
NOTICE OF REGULAR MEETING and AGENDA BACA GRANDE WATER AND SANITATION DISTRICT BOARD of DIRECTORS

WHEN: Wednesday, June 15, 2022

TIME: 9:00 AM

WHERE: **TELECONFERENCE VIA Zoom**

<u>Board of Directors</u>	<u>Office</u>	<u>Term/Expiration</u>
Viva Lawson	President	2025/May 2025
John Loll	Vice-President	2025/May 2025
Mike Smith	Treasurer/Secretary	2023/May 2023
Bill Peck	Director	2023/May 2023
Rick Hart	Director	2025/May 2025

I. Call to Order

- Present disclosures and potential conflicts of interest
 - Board Roll Call
 - Introduction of Guests
-

II. Director Peck's Conduct

III. Approve Agenda

IV. CONSENT AGENDA

Action: to approve

These items are considered routine and will be approved and/or ratified by one motion. There will be no separate discussion of these items unless a Board member so requests; in which event, the item will be removed from the Consent Agenda and considered in the Regular Agenda.

- Approve Minutes from the May 18, 2022 Regular Meeting

V. PUBLIC COMMENT (ITEMS NOT ON THE AGENDA ONLY. NO ACTION MAY BE TAKEN).

Per Colorado Open Meetings Law, no Board discussion or action will take place until a later date, if necessary. Speakers must identify themselves with their full name and address. Each speaker's comments are limited to three minutes or less.

VI. CUSTOMER REQUEST: Elk Park Subdivision Filing 1, Lot 1

VII. CUSTOMER REQUEST: Center for Contemplative Research

VIII. BOARD AND STAFF REPORTS

- A. Board of Director Matters
 - i. Budget Committee

- ii. Personnel Committee

- B. District Manager Report (enclosure)

- C. Administrative Manager’s Report (enclosure)

- D. Director of Utilities Report (enclosure)

IX. FINANCIAL MATTERS

- A. Review and approve the check register for the period ending June 15, 2022 (enclosure)

Action: to approve

General		\$ 22,494.85
Debt		\$
<u>Enterprise</u>		<u>\$ 46,970.82</u>
		\$ 69,465.67

- B. Financial Summary (enclosure)

X. COMMUNICATION TOWER UPDATE

XI. YESHE KHORLO UPDATE (adjourn to Executive Session if necessary)

XII. LEGAL MATTERS

- A. Town of Crestone- Status of IGA (adjourn to Executive Session if necessary)

- B. Status of USFWS Discussions (adjourn to Executive Session if necessary)

XIII. EXECUTIVE SESSION

Adjourn to Executive Session pursuant to C.R.S. § 24-6-402(4) (a), (b), and (e), which respectively concern the purchase or lease of real property, specific legal advice from counsel, and determining positions relative to matters subject to negotiation regarding the lease rate for the next 20-year term of the Water Service Agreement and the terms and conditions for continued provision of sewer service to the Town of Crestone as well as negotiations related thereto, and C.R.S. 24-6-402(4)(b), which concerns conferences with the District’s attorney for the purpose of receiving legal advice on specific legal questions to discuss Yeshe Khorlo.

XIV. OTHER BUSINESS

XV. ADJOURN

NEXT REGULAR MEETING IS SCHEDULED FOR July 20, 2022, at 9:00 AM

MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE
BACA GRANDE WATER AND SANITATION DISTRICT

June 15, 2022- 9:00 AM

District Office – 57 Baca Grant Way South

Crestone, Colorado 81131

Meeting held via Zoom

ATTENDANCE

Directors in Attendance:

Vivia Lawson

John Loll

Mike Smith

Rick Hart

Also in Attendance:

Marcus Lock, District Legal Counsel

Cathy Fromm, District Accountant (for a portion of the meeting)

JoAnn Slivka, District Manager

Gary Potter, District Director of Utilities

Natalie DeBon, District Administrative Services Manager

Community Members and Guests:

Elaine Johnson

Steve McDowell

Douglas Veenhof

daniel gray

Tom McCracken

Parke Hess

Michaël Van Broekhoven

Kyle DeNardo

CALL TO ORDER

President Lawson opened the meeting at 9:13 AM.

Board Roll Call: Directors Lawson, Loll, Smith, and Hart were present. Director Peck was not present, and his absence was not excused by the board.

President Lawson noted that Director Peck was absent without prior notice. She then spoke about the agenda item regarding his behavior and the need to have these communications as part of the public record. She stressed the importance of him being engaged, and we should help him have his voice be heard, but the erratic and destructive behavior needs to stop. Director Lawson didn't feel the Board needed to take action at this time and invited Directors to speak or make a motion to this matter. There were no comments from the Directors.

DISCLOSURE OF POTENTIAL CONFLICTS OF INTEREST

Attorney Lock has 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 Baca Grande Water and Sanitation District Board of Directors and to the Secretary of State. It was noted that a quorum was present and members of the Board were requested to disclose any potential conflicts of interest with regard to any matters scheduled for discussion at this meeting. No new disclosures were made.

AGENDA

MOTION: FOLLOWING DISCUSSION, UPON MOTION DULY MADE BY DIRECTOR LOLL,
 SECONDED BY DIRECTOR SMITH AND UPON VOTE, UNANIMOUSLY CARRIED, THE BOARD APPROVED THE
 AGENDA.

CONSENT AGENDA

The board considered the following consent agenda items:

- Approve Minutes from the May 20, 2022 Regular Meeting

MOTION: FOLLOWING DISCUSSION, UPON MOTION DULY MADE BY DIRECTOR HART, SECONDED BY DIRECTOR SMITH AND UPON VOTE, UNANIMOUSLY CARRIED, THE BOARD APPROVED THE CONSENT AGENDA.

PUBLIC COMMENT (ITEMS NOT ON THE AGENDA ONLY. NO ACTION MAY BE TAKEN).

The district is subject to the Colorado Open Meetings Law, which states that no Board discussion or action will take place until a later date, if necessary. Please limit your comments to three minutes or less.

- There were no public comments.

Elk Park Subdivision Filing 1, Lot 1- Crestone Resource Center

Steve McDowell and Elaine Johnson presented their request to the Board of Directors for approval of an onsite wastewater treatment system on Elk Park, lot 1 and to waive a 1” tap fee. They provided a history of the Elk Park development, explaining that the Baca Grande POA and the community wanted a commercial center. Mr. McDowell paid for and installed water and sewer lines to help develop this area now known as Elk Park. Back then deals were made through old school negotiations. Mr. McDowell asserted that the water district was supposed to finish connecting the lines to Lot 1. McDowell stated that was twenty-five years ago and there has been no further improvement since that time. He would like to put in an onsite wastewater treatment system in order to develop the lot into a non-profit building for the community. He did not have any documents evidencing the negotiations that occurred twenty-five years ago.

Ms. Johnson stated this is not a town project. In conjunction with the Town of Crestone, they will apply for a one million dollar grant. The project will need to be completed by June, 2023. Proof of a water and sanitation system is necessary for the grant application. Ms. Johnson suggested the center could be used as a refuge in case of fire. The couple does not plan to benefit financially from this building project.

Discussion followed with Director Loll moving to approve this request now as time was of the essence. The Board decided to continue the conversation in executive session to discuss the legal ramifications of the request.

Center for Contemplative Research (“CCR”)

Doug Veenhof, property manager for CCR, approached the Board regarding his request for approval to improve and expand the current onsite wastewater treatment systems on their property. The non-profit organization, which provides long term meditation retreats purchased the property from the Spiritual Life Institute two years ago. There has been an arrangement with the District for many years to allow for onsite wastewater treatment systems on this property. Mr. Veenhof provided documents showing this discussion from the February, 1989 District board meeting.

The current buildings receive water from the District and have onsite wastewater treatment systems.

In 1990, the District Board signed an agreement to allow for an additional fifteen units to be built on the property.

Evidence of these agreements help support the request. But the current request still has to be approved by the Board as does any future development or expansion on the property.

Director Loll recommended we consider any additional or indirect costs to the District that may be incurred from this project and we should discuss further in executive session.

Director Lawson agreed we do want to move quickly on these requests. Details will be discussed in executive session.

BOARD AND STAFF REPORTS

The board reviewed and discussed the reports incorporated herein by this reference.

Board Matters

The Directors discussed re-organization of the Budget and Personnel committees now that we have a new Board.

Budget Committee

MOTION: FOLLOWING DISCUSSION, UPON MOTION DULY MADE BY DIRECTOR LAWSON, SECONDED BY DIRECTOR LOLL AND UPON VOTE, UNANIMOUSLY CARRIED, THE BOARD APPOINTED DIRECTORS SMITH AND HART AS THE BOARD REPRESENTATIVES ON THE BUDGET COMMITTEE.

Personnel Committee

MOTION: FOLLOWING DISCUSSION, UPON MOTION DULY MADE BY DIRECTOR HART, SECONDED BY DIRECTOR SMITH AND UPON VOTE, UNANIMOUSLY CARRIED, THE BOARD APPOINTED DIRECTORS LAWSON AND LOLL AS THE BOARD REPRESENTATIVES ON THE PERSONNEL COMMITTEE.

Director of Utilities Report

Load Capacity: Gary Potter reported that we are getting close to the 80% load capacity as we continue to add more services in the Baca and the Town of Crestone.

Director Loll expressed concern about the consistently higher loads we are seeing and the urgency of getting funding and a plan in place to address the issues at the Plant.

FINANCIAL MATTERS

Check Register: The board considered approval of the check register through the period ending June 15, 2022 as follows:

General	\$ 22,494.85
<u>Enterprise</u>	<u>\$ 46,970.82</u>
	\$ 69,465.67

MOTION: FOLLOWING DISCUSSION, UPON MOTION DULY MADE BY DIRECTOR SMITH, SECONDED BY DIRECTOR LOLL, AND, UPON VOTE, UNANIMOUSLY CARRIED, THE BOARD APPROVED THE CHECK REGISTER FOR THE PERIOD ENDING JUNE 15, 2022.

Financial Statements:

Ms. Fromm reviewed the financial statements with the Board of Directors. She noted that we are in a good financial position at this point in the year. Our first bond and loan payments were scheduled for payment by the June 1, 2022 due date.

11:24 AM- Six Minute Break

Communication Tower Update

Ms. Slivka led the discussion regarding a community meeting for consideration of a communication tower on District property. Kyle DeNardo, Industrial Tower West, provided common topics and questions he often receives during these community meetings.

Director Loll inquired about any operational concerns there may be to have a tower located in the proposed area. Gary Potter stated he had no operational concerns.

The meeting will be held via Zoom, August 24, 2022, 6:00 – 9:00 PM.
Community concerns and comments should be submitted before August 1, 2022.

Announcements will be distributed encouraging community members to send any comments and questions to the District by the August 1 deadline.

Yeshe Khorlo Update

Ms. Slivka reported on the visit to Yeshe Khorlo. She and Gary Potter met David Lindsey on site where they visited the small community to observe the infrastructure and dwellings along the cul-de-sac. It is suggested that we continue to investigate the appropriate billings for the area and the feasibility of any requests to disconnect from the current arrangement.

LEGALMATTERS

USFWS Discussions- As directed by the Board of Directors at the May meeting, Mr. Lock sent a letter to Ms. Burnidge expressing the District's willingness to negotiate with the group and openness for an on-site meeting with them. Ms. Burnidge did reply back that she was encouraged by the response from the District and she would get back to us once she met with her team.

Town of Crestone- As directed by the Board of Directors at the May meeting, Mr. Lock sent a response to Mr. Farish notifying him that the District will pursue a meeting with the Town. Mr. Lock has not yet heard back from Mr. Farish.

Director Lawson reported on the June 2nd meeting that was held between the Town of Crestone and District representatives. This was her first meeting with the teams; it was a difficult meeting and she left disheartened.

She further reported on the quick visit she made along with Ms. Slivka to the Crestone Board of Trustee's, June 13th meeting. Our intention was to just introduce ourselves as the faces of the District and let them know we want to work together in good faith efforts. Mayor Danforth and most of the Trustees were very receptive and thanked us for coming.

The Board continued a discussion on how to move forward if the Town will not sign an agreement and continue to pay whatever they want to pay. Their customer account is moving into a delinquent status for late fees.

The agreement to allow a short term arrangement was to allow the Town to tackle some of their current issues before we discussed the harder long-term topics.

Gary Potter will contact CDPHE for consultation to understand what options might be available to the District.

EXECUTIVE SESSION

MOTION: PURSUANT TO C.R.S. § 24-6-402(4) (A), (B), AND (E), UPON MOTION DULY MADE BY DIRECTOR LAWSON, SECONDED BY DIRECTOR HART AND, UPON AN AFFIRMATIVE VOTE OF AT LEAST TWO-THIRDS OF THE QUORUM PRESENT, THE BOARD ADJOURNED TO EXECUTIVE SESSION AT 12:12 PM FOR THE PURPOSE OF DISCUSSING THE TWO WAIVER REQUESTS FOR ELK PARK AND THE CENTER FOR CONTEMPLATIVE RESEARCH, NEGOTIATIONS WITH THE TOWN OF CRESTONE AND YESHE KHORLO, RECEIVING SPECIFIC LEGAL ADVICE FROM COUNSEL, AND DETERMINING POSITIONS RELATIVE TO MATTERS SUBJECT TO NEGOTIATION. PURSUANT TO C.R.S. § 24-6-402(2) (D.5), (ii), (B), NO RECORDING WILL BE KEPT OF THE PORTION OF THIS EXECUTIVE SESSION THAT, IN THE OPINION OF THE BOARD'S ATTORNEY, CONSTITUTES PRIVILEGED ATTORNEY-CLIENT COMMUNICATION PURSUANT TO SECTION C.R.S. § 24-6- 402(4) (B).

MOTION: DIRECTOR LOLL MOVED; DIRECTOR SMITH SECONDED TO RECONVENE TO REGULAR SESSION AT 12:46 PM.

Waiver Requests

Following discussion, the District Manager was directed with the assistance of legal counsel to provide written communication responding to the two customer waiver requests per the following motions.

1. Elk Park Subdivision Filing 1, Lot 1- Crestone Resource Center

MOTION: FOLLOWING DISCUSSION, UPON MOTION DULY MADE BY DIRECTOR LOLL, SECONDED BY DIRECTOR SMITH, AND, UPON VOTE, UNANIMOUSLY CARRIED, THE BOARD APPROVED THE WAIVER REQUEST SUBMITTED BY STEVE MCDOWELL AND ELAINE JOHNSON ALLOWING INSTALLATION OF AN ONSITE WASTEWATER TREATMENT SYSTEM FOR THE PROPERTY, ELK PARK SUBDIVISION FILING 1, LOT 1 FOR THE CRESTONE RESOURCE CENTER AND INSTRUCTED THE DISTRICT MANAGER TO PROVIDE A WRITTEN WAIVER TO THE PROPERTY OWNERS WITH THE TERMS AND CONDITIONS OF THE WAIVER.

MOTION: FOLLOWING DISCUSSION, UPON MOTION DULY MADE BY DIRECTOR LAWSON, SECONDED BY DIRECTOR SMITH, AND, UPON VOTE, UNANIMOUSLY CARRIED, THE BOARD DID NOT APPROVE THE WAIVER REQUEST SUBMITTED BY STEVE MCDOWELL AND ELAINE JOHNSON AND DENIED WAIVER OF A 1" TAP FEE FOR THE PROPERTY, ELK PARK SUBDIVISION FILING 1, LOT 1, FOR THE CRESTONE RESOURCE CENTER.

2. Center for Contemplative Research ("CCR")

MOTION: FOLLOWING DISCUSSION, UPON MOTION DULY MADE BY DIRECTOR LOLL, SECONDED BY DIRECTOR SMITH, AND, UPON VOTE, UNANIMOUSLY CARRIED, THE BOARD APPROVED THE WAIVER REQUEST SUBMITTED BY DOUG VEENHOF FOR THE CENTER FOR CONTEMPLATIVE RESEARCH ALLOWING IMPROVEMENT AND EXPANSION OF THE ONSITE WASTEWATER TREATMENT SYSTEMS FOR THE PROPERTIES TRACT A BACA GRANDE CHALETS UNIT ONE 35.001 ACRES AND 31.20 ACRES NADA NORTH, AND INSTRUCTED THE DISTRICT MANAGER TO PROVIDE A WRITTEN WAIVER TO THE PROPERTY OWNERS WITH THE TERMS AND CONDITIONS OF THE WAIVER.

Yeshe Khorlo

MOTION: FOLLOWING DISCUSSION, UPON MOTION DULY MADE BY DIRECTOR SMITH, SECONDED BY DIRECTOR HART, AND, UPON VOTE, FROM A MAJORITY OF THE BOARD WITH DIRECTOR LOLL ABSTAINING, THE BOARD DIRECTED STAFF TO NOT CHARGE AVAILABILITY OF SERVICE FEES RELATED TO VACANT LAND BORDERING THE YESHE KHORLO PRIVATE SERVICE LINE.

Other Business:

Director Loll thanked President Lawson for doing a great job chairing today's meeting and all the Board members for a good meeting.

ADJOURNMENT:

THERE BEING NO FURTHER BUSINESS TO DISCUSS, UPON MOTION DULY MADE DIRECTOR LAWSON, SECONDED BY DIRECTOR SMITH AND UPON VOTE, UNANIMOUSLY CARRIED, THE MEETING WAS ADJOURNED AT 12:56 PM.

THE NEXT REGULAR MEETING IS SCHEDULED FOR
July 20, 2022

Respectfully submitted,

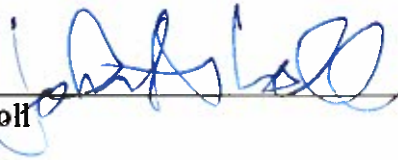


JoAnn Slivka
Secretary for the meeting

THESE MINUTES ARE APPROVED AS THE OFFICIAL June 15, 2022 MINUTES OF THE BACA GRANDE WATER AND SANITATION DISTRICT BY THE BOARD OF DIRECTORS SIGNING BELOW:



Vivia Lawson

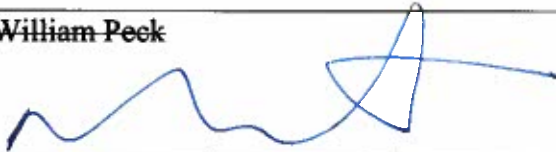


John Loh



Mike Smith

William Peek

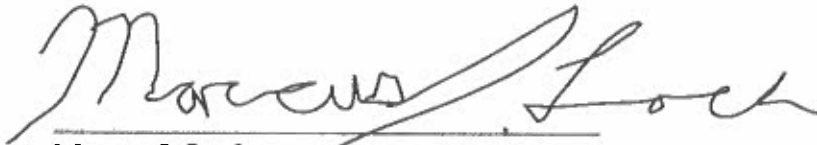


Rick Hart

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 June 15, 2022, and it is my opinion that the portion of the executive session that was not recorded constituted attorney-client privileged communications.



Marcus J. Lock

General Counsel

Baca Grande Water and Sanitation District

MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE
BACA GRANDE WATER AND SANITATION DISTRICT

May 18, 2022- 9:00 AM

District Office – 57 Baca Grant Way South

Crestone, Colorado 81131

Meeting held via Zoom

ATTENDANCE

Directors in Attendance:

Vivia Lawson
John Loll
Mike Smith
William Peck
Rick Hart

Also in Attendance:

Marcus Lock, District Legal Counsel
Cathy Fromm, District Accountant (for a portion of the meeting)
JoAnn Slivka, District Manager
Gary Potter, District Director of Utilities
Natalie DeBon, District Administrative Services Manager (for a portion of the meeting)

Community Members and Guests:

Michael Scully
Michaël Van Broekhoven
Steven Johnson
David Lindsay

CALL TO ORDER

President Loll opened the meeting at 9:03 AM.

DISCLOSURE OF POTENTIAL CONFLICTS OF INTEREST

Attorney Lock has 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 Baca Grande Water and Sanitation District Board of Directors and to the Secretary of State. It was noted that a quorum was present and members of the Board were requested to disclose any potential conflicts of interest with regard to any matters scheduled for discussion at this meeting. No new disclosures were made.

Director Loll recused himself from any discussion regarding Yeshe Khorlo.

The Directors congratulated Mr. Rick Hart on winning the election and welcomed him to the Board.

AGENDA

Director Peck requested that a discussion be added to the agenda regarding changing the District web site domain from .com to .gov. The Directors felt this was an item that should be discussed at a later time; the subject was not added to the agenda

MOTION: FOLLOWING DISCUSSION, UPON MOTION DULY MADE BY DIRECTOR LAWSON,
SECONDED BY DIRECTOR HART AND UPON VOTE, FROM A MAJORITY OF THE BOARD, WITH
DIRECTOR PECK VOTING NAY, THE BOARD APPROVED THE AGENDA WITH NO CHANGES.

Appointment of Officers: The Board entered into discussion regarding the appointment of officers.

MOTION: DIRECTOR LOLL MOTIONED AND NOMINATED DIRECTOR LAWSON TO SERVE AS PRESIDENT OF THE BOARD OF DIRECTORS, SECONDED BY DIRECTOR HART AND, UPON VOTE, UNANIMOUSLY CARRIED, THE BOARD APPOINTED DIRECTOR LAWSON AS PRESIDENT OF THE BOARD OF DIRECTORS.

MOTION: DIRECTOR LAWSON MOTIONED AND NOMINATED DIRECTOR LOLL TO SERVE AS VICE-PRESIDENT OF THE BOARD OF DIRECTORS, SECONDED BY DIRECTOR SMITH AND UPON VOTE, UNANIMOUSLY CARRIED, THE BOARD APPOINTED DIRECTOR LOLL AS VICE-PRESIDENT OF THE BOARD OF DIRECTORS.

MOTION: DIRECTOR LAWSON MOTIONED AND NOMINATED DIRECTOR SMITH TO SERVE AS BOTH TREASURER AND SECRETARY OF THE BOARD OF DIRECTORS, SECONDED BY DIRECTOR HART AND UPON VOTE, UNANIMOUSLY CARRIED, THE BOARD APPOINTED DIRECTOR SMITH AS TREASURER AND SECRETARY OF THE BOARD OF DIRECTORS.

DIRECTOR ROLES AND RESPONSIBILITIES

Mr. Lock provided a brief orientation for the new and current Directors on Director Roles and Responsibilities.

1. Documents and Resources:
 - a. The Special District Association (SDA) is a good resource to learn about being Special Districts in Colorado.
 - b. Work with the District Manager to receive materials regarding Director Responsibilities and District matters.
 - c. The annual SDA Board manual is a good resource.
 - d. BGWSD Rules of Decorum- Review this document that the BGWSD Board of Directors approved in 2020.
2. Director and Officer roles- it is important to remember that the governing body of a district is the board of Directors and Directors are only able to act by majority of its members.
3. Regarding Confidences and Execution Session- all actions of the Board are governed by the Colorado Open Records Act. It is important to be open and transparent to the public and our constituents, but there are items that may be determined to be discussed in executive session. Whatever is discussed in executive session is confidential information and is not to be discussed with the public to protect the district and the Board. There are specific statutory rules that apply to executive sessions. In addition to certain personnel matters, there are generally three matters that this district discusses in executive session, they include:
 - a. Matters concerning the purchase, acquisition, lease, transfer, or sale of any real, personal, or other property interest.
 - b. Conferences with the attorney for the purposes of receiving legal advice on specific legal questions.
 - c. Determining positions relative to matters that may be subject to negotiations.There are other statutory bases for an executive session, but the three categories above seem to come up most often for this district.
4. The purpose of going into executive session, the statutory basis for the executive session, and the subject matter of the executive session should be noted on the meeting agenda

where possible; it is important that the executive session discussion be limited to the topics identified publicly.

- No action may be taken in executive session, any decisions or actions need to be taken in open session.
5. Deliberative Process Privilege, Attorney/-Client, and the Work Product Doctrine. Generally, communications and documentation back and forth between board members and staff on working documents leading up to a decision are confidential. Communications with the District's attorney are confidential, and documents prepared in anticipation of litigation are confidential. Mr. Lock will assist the board in determining when a particular communication or document is privileged and confidential.
 6. Delegation and Representation- the delegation of duties to a committee, Director, staff or consultant from the Board needs to have a clear scope of understanding.
 7. Communication with the public- a single Director cannot speak on behalf of the entire board unless he or she has been authorized to do so; a single Director cannot make decisions on behalf of the District. If you want to speak as an individual board member about your own views or opinions, this is certainly permissible, but you must be very clear that you are not speaking on behalf of the District but for yourself, as an individual board member.

The Board began a discussion of protocol for communications between District staff and Directors by following applicable portions of the document (enclosed in the meeting packet) titled "Officers of the Board Quick Reference".

At this point Mr. Peck stated he was having technical difficulties with his audio.

The Board took a five-minute break to allow time for Mr. Peck to work on his audio problems and to phone in to the Zoom meeting.

Mr. Peck then appeared at the District office to continue his participation at the meeting in person. The Directors again reviewed the decision previously made about in-person meetings. Following discussion, it was determined that if Mr. Peck was not allowed to stay at the office for the meeting, Mr. Loll would have to leave as well.

MOTION: Director Peck introduced a motion to override the decision to not allow in-person meetings at this time.

Motion not seconded; motion failed.

The Directors took another 25-minute break to allow Directors Loll and Peck to return to their homes to join the meeting remotely via Zoom.

MOTION: Following discussion, upon motion duly made by Director Loll, seconded by Director Hart, and, upon vote, from a majority of the board, with Director Peck voting Nay, the Board approved following the document titled "Officers of the Board Quick Reference" for guidelines on conduct by the Directors,

especially, that the Board President should be the primary point of contact with communications with the District Manager, Staff, and Legal Counsel.

In accordance with the passed motion, Directors were instructed to bring tasks for the District Manager, Staff, and Legal Counsel to the attention of the Board President.

CONSENT AGENDA

The board considered the following consent agenda items:

- Approve Minutes from the April 16, 2022 Regular Meeting

MOTION: FOLLOWING DISCUSSION, UPON MOTION DULY MADE BY DIRECTOR LOLL, SECONDED BY DIRECTOR SMITH AND UPON VOTE, UNANIMOUSLY CARRIED, THE BOARD APPROVED THE CONSENT AGENDA.

PUBLIC COMMENT (ITEMS NOT ON THE AGENDA ONLY. NO ACTION MAY BE TAKEN).

The district is subject to the Colorado Open Meetings Law, which states that no Board discussion or action will take place until a later date, if necessary. Please limit your comments to three minutes or less.

There were no public comments.

BOARD AND STAFF REPORTS

The board reviewed and discussed the reports incorporated herein by this reference.

Board Matters

Director Peck had questions regarding the status of the Motel Well and fire hydrants.

District Manager Report

2022 Election- Ms. Slivka thanked the volunteers, staff and consultants that assisted with the successful completion of the 2022 Special District election. The election was certified on Monday, May 16.

Director of Utilities Report

Water/Sewer Hookup Inventory: Mr. Potter reported that five new taps have been installed so far this year. We have received the meter pits but are still missing parts due to supply chain issues. He further reported that our inventory on meters is getting low so we may be in a situation where we either have to allow installation of pits without meters or stop installing meter pits for new customers. Director Lawson inquired as to what was actually received in the last delivery. Mr. Potter explained that we received meter pits; there are two critical parts 1. Water meters and 2. Water meter pits. If we do not receive the meter order, we will need to have a discussion on how to proceed. He further reported that we are out of stock on the actual meter reading devices that measure how much water is being used.

Auto Samplers: Mr. Potter reported that staff received training on the auto samplers but they are missing parts. He is hoping the parts will arrive soon and they can begin using the auto samplers

in June.

Load Capacity: We are getting close to the 80% capacity as we continue to add more services in the Baca and the Town of Crestone.

Director Loll inquired about the schedule for Element Engineering to tell us when we may hit the 80% consistently and when we will have that information. Mr. Potter reported that he cannot answer that question at this point.

FINANCIAL MATTERS

Check Register: The board considered approval of the check register through the period ending May 18, 2022 as follows:

General	\$ 2,216.74
Debt Services	\$ 400.00
<u>Enterprise</u>	<u>\$ 48,699.18</u>
	\$ 51,315.92

MOTION: FOLLOWING DISCUSSION, UPON MOTION DULY MADE BY DIRECTOR LOLL, SECONDED BY DIRECTOR SMITH, AND, UPON VOTE, UNANIMOUSLY CARRIED, THE BOARD APPROVED THE CHECK REGISTER FOR THE PERIOD ENDING MAY 18, 2022.

Financial Statements:

Ms. Fromm reviewed the financial statements with the board of Directors. She noted that we are seeing a huge increase in interest from our ColoTrust funds. The yield went up 25% this month, which will exceed our budget line for interest income. Our first bond and loan payments will be due June first.

LEGAL MATTERS:

Yeshe Khorlo- The Directors heard from community members regarding the status of the water and sewer lines related to the Yeshe Khorlo subdivision. Mr. Broekhoven made a request to exclude from the Yeshe Khorlo agreement.

Following discussion the Board of Directors directed staff to investigate the matter and report back to the Board.

Town of Crestone- The Board of Directors directed Mr. Lock to initiate a letter to the Town’s attorney notifying him that the District will pursue a meeting with the Town in the near future.

USFWS Discussions- The Board of Directors directed Mr. Lock to write a letter expressing a willingness to negotiate with the group and that the District is open to an on-site meeting with them.

EXECUTIVE SESSION

MOTION: PURSUANT TO C.R.S. § 24-6-402(4) (A), (B), AND (E), UPON MOTION DULY MADE BY DIRECTOR PECK, SECONDED BY DIRECTOR SMITH AND, UPON AN AFFIRMATIVE VOTE OF AT LEAST TWO-THIRDS OF THE QUORUM PRESENT, THE BOARD ADJOURNED TO EXECUTIVE

SESSION AT 11:45 AM FOR THE PURPOSE OF DISCUSSING NEGOTIATIONS WITH THE TOWN OF CRESTONE AND THE PURCHASE OR LEASE OF REAL PROPERTY, RECEIVING SPECIFIC LEGAL ADVICE FROM COUNSEL, AND DETERMINING POSITIONS RELATIVE TO MATTERS SUBJECT TO NEGOTIATION REGARDING THE LEASE RATE FOR THE NEXT 20-YEAR TERM OF THE WATER SERVICE AGREEMENT. PURSUANT TO C.R.S. § 24-6-402(2) (D.5), (II), (B), NO RECORDING WILL BE KEPT OF THE PORTION OF THIS EXECUTIVE SESSION THAT, IN THE OPINION OF THE BOARD'S ATTORNEY, CONSTITUTES PRIVILEGED ATTORNEY-CLIENT COMMUNICATION PURSUANT TO SECTION C.R.S. § 24-6- 402(4) (B).

MOTION: DIRECTOR LAWSON MOVED; DIRECTOR PECK SECONDED TO RECONVENE TO REGULAR SESSION AT 1:04 PM.

Other Business:

In Person Meetings:

MOTION: FOLLOWING DISCUSSION, UPON MOTION DULY MADE BY DIRECTOR LAWSON, SECONDED BY DIRECTOR LOLL, AND, UPON VOTE CARRIED, THE BOARD DECIDED THAT FOR THE NEXT SIX MONTHS, THERE WILL NOT BE ANY FURTHER DISCUSSION ON IN-PERSON MEETINGS AND THE DISTRICT BOARD OF DIRECTOR MEETINGS WILL BE HELD REMOTELY VIA ZOOM UNTIL THAT TIME.

ADJOURNMENT:

THERE BEING NO FURTHER BUSINESS TO DISCUSS, UPON MOTION DULY MADE DIRECTOR PECK, SECONDED BY DIRECTOR SMITH AND UPON VOTE, UNANIMOUSLY CARRIED, THE MEETING WAS ADJOURNED AT 1:19 PM.

THE NEXT REGULAR MEETING IS SCHEDULED FOR
June 15, 2022

Respectfully submitted,

JoAnn Slivka
Secretary for the meeting

THESE MINUTES ARE APPROVED AS THE OFFICIAL May 18, 2022 MINUTES OF THE BACA GRANDE WATER AND SANITATION DISTRICT BY THE BOARD OF DIRECTORS SIGNING BELOW:

Vivia Lawson

John Loll

Mike Smith

William Peck

Rick Hart

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 May 18, 2022, and it is my opinion that the portion of the executive session that was not recorded constituted attorney-client privileged communications.

Marcus J. Lock

General Counsel

Baca Grande Water and Sanitation District

Officers of the Board Quick Reference

The Board of Directors is the governing authority of the district. Apart from his/her normal function as a part of this unit, or as directed by the Board, no individual director may commit the district to any policy, act, or expenditure. All powers, privileges, and duties vested in or imposed upon the district shall be exercised and performed by and through the Board. The Board may delegate to Officers, employees, and agents of the district any or all administrative and ministerial powers, but cannot delegate away the ultimate responsibility for the governance of the district.

REPRESENTATION

The Board of Directors as a whole should not represent any factional segment of the district, but rather should represent and act for the district as a whole. The Board of Directors shall comply with and be guided by applicable state laws and regulations including the Colorado Special District Act and applicable state and federal laws and regulations.

OFFICERS

Annually, at the first regular Board meeting following the biennial election of Board members, and during the same month in the following year, the Board should select a President, Vice President, Treasurer, and Secretary for the next year.

PRESIDENT

The President (or Chairman) should perform the duties of presiding officer at all meetings of the Board of Directors; carry out the resolutions and orders of the Board of Directors; and perform such other duties as the Board of Directors prescribes.

The President (Chairman) should be the Board's liaison to the Manager and should work with the Manager to develop the Board agenda prior to each Board meeting. The President (Chairman) should convey the Board's actions and directions to the Manager, and monitor the Manager's progress on Board directives and policies.

The President is authorized to sign all official documents of the district.

VICE PRESIDENT

When the President resigns or is absent or disabled, the Vice President (Vice Chair) shall perform the President's duties. When the President disqualifies himself/herself from participating in an agenda item, the Vice President shall perform the duties of the presiding officer.

TREASURER

The Treasurer shall be a member of the Board and shall be responsible for seeing that appropriate financial procedures are in place and that accurate financial records are kept.

The Treasurer shall also be responsible to see that an annual budget is prepared and adopted pursuant to the provisions of the Colorado Budget Act.

SECRETARY

The Secretary may be a member of the Board and shall be responsible for seeing that accurate minutes of Board meetings are kept and preserved.

The Secretary and Treasurer may be the same person, but if such is the case, he or she shall be a member of the Board.

MANAGER

The Board may hire a Manager or contract with an administrator to serve for such term and upon such conditions, including compensation, as the Board may establish. The Manager shall have general supervision over the administration of the affairs, employees, and business of the district. He/she shall also be charged with the hiring and discharging of employees and the management of district properties.

The Manager, as authorized by the Board, can have the care and custody of the general funds of the district and shall deposit or cause to be deposited the same in the name of the district in such banks or savings associations as the Board may select.

The Board may delegate to Officers, employees, and agents of the district any or all administrative and ministerial powers, but cannot delegate away the ultimate responsibility for the governance of the district.



AGENDA ITEM REQUEST FORM

This form must be completed and attached to all supporting documentation for items to be included in the Board of Director's agenda. One (1) form per agenda item.

Date: May 31, 2022

Submitted By: Steven McDowell & Elaine Johnson

Contact Phone # 719-256-5885 (wk) 719-480-4655 (cell)

Email: etjohnsonlaw@aol.com

Date of Board Meeting to consider this item: June 15, 2022

Board of Directors Action Requested: for Action for Information

Summary of Information:

Please see attached letter to Gary Potter dated 5/31/22.

Steven P. McDowell & Elaine T. Johnson
P.O. Box 399
Crestone, CO 81131

May 31, 2022

Gary Potter
Baca Grande Water & Sanitation
55 Baca Grant Way
Crestone, CO 81131

Via email: Gary.Potter@Bacawater.com

Re: Elk Park Subdivision Filing 1, Lot 1

Dear Gary:

Thank you for our recent meeting. Pursuant to our discussion, this letter is to request that a matter be placed on the agenda for the next available Board Meeting. In particular, we are seeking to develop our land in the Elk Park Subdivision, Filing 1 and are in need of certain actions by the District.

The intended use of the property is to create the Crestone Resource Center. We are working with numerous local non-profit organizations as well as public entities (such as social services, behavioral services, public health) to create a space that will be a tremendous community resource. The facility will include a commercial kitchen, meeting rooms, offices, storage space, and ample parking. Time is of the essence as there is a CBGB federal grant available to assist in finishing the building, however, the grant must be submitted in June, 2022, with all construction completed by June, 2023.

A brief history of this property is that it was originally intended by the POA and the community to be a commercial development. This parcel was to be a gas station, storage lockers, and mechanic's shop. Steve made various agreements with the District. In particular:

There would be a water line installed from the north side of County Road T along the east side of Camino Del Oro. This line was installed by Steve, at no cost to the District, and exists to slightly past the Crestone End of Life Project towards Dragon Mountain. Additionally, two fire hydrants and numerous water valves were installed. The line is live but was never connected to Lot 1;

A 4-inch forced main sewer line was installed by Steve from the south side of County Road T on the west side of Camino Del Oro all the way to Dragon Mountain. The sewer line was never connected to Lot 1;

In exchange for the installations of the water and sewer lines down Camino Del Oro, the District agreed to provide a one-inch water tap and the sewer hook-up to Lot 1 at no charge. Additionally, The District was to finish the sewer line extension to the mobile homes estates. It is our understanding that this never occurred.

At this time, we are requesting that the District honor their agreement to provide the water tap fee and the sewer hook-up (whenever it occurs) for this important community resource. Further, since the District never completed the sewer line extension, we are requesting approval to put a septic system on the property until such time as it is possible to tie into the sewer line extension. This would be consistent with the POA offices, the golf course facility, and other entities in the area.

Your time and attention to this matter is greatly appreciated.

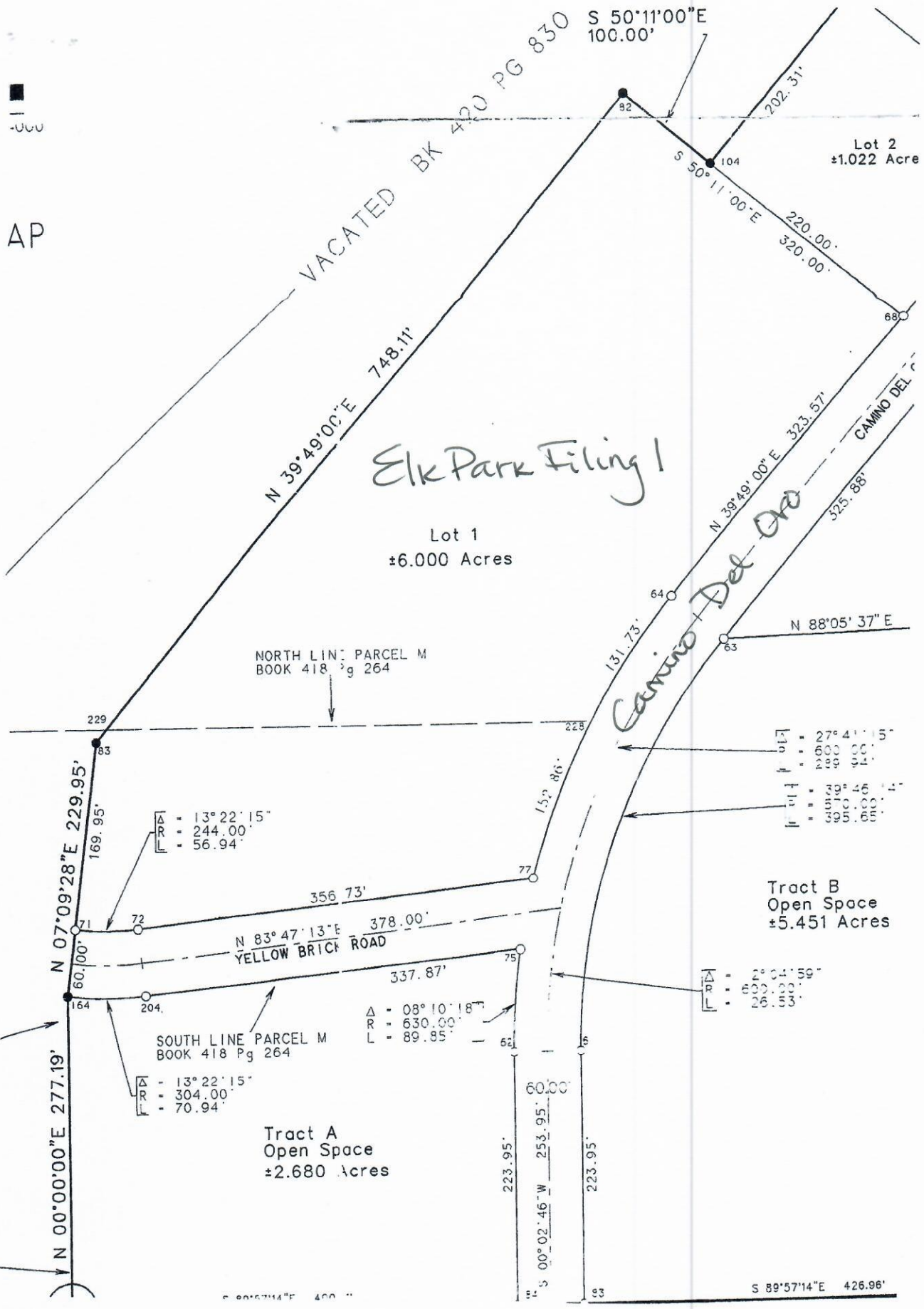
Yours truly,

A handwritten signature in black ink, appearing to read "Steven P. McDowell", followed by a large, stylized flourish or scribble.

Steven P. McDowell
Elaine T. Johnson



AP



VACATED BK 420 PG 830
 S 50°11'00"E 100.00'
 202.31'

Lot 2
 ±1.022 Acres

N 39°49'00"E 748.11'

Elk Park Filing 1

Lot 1
 ±6.000 Acres

N 39°49'00"E 323.57'
 320.00'
 323.88'

Camino Del Oro

NORTH LINE PARCEL M
 BOOK 418 Pg 264

N 88°05'37"E

Δ = 13°22'15"
 R = 244.00'
 L = 56.94'

Δ = 27°41'15"
 R = 280.00'
 L = 90.00'

Tract B
 Open Space
 ±5.451 Acres

N 07°09'28"E 229.95'
 169.95'

N 83°47'13"E 378.00'
 YELLOW BRICK ROAD

SOUTH LINE PARCEL M
 BOOK 418 Pg 264

Δ = 13°22'15"
 R = 304.00'
 L = 70.94'

Δ = 2°01'59"
 R = 600.00'
 L = 26.53'

Tract A
 Open Space
 ±2.680 Acres

N 00°00'00"E 277.19'

60.00'
 223.95'
 S 00°02'46"W 253.95'

S 89°57'14"E 426.96'

County Rd T



AGENDA ITEM REQUEST FORM

This form must be completed and attached to all supporting documentation for items to be included in the Board of Director's agenda. One (1) form per agenda item.

Date: June 1, 2022

Submitted By: Doug Veenhof, Property Manager, Center for Contemplative Research, Crestone

Contact Phone # 509-341-4376

Email: dveenhof@gmail.com

Date of Board Meeting to consider this item: June 15, 2022

Board of Directors Action Requested: for Action for Information

We request the Board to approve our proposal to add 2 new septic systems to our current number of 14 septic systems for small meditation cabins on our 66-acre property that is served by Baca Grande Water and Sanitation District water and lies within Saguache County jurisdiction. Our septic systems have county permits and have operated in this arrangement with Baca Grande Water and Sanitation District since 1983 and we ask that any new cabins that may be built in the future be considered grandfathered with this arrangement.

Summary of Information:

The Center for Contemplative Research is a non-profit religious organization that purchased the Nada Carmelite Hermitage from Spiritual Life Institute in July 2020. The mission of CCR is to provide superb conditions for long-term meditation retreats (minimum of 6 months) and to collaborate with an international group of scientific researchers to study the effects of such long-term disciplined practice on the body, brain, and mind. Our board of science advisers includes two Nobel laureates, and top physicists, philosophers, and neuroscientists. We currently have an international group of 11 meditators in residence and, because there is little turn-over among the meditators, there is a long waiting list of applicants. To better serve our research community, we have plans to build one new cabin and to refurbish three currently unoccupied cabins that are approaching 40 years old. Just as with all our historically approved cabin sites, the three proposed cabin sites are a great distance below the nearest sewer lines on Panorama Way and Carmelite way leaving septic systems as our only feasible solution. The three proposed cabin construction projects would include a septic system at a newly constructed cabin, a septic system at a refurbished cabin that will require a water line extension from one of our current cabins, and the replacement of a current septic system as part of a cabin refurbishment that has an existing District water connection.

We understand that current regulations do not allow septic systems on property that the District supplies water to. However, because of the 40-year history of operating under the arrangement in which the District supplies water to our cabins and we provide approved septic systems, we request that this arrangement be continued. We believe that the concern for creating a precedent with this exemption would be limited with the precedent applying only to the narrow case of a historical arrangement such as ours.



To: Baca Grande Water and Sanitation District Board of Directors
From: JoAnn Slivka, District Manager
Date: June 15, 2022

Town of Crestone

We continue to try and work with the town on the agreement
Per the Board's direction at the May meeting Mr. Lock responded to Mr. Farish's letter.
The District met with town representatives for another meeting to discuss the March 16, 2022 counter-proposal received from them.

USFW:

Per the Board's direction, Mr. Lock sent a letter to Ms. Burnridge letting USFW that the District is willing to engage in good faith negotiations regarding potential revisions to the Water Service Agreement and requested that USFWS provide a proposed amendment. Once received, the District Board of Directors would like to meet with USFWS representatives, ideally in person, here in the SLV.

2022 I.T. Updates

- **Xerox WorkCentre Lease Agreement:**

We are scheduled for delivery of the new Xerox equipment on June 14, 2022

- **Web site domain**

Director Peck would like to see the District change the web site domain extension. There is no legal issue with having .com vs. .gov.

Our priority was to migrate the email addresses before the May 31st deadline. This has been completed. This was forced on us and was not a planned or budgeted project.

The migration could be considered for the 2023 budget as it will cost the district time and money. We can secure the bacawater.gov domain and migrate to it. The .com domain can then be dropped completely at a later time once all important logins reflect the changes and important parties have notified to use the new web site and new e-mail addresses.

Communications Tower

- Discussion of a public event is on the June agenda. A date needs to be set for the event. Once established, announcements will be posted with a request for comments and concerns to be submitted in advance. There is an enclosure in your packet with common questions and concerns that Mr. DiNardo often receives at these types of community meetings.

Personnel, Board and Staffing Updates

- Job opportunity announcements are posted on the district web site and published in the Crestone Eagle.
 - Operations Department: is currently seeking two seasonal employees to assist with summer projects
- Administrative Department: Please welcome Jennifer Jenkins as the newest addition to the District administrative team.

Colorado Water Loss Initiative

CWLI Phase II

- The District Water Loss Team met May 24 to discuss next steps to complete the supply meter testing. We need to submit some documents to our CWLI facilitator and schedule some testing dates.

Financials:

- 2021 Audit: Ms. Fromm and I continue to work with the auditor on the 2021 audit documents and schedule. She will have a draft report for review at the July meeting.
- 2022 Bond and Loan Payments. The first round of the 2022 bond and loan payments were schedule for payment before the June 1 due date.
- PERA: The District just received notice that beginning July 2022, employer and member contribution rates will increase by 0.5%.

Operations:

- Master Plan: Gary and I met with Mr. Marcotte and discussed progress of the master plan and discussed the findings from the compliance inspection, especially the loading capacity at the plant.
- Aspen Wastewater Treatment Facility (AWWTF): The compliance inspection for AWWTF scheduled for June 1, 2022 went well. Staff were pleased with the inspection.
- Motel Well: Fire suppression: The District requested an appointment with the BG POA staff to discuss POA needs, expectations and fire hydrants. Waiting for response back.

Saguache County's Growing Water Smart: I have been invited to join the Saguache County team for the Growing Water Smart conference June 8-10 at Adam's State.

Front office facelift:

After over twenty years, the District office lobby finally got a new paint job over the Memorial Day weekend. Thank you to "Fix it Right Home Repair" for a job well done. Admin staff is pleased with the fresh look and clean office space.

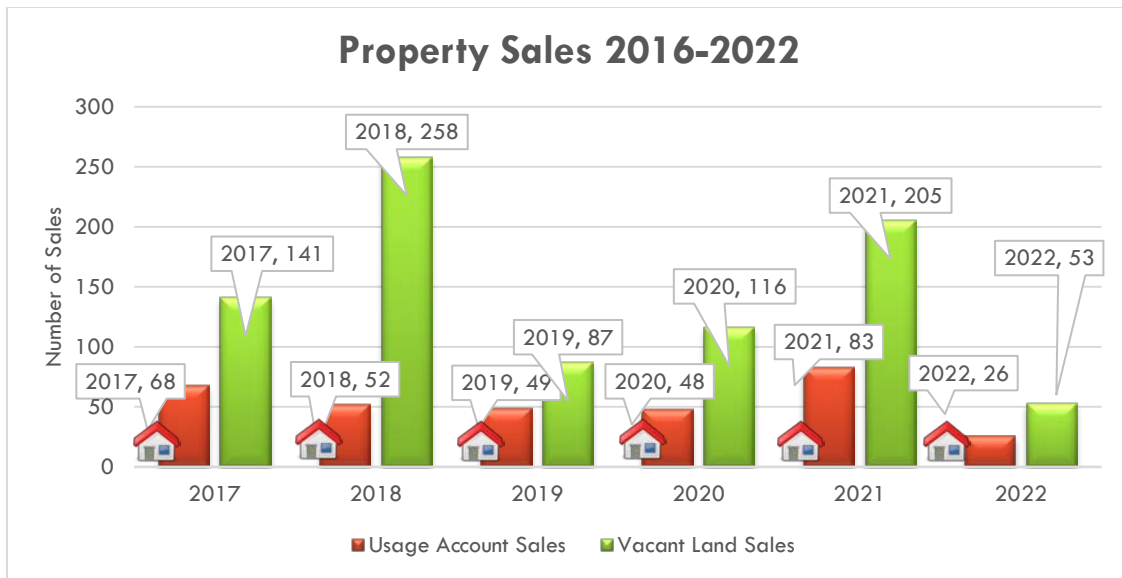


ADMINISTRATIVE REPORT – May 2022

UTILITY BILLING ACTIVITY

Customer Utility Billing		
Billing Category	Number of Accts	Amount Billed
Late Fees	51	\$ 765.00
Usage Customers Billed - Water	804	55,405.10
Usage Customers Billed - Sewer	784	37,633.76
EQR Fees	27	785.75
Transfer Fees	28	\$7,000
On/Off Fees	20	\$500.00
Town of Crestone Sewer		
Month	Total Monthly Flow (gallons)	Amount Billed
January	461,135	\$2,425.57
February	427,186	\$2,247.00
March	444,100	\$4,698.59
April	526,408	\$5,679.94
May	636,580	\$7,008.75
June		
July		
August		
September		
October		
November		
December		
Totals	2,495,409	\$22,059.85

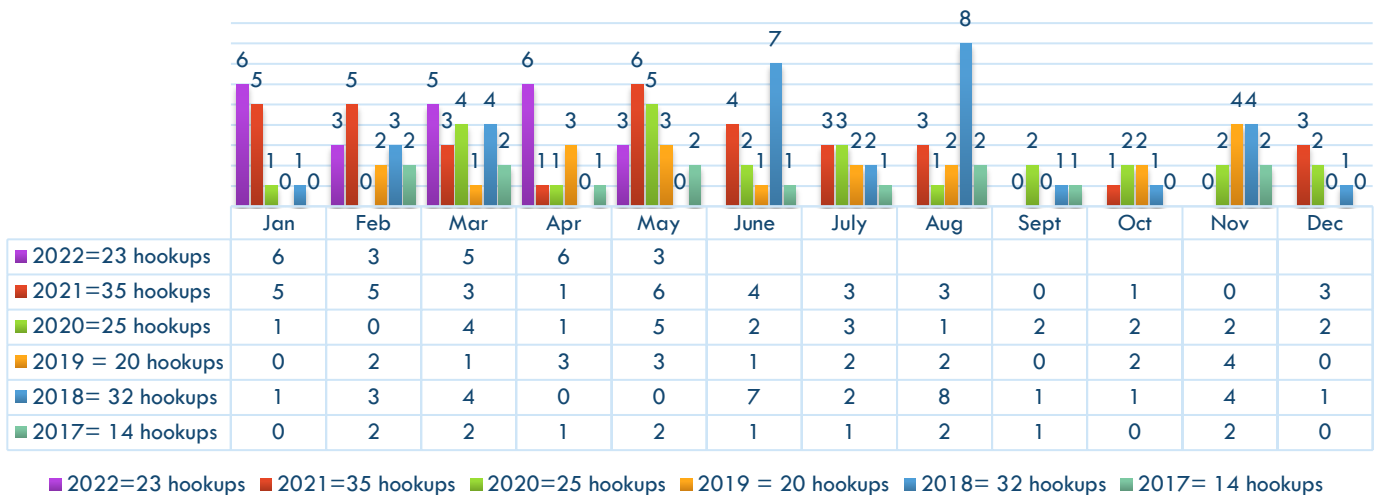
May 2022 - PROPERTY SALES: 8 HOMES, 10 LOTS



2022 WATER-SEWER HOOKUP APPLICATIONS

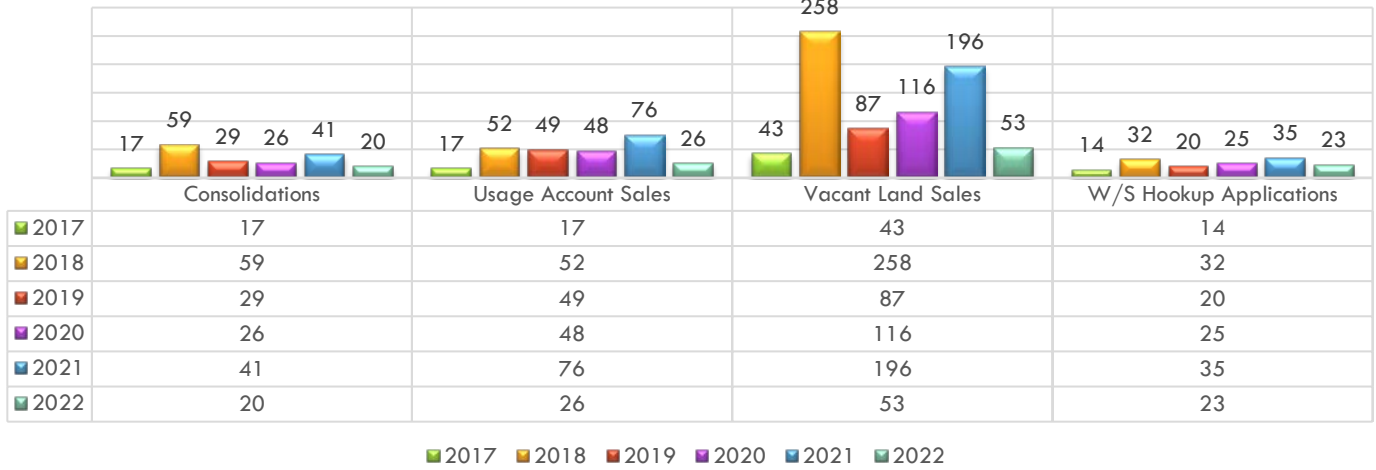
3 - APPLICATION(S) RECEIVED IN May

Water-Sewer Hookups 2016-2022

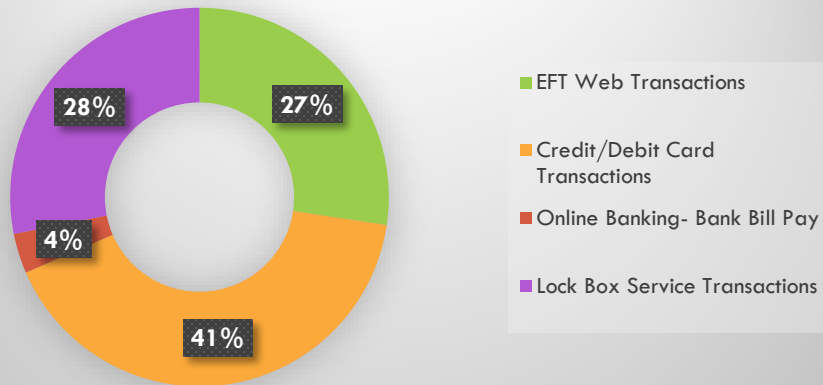


2022 PROPERTY TRENDS AND XBP PAYMENT METHODS

District Property Trends 2016-2022

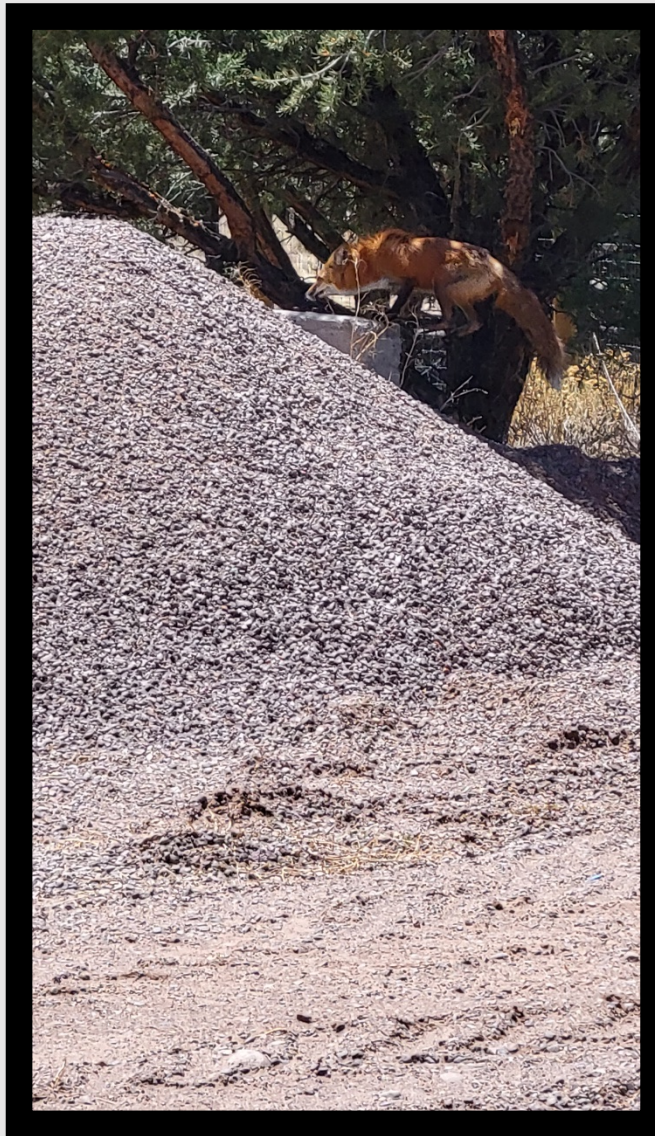


XBP May Payment Methods



Baca Grande Water and Sanitation District
Monthly Operations Report

June 15th, 2022



Our friend the fox in the yard outside the office.
5/10/22

Facilities Updates

In Service

Repaired
last month

Out of
Service

Water Facilities											
Well 18		Moonlight Transfer Station		Ridgeview Transfer Station		Fallen Tree Transfer Station		Pinecone Booster Station		Shumei Booster Station	
Pump 1	Pump 2	Pump 1	Pump 2	Pump 1	Pump 2	Pump 1	Pump 2	Pump 1	Pump 2	Pump 1	Pump 2

Wastewater Facilities									
Aspen WWTP		Stables Lift Station		Wagon Wheel Lift Station		MHE Lift Station		Dharma Ocean Lift Station	
Pump 1	Pump 2	Pump 1	Pump 2	Pump 1	Pump 2	Pump 1	Pump 2	Pump 1	Pump 2

Service Vehicles				
Truck 1	Truck 2	Truck 3	Truck 4	Truck 5

Equipment				
Vactor Truck	Dump Truck	Backhoe	Skid steer	Excavator

➤ **Well 18**

- Booster Pump 320 has be rebuilt and is installed and operational
- Back up motor is being rebuilt

➤ **MHE Lift Station**

- Pump 2 failed after only a year of service.
- This pump was replaced under warranty about 1 year before that.
- These pumps should last for many years I am looking into this issue with help from Element Engineering

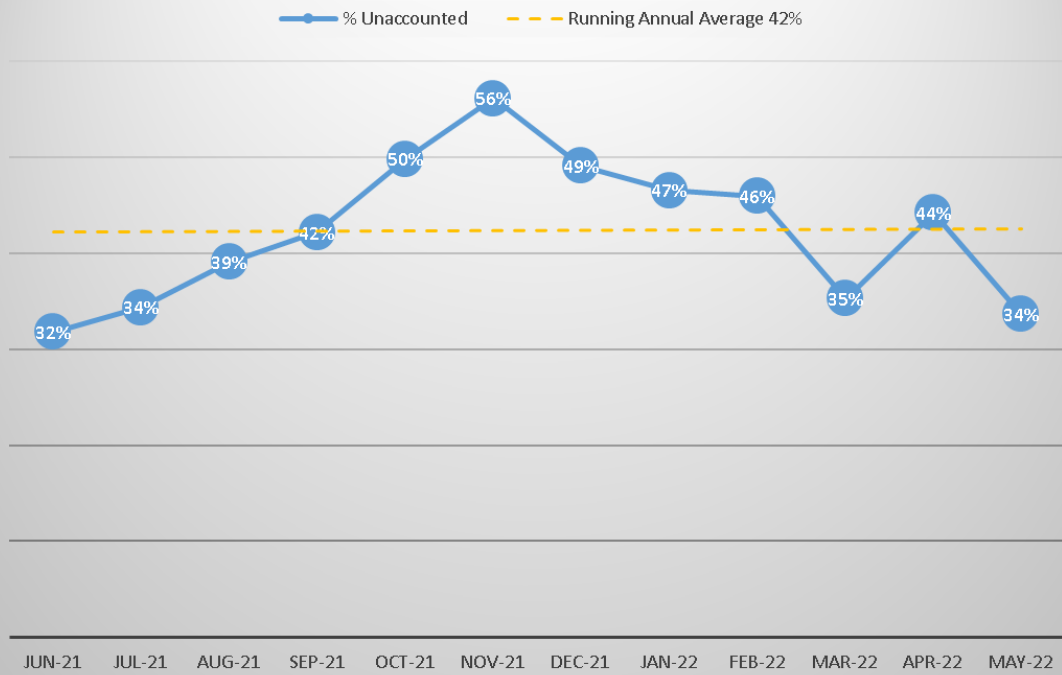
- **Wagon Wheel Lift Station**
 - Pump 2 needs to be wired into the panel, beyond the ability of our usual electrician.
 - I have been talking to a couple of Electrician in the valley and have not got them to commit to a date to come wire this pump.
- **Dharma Ocean Lift Station**
 - Equipment failure caused pump 1 to pump continuously which caused the motor to overheat and fail.
 - This Pump will need to be rebuilt or replaced.
- **Dump Truck**
 - Starter gave out on the dump truck.
 - New starter was installed and the truck is back in service
- **Backhoe**
 - Backhoe rim was bent and crack causing flat tire.
 - Rim was repaired and the backhoe is back in service.

Operations Updates

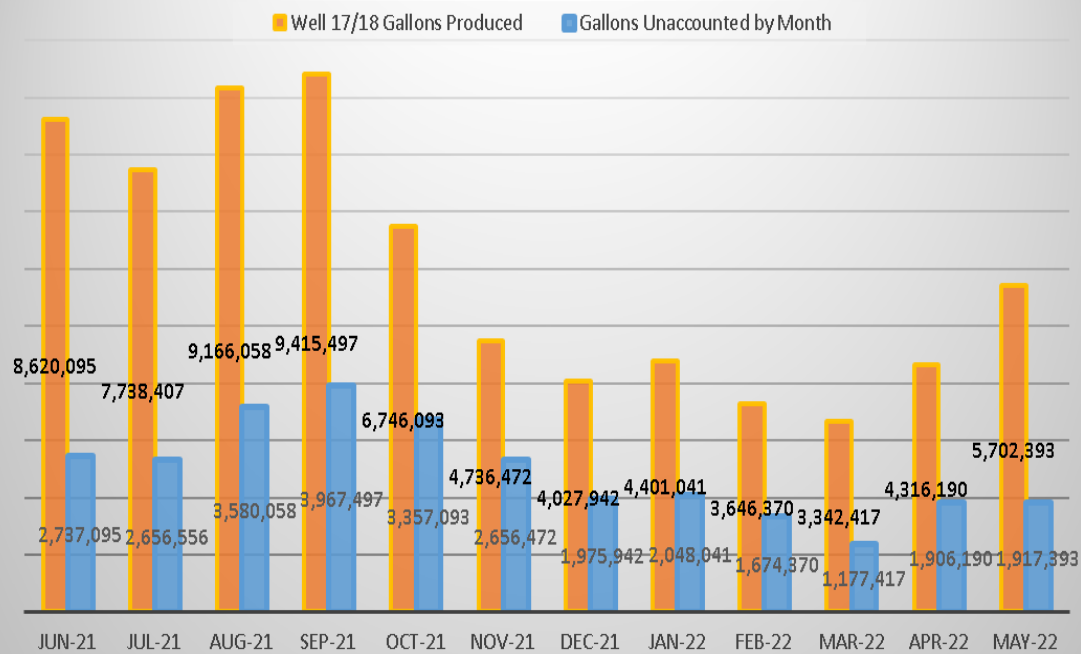
- **Colorado Water Loss Initiative (CWLI) Update**
 - Well 18 Meter Test
 - Still working on the 2021 Water Audit
- **AWWTP**
 - Completed the compliance inspection from CDPHE June 1st
 - We should receive a letter within 45 days detailing their findings.
 - The compliance inspector said that there were no “Major Findings”
 - She did say that she would be recommending that we start planning for a plant expansion because we have exceeded 80% of our organic loading capacity
- **Meter Pit Issues**
 - 10 new service connections in 2022
 - 27 active application
 - 20 Pits order last December Arrived 4/27/22
 - Currently out of stock on radio read device for meters (56 on order)
 - 11 water meters left in stock. (36 on order)
 - 10 Pits that have been on order since April 2021 ship date pushed back to June 25th. (Maybe?)
 - 20 more meter pit ordered 4/11/22

- **Auto Sampling Equipment**
 - Still waiting on a few parts to come in
- **Water and Sewer Mainline Extensions**
 - Lovers Way Line Extension nearing completion only a few close out Items are remaining.
- **Road repair from water main breaks**
 - Three large patches to repair on Baca Grant Way.
 - If we were to use the contractor from last year it would cost over \$20,000
 - Operations plans to repair these in house for significant cost savings
- **Summer Projects**
 - Fire hydrant maintenance 180 of 273 have been completed
 - 3 Hydrant currently out of service. 1 can be repaired, 2 need replaced.
 - Cleaning and sewer mainline inspection are in progress in Basin 4 (Chalet 2 and 3)
 - Still looking for two summer temporary employee's to help with summer projects
- **Unaccounted Water**
 - Wells 17 and 18 produced 5,702,393 gallons of water in the month of May
 - The District sold its customers 3,785,000 gallons of water in the month of May, leaving 1,917,393 gallons unaccounted for.
 - 34% of the water produced is unaccounted for in the month of May.
- **Aspen WWTP and Town of Crestone Loading**
 - Aspen WWTP averaged 43% of hydraulic loading capacity in the month of April, the Town of Crestone contributed and average of 26% of the treatment plants hydraulic load.
 - Aspen WWTP averaged 91% of organic loading capacity in the month of March. The Town of Crestone contributed an average of 21% of the treatment plants organic load.

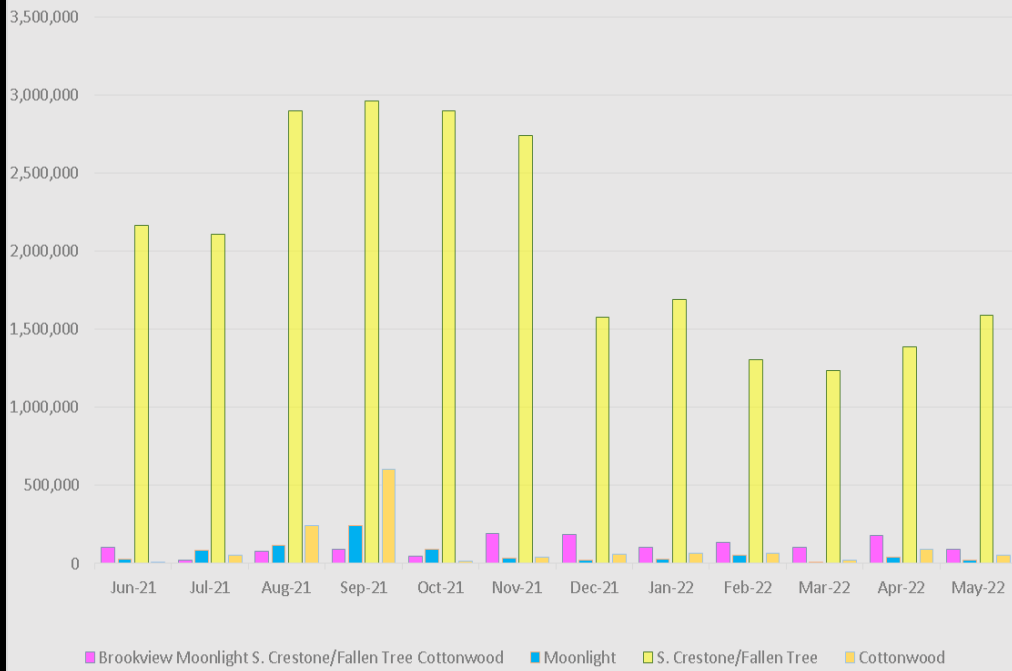
Total Unaccounted Water by Month



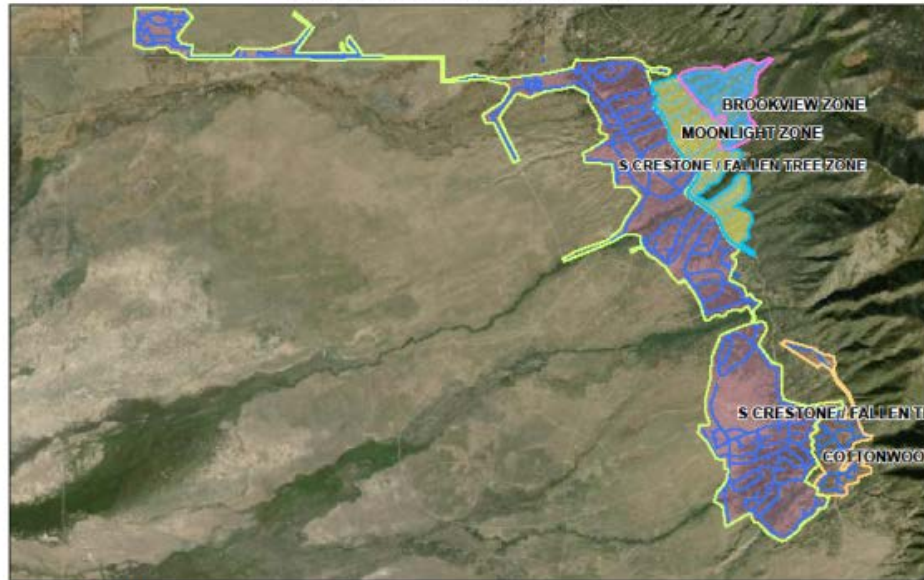
Total Unaccounted Water by Month



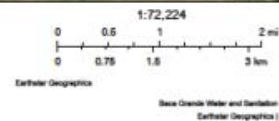
Total Monthly Unaccounted in Gallons by Pressure Zone



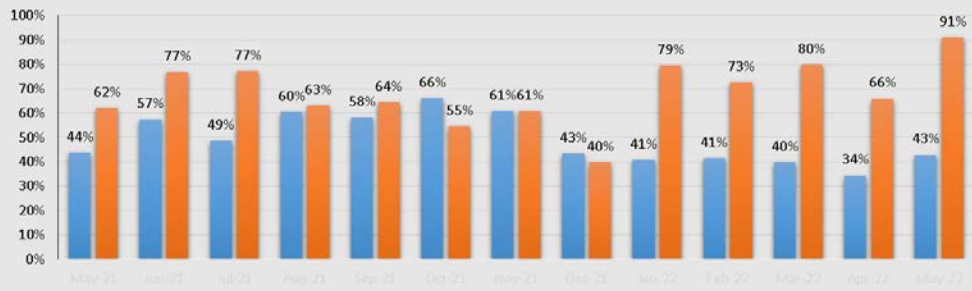
BGWSD Unaccounted Water Zone's



12/10/2020, 3:43:14 PM



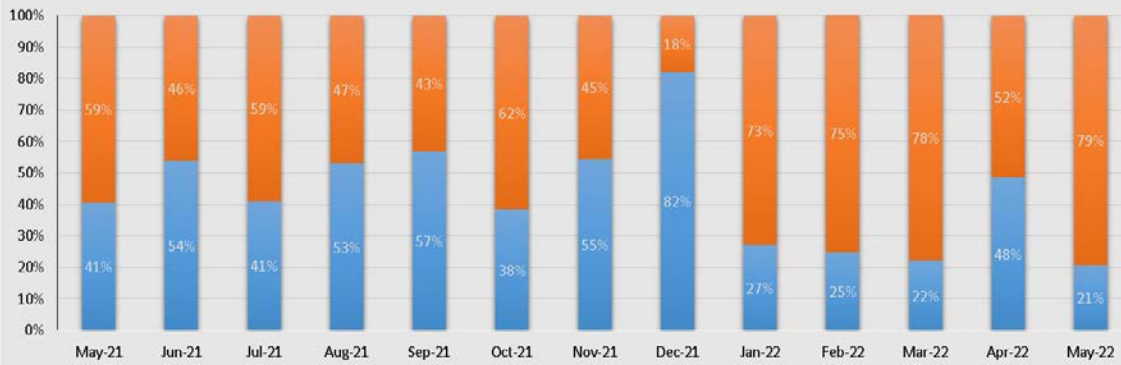
Percentage of Plant Capacities by Month at Aspen Wastewater Treatment Plant



	May-21	Jun-21	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22
Plant % of Hydraulic Capacity	44%	57%	49%	60%	58%	66%	61%	43%	41%	41%	40%	34%	43%
Plant % of Organic Capacity	62%	77%	77%	63%	64%	55%	61%	40%	79%	73%	80%	66%	91%

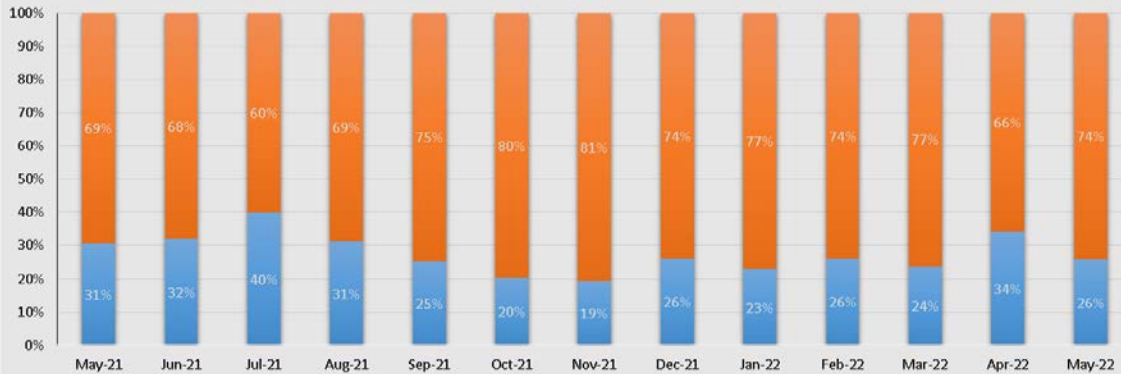
■ Plant % of Hydraulic Capacity ■ Plant % of Organic Capacity

Average % of Total Organic Loading of Aspen Wastewater Treatment Plant by Month of 2021-2022



■ Town of Crestone % of Organic Loading ■ Baca % of Organic Loading

Average % of Total Hydraulic Loading of Aspen Wastewater Treatment Plant by Month 2021-2022



■ Town of Crestone % of Hydraulic Loading ■ Baca % of Hydraulic Loading

Check Issue Date	Payee	Invoice Number	Invoice GL Account	Account Title	Check Amount
92503					
06/15/2022	A&M Pest & Termite Control,Inc	730300	4-503000	Repair & Maint	75.00
06/15/2022	A&M Pest & Termite Control,Inc	730518	4-503000	Repair & Maint	75.00
06/15/2022	A&M Pest & Termite Control,Inc	730758	4-503000	Repair & Maint	75.00
Total 92503:					225.00
92504					
06/15/2022	Bosket, Kyle	KB-22-05	1-506050	Elections	131.25
Total 92504:					131.25
92505					
06/15/2022	Caselle, Inc	117782	4-500409	Software Maintenance	6,817.00
Total 92505:					6,817.00
92506					
06/15/2022	CEBT	INV0049085	4-530500	Health Insurance	5,367.13
Total 92506:					5,367.13
92507					
06/15/2022	Centratel, LLC	2206022091	4-500406	Phone Answering Service	294.94
Total 92507:					294.94
92508					
06/15/2022	Cleary, Thomas	TC-22-05	1-506050	Elections	117.45
Total 92508:					117.45
92509					
06/15/2022	Consolidated Communications	CC-22-06	4-505027	Office / Cell Phones	466.91
Total 92509:					466.91
92510					
06/15/2022	Crestone Eagle Enterprises LLC	9077	4-500510	Advertising	23.00
Total 92510:					23.00
92511					
06/15/2022	D'Ambruoso, Andrew	AD-22-05	1-506050	Elections	112.50
Total 92511:					112.50
92512					
06/15/2022	Denver Industrial Pumps, Inc.	101044	4-503008	Repairs & Maint-Well No. 18	8,511.44
Total 92512:					8,511.44
92513					
06/15/2022	Donaldson, Emily	DE-22-08	4-120070	Accounts Receivable	50.00
Total 92513:					50.00

Check Issue Date	Payee	Invoice Number	Invoice GL Account	Account Title	Check Amount
92514					
06/15/2022	Element Engineering, LLC	EE-22-05-00	4-506020	Professional Fees	280.00
Total 92514:					280.00
92515					
06/15/2022	Fastenal Company	COALA8512	4-500662	Vehicle-Repairs and Maint	18.14
Total 92515:					18.14
92516					
06/15/2022	FirstBank	FB-22-05	4-500460	Utility Billing	4.25
06/15/2022	FirstBank	FB-22-05	4-500550	Meals and Lodging	8.98
06/15/2022	FirstBank	FB-22-05	4-500451	Supplies	92.59
06/15/2022	FirstBank	FB-22-05	4-503002	Repairs & Maint-Sewer(Gravity)	10.98
06/15/2022	FirstBank	FB-22-05	4-500450	Utility Maintenance Tools	27.99
06/15/2022	FirstBank	FB-22-05	4-500403	Office Supplies	56.08
06/15/2022	FirstBank	FB-22-05	4-500451	Supplies	37.95
06/15/2022	FirstBank	FB-22-05	4-500450	Utility Maintenance Tools	2.97
06/15/2022	FirstBank	FB-22-05	4-500550	Meals and Lodging	50.00
06/15/2022	FirstBank	FB-22-05	4-500550	Meals and Lodging	20.33
06/15/2022	FirstBank	FB-22-05	4-500403	Office Supplies	1.07
06/15/2022	FirstBank	FB-22-05	4-500460	Utility Billing	6.00
06/15/2022	FirstBank	FB-22-05	4-500403	Office Supplies	148.60
06/15/2022	FirstBank	FB-22-05	4-500451	Supplies	9.83
06/15/2022	FirstBank	FB-22-05	4-500662	Vehicle-Repairs and Maint	81.83
06/15/2022	FirstBank	FB-22-05	4-503002	Repairs & Maint-Sewer(Gravity)	46.76
06/15/2022	FirstBank	FB-22-05	4-503019	Repair & Maint-Aspen TP	4.00
06/15/2022	FirstBank	FB-22-05	4-500662	Vehicle-Repairs and Maint	116.88
06/15/2022	FirstBank	FB-22-05	4-500362	Clothing Allowance	101.56
06/15/2022	FirstBank	FB-22-05	4-500661	Gas and Oil	59.03
06/15/2022	FirstBank	FB-22-05	4-500550	Meals and Lodging	9.04
06/15/2022	FirstBank	FB-22-05	4-503019	Repair & Maint-Aspen TP	5.97
06/15/2022	FirstBank	FB-22-05	4-500408	Computer Support	15.00
06/15/2022	FirstBank	FB-22-05	1-506050	Elections	29.65
06/15/2022	FirstBank	FB-22-05	4-500408	Computer Support	14.00
06/15/2022	FirstBank	FB-22-05	4-505029	Trash and Recycling Services	104.33
06/15/2022	FirstBank	FB-22-05	4-505029	Trash and Recycling Services	291.81
06/15/2022	FirstBank	FB-22-05	4-500408	Computer Support	59.97
06/15/2022	FirstBank	FB-22-05	4-505027	Office / Cell Phones	358.20
06/15/2022	FirstBank	FB-22-05	4-500408	Computer Support	15.00
Total 92516:					1,790.65
92517					
06/15/2022	Fix it Right	00207	1-506101	Admin - Remodel	1,570.00
Total 92517:					1,570.00
92518					
06/15/2022	Freedom Mailing Services, INC	43033	4-500460	Utility Billing	594.21
Total 92518:					594.21
92519					
06/15/2022	Fromm & Company LLC	2022-5	1-506045	Accounting	8,422.00

Check Issue Date	Payee	Invoice Number	Invoice GL Account	Account Title	Check Amount
Total 92519:					8,422.00
92520					
06/15/2022	Front Range Win Water Works Co	07294803	4-503331	Retail Water Meter Parts	366.41
06/15/2022	Front Range Win Water Works Co	07461200	4-503002	Repairs & Maint-Sewer(Gravity)	3,500.00
Total 92520:					3,866.41
92521					
06/15/2022	IMEG	22002079.00	4-506022	Professional Fees-GIS	300.00
Total 92521:					300.00
92522					
06/15/2022	Law of the Rockies	LOR-22-05	1-506030	Legal	5,082.00
Total 92522:					5,082.00
92523					
06/15/2022	Peregrino, Dora	220517-PER	4-503025	Repair & Maint-Office	120.00
06/15/2022	Peregrino, Dora	220531-PER	4-503025	Repair & Maint-Office	120.00
Total 92523:					240.00
92524					
06/15/2022	Pinnacol Assurance	20908889	4-530600	Worker's Compensation Insur	908.00
Total 92524:					908.00
92525					
06/15/2022	Prigel, Donald & Marlene	PD-22-26	4-120070	Accounts Receivable	80.78
Total 92525:					80.78
92526					
06/15/2022	Propst, Carrie	CP-22-05	1-506050	Elections	15.00
Total 92526:					15.00
92527					
06/15/2022	Saguache Crescent	SC-22-05	4-500510	Advertising	16.00
Total 92527:					16.00
92528					
06/15/2022	Sand Pit Metal Work, LLC	SP-22-05	4-500662	Vehicle-Repairs and Maint	150.00
Total 92528:					150.00
92529					
06/15/2022	Sangre De Cristo Lab, Inc.	23787	4-500250	Testing	60.00
Total 92529:					60.00
92530					
06/15/2022	Smith, Jack	JS-22-05	1-506050	Elections	15.00

Check Issue Date	Payee	Invoice Number	Invoice GL Account	Account Title	Check Amount
Total 92530:					15.00
92531					
06/15/2022	Ulrich, Anna N Hobbs	UA-22-26	4-120070	Accounts Receivable	95.78
Total 92531:					95.78
92532					
06/15/2022	UNCC	222050115	4-500530	Locates	39.00
Total 92532:					39.00
92533					
06/15/2022	US Fish and Wildlife Service	USFW-22-06	4-500100	Raw Water USFSWS	11,480.69
Total 92533:					11,480.69
92534					
06/15/2022	USA BlueBook	003662	4-503019	Repair & Maint-Aspen TP	752.46
06/15/2022	USA BlueBook	995136	4-500451	Supplies	152.75
Total 92534:					905.21
92535					
06/15/2022	Wagners Truck and Tire	64-032822-2	4-500662	Vehicle-Repairs and Maint	139.24
Total 92535:					139.24
92536					
06/15/2022	World Fuel Service, Inc. Land	2059179-415	4-500661	Gas and Oil	2,138.06
06/15/2022	World Fuel Service, Inc. Land	2059179-415	4-500663	Diesel Fuel	1,409.23
Total 92536:					3,547.29
92537					
06/15/2022	Xerox Corp.	016464924	4-500402	Copier Lease and Equipment	203.65
Total 92537:					203.65
Grand Totals:					61,935.67