



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

Regular Meeting - June 21, 2023

Board Members Present

Brian Arthurs
Tony Lucas
James Maras
Jim Matchett
Gary Peterson

Visitors

Rich Briner
Scott Mason
Chad Otto
Bob Petro
Elaine Petro
Blake Riley
Kelly Riley

Staff / Consultants in Attendance

Diana Miller – District Manager
Will Parker – Semocor, Inc.
Heather Prewitt – Fiscal Focus Partners, LLC

1.0 Call To Order

The Regular Board Meeting was called to order at 14:00.

2.0 New Business and Open Items and Operational Status

- 2.1 Meeting Minutes – A motion was made and seconded; (RESOLUTION 23-039) TO APPROVE THE MINUTES OF THE APRIL 19, 2023 REGULAR BOARD MEETING OF THE PERRY PARK WATER AND SANITATION DISTRICT AS PRESENTED. The motion passed unanimously.

A motion was made and seconded; (RESOLUTION 23-040) TO APPROVE THE MINUTES OF THE MAY 17, 2023 REGULAR BOARD MEETING OF THE PERRY PARK WATER AND SANITATION DISTRICT AS PRESENTED. The motion passed unanimously.

- 2.2 Disbursements – A motion was made and seconded; (RESOLUTION 23-041) TO APPROVE ELECTRONIC PAYMENTS DATED MAY 12, 2023 IN THE AMOUNT OF \$470.76 AND ELECTRONIC PAYMENTS DATED MAY 21, 2023 IN THE AMOUNT OF \$18,367.42 WHICH WERE PREVIOUSLY DISBURSED FROM 1ST BANK. The motion passed unanimously.

A motion was made and seconded; (RESOLUTION 23-042) TO APPROVE CHECKS 13812 THRU 13846 IN THE AMOUNT OF \$278,608.60 TO BE DISBURSED FROM 1ST BANK WITH CHECKS 13777 THRU 13811 BEING VOIDED. The motion passed unanimously.

Director Arthurs reviewed the voided checks.

In reference to check 13819, issued to Dana Kepner Company, LLC, Director Peterson asked how many water meters were purchased for \$6,840.00. The District Manager advised that the District purchased 36 water meters which includes surplus due to ongoing supply chain issues.

In reference to check 13842, issued to TST Infrastructure, LLC, Director Arthurs commented that this should be the last time *Gove Ditch Metering Flume-Final Design* should be billed, as the project is moving into the construction phase.

A motion was made and seconded; (RESOLUTION 23-043) TO RATIFY CONSENT AGENDA ITEMS DATED MAY 26, 2023 IN THE AMOUNT OF \$9,020.62 AND CONSENT AGENDA ITEMS DATED JUNE 9, 2023 IN THE AMOUNT OF \$8,690.94 WHICH WERE PREVIOUSLY DISBURSED FROM WELLS FARGO BANK. The motion passed unanimously.

- 2.3 Request for Board Consideration – Redrill Well 2035 Perry Park Avenue – Mr. Scott Mason attended the Board Meeting to request that the Board grant an exception to resolution 2019-05-001 which does not allow for any new “private wells”. Mr. Mason explained that an exception should be granted in this unique circumstance due to his pump getting stuck in his well not because of the supply of water. Director Lucas suggested that Mr. Mason investigate running a water service from Quartz Mountain Drive instead of redrilling a well. Mr. Mason offered that he was still hoping to retrieve the pump, but if that failed he would evaluate all options available. At the conclusion of discussion a motion was made and seconded (RESOLUTION 23-044) TO GRANT AN EXCEPTION TO RESOLUTION 2019-05-001 FOR REDRILLING A WELL AT 2035 PERRY PARK AVENUE DUE TO A WELL OBSTRUCTION, WITH THE SAME REQUIREMENTS IDENTIFIED IN PERMIT NUMBER 48353-F WITH THE CONDITION THAT THE WELL IS OPERATED IN ACCORDANCE WITH THE DECREE GRANTED IN COURT CASE 82CW0181 DIVISION 1 WATER COURT. The motion passed unanimously.

- 2.4 2022 Audit - Ms. Heather Prewitt with Fiscal Focus Partners LLC, attended the Board Meeting to present the 2022 Financial Statements and the results of the 2022 Audit. Ms. Prewitt noted that Schilling & Company, Inc. performs the audit preparation, as well as the financial statement preparation for the District. Ms. Prewitt noted that there were no adjustments to the financial statements necessary. Ms. Prewitt advised the Board that Fiscal Focus Partners LLC would be issuing an Independent Auditors’ Report, signifying that the financial statements are free of material misstatements and in accordance with GAAP (Generally Accepted Accounting Principles).

Ms. Prewitt highlighted the key components of the financial statements. Ms. Prewitt noted that “all documentation requested was available and provided”. Ms. Prewitt noted that as is typical for the District, the audit went smoothly. Ms. Prewitt encouraged the Board to remain diligent in their financial oversight.

A motion was made and seconded; (RESOLUTION 23-045) TO ACCEPT THE 2022 AUDIT AS PRESENTED AND TO AUTHORIZE THE DISTRICT MANAGER

TO FACILITATE THE FINAL VERSION OF THE AUDIT AND SUBMIT IT TO THE STATE. The motion passed unanimously.

- 2.5 Request for Easements Near Waucondah Wastewater Treatment Plant – The Board reviewed and discussed a letter from Mr. Brooks Kaufman, a Core Electric Cooperative, Lands and Rights of Way Manager, requesting that the Board grant them an easement to facilitate the replacement of aging overhead infrastructure with new underground lines. These improvements will improve electrical service in the area, help with fire mitigation efforts and improve the aesthetic of the project area. The District Manager advised the Board that both legal counsel and District engineer had reviewed the corresponding Utility Underground Access Easement agreement. At the conclusion of discussion, a motion was made and seconded; (RESOLUTION 23-046) TO EXECUTE THE UTILITY UNDERGROUND ACCESS EASEMENT WITH CORE ELECTRIC COOPERATIVE. The motion passed unanimously.
- 2.6 Waudoncah Wastewater Treatment Plant Odor Issues – Rich Briner, Bob Petro and Elaine Petro attended the Board meeting to discuss their concerns regarding odor issues from the Waudoncah Wastewater Treatment Plant. They commented that the odor seemed stronger this summer. Mr. Parker offered that as previously discussed one of the RBCs had been offline and the recent rain events had caused a great deal of inflow and infiltration. Director Maras offered that the design plan had been submitted to the state since last year for approval. Mr. Briner requested contact information for the state, to see if they could expedite the approval process. The Board suggested that they contact their local congressional representative. Director Peterson offered that the approval timing had had an impact on the cost of funding the improvements.
- 2.7 Board Meetings with Zoom Participation – The Board reviewed an e-mail from Mr. Steve Ostrowski requesting that the Board begin utilizing a Zoom (video conferencing technology) option to “allow for more participation and transparency for the board”. The Board discussed the advantages and disadvantages of Zoom meetings and concluded that in person meetings were the best method to communicate effectively with Customers and consultants; there would be no change to District Board Meeting policy.
- 2.8 Request for Board Consideration – 7220 Perry Park Blvd. – Sprinkler System – The Board reviewed an e-mail from Ms. Betsy Roush regarding the loss of water pressure in her sprinkler system. Ms. Roush suggested that the pressure loss was due to water breaks that occurred. The Board discussed the age of the system and suggested that Ms. Roush contact a sprinkler company to blow the system out.
- 2.9 Request for Board Consideration – Bannock Sub District – Mr. Chad Otto, Mr. Blake Riley and Ms. Kelly Riley attended the Board meeting to request that the Board support the formation of a Bannock Sub-District to facilitate the construction of infrastructure that will allow for the development of the forty-one lots identified in the October 8, 2020 Bannock feasibility study. Mr. Otto provided a construction estimate prepared by ESI and suggested that the original construction estimates prepared by Douglas County were inflated. The Board concluded that they needed legal advice before discussing a Sub-District formation and directed the District Manager to coordinate.

- 2.10 District Systems Report – The members of the Board reviewed the District Systems Report that was presented by Mr. Will Parker.

Director Peterson noted the Ammonia result at the Waucondah Wastewater Treatment Plant had risen. Mr. Parker offered that it was due to the second RBC (Rotating Biological Contactor) being out of service.

Mr. Parker advised the Board that the recent water main break on Apache Drive appeared to be related to older repair that failed. Mr. Parker noted that the excavation was difficult because of huge concrete chunks encountered.

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

- 2.12 Audience Participation – There was none.

- 2.13 Board Member Discussion Items – Director Maras raised the potential mill levy changes for 2024. Director Maras offered that the District could consider some type of rebate if the mill levies are too high.

Director Maras advised the Board that an outdoor experience facility was being constructed nearby that required approximately \$14 million in water capabilities. He suggested that there might be an opportunity for the District.

Director Peterson advised that there was an ongoing dialogue in Perry Park Ranch regarding the formation of a township. He noted that there will be a meeting of key area organization stakeholders to listen to an attorney’s review of the formation process involved for the towns of Centennial and Keystone. The Perry Park Metro District asked if the PPWSD would co-sponsor the event with them (no cost). Director Peterson suggested that PPWSD should co-sponsor the event, since it will allow the District to learn and understand the process being discussed, and how the process could affect the District going forward. The Board members agreed to co-sponsor the meeting.

- 3.0 Adjournment** - A motion was made and seconded; (RESOLUTION 23-047) TO ADJOURN THE REGULAR MEETING. The motion passed unanimously. The meeting adjourned at 16:30.

Secretary, James Maras