

**MINUTES OF THE SPECIAL MEETING
OF THE BOARD OF DIRECTORS**

A special meeting of the Board of Directors of the Valley at Winter Park Water District on Wednesday April 17, 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
John Clagett, Member – absent

Other attendees:

Doug Bellatty, District Operator
Jessica Mendoza – Purrington Civil
Sarah Shepherd, Circuit Rider of Colorado
Sujata Trehan, Circuit Rider of Colorado

Public Attendees:

Sandra Rasmussen
Tim Thein
Barry Waryanka - Lot 41
Mary Sangster - Lot 4
Tom Sangster – Lot 4
Megan Hessee - Lot 6
Richard Kaune - Lot 6
Mark Kolar – Lot 34
Khursha
Wendy Kohrt
Dan Krupp
Matt Kirsch
Mandy Arsaga
Elysia Versen
Kathy Kilton

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

Director Stroupe called the meeting to order at 6:01 pm and declared a quorum.

The Board approved the meeting agenda voting 3-0 with 1 absent.

Citizen Items:

Barry Waryanka noted that there should be more clarity if AmCoBi is still the billing contractor. He also suggested that the district wrap up legal items at the beginning of the meeting to save District funds. Director Oderwald noted that she had not received her quarterly invoice from AmCoBi. Sandra Rasmussen and Mary & Tom Sangster

all noted the same. Management will follow up with AmCoBi regarding this issue (invoices coming late).

**Administrative
Items:**

Discuss Board Vacancy and Appointment Process

Sarah Shepherd shared that Director Small has resigned from the Board. The process for contacting management by interested residents in the District, and the process for appointing the Board member were reviewed. Interested residents should email management.

Review and Approval of Meeting Minutes from the Meeting in March 2024

Upon motion by Director Oderwald and seconded by Director Kolar, the Board voted 3-0 to approve the March 2024 Minutes, with the addition of the correct Agenda, as noted.

Financial Reports:

Claims Payable for April 2024

Sarah Shepherd presented the March 2024 Claims Payables for approval. Discussion followed.

Upon motion by Director Stroupe and seconded by Director Kolar, the Board voted 3-0 to approve the claims in the April 2024 claims payable, as presented.

2024 Quarter 1 Financial Report

Sarah Shepherd presented the report. Discussion followed.

Billing Policies Review

Sarah Shepherd shared that the billing policies may need to be reviewed so that AmCoBi has specific information from the District. Director Stroupe noted that this item should be postponed to the next meeting when additional Board members would be able to contribute to the discussion.

**Operations and
Maintenance:**

Operator Update

Doug Bellatty gave the Board a system and operation update. Things are running smoothly. Lot 4 was connected to the system in early April. In this process a leak was discovered; the operator is hopeful that the ghost leak that has been present for many years may have been resolved. The curb stop has been relocated to the correct location.

Sarah Shepherd gave the Board an additional update regarding the process of paying for water fee turn on and related fees. Management will be updating the process working along with the District operator to better track this process and payments.

Moving forward, management will be sharing the Board packet with the operator. Confidential correspondence, if any, will be shared with the Board in a separate folder.

Continued Discussion of Meter Replacement Project and Cost

No discussion was held at this meeting.

**Capital
Improvements
Project – future
planning:**

1. 2024 Wellhouse and Piping Process

Director Stroupe gave the Board and guests an overview of the history of the water district – the District was an inactive water district, however now as an active District it must meet the CDPHE requirements. The District received a compliance letter from the CDPHE in March 2023. Increased monitoring resulted in additional testing – District water has met or exceeding all the requirements. As a result, monitoring should be reduced soon. The Sanitary survey has also been completed.

The current system does not meet CDPHE standards, therefore the District was required to submit a design of a new system. The current system will never meet CDPHE as an adequate system as it currently is structured. As a result, the District must put in a new system. A new design has been submitted; the District is waiting for CDPHE’s approval. Changes because of value engineering may be submitted for their review. Once approval is received, the District has one year to complete the project.

Director Stroupe then presented a graphic evaluating the pros and cons of various courses of action. Discussion followed.

Director Stroupe reviewed the financing options currently available to the District such as a Grant. Discussion followed.

Jessica Mendoza gave the Board an update on the current efforts to cut back on costs in a variety of ways – building size, method of construction etc. Splitting the projects brings certain risks – an increase in costs being the primary risk. Discussion followed. Schematics of the proposed designs were shared. Discussion followed. The Board then opened the meeting to public comment.

Legal:

1. CORA request process and policy

This item was not discussed.

2. Contract renewal with COH2O for operations and special services for meter and wellhouse projects

This item was not discussed.

3. Work order service renewal with Wright Water Engineers

Upon motion by Director Stroupe, and with a second by Director Oderwald, the Board voted 3-0, with 1 absent, to approve renewing the contract with Wright Water Engineers.

4. Follow up regarding Tabernash Meadows

Upon motion by Director Oderwald, and seconded by Director Kolar, the Board voted 3-0 with 1 absent, to give Director Stroupe and Director Kolar the approval to meet with the Beth Van Vurst and give counsel direction regarding the case.

**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. Schedule for upcoming meetings:

The Board discussed having a special meeting, tentatively on May 9th, 2024. Discussion followed regarding a potential hearing date on May 29th. A community survey will be drafted and circulated.

Adjournment:

There being no further business on the agenda, the Board approved by acclamation to adjourn the meeting at 8:32 pm.

A special Board meeting is tentatively scheduled for Thursday May 9, 2024 at 6pm via Zoom.

A special hearing will be noticed for Wednesday May 29, 2024 at 6pm via Zoom.

The next regular Board meeting is scheduled for Wednesday June 26, 2024, at 6:00 pm online via Zoom.



Secretary for meeting