

Brush Creek Metropolitan District
Thursday, August 17, 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 - Absent
- Jim Laing - Absent
- Rick Stevens, Manager, Via Zoom
- Cindy Herndon – Bookkeeper
- Rebecca Driscoll, Recorder
- Adrian Aguilar – Water operator, Via Zoom
- Maggie McHugh – Water engineer, Via Zoom
- Susan Thomson and Chris Hansen – Homeowners

1. **Call to Order:** The meeting was called to order at 5:43 p.m. by Jerry Scheinbaum.

2. **Approve Minutes:** The minutes of the July 18, 2023 meeting were approved as presented. All were in agreement.

3. **President’s Comments:** Jerry Scheinbaum invited the attending landowners to present their concerns. Susan Thomson discussed an email sent to Joyce Hardy. Her first concern was the signage at Upper Ranch and Juniper Hill and Medicine Bow were incorrectly listed as “Rd.” when the County official address was “Dr.” Jerry said he would get the signs updated. Ms. Thomson expressed concern over the thistles. Jerry explained BCMD mitigates thistles on right of ways near roads, but cannot remove thistles on private property. He explained that BCMD is trying to get Pitkin County to take over the maintenance of all the roads in BCMD, which, if they agreed, would mean they would take over weed control and fire mitigation adjacent to the roads. Ms. Thomson asked if anything more could be done about illegal dumping at the dumpsters. Jerry said plans are underway to build a fence around the open space near the dumpster, and new prominent signage advising dumpers of hefty fines for leaving prohibited items.

4. **Water Report:** Water Engineer Maggie McHugh discussed the July water report. July was the highest water usage of 2023 to date, with total usage of 2.6 million gallons, largely due increased irrigation in an otherwise dry month. She noted the top 10 users account for 30% of the usage, and that the top 3 users used more than 100,000 gallons in the month. Rick Stevens has reached out to them to try and curtail that. Rick Stevens noted one user in Pioneer Springs was out of town, had unexpected irrigation, which has since been shut off. Cindy Herndon said she has a template to communicate to owners/managers about high water usage, which encourages them to utilize the “Eye on water” app to be alerted to usage issues. The Board discussed a possibly 5th tier for the super high tier users. Maggie reported the good news that the absolute water loss was the lowest to date, with leaks under 2% (less than 50,000 gallons lost). Water operator Adrian Aguilar introduced himself and explained his duties as the eyes, ears, and boots on the ground, addressing any concerns including leaks, change in pressure, and

alarms. The new Sensaphone, which was updated this summer, has enhanced communication between tanks. He praised the Badger Meter install as key in finding and troubleshooting leaks in record time.

5. **Manager's Report:** Rick Stevens reviewed some ongoing projects. The Dumpsters will be getting fencing and signage imminently. He discussed a construction deposit that was received by a Tabula Rasa homeowner and subsequent cul-de-sac and drainage work needed and reviewed a recent sale in Pioneer Springs. He discussed the weed control and fire mitigation measures accomplished. He reminded the Board that the new budget would be approved in November, so hearings and discussions would start in September and October. He recommended pumphouse improvements, especially in Zone 4. He recently received the numbers from the Juniper Hill traffic count, which he will present at the next meeting. Rick reviewed some signage updates, but said the County recommended staying out of any of the personal homeowner signage, due to liability concerns. Michelle Steinburg of Pitkin County is the new point person for homeowner addressing. Cindy Herndon said a notice was sent out in January, showing what the County sign requirements were.

6. **Bookkeeper's Report:** Cindy Hendon presented her monthly report.
 - a. **Account Changes:** To take advantage of high interest rates, funds were moved into high yield money markets, which are currently offering about 5% interest. The CD was cashed in and moved to a high interest capital money market. Capital and operating are still separated. The funds are not locked into any time period.
 - b. **Receivables:** One homeowner was issued a shut off notice for delinquent payment, which resulted in a prompt resolution. The majority of the four people in arrears are for trash or tap accounts without water service. Twenty-two landowners are just slightly tardy, which are usually resolved with an email/phone call.
 - c. **Payables:** Cindy noted a few unusual payables, including a \$2K Pitkin County vegetation bond, and the Traffic Count bill, which will be split with the County. She noted the Vital Records (File Finders) bill has steadily increased from \$30 a month a couple of years ago, to \$160/month currently and asked if there was a way to reduce that charge. The Board agreed to get a quote to digitize the files and review the boxes to reduce items requiring storage, since no items have been added in the past few years. The Board will check with the attorney to see which documents should be saved, and for how long. Cindy noted that the trash bill raised again, and has implemented a fuel surcharge, in addition to a rate increase. Trash is picked up 6 days a week.
Motion: Jerry Scheinbaum motioned, with a second from Joyce, to pay bills as presented. All were in agreement.
 - d. **Signatures:** Cindy said the bank requires new signature cards from all current board members in order to remove Lawson Wills, who retired from the board.

7. **Date of Next Meeting:** The date of the next meeting was set for Thursday, September 21st.

8. **Adjournment:** The meeting was adjourned by Jerry Scheinbaum at 6:32 p.m.