



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

Regular Meeting – May 20, 2020

Board Members Present

Brian Arthurs
Judy LaCrosse
Jim Maras
Andy Morris
Gary Peterson

Visitors

Julia McCusker

Staff / Consultants in Attendance

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

1.0 Call To Order

The Regular Board Meeting and Public Hearing was called to order at 16:33.

2.0 New Business and Open Items

2.1 Oaths of Office - The following Oath of Office was administered:

I, Brian Arthurs, do affirm that I will support the Constitution of the United States, the Constitution of the State of Colorado, and the laws of the State of Colorado, and will faithfully perform the duties of the office of Director of the Perry Park Water and Sanitation District upon which I am about to enter.

The following Oaths of Office was previously administered:

I, Gary F. Peterson, do affirm that I will support the Constitution of the United States, the Constitution of the State of Colorado, and the laws of the State of Colorado, and will faithfully perform the duties of the office of Director of the Perry Park Water and Sanitation District upon which I am about to enter.

I, James P. Maras, do affirm that I will support the Constitution of the United States, the Constitution of the State of Colorado, and the laws of the State of Colorado, and will faithfully perform the duties of the office of Director of the Perry Park Water and Sanitation District upon which I am about to enter.

2.2 Board Vacancy – Director Peterson related how it came to be that there was a Board vacancy. Director Peterson then nominated Ms. Judith E. LaCrosse to fill the position. After discussion, a motion was made and seconded; (RESOLUTION 20-034) TO APPOINT MS. JUDITH E. LACROSSE TO THE BOARD OF DIRECTORS

OF THE PERRY PARK WATER AND SANITATION DISTRICT. The motion passed unanimously.

The following Oath of Office was then administered:

I, Judith E. LaCrosse, do affirm that I will support the Constitution of the United States, the Constitution of the State of Colorado, and the laws of the State of Colorado, and will faithfully perform the duties of the office of Director of the Perry Park Water and Sanitation District upon which I am about to enter.

2.3 Board Positions - The Board discussed the Board positions.

A motion was made and seconded; (RESOLUTION 20-035) TO NOMINATE DIRECTOR PETERSON TO BE THE CHAIRMAN/PRESIDENT OF THE BOARD OF DIRECTORS OF THE PERRY PARK WATER AND SANITATION DISTRICT. There were no other nominations. Director Peterson accepted the nomination. The motion passed unanimously.

A motion was made and seconded; (RESOLUTION 20-036) TO NOMINATE DIRECTOR MORRIS TO BE THE VICE PRESIDENT OF THE BOARD OF DIRECTORS OF THE PERRY PARK WATER AND SANITATION DISTRICT. There were no other nominations. Director Morris accepted the nomination. The motion passed unanimously.

A motion was made and seconded; (RESOLUTION 20-037) TO NOMINATE DIRECTOR ARTHURS TO BE THE TREASURER OF THE BOARD OF DIRECTORS OF THE PERRY PARK WATER AND SANITATION DISTRICT. There were no other nominations. Director Arthurs accepted the nomination. The motion passed unanimously.

A motion was made and seconded; (RESOLUTION 20-038) TO NOMINATE DIRECTOR MARAS TO BE THE SECRETARY OF THE BOARD OF DIRECTORS OF THE PERRY PARK WATER AND SANITATION DISTRICT. There were no other nominations. Director Maras accepted the nomination. The motion passed unanimously.

2.4 Meeting Minutes – A motion was made and seconded; (RESOLUTION 20-039) TO APPROVE THE MINUTES OF THE APRIL 15, 2020 REGULAR BOARD MEETING AND PUBLIC HEARING OF THE PERRY PARK WATER AND SANITATION DISTRICT AS AMENDED. The motion passed unanimously.

In reference to Section 2.3, Director Morris advised that the result on the vote of the resolution to continue the Public Hearing Regarding Customer Rate and Fee Increases was missing.

2.5 Executive Session Minutes – A motion was made and seconded; (RESOLUTION 20-040) TO APPROVE THE MINUTES OF THE APRIL 15, 2020 EXECUTIVE SESSION OF THE PERRY PARK WATER AND SANITATION DISTRICT. The motion passed unanimously.

- 2.6 Disbursements – A motion was made and seconded; (RESOLUTION 20-041) TO RATIFY ELECTRONIC PAYMENTS DATED APRIL 23, 2020 IN THE AMOUNT OF \$12,224.50 AND ELECTRONIC PAYMENTS DATED MAY 13, 2020 IN THE AMOUNT OF \$806.67 WHICH WERE PREVIOUSLY DISBURSED FROM 1ST BANK. The motion passed unanimously.

A motion was made and seconded; (RESOLUTION 20-042) TO APPROVE CHECKS 12609 THRU 12639 IN THE AMOUNT OF \$643,306.37 TO BE DISBURSED FROM 1ST BANK. The motion passed unanimously.

In reference to check 12616, issued to Ehlers & Associates, Director Peterson requested clarification related to the Description *Volumetric Water Cost Analysis*. The District Manager advised that this was related to the cost to produce a gallon of water. Based on the 2019 unaudited trial balance and the gallons of water treated in 2019, the cost to produce a gallon of water is .00773 cents.

In reference to check 12636, issued to Velocity Constructors, Inc., Director Peterson asked if the project was still on schedule. Mr. Parker advised the Board that there had been a few setbacks, but generally the project is still on schedule.

A motion was made and seconded; (RESOLUTION 20-043) TO APPROVE CHECKS 12640 THRU 12644 IN THE AMOUNT OF \$22,776.69 TO BE DISBURSED FROM 1ST BANK. The motion passed unanimously.

A motion was made and seconded; (RESOLUTION 20-044) TO RATIFY CONSENT AGENDA ITEMS DATED APRIL 17, 2020 IN THE AMOUNT OF \$6,782.43 AND CONSENT AGENDA ITEMS DATED MAY 1, 2020 IN THE AMOUNT OF \$7,228.33 AND CONSENT AGENDA ITEMS DATED MAY 15, 2020 IN THE AMOUNT OF \$6,782.43 WHICH WERE PREVIOUSLY DISBURSED FROM WELLS FARGO BANK. The motion passed unanimously.

- 2.7 Public Hearing Regarding Customer Rate and Fee Increases - A motion was made and seconded; (RESOLUTION 20-045) TO OPEN THE PUBLIC HEARING RELATED TO CUSTOMER RATE AND FEE INCREASES. The motion passed unanimously.

It was noted that the Customer Rate and Fee Increase Public Hearing had been delayed for two months to insure Customers had the ability to fully participate in the Rate and Fee Increase discussion.

Director Peterson requested input from the members of the Audience. There was none.

A motion was made and seconded; (RESOLUTION 2020-05-001) TO ADOPT THE PROPOSED CUSTOMER RATE AND FEE INCREASE EFFECTIVE JUNE 1, 2020. The motion passed unanimously. The full text of the resolution follows:

RESOLUTION 2020-05-001

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE PERRY PARK WATER AND SANITATION DISTRICT, ADJUSTING CUSTOMER RATES AND FEES

WHEREAS, the previous Customer rate and fee increases for the District were effective April 1, 2019, RESOLUTION 2019-03-001;

WHEREAS, the Board adopted the 2016 Comprehensive Master Plan on April 20, 2016, RESOLUTION 2016-04-001 that was developed by the District's Engineer, Operations and Staff;

WHEREAS, the District engaged a Municipal Advisor to develop a Financial Management Plan for the District that would address funding for the capital improvements identified in the 2016 Comprehensive Master Plan;

WHEREAS, the Financial Management Plan developed by the Municipal Advisor, has been updated to reflect the District's current financial status;

WHEREAS, the Municipal Advisor advised the Board to reduce the District's reliance on tap and development fees for operating expenses;

WHEREAS, the Board agreed to consider possible Customer rate and fee increases at the January 15, 2020 Regular Board Meeting, RESOLUTION 20-007;

WHEREAS, the District published the proposed rate and fee increase in the Spring 2020 Customer newsletter and mailed the newsletter to Customers in the District;

WHEREAS, the District published the proposed rate and fee increases on the District's website ppwsd.org;

WHEREAS the District published notification of the Public Hearing to discuss the proposed rate and fee increases on the District's website ppwsd.org;

WHEREAS, the Board has considered information from consultants and citizens regarding the adjustment of the Customer rates and fees described herein, including public comments at Board meetings;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE PERRY PARK WATER AND SANITATION DISTRICT, THAT THE FOLLOWING CUSTOMER RATE AND FEE INCREASES BE ADOPTED, EFFECTIVE JUNE 1, 2020.

SCHEDULE OF PROPOSED WATER AND SEWER RATES AND FEES

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

Water Base Rate: **\$55.13**

Water Base Rate: **\$55.13**

Plus:

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		
		\$0.92

Gallons		Rate per 1,000 Gallons
1,000	9,000	\$2.21
10,000	45,000	\$6.92
46,000	100,000	\$8.87
101,000	200,000	\$11.31
Over 200,000		\$15.06

Capital Improvement Fee: **\$16.54**

Capital Improvement Fee: **\$8.27**

Sewer Base Rate: **\$76.07**

Sewer Base Rate: **\$42.45**

Minimum Daily Sewer Rate		\$1.27
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	Rate per 1,000 Gallons
Restaurants	\$6.34
Other Commercial	\$3.71

Water Base Bill: \$71.67 - Reflects an Increase in Residential Fees of \$3.42
 Water and Sewer Base Bill: \$147.74 - Reflects an Increase in Residential Fees of \$7.04

PASSED AND ADOPTED at the May 20, 2020 Public Hearing and Regular Board Meeting.

The Public Hearing was adjourned.

- 2.8 Establish Date for June 2020 Work Session – After discussion the Board agreed to Monday, June 22, 2020 at 10am for the planned Work Session to discuss metering goals and operational issues and priorities.
- 2.9 Request for Meter Pit Variance – The Board reviewed correspondence and pictures from a Customer in the District. The Customer requested that the Board allow him

to lower his meter pit so that he could easily access his third car garage. After discussion of the request and the District's Standards and Specifications, the Board did not agree to the variance request.

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.

Mr. Parker noted that with the number of Customers working from their homes, the sewer flows have increased.

- 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** – The Board discussed correspondence between Director Peterson, the District Manager and I.R.E.A. regarding power outages and power surges that are having an adverse impact on the District's equipment. Director Peterson advised the Board that I.R.E.A. had provided an outage contact to the District to streamline the outage reporting process and hopefully, reduce the length of outages that impact the District's treatment facilities.

The Board discussed wearing face masks during the Safer at Home period. It was noted that the April 2020 Board Meeting was via conference call and this meeting was being held in the parking lot to accommodate the six foot distancing guideline and any Board Member or Customer who did not want to wear a mask.

Director Morris highlighted that it was very difficult to hear in the parking lot and that he did not feel that the outdoor meeting was as productive as a conference call or indoor meeting.

- 5.0 Audience Participation** – There was none.

- 6.0 Adjournment** - A motion was made and seconded; (RESOLUTION 20-046) TO ADJOURN THE REGULAR MEETING. The motion passed unanimously. The meeting adjourned at 17:41.

Secretary, James Maras