



Perry Park Water and Sanitation District  
5676 West Red Rock Drive  
Larkspur, Colorado 80118  
[www.ppwsd.org](http://www.ppwsd.org)

## Regular Meeting - July 19, 2023

### Board Members Present

Brian Arthurs  
Tony Lucas  
James Maras  
Jim Matchett  
Gary Peterson

### Visitors

Matt Fischer – Fischer Enterprises, Inc.  
Brent Hall  
Chad Otto  
Blake Riley  
Kelly Riley

### Staff / Consultants in Attendance

Kim Crawford – Butler Snow, LLP  
Courtney Diguardi – Butler Snow, LLP  
Diana Miller – District Manager  
Will Parker – Semocor, Inc.  
Kyle Thomas – D. A. Davidson  
Andrew Wheeler – D.A. Davidson

### 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 23-048) TO APPROVE THE MINUTES OF THE JUNE 12, 2023, SPECIAL MEETING OF THE PERRY PARK WATER AND SANITATION DISTRICT AS AMENDED. The motion passed unanimously.

Director Peterson suggested that for clarity the following sentence be added to the section regarding the approval of tap fees, development fees, or any type of extra-territorial impact fees: *These fees will be determined as a work in progress.*

A motion was made and seconded; (RESOLUTION 23-049) TO APPROVE THE MINUTES OF THE JUNE 21, 2023, REGULAR BOARD MEETING OF THE PERRY PARK WATER AND SANITATION DISTRICT AS AMENDED. The motion passed unanimously.

Director Peterson suggested that the final paragraph of the Board Member Discussion items be reworded as follows: *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.*

- 2.2 Disbursements – A motion was made and seconded; (RESOLUTION 23-050) TO APPROVE ELECTRONIC PAYMENTS DATED JUNE 19, 2023, IN THE AMOUNT OF \$8,081.61 WHICH WERE PREVIOUSLY DISBURSED FROM 1<sup>ST</sup> BANK. The motion passed unanimously.

A motion was made and seconded; (RESOLUTION 23-051) TO APPROVE CHECKS 13847 THRU 13864 IN THE AMOUNT OF \$159,102.40 TO BE DISBURSED FROM 1<sup>ST</sup> BANK. The motion passed unanimously.

In reference to check 13849, issued to Dana Kepner Company, LLC, Director Peterson requested additional information about the Description *Auto Gun, Charger, Pit Probe*. The District Manager advised that the District's existing equipment required redundancy and that the Auto Gun is a meter reading device that transmits meter reading data to a handheld device that contains route meter reading data. After all meter reading data is collected, the handheld device is used to upload meter reading data to the District's billing system. The District Manager added that the Pit Probe was used to read meter data inside of meter pits.

In reference to check 13856, issued to Level Engineering & Inspection, Director Peterson requested clarification on the Description *Water Demand Resolution Douglas County*. The District Manager advised that the PPWSD Board of Directors is required to adopt Water Demand Standards. The District Manager added that the resolution is required to prove the District's ability to serve.

From Douglas County Zoning Resolution, Water Supply Overlay District:

*1805A Water Demand Standards 1805A.01 For service governed by an Established District, the applicant shall submit a copy of the governing board's resolution establishing minimum water standards for the Established District. The County may request additional information to evaluate the adequacy of Water Demand standards pursuant to C.R.S. § 29-20-302(1). (Amended 12/15/22)*

In reference to check 13861, issued to TST Infrastructure, LLC, Director Peterson requested the funding status of the four items that were highlighted as *To be reimbursed* to the District. The District Manager advised that three of the four were current and the fourth had not yet been sent their final bill.

A motion was made and seconded; (RESOLUTION 23-052) TO RATIFY CONSENT AGENDA ITEMS DATED JUNE 23, 2023, IN THE AMOUNT OF \$9,148.46 AND CONSENT AGENDA ITEMS DATED JULY 7, 2023, IN THE AMOUNT OF \$9,128.83 AND CONSENT AGENDA ITEMS DATE JULY 21, 2023 IN THE AMOUNT OF \$8,852.42 WHICH WERE PREVIOUSLY DISBURSED FROM WELLS FARGO BANK. The motion passed unanimously.

- 2.3 Bannock Sub-District Q & A – Ms. Kim Crawford and Ms. Courtney Diguardi from Butler Snow, LLP and Mr. Kyle Thomas and Mr. Andrew Wheeler from D. A. Davidson attended the Board Meeting to answer questions from the Board and Mr. Chad Otto, Mr. Blake Riles and Ms. Kelly Riley regarding the formation of a sub-district to support the efforts to fund the potential 41 lot development referred to as the "Bannock LID" (Local Improvement District). The estimated construction cost per lot is \$210,000 to \$250,000. The Board was concerned that the formation of the sub-district would negatively impact the District's ability to fund the two-wastewater treatment plant improvement projects. In addition, the Board was concerned that the level of effort required by District Staff would negatively impact the District's current day to day and project related requirements. Ms. Crawford highlighted that the District's current service plan would limit the District's ability to hold a bond related election and assess a mill levy for the sub-district. The District Manager noted that revisions to the District's service plan would require Douglas County approval. Mr. Wheeler and Mr. Thomas suggested that the assessed value of the lots currently, would not support the required funding amount. The Board suggested that the lot owners form a metropolitan district as opposed to a sub-district.
- 2.4 Request for Board Consideration – 6875 Perry Park Blvd. – The Board reviewed a letter from a Customer in the District regarding "Equitable Relief" for Customers who own property in the District that are not always occupied. These types of situations can have billing cycles with no water usage. The Customer requested that the billing structure be changed to accommodate these types of property owners. The Board discussed the request and the District's costs that occur regardless of the occupancy of a property. The Board noted that once water and sewer service is started, it must always be available. The Board directed the District Manager to respond to the Customer, and advise that the water and sewer base rates and capital improvement fee are necessary to sustain the water and sewer systems and that for the health of the system no accommodation can be made.
- 2.5 Request for Board Consideration – Echo Valley Road, Septic System instead of Centralized Sewer Construction – The Board reviewed a letter from Mr. Tom Smith requesting that the Board consider allowing four septic systems on Echo Valley Road as opposed to constructing the sewer main as identified in the accepted Echo Valley Development feasibility study. The rationale for Mr. Smith's request is the Douglas County requirement that if centralized sewer is installed, approximately 900 feet of road paving at a cost of approximately \$200,000 would be necessary. The Board reviewed an e-mail prepared by Michael Gerstner with TST Infrastructure, LLC identifying areas of concerns regarding Mr. Smith's request; there is a sewer main directly in front of these lots, Rules and Regulations indicate that Septic Systems should connect to gravity sewer if the premise is within 400 feet of a sewer main, which applies to all of these lots, the water to these lots would not have any return flow credits for the District, these lots are within 0.25 miles of Wauconda Reservoir. In consideration of the concerns raised by Mr. Gerstner, the Board denied the request and suggested that a boring option be considered.
- 2.6 District Systems Report – The members of the Board reviewed the District Systems Report that was presented by Mr. Parker. Mr. Parker advised the Board that the RBC that had been out of service was back online.

- 2.7 Monthly Staff Report - The members of the Board reviewed the Monthly Staff Report that was presented by the District Manager.
- 2.8 District Water Main Breaks - Feedback – Mr. Matt Fischer attended the Board Meeting to provide the Board with emergency water main break repair details from the past five years. He summarized the break causes which included pinhole leaks in copper service lines, leaking flare fittings, saddle failures, water main valve leaks and water main breaks due to ground movement. Mr. Fischer advised the Board of the sequence of actions that are taken when responding to a District water main break emergency call.

Mr. Fischer requested clarification from the Board regarding the District's Contractor engagement. The Board clarified that individual Board members provide feedback, but that engagement is always a Board decision.

The Board thanked Mr. Fischer for all of the work he has done in the District.

- 2.9 Audience Participation – Mr. Brent Hall attended the Board meeting to request that the Board allow a septic system on a 6.22 acre undeveloped parcel on Independence Drive that he may purchase. The District Manager advised the Board that she had recently been contacted by four different persons regarding the parcel and advised them all that a preliminary review of the parcel indicates that the parcel is master planned for centralized sewer and master planned for a water main to cross the property. The District Manager added that all had been advised that the Board would need to grant a variance to the master plan to allow a septic system if they were agreeable, but there was not enough time before this Board Meeting to do the due diligence to provide the Board with enough information to make a decision on the request. The Board discussed the request and concluded that the request and decision should be deferred to the August 16, 2023 Board Meeting.
- 2.10 Board Member Discussion Items – Director Peterson advised the Board that with regard to discussions about the potential formation of a Perry Park Ranch township, stakeholders would be meeting on July 26 and July 27 to discuss with legal counsel. Director Peterson added that no geographical boundaries for the township had been established. Director Peterson reiterated that the PPWSD's involvement in these meetings is to understand the process going forward and to represent/protect the District's interests.

**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.

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Secretary, James Maras