
RECORD OF PROCEEDINGS

Chatfield Corners Metropolitan District March 2, 2021, Meeting Minutes

Minutes of the Regular Meeting of the Board of Directors Chatfield Corners Metropolitan District March 2, 2021

A meeting of the Board of Directors of the Chatfield Corners Metropolitan District, Eagle County, Colorado, was held Tuesday, March 2, 2021, at 5:30 p.m. via electronic Zoom meeting <https://zoom.us/>, Phone Only US 1 253 215 8782, Meeting ID: 814 2173 9274, Eagle County, Colorado, in accordance with the applicable statutes of the State of Colorado.

Attendance The following Directors were present and acting:

- David Barton
- Joe Schwan
- Mike Woods
- Patrick Johnson

The following Director was absent and excused:

- Grant Murphy

Also in attendance were:

- Chris Huffman, District employee and Sagebrush Services
- Beth Johnston, Marchetti & Weaver, LLC, Secretary for the Meeting
- Johann Marx, Jabulani Services

Call to Order The meeting of the Board of Directors of Chatfield Corners Metropolitan District was called to order at 5:33 by Ms. Johnston 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.

Public Input There was no public input.

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

RESOLVED to approve the November 19, 2020, meeting minutes as presented.

District Manager's Report

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

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Committees

Discussion The Board discussed the Design Review and Compliance committees. Ms. Johnston noted that Directors Murphy and Schwan and Leah Mayer with LKSM Designs made up the Design Review committee. After discussion, it was decided that no changes were needed to the Design Review committee at this time.

Discussion turned to the Compliance/Covenant Enforcement Committee. Ms. Johnston explained there was an open position on the committee which consisted of Director Murphy and Mr. Marx as enforcement officer. Ms. Casie Ward, an owner at 770 Grundel Way, expressed a desire to serve on a committee. Ms. Johnston said she had spoken with Ms. Ward on the requirements and expectations for serving on the Compliance committee and both Director Murphy and Mr. Marx were in favor of her joining. Following discussion, the Board agreed that Ms. Ward would be a welcome addition to the Compliance Committee.

Locates Specialist

Report Mr. Huffman reported to the Board:

1. No locates were received for January or February but expects requests to start in mid-March.
2. The District should expect higher than usual locate requests again this summer due to continued work by Comcast.

Ms. Johnston noted that multiple notifications were being received for locates at the same address. Mr. Huffman explained that the online reporting service recently changed. Discussion was had on how confirmation was received for the responses and the Board requested that Mr. Huffman send the confirmation reports to Ms. Johnston for comparison with the notification billing statements.

Raw Water System

Report Mr. Huffman reported

1. The system is being prepared for startup the first weekend in May, weather permitting.
2. Owners should be sent notice via email of the startup as well as to expect a drought year in mid-April. Discussion on the drought year continued and the Board requested that information on smart irrigation controllers be included in the emailed notice.
3. The Step Pond dredging was completed last fall. Pond #1 was partially dredged and will be resumed around the end of March, weather permitting, so that it is completed before system start up and run off.
4. Scott Green Excavating is expected to complete the Pond #2 repairs as soon as the area is safe to move in equipment, hopefully by mid-March, and is expected to be completed before the system start up.

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Financial Statements

Ms. Johnston reviewed the preliminary year-end financial statements included in the packet, confirmed that the 2020 Bonds closed December 2, 2020 and reviewed the 2020 expenses and budget variances. Ms. Johnston reported that the 2020 audit was scheduled to start March 22 and reviewed the process. There was general discussion on the audit and following discussion, the Board assigned an audit committee consisting of Directors Barton and Johnson to review the audit prior to Board approval at the June meeting.

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.

Vendor Proposals

The Board reviewed the vendor proposals included in the packet. Following discussion and upon motion duly made and seconded, it was unanimously

RESOLVED to approve the 2021 Landscaping proposal submitted by Brush Creek Landscaping; and

FURTHER RESOLVED to approve the Cottonwood Pass Entrance Area improvements proposal from Brush Creek Landscaping.

Ms. Johnston introduced the tree care proposals included in the packet. Discussion continued on the differences in the bids, the amounts of product to be used and inclusion of pest control versus inspections than treatment. Following discussion and upon motion duly made and seconded, it was unanimously

RESOLVED to approve the Tree Care proposal from Brush Creek Landscaping; and

Ms. Johnston introduced the proposal to replace the irrigation clock. Mr. Huffman confirmed that the main pumps controller was working properly and did not need replaced however, the main controller for the irrigation system was failing and confirmed it should be replaced. Following discussion and upon motion duly made and seconded, it was unanimously

RESOLVED to approve the Irrigation Controller replacement proposal from Brush Creek Landscaping.

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CCOA Ms. Johnston updated the Board that Travelers, the carrier for the Directors and Officers insurance for Chatfield Corners Owners Association, would no longer write the policy. Ms. Johnston explained that Management was researching other options for coverage, including through the District's policy, and relayed that the Association's agent and attorney recommended purchasing the extended period coverage, commonly known as a tail policy, offered by Travelers, the cost of which was included in the Accounts Payable list approved earlier in the meeting. General discussion continued on potential exposure and how to protect the Association. The Board requested that Ms. Johnston continue researching the issue until a suitable solution is found.

Future Meetings The Board reviewed the meeting calendar, confirming that the next meeting would be held on June 29, 2021.

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

RESOLVED to adjourn the meeting of the Chatfield Corners Metropolitan District Board of Directors this 2nd day of March, 2021.

Respectfully submitted,



Beth Johnston
Secretary for the Meeting