

## RECORD OF PROCEEDINGS

A meeting of the Woodmoor Water and Sanitation District No. 1 (WWSD) Board of Directors was held on March 11, 2019 at the Woodmoor Water and Sanitation District No. 1 office.

PRESENT:	Director Taylor Director Bush Director Hanson Director Roddam
Manager:	Jessie J. Shaffer
Assistant Manager:	Randy Gillette
Attorney:	Erin Smith
Secretary:	Marsha Howland
Visitors:	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 February 11, 2019 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:** None.
  
- IV. **Old Business:**
  - A. Consider Execution of License Agreements with the Cove Homeowners Association and Lake Woodmoor Development: Shaffer stated that the District owns a piece of property that is between the Cove condominiums and the new North Bay development. Shaffer reported that the driveway going into the condominiums is on our property. The developers for North Bay are signing an agreement with the Cove for use of this driveway. In order to egress and ingress the parking lot, the Cove and Lake Woodmoor Development will need license agreements with the

District. Shaffer stated that he spoke with the President of the HOA at the Cove regarding a mail kiosk that is on the property. The HOA is asking that the mail kiosk be included in the agreement. Shaffer stated that he is waiting for the developer to send him the property survey analysis to see if the kiosk will be an issue or not. Shaffer asked the Board if he could authorize written permission for permitted use to the Cove if the kiosk is not an issue for the District. The Board granted permission for Shaffer to authorize the Cove to have the mail kiosk added as permitted use. Smith stated that the agreements can be terminated by either party with written notice.

**Motion:** Upon motion by Director Bush, and seconded by Director Hanson the Board unanimously voted to execute the license agreements with The Cove Homeowners Association and Lake Woodmoor Development, Inc. The Board authorized President Taylor to sign both license agreements.

V. **Financial Report:** Director Bush 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:** None.

VII. **Joint Use Committee Report:** Hanson stated that the JUC discussed the upcoming negotiations with Colorado Springs Utilities regarding the employees at the wastewater plant.

VIII. **Chilcott Ditch Company / The Ranch Report:** Gillette reported that the armament project at the Chilcott Ditch had been completed. Gillette stated that he is ready to deliver water and is waiting for delivery requests. Gillette reported that WWSD has hired a new ranch foreman.

**Motion:** Upon motion by Director Bush, and seconded by Director Hanson the Board unanimously voted to excuse Director Wyss from the Board Meeting

**IX. Manager's Report:** Shaffer reviewed the manager's report dated March 11, 2019 a copy of which is attached hereto.

**A. Collaborative Organizations / Opportunities:**

1. PPRWA: Shaffer stated that Smith sent him an update on a new bill that has been introduced to the Senate mandating employers to pay one-half of an insurance premium for short term disability for each employee in conjunction with FMLA. The insurance would pay one-half of the employee's salary while the employee was on FMLA. Smith stated that employees would also be required to pay the second half of the premium. Shaffer stated that this topic will probably be discussed at the next PPRWA meeting.

**B. Operations:**

1. Water Report: Gillette reported that the unaccounted water was at 8% for February 2019. Gillette stated that staff has made some upgrades to the Monument Creek Exchange, installing two new pumps and water is now being pumped into Lake Woodmoor.

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

1. Well 21: Shaffer reported that Velocity Construction was awarded the contract for the well house and site improvements. The contract came in at \$728,467. Shaffer stated that the transmission line drawings should be complete and the project out for bid by April 9, 2019
2. Monument Hill Road Sewer and Water Line Replacement: Shaffer stated that contractors are about 130 linear feet away from completing the project. Shaffer estimated that the project should be finished by the end of March 2019.

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

1. The Beach at Woodmoor: Shaffer stated that staff supplied the details for the pressure reducing vault closer to the spillway for the contractors. The development will be located in the District's Zone 2. Shaffer reported that staff is still waiting on the developer's revised plans for the south side of the development. Shaffer stated that the water and sewer lines have been installed on the north side of the development.

**E. Other Topics:** None.

**X. Special Reports & Subjects:**

- i. Engineer's Report: None
- ii. Attorney's Report: None.
- ii. WIA Meeting Report: Bush reported that WIA continues to monitor the open space committee in South Woodmoor. Bush stated that El Paso County informed the group that if the LLC purchases the open space, they will become developers and will have to follow all the requirements as such. Bush stated that this notice might cause some difficulties for the group.

Roddam asked about the timeline for the Rehab Center. Shaffer stated that contractors have completed their main line extension and the fire hydrant relocation, but they have not been given conditional acceptance by the District yet. Shaffer stated that he is still waiting for payment on the supplemental water service agreement. Shaffer stated that he does not have any other information on their progress. Bush stated that in the future the District might think about adding a payment due date to the supplemental water service agreements.

**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 (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 advice on specific legal questions; all related to a potential agreement(s) with Hanna Ranch and JUWI, Inc. and Colorado Springs Utilities. Session commenced at 1:33 p.m. The Board returned to Regular Session at 2:00 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 passes unanimously and the meeting adjourned at 2:02 p.m.

**Record of March 11, 2019 Board Meeting**

Respectfully Submitted,

  
James Taylor, President