

RECORD OF PROCEEDINGS

A meeting of the Woodmoor Water and Sanitation District No. 1 (WWSD) Board of Directors was held on September 12, 2022, at the Woodmoor Water and Sanitation District No. 1 office.

PRESENT: 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
Daniel Niemela- Bishop, Brogan & Associates
Rachael Frei- Bishop, Brogan & Associates
Ariel Hacker- District Engineer

I. Call to Order: Director Town called the meeting to order at 9:01. President Bush was not able to attend the meeting due to a medical emergency.

Motion: Director Town entertained a motion to excuse President Bush from the September 12, 2022, Board meeting. Director Roddam motioned, Director Clewe seconded, and the Board unanimously passed that President Bush be excused from the meeting.

II. Reading of the Minutes: Copies of the August 8, 2022, meeting minutes of the Woodmoor Water and Sanitation District were provided to each Director.

Motion: Director Town entertained a motion to accept the August 2022 Board minutes. Director Clewe stated that he would sign the minutes after the Board meeting. Director Clewe motioned, Director Roddam seconded, and the Board unanimously passed that the meeting minutes be approved.

III. New Business:

A. Presentation of Draft 2022 Long Range Planning (LRP) Results & Discussion with Board (BBA & JVA). Presentation summary by Richard Hood:

Today's meeting focusses on three of the seven LRP sections: Introduction and Background, Current Water System, and Future Water System. The District has regularly updated their Long Range Plan about every five years since the initial LRP was completed in 1991. The purpose of the LRP is to assess the existing water and wastewater systems, plan and budget for capital improvement projects and operations and maintenance items in the near and distant future. The LRP is a living document a guide for District decision making.

Water usage for each of the district's customer classes was reviewed and analyzed. The analysis indicated that the multi-family, commercial, and school factors to convert these customers to single family equivalents (SFE) needed updated. The last update was completed in 2002. Buildout of parcels within the District was re-examined and using the new conversion factors, a new estimate of current buildout was created. Growth was projected based on low, moderate, and high growth rates to reach current buildout and ultimate buildout. A low growth rate was selected based on recent historical growth and the District's understanding of development underway as the basis for completion of future projects.

Water demand over the last six years was examined to establish a demand per SFE for planning purposes. The data showed a decline in water demand per SFE which is expected based on the District's water conservation efforts and the prevalence of low flow plumbing fixtures. The decreased demand is helpful for slowing future well drilling. Groundwater levels in the Arapahoe, Dawson, and Denver aquifers are declining. The District has developed sophisticated monitoring and a program to review and optimize well production.

The group reviewed the District's existing raw water supply and potable water delivery systems. Continuing to drill groundwater wells to meet the District's raw water supply will become more costly as the prime well locations have already been drilled. Future wells are anticipated to be less productive. Bringing renewable water supplies online would be beneficial to the District. The District has water rights on Chilcott Ditch at the Ranch that could supplement existing wells to satisfy the District's needs. The District could implement Indirect Potable Reuse of Tri-Lakes Wastewater Treatment Plant (TLWWTP), enhancing the District's Monument Creek Exchange. There are challenges with both options, and they will be explored and discussed further at the next Board meeting, along with a discussion on the District's wastewater system.

IV. Old Business:

- A. Consider Adopting Resolution 22-06 Fixing Fees, Rates and Charges for Irregular/Unique Structures.**

Motion: Director Town recommended the Board adopt Resolution 22-06 Fixing Fees, Rates and Charges for Irregular/Unique Structures. Director Roddam motioned, it was seconded by Director Clewe and the Board unanimously voted to accept Resolution 22-06.

V. Financial Report:

Director Town stated he looked at the financial statements for August 2022. It was discussed that the under Net Position, the two line items that were both labeled Unrestricted Net Assets were renamed to better explain the contents of the line item.

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

VI. Public Discussion:

- A. **Unscheduled People-** James Howald of Our Community News asked about the Colorado River Compact. Shaffer explained that was a discussion that needed to talk place at another time. Howald also asked about reuse and pharmaceutical by-products and the process to remove in reuse. The presentation that just occurred described trace organics in specific water treatment.

VII. Joint Use Committee Report:

Director Clewe reported that the JUC meeting was moved from September 13th to September 20th due to the SDA conference. Director Clewe is getting ultimate build out numbers to Burks at TLWWTF by the end of September. Operations are going well.

VIII. Chilcott Ditch / The Ranch Report:

The Ditch is experiencing some call changes that have made operations challenging. They are now able to run more water down to the Ranch and to customers in Fountain and Security but still at a level that is restricting all Chilcott rights. The Ditch does have water and Ranch is operating even in these conditions.

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

1. Collaborative Organizations / Opportunities:

- a. PPRWA – PPRWA is still on summer break.

2. Operations Update

- a. **Water Report:** LaFontaine's reported that information was missing on the report and that in the month of August, there was one shear break and three service failures. A 3% water loss was reported but an accurate loss will not be available until the meter at Central Water Treatment Plant is fixed.
- b. **Sewer Report:** Our sewer main was hit by a contractor by the South Water Treatment Plant. They got it fixed quickly and no sanitary sewer overflow due to the accident.

3. District Construction/Planning Projects:

- a. **Meter Change Out Program-** In the final stages of the new software integration. The biggest change is that the customer can log on and see their actual usage and a projection of their water bill. The change out is ramping up to two days a week and starting in October, four days per week through March 15, 2023. Director Clewe stated that his meter had transponder issues, a company representative came to change out the transponder, and reported exceptional service.
- c. **LPS2 Progress Update.** Lake pump station is finally in the final stages and still dealing with a few supply chain issues. The lake refill schedule has not been able to get back to its normal operating cycle. The goal is to have the lake full and back on schedule May of 2024.
- d. **Well 19-** On track to have the well online and operational by the end of 2022.
- e. **Well 22-** A bit of a disappointment but continuing with construction, the down hole equipment, the well house and the transmission line. Goal to be online by June 2023.

4. WWSD Subdivision/Development Status Update:

- a. **Monument Junction-** Full development and subdivision construction. District Engineer Hacker approved sewer water plans for both East and West.
- b. **Cloverleaf-** Frazee Construction is installing water and sewer.

5. Other Topics

- a. SDA Conference- President Bush will not be attending the conference. If any Board member has any problems checking in, contact Shaffer on his cell phone. Dining and directions were reviewed.
- b. Audit 2022- New Auditor Uli Keely of Prospective Business Solutions was suggested as a new District Auditor. A proposal will be brought to the Board at a later time.

X. Special Reports & Subjects:

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

XII. 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 11:47.

Record of September 12, 2022, Board Meeting

Respectfully Submitted,



William Clewe, III, Secretary