

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE
VALLEY MAINTENANCE WATER CORPORATION
HELD APRIL 17TH, 2025
AT 6:30 PM**

Pursuant to posted notice, the special meetings of the Board of Directors of the Valley Maintenance Water Corporation was held on April 17th, at 6:30 pm, via tele/videoconference:

<https://video.cloudoffice.avaya.com/join/236337496>

You can also dial in using your phone.

United States: +1 (213) 463-4500

Access Code / Meeting ID: 236-337-496

Attendance:

Directors Attending Virtually

Bill Burton,	President
Greg Koetter,	Vice President
Jay Oliver,	Secretary
Nick Schwind	Secretary
Mike Mallernee	Secretary
Leonard Miller	Secretary

Directors Absent

Travis Trani,	Treasurer
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Also in attendance were:

Amber Hardekopf,	WSDM Managers
Rebecca Harris,	WSDM Managers
Kenny Case	ORC
Makenzie Chesak	Kimley-Horn Engineering

1. Call to Order:
The meeting was called to order at 6:33 pm by Ms. Hardekopf.
2. Declaration of Quorum:
Ms. Hardekopf indicated that a quorum was present.
3. Approval of Agenda:
Director Oliver moved to approve the Agenda as presented; seconded by Director Miller.
Motion passed unanimously.
4. Approval of March 20th, 2025 Regular Board Meeting Minutes:
After review, Director Oliver moved to approve March 20th, 2025 Regular Board Meeting Minutes as amended; seconded by President Burton. Motion passed unanimously.

5. Financial Matters:

- a. Approve Unaudited Financial Reports through March 2025: Ms. Hardekopf presented the unaudited financials. After discussion, Director Oliver moved to approve the Unaudited Financial Reports through March 2025 as presented; seconded by Director Miller. Motion passed unanimously.
- b. Ratify and Approve Payables through April 17th, 2025: Ms. Hardekopf presented the Payables for the period. After discussion, Director Oliver motioned to approve the payables as presented; seconded by Director Koetter. Motion passed unanimously.
- c. Review of Billing and Collections: Ms. Hardekopf advised that 14 reminder letters, six warning letters, and one shut-off notice were posted.
- d. Discuss 2025 Budget Preparation: Ms. Hardekopf advised she is currently working on a budget for the year and will have it ready for the next board meeting.

6. District Manager's Report:

The Board approved the Water Leak Adjustment Policy; Director Oliver moved to approve the Water Leak Adjustment Policy; seconded by Director Koetter. Motion passed unanimously.

Ms. Hardekopf advised we received three proposals for the to Engage a project engineer. Ms. Chesak with Kimley-horn Engineering presented their proposal. After discussion The board agreed to set a meeting in the next few weeks to discuss these proposals further and send out any questions we may have to the engineers.

7. Operations Report:

Mr. Case reported on current capital projects. The flume is now completed. The flush hydrant has been replaced on Pinewood. The same company that worked on the flume is working on getting the cap off at Ridge Rd, and then will move to the curb stop at 79 Pike View.

8. New Business Matters:

- a. Valley Maintenance Contract Handling: Ms. Hardekopf will email out a copy of the contract template from director Miller to the rest of the board to review.
- b. Spring Valley Dam Committee: President Burton advised that he thinks we will have to send a response to the committee in advising of the previous status of the spreadsheet and how the board will correctly handle it to stay in compliance moving forward.
- c. Agreements with Colorado Water Commission and Commissioner: Mr. Burton advised that the Commissioner will be there for the first release of the Dam. President Burton also advised of inviting the Spring Valley Dam Committee, so if they have questions, the commissioner will be there to help answer those questions.

11. Adjourn: Ms. Hardekopf adjourned the meeting at 8:02 pm.

- a. Next Regular Meeting scheduled: May 15th, 2025 at 6:30 pm.

Submitted by: Recording Secretary

THESE MINUTES ARE APPROVED AS THE OFFICIAL APRIL 17TH, 2025, REGULAR MEETING MINUTES OF THE VALLEY MAINTENANCE WATER CORPORATION.

A handwritten signature in black ink, appearing to be "W B" with a stylized flourish at the end.

[William Burton \(May 12, 2025 08:16 MDT\)](#)

Approved by: President of the Board

VMC 4-17-2025 Minutes

Final Audit Report

2025-05-12

Created:	2025-05-12
By:	Amber Hardekopf (amber.h@wsdistricts.co)
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