

RECORD OF PROCEEDINGS

A meeting of the Woodmoor Water and Sanitation District No. 1 (WWSD) Board of Directors was held on December 9, 2010 at the Woodmoor Water and Sanitation District No. 1 office.

PRESENT:

Director Courrau
Director Taylor
Director Town
Director Whitelaw
Director Wyss

Manager: Jessie J. Shaffer
Ass't. Manager: Randy Gillette
Attorney: Erin Smith
Consulting Engineer: Steve Tamburini, Mike Rothberg
Secretary: Hope Winkler
Visitors:
Candace Hitt – Our Community News (OCN)
Walraven Ketellapper – Stillwater Resources
Rocky Wiley – Tetra Tech
Dan Niemela – Bishop Brogden

I. **Call to Order:**

President Town called the meeting to order at 1:39 p.m.

II. **Reading of the Minutes:**

A copy of the November 4, 2010 meeting minutes of the Woodmoor Water and Sanitation District was provided to each director. It was moved, duly seconded, and unanimously passed that the minutes be approved.

III. **Financial Report:**

Wyss reviewed the Financial Report. It was moved, duly seconded, and unanimously passed that the Financial Report be accepted.

IV. **Public Discussion:**

There was no one present from the public who wished to speak.

V. **Joint Use Committee (JUC) Report:**

Taylor reported that:

1. Jim Kendrick who has been attending many of the State meetings gave a long report to the JUC regarding possible and probable upcoming limit changes. Kendrick said that the plant may have to expand and include tertiary treatment for phosphorus removal and nitrogen. The expansion could cost as much as \$6,000,000 which would be split between the plant owners on a one-third basis. Rothberg commented that phosphorus removal is a likelihood but nitrogen depends on whether it is total organic or inorganic nitrogen. He personally believes that the magnitude of the cost is probably somewhat less than the \$6,000,000.

VI. Manager's Report:

Shaffer reviewed the Manager's Report dated December 9, 2010, a copy of which is attached hereto.

1. **Pikes Peak Regional Water Authority (PPRWA):** Shafer said that the last formal meeting will take place next Wednesday. Any monies left in the account will be refunded on a pro-rata basis.
2. **EL Paso County Water Authority (EPCWA):** The EPCWA will assume the PPRWA name. The by-laws of the EPCWA will be used. All of the member Boards must vote in favor. The matter will come before the agency member Boards at the January meeting.
3. **Operations: Randy Gillette:** Gillette reported that water sale vs water pumped was 111% for the month of November. There are some feed meter issues that need to be resolved. Staff is in the middle of assessing the problem. Lake Woodmoor is currently at 7091.5 feet. The District is on ground water as of November 10th. It was a seamless transition. Shaffer commended Gillette and his staff.
4. **Subdivision Update:** No new subdivisions to report at this time.
5. **Construction:** No construction is being done at this point.
6. **Well 22 Well Site:** The District now owns the Well 22 site and the deed has been recorded.
7. **Public Relations Program (PR):** The PR program is ramping up. Shaffer, Gillette and Ray met to discuss water rights and acquisitions down on the Arkansas and what the District is doing here. A survey is being planned probably for the first quarter of 2011. The WEB site will be changed over by then and an information hub will be available. A plan will be submitted to the Board in February.
8. **Draft Conservation Plan:** Shaffer stated that the Colorado Conservation Board requires a Conservation Plan when an entity reaches a certain size (more than 2,000 a/f). This District is not mandated but is conservation minded and asked Rocky Wiley of Tetra Tech to formalize a written plan. Wiley said that it is a good idea to put such a plan on the Website and publicize the plan through newsletters, etc. Wiley reviewed the draft, a copy of which is attached. He said that the general idea is to keep on doing what the District is currently doing toward conservation and build on it. Wiley asked that the Board accept the concept at this meeting and give him some time to finalize it and approve in April. Gillette discussed some of the implementation plans. There is a public review/comment period. It is an ongoing process. Water use savings will be monitored and studied. Shaffer said that it will funnel into the PR program for renewable water. Wiley said that an initial survey on the consumer's knowledge base could be done along with using the Website, bill stuffers, emails and the local newspaper. Candace Hitt of the OCN said that she would put the chosen method in the OCN when finalized. She suggested that the District have a "tip of the month".

VII. **Special Reports and Subjects:**

1. **Engineer's Report:** There was nothing more other than for Executive Session.
2. **Attorney's Report:** Smith said that she had nothing other than Executive Session items.

VIII. **Old Business:**

1. **Public Hearing 2011 Budget Continuation:** Town reconvened the Public Hearing on the 2011 Budget which was opened and continued on November 4, 2011. Town asked for questions or comments on the 2011 Budget draft and hearing none closed the Public Hearing at 2:55 p.m.

IX. **New Business:**

1. **Resolution 10-04 Adopting the Budget:** It was moved by Director Taylor and seconded by Director Courrau that Resolution 10-04 Adopting the 2011 Budget, appropriating the funds necessary to fund the budget, imposing a mill levy in the amount of 6.95 mills, certifying the mill levy and setting rates be approved. A copy of the resolution is attached hereto.
2. **Public Hearing Budget Amendment:** It was the consensus that the Public Hearing scheduled for a possible budget amendment be cancelled.
3. **Contract with Paul Flack:** The original contract signed with Paul Flack only took into consideration the Rocky Ford Highline agreements and was in the amount of \$7,000. The District then switched his efforts to the Holbrook and Excelsior. Cost is expected to be \$8,500 in 2010 and \$9,500 in 2011 for a total of \$18,000. It was moved, duly seconded, and unanimously approved that the Board authorize \$18,000 as the amount not to exceed in Paul Flack's Contract. This represents an \$11,000 increase.
4. It was moved, duly seconded and unanimously approved that Director Whitelaw be excused for the remainder of the meeting.

Executive Session:

It was moved, duly seconded, and unanimously approved that the Board move into Executive Session pursuant to Section 24-6-402(4)(a), C.R.S., for "discussions related to the purchase, acquisition, lease, transfer, or sale of any real, personal, or other property interest; pursuant to Section 24-6-402(4)(e) C.R.S., "Determining positions relative to matters that may be subject to negotiations; developing strategy for negotiations; and instructing negotiators" all related to property including but not limited to water and storage rights; and pursuant to Section 24-6-402(4)(f), C.R.S., "Personnel Matters". The Executive Session commenced at 3:12 p.m. The Board returned to Regular Session at 5:18 p.m.

Motion:

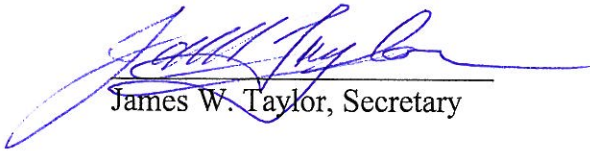
It was moved by Director Taylor, duly seconded by Director Courrau and unanimously passed that the Board approve the contract to Buy and Sell Real Estate with Monument Colorado Alexandria

Return LLC for Lot 13 Misty Acres Subdivision Filing 2 in exchange for supplemental water fees owed for 2010.

X. **Adjournment:**

There being no other business to come before the Board, it was moved and duly seconded that the meeting be adjourned. The motion passed unanimously and the meeting adjourned at 5:29 p.m.

Respectfully Submitted,



James W. Taylor, Secretary