



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

## Regular Meeting – June 18, 2014

### Board Members

Tim Johnson  
Craig Johnston  
Judy LaCrosse  
Andy Morris  
Gary Peterson

### Visitors

Tony Caterina  
James Matchett

### Staff / Consultants

Sue Byrnes – District Staff  
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 14-036) TO APPROVE THE MINUTES OF THE MAY 21, 2014 REGULAR BOARD MEETING OF THE PERRY PARK WATER AND SANITATION DISTRICT AS PRESENTED. The motion passed 4-0. As Director Morris was not in attendance at the May 21, 2014 Regular Board Meeting, he abstained from the vote.

A motion was made and seconded; (RESOLUTION 14-037) TO APPROVE THE MINUTES OF THE MAY 21, 2014 EXECUTIVE SESSION AS PRESENTED. The motion passed 4-0. As Director Morris was not in attendance at the May 21, 2014 Executive Session, he abstained from the vote.

- 2.2 Disbursements – A motion was made and seconded; (RESOLUTION 14-038) TO RATIFY ELECTRONIC PAYMENTS DATED JUNE 4, 2014 IN THE AMOUNT OF \$6,325.26 WHICH WERE PREVIOUSLY DISBURSED FROM 1<sup>ST</sup> BANK. The motion passed unanimously.

A motion was made and seconded; (RESOLUTION 14-039) TO APPROVE CHECKS 10653 THRU 10678 IN THE AMOUNT OF \$73,629.73 TO BE DISBURSED FROM 1<sup>ST</sup> BANK. The motion passed unanimously.

In reference to check 10662 issued to JDS – Hydro Consultants, Inc. Director Peterson request additional details on the second item, Review & comment on Water Court Case-C.R. The District Manager advised that the District had been working to transition its water resources engineering services from Spronk Water Engineers to JDS – Hydro

Consultants, Inc. She added that these services were related to the Castle Rock Statement of Opposition.

In reference to check 10669 issued to Spronk Water Engineers, Inc. Director Peterson requested confirmation that this should be the final water engineering invoice that the District receives from Spronk. The District Manager confirmed his assertion.

A motion was made and seconded; (RESOLUTION 14-040) TO APPROVE CHECKS 10679 THRU 10681 IN THE AMOUNT OF \$6,622.60 TO BE DISBURSED FROM 1<sup>ST</sup> BANK. The motion passed unanimously.

A motion was made and seconded; (RESOLUTION 14-041) TO RATIFY CONSENT AGENDA ITEMS DATED MAY 23, 2014 IN THE AMOUNT OF \$5,711.62 AND ITEMS DATED JUNE 6, 2014 IN THE AMOUNT OF \$5,957.52 WHICH WERE PREVIOUSLY DISBURSED FROM WELLS FARGO BANK WEST. The motion passed unanimously.

- 2.3 Policy in Response to Open Records Requests – The District Manager advised the Board that in August 2013, the Colorado Court of Appeals issued a ruling in *Mountain-Plains Invest. Corp. et al. v. Parker Jordan Metro. District* that includes important interpretations of CORA (Colorado Open Records Act). The District Manager advised that the draft resolution presented to the Board defines the District's policy on how to respond to open records requests.

After discussion, a motion was made and seconded; (RESOLUTION 14-042) TO ADOPT THE RESOLUTION DESIGNATING THE OFFICIAL CUSTODIAN OF RECORDS AND ADOPTING A POLICY ON RESPONDING TO OPEN RECORD REQUESTS AS PRESENTED. The motion passed unanimously. A copy of the adopted resolution will be posted on the District's website [www.ppwsd.org](http://www.ppwsd.org).

- 2.4 Potential Alternative Solutions for Gore Drive and Independence Drive Sewer – Mr. Tony Caterina attended the meeting to discuss with the Board the 8 lots that were dropped from the Sageport 2014 Local Improvement District (LID) due to the requirement of a lift station to provide centralized sewer service to the lots. He requested that the Board consider helping with the cost of the lift station. The Board advised Mr. Caterina that they could not help with the lift station costs at this time. The Board offered that the District would continue to keep these lots and other lots in similar circumstances in mind, in the case that the District can provide assistance in the future.
- 2.5 Echo Hills Tank Access and Water and Sewer Line Easement Agreement – The District Manager advised the Board that she believed that the District was close to final agreements with Mr. Stetman.

### **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.

Director Johnson requested clarification on a legal timeframe to re-drill a well. Mr. Monroe advised that there was no legal timeframe.

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

Director Morris inquired into the probability of the District meeting its 2014 tap fee revenue budget. The District Manager advised that the District should meet its adopted budget.

**4.0 Old Business/Immediate Issues**

The District Manager advised the Board that the District had been contacted by a property owner outside of the District's boundary, who was trying to procure a long term water supply as opposed to re-drilling a well on the property. The District Manager offered that she had explained to the property owner that the District does not provide service outside of the District's boundary. Mr. Monroe noted that there was not a water main in close proximity to the property. After discussion the Board requested that the District Manager craft a response to the property owner advising that water service is not available in proximity to the property.

Director Peterson advised the Board that he and the District Manager had a preliminary discussion regarding the District's water and sewer rates. The District Manager offered that the District had last increased rates in January 2012. She noted that the previous rate study conducted by the District had covered the 2007 thru 2012 time period and that the District had implemented all of the rate related recommendations in the study. The District Manager noted that the District has experienced a loss of property tax revenue and increases in utility and regulatory expenses. The District Manager recommended that the Board consider another rate study to insure that the District is collecting sufficient funds for both water and sewer.

Director Peterson appointed Director Johnson and Director Johnston to the Rates and Fees Committee.

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

**6.0 Adjournment** - A motion was made and seconded; (RESOLUTION 14-043) TO ADJOURN THE REGULAR MEETING. The motion passed unanimously. The meeting adjourned at 17:55.

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Director Judy LaCrosse - Secretary