

# RECORD OF PROCEEDINGS

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## MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS

### OF THE

### WIDEFIELD WATER AND SANITATION DISTRICT

Held: Tuesday, April 18, 2023, at 1:30 p.m. at 8495 Fontaine Blvd., Colorado Springs, Colorado 80925.

#### Attendance

##### Directors in Attendance Were:

Mark Watson, President  
Mark Dunsmoor, Vice President  
Dan Ittner, Assistant Secretary  
Frank Watson, Secretary/Treasurer

##### Directors Absent (excused):

Jim Mesite, Jr., Director

##### Also in Attendance:

Lucas Hale, District Manager  
Kelly Smith, Director of Administrative Services  
Joe Norris, Cockrel Ela Glesne Greher & Ruhland, General Counsel  
Member of the Public: Jean Smith

#### Call to Order

President Watson noted that a quorum of the Board was present and that the Directors had confirmed their continuing qualification to serve, and therefore called the regular meeting of the Board of Directors of the Widefield Water and Sanitation District to order at 1:34 p.m.

#### Notice

Notice of the meeting was properly posted as required by law. The notice also included the agenda items. Certification of such posting is attached hereto.

#### Disclosure Matters

President Watson reported that conflict of interest statements had been received from all directors and previously filed with the Secretary of State at least 72 hours in advance of the meeting. Copies of the statements are on file with and available from the Colorado Secretary of State.

# RECORD OF PROCEEDINGS

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## **Approval of Minutes**

The Board reviewed the Minutes of the March 21, 2023 regular meeting. Upon motion duly made, seconded and unanimously carried, the Minutes of such meeting were approved.

## **Financial Matters**

Mr. Hale presented the February financials to the Board. There was decrease in cash for the month of about \$500,000 due to large payments made on in-progress CIP projects. There are quite a few significant construction projects currently underway within the District.

**Question from Director Ittner:** What is the accounts receivable line indicating?

**Mr. Hale:** It shows a large amount due to the ARPA grant funds that are anticipated but have not yet been received. The County is behind schedule on payment but have indicated payment is coming soon.

Mr. Hale reported that the Venetucci lease annual payment was made in January. The District also made its PPRWA annual payment for costs associated with the transit loss model in February. Employee payroll decreased in the month due to there being fewer day in February. Other operating expense such as several annual memberships were paid during the month. Ten water, sewer and water resource acquisition fees were collected in February.

Following discussion and upon motion duly made and seconded, the Board approved the financials.

## **District Manager's Report**

Mr. Hale reported that the water quality compliance goal shown in the manager's report is currently at 98% due to the previously discussed reporting violations. One customer complaint was received regarding hardness of the water. The District is working with the customer, who is new to the area, to educate regarding the water conditions in Colorado. For performance measures, the District has added separate tracking of planned outages related to construction in tandem with unplanned outages due to breaks or other unplanned service outages. The water team is still down two operators but the team is doing a great job and received multiple compliments recently from customers and the City of Fountain. The wastewater team exceeded their jetting goal for the month of February.

Mr. Hale described the additional requirement for completing a single audit for 2022. This is due to receiving grant funds through the ARPA program from the County. There was an issue discussed with the auditors regarding the District's procurement procedures because the stricter federal requirements were not followed. However, it has been

# RECORD OF PROCEEDINGS

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resolved and the auditors have retracted this concern because the County and grant approval was given after the project was awarded and in-progress.

## **Executive Session**

Upon motion duly made, seconded and unanimously carried, the Board entered into Executive Session at 2:04 p.m. pursuant to §§ 24-6-402(4)(b) C.R.S., to discuss personnel matters relating to mid-year update on the District's Manager's Annual Goals. At 2:21 p.m., the Board came out of executive session. No action was taken by the Board during executive session.

## **Executive Session**

Upon motion duly made, seconded and unanimously carried, the Board entered into Executive Session at 2:22 p.m. pursuant to §§ 24-6-402(4)(b) C.R.S., to discuss specialized details of security measures and investigations into the District's cybersecurity. At 2:40 p.m., the Board came out of executive session. No action was taken by the Board during executive session.

## **Engineer's Report**

Mr. Hale reported on the many capital projects currently in progress. The Trails Booster Pump station was fired up last week for testing and the construction work is nearing substantial completion. The Upper West to East project is still on track for completion in October. The previous issues with pipes breaking when being cut has not continued. They are optimistic about being able to use the existing pipe materials for completion of the project.

## **Attorney's Report**

Mr. Norris reported on the status of various pending and proposed legislation. With the end of the legislative session approaching, there will be some bills that move quickly. Mr. Norris described in more detail a proposed bill that would alter many of the requirements for the Colorado Open Records Act and responding to open records requests.

## **Public Comment**

None.

## **Other Business**

None.

## **Adjournment**

There being no further business to come before the Board, the meeting was adjourned at 2:45 p.m.

*Asst. Secretary*  
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Asst. Secretary