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

June 26<sup>th</sup>, 2024

A regular meeting of the Board of Directors of the Crested Butte South Metropolitan District was held Wednesday June 26<sup>th</sup>, 2024 at 6:00 p.m., at the office of the District, 280 Cement Creek Road, Join <https://us02web.zoom.us/j/89805399171?pwd=5OjnWDvabh6obR6ZbAGTbSPbOmIDJt.1> Meeting ID: 898 0539 9171 Passcode: 630352

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

Also present Were: Ronnie Benson - District Manager and Annie Parr - Recorder & Office/HR Manager

**I. Call to Order**

- The meeting was called to order by Dethloff at 6:03 p.m.

**II. Public Comment Period**

- No citizens presented comments.

**III. Approve Meeting Minutes from May 29<sup>th</sup>, 2024**

**MOTION** by Bellamy and seconded by Feltus to approve the minutes from May 29<sup>th</sup>, 2024 with the grammatical edit discussed. Motion passed unanimously.

**IV. May 2024 Financial Reports and Current Bills**

- May's major expenses were Colorado Water & Power Development for the 2009 wastewater treatment plant expansion and the 2010 water tank #2 loans, Gunnison Materials for road maintenance materials, Innovative Utility Solutions for water meters, and Rice Lake West for the wastewater treatment plant expansion construction payment 21.
- April bills and financials discussed were Capital One for a hotel parking fee, paid time off expenditures in all operating funds being below the budgeted amount, tests and water augmentation expenditures in the Water Fund, water meter program expenditure in the Water Capital Fund, sewer loan expenditures in the Sewer Fund Capital. The Board found all bills and financials discussed to be in order.

**MOTION** by Hein and seconded by Bellamy to approve May's current bills. Motion passed unanimously.

**V. Appointment of Board Member**

- Dethloff of the Board of Directors of the Crested Butte South Metropolitan District appointed Steven Smiley, an eligible elector, to fill a vacancy on the Board of Directors.
- Smiley was hereby appointed and now a member of the Board. This Appointment will expire at the next regular election in May of 2025.

**VI. Oath of Office**

- Appointed Director Steven Smiley took his oath of office.

**VII. Election of Officers**

**MOTION** by Bellamy and seconded by Feltus to elect Margaret Dethloff as the President. Motion passed unanimously.

**MOTION** by Dethloff and seconded by Hein to elect Kurt Feltus as the Vice President. Motion passed unanimously.

**MOTION** by Dethloff and seconded by Bellamy to elect Tom Hein as the Secretary Treasurer. Motion passed unanimously.

**VIII. Avalon Buy-In Metrix**

- Benson presented the updated buy in scenario for Avalon’s possible inclusion into the District, which was originally presented on March 29<sup>th</sup>, 2023.
- The Board verified that Wright Water Engineers collaborated with the District to create the buy in scenario presented.
- The scenario mostly discussed was a buy in fee for existing infrastructure in relation to the percentage they would be utilizing and tap fees for each structure.
- Conversations on potential well locations within the District and test wells.
- The Board requested cost estimates for land or easements for potential well locations, and land for additional office/shop space without the inclusion of Avalon.
- The Board requested cost estimated for Avalon to proceed with development without the District.
- The Avalon Buy-In Metrix was tabled pending requested cost estimates and review.

**IX. Road Improvement and Funding Survey Questions**

- The Board discussed road improvement and funding survey questions to help the District understand the communities’ preferences and priorities regarding road infrastructure improvements and maintenance.
- Discussion on the layout and content of the road public service announcement that would accompany the survey to continue to educate the community about the District, the roads, road infrastructure improvements, maintenance, and funding.

**X. Extension to deadline for Valley Water Compliance Contract**

- Dethloff presented the letter from Valley Water Compliance formally asking for an extension to the installation of 275 water meters deadline of July 1<sup>st</sup>, 2024. This is in reference to section 5, Commencement and Completion of Performance, for our agreement for installation of water meters. Due to circumstances beyond Valley Water Compliance’s control, water meters and related equipment weren’t available for installation making it impossible to meet the deadline. As equipment has become available again, an August 1<sup>st</sup>, 2024 deadline would be a realistic deadline to make.
- Valley Water Compliance has installed 188 water meters and has 87 more water meters to install.

**MOTION** by Hein and seconded by Bellamy to approve extending the completion date to August 1<sup>st</sup>, 2024 for Valley Water Compliance agreement for installation of water meters. Motion passed unanimously.

**XI. Receipt and Discussion of the 2023 Audit**

- Item tabled until the final draft of the 2023 Audit was available.

**XII. Manager’s Report**

- Benson welcomed Steve Smiley to the Board of Directors who was appointed to fill a vacancy until the next regular election in May of 2025.
- The District prepped the gravel roads and applied magnesium chloride on June 14<sup>th</sup>, 2024. Benson and the Board felt it was the best application the District has had in years.
- Benson discussed the benefits of renting crack seal equipment versus the purchase of the crack seal equipment that was approval at the last regular meeting of the Board. The Board agreed renting the equipment is a better decision until the crack seal asset could be properly stored and utilized more.
- The District has begun the wetting/seeding process at the wastewater treatment plant which is the first step to going live. The wastewater treatment plant expansion project is projected to be complete by the end of July.
- \$143,150 was collected in tap fee revenue in June. The total tap fee revenue for 2024 is 124.5% above the budgeted amount.
- Ronnie discussed how the community, especially residents on Bryant hill, feel the District needs more consistent and increased presences of law enforcement to address speeding and better enforce the speed limit throughout the District. Benson asked if the Board would be in favor of allocating funds for increased law enforcement in the District. The Board did not feel that was in the scope of the District’s service plan, but was in favor of collaborating with the CB South POA and Gunnison County on a solution within the District’s ability.
- The Board discussed moving July’s Meeting from Wednesday July 31<sup>st</sup> to Wednesday July 24<sup>th</sup> to have all Board members present.

**XIII. Unscheduled Business**

- Christian Robertson, the Water Operation Coordinator & Heavy Equipment Operator, for the District is now certified to be the operator in responsible charge (ORC) of the District’s water system.

- Benson is the current ORC of the water and sewer system because District staff has not had the certifications to hold the position. Benson will continue to be the ORC of the sewer system.
- The ORC is in charge of the water system, reporting, and surveys under their individual license.
- The position will increase Robertson’s responsibilities and will be a pay increase for Robertson which was accounted for and approved in the 2024 budget.

**XIV. Adjourn**

**MOTION** by Bellamy and seconded by Smiley to adjourn the meeting at 8:19 p.m. Motion passed unanimously.



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Drafted/Submitted By: Annie Parr