RECORD OF PROCEEDINGS

A Special meeting of the Woodmoor Water and Sanitation District No. 1 (WWSD) Board of Directors was held on July 15, 2024, at the Woodmoor Water and Sanitation District No. 1 office.

PRESENT: President Bush

Director Beley Director Clewe Director Roddam Director Martinez

Manager: Jessie J. Shaffer

Operations: Dan LaFontaine

Attorney: Erin Smith

Office Manager: Cory Lynch

Visitors: James Howald - Our Community News

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

II. <u>Reading of the Minutes:</u> Copies of the June 10th, 2024 meeting minutes of the Woodmoor Water and Sanitation District were provided to each Director.

Motion: President Bush entertained a motion to accept the June 2024 meeting minutes. Director Clewe moved, Director Beley seconded, and the Board unanimously approved the June 10th, 2024 minutes.

III. New Business:

A. Consider Construction Contract Award for Well 22 Transmission Pipeline Work – Eight bids were received ranging from \$498,000 to \$1.2 million, with T-Bone Construction submitting the lowest bid. Shaffer asked the Board to award the contract to T-Bone and for a 10% change order contingency.

Motion: President Bush entertained a motion to award the contract to T-Bone Construction, authorize him to sign the contract and authorize Shaffer a 10% change order contingency. Director Martinez moved, Director Clewe seconded, and the Board unanimously approved the contract for Well 22 Pipeline Work.

B. Mid-Year Budget Update Presentation – Shaffer highlighted the major changes in the budget due to a significant decrease in construction projects budgeted for 2024 that will be pushed to 2025. Increases in the budget are primarily due to unscheduled auto and equipment repairs.

Motion: President Bush entertained a motion to approve the 2024 Mid-Year Budget Update. Director Roddam moved, Director Martinez seconded, and the Board unanimously approved the budget update.

C. Consider Approval of Resolution No. 24-02 Adopting A Records Retention Schedule –

Motion: President Bush entertained a motion to approve Resolution No. 24-02 and authorize him to sign. Director Roddam moved, Director Martinez seconded, and the Board unanimously approved Resolution No. 24-02 Adopting A Records Retention Schedule.

IV. Old Business:

None

V. Financial Report:

The Board was presented with the financial statements for June 2024. President Bush stated concerns about the accounts receivable total on the balance sheet. It was explained that the District is transitioning the accounting software to the same software used for billing. This process may take a few months, but once completed, should clear up any questions.

Motion: President Bush entertained a motion to accept the June 2024 financial reports. Director Roddam moved, Director Beley seconded and the Board unanimously voted to accept the June 2024 financial reports.

VI. Public Discussion:

A. Unscheduled People None

VII. Joint Use Committee Report:

Director Clewe reported the committee met on July 9th and operations were going smoothly.

VIII. Chilcott Ditch / The Ranch Report:

The Ranch is continuing to grow grass and Chilcott is running water to partners and to the Ranch.

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

1. Collaborative Organizations / Opportunities:

- a. PPRWA Out of session
- b. Loop Water Authority To be discussed today in the executive session.

2. Operations Update

- a. Water Report: LaFontaine reported a straightforward water report. The meter at south water treatment needs to be tested because of a negative reading.
- b. Sewer Report: Nothing to report.

3. Engineers Report

a. District Construction/Planning Projects:

- a. Highway 105A Wildcat is completed with the District's work and we will be advertising release of retainage.
- b. Highway 105B Currently potholing and MVEA is reviewing easements.
- c. Zone 5 PRV's Project is winding down, waiting on punch list and representative needs to inspect two PRV's.
- **d.** Sewer Capacity Study JVA is still gathering data and looking forward to having more information for the August meeting.
- e. 0.65 MG Tank Addition at South Tank Site Permitting process and electrical component manufacturers has slowed down the project. Construction will not begin until spring/summer of 2025 and will be completed by October 2025.
- f. Main Lift Station Rehabilitation In design with construction beginning in 2025.

4. WWSD Subdivision/Development Status Update

- a. Rock Commerce Center Nothing to report
- b. Monument Ridge East The June 5th meeting at the WIA barn was attended by many residents with concerns.

5. Other Topics:

a. None

X. Special Reports & Subjects

- A. Attorney's Report None
- **B.** WIA Meeting Report There were two violations for using fireworks on July 4th. Prairie dog exterminations in south Woodmoor continue to be a challenge due to concerns from a society that wants to relocate the prairie dogs to Pueblo for natural extermination by raptors.

Motion: At the time of 14:06, President Bush moved that the Board go into Executive Session. Director Martinez moved, Director Beley 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 related to potential agreements with the Loop Water Authority, Colorado Springs Utilities, El Paso County and Classic Homes.

At the time of 15:20, the Board came out of Executive Session.

Adjournment: There being no other business before the Board, the meeting adjourned at 15:21.

Record of July 15, 2024, Board Meeting

William Allowett

Respectfully Submitted,

William Clewe III, Secretary