

JOINT BOARDS' MEETING
MARCH 15, 2008

IN ATTENDANCE CLRRA: Helen Koller, Rex Schweers, Jim Sidebottom, Steve Smalley, David Smith, Jerry Valko, and Manager Jody Sandquist.

ABSENT CLRRA: Inge Hongsermeier.

IN ATTENDANCE CLWSA: Steve Koeckeritz, Bob Strazer, Jack Watson, and Jeanette Williams.

ABSENT: Joe Sarjeant.

PROPERTY OWNERS & OTHERS IN ATTENDANCE: Thirteen (13).

ROAD & RECREATION PRESIDENT STEVE SMALLEY CALLED THE MARCH 15, 2008, JOINT BOARDS' MEETING TO ORDER AT 10:10 A.M.

Steve Smalley announced that Inge Hongsermeier, a current member of the Road & Rec. Board, had a massive stroke on Wednesday and is at University Hospital in Denver. He thanked the Crystal Lakes Fire Department for their response and participation in getting her in the right hands. He asked for a moment of silence for prayers on her behalf. During the course of Inge's recovery Helen Norton will need some assistance to get to Denver and back. Steve asked that those who are willing and able to help notify Helen or the office and their assistance will be much appreciated.

CLRRA MOTION: Rex Schweers moved that until such time as we know more about her (Inge Hongsermeier) rehab and her ability to return to the Board position that we grant her extended leave from the Board Meetings until such time as we know about her condition. Helen Koller seconded the motion, which passed unanimously.

Ruth Ludwig ((05018) asked if the Board would appoint an Assistant Treasurer at this time, and Steve replied that they would.

ADOPTION OF AGENDA:

MOTION: Jim Sidebottom moved to approve the Agenda. David Smith seconded the motion, which passed unanimously.

APPROVAL OF MINUTES: Steve Koeckeritz suggested that when they go into Executive Session, the reason for it is written in the minutes.

MOTION: Jeanette Williams moved to approve the Joint Board minutes for February 16, 2008. Jerry Valko seconded the motion, which passed unanimously.

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- **MEMBERS' COMMENTS:** Lyle Koller (03027) stated that he neglected to give credit to his assistants during the Water & Sewer Meeting. He thanked Rick Crewdson and Helen Koller for their help and input in the compilation of information on the 6th Filing water & sewer system. Steve Smalley mentioned the great job Jeanette Williams is doing in getting budget information together on the 6th Filing.
Curt Halvorson (11015) introduced his wife Marjorie and stated this is the first time he has attended this Board Meeting. He is very impressed on how well prepared it is and the new face it has. Curt said he was also impressed on how well run the Water & Sewer Board Meeting was that he attended this morning.
Jody reminded the Boards of an e-mail from Mark McGee (01057) expressing his request to post letters and complaints from members with the minutes on the Web. The Boards decided that letters and complaints would not appear on the Web Site; however, the minutes could reflect more of the contents of such letters or e-mails. They also will assure that the Agendas appear on the Web Site after they are prepared for Board Meetings.
- **LOCKBOX FUNDS TRANSFER TO W&S:**

CLRRA MOTION: Jerry Valko moved to transfer \$1,760.00 to the Water & Sewer Account. Helen Koller seconded the motion, which passed unanimously.

- **COLLECTION REPORT:** Jody has not received that information from the attorney this month. As soon as it is received, she will e-mail it to the Board Members.
- **MANAGER'S REPORT:** Jody advised that Cutthroat Pond had to be re-repaired. The valve that had been resurrected was leaking and was replaced. Cutthroat is filling and we will be putting a top on the pit for safety reasons. There is handwork still to be done after the ground thaws. It is Mark Koehn's intention to resign on September 2nd. We do have someone Mark has spoken with and that person has submitted an application. Mark has given us time for a good training period. We appreciate his work over the last nearly ten years.
Randy Mae had planned to take his vacation time in the fall and did not because of injury to another member of the staff. He continued to work through the fall and has now accumulated more time than he is allowed to accumulate. In the past the Boards have made exception when a staff member has worked past the time they are allowed to accumulate and either let them hold that time or reimburse them for the time that is over the limit. Randy has now built up to 194 hours and he is only allowed to carry 120. Jody will double-check the additional hours inasmuch as much of these calculations of time is occurred during the absence of a bookkeeper. Steve Koeckeritz stated that if the primary need that resulted in over accumulation was related to Association needs, then we do have a responsibility to make an appropriate adjustment. The question comes up as to the right way to do that. Do we extend the opportunity to take the vacation or allow employees to accumulate vacation time beyond their allotted time and then cashing it in. We need to avoid setting a precedent along those lines. If that means an employee needs to take that time before the end of the fiscal year and we are going to be understaffed, then we need to be prepared to bring in part-time assistance. Steve Smalley reminded everyone of the importance of time away from the job.
We have received a notice from Larimer County Planning & Building of a replat involving four lots in the 13th Filing, 124, 125, 126, and 129. There will be a twenty-foot utility easement vacated with this replat and Jody wanted to make the Boards aware of it.
Jody has communicated with Mike Weber of Av-Tech and the cost of the sirens and system will hold until June 10th. After that date Mike will have to review his costs and make adjustments if necessary.

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Jody submitted a grant request form and was informed by Erik Nilson, Larimer County Emergency Manager, that the Associations have been awarded a matching funds grant of \$13,860.00 for sirens. Erik communicated that Crystal Lakes is on the cutting edge of trying to look out for its members. He wants to be here when the sirens are tested and then hopes to promote this to other subdivisions and areas so they can have the same kind of protection.

- MARKET ANALYSIS 13051: Three requests were sent out and one received back. Nolan from Lone Pine Realty was the only responder. This property is owned jointly by the two Associations and will be placed on the open market.

CLRRA MOTION: Jim Sidebottom moved to list the lot (13051) for \$19,000.00. Jerry Valko seconded the motion.

Steve Koeckeritz suggested that the price of \$18,900.00 would be more appealing.

Jim Sidebottom, with agreement of Jerry Valko, revised his motion to set the price at \$18,900.00. The motion with revision passed unanimously.

CLWSA MOTION: Bob Strazer moved that we price lot 13051 at \$18,900.00. Jeanette Williams seconded the motion, which passed unanimously.

- TRACT D, FILING 15: Jody advised that this is a property that was platted so there was an access to get into other road areas and it goes from Pearl Creek to Crystal Lakes. There is a proposal to sell the tract as a lot. Don Weixelman stated that the property is marginal for any use except as a camping lot, subject to assessments of both Associations. He felt he needed the approval of the Boards before proceeding. A road runs through the lot and there is an easement for the driveway of 15034, both of which will remain in place.

CLRRA MOTION: Jim Sidebottom moved that we accept the lot Tract D Filing 15 as a dues paying lot under the Road & Recreation Association with the understanding that the Association will not be responsible for the maintenance of Fay Drive. Jerry Valko seconded the motion.

Rex Schweers moved to amend the motion to include the phrase that there be a covenant that its not a buildable lot. David Smith seconded the motion, which passed with one nay, Jim Sidebottom.

The motion passed with one nay, Jerry Valko.

CLWSA MOTION: Jack Watson moved to accept Tract D (Filing 15) into membership with a no build covenant placed on this Tract. Bob Strazer seconded the motion, which passed unanimously.

- POLICY & DOCUMENTS: No report.
- WAGE & BENEFITS AD HOC: Steve Koeckeritz reported that they have met since the last Board Meeting to analyze available data. They have not yet finalized their findings and recommendations but will be doing so at their next meeting. Medical insurance costs have increased substantially this year, which is a significant part of our total salary and benefits package. Benefits make up about 24% of the total package available to our salaried staff.
- VISION QUESTIONNAIRE: This is tabled to the afternoon Road & Recreation Meeting inasmuch as Water & Sewer is not participating in this survey.

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- **SOLAR POWER:** David Smith reported that there is a new offer from our contractor that he would do a lease option maintenance contract that would cut the initial price down to \$2,400.00. Then it's 20% each month for 20 years. This makes a much higher total cost, but the Associations are getting a lease maintenance contract and it guarantees that the system will work for 20 years, maintenance free. If the restaurant area were included, there would be an initial down of \$4,000.00. The contract would guarantee that the system would work at 50% savings and if it fell below 50% and we could calculate that per gallon of propane bought, then the contractor would have to come in and modify the system to reach a 50% savings during that contract period. Water & Sewer split the utility costs to Basecamp with Road & Rec. Steve Koeckeritz stated that inasmuch as Basecamp is a Road & Rec. asset, in his opinion they could justify some contribution to Road & Rec. from the savings that they are able to demonstrate to Water & Sewer. They cannot commit to a dollar amount until they know what the savings are. Road & Rec. will prepare a proposal to present to Water & Sewer on this issue that will make it possible for Road & Rec. to go forward. This will appear on the afternoon Road & Recreation Meeting Agenda.
- **OFFICE HOURS:** A request was made to have the office open seven days a week year round and longer office hours in the summer. David Smith agreed with the idea and asked Jody to come back with a proposal. Jody responded that we had tried to extend office hours in the past and found that it was not efficient use of staff time. When we are open seven days a week in summer, communication breaks down among staff. Glacier View is closed two days a week year round. Steve Smalley believes the restaurant should be utilized on Friday and Saturday nights to issue trailer permits, etc. Discussion followed on hours of large volume fill, later hours on weekends, etc. This issue is tabled.
- **BINDER UPDATES:** Binder updates were provided to the Board Members.
- **EXECUTIVE SESSION:** Tabled.
 - Personnel Matters

MOTION: David Smith moved to adjourn. Jim Sidebottom seconded the motion, which passed unanimously.

THE JOINT BOARDS' MEETING ADJOURNED AT 12:29 P.M.

Respectfully submitted,
Bev Eddinger
Recording Secretary