

## RECORD OF PROCEEDINGS

A meeting of the Woodmoor Water and Sanitation District No. 1 (WWSD) Board of Directors was held on July 18, 2022, at the Woodmoor Water and Sanitation District No. 1 office.

PRESENT:	President Bush Director Town Director Beley
Manager:	Jessie J. Shaffer
Operations:	Dan LaFontaine
Attorney:	Erin Smith
Office Manager:	Cory Lynch
Visitors:	James Howald- Our Community News Jackie Burhans- Our Community News Armen Suny- Woodmoor Country Club

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

II. **Reading of the Minutes:** Copies of the June 13th, 2022, meeting minutes of the Woodmoor Water and Sanitation District were provided to each Director.

**Motion:** President Bush entertained a motion to accept the June 2022 Board minutes. It was moved by Director Town, duly seconded by Director Beley, and unanimously passed that the meeting minutes be approved.

### III. **New Business:**

A. Excuse Director Clewe and Director Roddam from the July 18, 2022, Board Meeting.

**Motion:** President Bush asked for a motion to excuse Director Clewe and Director Roddam. Director Town motioned, Director Beley seconded and unanimously approved.

B. Consider Increasing the District Manager's Change Order Contingency Authorization for the 2020 Capital Improvements Project. Shaffer is looking for the Board to increase his 5% allowance to sign change orders for a dollar amount of approximately \$30,000.

**Motion:** Director Town motioned that Shaffer's original change order allowance of 5% (\$350,000) be increased to \$380,000, Director Beley seconded and it was unanimously approved.

C. 2021 Financial Audit Presentation- John Cutler & Associates. Mr. Cutler joined the meeting remotely to discuss the 2021 audit. He stated that he determined the audit to be unmodified and that is the good news the Board wants to hear. Mr. Cutler asked if anyone had any questions about the audit. President Bush asked if the non-current liabilities reflect the fact that we refinanced the bonds and Mr. Cutler stated that it did.

**Motion:** President Bush entertained motion to accept the 2021 Financial Audit and direct Mr. Cutler to file the audit with the state. Director Beley motioned and Director Town seconded and it was unanimously approved.

**IV. Old Business:**

- A. Consider Approval of and Authorize Board President to Execute Correction Deed for Lot 1A, Patriot Place Subdivision -A. There was a clerical error that included Lot B which is the middle school. A new deed was created that includes only Lot A.

**Motion:** President Bush requested a motion to authorize him to sign correction deed. It was motioned by Director Town, seconded by Director Beley and unanimously approved.

**V. Financial Report:**

Director Town stated he looked at the financial statements for June 2022. President Bush also reviewed and said we are making more money than expected because of the new construction plans. He also reminded the Board that we are going to have the mid-year budget review on August 8<sup>th</sup>.

**Motion:** President Bush recommended the Board adopt the June 2022 financial reports. Director Town motioned, and it was seconded by Director Beley. The Board unanimously voted to accept the June 2022 financial reports.

**VI. Public Discussion:**

- A. **Unscheduled People:** President Bush explained that the Woodmoor Country Club wanted to install vault toilets on the golf course. The County denied the request because there is water and sewer close to where these vault toilets would be built. Armen Suny of Woodmoor Country club was present at the meeting and is requesting that the District waive the tap fees. President Bush stated that the Board would consider his request at the August 8<sup>th</sup> Board meeting.

**VII. Joint Use Committee Report:**

Shaffer reported that Donala Water joined the meeting to propose that they become a member of Tri-Lakes Wastewater. Shaffer will be sharing more about this in Executive Session. They are done pressing sludge and the operations up and running normal. The final copy of their audit report was available and Shaffer is to report to Board anything they may need to know.

**VIII. Chilcott Ditch / The Ranch Report:**

The Ditch is running without any major issues. They have been called in and out because of the drought. The Ranch is getting enough water and they are able to supply their partners. The biggest problem the Ditch and Ranch are having is finding help. The Ranch is down two employees and the District is down four summer hires. President Bush suggested calling the private landscaping company that WIA uses. In the fall, the Ranch is moving into the wedge area once the cattle are moved and fence is built and then prepped for spring.

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

**1. Collaborative Organizations / Opportunities:**

- a. PPRWA – PPRWA is out of session and will reconvene in October.

## **2. Operations Update**

- a. **Water Report:** President Bush commended LaFontaine's report of a 2% loss and stated that it is the lowest report in seven years. Central Water Treatment Plant is having issues with the meters reading approximately 9% off. CWTP is getting dialed in and producing high quality water. Arapahoe well aquifer testing will begin this week at well 12 for two straight weeks and getting a draw down test to get us some significant data. Water R & R is continuing with saddle replacements. President Bush said that he completes a survey every year of the roads in Woodmoor for the County. He asked LaFontaine if a list showing the roads that were scheduled to be repaved would be beneficial. LaFontaine stated that he used to receive this information but it has become internally lost by the County until he requested a copy.
- b. **Sewer Report:** Nothing to report currently.

## **3. District Construction/Planning Projects:**

- a. **Well 22-** Total depth was obtained at 2240 feet. Now the process is well development, and then pumping out materials. The contractor is targeting the date of July 25/26 to begin production test pump. After that, we will receive the recommendations from BB&A as to production rates. The total cost for the new well is \$2.6 million. The District is very pleased with the performance of Hydro Resources.
- b. **Well 19-** District Engineer Hacker is working on South Filter Plant (Dawson Well) that exists but was never equipped. The budget has us equipping the well and pumping into the South Filter Plant. The goal is to have the well online by the end of the year.
- c. **LPS2 Progress Update.** Lake pump station is fully operational has been online since the first of June. We are getting very close to a conditional acceptance, walkthrough and punch list. The contractor is having supply issues and are waiting on a large faux window that was manufactured incorrectly. They cannot install the siding before the window is installed. A temporary garage door is in place and have we've been told that the permanent door is backordered until March 2023 because of the required commercial wind rating. We issued a conditional acceptance certificate for CWTP for the surface water components and sent a punch list and working on LPS punch list as well.
- d. **Meter Change Out Program.** We are still working on programming with the billing system and the customer portal. We are scheduling 16 meters per day, one day a week. The goal is to have 300 meters replaced by October and then go full time with a goal of 800 total. We will continue to replace meters that have battery failure as needed. President Bush asked about an analysis of accuracy of the old meters vs. the new meters. LaFontaine explained that the data will take time to obtain.
- e. **Highway 105 Improvements-** Meeting with the County showed their 90% plan specifications for improvements east of Highway 105 from Jackson Creek Parkway to the roundabout planned at Knollwood. The County is planning to start in November with phase one from the Cum and Go to Lake Woodmoor Drive.
- f. **Lake Woodmoor Piezometer Redrill & Abandonment.** All the piezometers have been abandoned and the new seven should be completed by the end of the week.

## **4. WWSD Subdivision/Development Status Update:**

- a. **Monument Junction-** Approved sewer plans for the west side and beginning installation. We also have water plans for the west side along with water and sewer for the east side that will be reviewed. Supplemental water fees for the east and west side have been paid. Infrastructure will go as planned but individual home building seems to have slowed down because of the economy. Apartment complex of approximately 240 units is going up first.

- b. Cloverleaf- Continues to install water and sewer infrastructure.
- c. Old MGP Property-Northwest of Misty Acres with 60 acres and plans for approximately 500 SFEs.

**5. Other Topics**

- a. Mid-Year Budget Update –Presented in August

**X. Special Reports & Subjects:**

- a. Engineer's Report- None
- b. Attorney's Report- None
- c. WIA Meeting Report- None

**XI. Executive Session:**

Executive Session pursuant to C.R.S. § 24-6-402(4): (1) Subsection (a) for discussions related to the purchase, acquisition, lease, transfer, or sale of any real, personal, or other property interest; (2) Subsection (e) to determine positions relative to matters that may be subject to negotiations, developing strategy for negotiations, and instructing negotiators; (3) Subsection (b) for a conference with legal counsel for the purpose of receiving legal advice on specific legal questions; all related to potential agreements with Colorado Springs Utilities, the Town of Monument, Donala Water and Sanitation District, Cherokee Metropolitan District and Tri-Lakes-Monument Fire Protection District.

**X. Special Reports & Subjects: (Continued)**

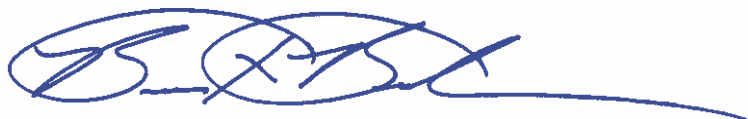
- d. NMCI Rejection

**Motion:** Authorize President Bush to sign a letter drafted by Shaffer stating that Woodmoor Water and Sanitation does not wish to participate with NMCI and Colorado Springs Utilities. Director Town motioned, seconded by Director Beley and unanimously approved.

**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 15:04.

**Record of July 18, 2022, Board Meeting**

Respectfully Submitted,



Brian X. Bush, President