



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

## Regular Meeting – October 16, 2019

### Board Members Present

Judy LaCrosse  
Jim Maras  
Jim Matchett  
Andy Morris

### Visitors

Robin Maras

### Excused Absence

Gary Peterson

### 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 19-074) TO APPROVE THE MINUTES OF THE SEPTEMBER 18, 2019 REGULAR BOARD MEETING OF THE PERRY PARK WATER AND SANITATION DISTRICT AS AMENDED. The motion passed unanimously.

With Regard to Section 3.2, Monthly Staff Report, paragraph 3, Director Morris suggested that the phrase “perceived water heater damage” be worded differently. The District Manager suggested the phrase “unverified water heater damage”; this was agreed to by the Board.

- 2.2 Disbursements – A motion was made and seconded; (RESOLUTION 19-075) TO RATIFY ELECTRONIC PAYMENTS DATED SEPTEMBER 27, 2019 IN THE AMOUNT OF \$11,954.00 WHICH WERE PREVIOUSLY DISBURSED FROM 1<sup>ST</sup> BANK. The motion passed unanimously.

A motion was made and seconded; (RESOLUTION 19-076) TO APPROVE CHECKS 12392 THRU 12413 IN THE AMOUNT OF \$94,605.93 TO BE DISBURSED FROM 1<sup>ST</sup> BANK. The motion passed unanimously.

In reference to check 12397, issued to Emergency Pipe Repair & Excavation, Director Matchett requested clarification on the work performed. The District

Manager advised that the fire hydrant located at Perry Park Avenue and Silverheels Drive had been damaged by a vehicle. The District Manager added that the Contractor, Emergency Pipe Repair & Excavation, replaced the damaged fire hydrant with a new one.

In reference to check 12411, issued to TST Infrastructure, LLC, Director Maras requested clarification on Description *JellystoneWWTP Plan Rev., Relocate Generator*. The District Manager advised that she had requested that the District's engineer review and provide comments related to the plan submitted for the new Jellystone RV Park Wastewater Treatment Plant to the Colorado Department of Public Health and Environment. The District Manager added that the Relocate Generator was related to relocating the existing generator from the Sageport Water Treatment Plant to the A3 well site, when the replacement generator is installed.

A motion was made and seconded; (RESOLUTION 19-077) TO APPROVE CHECKS 12414 THRU 12421 IN THE AMOUNT OF \$28,029.94 TO BE DISBURSED FROM 1<sup>ST</sup> BANK. The motion passed unanimously.

A motion was made and seconded; (RESOLUTION 19-078) TO RATIFY CONSENT AGENDA ITEMS DATED SEPTEMBER 24, 2019 IN THE AMOUNT OF \$6,649.97 AND CONSENT AGENDA ITEMS DATED OCTOBER 4, 2019 IN THE AMOUNT OF \$6,988.22 WHICH WERE PREVIOUSLY DISBURSED FROM WELLS FARGO BANK. The motion passed unanimously.

- 2.4 Proposed 2020 Budget – The Board reviewed the proposed 2020 Budget presented by the District Manager. The Board will discuss the Budget again at the November 13, 2019 Board Meeting. The Budget Hearing is scheduled for the December 11, 2019 Board Meeting.

Director Morris asked if cost increases associated with legal, consulting and capital improvements are being addressed with the rate analysis underway by Ehlers. The District Manager advised that she had provided Ehlers with the 2018 Financial Audit, the 2020 Budget and the current Capital Improvements plan all of which reflect the District's current revenues and expenses as well as cash available and capital improvement plans with the most current estimates.

Director Matchett expressed his concern about the estimated 2019 and projected 2020 expenses associated with legal and consulting.

### **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 provided the Board with information regarding a water leak and gas leak on Red Rock Drive that occurred on October 1, 2019.

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

The District Manager advised the Board that the District had received an updated Engineer's estimate for the Sageport Water Treatment Plant Improvements project. The District Manager highlighted that the updated Engineer's estimate is in excess of the 2016 Master Plan estimate by \$1,005,000 and in excess of the 2018 Financial Plan estimate by \$295,000.

The District Manager offered that the scope of the project had changed since 2016. At the time the 2016 the project scope was to increase the capacity of the plant. Since that time the scope expanded to correct existing deficiencies. Items such as replacing a flushing hydrant that does not work; inadequate ventilation, valves that do not work, and lightning protection have been added.

Additionally, since the capacity and location of the Glen Grove Water Treatment are limited, the importance of the ability to provide water service to the entire District if the Glen Grove Water Treatment Plant is further limited or offline is being addressed in the revised project scope. This includes water service in the case of a power outage at the Sageport Water Treatment Plant as well. The current generator can run half of the Sageport Water Treatment Plant and one well. Adding a new generator will allow the entire plant to be functional and two wells to pump water for treatment.

The District Manager highlighted that she had made changes to the Sageport Water Treatment Plant 2018-2019 Capital Improvements report to reflect the expanded project scope.

Director Matchett noted that the Permits issued in 2019 had exceeded the permits issued in 2018 by 1, for a total 25.

**4.0 Old Business/Immediate Issues** – Director Maras requested a copy of the Sageport Water Treatment Plant plans for review. The District Manager advised that she would get him an electronic copy as soon as possible.

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

**6.0 Adjournment** - A motion was made and seconded; (RESOLUTION 19-079) TO ADJOURN THE REGULAR MEETING. The motion passed unanimously. The meeting adjourned at 17:07.

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Secretary, Judy LaCrosse