

RECORD OF PROCEEDINGS

A meeting of the Woodmoor Water and Sanitation District No. 1 (WWSD) Board of Directors was held on June 13, 2022, at the Woodmoor Water and Sanitation District No. 1 office.

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

I. **Call to Order:** President Bush called the meeting to order at 13:00.

II. **Reading of the Minutes:** Copies of the May 9th, 2022, meeting minutes of the Woodmoor Water and Sanitation District were provided to each Director.

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

III. **New Business:**

A. Disposal of District Office Equipment of de minimis value, Used Drop Pipe and Electrical Cable (Scrap Price).

Motion: President Bush entertained a motion to allow Shaffer to dispose of excess scrap equipment for whatever he can get for its value. It was moved by Director Roddam, duly seconded by Director Beley, and unanimously passed.

B. FAMLI (Family Medical Leave Insurance) Act.

Overview: The act coincides with FMLA and offers paid family medical leave up to 12 weeks and could extend four more weeks for pregnancy complications. This act would have employers and employees contributing 50% each to fund this account that would pay an employee for missed work. The maximum paid would be 90% of salary with a cap of \$1100 weekly. Private sector employers are required to provide this FAMLI but the District has the option to opt out. Shaffer reviewed the act in detail and has recommended that the Board opt out of this Act for 2023 to observe how the FAMLI materializes in 2023. The Board directed staff and attorney to prepare a resolution to consider opting out.

IV. Old Business:

None

V. Financial Report:

President Bush stated that he reviewed the financial statements for May 2022. The District is cautiously optimistic to receive the budgeted tap fees but financially confident due to the supplemental water fees for 2022.

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

VI. Public Discussion:

A. **Unscheduled People:** Jackie Burhan from Our Community News stated that people on the internet are concerned about having enough water and the extreme growth that is projected. Shaffer assured Burhan that Woodmoor has plenty of water and has planned for the growth in the district. The supply of water is not an issue, but the transportation of the water from the Ranch.

VII. Joint Use Committee Report:

Director Clewe reported that operations are going well throughout the plant. The lagoon is back to normal and refilled. Bill Burkes expects to have two-thirds of the sludge removed by the end of the month. Final audit was reviewed by the attorney and came in with no qualifications or corrections to processes and procedures.

VIII. Chilcott Ditch / The Ranch Report:

The Ranch is actively battling rattle snakes and continuing the revegetation process. The arial spraying is scheduled for June 27, 2022. The Ditch rented a track hoe for extra clean up. The new gate is doing well to regulate flows. The Ditch has been able to supply their customers with all of the water they requested. It has been extremely dry and they were called out of the all water rights for approximately 10 days. The late snowstorm and a few rain showers helped, but LaFontaine expects to be called out again sometime this summer due to dry conditions.

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

1. Collaborative Organizations / Opportunities:

- a. PPRWA – The CSU Study and the Loop Study are completed and available to review. PPRWA is out of session and will reconvene in October.

2. Operations Update

- a. **Water Report:** LaFontaine reported that operations were normal and that we had two service failures with no big losses with the overall loss at 5%. On June 1, 2022, Central Water Treatment Plant begin treating surface water for the very first time. South Water Treatment Plant and Woodmoor Lake pump station are all online. Resident complaints are being addressed about the smell and taste of the water. It is especially challenging this year due to the startup of CWTP. Aquifer testing will begin with a goal to eventually drill less wells.

- b. **Sewer Report:** Nothing to report currently.

3. District Construction/Planning Projects:

- a. Lake Woodmoor Piezometer Redrill & Abandonment. Shaffer showed a visual of Lake Woodmoor dam and embankment and the current location of approximately 25 piezometers. A piezometer is basically a miniature well placed at different depths. These are used to track and maintain a database for water elevation in the dam. Shaffer consulted AECOM and they have advised to abandon the current 25 piezometers and drill just 7 new. Cost & Budgeting- The cost of this project is approximately \$40,000 for engineering and \$60,000 for drilling for a total of \$100,000. This project cost would not exceed the overall budget bottom line. The Board approved Shaffer to move forward.
- b. Highway 105 Improvements- District Engineer Hacker will be attending a meeting later today with the County design team and should have more information. We're working with JVA as many of our water and sewer lines will be relocated with the widening of 105. This will be at our expense because the County owns the land and right ways and we're considered to be a guest on their property. President Bush asked who is responsible for the gap between the sewer lid and the road surface as there are many areas in Woodmoor where there is a significant gap. Shaffer explained that it is the District's responsibility but many times when a road is repaved, the contractor does not coordinate with the District.
- c. Meter Change Out Program. The Board now has the new meters installed and there is a total of 12 meters installed. Residents are calling in to schedule meter replacements in the red zone starting July 6th, 2022. We are starting with a one-time per week thru September and then four days per week starting on October. President Bush asked about an analysis of accuracy of the old meters vs. the new meters with a small sample group.
- d. 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 windows before the siding can be installed. Central Water Treatment Plant is up and online and treating surface water.
- e. Well 19- District Engineer Hacker is working on South Filter Plant (Dawson Well) that exists but was never equipped.
- f. Well 22- County finally issued storm water permit and Notice to Proceed was issued two weeks ago. Pre-construction meeting was held and contractor is prepping sight. The goal is to minimize noise and disturbance to residents and three, 24-foot sound walls are being installed. Once the drilling begins, it is 24/7 of drilling, loud noise and lights. The actual drilling is approximately 21 days with the total project completion in 75 days.

4. WWSD Subdivision/Development Status Update:

a. Monument Junction

1. Payment Commitment-in-Lieu of Installation Agreement for Offsite Facilities Required for Development. Monument Junction is needing to install several pressure reducing stations. There is a need to break out and create a new pressure zone. Shaffer showed visual and identified five areas to create the new zone to reduce psi from 200 to approximately 150 psi. The concern is who is responsible for the cost of this project. It was agreed that the developer would be responsible for three zones and the District the other two. It would be most advantageous to place two offsite. Because of this, the developer has proposed a cash-in-lieu of construction concept. Shaffer is in favor of this proposal because of the amount of control the District would have in the placement. Shaffer has estimated each station to cost approximately \$50,000.

Motion: President Bush entertained a motion that allows Shaffer to negotiate the agreement and allows President Bush to sign. Director Town motioned and seconded by Director Roddam. The Board unanimously voted to accept the agreement.

5. Other Topics

- a. Mid-Year Budget Update – Waiting on audit and will be presented in July or August
- b. 2021 Financial Audit – Must be filed by July 31, 2022

X. Special Reports & Subjects:

- a. Engineer's Report- None
- b. Attorney's Report- Election Update: None
- c. WIA Meeting Report- The South Woodmoor Preserve 65-acre agreement was signed. The association is anticipating about \$100,000 for maintenance and upgrades.

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.

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 16:37

Record of June 13, 2022, Board Meeting

Respectfully Submitted,



William Clewe, III, Secretary