



Perry Park Water and Sanitation District
5676 West Red Rock Drive
Larkspur, Colorado 80118
perryparkwsd.colorado.gov

Regular Meeting and Budget Hearing – December 11, 2024

Board Members Present

Brian Arthurs
Tony Lucas
Julia McCusker
James Maras
Gary Peterson

Visitors

Mike Palumbo
Patti Palumbo
Bob Petro
Elaine Petro

Staff / Consultants in Attendance

Michael Gerstner – TST Infrastructure, LLC
Diana Miller – District Manager
Will Parker – President, Semocor, Inc.

1.0 Call To Order

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

There were no changes to the Agenda.

2.0 New Business and Open Items and Operational Status

- 2.1 Meeting Minutes – A motion was made and seconded; (RESOLUTION 24-092) TO APPROVE THE MINUTES OF THE OCTOBER 16, 2024, REGULAR BOARD MEETING OF THE PERRY PARK WATER AND SANITATION DISTRICT AS PRESENTED. The motion passed unanimously.

The approval of the November 13, 2024, Meeting Minutes was rescheduled until the January 15, 2025 Regular Board Meeting.

- 2.2 Disbursements – A motion was made and seconded; (RESOLUTION 24-093) TO APPROVE ELECTRONIC PAYMENTS DATED NOVEMBER 20, 2024 IN THE AMOUNT OF \$7,838.52 AND ELECTRONIC PAYMENTS DATED NOVEMBER 21, 2024 IN THE AMOUNT OF \$834.50 WHICH WERE PREVIOUSLY DISBURSED FROM 1ST BANK. The motion passed unanimously.

A motion was made and seconded; (RESOLUTION 24-094) TO APPROVE CHECKS 14316 THRU 14331 IN THE AMOUNT OF \$63,287.00 TO BE DISBURSED FROM 1ST BANK. The motion passed unanimously.

In reference to check 14319, issued to Fischer Enterprises, Inc., Director Maras asked if the cost to replace the fire hydrant on Buttermilk Road was warranted. Mr.

Parker provided a breakdown of the costs incurred including parts, labor, permit costs, safety costs, vac truck costs, other vehicle costs, etc., and advised that the bill was reasonable. Director Maras offered that he takes his fiduciary responsibility as a Board Member seriously and he appreciated the detailed information.

In reference to check 14320, issued to Frey Municipal Software, Director McCusker asked if the software support and maintenance fee was annual. The District Manager advised that it was and that Frey's customer support and software improvements were very good.

In reference to check 14323, issued to Haven Rock Productions, LLC, Director Lucas asked for additional information. The District Manager advised that this was the District's new independent contractor's, limited liability company.

A motion was made and seconded; (RESOLUTION 24-095) TO APPROVE CHECKS 14332 THRU 14343 IN THE AMOUNT OF \$165,847.60 TO BE DISBURSED FROM 1ST BANK. The motion passed unanimously.

A motion was made and seconded; (RESOLUTION 24-096) TO RATIFY CONSENT AGENDA ITEMS DATED NOVEMBER 22, 2024, IN THE AMOUNT OF \$7,947.92 AND CONSENT AGENDA ITEMS DATED DECEMBER 6, 2024, IN THE AMOUNT OF \$11,069.77 WHICH WERE PREVIOUSLY DISBURSED FROM WELLS FARGO BANK. The motion passed unanimously.

- 2.3 District Systems Report – The Board reviewed the District Systems Report that was presented by Mr. Parker. Mr. Parker noted that the work on the A4 well should be completed in December. Mr. Parker also noted that there had been a power related event at the Sageport Water Treatment Plant (WTP) that had damaged the generator. Mr. Parker advised that when excavating the Buttermilk Road fire hydrant they had discovered that the original concrete kicker installation had not been done properly.
- 2.4 District Staff Report – The members of the Board reviewed the Monthly Staff Report that was presented by the District Manager.
- 2.5 Request for Board Consideration – 5235 Country Club Drive – Mr. Bob Petro and Ms. Elaine Petro attended the Board meeting to request that the Board compensate them for damage done to their home by their newly installed water filtration equipment, including, replacement filtration equipment and water damage remediation. The Petro's advised the Board that they believed that high pressure caused by a malfunctioning PRV (Pressure Reducing Valve) in their meter pit was the cause. Director Lucas asked if the water filtration company had checked the incoming pressure into their home before the filtration equipment was installed and if they had been provided a report that contained that information. The Petro's offered that they did not have such a report and were unaware if the filtration company tested the pressure. Director Lucas asked if they had received some type of manual which identified the pressure parameters for the filtration equipment. The

Board reviewed Article IV of the current Rules and Regulations which define the conditions that may occur in a water system that the District is not responsible for. The Rules and Regulations are clear that the District is not responsible for damage to in-home appliances due to sporadic pressure. The Board requested that the Petro's do additional fact finding as well as contact their property insurer and come back to the District when they have additional information.

- 2.6 Spring Canyon LID (Local Improvement District) – Mr. Palumbo attended the Board Meeting to again make a funding request of a not to exceed amount of \$1,714,040 for water and sewer utility design services and administrative costs. Mr. Palumbo requested that the District engage with Douglas County as soon as possible. The Board discussed the changes with the Douglas County Board of Commissioner's and advised Mr. Palumbo that they felt dialogue with Douglas County was premature at this time. The Board again advised Mr. Palumbo that they did not feel that a contribution to the Spring Canyon LID of this magnitude was feasible for the District.
- 2.7 Radium in Tap Water Updates – The District Manager advised the Board that in addition to the Sageport WTP Radium Treatment Design proposal prepared by TST Infrastructure, LLC which included two general estimates for radium treatment at the WTP she had received another estimate from GMS, Inc. of which she had not had the opportunity to review or distribute. The District Manager suggested that this discussion be rescheduled. The Board concurred.
- 2.8 Water Meters – The Board reviewed the Signal Test map that had been prepared by TST Infrastructure, LLC. Mr. Gerstner advised the Board that the signal test was scheduled for December 12, 2024 and a TST representative would be there to verify the results.
- 2.9 Impacts of Colorado Supreme Court Decision re: well pumping limits/permits – The District Manager advised the Board that she was unable to complete the well impact analysis to report to the Board for this meeting. The Board agreed that this topic should be rescheduled for the January 15, 2025 meeting.
- 2.10 Independent Contractor Agreement – The Board reviewed and discussed the Independent Contractor Agreement for professional services. Director Arthurs advised the Board that he had reviewed the draft agreement and concerns that he had originally were addressed by legal counsel Ashley Zahedi with Curtis, Justus and Zahedi, LLC. At the conclusion of discussion, a motion was made and seconded; (RESOLUTION 24-097) TO EXECUTE THE INDEPENDENT CONTRACTOR AGREEMENT FOR PROFESSIONAL SERVICES WITH HAVEN ROCK PRODUCTIONS, LLC. The motion passed 4-1.
- 2.11 Adopt 2025 Budget – It was noted that the proposed 2025 Budget had been reviewed, discussed and available for public comment since the September 18, 2024 Regular Board Meeting. The following resolutions were made and seconded; THE RESOLUTION TO SET MILL LEVIES (RESOLUTION 24-098), THE

RESOLUTION TO ADOPT BUDGET (RESOLUTION 24-099) AND THE RESOLUTION TO APPROPRIATE SUMS OF MONEY FOR THE PERRY PARK WATER AND SANITATION DISTRICT (RESOLUTION 24-100). The full text is attached. The motions passed unanimously.

There was no public comment.

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

- New CORE transformer installation and switch-over has been completed
- Principle Electric and CORE are troubleshooting CORE meter issue

Sageport WWTF (Wastewater Treatment Facility)

CDPHE review process continues for the submitted discharge permit renewal application

- New permit will likely not be prepared until 2026
- Current permit (administratively extended) will remain in effect until the new permit is issued

Continue to monitor process operations to meet TIN (Total Inorganic Nitrogen) effluent limit

PELs (Preliminary Effluent Limitations) for the expansion project

- A separate contract for GMS to complete the applicant prepared PELs was delivered to the District
- Once the contract is executed, GMS will complete the PELs as quickly as possible

Waucondah WWTF

Continuing coordination with Douglas County Engineering Services to address comments on the Location and Extent (L&E) submittal package

- Completed calculations, analyses, forebay design and supporting documentation for the variance request package and submitted to the County on November 27, 2024
- Completed revisions to the L&E submittal documents supporting the variance request package and submitted to the County on November 27, 2024
- Received additional comments on December 11, 2024 from County Engineer on

L&E revisions requesting more minor details, we are currently compiling responses and details for another submittal
Conducted a workshop with Diana and Will to review the project drawings on December 12, 2024. Follow up workshop scheduled for January 7, 2025

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

- Well A2 fully automated
- Well D4 fully automated
- Well A3 fully automated
- Well A4 continuing repair work by Hydro Resources. Waiting for new cable to replace the pump, motor and downpipe sections, anticipated to be completed in the next week or two

Capital Improvements Plan (CIP)

- Coordinating water use data with Will and discussions with staff on water use records
- Analyzing water use data to confirm projected total loadings to lift stations and total demand numbers for water system components

2.13 Audience Participation – There was none.

2.14 Board Member Discussion Items – Regarding quarterly financial statements, Director McCusker reemphasized their importance to understand the District's financial position. The Board discussed having the Independent Contractor prepare the quarterly financial statements, understanding that the Accountant would not be making journal entries or calculating depreciation until the end of the year. The District Manager agreed this seemed reasonable.

3.0 Adjournment - A motion was made and seconded; (RESOLUTION 24-101) TO ADJOURN THE REGULAR MEETING AND BUDGET HEARING. The motion passed unanimously. The meeting was adjourned at 16:16.

Tony Lucas, Vice President



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RESOLUTION TO ADOPT BUDGET

(Pursuant to 29-1-108, C.R.S.)

A RESOLUTION SUMMARIZING EXPENDITURES AND REVENUES FOR EACH FUND AND ADOPTING A BUDGET FOR THE PERRY PARK WATER AND SANITATION DISTRICT, COLORADO, FOR THE CALENDAR YEAR BEGINNING ON THE FIRST DAY OF JANUARY 2025, AND ENDING ON THE LAST DAY OF DECEMBER, 2025.

WHEREAS, the Board of Directors of the Perry Park Water and Sanitation District has appointed Diana Miller, District Manager, to prepare and submit a proposed budget to said governing body at the proper time; and

WHEREAS, Diana Miller, District Manager, has submitted a proposed budget to this governing body on September 18, 2024, for its consideration, and;

WHEREAS, upon due and proper notice, published or posted in accordance with the law, said proposed budget was open for inspection by the public at a designated place, a public hearing was held on December 11, 2024, and interested taxpayers were given the opportunity to file or register any objections to said proposed budget, and;

WHEREAS, whatever increases may have been made in the expenditures, like increases were added to the revenues or planned to be expended from reserves/fund balances so that the budget remains in balance, as required by law.

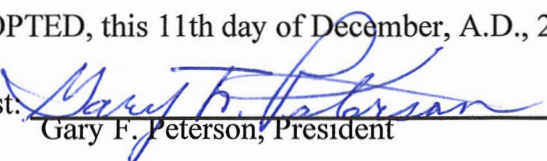
NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS of the Perry Park Water and Sanitation District, Colorado:


Section 1. That the budget as submitted, amended, and summarized by fund, hereby is approved and adopted as the budget of the Perry Park Water and Sanitation District for the year stated above.

Section 2. That the budget hereby approved and adopted shall be signed by Brian Arthurs, Treasurer and made a part of the public records of the Perry Park Water and Sanitation District.

ADOPTED, this 11th day of December, A.D., 2024.

Attest:


Gary F. Peterson, President


Brian Arthurs, Treasurer



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RESOLUTION TO SET MILL LEVIES

(Pursuant to 39-5-128, C.R.S. and 39-1-111, C.R.S.)

A RESOLUTION LEVYING PROPERTY TAXES FOR THE YEAR 2025, TO HELP DEFRAY THE COSTS OF GOVERNMENT FOR THE PERRY PARK WATER AND SANITATION DISTRICT, DOUGLAS COUNTY, COLORADO, FOR THE 2025 BUDGET YEAR.

WHEREAS, the Board of Directors of the Perry Park Water and Sanitation District, has adopted the annual budget in accordance with the Local Government Budget Law, on December 11, 2024 and;

WHEREAS, the amount of money necessary to balance the budget for **general operating** purposes from property tax revenue is \$679,390 and;

WHEREAS, the 2024, valuation for assessment for the Perry Park Water and Sanitation District as certified by the County Assessor is \$121,017,020.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE PERRY PARK WATER AND SANITATION DISTRICT, COLORADO:

Section 1. That for the purpose of meeting all **general operating** expenses of the Perry Park Water and Sanitation District during the 2025 budget year, there is hereby levied a tax of 5.614 mills upon each dollar of the total valuation for assessment of all taxable property within the Perry Park Water and Sanitation District for the year 2025.

Section 2. That the Treasurer is hereby authorized and directed to immediately certify to the County Commissioners of Douglas County, Colorado, the mill levies for the Perry Park Water and Sanitation District as hereinabove determined and set.

ADOPTED this 11th day of December, A.D. 2024.

Attest:



Gary F. Peterson, President



Brian Arthurs, Treasurer



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RESOLUTION/ORDINANCE TO APPROPRIATE SUMS OF MONEY

(Pursuant to Section 29-1-108, C.R.S.)

A RESOLUTION APPROPRIATING SUMS OF MONEY TO THE VARIOUS FUNDS AND SPENDING AGENCIES, IN THE AMOUNT AND FOR THE PURPOSE AS SET FORTH BELOW, FOR THE PERRY PARK WATER AND SANITATION DISTRICT, COLORADO, FOR THE 2025 BUDGET YEAR.

WHEREAS, the Board of Directors has adopted the annual budget in accordance with the Local Government Budget Law, on December 11, 2024, and;

WHEREAS, the Board of Directors has made provision therein for revenues in an amount equal to or greater than the total proposed expenditures as set forth in said budget, and;

WHEREAS, it is not only required by law, but also necessary to appropriate the revenues and reserves or fund balances provided in the budget to and for the purposes described below, thereby establishing a limitation on expenditures for the operations of the Perry Park Water and Sanitation District.

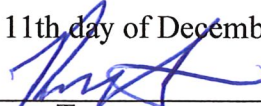
NOW, THEREFORE, BE IT RESOLVED/ORDAINED BY THE BOARD OF DIRECTORS OF THE PERRY PARK WATER AND SANITATION DISTRICT, COLORADO:

Section 1. That the following sums are hereby appropriated from the revenue of each fund, to each fund, for purposes stated:


GENERAL FUND:

Current Operating Expenses	\$2,472,298
Capital Outlay	\$10,270,000
Debt Service	\$ 960,934
TOTAL GENERAL FUND	<u>\$13,703,232</u>

ADOPTED THIS 11th day of December, A.D. 2024.



 Brian Arthurs, Treasurer



 Anthony Lucas, Vice President

Attest: 

 Gary F. Peterson, President