

RECORD OF PROCEEDINGS

A meeting of the Woodmoor Water and Sanitation District No. 1 (WWSD) Board of Directors was held on January 10, 2022, at the Woodmoor Water and Sanitation District No. 1 office.

PRESENT: President Bush
Director Beley
Director Clewe
Director Roddam

Manager: Jessie J. Shaffer

Operations: Dan LaFontaine

Attorney: Erin Smith

Office Manager: Cory Lynch

Visitors: Daniel Niemela- Bishop-Brogden & Associates
James Howald- Our Community News
Jackie Burhans- Our Community News
Ariel Hacker- District Engineer

Call to Order: President Bush called the meeting to order at 12:58pm.

Motion: President Bush entertained a motion to excuse Director Wyss from the meeting to attend a funeral. Director Roddam moved and Director Beley seconded and unanimously passed by the Board to excuse Director Wyss from the meeting.

II. Reading of the Minutes: Copies of the December 20th, 2021, meeting minutes of the Woodmoor Water and Sanitation District were provided to each Director.

Motion: President Bush entertained a motion to accept the December 2021 Board minutes. It was moved by Director Roddam, duly seconded by Director Beley, and unanimously passed that the meeting minutes be approved.

III. New Business:

- A. Consider Resolution No. 22-01 Amending System Specifications and Amending 2006 Rules and Regulations. The only thing the District is asking the Board to consider is the technical aspects of the systems specifications. An example of this is requiring stainless steel saddles to be used and naming the specific type of fire hydrant used when a developer is building out a subdivision. District Engineer Ariel Hacker provided each Board member with a copy of the Summary of 2022 System Specification Updates.

Motion: President Bush entertained a motion to accept and sign Resolution No. 22-01 Amending System Specifications and Amending 2006 Rules and Regulations. Director Roddam motioned, Director Beley seconded, and the Board unanimously voted to accept Resolution No. 22-01.

- B. Consider Resolution No. 22-02 Annual Administrative Matters Resolution. Mr. Shaffer asked Attorney Erin Smith to explain the resolution. Smith announced this was a standard form that is presented to the Board every year. The main requirement set in the resolution is one set by statute that you designate your posting places by January 15Th of every year. This resolution captures all the state compliances regarding special districts. Smith recommended that the Board adopt this resolution to be in compliance with state law.

Motion: President Bush entertained a motion to approve and sign Resolution No. 22-02 Annual Administrative Matters Resolution. Director Roddam motioned, Director Beley seconded, and the Board unanimously voted to accept Resolution No. 22-02.

- C. Consider Resolution No. 22-03 Calling the 2022 Regular District Election. This designates The Barn as the polling place for the District election scheduled to be held on May 2, 2022. There will be three vacancies on the Board for the seats of Director Beley, Director Roddam and Director Clewe. These available seats will be running for the full four-year term. The designated official is Mandi Kirk who will be working closely with the Woodmoor Water staff. The self-nomination and acceptance forms are now available and due by February 25, 2022, by 4:00pm. Smith recommends adopting this resolution so that the Board is in compliance with state law.

Motion: President Bush entertained a motion to approve and sign Resolution No. 22-03 Calling the 2022 Regular District Election. Director Roddam motioned, Director Clewe seconded, and the Board unanimously voted to accept Resolution No. 22-03.

IV. Old Business:

- A. Well 22 Need and Timing. Daniel Niemela of Bishop-Brogden Associates presented the Board with a water supply update. The District's main water supply is from the Denver Basin Groundwater Supply. The second largest supply comes from the Monument Creek Exchange providing approximately 240-500 acre feet per year. Given the District's rate of growth, water supplies must be increased to fulfill demand. Well 19 must be online and used to provide water for the 3-month peak capacity. A new well (Well 22) must be drilled and online by irrigation season of 2023. The Board has already approved the drilling of Well 22 and Shaffer will bring a drilling contract next month.

V. Financial Report:

President Bush stated that he reviewed the financial statements for the draft December 2021. The Summary was that it appears as though the District billed more water and had lower expenses than projected.

Motion: President Bush recommended the Board accept the draft form of the December 2021 financial reports. Director Beley motioned, and it was seconded by Director Clewe. The Board unanimously voted to accept the draft form of the December 2021 financial reports.

VI. Public Discussion:

A. **Unscheduled People:** None

VII. Joint Use Committee Report:

Director Clewe had nothing significant to report. He started that the JUC was meeting on Tuesday, January 11th and that if anyone had a concern or question to let him know or attend the meeting.

VIII. Chilcott Ditch / The Ranch Report:

The Ditch and the Ranch operations are shut down.

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

1. Collaborative Organizations / Opportunities:

- a. PPRWA – There should be a final draft of this study by the first of February.
- b. Loop Group – Loop Study Update. There should be a final draft of this study by the end of February with the final documents the first of March. Both projects formally applied for grant money from ARPA through El Paso County. County is starting the evaluation process for which projects are eligible and the amount of money allocated. The group is going forward even if no funds are received. Receiving the money will help to keep the timeline moving.

2. Operations Update

- a. Water Report: LaFontaine reported a loss of over three million gallons and attributed this to the extreme schedule of construction to finish projects in December 2021, using approximately 1.2 million gallons. The Lake is being filled with approximately 15 acre feet and a level of 6.6 feet. Well 21 and well 16 are filling the lake. If additional water is needed, the District can take some of Donala's credits through an administrative exchange at the rate of 160 per acre foot.
- b. Sewer Report: Nothing to report currently.

3. District Construction/Planning Projects:

- a. Meter Change Out Program. The back end set up with the software has begun. The Board members and the office will be the first to receive the new meters in mid-February. Full scale replacements should begin third week of February. The new system is cellular read and reads meters every hour using small amounts of data.
- b. CWTP Progress Update. Start up of ground water system is mid-March. Surface water systems testing scheduled mid-May to first of June.
- c. LPS2 Progress Update. There have been extremely tight deadline schedules that the contractor is in tune with and the timeline and the refill schedule is on track

4. WWSD Subdivision/Development Status Update:

- a. Cloverleaf: They are hoping to begin utility construction March 1, 2022.
- b. Monument Junction: They are moving forward with the subdivision and looking at 600 SFE.
- c. MGP: Northwest part of District to include 514 SFE

5. Other Topics:

- a. Lake Refill – No additional comments

X. Special Reports & Subjects:

- a. Engineer's Report- None
- b. Attorney's Report- Smith will be bringing the Board a resolution that update the District's personnel policies to get it in line with the state statutes.
- c. WIA Meeting Report- There have been a lot of calls about the Marshall Fire and fire mitigation.

XI. Executive Session:

None

- XII. 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 14:36.

Record of January 10, 2022, Board Meeting

Respectfully Submitted,



William Clewe, III, Secretary