

RECORD OF PROCEEDINGS

A meeting of the Woodmoor Water and Sanitation District No. 1 (WWSD) Board of Directors was held on September 13, 2012 at the Woodmoor Water and Sanitation District No. 1 office.

PRESENT: Director Town
 Director Courrau
 Director Taylor
 Director Whitelaw
 Director Schwab

Manager: Jessie J. Shaffer
Asst. Manager Randy Gillette
Attorney: Erin Smith
Consulting Engineer: Steve Tamburini
Secretary: Marsha Howland
Visitors: Candice Hitt – Our Community News
 Vic Harshberger – Monument Hill Country Club
 Joe Zalewski – Monument Hill Country Club
 Ryan Schoolmeesters – GEI Consultants

I. **Call to Order:**

President Town called the meeting to order at 1:00 p.m.

II. **Reading of the Minutes:**

A copy of the August 9, 2012 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:**

Taylor stated that he had reviewed the financial statements and did not have any changes. It was moved, duly seconded, and unanimously passed that the financial reports be approved.

IV. **Public Discussion:**

1. **Unscheduled People:** None

- V. **Consider Monument Hill Country Club 2nd Request:** Vic Harshberger from the Monument Hill Country Club spoke to the Board concerning their water leak on Pond 4. Harshberger stated that the agreement between the Country Club and WWSD allowed them 20 days to come up with a solution to fix the leak, and they were unable to comply within this time limit. Harshberger reported that they have cut their water usage down to minimum and the leak has slowed down due to lower water levels in Pond 4. Harshberger stated that they are looking at several options to fix the leak, but will have to wait until they drain the pond at the end of the season. Harshberger asked the Board to consider modifying the terms of the original agreement with WWSD to allow them time and cost allocations to fix the leak in Pond 4. Shaffer will contact the Country Club with the Board's decision.

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

1. **Tri-Lakes Wastewater Treatment Facility (TLWWTF) Draft Budget 2013:**
Shaffer reviewed the draft TLWWTF 2013 budget, a copy of which is attached hereto. Shaffer stated that the storage shed that was budgeted in 2012 then postponed, is up for debate in the 2013 budget. Shaffer reported that Bill Burks, the Facility Manager of TLWWTF, is proposing a pilot removal study in regards to Regulation 85. The study will provide the data needed to comply with the new regulations in 2017. Shaffer stated that in his perspective, the timing is off for both the storage shed, and the pilot study. Shaffer stated that a new Facility Master Plan for TLWWTF would be a significant benefit. Once the plan is complete, it would show the type of storage shed that would be needed for Regulation 85, and the timing needed for the pilot study. The Board agreed to support the Facility Master Plan in lieu of the cost of the pilot study. The Board also agreed that the storage shed should be postponed until the Facility Master Plan is complete.

VII. Manger's Report:

Shaffer reviewed the Managers Report dated September 13, 2012, a copy of which is attached hereto.

1. Water Resources Issues:

- a. **Monument Lake Case:** Shaffer reported that WWSD is continuing negotiations with the City of Monument regarding the Monument Lake Case. Shaffer stated that he should be able to bring a proposed stipulation back to the Board in the next couple of months.

Operations Update: Randy Gillette

- a. **Well 17 Status Update:** Gillette reported Well 17 is functioning. The well is under warranty and will be pulled again at the end of the season to inspect the check valves.
- b. **Lake Woodmoor Status Update:** Gillette stated the WWSD went off lake water in mid-August due to Monument Creek flows being low. Gillette stated that he has been doing some testing on Lake Woodmoor for taste and odor issues. Gillette stated that he is testing the geosmin and methyl isoborneol (MIB) compounds in the water. These compounds are commonly responsible for taste and odor issues in lake water, and are caused by algae. Gillette stated that problem with the sample testing, is that it needs to be sent to either CA or FL. Gillette is trying to workout an arrangement with Colorado Springs Utility but their policy does not allow testing at this time. Gillette will update the Board when he has more information. Shaffer stated that WWSD's goal for the future is to be able to predict and monitor these occurrences in Lake Woodmoor relative to WWSD's well building plan. Shaffer reported that the Long Range Plan will address options to keep Lake Woodmoor secure and reliable.

2. District Construction/Planning Projects:

- a. 2012 Long Range Plan (LRP) Update:** Shaffer reported that WWSD has received the first draft of the 2012 LRP. Shaffer and staff will review and make any appropriate changes to the draft. The second draft will be delivered to the Board Members for review and comments in the next few weeks. Shaffer is planning on having the final draft for the Board's consideration at the October, 2012 Board Meeting.

3. WWSD Subdivision/Development Status Update:

- a. Kum & Go:** Shaffer stated that the new Kum & Go station has broken ground for construction. They have purchased a 2" tap fee from the District.

4. Other Topics:

- a. Wildfire Defensible Zones – Survey Update:** Shaffer stated that he has spoken with the Fire Department regarding Director Taylor's question on how they would react to a wildfire in Woodmoor. The Fire Department would need to assess the situation to determine the action they would take. In the event that their own resources would not be able to contain the fire, they would call in all resources available and needed. Shaffer reported that Director Schwab assisted WWSD's staff in working with the Woodmoor Improvement Association (WIA) to create the fire defensible zones. Shaffer will be working with Schwab to get the site surveys completed. After the sites are accessed, Shaffer will figure the cost to complete the defensible zones and bring that information back to the Board. Shaffer plans to meet again with the Fire Department when the surveys are complete for their recommendations for WWSD's critical sites.
- b. Bruce Lytle SDA Presentation:** Shaffer stated that Bruce Lytle's SDA presentation will be on Thursday, September 20th from 3 to 4 p.m. The title of his presentation is "What are the options for future water supplies along the Front Range".

VII. **Special Reports and Subjects:**

1. **Engineer's Report:** none
2. **Attorney's Report:** none

VIII. **Old Business:** none

IX. **New Business:**

1. **Conoco-Phillips oil/gas well site cleanup on JV Ranch:** Shaffer stated that he received a call from Mike Leonard who works for the Oil and Gas Conservation Commission. Leonard has a request from an operator to do a partial release on a blanket bond for the well located on the JV Ranch. Shaffer explained that a blanket bond is insurance that covers losses due to unforeseen events. A partial blanket bond release would cover the well site cleanup. Leonard completed a field inspection form on the well, a copy of which is attached hereto. Leonard stated that in order to do a partial bond release, the site will need to be cleaned up. Shaffer went to the site with Leonard to have a better idea of what was needed for the cleanup. Leonard is recommending removal of the concrete blocks and debris around the well. Leonard stated that he would leave the pit in place as there is vegetation growing there. The operator would also test the site for contaminants during the cleanup. Conoco-Phillips is the operator and would be liable for the cleanup cost. There would be no cost to WWSD. Shaffer reported to the Board that Conoco-Phillips is asking for a written letter stating whether the Board as the land owners, wants the pit removed or left alone if there is not any contamination found. The Board decided to leave the pit alone if it is not contaminated.
2. **El Paso County Pre Disaster Mitigation Plan (PDMP):** Shaffer received a letter from the El Paso County Sheriff's Office, a copy of which is attached hereto. The Sheriff's Office is inviting Special Districts to participate in the plan process. Shaffer stated that this plan is updated every 5 years. The goal of the plan is to reduce risks to lives or property due to natural or human caused hazards. They offer two options to participate in the plan. You can participate in the working group, then adopt the plan, or provide input, but do not adopt the plan. If you adopt the plan, it entitles you to petition the Federal Government for grants in order to perform projects in accordance to the plan. The Board decided for Shaffer to participate in the working group and adopt the plan.

XI. **Executive Session:**

It was moved, duly seconded, and unanimously approved that the Board move into Executive Session pursuant to: (1) C.R.S. Section 24-6-402(4)(b), “for a conference with general counsel regarding specific legal questions regarding Landlord request for information and (2) C.R.S. (4) (e) to determine relative to matters that may be subject to negotiations; developing strategy for negotiations; and instructing negotiators; all related to Country Club request for an agreement regarding payment of outstanding amounts. Executive Session commenced at 3:00 p.m. The Board returned to Regular Session at 4:00 p.m.

XII. **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 4:03 p.m.

Respectfully Submitted,


Beth Courrau, Secretary