

RECORD OF PROCEEDINGS

A Meeting of the Woodmoor Water and Sanitation District No. 1 (WWSD) Board of Directors was held on February 17, 2026, at the Woodmoor Water and Sanitation District No. 1 office.

PRESENT:	President Bush Director Roddam Director Martinez (remote) Director Franzen
Manager:	Jessie J. Shaffer
Operations:	Dan LaFontaine
Attorney:	Tamara Seaver
Office Manager:	Cory Lynch
District Engineer:	Cydney Saelens
Visitors:	James Howald - Our Community News Jackie Burhans - Our Community News

I. Call to Order: President Bush called the meeting to order at 13:03.

II. Reading of the Minutes:

Copies of the meeting on January 12, 2026, minutes of the Woodmoor Water and Sanitation District (WWSD) were provided to each Director.

Motion: President Bush entertained a motion to accept the January meeting minutes. Director Roddam moved, Director Franzen seconded, and the Board unanimously approved the January 12, 2026, minutes.

Motion: President Bush entertained a motion to excuse Director Clewe from the February 17, 2026, meeting. Director Roddam moved, Director Franzen seconded, and the Board unanimously approved the absence of Director Clewe.

III. New Business:

A. None

IV. Old Business:

- A. Woodmoor Placer Replat B
- Sewer Improvement Conveyance from YMCA
 - a. Easement
 - b. Bill of Sale
 - c. Conditional Acceptance Form

Motion: President Bush entertained a motion to authorize the acceptance of the Easement from the YMCA, authorize the District to obtain the ownership of the sewer line and waiving the requirement of a bond for maintenance on the sewer line for one year. In addition, authorize Shaffer to sign the purchase and sale agreement. Director Roddam moved, Director Franzen seconded, and the Board unanimously agreed.

V. Financial Report:

Director Franzen reported to the Board about the financial statements for December 2025. It was stated that the December financial statements were in draft form and would be presented in final form once the 2025 audit was completed and adjusting journal entries were entered.

The Board accepted the December 2025 draft financial reports.

VI. Public Discussion:

None

VII. Joint Use Committee Report:

Director Franzen reported that we are very fortunate to have Bill Burks who meets the gold standard in the wastewater industry. There is a group called Contaminants of Emergent Concern (CEC) Innovations that will be testing the plant along with Fountain, Colorado Springs and two in Teller County. They are a funded study that will be testing the plants for one year, one time per week with no cost to the plant. The study is primarily looking for opioids.

VIII. Chilcott Ditch / The Ranch Report:

All operations are shut down and all equipment is winterized.

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

1. Collaborative Organizations / Opportunities:

- a. PPRWA – Shaffer reported the IPR study is final.
- b. Loop Water Authority – A meeting is scheduled to be held at The Barn on February 18, 2026. Shaffer asked as many Board members as possible to attend this meeting.

2. Operations Update

- a. Water Report – LaFontaine reported that multiple directional drilling subcontractors working for fiber optic/electric companies were caught stealing water from District fire hydrants. OCN was asked to post notice and WIA to help patrol and notify any suspicious activity.
- b. Sewer Report – A customer off White Fawn had a backup in their sewer line that ran into a neighbor's property. Although this was not considered a municipal sanitary sewer overflow requiring the District to report the incident to CDPHE, the District did assist in cleanup.
- c. Meter Replacement Program – Everything is on hold due to supply issues with the AquaHawk end points. The District's goal is to complete the replacement program by the end of this year.

3. Engineers Report

a. District Construction/Planning Projects:

1. Main Lift Station Elimination – A preconstruction meeting was held last week and mobilization will be starting in late March. Customers will be notified once we have the schedule.
2. Highway 105B Easements – There are a total of 14 easements and the District hopes to be out to bid before the end of the year.
3. Higby Road Widening – Triview has been very accommodating and is trying to avoid our utilities.

