

RECORD OF PROCEEDINGS

A meeting of the Woodmoor Water and Sanitation District No. 1 (WWSD) Board of Directors was held on April 8, 2024, at the Woodmoor Water and Sanitation District No. 1 office.

PRESENT: President Bush
Director Beley
Director Roddam
Director Martinez

Manager: Jessie J. Shaffer

Operations: Dan LaFontaine

Attorney: Erin Smith

Office Manager: Cory Lynch

District Engineer Ariel Hacker

Visitors: James Howald - Our Community News
Jackie Burhans - Our Community News

I. **Call to Order:** President Bush called the meeting to order at 13:03.

Motion: President Bush entertained a motion to excuse Director Clewe from the Board meeting. Director Beley moved, Director Martinez seconded, and the Board unanimously excused Director Clewe from the meeting.

II. **Reading of the Minutes:** Copies of the March 11th, 2024 meeting minutes of the Woodmoor Water and Sanitation District were provided to each Director.

Motion: President Bush entertained a motion to accept the March 2024 meeting minutes. Director Roddam moved, Director Martinez seconded, and the Board unanimously passed that the March 11th, 2024 meeting minutes be approved.

III. **New Business:**

Mr. Shaffer asked that the May Board meeting be moved from May 13th to May 20th. The Board confirmed that the meeting would be moved to May 20, 2024.

IV. **Old Business:**

None

V. **Financial Report:**

The Board was presented with the financial statements for March 2024 and Director Martinez reviewed the highlights.

Motion: President Bush entertained a motion to accept the March 2024 financial reports. Director Roddam moved, Director Beley seconded and the Board unanimously voted to accept the March 2024 financial reports.

VI. Public Discussion

None

VII. Joint Use Committee Report:

Mr. Shaffer attended the meeting and reported that the plant is running as expected and nothing new to report. The next meeting is scheduled for Tuesday, April 9, 2024.

VIII. Chilcott Ditch / The Ranch Report:

The Ranch hands are prepping for this year's efforts for primarily weed control. The Chilcott Ditch will begin to deliver water at noon tomorrow, April 9th. Ditch clean up will continue through April along with a culvert repair. Water should be running to the Ranch by the last week in April.

IX. Manager's Report: Shaffer provided the manager's report.

1. Collaborative Organizations / Opportunities:

- a. PPRWA – Shaffer reported they are continuing to monitor the overall state legislation regarding The Accessory Dwelling Unit Bill as well as Dredge and Fill.
- b. Loop Water Authority- The Loop is drafting an agreement that will define the responsibilities and benefits of all participating districts.

2. Operations Update

- a. Water Report: LaFontaine reported that the 12-month running average for water loss for the District is 10% and the EPA considers a 16% loss normal.
- b. Sewer Report: Two service failures were reported in March. One was caused by a company boring through the sewer main. The District is investigating which company did the drilling.

3. Engineers Report

a. District Construction/Planning Projects:

- a. Highway 105A – Our utility work is scheduled to be completed by the end of April.
- b. Highway 105B – Still months out from getting necessary easements but requesting quotes for the sewer crossing Lake Woodmoor Drive.
- c. CWTP Dawson Well – Bids for the site piping will go out by May 1st and will be awarded before May 20th Board meeting.
- d. Well 22 Pump House & Transmission Pipeline – Pump house is nearing completion and plans for erosion and storm water quality control have been submitted to the county.
- e. Zone 5 PRV's – Four retro fits and two valves completed within six weeks by Mid City.
- f. Sewer Capacity Study – JVA to get us more information on the flow meters to set up.
- g. 0.65 MG Tank Addition at South Tank Site – Trees removed to prepare for new tank installed in 2025. New tank will be concrete rather than steel due to long term costs since concrete does not have to be recoated.

4. WWSD Subdivision/Development Status Update

- a. Rock Commerce Center – (11 acres next to Palmer Ridge) Warehouse with showrooms
- b. Waterside – 44 units (40 duplexes with 4 single family homes)

5. Other Topics:

- a. None

X. Special Reports & Subjects

A. Attorney's Report – None

B. WIA Meeting Report – None

Adjournment: There being no other business before the Board, the meeting adjourned at 14:16.

Record of April 8, 2024, Board Meeting

Respectfully Submitted,

A handwritten signature in black ink, appearing to read 'B. X. Bush', is written over a horizontal line. The signature is stylized and cursive.

Brian X. Bush, President