

**MINUTES OF THE
REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE
CRESTED BUTTE SOUTH METROPOLITAN DISTRICT
August 27th, 2025**

A regular meeting of the Board of Directors of the Crested Butte South Metropolitan District was held on Wednesday, August 27th, 2025 at 6:00 p.m., at the office of the District, 280 Cement Creek Road, and via Zoom: <https://us02web.zoom.us/j/85324273224?pwd=PtrcM7zBnaYimEW72mv5TUX1rtoIQA.1>
Meeting ID: 853 2427 3224 Passcode: 049726

Board Members in Attendance: Margaret Dethloff – President, Steven Smiley – Vice President, Thomas Hein – Secretary Treasurer, and Benita Bellamy – Director

Excused Board Members: Roger Grogg - Director

Also Present Were: Ronnie Benson - District Manager, Kyle Skinner, Ben Sweitzer, Joseph Lawler, and Rowley Lawler

I. Call to Order

- The meeting was called to order by Dethloff at 6:02 p.m.

II. Public Comment Period

- Please see Section V.

III. Approve Meeting Minutes from July 30th, 2025

MOTION by Bellamy and seconded by Hein to approve the minutes from July 30th, 2025 with the grammatical edit discussed. Motion passed unanimously.

IV. July 2025 Financial Reports and Current Bills

- July's major expenses included Capital One for credit card charges, the City of Gunnison for June sludge disposal and July water/wastewater samples, and Gunnison Materials for road maintenance and the PRV capital project materials.
- July bills and financials discussed by the Board, included Dietrich Dirtworks for hauling eight loads of road maintenance materials to prep the roads for magnesium chloride and eight loads of material for the PRV capital project, Pinnacol Assurance for worker's compensation insurance, HUTF revenue in the Road Fund and water sales in the Water Fund.

MOTION by Smiley and seconded by Bellamy to approve July's current bills. Motion passed unanimously.

V. Crested Butte Highlands Water Taps

- 154 Lower Highlands Rd would like to tap on to the District's water service with one single-family residence and an ADU.
- The property owner will either extend the water service line through the Highlands road or through the neighboring lot, 405 Upper Highlands Rd.

- Due to the location of 405 Upper Highlands Rd. that property will have the option to tap into water services as well with one single-family residence and an ADU.
- These properties cannot be subdivided and can only have two residential structures and a barn on the property.
- The properties have the options to either go through the process of inclusion to be included into the District boundary, or pay double the tap and service fees to extend the water service area and tap into the District's water system.

MOTION by Hein and seconded by Smiley to approve the 154 Lower Highlands Rd and 405 Upper Highlands Rd. to extend the District's water service line and tap into the District's water service. Motion passed unanimously.

VI. Revision of Water Meter Regulations Addressing High Bills Usage VS. Breaks

- Benson presented the Leak Forgiveness Policy and Request Form.
- Discussion on fairness of water use forgiveness for customers who have high usage and bills versus properties who are monitoring their water usage.
- To be fair to all constituents, the Board did not support the Leak Forgiveness Policy and Request Form but supported offering customers a payment plan without incurring late fees.
- The District will not adopt the Leak Forgiveness Policy but will draft a Water Bill Dispute Procedure for Board approval.

VII. Strategic Planning Sessions

- Discussion on District priorities in 1-2 years, 3-5 years, and 6 plus years.
- The Board determined the initial District priorities shown below.
 - i. 1-2 Years: Facilities Expansion for District Offices and garage spaces, well exploration, and build district reserves for future capital improvements for the General, Water and Sewer Funds. Roads within the District will be maintained at the same level.
 - ii. 3-5 Years: Development of one well, employee housing, and conduct another survey regarding funding road capital improvements and maintenance of capital improvements.
 - iii. 6 + Years: Development of an additional 1-2 wells, depending on survey results proceed with funding capital improvements and additional maintenance to roads.

VIII. Unscheduled Business

- The Board discussed customer frustration with the Zenner customer portal to monitor their usage, the cost of the customer portal, and possible solutions.
- The Board questioned if customers can set alerts for usage. Benson stated the customer portal is not currently able to send alerts but it is in the works.
- The Board requested a follow up on functionality of portal and a release date for customers to begin receiving alerts.

IX. Manager's Report

- The District collected \$69,400 for tap fees in July and \$31,411 under the annual budgeted amount.
- There is no update on the Hunter Family Real Estate LTD interest in connecting to the District's sewer system.

- Benson will schedule a meeting with the District's road Committee and Gunnison County once the road maintenance agreement has been updated.
- Benson has been in contact with the owner at 367 Zeligman regarding an unauthorized apartment. The Board concluded that the tap fee for the apartment would be \$9,000 which was the cost of an ADU when it was built. The owner may set up a payment plan but the tap fee must be paid in full by the end of 2025 or other action will be taken.
- Benson proposed moving September's regular meeting to September 30th or October 1st. The September 24th Board meeting will not be rescheduled.
- Benson will present the 2026 preliminary budget at the next regular meeting. The Board discussed budgeting another employee for half of the year in 2026.
- Benson attended the POA Annual Meeting at Sunset Hall on August 23rd at 2:00 p.m.
- November's regular meeting will be moved to Wednesday, December 10th. December's regular meeting will be cancelled.
- The Holiday dinner for the Board and District staff will tentatively be scheduled for Friday, January 2nd, 2026.

X. Adjourn

MOTION by Bellamy and seconded by Hein to adjourn the meeting at 9:01 p.m. Motion passed unanimously.



Drafted/Submitted By: Annie Parr