

RECORD OF PROCEEDINGS

A meeting of the Woodmoor Water and Sanitation District No. 1 (WWSD) Board of Directors was held on November 17, 2022, at the Woodmoor Water and Sanitation District No. 1 office.

PRESENT: President Bush
Director Town
Director Roddam
Director Beley
Director Clewe

Manager: Jessie J. Shaffer

Operations: Dan LaFontaine

Attorney: Erin Smith

Office Manager: Cory Lynch

Visitors: James Howald- Our Community News
Richard Hood - JVA
Josh McGibbon – JVA
Daniel Niemela – BBA Water

I. **Call to Order:** President Bush called the meeting to order at 13:00.

II. **Reading of the Minutes:** Copies of the October 13, 2022, meeting minutes of the Woodmoor Water and Sanitation District were provided to each Director.

Motion: President Bush entertained a motion to accept the October 2022 Board minutes. Director Town motioned, Director Roddam seconded, and the Board unanimously passed that the meeting minutes be approved.

III. **New Business:**

- A. 2023 Preliminary Rates Discussion, Renewable Water Investment Fee & Cost of Service Analysis. Harold Smith/Andrew Rheem, Raftelis Financial Consultants.
- Smith's analysis began with sewer rates and discussed a five-year plan to recover the costs of major projects through 2027. With this approach, a 2% increase will be implemented each year, with 2023 increasing to \$33.66 monthly. The Renewable Water Infrastructure Fee (RWIF) that covers the debt service on the money borrowed to purchase the Ranch could be lowered to \$39 in 2023 but will most likely remain at \$40 monthly as the surplus can be allocated for future projects. The future of water is quite complex due to the need to build the pipeline and treatment facilities required by the Loop project to bring the water from the Woodmoor Ranch to the customers of WWSD. The Loop project would most likely be a collaboration of other water districts so that the costs could be shared. Two water financing scenarios were addressed. One scenario is using only GO bonds and the other is a hybrid using GO bonds and Revenue bonds. The debt for GO bonds is paid through property taxes and requires voter approval. The debt for revenue bonds is paid from water service. Analysis showed that a rate increase of 6% in 2023 is recommended and an increase to 11% for the years of 2024-2028 for a "go it alone" approach using GO bonds only. For 2023, this translates into an increase for an average user (6000 gallons or less in a 30-day period) from \$6.45 per 1000 gallons to \$6.84 per 1000 gallons.

B. Public Hearing on 2023 Budget

Motion: At 14:36, President Bush motioned for the opening of the Public Hearing on the 2023 Budget. The Board unanimously passed that the Public Hearing on 2023 Budget was officially open.

- (i) Presentation of proposed 2023 budget CRS 38-33.3-121. Shaffer highlighted the changes in the second draft of the proposed 2023 Budget. This included an increase in Availability of Service fees and increased R&R by \$15K for Lake Woodmoor treatment. In addition, increases for sewer treatment plant, utilities and Chilcott assessments were reviewed.
- (ii) Public Comment – President Bush asked if there were any comments from the public. There were no comments.

C. Schedule Public Hearing on Proposed 2023 Rates. Hearing was scheduled for December 21, 2022.

D. Consider Appointing Director and Alternate Director to the Newly Created Loop Water Authority. Shaffer reported that most districts proposed that the district manager be appointed Director.

Motion: President Bush motioned that Jessie Shaffer be appointed Loop Director and Dan LaFontaine be appointed Alternate Director. The Board unanimously passed the motion.

E. Consider Authorizing up to \$10,000 of Initial Funding for the Loop Water Authority in 2022.

Motion: President Bush motioned that the Board authorize \$10,000 of Initial Funding for the Loop Water Authority in 2022. The Board unanimously passed the motion.

IV. Old Business:

A. 2022 Long Range Plan – Discussion, Comments, Q&A with JVA. Shaffer requested final written comments by 11/23/22. Bush reported that the LRP was very thorough. Current copy download link is available and printed final copy will be presented at the December Board meeting.

B. Consider Adoption of Changes to Rules and Regulations in Support of Allowing HDPE service line material.

Motion: President Bush recommended that the Board adopt of changes to Rules and Regulations in support of allowing HDPE service line material. The Board unanimously voted to pass this motion.

C. Consider Increasing “Comp Time” Bank from 24 hours to 30 hours for Non-Exempt Employees.

Motion: President Bush motioned that the Board Increase “Comp Time” Bank from 24 hours to 30 hours for Non-Exempt Employees. The Board unanimously voted to pass this motion.

V. Financial Report:

Director Town stated he reviewed the financial statements for October 2022.

Motion: President Bush recommended the Board accept the October 2022 financial reports. Director Town motioned, Director Roddam seconded, and the Board unanimously voted to accept the October 2022 financial reports.

VI. Public Discussion:

A. Unscheduled People- James Howald of Our Community stated there is an anti-growth sentiment and people will be happy for us to raise tap fees.

VII. Joint Use Committee Report:

Director Clewe reported that TLWWP is opting out of FAMLI. The budget proposal for 2023 had a minor increase due to an additional 10K for a truck purchase and \$6600 for a replacement pump. Donala Water is thankful to Monument for being a part of TLWWP. The Board is still planning to buy 1 or 2 additional blowers from Laramie.

VIII. Chilcott Ditch / The Ranch Report:

Ranch operations are shut down. Ranch staff will be joining Woodmoor Water staff. Chilcott Ditch is shutting down and fall Ditch clean up in motion. Chilcott annual Board meeting is December 14, 2002

IX. Manager's Report: Shaffer provided the manager's report.

1. Collaborative Organizations / Opportunities:

- a. PPRWA – Nothing to report currently

2. Operations Update

- a. Water Report: LaFontaine was absent so Shaffer reported a month of 0% losses. There were a couple of main breaks and demand is down significantly to about 500 gallons per minute. He reported that LaFontaine has made great enhancements to the water report by tighter accounting and tracking.
- b. Sewer Report: Operations were very smooth and nothing to report.

3. District Construction/Planning Projects:

- a. Meter Change Out Program- We are having some challenges filling up all days for change outs and need to make calls and will be sending out a letter for the red (1) and blue (2) zones. Bush let the Board know that residents on Nextdoor were alluding that the meter change out was causing prices to increase. We need to monitor the site.
- b. LPS2 Progress Update- Last of the three projects under the 2020 improvements. Substantial completion certificate was issued. The contractor is working on a punch list of items for Central and South that must be completed before the final is issued. Anticipated completion is approximately two weeks.
- c. Well 19- Pumping equipment was ordered and about two weeks out on install on downhole equipment. Currently getting pricing on electrical and exterior vault with dual meter set up. It took over 60 days, but CDPHE approval was obtained.
- d. Well 22- Survey should be completed next week. Once completed, the sitework can get completed by JVA. Looking to have a contractor lined up before the end of the year. As far the transmission line, we have completed survey and are waiting on easements with the HOA and hope to have them in next couple of weeks. The easements will not affect as many properties as originally thought.
- e. Highway 105 Water and Sewer Relocates- Just received survey and we need to do some potholing and utility locates. Once completed, JVA can finish the design plans. The County has pushed to start date into December. Shaffer is advocating that we work directly with the contractors like the project on Monument Hill Road.

4. WWSD Subdivision/Development Status Update:

- a. Monument Junction- Continue to install water and sewer, focusing on sewer now. Goal is to be finished in spring or early summer, file plats and start building houses.
- b. Cloverleaf- Close to 100% completed on water and sewer. Conditional acceptance from us after curb and gutter is complete. Targeting building houses in the spring at 6-10 a month.
- c. Monument Ridge East (MGP)- The developer is facing significant public opposition and is still trying to annex the east side into Monument.

5. Other Topics

- a. Resume Christmas Party. The Board agreed to resume the annual Christmas party.

X. Special Reports & Subjects:

- a. Engineer's Report- None
- b. Attorney's Report- None
- c. WIA Meeting Report- None

XI. End of Year Recognition

Motion: President Bush recommended to the Board to continue the annual employee recognition of providing each employee with a prime rib and \$100 cash. The Board unanimously voted to continue the annual employee recognition.

XII. Executive Session

Executive Session pursuant to C.R.S. § 24-6-402(4): **(1)** Subsection (e) to determine positions relative to matters that may be subject to negotiations, developing strategy for negotiations, and instructing negotiators; **(2)** Subsection (b) for a conference with legal counsel for the purpose of receiving legal advice on specific legal questions; all related to the Lake Pump Station 2 Construction project.

XIII. Adjournment: There being no other business before the Board, it was moved and duly seconded that the meeting be adjourned. The motion passed unanimously, and the meeting adjourned at 15:32.

Record of November 17, 2022, Board Meeting

Respectfully Submitted,



William Clewe III, Secretary