

Regular Meeting – January 18, 2012

Board Members

Craig Johnston
Tony Lucas
Jim Matchett

Visitors

Michael Fullman
Tim Johnson

Excused Absence

Mike Hayes
Gary Peterson

Staff / Consultants

Sue Byrnes – District Staff
Diana Miller – District Manager
Scott Monroe – Semocor, Inc.

1.0 Call To Order

The meeting was called to order at 16:35.

2.0 New Business and Open Items

2.1 Meeting Minutes – A motion was made and seconded; (RESOLUTION 12-001) TO APPROVE THE MINUTES OF THE DECEMBER 7, 2011 REGULAR BOARD MEETING OF THE PERRY PARK WATER AND SANITATION DISTRICT AS PRESENTED. The motion passed unanimously.

2.2 Water/Sewer Permits – No new permits had been approved.

Zero (0) permits have been issued year to date.

2.3 Disbursements – A motion was made and seconded; (RESOLUTION 12-002) TO APPROVE CHECKS 20724 THRU 20752 IN THE AMOUNT OF \$144,694.55 WHICH WERE PREVIOUSLY DISBURSED FROM WELLS FARGO BANK WEST. The motion passed unanimously.

In reference to check numbers 20744 and 20745, both issued to North American Title, both for the amount of \$78.75, Director Johnston inquired into the possibility of the checks being duplicates. The District Manager advised the Board that the checks were issued correctly to a property that has two taps.

A motion was made and seconded; (RESOLUTION 12-003) TO APPROVE CHECKS 20753 THRU 20773 IN THE AMOUNT OF \$69,896.67 TO BE DISBURSED FROM WELLS FARGO BANK WEST. The motion passed unanimously.

In reference to check number 20753 issued to Yates Law Firm, for the item with the description Larkspur Exclusion, Director Johnston requested clarification on the services provided. The District Manager advised that the District had received a letter from Mr. Scott Krob, legal counsel for the Town of Larkspur, requesting public information about the District. She offered that she and Mr. Alan Hill, the District's legal counsel, were compiling the relevant information. Director Lucas asked if the Town would be reimbursing the District for expenses associated with the exclusion. The District Manager advised Director Lucas that the Town was not required to reimburse the District.

In reference to check number 20757 issued to the Chatfield Watershed Authority, Director Johnston requested that the District Manager summarize the benefits to the District associated with membership. The District Manager advised that the District is in the Chatfield Watershed and as such are subject to the Chatfield Control Regulation. Membership allows the District to pool resources with other entities in the watershed to meet Colorado Department of Health and Environment water quality requirements in the Chatfield Reservoir as defined in the Control Regulation. She added that the Authority was set to receive a Healthy Rivers Fund Grant from the Colorado Water Conservation Board which could potentially assist the District with developing upstream of discharge and downstream of discharge monitoring points in Plum Creek that will become a requirement in 2013.

A motion was made and seconded; (RESOLUTION 12-004) TO RATIFY CONSENT AGENDA ITEMS DATED DECEMBER 9, 2011 IN THE AMOUNT OF \$4,956.71 WHICH WERE PREVIOUSLY DISBURSED FROM WELLS FARGO BANK WEST. The motion passed unanimously.

A motion was made and seconded; (RESOLUTION 12-005) TO RATIFY CONSENT AGENDA ITEMS DATED DECEMBER 23, 2011 IN THE AMOUNT OF \$5,306.26 WHICH WERE PREVIOUSLY DISBURSED FROM WELLS FARGO BANK WEST. The motion passed unanimously.

A motion was made and seconded; (RESOLUTION 12-006) TO RATIFY CONSENT AGENDA ITEMS DATED DECEMBER 23, 2011 IN THE AMOUNT OF \$188.70 WHICH WERE PREVIOUSLY DISBURSED FROM THE 1ST BANK CHECKING ACCOUNT. The motion passed unanimously.

A motion was made and seconded; (RESOLUTION 12-007) TO RATIFY CONSENT AGENDA ITEMS DATED JANUARY 6, 2012 IN THE AMOUNT OF \$5,088.83 WHICH WERE PREVIOUSLY DISBURSED FROM WELLS FARGO BANK WEST. The motion passed unanimously.

- 2.3 Resolution for Designating the Locations for Posting Notice of District Meetings in Compliance with the Open Meetings Law and Special District Act – The District Manager suggested that the District post meeting notifications at the Perry Park Water and Sanitation District Office, the Larkspur Fire Protection District #2 and the

Larkspur Elementary School. After discussion, a motion was made and seconded; (RESOLUTION 12-008) TO POST MEETING NOTICES FOR REGULAR MEETINGS AT THE DOUGLAS COUNTY CLERK AND RECORDER'S OFFICE PURSUANT TO SECTION 32-1-903, C.R.S. AND THE FOLLOWING THREE LOCATIONS WITHIN THE DISTRICT BOUNDARIES; THE PERRY PARK WATER AND SANITATION DISTRICT OFFICE, THE LARKSPUR FIRE PROTECTION DISTRICT #2 BUILDING AND THE LARKSPUR ELEMENTARY SCHOOL. The motion passed unanimously.

- 2.4 Election Resolution – After discussion, a motion was made and seconded; (RESOLUTION 12-009) TO CALL FOR THE 2012 REGULAR DISTRICT ELECTION FOR THE PERRY PARK WATER AND SANITATION DISTRICT. The motion passed unanimously. The complete text of the Election Resolution is attached to these meeting minutes.
- 2.5 Lock Box Service with Wells Fargo Bank – The District Manager advised the Board that the District had received notification from Wells Fargo Bank that the address the District currently uses for Customer payments (Dept. 807, Denver, CO 80291-0807) will stop being supported by the United States Postal Service, effective July 1, 2012. The change requires modifications to the District's preprinted forms and a range Customer communication to get the required changes implemented. With this in mind, the District Manager researched payment posting options to determine if more cost effective options were available to the District. The District Manager recommended that the District in-source its payment posting, eliminate the District's lock box with Wells Fargo Bank and begin using 1st Bank's Desktop Teller, which will allow the District to make deposits from the District Office and save approximately \$6,000.00 annually. After discussion, the Board agreed with the recommendation.
- 2.6 Feasibility Study – Perry Park Filing 5, Block 11, Lot 9 – The Board reviewed the Water and Sewer Service, Fire Protection/Impact Study for Perry Park Filing 5, Block 11, Lot 9. It was highlighted that prior to the Board accepting the feasibility an amendment to the master plan would be required. The Board discussed the narrow criteria which would cause the Board to amend the master plan; in this case the lot is located on the District's sewer flow grade line break. During the feasibility study analysis it was determined that sewage could properly flow to the west to the existing main and not require an extension to the east, with no adverse impacts to the District or Customers. A motion was made and seconded; (RESOLUTION 12-010) TO APPROVE AN AMENDMENT TO THE MASTER PLAN WHICH ALLOWS FOR AN EXTENSION OF THE EXISTING SEWER MAIN ON DELAWARE DRIVE TO PROVIDE SERVICE TO PERRY PARK FILING 5, BLOCK 11, LOT 9. The motion passed unanimously.

A motion was made and seconded; (RESOLUTION 12-011) TO ACCEPT THE FEASIBILITY STUDY FOR PERRY PARK FILING 5, BLOCK 11, LOT 9. The motion passed unanimously.

- 2.6 Perry Park Filing 6, Block 2, Lot 26, Sewer Main Connection – Mr. Michael Fullman was in attendance to discuss with the Board the cost of tapping into the District's sewer main as discussed at the May 18, 2010 Board Meeting and further defined in the Acknowledgement and Agreement to Allow Connection to Water and Sanitary Sewer Lines executed on July 20, 2010. Mr. Fullman advised the Board that he had received

estimates for the sewer hookup and with those costs in addition to tap fees, Mr. Fullman offered that he could potentially spend \$63,000.00 for the sewer hookup. The Board and Mr. Fullman reviewed the events that had occurred and discussed options for creating a positive outcome for all parties. To move toward an acceptable resolution, Mr. Fullman agreed to send to the District Manager his building plans and in turn she and Mr. Monroe would meet with a Contractor and discuss feasible options for a sewer stub at the Fullman property line.

- 2.8 Red Rock Drive Lift Station – Preliminary Estimates – The Board reviewed the estimates for the Red Rock Lift Station Pump Replacement prepared by TST Infrastructure, LLC. It was noted that some of the construction costs were lower when a new well is constructed as opposed to retrofitting the existing well. Mr. Monroe offered that much of the reduced cost is related to the manpower and equipment necessary to handle the sewage flow during the pumping system switchover. The Board authorized the District Manager and Mr. Monroe to continue moving forward with plans for the Red Rock Lift Station pumping system replacement.

3.0 Staff and Consultant Reports

- 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 Glen Grove and Grant Ditch wells were undergoing rehabilitation to resolve turbidity issues that the District had been experiencing.
- 3.2 Monthly Staff Report – The members of the Board reviewed the Monthly Staff Report.

The Board discussed a letter from property owners in the District who had recently consolidated lots. The Board reviewed the District's Rules and Regulations which require that when a lot consolidation occurs the District receives a Consolidation of Lot fee which consists of tap and development fees for that lot and an additional \$1,100.00. The Board asked if the Customer was aware of the fees prior to consolidation. The District Manager advised that the Customer was informed in advance of their decision to consolidate the lots. The Board discussed the permanent loss of the District's potential revenue stream caused by lot consolidation. After discussion the Board agreed to remain consistent with the District's Rules and Regulations.

The Board reviewed a letter from Rick Pickard with TEC, regarding the company's recent decision to join the Farnsworth Group, Inc. The District Manager expressed concern that the District had not been contacted in advance of the decision. The Board discussed potential short and long term impacts to the District. The Board directed the District Manager to send formal communication to Mr. Pickard requesting that the District be provided with electronic copies of essential files and documents, most notably the District's Master Plan.

The District Manager provided an update to the Board regarding the upcoming Colorado Department of Public Health, Water Quality Control Commission Hearing on proposed Regulations 85 and 31. She advised the Board that the Colorado Nutrient Coalition of which the District is a member is requesting additional funding

in the amount of \$3,000.00 for legal fees and scientific consultants for hearing preparation. The Board authorized the District Manager to make a contribution in the amount of \$3,000.00.

The Board discussed the Town of Larkspur's request to establish a potable water emergency agreement with the District. After discussion, the Board concurred that the District did not want to change their current policy of not selling potable water in bulk, but would be happy to sell the Town non-potable water, if available, when requested.

4.0 Old Business/Immediate Issues

- 4.1 Board Member Discussion Items – Director Matchett commended the efforts of the District Manager in implementing the changes discussed at the previous Board Meeting to all graphical presentations for the purpose of adding clarity and consistency to the reports.

Director Matchett congratulated the administrative and operations staff on their cost reduction efforts.

The Board and Staff took a moment to recognize Mr. Duane Capps who was a Perry Park Water and Sanitation District Board Member in the mid-eighties as he had recently passed away.

5.0 Audience Participation

There was none.

- 6.0 Adjournment** - A motion was made and seconded; (RESOLUTION 12-012) TO ADJOURN THE REGULAR MEETING. The motion passed unanimously. The meeting adjourned at 19:02.

ATTEST:

Secretary