

**MINUTES OF THE
REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE
MT. CRESTED BUTTE WATER AND SANITATION DISTRICT
AUGUST 11, 2026**

Regular Meeting of the Mt. Crested Butte Water and Sanitation District (District) Board of Directors was held at 5:00 pm on Tuesday, **August 11, 2026**, via <https://zoom.us/my/districtboardmeeting>.

Members of the Board of Directors in attendance at the Regular Board Meeting were as follows:

Nancy Woolf - Chair, Nancy Grindlay – Vice-Chair, Jenn O'Brien - Board Member, Tom Rolleczek - Board Member

Jonathan Ferrell – Treasurer had an excused absence.

Also present:

Todd Brewer, District Manager, Adam Bembenek – Wastewater Supervisor, Nicole Bogenschuetz – Assistant District Manager/District Engineer, Kent Fulton – Finance Manager/Board Secretary, Kyle Koelliker – Water Supervisor, Marcus Lock - District Attorney, Tracy Davenport – A/P Coordinator/Recorder, Members of the public

Board Meeting Agenda

1. Call to Order

- The regular meeting of the Board of Directors was called to order by Woolf at 5:02 pm and a quorum was present.

2. Citizen Comment Period

- Nic Vondrak, property owner of 92 Anthracite Drive, addressed the Board to discuss additional construction costs incurred to change the connection point of the water service line to the District's main line. The change was required by the District to protect the District's infrastructure. Vondrak requested the District follow up with him to discuss the circumstances. Lock noted that there is additional information from staff for the Board's consideration.

3. Approve Meeting Minutes

- July 14, 2026

MOTION by Grindlay and seconded by O'Brien to approve the July 14, 2026 minutes as submitted. Motion voted in favor.

4. Schedule Discussion: Regular Board Meeting (October 13, 2026) conflict with Fall Break

- Bogenschuetz noted that the next regular Board meeting scheduled for October 13, 2026 is during the Community School's fall break.
- The October Board meeting has been rescheduled to October 20, 2026.

5. CORA Policy

- Bogenschuetz reported that the District's Colorado Open Records Act (CORA) policy was last updated in 2014.
- Key updates include removing specific dollar amounts that are referenced to Colorado Revised Statutes (C.R.S.), the addition of phone and email policy, identifying a Designated Official Custodian, and providing additional language from the C.R.S. to protect the District from larger, vague requests.
- The Board requested consideration of a Records Retention Policy which District staff is actively working on. The development of this policy is going to take some time due to the information and details required.

MOTION by O'Brien and seconded by Rolleczek to approve the CORA Policy as presented in the Board packet. Motion voted in favor.

6. District Manager Report

- Brewer reviewed the highlights reported in the memorandum included in the Board packet.
- Blake King, Wastewater Operator and Greg Giudici, Water Operator passed their Distribution 1 certification tests.
- Kyle Pendleton was recognized for his 8-year anniversary with the District in the Wastewater Department. On August 12th, Tracy Davenport will celebrate her 13-year anniversary with the District in the Administration Department.
- The Wastewater Department jetted 9,791 feet of the collection system in July. The Sewer Service Line Inspection Program was implemented on June 1st and District staff reviewed forty-six reports with six service lines requiring repair.
- The Water Department conducted lead and copper sampling for both the Mt Crested Butte and Meridian Lake Park Water Treatment Plants. The District implemented optimized corrosion control to minimize corrosion. The

District was on a six-month sampling schedule but through sustained performance, the Colorado Department of Public Health and Environment (CDPHE) moved the District to a reduced monitoring schedule to sample every three years. The first round of sampling under the reduced monitoring schedule were well under the action levels for lead and copper.

- The Finance Department started the IT audit and District staff continued work on the Employee Handbook and General Policies Manual.
- The Engineering Department updated the special use permit with the US Forest Service to reflect raw water sources and upgrades to the Water Treatment Plant.
- Fulton reported that July usage was down about six million gallons and revenue was down about \$20,000 compared to last July due to conservation efforts from the community.
- Bogenschuetz noted that the East River water levels have stabilized. District staff identified some potential solutions on how to increase flows into the wet well and will continue refining these options should river flows decline further.

7. Engineering Report

- Bogenschuetz reported that the title of this report has changed from capital projects to engineering as highlights in the report are broader than capital projects such as developments, stream flow updates, and drought conditions.
- For the Long Lake project, AECOM and the District met with Gunnison County Electric Association regarding electrical upgrades required at the dam; there is an approximate one-year lead time for the required transformers. The District is developing a procurement plan and project schedule to ensure timely purchase and installation of this long lead time item.
- For the Equalization (EQ) Basin in the Wastewater Treatment Plant, the District and HDR are developing criteria in order to select the best path forward to complete the roof repair and potentially cap the EQ Basin. HDR will follow up with a report which will identify a path forward for this work which will be presented to the Board later this year during budget season.
- Drought conditions still exist throughout the District. The Slate River is now under administration for instream flow requirements. The Water Department removed stop logs at the end of July and will continue to remove stop logs for the remainder of the water year. The timing of the stop log removal will be based on requests from the State Water Commissioner.

8. July 2026 Financial Report

- Fulton reported that the loan payment was made in July for the Water Treatment Plant Expansion.
- There was a repair that was paid for the Meridian Lake Park Dam No. 1.

MOTION by O'Brien and seconded by Rolleczek to approve the July 2026 Financial Report. Motion voted in favor.

9. Legals

- Lock reviewed items he and staff have been working on including, but not limited to easement issues, development projects, the Gothic Road Interceptor Line and the Capacity Expansion Fee associated with it, Tap Fee issues, contract reviews, and the Intergovernmental Agreement between the District and the Town of Crested Butte.
- Lock requested that Davenport reach out to him regarding records retention policy, as he has thoughts based on past experiences.

10. New/Old Business Before the Board

- There was no new/old business presented.

11. Adjourn

MOTION by Rolleczek and seconded by Grindlay to adjourn the regular board meeting at 5:45 pm. Motion voted in favor.


Drafted by: Tracy Davenport


Submitted by: Kent Fulton