

RECORD OF PROCEEDINGS

A meeting of the Woodmoor Water and Sanitation District No. 1 (WWSD) Board of Directors was held on February 14, 2013 at the Woodmoor Water and Sanitation District No. 1 office.

PRESENT:	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:	Ronnie Sperling – Buchanan & Sperling P.C. Jonathan Moore – Rivers Development, Inc. Steven Vasas – Rivers Development, Inc.

I. Call to Order:

Director Taylor called the meeting to order at 1:02 p.m.

Motion:

It was moved by Director Whitelaw, duly seconded by Director Schwab and unanimously passed to excuse Director Courrau from the February 14, 2013 Board Meeting.

II. Reading of the Minutes:

Copies of the January 10, 2013 meeting minutes of the Woodmoor Water and Sanitation District were provided to each director. Director Taylor asked Howland to correct the name from Riverside to Rivers Development on the January 10, 2013 meeting minutes. Howland will make this correction. 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:**

A. Rivers Development – Supplemental Water Service Request: Shaffer stated that Jonathan Moore from Rivers Development, Inc. is requesting a supplemental water agreement with WWSD for Misty Acres Filing 2B. Rivers intends to build 44 single family homes. Rivers would need 7.472 acre feet of supplemental water service from the District. The cost to Rivers Development for this water would be \$29,000 per acre foot. They are requesting a combination purchase for the first 36 lots and a reserve for the remaining 8 lots. Shaffer asked the Board for direction on moving forward on this agreement. Jonathan Moore and Steven Vasas joined the Board Meeting. Mr. Moore stated that Rivers Development, Inc. has Lot 27 under contract to close at the end of February, 2013. Rivers has submitted a preliminary plan, development plan, and a final plat to El Paso County for review. Mr. Vasas stated that Rivers is very excited to start building homes on this property. Director Taylor thanked Mr. Moore and Mr. Vasas for joining the Board Meeting and stated that the District looks forward to working with them on this project. Shaffer stated that he will bring the completed agreement back to the Board for final approval.

B. Unscheduled People: None

V. **Joint Use Committee Report (JUC):** Gillette stated with the new nutrient regulations in place, a group called the Arkansas, Fountain, Rural, Urban, Creek Evaluation(AFCURE) is trying to get the 12 entities up and down Monument Creek to join forces as one. The AFCURE members will be the permitted dischargers on the streams. Gillette stated that the benefits of joining AFCURE would be the reliability of the data that would be gathered on the sampling of the streams. Gillette stated that he has volunteered to be on the task force to form the group. Gillette is asking the Pikes Peak Regional Water Authority (PPRWA) if they would be interested in hosting the group. The PPRWA will consider hosting AFCURE if they will bring back a more detailed plan about what the group is doing. Gillette reported that he will meet with the AFCURE members to talk about how to move the project forward. Gillette will bring more information back to the Board next month.

VI. Manger's Report:

Shaffer reviewed the Manager's Report dated February 14, 2013, a copy of which is attached hereto.

1. **Water Resources Issues:**

a. Water Infrastructure Planning Study 2 (WIPS2): Shaffer reviewed the Scope of Services for WIPS 2, a copy of which is attached hereto. Shaffer stated that this report was presented to the PPRWA for consideration. The PPRWA stated that they would be interested in the project. Shaffer reported that if the WIPS 2 study becomes a project under the PPRWA, it would be formed under a project participation agreement for WWSD. Shaffer stated that he thinks the project is worth pursuing if there is enough interest from other members of the PPRWA. The scope includes moving water from the Arkansas River to the JV Ranch, from JV Ranch to the east side and thru the city of Colorado Springs up to Sundance Ranch and then up to the Monument area. Shaffer stated that the purpose of the study is to look at overlapping proposed infrastructure to develop partnerships. The Board advised Shaffer to continue looking into the project and bring them back more information next month.

2. **Operations: Randy Gillette**

Gillette stated that WWSD has continued to look for a possible water leak in the District. Gillette reported that WWSD installed a valve at the Maguire property to isolate the section that runs thru the wetlands area and they did not find the leak. Staff has walked by all the stream beds looking for the leak. Gillette reported that around Well 6 and Dirty Woman Creek water is flowing and staff is exploring this area for the leak. Gillette will report his finding to the Board next month. Gillette reported to the Board that WWSD hired a new employee for operations.

3. **District Construction/Planning Projects:**

a. Well 6: Gillette stated that Well 6 is pumping, but is not in the system. Gillette stated that the Well 6 has iron bacteria growing farther out than was expected and it is going to take more time to get the iron levels down to an acceptable limit. Gillette will keep tracking the iron residuals and report back to the Board next month.

- b. Board Room Audio Visual Equipment Installation and Progress:** Shaffer reported that the A/V equipment for the board room has been ordered. Installation has been scheduled for next Tuesday.
- c. Critical Facilities Fire Protection Survey Report:** Shaffer stated that he met with Fire Marshall Vincent to go over WWSD's critical facilities. Shaffer stated that at the south tank WWSD needs to shield the wires on the outside of the building. At Well 7 and Well 15 we need to get rid of the junipers that are right next to the buildings. The rest of the comments the Fire Marshall made were small cleanups around the sites. Shaffer stated that WWSD's summer help will be able to complete the necessary maintenance needed to clean up the sites
- d. Facilities Signage – Emergency Phone Numbers and Site Identification:** Gillette presented some signage samples to the Board. The signs would match the building colors and would be posted on the doors. The sign for the South Filter Plant would be larger and posted by the zero-scrape garden. The Board directed Gillette to move forward with the signage project.
- e. Source Water Protection Plan Update:** Shaffer stated that the Board had asked him to check WWSD's current source water protection plan concerning any new updates that would be needed for the Kum & Go station that is now in the District. Gillette reported that the current plan covers situations for all gas stations in the District.

4. Other Topics:

- a. SIPA Pay Port Operational:** Shaffer stated that WWSD sent out a blast e-mail notifying our customers that we now accept major credit card payments. The program seems to be working out well.
- b. Caselle Upgrade to Clarity Progress Report:** Shaffer reported that WWSD has run into some computer issues concerning the upgrade to Clarity. Shaffer stated that our current hardware will not support the upgrade. Shaffer reported that the cost to upgrade our server will be about \$5,000.00. Staff is now looking at other billing software programs. Shaffer will have more information for the Board next month.

- c. **Roger Hartman Retirement:** Shaffer stated that Roger Hartman who does WWSD's rate modeling is retiring effective immediately. Shaffer stated Hartman did give him some names of companies that do similar work. Shaffer stated that he will be doing some research on these companies and will have a recommendation for the Board at a later date.

VII. **Special Reports and Subjects:**

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

VIII. **Old Business:** none.

IX. **New Business:**

1. **Consider Execution of Stonewall Springs Quit Claim Deed:** Smith stated that Stonewall Springs has asked that the Board to approve Quit Claim Deeds to quit claim back any interest WWSD has on the recorded documents for Stonewall Springs Quarry, LLC and Stonewall Water, LLC. Smith stated this is a reasonable request and recommended that the Board approve the Quit Claim Deed, a copy of which is attached hereto.

Motion:

It was moved by Director Schwab, duly seconded by Director Whitelaw and unanimously passed to approve the Quit Claim Deed for Stonewall Springs Quarry, LLC and Stonewall Water, LLC. The Board approved Jessie Shaffer to sign the needed documents in President Town's absence.

X. **Executive Session:**

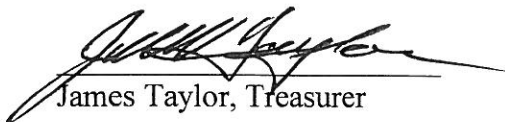
It was moved, duly seconded, and unanimously approved that the Board move into Executive Session pursuant to: (1) C.R.S. Section 24-6-402(4)(b), for a conference with water counsel to receive legal advise on specific legal questions regarding pending litigation concerning water rights; and (2) C.R.S. 24-6-402 (4)(e) to determine positions relative to matters that may be subject to negotiations, developing strategy for negotiations, and instructing negotiators concerning water rights. Executive Session commenced at 2:30 p.m. The Board returned to Regular Session at 3:56 p.m.

Note: Shaffer told the Board that he has received the arbitration report from BLX Group, LLC. This report is necessary for the auditors to finish WWSD's audit.

XI. **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 4:00 p.m.

Respectfully Submitted,


James Taylor, Treasurer