
RECORD OF PROCEEDINGS

Chatfield Corners Metropolitan District March 20, 2018 Meeting Minutes

Minutes of the Regular Meeting of the Board of Directors Chatfield Corners Metropolitan District March 20, 2018

The regular meeting of the Board of Directors of the Chatfield Corners Metropolitan District, Eagle County, Colorado, was held Tuesday, March 20, 2018 at 5:30 p.m. at the Alpine Bank Gypsum Branch located at 104 Oak Ridge Drive, Gypsum, Eagle County, Colorado in accordance with State regulations.

Attendance The following Directors were present and acting:

- David Barton
- Grant Murphy
- Sherri Wilde-Sisneros
- Mike Woods

The following Director was absent:

- Joe Schwan

Also in attendance were:

- Chris Huffman, Sagebrush Services
- Ken Marchetti, Marchetti & Weaver LLC
- Beth Johnston, Marchetti & Weaver, LLC, Secretary for the Meeting

Call to Order The Regular Meeting of the Board of Directors of Chatfield Corners Metropolitan District was called to order by Director Murphy noting a quorum was present.

Conflict

Disclosure Board members were asked to disclose any potential conflicts of interest in accordance with State Statute. There were no potential conflicts disclosed by any of the Board members.

Changes to Agenda

Ms. Johnston requested that Reserve Study be added to Agenda item 7.

24-Hour Posting

Resolution Mr. Marchetti explained state statute requires the District to set a 24-hour posting location for notices each year. The Board reviewed the resolution and, upon motion duly made and seconded, unanimously

RESOLVED to approve the Resolution Establishing the Location for Posting the “24 Hour Notice” as the Bulletin Board at the Chatfield Corners main entrance at Valley Road and Chatfield Lane noting that

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notices will also be posted two other places within the District and with the Eagle County Clerk and Recorder.

District Counsel

Mr. Marchetti reviewed the resignation letter received from MaryJo Dougherty with McGeady Becher, legal counsel for the District, due to Ms. Dougherty retiring from the firm. The resignation would be effective March 31, 2018. Proposals for new counsel were obtained from Icenogle Seaver Pogue, Spencer Fane, and White Bear Ankele Tanaka and Waldron, and distributed via email prior to the meeting for the Board to review. Mr. Marchetti stated that all of the firms specialized in Special Districts like Chatfield Corners. After review of the proposals and discussion, and upon motion duly made and seconded, it was unanimously

RESOLVED to accept the proposal from Icenogle Seaver Pogue PC. and Alan Pogue as District legal counsel.

The Board directed Marchetti & Weaver to obtain a letter of engagement from Alan Pogue with Icenogle Seaver Pogue PC for services beginning April 1, 2018.

Financial Statements

Mr. Marchetti reviewed the Financial statements ending December 31, 2017 that were included in the board packet noting the ending balances of all funds. Mr. Marchetti reported that the Owner's Association fund balances had been moved completely to the Metro District. Mr. Marchetti reviewed that the Debt Service mill levy for 2018 was reduced due to an increase in the Assessed Valuation. Mr. Marchetti noted that the fund balance (reserves) in the Water Fund should be based a Raw Water System maintenance and replacement reserve study and that proposals for such would be presented later in the meeting.

Audit Exemption

Mr. Marchetti reviewed the 2017 Application for Exemption from Audit noting that it contained the same information as the financial statements but in a different format. The Board, after discussion, and upon motion duly made and seconded, unanimously

RESOLVED to approve the 2017 Application for Exemption from Audit as presented; and

FURTHER RESOLVED to approve the Resolution Approving an Exemption from Audit for the Fiscal Year 2017.

Accounts

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Payable Ms. Johnston reviewed the Accounts Payable list included in the packet noting that the payroll should have the October meeting date in the description instead of June 20, 2017. Mr. Marchetti explained that the bonds are callable on December 1, 2020 and the interest rate is approximately 4.8%. The potential benefits of refinancing depend on what interest rates will be in 2020. After discussion and review, by motion duly made and seconded it was unanimously

RESOLVED to approve and ratify the accounts payable list distributed in the Board packet.

CCOA Ms. Johnston reviewed the status of the judgement for Chatfield Corners Owners Association.

Minutes Upon review and by motion duly made and seconded it was unanimously

RESOLVED to approve the October 17, 2017 meeting minutes as presented.

Reserve Study Ms. Johnston and Mr. Marchetti reviewed two reserve study proposals distributed via hard copy at the meeting. The Board reviewed the proposals from Bourne Consulting and OAC Management. After discussion, and upon motion duly made and seconded, it was unanimously

RESOLVED to approve the proposal for a Raw Water Irrigation Reserve Study by Bourne Consulting

Projects Ms. Johnston reported that Elliott Concrete is still interested in completing the replacement of the concrete pad at the Chatfield main entrance however the bid would go up 5% to 10 % due to increases in materials costs from the time the original proposal was prepared in May 2017. After discussion, and upon motion duly made and seconded, it was unanimously

RESOLVED to approve Elliott Concrete to replace the concrete entrance pad as described in the proposal dated May 18, 2017, for a cost not to exceed \$6050.

Ms. Johnston reviewed the tree care proposal and winter tree watering service from Brush Creek Landscaping included in the Board packet. After discussion, and upon motion duly made and seconded, it was unanimously

RESOLVED to approve Brush Creek Landscaping Tree Care Pest and Fertilization Proposal dated March 6, 2018; and

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FURTHER RESOLVED to ratify the winter tree watering service dated January 19, 2018.

Pond #2 Mr. Huffman presented the bids obtained for the repair of pond #2. Mr. Huffman reviewed the scope of each of the bids stating they addressed different ways of approaching the repair, including bypassing the pond, repairing holes, and full replacement of the pond liner. Mr. Huffman reported that hole repair was not a good option since there were too many and recommended a full pond liner replacement. Ms. Johnston passed on comments received from residents and owners on the desire to have the pond repaired. Mr. Huffman said the original pond liner was installed in 2001 and expected that a new liner would have the same life expectancy. Following review of the bids and further discussion, upon motion duly made and seconded, it was unanimously

RESOLVED to approve the pond liner replacement bid from Scott Green estimate 2017-81.

Ditch Head gate

Repairs Mr. Huffman reviewed the head gate repair estimates included in the Board packet explaining that there were 2 options, one to repair the current head gate and another to rebuild the dam and replace the head gate. Mr. Huffman advised that the dam rebuild and replacement was the preferred option but carried the highest cost. Discussion continued on the benefits of each option with Mr. Huffman stating that all ditch users would benefit and should be charged accordingly. Discussion was had on water rights and the responsibilities of the other beneficiaries of the ditch water. After discussion, and upon motion duly made and seconded, it was unanimously

RESOLVED to approve a dam rebuild and head gate replacement with a District portion cost not to exceed \$5500 on the condition that the other beneficiaries of the ditch will financially or otherwise contribute or for a head gate repair with a cost not to exceed \$8400 if the other beneficiaries of the ditch repairs will not contribute to a dam rebuild and head gate replacement.

Wetlands

Burn Mr. Huffman reviewed the importance and need for the wetlands that run through the community to be burned. Mr. Huffman said he would coordinate and oversee the burn and requested that Ms. Johnston send out communications to the community. Mr. Huffman said his insurance would not cover the liability of him being the responsible party and suggested that the District check with their insurance to see if the burn would be covered under its liability insurance. After

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discussion, the Board directed Ms. Johnston to verify appropriate insurance coverage and Mr. Huffman to coordinate a wetlands burn.

**Election
Update**

Ms. Johnston reported that the District's regular election for May 8, 2018 had been cancelled due to fewer candidates submitting nomination forms than there were seats available. Ms. Johnston reported that Grant Murphy, Joe Schwan, and Mike Woods had been elected via acclamation and would be sworn in for their new terms after May 9, 2018.

**Future
Meetings**

The next meeting was confirmed for June 18, 2018.

Adjournment There being no further business to come before the Board, by motion duly made and seconded, it was unanimously

RESOLVED to adjourn the Regular meeting of the Chatfield Corners Metropolitan District Board of Directors this 20th day of March 2018.

Respectfully submitted,



Beth Johnston
Secretary for the Meeting