

# RECORD OF PROCEEDINGS

---

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

### OF THE

### WIDEFIELD WATER AND SANITATION DISTRICT

Held: Tuesday, April 19, 2022, at 12:00 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  
Jim Mesite, Jr., Director

##### Directors Absent (excused):

Frank Watson, Secretary/Treasurer

##### Also in Attendance:

Lucas Hale, District Manager  
Kelly Smith, Director of Administrative Services  
Joe Norris, Cockrel Ela Glesne Greher & Ruhland, P.C.

#### 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 12:05 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

---

## Approval of Minutes

The Board reviewed the Minutes of the April 19, 2022 regular meeting. Director Mesite suggested a revision to the managers' report section to add the Ft. Carson Job fair to the list of employment recruitment activities. Upon motion duly made to approve the Minutes with the revision proposed by Director Mesite, seconded and unanimously carried, the Minutes of such meeting were approved as revised.

## Public Comment

None.

## Financial Matters

- Monthly  
Financials:

Mr. Hale reported that cash increased due to the collection of tap fees. Accounts payable increased due to outstanding payments to be made on District capital projects. Water revenue decreased due to the FMIC assessments that were paid in January. The annual payment for administration of the District's water rights transit loss model for return flows were paid in February. Employee gross payroll decreased due to the shorter month. There was a \$28,000 increase in maintenance and repairs expenses due to the replacement of a pump located at Well W-2. Lab services expense increased for additional water sampling as required by UCMR5. Water meter fees increased due to the installation of 115 meters in February. Twenty water and sewer taps and sixteen water resource acquisition fees were assessed in February. Following discussion and upon motion duly made and seconded, and unanimously carried, the Board approved the monthly financials.

## Manager's Report

Mr. Hale reported to the Board that the District's crews exceed the monthly jetting goal for sewer lines. An application was submitted to the County for up to \$1,500,000 in American Reserve Plan Act Fund funds for the booster pump station project. Fountain has asked to explore leasing Venetucci water rights again and further discussion will be forthcoming.

- Metropolitan  
Property Lease:

The Board discussed the proposed Metropolitan Property Lease Agreement for the Upper West to East project. The property will be used for staging for District capital projects. Upon motion duly made and seconded, and with President Watson abstaining the motion was carried 3-0, the Board approved Metropolitan Property Lease Agreement.

**Question from Director Dunsmoor:** What are the two backlogged work orders in the manager's report?

**Mr. Hale:** These are internal maintenance items and not customer work orders. They were delayed due to higher priority work and do not impact any customer service.

# RECORD OF PROCEEDINGS

---

**Question from Director Mesite:** On the District's IT systems, are there any evidence of hacking attempts? This has been reported in the news somewhat recently with other utilities.

**Mr. Hale:** They get daily reports on the firewall and they have not noticed anything recently.

- Executive  
Session:

Upon motion duly made, seconded and unanimously carried, the Board entered into Executive Session at 12:25 p.m. pursuant to §§ 24-6-402(4)(f) C.R.S., for the Board to discuss personnel matters regarding employment market and employee compensation review. At 12:48 p.m., the Board came out of executive session. No action was taken by the Board during executive session.

- Employee  
Compensation:

Mr. Hale presented a proposal to enact a 9% increase for all non-management staff, a 50 cent an hour raise for all additional licenses and increase to the bonus pool available for merit bonuses. Director's Dunsmoor and Mesite supported the efforts to remain a competitive employer and retain employees. Upon motion duly made and seconded to approve the increased employee compensation schedule as presented, the motion was unanimously carried.

**Attorney's Report**

Mr. Norris reported on the several property and easement acquisitions and agreement negotiations that are ongoing. No action items for the Board to consider at this meeting.

**Public Comment**

None.

**Other Business**

None.

**Adjournment**

There being no further business to come before the Board, the meeting was adjourned at 1:01 p.m.



---

Secretary