

RECORD OF PROCEEDINGS

A meeting of the Woodmoor Water and Sanitation District No. 1 (WWSD) Board of Directors was held on January 9, 2023, at the Woodmoor Water and Sanitation District No. 1 office.

PRESENT: President Bush
Director Town
Director Roddam
Director Beley

Manager: Jessie J. Shaffer

Operations: Dan LaFontaine

Attorney: Erin Smith

Office Manager: Cory Lynch

Visitors: James Howald- Our Community News
Jackie Burhans- Our Community News
Roy Martinez- Resident

I. Call to Order: President Bush called the meeting to order at 13:00. First order of business was to excuse Director Clewe from the meeting. The Board unanimously passed to excuse Director Clewe from the meeting.

II. Reading of the Minutes: Copies of the December 21, 2022, meeting minutes of the Woodmoor Water and Sanitation District were provided to each Director.

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

III. New Business:

A. Consider Resolution No. 23-01 Annual Administrative Matters Resolution. Attorney Smith outlined that this resolution is the list of all the compliance matters that the state laws required for special districts.

Motion: President Bush motioned to adopt Resolution No. 23-01 Annual Administrative Matters Resolution and authorize him to sign. Director Town motioned, Director Roddam seconded, and the Board unanimously passed Resolution No. 23-01.

B. Consider Resolution No. 23-02 Calling the 2023 Regular District Election. Attorney Smith Stated that two Board seats will be open for election and need to filled in May 2023. The deadline to turn in a self-nomination form is Friday, February 24, 2023, at 4:00 pm.

Motion: President Bush motioned to adopt Resolution No. 23-02 Calling the 2023 Regular District Election and authorize him to sign. Director Town motioned, Director Roddam seconded, and the Board unanimously passed Resolution No. 23-02.

IV. Old Business:

None

V. Financial Report:

Director Town stated he reviewed the financial statements for December 2022. Shaffer notified the Board that these are a draft form of the December financial statements and that the official December financial statements will be presented at the February Board meeting.

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

Public Discussion:

A. **Unscheduled People.** Resident Roy Martinez introduced himself to the Board and mentioned he was interested in running for a Board position. James Howald asked President Bush if he was term limited. President stated yes, and that he would not be able to run for a Board seat again this May.

VII. Joint Use Committee Report:

Nothing to report as the JUC will be meeting Tuesday, January 10th, at 10:00am.

VIII. Chilcott Ditch / The Ranch Report:

Chilcott Ditch is shut down and cleanup is complete. Ranch operations are shut down and the staff has joined Woodmoor Water staff. Operations will resume in the spring of 2023.

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

1. Collaborative Organizations / Opportunities:

- a. PPRWA –Regular meetings resumed the first week of January. Not much going on yet at the state legislature. Jenny Bishop of CSU attended to meeting and stated reuse studies will be beginning.
- b. Loop Water Authority is now official. The website is built, EIN was obtained and bank account to be opened. Frome Accounting Services was hired and an attorney will need to be obtained. The first official meeting will be on January 19th, 9am, at the Town of Monument City Hall.

2. Operations Update

- a. Water Report: LaFontaine reported a typical December. There were five leaks and 4% losses.
- b. Sewer Report: Nothing to report.

3. District Construction/Planning Projects:

- a. Forest Saddle Replacements- Focusing on this area of approximately 70 homes. This area has resulted in 80% of the Districts saddle failures. Engineer Hacker has this project out for public bid and will have a contractor recommendation by the February meeting.
- b. Water R&R Zone 3 Reconnaissance- Project is close to getting out for bid.
- c. Well 22 Pump House & Transmission Pipeline- Project has been pushed back because Hacker's efforts were shifted to Well 18 to get it operational. Current goal is to have the lake full by May 2024.

4. WWSD Subdivision/Development Status Update:

- a. Cloverleaf- All infrastructure is complete and waiting on a couple of pressure tests. They have not asked for conditional acceptance.

- b. Monument Junction- Looking at some options because apartments are on hold. Considering a temporary tie in at the off ramp. The first business to go in is Whataburger. They are talking to Town of Monument about their gas station and KFC.

5. Other Topics

- a. 1st Quarter "Pipeline Newsletter"

Shaffer asked for Board members to bring their comments regarding the newsletter. The Board had several comments that Shaffer will use to amend the newsletter before send out to the public.

X. Special Reports & Subjects:

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

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 14:07.

Record of January 9, 2023, Board Meeting

Respectfully Submitted,

A handwritten signature in cursive script, appearing to read "Brian X. Bush", is written over a horizontal line.

Brian X. Bush, President