

## RECORD OF PROCEEDINGS

A meeting of the Woodmoor Water and Sanitation District No. 1 (WWSD) Board of Directors was held on June 9, 2016 at the Woodmoor Water and Sanitation District No. 1 office.

PRESENT:	Director Taylor Director Strom Director Schwab Director Wyss Director Bush
Manager:	Jessie J. Shaffer
Asst. Manager:	Randy Gillette
Attorney:	Erin Smith Charles Norton
Secretary:	Marsha Howland
Visitors:	Ken Ford - Woodmoor Resident James Howald - Our Community News

### I. Call to Order:

President Taylor called the meeting to order at 1:00 p.m.

- II. Reading of the Minutes: Copies of the May 12, 2016 meeting minutes of the Woodmoor Water and Sanitation District were provided to each Director. President Taylor pointed out two grammatical errors to be corrected. It was moved, duly seconded, and unanimously passed that the meeting minutes be approved with the above corrections.

- III. New Business: None.

### IV. Old Business:

A. Ratification of Xpress Bill Pay Service Contract: Shaffer stated that he executed the Xpress Bill Pay Service Contract, a copy of which is attached hereto. Shaffer asked the Directors to take note of Exhibit E, which refers to Colorado Statue 8-17.5-102. This statue states that the contractor will not knowingly employ an illegal alien to perform work under this contract. Shaffer stated that when Express Bill Pay hires a new employee that will perform work under this contract, they will have to fill out this form and send it to WWSD within 20 days. Shaffer stated that Express Bill Pay would only agree upon these terms if WWSD agreed to pay \$75.00 per new employee hired that will work under this contract. Shaffer reported that he committed to these terms, but will monitor the cost. The Directors discussed the reasoning for WWSD to start this on-line process, and the

customer service options it provides. President Taylor stated that he would like to go over the contract more closely with Smith.

**Motion:** Upon motion by Director Bush, and seconded by Director Schwab the Board unanimously voted to approve the ratification of the Xpress Bill Pay Service contract, subject to final review by President Taylor.

V. **Financial Report:** Director Wyss stated that he has reviewed the financial statements, and does not have any changes. It was moved, seconded and unanimously passed that the financial reports be accepted.

VI. **Public Discussion:** Ken Ford, a Woodmoor resident, spoke to the Board concerning the study that is being done related to the inclusion of the Ponderosa community. Mr. Ford stated that he was concerned about this inclusion. Ford stated that WWSD purchased a new water source that residents are paying for monthly, and he feels that the water should stay within Woodmoor. Ford stated that he realizes there are some benefits to the inclusion, but does not feel that the benefits are worth it. Ford asked the Board to consider not going through with the inclusion of the Ponderosa. Ford asked what the status of the inclusion is now. Shaffer stated that WWSD is not spending any money for the study, other than staff time. The study will give the Ponderosa and Bald Mountain Estates an idea of what the cost and requirements would be if the Board decides to consider them for inclusion or extra territorial service. Shaffer reported that the study should be complete by the end of June, 2016. Shaffer stated that having access to the Denver Basin water would be a benefit to the District. Ford asked the Board to notify the residents of Woodmoor before any final decisions are made to go forward with the inclusion so that they have the opportunity to state their opinions. Smith stated that notice of the inclusion would be posted in the Tri-Lakes Tribune, and would require a public hearing before final decisions are made. Shaffer stated that they would let the community know if and when a meeting would be scheduled for the inclusion discussion. Mr. Ford thanked the Board for their time and consideration.

VII. **Joint Use Committee Report:** None.

VIII. **Chilcott Ditch Company / The Ranch Report:** Shaffer stated that the Chilcott Ditch Co. Board Meeting was held on June 7, 2016. Shaffer reported that the Chilcott Ditch Co. is making good headway on the projects budgeted this year to improve the ditch. Shaffer thanked Gillette and his crew for the outstanding job they are doing maintaining the ditch. Shaffer stated that a flume and two culverts have been replaced this year. Shaffer reported that the syphon will need to be repaired, but due to the cost, the Chilcott Board decided to budget the repair for next year. Shaffer stated that things are going well at the ranch. Shaffer reported that the ranch staff has been working on getting the infrastructures and irrigation pipe ready for the seeding process, which should start next week.

**IX. Manager's Report:** Shaffer reviewed the manager's report dated June 9, 2016, a copy of which is attached hereto.

**A. Collaborative Organizations / Opportunities:**

- i. PPRWA: None.

**B. Operations: Randy Gillette**

- i. Water Report: Gillette reported that he needs to speak with the operations superintendent Lance Nielsen, who is on vacation, concerning the unaccounted water percentage for May, 2016. Gillette stated that he would have more information concerning the percentage next month. Gillette stated that the operations department is now fully staffed, and in full training mode.
- ii. Sewer Report: None.

**C. District Construction/Planning Projects:**

- i. The Ranch Range Project: Shaffer stated that the fuel storage tank, which holds 1000 gallons of fuel, is now set up at the ranch. Shaffer stated that he is still working on the equipment storage unit.
- ii. T&O Study Kick Off: Shaffer stated that the study is well underway. Shaffer will have more information next month.
- iii. Lake Aeration System Installation: Shaffer stated that he has a meeting set up next week to start the lake aeration project. Shaffer reported that he hopes to have the system up and running by the end of June, 2016.

**D. WWSD Subdivision/Development Status Update:**

- i. Dunes: Shaffer stated that the Dunes is close to conditional acceptance.
- ii. Monument Self-Storage: Shaffer stated that the storage facility is close to opening.
- iii. Growth - New Taps YTD = 72: Shaffer stated that WWSD budgeted for 75 taps in 2016, and have already sold 72.

**E. Other Topics:**

- i. Showing of "The Great Divide" to Woodmoor Customers: Shaffer stated that the showing of "The Great Divide" will be on Thursday, June 23rd at 6:30 p.m. The movie will be held at Palmer Ridge High School.

**X. Special Reports & Subjects:**

- i. Engineer's Report: None
- ii. Attorney's Report: Smith reported that the District Court Judge did rule on WWSD's motion for summary judgement. Smith stated that the motion was granted.
- iii. WIA Meeting Report: Bush reported that the subject of a walking trail around Lake Woodmoor was brought up at the WIA meeting. The trail is in the planning stage at this time.

**XI. 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 (e) to determine positions relative to matters that may be subject to negotiations, developing strategy for negotiations, and instructing negotiators; and (2) Subsection (b) for a conference with legal counsel for the purpose of receiving legal advice on specific legal questions; all related to the Joint Use Agreement Session commenced at 2:30 p.m. The Board returned to Regular Session at 3:55 p.m.

- XII. 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 3:56 p.m.

Respectfully Submitted,



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Tommy Schwab, Secretary