complete. The hydrant inspection team (Tim & Bryan) are now concentrating their efforts of repairs such as O-ring and gasket replacement inside hydrants, it does not affect the operation of the hydrants but does make the hydrants leak free during operation and will make 2017 maintenance easier. Additionally, the team is working on extending hydrants that are below grade and marking hydrants making them more visible to firefighters when needed.

Collection System Cleaning: The goal is 50,000 feet and as of 10-12-16, 40,000 feet of sewer line has been cleaned. The Vector will be undergoing much needed maintenance during the week of 10-10-16 and will clean the remaining 10,000' once maintenance is completed. Collection system cleaning will be completed before freezing temperatures arrive.

Town of Crestone Sewage Impact: The District received 162,194 gallons of wastewater from the town in the month of September, the daily average was 5,406 gallons per day. The Aspen WWTF influent daily average influent was 65,000 gallons per day. The town contributed 8% to the monthly flow total.

Project Updates: Storage tank inspection and cleaning is 50% complete, the screening and sorting of the Aspen spoils pile is 65% complete, the fire hydrant inspection and testing is 100% complete, with about 2 hydrants to follow up on, the weed control project is 100% complete, the collection system cleaning is 80% complete.

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-33%
4. ~~Fire hydrant Maintenance Project~~
5. Collection System Video Inspection and Cleaning Project-80%
6. Manhole Infiltration Prevention Project-not started
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~~



Report On District Operations



Screening spoils into useful material.

Operations Report
Baca Grande Water and Sanitation District
October 21, 2016

Report from: September 6 – October 12, 2016

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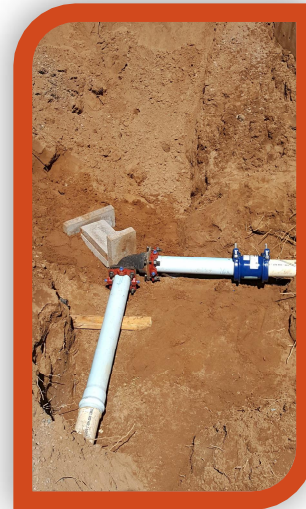
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Casita Park Leak Repair

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 type="checkbox"/>	No <input checked="" type="checkbox"/>	
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: 9
Accidents	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	

Total Water Treated

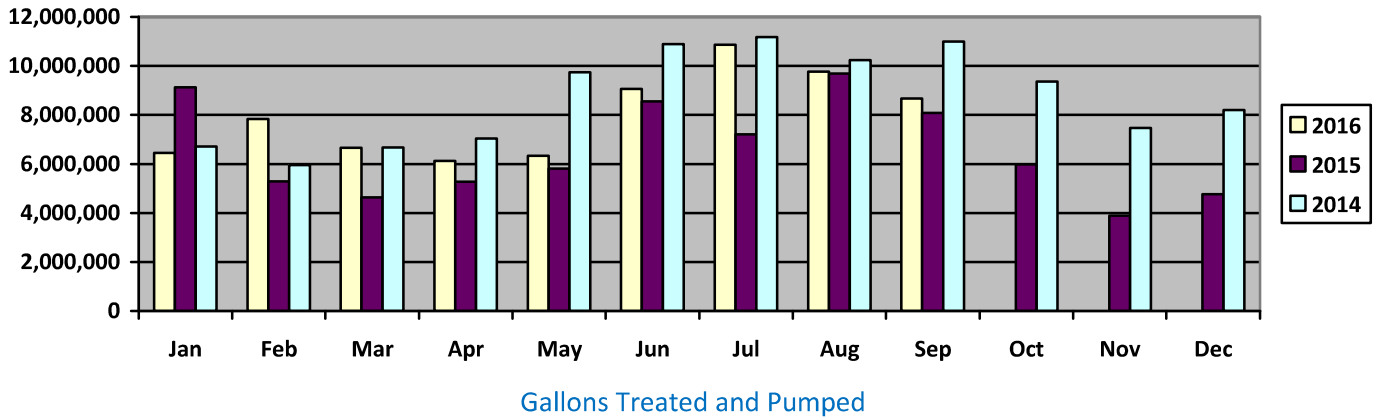
Total Gallons Treated For Month	Finished Water Chalets & Casita Park	Finished Water Metered Chalets & Casita Park	Wastewater Treated	Estimated Unaccounted Water
January 2016	6,457,000	2,452,000	1,901,000	Water Leak Found 4,005,000
February 2016	7,841,000	1,764,000	1,554,000	Water Leak found 6,077,000
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				
November 2016				
December 2016				
Total Treated 2016	72,773,000	36,242,000	18,420,000	35,454,000

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	



Baca Grande Chalet & Casita Park



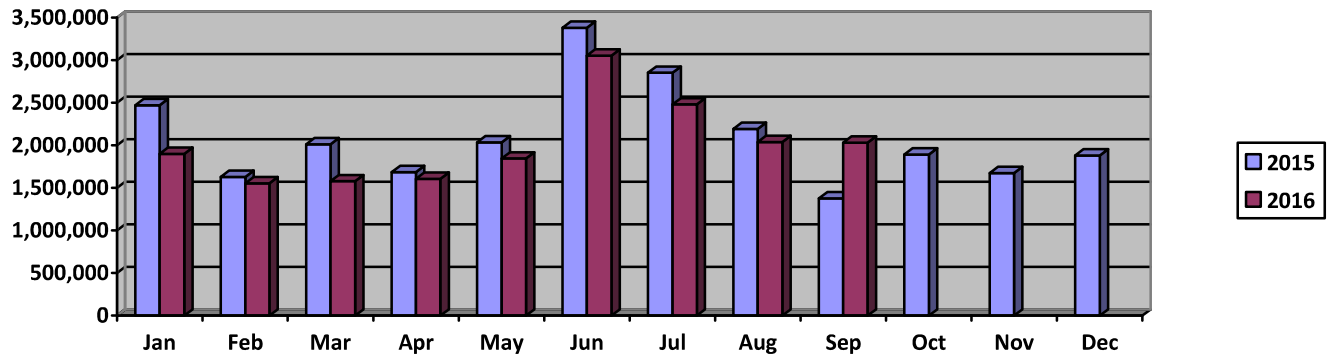
January	February	March	April	May	June
6,457,000	7,841,000	6,654,000	6,124,000	6,338,000	9,065,000

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

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				
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			

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					
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.





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

| 2016 Projects

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 established
- ✓ 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 GETS 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.

Town of Crestone Sewer

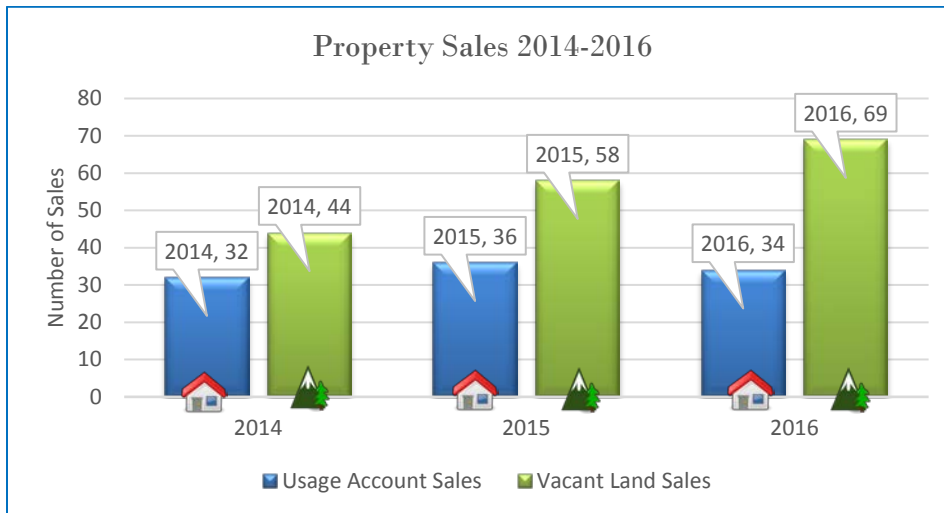
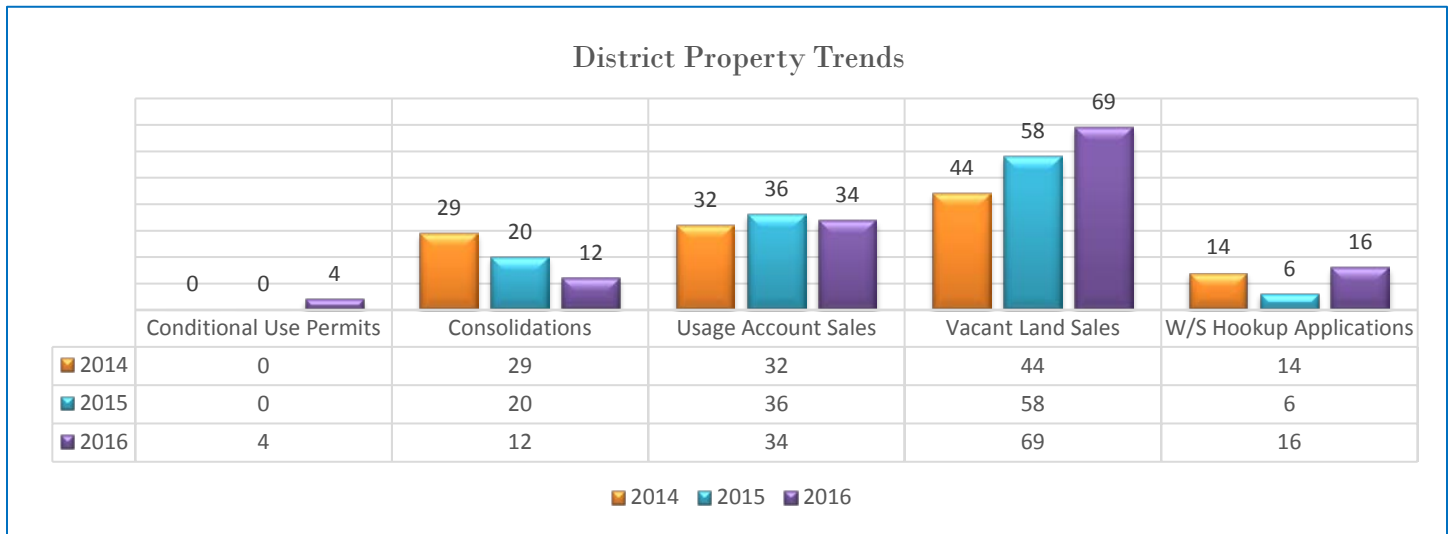
2016	Total Monthly Flow (gallons)	Amount Billed
December	161432.01	849.13
January	159789.88	840.49
February	142897.00	751.64
March	179745.33	945.46
April	173281.48	911.46
May	169798.69	893.14
June	131061.94	689.39
July	111066.89	584.21
August	123559.68	649.92
September	162194.34	853.14
October		
November		
December		
TOTALS	1,514,827.22	\$7967.99

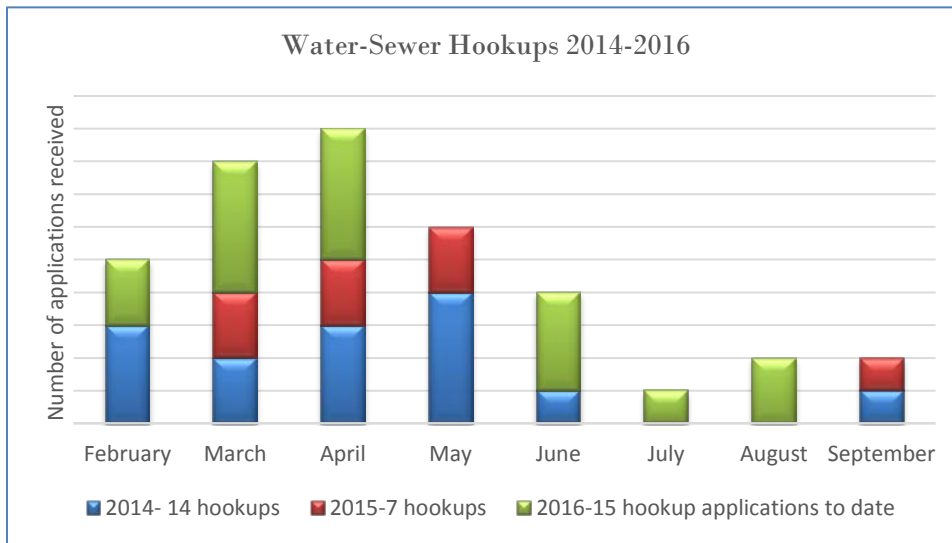
2016 September Utility Billing Activity

- 💧 Billing summary:
 - Late Fee 61 = \$915.00
 - Customers Billed = 1027

- 💧 Xpress Bill Pay Stats
 - 161 – EFT Web Transactions
 - 4 – EFT Return NSF or Account Closed
 - 191 – Credit/Debit Card Web Transactions
 - 51 – Online Banking – Bank Bill Pay Transactions
 - 382 – Lock Box Service Transactions

| 2016 Property Activity





- 💧 Consolidations: 0 - New applications received
 - Final Approved: 3306, 3307, 3308, 3309, 3310, 3311
- 💧 Transferred Properties
 - 6 – SFRs: 173, 623, 1202, , 3732, 3733, 3919,
 - 5 - Vacant Land: 706, 2756, 2856, 3731, 3920
- 💧 New Water-Sewer Hookups: 0 - New applications received

**BACA GRANDE WATER AND SANITATION DISTRICT
ENGINEER'S REPORT
October 12, 2016**

ADMINISTRATIVE MATTERS

Action Item Conference Call – There was no Action Item conference call in advance of the October 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. A proposal has been drafted and provided to Lisa. I will review this matter with Michael Scully and Matthew Ghourdjian on October 14.

Town of Crestone Intergovernmental Agreement – I am meeting with Michael Scully and Matthew Ghourdjian on October 14 to initiate discussions on the current IGA and a plan for the pending negotiations.

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: Will be submitted to the WQCD and the local review agencies (i.e. Saguache County departments) on October 17.
- Geotechnical Investigation: Two holes were bored on August 22 and the report was received on September 22.
- Structural Design: In progress now that the Geotechnical Engineering Study report has been received.
- Electrical/Mechanical Design: Design services were initiated August 17.
- Civil/Process Design: Drawings are 30% complete and will accompany Site Application Amendment and Engineering Report.
- Process Design Report: Approximately 80% complete.
- Bidding Documents: Work to begin once Site Application Amendment and Engineering Report are submitted to the WQCD for review.

One item yet to be addressed in our design efforts is the right-of-way (ROW) for the access road adjacent to the WWTP site. Justin 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 Arredondo on August 31 and he was to send me information via e-mail on the road ROW. David Wiggins, of our office, has been in communication with Saguache County and has received information on easements in the area of the WWTP, but Saguache County has not provided any documentation associated with the details.

LAMP RYNEARSON COMPANIES

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, will be developed the week of October 17. 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. Justin has also asked TZA to update the summary sheets for two previously identified water distribution system projects – Primary Looping A and Secondary Looping C. Draft of those summary sheets were provided to Justin on October 12.

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 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 provided me copies of the District staffs' incident reports and I followed up with iSiWest directly on September 7. Brandon Henderson, of iSiWest, indicated he was working with Chad Tate to adjust the flow aspects of the main valve.

OPERATIONAL MATTERS

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

Crestone Brewing Co. – No activity since the September Board meeting. This matter will be removed from the November report.

OTHER ACTIVITIES

Atalanta Inclusion – On September 20, JoAnn Slivka circulated the Petition for Inclusion to Lisa Johnson, Zachary White, and Brad Simons. To my knowledge, the District is awaiting payment of the non-refundable initial deposit and Zachary is to review the petition before proceeding with any reviews.

PARKING LOT

Funding Opportunities – District staff and consultants are researching a variety of other 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.

Insufficient Water Service Customers – No new activity.

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.

Nutrients Management Control Regulation (Regulation No. 85) - Justin DeBon managed the 2015 sampling efforts and must identify any 2016 requirements to be noted in future reports. This will be a topic of discussion during the 2017 budget process later this year.

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.

Check Issue Date	Payee	Invoice Number	Invoice GL Account	Account Title	Check Amount
90061					
10/21/2016	A&M Pest & Termite Control,Inc	114380	4-503000	Repair & Maint	75.00
10/21/2016	A&M Pest & Termite Control,Inc	114612	4-503000	Repair & Maint	75.00
Total 90061:					150.00
90062					
10/21/2016	Centratel, LLC	1610031291	4-500406	Phone Answering Service	154.89
Total 90062:					154.89
90063					
10/21/2016	CNA Surety	24850193	4-500300	Insurance	255.00
Total 90063:					255.00
90064					
10/21/2016	Colorado Analytical Lab, Inc.	160914029	4-500250	Testing	112.00
10/21/2016	Colorado Analytical Lab, Inc.	160914037	4-500250	Testing	56.00
Total 90064:					168.00
90065					
10/21/2016	Deluca Gas Company, Inc.	U0123877	4-505026	Shop, Yard, Office-Propane	153.22
Total 90065:					153.22
90066					
10/21/2016	DEMRS, Inc	1005966	4-503008	Repairs & Maint-Well No. 18	2,655.00
Total 90066:					2,655.00
90067					
10/21/2016	Dhonau, Andrew	1609-DHON	4-120070	Accounts Receivable	75.00
Total 90067:					75.00
90068					
10/21/2016	Drake, Lynn	1609-MILEA	4-500359	Mileage Reimbursement	81.00
Total 90068:					81.00
90069					
10/21/2016	Fair Point Communications	1610-243	4-505027	Office / Cell Phones	375.37
Total 90069:					375.37
90070					
10/21/2016	FirstBank	1609-0001	4-530001	Payroll - Health & Wellness Ex	78.25
10/21/2016	FirstBank	1609-0401	4-500401	Postage	1,107.03
10/21/2016	FirstBank	1609-0407	4-500407	Computers and Media	57.34
10/21/2016	FirstBank	1609-0451	4-500451	Supplies	111.72
10/21/2016	FirstBank	1609-0550	4-500550	Meals and Lodging	691.90
10/21/2016	FirstBank	1609-0661	4-500661	Gas and Oil	27.79
10/21/2016	FirstBank	1609-0662	4-500662	Vehicle-Repairs and Maint	949.14
10/21/2016	FirstBank	1609-3002	4-503002	Repairs & Maint-Sewer(Gravity)	88.36
10/21/2016	FirstBank	1609-5027	4-505027	Office / Cell Phones	277.85

Check Issue Date	Payee	Invoice Number	Invoice GL Account	Account Title	Check Amount
Total 90070:					3,389.38
90071					
10/21/2016	Freedom Mailing Services, INC	29801	4-500460	Utility Billing	495.01
Total 90071:					495.01
90072					
10/21/2016	Grand Junction Pipe & Supply	3426889	4-503331	Retail Water Meter Parts	261.50
10/21/2016	Grand Junction Pipe & Supply	3428302	4-503331	Retail Water Meter Parts	2,737.78
Total 90072:					2,999.28
90073					
10/21/2016	Hulley, William	1609-HULLE	4-120070	Accounts Receivable	112.00
Total 90073:					112.00
90074					
10/21/2016	Ireland Stapleton Pryor & Pascoe	92541	4-506030	Legal	354.00
Total 90074:					354.00
90075					
10/21/2016	John Deere Financial	C11092	4-500451	Supplies	39.98
10/21/2016	John Deere Financial	C11094	4-500451	Supplies	27.98
10/21/2016	John Deere Financial	C13123	4-503022	Repair & Maint-Lift Stations	186.82
10/21/2016	John Deere Financial	C26381	4-500662	Vehicle-Repairs and Maint	29.98
10/21/2016	John Deere Financial	C26381	4-503000	Repair & Maint	109.99
Total 90075:					394.75
90076					
10/21/2016	Law of the Rockies	1608-LAW	1-506030	Legal	289.00
10/21/2016	Law of the Rockies	1609-LAW	3-517150	Water Rights Acquisition	45.00
10/21/2016	Law of the Rockies	1609-LAW	1-506030	Legal	1,018.50
Total 90076:					1,352.50
90077					
10/21/2016	Manitou Institute & Conservanc	1609-MANIT	4-120070	Accounts Receivable	100.00
Total 90077:					100.00
90078					
10/21/2016	Mcclure, Alison	2016-07-MC	4-500550	Meals and Lodging	5.00
Total 90078:					5.00
90079					
10/21/2016	Mountain Engineering & Testing	16150.1	3-517215	Aspen WWTF	4,630.00
Total 90079:					4,630.00
90080					
10/21/2016	National Benefit Services LLC	556324	4-530500	Health Insurance	75.00

Check Issue Date	Payee	Invoice Number	Invoice GL Account	Account Title	Check Amount
10/21/2016	National Benefit Services LLC	558995	4-530500	Health Insurance	75.00
Total 90080:					150.00
90081					
10/21/2016	Painter, Rhoda	2016-10-PAI	4-120070	Accounts Receivable	56.00
Total 90081:					56.00
90082					
10/21/2016	Peregrino, Dora	160915-PER	4-503025	Repair & Maint-Office	100.00
10/21/2016	Peregrino, Dora	160929-PER	4-503025	Repair & Maint-Office	100.00
10/21/2016	Peregrino, Dora	161006-PER	4-503025	Repair & Maint-Office	100.00
Total 90082:					300.00
90083					
10/21/2016	Quill	9171979	4-500403	Office Supplies	18.18
10/21/2016	Quill	9189449	4-500403	Office Supplies	24.15
10/21/2016	Quill	9189449	4-500451	Supplies	29.32
10/21/2016	Quill	9189449A	4-500451	Supplies	5.77
10/21/2016	Quill	9315050	4-500451	Supplies	5.77
10/21/2016	Quill	9713525	4-500403	Office Supplies	41.95
Total 90083:					113.60
90084					
10/21/2016	San Luis Valley HMO	705478	4-530500	Health Insurance	2,110.16
Total 90084:					2,110.16
90085					
10/21/2016	Slivka, Josephine	1609-SDA	4-500359	Mileage Reimbursement	81.00
Total 90085:					81.00
90086					
10/21/2016	Special Dist Management Svcs	7830	1-506040	Management	288.38
10/21/2016	Special Dist Management Svcs	7831	1-506040	Management	1,320.00
10/21/2016	Special Dist Management Svcs	7832	1-506040	Management	673.20
10/21/2016	Special Dist Management Svcs	7833	1-506040	Management	435.60
10/21/2016	Special Dist Management Svcs	7835	1-506045	Accounting	1,966.80
10/21/2016	Special Dist Management Svcs	7836	1-506045	Accounting	580.80
10/21/2016	Special Dist Management Svcs	7837	1-506040	Management	26.40
10/21/2016	Special Dist Management Svcs	7839	1-506045	Accounting	356.40
Total 90086:					5,647.58
90087					
10/21/2016	TZA Water Engineers, Inc.	4607.01-23	4-506020	Professional Fees	854.82
10/21/2016	TZA Water Engineers, Inc.	4607.01-23	3-517055	Casita Park Interconnect	154.80
10/21/2016	TZA Water Engineers, Inc.	4607.01-23	4-506020	Professional Fees	890.46
10/21/2016	TZA Water Engineers, Inc.	4607.01-23	4-503333	Bio Solids Disposal	384.66
10/21/2016	TZA Water Engineers, Inc.	4607.04-3	3-517215	Aspen WWTF	367.38
10/21/2016	TZA Water Engineers, Inc.	4607.04-3	3-517215	Aspen WWTF	307.50
10/21/2016	TZA Water Engineers, Inc.	4607.04-3	3-517215	Aspen WWTF	4,614.60

Check Issue Date	Payee	Invoice Number	Invoice GL Account	Account Title	Check Amount
Total 90087:					7,574.22
90088					
10/21/2016	UNCC	216090063	4-500530	Locates	24.31
Total 90088:					24.31
90089					
10/21/2016	Univar USA Inc	DV907754	4-503310	Waste Water Treat. Chem.	702.00
Total 90089:					702.00
90090					
10/21/2016	Upper Case Printing, Ink	11071	4-500460	Utility Billing	317.80
Total 90090:					317.80
90091					
10/21/2016	US Fish and Wildlife Service	USFW-1609	4-500100	Raw Water USFSWS	11,969.23
Total 90091:					11,969.23
90092					
10/21/2016	USA BlueBook	064778	4-503018	Repair & Maint-Fire Hydrants	1,009.65
10/21/2016	USA BlueBook	070655	4-503018	Repair & Maint-Fire Hydrants	3,753.44
10/21/2016	USA BlueBook	077650	4-503010	Repairs & Maint - Pump Houses	181.09
Total 90092:					4,944.18
90093					
10/21/2016	Valley Communications	1609-VAL	4-505025	Shop, Office, Yard	204.00
Total 90093:					204.00
90094					
10/21/2016	Waste Management Monte Vista	0964532-252	4-505029	Trash and Recycling Services	153.07
Total 90094:					153.07
90095					
10/21/2016	White, Bear Ankele Tanaka & Wal	1608-1175.00	1-506030	Legal	13.50
10/21/2016	White, Bear Ankele Tanaka & Wal	1608-1175.00	1-506010	Audit	205.50
10/21/2016	White, Bear Ankele Tanaka & Wal	1608-1175.00	1-506030	Legal	180.00
10/21/2016	White, Bear Ankele Tanaka & Wal	1608-1175.00	1-506030	Legal	585.00
10/21/2016	White, Bear Ankele Tanaka & Wal	1608-1175.00	1-506030	Legal	112.50
10/21/2016	White, Bear Ankele Tanaka & Wal	1608-1175.00	1-506030	Legal	1,450.00
10/21/2016	White, Bear Ankele Tanaka & Wal	1608-1175.15	1-506030	Legal	67.50
10/21/2016	White, Bear Ankele Tanaka & Wal	1608-1175.16	1-506030	Legal	630.00
10/21/2016	White, Bear Ankele Tanaka & Wal	1608-1175.18	1-506050	Elections	24.00
10/21/2016	White, Bear Ankele Tanaka & Wal	1608-1175.99	1-506030	Legal	88.04
10/21/2016	White, Bear Ankele Tanaka & Wal	1608-1785.0	1-506030	Legal	13.50
10/21/2016	White, Bear Ankele Tanaka & Wal	1609-1175.01	1-506030	Legal	13.50
10/21/2016	White, Bear Ankele Tanaka & Wal	1609-1175.01	1-506030	Legal	63.00
10/21/2016	White, Bear Ankele Tanaka & Wal	1609-1175.01	1-506010	Audit	130.00
10/21/2016	White, Bear Ankele Tanaka & Wal	1609-1175.01	1-506030	Legal	487.50
10/21/2016	White, Bear Ankele Tanaka & Wal	1609-1175.02	1-506030	Legal	67.50

Check Issue Date	Payee	Invoice Number	Invoice GL Account	Account Title	Check Amount
10/21/2016	White, Bear Ankele Tanaka & Wal	1609-1175.02	1-506030	Legal	45.00
10/21/2016	White, Bear Ankele Tanaka & Wal	1609-1175.05	1-506030	Legal	270.00
10/21/2016	White, Bear Ankele Tanaka & Wal	1609-1175.06	1-506030	Legal	157.50
10/21/2016	White, Bear Ankele Tanaka & Wal	1609-1175.08	1-506030	Legal	1,607.50
10/21/2016	White, Bear Ankele Tanaka & Wal	1609-1175.12	1-506030	Legal	22.50
10/21/2016	White, Bear Ankele Tanaka & Wal	1609-1175.15	1-506030	Legal	202.50
10/21/2016	White, Bear Ankele Tanaka & Wal	1609-1175.99	1-506030	Legal	97.35
10/21/2016	White, Bear Ankele Tanaka & Wal	1609-175.90	1-506030	Legal	67.50
Total 90095:					6,600.89
90096					
10/21/2016	World Fuel Service, Inc. Land	115511-4110	4-500661	Gas and Oil	144.50
10/21/2016	World Fuel Service, Inc. Land	115511-4110	4-500663	Diesel Fuel	558.20
10/21/2016	World Fuel Service, Inc. Land	116911-4110	4-500661	Gas and Oil	226.90
10/21/2016	World Fuel Service, Inc. Land	116911-4110	4-500663	Diesel Fuel	489.50
Total 90096:					1,419.10
90097					
10/21/2016	WSB Computer Services, Inc.	57832	4-500408	Computer Support	90.00
Total 90097:					90.00
90098					
10/21/2016	Xerox Corp.	086428931	4-500402	Copier Lease and Equipment	166.89
Total 90098:					166.89
90099					
10/21/2016	Yelek, Antone	1609-YELEK	4-120070	Accounts Receivable	59.00
Total 90099:					59.00
Grand Totals:					60,582.43

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	-		-		0.195
Total Mill Levy	<u>50.000</u>		<u>54.000</u>		<u>54.195</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	-		-		2,317
Actual/Budgeted Property Taxes	<u>\$ 626,680</u>	\$	<u>651,965</u>	\$	<u>645,253</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	442,847
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	490,995
Total Funds Available	1,049,222	944,827	986,065	964,637	1,272,387
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	14,730
Total Expenditures Requiring Appropriation	587,795	90,074	631,272	183,245	531,096
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	299,691
ENDING FUND BALANCE	\$ 461,427	\$ 854,753	\$ 354,793	\$ 781,392	\$ 741,291

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
4-410000 BEGINNING FUND BALANCE	272,351	560,912	404,450 \$	560,914 \$	339,987
REVENUE					
4-420000 Water Usage Fees	334,114	244,704	343,381	326,300	326,300
4-420010 Sewer Usage Fees	235,745	171,809	242,188	242,188	242,188
Less: Customer AR	-	-	(7,488)	(7,488)	(7,488)
4-420030 Usage Fees Penalties	16,175	9,330	13,080	13,080	13,080
4-420060 Transfer Fee	29,750	26,750	20,000	29,000	20,000
4-420061 Consolidation Fee	11,000	7,000	5,000	7,000	7,000
4-420102 Pmts in Lieu of Taxes	27,330	11,437	26,295	26,295	26,295
4-420201 Tap Fee Installments	18,534	400	917	917	-
4-420210 Hook Up/Inspection Fees	9,775	25,945	7,200	25,945	10,000
4-420220 Miscellaneous Revenue	8,653	1,633	-	1,633	-
4-420230 Line Extensions	-	-	2,500	-	2,500
4-420240 Rent	1,800	1,350	1,800	1,800	1,800
4-424751 Sale of Assets	-	10,000	-	10,000	-
4-446000 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	982,062

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					
4-500100 Raw Water USFSWS	102,096	66,197	112,364	99,300	112,364
4-500250 Testing/NPDES Permit Fees	4,763	4,083	8,000	5,000	5,000
4-500300 Insurance	28,144	33,106	40,000	33,361	40,000
4-500350 Miscellaneous	119	-	500	-	500
4-500351 Bad Debt Expense	7,684	7,242	677	7,242	7,000
4-500355 Bank Charges	3,607	3,671	10,900	4,400	6,200
4-500359 Mileage Reimbursement	453	167	1,500	400	500
4-500360 Refund to Customers	-	3,052	-	3,052	5,000
4-500362 Clothing Allowance	1,014	1,008	1,366	1,500	1,366
4-500401 Postage	4,230	829	5,120	2,100	2,820
4-500402 Copier Lease and Equipment	1,685	1,349	1,980	2,040	2,220
4-500403 Office Supplies	4,044	1,878	3,200	2,900	3,200
4-500406 Phone Answering Service	3,309	1,248	2,550	1,800	3,000
4-500407 Computers and Media	1,412	2,815	3,200	3,200	6,000
4-500408 Computer Support	4,489	779	3,640	1,200	3,500
4-500409 Software Maintenance	-	2,547	2,920	2,547	10,392
4-500410 Fire Extinguisher Service	1,587	480	1,200	480	2,400
4-500450 Utility Maintenance Tools	3,633	4,336	5,000	5,000	5,000
4-500451 Shop Supplies	1,313	734	1,500	1,200	1,500
4-500460 Utility Billing	11,237	8,639	12,000	12,000	15,275
4-500500 Training and Education	1,358	2,880	7,400	4,400	7,440
4-500510 Advertising	1,763	91	1,800	200	1,000
4-500520 Memberships	1,386	1,513	1,490	1,513	1,590
4-500530 Locates	167	132	250	240	250
4-500550 Meals and Lodging	2,663	2,645	3,650	3,650	4,000
4-500661 Gas and Oil	6,125	4,936	9,000	7,500	8,000
4-500662 Vehicle-Repairs and Maint	9,488	6,607	15,000	12,000	15,000
4-500663 Diesel Fuel	4,958	3,442	8,000	5,200	7,000
4-506020 Professional Fees	26,845	9,636	33,000	15,000	33,000
4-506022 Professional Fees / GIS	10,665	974	6,500	1,500	1,500
4-506030 Legal - Human Resources	1,387	384	1,500	1,300	1,500
Total Operations	251,625	177,397	305,207	241,225	313,517

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						
4-503000	Repair & Maint	3,620	5,678	8,500	8,600	8,500
4-503001	Repairs & Maint-Water Mains	6,639	5,248	10,000	10,000	10,000
4-503002	Repairs & Maint-Sewer	2,364	-	8,000	8,000	8,000
4-503008	Repairs & Maint-Well No. 17 & 18	4,232	1,725	10,000	10,000	10,000
4-503010	Repairs & Maint - Pump Houses	4,145	725	7,000	5,000	7,000
4-503015	Repair & Maint-Reservoirs	-	980	-	980	1,500
4-503018	Repair & Maint-Fire Hydrants	685	83	5,000	5,000	5,000
4-503019	Repair & Maint-Aspen TP	9,175	3,672	10,000	8,000	10,000
4-503022	Repair & Maint - Lift Stations	11,084	5,475	15,000	10,000	12,000
4-503025	Repair & Maint-Office	9,940	2,360	3,500	3,000	3,500
4-503028	Repair-Meters	9,183	543	10,000	7,000	8,000
4-503029	Repair & Maint-Golf Course Well	-	1,108	2,000	1,108	2,000
4-503030	Water Tank Inspection	-	5,010	9,000	5,010	6,500
4-503031	Repair & Maint-Water Tanks	-	-	-	-	50,000
4-503299	Repair & Maint-SCADA	-	526	5,000	1,000	5,000
4-503300	Water Treatment Chemicals	8,648	11,337	12,000	12,000	13,000
4-503310	Waste Water Treatment Chemicals	6,681	7,160	10,000	7,160	10,000
4-503331	Retail Water Meter Parts	4,893	11,470	7,200	11,470	10,000
4-503332	Line Extension Review Expense	-	910	2,500	910	2,500
4-503333	Bio Solids Disposal	15,247	293	32,072	1,000	32,072
4-503500	Vehicle Lease - Principal	-	35,186	70,000	43,284	70,000
4-503501	Vehicle Lease - Interest	-	2,891	-	4,026	-
	Total Repairs & Maintenance	96,534	102,379	236,772	162,548	284,572
Utilities						
4-505001	South Crestone Filter Plant	336	268	500	500	500
4-505002	Shumei BS / Cottonwood Apt	3,615	3,372	3,500	3,500	3,700
4-505005	Casita Park Pumphouse	9,756	1,054	-	1,054	1,100
4-505008	Well No. 18	31,522	26,889	45,000	41,000	45,000
4-505010	Shop Pumphouse	616	487	1,100	1,100	1,100
4-505011	Moonlight Pumphouse	1,755	2,382	3,500	3,600	3,500
4-505012	Ridgeview Pumphouse	3,094	2,224	3,500	3,500	3,500
4-505013	Fallen Tree PH	2,829	1,444	3,500	3,000	3,500
4-505015	Pine Cone Pumphouse	1,799	1,880	2,600	2,600	2,600
4-505019	Aspen TP	14,783	12,849	20,000	20,000	20,000
4-505020	Aspen TP-Propane	1,072	218	5,000	500	500
4-505022	Wagon Wheel LS	3,020	2,205	5,000	3,500	5,000
4-505023	Mobile Home Estates LS	2,520	2,097	3,000	3,000	3,000
4-505024	Stables LS	2,884	1,362	3,000	2,100	3,000
4-505025	Shop, Office, Yard	5,170	4,352	7,000	7,000	7,000
4-505026	Shop, Yard, Office-Propane	710	340	2,500	1,000	2,500
4-505027	Office / Cell Phones	7,908	6,433	8,000	8,000	8,232
4-505029	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

4-530000	Payroll Expense	2,631	1,874	2,500	2,500	2,500
4-530001	Payroll Health & Wellness Exp	391	315	2,000	500	500
4-530200	Payroll-Gross	258,730	211,941	294,830	282,588	330,000
4-530201	Payroll-Gross Summer Help	10,755	4,343	13,200	6,743	13,200
4-530300	Payroll Taxes	4,772	3,655	5,390	4,390	6,864
4-530400	PERA	37,358	29,981	44,980	40,000	40,000
4-530500	Health Insurance	33,836	26,167	39,648	36,450	54,900
4-530600	Worker's Compensation Insurance	13,243	12,173	14,300	14,300	16,800
Total Payroll		361,716	290,449	416,848	387,471	464,764

**Total Expenditures Requiring
Appropriation**

804,299	641,278	1,077,351	898,022	1,178,421
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OTHER FINANCING SOURCES (USES)

4-481000	Transfer from General Fund	400,000	-	300,000	-	350,000
4-481001	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	146,655
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Technology R&R Reserve

-		2,017	2,017	4,000
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O &M Reserve

-		-	-	2,400
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Undesignated

308,714		188,042	246,057	586
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ENDING FUND BALANCE

\$ 560,914	\$ 430,337	\$ 281,972	\$ 339,987	\$ 153,641
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BACA GRANDE WATER AND SANITATION DISTRICT

**DEBT SERVICE FUND
2017 Preliminary Budget**

with 2015 Actual, 2016 Adopted Budget, 2016 Amended 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

**BACA GRANDE WATER AND SANITATION DISTRICT
CAPITAL PROJECT SUMMARY**

PRIMARY LOOPING IMPROVEMENTS ALIGNMENT A

Prepared By:	Brad Simons	Date Prepared:	October 12, 2016
Reviewed By:	Justin DeBon	Date Reviewed:	
Reviewed By:		Date Reviewed:	

Priority: 2 Project No. 3-#####

Issue: To improve upon water deliveries between the South Crestone service area and the Fallen Tree service area. The existing Indian Well Way water line is the only line that currently delivers water between the South Crestone service area and the Fallen Tree service area. This interconnect will also provide redundancy for water deliveries, should the existing Indian Well Way water line require maintenance or repair.

Description: The basis for the Primary Looping Improvements Alignment A is documented in the October 2013 Preliminary Engineering Report for the Hydraulic Model Development, prepared by TST Inc. of Denver. Approximately 1,650 feet of new six-inch (6") PVC water line and accessories would be installed to interconnect Lone Pine Overlook and Easy Way per the attached exhibit.

Budget: The estimated construction costs for the Primary Looping Improvements Alignment A as documented in the October 2013 Preliminary Engineering Report for the Hydraulic Model Development, prepared by TST Inc. of Denver was \$123,000. Accounting for the increase in the Engineering News Record construction cost index from October of 2013 (9689) to July of 2015 (10037) to October of 2015 (10435), the current estimated construction costs is \$133,300. A more detailed estimate is provided below.

ITEM	EST. COST
Mobilization (5% max)	\$ 5,400
Tie-in (Tee, 90, etc. + Transition Sleeve + Valve(s) + Joint Restraints).....	\$ 5,500
6" DR18 C-900 PVC Pipe (1650 * 40)	\$ 69,000
Tracer Wire.....	Incl.
In-line Bends/Fitting(s)	\$ 1,040
Drainage Crossing(s).....	\$ 5,200
Tie-in (Tee, 90, etc. + Transition Sleeve + Valve(s) + Joint Restraints).....	\$ 5,500
Road Base.....	\$ 2,600
Revegetation.....	\$ 2,080
Traffic Control.....	\$ 2,600
Subtotal.....	\$ 98,920
Construction Contingency (10%).....	\$ 9,892
Subtotal.....	\$ 108,812
Engineering (12%)	\$ 13,057
Design Survey	\$ 5,200
Easement(s)	\$ 2,080
Construction Staking	\$ 2,080
Materials Testing.....	\$ 2,080
Total Estimated Project Costs	\$ 133,309

Funding: Funding for the project could be pursued from the Colorado Department of Local Affairs' Energy and Mineral Impact Assistance Program. The District has been very successful in the pursuit of these grant monies for the Water Meter Transmitter Replacement project and the Casita Park Interconnect project. The Energy and Mineral Impact Assistance Program requires a 50 percent match of the estimated project costs.

Expectation: The improvements will improve upon water deliveries between the South Crestone service area and the Fallen Tree service area and will also provide redundancy for water deliveries should the existing Indian Well Way water line require maintenance or repair.

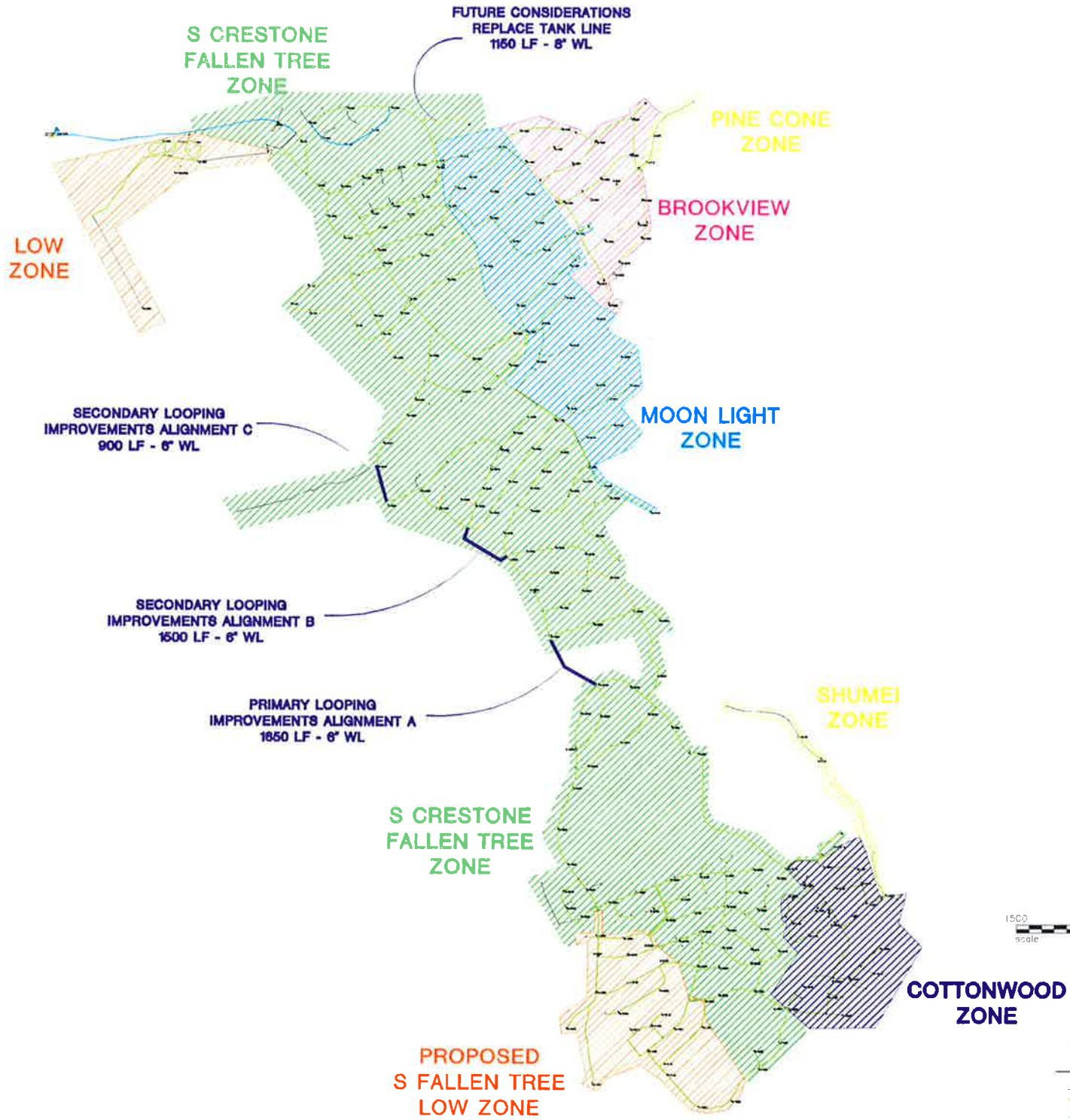
Alternatives: 1) Do nothing.

Schedule: Ideally, this is a 2017 project if adequate funds are available. If the improvements are not constructed in 2017, time should be expended in 2017 in pursuit of grant monies from State and Federal opportunities.

DRAFT



MOBILE HOME ESTATES ZONE



LOW ZONE

SECONDARY LOOPING IMPROVEMENTS ALIGNMENT C
900 LF - 6" WL

SECONDARY LOOPING IMPROVEMENTS ALIGNMENT B
1600 LF - 6" WL

PRIMARY LOOPING IMPROVEMENTS ALIGNMENT A
1850 LF - 6" WL

S CRESTONE FALLEN TREE ZONE

PROPOSED S FALLEN TREE LOW ZONE

FUTURE CONSIDERATIONS REPLACE TANK LINE
1160 LF - 8" WL

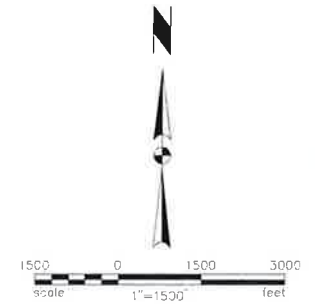
PINE CONE ZONE

BROOKVIEW ZONE

MOON LIGHT ZONE

SHUMEI ZONE

COTTONWOOD ZONE



Pipe Diameter (in)	Color Coding
3.0	Light Blue
4.0	Blue
6.0	Dark Blue
8.0	Yellow
10.0	Orange

Symbol	Description
--- --	PRESSURE CONTOUR
--- - -	PRELIMINARY CONTOUR

<p style="text-align: center;">BACA GRANDE HYDRAULIC MODEL</p> <p style="text-align: center;">OVERALL PROPOSED IMPROVEMENTS EXHIBIT</p>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 100px;">DESIGNED</td> <td>CHEB</td> </tr> <tr> <td>CHECKED</td> <td></td> </tr> <tr> <td>VIEW</td> <td>OVERALL</td> </tr> <tr> <td>FILE</td> <td>BCA-MODEL</td> </tr> <tr> <td style="text-align: center; font-weight: bold; font-size: 24px;">TST</td> <td></td> </tr> <tr> <td style="font-size: 8px;">TST INC. OF DENVER Consulting Engineers</td> <td></td> </tr> <tr> <td style="font-size: 8px;">JOB NO:</td> <td>146-002</td> </tr> <tr> <td style="font-size: 8px;">SCALE:</td> <td>1"=1500'</td> </tr> <tr> <td style="font-size: 8px;">DATE:</td> <td>OCT 2013</td> </tr> <tr> <td style="font-size: 8px;">SHEETS</td> <td style="text-align: center;">1 / 1</td> </tr> </table>	DESIGNED	CHEB	CHECKED		VIEW	OVERALL	FILE	BCA-MODEL	TST		TST INC. OF DENVER Consulting Engineers		JOB NO:	146-002	SCALE:	1"=1500'	DATE:	OCT 2013	SHEETS	1 / 1
DESIGNED	CHEB																				
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JOB NO:	146-002																				
SCALE:	1"=1500'																				
DATE:	OCT 2013																				
SHEETS	1 / 1																				

**BACA GRANDE WATER AND SANITATION DISTRICT
CAPITAL PROJECT SUMMARY**

SECONDARY LOOPING IMPROVEMENTS ALIGNMENT C

Prepared By:	Brad Simons	Date Prepared:	October 12, 2016
Reviewed By:	Justin DeBon	Date Reviewed:	
Reviewed By:		Date Reviewed:	

Priority: 3 Project No. 3-#####

Issue: To further improve upon water deliveries between the South Crestone service area and the Fallen Tree service area and provide redundancy for water deliveries.

Description: The basis for the Secondary Looping Improvements Alignment C is documented in the October 2013 Preliminary Engineering Report for the Hydraulic Model Development, prepared by TST Inc. of Denver. Approximately 900 feet of new six-inch (6") PVC water line and accessories must be installed to interconnect North Badger Road and Antelope Way per the attached exhibit.

Budget: The estimated construction costs for the Secondary Looping Improvements Alignment C as documented in the October 2013 Preliminary Engineering Report for the Hydraulic Model Development, prepared by TST Inc. of Denver was \$78,000. Accounting for the increase in the Engineering News Record construction cost index from October of 2013 (9689) to July of 2015 (10037) to October of 2015 (10435), the current estimated construction costs is \$88,600. A more detailed estimate is provided below.

ITEM	EST. COST
Mobilization (5% max)	\$ 3,600
Tie-in (Tee, 90, etc. + Transition Sleeve + Valve(s) + Joint Restraints).....	\$ 3,640
6" DR14 C-900 PVC Pipe (900 * 50)	\$ 46,800
Tracer Wire.....	\$ Incl.
In-line Bends/Fitting(s)	\$ 1,040
Drainage Crossing(s).....	\$ 2,080
Tie-in (Tee, 90, etc. + Transition Sleeve + Valve(s) + Joint Restraints).....	\$ 3,640
Road Base.....	\$ 3,640
Revegetation.....	\$ 520
Traffic Control.....	\$ 2,080
Subtotal.....	\$ 67,040
Construction Contingency (10%)	\$ 6,704
Subtotal.....	\$ 73,744
Engineering (12%)	\$ 8,850
Design Survey	\$ 3,120
Easement(s)	\$ 0
Construction Staking	\$ 1,300
Materials Testing	\$ 1,560
Total Estimated Project Costs	\$ 88,574

Funding: Funding for the project should be pursued from the Colorado Department of Local Affairs' Energy and Mineral Impact Assistance Program. The District has been very

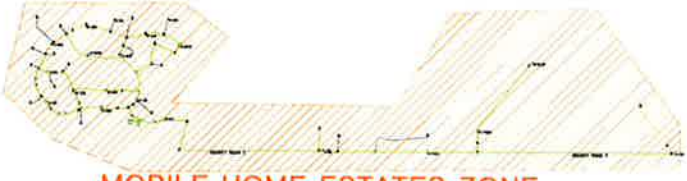
successful in the pursuit of these grant monies for the Water Meter Transmitter Replacement project and the Casita Park Interconnect project. The Energy and Mineral Impact Assistance Program requires a 50 percent match of the estimated project costs.

Expectation: The improvements will improve upon water deliveries between the South Crestone service area and the Fallen Tree service area and will also provide redundancy for water deliveries should the existing Indian Well Way water line require maintenance or repair.

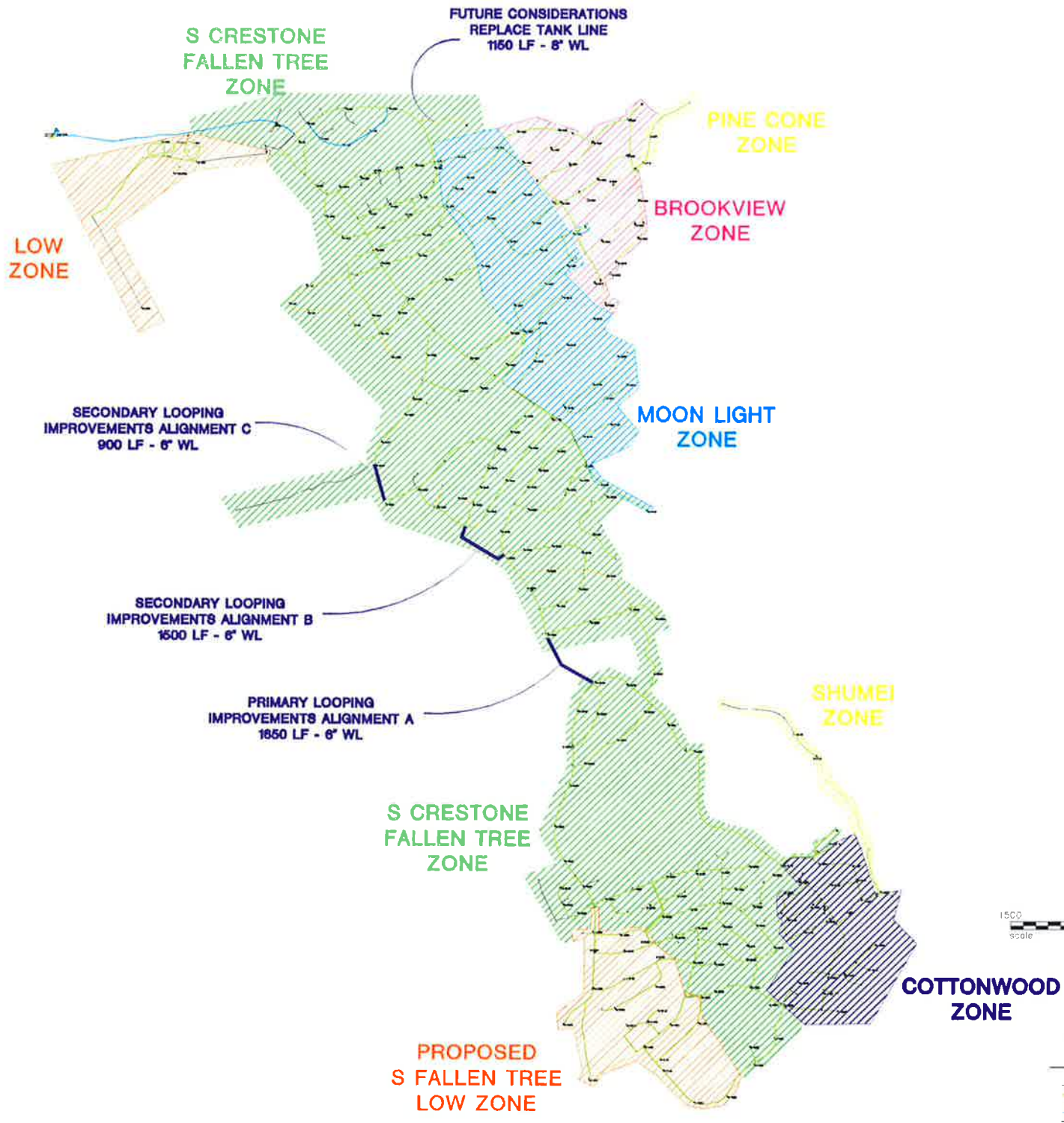
Alternatives: 1) Do nothing.
2) The District may be able to self-perform the work at a substantial cost given its relatively short length and location.

Schedule: At earliest, this is likely a 2018 project, unless sufficient funds become available earlier or the project's priority is changed.

DRAFT



MOBILE HOME ESTATES ZONE



LOW ZONE

SECONDARY LOOPING IMPROVEMENTS ALIGNMENT C
900 LF - 6" WL

SECONDARY LOOPING IMPROVEMENTS ALIGNMENT B
1600 LF - 6" WL

PRIMARY LOOPING IMPROVEMENTS ALIGNMENT A
1850 LF - 6" WL

S CRESTONE FALLEN TREE ZONE

PROPOSED S FALLEN TREE LOW ZONE

FUTURE CONSIDERATIONS
REPLACE TANK LINE
1160 LF - 8" WL

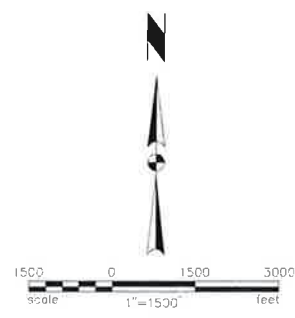
MOON LIGHT ZONE

BROOKVIEW ZONE

PINE GONE ZONE

SHUMEI ZONE

COTTONWOOD ZONE



Color Coding Legend
Pipe: Diameter (in)

(Blue line)	< 3.0
(Green line)	< 4.0
(Yellow line)	< 6.0
(Red line)	< 8.0
(Orange line)	< 10.0
(Dashed line)	PRESSURE CONTOUR
(Dotted line)	PRESSURE CONTOUR

DESIGNED	
CHECKED	
REV	
FILE	

DESIGNED
CWB

CHECKED

REV
OVERALL

FILE
BCA-MODEL

**BACA GRANDE
HYDRAULIC MODEL**

OVERALL PROPOSED IMPROVEMENTS EXHIBIT

TST

TST INC. OF DENVER
Consulting Engineers

JOB NO: 146-002

SCALE: 1"=1500'

DATE: OCT 2013

SHEETS	1	1
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BACA GRANDE WATER AND SANITATION DISTRICT

Schedule of Cash Position

September 30, 2016

UNAUDITED

<u>FINANCIAL INSTITUTION</u>	<u>RATE</u>	<u>FUNDS</u>
First Bank - Operations Account		335,911.07
Xpress Deposit Account		39,349.75
First Bank - Money Market Account	0.08%	938,852.96
First Bank - Liquid Asset - Debt Service	0.08%	144,408.52
Total Operating Cash		<u>\$ 1,458,522.30</u>
<u>Capital/Bond Accounts</u>		
ColoTrust - Capital Project Account	0.76%	\$ 534,770.34
Total Capital & Bond Cash		<u>\$ 534,770.34</u>

BT

BACA GRANDE WATER AND SANITATION DISTRICT
FINANCIAL STATEMENTS
September 30, 2016


Baca Grande Water and Sanitation District
 Combined Balance Sheet - All Fund Types
 September 30, 2016

UNAUDITED


<u>ASSETS AND OTHER DEBITS</u>	<u>GENERAL</u>	<u>ENTERPRISE</u>	<u>DEBT SERVICE</u>	<u>CAPITAL PROJECTS</u>	<u>GASB ADJ.</u>	<u>TOTAL MEMO ONLY</u>
CURRENT ASSETS						
FIRST BANK CHECKING	\$ 335,374.77	\$ (8,607.49)	\$ 31,243.03	\$ (22,099.24)	\$ -	\$ 335,911.07
FIRST BANK LIQUID ASSET MM	519,378.24	400,345.08	-	19,129.64	-	938,852.96
FIRST BANK LIQUID ASSET DEBT SERVICE	-	-	144,408.52	-	-	144,408.52
XPRESS DEPOSIT ACCOUNT	-	39,349.75	-	-	-	39,349.75
COLOTRUST - 2010 PROJ. FUND	-	-	-	534,770.34	-	534,770.34
PROPERTY TAXES RECEIVABLE	44,530.20	-	20,460.47	-	-	64,990.67
PREPAID EXPENSES	-	-	-	-	-	-
ACCOUNTS RECEIVABLE - CUSTOMERS	-	36,007.00	127,343.27	-	-	163,350.27
ACCOUNTS RECEIVABLE - GOVERNMENTS	-	38,803.79	101,321.86	-	-	140,125.65
ACCOUNTS RECEIVABLE - MISC	-	-	-	-	-	-
DUE FROM OTHER FUNDS	-	-	-	-	-	-
TOTAL CURRENT ASSETS	899,283.21	505,898.13	424,777.15	531,800.74	-	2,361,759.23
OTHER DEBITS						
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	\$ 899,283.21	\$ 505,898.13	\$ 424,777.15	\$ 531,800.74	\$ 9,428,553.24	\$ 11,790,312.47
LIABILITIES AND NET ASSETS						
CURRENT LIABILITIES						
DUE TO OTHER FUNDS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
ACCOUNTS PAYABLE	-	7,488.00	-	-	-	7,488.00
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	44,530.20	-	20,460.47	-	-	64,990.67
TOTAL CURRENT LIABILITIES	44,530.20	7,488.00	44,124.05	-	-	96,142.25
LONG TERM DEBT						
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
NET ASSETS						
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	393,325.97	(59,449.34)	272,399.28	(54,530.36)	-	551,745.55
TOTAL NET ASSETS	854,753.01	501,462.38	380,653.10	531,800.74	2,653,754.85	4,922,424.08
TOTAL LIABILITIES AND NET ASSETS	\$ 899,283.21	\$ 508,950.38	\$ 424,777.15	\$ 531,800.74	\$ 9,428,553.24	\$ 11,793,364.72

Baca Grande Water and Sanitation District
General Fund
Statement of Revenue and Expenditures Compared to Budget
For the 9 months ended,
September 30, 2016
UNAUDITED


		September	Actual YTD	Budget	Variance to Budget	Percnt
Revenue						
1-423000	Property Taxes	10,523.75	418,893.35	446,717.00	27,823.65	93.8
1-423001	Allowance for Uncollectable	-	-	(26,803.00)	(26,803.00)	-
1-423200	Interest on Property Taxes	790.76	7,929.39	3,000.00	(4,929.39)	264.3
1-432000	Specific Ownership Tax	4,869.36	49,819.63	100,800.00	50,980.37	49.4
1-445000	Miscellaneous Income	1,200.00	6,470.00	3,000.00	(3,470.00)	215.7
1-446000	Interest	34.23	287.55	480.00	192.45	59.9
	Total Revenue	<u>17,418.10</u>	<u>483,399.92</u>	<u>527,194.00</u>	<u>43,794.08</u>	<u>91.7</u>
Expenses						
1-500400	County Treasurer's Fee	230.66	8,733.13	13,402.00	4,668.87	65.2
1-506010	Audit	251.40	10,455.40	10,550.00	94.60	99.1
1-506030	Legal	3,567.50	20,747.49	58,000.00	37,252.51	35.8
1-506040	Management	5,110.80	27,150.53	65,000.00	37,849.47	41.8
1-506045	Accounting	2,547.60	19,549.20	40,000.00	20,450.80	48.9
1-506050	Elections	-	938.20	22,000.00	21,061.80	4.3
1-530100	Director's Fees	-	2,500.00	6,500.00	4,000.00	38.5
	Total Expenses	<u>11,707.96</u>	<u>90,073.95</u>	<u>215,452.00</u>	<u>125,378.05</u>	<u>41.8</u>
	Excess Revenue Over (Under) Expenditures	<u>5,710.14</u>	<u>393,325.97</u>	<u>311,742.00</u>	<u>(81,583.97)</u>	<u>126.2</u>
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>5,710.14</u>	<u>854,753.01</u>	<u>354,793.00</u>	<u>(499,960.01)</u>	<u>240.9</u>


 Baca Grande Water and Sanitation District
 Enterprise Fund
 Statement of Revenue and Expenditures Compared to Budget
 For the 9 months ended,
 September 30, 2016
 UNAUDITED

	September	Actual YTD	Budget	Variance to Budget	Percnt
Revenue					
4-420000 Water Usage Fees	37,282.26	281,986.69	343,381.00	61,394.31	82.1
4-420010 Sewer Usage Fees	21,673.08	193,481.97	242,188.00	48,706.03	79.9
4-420011 Allowance for Uncollectable	-	-	(7,488.00)	(7,488.00)	-
4-420030 Usage Fees Penalties	5,565.00	14,895.00	13,080.00	(1,815.00)	113.9
4-420060 Transfer Fee	3,250.00	30,000.00	20,000.00	(10,000.00)	150.0
4-420061 Consolidation Fee	-	7,000.00	5,000.00	(2,000.00)	140.0
4-420102 Prmts in Lieu of Taxes	-	11,437.17	26,295.00	14,857.83	43.5
4-420201 Tap Fee Installments	50.00	450.00	917.00	467.00	49.1
4-420210 Hook Up/Inspection Fees	200.00	26,145.24	7,200.00	(18,945.24)	363.1
4-420220 Miscellaneous Revenue	-	1,633.14	-	(1,633.14)	-
4-420230 Line Extensions	-	-	2,500.00	2,500.00	-
4-420240 Rent	-	1,350.00	1,800.00	450.00	75.0
4-424751 Sale of Asset	-	10,000.00	-	(10,000.00)	-
4-446000 Interest	26.38	345.08	-	(345.08)	-
Total Revenue	68,046.72	578,724.29	654,873.00	76,148.71	88.4
Expenses					
Operations					
4-500100 Raw Water USFSWS	10,503.61	66,197.17	112,364.00	46,166.83	58.9
4-500250 Testing	283.00	4,083.00	8,000.00	3,917.00	51.0
4-500300 Insurance	-	33,105.97	40,000.00	6,894.03	82.8
4-500350 Miscellaneous	-	-	500.00	500.00	-
4-500351 Bad Debt Expense	-	7,241.66	677.00	(6,564.66)	1,069.7
4-500355 Bank Charges	772.27	3,671.21	10,900.00	7,228.79	33.7
4-500359 Mileage Reimbursement	-	167.40	1,500.00	1,332.60	11.2
4-500362 Clothing Allowance	309.96	1,007.85	1,366.00	358.15	73.8
4-500401 Postage	123.81	829.14	5,120.00	4,290.86	16.2
4-500402 Copier Lease and Equipment	158.07	1,349.14	1,980.00	630.86	68.1
4-500403 Office Supplies	381.51	1,877.82	3,200.00	1,322.18	58.7
4-500406 Phone Answering Service	147.54	1,247.86	2,550.00	1,302.14	48.9
4-500407 Computers and Media	-	2,814.98	3,200.00	385.02	88.0
4-500408 Computer Support	104.97	778.89	3,640.00	2,861.11	21.4
4-500409 Software Maintenance	-	2,546.98	2,920.00	373.02	87.2
4-500410 Fire Extinguisher Service	480.00	480.00	1,200.00	720.00	40.0
4-500450 Utility Maintenance Tools	87.97	4,335.62	5,000.00	664.38	86.7
4-500451 Supplies	61.96	733.53	1,500.00	766.47	48.9
4-500460 Utility Billing	732.21	8,638.62	12,000.00	3,361.38	72.0
4-500500 Training and Education	1,269.98	2,880.16	7,400.00	4,519.84	38.9
4-500510 Advertising	36.00	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	22.88	131.56	250.00	118.44	52.6
4-500550 Meals and Lodging	424.21	2,644.87	3,650.00	1,005.13	72.5
4-500661 Gas and Oil	689.39	4,935.92	9,000.00	4,064.08	54.8
4-500662 Vehicle-Repairs and Maint	342.69	6,607.32	15,000.00	8,392.68	44.0
4-500663 Diesel Fuel	488.32	3,441.72	8,000.00	4,558.28	43.0
4-506020 Professional Fees	198.00	9,563.83	33,000.00	23,436.17	29.0
4-506022 Professional Fees-GIS	-	973.98	6,500.00	5,526.02	15.0
4-506030 Legal	59.00	383.50	1,500.00	1,116.50	25.6
Total Operations	17,677.35	174,273.20	305,207.00	130,933.80	57.1


 Baca Grande Water and Sanitation District
 Enterprise Fund
 Statement of Revenue and Expenditures Compared to Budget
 For the 9 months ended,
 September 30, 2016
 UNAUDITED

	September	Actual YTD	Budget	Variance to Budget	Percnt
Repairs & Maintenance					
4-503000 Repair & Maint	620.49	5,678.46	8,500.00	2,821.54	66.8
4-503001 Repairs & Maint-Water Mains	1,514.46	5,248.32	10,000.00	4,751.68	52.5
4-503002 Repairs & Maint-Sewer(Gravity)	-	-	8,000.00	8,000.00	-
4-503008 Repairs & Maint-Well No. 18	38.33	1,724.75	10,000.00	8,275.25	17.2
4-503010 Repairs & Maint - Pump Houses	-	725.28	7,000.00	6,274.72	10.4
4-503015 Repair & Maint-Reservoirs	-	980.00	-	(980.00)	-
4-503018 Repair & Maint-Fire Hydrants	82.91	82.91	5,000.00	4,917.09	1.7
4-503019 Repair & Maint-Aspen TP	457.88	3,672.13	10,000.00	6,327.87	36.7
4-503022 Repair & Maint-Lift Stations	1,663.16	5,475.15	15,000.00	9,524.85	36.5
4-503025 Repair & Maint-Office	200.00	2,359.60	3,500.00	1,140.40	67.4
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	4,875.00	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.	-	7,160.00	10,000.00	2,840.00	71.6
4-503331 Retail Water Meter Parts	390.66	11,470.01	7,200.00	(4,270.01)	159.3
4-503332 Line Extension Reveiw Expense	-	910.08	2,500.00	1,589.92	36.4
4-503333 Bio Solids Disposal	-	292.58	32,072.00	31,779.42	0.9
4-503500 Vehicle Lease-Principal	2,685.90	35,185.63	70,000.00	34,814.37	50.3
4-503501 Vehicle Lease-Interest	391.83	2,891.00	-	(2,891.00)	-
Total Repairs & Maintenance	12,920.62	102,379.12	236,772.00	134,392.88	43.2
Utilities					
4-505001 South Crestone Filter Plant	30.00	268.00	500.00	232.00	53.6
4-505002 Shumei BS/Cottonwood Apt	321.00	3,372.00	3,500.00	128.00	96.3
4-505005 Casita Park Pumphouse/MHE	63.00	1,054.00	-	(1,054.00)	-
4-505008 Well No. 18	3,657.00	26,889.00	45,000.00	18,111.00	59.8
4-505010 Shop Pumphouse	51.00	487.00	1,100.00	613.00	44.3
4-505011 Moonlight Pumphouse	303.00	2,382.00	3,500.00	1,118.00	68.1
4-505012 Ridgeview Pumphouse	277.00	2,224.00	3,500.00	1,276.00	63.5
4-505013 Fallen Tree PH	131.00	1,444.00	3,500.00	2,056.00	41.3
4-505015 Pine Cone Pumphouse	157.00	1,880.00	2,600.00	720.00	72.3
4-505019 Aspen TP	1,547.00	12,849.00	20,000.00	7,151.00	64.2
4-505020 Aspen TP-Propane	-	217.53	5,000.00	4,782.47	4.4
4-505022 Wagon Wheel LS	220.00	2,205.00	5,000.00	2,795.00	44.1
4-505023 Mobile Home Estates LS	181.00	2,097.00	3,000.00	903.00	69.9
4-505024 Stables LS	134.00	1,362.00	3,000.00	1,638.00	45.4
4-505025 Shop, Office, Yard	287.00	4,352.00	7,000.00	2,648.00	62.2
4-505026 Shop, Yard, Office-Propane	-	339.56	2,500.00	2,160.44	13.6
4-505027 Office / Cell Phones	1,075.28	6,432.84	8,000.00	1,567.16	80.4
4-505029 Trash and Recycling Services	134.23	1,198.49	1,824.00	625.51	65.7
Total Utilities	8,568.51	71,053.42	118,524.00	47,470.58	59.9


 Baca Grande Water and Sanitation District
 Enterprise Fund
 Statement of Revenue and Expenditures Compared to Budget
 For the 9 months ended,
 September 30, 2016
 UNAUDITED

	September	Actual YTD	Budget	Variance to Budget	Percnt
Payroll					
4-530000 Payroll Expense	189.65	1,873.80	2,500.00	626.20	75.0
4-530001 Payroll - Health & Wellness Ex	157.50	315.00	2,000.00	1,685.00	15.8
4-530200 Payroll-Gross	21,760.91	211,941.45	294,830.00	82,888.55	71.9
4-530201 Payroll-Gross Summer Help	4,342.50	4,342.50	13,200.00	8,857.50	32.9
4-530300 Payroll Taxes	416.01	3,673.99	5,390.00	1,716.01	68.2
4-530400 PERA	3,576.17	29,981.28	44,980.00	14,998.72	66.7
4-530500 Health Insurance	2,827.40	26,166.87	39,648.00	13,481.13	66.0
4-530600 Worker's Compensation Insur	1,385.00	12,173.00	14,300.00	2,127.00	85.1
Total Payroll	<u>34,655.14</u>	<u>290,467.89</u>	<u>416,848.00</u>	<u>126,380.11</u>	69.7
Total Expenses	<u>73,821.62</u>	<u>638,173.63</u>	<u>1,077,351.00</u>	<u>439,177.37</u>	59.2
Excess Revenue Over (Under) Expenditures	(5,774.90)	(59,449.34)	(422,478.00)	(363,028.66)	14.1
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>	-
4-410000 Fund Balance - Beginning	-	560,911.72	404,450.00	(156,461.72)	138.7
Fund Balance - Ending	<u>(5,774.90)</u>	<u>501,462.38</u>	<u>281,972.00</u>	<u>(219,490.38)</u>	177.8

Baca Grande Water and Sanitation District
Debt Service Fund
Statement of Revenue and Expenditures Compared to Budget
For the 9 months ended,
September 30, 2016
UNAUDITED

	September	Actual YTD	Budget	Variance	Percnt
Revenue					
2-420101 Availability of Service Fees	(100.00)	247,802.77	255,825.00	8,022.23	96.9
2-420111 Allowance for Uncollectable	-	-	(61,775.00)	(61,775.00)	-
2-423000 Property Taxes	4,394.58	185,664.55	205,248.00	19,583.45	90.5
2-423001 Allowance for Uncollectable	-	-	(12,315.00)	(12,315.00)	-
2-432000 Specific Ownership Tax	2,237.27	22,890.07	19,200.00	(3,690.07)	119.2
2-423200 Interest on Property Taxes	154.99	321.70	500.00	178.30	64.3
2-446000 Interest	9.32	77.41	100.00	22.59	77.4
Total Revenue	6,696.16	456,756.50	406,783.00	(49,973.50)	112.3
Expenses					
2-500351 Bad Debt Expense	-	1,520.24	36,437.00	34,916.76	4.2
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	105.98	4,012.51	6,200.00	2,187.49	64.7
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	105.98	184,357.22	455,112.00	270,754.78	40.5
Excess Revenue Over (Under) Expenditures	6,590.18	272,399.28	(48,329.00)	(320,728.28)	(563.6)
Transfers In / (Out)					
2-485100 Transfer from General Fund	-	-	100,000.00	100,000.00	-
Total Transfers	-	-	100,000.00	100,000.00	-
2-410000 Fund Balance - Beginning	-	108,253.82	125,756.00	17,502.18	86.1
Fund Balance - Ending	6,590.18	380,653.10	177,427.00	(203,226.10)	214.5

Baca Grande Water and Sanitation District
Capital Projects Fund
Statement of Revenue and Expenditures Compared to Budget
For the 9 months ended,
September 30, 2016
UNAUDITED

	September	Actual YTD	Budget	Variance	Percnt
Revenue					
3-446000 Interest	335.13	2,459.28	900.00	(1,559.28)	273.3
3-474000 Grant Funds	12,215.40	19,129.18	-	(19,129.18)	-
Total Revenue	12,550.53	21,588.46	900.00	(20,688.46)	2,398.7
Expenses					
3-517055 Casita Park Interconnect	-	2,731.26	-	(2,731.26)	-
3-517080 Stables Lift Station	55.50	44,984.43	-	(44,984.43)	-
3-517150 Water Rights Acquisition	-	5,264.05	60,700.00	55,435.95	8.7
3-517215 Aspen WWTF-Flow Equalization	12,215.40	23,139.08	284,758.00	261,618.92	
Total Expenses	12,270.90	76,118.82	345,458.00	269,339.18	22.0
Excess Revenue Over (Under) Expenditures	279.63	(54,530.36)	(344,558.00)	(290,027.64)	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	279.63	531,800.74	209,270.00	(322,530.74)	254.1

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	8,098	1,135	9,233	-	-	-
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	152,496	10,624	163,120	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		1-423000		2-423000		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	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	2,628.62	285.04	620.37	285.04	0.00	0.00	0.00	0.00	50,916.59
February	114,276.88	52,505.60	2,361.15	210.77	1,413.92	22.45	6,610.87	3,037.42	2,410.59	1,107.57	3,037.42	1,107.57	2,410.59	1,107.57	980.00	980.00	2,831.92	980.00	180,734.82
March	44,479.30	20,436.43	3,755.60	254.63	1,009.87	30.58	7,858.70	3,610.75	1,010.02	464.07	3,610.75	464.07	1,010.02	464.07	200.00	200.00	484.80	200.00	80,646.17
April	84,547.86	38,846.32	2,432.57	120.10	938.95	20.76	6,201.40	2,849.29	1,804.15	828.93	2,849.29	828.93	1,804.15	828.93	1,200.00	1,200.00	1,608.66	1,200.00	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	3,195.12	559.55	1,217.86	559.55	200.00	200.00	1,792.24	200.00	93,560.93
June	54,373.71	24,982.51	2,090.16	35.69	1,300.70	41.45	6,213.74	2,854.96	1,181.23	542.72	2,854.96	542.72	1,181.23	542.72	1,300.00	1,300.00	1,811.99	1,300.00	93,280.96
July	11,044.75	5,074.62	1,021.24	0.00	1,814.23	0.00	5,390.34	2,476.64	258.25	118.65	2,476.64	118.65	258.25	118.65	400.00	400.00	1,349.37	400.00	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	2,237.27	105.98	230.66	105.98	1,200.00	1,200.00	1,513.89	1,200.00	25,347.96
September	2,446.51	1,124.07	377.76	37.40	389.72	60.63	6,236.75	2,865.54	62.42	28.68	2,865.54	28.68	62.42	28.68	1,600.00	1,600.00	2,146.92	1,600.00	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
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
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
	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	25,755.61	4,041.19	8,795.55	4,041.19	7,080.00	7,080.00	11,926.59	7,080.00	705,236.99

Assessed Valuation	% Change in AV	Mill Levies			Property Tax Receipts			Specific Ownership Tax Receipts		
		General	Debt Service	Total	Taxes Levied	Taxes Received	% of Levied	Taxes Budgeted	Taxes Received	% of Budget
\$ 16,035,895.00	3.34%	34,320	11,680	46,000	737,651.00	686,137.22	94.64%	66,042.00	61,052.00	92.44%
\$ 16,020,275.00	-0.10%	46,000	0.000	46,000	736,933.00	698,669.75	94.81%	92,117.00	81,829.17	88.83%
\$ 15,951,226.00	-0.43%	46,000	0.000	46,000	733,756.00	686,919.11	93.62%	69,707.00	66,908.42	95.99%
\$ 16,263,263.00	1.96%	46,000	0.000	46,000	748,110.00	705,682.30	94.33%	71,070.00	69,609.44	97.94%
\$ 14,958,570.00	-8.02%	48,000	0.000	48,000	718,011.00	663,925.62	92.47%	68,212.00	79,289.47	116.24%
\$ 14,949,422.00	-0.06%	42,000	8,000	50,000	747,471.00	713,885.50	95.51%	71,011.00	113,262.61	159.50%
\$ 12,073,444.00	-19.24%	37,000	17,000	54,000	651,966.00	608,543.64	93.34%	120,000.00	81,811.99	68.18%

Month	2015			2016		
	Prior Year Collections		Current Year Collections		Current Year Collections	
	Taxes Received	Current & Delinquent MTD	Taxes Received	Current & Delinquent MTD	Taxes Received	YTD
January	\$ 77,170.85	10.32%	\$ 43,122.27	6.61%	\$ 43,122.27	6.61%
February	\$ 154,918.72	20.73%	\$ 169,354.40	25.98%	\$ 169,354.40	25.98%
March	\$ 84,238.92	11.27%	\$ 68,925.86	10.57%	\$ 68,925.86	10.57%
April	\$ 171,828.88	23.79%	\$ 123,946.65	18.32%	\$ 123,946.65	18.32%
May	\$ 52,395.07	7.04%	\$ 83,667.25	12.83%	\$ 83,667.25	12.83%
June	\$ 100,541.75	13.45%	\$ 81,482.07	12.50%	\$ 81,482.07	12.50%
July	\$ 25,392.78	3.40%	\$ 17,140.77	2.63%	\$ 17,140.77	2.63%
August	\$ 10,086.72	1.35%	\$ 14,918.33	2.29%	\$ 14,918.33	2.29%
September	\$ 4,122.80	0.55%	\$ 3,985.74	0.61%	\$ 3,985.74	0.61%
October	\$ 7,417.44	0.99%	\$ -	0.00%	\$ -	0.00%
November	\$ 3,071.31	0.41%	\$ -	0.00%	\$ -	0.00%
December	\$ 713,885.50	95.51%	\$ 608,543.64	86.18%	\$ 608,543.64	86.18%
	\$ 713,885.50	95.51%	\$ 608,543.64	86.18%	\$ 608,543.64	86.18%



Mr. Ueqw'Nco gt, CPA
Ur gekriF kurtlev'O cpci go gpv'Ugtxklegu.'kpe0
363"Wplqp'Drkf
Uwkg"372"
Ncngy qqf, CO 8044:

FEE SCHEDULE FOR ARBITRAGE COMPLIANCE SERVICES

Arbitrage Compliance Specialists, Inc. (“ACS”) is pleased to present a contract to provide arbitrage compliance services for the Issuer. Our firm has distinctive legal and accounting experience with arbitrage compliance services dating back to the inception of the arbitrage rebate regulations of 1986. ACS is one of the most prominent and well-respected providers of arbitrage compliance services in the nation. ACS’ staff members are accounting professionals who have extensive knowledge of governmental accounting, accounting allocation methods and legal interpretation skills to compute the lowest permissible liability allowed. We pride ourselves on our unprecedented commitment to each and every client we represent.

This contract relates to the Issuer’s debt issues and shall become effective at the date of acceptance by the Issuer and remain in effect until canceled. Future debt issues can be added to the contract with the Issuer’s approval with the same terms and conditions. The Issuer or ACS can terminate this Contract upon a 30 day written notice and payment of any services to-date. ACS has provided a fee schedule to encompass the various elements that we may encounter during the calculations. ACS’ fees are derived by the number of years included in the calculation. Each calculation includes both a legal opinion and a CPA opinion to provide assurance that the calculations were completed according to Section 148(f) of the Internal Revenue Code of 1986 that governs the arbitrage rebate requirements (the “Tax Code”).

We appreciate the opportunity to provide assistance to help the Issuer comply with the IRS arbitrage compliance requirements. As always, if we may be of further assistance or if there are any questions, please do not hesitate to call us at (800) 672-9993 ext. 7540.

Sincerely,
Arbitrage Compliance Specialists, Inc.

Zachery Gwinn, Account Manager

Please acknowledge acceptance of this engagement by signing and faxing this letter in its entirety to Arbitrage Compliance Specialists, Inc. at (800) 756-6505 or scanning and e-mailing to Zac@rebatebyacs.com.

Accepted by – Signature

Print Name, Title

Date



Bond Compliance Program Services:	Fees
Arbitrage Rebate Calculation 1 Year	\$750.00
Arbitrage Rebate Calculation 2 Years	\$1,225.00
Arbitrage Rebate Calculation 3 Years	\$1,500.00
Arbitrage Rebate Calculation 4 Years	\$1,750.00
Arbitrage Rebate Calculation 5 Years	\$1,950.00

Arbitrage Rebate Calculation Services	
Comprehensive Arbitrage Compliance Analysis/Set-Up	Included
Yield Restriction Analysis	Included
Spending Exception Analysis	Included
Debt Service Reserve Fund Analysis	Included
Commingled Funds and / or Transferred Proceeds Analysis	Included
Preparation of IRS Form 8038-T and IRS Filing Instructions	Included
Legal Services	
IRS Audit Assistance (For Bond Issues Completed By ACS)	Included
Post-Calculation Services	
Debt Compliance Monitoring Service	Included
Record Retention Service	Included

Calculation Services

1. Review the documents related to the debt issue to include the Official Statement, Tax Certificate, IRS Form 8038-G and CPA Verification Report.
2. Complete an in-depth analysis of the debt structure by our in-house tax attorney to determine if the debt issue is subject to rebate and/or yield restriction and identify applicable exceptions.
3. Monitor IRS filing deadlines, election requirements and restricted periods in our database tracking system to ensure timely reporting.
4. Perform the rebate, yield restriction/yield reduction or spending exception/penalty calculations in compliance with Internal Revenue Code of 1986.
5. Provide calculations with legal opinion and CPA certified professional opinion that can be relied upon by the Issuer regarding the liability. The report will provide supporting documentation to include the calculation method employed, assumptions and conclusions.
6. Prepare payment Form 8038-T with detailed filing instructions for accurate and timely filing to the IRS, if applicable.

Support Services

7. Discuss the report and findings to ensure a complete understanding of the procedures and recommendations in such report.
8. Prepare a debt compliance monitoring schedule that identifies all-important relevant information by issue including prior calculations, liability amounts, future calculation due dates and important status notes.
9. Advise on how future changes in the Tax Code may affect the debt issue.
10. Provide technical assistance and consultation in matters related to the arbitrage compliance regulations.
11. Assist in the IRS record retention requirements, which include storage of records related to the debt issue.
12. Provide no cost audit support in the event of an IRS audit.

From: [Scott Lamer](#)
To: [Lisa Johnson](#)
Subject: FW: Baca Grande Water and Sanitation District rebate calc proposal
Date: Tuesday, October 11, 2016 11:57:51 AM

Lisa,

Based on my conversation with Tom, it looks like Lindsay requested a quote last year and this would be the same amount for this year.

Thanks,
Scott Lamer, CPA
Accountant
Special District Management Services, Inc.
141 Union Blvd, Ste 150
Lakewood, CO 80228
(p) 303-987-0835
(f) 303-987-2032
slamer@sdmsi.com

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From: Hageman, Thomas S. [mailto:Thomas.Hageman@KutakRock.com]
Sent: Monday, October 10, 2016 12:06 PM
To: Scott Lamer
Subject: FW: Baca Grande Water and Sanitation District rebate calc proposal

Scott,

As we just discussed, here is the proposal I emailed Lindsay Ross about a year ago, in response to her 9/2/2015 request (at the bottom of the email).

Please call me at 402-346-6000 or email if you have any questions. Thank you.

Tom Hageman
Kutak Rock

From: Hageman, Thomas S.
Sent: Wednesday, September 09, 2015 1:49 PM
To: 'Lindsay Ross'
Subject: RE: Baca Grande Water and Sanitation District rebate calc proposal

Hi Lindsay,

I've reviewed the documentation you sent in your 9/2 email. Our fee to calculate the 10/26/2015 rebate status of the Series 2010 bonds would be \$2,000. I can probably work with the general ledger (in lieu of statements) for a complete summary of the Project Fund. Where can I see the Cost of Issuance Fund?

With regard to the refunded bonds, it looks like there might be enough information in the G/L to do a final calculation on the 5/21/2009 issued bonds (a 10/26/2010 final calculation). Right? Our fee for that calculation would be \$1,250. Rebate calcs on the other two bonds refunded by the Series 2010 would probably not be possible since you have incomplete or no information on them.

Please call me at 402-346-6000 or email if you have any questions. Thank you.

Tom Hageman
Kutak Rock

From: Lindsay Ross [<mailto:lross@sdmsi.com>]
Sent: Wednesday, September 02, 2015 3:32 PM
To: Hageman, Thomas S.
Subject: Baca Grande Water and Sanitation District

Good Afternoon Tom -

Baca Grande Water and Sanitation District issued GO Refunding and Improvement Bonds in December of 2010, which makes these bonds due for rebate calculations late this year. I am contacting you to determine if you are interested in providing a proposal to prepare the calculations. As we are working on the 2016 budget, I wanted to get this discussed with the Board and included in next year's budget. Details as I know it are:

- To my knowledge, there have never been rebate calculations done on the previous bonds. Not sure how that affects the 2010 Refunding issue.
- We were not the accountants until 2009 so we don't have any detail prior to that to prepare calculations going backward.
- The District does still have some of the project funds outstanding.
 - There was a large chunk of the proceeds originally allotted to Water Rights however, due to circumstances out of the Districts control; they are now using those reserved funds for other capital projects.
- The source of revenue for the Districts debt payment comes from AOS Fees (availability of service fees) and transfers from the General Fund. With the exception of 2010 & 2015 where the District certified a DS mill levy.
- I believe we have all of the bank statements in storage(since 2010), but I have not yet confirmed this.

I have attached the GL detail, the Certified Record of Proceedings, the Federal Tax Exemption Cert and the 8038-G, in the event that you need them to provide a proposal. Please let me know if you need anything else at this time.

Thank you,

Lindsay Ross, CPA
Accountant

Special District Management Services, Inc.

141 Union Blvd, Ste 150

Lakewood, CO 80228

(p) 303-987-0835

(f) 303-987-2032

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Proposal for Legal Services

Baca Grande Water & Sanitation District



Law of the Rockies

525 North Main St.

Gunnison, Colorado 81230

(970) 641-1903

<http://www.lawoftherockies.com>



525 North Main St.
Gunnison, Colorado 81230

October 10, 2016

Baca Grande Water & Sanitation District
Attn: Michael Scully, President
michael.scully@bacawater.com

Re: *Proposal for Legal Services*

Dear Mr. Scully:

On behalf of Law of the Rockies (“LOTR”), we are pleased to submit our proposal to provide general counsel legal services to the Baca Grande Water & Sanitation District (the “District”). It has been our pleasure to represent the District in water matters since 2009. We would be grateful for the opportunity to expand our role by becoming the District’s general legal counsel. We are confident that LOTR is well suited to this role, and is the best choice for providing the District with competent and affordable legal services.

We anticipate that Marcus Lock and Kendall Burgemeister would perform the majority of the legal services for the District, with Marcus serving as the firm’s primary contact with the District. Marcus and Kendall have worked together for many years providing legal services to the firm’s clients, including the District. We have developed a rapport that has allowed us to consistently deliver timely and competent representation without duplication of efforts. Marcus’s additional years of experience and Kendall’s lower hourly rate allow us to tailor the allocation of the workload in the best interest of our clients. John Hill continues of counsel to LOTR and would be consulted on issues where his years of experience working with the federal government would be beneficial. Additionally, LOTR has formed an of counsel relationship with a young attorney who would likely be asked to do work where his lower hourly rate would result in further cost savings to the District.

We currently enjoy representing a diverse group of clients in a general counsel role. As the enclosed list of representative clients illustrates, our clients include local government entities, private for-profit corporations, homeowners associations, and non-profits. This experience has provided us with an immense knowledge of legal issues that confront organizations of all types, as well as legal issues that apply uniquely to local governments. We regularly advise public entity clients on TABOR and water activity enterprise issues, open records and open meetings laws, elections and appointments, and budget laws.

While water law is a significant part of our practice, we regularly represent public and private clients in litigation and transactional matters involving construction, employment law, and the purchase and sale of real estate and other assets. We believe that our experience in these matters will enhance the quality of representation that we can provide to the District.

We routinely represent private clients in matters dealing with local government entities. For example, the firm recently successfully concluded a matter where it represented a multitude

of lot owners in litigation against numerous special districts near the Mt. Crested Butte ski area. These matters allow us to see local government issues from a different perspective, and provide us with experience that enhances our representation of our local government clients.

LOTR's utilization of technology to deliver fast and competent legal services is second to none. Through the use of a remotely accessible server, laptops, and hand-held mobile devices, LOTR attorneys have constant access to client communications, legal research, and electronic documents. LOTR maintains comprehensive subscriptions with the leading legal research database providers, providing the attorneys with access to up-to-date case law, statutes, and regulations from all state and federal jurisdictions, as well as other secondary research materials. In short, LOTR has made a substantial investment in its technological resources to ensure that we are able to provide our clients with timely and accurate legal advice anytime and anywhere.

Nevertheless, as compared to firms on the Front Range, our location in Gunnison enables us to travel to the District at a low cost and on short notice. In sum, LOTR offers a unique combination of the accessibility and specialized knowledge of a local firm, and the human and technological resources of a larger Front Range firm.

In recognition of LOTR's longstanding relationship with the District, and in appreciation for the District's willingness to strengthen that relationship by having LOTR provide general counsel legal services, LOTR would continue to provide legal services to the District at discounted rates, as shown in the table below:

	<u>Current District Rate</u>	<u>Anticipated 2017 Standard Rate</u>	<u>Proposed 2017 District Rate</u>
Marcus Lock	\$225	\$275	\$225
Kendall Burgemeister	\$175	\$225	\$185
John Hill	\$225	\$250	\$225
Jacob With	\$175	\$225	\$185
Other Attorneys	n/a	\$150-200	\$125-\$175

In addition to the information set forth above, we have enclosed for the District's review and consideration résumés and biographies of the attorneys that would provide representation to the District, a list of the firm's representative clients, and client references. If there is any other information that you would like us to provide, please let us know. Thank you for your consideration of this proposal.

Sincerely,



Marcus J. Lock
Kendall K. Burgemeister
LAW OF THE ROCKIES

Marcus J. Lock

Legal Experience:

Law of the Rockies (and predecessor firms)

2007 – Present

Managing Member

- Acts as general counsel for various business entities providing advice on liability issues, insurance, transactions, real estate, corporate governance, and related matters
- Represents businesses and individuals in all aspects and types of civil litigation, including complex commercial litigation, real property litigation, construction litigation, and litigation concerning various other tort and contract disputes.
- Serves as counsel for water conservancy districts, water and sanitation districts, businesses, and individuals in all aspects of water rights litigation, water rights transactions, water supply planning, changes of water rights, implementation of exchanges, development of augmentation plans, and related matters.
- Substantial experience in all aspects of community association law including governance, enforcement matters, and general advice.
- Excels at finding creative solutions to complex problems and helping clients understand the possible outcomes and potential costs of litigation, all with a focus on obtaining the best possible outcome.

Reilly Pozner & Connelly, LLC

2004 – 2007

Denver, Colorado

Attorney

- Represented clients in all aspects and types of civil, criminal, and administrative litigation, including complex commercial litigation, real property litigation, franchise disputes, trade secrets litigation, professional malpractice litigation, bar admission and disciplinary litigation, and litigation concerning various other tort and contract disputes.
- Primarily responsible for much of the firm's recruiting of new and summer associates.
- Spearheaded firm's participation in Colorado Pledge To Diversity and other efforts to increase hiring and retention of minority candidates.
- Responsible for drafting new protocols for file management and retention, new fee agreements, and other related documents necessary to comply with ethical mandates of the Colorado Supreme Court.
- Acted regularly as a consultant to management on compliance with the Colorado Rules of Professional Conduct.

Bratton & McClow, LLC

2003 – 2004

Gunnison, Colorado

Attorney

- Represented clients in commercial and construction litigation, real property litigation, appellate litigation, water rights litigation, water rights transactions, acquisition and sale of real property, commercial transactions, and business formation and planning.

United States District Court for the District of Colorado
Denver, Colorado

2002 – 2003

Law Clerk to the Honorable Zita L. Weinshienk

- Drafted opinions, orders, and jury instructions pertaining to various areas of the law for Judge Weinshienk's consideration and approval.
- Assisted in the management and adjudication of trials, motions for summary judgment, motions to dismiss, and various other procedural and substantive pleadings and motions.
- Responsible for the administration of a docket of approximately 150 cases.

Colorado Supreme Court

2001 – 2002

Denver, Colorado

Law Clerk to the Honorable Nancy E. Rice

- Drafted opinions of the Colorado Supreme Court pertaining to civil, criminal, constitutional, and many other areas of the law for Justice Rice's consideration and approval.
- Drafted multiple memoranda analyzing whether the Colorado Supreme Court should grant certiorari review in cases or issues decided by the Colorado Court of Appeals or Colorado District Courts.

Holland and Hart, LLP

May 2000 to August 2000

Denver, Colorado

Summer Associate

- Drafted briefs, motions, memoranda, correspondence, and articles, primarily in the areas of natural resources law, administrative law, real property law, and general civil litigation.

Chrisman, Bynum, and Johnson, LLC

May 2000 to August 2000

Denver, Colorado

Summer Associate

- Drafted various briefs, pleadings, memoranda, motions, and jury instructions, primarily in areas of business law, real property law, and general civil litigation.

Arizona Game and Fish Department

January 1997 – May 1997

Phoenix, Arizona

Assistant Legislative Liaison (Lobbyist)

- Acted as a legislative proponent of departmental policies by analyzing, introducing, supporting, or opposing legislation in the Arizona State Legislature.

Legal Education:

University of Colorado School of Law

1998 – 2001

Boulder, Colorado

Juris Doctor

Class Rank: 1

Grade Point Average: 3.88

Scholarships and Honors: Order of the Coif; Don W. Sears Award, 2000-2001; West Group Outstanding Scholastic Achievement Award (for highest grade point average in class), 1998-

2001; Leon and Dora Wolf Scholarship, 2000-2001; Thomas and Claire Brown Scholarship, 2000-2001; Francis J. Knauss and Gurr Knauss Scholarship, 1999-2000; Bernard J. Seeman Scholarship, 1998-1999.

Activities: University of Colorado Law Review, Articles Editor 2000-2001, Member 1999-2000.

Undergraduate Education:

Arizona State University

1994 – 1997

Tempe, Arizona

Bachelor of Science, Wildlife Conservation Biology, *summa cum laude*

Honors: Dean's Honor Roll, Golden Key National Honor Society

Activities: Society for Conservation Biology

Professional Awards, Activities and Memberships:

Fellow, Litigation Counsel of America	2016
Inclusion in Colorado Super Lawyers Magazine	2009-2016
Barrister's Best Water Lawyer, Law Week Colorado	2016
Member, Supreme Court Pattern Civil Jury Instructions Committee	2012- 2016
Colorado Lawyers Committee Special Recognition Award	2015
Lawyer of the Year, Law Week Colorado	2014
Colorado Lawyers' Committee, Special Recognition Award	2013
Co-Chair, Water Transfers Conference, CLE International, Beaver Creek, CO	2013
Colorado Bar Association Ethics Committee, Member	2007-2011
Board Member, KBUT Community Radio	2015-Present
Colorado Bar Association	
Seventh Judicial District Bar Association	

Bar Admissions:

All County, District, and Appellate Courts of the State of Colorado

United States District Court for the District of Colorado

Publications:

Increasing Access to Justice for Colorado's Poor: Expanding the Role of Nonlawyers in the Delivery of Legal Services to Colorado's Indigent, 72 Colo. L. Rev. 459 (2001).

Braving The Waters of Supreme Court Takings Jurisprudence: Will the Fifth Amendment Protect Western Water Rights From Federal Environmental Regulations, 4 U. Denv. Water L. Rev. 76 (2000).

Professional Lectures:

Water Transfers Nuts & Bolts, Case Studies & More

CLE International's 4th Annual Conference

Beaver Creek, Colorado, 2013

Water Rights Case Law: An Update

Water State Colorado University

Gunnison, Colorado, 2013

Understanding the Scope of Ditch and Pipeline Easements

*CLE in Colorado, Inc., Sponsored by the Colorado Supreme Court and the Colorado Bar Association
Denver, Colorado, 2013*

*Water Law 101: The Basic Principles of Colorado Water Law
Colorado Open Space Alliance Annual Conference
Crested Butte, Colorado 2013*

*Storage Rights Water Law
Ditch and Reservoir Company Alliance, Annual Convention
Colorado Springs, Colorado, 2012*

*Staying in the Current: Developments and Trends in Colorado Water Law
(with Kendall K. Burgemeister)
36th Annual Colorado Water Workshop
Gunnison, Colorado, 2011*

*Water Law 101
(with Kendall K. Burgemeister)
Colorado Water Trust, Water on the Land Workshops
Various Locations, 2010-2011*

*Colorado Water Law in the 21st Century
(with Kendall K. Burgemeister)
Crestone, Colorado, 2010*

*Character and Fitness in the Bar Admission Process
(with Larry S. Pozner)
University of Colorado School of Law
Boulder, Colorado, 2006*

Professional Statement:

Throughout my career, I have focused on identifying, and implementing, creative and innovative solutions to complex disputes. I am not intimidated by new areas of the law or issues of first impression, and instead, welcome the opportunity to use hard work and careful research to solve a new problem. I enjoy working with my clients, and I recognize that they are a valuable member of my team. Though I have litigated matters across the state, and I am comfortable and capable in both state and federal courtrooms, I treat trial as an option of last resort. Accordingly, I work hard to identify opportunities to negotiate resolutions of disputes in accordance with my client's goals and without the expense of trial. However, in my experience, I am an effective negotiator because I am always prepared to go to trial and capable of succeeding once I get there. Moreover, trial is sometimes the only viable option to achieve a client's goals.

Personal:

Devoted father, loving husband, avid cook, and amateur tri-athlete.

Kendall K. Burgemeister

Legal Experience

Law of the Rockies (and predecessor firms) 2009 - Present

Member (2013-Present)

Associate (2009-2012)

- Represents water conservancy districts, water & sanitation districts, ditch companies, and individuals, in the acquisition, disposition, and development of water rights.
- Represents various local governments as general counsel, and as special counsel in litigation and water rights matters.
- Represents buyers and sellers of real property in all aspects of the transaction
- Counsels small businesses in the negotiation of various types of contracts such as commercial lease agreements, construction contracts, and asset purchase agreements
- Represents entrepreneurs in the formation of new businesses

The Sonnesyn Law Firm

2008 – 2009

Law Clerk

Longmont, Colorado

- Researched and drafted memoranda regarding estate planning and federal taxation issues

Ballard Spahr Andrews & Ingersoll, LLP

May 2008 – Aug. 2008

Summer Associate

Denver, Colorado

- Researched and drafted memoranda and motions relating to real estate, securities, bankruptcy, construction, and employment law

Education

University of Colorado Law School

Boulder, Colorado

Juris Doctor, Class of 2009

Awards & Activities:

- Recipient of the John & Cynthia Schultz Scholarship
- Recipient of the Sustainable Development Law Scholarship
- Research assistant for professor Nestor Davidson (real property law issues) (2009)
- Tutor for University of Colorado Athletic Department (Federal Income Tax) (2008)
- Rothgerber Johnson & Lyons Teaching Fellow (Civil Procedure) (2007 – 2008)
- Research fellow at the Natural Resources Law Center (2007-2008)
- Research fellow at the Center for Energy and Environmental Security (2006-2007)

Boise State University

Boise, Idaho

Bachelor of Business Administration (Economics), minors in finance and applied mathematics

Class of 2006

Awards & Activities:

- *Summa cum laude*
- 4.0 GPA
- Top 10 Scholar of the 2006 graduating class at Boise State University

- Outstanding Graduate from the College of Business & Economics
- Brown Scholar (Full tuition, room and board scholarship through Honors College)
- Member of first place team in the DA Davidson Student Investment Program (2006)

Community Involvement

Gunnison Valley Mentors 2014-Present
Board Member, Treasurer, and Mentor

Gunnison County Land Preservation Board 2012-Present
Board Member

Professional Lectures

Due Diligence
CLE International's 4th Annual Conference
Beaver Creek, Colorado, 2013

Adverse Possession
CLE in Colorado, Inc., Sponsored by the Colorado Supreme Court and the Colorado Bar Association
Denver, Colorado, 2013

Public Access to Waterways
Western State Colorado University, Gunnison, Colorado
Numerous occasions, 2011-Present

Due Diligence and Title Examination of Water Rights
Western State Colorado University, Gunnison, Colorado
Numerous occasions, 2011-Present

Staying in the Current: Developments and Trends in Colorado Water Law
(with Marcus J. Lock)
36th Annual Colorado Water Workshop
July 20, 2011, Gunnison, Colorado

Colorado Water Law in the 21st Century
(with Marcus J. Lock)
Crestone, Colorado, 2010

Water Law 101
(with Marcus J. Lock)
Colorado Water Trust Water on the Land Workshop
Various Locations, 2010-2011

Bar Admissions

Colorado State Courts and the United States District Court for the District of Colorado

John R. Hill, Jr.

John R. Hill, Jr. is of counsel for LOTR, and has practiced with the firm since 1992. During this time he has represented a number of water rights owners in all aspects of water rights and related matters including plans for augmentation and changes of water rights. Prior to joining LOTR, John completed a distinguished career with the federal government as an engineer and as an attorney. He assisted the Council on Environmental Quality in the development of regulations implementing NEPA, and served on a team that drafted guidelines for administration of Section 404(b)(1) of the Clean Water Act. From 1978 through 1991, John was a trial attorney with the United States Department of Justice, where he represented the United States in the adjudication of water rights for national parks, national forests, military installations, and other federal public lands. He also served as the lead attorney for the United States in many notable cases, including the application of Arapahoe County in the Gunnison River, and the consolidated “Blue River Decree” cases in the United States District Court. John maintains an excellent working relationship with various administrative agencies within the federal government.

John obtained a Bachelor of Science degree from the United States Military Academy, a Master of Science degree in Civil Engineering from Stanford University, and a Juris Doctor degree from George Washington University.

Representative Clients:

Governmental Entities

Upper Arkansas Water Cons. District*
Baca Grande Water & Sanitation District
Town of Marble*
City of Gunnison (alternate counsel)
Town of Paonia (special water matters)
**General counsel*

Non-Profits

Western Rivers Conservancy
Western State Foundation
The Community Foundation of the
Gunnison Valley
Rocky Mountain Biological Laboratory

Real Estate Development and Investment

Madison Capital Company, LLC
Jackson-Shaw
Cypress Equities
Elk Avenue Partners

Construction and Manufacturing

Lacy Construction Company, Ltd.
Trout Creek Construction, LLC
Vista Business Center
Hearne Excavating, Inc.
Integrated Design Solutions

Ranch and Cattle Operations

Esty Ranch
Castleton Ranches
Double Heart Ranch
Hill Land & Cattle Co.
Waunita Hot Springs Ranch, Inc.
Crossbar Ranch
XX Cattle Company, Ltd.
High Bridge Ranch
Hidden Valley Ranch and Cattle Co.
Verzuh Ranch, Inc.
Gunderson Ranch

Homeowners Associations

Crystal Creek Homeowners Association
Eagle Ridge Ranch Homeowners
Association
Larkspur Community Association
Arrowhead Improvements Association
Gunnison Riverbanks Ranch Association

Banks

Gunnison Savings and Loan Association
The Gunnison Bank and Trust Company
MontroseBank

Government and Water District Client References

Upper Arkansas Water Conservancy District
Terry Scanga, General Manager
manager@uawcd.com
719-539-5425

Town of Marble
Ron Leach, Town Clerk
Leach@carbondalefire.org
970-963-2491



6385 Corporate Drive ■ Suite 302
Colorado Springs, Colorado 80919
719.667.0677 (main) ■ 800.884.1328 (toll free)
719.633.4414 (fax) ■ www.msec.org

Application for Council Membership

(Please complete both sides of this form)

Public Employer

The undersigned employer applies for membership in the MOUNTAIN STATES EMPLOYERS COUNCIL, INC., a non-profit employers' association, and will pay membership dues for its support as set forth below. Our membership may be canceled either by our giving appropriate written notice or by action of the Mountain States Employers Council Board of Directors.

Our annual dues are payable in advance (payable quarterly after first year of membership) and are to be computed on the following formula:

4.0% of the amount paid as the employer's share of Social Security (Old Age, Survivor, and Disability Insurance) of Federal Insurance Contribution Act taxes (F.I.C.A.) for all of our employees in the regions covered by this membership in the last four (4) full quarters preceding the date of the application. The total annual membership dues are so computed shall not be less than \$1,300 or more than \$5,200. If you pay into a plan other than FICA, you may calculate the dues as follows: 4.0% of 6.2% of your payroll for the last 12 months, excluding any individual annual salary amount over the appropriate Social Security tax limit for the year (\$118,500). The total annual membership dues shall not be less than \$1,300 or more than \$5,200.

Any additional related membership assessment costs will be billed only after consultation and agreement with the member organization. Membership dues do not cover incidental expenses incurred serving a member organization such as travel or mileage, meals and lodging, or other expenses. Additional costs may be incurred for projects involving multi-state issues or other for-fee services. MSEC services are only provided to the management of member organizations in dealing directly with their employees. Membership services are not available where MSEC information/advice is used with any client of the member. MSEC safeguards the confidential information of its members. Please note, however, that protection from disclosure of confidential information can be lost if members share communications with non-attorney staff at MSEC.

Enclosed is our check of \$_____ for our membership dues for one (1) year from _____, 20____, to _____, 20_____.

Date _____ By _____
To pay by credit card, please call 303.223.5545.

I. Location and Nature of Business

Employer : Baca Grande Water and Sanitation District	
Street/Zip: 57 Baca Grant Way S 81131	Telephone: 719-256-4310
P.O. Box : 520 /Zip: 91131	Toll-Free: n/a
City/State: Crestone , CO	Website: www.bacawater.com
Nature of business: Special District - Water and sanitation services	In what states do you operate? Colorado
Type of employer	<input type="checkbox"/> For-Profit <input checked="" type="checkbox"/> Government Employer <input type="checkbox"/> Non-Profit Employer <input type="checkbox"/> 501(C)3
Industry Classification (NAICS Code): Government-Special District	Total Number of Employees Covered by Membership 7 full time, 1 part time, and 1 seasonal temporary
Do you have government contracts in excess of \$50,000 annually? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	

For MSEC use only

Member #:

Geo Code:

NMA Link:

Call MSEC First We can teach you ... coach you ... or do it for you!

II. Personnel Information

Please check who should have access to each:	Call in for Services	Website Access	Comp/ Benefit Survey Data
CEO/ED <u>Michael Scully</u> Alternate Title (if applicable) <u>Board of Directors, President</u> E-mail <u>michael.scully@bacawater.com</u> Phone <u>719-256-4310</u>			
CFO/Controller _____ E-mail _____ Phone _____			
Person responsible for HR <u>JoAnn Slivka</u> Title <u>Administrative Services Manager</u> E-mail <u>frontdesk2@bacawater.com</u> Phone <u>719-256-4310</u>	X	X	X
Organization's primary contact with MSEC <u>Same as above</u> Title _____ E-mail _____ Phone _____	X	X	X
Person responsible for management training <u>Same as above</u> Title _____ E-mail _____ Phone _____	X	X	X
Person to receive survey questionnaire/reports <u>Same as above</u> Title _____ E-mail _____ Phone _____	X	X	X
Person authorized to change member data for your organization (Census Contact) <u>Same as above</u> Title _____ E-mail _____ Phone _____	X	X	X
If unionized, please complete the following: Labor union(s) (include local number) _____ Union Address _____ Person responsible for labor relations _____ Title _____ Email _____			
Person, or office, to receive dues billing: <u>JoAnn Slivka</u> E-mail : <u>frontdesk2@bacawater.com</u> Phone <u>719-256-4310</u> Title <u>Administrative Services Manager</u>			
How did you find out about MSEC? <input checked="" type="checkbox"/> MSEC Website <input type="checkbox"/> MSEC Marketing <input checked="" type="checkbox"/> Word of Mouth <input type="checkbox"/> Previous Member <input type="checkbox"/> Previously Worked for a Member <input type="checkbox"/> Referral from Current Member <input type="checkbox"/> Referral from MSEC Employee <input type="checkbox"/> Other (Please list):			
Please list your reason(s) for joining: Human Resources, Employment Law Support			

Resolution No. 2016-10-02

RESOLUTION
OF THE
BOARD OF DIRECTORS
OF THE
BACA GRANDE WATER AND SANITATION DISTRICT

ADOPTING A POLICY REGARDING REFUNDS FOR DISTRICT AVAILABILITY OF
SERVICE FEES

WHEREAS, the Baca Grande Water and Sanitation District (the “District”) was duly organized and validly exists pursuant to and in accordance with the Special District Act, §§ 32-1-101, *et seq.*, C.R.S.; and

WHEREAS, pursuant to § 32-1-1001(1)(j)(I), C.R.S., the Board of Directors of the District (the “Board”) is empowered to fix and from time to time increase or decrease certain fees, rates, tolls, penalties or charges for services, programs or facilities furnished by the District; and

WHEREAS, the District currently imposes various water and sanitary sewer fees, rates, tolls, penalties and charges upon properties receiving services furnished by the District; and

WHEREAS, the District currently imposes availability of service fees on those properties where services are available from the District and where the property is located within 100 feet of the District’s infrastructure (“AOS Fees”); and

WHEREAS, from time to time the Board receives requests for a refund of AOS Fees previously paid to the District by a property owner on the basis of lack of availability of service to the property owner’s property; and

WHEREAS, the Board desires to adopt a policy concerning refunds for AOS Fees; and

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD AS FOLLOWS:

1. **REFUNDING OF AOS FEES.** Upon written request by a property owner, and upon presentation to the District by the property owner of evidence that AOS Fees previously paid by the property owner were paid in error, the Board hereby authorizes staff to refund up to two years of AOS Fees. Should a property owner desire additional amount to be reimbursed, the property owners shall submit such request in writing to the Board and the Board may, in its sole discretion, approve the reimbursement AOS Fees in excess of two years.

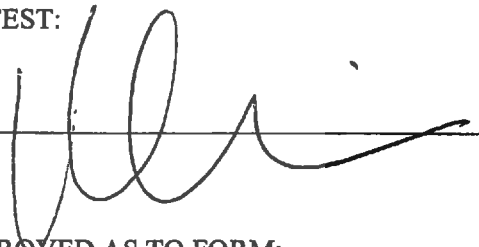
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ADOPTED THIS 21ST DAY OF OCTOBER, 2016.

BACA GRANDE WATER AND
SANITATION DISTRICT

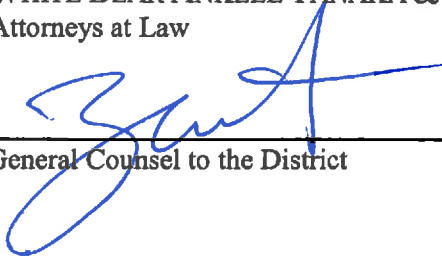

Michael Scully, President

ATTEST:



APPROVED AS TO FORM:

WHITE BEAR ANKELE TANAKA & WALDRON
Attorneys at Law



General Counsel to the District

Resolution No. 2016-10-03

RESOLUTION
OF THE
BOARD OF DIRECTORS
OF THE
BACA GRANDE WATER AND SANITATION DISTRICT

ADOPTING A POLICY REGARDING THE ADMINISTRATION OF REDUCTION IN
WATER FEES DUE TO WATER LEAK

WHEREAS, the Baca Grande Water and Sanitation District (the “District”) was duly organized and validly exists pursuant to and in accordance with the Special District Act, §§ 32-1-101, *et seq.*, C.R.S.; and

WHEREAS, pursuant to § 32-1-1001(1)(j)(I), C.R.S., the Board of Directors of the District (the “Board”) is empowered to fix and from time to time increase or decrease certain fees, rates, tolls, penalties or charges for services, programs or facilities furnished by the District; and

WHEREAS, the District currently imposes various water and sanitary sewer fees, rates, tolls, penalties and charges upon properties receiving services furnished by the District; and

WHEREAS, from time to time there are leaks in customer’s water lines which result in increased water usage and increased water service fees and from time to time customers have requested relief from water fees incurred due to leaks; and

WHEREAS, the Board desires to adopt a policy concerning the administration of water fees billed due to a leak in a customer’s water line; and

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD AS FOLLOWS:

1. REDUCTION IN FEES DUE TO WATER LEAK. In the event of a water leak and upon written request to the District by a customer, the Board hereby authorizes the reduction in the calculation of water usage billed due to the leak to the lowest tiered rate. The Board further authorizes staff to offer a payment plan for the payment of the water fees incurred as a result of the leak and to waive late fees during the period of the payment plan period as long as the customer is in compliance with the terms of any payment plan.

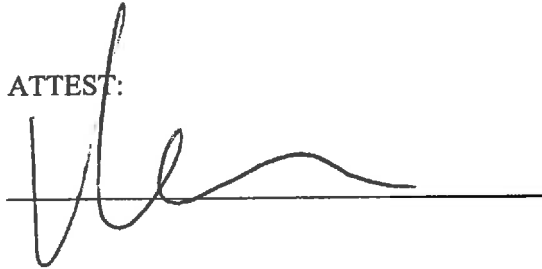
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ADOPTED THIS 21ST DAY OF OCTOBER, 2016.

BACA GRANDE WATER AND
SANITATION DISTRICT

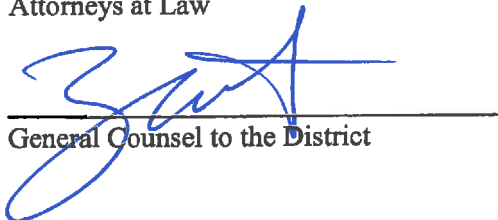

Michael Scully, President

ATTEST:



APPROVED AS TO FORM:

WHITE BEAR ANKELE TANAKA & WALDRON
Attorneys at Law



General Counsel to the District