



Perry Park Water and Sanitation District  
5676 West Red Rock Drive  
Larkspur, Colorado 80118  
[perryparkwsd.colorado.gov](http://perryparkwsd.colorado.gov)

## Regular Meeting – September 18, 2024

### Board Members Present

Brian Arthurs  
Tony Lucas  
Julia McCusker  
James Maras  
Gary Peterson

### Visitors

Robert Dinsmore  
Steve Dumler  
Rick Sundahl

### Staff / Consultants in Attendance

Michael Gerstner – TST Infrastructure, LLC  
Diana Miller – District Manager  
Will Parker – President, Semocor, Inc.  
Ashley Zahedi – Curtis, Justus & Zahedi, LLC

### 1.0 Call To Order

The Regular Board Meeting was called to order at 14:00.

### 2.0 New Business and Open Items and Operational Status

- 2.1 Meeting Minutes – A motion was made and seconded; (RESOLUTION 24-064) TO APPROVE THE MINUTES OF THE AUGUST 19, 2024, WORK SESSION OF THE PERRY PARK WATER AND SANITATION DISTRICT (PPWSD) AS PRESENTED. The motion passed unanimously.

A motion was made and seconded; (RESOLUTION 24-065) TO APPROVE THE MINUTES OF THE AUGUST 21, 2024, REGULAR BOARD MEETING OF THE PERRY PARK WATER AND SANITATION DISTRICT AS AMENDED. The motion passed unanimously.

In reference to section 2.9 Audience Participation Directors Lucas and McCusker suggested that the clarifying language “lack of” be added in front of the word “proximity”.

Director Peterson requested that some language be included that documents the results of the District selling the Silverheels Drive well property and purchasing the Poncho Road well property.

The Silverheels Drive well property is located approximately 2.2 miles from the Poncho Road well property. The raw water line installed from the Poncho Road property is approximately 300 feet from the Sageport Water Treatment Plant (WTP)

raw water line. The District analyzed two bids from the well construction bidding process for six inch DIP (Ductile Iron Pipe) one at \$355 per foot and the other at \$167 per foot. 2.0 miles of pipe at the low bid would be approximately \$1.7 million before the road restoration. The savings associated with pipe installation by utilizing the Poncho Road property was approximately \$2.0 million. The operating costs associated with pumping the raw water from the Silverheels Drive property would have been much higher than the Poncho Road property. The Poncho Road property was purchased for \$237,000; the Silverheels Drive property was sold for \$450,000. The Board's fiduciary responsibility was clearly demonstrated.

- 2.2 Disbursements – A motion was made and seconded; (RESOLUTION 24-066) TO APPROVE ELECTRONIC PAYMENTS DATED SEPTEMBER 5, 2024 IN THE AMOUNT OF \$21,425.49 WHICH WERE PREVIOUSLY DISBURSED FROM 1<sup>ST</sup> BANK. The motion passed unanimously.

A motion was made and seconded; (RESOLUTION 24-067) TO APPROVE CHECKS 14230 THRU 14233 IN THE AMOUNT OF \$13,381.61 THAT WERE PREVIOUSLY DISBURSED FROM 1<sup>ST</sup> BANK WITH CHECKS 14218 AND 14226 THROUGH 14229 BEING VOIDED. The motion passed unanimously.

Director Arthurs reviewed the voided checks.

A motion was made and seconded; (RESOLUTION 24-068) TO APPROVE CHECKS 14234 THROUGH 14255 IN THE AMOUNT OF \$384,019.66 TO BE DISBURSED FROM 1<sup>ST</sup> BANK. The motion passed unanimously.

In reference to check 14248, issued to Lytle Water Solutions, LLC, Director Peterson requested clarification on the Description *General Hydrologic Services 2024* in the amount of \$12,599.28. The District Manager offered that the Description field for check entry is limited and the items included for this invoice payment also include Poncho Well testing and laboratory expenses.

In reference to check 14253, issued to TST Infrastructure, LLC, Director Maras asked for the status of the Bear Ridge development project. Mr Gerstner offered that the mains have been completed and 8 out of 30 water services have been installed.

A motion was made and seconded; (RESOLUTION 24-069) TO APPROVE CHECKS 14256 THROUGH 14265 IN THE AMOUNT OF \$119,306.38 TO BE DISBURSED FROM 1<sup>ST</sup> BANK. The motion passed unanimously.

A motion was made and seconded; (RESOLUTION 24-070) TO RATIFY CONSENT AGENDA ITEMS DATED AUGUST 30, 2024 IN THE AMOUNT OF \$9,239.72 AND CONSENT AGENDA ITEMS DATED SEPTEMBER 13, 2024 IN THE AMOUNT OF \$8,055.57 WHICH WERE PREVIOUSLY DISBURSED FROM WELLS FARGO BANK. The motion passed unanimously.

- 2.3 2025 Draft Budget – The Board reviewed and discussed the proposed 2025 draft Budget. Director Peterson suggested that the District Manager verify the date of the next PPWSD Board of Directors election.

- 2.4 Proposed Change Orders for Permanent Pump Install and Job Completion – The Board reviewed and discussed Change Order #2 and Work Change Directive #2 to adjust the original contract to reflect the final quantities of materials used for the well, backfill material, final property restoration and road completion. Director Maras suggested that the price to mulch 12 of the trees with the “disturbed roots” was excessive. A motion was made and seconded; (RESOLUTION 24-071) TO EXECUTE CHANGE ORDER NUMBER 2 AND WORK CHANGE DIRECTIVE NUMBER 2 WITH HYDRO RESOURCES. The motion passed 3-2.

The Board reviewed and discussed Work Change Directive #3 to procure and install the permanent Poncho well pump, 75 horsepower. The Board asked Mr. Parker if he had reviewed and agreed with the technical analysis used to select the pump. Mr. Parker offered that he agreed with the technical analysis. A motion was made and seconded; (RESOLUTION 24-072) TO EXECUTE WORK CHANGE DIRECTIVE NUMBER 3 WITH HYDRO RESOURCES. The motion passed unanimously.

- 2.5 Request for Easement Agreement – Boreas Lift Station – Thrive Broadband, LLC –

The Board reviewed and discussed the draft easement agreement proposed by Thrive Broadband for access and utilities at the Boreas lift station location. Regarding Section 9 - Entire Agreement, Director Peterson expressed concern that executing the proposed agreement might nullify any previous protections for the District that had been negotiated. Ms. Zahedi, the District’s legal counsel joined the meeting and advised that she would propose alternative language to Thrive Broadband that would address the District's concerns. The Board agreed that with those modifications the agreement could be executed.

- 2.6 Double D (Echo Hills Development) – Mr. Dinsmore and Mr. Dumler attended the

Board meeting to discuss alternatives to the sewer plan approved via the feasibility study tentatively accepted by the Board on October 22, 2022. Mr. Dinsmore provided the Board with a brief history of what they have accomplished to date on the properties and what they are hoping to accomplish in the near term. Mr. Dinsmore explained two alternative options to provide sewer to lots 4 and 5. One option proposes allowing a septic system on lot 5. The other option proposes running a force main in the back of the lots as opposed to the front of the lots where there is an existing access road. The District Manager requested that Mr. Gerstner, the District’s engineer provide his thoughts on Mr. Dinsmore’s concepts. Mr. Gerstner offered that a septic system may not be conducive with the high probability of rocks below the surface of the soil. Mr. Gerstner noted that running a force main at the rear of the lots would require easements from other lot owners and may pose a neighborly dispute in the future should the force main need repair or replacement. Mr. Gerstner added that the District typically would be asked to get involved in such a dispute. At the conclusion of discussion, the Board advised Mr. Dinsmore that he should abide by the sewer concepts identified in the accepted feasibility study.

- 2.7 Request for Board Consideration – High Water Bill – Mr. Sundahl attended the

Board meeting to request that the Board consider reducing the water usage fee rate on his bill as he was not aware that the District’s water usage billing rates are tiered. Mr. Sundahl suggested that he would never had used so much water had he known. Mr. Sundahl suggested that new Customer information is insufficient and the postcard bills are inadequate. After discussion, the Board concluded that Mr.

Sundahl should pay the full billing amount, noting that the District is in the process of making metering and/or billing improvements and the District's rates are available on the District's website, [perryparkwsd.colorado.gov](http://perryparkwsd.colorado.gov).

- 2.8 Request for Board Consideration – Discharging RV tanks into collection system – The Board reviewed a request from a Customer that the Board reconsider the District's position to not allow RV owners to discharge the effluent from their RV tank into the collection system. The Board requested Mr. Parker provide his thoughts. Mr. Parker offered that the constituents in RV effluent are not the same as residential sewage and may not be compatible with the District's treatment processes. The Board discussed the Customer's request and potential issues treating the RV effluent and agreed that the current policy should remain in place.
- 2.9 Proposal for Water and Wastewater Financial Plan Update from Raftelis – The Board reviewed the Proposal for a Water and Wastewater Financial Plan Update prepared by Raftelis. The District Manager noted that she was going to get an estimate from another utility management firm, but did not because a Financial Plan Update would be much less expensive than developing a new Financial Plan Model. The Board requested additional information from Raftelis; What would the timeline be for completion? Can Raftelis provide a model of the rate study so that they can adjust numbers to understand what the impacts would be? The Board would like to understand if the Capital Improvement Fee should be separated between water and sewer. Does Raftelis think this is necessary? The District Manager advised that she would contact Raftelis for additional information.
- 2.10 Draft 2025 Agreement for Services – Operations – The District Manager advised that this was a draft of the 2025 Agreement for Services for Operations. The District Manager noted that it should be executed at the November Board Meeting. Director Arthurs advised that he needed to meet with Mr. Parker prior to the execution of the agreement.
- 2.11 District Systems Report – The Board reviewed the District Systems Reports that were presented by Mr. Parker. The Board reviewed a compliance advisory issued by CDPHE regarding an effluent violation associated with TIN at the Sageport WWTP (Wastewater Treatment Plant). The Sageport WWTP improvements project is underway to address this violation. The results of the August 6, 2024 sanitary survey was provided to the Board. Three significant deficiencies were noted. CDPHE noted that resolution was required by January 1, 2025. One deficiency had been addressed, two will be resolved prior to the required resolution date. The Board reviewed a violation notice from CDPHE for a maximum contaminant level for the third quarter of 2024 for the analyte Combined Radium (-226 & - 228). The District immediately initiated retesting of the Sageport WTP and individual testing of each contributing groundwater well. As required the District is in the process of informing the public and will post the results of the well and WTP testing when available.
- 2.12 Mark Morton, GMS Inc. – Monthly Project Progress Summary Report

Glen Grove WTP (Water Treatment Plant)

New secondary side equipment for the new electric service:

- GMS, Principle Electric and Semocor reviewed and coordinated the non-electrical scope of work and cost proposal from A to Z Complete Home Repair and finalized proposal
- Principle Electric has secured the electrical permit, is scheduling the new equipment installation work, and coordinating with A to Z on the non-electrical scope of work
- GMS and Principle Electric are coordinating with CORE on their involvement in the construction process and stub locations into the CORE transformer
- Site work is anticipated to begin next week

#### Sageport WWTF (Wastewater Treatment Facility)

- CDPHE (Colorado Department of Public Health and Environment) review process continues for the submitted discharge permit renewal application
- Continue to monitor process operations to meet TIN (Total Inorganic Nitrogen) effluent limit
- Communicating with Permits Section on available options for PEL (Preliminary Effluent Limitations)
  - Still no response to previous messages to the Permits Section Manager
  - Another message had been sent September 16th, no response as of the writing of this progress report
  - We will continue to contact the CDPHE Permits Section manager, if no response is received by the end of the month, we will reach out to other Permit Section representatives to move the process forward

#### Waucondah WWTF

- Continuing coordination with Douglas County Engineering Services to address comments on the Location and Extent (L&E) submittal package
  - We have evaluated the two control measures suggested by the County Engineer, following the presentation our alternative measures proposed in lieu of constructing full stormwater detention facilities
  - Compiled preliminary sizing and designs for the two suggested control measures
  - Preliminary designs proved to not be compatible with the site constraints, the limited footprint and differential elevation available cannot accommodate either control measure
  - We are coordinating another meeting with the County Engineer to review the preliminary designs and reiterate the site constraints that limit the control measures that can be implemented at the site

#### SCADA (Supervisory Control and Data Acquisition) and Automation for Sageport WTP

- Well A2 VFD (Variable Frequency Drive) and controls are installed, commissioned and currently operational
- Well D4 VFD and controls are installed. During the commissioning, the well pump was found to have issues and is being pulled for repairs. Once repairs

are completed on the well pump and it is returned into service, the commissioning of the VFD and controls will be resumed

- Well A3 VFD and controls have not been commissioned yet, this well has been relied upon for production during the downtime of Well D4. Commissioning will be completed once Well D4 is back into production

2.13 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’s website has transitioned to the SIPA (Statewide Internet Portal Authority) host. The District Manager added that the new domain name is perryparkwsd.colorado.gov.

The District Manager advised the Board that the Frey Municipal billing software CUBIC cannot accommodate printing the gallons consumed at the tiered billing rate, even with custom programming on Customer’s postcard bills.

2.14 Audience Participation – There was none.

2.15 Board Member Discussion Items – Director Maras advised that the Douglas County Water Commission (DCWC) would be meeting again on Monday. Director Maras offered that the DCWC had received a draft of the new Request for Proposal (RFP) for the Douglas County 2050 Water Plan.

**3.0 Adjournment** - A motion was made and seconded; (RESOLUTION 24-073) TO ADJOURN THE REGULAR MEETING. The motion passed unanimously. The meeting was adjourned at 16:23.

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Jim Maras, Secretary