

RECORD OF PROCEEDINGS

A meeting of the Woodmoor Water and Sanitation District No. 1 (WWSD) Board of Directors was held on March 8, 2018 at the Woodmoor Water and Sanitation District No. 1 office.

PRESENT: Director Taylor
 Director Wyss
 Director Strom
 Director Bush
 Director Schwab

Manager: Jessie J. Shaffer
Assistant Manager: Randy Gillette

Attorney: Erin Smith

Secretary: Marsha Howland

Visitors: James Howald - Our Community News
 Robert Duncan - Fountain, CO
 Sylvia Bryson - Fountain, CO

- I. **Call to Order:** President Taylor called the meeting to order at 1:00 p.m.

- II. **Reading of the Minutes:** Copies of the February 8, 2018 meeting minutes of the Woodmoor Water and Sanitation District were provided to each Director. It was moved, duly seconded, and unanimously passed that the meeting minutes be approved.

- III. **New Business:** None.

- IV. **Old Business:** None.

- V. **Financial Report:** Director Wyss stated that he has reviewed the financial statements and does not have any changes. It was moved, seconded and unanimously passed that the financial reports be accepted.
- VI. **Public Discussion:** Robert Duncan stated that his property borders the JV Ranch and he has a few questions regarding the ranch property. Duncan asked the Board what their plans were regarding the ranch. Shaffer stated presently WWSD is in the process of revegetating the property, which is around a ten-year process. Shaffer stated that WWSD is also considering leasing a portion of the ranch for a solar project. Duncan asked if the Calhan Reservoir would remain full. Shaffer stated that will depend on future operations. Shaffer stated that WWSD has long-term plans for the dam structure at Calhan Reservoir, but cannot guarantee that the reservoir will remain full. Duncan stated that he was concerned that activity on the ranch would affect the well function on his property. Shaffer stated that his recommendation would be to hire a hydrogeologist if individual landowners had concerns about their wells. Shaffer stated that WWSD's long-term plan is to bring the water up to Woodmoor. Bryson asked several questions concerning the solar project. Shaffer directed Bryson to contact either Colorado Springs Utilities or JUWI to answer specific questions concerning the solar project. Duncan and Bryson thanked the Board for the information and left the meeting at 1:17 p.m.
- VII. **Joint Use Committee Report:** Strom presented a chart showing the biochemical oxygen demand (BOD) flows for Woodmoor, Monument, and Palmer Lake. Strom stated that the chart shows that sampling is done at Woodmoor, Monument and Palmer Lake eight times a month, and only twice a month at the plant. Strom stated that discussions will be held at the next JUC meeting regarding increasing the plant sampling to eight times a month for consistent testing.
- VIII. **Chilcott Ditch Company / The Ranch Report:**
- A. **Chilcott Ditch Company Report:** Gillette reported that staff is working on the Chilcott Ditch clean-up and getting ready to deliver water as requested by shareholders. Gillette stated that he met with the Matrix Design Group concerning the erosion at the augmentation station. Matrix gave Gillette a proposal for an immediate solution and also a long-term solution. Gillette stated that the Chilcott Ditch Board Meeting will be held on March 15, 2018, and they will discuss this issue. Gillette stated that the immediate solution would cost around \$150,000 and the long-term solution about four times that amount. Gillette stated that there might be grant money available for the project, but does not have that information at this time. Shaffer asked the Board for their thoughts on the project since Woodmoor is a major stockholder in the Chilcott Ditch Company. Director Wyss asked how the project would be funded. Shaffer stated that financing should be

available, or if the Chilcott Board wanted to cash fund the project, the stockholders would pay for it through their assessment fees. After a lengthy discussion comparing the short and long-term solutions, the Board leaned towards the long-term solution. Gillette stated that he would have more information about funding and any other solutions after the Chilcott Ditch Board Meeting.

B. Ranch Report: Shaffer stated that staff is working on getting all the ranch equipment serviced. Shaffer reported that two new sprinkler reels and pumps are set up for delivery. Shaffer stated that he is planning on meeting with Paul Flak to get this season's revegetation plan underway.

IX. Manager's Report: Shaffer reviewed the manager's report dated March 8, 2018 a copy of which is attached hereto.

A. Collaborative Organizations/Opportunities:

i. PPRWA: Shaffer stated that a new Bill coming out deals with the 811 system for utility locations. Shaffer stated the 811 systems is funded by the collection of fines. Shaffer stated that if one entity hits four properly marked major utilities in a twelve month period, the fine could be as high as \$75,000. Shaffer reported that most government entities are exempt from the fines, but not Special Districts. Shaffer stated that the PPRWA recommended each Special District compose a letter to the Special District Association asking for assistance in countering the regulations of the Bill. The Board directed Shaffer to contact the Special District Association and voice his concerns on behalf of the District. Shaffer stated that on another note, a groundwater commission is embarking upon a new rule session dealing with aquifer storage and recovery in designated groundwater basins. Shaffer stated that if the District wants to have a say in the new rules governing the designated ground water basins, the cost will be around \$5,000. Shaffer stated that storage in the groundwater basins would be very beneficial to the District. The Board agreed to spend up to \$5,000 to support this effort.

B. Operations Update:

i. Water Report: Gillette stated that the unaccounted water percent is at 17% for February. Gillette stated that production and sales were down in February, which drives the unaccounted water percent up. Gillette stated that even though the unaccounted water number is high, it is not going up and is trending down. Gillette reported that the operations staff is always looking for leaks in the system.

C. District Construction/Planning Projects:

- i. Well No. 21: Shaffer reported that the design and documents are complete for Well 21. Shaffer stated that the invitation to bid will be published on March 15th and 22nd. The pre-bid meeting will be held on March 27th, and the bid opening is April 3rd. Shaffer stated that he plans on having a recommendation for the bid award at the April 12, 2018 Board Meeting.
- ii. Monument Hill Road Utility Relocates: Shaffer stated that staff is waiting for El Paso County for the bidding dates on this project.
- iii. SFP Raw Water Influent Low Flow Bypass: Shaffer stated that he has been working with WWSD's staff engineer on this project. Shaffer stated that it looks like staff can replace the valve instead of going with the bypass, which will be very cost effective.

D. WWSD Subdivision/Development Status Update:

- i. North Bay at Lake Woodmoor: Shaffer stated the development is moving forward. This development is planning on 28 townhomes.
- ii. The Beach: Shaffer stated the staff is ready to sign-off on the plans for The Beach. This development is planning on 35 homes.

E. Other Topics: Shaffer reported that WWSD received the first payment from Monument Sanitation District per the Court order.

X. Special Reports & Subjects:

- i. Engineer's Report: None

- ii. **Attorney's Report:** Smith stated that the State law allows, and as per the Resolution the Board adopted, the Designated Election Official to cancel the Election as there were more seats open than candidates. Smith reported that there were two candidates; James Taylor and Lee Hanson. Smith stated that the new term begins May 8, 2018. Smith reported that there is one vacant seat on the Board, which can be filled by appointment.

- iii. **WIA Meeting Report:** Bush reported that Lee Hanson is also on the WIA Board. Bush stated that the safety grant was approved for the new walkway. Bush asked the Board to move the May 10th meeting to May 17th. The Board agreed. Bush reported that the WIA has eight community signs that are available if WWSD would have the need to use them. Bush stated that after contacting El Paso County, his street in Woodmoor has been repaired.

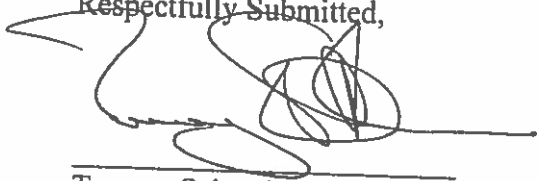
XI. Executive Session:

It was moved, duly seconded, and unanimously approved that the Board move into Executive Session pursuant to: C.R.S. Section 24-6-402: (1) Subsection (a) for discussions related to the purchase, acquisition, lease, transfer, or sale of any real, personal, or other property interest; and (2) Subsection (e) to determine positions relative to matters that may be subject to negotiations, developing strategy for negotiations, and instructing negotiators; and (3) Subsection (b) for a conference with legal counsel for the purpose of receiving legal advice on specific legal questions; all related to pond augmentation. Session commenced at 3:02 p.m. The Board returned to Regular Session at 3:41 p.m.

XII. 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 3:42 p.m.

Record of March 8, 2018 Board Meeting

Respectfully Submitted,

A handwritten signature in black ink, appearing to be 'Tommy Schwab', written over a horizontal line. The signature is somewhat stylized and scribbled.

Tommy Schwab, Secretary