



**MINUTES OF THE
REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE
CRESTED BUTTE SOUTH METROPOLITAN DISTRICT**

January 30th, 2024

A regular meeting of the Board of Directors of the Crested Butte South Metropolitan District was held Tuesday January 30th, 2024 at 6:00 p.m., at the office of the District, 280 Cement Creek Road, Join <https://us02web.zoom.us/j/81047060219?pwd=QkpPZmFMUkorWDE0L2g1dGZK OXdlZz09> Meeting ID: 810 4706 0219 Passcode: 072884

Board Members in attendance: Tom Dill Margaret Dethloff
Tom Hein Benita Bellamy
Kurt Feltus

Also present were: Ronnie Benson, District Manager
Annie Parr, Secretary of the Board

I. Call to Order

- The meeting was called to order by Dill at 6:10 p.m.

II. Public Comment Period

- No citizens presented comments.

III. Approve Meeting Minutes from December 12th, 2023

MOTION by Bellamy and seconded by Dethloff to approve the minutes from December 12th, 2023 as drafted. Motion passed unanimously.

IV. November and December 2023 Financial Reports and Current Bills

- November's major expenses were Colorado Water & Power Development for the 2009 wastewater treatment plant expansion and the 2010 well #2 loans, Capital One for credit card charges, and Caselle 2024 annual support and maintenance.
- December's major expenses were TCW Risk Management for 2024 property, liability, and cyber insurance, Innovative Utility Solutions for the water meter program, and Rice Lake West for the wastewater treatment plant expansion construction payments 16 and 17.
- November and December bills and financials discussed were Caselle, TCW Risk Management, BMO, property tax expenditures in the General Capital Fund to fund the General and Road Funds, and interest income in the General, Water, and Sewer Funds. The Board found all bills and financials discussed to be in order.

MOTION by Dethloff and seconded by Bellamy to approve November and December's current bills. Motion passed unanimously.

V. **Resolution 24-01 Regarding Board Meetings**

MOTION by Hein and seconded by Feltus to approve Resolution 24-01 designating the time and place for regular Board meetings of the Crested Butte South Metropolitan District and the posting place for said notice and agendas during the year 2024. Motion passed unanimously.

VI. **Mayberry & Company Engagement Letter**

MOTION by Bellamy and seconded by Hein to approve the Mayberry & Company engagement letter for the 2023 Audit. Motion passed unanimously.

VII. **Contract for Water Meter Installations**

- The District received a bid from J & K Services that was \$350.00 per installed water meter.
- Due to staffing shortages only one District employee was able to install the first round of approximately 130 water meters in three months.
- Water meter installations take approximately 30-45 minutes if the installer does not encounter any issues.
- Benson proposed subcontracting Vally Water Compliance, which is owned and operated by Benson, to help install the remaining water meters to stay on schedule to implement meter billing January 1st, 2025.
- Vally Water Compliance would install the 400-450 remaining water meters with the support of the District staff.
- Vally Water Compliance would charge \$125.00 per installed water meter.
- The subcontractor would ideally install all the remaining water meters in one month
- If the District continues to install the remaining water meter Benson felt the District would have to push implementing meter billing from January 1st, 2025 to January 1st, 2026.
- Item was tabled pending feedback from District Counsel and verifying there is not a conflict of interest prior to proceeding with a motion.

I. **367 Zeligman ADU**

- The District requested .5 EQR for the ADU but would not assess monthly back fees for the ADU as a compromise.
- The owner of 367 Zeligman wanted to see about scheduling a petition with the Board about the tap fee. He would like to come back and further compromise the offer and look at getting the ADU classification as a wet bar. The owners lawyer looked at it and says if there is room for compromise then pushing for the updated wet bar classification would be in both parties interest to resolve this.
- The additional kitchen at 367 Zeligman has a full size refrigerator, oven, and sink.
- The Board reviewed the Rules and Regulations from 2018 when the home was built, and the additional kitchen would have been calculated at 1 EQR.
- The Board is firm on the original request and feels the District is compromising by only requesting .5 EQR at the 2018 rate and not assessing monthly back fees.

II. Manager's Report

- Benson presented the 2023 year end summary and budget performance which also included notable budget influences and 2024 budget goals.
- Benson was contacted by the members of the POA Board and CAMP committee asking for a spot on our February agenda. The purpose would be to cover parking and overall commercial area road planning. Benson will block out some time at the next regular meeting of the Board and add this to the agenda for discussion.
- The District did not collect any tap fee revenue in November or December. The total tap fee revenue for 2023 was 78.42% of the budgeted amount in the Water Capital Fund and 74.51% of the budgeted amount in the Sewer Capital Fund.
- Avalon will be going in front of the County development to present the project which indicates the project is still moving forward.
- Christian will be presenting the District's water meter program which will include a schedule, rate structure, and Q&A at the next regular meeting of the Board.
- The District is operating with a vacant position and is still advertising and searching for a Road Manager & Heavy Equipment Operator.

III. Adjourn

MOTION by Bellamy and seconded by Dethloff to adjourn the meeting at 7:11 p.m. Motion passed unanimously.



Drafted By: Annie Parr – Secretary of the Board