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# RECORD OF PROCEEDINGS

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Chatfield Corners Metropolitan District March 29, 2016 Meeting Minutes

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**Minutes of the Special Meeting  
Of the Board of Directors  
Chatfield Corners Metropolitan District  
March 29, 2016**

A special meeting of the Board of Directors of the Chatfield Corners Metropolitan District, Eagle County, Colorado, was held Tuesday, March 29, 2016 at 5:30 p.m. at the Gypsum Town Hall located at 50 Lundgren Blvd, Gypsum, Eagle County, Colorado in accordance with State regulations.

**Attendance** The following Directors were present and acting:

- Grant Murphy
- Joe Schwan
- David Barton

The following Director was absent and excused:

- Mike Woods

Also in attendance were:

- Chris Huffman, Sagebrush Services
- Scott Tarrant, Brush Creek Landscaping
- Nick Close, High Country Forestry
- Bill Baxter, Gypsum Fire Protection District
- Jennifer Kirkland, Friends of Gypsum Fire
- Debbie Braucht, Marchetti & Weaver, LLC
- Beth Johnston, Marchetti & Weaver, LLC, Secretary for the Meeting

## **Public Input**

Director Murphy opened the meeting requesting public comment from Mr. Baxter and Ms. Kirkland from the Gypsum Fire Protection District who were seeking support for the mill levy increase on the May 3, 2016 Gypsum Fire Protection District (GFPD) ballot. Mr. Baxter gave an overview of the Gypsum Fire Protection District (GFPD) explaining that the GFPD was operating on a shoestring budget that could not be sustained, outlined the GFPD boundaries for service, that only 4 firefighters were on the payroll, and the volunteer crew was dwindling. Ms. Kirkland went on to detail that GFPD was asking for a 3.6 mill increase which would result in approximately a \$7 increase per month on a home valued at \$300,000. The total mill levy would be just over 10 mills and would be consistent with other fire districts in the area. Ms. Kirkland and Mr. Baxter stated that the mill levy increase would be used to replace outdated equipment, and to add much needed personnel. They requested that the Chatfield Corners Metropolitan District Board adopt a Resolution of Support for the mill levy increase and distribute the resolution to their homeowners. Director Schwan

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commented that homeowners and members of the community should also write letters to the editor of the local paper in support of the increase.

Director Barton joined the meeting.

Bill Baxter and Jennifer Kirkland left the meeting at 5:50 pm.

### **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.

### **Minutes**

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

**RESOLVED** to approve the October 27, 2015 meeting minutes as presented.

### **Irrigation System Report**

Mr. Huffman with Sagebrush Services reported the water would be turned on by the second week in May, with a May 9<sup>th</sup> target date. The Board requested that Marchetti & Weaver send out a community-wide email to notify homeowners of the start date.

Mr. Huffman reported that the rebuilt pm pump was ready to go and the pump re-build rotation was working. Mr. Huffman asked if the Board was still interested in purchasing a backup frequency drive that controls the pump speed. Mr. Huffman explained that the current drive is obsolete and should be replaced or at least a backup should be on hand so that the water system is not down if the current drive should fail. Upon motion duly made and seconded, it was unanimously

**RESOLVED** to approve the purchase of a backup frequency drive at a price not to exceed \$7,000.

Mr. Huffman advised that the wetlands were still under snow but would be cleaned up in the spring. No action is currently needed with the wetlands

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drainage, but Mr. Huffman will continue to monitor it. Mr. Huffman stated that the fountain would be cleaned before start up and at close down.

Ms. Braucht inquired on the status of the ditches and commented on an email from Ms. Pinion about the small drainage ditch behind her lot. Mr. Huffman stated that Chatfield/Bartholomew ditch was cleaned last year and would be monitored this year, the McBrayer ditch was to be cleaned out in the spring, and he would clean out and monitor the area behind Ms. Pinion's lot as well.

### **Landscape Management Report**

Mr. Tarrant of Brush Creek Landscaping and Mr. Close from High Country Forestry 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 manhole covers in front of the fountain. Mr. Huffman suggested that the manhole covers could be built up, graded and mulched and that plantings, maybe tall grasses like fescue or shrubs, could be used to screen the fountain base. Ms. Braucht commented that Brush Creek Landscaping would be asked to do this when they are planting flowers and plants in the entrance.

Mr. Close reported that the trees were sprayed in the fall and would also be done in the spring. He then detailed the types of pests he was monitoring and the appropriate preventative treatment. Deep root fertilizer would be applied and some pruning would be done this season. Mr. Close reported that overall, the trees taken care of by the District were in good health however, the trees on owners' property could harbor pests that effected the entire development and "community forest". The Board requested that Marchetti & Weaver post and send out an informational email about tree health to homeowners. Mr. Tarrant and Mr. Close said that they have Arbor Day workshops, articles, and other educational information that could be sent to homeowners. It was also noted that the cottonwood by the recreation path may have to be removed and replaced at some point in the future due to root growth into the recreation path and pond. It was suggested that a different type of tree, such as locust, be considered to increase tree diversity in the community.

Upon inquiry by Ms. Braucht, Mr. Tarrant confirmed that the weeds in the field were sprayed last fall and stated that they would be sprayed this spring and fall and any thistles would be dug out. Mr. Tarrant also reported that he would monitor the grass areas for need of dethatching and that plug aeration would be performed this season.

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Mr. Tarrant and Mr. Close left the meeting at 7:00 pm.

### **Gypsum Fire Resolution of Support**

The Board reviewed presentation from Mr. Baxter and Ms. Kirkland presented earlier during Public Input. The Board directed an email blast of the Resolution to be sent to all Chatfield Corners owners with an email address on record. Upon motion duly made and seconded, it was unanimously

**RESOLVED** to adopt the Gypsum Fire Resolution of Support.

### **24-Hour Posting Resolution**

Ms. Johnston and Ms. Braucht reviewed the posting locations with the Board. 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 2016 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..

### **2016 Meeting Calendar**

The Board reviewed the 2016 meeting calendar which was included in the Board packet. Upon motion duly made and seconded it was unanimously

**RESOLVED** to adopt the 2016 meeting schedule as presented with regular meetings set for July 19 and October 25.

### **2016 Election Cancellation**

Ms. Johnston updated the Board on the cancellation of the 2016 Election as there were not more candidates than seats to fill. Ms. Johnston explained that the Oaths of Office would need to be completed no earlier than May 3 and no later than June 2, 2016 and that the elected candidates would receive a letter requesting them to contact her to schedule a time for taking their Oath.

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## 2015 Application for Exemption from Audit

As directed by the Board, Marchetti & Weaver, LLC prepared the 2015 Application for Exemption from Audit. The completed Application was reviewed by the Board with a general discussion of the financial position of the District at 2015 year end. Management was directed to file the 2015 Application for Exemption from Audit with the Office of the State Auditor by the due date of March 31, 2016. Upon motion duly made and seconded it was unanimously

**RESOLVED** to approve the Resolution of the 2015 Application for Exemption from Audit.

## February 2016 Financial Statements

Ms. Braucht reviewed the February 2016 financial statements and the 2016 preliminary budget with the Board, stating that there are no concerns with year-to-date numbers. Ms. Braucht suggested that the Board should consider future projects with the Water Fund reserves. Mr. Huffman suggested realigning the ditch by the recreation trail to remove the 90 degree angle for better water flow and outing aside a reserve for replacement of the irrigation pipes several years in the future.

## 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 29<sup>th</sup> day of March 2016.

Respectfully submitted,



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Beth Johnston  
Secretary for the Meeting