

RECORD OF PROCEEDINGS

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS

OF THE

WIDEFIELD WATER AND SANITATION DISTRICT

Held: Tuesday, July 19, 2022, at 12:00 p.m. at 8495 Fontaine Blvd., Colorado Springs, Colorado 80925.

Attendance

Directors in Attendance Were:

Mark Dunsmoor, Vice President
Frank Watson, Secretary/Treasurer
Dan Ittner, Assistant Secretary
Jim Mesite, Jr., Director

Directors Absent (excused):

Mark Watson, President

Also in Attendance:

Lucas Hale, District Manager
Kelly Smith, Director of Administrative Services
Rob Bannister, District Engineer
Joe Norris, Cockrel Ela Glesne Greher & Ruhland, P.C.
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 12:03 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 Mark 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.

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Approval of Minutes

The Board reviewed the Minutes of the June 21, 2022 regular meeting. Upon motion duly made, seconded and unanimously carried, the Minutes of such meeting were approved as revised.

Financial Matters

- Monthly Financials:

Mr. Hale reported that cash increased significantly due to a payment from Aspen View developers for the Trails at Aspen Ridge Booster Pump Station construction. Water revenue increased in May due to typical seasonal increase of residential usage. Professional fees decreased due to the prior payment of the audit and legal services expenses paid in April. The semi-annual WARA dues were paid in May. 30 ½ water and 29 ½ sewer taps were collected in the month. The District is still tracking under budget for annual tap sales.

Question from Director Mesite: Why were the accounts receivable higher in May?

Mr. Hale: This was due to more customers added to the system and increased usage. But they have seen some slight increase in the number of accounts triggering shutoff for non-payment procedures. The District staff do have a successful system in place notifying customers in advance that has been working well.

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 there was a violation at the wastewater treatment plant. The wrong chlorine testing kit was ordered and therefore the District provided the wrong testing to the State. The District is correcting the minor paper-violation and has put in place systems to prevent this moving forward. The District has achieved 698 days of no lost work time. They are completing a cyber-security assessment and will report back to the Board at the next meeting. Evaluation of the JHW well has revealed that the aquifer has dropped about ten feet. This is likely due to the increased pumping from that well since 2016 in response to PFAS. With more of the Districts well having treatment available, a change in operations and less reliance on the JHW well should result in a quick recovery of the aquifer levels.

Question from Director Ittner: Are we the primary user in the aquifer?

Mr. Hale: Yes, Colorado Center has one well, but the District is the majority user.

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Question from Director Dunsmoor: What about water rights, is the District pumping too much?

Mr. Hale: The amount of pumping is well within the District's water rights.

Mr. Hale reported that a new DWR rule was established not allowing out of priority exchanges to wells. This could impact the District's water rights. The District's water attorney is investigating. Regarding renewal of the District's ESA with the Air Force, they have indicated that they will not recognize the new-lower health advisory levels established by the EPA. The District will be working through CDPHE and the EPA to explain that these are not interim rules and that they do apply to the site now.

- Amendment to Rules and Regulations

Mr. Hale then updated the Board on the major revisions to the Rules and Regulations. Mr. Norris then described the definitions and clarified revisions to make terminology regarding fees consistent throughout District documents. Following discussion and upon motion duly made and seconded, and unanimously carried, the Board approved the Rules and Regulations as revised.

- Amendment to Employee Handbook

Mr. Hale described proposed changes to the Employee Handbook, including opting out of participation in the Family and Medical Leave Insurance Program, and other housekeeping revisions and clarification that the District's payroll will be paid only in U.S. Dollars. The Board provided opportunity for comments from any District employee and Mr. Hale and Ms. Smith reported that they had received no comments from employees prior to the meeting. Vice President Dunsmoor noted that there were no comments. Following discussion and upon motion duly made and seconded, and unanimously carried, the Board approved the Resolution Authorizing Amendment to the Widefield Water and Sanitation District Employee Handbook and Declining Participation in FAMLI.

- Amendment to Specifications

Mr. Hale and Mr. Bannister described the proposed revisions and additions to the District's Water and Wastewater Standard Specifications. The changes add specifications for standard ring covers and other cleanup items recommended by Steve Wilson and by the District staff. Following discussion and upon motion duly made and seconded, and unanimously carried, the Board approved the Resolution Approving revised Water and Wastewater Standard Specifications as presented.

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Engineer's Report

Mr. Bannister reported the Rolling Hills Tank is complete except for the open hatch alarm. Construction on the Trails at Aspen Ridge Booster Pump Station is underway. The Booster Pump Station 2 is also at a similar point in construction. The upper west to east loop is in the design stages and Mr. Bannister is considering ordering materials in the near future and may do so for certain long-lead time materials.

Attorney's Report

Mr. Norris and Mr. Hale discussed the District's Water Policy with the Board. Following up on the clarifications made to the District's Rules and Regulations, additional revisions are necessary to make the District's terminology consistent with respect to its fees and charges assessed to customers and how new applications for service by the District will be processed. Following discussion and upon motion duly made and seconded, and unanimously carried, the Board approved the Resolution Approving Amended and Restated Water Policy.

Question from Director Dunsmoor: What changes occurred in the legislature this year?

Mr. Norris: There were no major bills that will impact Widefield this year. Much of the focus in special district legislation recently has been on Fire Districts and Metropolitan Districts.

Mr. Hale: Noted that there is a new lead service and sampling bill for school buildings. This does not directly apply to the District however.

Public Comment

Question from Ms. Smith: How do developers know about the District's Rules and Regulations?

Mr. Hale: A copy of the Rules and Regulations is online and there is an automatic referral process to all utilities and service providers when someone starts the development process.

Question from Director Mesite: How far out is the Singer development?


Mr. Bannister: The property is likely to be sold to a builder but the District has issued a commitment to serve.

Other Business

None.

Adjournment

There being no further business to come before the Board, the meeting was adjourned at 1:34 p.m.



Secretary