
RECORD OF PROCEEDINGS

Chatfield Corners Metropolitan District October 15, 2019, Meeting Minutes

Minutes of the Regular Meeting of the Board of Directors Chatfield Corners Metropolitan District March 3, 2020

The Regular meeting of the Board of Directors of the Chatfield Corners Metropolitan District, Eagle County, Colorado, was held Tuesday, March 3, 2020, at 5:30 p.m. at the Eagle Valley Rod and Gun Club located at 100 Gun Club Road, Gypsum, Eagle County, Colorado in accordance with State regulations.

Attendance The following Directors were present and acting:

- David Barton
- Grant Murphy
- Mike Woods
- Patrick Johnson (via telephone)

The following Director was absent and excused:

- Joe Schwan

Also in attendance were:

- Chris Huffman, Sagebrush Services
- Ken Marchetti, Marchetti & Weaver LLC
- Beth Johnston, Marchetti & Weaver, LLC, Secretary for the Meeting
- Jordon and Charlie Almquist, owners 180 Springfield St
- Robert Kelly, owner 30 Summer Meadow St
- Mark and Teresa Bolduc, owners 191 Springfield St
- Elizabeth Wood, Rocky Mountain Custom Landscapes
- Scott Tarrant, Brush Creek Landscaping
- James Fitz, Fitz Landscaping (via telephone)

Call to Order The Regular Meeting of the Board of Directors of Chatfield Corners Metropolitan District was called to order at 5:34 by Director Murphy noting a quorum was present.

Conflict of Interest

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

There were no changes to the agenda.

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Public Input Director Murphy welcomed the owners and other public attending the meeting and opened the floor for public comment. Mr. Bolduc introduced himself and had the following comments for the Board:

- The common areas received too much watering last season and requested that adjustments be made.
- The dog bags along the recreation paths were not being filled in a timely manner and requested that trash cans be placed at the bag stations.
- Snow removal of the recreation paths was not started until December 1st which was inadequate given the early snow fall last winter.
- Pond 2, which is located near his home, was not filled and smells bad and asked the Board what could be done to fix it.
- Inquired where the new gas line would be and the effect on Chatfield Corners.
- Inquired why the Nativity scene that was put up as part of the holiday decorations was taken down.
- Inquired if there were rules against barking dogs for the community.

The Board addressed the comments by Mr. Bolduc and general discussion was had on each of the items. Following, Mr. Almquist introduced himself and commented on the algae in the Step Pond. He explained to the Board that he had been skimming the algae to clean the pond and keep the smell down and requested Board permission to continue doing so. Following discussion, the Board agreed as long as he did so at his own risk.

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

RESOLVED to approve the October 15, 2019, meeting minutes as presented.

**Landscape
Proposals**

Ms. Johnston gave background of the landscape request for proposals, submission of proposals, and introduced the landscaping companies attending the meeting. Director Murphy inquired to Mr. Tarrant why the planting bed at the Cottonwood Pass Rd entrance was not maintained and Mr. Tarrant explained that the area was considered native and did not receive any irrigation. There was general discussion on how to get that area irrigated going forwarded.

The Board then reviewed the landscaping proposals and started the contractor interviews. Ms. Johnston introduced Mr. Fitz. Mr. Fitz explained that during the site visit he noticed that the planting beds were in rough shape so those amounts would be higher two years so they could be revamped. He also explained that he made weed control, specifically thistle, a priority, increasing that number, but the fall blow out number would go away and no tree service was included. Director Johnson inquired on his staffing levels and Mr. Fitz

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explained that he had sufficient manpower since his staff was mostly returning with very little turnover year over year.

Ms. Wood with Rocky Mountain Custom Landscapes introduced herself and reviewed their bid noting the proposal was al la carte so the District could pick and choose the services it wanted. Ms. Wood explained that the weed control cost was high so that it could be brought under control and that the fall blowout would reduce to \$0. Ms. Wood offered that the planting bed at the Cottonwood Pass Road and other areas could be converted to xeriscaping to minimize the need for irrigation but keep them looking nice.

The Board discussed each of the proposals and thanked each of the contractors. Following discussion and by motion duly made and seconded, it was unanimously

RESOLVED to accept the proposal submitted by Brush Creek Landscaping for the 2020 season.

On-Site Property

Assistant Ms. Johnston reviewed the background, scope of duties, timeframe, request for services, and summary included in the packet. General discussion on the need and services to be provided was had and the Board requested that the covenant enforcement duties be removed to avoid redundancy. Discussion continued on coordination with landscapers for irrigation repairs. Following discussion and upon motion duly made and seconded, it was unanimously

RESOLVED to accept the proposal from Sagebrush Services LLC for on-site property assistance for 2020, to begin with spring clean-up in mid-April and end after irrigation shut down in October.

District Manager's

Report The Board reviewed the District Manager's Report included in the packet.

Locates Specialist

Report Mr. Huffman reported to the Board:

1. Several locates had been received for the same area.
2. USIC has a new online reporting system.
3. The District should expect higher than usual locate requests this summer due to several projects in the community including Town of Gypsum underdrain work, Comcast running new lines, and a new gas line running from Cottonwood Pass.

Raw Water System

Report Mr. Huffman reported

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1. Confirmed that start up of the Raw Water system was anticipated for the first weekend in May and the pump station looks good.
2. Pond #2 still has water running underneath it from an unknown source. Mr. Huffman met with Scott Green and several others to try to determine the best course of action.
3. Town of Gypsum will in putting in a second overflow drain from Lot 18 to the Tot Lot off of Autumn Glen St. The drain was being set 7 feet down and would drain into the wetlands by the school's property. All work would be done within the utility easement but would affect the Districts landscaping in the work area. The work was expected to be completed prior to the startup of the raw water system.
4. Ditch burning would be completed in mid-April as long as weather permits with Mr. Huffman and Ms. Johnston coordinating communication to the community.
5. Mr. Huffman will contact Ewing Trucking for a proposal to dredge the ponds. The irrigation controller identified for replacement on the Reserve Study does not need replaced at this time.
6. Mr. Tarrant with Brush Creek Landscaping confirmed that the valve box covers would be changed to locking covers once the ground thaws. Mr. Huffman confirmed that the pump station controllers were already locked.

Mr. Huffman reviewed the path of the gas pipeline being installed this spring and potential effects on the irrigation system and main lines. Mr. Huffman and Ms. Johnston explained that the pipeline would be installed at sufficient depth, at least 2 feet and via boring instead of trenching so minimal disturbance to the ditches and system was be expected.

Election Update

Ms. Johnston reported that three self-nomination forms had been received for the three available board seats so the election had been cancelled and all nominees were declared elected. The newly elected board members would take their Oaths after the election date on May 5.

Financial Statements

Ms. Johnston reviewed the year-end financial statements included in the packet, explaining the transfer between the General and Water funds, the call date of the Bonds, and reported that the District was in good financial position.

Application for Exemption from Audit

Ms. Johnston reviewed the application for exemption from audit explaining that it was the same as the year end financial statements in a different governmental

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format. The Board, after discussion, and upon motion duly made and seconded, unanimously

RESOLVED to approve the 2019 Application for Exemption from Audit; and

FURTHER RESOLVED to approve the Resolution Approving an Exemption from Audit for the Fiscal Year 2019.

Accounts Payable

Ms. Johnston reviewed the Accounts Payable list included in the packet and the accounts payable process. 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

Director Murphy and Ms. Johnston updated the Board on the Accounts Receivable for Chatfield Corners Owners Association. General discussion was had on the television report.

Future Meetings

The Board reviewed the meeting calendar, confirming that the next meeting would be held on June 30, 2020.

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 3rd day of March, 2020.

Respectfully submitted,



Beth Johnston
Secretary for the Meeting