

# RECORD OF PROCEEDING

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## MINUTES OF A SPECIAL MEETING OF THE BOARD OF DIRECTORS OF:

### CHAPPARAL METROPOLITAN DISTRICT

HELD TUESDAY, DECEMBER 9, 2025, AT 3:00 PM

#### ADMINISTRATIVE ITEMS

The special meeting of the Board of Directors of the Chapparral Metropolitan District, Arapahoe County, Colorado was called to order on the day shown above by Jim Noon in accordance with the laws of the State of Colorado. The following Directors were acting:

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

Also present was:

Sue Blair, Carlos Arreola-Karr and Rhonda Bilek, Community Resource Services of Colorado, LLC

#### CALL TO ORDER

A quorum of the Board was present, and the meeting was called to order at 3:00 p.m.

#### CONFLICTS OF INTEREST

There were none.

#### APPROVE AGENDA

Director Bates moved to approve the agenda as presented. Upon second by Director Terwilligar, a vote was taken, and the motion carried unanimously.

#### MINUTES

Director DeBrosse moved to approve the minutes of the meeting held on October 28, 2025, as presented. Upon second by Director Terwilligar, a vote was taken, and the motion carried unanimously.

#### PUBLIC COMMENT

There was none.

#### POOL REPORT

There was no report.

#### FINANCIAL MATTERS

- a. **Review and Approve/Ratify Payment of Claims:** Mr. Karr reviewed the claims and noted that the Colorado Premier Garage Door invoice is included in the updated claims. Director Terwilligar moved to ratify and approve the updated claims as presented. Upon second by Director Bane, a vote was taken, and the motion carried unanimously.

- b. **Review Financial Statements:** The cash position and unaudited financial statements were reviewed by Mr. Karr and Ms. Blair. Colotrust continues to have a good interest rate of 4.012%. Director Bane moved to accept the unaudited financial statements as presented. Upon second by Director Terwilligar, a vote was taken, and the motion carried unanimously.
- c. **Antenna Lease Report:** Mr. Karr reviewed the enclosed report.
- d. **Public Hearing to Adopt 2026 Budget:** Mr. Karr reported that the proper publication had been made to allow the Board to conduct the public hearing. Director Noon opened the public hearing at 3:28 p.m. There being no public in attendance and no public comments received by Community Resource Services of Colorado, the public hearing was closed.

Ms. Blair and Mr. Karr presented the 2026 proposed budget. The final Assessed Valuation is \$21,953,261. The proposed mill levies are general fund 4.197 and debt service 8.200 for a total mill levy of 12.397. Director Bates moved to adopt the 2026 budget, certify mill levies and appropriate the 2026 expenditures as presented. Upon second by Director Bane, a vote was taken, and the motion carried unanimously.

The Board discussed the gate and proposed cost of \$8,000. After discussion the Board determined they will not move forward with the upgrade. After discussion, the Board determined they will not move forward with the upgrade and determined to keep the gate open during the winter months of December 1 through April 1. The Directors will monitor the cameras and also do frequent visits to the pool house area to check the gate function and any unwelcome activities in the area.

Mr. Karr asked the Board to consider an additional Streamline option for overlaying documents 'Doc Access' for accessibility. The option would have an additional cost of \$600.00 annually. After discussion the Board declined, and Mr. Karr will notify Streamline.

## MANAGEMENT ITEMS

- a. **2026 Annual Administrative Matters:** Ms. Blair and Mr. Karr presented the annual administrative resolution. The resolution is to note all compliance requirements and who is responsible for completing the filings. The District is authorizing CRS to complete the required statutes and filings. Director DeBrosse requested more time to review the resolution and information for understanding. After discussion Director Bane moved to approve the resolution, upon second by Director Terwilligar, a vote was taken, and the resolution was approved 4 to 0. Director DeBrosse abstained from the vote.
- b. **2026 Game-Set-Match Agreement:** After review Director Bates moved to approve the agreement as presented. Upon second by Director Bane, a vote was taken, and the motion carried unanimously.
- c. **Look Ahead Schedule:** Ms. Blair and Mr. Karr reviewed the schedule.
- d. **Manager's Report:** There was no Manager's Report.

## DIRECTORS' REPORTS

Director Bates alerted the Board that the West Entrance road is icy which could possibly cause a vehicle to slide into traffic on Arapahoe Road. She asked who is responsible for the road. The City of Centennial will need to be contacted. Director Bates will reach out to the City.

Director DeBrosse asked about the end of season pool report from Front Range Recreation. Ms. Blair received an email from Andrew, but this did not include the report, Ms. Blair will follow up and forward the report to the Board.

Director DeBrosse asked why the large lighted bows are not up. Director Bane said that several of the bows are not working and made the decision not to include in the holiday decorations. Director DeBrosse will take a look at them and possibly put up some of the working bows. Asked who put up the lights at the pool house. Director Bane said the District had an extra 200-foot strand of lights which he used to decorate the pool house. The Directors said it looked great and thanked him.

Director Bane also informed the Board the irrigation has been winterized and the backflow devices are stored for the winter.

**INFORMATION ITEMS**

There were none.

**OTHER BUSINESS**

There was none.

**ADJOURNMENT**

The meeting was adjourned at 4:31 p.m.

Respectfully submitted,

*Carlos Arreola-Karr* \_\_\_\_\_

Secretary for the Meeting