



Crystal Lakes

Road and Recreation Association

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Crystal Lakes Road and Recreation Association

Board of Director's Meeting

March 16, 2019

MINUTES

I. Call to Order:

The meeting was called to order on March 16, 2019 at 10:00 a.m. at the Crystal Lakes Wapiti Room.

Directors Present: President	Jim McConnell
Treasurer	Steve Dirmeyer
Secretary	Bob Chesnut

Directors Absent: Vice President	Cheryl Poage
Member at Large	Mike Biló

Others Present: Portfolio CAM	Angela Stevens
General Manager	Stella Anderson

Property Owners: 7 in attendance

II. Approval of Agenda:

The Board reviewed the agenda for the March 16, 2019, Board of Directors meeting.

A motion was made by Steve Dirmeyer and seconded by Bob Chesnut to approve the agenda as presented. The motion passed unanimously.

III. Property Owner Forum:

Tim Sheppard, 08/022 stated that he has been a long time resident and was not happy with the lack of snow removal from the last storm and reminded the Board of the Snow Removal Policy that should be followed. Tim was unhappy with the plowing that occurred on his road because of the large berm that was left in the middle of the cul-de-sac.

Sue Ritter, 09/062 asked the Board to revisit the Snow Removal Policy and to clear all primary roads before moving on to the secondary roads. Sue also asked for daily email communication with additional road details to include which roads were plowed and which roads would be cleared the next day.

John Hess, 09/061 stated that he is a full-time resident and was not happy with the snow removal and that he could be contacted to help with future snow removal. John also stated that he is concerned with a budget increase, but understands that the price of items has gone up since the last assessment increase.

Don Hockhalter, 09/108 voiced concern with the snow removal process during the most recent storm and the ability of a resident get help if in an emergency situation. Don

asked what roads are considered primary and that these should be cleared prior to the secondary roads.

IV. **Consent Agenda:**

a. Meeting Minutes from February 16, 2019:

A motion was made by Bob Chesnut and seconded by Steve Dirmeyer to approve the consent agenda. The motion passed unanimously.

Officer's Reports:

A. President's Report: Jim McConnell reported that our first slash burn was conducted over the weekend. A big thank you goes out to Steve Dirmeyer for all the time and effort that went into the planning and execution of a very successful burn and without losing money while doing so for the first time in four years. Jim also noted that trailer storage rental accounts that have not been paid in full will be sent a 30 day warning letter, followed by the trailer being towed from the property.

B. Treasurer's Report: Steve Dirmeyer reported on various details of the written February reports outlining the Association's financial position for the periods ending February 28, 2019. Steve Dirmeyer also stated at an average spending of \$50,000.00 per month, we began to operate at a deficit this month using funds from our reserve account and will continue to do so through May. There is approximately \$33,000.00 in past due assessments/fees/fines. The Treasurer's Report was accepted by the Board as presented (detailed report attached).

A motion was made by Steve Dirmeyer and seconded by Bob Chesnut to accept the February financials and place them on file for the auditor. The motion passed unanimously.

A motion was made by Steve Dirmeyer and seconded by Bob Chesnut to ratify the February expenses and payables. The motion passed unanimously.

A motion was made by Steve Dirmeyer and seconded by Bob Chesnut to pay for the current remodel, furniture, appliances & miscellaneous expenses out of the RBC Reserves account. The motion passed unanimously.

A motion was made by Steve Dirmeyer and seconded by Bob Chesnut to transfer money from the Alliance – ICS Operating Reserve account to Alliance Checking account in the amount of \$50,000.00 to cover expenses for the month of March, 2019. The motion passed unanimously.

A motion was made by Steve Dirmeyer and seconded by Bob Chesnut to transfer money from the Independent Bank checking account to the Alliance Checking account in the amount of \$50,000.00 to cover expenses for the months of March/April 2019. The motion passed unanimously.

C. Secretary's Report:
Nothing at this time.

V. **Other Reports:**

A. **Attorney Status Report:**

The Board reviewed the Altitude Law Attorney Status Report. All questions were discussed and answered. The Board also stated they are pleased in which the firm is aggressively following policy and happy with the communication they have provided.

B. **Manager's Report and Action Item Update:**

Association CAM, Angela Stevens took questions from the Board pertaining to the Manager's Report. Inspections continue to focus on slash which includes downed trees, branches, treetops and bark. The Board was reminded of the upcoming meeting with Commissioner Kefalas on March 28th in the Wapiti Room. Items to be discussed include roads, slash, short term rentals and sheriff response time.

VI. **Committee Reports:**

a. **Finance Committee** - Chairperson, Bryon Fessler was not present to report, but provided detail for the Board to review (details in attached Finance Committee Report).

b. **Fishing Committee** – Don Hockhalter reported for the Fishing Committee. The Committee will begin meeting again in April and have scheduled their annual Veteran's Event for Saturday, June 28th.

c. **Rec Committee**- Jim McConnell stated that Darla Pisciotto has been nominated as a new member to the Committee. Jim also noted that the Rec Committee will be purchasing two additional tables to match the existing furniture on the deck. Don Hockhalter stated that he will provide a bid for the exterior tables at his cost.

A motion was made by Steve Dirmeyer and seconded by Bob Chesnut to approve Darla Pisciotto as the newest member of the Rec Committee. The motion was approved unanimously.

VII. **Unfinished Business:**

A. **Deferred Maintenance Project:**

Jim McConnell reported that the project is nearing the end and the final walk through with the NeuMark Builders is scheduled for the end of the month. Bryon Fessler has published several project updates on the website and encourages owners to take a look at the before and after photos to see the progress (report attached).

VIII. **New Business:**

a. **Larimer County Short Term Rental Regulations:**

Bob Chesnut reported that Cheryl Poage, Stella Anderson, Angela Stevens and himself attended the Larimer County Short Term Rentals Regulations draft open house on March 12, 2019 at the Larimer County Courthouse. Items discussed included the allowed number of occupants, water use, fire pits and snow removal in addition to several other matters involved in the county's approval process. Angela Stevens stated that Cheryl Poage asked that the Board discuss filing an injunction

against the County to halt the review process, The Board asked the Association CAM to contact the attorney regarding this request and ask what the potentials costs would be to the Association. Jim McConnell stated that attorney communication should be limited to a few contacts and not accessible to the entire Board.

A motion was made by Bob Chesnut and seconded by Steve Dirmeyer to allow the President, CAM and General Manager to contact the Association's attorney as needed. The motion was approved unanimously.

b. Base Camp Transfer Fee:

Steve Dirmeyer stated that the current Base Camp Transfer Fee budget line item will be rename and the amount due changed as of June 1, 2019.

A motion was made by Steve Dirmeyer and seconded by Bob Chesnut to change the "Base Camp Transfer Fee" budget line item name to "Transfer Fee" and to change the amount from \$150.00 to \$25 effective June 1, 2019. The motion was approved unanimously.

c. Annual Meeting Mailing:

The Board discussed the items that need to be prepared for the annual meeting mailing to include budget ballots, elections ballots and the informational documentation associated with the meeting. The General Manager and CAM will work together to put the documents together and have the packet mailed out the first week of April.

d. ACC Metal Siding:

Steve Dirmeyer discussed the rules and regulations related to metal siding within the document and how it relates to the Larimer County regulations. The Board asked that the ACC follow the rules and regulations as stated and to pass along all submittals to the Board should a homeowner ask for a variance.

e. Reserve Study:

The Board reviewed and discussed the bid submitted by Association Reserves for a reserve study update.

A motion was made by Steve Dirmeyer and seconded by Bob Chesnut to accept the bid submitted by Association Reserves in the amount of \$2,340.00 for a reserve study update with a site visit to be completed in September 2019. The motion was approved unanimously.

Reports and Correspondence:

A. Violation Report:

The Board reviewed the report and had no questions at this time.

B. Work Order Report:

Nothing at this time.

C. Correspondence:

Nothing at this time.

A motion was made by Bob Chesnut and seconded by Steve Dirmeyer to break at 12:03 p.m. for approximately 10 minutes. The motion passed unanimously.

Executive Session, "if needed"

Topics of discussion included employee salaries and attorney correspondence.

A motion was made by Bob Chesnut and seconded by Steve Dirmeyer to enter into Executive Session at 12:18 p.m. The motion passed unanimously.

A motion was made by Bob Chesnut and seconded by Steve Dirmeyer to adjourn from Executive Session at 1:03 p.m. The motion passed unanimously.

A motion was made by Bob Chesnut and seconded by Steve Dirmeyer approve the 2019-2020 budget increasing the assessment from \$460 per year to \$665 per year, which breaks down to approximately \$38 per month to \$55. The motion passed unanimously.

A motion was made by Steve Dirmeyer and seconded by Bob Chesnut to pay a \$50 monthly phone stipend to Stella Anderson. The motion passed unanimously.

Adjournment:

A motion was made by Jim McConnell and seconded by Bob Chesnut to adjourn the meeting at 1:52 p.m. The motion passed unanimously.

Next Meeting:

CLRRA Board, April 20, 2019, Wapiti Room at 10:00 a.m.

Joint Board, April 20, 2019, Wapiti Room at 1:00 p.m.