



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

Regular Meeting – March 4, 2020

Board Members Present

Jim Maras
Jim Matchett
Andy Morris
Gary Peterson

Visitors

Brian Arthurs
Robin Maras

Excused Absence

Judy LaCrosse

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.

2.0 New Business and Open Items

- 2.1 Meeting Minutes – A motion was made and seconded; (RESOLUTION 20-010) TO APPROVE THE MINUTES OF THE JANUARY 15, 2020 REGULAR BOARD MEETING OF THE PERRY PARK WATER AND SANITATION DISTRICT AS PRESENTED. The motion passed unanimously.

A motion was made and seconded; (RESOLUTION 20-011) TO APPROVE THE MINUTES OF THE FEBRUARY 6, 2020 WORK SESSION AS AMENDED. The motion passed unanimously.

Director Peterson requested that the meeting adjournment be added to the Work Session minutes. The motion passed unanimously.

- 2.2 Disbursements – A motion was made and seconded; (RESOLUTION 20-012) TO RATIFY ELECTRONIC PAYMENTS DATED FEBRUARY 10, 2020 IN THE AMOUNT OF \$482.46 WHICH WERE PREVIOUSLY DISBURSED FROM 1ST BANK. The motion passed unanimously.

A motion was made and seconded; (RESOLUTION 20-013) TO APPROVE CHECKS 12521 THRU 12529 IN THE AMOUNT OF \$73,566.88 TO BE DISBURSED FROM 1ST BANK, WITH CHECKS 12502 THRU 12520 BEING VOIDED. The motion passed unanimously.

In reference to checks 12521 and 12550 issued to the Chatfield Watershed Authority and SPWRAP (South Platte Water Related Activities Program) respectively, Director Maras asked if the Chatfield Watershed Authority and SPWRAP were the only organizations that the District has membership in. The District Manager offered that the District is a member of the Special District Association as well.

Director Maras asked about the purpose of the District's membership in the Chatfield Watershed Authority. The District Manager offered that all point source dischargers whose effluent flows into the Chatfield reservoir are members of the Authority. The District Manager added that the Authority collects and monitors water quality data for various constituents and reports the data to the Colorado Department of Public Health and Environment via an annual report on behalf of their members.

Director Morris and Director Maras reviewed the voided checks.

A motion was made and seconded; (RESOLUTION 20-014) TO APPROVE CHECK 12530 IN THE AMOUNT OF \$10,960.00 THAT WAS PREVIOUSLY DISBURSED FROM 1ST BANK. The motion passed unanimously.

Director Peterson asked if this was related to the I.R.E.A. power surges that the District had been experiencing. The District Manager advised that it was. Mr. Parker offered that the District had lost 3 motors and 3 breakers over the weekend of December 28 and December 29. Director Peterson asked if the District Manager had ever received a response to the letter she had sent to I.R.E.A. regarding the incident in late December. The District Manager advised that she had not. Director Peterson requested a copy of the correspondence so that he could send it back to I.R.E.A. with a cover letter.

A motion was made and seconded; (RESOLUTION 20-015) TO APPROVE CHECKS 12531 THRU 12559 IN THE AMOUNT OF \$283,109.02 THAT WERE PREVIOUSLY DISBURSED FROM 1ST BANK. The motion passed unanimously.

In reference to check 12537, issued to Emergency Pipe Repair & Excavation, Director Peterson requested additional information about the water main break. Mr. Parker advised that this water main break was on Kalamath Drive and resulted from a single strap saddle that blew off the water main. The District Manager noted that a large asphalt repair would be associated with this water main break.

In reference to check 12538, issued to Fischer Enterprises, Inc., Director Peterson requested additional information about the water main break. Mr. Parker advised that this water main break was a result of freeze and thaw ground movement.

In reference to check 12559, issued to WesTech Engineering, Inc., in the amount of \$71,096.55. Director Peterson questioned how a filter could be so costly. The District Manager advised that this filter unit is for the Sageport Water Treatment Plant improvements project. The District Manager added that this payment was a partial payment and the full cost for the filtration unit is in excess of \$200,000, which

does not include filter media. Mr. Parker noted that this is a large filter that treats 175 gallons per minute of water.

A motion was made and seconded; (RESOLUTION 20-016) TO RATIFY CONSENT AGENDA ITEMS DATED JANUARY 24, 2020 IN THE AMOUNT OF \$7,228.33 AND CONSENT AGENDA ITEMS DATED FEBRUARY 7, 2020 IN THE AMOUNT OF \$6,782.43 WHICH WERE PREVIOUSLY DISBURSED FROM WELLS FARGO BANK. The motion passed unanimously.

- 2.3 Consider Residential and Commercial Water and Sewer Rate and Fee Increases
 The Board reviewed the Schedule of Water and Sewer Fees presented by the District Manager. The proposed rate and fee increases includes a 10% increase in the Water Base Rate and Sewer Base Rate, of which 5% is the increase recommended by the District’s 2019 Financial Management Plan (which can be found at www.ppwsd.org on the home page), and the additional 5% increase is for the reduction of the District’s reliance on tap and development fees for operating expenses. The per 1,000 gallon rates and Capital Improvement Fee are proposed to increase at 5%. After discussion, the Board agreed that the proposed Rate and Fee Schedule should move forward as presented.

**SCHEDULE OF WATER AND SEWER RATES AND FEES
 EFFECTIVE APRIL 1, 2020**

RESIDENTIAL (Bimonthly Billing Cycle)

Water Base Rate: \$57.75 (10%)
Plus:

Gallons		Rate per 1,000 Gallons
1,000	10,000	\$2.21
11,000	33,000	\$6.13
34,000	66,000	\$7.88
67,000	133,000	\$10.04
Over 133,000		\$13.38
Minimum Daily Water Rate		
		\$0.96

Capital Improvement Fee: \$16.54 (5%)

Sewer Base Rate: \$79.70 (10%)

Minimum Daily Sewer Rate	\$1.33
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Water Base Bill: \$74.29
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COMMERCIAL (Monthly Billing Cycle)

Water Base Rate: \$57.75
Plus:

Gallons		Rate per 1,000 Gallons
1,000	9,000	\$2.21
10,000	45,000	\$6.91
46,000	100,000	\$8.87
101,000	200,000	\$11.31
Over 200,000		\$15.06

Capital Improvement Fee: \$8.27

Sewer Base Rate: \$42.45

	Rate per 1,000 Gallons
Restaurants	\$6.34
Other Commercial	\$3.71

Increase of: \$6.04

Director Peterson requested that the annual financial review begin in July as opposed to later in the year.

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 Peterson requested that Mr. Parker validate the Phosphorous and pH values on the report.

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

Director Peterson inquired into the progress being made at the Sageport Water Treatment Plant since the critical February 18, 2020 project progress meeting. The District Manager and Mr. Parker advised that there was good improvement. All critical submittals had been submitted and an additional crew was now on site.

The Board discussed the critical “smart meter” news articles compiled by the District Manager. Director Maras presented the Board with meter replacement project information from the western states who received grants from the WaterSMART Water and Energy Efficiency Grants program. Director Maras also presented information on the Parker Water & Sanitation District’s Water Meter Replacement Program as well as information about Advance Metering Analytics from Badger Meter.

Director Peterson directed the discussion back to the one goal that was identified and agreed to in the recent Water Meter Goals Work Session, which was to move to monthly billing as opposed to bi-monthly billing. The District Manager suggested that this could be achieved by going with radio reading as opposed to touch reading. The District Manager suggested that this could be accomplished by January 1, 2022, but that she and Mr. Parker should confer before making a firm commitment.

Director Maras requested that a formal Meter Testing, Repair and Replacement plan be developed by the District and Operations.

4.0 Board Member Discussion

The Board reviewed an estimate from Fischer Enterprises, Inc. to abandon the irrigation tap at 6301 Perry Park Blvd. The abandonment will be challenging due to the poor condition of the piping inside of the manhole. Due to the challenges, this effort will necessitate night time scheduling, in the case a water main shutdown is required. After discussion, the Board concluded that this was in the best interest of the Customers in the District and that the work should move forward.

Director Maras requested an update on the 2020 Election Results. The District Manager advised that the election will be cancelled and the new Board will be Director Peterson, Director Morris, Director LaCrosse, Director Maras and soon to be Director Brian Arthurs.

Director Morris suggested that the District Manager include in the upcoming newsletter some information about the District's lead and copper testing and testing results, of which all 40 annual sample sites are below the Environmental Protection Agency's Action Level.

5.0 Audience Participation – There was none.

6.0 Adjournment - A motion was made and seconded; (RESOLUTION 20-016) TO ADJOURN THE REGULAR MEETING. The motion passed unanimously. The meeting adjourned at 17:50.

Vice President, Jim Matchett