



Perry Park Water and Sanitation District  
5676 West Red Rock Drive  
Larkspur, Colorado 80118  
[www.ppwsd.org](http://www.ppwsd.org)

## Regular Meeting – July 21, 2021

### Board Members Present

Brian Arthurs  
Judy LaCrosse  
Tony Lucas  
Jim Maras  
Gary Peterson

### Visitors

Michael R. McCormick, Esq. -  
Montgomery, Little & Soran, PC

### Staff / Consultants in Attendance

Eric Barnes – Fiscal Focus Partners, LLC  
Diana Miller – District Manager  
Will Parker – Semocor, Inc.  
Kathryn Winn – Collins Cockrel & Cole

### 1.0 Call To Order

The Regular Board Meeting was called to order at 15:00.

### 2.0 Executive Session

A motion was made and seconded; (RESOLUTION 21-051) TO ENTER AN EXECUTIVE SESSION FOR CONFERENCES WITH AN ATTORNEY FOR THE PUBLIC ENTITY FOR THE PURPOSE OF RECEIVING LEGAL ADVICE ON SPECIFIC LEGAL QUESTIONS AS AUTHORIZED BY §24-6-402(4) (a) AND (b) C.R.S., SPECIFICALLY LEGAL ADVICE REGARDING THE TERMS OF A WATER AND SEWER EASEMENT AGREEMENT WITH WINDFIELD ENTERPRISES, LLC. The motion passed unanimously.

The Regular Board Meeting resumed.

Mr. McCormick the legal counsel for Windfield Enterprises, LLC attended the Board Meeting to provide the Board with an overview of the future intent of Windfield Enterprises, LLC with regard to the Apache Court proposed lot line vacation and to answer any questions from the Board.

With regard to Section 4 – Maintenance Road, the Board requested the language associated with “snowplowing” be removed. With regard to Section 1 – Use of Easement, the Board requested that language regarding access, specifically, the District would like the key or code to the “locked gate” as soon as constructed.

A motion was made and seconded; (RESOLUTION 21-052) TO EXECUTE THE WATER AND SEWER EASEMENT AGREEMENT FOR SANITARY SEWER MAIN LINES, WATER MAIN LINES, AND ACCESS, CONTINGENT UPON THE

“SNOWPLOWING” AND “LOCKED GATE” REQUESTED CHANGES BEING INCORPORATED INTO THE AGREEMENT. The motion passed 4-1.

### **3.0 New Business and Open Items**

- 3.1 Meeting Minutes – A motion was made and seconded; (RESOLUTION 21-053) TO APPROVE THE MINUTES OF THE JUNE 14, 2021 WORK SESSION OF THE PERRY PARK WATER AND SANITATION DISTRICT AS PRESENTED. The motion passed unanimously.

A motion was made and seconded; (RESOLUTION 21-054) TO APPROVE THE MINUTES OF THE JUNE 16, 2021 REGULAR BOARD MEETING AND BUDGET HEARING OF THE PERRY PARK WATER AND SANITATION DISTRICT AS PRESENTED. The motion passed unanimously.

- 3.2 Disbursements – A motion was made and seconded; (RESOLUTION 21-055) TO APPROVE ELECTRONIC PAYMENTS DATED JULY 7, 2021 IN THE AMOUNT OF \$13,792.92 WHICH WERE PREVIOUSLY DISBURSED FROM 1<sup>ST</sup> BANK. The motion passed unanimously.

A motion was made and seconded; (RESOLUTION 21-056) TO APPROVE CHECKS 13077 THRU 13085 DATED JUNE 17, 2021 IN THE AMOUNT OF \$30,967.46 WHICH WERE PREVIOUSLY DISBURSED FROM 1<sup>ST</sup> BANK. The motion passed unanimously.

In reference to check 13080, issued to Excell Pump Services, Director Peterson requested clarification on how RBC bearing replacement could cost \$10,348.22. Mr. Parker advised that the weight of the replaced bearings was approximately 30 tons.

In reference to check 13082, issued to Hill & Pollock, LLC, Director Arthurs again expressed his frustration with legal expenses. With regard to the Gateway Pond, the District Manager advised that she would touch base with Mr. Hill to make sure the discussion of reimbursement had occurred with the Perry Park Metropolitan District.

A motion was made and seconded; (RESOLUTION 21-057) TO APPROVE CHECKS 13086 THRU 13108 IN THE AMOUNT OF \$117,992.77 TO BE DISBURSED FROM 1<sup>ST</sup> BANK. The motion passed unanimously.

In reference to check 13086, issued to Badger Daylighting Corp., Director Maras asked if a leak or blockage had been found. Mr. Parker advised that they did not find a leak or blockage, but did find a naturally occurring spring and a rock lodged in a curb stop.

A motion was made and seconded; (RESOLUTION 21-058) TO RATIFY CONSENT AGENDA ITEMS DATED JUNE 25, 2021 IN THE AMOUNT OF \$7,858.93 AND CONSENT AGENDA ITEMS DATED JULY 9, 2021 IN THE AMOUNT OF \$6,782.43 AND CONSENT AGENDA ITEMS DATE JULY 23, 2021 IN THE AMOUNT OF \$6,782.43 WHICH WERE PREVIOUSLY DISBURSED FROM WELLS FARGO BANK. The motion passed unanimously.

Director Arthurs requested the definition of the term “Financial Agent” referenced on the check register. The District Manager advised it refers to IRS (Internal Revenue Service) payments, federal income tax, Medicare and social security.

- 3.3 2020 Audit – Mr. Eric Barnes with Fiscal Focus Partners LLC, attended the Board Meeting to present the 2020 Financial Statements and the results of the 2020 Audit. Mr. Barnes noted that Schilling & Company, Inc. performs the audit preparation, as well as the financial statement preparation for the District. Mr. Barnes noted that there were no adjustments to the financial statements necessary. Mr. Barnes advised the Board that Fiscal Focus Partners LLC would be issuing an Independent Auditors’ Report, signifying that the financial statements are free of material misstatements and in accordance with GAAP (Generally Accepted Accounting Principles).

Mr. Barnes highlighted the key components of the financial statements. Mr. Barnes offered that the auditor’s opinion is a “clean and unmodified opinion”. Mr. Barnes noted that “all documentation requested was available and provided”. Mr. Barnes noted that as is typical for the District, the audit went smoothly and that both Schilling & Company, Inc. and District staff do a “great job” doing audit preparation, as well as daily and monthly financial transactions. Mr. Barnes encouraged the Board to remain diligent in their financial oversight.

A motion was made and seconded; (RESOLUTION 21-059) TO ACCEPT THE 2020 AUDIT AS PRESENTED AND TO AUTHORIZE THE DISTRICT MANAGER TO FACILITATE THE FINAL VERSION OF THE AUDIT AND SUBMIT IT TO THE STATE. The motion passed unanimously.

#### **4.0 Operational Status**

- 4.1 Perry Park Water and Sanitation District Systems Report – The members of the Board reviewed the monthly operations report for June which was prepared by Mr. Parker.

Director Peterson asked why we were not treating more renewable water. Mr. Parker advised that due to turbidity issues, he was only running one well at a time.

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

Director Peterson requested the status of the Waucondah Wastewater Treatment Plant improvements. The District Manager advised that the headworks grating panels have been sized, an onsite meeting occurred to evaluate the primary clarifier bridge structure and the phase two timeline is in the works.

#### **5.0 Old Business/Immediate Issues**

- 5.1 Board Member Discussion Items – Director Lucas presented the Board with an estimate from Spectrum Audio Visual for a projector and screen in the amount of \$4,642.00. After discussion a motion was made and seconded; (RESOLUTION 21-060) TO APPROVE THE ACQUISITION OF A PROJECTOR, SCREEN AND INSTALLATION. The motion passed 4-1.

The Board reviewed a lease proposal from COBank for a Rotary Fan Press Trailer System with a total cost of \$357,646.00. The purpose of the fan press would be to significantly reduce costs associated with sludge hauling, basically pay for itself. The Board and staff agreed that the fan press should be stationary and each wastewater plant should have its own press. The Board requested that the District Manager obtain a quote for a stationary unit. The Board requested that Mr. Parker obtain a quote for concentrated sludge removal.

**6.0 Audience Participation** – There was none.

**7.0 Adjournment** - A motion was made and seconded; (RESOLUTION 21-061) TO ADJOURN THE REGULAR MEETING. The motion passed unanimously. The meeting adjourned at 17:57.

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Secretary, James Maras