
RECORD OF PROCEEDINGS

Chatfield Corners Metropolitan District November 1, 2016 Meeting Minutes

**Minutes of the Special Meeting
Of the Board of Directors
Chatfield Corners Metropolitan District
November 1, 2016**

The special meeting of the Board of Directors of the Chatfield Corners Metropolitan District, Eagle County, Colorado, was held Tuesday November 1, 2016 at 5:45 p.m. at the Gypsum Public Library located at 47 Lundgren Drive, Gypsum, Eagle County, Colorado in accordance with State regulations.

Attendance The following Directors were present and acting:

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

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 Special Meeting of the Board of Directors of Chatfield Corners Metropolitan District was called to order by Director Murphy noting a quorum was present. It was noted that this meeting is being held concurrently with the Chatfield Corners Owners Association meeting.

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 August 1, 2016 meeting minutes as presented.

**District Manager's
Report**

Ms. Johnston reviewed the District Manager's report for the Board.

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Irrigation System Report

Mr. Huffman with Sagebrush Services reported that less water was used this year than prior years: total for 2016 51,915,000 gallons for 2016 versus 55,515,000 used in 2015. The system blowout in October was successful with no problems. Mr. Huffman recommended running the compressor an extra day during the system blowout to allow homeowners to blow out their irrigation lines to avoid low pressure occurrences while trying to blow out the main lines. He estimated the additional cost would be approximately \$350 plus fuel.

Mr. Huffman reported the backup variable frequency controller has been ordered but not received as of the meeting.

For 2017, Mr. Huffman advised removing the large rocks that line the step ponds to prevent them from being rolled into the ponds and causing damage to the grates. The pumps would be pulled and serviced per the maintenance schedule and Mr. Huffman was going to check the condition of the headgate and swamp bypass grate to determine if they needed replaced or repaired.

Future Meetings

The 2017 preliminary meeting calendar was reviewed. Upon motion duly made and seconded, it was unanimously

RESOLVED to accept the 2017 Meeting calendar with meetings scheduled for March 21, June 20, and October 17 of 2017.

Metro District Assumption of Owners Association duties

Mr. Marchetti reviewed the progress to date on the assumption of duties from the Owners Association. He then outlined the remaining steps to be taken. Mr. Marchetti explained that the assumption was subject to approval by the Town of Gypsum and was on the Agenda for the 12/8/2016 Council Meeting. The Board discussed details of the transition assuming a January 1 effective date. After discussion, and upon motion duly made and seconded, it was unanimously

RESOLVED to approve the Resolution Regarding Covenant Enforcement and Design Review Services, and

FURTHER RESOLVED to approve the Agreement Regarding the Covenant Enforcement and Design Review Services with the Chatfield Owners Association, effective January 1, 2017.

Copies of the formal resolution and agreement regarding the Covenant Enforcement and Design Review Services are incorporated herein by reference and shall be retained in the District's permanent records.

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Budgets and Financial Statements

Mr. Marchetti reported that the meeting had been published as the public hearing to Amend the 2016 budget and approve the 2017 Budget. The public hearing to Amend the 2016 Budget was opened to take comments. Mr. Marchetti reviewed the preliminary financial statements ending September 30, 2016 noting the 2016 forecast column. Mr. Marchetti explained that expenses related to the Owners Association consolidation project contributed to the increased expenses in the General Fund, although the Debt Service and Water fund were projected to come in under budget. There being no further comment, the public hearing was closed. Upon motion duly made and seconded, it was unanimously

RESOLVED to approve the Resolution to Amend the 2016 Budget.

The public hearing for the 2017 Budget was opened for comment. Mr. Marchetti reviewed the 2017 proposed budget highlighting the line items added from the Owner's Association budget. Mr. Marchetti reviewed the Assessed Valuation projections for 2017 and 2018, stating that the valuations would be less than originally expected due to a change in the state's residential assessment rate. The change was not expected to have a significant effect on the assumption of services of the Owner's Association. Ms. Johnston reviewed the operating expenses reporting that the landscape and irrigation contractors requested increases for 2017. Mr. Marchetti stated that the Bonds would be callable in 2020 and could be refinanced at that time if interest rates remained favorable. Ms. Johnston reported that there was no increase for the water rates budgeted for 2017. There being no further comments, the public hearing was closed. Upon motion duly made and seconded, it was unanimously

RESOLVED to approve the Resolutions to Adopt the 2017 Budget, subject to minor adjustments which may result from the final certification of assessed values and increase to the Irrigation spring start up line item; and

FURTHER RESOLVED to approve the Resolution to Set the Mill Levies at 10.000 mills for operations and 31.885 mills for debt service; and

FURTHER RESOLVED to approve the Resolution to Appropriate Sums of Money for spending in 2017.

Copies of the formal resolutions adopting the budget, setting the mill levy and appropriating funds are incorporated herein by reference and shall be retained in the District's permanent records.

Subcontractor

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Contracts

Various subcontractor contracts for the remainder of 2016 and 2017 were presented and reviewed by the Board. Ms. Johnston relayed that Brush Creek Landscaping offered a 3-year landscaping proposal however the contract was not received in time for the meeting. The Board requested a copy of the contract be circulated for review. Upon motion duly made and seconded, it was unanimously

RESOLVED to approve the Snow Plow Contract with Brush Creek Landscaping for 2016/2017 winter season; and

FURTHER RESOLVED to approve the Crack filling and Sealcoating estimate with Mountain Maintenance; and

FURTHER RESOLVED to approve the Sagebrush Services contract with requested increases for 2017.

2016 Audit

Mr. Marchetti explained that the Board could choose to have an audit performed for 2016, however, the District met the guidelines to qualify for an audit exemption as in prior years. The Board directed Marchetti and Weaver, LLC to prepare an Application of Exemption from Audit for 2016.

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 to the Board in the distributed Board packet.

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 1st day of November 2016.

Respectfully submitted,

Beth Johnston
Secretary for the Meeting