



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

Regular Meeting – January 16, 2019

Board Members Present

Judy LaCrosse
Jim Matchett
Andy Morris
Gary Peterson

Visitors

Brian Arthurs
Bridget King
Craig Johnston
Dean Stange

Excused Absence

Jim Maras

Staff / Consultants in Attendance

Diana Miller – District Manager
Will Parker – Semocor, Inc.

1.0 Call To Order

The Regular Meeting was called to order at 16:30. Director Peterson suggested that the *Audience Participation* section of the Agenda should be moved after *Disbursements* in consideration of audience participants. There was no opposition from the Board or audience.

2.0 New Business and Open Items

- 2.1 Meeting Minutes – A motion was made and seconded; (RESOLUTION 19-001) TO APPROVE THE MINUTES OF THE DECEMBER 12, 2018 REGULAR BOARD MEETING AND BUDGET HEARING OF THE PERRY PARK WATER AND SANITATION DISTRICT AS AMENDED. The motion passed unanimously.

In reference to section 2.4 *Accept Upper Apache Drive Feasibility Study* it was suggested that the verbiage *Director Peterson noted that the feasibility study would expire in two years* should be changed to *Director Peterson stressed that the feasibility study would expire in two years* to better reflect his statement. The Board concurred.

- 2.2 Disbursements – A motion was made and seconded; (RESOLUTION 19-002) TO RATIFY ELECTRONIC PAYMENTS DATED DECEMBER 14, 2018 IN THE AMOUNT OF \$7,008.15 AND ELECTRONIC PAYMENTS DATED DECEMBER 17, 2018 IN THE AMOUNT OF \$91.18 AND ELECTRONIC PAYMENTS DATED JANUARY 8, 2019 IN THE AMOUNT OF \$6,670.22 WHICH WERE PREVIOUSLY DISBURSED FROM 1ST BANK. The motion passed unanimously.

A motion was made and seconded; (RESOLUTION 19-003) TO APPROVE CHECKS 12146 THRU 12173 IN THE AMOUNT OF \$251,818.30 TO BE DISBURSED FROM 1ST BANK. The motion passed unanimously.

In reference to check 12146, issued to Barnhart Pump Company, Director LaCrosse requested additional information on the Description *Attempted to pull the pump – Dakota Well*. The District Manager offered that as part of standard maintenance for the Dakota Well, Semocor, had started the Dakota well and found water flowing out of the well head. Barnhart Pump Company was engaged to pull the pipe, pump and motor from the well for evaluation. Barnhart Pump Company was unable to dislodge the pipe. Hydro Resources has since been engaged because of their access to more powerful equipment. The District Manager added that Hydro Resources had successfully dislodged the pipe. The pipe snapped with about one hundred feet left in the well. The District Manager added that Hydro Resources would be coming back with video and fishing equipment to try and pull the remaining one hundred feet.

In reference to check 12153, issued to Ehlers & Associates, Inc., Director Peterson noted the amount of the disbursement, five thousand dollars, for an updated Financial Management Plan with current rate and fee recommendations and asked how often this would be necessary. The District Manager advised that the report suggests annual rate increases for the next few years, so a period of two or three years for an updated Financial Management Plan seems reasonable.

A motion was made and seconded; (RESOLUTION 19-004) TO APPROVE CHECKS 12174 THRU 12181 IN THE AMOUNT OF \$11,056.42 TO BE DISBURSED FROM 1ST BANK. The motion passed unanimously.

A motion was made and seconded; (RESOLUTION 19-005) TO RATIFY CONSENT AGENDA ITEMS DATED DECEMBER 14, 2018 IN THE AMOUNT OF \$9,623.52 AND CONSENT AGENDA ITEMS DATED DECEMBER 28, 2018 IN THE AMOUNT OF \$6,839.92 AND CONSENT AGENDA ITEMS DATED JANUARY 11, 2019 IN THE AMOUNT OF \$6,649.97 WHICH WERE PREVIOUSLY DISBURSED FROM WELLS FARGO BANK. The motion passed unanimously.

- 2.3 Audience Participation – Mr. Dean Stange with Stanley Consultants, Inc. was given the floor to introduce himself and provide information about IREA's GAP Project. Mr. Stange offered that as part of the I-25 GAP Project, IREA is required to relocate electrical infrastructure. Mr. Stange noted that the current plan is to run the new electrical infrastructure down the west side of the rail-road tracks and then along the existing access road. Mr. Stange noted that the electrical infrastructure would need to cross the District's raw water line, which is in an exclusive easement, in two locations. Director Peterson advised Mr. Stange that the District would need engineered drawings of the crossing locations for the District's engineer to review, as well as, a draft of an agreement for the crossing locations for the District's legal counsel to review. Director Peterson advised that the District would need these documents as soon as possible to insure adequate time to review prior to the February 20, 2019 Regular Board Meeting

There was no additional audience participation.

- 2.4 Resolution Establishing the Date, Time and Location for Regular Meetings – The Board reviewed a resolution presented by the District Manager establishing the date, time and location for regular meetings. After discussion, a motion was made and seconded; (RESOLUTION 19-006) TO PASS A RESOLUTION ESTABLISHING THE DATE, TIME AND LOCATION FOR REGULAR BOARD MEETINGS OF THE BOARD OF DIRECTORS OF THE PERRY PARK WATER AND SANITATION DISTRICT, AND DESIGNATING THE LOCATION FOR POSTING NOTICE OF DISTRICT MEETINGS IN COMPLIANCE WITH THE OPEN MEETINGS LAW AND SPECIAL DISTRICT ACT. The motion passed unanimously. The complete text of the resolution is attached to these meeting minutes.
- 2.5 Board Member Declaration of Conflict of Interest if Applicable – The Board reviewed the Colorado statutes which establish a code of ethics for special district Directors. Director Peterson asked each Board Member individually if they had any conflict of interest or an appearance of a conflict of interest. Each Director responded that they did not. Director Peterson directed the District Manager add this agenda item to the next Board Meeting Agenda as well, as Director Maras was not in attendance at this Board Meeting.
- 2.6 Notice of Meetings to Consider Residential and Commercial Water and Sewer Rate and Fee Increases – The Board reviewed the updated Financial Management Plan prepared by Ehlers & Associates, Inc. Director Morris suggested that it would be helpful for Mr. James Mann with Ehlers to attend an upcoming Board Meeting to go through the plan with the Board and answer questions. Director Peterson requested that the text and graphics in the plan be modified to improve legibility.

The Board then reviewed the Notice of Meeting to Consider Residential and Commercial Water and Sewer Rate and Fee Increases resolution prepared by the District Manager. The District Manager highlighted that the proposed increases are a result of the rate analysis included in the updated Financial Management Plan, and the proposed increases are five percent for both base and variable rates. A motion was made and seconded; (RESOLUTION 09-007)

**NOTICE OF MEETING TO CONSIDER
RESIDENTIAL AND COMMERCIAL WATER AND SEWER RATE AND FEE
INCREASES INCLUDED IN THIS RESOLUTION
PERRY PARK WATER AND SANITATION DISTRICT**

NOTICE IS HEREBY GIVEN pursuant to Section 32-1-1001(2)(a), C.R.S., to the customers of the Perry Park Water and Sanitation District (“District”), and all other interested persons that the Board of Directors of the District shall consider increasing the District’s residential and commercial water and sewer rates and fees included in this resolution at open public meetings to be held on Wednesday, February 20, 2019 and on Wednesday March 20, 2019, at the hour of 4:30 p.m., at 5676 Red Rock Drive, Larkspur, Colorado.

NOTICE IS FURTHER GIVEN that any interested party may appear at said time and place for the purpose of providing input, comments or objections to the Board regarding this matter. Following is the possible water and sewer rate and fee increases:

SCHEDULE OF PROPOSED WATER AND SEWER RATES AND FEES

RESIDENTIAL (Bimonthly Billing Cycle) **COMMERCIAL** (Monthly Billing Cycle)

Water Base Rate: \$52.50

Water Base Rate: \$52.50

Plus:

Plus:

Gallons		Rate per 1,000 Gallons
1,000	10,000	\$2.10
11,000	33,000	\$5.84
34,000	66,000	\$7.50
67,000	133,000	\$9.56
Over 133,000		\$12.74
Minimum Daily Water Rate		\$0.87

Gallons		Rate per 1,000 Gallons
1,000	9,000	\$2.10
10,000	45,000	\$6.59
46,000	100,000	\$8.45
101,000	200,000	\$10.77
Over 200,000		\$14.34

Capital Improvement Fee: \$15.75

Capital Improvement Fee: \$7.88

Sewer Base Rate: \$72.45

Sewer Base Rate: \$40.43

Minimum Daily Sewer Rate		\$1.21
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	Rate per 1,000 Gallons
Restaurants	\$6.04
Other Commercial	\$3.53

Water Base Bill: \$68.25
Water and Sewer Base Bill: \$140.70

Reflects an Increase of \$3.25
Reflects an Increase of \$6.70

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 was prepared by Mr. Parker.

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

4.0 Old Business/Immediate Issues – There was none.

5.0 Adjournment - A motion was made and seconded; (RESOLUTION 19-008) TO ADJOURN THE REGULAR MEETING. The motion passed unanimously. The meeting adjourned at 17:32.



Secretary, Judy LaCrosse

**RESOLUTION ESTABLISHING THE DATE, TIME AND LOCATION FOR THE
REGULAR MEETINGS OF THE BOARD OF DIRECTORS OF THE PERRY PARK
WATER AND SANITATION DISTRICT AND DESIGNATING THE LOCATION
FOR POSTING NOTICE OF DISTRICT MEETINGS IN COMPLIANCE WITH THE
OPEN MEETINGS LAW AND SPECIAL DISTRICT ACT**

WHEREAS, pursuant to Section 32-1-903 C.R.S., the Board of Directors (“Board”) of the Perry Park Water and Sanitation District (“District”) is required to meet regularly at a time and in a place to be designated by the Board; and

WHEREAS, Section 24-6-402(2)(c) C.R.S., requires that the Board annually designate one or more places within the boundaries of the District as the place where notice of Board meetings, together with a meeting agenda, when available, shall be posted at least 24 hours prior to the convening of such meeting for the purpose of complying with the notice provisions of the Colorado Open Meetings Law; and

WHEREAS, pursuant to Section 32-1-903(2) C.R.S., the District is required to post in at least three public places within the limits of the District, and in addition, in the office of the County Clerk and Recorder of Douglas County, Colorado notice of the time, place and location of the District’s regular and special Board meetings; and

WHEREAS, pursuant to Section 32-1-903(1), C.R.S., all regular and special meetings of the Board shall be held at locations which are within the boundaries of the District or which are within the boundaries of any county in which the district is located, in whole or in part, or in any county so long as the meeting location does not exceed twenty miles from the District boundaries unless such requirement is waived by the Board pursuant to Section 32-1-903(1)(a), C.R.S.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE PERRY PARK WATER AND SANITATION DISTRICT OF THE COUNTY OF DOUGLAS, COLORADO AS FOLLOWS:

Section 1. Regular Meetings. That the Board shall meet regularly during calendar year 2019 on the second or third Wednesday of each month at 4:30 p.m. at the Perry Park Water and Sanitation District Office, 5676 Red Rock Drive, Larkspur, CO, County of Douglas, State of Colorado, or at such other location as may from time to time be designated by the Board.

Section 2. Special Meetings. Special meeting may be called by any director by informing the other directors of the date, time and place of such special meeting, and the purpose for which it is called, and by posting notice as provided herein at least 72 hours prior to said meeting.

Section 3. Change of Meeting Dates. That until circumstances change and a future resolution of the Board so designates, the location of all special and regular meetings

of the Board shall appear on the agenda of said special and regular meetings.

Section 4. Location for Open Meeting Law Postings. Perry Park Water and Sanitation District Office, 5676 Red Rock Drive, Larkspur, Douglas County, Colorado is hereby designated as the location for posting notices of Board meetings for purposes of complying with the notice provisions of the Open Meetings Law, Section 24-6-401, et seq., C.R.S.


Section 5. Posting Locations for Regular Meetings. Notices of the Board's regular meetings for 2019 shall be posted in the Douglas County Clerk and Recorder's Office pursuant to Section 32-1-903, C.R.S. and at the following three locations within the District's boundaries:

- a. 5676 Red Rock Drive, Douglas County, Colorado;
- b. Red Rock Drive and Highway 105, Douglas County, Colorado;
- c. 1103 West Perry Park Avenue, Douglas County, Colorado;

Section 6. Representative Authorized to Post. District Manager, Diana Miller or any other member of the Board or its designee is hereby authorized to post notice of the District's meetings as required by statute.

APPROVED AND ADOPTED this 16th day of January, 2019.

PERRY PARK WATER AND SANITATION
DISTRICT

By: 
Gary Peterson, Chairman

Attest:


Judith Lobo