

RECORD OF PROCEEDINGS

A meeting of the Woodmoor Water and Sanitation District No. 1 (WWSD) Board of Directors was held on October 12, 2017 at the Woodmoor Water and Sanitation District No. 1 office.

PRESENT: Director Taylor
Director Wyss
Director Schwab

Manager: Jessie J. Shaffer
Assistant Manager: Randy Gillette

Attorney: Erin Smith

Secretary: Marsha Howland

Visitors: James Howald - Our Community News
Paul Flak - Resource Based International
Kevin Nielsen - Woodmoor Public Safety
Ricky Vestal - School District #38
Bill Landsburg - Woodmoor Resident

- I. **Call to Order:** President Taylor called the meeting to order at 1:00 p.m.

- II. **Reading of the Minutes:** Copies of the September 21, 2017 meeting minutes of the Woodmoor Water and Sanitation District were provided to each Director. It was moved, duly seconded, and unanimously passed that the meeting minutes be approved.

- III. **New Business:**
 - A. **2018 Budget Delivery & Budget Workshop:** Shaffer distributed the 2018 Draft Budget to the Board Members. The budget workshop will be held on Wednesday, October 18, 2017 starting at noon.

B. Ranch Rangeland Project - 2017 Season Progress Summary - Paul Flak, Resource Based International: Shaffer introduced Paul Flak to the Board. Flak is WWSD's revegetation and dry-up consultant for the ranch rangeland project. Flak stated that they seeded 275 acres in 2016. Flak stated that the biggest obstacle starting this project in 2016 was weed control, and they are continuing to be aggressive in that fight in 2017. Flak stated that staff irrigated 375 acres and seeded 200 acres in 2017. Flak reported that in accordance with WWSD's water decree, they should be able to sign off on 350 acres in 2017, but will still have to maintain weed control on those acres. Flak stated that staff had to overcome some unique challenges in 2017 such as pasture grass dry-up, soil salinity, (which is the amount of salt in the soil), and staff turnover. Flak stated that the rains this year helped with the new native grasses that were seeded, but the weeds also love the rain. Grasshoppers were also in abundance this year. Flak stated that he hopes to increase the irrigation and seeded acres by 230, and be able to sign off another 275 acres in 2018. Shaffer stated that the ranch rangeland project will take five to seven years. President Taylor asked Shaffer to explain the acreage sign off process. Shaffer stated that there is not an approving authority that signs off the acreage. WWSD has their own criteria for sign off, which has been demonstrated to up hold in definability in Water Court. Shaffer stated that when 75% of the project has been completed, he will notify the Water Court. At this time retain jurisdiction comes into play. Shaffer stated that any objectors in the water case can lodge a complaint to the Court if they feel that WWSD is not complying to the specifics of the water decree. Shaffer stated that retain jurisdiction lasts for five years. The Board thanked Flak for his work on the ranch and his end of season presentation.

IV. **Old Business:** None.

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:** James Howald from Our Community News asked Shaffer to give a summary report on the workings of Lake Woodmoor for the paper. Shaffer stated that when Lake Woodmoor is full it is aesthetically pleasing and everyone is happy. Shaffer stated that Lake Woodmoor is an integral part of the water system for Woodmoor. Lake Woodmoor is filled and the water is stored in the winter months, then the lake is used for the summer demand watering. Shaffer stated that around 50% of Woodmoor's total annual water demand is used in the three months of summer. Shaffer stated that using Lake Woodmoor water storage for the peak demand periods saves capital dollars as

WWSD does not have to drill as many wells. Shaffer stated that Lake Woodmoor's elevation will continually change due to demand and the time of year. Shaffer stated that last summer, staff tried to lower the lake enough to install a boat ramp. Due to 2016 being a relative wet year, water demands were down and therefore the volume in the lake did not drop enough to install the boat ramp. Shaffer stated that they did not want to dump water in the outlet structure of the lake to be able to complete the project, as that would be a waste of water. Shaffer reported that this year, the lake elevation is down enough to install the boat ramp, and the project should begin shortly. After the ramp is installed, residents should see the lake's elevation start to rise again.

VII. **Joint Use Committee Report:** Taylor stated that the main topic at the JUC meeting was the cost of sludge removal. Taylor stated that the cost this year has been around \$173,000, and going forward the cost should run around \$133,000 per year. Taylor stated that Regulation 31 might be moved back to 2027.

VIII. **Chilcott Ditch Company / The Ranch Report:** Shaffer stated that the Chilcott Ditch Company's annual stockholder meeting will be held on December 12, 2017 with the 4th quarter Director's meeting to follow. Gillette stated that operations at the ditch are running smoothly.

IX. **Manager's Report:** Shaffer reviewed the manager's report dated October 12, 2017 a copy of which is attached hereto.

A. Collaborative Organizations / Opportunities:

i. PPRWA: Shaffer reported that the first meeting of the PPRWA will be held on November 1, 2017.

B. Operations

i. Water Report: Gillette stated that the unaccounted water percentage this month is 1%. Gillette stated that WWSD was able to stay 100% on surface water this summer to complete the ozone study. Gillette stated that WWSD will go back on ground water in a few days. Gillette stated that the process water percentage will

go back to normal standards after the ozone study is completed. Gillette stated that he has only received three or four taste and odor complaint calls this year.

- ii. Sewer Report: Gillette reported that the sewer system is running smoothly.

C. District Construction/Planning Projects:

- i. LRP 2017: Shaffer reported that he would like to bring Steve Tamburini who works for CH2M Engineering Firm on board as a consultant to finish the LRP. Tamburini would work with Tetra Tech to finish the project. Shaffer stated that he met with WWSD's new Product Manager at Tetra Tech and unfortunately he does not have the District's background and history that Tamburini has. The Board agreed to hire Tamburini for the LRP.
- ii. SFP Ozone Wrap Up: Shaffer stated the ozone project is wrapping up. Shaffer stated that the water quality in Lake Woodmoor seems to be better than in prior years. Shaffer stated that WWSD will be sending water samples to a lab in Oregon for the final testing. Shaffer stated that once the final testing is complete, WWSD will receive recommendations on whether or not to move forward with ozone in Lake Woodmoor. Shaffer reported that if ozone is the answer to the taste and odor issues, he has budgeted the expense and capital improvements in the 2018 draft budget.
- iii. Moving forward with Well 21: Shaffer stated that the drilling documents for Well 21 should be completed by the end of this year, the actual drilling will start at the beginning of 2018.

D. WWSD Subdivision/Development Status Update: None.

E. Other Topics:

- i. Lake Woodmoor Safety Trail: Shaffer asked for reconfirmation of the Board's direction to him a couple of years ago that they were interested in considering a community trail system. Shaffer stated that there is potential funding available for the project. Shaffer stated that School District # 38 is now partnering with WIA to start the project. Shaffer reported that School District #38 is submitting a grant funding application. The grant money is for ingress and egress paths to the schools that enhance safety. WIA and the schools have come up with a trail system that would

link the elementary, middle, and Palmer Ridge High School. Shaffer stated that the trail system comes around the bottom side of Lake Woodmoor. Nielsen provided the Board with a map of the trail system, (a copy of which is attached hereto). Nielsen stated that a decision needs to be made on how to get the pedestrians across the spillway at Lake Woodmoor. Nielsen stated that they are looking at two options, the first is a bridge that crosses the spillway, and the second option is to make a trail next to the levy by the spillway. Vestal stated that they need to meet with the spillway engineer to get his opinions and then WWSD needs to decide what options work for them. Director Wyss stated his concerns about children going down to the lake. Wyss asked if there would be a fence around both sides of the trail, especially around the spillway. Nielsen stated that as of this time, a fence has not been considered. Shaffer stated that with this plan, the trail is at the bottom of the spillway instead of the top. Shaffer stated that in his opinion, this route is more acceptable to cross District property than previous routes. Shaffer stated that appropriate signage needs to be in place, informing pedestrians to stay on the trail. Shaffer stated that the Board's concerns about this project have always been the District's liability and the safety of the pedestrians. Shaffer stated that maintenance of the trail is also a concern. Nielsen stated that the deadline for the grant application on November 1, 2017, which does not leave them a lot of time. Shaffer stated that for the grant application, the District would have to submit a letter of support. Shaffer asked the Board if they would like to move forward with the project, as far as the grant application process at this time. Director Wyss stated that he wants to do something other than signs to deter people from leaving the trail, other than that he is happy with the project. Nielsen stated that he would look into a split-rail fence for that area around the spillway. The Board stated that they were comfortable to move forward with the project at this time with the assurance that the concerns regarding the spillway will be rectified.

X. Special Reports & Subjects:

- i. Engineer's Report: None
- ii. Attorney's Report: Smith asked the Board to set the Public Hearing for the 2018 budget for November 9, 2017, and to set the Public Hearing for the consideration of rate increases for December 14, 2017.

Motion: Upon motion by Director Wyss, and seconded by Director Schwab the Board unanimously voted to open the Public Hearing on the 2018 budget on November 9, 2017 and to open the Public Hearing on the proposed rate increases for 2018 on December 14, 2017, and ordered notice of publication in the Tri-Lakes Tribune.

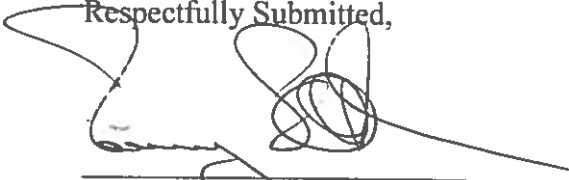
iii. WIA Meeting Report: None.

Motion: Upon motion by President Taylor, and seconded by Director Schwab the Board unanimously voted to excuse Director Strom and Director Bush from the Board Meeting.

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 2:38 p.m.

Record of October 12, 2017 Board Meeting

Respectfully Submitted,

A handwritten signature in black ink, appearing to read 'Tommy Schwab', written over a horizontal line. The signature is stylized and somewhat cursive.

Tommy Schwab, Secretary