

**Brush Creek Metropolitan District**  
Thursday, May 15, 2025 at 4:00 p.m.  
Meeting held via Zoom

- Joyce Hardy, President
- Jerome Meister, Director
- Dean Hill, Director
- Glenn Loper, Director
- Rick Stevens, District Manager
- Cindy Herndon, District Controller
- Maggie McHugh, Water Engineer, Roaring Fork Engineering

1. **Call to Order:** The meeting was called to order at 4:00 p.m. by Joyce Hardy.
2. **Approve Minutes: Motion:** Jerome Meister motioned, with a second from Dean Hill, to approve the minutes of the April 17, 2025 meeting as presented. All were in agreement.
3. **President's Comments:**
  - a. **Cameras at Trash Enclosures:** Board President, Joyce Hardy, started her comments with revisiting the subject of installing surveillance cameras at the trash enclosures. She asked if the board members had had a chance to review the extra trash costs report that Cindy Herndon had sent out. The board discussed what might need to happen as a result of installing the camera, such as monitoring, assessing fines and power source. Joyce suggested that board members might visit the offices of Sopris AV to look at the system and ask any questions they might have to help determine whether they support moving forward with installing the cameras.
  - b. **Trash Dumping Violation:** The board discussed an incident of illegal dumping by renters at 178 Medicine Bow Road on April 19, 2025 that was brought to their attention. After discussion, the board agreed that a fine of \$100 should be assessed to the owner of the residence.  
**Motion:** Jerome Meister motioned, with a second from Joyce Hardy, to assess a fine. All were in agreement.
4. **Water Engineer's Report:** Maggie McHugh from Roaring Fork Engineering reported water usage for the month of April. She noted that the water loss percentage had almost doubled due to a leak on the Main PRV in the bypass line. She stated that the leak had been fixed, and usage is expected to drop back to normal. She mentioned that the total usage was slightly lower than in previous years, possibly due to delayed irrigation. Joyce Hardy asked what might have caused the leak. Rick Stevens said that it was due to an old, galvanized piping in the PRV that had worn out and was replaced.

## 5. District Manager's Report:

- a. **Annual Drinking Water Report:** Rick Stevens began his report by noting that the annual drinking water report had recently been sent out and re-sent with additional information. Joyce Hardy asked if any information had changed. Rick said that Snowmass Water and Sanitation information had been added, but that the metro district's data had not changed.
- b. **BCMD Irrigation Policy:** Jerome Meister asked if the BCMD irrigation policy and watering schedule would be sent and how that would happen. Cindy Herndon mentioned that it had been sent out separately from invoices last year and it would be sent out again this year closer to the end of May or beginning of June. She also mentioned that she and Rick would be monitoring the higher usage owners to see if they are adhering to the watering schedule.
- c. **Increasing Rates for Lower Tiers:** Rick informed the board that he, Maggie and Cindy were looking at whether there is a need to increase rates on lower tier water usage as total usage appears to be declining. Joyce Hardy asked if Rick wanted to present information to the board at the next meeting on what those increases might be. Rick said that he would prepare some information for the board to review.
- d. **Speed Limits and Additional Signage:** Jerome Meister asked about current speed limits and the possibility of adding additional signs. Joyce mentioned that she and Rick had been discussing it, as well as weight-limit signs. After discussion it was decided to add additional speed-limit signs on both Juniper Hill Drive and Medicine Bow Road.
- e. **Road Paving and Impact Fees:** Rick mentioned that he and Joyce had been looking at the 1987 IGA with Pitkin County recently to find weight limits for Brush Creek Village. He said that he would like to reach out to the county to see if they would allow BCMD to charge a road impact fee due to larger homes that are next to the Brush Creek Village plated lots but not members of the Brush Creek Village Subdivision metro district, or in the Aspen Ridge or Cozy Point subdivisions and result in increased usage on the roads. He also mentioned that he had recently driven through the subdivision and that some of the smaller roads like Sagebrush Lane, Turtle Cove and Daniel Drive might need chipseal work completed. Rick suggested getting an evaluation done on some of the side roads and starting to tackle a few of those projects this summer. Jerome Meister asked when the last time the roads in the district had been paved. Joyce Hardy thought it was over ten years ago. Rick said that road paving projects would need to be done in conjunction with replacing any water lines that need to be replaced.
- f. **Other:** Joyce Hardy asked if Rick knew if the County would be painting lines on the roads soon. Rick thought that would happen in the next few weeks.

## 6. Controller's Report:

- a. **Individual Water Usage:** Cindy Herndon reviewed the Monthly Water and High-to-Low usage reports for the month of April. There were no questions or comments.

- b. Fund Balance Report:** Cindy briefly presented the Fund Balance Report noting that the balances in both the General Operating and Water Operating checking accounts were increasing and suggested moving \$50,000 from each account into their respective reserve accounts.  
**Motion:** Joyce Hardy motioned, with a second from Glenn Loper, to transfer the funds. All were in agreement.
  - c. Receivables:** Cindy briefly reviewed the current receivables, noting that she will be sending out reminders to those with overdue balances. There were no questions or comments.
  - d. Payables:** The payables for both the General account and the Water account were reviewed by Cindy. There were no questions or comments from the board.  
**Motion:** Jerome Meister motioned, with a second from Dean Hill, to pay bills as presented. All were in agreement.
- 7. Other Business:** Joyce Hardy mentioned that she would be getting a wildfire risk assessment done by the Aspen Fire Department. There was a brief discussion on the interest level for the upcoming Chipper Day program offered through the fire department as well. Rick asked the board if they were interested in getting more information on getting certified as a “Firewise” community. The board agreed that they’d like to receive more information.
- 8. Date of Next Meeting:** The date of the next meeting has been set for Thursday, June 19, 2025 at 5:30 p.m. via Zoom.
- 9. Adjournment:** The meeting was adjourned by Joyce Hardy at 5:19 p.m.