

Brush Creek Metropolitan District
Thursday, September 21, 2023 at 5:30 p.m.
Snowmass Chapel Library
5307 Owl Creek Rd, Snowmass Village, CO 81615

- Jerry Scheinbaum, President
- Joyce Hardy
- Dean Hill
- Jerome Meister
- Jim Laing
- Rick Stevens, Manager
- Cindy Herndon – Bookkeeper
- Rebecca Driscoll, Recorder
- Jacqui Gossard -- Water Engineer, Roaring Fork Engineering
- Emily and Charlie Kilvert, 135 Turtle Cove

1. **Call to Order:** The meeting was called to order at 5:33 p.m. by Jerry Scheinbaum.
2. **Approve Minutes:** The minutes of the August 17, 2023 meeting were approved as presented. All were in agreement.
3. **President's Comments:** Jerry Scheinbaum welcomed landowners Emily and Charlie Kilvert and explained the mission of the BCMD as it pertains to roads, water and trash. The Kilverts explained they were interested in learning about the district's operation, and had no particular issue to bring to the Board.
Jerry expressed concern over the accountant's audit which showed for the second year in a row, the water budget was operating at a deficit. He noted that Snowmass charges a surcharge when the district uses over 2 million gallons per month, which in August cost \$1867.28 extra, and was not reclaimed from the users. He suggested amending the charge structure to more heavily penalize the top users who were responsible for the overage.
4. **Water Manager's Report:** Water Engineer Jaqui Gossard shared a memo regarding the policies of other communities' water districts. In Snowmass Village, for instance, the system is divided into zones that each get 3 days per week, and not between 9 a.m. to 6 p.m. Violations receive a \$100 per day penalty, with a disconnect after 5 days. Castle Rock gives a warning followed by fines that escalate from \$25, doubling each time. Some communities have special drought policies that kick in. Jerry thought the district should inventory homeowners who irrigate over 1000 s.f. with treated water and streamline the water service agreement. Rick Stevens noted the 1000 s.f. limit has not been enforced, and he has seen lots of landscaping projects that exceed that. He said the new Badger system can differentiate between water used inside the house and outside the house and said they had been discussing creating a watering schedule by zone, allowing for watering every other day.
5. **Manager's Report:** Rick Stevens
 - a. **Drainage.** Rick Stevens discussed the Turtle Cove drainage improvements and a \$9K cost for survey, and design which included a big culvert under Turtle Cove Road. Bidding would start in Spring of 2024. The execution of the work is expected to cost in the neighborhood of \$25K to \$35K. Jerry expressed misgivings about spending extra money on water engineers when a talented contractor might have been able to execute the project without engineering plans.

- Motion:** Jerome Meister made a motion to approve the \$9K to design and engineer the improvements to Turtle Cove Road's drainage. Jerry Scheinbaum seconded and all were in agreement. Dean Hill recused himself from any discussion regarding drainage issues around Turtle Cove, as he was an affected homeowner.
- b. **Signs:** Rick said signs were ordered for Juniper Hill to comply with Pitkin County mapping.
 - c. **Tabula Rasa:** Rick updated the Board on work being performed at 145 Tabula Rasa, including a fire hydrant installation and tap fee calculation.
6. **Bookkeeper's Report:** Cindy Hendon presented her monthly report.
- a. **Receivables:** Cindy reported four receivables: one who has only a tap and one with only trash, so there is no water service. The new penalties will go into effect at the end of the month, with a \$100 flat fee if there is a balance at the end of the quarter.
 - b. **Budget:** The draft budget was due to the Board by October 15, followed by an official notice of budget hearing. The mill levy certification must be provided to Pitkin County by December 15. The Board adopts the final budget by December 31st. By January 31st, 2024, the annual budget gets filed to with the Department of Local Government (DLG).. The budget has a new line item for engineering and design the roads' budget can charge to capital.
 - c. **Audit:** The annual audit was \$3K in the red, showing operating expenses exceeding income.
 - d. **Payables:** The Audit was the most noticeable accounts payable for this month. There were two checks posted to the County for a revegetation bond, which will be returned when the two properties on Juniper Hill complete their road cuts.
- Motion:** Jim Laing motioned, with a second from Jerry Sheinbaum, to pay bills as presented. All were in agreement.
7. **Date of Next Meeting:** The date of the next meeting was proposed for Tuesday, October 17th instead of Thursday the 19th due to conflicts.
8. **Adjournment:** The meeting was adjourned by Jerry Scheinbaum at 7 p.m.