

## RECORD OF PROCEEDINGS

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A special meeting of the Woodmoor Water and Sanitation District No. 1 (WWSD) Board of Directors was held on December 19, 2014 at the Woodmoor Water and Sanitation District No. 1 office.

PRESENT:            Director Courrau  
                         Director Taylor  
                         Director Schwab  
                         Director Strom

Manager:            Jessie J. Shaffer

Asst. Manager  
Consulting Engineer

Attorneys:         Erin Smith  
                         Charles Norton

Secretary:         Marsha Howland

Visitors:            Russ Broshous - Brookmoor HOA  
                         Nancy Wilkins - Our Community News

### I. Call to Order:

Secretary Courrau called the meeting to order at 9:00 a.m.

### II. Executive Session:

It was moved, duly seconded, and unanimously approved that the Board move into Executive Session pursuant to: C.R.S. Section 24-6-402: (1) Subsection (a) for discussions related to the purchase, acquisition, lease, transfer, or sale of any real, personal, or other property interest; and (2) Subsection (e) to determine positions relative to matters that may be subject to negotiations, developing strategy for negotiations, and instructing negotiators; and (3) Subsection (b) for a conference with legal counsel for the purpose of receiving legal advise on specific legal questions; all related to the sale of Tract H, Village Center at Woodmoor and the Joint Use Agreement. Session commenced at 9:02 a.m. The Board returned to Regular Session at 10:16 a.m.

**III. Consider Approval Terms of Settlement with Monument Sanitation District and Palmer Lake Sanitation District, Subject to Final Documents Exchanges Between Counsel:**

Smith recommended to the Board not to approve the terms of settlement between WWSD, Monument Sanitation District and Palmer Lake Sanitation District, but instead authorize the commencement of a lawsuit, and designate a sub-committee of two Board Members to view and approve the complaint prior to filing.

**Motion:**

Upon motion by Director Strom, and seconded by Director Schwab the Board unanimously voted to authorize a lawsuit between Woodmoor Water and Sanitation District No. 1, Monument Sanitation District and Palmer Lake Sanitation District.

**Motion:**

Upon motion by Director Schwab, and seconded by Director Taylor the Board unanimously voted to assign Directors Strom and Courrau and District Manager Shaffer to form a sub-committee to view and approve the complaint prior to filing.

**IV. New Business:**

**A. Public Hearing on Rate Increases for 2015:** Director Courrau opened the Public Hearing. Shaffer stated that in accordance with State statute, he published a notice of the rate increases on both WWSD and the Special District Association websites. The notices included the current rates and a rate not to be exceeded in 2015. The notices were published on November 19, 2014. Shaffer stated that the rates that were recommended to the Board last month are less than the not to exceed rates noticed in the publications. Director Courrau asked for public comment. There was not any public comment.

**Motion:**

Upon motion by Director Schwab and seconded by Director Strom the Board unanimously voted to close the Public Hearing on the 2015 rate increases.

**B. Consider Adoption of Resolution Approving Action to Increase Fees, Rates, and Charges for Domestic Water and Sanitary Sewer Service for 2015:**

**Motion:**

Upon motion by Director Schwab and seconded by Director Strom the Board unanimously voted to adopt Resolution 14-11.

**Motion:**

Upon motion by Director Schwab and seconded by Director Taylor the Board unanimously voted to designate Director Schwab to sign Resolution 14-11 in place of President Town.

**C. Consider Payroll Policy Change; From Semi-Monthly to Bi-Weekly:** Howland stated that at a staff meeting, the employees asked management to change the payroll policy from semi-monthly to bi-weekly. The employees stated that this change would help them with their personal budgets. Howland reported the cost of payroll processing would increase around \$200 a year with this change.

**Motion:**

Upon motion by Director Schwab and seconded by Director Strom the Board unanimously directed management and counsel to form a Resolution changing the payroll policy from semi-monthly to bi-weekly. The Board directed management to start the bi-weekly payroll in January, 2015.

**D. Consider Tri-Lakes Budget: Reduction in Expenditures:** Director Strom stated that at the last JUC meeting, Monument Sanitation requested the withdrawal of three items from the 2015 JUC budget. The items are the cost of the storage building, a pickup truck, and the cost of a new operator. Strom reported that the request is because of concerns Monument Sanitation has about their own 2015 budget. Monument Sanitation also requested that Note 11 on the 2015 JUC budget, concerning the estimated cost per District for phase one construction be removed.

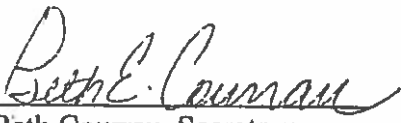
**Motion:**

Upon motion by Director Strom and seconded by Director Schwab the Board voted to approve the amended revisions to the 2015 JUC budget. The vote was three ayes and one abstention.

x. **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 10:41 a.m.

Respectfully Submitted,

  
Beth Courrau, Secretary