



**BOARD OF TRUSTEES REGULAR MEETING
MINUTES OF WEDNESDAY, DECEMBER 10, 2025
BY ZOOM 6:30 pm**

Trustees Present: Sharon Caulfield, Beth Hoff Blackmer, Eric Pelander,
Carolyne Heldman Rovira, John Ott excused

Manager(s) Present: Will Rutledge (Rutledge Mgmt); Adrian Aguilar and James Gordon (High Country
Utility Services); Kim Clinco RMAS

Homeowners present for some or all of the meeting: None

1. Quorum and Minutes

The minutes of the Trustees meeting of Wednesday November 12, 2025 were approved without change.

2. Public Comment and General Trustee Comments if any.

Responding to email from Gaelen Means, asking for a "Letter of Intent to Serve" re water service for remodeling – Adrian Aguilar and Will Rutledge will coordinate to deliver

3. Consent Agenda Written Reports

- The November 30, 2025 financial reports submitted by bookkeeper Kim Clinco were received and accepted.

- The updated monthly fees for HOA attorneys Moeller-Graf were approved

- Monthly reports from Rutledge and HCUS were delivered verbally

4. Consideration of Items removed from Consent Agenda, if any

5. Water Systems -- High Country Utility Services

- Implementation of new CDPHE requirements by December 31: Aguilar provided a budget by email of 2025.12.09 for items needed to do implementation. Phosphoric acid system \$6,096; new turbidity monitor \$10,823 (old one is obsolete and no longer repairable); chlorine dosing \$376; about \$2000 for electrician to perform updated connections for new systems. Sharon Caulfield moved, and Eric Pelander seconded the approval of up to \$25,000 in costs for this implementation. Vote was unanimous in favor.

- Responding to Water Division 5 re well reports: HCUS has contacted Division 5. Data is missing for 2023 and 2024. Division 5 is satisfied with HCUS plan to begin anew and rectify reports.

- Handwashing station has been installed.

- Operator in Responsible Charge Agreement has been reviewed and a few changes agreed upon by HCUS. Eric Pelander moves approval; Beth Hoff Blackmer seconds. Unanimously approved. - Agreement will be on file with CDPHE.

-- CDPHE has required a report to households re turbidity event in November: Will Rutledge delivered to all households by hand on December 10, 2025.



-- HCUS will work with Sharon Caulfield and Will Rutledge to format a monthly report to come to the Board. After the onboarding months are completed, it may not be necessary for HCUS to attend all board meetings in person. Report could show information from Badger regarding water usage as system and household level, identify any CDPHE or other reports filed, provide update on contracted projects, etc.

6. ACA

- 90 Alexander Lane Solar Array update: Will Rutledge spoke with the Lipsitz family today. Array is no taller than the tallest setting of the Lindholms' solar array, which moves to catch solar direction. Landscaping will be installed in the spring when landscapers determine it is appropriate. Eric Pelander moved, and Beth Hoff Blackmer seconded the return of the Lipsitz' construction deposit under these conditions. Approved unanimously.

7. Old Business

Rutledge and Clinco workload allocation. Will and Kim will continue discussions about workload allocations and report in January.

Fire Evacuation Procedures. Fire evacuation planning will begin in the spring.

Snow Plowing. M&M – Junior Moreno will be snowplow contractor per agreement approved at October board meeting.

Composting. Homeowner Gayle Morgan has been told that Snowmass Capitol Creek Caucus is very supportive of providing a compost drop off in our valley. Aspen municipal trash haulers are now required to provide curbside composting as of January 1, 2026. Lazy O subdivision refused to support the placement of the compost drop off at the Snowmass Firehouse, so the effort to find an appropriate place continues.

8. New Business

- Rutledge Management Agreement has been received and will be reviewed by Sharon Caulfield and Will Rutledge, with any legal questions sent to HOA attorneys Moeller Graf.

-- Reserve Analysis will be directed by Will Rutledge in the spring. The Board supports getting a new reserve analysis that will include the updates to the domestic water system as developed by HCUS.

-- The Board noted for new manager Will Rutledge that with the Annual Meeting scheduled for June 2026, the budget process should begin in March 2026.

The meeting was adjourned at 7:35 pm.