

RECORD OF PROCEEDINGS

A meeting of the Woodmoor Water and Sanitation District No. 1 (WWSD) Board of Directors was held on August 14, 2014 at the Woodmoor Water and Sanitation District No. 1 office.

PRESENT:	Director Town
	Director Courrau
	Director Taylor
	Director Schwab
Manager:	Jessie J. Shaffer
Asst. Manager	Randy Gillette
Consulting Engineer:	Steve Tamburini
Attorney:	Erin Smith
Secretary:	Marsha Howland
WWSD Engineer:	Zach Collins
Visitors:	Mike Fink - Fountain, CO Utilities

I. Call to Order:

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

II. Reading of the Minutes:

Copies of the July 25, 2014 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. New Business:

A. Mid-Year Budget Update: Shaffer reviewed the mid-year budget update, a copy of which is attached hereto. The budget shows the projected revenue and expenses for 2014 year-end given the actual information as of 7-31-14. The Board approved the mid- year budget for working purposes.

Note: Director Courrau joined the Board meeting at 1:26 p.m.

B. Consider Award of North Tank Painting Contract: Shaffer stated that WWSD originally budgeted \$60,000 for the North Tank painting project. Shaffer reported that the bids for the project came in at about \$200,000. Collins presented the Board with pictures of the North Tank, showing the work that needs to be done. Collins described the options that WWSD received through different bids, reflecting different paint and procedure options. Collins stated that the top third of the tank and the roof needs to be sandblasted more than the lower two-thirds of the tank. This option would come in at a lower cost. Shaffer stated that the Board could decide to either sandblast and paint the entire tank, sandblast the roof and the top third of the tank, then spot blast and paint the entire tank, or table the project for a later date. After a lengthy discussion the Board directed Shaffer to contact Coblaco Services, Inc. to see what the bid would be for sandblasting the roof and top third of tank, and paint the entire tank.

Motion:

Upon motion by Director Taylor, and seconded by Director Schwab, the Board unanimously voted to give the Board President authorization to issue a Notice of Award to Coblaco Services Inc., to sandblast the roof and the top third of the North Tank also paint the entire tank at an agreeable cost.

C. Consider Drafting and Executing a Letter Engagement with Resource Based International for Re-vegetation Plan: Shaffer asked the Board to consider a letter engagement with Resource Based International for development of a re-vegetation plan for JV Ranches. Shaffer stated that this plan is in compliance with the Water Court Decree that WWSD received for the JV Ranches. The cost of the plan will be around \$15,200. A copy of the cost estimate is attached hereto.

Motion:

Upon motion by Director Taylor, and seconded by Director Courrau, the Board unanimously voted to draft and execute a letter engagement with Resource Based International for a re-vegetation plan at the JV Ranches.

IV. **Old Business:** none

V. **Financial Report:**

Schwab 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.

VI. **Public Discussion:**

A. **Unscheduled People:** None.

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

Taylor stated that the JUC introduced Paul Anderson to the committee. Anderson may become the new JUC legal representative. Taylor reported that Tamburini spoke to the JUC concerning plans to comply with Regulations 31 and 85.

VIII. Chilcott Ditch Company / JV Ranch Report:

Shaffer stated that WWSD is planning on taking over the management of the Chilcott Ditch Company as of September 1, 2014. Shaffer stated that he and Howland met with Gary Stein to start the transition of the accounting portion of the Chilcott Ditch Company. Shaffer stated that Gary Stein will be a consultant for the Chilcott Ditch Company. Town stated that the next Chilcott Board Meeting will be at 10 a.m. on September 9, 2014. The meeting will be held in the WWSD conference room.

Note: The WWSD regular Board Meeting will be held on September 4, 2014.

IX. Manger's Report:

Shaffer reviewed the Manager's Report dated August 14, 2014, a copy of which is attached hereto.

1. Collaborative Organizations / Opportunities:

a. Pikes Peak Regional Water Authority (PPRWA): Shaffer stated that the PPRWA meetings will start up again in September, 2014.

2. Operations: Randy Gillette

a. Water Report: Gillette stated the percentage for unaccounted water is 11%. Gillette stated that WWSD is looking into some discrepancies on the meter calculations at the South Tank which might contribute to the unaccounted water percentage.

b. Discussion Regarding Aquatic Plant Growth - Lake Woodmoor: Shaffer stated that twice in a four day period WWSD had issues with plant growth clogging the intake screens in Lake Woodmoor. Gillette stated that the plant growth is also causing performance issues with the Solar Bee unit. Shaffer stated that he will be looking into a solution for this problem and will have more information for the Board at budgeting time.

3. District Construction/Planning Projects:

a. County Line Road Project: Gillette reported that WWSD's portion of raising and lowering manholes for the County Line road project is complete.

b. Deer Creek Sewer Re-Alignment: Gillette stated that staff is currently working on the Deer Creek sewer re-alignment project.

4. WWSD Subdivision/Development Status Update:

a. Misty Acres Filing 4: Shaffer stated that Rivers Development will have plans for WWSD to review on Misty Acres Filing 4 soon. Shaffer stated that Misty Acres Filing 2 B is complete, and Filing 2C and 3 are in construction.

b. Vista Ridge Estates: Shaffer stated that he met with Jim Morley who is looking to purchase Vista Ride Estates,(formally known as Village Center Filing 3). Morley is in the beginning stages of the development process. Morley will continue with the supplemental water agreement that Dale Beggs had with WWSD.

c. La Plata - Lake Sewer Re-alignment: Gillette stated that the La Plata Sewer Re-alignment is close to completion.

5. Other Topics:

a. Labor Day Kinetic Festival: Shaffer stated that the Town of Monument is holding a Kinetic Festival on Labor Day. Shaffer asked the Board is they would like staff to put up an information booth about Woodmoor at the festival. The Board decided to wait until next year with Labor Day only a few weeks away.


X. Special Reports and Subjects:

- 1. Engineer's Report: Regional Reclamation Study Results & Draft Wastewater Nutrients Engineering Study:** Shaffer stated that he sent the Board the regional reclamation study and the draft nutrients engineering study to review. Tamburini presented the Board with a summary of both studies. The Board thanked Tamburini for a job well done.
- 2. Attorney's Report:** Smith handed out current disclosure forms to each Board Member for their review. Smith asked the Board Member to return the forms to her with any corrections needed.
- 3. WIA Meeting Report:** None.

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 3:46 p.m.

Respectfully Submitted,


Beth Courrau, Secretary