

RECORD OF PROCEEDINGS

A meeting of the Woodmoor Water and Sanitation District No. 1 (WWSD) Board of Directors was held on March 9, 2020 at the Woodmoor Water and Sanitation District No. 1 office.

PRESENT:	Director Taylor Director Wyss Director Roddam
Manager:	Jessie J. Shaffer
Asst. Manager:	Randy Gillette
Attorney:	Erin Smith
Secretary:	Marsha Howland
Visitors:	James Howald - Our Community News Richard Hood – JVA Consulting Engineers Josh McGibbon – JVA Consulting Engineers

- 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 10, 2020 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:**
 - A. Consider “Construction Manager at Risk” (aka CMAR) Alternative Project Delivery Method for South Filter Plant Improvements, CWTP Lake Pump station and CWTP Surface Water Conversion Projects – JVA Presentation (Josh McGibbon/Richard Hood): Shaffer reported that he invited Richard Hood and Josh McGibbon from JVA to talk to the Board about using CMAR for the three major projects that the Board has budgeted for 2020. Shaffer stated that the first project is improvements at the South Filter Plant to include valve replacement, replacing the chlorine generator, and improvements to the ventilation system. The other two projects involve a new pump station at Lake Woodmoor to deliver surface water to the Central Water Treatment Plant and

converting that plant to treat the surface water. Shaffer stated that the level of complexity and timing of these projects is crucial. Shaffer stated that the plants cannot be off-line during the peak season, so the plan is to start construction this fall and then stop during peak season and start-up again next fall so the improvements would be complete and on-line by peak season 2021. Shaffer reported that Hood and McGibbon stated that if the District combined the three projects to maintain the schedule needed that CMAR would be a good fit. Hood gave an overview describing the improvements at the South Filter Plant. Hood stated that some of the equipment at the South Filter Plant was installed in 2004 and now needs to be replaced. Hood reported that some of the valves are leaking which causes additional monitoring for operations. Hood reported that the disinfection system and the hypochlorite storage tank also need to be replaced. Hood stated that they are looking at different alternatives for these improvements. Hood stated that they are also looking at increasing clearwell flexibility for operations. Hood stated that when they looked at the cost of the South Filter Plant project last year, they estimated \$350,000 and now with the current cost and upgrades added to the project, the cost has been raised to approximately \$562,000. Hood stated that in order to control the cost while moving forward with the design of the project he recommends using CMAR. McGibbon reported that JVA Consultants are using the CMAR process on several projects. CMAR is an alternative delivery option. The District now uses the design-bid-build option on most projects. McGibbon reported that the objective of CMAR is to bring in the contractor at the early stages of the project design. Bringing in the general contractor as part of the team in the early design stage allows everyone to work together to provide a guaranteed maximum price for the project. McGibbon stated that the CMAR option takes away the unknowns that can happen during the bidding process. McGibbon reported that if they bring in a general contractor with CMAR and for whatever reason it does not work out, the District does have an off-ramp to change contractors. McGibbon stated that CMAR is an open book process, which helps to eliminate unknowns. Smith stated that the CMAR delivery system is an acceptable process for Special Districts. McGibbon reported that the other two District projects that are budgeted for 2020 are also good candidates for CMAR. McGibbon stated that they could advertise for a CMAR contractor in June 2020 and tackle the three projects together. McGibbon asked the Board to research the CMAR process and consider if this project delivery method would work for the District. Shaffer reported that McGibbon and Hood would be back next month with more on the projects and can answer any questions the Board might have on the CMAR process. Shaffer stated that the cost of the South Filter Plant is double what was budgeted, but if they combined the three projects the cost might even out. The Board thanked Hood and McGibbon for their presentation.

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

IV. Old Business:

A. Consider Executing NMCI NEPA Participation agreement with Colorado Springs Utilities (CSU): Shaffer asked the Board to review the National Environmental Policy Act (NEPA) for the Northern Monument Creek Interceptor Project (NMCI) that he included in their Board packets. Shaffer stated that the agreement maps out what the participant's responsibilities are for the NMCI project. Shaffer stated that CSU will be conducting several analyses and will file all the documents required to complete this project. They will also supply their findings to the Federal Government and EPA, which will result in a Record of Decision. Shaffer reported that CSU will pay for the cost of the NEPA project only to the extent of permitting, engineering, and analysis. CSU will track and cost which will be deferred back to the final participants at the end of the NEPA process. The participants are committing to staff time and minimal consultant time in order to get information, maps, and data that CSU needs to incorporate in their analysis. Shaffer reported that the NEPA process can take up to three years to complete. Shaffer stated that Roni Sperling reviewed this agreement for the District. Shaffer asked the Board to consider executing this agreement.

Motion: Upon motion by Director Wyss, and seconded by Director Roddam, the Board unanimously voted to execute the NMCI NEPA Participation Agreement with Colorado Springs Utilities and authorized President Taylor to sign the agreement.

V. **Financial Report:** Director Wyss stated that he has reviewed the financial statements and did not have any changes.

VI. **Public Discussion:** James Howald asked the Board if the District is having any similar issues with the high radium content in the water that the Town of Monument is having. Shaffer stated that he does not fully understand the issues that the Town of Monument is having, but the District is in compliance with all the State, Federal and EPA requirements for drinking water.

VII. **Joint Use Committee Report:** None.

VIII. **Chilcott Ditch Company / The Ranch Report:** None.

IX. Manager's Report: Shaffer reviewed the manager's report dated March 9, 2020, a copy of which is attached hereto.

A. Collaborative Organizations / Opportunities:

- i. PPRWA: Shaffer reported that the PPRWA chose to take a formal position of opposition on a Senate bill as it is written. The bill is written to fund the State Water Plan by accessing a fee on everybody who gets a water bill from a water provider. Shaffer stated that the fee would be collected by the water provider and 97% of that fee would be paid to the State.

B. Operations

- i. Water Report: Shaffer reported that the unaccounted water for February 2020 was at 12%. Gillette reported that there was a day difference between production and customer meter reading which is causing the higher unaccounted water percentage.

C. District Construction/Planning Projects:

- i. Well 21 Site Work: Shaffer reported that staff issued a substantial completion certificate to the contractor for the Well 21 site work.
- ii. Well 21 Transmission Pipeline: Shaffer states that the contractor has completed the pilot hole for the directional drilling and is currently back-reaming the hole. Shaffer stated that so far this project is very successful. Shaffer reported that an engineer from Lithos who is part of a non-profit organization that is educating and promoting directional drilling approached him about conducting an educational seminar regarding directional drilling. The seminar is taking place tomorrow at 9 a.m. at the Barn.

D. WWSD Subdivision/Development Status Update: None.

E. **Other Topics:** None.

X. **Special Reports & Subjects:**

A. Engineer's Report: None.

B. Attorney's Report: Smith reported that the District was given approval to cancel the election. Smith stated that Directors Bush, Wyss and Roddam were reelected and William Clewe was elected to fill the final open seat.

C. WIA: None.

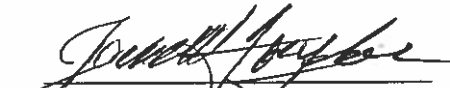
XI. **Executive Session:**

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 agreements with JUWI, Inc., Geronimo Energy, and AES Distributed Energy. Session commenced at 3:07 p.m. The Board returned to Regular Session at 4:22 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 4:23 p.m.

Record of March 9, 2020 Board Meeting

Respectfully Submitted,


James Taylor, President