

RECORD OF PROCEEDINGS

A meeting of the Woodmoor Water and Sanitation District No. 1 (WWSD) Board of Directors was held on August 12, 2019 at the Woodmoor Water and Sanitation District No. 1 office.

PRESENT:	Director Taylor Director Wyss Director Hanson Director Roddam
Manager: Asst. Manager	Jessie J. Shaffer 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 July 8, 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:**
 - A. Mid-Year Budget Update: Shaffer reviewed the mid-year budget, a copy of which is attached hereto. The mid-year budget reflects the projected revenues and expenses for the 2019 year-end given the actual information as of 7-31-19. The Board approved the mid-year budget for working purposes.

B. **Resolution 19-05 Regarding Meeting Notices:** Smith stated that Resolution 19-05 memorializes the decision that the Board made last month to post the Board Meeting Notices on the Woodmoor Water & Sanitation District No. 1 website. The resolution also designates the Woodmoor Water & Sanitation District office for notice postings in case the website is down.

Motion: Upon motion by Director Wyss, and seconded by Director Roddam the Board unanimously voted to adopt Resolution 19-05 designating posting places for Board Meeting Notices. The Board authorized James Taylor and Brian Bush to sign Resolution 19-05.

IV. **Old Business:** None.

V. **Financial Report:** Director Wyss stated that he has reviewed the financial statements and did not have any changes. Taylor stated that with water use fees down, he asked why the utility expense wasn't also down. Shaffer stated that he estimates the utility expense using the Mountain View Electric rate schedule, and his estimate might be low. Shaffer stated that the District is pumping extra water into Lake Woodmoor to fill it, and that would increase the cost of the utilities. Shaffer stated that he thinks the utility expense will even out this fall. It was moved, seconded and unanimously passed that the financial reports be accepted.

VI. **Public Discussion:** None.

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

VIII. **Chilcott Ditch Company / The Ranch Report:** Shaffer stated that the ranch operations are on schedule. Gillette reported that water is flowing freely through the Chilcott Ditch and they are delivering water as needed. Gillette stated that the augmentation station is working well. Shaffer stated that he has submitted the draw request from the Colorado Water Conservation Board for cost reimbursement for the armament project.

IX. Manager's Report: Shaffer reviewed the manager's report dated August 12, 2019, a copy of which is attached hereto.

A. Collaborative Organizations / Opportunities:

- i. PPRWA: None.

B. Operations

- i. **Water Report:** Gillette reported that the unaccounted water for July 2019 was at 12%, and year to date is at 7% unaccounted. Gillette stated that process water is up due to treating the surface water which is also reflected in the wastewater flows. Gillette stated that the contractors for the Monument Hill Road project uncovered a couple of manholes that staff has now repaired.

C. District Construction/Planning Projects:

- i. **Well 21 Site Work and Transmission Line:** Shaffer reported this project is behind schedule due to the delay of getting the building permit. Shaffer reported that the Regional Building Department is running behind, up to 12 weeks, on their permit reviews.
- ii. **Lake Woodmoor Driveway Loop:** Shaffer reported that engineers are finalizing the design for this project. Shaffer stated that all the easement paperwork is complete.
- iii. **Scrub Oak Circle Water Line Replacement:** Shaffer stated that engineers are working on the design for this project. Shaffer reported that the water line replacement is about 800 feet long.

D. WWSD Subdivision/Development Status Update:

- i. **The Beach at Woodmoor:** Shaffer reported that this project is moving forward and the development should be completed by the end of the year.

E. Other Topics: None.

X. Special Reports & Subjects:

A. Engineer's Report: None.

B. Attorney's Report: None.

C. WIA: None

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 local governmental agencies, Colorado Springs Utilities, and Colorado 811 requirements. Session commenced at 1:56 p.m. The Board returned to Regular Session at 3:20 p.m.

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

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 3:21 p.m.

Record of August 12, 2019 Board Meeting

Respectfully Submitted,



James Taylor, Board President