

REGULAR MEETING – APRIL 17, 2007

**BOARD MEMBERS PRESENT**

Craig Johnston  
 Gary Peterson  
 Jim Matchett  
 Mike Hayes  
 Tony Lucas

**VISITORS**

Keith Worley  
 Phil Hayward

**STAFF / CONSULTANTS**

Diana Miller – District Manager  
 Scott Monroe – SEMOCOR, Inc.

**1.0 CALL TO ORDER**

The meeting was called to order at 16:31.

**2.0 NEW BUSINESS**

2.1 MEETING MINUTES - A motion was made and seconded; (RESOLUTION 07-040):  
 TO APPROVE THE MINUTES OF THE APRIL 3, 2007 REGULAR BOARD  
 MEETING OF THE PERRY PARK WATER AND SANITATION DISTRICT. Passed  
 unanimously.

2.2 WATER/SEWER PERMITS – The following permits had already been approved:

Permit #	Builder/Owner	Property Address
1350	RSD Enterprises	7675 Keebler Court
1351	Varilek Construction	1752 Lake Drive
1352	Almquist Construction	1302 Independence Drive
1353	Greg Miller	5605 Country Club Drive

Nine (9) permits have been issued year to date.

2.3 DISBURSEMENTS – A motion was made and seconded; (RESOLUTION 07-041):  
 TO APPROVE CHECKS 18428 – 18457 IN THE AMOUNT OF \$61,661.27 FROM  
 WELLS FARGO BANK WEST, WITH CHECKS 18452, 18453 AND 18454 BEING  
 VOIDED. Passed unanimously. The voided checks were marked as void.

Director Hayes requested the source of \$16.33 being withdrawn from the Wells  
 Fargo Debt Service Fund Account. The District Manager advised that two refund

checks were generated for properties with a credit balance after closing. One check in the amount of \$10.65 was issued to First American Heritage Title and another check in the amount of \$5.68 was issued to North American Title.

A conversation ensued over a check issued for \$3,000.00 to Douglas County for engineering fees related to the Site Improvement Plan (SIP) for the Waucondah Storage Building. The District Manager let the Board know that she had again communicated the District's frustration with the County's fee determination and communication policies. A suggestion was made that the District should modify its bulk water usage agreement with the County. Another suggestion was made that a letter be written to the County Commissioners identifying the costs and timeline for permitting the Waucondah Storage building. Costs to date associated with the materials for the building \$15,631.00; fees paid to Douglas County for the SIP \$4,550.00.

A motion was made and seconded; (RESOLUTION 07-042): TO RATIFY CONSENT AGENDA ITEMS DATED APRIL 6, 2007 IN THE AMOUNT OF \$4,247.38 WHICH WERE PREVIOUSLY DISBURSED FROM WELLS FARGO BANK WEST. Passed unanimously.

### **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.

Director Hayes requested that Mr. Monroe validate the numbers in the March 2007 Water Systems column.

Director Matchett requested that Mr. Monroe validate the West Side 2007 taps total.

The Board requested historical information on the number of homes in the District that have meters and pressure reducing valves (PRVs) inside their homes as opposed to outside in meter pits.

Director Matchett requested Mr. Monroe's feedback on how negotiated items in his 2007 contract such as timeframes for completing meter readings was working for his company. He indicated that all seemed to be working well. The District Manager responded that the biggest challenge for meter readings in 2007 had been the weather.

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

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 members of the Board reviewed the District Manager's request to eliminate the requirement of permit applicants to complete Quit Claim Deed – Conveyance of Water Rights documents when applying for a permit from the District. With the knowledge that the ground water in the District is owned by the District and with the concurrence of the District's legal counsel a motion was made and seconded; (RESOLUTION 07-043): TO UPDATE PARAGRAPH 4.5.1 IN THE DISTRICT'S RULES AND REGULATIONS TO READ: AS A PREREQUISITE TO BOARD APPROVAL OF APPLICATION FOR SERVICE, ALL APPLICANTS MUST FIRST ASSIGN/CONVEY WELLS AND WELL PERMITS (IF ANY) RELATING TO THE PROPOSED SERVICE. Passed unanimously.

The members of the Board reviewed financial information provided by the District Manager. Director Peterson requested that the verbiage Annual on the Revenue and Expense Budget reports be replaced with YTD.

#### **4.0 OLD BUSINESS / IMMEDIATE ISSUES**

- 4.1 **TOWN OF LARKSPUR** – The District Manager let the Board know that the Chatfield Watershed Authority had been in contact with the District on behalf of the Town of Larkspur conveying their desire for the District to provide sewer service for the Town via the District's Sageport Wastewater Treatment Facility. The District Manager requested clarification from the Board on allocation of District resources to review the request. The Board requested that the District's engineering and legal advisors attend the next Board meeting to provide guidance regarding the issue. The Board being cognizant of SEMOCOR, Inc. providing operational services to the Town of Larkspur wants to insure that no conflict of interest violations arise.
- 4.2 **SECOND ACCESS ROAD** – Director Lucas advised that he had attended a recent Douglas County Second Access Road meeting and that a proposal for Remuda Ranch had been submitted to Douglas County which included development outside of the District's boundaries.

#### **5.0 AUDIENCE PARTICIPATION**

Mr. Phil Hayward was in the audience to request that the Board of Directors re-address the 2004 Apache Court Feasibility Study for Lots 1-5, Block 3, Perry Park Filing 7. Mr. Hayward has requested that the Board consider modifications in the study that will reduce development costs. The Board requested that they have the opportunity to review the information he supplies and that he attend the next Board meeting.

- 6.0 ADJOURNMENT** - A motion was made and seconded; (RESOLUTION 07-044): TO ADJOURN THE REGULAR MEETING. Passed unanimously. The meeting adjourned at 18:47.

ATTEST:

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Secretary

April 17, 2007

