



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

## Regular Meeting – November 14, 2018

### Board Members Present

Judy LaCrosse  
Jim Maras  
Jim Matchett  
Andy Morris

### Visitors

Brian Arthurs  
Jill Arthurs  
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 18-088) TO APPROVE THE MINUTES OF THE OCTOBER 17, 2018 REGULAR BOARD MEETING OF THE PERRY PARK WATER AND SANITATION DISTRICT AS AMENDED. The motion passed unanimously.

In reference to RESOLUTION 18-084, Director Morris noted that the resolution did not reflect that the Board modified the District's sick time policy to reflect the addition of two days of sick time annually per employee.

In reference to Section 2.6, Director Matchett noted that it should read *Ms. Kathryn Winn from Collins Cockrel & Cole*.

- 2.2 Disbursements – A motion was made and seconded; (RESOLUTION 18-089) TO RATIFY ELECTRONIC PAYMENTS DATED OCTOBER 19, 2018 IN THE AMOUNT OF \$8,241.13 WHICH WERE PREVIOUSLY DISBURSED FROM 1<sup>ST</sup> BANK. The motion passed unanimously.

A motion was made and seconded; (RESOLUTION 18-090) TO APPROVE CHECKS 12073 THRU 12101 IN THE AMOUNT OF \$223,302.33 TO BE DISBURSED FROM 1<sup>ST</sup> BANK. The motion passed unanimously.

In reference to check 12074, issued to Badger Daylighting Corp., Director Matchett requested clarification on the work performed. The District Manager offered that the District utilized a vacuum truck to locate water lines at the end of Tenderfoot Drive to insure that they were not damaged by pending construction.

In reference to check 12086, issued to Joost Industrial, Inc., Director Morris asked if the item *Blower – Sage Port WWTP* was related to a capital improvement project. The District Manager advised that it was not.

A motion was made and seconded; (RESOLUTION 18-091) TO APPROVE CHECKS 12102 THRU 12112 IN THE AMOUNT OF \$32,976.38 TO BE DISBURSED FROM 1<sup>ST</sup> BANK. The motion passed unanimously.

In reference to check 12107, issued to Hill & Pollock, LLC, Director Matchett requested clarification on why the Gove Ditch water court case was costing so much money. The District Manager advised that the District is in consequential negotiations with regard to the final version of the West Plum Creek administration procedure and additionally, there are still a large number of Opposers in the case with comments that the District is addressing.

A motion was made and seconded; (RESOLUTION 18-092) TO RATIFY CONSENT AGENDA ITEMS DATED OCTOBER 19, 2018 IN THE AMOUNT OF \$6,394.02 AND CONSENT AGENDA ITEMS DATED NOVEMBER 2, 2018 IN THE AMOUNT OF \$6,716.97 WHICH WERE PREVIOUSLY DISBURSED FROM WELLS FARGO BANK. The motion passed unanimously.

- 2.3 Proposed 2019 Budget – The Board reviewed the proposed 2019 Budget presented by the District Manager. The District Manager noted that she had included the Budget Message and proposed Resolutions for their review.

Director Matchett highlighted that the estimated administration expenses for 2018 were much higher than the actual administrative costs for 2017. The District Manager offered that this is attributable to high legal costs and high engineering costs.

- 2.4 Adopt the Pros and Cons of Changing Residential Billing Cycle from Bimonthly to Monthly – Director Maras suggested that monthly billing would be easier for Customers to budget, improve the District's cash flow and allow for improved analysis of non-revenue water. Both the District Manager and Mr. Will Parker expressed concern with the labor costs and other costs associated with reading meters monthly. Director Maras suggested going to a new metering system that would allow for radio read meters, and potentially smart meters that would allow Customers to access their usage data on their phones and/or computers. Director Matchett expressed concern at the costs of total meter replacement and other associated metering costs. The Board agreed that the District Manager should further investigate other metering options.

- 2.5 The Spring Canyon Gravel Pit Mine Successfully Closed – The Board reviewed information provided by Mr. Randy Johnson, the President of the Perry Park Metropolitan District regarding the successful closure of the Spring Canyon gravel

pit mine. The District Manager added that she had met with Mr. Johnson regarding the proposed lease agreement and that she was waiting for Mr. Johnson to suggest a compensation amount for the use of the property that is workable for both parties.

- 2.6 Upper Apache Drive Feasibility Study – The feasibility study was not available for discussion. This topic will be on the December 12, 2018 Regular Board Meeting and Budget Hearing Agenda.

### **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.

In reference to water main flushing noted on the Systems Report, Director Matchett inquired as to why the District is still flushing the water main on Country Club. Mr. Parker offered that operations is flushing in one location only to insure the freshness of the water during the winter is consistent.

- 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 noted that the District had received 22 permits to date and did not believe that the District would reach the 29 permit number they had achieved in 2017.

- 4.0 Old Business/Immediate Issues** – The District Manager advised the Board that she had been contacted by Mr. Zachary Schmidt with Thrive Broadband, LLC regarding the potential of the District allowing a ten foot easement for buried cable at the District's Sageport property. The District Manager and Mr. Parker offered that there was no District infrastructure in the area that would be an issue. The Board was not opposed to the easement and authorized the District Manager to work with Mr. Schmidt.

- 5.0 Audience Participation** –Mr. Brian Arthurs and Ms. Jill Arthurs attended the Board Meeting to gain information on the inner workings and status of the District.

- 6.0 Adjournment** - A motion was made and seconded; (RESOLUTION 18-093) TO ADJOURN THE REGULAR MEETING. The motion passed unanimously. The meeting adjourned at 17:19.

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Secretary, Judy LaCrosse