

**MINUTES OF THE REGULAR MEETING  
OF THE BOARD OF DIRECTORS**

A regular meeting of the Board of Directors of the Valley at Winter Park Water District on Thursday March 28, 2024, at 6:00pm online via Zoom. The meeting was open to the public.

**Attendance:**

Directors:

Kerri J. Stroupe, President  
Kelli Kolar, Vice-President  
Susan Oderwald, Secretary  
Matt Small, Member  
John Clagett, Member

Other attendees:

Doug Bellatty, District Operator  
Beth Van Vurst, District Water Attorney  
Theresa Jehn-Dellaport, Water Engineer  
Sarah Shepherd, Circuit Rider of Colorado  
Sujata Trehan, Circuit Rider of Colorado

Public Attendees:

Mary and Tom Sangster - Lot 4  
Sandra Rasmussen  
Neil Ninnam - Lot 39  
Barry Waryanka - Lot 41  
Matt Kirsch - Lot 12  
Kathy Kilton  
Christinne Johnson  
Tim Thein  
Randall Simon  
Mark Kolar  
Rene Bollier  
Rick Roman  
Russ Sedmak  
Dan Krupp  
Wendy Kohrt  
Michael Siebecker

**Call to  
Order/Agenda/  
Declaration:**

Director Stroupe called the meeting to order at 6:02 pm and declared a quorum.

Upon a motion by Director Kolar and seconded by Director Oderwald, the Board approved the meeting agenda with modifications, 3-0 with 2 absent. Directors Small and Clagett joined a few minutes after the meeting began.

**Citizen Items:** No items were presented at this time.

**Administrative Items:** **Review and Approval of Meeting Minutes from the Meeting in February 2024**

Upon motion by Director Stroupe and seconded by Director Clagett, the Board voted 5-0 to approve the February 2024 Minutes, as presented.

**Financial Reports:** **Claims Payable for March 2024**

Sarah Shepherd presented the March 2024 Claims Payables for approval. One invoice paid was missing from the packet, which will be added by management. Discussion followed.

Upon motion by Director Clagett and seconded by Director Small, the Board voted 5-0 to ratify the paid claims and to approve the upcoming claims in the March 2024 claims payable, as presented.

**Operations and Maintenance:** **Operator Update**

Doug Bellatty gave the Board a system and operation update – no major issues to report.

**Discuss Meter Replacement Project and Cost**

Mr. Bellatty provided the Board a description of the meter replacement project and cost. Upgrading to the Metron meters will allow the District to have a detailed view of water usage or loss. The system will be able to monitor readings and get real-time data, and homeowners will have access to their water usage. The meter reading process will be more quick and accurate once all homes are upgraded. Discussion followed.

Each new meter is \$400, plus labor for programming and installation will be \$300 per meter. The meters work on a cell which is covered for the first 10 years; it will need to be replaced after 10 years for a nominal cost. The meters can send alerts/alarms for homeowners using their software.

Doug will have to confirm the specific alarms are available with the meter software. Further discussion followed. Approximately 20 existing homes will need to be retrofitted with the new meters. New builds will pay for the new meters as they are constructed.

The Board noted that this cost should fall under the Capital Improvement Budget and needs further discussion.

The Board thanked Mr. Bellatty for his presentation.

**Capital  
Improvements  
Project – future  
planning:**

**1. 2024 Wellhouse and Piping Process**

Director Stroupe gave the Board an overview of the Capital Improvement projects completed in the recent past and those still underway. A special assessment was collected which covered the completed projects, and left a remainder of funds which will cover an undetermined portion of ongoing projects.

The Board has worked with the Colorado Department of Public Health and Environment (CDPHE) to understand what the District must do to meet current code requirements and to comply with CDPHE testing, as well as meet the recommendations of the engineers. The District is now in compliance with the CDPHE for water quality, but the new system that was bid out for discussion at the meeting will be required to keep the system compliant.

The new well house and water treatment facility has been put out for bids. The bids have come back much higher than anticipated. Discussion followed.

Sarah Shepherd presented the Capital Improvement expenses to date spreadsheet. Discussion followed. Clarification for line items and related costs were discussed.

**2. Funding gap for project**

Sarah Shepherd presented the budgeted and current estimate amounts for the project - these numbers are based on the bids that the District has currently received. Discussion followed.

The Board directed Directors Clagett and Stroupe and Small to work with management in various capacities including: Contacting CDPHE to understand the requirements for the District to achieve ongoing compliance; communication with community members, engineers and the low bidder to work on possible scope and value engineering concepts. Mr. Bellatty shared his feedback regarding the project.

The Board opened the meeting to public comment. Residents shared their appreciation for the hard work and effort put forth by the Board. Many residents and Board members contributed ideas and questions for understanding the current bids, as well as alternate options to reduce costs. Various possible suggestions were made, and the Board thanked the community members for their expertise participation in the meeting.

If appropriate and feasible, management will schedule a special meeting before the next board meeting to report on these findings. Otherwise, the next regular meeting will include these reports.

**Additional Board  
Member Items:**

1. Adoption of Overuse Fee Structure:  
This item was not discussed.
2. Adopt Rules and Regulations:  
This item was not discussed.
3. Strategic Planning:  
This item was not discussed.
4. Management will follow up with Director Stroupe regarding access to cloud service for District data storage in order to download data and close the account, thereby removing Director Oderwald's credit card that is currently used to pay for the service.
5. Management will follow up with Director Kolar for full access to the existing website to facilitate the transition to Streamline.

**Legal:**

Due to the lengthy discussion around the bids, the legal items were not discussed at this meeting:

1. Contract renewal with LL Kourse for construction project owner representative role;
2. Contract renewal with COH2O for operations and special services for meter and wellhouse projects;
3. Work order service renewal with Wright Water Engineers
4. Easement Discussion;
5. Executive Session.

**Adjournment:**

There being no further business on the agenda, the Board approved by acclamation to adjourn the meeting at 8:48 pm.

The next Board meeting, which is a Regular Meeting, is scheduled for Wednesday April 17, 2024, at 6:00 pm online via Zoom.



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Secretary for meeting



THE VALLEY AT WINTER PARK

**WATER DISTRICT**

## Special Meeting Agenda

Board of Directors

**Date:** March 28, 2024

**Time:** 6:00 pm

Call in Telephone: 669-900-6833

Meeting ID: 842 0878 5102

**Passcode:** 032724

**Location Zoom:**

<https://us02web.zoom.us/j/84208785102?pwd=d2hBWExYZzdwN1p4Wk05WStBcUM5UT09>

<b>Board Members</b>	<b>Office</b>	<b>Term Expires</b>
Kerri J. Stroupe	President	5/2025
Kelli Kolar	Vice-President	5/2025
Susan Oderwald	Secretary	5/2025
Matt Small	Member	5/2027
John Clagett	Member	5/2027

<b>Time</b>	<b>Topic</b>
<b>6:00 pm</b>	<b>A. Call to order/approve agenda/notice of meeting/declaration of quorum and conflicts of interest</b>
<b>6:05 pm</b>	<b>B. Items from citizens regarding items not already on agenda (3 minutes per item)</b>
<b>6:15 pm</b>	<b>C. Administrative Matters</b> 1. Review and Approval of Minutes from the February 2024 Meeting
<b>6:35 pm</b>	<b>D. Financial Reports</b> 1. Claims Payable March 2024
<b>7:00 pm</b>	<b>E. Operations</b> 1. Operator Update i. Discuss Meter Replacement Project and Cost
<b>7:15 pm</b>	<b>F. Capital Improvements Project – Future Planning</b> 1. 2024 Wellhouse and Piping Bid Review 2. Funding gap for project
<b>7:30 pm</b>	<b>G. Board Member Items – 2024 Goals (ongoing)</b> 1. Adoption of Overuse Fee Structure 2. Adopt Rules and Regulations 3. Strategic Planning
<b>8:00 pm</b>	<b>H. Legal</b> 1. Contract renewal with LL Kourse for construction project owner representative role 2. Contract renewal with COH2O for operations and special services for meter and wellhouse projects 3. Work order service renewal with Wright Water Engineers 4. Easement Discussion 5. Executive Session: Executive session of the Board of Directors for the purpose of receiving legal advice from the Board’s attorney regarding the Valley at Winter Park Water District’s participation in Tabernash Meadows Water and Sanitation District’s

**Adjournment:** The next meeting is scheduled for April 17, 2024 at 6:00 pm via Zoom