

RECORD OF PROCEEDINGS

A meeting of the Woodmoor Water and Sanitation District No. 1 (WWSD) Board of Directors was held on February 12, 2015 at the Woodmoor Water and Sanitation District No. 1 office.

PRESENT: Director Town
 Director Courrau
 Director Taylor
 Director Schwab
 Director Strom

Manager: Jessie J. Shaffer
Asst. Manager Randy Gillette
Consulting Engineer Steve Tamburini
Attorneys: Erin Smith

Secretary: Marsha Howland

Visitors: Russ Broshous - Brookmoor HOA
 Nancy Wilkins - Our Community News
 Zach Collins - District Engineer
 Mike Fink - Fountain, CO Utilities
 Will Koger - Forsgren & Assoc.
 Jason Broome - Forsgren & Assoc.
 John Aronson - Monument Hill Self Storage
 Rob Sievers - Monument Hill Self Storage
 Forrest Hindley - Woodmoor Resident

1. Call to Order:

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

II. Reading of the Minutes:

Copies of the December 4, 2014 and January 8, 2015 meeting minutes of the Woodmoor Water and Sanitation District were provided to each Director. It was moved, duly seconded, and unanimously passed that the meeting minutes be approved.

III. New Business:

A. Consider Drainage Easement Request by Stan Sievers- Monument Hill Self Storage:

Shaffer stated that a development called Monument Hill Self Storage is being planned in the District behind the Central Water Treatment Facility. Shaffer stated that the developer is asking to purchase an easement from the District that is needed for a drainage channel. Mr. Aronson stated that the easement would be approximately 30 x 50 feet. Aronson reported that the current topography allows bare land, as it sits, to drain into Deer Creek. Aronson stated that there would not be any negative impact on Deer Creek. Shaffer stated that the District did not have any plans for this property. Shaffer stated that if the Board would like to move forward with this request, he would develop a purchase price and bring the proposal back to the Board next month. A copy of the easement exhibit is attached hereto.

Motion:

Upon motion by Director Taylor, and seconded by Director Strom the Board unanimously voted to move forward with the request from Monument Hill Self Storage to purchase an easement for drainage into Deer Creek.

B. Consider Approval of Contract with Resources Based International, (RBI) - JV

Ranch Re-vegetation Activities: Shaffer stated that this contract with RBI is the first step towards the re-vegetation process at the JV Ranch. Shaffer stated that Paul Flack will be the project manager for the re-vegetation, and this contract is for his consulting services. Shaffer stated that the primary activity this year will be weed control and irrigation improvements at the JV Ranch. A copy of the draft contract is attached hereto.

Motion:

Upon motion by Director Schwab, and seconded by Director Taylor the Board unanimously voted to execute the consulting service contract with RBI, after legal review of the contract is complete.

C. Consider Approval of Contract with SePRO for Aquatic Weed Control in Lake

Woodmoor: Shaffer asked the Board to consider adopting an agreement with SePRO Technology and Steward Services. Shaffer stated that this agreement is for aquatic weed control for Lake Woodmoor. Shaffer reported that Lake Woodmoor has an abundance of elodea, which is an aquatic weed. Shaffer stated that the elodea has been clogging the intakes at the lake. Shaffer stated that the cost for the services will be around \$30,000. SePRO will also track the water quality data for WWSD. Shaffer reported that SePRO will be using a sonar concentration that is lethal to elodea. Shaffer stated that SePRO will apply three treatments which should last for three to five years. Shaffer stated that SePRO guarantees results, or they will do additional treatments at no cost to WWSD. A copy of the agreement between WWSD and SePRO is attached hereto. Director Schwab voiced concerns about the SePRO products harming the grasses in the District. Shaffer stated that the concerns would be addressed in the agreement.

Motion:

Upon motion by Director Courrau, and seconded by Director Taylor the Board voted to execute the agreement between WWSD and SePRO, after legal review of the agreement is complete. The vote was four ayes and one no.

D. Consider Letter of Recommendation for Gene Michaels Appointment to the Water Quality Control Commission: Shaffer stated that there is an opening on the Water Quality Control Commission. Shaffer stated that several people have approached him asking if the WWSD Board would consider endorsing Gene Michaels for the opening. Shaffer stated that he does not know Mr. Michaels personally, but he agreed to bring the information to the Board. Shaffer asked the Board if they would consider writing a letter of endorsement for Mr. Michaels, based on third party information. The Board decided to pass on the endorsement at this time.

E. Consider Approval of Agreement Regarding Costs for Phase 1 Project: Smith asked the Board to consider accepting the agreement Palmer Lake Sanitation District submitted to WWSD. Smith reported that the agreement recognizes that both Palmer Lake Sanitation District and WWSD have a different point of view of what their costs should be for this project, but allows both parties to set that dispute aside to move forward with the funding for a construction contract to start the project. Smith stated that WWSD would pay two-thirds of the cost and Palmer Lake one-third. The agreement states that both parties can seek reimbursement from the third partner of the Joint Use Committee. A copy of the agreement is attached hereto.

Motion:

Upon motion by Director Taylor, and seconded by Director Schwab the Board voted to accept the agreement between Palmer Lake Sanitation District and Woodmoor Water and Sanitation District No. 1 for funding of the phase 1 project.

IV. **Old Business:**

A. Regional Infrastructure Project Study Findings Presentation - Will Koger, Forsgren & Associates: Mr. Koger presented a slide show to the Board containing the overview, goals, and conclusions of the Regional Infrastructure Project Study that WWSD participated in.

B. Presentation/Discussion on Non-Potable Water Service Draft Policy: Shaffer presented a draft copy of Resolution 15-03, Establishing a Non-Potable Water Service Plan Policy to the Board. Shaffer explained the key points of the policy being eligibility, non-eligible uses, sources, service availability and fees. Collins explained the technical analysis he performed to the Board. The analysis included construction and improvements needed to WWSD's current pipeline system to provide non-potable water service to the District. Collins reported that some of the improvements to the current system would need to be completed prior to the adoption of the new policy. Shaffer explained the estimated construction costs that will be incurred by the District if the policy is adopted. Shaffer explained the administrative analysis to include the non-potable tap fees and user rates. After a lengthy discussion, the Board directed Shaffer to move forward and finalize the draft policy.

Motion:

Upon motion by Director Courrau, and seconded by Director Schwab the Board unanimously voted for legal council and staff to finalize the non-potable water service plan policy, and authorization for Shaffer to enter into a construction contract for immediate up-grades to the system not to exceed \$40,000.

V. Financial Discussion:

Schwab stated that he had reviewed the draft 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: None.

VII. Joint Use Committee Report: Strom stated that there were no issues at the JUC meeting. Strom stated that Tamburini is finalizing the plans for the Phase 1 construction.

VIII. Chilcott Ditch Company/ JV Ranch Report: Taylor stated that he visited the Chilcott Ditch with Gillette last Tuesday. Taylor presented a slide show featuring various pictures of the Chilcott Ditch, showing that the creek is in need of dredging to remove the silt. A copy of the slide show is attached hereto. Taylor reported that the Chilcott Ditch Co. has hired a contractor to begin the dredging project starting at the head gate going down to the pedestrian bridge.

IX. Manager's Report:

A. Collaborative Organizations / Opportunities:

1. Pikes Peak Regional Water Authority (PPRWA): None.

B. Operations: Randy Gillette

1. Water Report: Gillette reported that the unaccounted water for January, 2015 was 11%.

2. Sewer System: None.

C. District Construction/Planning Projects: None.

D. WWSD Subdivision/Development Status Update:

1. Consider Authorizing Sales of Supplemental Water Service to Misty Acres Filing 3: Shaffer stated that WWSD uses the preliminary plat received by the developers, to base the supplemental water calculations. Shaffer stated that when the plat is finalized, he reviews it to see if his original calculation is correct. Shaffer stated that there can be differences between the preliminary and final plat which thus can change the calculation for supplemental water. Shaffer asked the Board to consider a provision to the supplemental water agreements, stating that the calculation will be based on the final plat. The Board agreed to the provision.

2. Misty Acres Filing 3: Shaffer stated that the Misty Acres Filing 3 is close to being issued conditional acceptance.

3. Lower Lake Sewer Project Easements: Shaffer stated that the Lower Lake sewer easement project has not been issued conditional acceptance, but should be finalized shortly.

4. Village Center Filing 3A, Phase 1: Shaffer reported that Village Center Filing 3A, Phase 1 has been issued conditional acceptance.

E. Other Topics: None.

X. Special Reports and Subjects:

A. Engineer's Report: Tamburini reported that he is in the process of completing the drawings for the Tri-Lakes Wastewater Treatment Plant phosphorous improvement project. Tamburini stated that they have four bidders for the project. Tamburini reported that he needs formal acceptance from the State before construction can begin.

B. Attorney's Report: None.

C. WIA Meeting Report: Schwab reported that the WIA is concerned about the shrubbery they have at their office, and he directed them to look at the gardens at the South Filter Plant for some landscaping ideas.

XI. Executive Session:

It was moved, duly seconded, and unanimously approved that the Board move into Executive Session pursuant to: C.R.S. Section 24-6-402: (1) Subsection (a) for discussions related to the purchase, acquisition, lease, transfer, or sale of any real, personal, or other property interest; and (2) Subsection (e) to determine positions relative to matters that may be subject to negotiations, developing strategy for negotiations, and instructing negotiators; and (3) Subsection (b) for a conference with legal counsel for the purpose of receiving legal advice on specific legal questions; all related to the purchase of water rights and the Joint Use Agreement. Session commenced at 3:52 p.m. The Board returned to Regular Session at 4:22 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 4:26 p.m.

Respectfully Submitted,


Beth Courrau, Secretary