

MINUTES OF THE REGULAR BOARD MEETING PARK FOREST WATER DISTRICT

December 11, 2019

Regular Board Meeting

A Regular meeting of the Board of Directors of the Park Forest Water District (referred to hereafter as the "Board") was held on Wednesday the 11th of December at 5:00 p.m. at the District Office, located at 7340 McFerran Rd, Colorado Springs, Colorado 80908. The meeting was open to the public in accordance with: CO Rev Stat § 24-6-402 (2016).

President Pam Sekac called the meeting to order at 5:00 p.m.

Board Members Present: Pam Sekac, Tim Connelly, Jason Kerekes, Marni Huller.

Visitors: Paul Anderson, Atty.

Discussion on representative of the District for trial purposes.

Pam motioned to have Paul Anderson represent the PFWD as the 'district representative' for all current and future lawsuits and trials and with CASAS/IQ. Jason seconded. Approved.

Pam motioned to extend to Paul Anderson the power from the board to discuss whatever he deems necessary during negotiations of possible settlement with CASAS/IQ. Jason seconded. Approved.

Executive Session:

Pursuant to Sections 24-6-402(4)(b) (e), C.R.S., upon a motion duly made by Pam Sekac and seconded by Tim Connelly at 5:20 PM and, upon affirmative vote of the quorum present, the Board convened in Executive Session at 5:20 PM. For discussion on legal strategy and legal questions. C.R.S Pursuant to Section 24-6-402(2) (d.5) (II)(B), C.R.S., no record will be kept by Park Forest Water District of this Executive Session that, in the opinion of the District's attorney, constitutes privileged attorney-client communication. The Board reconvened in regular session at 5:55 P.M. upon a motion duly made by Pam Sekac, seconded by Jason Kerekes and, upon vote, unanimously carried.

Regular Board Meeting reconvened at 6:00 PM.

PFWD Staff Present: Lynn Willow.

Visitors: Sharri Warren, Ken Fulton, Jason Malz, Paul Koscielniak, A. Strupp, Siera Aparicio, Tim Aparicio, Ema Malz.

Visitor Comments:

- Still has brown water. (Egerton Road)
- Why are rates going up so, high?
- What is the budget breakdown?
- How do we compare to Colorado Springs water?
- What would we be paying if Colorado Springs took over?

These concerns will be carefully reviewed and taken into consideration by the board.

Review of Minutes:

Review of the minutes of November 18th, 2019. Pam motioned to accept the minutes with minor changes. Marni seconded. Approved.

Treasurer's Report: Treasurer's Report was presented by Jason.

- Have been working on the 2020 budget.
- Have been working on the amended 2019 budget.
- Reconciled bank statement.
- P & L statement was reviewed and water sales and overages and bulk water sales are in line with the budget. This leaves us with \$6000 in the bank.
- Legal costs have been our main expense and are over budget for the year. This line item will be amended in the amended 2019 budget.

A motion to accept the treasurer's report was made by Pam, seconded by Tim. Approved.

Invoice Processing:

Jason motioned to transfer \$887.68 from the capital account to the Farmers State checking account.

Marni seconded. Approved.

Pam motioned to pay the bills of \$36,888.80 + \$6085.71 for payroll, totaling \$42,974.51. This includes \$877.68 for capital expenditures. Tim seconded. Approved.

Bookkeeper Report:

- BHE is \$79.84 and has been paid.
- Tax Liability is \$1777.04 and has not been paid.
- MVEA is \$4436.57 and has been paid. MVEA has been set up for autopayment.
- Workers Compensation for 2020 is \$1665.00. Early payment gave us a 10% discount.

Transfer of \$887.68 from the capital account to FSB checking account for the following:

- Dana Kepner Company in the amount of \$235.38
- Front Range Winwater in the amount of \$652.30

There were no key deposits this month.

The utility payments for MVEA, Centurylink, and BHE are being set up for autopayment.

Recurring payments to CEBT (health insurance) will also be set on autopayment.

Certificate of Valuations is complete and submitted to the assessor's office.

ORC/Operator Report: The ORC report was presented by Lynn Willow.

- Bac.-T samples will be taken 12-9-2019.
- Capital improvement project planning for 2020 is in the evaluation phase.
- Water testing for the state is continuing.
- W.Q.P. testing (Water Quality Parameters) has been taken and the results have been sent to the state. Results have also been sent to our engineer for evaluation.
- Two residents have been notified about their copper and lead testing exceeding the MLC. These homes have been retested. Results came back 12/11/2019 for both homes and both were under the MLC level of 0.015.
- No leaks so far with in the district.

Secretary's Report: There was nothing of significance to report.

Other Business:

- Pam motioned to set the future meeting date and time at the second Wednesday of each month at 6 PM. Jason seconded. Approved.
- Discussion on hiring a district manager and having a not to exceed yearly payment amount and to begin in January of 2020.
- Pam motioned to amend the 'legal fees' line item of the 2019 budget to \$154302.16 from \$30000. Jason seconded. Approved.
- Discussion on access fees to mean 'applied to all and any curb/corb stops'.
- Discussion on what lawsuits are still pending and to have them explained in an upcoming newsletter, in laymen's terms.
- Discussion on raising the Water General's rates up \$1 per 1000 gallons and how these rates compare to other districts. Pam motioned to raise the bulk water sales rate to \$18 per 1000 gallons, Marni seconded. Approved.
- Discussion on covering the Districts expenses and why the new rates need to be so high.
- Discussion on 2020 budget line item of 'well maintenance' and why it doubled. It was determined that this line item should actually be a heading line.
- Discussion on 2020 budget line item of residential maintenance to be changed to \$2200 from \$3500.
- Discussion on rate increases verses access fees being implemented.
- Pam motioned to increase water rates to \$100 per month. Discussion. Jason seconded. Approved.
- Pam motioned to approve the 2020 budget with suggested line item changes. Marni seconded. Approved.
- Pam made a resolution to appropriate money to fund the 2020 budget. Jason Seconded. Approved.
- Pam made a resolution to raise the water rates by \$37 per month. Jason Seconded. Approved.
- Pam motioned to go to a monthly billing cycle in 2020 starting in May. Tim seconded. Approved.
- Discussion on water usage amounts.
- Jason motioned to change the late fee of \$15 flat fee, to \$15 monthly fee. Pam seconded. Approved.

Executive Session:

Pursuant to Sections 24-6-402(4)(b) (e), C.R.S., upon a motion duly made by Pam Sekac and seconded by Marni Huller at 8:09 PM and, upon affirmative vote of the quorum present, the Board convened in Executive Session at 8:09 PM. For discussion on meeting interaction, district manager position, website needs, legal issues, water quality. C.RS Pursuant to Section 24-6-402(2) (d.5) (II)(B), C.R.S., no record will be kept by Park Forest Water District of this Executive Session that, in the opinion of the District's attorney, constitutes privileged attorney-client communication. The Board reconvened in regular session at 9:30 P.M. upon a motion duly made by Tim Connelly, seconded by Marni Huller and, upon vote, unanimously carried.

Continued Other Business:

- The board directed Lynn Willow to change the locks on all gates.

Adjournment: A motion to adjourn the meeting at 9:52 PM. was made by Tim.
Seconded by Pam. Approved.

**The next scheduled regular board meeting will be held on Wednesday January 8th, 2020 at the
Park Forest Water District Office Building located at 7340 McFerran Road at 6:00 PM.**

Signed: _____

A handwritten signature in blue ink, appearing to read "Tim", is written over a horizontal line.

, Secretary