

RECORD OF PROCEEDINGS

A meeting of the Woodmoor Water and Sanitation District No. 1 (WWSD) Board of Directors was held on January 10, 2013 at the Woodmoor Water and Sanitation District No. 1 office.

PRESENT: Director Town
 Director Courrau
 Director Taylor
 Director Whitelaw

Manager: Jessie J. Shaffer
Asst. Manager Randy Gillette
Attorney:
Consulting Engineer: Mike Rothberg
Secretary: Marsha Howland
Visitors:

I. **Call to Order:**

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

II. **Reading of the Minutes:**

Copies of the December 14, 2012 meeting minutes of the Woodmoor Water and Sanitation District were 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. **Joint Use Committee Report (JUC):** Director Whitelaw stated that there was nothing new to report from the JUC meeting.

VI. **Manager's Report:**

Shaffer reviewed the Manager's Report dated January 10, 2013, a copy of which is attached hereto.

1. **Water Resources Issues:**

a. Water Infrastructure Planning Study (WIPS): Shaffer went over the Scope of Services for WIPS, a copy of which is attached hereto. Shaffer stated that he has met with the Town of Monument and Donala Water and Sanitation District to review this study. Shaffer reported that the study might have merit if the scope provides new ideas that have not already been looked at in the past. Shaffer stated that it would be appropriate for an organization such as the Pikes Peak Regional Water Authority (PPRWA) to conduct the study. Shaffer asked the Board if they think it is beneficial for him to participate in the study. After a lengthy discussion, the Board decided that Shaffer should continue with the study at this point. Shaffer will have more information for the Board at the March, 2013 meeting.

2. **Operations: Randy Gillette**

Gillette stated that WWSD has been looking for possible water leaks in the District to explain the low percentage of 79% for water accounted for in December, 2012. Gillette stated that WWSD had 2 significant water breaks in December, 2012 that would account for some of the lost water. The year end average percentage for water accounted for is at 95%. Gillette stated that he will continue to monitor the situation.

3. District Construction/Planning Projects:

- a. Well 6:** Gillette stated that Well 6 is starting up today. WWSD used the New Well product on Well 6. Gillette will track the iron residuals and report back to the Board on the results of the New Well product.
- b. Lake Woodmoor Mechanical Mixers:** Shaffer reported that WWSD is sending out Request for Proposals (RFP) for the mechanical mixers for Lake Woodmoor. Shaffer will bring the bids back to the Board next month. Town asked if the mixers will accomplish the goal to control the taste and odor issues in Lake Woodmoor. Shaffer stated that he thinks it would be beneficial to do a 1 year lease with the option to buy the equipment. This option would give WWSD the time needed to see if the mixers work. The Board agreed with Shaffer.

4. WWSD Subdivision/Development Status Update:

a. Meeting with Dale Beggs: Shaffer stated the he met with Dale Beggs concerning Village Center Filing #3. Shaffer stated that WWSD terminated the supplemental water reserve agreement with Mr. Beggs due to non-payment. Mr. Beggs now wants to resurrect this project with the District. Mr. Beggs is looking to build 72 to 75 single family homes in Village Center Filing 3. Shaffer stated that Mr. Beggs has enough standard entitlement which is ½ acre foot of water per acre of land per year to build 19 homes. This would put them in a deficit of about 14 acre feet of water to build the 75 homes. Shaffer explained to Beggs that he would have to go thru the process of gaining a new supplemental water agreement with WWSD. Mr. Beggs stated that he will provide Shaffer with the information needed to start this process. Shaffer will bring this information back to the Board for consideration in February, 2013. Shaffer stated that he met with another developer yesterday. This developer, Riverside Development Co., has a contract to purchase Misty Acres. They are looking at developing Misty Acres Filing 2A. Riverside Development Co. will also be coming to the Board for a Supplemental Water Service request in February, 2013.

5. Other Topics:

- a. 2012 Audit:** Howland reported that the 2012 audit will start on January 28, 2013.

VII. Special Reports and Subjects:

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

VIII. **Old Business:** none.

IX. **New Business:**

1. **Consider Resolution 13-01 Regarding Annual Administrative Matters:** Town explained that this Resolution designates the Tri-Lakes Tribune for publishing the District's legal notices.

Motion:

It was moved by Director Taylor, duly seconded by Director Whitelaw and unanimously passed to Adopt Resolution 13-01 – Annual Administrative Matters.

Note: President Town asked to be excused from the February 14, 2013 Board Meeting as he will be out of town.

Motion:

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


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)(a), for discussion related to the purchase, acquisition, lease, transfer, or sale of any real, personal, or other property interest, 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; all related to transmission and treatment of water/water rights. Executive Session commenced at 1:58 p.m. The Board returned to Regular Session at 2:16 p.m.

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 2: 19 p.m.

Respectfully Submitted,


Beth Courrau, Secretary