

## RECORD OF PROCEEDINGS

A meeting of the Woodmoor Water and Sanitation District No. 1 (WWSD) Board of Directors was held on June 10, 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

**District Engineer** Ariel Hacker

**Visitors:** James Howald - Our Community News  
Jackie Burhans - Our Community News  
Steve King – Monument mayor pro tem  
Lanette Prosseda – Resident: 19825 Chisholm Trail  
Gordon Reichal – Resident: 17875 New London

**I. Call to Order:** President Bush called the meeting to order at 12:59.

**II. Reading of the Minutes:** Copies of the May 20th, 2024 meeting minutes of the Woodmoor Water and Sanitation District were provided to each Director.

**Motion:** President Bush entertained a motion to accept the May 2024 meeting minutes. Director Beley moved, Director Roddam seconded, and the Board unanimously approved the May 20<sup>th</sup>, 2024 minutes.

**III. New Business:**

- A. Consider Rescheduling July Board Meeting to July 15, 2024 - The Board agreed to move the July meeting to July 15th.
- B. Consider Conducting a Special Workshop Meeting Sometime During the Week of June 24<sup>th</sup> – The Board agreed to a special workshop on June 24<sup>th</sup> at 1:00pm.
- C. SDA Conference Attendance Confirmation

**VI. Public Discussion**

Woodmoor resident Lanette Prosseda attending the meeting due to a concern about the proposed Monument Ridge East (MRE) development and the District’s ability to serve their water demands. Resident Gordon Reichal was concerned that the restrictions on outdoor watering meant the District was concerned about the availability of water. Shaffer explained that the District has enough water to supply current demand and the proposed development. In addition, the water restrictions were intended to manage issues of peak demand, not availability of water. Lastly, Shaffer explained that the District is not a land use authority and it cannot tell anyone what they can or cannot build.

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

- A. Setting Tap Fee's**
- Overview –
  - Tap Fee Revenue Presentation (Ariel Hacker)
  - Discussion/Direction

Development in the District is slowing down. Proposed developments of Waterside, North Bay and MRE are not expected to purchase taps until 2025. At a previous meeting, the Board discussed the possibility of raising tap fees mid-year, which it has never done before. Shaffer stated that due to the slowing of growth, the tap fees should remain the same for the duration of 2024. The Board agreed.

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

The Board was presented with the financial statements for May 2024. Director Martinez reviewed the highlights and reported supplemental water revenues were at 100% and that lease income was up due to the solar contract with Enerfin. In addition, the District is now utilizing their money market as a sweep account with the operating account to generate greater interest.

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

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

Director Clewe reported that there was no meeting to report on as the next meeting was scheduled for Tuesday, June 11, 2024

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

The Ranch is still actively irrigating some isolated areas primarily in the north end, mowing and performing weed control. It appears that there will be no fertilizer expense this year. Chilcott is running water to partners and to the Ranch. Operations are running smoothly.

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

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

- a. PPRWA – Shaffer reported the Dredge & Fill bill passed and will impact future projects.
- b. Loop Water Authority – To be discussed today in the executive session.

##### **2. Operations Update**

- a. Water Report: LaFontaine reported a more normal loss of 10%. He also reported no significant update on the major losses in the past 90 days.
- b. Sewer Report: The District discovered the company that drilled through the sewer main that caused the back up in March. The company was reported to the District's insurance company.
- c. Meter Replacement: The District is 50% completed with 2030 meters replaced. The replacement program will start back up in September.

##### **3. Engineers Report**

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

- a. Highway 105A - Utilities are almost completed and paving is just beginning.
- b. Highway 105B – 90% of the design plans are completed. Now working with the county to approve easements.

- c. Well 22 Pump House & Transmission Pipeline – Well 22 Pump House: Project is near completion but waiting on electronic equipment. Transmission Pipeline is out for bid and was pushed back two weeks waiting for Geotech information.
- d. Zone 5 PRV's – All but two are installed and completion is still scheduled for end of June.
- e. Sewer Capacity Study – JVA is still gathering data and looking to have more information for the July meeting.
- f. 0.65 MG Tank Addition at South Tank Site – Still in design. Construction will not begin until spring/summer of 2025 and will be completed by October 2025.
- g. Main Lift Station Rehabilitation – In design with construction beginning in 2025.
- h. 2024 Renewal & Replacement Program – Two valves installed with the third being completed today. Slowly moving forward and should be completed in July.

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

- a. Rock Commerce Center – Nothing to report
- b. Waterside – Nothing to report

**5. Other Topics:**

- a. The SDA conference is September 10-12, 2024. Confirmation of attendance is needed ASAP.

**X. Special Reports & Subjects**

- A. Attorney's Report – None
- B. WIA Meeting Report – Prairie dog exterminations in south Woodmoor.

**Motion:** At the time of 14:47, President Bush moved that the Board go into Executive Session, 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, Tri-Lakes Monument Fire Protection District and (3) Subsection (f)(i) for matters related to personnel.

At the time of 17:19, the Board came out of Executive Session.

**Adjournment:** There being no other business before the Board, the meeting adjourned at 17:20.

**Record of June 10, 2024, Board Meeting**

Respectfully Submitted,



William Clewe III, Secretary