

RECORD OF PROCEEDINGS

A meeting of the Woodmoor Water and Sanitation District No. 1 (WWSD) Board of Directors was held on December 21, 2022, at the Woodmoor Water and Sanitation District No. 1 office.

PRESENT: President Bush
Director Town
Director Roddam
Director Beley
Director Clewe

Manager: Jessie J. Shaffer

Operations: Dan LaFontaine

Office Manager: Cory Lynch

Visitors: James Howald- Our Community News
Richard Hood - JVA
Andrew Rheem- Raftelis

I. **Call to Order:** President Bush called the meeting to order at 13:05.

II. **Reading of the Minutes:** Copies of the November 17, 2022, meeting minutes of the Woodmoor Water and Sanitation District were provided to each Director.

Motion: President Bush entertained a motion to accept the November 2022 Board minutes. Director Roddam motioned, Director Town seconded, and the Board unanimously passed that the meeting minutes be approved.

III. **New Business:**

A. Public Hearing on Proposed 2023 Rates

- (i) Presentation of final proposed rates - Raftelis Financial Consultants. Shaffer instructed Board members to refer to final copy in budget for enclosed rate sheets for 2023. Summary: Water, sewer and water base rates will increase 4%, no change to RWIF and tap fees will increase 15%.
- (ii) Public Comment - James Howald from OCN stated that the public wants to hear that developers are paying for all costs with all of the new home construction. The public's biggest concerns are that there is enough water and that they are not paying for anything regarding new developments.

B. Close Public Comment on 2023 Proposed Rates - President Bush closed the Public Hearing on Proposed 2023 Rates at 13:57.

C. Continuation of Public Hearing on 2023 Budget -

- (i) Presentation of Proposed 2023 Budget
- (ii) Additional Public Comment – President Bush asked if there were any comments from the public. There were no comments.

D. Close Public Comment on 2023 Proposed Budget -

President Bush closed the Public Hearing on 2023 Proposed Budget at 14:00.

E. Consider Resolution No. 22-07 Approving Fees, Rates, and Charges for Domestic Water and Sanitary Sewer for 2023 –

Motion: President Bush motioned to adopt Resolution No. 22-07 Approving Fees, Rates, and Charges for Domestic Water and Sanitary Sewer for 2023 and authorize him to sign. Director Roddam motioned, Director Town seconded, and the Board unanimously passed Resolution No. 22-07.

F. Consider Resolution No. 22-08 Adopting a Budget and Approving the Appropriation of Money for 2023 –

Motion: President Bush motioned to adopt Resolution No. 22-08 Adopting a Budget and Approving the Appropriation of Money for 2023 and authorize him to sign. Director Town motioned, Director Roddam seconded, and the Board unanimously passed Resolution No. 22-08.

G. Consider Approval of 2023 Management Contract Between Chilcott Ditch Company and the District –

Shaffer reviewed labor costs for Chilcott Ditch and determined that costs needed to be raised from \$31 per hour to \$36.75 per hour. Management monthly fee would remain the same.

Motion: President Bush considered a motion approving the 2023 Management Contract between Chilcott Ditch Company and the District and authorizing him to sign. Director Roddam motioned, Director Town seconded, and the Board unanimously passed to accept the contract.

IV. Old Business:

A. Final Long Range Plan (LRP) –Q&A (Richard Hood) JVA. Hood presented all the Board members a printed final hard copy and a thumb drive digital copy of the LRP.

V. Financial Report:

Director Town stated he reviewed the financial statements for November 2022.

Motion: President Bush recommended the Board accept the November 2022 financial reports. Director Roddam motioned, Director Beley seconded, and the Board unanimously voted to accept the November 2022 financial reports.

Public Discussion:

A. None

VII. Joint Use Committee Report:

Director Clewe reported that the Board is still planning to buy blowers from Laramie, but the process is delayed. Discussion was held on recycling sludge but not enough is produced to make it monetarily advantageous. The Board passed and signed a resolution to decline participation in Colorado FAML. Bill Burkes summarized several items from 2022 and stated most importantly that there were no violations or state issues with TLWWTP. Director Clewe stated that he will be gone the entire month of January and will need another Board member to attend the January meeting. Director Beley accepted the request.

VIII. Chilcott Ditch / The Ranch Report:

Chilcott Ditch is shut down and clean up is complete. Ranch operations are shut down and the staff has joined Woodmoor Water staff. Operations will resume in the spring of 2023.

IX. Manager's Report: Shaffer provided the manager's report.

1. Collaborative Organizations / Opportunities:

a. PPRWA – Nothing to report currently. Regular meetings resuming in January.

2. Operations Update

a. Water Report: LaFontaine reported a month of 6% losses. There were four main breaks during November and already three more this month. Still estimating at CWTP due to supply chain issues with replacement meters.

b. Sewer Report: Operations were very smooth and nothing to report.

3. District Construction/Planning Projects:

a. Meter Change Out Program- We are changing out about 14-16 meters per day, three weeks out of each month (no change outs last week of month during meter read week.) Program is to be active October 15 - March 15. 1000 meters can be replaced during this time frame.

b. Well 19- Downhole equipment should be delivered in next two weeks.

Currently receiving bids on sitework. Electrical contract signed and equipment ordered. Goal to have well operational January/February 2023.

c. Well 22- JVA is waiting for final survey.

d. Highway 105 Water and Sewer Relocates- Waiting on final survey set and completing some potholing and utility locates. Plans are about 90% completed and then we will be bid ready beginning to middle February.

4. WWSD Subdivision/Development Status Update:

a. Monument Junction- Installing a steel sleeve under Jackson Creek Parkway for northern most crossing of their water service from one side to another. Sewer infrastructure is complete in phase one and two.

b. Cloverleaf- Two vacuum tests on two manholes to complete on sewer. One water line to pressure test and raw water to test. Tap fees can be purchased after conditional acceptance. They have 365 days to complete and use water.

5. Other Topics

a. None

X. Special Reports & Subjects:

a. Engineer's Report- None

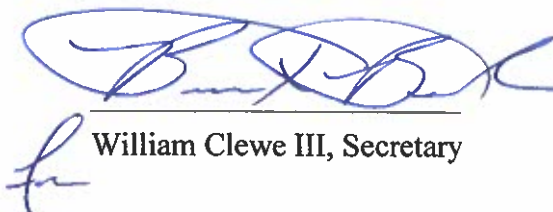
b. Attorney's Report- None

c. WIA Meeting Report- District 38 schools to build bridge over spillway. More details to come.

XIII. Adjournment: There being no other business before the Board, it was moved and duly seconded that the meeting be adjourned. The motion passed unanimously, and the meeting adjourned at 14:53.

Record of December 21, 2022, Board Meeting

Respectfully Submitted,



William Clewe III, Secretary

President, WWSD