

RECORD OF PROCEEDINGS

A meeting of the Woodmoor Water and Sanitation District No. 1 (WWSD) Board of Directors was held on February 10, 2020 at the Woodmoor Water and Sanitation District No. 1 office.

PRESENT: Director Taylor
Director Bush
Director Wyss
Director Hanson
Director Roddam

Manager: Jessie J. Shaffer
Asst. Manager: Randy Gillette

Attorney: Erin Smith

Secretary: Marsha Howland

Visitors: James Howald - Our Community News

- I. Call to Order:** President Taylor called the meeting to order at 1:00 p.m.

- II. Reading of the Minutes:** Copies of the January 13, 2020 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:** None.

- IV. Old Business:** None.

- V. **Financial Report:** Director Wyss stated that he has reviewed the financial statements and did not have any changes.
- VI. **Public Discussion:** None.
- VII. **Joint Use Committee Report:** Director Hanson stated that the main topic of the JUC meeting was the method used for computing contributions to the employee's pension plan. Hanson reported that after Gillette spoke with Shaffer concerning the matter, it was determined that the method they are using is correct and no adjustments were needed. Hanson reported that this was the first full month of phosphorus treatment at the wastewater plant. Hanson asked why the biological oxygen demand (bod) is higher in South Woodmoor. Gillette responded that South Woodmoor has more commercial businesses than North Woodmoor and that makes the bod higher.
- VIII. **Chilcott Ditch Company / The Ranch Report:** Gillette reported that if the weather is decent, he plans on sending staff down to the Chilcott Ditch next week to access what will be needed to prepare the ditch for the irrigation season. The ranch staff will start the ditch clean-out process around the first of March. Gillette stated the the water flows at Fountain Creek are very low.
- IX. **Manager's Report:** Shaffer reviewed the manager's report dated February 10, 2020, a copy of which is attached hereto.

A. Collaborative Organizations / Opportunities:

- i. PPRWA: Shaffer reported that the PPRWA is back in session. Shaffer will update the Board on new Senate Bills as they come in.

B. Operations

- i. **Water Report:** Shaffer reported that the unaccounted water for January 2020 was at 8%. Gillette reported he is checking the plants regularly for any issues. Director Bush asked how the District has 4.6 million gallons of water going to the wastewater plant that is not billed to the customers. Gillette reported that most of that is due to inflow and infiltration and also the timing of the telemetry readings and the production meter readings not being on the same day.

C. District Construction/Planning Projects:

- i. **Well 21 Site Work:** Shaffer reported that contractors are still waiting for the filter which should be delivered in a couple of weeks. Shaffer stated that once the filter is installed, they will begin the pump testing.
- ii. **Well 21 Transmission Pipeline:** Shaffer states that the contractors have mobilized their equipment and will start drilling when the weather permits. Contractors submitted a different work plan. Instead of doing two separate drills they submitted plans for one vertical alignment drill. Shaffer reported that there will not be any cost difference, but should save some time. This plan will cause fewer disturbances to the residences.
- iii. **Lake Woodmoor Driveway Loop:** Shaffer reported that this project is complete, and he is happy with the end result. The fencing project is being held up by the weather.
- iv. **Scrub Oak Circle Water Line Replacement:** Shaffer stated that this project is also complete. Shaffer stated that he is pleased with the project and did not have any customer complaints during the process.

D. WWSD Subdivision/Development Status Update: None.

E. Other Topics: None.

X. Special Reports & Subjects:

A. Engineer's Report: None.

B. Attorney's Report: None.

C. WIA: Bush reported that WIA elected their new Board with two members re-elected and one new member elected. Most everyone stayed, including him, with their current positions.

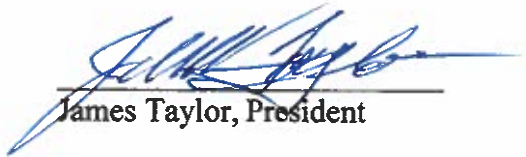
XI. Executive Session:

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 a potential agreement with JUWI, Inc. Session commenced at 1:28 p.m. The Board returned to Regular Session at 2:32 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 2:33 p.m.

Record of February 10, 2020 Board Meeting

Respectfully Submitted,



James Taylor, President