

RECORD OF PROCEEDINGS

A meeting of the Woodmoor Water and Sanitation District No. 1 (WWSD) Board of Directors was held on July 17, 2023, at the Woodmoor Water and Sanitation District No. 1 office.

PRESENT: President Town
Director Beley (remote)
Director Roddam
Director Martinez
Director Clewe

Manager: Jessie J. Shaffer

Operations: Dan LaFontaine

Attorney: Erin Smith

Office Manager: Cory Lynch

District Engineer Ariel Hacker

Visitors: James Howald - Our Community News
Jackie Burhans - Our Community News
Kwin Peterson – RH Borden
Richard Hood – JVA
Peter Hassinger – JVA
Jim Taylor – Resident
Wendy Fisher -Resident

I. Call to Order: President Town called the meeting to order at 13:00. President Town announced he was resigning as President on Wednesday July 19, 2023. President Town asked visiting guests interested in serving on the Board to introduce themselves. Resident and former Board president Jim Taylor discussed his experience and long-term residency in Woodmoor. Wendy Fisher introduced herself and informed the Board that she is the niece of former Board member Jim Wyss and she is the CFO for Integrity Bank.

II. Reading of the Minutes: Copies of the June 12, 2023 and the June 14, 2023 meeting minutes of the Woodmoor Water and Sanitation District were provided to each Director.

Motion: President Town entertained a motion to accept the June 12, 2023 and the June 14, 2023 meeting minutes. Director Roddam moved, Director Martinez seconded, and the Board unanimously passed that the meeting minutes be approved.

III. Public Discussion:

- A. Unscheduled People
None

IV New Business:

- A. Consider Awarding Construction Contract for the Highway 105A Utility Relocations Project – Bid Results and Recommendation (JVA)
Wildcat Construction was the low bidder and recommended by JVA.

Motion: President Town entertained a motion to authorize District Manager Jessie Shaffer to sign up to 15% in change orders for the project. Director Clewe moved, Director Roddam seconded and the Board unanimously passed that Shaffer have change order authority.

- B. Sanitary Sewer Collection System Acoustical Evaluation Results and Discussion (Kwin Peterson – RH Borden) Pie chart indicated that 87% of the District was green and clear of major blockage and overall in above average conditions.
- C. PFAS Presentation (Ariel Hacker) District Engineer Hacker presented an excellent PowerPoint on man-made chemicals called polyfluoroalkyl (PFAS)
- D. Mid-Year Budget Update Presentation & Discussion. Shaffer highlighted that changes on the mid-year budget update were in red and had comments for referral. All the Board members agreed to move forward with the updated budget.

V. Old Business:

None

VI. Financial Report:

The Board was presented with the financial statements for June 2023. Director Martinez stated he reviewed the statements and had no comments.

Motion: President Town recommended the Board accept the June 2023 financial reports. Director Clewe moved, Director Roddam seconded, and the Board unanimously voted to accept the June 2023 financial reports.

VII. Joint Use Committee Report:

Director Clewe reported that all of the Districts have been very happy with the acoustic surveying of their systems. Blowers are still in process.

VIII. Chilcott Ditch / The Ranch Report:

Chilcott Ditch: Excessive rain has caused several problems and a new culvert was installed. The past few weeks were very challenging and significant man hours were used to fix all of the damage. These issues did not affect the deliveries to the partners but did to the Ranch.

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

1. Collaborative Organizations / Opportunities:

- a. PPRWA – Summer Break
- b. Loop Water Authority- Four proposals were received for the Project Manager Workflow Coordinator position. Merrick & Co. was chosen.

2. Operations Update

- a. Water Report: There were no breaks in June. 10% water loss largely attributed to estimating a significant number of meters.
- b. Sewer Report: Due to the extreme amount of rain, the inflow of water caused several problems.

3. Engineers Report

a. District Construction/Planning Projects:

1. Meter Replacement Program Update- Endpoint shortage is causing delays on replacements. New meter replacements are back on schedule as well as endpoint replacements.
2. Highway 105B Utility Relocation Project- Meeting with JVA
3. Water Distribution System R & R – Project is progressing and recently discovered some saddles that were only held together with dirt.
4. Well 22 Pump House & Transmission Pipeline- JVA redesign and about two weeks out to bid.
5. Well 19 – Close to signing contract.
6. Zone 5 PRV's- Only had one bid and need to announce a rebid.
7. CWTP Commercial Dawson Well Construction – Well 12 is down as the pump equipment failed.

b. WWSD Subdivision/Development Status Update:

- a. Cloverleaf – Obtained conditional acceptance for the first phase. Eight taps are expected initially.
- b. Monument Junction – CA walk on the first phase on the southeast side of single family homes happening tomorrow. Applying for taps for models, two spec homes and only as they sell.
- c. Whataburger –Must have turn lane off Jackson Creek completed before they can open.

4. Other Topic

- a. Safe Routes to Schools (SRTS) –
Woodmoor Water is listed as an additional insured on the policy. Director Roddam has great concerns and would like to discuss at another meeting.

X. Special Reports & Subjects:

- a. Attorney's Report - None
- b. WIA Meeting Report- Director Martinez agreed to attend the meeting to keep us connected.

Motion: At the time of 15:08, President Town moved 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 (e) to determine positions relative to matters that may be subject to negotiations, developing strategy for negotiations, and instructing negotiators; and (2) Subsection (b) for a conference with legal counsel for the purpose of receiving legal advice on specific legal questions; all related to the Loop Water Authority, and Loop Water System and (3) subsection (b) for conference with legal counsel for the purpose of receiving legal advice on specific legal questions related to authority to set fees.

XII. Adjournment: There being no other business before the Board, the meeting adjourned at 16:43

Record of July 17, 2023, Board Meeting

Respectfully Submitted,



William Clewe III, Secretary