

**MINTURN CEMETERY DISTRICT
REGULAR MEETING AGENDA**

July 13, 2026
4:00 p.m.

**Minturn Cemetery Mausoleum
806 Cemetery Rd., Minturn, CO**

- I. Call to Order (4:00pm)**
- II. Roll Call**
- III. Public Comment**
- IV. Approval of Meeting Minutes from June 15, 2026**
- V. DISCUSSION (4:05pm)**

Executive Session with attorney, Matt Mire, pursuant to:

- 1. C.R.S. §24-6-402(4)(a) - to consider the purchase, acquisition, lease, transfer or sale of real, personal or other property; and C.R.S. §24-6-402(4)(e) - to determine positions relative to matters that may be subject to negotiations, develop a strategy for negotiations, and/or instruct negotiators on topic of a potential real property acquisition, and a certain access easement for the Old Edwards Cemetery; and
- 2. C.R.S. §24-6-402(4)(b) - to hold a conference with the Town Attorney, to receive legal advice on specific legal questions.

20 min.

- B. Old Edwards Cemetery (4:20) - Sidney**
Peterson letter
Ramaker GPR estimate for Green / Peterson

10 min

- C. Property Manager Report (4:30) – Ray**
Old Edwards Cemetery update
Minturn property report

10 min.

- VI. Check and Document Signing (4:40)**

5 min

- VII. OTHER BOARD BUSINESS**
TBD

- VIII. Adjournment (4:45)**

The next Minturn Cemetery District regular board meeting is TO BE DETERMINED.

MINTURN CEMETERY DISTRICT
REGULAR MEETING MINUTES
Minturn Cemetery Mausoleum Chapel

June 15, 2026

4:00 pm

Members Present:

Art Chavez

John Sheehan

Travis Coggin

Members Absent:

n/a

Staff:

Ray Sforzo

Sidney Harrington

I. CALL TO ORDER

John called the regular meeting to order at 4:00 p.m.

II. ROLL CALL

John, Art, Travis, Ray and Sidney were present.

III. PUBLIC COMMENTS

N/A

IV. APPROVAL OF MEETING MINUTES

John motioned to approve the meeting minutes from the May 11, 2026 regular meeting, Art seconded, and all were in favor.

V. DISCUSSION

A. **RESOLUTION NO.2-2026: A RESOLUTION OF THE MINTURN CEMETERY DISTRICT APPROVING REVISED RULES AND REGULATIONS FOR THE RIVER VIEW CEMETERY AND MAUSOLEUM AND OLD EDWARDS CEMETERY**

Board and staff reviewed the suggested revisions to the rules and regulations including the addition of required casket specifications for all crypt interments in the mausoleum; i.e. gasketed metal caskets only 84”L x 28”W x 24”H.

Secondly, bronze supplier price fluctuation for niches, crypts and memorials shall be passed on directly to customers and billed respectively through the cemetery office.

Travis motioned to approve, John seconded and all were in favor.

B. Old Edwards Cemetery:

Sidney reported that the Green Cemetery real estate deal closed successfully and the property now belongs to the district.

Josh McMahon successfully connected with David Peterson to share the intentions of the district to improve, maintain and potentially purchase his cemetery parcel. Josh shared photos and Colorado Statue information with him and engaged in a lengthy nonlinear conversation. To follow is some context for where things stand with communications:

- Peterson wants to maintain all-control over the land but hasn't been to the property since the 1970's
- He will not give the property to the cemetery district
- Two other family members need to be buried there and he may need to consult with them before entertaining any conversation about selling the land
- Peterson vacillates between wanting to "do the right thing" to "this is my historical family property"
- Possibility of a purchase price was brought up to Peterson and he may be interested but would need to also keep 4-6 burial plots for future use

Josh recommends waiting a while before making an offer.

Board and staff discussed the parcel "deal" and all agreed that if we purchase the parcel, giving him plots is easy to do. We can give him all the plots if he really wants them. John stated that he likely will never use the plots.

Sidney reported that the photos that were sent to Peterson demonstrate an abandoned property with ground disturbances and overgrown sage brush. It is evident that nobody is maintaining the property.

Ray suggested that we call Fred Green to see if he would be willing to speak with David Peterson about his recent dealings with the District as about five years ago Fred was in a similar position of opinion about his land.

Travis suggested that we make a formal offer. He said that we write David Peterson a "love letter" further explaining our goals for improving the cemetery grounds while preserving Eagle County history and serving the community.

Board members agreed that we should move forward with an official proposal letter to present to David Peterson offering the assessed value (not to exceed) along with burial plot interment rights. Travis said at the very least Peterson will have a reaction to the offer.

John, Art and Travis commented about taking things slow with master planning at this point until we fully vet the additional cemetery parcel with Peterson. All agreed that all three parcels are worth more together and master planning efforts need to wait.

C. Property Manager Report:

Ray has been seeking out crack-fill and seal-coating subcontractor quotes for the existing cemetery driveways. Also needed is new paving for a small area in front of the new shed building. Board members agreed it is time to do it and approved the budgeted expense with Double M Asphalt.

Secondly, Ray presented a quote to clean up the Green cemetery parcel including clearing brush, haul off and disposal of debris and fencing. John signed the Defina proposal to begin cleanup for Green as soon as possible. Ray will take before and after photos.

Ray is a little concerned about the barbed wire fence that is rusted and old and surrounds the property. He would like to remove it and replace it with a temporary fence solution. Travis has personally been snagged by the barbed wire while out at there and agrees with removing it all.

Art wants to ease into this project but John and Ray think we should just remove it because it really is dangerous at this point when trying to access the cemetery. We have people from the public who are going in there.

Ray also wants to consider moving forward with a berm that seems to be an ideal solution to mitigating I-70 noise (like the charter school has). Ray believes this is an obvious need regardless of the master plan.

VI. BILL PAYING

The following electronic funds transfers were made:

Autopay	6/1/2026	eft	Vail Honeywagon	147.06
Autopay	6/3/2026	eft	Xcel Energy	740.14

The Following check payments were made:

6/15/2026	3847	American Construction Trades	5,170.00
6/15/2026	3842	Anderson Notarianni McMahon LLC	2,194.50
6/15/2026	3852	Centurylink	235.30
6/15/2026	3863	Defina Construction, Inc.	1,735.00
6/15/2026	3857	Firkins Garage Doors	366.28
6/15/2026	3851	Fitz Landscaping	7,554.37
6/15/2026	3850	FirstBank	2,662.89
6/15/2026	3855	Hoffmann, Parker, Wilson & Carberry, P.C.	7,074.00

6/15/2026	3856	The Home Depot	692.68
6/15/2026	3825	Marchetti & Weaver, LLC	2,246.40
6/15/2026	3844	McMahan and Associates, LLC	6,300.00
6/15/2026	3853	Mountain Valley Ventures, Inc.	7,184.00
6/15/2026	3854	MW Window Cleaning, Inc.	375.00
6/15/2026	3843	Ramaker	1,200.00
6/15/2026	3846	Rocky Mountain Custom Landscapes	2,081.04
6/15/2026	3848	Sforzo, Enterprises Inc.	8,287.78
6/15/2026	3849	Sidney Harrington	6,399.00
6/15/2026	3861	Vail Valley Landscape Supply	580.00
6/15/2026	3862	Vail Valley Pest Control	1,500.00
6/15/2026	3845	Windfire inc.	4,200.00

VII. OTHER BOARD BUSINESS

Sidney asked Matt about updating our district bylaws. Sidney and Matt will

VIII. ADJOURNMENT

At 4:54 p.m. John motioned to adjourn the regular board meeting, Art seconded and all were in favor.

The next regular board meeting date and time will be July 13, 2026 at 4 pm.

Respectfully Submitted:
Sidney Harrington
Administrator

ATTEST:

Travis Coggin
Minturn Cemetery District
Secretary / Treasurer

MINTURN CEMETERY DISTRICT
BALANCE SHEET/STATEMENT OF NET POSITION
For the periods indicated

Printed:

Printed:

12/31/2025 **6/30/2026**

<u>ASSETS</u>	<u>Total</u>	<u>GENERAL FUND</u>
Cash in Checking - FirstBank	25,922	169,573
Cash in Savings - ColoTrust	0	0
Cash in Savings - CSAFE	5,757,622	6,151,717
Property Taxes Receivable	840,373	147,905
Accounts Receivable	200	300
Prepaid Expense	12,778	0
Deposit- concrete work		
Property and Equipment	4,119,681	4,119,681
Accumulated Depreciation	(2,641,398)	(2,641,398)
TOTAL ASSETS	<u>8,115,177</u>	<u>7,947,778</u>
<u>LIABILITIES</u>		
Accounts Payable	37,359	-
Retainage Payable	-	-
Accrued Interest Payable	-	
Lease Obligations	-	
Bonds Payable	-	
TOTAL LIABILITIES	<u>37,359</u>	<u>-</u>
<u>DEFERRED INFLOWS</u>		
Deferred Property Tax Revenue	836,423	147,905
TOTAL DEFERRED INFLOWS	<u>836,423</u>	<u>147,905</u>
<u>NET POSITION</u>		
Investment in Assets Net	1,478,283	1,478,283
Fund Balance	5,763,112	6,321,590
TOTAL NET POSITION	<u>7,241,395</u>	<u>7,799,873</u>
TOTAL LIABILITIES, DEFERRED INFLOWS AND NET POSITION	<u>8,115,177</u>	<u>7,947,778</u>
	=	=

No assurance is provided on these financial statements and substantially all disclosures required by GAAP have been omitted.

MINTURN CEMETERY DISTRICT
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
BUDGET, ACTUAL AND FORECAST FOR THE PERIODS INDICATED

Printed: 07/08/26

MODIFIED
ACCRUAL
BASIS

	Cal Year 12/31/2025 Audited Actuals	Cal Year 2026 Adopted Budget	Cal Year 2026 Forecast	6 Months Ended 06/30/26 Actuals	6 Months Ended 06/30/26 Budget	Variance Favorable (Unfavor.)	2027 Preliminary Budget
REVENUES							
Minturn Cemetery Net AV - Change	1,773,526,000 -0.31%	1,858,718,440 4.80%					1,891,314,217 1.75%
Mill levy Rate	0.450	0.450	0.450				0.450
Temporary mill levy credit		0.000	0.000				0.000
Net mill levy		0.450	0.450				0.450
Property Taxes-Operating .45 Mills	798,773	836,423	836,423	688,489	687,540	949	851,091
Property Taxes-Backfill	-	-	-	-	-	-	-
Specific Ownership Taxes	42,652	37,789	37,789	15,685	15,745	(61)	42,555
Burial Plot Revenue	17,100	12,000	12,000	300	2,550	(2,250)	12,000
Masoleum Revenue	18,502	9,600	24,418	23,195	4,800	18,395	20,000
Other Income - TOM Reimb	6,389	6,100	6,075	6,075	6,100	(25)	6,100
Interest Income	241,649	203,597	203,597	106,638	101,798	4,839	191,396
TOTAL REVENUES	1,125,065	1,105,509	1,120,302	840,381	818,534	21,847	1,123,142
OPERATING EXPENDITURES							
Cemetery Administrator	53,580	56,792	76,792	38,394	28,396	(9,998)	80,632
Accounting	19,732	17,761	17,761	8,818	9,000	182	18,471
Audit	6,000	6,300	6,300	6,300	6,300	-	6,552
Insurance	9,977	20,000	12,778	12,778	15,000	2,222	15,000
Legal	19,256	40,000	40,000	18,866	16,699	(2,167)	40,000
Office Overhead & Expense	12,722	11,500	11,500	577	3,750	3,172	11,500
Office - Database Software/Website	3,054	11,500	11,500	3,176	3,600	425	11,500
Operations - Direct Expense	8,911	19,000	19,000	5,407	7,000	1,593	19,000
Ops - Contract Labor - Property Mgmt	39,054	45,004	45,004	22,509	22,502	(7)	46,804
Ops - Contract Labor - Burials	13,988	12,000	12,000	2,475	3,000	525	12,600
Ops - General Labor	-	-	-	-	-	-	1,050
Ops - Grave Site Services	3,935	11,500	11,500	-	2,000	2,000	11,500
Ops - Snowplow Services	11,990	28,366	28,366	13,403	13,400	(3)	29,784
Ops - Landscape Maintenance	61,921	100,000	100,000	23,255	23,317	61	100,000
Operations - Weed & Feed	16,552	13,487	13,487	7,184	6,248	(936)	13,487
Operations - Pest Control	2,400	4,160	4,160	1,500	1,500	-	4,160
Operations - Water & Septic Maintenance	10,067	11,908	11,908	3,312	3,400	88	12,503
Operations - Equip Repair & Maint	5,610	7,200	7,200	402	1,350	948	7,200
Operations - Bldg Repair & Maint	-	7,200	7,200	-	-	-	7,200
Operations - Roadway Maintenance	-	7,200	7,200	-	-	-	7,200
Operations - Utilities	30,432	48,045	48,045	11,761	16,000	4,239	48,045
Security Monitoring	507	5,242	5,242	984	2,621	1,637	5,242
Eagle County Treasurer's Fees	23,999	25,093	25,093	20,666	20,626	(39)	25,533
Contingency	-	20,000	20,000	-	-	-	20,000
TOTAL OPERATING EXPENDITURES	353,687	529,257	542,035	201,766	205,708	3,942	554,963
CAPITAL EXPENDITURES							
Road Improvements	-	-	-	-	-	-	-
Retaining Wall - Niches	32,028	-	-	-	-	-	-
Landscape	8,750	25,000	25,000	8,178	8,200	22	25,000
Monument Improvements- ground radar	-	10,000	10,000	-	-	-	10,000
Lighting/Security	-	10,000	10,000	4,566	4,500	(66)	10,000
Maintenance Building	342,053	-	613	613	-	(613)	1,000
Utilities Extension	-	100,000	100,000	-	-	-	100,000
Mechanical Gate & Security	-	-	-	-	-	-	-
Old Edwards Cemetery	50,405	200,000	200,000	64,475	65,000	525	200,000
Mausoleum	810	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Master Planning	-	50,000	50,000	-	-	-	50,000
Restroom	-	-	2,305	2,305	-	(2,305)	-
Misc & Other Contingency	-	475,000	475,000	-	-	-	475,000
TOTAL CAPITAL EXPENDITURES	434,046	870,000	872,918	80,136	77,700	(2,436)	871,000
TOTAL OPERATING & CAPITAL EXPENDITURES	787,733	1,399,257	1,414,953	281,903	283,408	1,506	1,425,963
REVENUE OVER (UNDER) EXPEND.	337,332	(293,747)	(294,651)	558,479	535,125	(23,353)	(302,821)
FUND BALANCE - BEGINNING	5,425,780	5,817,057	5,763,112	5,763,112	5,817,057	(53,945)	5,468,461
FUND BALANCE - ENDING	5,763,112	5,523,310	5,468,461	6,321,590	6,352,182	(30,592)	5,165,640

No assurance is provided on these financial statements and substantially all disclosures required by GAAP have been omitted.



July 13, 2026

DRAFT

David L. Peterson
4322 Vaquero Lane
Yuma, AZ 85364-8062

RE: Old Edwards Cemetery / Peterson Private Cemetery

Dear Mr. Peterson,

On behalf of the Minturn Cemetery District board of directors, I would like to formally express to you and your family our sincere interest in honoring, preserving and maintaining the Peterson Private Cemetery.

By incorporating into the Old Edwards and Green Cemeteries, your 0.160-acre parcel will exist under the wing of the Minturn Cemetery District, a non-profit, tax-exempt, special district that provides affordable burial options to the Eagle River Valley community. The District is organized under C.R.S 30-20-801 as a public improvement of Eagle County financed by a dedicated mill levy assessed on the taxable property within the District's boundaries.

We have altruistic intentions to make careful improvements and beautification for community members to enjoy and be a part of. The traditional white marble markers on your land will be carefully leveled to the ground and restored and we will prepare the family plots for your personal use and control. We are happy to keep the area true to its history and can name the section "Peterson" or "Shannon" to your liking.

We are prepared to make a real estate purchase offer and ask you to kindly consider the following terms:

- \$32,200 cash offer that is equivalent to the assessed property value
- Ground burial interment rights granted to you within the 0.160-acre Peterson Private Cemetery section so that you may hold in 100% ownership of up to 6 burial plots for future your exclusive use and in accordance with our cemetery rules and regulations (see attached)
- The Minturn Cemetery District will pay all related expenses for the preparation and closing of the real estate contract

MINTURN CEMETERY DISTRICT
806 Cemetery Road | P.O. Box 297 | Minturn, CO 81645
970.827.4160 | 970.827.5422 FAX | WWW.MINTURNCEMETERY.ORG

Our first order of business is to preserve, beautify and maintain the historic burials and cemetery character for continued public access and use. Our immediate plans include the following tasks:

- GPR survey (ground penetrating radar) to identify all marked and unmarked burials
- Sage brush clearing and plot mapping for your future use
- Landscaping & irrigation
- Fencing and security improvements
- Roadway and pathway improvements

Please be assured that our intent is to repair and preserve the integrity of all historical burials and beautify the land. The Minturn Cemetery District does not profit from any burial product sales and services. We appreciate a response to this letter.

Sincerely,

Sidney Harrington, Administrator

P.S. We obtained a Peterson Private Cemetery listing of traditional ground burials prepared and updated on January 21, 1999 and contributed for use to the Eagle County Library by JoAnn Potter Riggle japotter@vail.net and the USGenWeb Project (<http://www.usgenweb.org>).

COX, J.W. 1862-1954
PETERSON, Bobby M. 1912-1974
SHANNON, Baby 1921-1921
SHANNON, Nancy D. 1859-1938
SHANNON, Rachel 1889-1947
SHANNON, S.H. ?
Lassie 1958-1970 (dog)
Snowflake ? (dog)