

**VALLEY AT WINTER PARK WATER DISTRICT
NOTICE OF MEETING AND AGENDA**

via teleconference

August 17, 2023 at 6:00 P.M.

<https://www.vwpwaterdistrict.org/>

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| Kerri J. Stroupe, President | Term to May 2025 |
| Kelli Kolar, Vice President | Term to May 2026 |
| Lauralee Kourse, Treasurer | Term to May 2025 |
| Matt Small, Secretary | Term to May 2027 |
| Jay Kenney, Director | Term to May 2027 |

AGENDA

- Call to Order – Director Stroupe called the meeting to order at 6:00 pm
 - Roll call was taken. All Board of Directors were present. A quorum was met.
 - Guest Attendees:
 - Eric Weaver – Marchetti & Weaver, LLC
 - Lot Owners (Attendance noted from Zoom participant list):
 - Emily Sinclair – Lot 14
 - Christinne Johnson – Lot 19
 - Susan Oderwald – Lot 42
 - Randy Simon – Lot 29
- Declaration of Quorum/Director Conflict of Interest Disclosures
 - No Conflicts Stated.
- Approval of Agenda
 - A **motion** was made by Director Kenny to approve the Agenda which was seconded by Director Kourse and carried unanimously.
- Consent Agenda
 - Approval of Minutes of July meeting (**enclosure**)
 - Approval of Minutes of July 20, 2023, meeting (enclosures): **Motion** was made by Director Kenney to approve the meeting minutes as amended by Director Kourse. Seconded by Director Kolar and carried unanimously.
 - Director Kourse Comments:

- Page 1: Financial matters related to taxation authority. Original developer did not exercise taxation authority. We can in the future with a vote of the people.
- Page 2: Brand new clerk and recorder. Issues related electors and making sure people were properly recorded. This new transition required more time to transition process.

1. Administrative Overview

- a. Administrative tasks, general contractor role, and hiring help. (proposals)
 - i. Director Stroupe indicated she will be taking over several of the administrative tasks.
 - ii. Board discussed LL Kourse proposal for CIP project management services.
 - 1). Director Small requested project work plan for CIP projects. Board will work with LL Kourse to develop framework for work plan.
 - iii. LL Kourse indicated that hourly rate will be \$60/HR.
 - iv. **Motion** was made by Director Kenney to approve project management as amended by Director Small to include project management work plan as a task and deliverable. Seconded by Director Small. Director Stroupe, Director Kolar, Director Small and Director Kenney approved the motion. Director Kourse abstained from the vote.

2. Financial Matters

- a. Unpaid fees – process for certification.
 - i. Director Stroupe gave update on certification process.
- b. Ratify payments.
 - A **motion** was made by Director Kenny to ratify payments which was seconded by Director Kourse and carried unanimously.

3. Legal Matters

- a. Update Statement of Opposition in Tabernash Meadows Water and Sanitation District’s Case No. 23CW3053, Water Division 5
 - i. Director Kenney provided update to the board related Statement of Opposition.

- b. Update on correction of legal description for well locations.
 - i. Director Kenney provided update to the board related to legal description correction.

4. Water System

- a. Water System Capital Improvement Updates –
 - i. Board received an updated related to workshop held on 7/27/23 related to ongoing and planned CIP projects.
 - (1) Fire department requires 1500 gallons per minute for 2 hours. This requires a 30,000 ft of water, with 6 – 7’ water depth always. 100 gallons per minute at full buildout is the goal. Trying to pair fire suppression requirements with water quality and treatment while ensuring operational flexibility. Flow per household is calculated as 280 gallons per day.
 - (2) New Well drilled last week with Ingram drilling hit 5 water zones. Confirmed production is 30 gallons per minute. Final depth of well is 380’. 55,000 gallons of production water per day.
 - (3) District has now done required diligence pertaining to 2016 decree.
 - (4) Testing of water quality will commence next week.
 - (5) Director Kourse would like to have the district consider put together a plan to perfect water rights over the next 20 to 30 years.
 - (6) Director Small made a motion to have project manager produce memorandum of recommendations to show compliance with fire suppression requirements, potable water, and capacity for buildout. Director Small made a motion, and Director Stroupe seconded. Director Stroupe, Director Kolar, Director Small and Director Kenney approved the motion. Director Kourse abstained from the vote.
- b. Appendix A follow up discussions
 - i. Director Kenney provided update on correspondence received and research to date.

- ii. Director Kenney and Director Stroupe to form committee to review current rate structure and make recommendations to the board for updates to rate structure.
 - c. Operations Reports
 - i. Director Kourse provided an operation report update to the board.
 - ii. Cross-connection issue has been resolved for one lot owner.
- 5. Public Comment
 - i. No public comment.
- 6. Other Business
 - i. Open board seats. Director Stroupe indicated that Susan Oderwald and John Clagetgt have agreed to fill board seats vacated by the departure of Director Kourse and Director Kenny.
- 7. Adjourn
 - o Director Kourse made a **motion** and Seconded by Director Stroupe to adjourn the meeting at 7:42 pm and motion carried unanimously.