



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

Regular Meeting – December 17, 2014

Board Members

Craig Johnston
Judy LaCrosse
Jim Matchett
Andy Morris
Gary Peterson

Visitors

Alan Hill – Yates Law Firm, LLC
Ashley Pollock – Yates Law Firm, LLC
Cindy Schoenberger
Karl Schoenberger

Staff / Consultants

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 14-080) TO APPROVE THE MINUTES OF THE NOVEMBER 19, 2014 REGULAR BOARD MEETING AND 2015 BUDGET HEARING OF THE PERRY PARK WATER AND SANITATION DISTRICT AS AMENDED. The motion passed unanimously.

Director Morris noted that there was audience participation by Mr. Walter Korinke at the opening of the meeting and that the audience participation section of the meeting minutes should direct the reader to Section 2.0 of the meeting minutes.

- 2.2 Disbursements – A motion was made and seconded; (RESOLUTION 14-081) TO RATIFY ELECTRONIC PAYMENTS DATED DECEMBER 5, 2014 IN THE AMOUNT OF \$5,616.80 WHICH WERE PREVIOUSLY DISBURSED FROM 1ST BANK. The motion passed unanimously.

A motion was made and seconded; (RESOLUTION 14-082) TO APPROVE CHECKS 10808 THRU 10829 IN THE AMOUNT OF \$116,950.23 TO BE DISBURSED FROM 1ST BANK. The motion passed unanimously.

In reference to check 10812, issued to Donald R. Frey & Company Inc., Director LaCrosse requested clarification on the description “Addition of 1000 Tokens to CUBIC”. The District Manager explained that this was related to the size of the Customer database in the Customer billing system. The District Manager advised that the District had reached 94% of the system capacity that they had purchased in 2007 and that the purchase of CUBIC tokens will increase the capacity of the system to meet the District’s current needs.

In reference to check 10818, issued to PD Electric, Director Morris suggested that the payment seemed excessive to replace a bulb. The District Manager offered that a ballast and multiple bulbs were replaced.

A motion was made and seconded; (RESOLUTION 14-083) TO RATIFY CONSENT AGENDA ITEMS DATED NOVEMBER 21, 2014 IN THE AMOUNT OF \$5,711.62 AND ITEMS DATED DECEMBER 5, 2014 IN THE AMOUNT OF \$6,065.17 WHICH WERE PREVIOUSLY DISBURSED FROM WELLS FARGO BANK. The motion passed unanimously.

- 2.3 8222 & 8368 D Perry Park Road – Water Bill – Mr. Karl Schoenberger and Ms. Cindy Schoenberger attended the Board meeting to discuss their recent water bill which was very high. The District Manager advised the Board that their usage for the October thru November period was 407,000 gallons, resulting in a water bill in excess of four thousand dollars. Mr. Monroe offered that while meter reading, one of his staff had found a yard hydrant on the water service in question, running and had notified the occupant of the closest residence. Mr. Monroe added that at the request of the Customer his staff had tested the water meter for low, medium and high flows, and the results confirmed that the water meter was working properly. Mr. and Ms. Schoenberger explained that they were unaware that the yard hydrant was running and had no idea who lifted that handle on the yard hydrant, starting the flow of water. Mr. and Ms. Schoenberger explained that they were renting the property and felt responsible for the high bill, but unfortunately did not have the funds to pay such a large amount.

The Board advised Mr. and Ms. Schoenberger that there was no question that the water must be paid for. The Board requested that Mr. and Ms. Schoenberger contact their insurance company to determine if some coverage is available for what seems to be vandalism. The Board agreed that they would not make a determination on the Schoenberger's request until the February 2015 Board meeting.

- 2.4 Intergovernmental Agreement Between the Perry Park Water and Sanitation District and the Board of County Commissioners of the County of Douglas Concerning Douglas County Local Improvement District No. 14-01 (SAGEPORT 2014) – The District Manager summarized the history of the Sageport 2014 LID (Local Improvement District). The District Manager offered that the original LID had included lots on Independence Court, which required a lift station for centralized sewer, and that those lots had been removed from the LID due to the cost of a new lift station. After discussion, a motion was made and seconded; (RESOLUTION 14-084) TO EXECUTE THE INTERGOVERNMENTAL AGREEMENT BETWEEN THE PERRY PARK WATER AND SANITATION DISTRICT AND THE BOARD OF COUNTY COMMISSIONERS OF THE COUNTY OF DOUGLAS CONCERNING DOUGLAS COUNTY LOCAL IMPROVEMENT DISTRICT NO. 14-01 (SAGEPORT 2014). The motion passed unanimously.

- 2.5 Quarterly Legal Update – Mr. Alan Hill and Ms. Ashley Pollock with Yate's Law Firm, LLC attended the Board meeting to provide an update to the Board on open water court cases and to provide his thoughts on Colorado's Water Plan which was recently released to the public.

The Board discussed a recent issue regarding erroneous information being disseminated regarding the District's delinquent account collection policies. After discussion, the Board agreed that the District should have a standard response to such situations readily available.

- 2.6 Proposed 2015 Rate Increases – The District Manager advised the Board that she had posted the 2015 Rates Evaluation power point presentation on the District's website www.ppwsd.org. She noted that the presentation had been updated with data from the 2015 adopted budget. The District Manager offered that she had published a public notice in the Douglas County News Press providing notification that the Board would be discussing rates at the January 21, 2015 Board Meeting and the February 18, 2015 Board Meeting. The District Manager noted that she would be drafting a change in rate notification packet for the District's Customers.
- 2.7 Wagner Barnes & Griggs, PC – Audit Engagement Letter – The Board reviewed an Audit Engagement letter from Wagner Barnes & Griggs, PC to perform the 2014 audit. After discussion, a motion was made and seconded; (RESOLUTION 14-085) TO EXECUTE THE AUDIT ENGAGEMENT LETTER WITH WAGNER BARNES & GRIGGS, PC. 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 had been submitted by Semocor, Inc.
- 3.2 Monthly Staff Report – The members of the Board reviewed the Monthly Staff Report.

4.0 Old Business/Immediate Issues

Director Peterson advised the Board that the District Manager had requested that the Staffing Committee consider a yearend bonus for employee Ms. Sue Byrnes in recognition of her efforts throughout the year and her commitment to the District. After discussion, a motion was made and seconded; (RESOLUTION 14-086) TO AUTHORIZE A YEAREND BONUS IN THE AMOUNT OF \$1,200.00 FOR MS. SUE BYRNES IN RECOGNITION OF HER EFFORTS AND COMMITMENT TO THE DISTRICT. The motion passed unanimously.

The Staffing Committee advised the Board that they had recommended a yearend bonus for the District Manager. After discussion, a motion was made and seconded; (RESOLUTION 14-087) TO AUTHORIZE A YEAREND BONUS IN THE AMOUNT OF \$2,500.00 FOR MS. DIANA MILLER IN RECOGNITION OF HER EFFORTS AND COMMITMENT TO THE DISTRICT. The motion passed unanimously.

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

Director Peterson noted that a number of the District's working committees had only one Board member appointed. After discussion the following appointments to the following committees were made:

Director Morris was appointed to the Staffing Committee joining Director LaCrosse.

Director Matchett was appointed to the Emergency Response Planning Committee joining Director Peterson.

5.0 Audience Participation

There was none.

6.0 Adjournment - A motion was made and seconded; (RESOLUTION 14-088) TO ADJOURN THE REGULAR MEETING. The motion passed unanimously. The meeting adjourned at 18:35.

Director Judy LaCrosse - Secretary