

RECORD OF PROCEEDINGS

A Special meeting of the Woodmoor Water and Sanitation District No. 1 (WWSD) Board of Directors was held on December 18, 2023, at the Woodmoor Water and Sanitation District No. 1 office.

PRESENT:	President Bush Director Beley Director Roddam Director Martinez Director Clewe
Manager:	Jessie J. Shaffer
Operations:	Dan LaFontaine
Attorney:	Erin Smith
Office Manager:	Cory Lynch
District Engineer	Ariel Hacker
Visitors:	James Howald - Our Community News

I. Call to Order: President Bush called the meeting to order at 13:32.

II. Reading of the Minutes: Copies of the November 13th, 2023 meeting minutes of the Woodmoor Water and Sanitation District were provided to each Director.

Motion: President Bush entertained a motion to accept the November meeting minutes. Director Clewe moved, Director Roddam seconded, and the Board unanimously passed that the November 13th, 2023 meeting minutes be approved.

III. New Business:

A. Public Hearing on 2024 proposed rates

(i) Presentation of final proposed rates - Shaffer pointed out to the Board that there was a mistake on the not to exceed rates for residential service in block 2. A 4% increase was supposed to be published, however a rate of only 1.9% was stated. The Board agreed that the rate for 2024 for block 2 residential water would be at the published rate.

(ii) Public Comment - None

B. Close Public Comment on 2024 Proposed Rates

Motion: President Bush entertained a motion to close the public comment period on the proposed 2024 rates and to adopt the 2024 rates as they have been published. Director Roddam moved and Director Martinez seconded and the Board unanimously voted to close the public comment period on the proposed 2024 rates and to adopt the 2024 rates.

C. Continuation of Public Hearing on Proposed 2024 Budget

(i) Presentation of Proposed 2024 Budget – Shaffer highlighted the changes to the budget focusing on rates and tap fees.

(ii) Additional Public Comment - None

D. Close Public Comment on 2024 Proposed Budget – President Bush closed the Public Comment on 2024 Proposed Budget at 13:50.

E. Consider Resolution No. 23-04 Approving Fees, Rates, and Charges for Domestic Water and Sanitary Sewer for 2024

Motion: President Bush entertained a motion to approve Resolution No. 23-04 and authorize him to sign the resolution. Director Roddam moved and Director Martinez seconded and the Board unanimously voted to approve Resolution No. 23-04.

F. Consider Resolution No. 23-05 Adopting a Budget and Approving the Appropriation of Money for 2024

Motion: President Bush entertained a motion to approve Resolution No. 23-05 and authorize him to sign the resolution. Director Clewe moved and Director Roddam seconded and the Board voted four votes to one vote and Resolution No. 23-05 was passed.

G. Consider Approval of 2024 Management Contract Between Chilcott Ditch Company and the District

Motion: President Bush entertained a motion to approve the 2024 Management Contract between Chilcott Ditch Company and the District. Director Martinez moved and Director Roddam seconded and the Board unanimously voted to approve the 2024 Management Contract.

IV. Old Business:

None

V. Financial Report:

The Board was presented with the financial statements for November 2023.

Motion: President Bush entertained a motion to accept the November 2023 financial reports. Director Beley moved and Director Roddam seconded and the Board unanimously voted to accept the November 2023 financial reports.

VI. Public Discussion

None

VII. Joint Use Committee Report:

Director Clewe reported that Tri-Lakes Wastewater has been waiting for the District to approve the budget. Now that this has happened, Director Clewe will inform Bill Burks. Blowers are coming from Lafayette sometime in 2024.

VIII. Chilcott Ditch / The Ranch Report:

Everything is winterized and Ken and Matt are now here at the District until the operations begin again in the spring.

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

1. Collaborative Organizations / Opportunities:

- a. PPRWA – Met to go over budget for 2024.
- b. Loop Water Authority- Reminder about the Loop January Board meeting on January 18, 2024. President Bush and Director Martinez are going to attend.

2. Operations Update

- a. Water Report: LaFontaine reported a lot of ground shifting due to temperature fluctuations. There was a total of three breaks that resulted in small water losses.
- b. Sewer Report: None

3. Engineers Report

a. District Construction/Planning Projects:

- 1. Meter Replacement Program Update- All budgeted meters for 2023 will be installed by the last week of December. Schedules for 2024 replacements will begin on Jan 8th.
- 2. Highway 105B Utility Relocation Project- Still in design with JVA and the County going over easements, sewer relocates and water crossing.
- 3. Water Distribution System R & R – Project is complete.
- 4. Well 22 Pump House -
- 5. Well 22 Transmission Pipeline – So close to having bid package out.
- 6. CWTP Commercial Dawson Well Construction – Drill rig delay but clock is ticking at 42 days.

b. WWSO Subdivision/Development Status Update

- 1. Monument Junction – Planning on conditional acceptance for B Filing 2 for the four square units. Whataburger is building and planning to be open in the spring.

4. Other Topics:

None

X. Special Reports & Subjects:

- A. Engineer's Report- Already Discussed
- B. Attorney's Report – Smith discussed a 2024 engagement letter with the new law firm

Motion: President Bush entertained a motion to approve him signing a 2024 engagement letter with Smith's new firm. Director Roddam moved and Director Beley seconded and the Board unanimously voted to approve him signing a 2024 engagement letter.

XI. 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; and (2) Subsection (b) for a conference with legal counsel for the purpose of receiving legal advice on specific legal questions; all related to potential agreements with JUWI, Inc., JV Ranches, LLC, Hanover Fire District and Enerfin Renewables, LLC.


XII. Consider Authorizing Execution of Lease Agreement with Enerfin Renewables, LLC.

Motion: President Bush entertained a motion Authorizing Execution of Lease Agreement with Enerfin Renewables, LLC subject to the approval of the District Manager and Attorney. Director Roddam moved and Director Martinez seconded and the Board unanimously voted to approve President Bush signing the lease agreement.

Adjournment: There being no other business before the Board, the meeting adjourned at 15:25.

Record of December 18, 2023, Board Meeting

Respectfully Submitted,



William Clewe III, Secretary