Brush Creek Metropolitan District
Thursday, August 20, 2026 at 5:00 p.m.
Meeting held via Zoom

- Joyce Hardy, President
- Jim Laing, Director
- 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 5:01 p.m. by Joyce Hardy.

2. **Approve Minutes: *Motion***: Jerome Meister motioned, with a second from Dean Hill, to approve the minutes of the July 16, 2026 meeting as presented. All were in agreement.

3. **President's Comments**: Board President, Joyce Hardy, had no comments for this meeting.

4. **District Manager's Report:**

    a. **Update on System Leak:** Rick Stevens began his report by updating the board on the effort being made to locate the leak in the system in the Zone 3 area. He said that a bypass had recently been installed on Juniper Hill. He explained that water that had been running in a culvert near Turtle Cove had dried up and the pumps for Zones 3 and 4 are cycling closer to normal amounts. He said that this information points to that general location on Juniper Hill for the leak. Rick reviewed a leak event that occurred near 1122 Medicine Bow during recent pressure testing that was the result of a faulty pipe. Rick explained that the next step would be to remove the bypass and if the water began to flow again in the Turtle Cove culvert, that would further confirm that is the likely area where the leak is located. Maggie McHugh from Roaring Fork Engineering agreed with Rick's explanation and how to move forward. Rick also mentioned that he and Cindy Herndon had been working to focus communication to just those owners that are being affected by leak testing and any water service interruptions.

    b. **Meeting with Snowmass Water and Sanitation District:** Rick told the board about a meeting on Monday, August 17th at Snowmass Water and Sanitation (SWSD). He said that he, Cindy Herndon, Jerome Meister and Jim Laing had met with Kit Hamby, SWSD District Manager, and John Lewin, SWSD Accounting Manager. He reported that they are very happy with Brush Creek's overall improvement over the last 5 years, specifically the new bulk and residential meters. Rick said that they would be continuing conversations with SWSD on next steps in the leak process and stay engaged on future opportunities and other possible improvements. Jim Laing added that they seemed pleased with our stewardship of the water, particularly the improvements that have been made over the last couple years. Jim noted that they talked about their own challenges with leak detection and management. Jerome Meister affirmed that it was a good starting point

for establishing communication and a strong rapport that will help with next steps. Cindy Herndon mentioned that they showed interest in some of the usage reporting that BCMD is doing. Jim Laing also expressed that because of our current familiarity with the people there at SWSD, the timing is advantageous to move forward with next steps.

5. **Water Engineer's Report:**

   a. **Monthly Water Usage Report:** Maggie McHugh from Roaring Fork Engineering (RFE) began by reviewing several charts in her report and the water usage data from July. She said that the loss percentage remains high at 34% due to the ongoing leak and that total usage from SWSD was over 2 million gallons for the month. She noted that end user usage is down and that unlike previous years, people in general are adhering to irrigation restrictions. She said that it is a common trend being seen recently by other municipalities that have started enforcing new water restrictions. Maggie mentioned that she had sent out a memo along with her report with maps and details on the recent leak testing that had been conducted. She explained the report included information on sections that were isolated and the data they had collected.

   b. **Future System Improvements:** Rick Stevens asked Maggie if she had any suggestions for future improvements that may be needed and whether Maggie thought they should be part of the upcoming budget discussions. She explained that there are improvements to pump station 4 and a couple of operational items that have been highlighted during the recent leak troubleshooting. She suggested that increasing the pump size in pump station 3 would provide a faster way to fill that tank should there be some kind of emergency outage. She also said that Adrian Aguilar from High Country Utility Service had suggested installing a pressure transducer at Pump Station 3 so when that tank is offline the entire community doesn't lose service. Jerome Meister asked about installing a water tank in Zone 4 that had been suggested previously. Maggie said that installing a tank along with several other improvements should be part of the upcoming budget discussions and that updated pricing could be gathered if the board wanted to move forward with that.

   c. **Other Updates:** Maggie informed the board that Adrian was planning to open the Juniper Hill PRV next week with RFE on site, so they can balance pressures and get it documented. They are optimistic that this will stop backflow events that have been occurring at the meter in Pump Station 2.

6. **Controller's Report:**

   a. **Individual Water Usage:** Cindy Herndon briefly reviewed the monthly Water and High-to-Low usage reports for July of 2026. There were no questions or comments.

   b. **Fund Balance:** Cindy presented the Fund Balance report noting that the balances in both the water and general operating accounts remain stable.

   c. **Receivables**: Cindy briefly reviewed the current receivables noting that she had just recently sent out reminders to those accounts with outstanding balances. There were no questions or comments.

d. **Payables**: The payables for both the General and Water accounts were reviewed by Cindy. She highlighted several of the large and new payments being made this month. There were no questions or comments.
Motion: Joyce Hardy motioned, with a second from Jerome Meister, to pay bills as presented. All were in agreement.

e. **Other:** Cindy mentioned that she was continuing to reach out to Waste Management to get the trash service updated to avoid any future fines. She also told the board that she had received several requests from title companies for account information that she would be responding to over the next few weeks.

7. **Other Business:**

a. **Fire Mitigation Reimbursement Program:** Joyce Hardy asked about setting a policy for the new BCMD Fire Mitigation Reimbursement Program. Rick Stevens said that he had spoken with Cindy Herndon, and they suggested setting a limit of 50% of estimated mitigation work up to $5,000 (split at $2,500 each) per property upon review and approval by the board of the scope of work. Rick also reviewed recent mitigation and chipping work completed by Mike Uncapher at Western Vegetation Management. Dean Hill mentioned that he had spoken with Mike and they aren't able to move forward with work on his property until the state 2 fire restrictions are lifted. Jerome Meister expressed a desire to have a larger incentive for owners to encourage more work to be done. Rick suggested moving ahead with the recommended program and revisit if necessary. He said that he would reach out to the owners that had expressed an interest previously in the program to let them know that they can still submit invoices. He asked for approval to reimburse the two owners that had already submitted invoices. All board members were in agreement.

8. **Date of Next Meeting**: The date of the next meeting has been set for Thursday, September 17, 2026, at 5:00 p.m. via Zoom.

9. **Adjournment**: The meeting was adjourned by Joyce Hardy at 5:55 p.m.