

# HAMILTON CREEK METROPOLITAN DISTRICT

## BOARD OF DIRECTORS REGULAR MEETING MINUTES

Tuesday, June 11<sup>th</sup>, 2024

The Board of Directors held a regular meeting at the Dillon Community Church on Tuesday, June 11<sup>th</sup> at 12:00 pm. Attending were Directors Bob Bruno, Ruth Carroll, Rhip Worrell, Chip Harris, and Wendell Bond. District staff members present were Administrator Tom Oberheide, Operator Jochen Grauer, and Bookkeeper Kelly Baldwin. Attending members of the public were Bob Pietrzyk, Tim Brandt, and Bruce Schmeiser. Also attending remotely was Matt Miller, partner with McMahan and Associates.

1. CALL TO ORDER. The meeting was called to order at 12:14 pm.

2. 2023 AUDIT DISCUSSION. The board recognized that with the attendance of a representative from the auditing firm McMahan and Associates, some members of the public, and with the Operator on a tight schedule, the agenda items would be re-ordered to discuss in order the audit, the project on Hamilton Creek Trail, and the operations report.

Tom introduced Matt Miller whom he had worked with during the 2023 Audit of the Hamilton Creek Metro District financial statements. Matt walked the board through the different sections of the audit documents, identified no difficulties with management, and said that this was a “clean audit”. Matt also explained that deferred tax revenue represents revenue that the District expects to collect in that year. Director Carroll asked about the statement on page B-2 of the audit which attributed an increase in revenue in 2023 to property taxes, when the table reflects the increase is due primarily to increased interest income. Matt said that he would review that statement and revise for a final version of the document.

Matt said that the only significant estimate made is estimated lengths of useful life of infrastructure based on industry standards. He concluded by explaining the three significant adjusting journal entries that are related to how capital assets are tracked and recorded in the financial statements.

There being no further discussion on the audit, Matt signed off the remote connection.

The board voted to accept the audited financial statements with the revision of the statement on page B-2 (RW/WB, 5-0).

3. OPERATIONS REPORT. Jochen presented the operations report.

The raw water pump is still scheduled to be replaced this summer. Hensel Phelps is working to provide a quote for manufacturing and installing the stainless-steel floc rack for the water plant. Jochen updated the board on Matt Willitt’s health challenges and assured the board that WSI was still providing required services to the district, and the district is still in compliance with CDPHE operations requirements.

Rhip requested that he have the opportunity to tour the water plant; Jochen said he would reach

out to schedule a tour between July 9 and July 16.

Tom provided a brief update to Jochen regarding two stream gaging options that the board will consider.

At the conclusion of the Operations Report, Jochen excused himself from the meeting.

4. PUBLIC COMMENTS. Tim Brandt and Bruce Schmeiser were in attendance to learn more about the board's policy on road and driveway repairs. Tom had provided a brief summary of the road and driveway conditions on Hamilton Creek Trail to the board in the meeting materials. Tim said he had contacted Don Leinweber with Civil Insight for some recommendation on the driveway heaving occurring on the portion of the driveway adjacent to Tim's house, but there is also severe alligating and deterioration of the asphalt on the shared portion of the drive on Hamilton Creek Trail. Bruce asked what the next steps were that the Board planned to take. Bob Bruno replied that the HCMD is still working through the legal and policy considerations on any potential policy regarding shared driveways. Tim said he felt that the driveway could last another year, but his hope is that the driveway could be repaired by the end of 2025. Bruce and Tim concluded by stating their urgency to the board to finalize a policy in order that they could move forward on the shared driveway project.

5. APPROVAL OF MINUTES FROM MARCH 11<sup>th</sup> MEETING. The minutes were approved as presented (RC/CH, 5-0).

6. FINANCIAL REPORTS. The board reviewed financial reports provided in the board packet. The board discussed the snow removal actuals versus budget. Kelly reported that the 2024 annual budget is \$70,000, and that \$66,000 had already been spent. The board acknowledged that it is likely that expense item will go over budget depending on the snowfall in November and December of this year. Bob Pietrzyk said he had reviewed the financial documents and reported that everything looks good to him.

7. ROADS POLICY. The board directed Tom to develop a draft roads policy based on previous board discussions, and to get input from the district's legal counsel on the draft for the next board meeting in September. Tom said he would also compile additional road specific information, including which "roads" were actually located on private property. Tom requested, and the board agreed, to authorize 8 to 10 hours of billable time by T Services to update the roads assessment and prioritize road projects over the next several years.

8. HYDRAULIC MODEL. The board reviewed and Tom summarized a proposal from AE2S to develop a hydraulic model to aid in evaluating water system and distribution system improvements. Bob Bruno discussed that the constructability of the 8" loop through Lakeview Circle will be more difficult with the recent building plans in that area. Tom recommended the district move forward with the proposal, and the board was in general agreement.

9. WATER CONSERVATION. Tom discussed regional efforts to create a uniform voluntary water restriction schedule for local water providers to participate in. The board felt

this schedule would not be appropriate for the Hamilton Creek district.

10. PAYBACK AGREEMENT. Tom provided the board with a draft agreement between property owners on Lakeview Circle that would name the District Administrator as an arbiter if there was a dispute between owners concerning cost sharing of shared driveways and waterlines. The board was in general agreement that this is not an appropriate designation for the District or District contractors to be involved in, and Tom was directed to notify the requestor of their decision to not agree to that designation.

11. NEW BUSINESS. Rhip asked about all the orange dots on trees, and what they meant, because some of them were on trees on private property. Bob Bruno said it was his understanding that Philip Dolamore had marked them as trees to cut down in compliance with the Firewise program.

12. ADJOURNMENT. The meeting was adjourned at 2:57 pm.

Respectfully submitted by: Tom Oberheide