

RECORD OF PROCEEDINGS

A meeting of the Woodmoor Water and Sanitation District No. 1 (WWSD) Board of Directors was held on February 2, 2011 at the Woodmoor Water and Sanitation District No. 1 office.

PRESENT:

Director Town
Director Wyss
Director Taylor
Director Whitelaw
Director Courrau

Manager: Jessie J. Shaffer
Ass't. Manager: Randy Gillette
Attorney: Erin Smith
Consulting Engineer: Steve Tamburini

Secretary: Marsha Howland

Visitors: Ronnie Sperling – Buchanan & Sperling P.C.
Walraven Ketellapper – Stillwater Resources

I. **Call to Order:**

President Town called the meeting to order at 1:05 p.m.

II. **Reading of the Minutes:**

Copies of the January 13, 2011 meeting minutes of the Woodmoor Water and Sanitation District were provided to each director. It was moved, duly seconded and unanimously passed that the minutes be approved.

III. **Financial Report:**

1. Due to the timing of this month's Board meeting, Financial Reports were not finalized. The reports will be distributed to the Directors upon completion.

IV. **Public Discussion:**

1. There was no one who wished to appear before the Board.

V. **Joint Use Committee (JUC) Report:**

The JUC meeting will be held on Tuesday, February 8, 2011.

VI. **Manager's Report:**

Shaffer reviewed the Manager's Report dated February 2, 2011, a copy of which is attached hereto.

1. **Pikes Peak Regional Water Authority (PPRWA):** Shaffer reported that he contacted, via e-mail, the changes the Board had requested to the Second Amended Establishing Contract for El Paso County Water Authority and PPRWA. Shaffer said that the group was not willing to consider the changes at the present time, since most entities have already approved the document as is. If the Authority receives the 80% approval that is needed, the Second Amended Establishing Contract will remain as presented. The results will be reported at the next El Paso County Water Authority meeting. Shaffer will bring this information back to the Board for direction next month.
2. **SWSP Approval:** Shaffer reported that our Supplemental Water Supply Plan was approved on January 20, 2011. Shaffer also stated that we will now be starting the process to get the Golf Course in compliance with the Woodmoor District Policy as it relates to augmentation to the ponds. We will also be working with the Golf Course to help them develop an operating plan to help them stay in the lower water rate tier.
3. **Operations: Randy Gillette:** Gillette reported that we have completed an audit on the residential meters versus actual production meters. The audit showed that the test circles were in order. He has also contacted Advance Water Leak and Analysis Company to calibrate our well meters. This audit will be completed soon. Gillette reported that due to the freezing temperatures, we have had several water breaks. We will also have an insurance claim on one sewer back-up. Due to the Board meeting being earlier this month Gillette was not able to report his monthly numbers to the Board.
4. **Construction:** Wells 10 and 16 have been inspected. Well 16 will be pulled out and the equipment replaced. An analysis will be done to determine if we want to lower it again. Well 10 will also be pulled. Gillette also reported that when Well 20 was constructed, the lead engineer did not file some paperwork with the State. We have been notified by the State that the proper paperwork has not been received. Gillette reported that Tetra Tech has been contacted and they are putting the paperwork in order. He also stated that we should have enough time to accomplish this within the States time limit.
5. **Other Topics:** Hope Winkler's retirement party will be held at Champs Sports Bar and Grill on Saturday, February 12, 2011 from 6:00 to 8:00 p.m.

VII. **Special Reports and Subjects:**

1. **Engineer's Report:** Nothing to report.
Attorney's Report: Nothing to report.

VIII. **Old Business:**

There was no other Old Business to come before the Board at this time.

VIII. **New Business:**

There was no New Business to come before the Board at this time.

1. **Executive Session:**

It was moved, duly seconded, and unanimously approved that the Board move into Executive Session pursuant to Section 24-6-402(4)(a), C.R.S., for "discussions related to the purchase, acquisition, lease, transfer, or sale of any real, personal, or other property interest"; and pursuant to Section 24-6-402(4)(e) C.R.S., "Determining positions relative to matters that may be subject to negotiations; developing strategy for negotiations, and instructing negotiators" all related to:


- a. Water Rights/Storage Rights
- b. Other water service negotiations

The Executive Session commenced at 2:41 p.m. The Board returned to Regular Session at 4:21 p.m.

XI. Adjournment:

There being no other business to come before the Board, it was moved and duly seconded that the meeting be adjourned. The motion passed unanimously and the meeting adjourned at 4:25 p.m.

Respectfully Submitted,



James W. Taylor, Secretary