

**MINUTES OF A SPECIAL MEETING OF THE  
BOARD OF DIRECTORS OF THE  
CHAPPARAL METROPOLITAN DISTRICT  
HELD AUGUST 15, 2023**

**A special meeting of the Board of Directors of the Chapparral Metropolitan District was held on August 15, 2023, at 3:00 p.m.**

<https://us06web.zoom.us/j/86938479596?pwd=WDFIR3pOV0VCZ3JlclY2SUthdTdRZz09>

**Meeting ID: 869 3847 9596    Passcode: 920485    Telephone: 1 720 707 2699**

**The meeting was open to the public.**

**ATTENDANCE:**

In attendance were Directors:

Jim Noon, President  
Roger Bane, Vice President  
Michelle Bates, Treasurer  
Jamie DeBrosse, Secretary  
Travis Terwilligar, Assistant Secretary

Also in attendance were:

Ashly Dorey, Michael Schenfeld and Marcos Pacheco; Community Resource Services of Colorado, LLC  
Jennifer Thomas, Front Range Recreation

**CALL TO ORDER:**

Director Noon noted that a quorum of the Board was present, and called the meeting to order at 3:00 p.m.

**AGENDA:**

There were no new disclosures. The Board approved the agenda as presented.

**PUBLIC COMMENT:**

No public in attendance.

**POOL REPORT:**

Jennifer Thomas provided a report to the Board. Due to school being back in session, there will be no lifeguards until after school hours. Director Bates brought up the idea of having freezer pops or popsicles for sale, the Board would like to visit this next season.

Director DeBrosse informed the Board that the picnic tables have been ordered and thanked Director Bane for handling this item. A discussion was had about the loungers that need replacing. Ms. Thomas recommended the Board consider the purchase of the lounge chairs before the prices go up in the new

year. The unusable chairs have already been pulled and taken out of use. Director DeBrosse made a motion to ratify the purchase of the picnic tables and reimbursement to Director Bane. Upon second by Director Bates, vote was taken, and motion carried unanimously.

Ms. Thomas asked if there have been any additional night visitors at the pool, Director Terwilligar said there have been no further night swimmers in the pool but also noted that the cameras were not able to see the vehicle's license plate.

Director Terwilligar also brought up the two proposals from Thesan. Option 1 to be able to obtain license plate, camera will need to be lower at the correct level. Option 2 camera for the tennis courts and entrance. These cameras would be able to capture vehicles going out of the parking lot. The camera at the tennis courts will need an ethernet.

Four new cameras have been installed and there is an app that can be loaded to the Board Directors phones for access. Further discussion took place. Director Terwilligar moved to approve the license plate camera only, upon second by Director DeBrosse, vote was taken, and motion carried unanimously.

Director Bates reported the wooden fence needs some attention. The fence runs behind and along the side of the pool. Some Boards are in bad shape and need to be repainted. Director Bane mentioned that the south half of the fence was painted about a year ago. Director Noon suggested a field trip meeting to further evaluate this, along with other items in the District.

Director Bates suggested that the pool facility should have a cleaning service out after the pool season. Front Range Recreation should be cleaning up but the facility is not as clean as it should be. It was suggested that the contract with Front Range Recreation be reviewed.

FRR Change Order to Chapparal Swimming Pool Management Contract - Summer 2023: Director DeBrosse voted to approve the change order, upon second by Director Bane, vote was taken, and the motion carried unanimously.

**MEETING**  
**MINUTES:**

Approval of Meeting Minutes: The Board of Directors reviewed the minutes of the July 17, 2023, regular meeting. Director Bates moved to approve the minutes as presented. Upon a second by Director Bane, a vote was taken, and motion carried unanimously.

**FINANCIAL MATTERS:**

Payment of Claims: Mr. Pacheco presented the current payment of claims in the amount of \$23,696.27 with auto payments of \$3,138.91 totaling \$26,835.18. After discussion, Director Noon questioned the Century Link information. Mr. Pacheco noted the payment for the internet at the pool has been paid. Also asked if the classification for the chemicals is correct. Director Bane moved to approve the claims as amended, upon second by Director Bates, vote was taken, and motion carried unanimously.

Cash Position Summary Dated August 4, 2023, and Unaudited Financial Statements for the Period Ended July 31, 2023: Mr. Pacheco reviewed the cash position and financial statements with the Board. Director Noon asked about the Aspire fees and income. CRS will investigate this. The CORE bill for the entrance is large, asked if there is an issue. Upon motion by Director Bane to accept the financials and a second by Director Bates, vote was taken, and the Board accepted pending clarifications from CRS.

Antenna Lease Payment Report: Mr. Pacheco reviewed the report with the Board.

**MANAGEMENT ITEMS:**

SDA Conference September 12, 13, & 14. The next regular meeting is scheduled for September 12, this date is during the SDA conference. Director Noon suggested moving the meeting date and having it at the Fire Station. Dates will be provided and decided upon.

**DIRECTOR ITEMS:**

Director Bane is working with SEMSWA on the west entrance regarding the drainage. The area is flatter and might require more work and therefore costs will increase.

Director DeBrosse asked if there is any preparation to be done now for the upcoming Christmas season. Director Bates and DeBrosse will connect. Need to ask Ms. Blair who did the lights.

Ratify Quote with Total Knockout Landscaping LLC for Masonry Work – Mr. Pacheco reviewed. Director Bane moved to approve the payment pending the company cleans up the area requested. Upon second by Director Bates, vote was taken, and motion carried unanimously.

Tennis Court Rental Agreement - ACWWA has agreed to resurface the courts next year. Kevin McBrien with ACWWA may have some ideas for less expensive repairs to the posts. Director Noon expressed concern about some provisions included in the agreement that seemed odd and suggested the Board revisit the agreement between the District and ACWWA.

Note, Aspire would like to look at their contract for next year, the deadline is September 7. This will be discussed and approved at a later date.

**INFORMATIONAL ITEMS:**

HOA Attendance – Director Bates will attend the HOA meetings scheduled for the rest of the year. Director Terwilligar will be added to the rotation for 2024.

**ACTION ITEMS:**

Director Terwilligar and Director Bates are working on new emails for the Directors, recommendation is to use the name or position. The Board decided on position names.

**OTHER:**

Nothing else was presented.

**ADJOURNMENT:**

There being no further business to come before the Board, the meeting was adjourned at 4:57 p.m.

Respectfully submitted,

DocuSigned by:

*Jamie DeBrosse*

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Secretary for the Meeting