

Brush Creek Metropolitan District
Thursday, November 16, 2023 at 5:30 p.m.
Snowmass Chapel Library
5307 Owl Creek Rd, Snowmass Village, CO 81615

- Jerry Scheinbaum, President
- Joyce Hardy
- Deal Hill
- Jerome Meister
- Jim Laing
- Rick Stevens, Manager
- Cindy Herndon, Bookkeeper
- Rebecca Driscoll, Recorder
- Maggie McHugh – Engineer, Roaring Fork Engineering
- Jacqui Gossard – Roaring Fork Engineering

1. **Call to Order:** The meeting was called to order at 5:35 p.m. by Jerry Scheinbaum.
2. **Approve Minutes:** The minutes of the October 17, 2023 were approved as presented with a minor correction to the date in which the water was turned on, either 1989 or 1990. All were in agreement.
3. **President's Comments:** Jerry Scheinbaum brought up that the renter of 1450 Medicine Bowl Road is asking for an adjustment to their water bill due to the irrigation system itself being out of compliance. The renter would like the property owner to pay instead. This is not a leak situation, but a result of an over usage of water. While the renter is aware that they signed a lease saying they are responsible for paying all utilities, they were unaware that irrigation systems are restricted to 1,000 feet, and this particular system services 3,000 feet.

Motion: Jerry Scheinbaum made a motion, seconded by Joyce Hardy, to keep the water bill as is and ask for payment in the full amount. Motion Passed.

4. **Water Report: Maggie McHugh**
 - a. **High Users:** Water usage for the month of October was only 676,238 gallons, well below the medium value.
 - b. **Water loss:** None of the water loss numbers are concerning.
 - c. **Other business:** Maggie is continuing with the water rights impact analysis and usage tracking and planning for future capital projects. The Board asked to receive this report going forward, Cindy will include it in the monthly Board packets.
5. **BCMD Manager Report:** Rick Stevens
 - a. **Munro Line Repair:** Monroe has completed their service line investigation. They are due a credit.

- b. **Fire protection:** Fire mitigation protection was completed in Zone 4. The generator will be used in the event of a power outage, but will not provide enough power to provide water in the event of a fire.
- c. **Trash:** A fence is being installed at the Juniper Hill dumpster site, on the left side. Another fence will also be installed for the Medicine Bowl dumpster site.
- d. **General maintenance:** Steps were added to Zone 4 for easier access. All pump houses were painted. New stop signs have been installed. Ditch work and clear cutting has been completed.
- e. **Other business:** The Pember property on Medicine Bow has applied for permits to build a 7,000 plus square foot home. This includes square footage for the main home and an ADU unit.
- f. **Snow Removal:** The Board would like to receive comparative bids on snow removal. The Tree Farm and Cozy Point horse property (owned by the City of Aspen) no longer wish for the current snow removal company, owned by Bobby Homes, to continue storing sand and equipment in the present location.

6. Bills/Finance: Cindy Herndon

- a. **Budget:** Cindy reviewed with the Board a draft 2024 budget. There will be an increase in the quarterly water service fee to \$200.00. This increase will bring at least an additional \$90,000.00 into the reserve fund.
Preliminary evaluations should be coming out soon to set the mill levy. The rate is projected to come down to \$452,000.00 and cannot go up more than 5% per year.
- b. **Retitle accounts:**
 - i. Water Fund
 - 1. Rename *Alpine Bank Water Fund* to *Water operating checking*.
 - 2. Rename *Bond Fund* to *Water operating reserve*.
 - a. This fund was increased to cover at least 6 months of operating costs in the event of an emergency.
 - 3. Reserves would be moved into a Money Market fund.
 - 4. Rename *Water System Capital Fund* to *Water Capital Reserve*
 - a. Funds from the operating have been added to increase the capital reserve fund.
 - ii. General Fund
 - 1. Rename *Brush Creek Metro District General Fund* to *General Operating Checking*.
 - 2. Rename *General Fund Money Market* to *General Operating Reserve*.
 - 3. Rename *Road Capital Fund* to *Road Capital Reserve*.

Motion: Jerry Scheinbaum made a motion and Jim Laing seconded to approve the renaming of the above listed accounts and the presented proposed 2024 Budget. Motion Passed.

- c. **Bills:** All bills presented to the Board have been reviewed by Rick Stevens. The Board had no questions.
Motion: Joyce Hardy made a motion and Jerry Scheinbaum seconded to approve Cindy to pay all bills presented. Motion Passed.
- d. **Accounts Receivable:** There is one homeowner who is delinquent.

- e. **Accounts payable:** Cindy is working to get a more consistent bill from the Pitkin County Landfill.

- 7. **Other business:** The Board discussed paying Megan Rodman, the new recorder \$50.00 an hour.
Motion: Jerry Scheinbaum made a motion and Jim Laing seconded to approve paying Megan Rodman, the new recorder \$50.00/hour. Motion Passed.

- 8. **Date of Next meeting:** The next meeting is scheduled for December 21, 2023 at 5:30 p.m.

- 9. **Adjournment:** The meeting adjourned at 7:03 p.m. with a motion from Jerry Scheinbaum and a second from Jim Laing.