



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

Regular Meeting – May 17, 2017

Board Members Present

Craig Johnston
Judy LaCrosse
Jim Matchett
Andy Morris
Gary Peterson

Visitors

James Maras
Julia McCusker

Staff / Consultants in Attendance

Matthew Dempsey – Ehlers & Associates, Inc.
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 17-026) TO APPROVE THE MINUTES OF THE APRIL 19, 2017 REGULAR BOARD MEETING OF THE PERRY PARK WATER AND SANITATION DISTRICT AS AMENDED. The motion passed 4-0. As Director Peterson was not in attendance at the April 19, 2017 Board Meeting, he abstained from the vote.

In reference to the third paragraph in Section 2.2, Director Matchett suggested that amount that the District's health, dental and life insurance had increased by, be represented as a percent value as opposed to a decimal value.

In reference to Section 4.0, Director Matchett suggested that verbiage be added to clarify that the questions and answers document that the District Manager provided to him, was provided via e-mail.

- 2.2 Disbursements – The District Manager advised the Board that an additional check, 11608 issued to K & A Mechanical Contractors, in the amount of \$16,491.15 had been added to the disbursements needing approval by the Board.

A motion was made and seconded; (RESOLUTION 17-027) TO RATIFY ELECTRONIC PAYMENTS DATED MAY 4, 2017 IN THE AMOUNT OF \$6,256.05 WHICH WERE PREVIOUSLY DISBURSED FROM 1ST BANK. The motion passed unanimously.

A motion was made and seconded; (RESOLUTION 17-028) TO APPROVE CHECKS 11582 THRU 11607 IN THE AMOUNT OF \$170,616.05 TO BE DISBURSED FROM 1ST BANK. The motion passed unanimously.

In reference to check 11582, issued to CDPHE, Director LaCrosse requested additional information on the item Site Location Application. The District Manager advised that this is for the permit review fees for the Sageport Wastewater Treatment Plant Site Improvements Application submitted by the District.

In reference to check 11589, issued to Emergency Pipe Repair & Excavation, Director Peterson requested additional information on the item Water Main Repair – Kiowa Road. The District Manager offered that this was the water main repair that was discussed in February. Mr. Monroe added that water main break was most likely caused by ground movement.

In reference to check 11600, issued to Professional Answering Service, Inc., Director Matchett requested additional information on the services provided by the company. The District Manager advised that the service provides 24 hour a day emergency call service, including weekends and holidays. When an emergency call is received, the service uses a calling list which includes both Semcor, Inc. and the District. The service texts both the District Manager and Mr. Monroe with the contact information for the caller, so that the District can let them know that they are responding to their call.

In reference to check 11604, issued to Velocity Plant Services, LLC, Director Peterson asked if this was the final payment associated with Waucondah water line abandonment. The District Manager offered that there was the possibility of approximately \$2,000 additional, but that was not yet clear.

A motion was made and seconded; (RESOLUTION 17-029) TO APPROVE CHECKS 11608 IN THE AMOUNT OF \$16,491.15 TO BE DISBURSED FROM 1ST BANK. The motion passed unanimously.

The District Manager noted that this is payment to one of the contractors who responded to the emergency water main repair on Wauconda Drive.

A motion was made and seconded; (RESOLUTION 17-030) TO RATIFY CONSENT AGENDA ITEMS DATED APRIL 21, 2017 IN THE AMOUNT OF \$6,014.52 AND CONSENT AGENDA ITEMS DATED MAY 5, 2017 IN THE AMOUNT OF \$6,445.12 WHICH WERE PREVIOUSLY DISBURSED FROM WELLS FARGO BANK. The motion passed unanimously.

- 2.3 Funding Discussion – The District Manager and Mr. Monroe summarized their rationale to reconsider the capital improvement plan priorities and therefore to reduce the initial need for funding resources. The District Manager and Mr. Monroe confirmed that all capital projects in the revised capital improvement were related to current necessity and not growth. The District Manager offered that all of the projects were still included on the plan, the timeframe had just changed. Mr. Monroe noted that the revised plan emphasizes the use of existing water supply, the treatment capacity of existing facilities, and the replacement of mechanical

components that are old and need replacement. Mr. Monroe added that the line looping is still in the five year plan and that the recent water main break on Wauconda Drive emphasized the need to move forward with the effort.

Mr. Dempsey then presented the Board with the modified plan in contrast to the original plan. The original plan would finance \$17.1 million in capital projects as opposed to the \$7.51 million in capital projects in the modified plan. The original plan assumes \$16.63 million in total borrowing, as opposed to \$5.65 million in total borrowing in the modified plan. The original plan proposes a property tax for debt service of 8.50 mills, the modified plan proposes a debt service mill levy of 1.00.

The Board agreed that the modified plan was worthy of serious consideration and that it might expand the District's funding options. The Board suggested that a meeting be scheduled with the District's Engineers to discuss the modified project prioritization and to confirm that the needs of the District's Customers are being met with the modified plan.

- 2.4 Letter of Engagement for Election Services and General Counsel Services with Collins Cockrel & Cole – The Board reviewed the letter of engagement prepared and submitted by Collins Cockrel & Cole. The District Manager noted that the District had a ten-year relationship with the firm for election services, and offered that as discussed previously the District needed to expand the relationship to include some general counsel services. After discussion, a motion was made and seconded; (RESOLUTION 17-031) TO EXECUTE THE LETTER OF ENGAGEMENT WITH COLLINS COCKREL & COLE. The motion passed unanimously.

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 was presented by Mr. Monroe.

Mr. Monroe summarized the recent Wauconda water main break. Mr. Monroe offered that the District first became aware of an issue when the District received a call reporting pressure loss on Thursday, May 11, 2017. Mr. Monroe offered that Semocor, Inc. engaged a leak detection company to determine the location of the water leak and a contractor to do the main line repair. Mr. Monroe reported that the leak was not found until the following day, Friday, May 12, 2017. Mr. Monroe offered that his crew and the contractor worked through the night to repair the water leak until late in the evening on Saturday, May 13, 2017. Mr. Monroe reported that on Sunday, May 14, 2017, a valve was installed by a second contractor, to restore service to the majority of residences. Mr. Monroe reported that he was able to temporarily restore service to the remaining lots. Mr. Monroe offered that the contractor is continuing their efforts to reopen Wauconda Drive.

- 3.2 Monthly Staff Report – The members of the Board reviewed the Monthly Staff Report that was presented by the District Manager.

- 4.0 Old Business/Immediate Issues** – Director Peterson suggested that the District Schedule a Special Meeting (work session) with the District's engineer to discuss

the modified capital improvements projects. Director Matchett suggested that May 31, 2017 might work. The District Manager advised the Board that she would send a follow up e-mail to the Board to finalize the date and time.

5.0 Audience Participation – Mr. Maras attended the Board meeting to participate in the District’s capital improvement funding discussions. Mr. Maras suggested that it would be helpful if he had additional information related to why the capital improvements projects are necessary. The District Manager offered that the information was available in the District’s 2016 Water and Sewer Master Plan and that she could provide him a copy via a memory stick. Mr. Maras provided a number of suggestions for the Board to consider related to financing, to insure that the District retains as many funding and repayment options as possible.

6.0 Adjournment - A motion was made and seconded; (RESOLUTION 17-032) TO ADJOURN THE REGULAR MEETING. The motion passed unanimously. The meeting adjourned at 18:40.

Secretary, Judy LaCrosse