

RECORD OF PROCEEDINGS

A meeting of the Woodmoor Water and Sanitation District No. 1 (WWSD) Board of Directors was held on September 9, 2019 at the Woodmoor Water and Sanitation District No. 1 office.

PRESENT: Director Taylor
Director Bush
Director Wyss
Director Roddam

Manager: Jessie J. Shaffer

Attorney: Erin Smith

Secretary: Marsha Howland

Visitors: James Howald - Our Community News
Emily Naes – Norton & Smith P.C.

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

Motion: Upon motion by Director Bush, and seconded by Director Wyss the Board unanimously voted to excuse Director Hanson from the Board Meeting.

II. Reading of the Minutes: Copies of the August 12, 2019 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 did not have any changes. Wyss stated that revenues and expenses are in line with the current budget.
- VI. **Public Discussion:** None.
- VII. **Joint Use Committee Report:** Shaffer stated that Bill Burks will present his first draft 2020 budget next month.
- VIII. **Chilcott Ditch Company / The Ranch Report:** Shaffer stated that staff is delivering water as needed to the Chilcott Ditch stockholders. Shaffer reported that Chilcott received the funds from the Colorado Water Conservation Board for the augmentation and armament project and the final paperwork for the loan should be completed shortly.
- IX. **Manager's Report:** Shaffer reviewed the manager's report dated September 9, 2019, a copy of which is attached hereto.
- A. Collaborative Organizations / Opportunities:**
- i. PPRWA: None.
- B. Operations**
- i. Water Report: Shaffer reported that the unaccounted water for August 2019 was at 6%, and year to date is at 7% unaccounted.
- C. District Construction/Planning Projects:**

- i. **Well 21 Site Work and Transmission Line:** Shaffer stated that contractors are making significant progress at the Well 21 site. Shaffer stated that the foundation has been poured and the concrete walls are up along with the framing for the roof. Shaffer stated that this week they are focusing on completing the transformer closure and finishing the roof. Shaffer reported that the site work for Well 21 should be completed by mid-October. Shaffer stated that staff is still in the process of testing the water for wells and he will have more information for the Board next month.
- ii. **Lake Woodmoor Driveway Loop:** Shaffer reported that everything is in place for this project. Shaffer stated that he is waiting on three contractors to send him their pricing. Shaffer hopes to have a contractor on board by the end of the month, and the project should take approximately three weeks.
- iii. **Scrub Oak Circle Water Line Replacement:** Shaffer stated that the design drawing is 60% complete. Shaffer hopes to have this project completed by the end of the year.

D. WWSD Subdivision/Development Status Update:

- i. **The Beach at Woodmoor:** Shaffer stated that this has been a difficult project for the developer. Shaffer reported that the water and sewer infrastructure is close to being completed and paving should start soon.
- ii. **Northbay:** Shaffer stated that this project is slowly moving forward.

E. Other Topics:

- i. **2020 Draft Budget:** Shaffer will have the first draft 2020 budget for the Board next month and set the date for the budget workshop.
- ii. **SDA Conference:** Shaffer informed the Board to talk to Laura Kirbow if they have any questions regarding the SDA Conference.

X. Special Reports & Subjects:

- A. Engineer's Report: None.
- B. Attorney's Report: None.
- C. WIA: Bush reported that the latest Woodmoor Open Space report states that Paula Walters has reached an agreement with Pro Terra Properties to sell her 33 acres. Bush stated that the Open Space Committee is optimistic about finalizing this project. Bush stated that the Safe Route to School trail design is complete and the school is now working on the grant process.

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 a potential agreement with David Easton. Session commenced at 1:35 p.m. The Board returned to Regular Session at 2:01 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 2:02 p.m.

Record of September 9, 2019 Board Meeting

Respectfully Submitted,

A handwritten signature in black ink, appearing to read 'Brain Bush', written over a horizontal line. The signature is stylized and cursive.

Brain Bush, Secretary