

## RECORD OF PROCEEDINGS

A meeting of the Woodmoor Water and Sanitation District No. 1 (WWSD) Board of Directors was held on February 13, 2023, at the Woodmoor Water and Sanitation District No. 1 office.

PRESENT:	President Bush Director Roddam 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 Ariel Hacker – District Engineer

I. **Call to Order:** President Bush called the meeting to order at 13:01.

II. **Reading of the Minutes:** Copies of the January 9, 2023, meeting minutes of the Woodmoor Water and Sanitation District were provided to each Director.

**Motion:** President Bush entertained a motion to accept the January 2023 Board minutes. Director Roddam motioned, Director Beley seconded, and the Board unanimously passed that the meeting minutes be approved.

**Motion:** President Bush stated a motion to excuse Director Town from the meeting. Director Clewe moved and Director Roddam seconded and the Board unanimously passed that Director Town be excused from the meeting.

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

#### A. Consider Awarding Construction Contract for the Forest Saddle Replacements Project – Bid Results and Recommendation (Ariel Hacker)

Hacker reported a good turnout for the bid process. She is recommending Caraveo Construction for the contract due to cost and the fact that the main people of Caraveo worked for Stone and Concrete Inc. who completed that last phase of saddle replacements.

**Motion:** President Bush moved to award the Forest Saddle Replacements Project to Caraveo Construction and authorize him to sign all related documents. Director Beley motioned, Director Clewe seconded, and the Board unanimously passed to accept the contract.

#### B. Consider Approving a Request for Amendment to Supplemental Water Service Agreement with Monument Junction.

Hacker explained the Monument Junction (Classic Homes) purchased supplemental water for various projects. The scope of their projects has changed and they want to transfer paid supplemental water from one project to another. The Developer will be responsible for any legal fees associated with this transfer.

**Motion:** President Bush considered a motion approving Request for Amendment to Supplemental Water Service Agreement with Monument Junction. Director Clewe motioned, Director Beley seconded, and the Board unanimously passed to accept the amendment.

C. Consider Approval of Construction Permission & Indemnification Agreement with Monument Academy.

**Motion:** President Bush moved to approve of Construction Permission & Indemnification Agreement with Monument Academy and authorize Shaffer to sign. Director Roddam motioned and Director Clewe seconded, and the Board unanimously passed the agreement.

#### **IV. Old Business:**

A. None

#### **V. Financial Report:**

A. December 2022 Financials

B. January 2023 Financials

President Bush stated he reviewed the financial statements for December 2022 and January 2023. He observed that the reserves are very similar from 2021 to 2022. In addition, the decision to significantly raise tap fees was a great idea.

**Motion:** President Bush recommended the Board accept the December 2022 and the January 2023 financial reports. Director Beley motioned, Director Roddam seconded, and the Board unanimously voted to accept the December 2022 and the January 2023 financial reports.

#### **Public Discussion:**

A. Jackie Burhans asked about supplemental water and water options. President Bush described it as paying a premium for water due to density.

#### **VII. Joint Use Committee Report:**

Director Beley attended the meeting for Director Clewe's absence. He reported that the flow levels are below capacity. Board is still planning to buy blowers from Laramie, but the process is delayed. The next meeting is scheduled for February 14, 2023, at 10 am.

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

Chilcott Ditch is shut down. Ranch operations will resume in March of 2023.

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

##### **1. Collaborative Organizations / Opportunities:**

- a. PPRWA – Waiting on Bills from state legislature.
- b. Loop Water Authority- 100% organized, Board members have been chosen and the first meeting was January 19<sup>th</sup>. Shaffer was chosen to be the Board President. The next Loop Board meeting will be February 16<sup>th</sup> at 9 am. Website is loopwater.org. Operations study was authorized at last Board meeting and should be completed by fall 2023.

## **2. Operations Update**

- a. Water Report: LaFontaine reported a month of 5% losses. There was one shear and one service break during January. Lake refill meter is normally read by Rad on meter-read day. A large discrepancy of 600k gallons was discovered. Going forward, the meter will be read by production. CWTP meter was finally replaced and operational.
- b. Sewer Report: Nothing to report.

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

- a. Water R&R Zone 3 Reconnaissance – Zone 3 R&R almost out for bid. Estimating 30 saddles, five valves and three hydrants to be replaces. Zone 5 PRV's – due to Monument Junction development, we will be adding five new PRV's and two retro fitted. That project will be going out for bid and has a budget of \$250K.
- b. Highway 105 Utility Relocation Project- First portion is Monument Academy putting in a roundabout. Phase A is Jackson Creek Parkway to Lake Woodmoor. Highway 105 will be widened with two lanes and two turning lanes.
- c. Well 22- Meeting with JVA and hoping to get under construction this spring. We received easements from Misty Acres HOA and MGP is in the works for transmission pipeline. Goal to have everything completed and operational by end of 2023. (well yield is at 150 gpm)

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

- a. Cloverleaf- Very close to conditional acceptance. Waiting on paving and a few items from us. Planning on doing three to five taps per month. They may speed that up because they were expecting conditional acceptance in January.
- b. Monument Junction- Anticipating Whataburger to be in this fall. Apartments are still moving in design but doesn't looking likely in 2023. A lot of infrastructure is installed along with one PRV
- c. Monument Ridge – resumed discussions with Monument about annexation.
- d. Caliber has been withdrawn. (264 apartments at Greater Europe Mission property)
- e. LaPlata – North Bay (30 single family homes)
- f. Waterside – (located between the Barn and Deer Creek) 52 units including duplexes and 4-plexes.

## **5. Other Topics**

- a. 1<sup>st</sup> Quarter “Pipeline Newsletter” & Blast e-mail. Delivered in January.

## **X. Special Reports & Subjects:**

- a. Engineer's Report- None
- b. Attorney's Report- None
- c. WIA Meeting Report- President Bush was retained as the President of WIA

**Motion:** At the time of 14:25, President Bush motioned that the Board go into Executive Session. Director Roddam seconded, and the Board unanimously voted to go into Executive Session.

**XI.** 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; and (3) Subsection (b) for a conference with legal counsel for the purpose of receiving legal advice on specific legal questions; all related to potential agreement(s) with Lewis Palmer School District 38, Enerfin Renewables, LLC, Stanek Constructors and/or Colorado Civil Construction, and the Tri-Lakes-Monument Fire Protection District

**XII. Consider Approval of Letter of Intent (LOI) with Enerfin Renewables, LLC**

**Motion:** President Bush recommended the Board execute the Letter of Intent with Enerfin Renewables LLC. Director Roddam motioned and Director Clewe seconded and the Board unanimously passed to execute the Letter of Intent and authorize President Bush to sign.

**XIII. Adjournment:** There being no other business before the Board, the meeting adjourned at 15:29.

**Record of February 13, 2023, Board Meeting**

Respectfully Submitted,

A handwritten signature in blue ink, appearing to read "William Clewe III".

William Clewe III, Secretary