
RECORD OF PROCEEDINGS

Minutes of the Special Meeting Of the Board of Directors Chatfield Corners Metropolitan District April 28, 2015

A Special Meeting of the Board of Directors of the Chatfield Corners Metropolitan District, Eagle County, Colorado, was held April 28, 2015, at 5:30 p.m. at the Gypsum Creek Grill, 530 Cotton Ranch Drive, Gypsum, Eagle County, Colorado, in accordance with State regulations.

Attendance The following Directors were present and acting:

- Bill Hasselbach
- Joe Schwan
- Mike Woods
- Grant Murphy

Also in attendance were:

- Chris Huffman, Sagebrush Services
- Debbie Braucht, Marchetti & Weaver, LLC
- Nicole Hetzer, Marchetti & Weaver, LLC, Secretary for the Meeting

**Call to
Order**

The Special 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**

There were no changes to the Agenda.

Public Input

There was no public input offered at the Board meeting.

Minutes

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

RESOLVED to approve the November 24, 2014 meeting minutes with changes.

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Irrigation System Report

Mr. Huffman with Sagebrush Services reported that the newly re-built pump has been installed and tested today. He has started pressurizing the irrigation system and is looking for any leaks or additional repairs that may be needed before the water is turned on May 4th.

The Board discussed sending a community-wide email to remind homeowners to clean their sprinkler heads and screens. The email will also advise that the water will be on for three weeks, which provides time to contact irrigation contractors and make any necessary repairs. Then the mandatory watering restrictions will go into effect. Details on the watering restrictions as well as directions to clean screens and sprinkler heads will be posted on the Chatfield Corners website and also detailed in the email to homeowners.

Mr. Huffman noted that there were rusty spots on some pipes in the pump station, and they have been cleaned and painted with primer. No action is currently needed with the wetlands drainage, but Mr. Huffman will continue to monitor it. The fountain has started running and will be cleaned one more time before it is ready to go for the summer. Director Murphy asked if we could cover the black plastic on the back of the fountain. Mr. Huffman stated that he will place some stones over it. It was also noted that rocks were piled up again in front of the grates in the step pond. Mr. Huffman will clean things up as well and do some maintenance here.

District Management Report

The report was distributed to the Board for review. Brush Creek Landscaping also provided an update of tasks they are currently working on in Chatfield Corners. Director Schwan requested that the appearance of the front entrance be enhanced by adding some fill dirt to the small depression in front of the fountain. Ms. Braucht commented that we will ask Brush Creek Landscaping to do this when they are planting additional flowers and plants in the entrance.

Discussion of the 2015 Meeting Schedule

The Board reviewed the draft 2015 meeting calendar which was included in the Board packet. Upon motion duly made and seconded it was unanimously

RESOLVED to adopt the 2015 meeting schedule as July 14th and October 27th.

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24-Hour Posting Resolution

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

RESOLVED to establish the posting locations for the notices of the District's 2015 meetings as follows:

Notices of the meetings of the District's Board of Directors required pursuant to Section 24-6-401, et. seq., C.R.S., shall be posted within the boundaries of the District at least 24 hours prior to each meeting at the following location:

Chatfield Corners Information Kiosk

Notices of regular or special meetings required to be posted at three public places within the District and at the office of the County Clerk & Recorder at least 72 hours prior to said meeting shall continue to be made pursuant to Section 24-6-401, et. seq., C.R.S..

Marchetti & Weaver, LLC Engagement Letter

Ms. Braucht reviewed the proposed engagement letter and presented the memo drafted by Mr. Marchetti detailing the changes. New guidelines adopted by the American Institute of Certified Public Accountants (AICPA) better reflect the services Marchetti & Weaver are providing to the District. Mr. Marchetti's memo wanted to make clear that no services have changed, only AICPA guidelines, but a new engagement letter outlining these services is required. Upon review and by motion duly made and seconded it was unanimously

RESOLVED to approve the Marchetti & Weaver, LLC engagement letter as presented.

March 2015 Financial Statements

Ms. Braucht reviewed the March financial statements and the 2016 preliminary budget with the Board, stating that there are no concerns with year-to-date numbers.

Director Schwan asked if Marchetti & Weaver, LLC would be able to share the unofficial 2016 property valuations at the July meeting, and Ms. Braucht confirmed that the information will be discussed in more detail then. Based on Mr. Marchetti's review of the preliminary sales data, it appears that values are trending upward.

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2014 Application for Exemption from Audit

As directed by the Board at the November 24, 2014 meeting, Marchetti & Weaver, LLC prepared the 2014 Application for Exemption from Audit. Once the Application was completed, it was then distributed to the Board for review before it was filed with the Office of the State Auditor. Upon motion duly made and seconded it was unanimously

RESOLVED to ratify the filing of the 2014 Application for Exemption from Audit.

Accounts Payable

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

RESOLVED to approve and ratify the accounts payable list as presented.

Adjournment

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

RESOLVED to adjourn the Special meeting of the Chatfield Corners Metropolitan District Board of Directors this 28th day of April 2015.

Respectfully submitted,

Secretary for the Meeting