

RECORD OF PROCEEDINGS

A meeting of the Woodmoor Water and Sanitation District No. 1 (WWSD) Board of Directors was held on April 10, 2014 at the Woodmoor Water and Sanitation District No. 1 office.

PRESENT:	Director Town Director Courrau Director Taylor Director Schwab Director Strom
Manager:	Jessie J. Shaffer
Asst. Manager	Randy Gillette
Attorney:	Erin Smith
Consulting Engineer:	Steve Tamburini
Secretary:	Marsha Howland
Visitors:	Steven Vasas - Rivers Development Co. Nancy Wilkins - Our Community News Lisa Hatfield - Our Community News

I. Call to Order:

Director Town called the meeting to order at 1:02 p.m.

Motion:

Upon motion by Director Strom, and seconded by Director Schwab, the Board unanimously voted to excuse Director Courrau from the April 10, 2014 Board Meeting.

Note: Director Courrau arrived at the Board Meeting at 2:00 p.m.

II. Reading of the Minutes:

Copies of the March 13, 2014 and March 20, 2014 meeting minutes of the Woodmoor Water and Sanitation District were provided to each director. It was moved, duly seconded, and unanimously passed that the minutes be approved.

III. New Business:

- A. Consider Supplemental Water Request by Rivers Development for Misty Acres Filing 3 and Authorizing Staff to Draft an Agreement for the Board to Consider:** Shaffer stated that Rivers Development is requesting a supplemental water agreement for Misty Acres Filing 3. Shaffer stated that Misty Acres Filing 3 is roughly 41 acres of land, and Rivers Development is projecting 63 single family homes for that area. Rivers Development is requesting an additional 4.6 acre feet of supplemental water for this project. Shaffer reported that the District's water supply is not an issue. Mr. Vasas thanked the Board for considering this request. Vasas stated that Rivers Development is planning to start construction on this project by the end of this year.

Motion:

Upon motion by Director Schwab, and seconded by Director Taylor, the Board unanimously voted for staff to draft a supplemental water agreement between WWSD and Rivers Development for Misty Acres Filing 3 for consideration at the May, 2014 Board Meeting.

IV. Financial Report:

Taylor stated that he had reviewed the financial statements and did not have any changes. It was moved, duly seconded, and unanimously passed that the financial reports be approved.

V. Public Discussion:

- A. Unscheduled People:** None.

- VI. Joint Use Committee Report (JUC):** Taylor stated that the JUC is concerned about the low flow of water in the sewer system, and will be looking at different options to control this issue. Taylor stated that the JUC will have new members representing Monument and Palmer Lake due to current members reaching their term limit.

VII. **Chilcott Ditch Company / JV Ranch Report:** Shaffer stated that water is running thru the Chilcott Ditch, and is being used for irrigation at the JV Ranch. Shaffer reported that the flume's construction has been completed, and the flume is functioning properly. Shaffer stated that he is waiting on quotes for the new telemetry unit, and should be able to finalize the purchase this week. Shaffer stated that Randy Gillette and Lance Nielson have been working with Gary Stein at the Chilcott Ditch Co., learning the procedures needed to operate the ditch properly. Shaffer stated that Howland will also train with Stein to take over the financial reporting for the Chilcott Ditch Co. Shaffer reported that the Chilcott Ditch Co. has received a request from the City of Fountain for a long term carriage agreement. The City of Fountain has requested an interim agreement while the Chilcott Ditch Co., works out the conditions of a long term carriage agreement. Chilcott Ditch is waiting for legal counsel before advancing on any agreements.

VIII. **Manger's Report:**

Shaffer reviewed the Manager's Report dated April 10, 2014, a copy of which is attached hereto.

1. Collaborative Organizations / Opportunities:

a. Pikes Peak Regional Water Authority (PPRWA): Shaffer stated that the Regional Infrastructure Water Study is moving along. Shaffer reported that the PPRWA continues to track proposed legislature relative to any water related issues. Shaffer will report any issues to the Board should they arise.

2. Operations: Randy Gillette

a. Water Report: Gillette stated percentage for unaccounted water is 21%. Gillette stated that WWSD has changed out 2 meters at Well 18 and 12 to check for accuracy. Gillett reported that the lake meter also needs to be changed out. Gillette stated that WWSD will continue to investigate the unaccounted water. Gillette reported that Lake Woodmoor is at 7097.7. The target for Lake Woodmoor is 7098 to start using the water. Gillette stated that WWSD will start using the lake water mid-May. Gillette stated that WWSD will be changing out the current lake mixer with a new Solar Bee mixer. Gillette stated that Wells 10 and 12 are both receiving new motors and should be back down hole the first part of May, 2014.

3. District Construction/Planning Projects: None.

4. WWSD Subdivision/Development Status Update:

a. Tri-Lakes Health Village - Boldt/YMCA: Shaffer stated that Boldt has started construction on the new Tri-Lakes Health Village. Shaffer stated that WWSD's staff engineer is working with Boldt to make sure the main line infrastructure is being installed correctly according to WWSD's regulations. Shaffer stated that the main service line should be completed in the next 4 to 6 weeks.

b. Progress on Development of System Specifications: Shaffer presented a draft copy of the new system specifications to the Board, a copy of which is attached hereto. Shaffer asked the Board to review the draft and send him any changes or suggestions. Shaffer stated he hopes to the the final draft completed for the Board next month.

5. Other Topics:

a. 1st Quarter Draft "pipeline" Newsletter: Shaffer presented a draft copy of the 1st quarter Pipeline newsletter, a copy of which is attached hereto. Shaffer asked the Board to send him any changes or suggestions for the Pipeline. Shaffer stated that the newsletter will be mailed to the customers in May.

b. Woodmoor Improvement Association (WIA) Draft Power Point Presentation - "State of the District" Slide Show: Shaffer stated that following the direction from the Board last month, he prepared a slide show for the new WIA Board. The Board reviewed the slide show, and suggested a few changes. Shaffer will make the changes and present the slide show to the WIA Board at their next meeting.

Note: President Town left the Board Meeting at 2:45.

IX . Special Reports and Subjects:

1. Engineer's Report: Tamburini stated that he is working on the final draft of the Regional Water Reclamation Study. He plans on having the final draft completed within the next few weeks.

2. Attorney's Report: none

X. **Old Business:** none.

XI. **Executive Session:**

It was moved, duly seconded, and unanimously approved that the Board move into Executive Session pursuant to: (1) C.R.S. Section 24-6-402(4)(a), for discussions related to the purchase, acquisition, lease, transfer, or sale of any real, personal, or other property interest; and (2) C.R.S. 24-6-402 (4)(e) to determine positions relative to matters that may be subject to negotiations, developing strategy for negotiations, and instructing negotiators; all related to property, including but not limited to the leasing of property. Session commenced at 2:54 p.m. The Board returned to Regular Session at 3:22 p.m.

XII. **Consider Execution of Right of Entry Agreement with Verizon Wireless:** Shaffer asked the Board to consider a right of entry agreement with Verizon Wireless which would give Verizon access to the site they are interested in.

Motion:

Upon motion by Director Schwab, and seconded by Director Taylor, the Board unanimously voted to execute the right of entry agreement with Verizon Wireless. The Board authorized District Manger, Jessie Shaffer to sign the agreement.

XIII. **Adjournment:**

There being no other business to come before the Board, it was moved and duly seconded that the meeting be adjourned. The motion passed unanimously and the meeting adjourned at 3:22 p.m.

Respectfully Submitted,


Beth Courrau, Secretary