

## Regular Meeting – January 15, 2008

### Board Members

Mike Hayes  
Craig Johnston  
Tony Lucas  
Jim Matchett  
Gary Peterson

### Visitors

Judy LaCrosse  
Keith Worley  
Ralph Locascio – Nolte & Assoc.  
Tom Repp – Nolte & Assoc.  
Jon Sebba – Nolte & Assoc.

### Staff / Consultants

Diana Miller – District Manager  
Sue Byrnes – District Staff  
Scott Monroe – Semocor, Inc.

### 1.0 Call To Order

The meeting was called to order at 16:33.

### 2.0 New Business

2.1 Meeting Minutes - A motion was made and seconded; (RESOLUTION 08-001): TO APPROVE THE MINUTES OF THE DECEMBER 18, 2007 REGULAR BOARD MEETING OF THE PERRY PARK WATER AND SANITATION DISTRICT AS PRESENTED. Passed unanimously.

2.2 Water/Sewer Permits – The following permits had already been approved:

Permit #	Builder/Owner	Property Address
1381	Brian Kopp	1250 Kenosha Drive
1382	Pinnacle Peak Homes	7922 Red Hill Road

Thirty-eight (38) permits were issued in 2007.

Director Matchett requested that the Permit Applications chart be formatted differently.

2.3 Disbursements – A motion was made and seconded; (RESOLUTION 08-002):

TO APPROVE CHECKS 18802 – 18807 IN THE AMOUNT OF \$13,930.37 WHICH WERE PREVIOUSLY DISBURSED FROM WELLS FARGO BANK WEST. Passed unanimously.

A motion was made and seconded; (RESOLUTION 08-003): TO APPROVE CHECKS 18808 – 18831 IN THE AMOUNT OF \$69,169.89 FROM WELLS FARGO BANK WEST. Passed unanimously.

A motion was made and seconded; (RESOLUTION 08-004): TO RATIFY CONSENT AGENDA ITEMS DATED DECEMBER 28, 2007 IN THE AMOUNT OF \$4,273.55 WHICH WERE PREVIOUSLY DISBURSED FROM WELLS FARGO BANK WEST. Passed unanimously.

A motion was made and seconded; (RESOLUTION 08-005): TO RATIFY CONSENT AGENDA ITEMS DATED JANUARY 11, 2008 IN THE AMOUNT OF \$4,562.76 WHICH WERE PREVIOUSLY DISBURSED FROM WELLS FARGO BANK WEST. Passed unanimously.

Director Matchett asked if it was possible to determine how much diesel fuel was used during the recent IREA power outages.

Director Matchett asked if the District Manager could produce this year versus last year monthly expense budget data specifically related to utilities. The District Manager advised that this could be easily accomplished with the District's financial software. Director Hayes indicated that as IREA rates may have changed from the previous period, kilowatts or kilowatt hours would provide a more accurate picture.

- 2.4 Andy Morris Letter – The Board reviewed a letter that had been sent to the Perry Park Water and Sanitation District from Mr. Andy Morris with the Perry Park Metropolitan District (PPMD) regarding utilizing the District Office for their Board meetings as well as to determine if the District could assist them with water for new plantings at the entrance of Perry Park Ranch.

Director Hayes and the District Manager with the assistance of Mr. Scott Monroe with Semocor, Inc. had determined a possible temporary water solution that would meet the needs of the PPMD. After presentation to the Board and a brief discussion the Board agreed to assist the PPMD with a temporary water solution.

The Board discussed Mr. Alan Hill's feedback related to District Office utilization for organizations other than the Perry Park Water and Sanitation District as well as Director Hayes's comments. Due to security concerns and future requests that may result the Board declined to offer the use of the facility. A motion was made and seconded; (RESOLUTION 08-006): TO DECLINE TO OFFER THE USE OF THE PERRY PARK WATER AND SANITATION DISTRICT FACILITY FOR PURPOSES OTHER THAN PERRY PARK WATER AND SANITATION BUSINESS. Passed unanimously. The Board directed the District Manager to send a letter to Mr. Andy Morris informing him of the Board's decision.

- 2.5 Nolte and Associates – Mr. Tom Repp, Mr. Ralph Locascio and Mr. Jon Sebba attended the meeting to introduce themselves to the Board and to provide information related to the

depth of experience that Nolte and Associates has available to meet the needs of the District. Mr. Repp is currently working on the District's Reservoir Committee.

### **3.0 Staff and Consultant Reports**

- 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.

The Board and audience discussed the methodology used to report monthly precipitation numbers on the Systems Report.

- 3.2 MONTHLY STAFF REPORT – The members of the Board reviewed the Monthly Staff Report which had been submitted by the District Manager.

As per C.R.S. 24-6-402(2)(c) A motion was made and seconded; (RESOLUTION 08-007): TO DESIGNATE THE POSTING LOCATIONS FOR 24-HOUR NOTICE AGENDAS TO BE: THE DISTRICT OFFICE, THE LARKSPUR FIRE DEPARTMENT #2 AND THE LARKSPUR ELEMENTARY SCHOOL. Passed unanimously.

The District Manager requested that each member of the Board disclose any potential conflict of interest that they may have. No conflicts of interest were reported.

The Board discussed three new charts that had been created by the District Manager to report average residential usage in a three month billing cycle, total gallons used in a three month billing cycle and residential customer usage within rate categories. The Board was perplexed to find the number of customers that exceed 100,000 and 200,000 gallons used in a three month billing cycle.

The members of the Board reviewed the monthly Project Status Report which had been submitted by the District Manager.

The members of the Board reviewed the monthly Service Improvement Project Status Report which had been submitted by the District Manager. The District Manager highlighted that the Vendor ACH Payments project would be removed from the active project list.

### **4.0 Old Business/Immediate Issues**

The District Manager provided the Board with a Quit Claim Deed as well as an Easement Agreement for a parcel referred to as Perry Park Filing #5, Block 9, Lot 26. The District Manager explained that in 1993 a deed was filed with the Douglas County Clerk and Records office that was incomplete. When a title search was recently done as part of the property closing the incomplete document was interpreted to be a blanket easement owned by the Perry Park Water and Sanitation District. To correct the mistake in 1993, Mr. Alan Hill had drafted two documents, the first a Quit Claim Deed which would allow the District to deed the property to the correct owner and the second an Easement Agreement which would insure that the District had an easement in place to access its water and sewer main lines.

A motion was made and seconded; (RESOLUTION 08-008) TO SIGN THE QUIT CLAIM DEED FOR PROPERTY KNOWN AS PERRY PARK FILING #5, BLOCK 9, LOT 26 WHICH WOULD RETURN THE BLANKET EASEMENT BACK TO THE PROPERTY OWNER AND SIGN AN EASEMENT AGREEMENT ASSOCIATED WITH THE ABOVEMENTIONED PROPERTY THAT WOULD FORMALIZE THE DISTRICT'S ACCESS TO THE WATER AND SEWER MAIN LINES. Passed unanimously.

Copies of the Easement Agreement and Quit Claim Deed are included with these meeting minutes.

The District Manager advised the Board that the informational articles being published in the Perry Park Sentinel were being done so at no cost. The Board discussed the value that the Perry Park Sentinel is to the District, by allowing the District to better communicate with its customers. The Board reviewed the donation that was made by the District to the Perry Park Sentinel in 2007. A motion was made and seconded; (RESOLUTION 08-009) TO MAKE A \$500.00 DONATION TO THE PERRY PARK SENTINEL. Passed unanimously.

**5.0 Audience Participation**

None.

**6.0 Adjournment** - A motion was made and seconded; (RESOLUTION 08-010): TO ADJOURN THE REGULAR MEETING. Passed unanimously. The meeting adjourned at 18:58.

ATTEST:

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Secretary