



Perry Park Water and Sanitation District
5676 West Red Rock Drive
Larkspur, Colorado 80118
www.ppwsd.org

Regular Meeting – January 18, 2017

Board Members Present

Craig Johnston
Judy LaCrosse
Jim Matchett
Andy Morris
Gary Peterson

Visitors

James Maras

Staff / Consultants in Attendance

Ben Gelt - Independent Consultant
Diana Miller – District Manager
Scott Monroe – Semocor, Inc.

1.0 Call To Order

The meeting was called to order at 16:30.

2.0 New Business and Open Items

- 2.1 Meeting Minutes – A motion was made and seconded; (RESOLUTION 17-001) TO APPROVE THE MINUTES OF THE DECEMBER 21, 2016 REGULAR BOARD MEETING OF THE PERRY PARK WATER AND SANITATION DISTRICT AS AMENDED. The motion passed unanimously.

In reference to paragraph 2.5, Director Morris suggested that the word “site” be added after “and one additional” to provide clarity.

- 2.2 Disbursements – A motion was made and seconded; (RESOLUTION 17-002) TO RATIFY ELECTRONIC PAYMENTS DATED JANUARY 9, 2017 IN THE AMOUNT OF \$6,506.07 WHICH WERE PREVIOUSLY DISBURSED FROM 1ST BANK. The motion passed unanimously.

A motion was made and seconded; (RESOLUTION 17-003) TO APPROVE CHECKS 11485 THRU 11512 IN THE AMOUNT OF \$116,154.04 TO BE DISBURSED FROM 1ST BANK. The motion passed unanimously.

In reference to check 11493, issued to HF PPW&S Rebates, LLC, Director Matchett requested additional details. The District Manager advised that the District has an agreement to rebate some fees associated with lots in the Hidden Forest development. The District Manager advised that in 2004 the District agreed to rebate the Hidden Forest development \$6,000.00 per lot as the District's contribution to the development. It was noted that significant water and sewer infrastructure constructed by the development had been dedicated to the District.

In reference to check 11498, issued to Kumar & Associates, Inc., Director Matchett, asked if there was any duplication with the work performed by TST Infrastructure, LLC. The District Manager advised that Kumar & Associates, Inc. provide geotechnical engineering services and were engaged by the District to inspect the earth materials around the Waucondah Dam after the water main break. The District Manager added that there was no duplication of effort and that TST Infrastructure, LLC had recommended payment of the Kumar & Associates, Inc. invoice.

In reference to check 11506, issued to TST Infrastructure, LLC, Director Morris requested the status of the plans for an additional tank at the School House Tank Site. The District Manager advised that she and Mr. Monroe had met with TST Infrastructure, LLC to do the first round of review on the site plans for an additional tank. The District Manager advised that she and Mr. Monroe had suggested a change in the proposed site plan that could accommodate additional storage in the future.

A motion was made and seconded; (RESOLUTION 17-004) TO RATIFY CONSENT AGENDA ITEMS DATED DECEMBER 30, 2016 IN THE AMOUNT OF \$6,014.53 AND CONSENT AGENDA ITEMS DATED JANUARY 13, 2017 IN THE AMOUNT OF \$6,460.42 WHICH WERE PREVIOUSLY DISBURSED FROM WELLS FARGO BANK. The motion passed unanimously.

- 2.3 Resolution Establishing the Date, Time and Location For Regular Meetings – The Board reviewed a resolution presented by the District Manager establishing the date, time and location for regular meetings. After discussion, a motion was made and seconded; (RESOLUTION 17-005) TO PASS A RESOLUTION ESTABLISHING THE DATE, TIME AND LOCATION FOR REGULAR BOARD MEETINGS OF THE BOARD OF DIRECTORS OF THE PERRY PARK WATER AND SANITATION DISTRICT, AND DESIGNATING THE LOCATION FOR POSTING NOTICE OF DISTRICT MEETINGS IN COMPLIANCE WITH THE OPEN MEETINGS LAW AND SPECIAL DISTRICT ACT. The motion passed unanimously. The complete text of the resolution is attached to these meeting minutes.

- 2.4 Funding Updates – Mr. Gelt attended the Board meeting to provide a status to the Board on his efforts to create a plan to communicate the District's infrastructure and financial needs to Customers in the District. Mr. Gelt offered to the Board some suggestions on key topics that should be communicated to Customers. Mr. Gelt established a timeline for the proposed debt issuance ballot question in 2017, and noted that the District was "ahead of schedule" in their efforts. The Board, Staff and Mr. Gelt discussed the best utilization of resources to meet the District's needs.

After discussion, a motion was made and seconded; (RESOLUTION 17-006) TO RETAIN MR. BEN GELT AS A POLITICAL ADVISOR FOR THE CALENDAR YEAR OF 2017, AND TO DIRECT THE DISTRICT MANAGER TO ISSUE A \$15,000.00 PAYMENT TO MR. GELT. The motion passed unanimously.

As a result of information provided in the District's newsletter and on the Perry Park Water and Sanitation District website (www.ppwsd.org), Mr. James Maras a resident in the Perry Park Water and Sanitation District, attended the Board Meeting to provide the Board with information on his background and expertise. Mr. Maras's

background includes employment with the United States Department of Agriculture, Rural Utilities Service (USDA RUS), helping special districts obtain funding for capital projects. Mr. Maras provided his thoughts on the District's funding options, his thoughts with regard to special district financial stability and health, and his suggestions related to communicating the District's message. Mr. Maras expressed that he may be interested in joining the Committee to Preserve Perry Park's Water.

- 2.5 Apache Court – The District Manager advised the Board that the District had not received engineered drawings from the proposed Apache Court developer.

3.0 Operational Status

- 3.1 Perry Park Water and Sanitation District Systems Report – The members of the Board reviewed the monthly operations report which had been submitted by Semocor, Inc.

Mr. Monroe advised the Board that the recent water main break on Kiowa Road, was due to soil movement. Mr. Monroe noted that the water pipe had snapped in half.

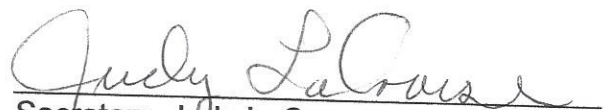
- 3.2 Monthly Staff Report – The members of the Board reviewed the Monthly Staff Report.

The District Manager highlighted that the District had collected almost 100% of their property tax and specific ownership tax revenue.

- 4.0 Old Business/Immediate Issues – There was no discussion.

- 5.0 Audience Participation – There was no additional audience participation.

- 6.0 Adjournment - A motion was made and seconded; (RESOLUTION 17-007) TO ADJOURN THE REGULAR MEETING. The motion passed unanimously. The meeting adjourned at 18:10.


Secretary, Judy LaCrosse

**RESOLUTION ESTABLISHING THE DATE, TIME AND LOCATION FOR THE
REGULAR MEETINGS OF THE BOARD OF DIRECTORS OF THE PERRY PARK
WATER AND SANITATION DISTRICT AND DESIGNATING THE LOCATION
FOR POSTING NOTICE OF DISTRICT MEETINGS IN COMPLIANCE WITH THE
OPEN MEETINGS LAW AND SPECIAL DISTRICT ACT**

WHEREAS, pursuant to Section 32-1-903 C.R.S., the Board of Directors (“Board”) of the Perry Park Water and Sanitation District (“District”) is required to meet regularly at a time and in a place to be designated by the Board; and

WHEREAS, Section 24-6-402(2)(c) C.R.S., requires that the Board annually designate one or more places within the boundaries of the District as the place where notice of Board meetings, together with a meeting agenda, when available, shall be posted at least 24 hours prior to the convening of such meeting for the purpose of complying with the notice provisions of the Colorado Open Meetings Law; and

WHEREAS, pursuant to Section 32-1-903(2) C.R.S., the District is required to post in at least three public places within the limits of the District, and in addition, in the office of the County Clerk and Recorder of Douglas County, Colorado notice of the time, place and location of the District’s regular and special Board meetings; and

WHEREAS, pursuant to Section 32-1-903(1), C.R.S., all regular and special meetings of the Board shall be held at locations which are within the boundaries of the District or which are within the boundaries of any county in which the district is located, in whole or in part, or in any county so long as the meeting location does not exceed twenty miles from the District boundaries unless such requirement is waived by the Board pursuant to Section 32-1-903(1)(a), C.R.S.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE PERRY PARK WATER AND SANITATION DISTRICT OF THE COUNTY OF DOUGLAS, COLORADO AS FOLLOWS:

Section 1. Regular Meetings. That the Board shall meet regularly during calendar year 2017 on the third Wednesday of each month at 4:30 p.m. at the Perry Park Water and Sanitation District Office, 5676 Red Rock Drive, Larkspur, CO, County of Douglas, State of Colorado, or at such other location as may from time to time be designated by the Board.

Section 2. Special Meetings. Special meeting may be called by any director by informing the other directors of the date, time and place of such special meeting, and the purpose for which it is called, and by posting notice as provided herein at least 72 hours prior to said meeting.

Section 3. Change of Meeting Dates. That until circumstances change and a future resolution of the Board so designates, the location of all special and regular meetings of the Board shall appear on the agenda of said special and regular meetings.

Section 4. Location for Open Meeting Law Postings. Perry Park Water and Sanitation District Office, 5676 Red Rock Drive, Larkspur, Douglas County, Colorado is hereby designated as the location for posting notices of Board meetings for purposes of complying with the notice provisions of the Open Meetings Law, Section 24-6-401, et seq., C.R.S.

Section 5. Posting Locations for Regular Meetings. Notices of the Board's regular meetings for 2017 shall be posted in the Douglas County Clerk and Recorder's Office pursuant to Section 32-1-903, C.R.S. and at the following three locations within the District's boundaries:

- a. 5676 Red Rock Drive, Douglas County, Colorado;
- b. Red Rock Drive and Highway 105, Douglas County, Colorado;
- c. 1103 West Perry Park Avenue, Douglas County, Colorado;

Section 6. Representative Authorized to Post. District Manager, Diana Miller or any other member of the Board or its designee is hereby authorized to post notice of the District's meetings as required by statute.

APPROVED AND ADOPTED this 18th day of January, 2017.

PERRY PARK WATER AND SANITATION
DISTRICT

By: 
Craig Johnston, Chairman

Attest: