

RECORD OF PROCEEDINGS

A meeting of the Woodmoor Water and Sanitation District No. 1 (WWSD) Board of Directors was held on February 13, 2014 at the Woodmoor Water and Sanitation District No. 1 office.

PRESENT: Director Town
 Director Courrau
 Director Taylor
 Director Schwab
 Director Strom

Manager: Jessie J. Shaffer
Asst. Manager Randy Gillette
Attorney: Erin Smith
Consulting Engineers:
Secretary: Marsha Howland
Visitors: Monty Villere - Woodmoor Resident

I. **Call to Order:**

President Town called the meeting to order at 12:58 p.m.

II. **Reading of the Minutes:**

Copies of the January 20, 2014 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:**

Taylor stated that he had reviewed the financial statements and did not have any changes. It was moved, duly seconded, and unanimously passed that the financial reports be approved.

IV. Public Discussion:

- A. **Unscheduled People:** Monty Villere asked the Board for an update on the plans to bring the water up to Woodmoor from the JV Ranch. Town stated that the first step is for WWSD to receive the final water decree, which is in process now. Town explained that it would likely be 10 to 15 years before WWSD would bring the water up from the JV Ranch. WWSD will be looking at several different options, and will choose the most cost effective solution to bring the water to Woodmoor. Shaffer stated that WWSD is involved in a study to determine different options for future partnerships to share in joint infrastructure. Villere asked if hydrofracking would be allowed on the JV Ranch. Town stated that would be a Board decision, but at this time WWSD has not been contacted by any companies concerning mineral rights.

v. Joint Use Committee Report (JUC):

Director Taylor stated that the JUC is receiving bids on building the new storage shed. The JUC discussed the possible need for a back-up generator for the sewer plant, but decided it was not needed at this time. Shaffer stated that WWSD has a portable generator for emergency power outages, and Well 8 has a back-up generator.

VI. Manager's Report:

Shaffer reviewed the Manager's Report dated February 13, 2014, a copy of which is attached hereto.

1. Collaborative Organizations/Opportunities:

a. Pikes Peak Regional Water Authority (PPRWA):

1. **Regional Infrastructure Study:** Shaffer stated that the kick off meeting for the regional infrastructure study was last week. Shaffer asked the Board if they would be willing to disclose the due diligence analysis WWSD acquired for operating the exchange on the Arkansas River to the public. Shaffer stated that WWSD was no longer in need of this information, as they were not looking for an additional renewable water source. After a lengthy discussion, the Board decided to make the analysis available to the public.
2. **Basin Implementation Plan - Arkansas River Basin:** Shaffer stated that the basin roundtables are putting together a basin implementation plan. Shaffer reported that this plan is looking at different water projects, and asked each of the water providers to submit their input. Shaffer stated that there might be additional funding in the form of grants available for different projects in the plan.

2. Operations: Randy Gillette

- a. Water Report:** Gillette stated percentage for unaccounted water is 13%. Gillette stated that WWSD continues to look for water to surface, indicating a leak. Gillette stated that WWSD's operations supervisor obtained some information from Colorado Springs Utilities outlining their leak detection methods, and will explore some of these options. Gillette reported that due to the frigid temperatures last month, a few residents had frozen pipes. The Board directed Shaffer and Gillette to post some pointers on the web page and in the Pipeline on how to prevent frozen pipes in the future.

3. District Construction/Planning Projects:

- a. T&O Study Results:** Shaffer stated that he should be receiving the final taste and odor study results shortly. Shaffer stated that the study was informative for WWSD. Shaffer reported that this study along with the best management practice study, will give WWSD a better idea on how to control the taste and odor issues in Lake Woodmoor. Shaffer stated that WWSD will continue to gather annual data to determine the best way to control this problem.
- b. System Meters Project:** Shaffer stated that WWSD is going to combine a few renewal and replacement projects along with the new system meter project. Shaffer will be asking for construction bids soon and will bring that information back to the Board.

4. WWSD Subdivision/Development Status Update:

- a. Progress on Development of New/Revised "System Specifications":** Shaffer explained that staff has been working on system specifications, which is the process and procedures for contractors developing a new sub-division. Shaffer's goal is to present the Board with a draft copy next month.
- b. Progress on Development of Records Retention Policy:** Shaffer stated that he is working on the new record retention policy.

5. Other Topics: none

VII. Special Reports and Subjects:

- 1. Engineer's Report: None**
- 2. Attorney's Report: None**

VIII. Old Business:

- 1. Status Update/Discussion on JV Change Case:** Shaffer reported that the JV Change Case is about 99% complete. Shaffer stated that the trial has been vacated and the stipulation with the State has been signed. Shaffer reported that the decree has been signed, however, there is still the 49 days appeal process to complete. Shaffer stated that he will be asking the Board to allocate some funds next month for improvements needed on the JV Ranch to stay in compliance with the decree requirements. Shaffer stated that water accounting will be required on the JV Ranch going forward.

IX. New Business: none

Note: Town stated that he would like one of the WWSD Board Directors to consider joining the Chilcott Ditch Board next year.


Note: Shaffer stated that the Town of Monument has filed a change of use for their Anchor Ditch Water Rights. Shaffer stated that after talking to WWSD water council, WWSD should object to this filing. Shaffer reported that WWSD's current water council cannot represent WWSD in this court case due to a conflict of interest. Shaffer has contacted another attorney for representation. Shaffer will report back to the Board with more information next month.

Motion:

Upon motion by Director Strom, and seconded by Director Taylor, the Board unanimously voted to approve any waiver of conflict from the attorney representing WWSD's objection in the Town of Monument Anchor Ditch change of use court case.

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 2:05 p.m.


Beth Courrau, Secretary