



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

Regular Meeting – October 19, 2016

Board Members Present

Craig Johnston
Judy LaCrosse
Jim Matchett
Andy Morris

Visitors

Excused Absence

Gary Peterson

Staff / Consultants in Attendance

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

1.0 Call To Order

The 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 16-061) TO APPROVE THE MINUTES OF THE SEPTEMBER 21, 2016 REGULAR BOARD MEETING OF THE PERRY PARK WATER AND SANITATION DISTRICT AS PRESENTED. The motion passed unanimously.

2.2 Disbursements – A motion was made and seconded; (RESOLUTION 16-062) TO RATIFY ELECTRONIC PAYMENTS DATED OCTOBER 11, 2016 IN THE AMOUNT OF \$8,628.26 WHICH WERE PREVIOUSLY DISBURSED FROM 1ST BANK. The motion passed unanimously.

A motion was made and seconded; (RESOLUTION 16-063) TO APPROVE CHECK 11399 DATED SEPTEMBER 26, 2016 IN THE AMOUNT OF \$10,000.00 WHICH WAS PREVIOUSLY DISBURSED FROM 1ST BANK. The motion passed unanimously.

A motion was made and seconded; (RESOLUTION 16-064) TO APPROVE CHECKS 11405 THRU 11426 IN THE AMOUNT OF \$68,835.34 TO BE DISBURSED FROM 1ST BANK WITH CHECKS 11400 THRU 11404 BEING VOIDED. The motion passed unanimously.

It was noted that checks 11400 thru 11404 had been voided and that they had been available for review.

In reference to check 11416, issued to Hughes & Stuart, Director Morris requested the status of the District's new website. The District Manager advised that the new website launched on October 18, 2016.

In reference to check 11422, issued to TST Infrastructure, LLC, Director Matchett requested additional information on the item ROW for School House Tank & Glen Grove WTP. The District Manager advised that this was for surveying and engineering associated with the School House tank site and access road and the potential new site for the Glen Grove water treatment plant.

A motion was made and seconded; (RESOLUTION 16-065) TO RATIFY CONSENT AGENDA ITEMS DATED SEPTEMBER 23, 2016 IN THE AMOUNT OF \$6,014.53 AND CONSENT AGENDA ITEMS DATED OCTOBER 7, 2016 IN THE AMOUNT OF \$6,906.33 WHICH WERE PREVIOUSLY DISBURSED FROM WELLS FARGO BANK. The motion passed unanimously.

- 2.3 Funding Updates – The District Manager advised the Board that public affairs consultant, Mr. Ben Gelt was working on the communication plan draft and that the draft should be available later in the week.

The District Manager then updated the Board on the efforts of Mr. Matt Dempsey with Ehler's Inc. on changes that they had requested related to the District's Financial Management Plan.

- 2.4 Agreement for Services for 2017 Operations – The District Manager presented the Board with the proposed Agreement for Services contract between Semocor, Inc. and the Perry Park Water and Sanitation District for water and wastewater operational services in 2017. The District Manager highlighted Semocor, Inc.'s response to emergency situations and Mr. Monroe's participation in essential planning activities. The District Manager noted that the contract was the same as previous years with the exception of the dates and a proposed increase of 2.0%, which would increase the annual contract amount to \$372,132. The District Manager advised the Board that she had verified with the District's legal counsel that there were no new legislative changes that needed to be incorporated into the agreement.

After discussion, a motion was made and seconded; (RESOLUTION 16-066) TO EXECUTE THE AGREEMENT FOR SERVICES CONTRACT WITH SEMOCOR, INC. FOR THE YEAR 2017. The motion passed unanimously.

Mr. Monroe thanked the Board for the opportunity to work in the District.

- 2.5 2017 Budget – The District Manager presented the Board with the proposed 2017 Budget. The District Manager advised the Board that she had added verbiage to the Budget Message that describes that District's master planning history, highlights the capital improvements that were identified in the 2016 Water and Sewer Master Plan and the costs associated with those capital improvements. The Board then discussed the details of the proposed budget.

Director Morris requested the timing of the District's purchase of variable frequency drives for the District's renewable water wells. The District Manager advised that she and Mr. Monroe were moving forward with the purchase and installation of the drives. Mr. Monroe added that he and the District Manager had met with Hydro Resources – Rocky Mountain Inc. to discuss the District's requirements.

Based on the performance of the District staff, the Staffing and Compensation Committee recommended that the District Manager receive a yearend bonus of \$3,000 and that the District's Administrative Assistant receive a yearend bonus of \$1,800. After discussion, a motion was made and seconded; (RESOLUTION 16-067) TO ACCEPT THE STAFFING AND COMPENSATION COMMITTEE'S RECOMMENDATION AND PROVIDE THE DISTRICT MANAGER A YEAREND BONUS OF \$3,000 AND PROVIDE THE DISTRICT'S ADMINISTRATIVE ASSISTANT A YEAREND BONUS OF \$1,800 IN RECOGNITION OF THEIR EFFORTS AND COMMITMENT TO THE DISTRICT. The motion passed unanimously.

The District Manager thanked the Board for the opportunity to work in the District.

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 had been submitted by Semocor, Inc.

Mr. Monroe provided the Board background information on the expired Apache Court feasibility study.

Mr. Monroe provided the Board with a high level view of the District's water rights, water storage rights and how the District's current water augmentation plan benefits the District. Mr. Monroe noted the different infrastructure components that the District would need to gain full benefit out of the District's future water storage reservoir. The Board contemplated the efforts of past Boards to insure the long term stability and viability of the District's water supply. The Board concurred that the efforts of past Boards have secured the water future of property owners in the District.

- 3.2 Monthly Staff Report – The members of the Board reviewed the Monthly Staff Report.

4.0 Old Business/Immediate Issues

- 4.1 Board Member Discussion Items – The Board discussed an article distributed by Director Johnston that expresses the concerns of Colorado water providers associated with special interest groups' attempts to change Colorado water law that could damage existing water right owners.

- 5.0 Audience Participation** – There was no audience participation.

6.0 Adjournment - A motion was made and seconded; (RESOLUTION 16-068) TO ADJOURN THE REGULAR MEETING. The motion passed unanimously. The meeting adjourned at 18:04.

Secretary, Judy LaCrosse