



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

Regular Meeting – September 19, 2018

Board Members Present

Judy LaCrosse
Jim Maras
Jim Matchett
Andy Morris
Gary Peterson

Visitors

Robin Maras

Staff / Consultants in Attendance

Diana Miller – District Manager

1.0 Call To Order

The Regular 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 18-074) TO APPROVE THE MINUTES OF THE AUGUST 15, 2018 REGULAR BOARD MEETING OF THE PERRY PARK WATER AND SANITATION DISTRICT AS PRESENTED. The motion passed unanimously.

In reference to Section 2.3 Fox Circle Proposed Septic System, Director Peterson inquired as to whether the Temporary Use of Septic System Agreement will be attached the property. The District Manager advised that the executed agreement will be recorded with the Douglas County Clerk and Recorder.

With regard to the same Section, Director Morris asked if there was a duration period defined in the agreement. The District Manager advised that the duration is five years, with one five year extension if requested.

- 2.2 Disbursements – A motion was made and seconded; (RESOLUTION 18-075) TO RATIFY ELECTRONIC PAYMENTS DATED SEPTEMBER 6, 2018 IN THE AMOUNT OF \$9,195.76 WHICH WERE PREVIOUSLY DISBURSED FROM 1ST BANK. The motion passed unanimously.

A motion was made and seconded; (RESOLUTION 18-076) TO APPROVE CHECKS 12023 THRU 12046 IN THE AMOUNT OF \$487,467.99 TO BE DISBURSED FROM 1ST BANK. The motion passed unanimously.

In reference to check 12031, issued to Hill & Pollock, LLC, Director Matchett requested a status update of the District's Gove Ditch water court case. The District

Manager provided the Board with an e-mail from the District's water counsel, Mr. Alan Hill that provided a detailed status. In summary there are a number of items raised by the opposers in the case that are being addressed by Mr. Hill and the District's hydrologist Lytle Water Solutions, LLC. The District Manager noted that the next status conference for the water court case is January 31, 2019.

In reference to check 12043, issued to TST Infrastructure, LLC, Director Matchett requested additional information related to the Item Jellystone Easements. The District Manager advised that as part of the preconstruction work done at the Sageport Wastewater Treatment Plant, it was determined that a section of the District's sewer main line was installed on the Sun Jelly Larkspur's property. The District Manager added that Sun Jelly Larkspur granted the District an easement.

A motion was made and seconded; (RESOLUTION 18-077) TO APPROVE CHECKS 12047 THRU 12050 IN THE AMOUNT OF \$146,428.36 TO BE DISBURSED FROM 1ST BANK. The motion passed unanimously.

A motion was made and seconded; (RESOLUTION 18-078) TO RATIFY CONSENT AGENDA ITEMS DATED AUGUST 24, 2018 IN THE AMOUNT OF \$6,839.92 AND CONSENT AGENDA ITEMS DATED SEPTEMBER 7, 2018 IN THE AMOUNT OF \$6,394.02 WHICH WERE PREVIOUSLY DISBURSED FROM WELLS FARGO BANK. The motion passed unanimously.

- 2.3 Proposed Construction/Bulk Water Fee Increase – The Board concluded their discussion on the proposed increase. The Board asked for public comment from the audience. With no audience participation, the following motion was made and seconded;

RESOLUTION 2018-09-001

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE PERRY PARK WATER AND SANITATION DISTRICT, ADJUSTING CONSTRUCTION/BULK WATER FEES

WHEREAS, the District has analyzed the Construction/Bulk Water Fees and concluded that the Construction/Bulk water rate should be billed at the Commercial water rate;

WHEREAS, the Hydrant Meter Deposit is not adequate to cover the cost of replacement;

WHEREAS, the Board agreed to consider Construction/Bulk water fee increases at the August 15, 2018 Regular Board Meeting, RESOLUTION 18-072;

WHEREAS, the Board has considered information from consultants and citizens regarding the adjustment of the fees described herein, including public comments at Board meetings;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE PERRY PARK WATER AND SANITATION DISTRICT, THAT THE FOLLOWING FEE INCREASES BE ADOPTED, EFFECTIVE NOVEMBER 1, 2018:

Proposed Rates	Amount	Description
Deposit	\$2,800.00	Refundable when hydrant meter is tested and accepted by the District
Meter Use Fee	\$5.00/day \$50.00 minimum	Use of District's hydrant meter
Water Use Rate	\$8.05/1,000 gallons	Rate per thousand gallons for first 100,000 gallons
	\$10.26/1,000 gallons	Rate per thousand gallons for next 100,000 gallons
	\$13.66/1,000 gallons	Rate per thousand gallons for gallons over 200,000

PASSED AND ADOPTED at the September 19, 2018 Regular Board Meeting.

- 2.4 Proposed Agreement for Services with Semocor, Inc. – The Board reviewed the proposed Agreement for Services for Operations presented by the District Manager. Director Maras referenced Section 2.4 B, paragraph 8, and asked if the valves were exercised as part of the District's annual maintenance program. The District Manager offered that valves that can be exercised are done annually.

Director Maras commented on some of his observations at the Sageport Water Treatment plant. Director Maras wanted to insure that these items were being addressed. The District Manager offered that the District, Semocor, Inc. and TST Infrastructure, LLC had compiled an extensive and thorough list of items that will be completed at the Sageport Water Treatment Plant in 2019 and 2020. The District Manager added that some of the items such as media replacement will be done as soon as possible.

Director Peterson stressed the importance of Semocor, Inc.'s attendance at Board Meetings. The District Manager agreed and indicated that Mr. Will Parker, the President of Semocor, Inc. felt the same.

The proposed Agreement for Services with Semocor, Inc. will be on the October 17, 2018 Board Meeting agenda for Board approval.

- 2.5 Proposed 2019 Budget – The Board reviewed the proposed 2019 Budget presented by the District Manager. The Board will discuss the Budget at the October and November Board Meetings. The Budget Hearing is scheduled for the December 12, 2018 Board Meeting.

The District Manager advised the Board that Ehlers was in the process of updating the District's rate analysis study.

Director Peterson raised the issue of tap fee rates associated with lots on Country Club Drive that have been improved by the recent installation of the water main line. The District Manager offered that the District does not establish tap fees for lots

without service. Then added that when service is available to those lots the installation of the Country Club water line loop will be considered.

Director Peterson reappointed Director LaCrosse and appointed Director Maras to the Staffing Committee. The Staffing Committee will meet with the District Manager at an upcoming date.

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 prepared by Mr. Parker.

Director Matchett noted that the TSS (Total Suspended Solids) result from the Waucondah Wastewater Treatment Plant was getting close to the Effluent Limit. The District Manager advised that she would ask Mr. Parker to comment at the next Board Meeting.

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

In reference to the Capital Improvement Projects summary reports, Director Peterson requested a summary of the reason for the Change Orders. The District Manager offered the following: With regard to the Sageport Wastewater Treatment Plant Improvements project, 12" was added to the width of the building housing the mechanical bar screen to avoid conflict with the channel chamber, an insulated and heated enclosure was installed for the circular chart recorder to prevent the ink from freezing and PVC coated electrical conduit will be installed instead of aluminum. With regard to the Country Club Drive Water Loop project, the addition of a second 10" waterline stub out was added, the amount of this change order will be reimbursed to the District. With regard to the Bannock Lift Station Improvement Project, an existing 4" sanitary service line was rerouted and an unlocated ground water well electrical line was rerouted.

- 4.0 Old Business/Immediate Issues** - There was none.

- 5.0 Audience Participation** –There was none.

- 6.0 Adjournment** - A motion was made and seconded; (RESOLUTION 18-079) TO ADJOURN THE REGULAR MEETING. The motion passed unanimously. The meeting adjourned at 17:22.

Secretary, Judy LaCrosse