



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

Special Meeting – October 9, 2013

Board Members

Tim Johnson
Judy LaCrosse
Tony Lucas
Jim Matchett
Gary Peterson

Visitors

Craig Johnston

Staff / Consultants

Diana Miller – District Manager
Scott Monroe – Semocor, Inc.

1.0 Call To Order

The meeting was called to order at 16:32.

2.0 New Business and Open Items

- 2.1 Meeting Minutes – A motion was made and seconded; (RESOLUTION 13-058) TO APPROVE THE MINUTES OF THE SEPTEMBER 18, 2013 REGULAR BOARD MEETING OF THE PERRY PARK WATER AND SANITATION DISTRICT AS PRESENTED. The motion passed unanimously.

A motion was made and seconded; (RESOLUTION 13-059) TO APPROVE THE MINUTES OF THE SEPTEMBER 18, 2013 EXECUTIVE SESSION OF THE PERRY PARK WATER AND SANITATION DISTRICT AS PRESENTED. The motion passed unanimously.

- 2.2 Disbursements – A motion was made and seconded; (RESOLUTION 13-060) TO RATIFY ELECTRONIC PAYMENTS DATED SEPTEMBER 24, 2013 IN THE AMOUNT OF \$19,783.55 AND ELECTRONIC PAYMENTS DATED OCTOBER 2, 2013 IN THE AMOUNT OF \$104.95 WHICH WERE PREVIOUSLY DISBURSED FROM 1ST BANK. The motion passed unanimously.

A motion was made and seconded; (RESOLUTION 13-061) TO APPROVE CHECKS 10449 THRU 10466 IN THE AMOUNT OF \$170,395.60 TO BE DISBURSED FROM 1ST BANK. The motion passed unanimously.

In reference to check 10455, issued to Fischer Enterprises, Inc., Director Peterson asked if a pattern is becoming apparent in the recent series of water main breaks. Mr. Monroe advised that no pattern is apparent and that the recent break on Echo Hills Club Road was a fine, hair line crack in the water main. Mr. Monroe noted that there had been no previous breaks in this section of water pipe.

In reference to check 10466, issued to Yates Law Firm, LLC, Director Matchett expressed concern over the dollars being spent on the Pleasant Park Ditch Transfer water case.

A motion was made and seconded; (RESOLUTION 13-062) TO RATIFY CONSENT AGENDA ITEMS DATED SEPTEMBER 27, 2013 IN THE AMOUNT OF \$5,666.84 WHICH WERE PREVIOUSLY DISBURSED FROM WELLS FARGO BANK WEST. The motion passed unanimously.

3.0 Old Business/Immediate Issues – The District Manager presented the Board with a draft of the 2014 Budget with revenue and expenses current through the October 9, 2013 business day.

The Staffing and Compensation Committee (The Committee), Director Johnson and Director LaCrosse, advised the Board that they had researched Colorado Water and Sanitation District compensation packages. The Committee found that the average District Manager salary is \$89,000.

The Committee recommended an increase in the District Manager's salary of 10%, which would increase her salary to \$90,000. The Board discussed the results of the Committee, the performance of the District Manager and the years of employment without a salary increase. A motion was made and seconded; (RESOLUTION 13-063) TO ACCEPT THE STAFFING AND COMPENSATION COMMITTEE AND INCREASE THE DISTRICT MANAGER'S SALARY BY 10%, EFFECTIVE JANUARY 1, 2014, INCREASING HER ANNUAL SALARY TO \$90,000. The motion passed unanimously.

The District Manager thanked the Board for the opportunity to work in the District.

The Committee summarized the recommendations of the District Manager regarding the performance of Ms. Sue Byrnes.

After discussion a motion was made and seconded; (RESOLUTION 13-064) TO ACCEPT THE RECOMMENDATION OF THE DISTRICT MANAGER TO INCREASE MS. BYRNES'S SALARY BY 8%, EFFECTIVE JANUARY 1, 2014, INCREASING HER ANNUAL SALARY TO \$42,182. The motion passed unanimously.

The District Manager presented the Board with the proposed Agreement for Services contract between Semocor, Inc. and the Perry Park Water and Sanitation District for water and wastewater operational services in 2014. She described the Semocor, Inc. past performance as excellent. She offered that the District's collaboration with Mr. Monroe has been extremely productive in dealing with regulatory compliance matters and in maximizing the utilization of the District's renewable water assets. She noted that the contract was the same as previous years with the exception of the dates and a proposed increase of 5.0% which would increase the annual contract amount to \$354,204. She advised the Board that she had verified with the District's legal counsel that there were no new legislative changes that needed to be incorporated into the agreement.

A motion was made and seconded; (RESOLUTION 13-065) TO EXECUTE THE AGREEMENT FOR SERVICES CONTRACT WITH SEMOCOR, INC. FOR THE YEAR 2014. The motion passed unanimously.

Mr. Monroe thanked the Board for the opportunity to work in the District.

Director Matchett advised Mr. Monroe that he had noticed that there was residual asphalt on manhole covers from the recently paved Country Club Drive, and that the manhole covers seemed depressed in the road. Mr. Monroe offered that he had been in contact with Douglas County, and that they were planning on adding manhole rings to the manholes which would resolve both issues.

4.0 Audience Participation - There was none.

5.0 Executive Session - As there were no changes in the status of Pleasant Park Ditch Transfer water case, there was no Executive Session.

6.0 Adjournment - A motion was made and seconded; (RESOLUTION 13-066) TO ADJOURN THE REGULAR MEETING. The motion passed unanimously. The meeting adjourned at 17:15.

ATTEST:

Secretary