



Crystal Lakes

Road and Recreation Association

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www.crystal-lakes.org

Crystal Lakes Road and Recreation Association
Board of Director's Meeting
May 16, 2020 (Held via Zoom Conferencing due to COVID-19 Pandemic)

MINUTES

I. Call to Order:

The meeting was called to order on May 16, 2020 at 10:00 a.m. at the Crystal Lakes Wapiti Room. Due to the COVID19 pandemic, this meeting was held via ZOOM conferencing, only audio preferences were implemented.

Directors Present:	President	Cheryl Poage
	Vice President	Lala Jacoby
	Treasurer	Steve Dirmeyer
	Secretary	Bob Chesnut
	Member at Large	Jim McConnell

Others Present:	General Manager	Stella Anderson
	Portfolio ABM	Angela Stevens
	Office Support	Rachel Ownbey

Property Owners: 8 in attendance (end of meeting 15 in attendance)

II. Approval of Agenda:

The Board reviewed the agenda for the May 16, 2020 Board of Directors meeting. Steve Dirmeyer requested the addition of C. Book of Motions, E. Selder's Causeway, F. Counting Volunteers, G. Annual Meeting, H. Study Work Sessions and I. Special Trash Day under Unfinished Business. Cheryl Poage requested the addition of SurveyHero and deletion of Incorporation Discussion under Unfinished Business.

A motion was made by Bob Chesnut and seconded by Steve Dirmeyer to approve the amended agenda. Motion carried unanimously.

III. Property Owner Forum:

Janet Stellema, 12146 requested clarification on the questionnaire for the BOD Candidates and the Bear Gulch easement/Trail litigations. Discussions ensued where questions were asked and answered.

Jenny Price, 12146A inquired about future plans for thinning trees in Trac A. The BOD responded with no knowledge of a future plans.

Bryon Fessler, 08060 would like to recognize Jim McConnell, Bob Chesnut and Lala Jacoby, thank you to all three Directors for their time served on the Board. Everyone in attendance concurred.

Paige Niederer 12136B, expressed interest in making the New Property Owner Orientation mandatory for all new property owners.

IV. **Consent Agenda:**

Meeting Minutes: The Board reviewed the minutes from the April 25, 2020 Board meeting. BOD would like to have the meeting minutes removed from the consent agenda due to errors. The minutes will be corrected and revisited at the next Board of Director Meeting.

A motion was made by Jim McConnell and seconded by Bob Chesnut to approve the Consent Agenda as amended without the April 25, 2020 meeting minutes. Motion carried unanimously.

V. **Officer's Reports:**

a. **President's Report:** Cheryl Poage reported, Westwind Management believes the GM, Stella Anderson, is doing a great job. They have confidence in her abilities and are offering their consulting services and want to be a resource for her going forward. Cheryl Poage would like to recognize Don "Tony" and Paula Luz and Carmel Mawle for all their hard work and time devoted to the Greenbelt Committee.

b. **Vice President Report:** Nothing at this time.

c. **Treasurer Report:**

A motion was made by Steve Dirmeyer and seconded by Bob Chesnut to accept financials for the period ending April 2020 and place them on file for the auditor. Motion carried unanimously.

A motion was made by Steve Dirmeyer and seconded by Jim McConnell to ratify the expense and payable for the period ending April 2020. Motion carried unanimously.

A motion was made by Steve Dirmeyer and seconded by Bob Chesnut, not to accept the salary wages presented by the GM and to accept the budget the BOD agreed upon. Motion carried 4 to 1 with Jim McConnell entering a NO vote.

d. **Secretary Report:** Bob Chesnut, reported this would be his last Board Meeting and wanted to thank the entire board for allowing him to serve. Bob Chesnut stated during his term on the BOD he has noticed a lot of changes for the good of the Association and appreciates being a part of it. In addition, Bob Chesnut stated he would be stepping down from the Hearing Panel Committee and also from the Fire Pit Committee.

Bob Chesnut also reported on the policies and the revisions and requested permission to forward the policies to Altitude Law for Review.

A motion was made by Bob Chesnut and second by Cheryl Poage to accept the revisions made to the Bylaws, CCR's and policies. Motion carried unanimously.

A motion was made by Lala Jacoby and seconded by Bob Chesnut to send the Bylaws, CCR's and policies for review to Altitude Law at a cost of \$310/hour. Motion carried unanimously.

VI. **Other Reports:**

a. Attorney Status Report: Nothing at this time

b. Manager Report: Angela Stevens reported this would be her last board meeting and learned so much working with the General Manager Stella Anderson and truly appreciated the friendships she has developed. Angela Stevens reiterated, Stella Anderson works very hard and knows the Association policies, continues to put in many hours and advice would be to assure time off and vacation are taken.

Stella Anderson thanked Angela Stevens for being her mentor, everyone in attendance agreed special friendships have been formed.

Stella Anderson reported on the Board of Director Candidate ballot counting process that involved volunteers from the Community. Would like to recognize Shirla Race, Janice Hanlen, Mary Welk, Leslie Cohan and Anne Dirmeyer for volunteering an entire day to count ballots.

VII. **Committee Reports:**

Recreation Committee: Sue Chesnut, Co-Chair 12140, reported 1% activities fall under hospitality such as potlucks and Happy Hour. Request the BOD to consider the need for a second committee to focus on recreation activities such as the regatta, walks, scavenger hunts, emphasis to be more active. Split Recreation Committee into separate Hospitality and Activities committees. Cheryl Poage entertains the idea and the BOD will consider either sub-committees or changing Bylaws to allow for 2 separate committees. Request for members to be added to the Recreation Committee.

A motion was made by Lala Jacoby and seconded by Steve Dirmeyer to accept Randy and Deb Peonio, Paige Niederer, Tavia Wolf, Mark Beckner, Jody and Time Metzger and Deb Staberg to the Recreation Committee. Motion carried unanimously.

Finance Committee: Bryon Fessler, Chair, 08060, reiterated the reserve investment policy notes; the adoption of government mortgage bonds with rating of A or better. Two historical motions implement a ladder structure including mortgage bonds and a motion of no more than 25% percent in mortgage bonds. The Administrative policy, expenditures over \$2,500 requires three (3) competitive bids and RFQ/RFP to be posted on website. Request for member to be removed from the Finance Committee.

Fishing Board: Lou Phillippe Fishing Board, President, 12144 reported first fish stocking occurred this week. There is a shortage of trout, due to the Association's long-term commitment with this hatchery the Association will continue to get trout and at \$5 per fish. Lou Phillippe expressed concerns over the 48" culverts and the implementation of the fish ladders in said culverts and disappointment over the hiring of a fishing attendant without Fishing Board involvement.

Green Belt Committee: Committee BOD Liaison, reported, sapling deliver, sorting and order pickups will happen next week.

Road Committee: Steve Dirmeyer Committee BOD Liaison, reported, an evaluation was conducted of Jicarilla and Chickasaw and requests GM to reach out to contractors regarding scope of work

VIII. **Unfinished Business:**

a. Bear Gulch Easement Litigation: Cheryl Poage reported, the plaintiffs have expressed interest in an appeals process. The Association has access and side

obstacles such as stumps and debris can be removed however no signage, or the gate can be removed at this time. Association Attorney is requesting any members prevented from using the trail/easement to notify the office so that an affidavit can be mailed to said members.

- b. Book of Motions: Steve Dirmeyer would like to recognize the hard work and time invested by Lala Jacoby however was concerned nothing has been done with the Book of Motions. The GM replied there were some errors and the staff was just reviewing the document. The BOD expressed interest in posting the Book of Motions and the GM simply stated just to advise on how to proceed.
- c. SurveyHero: Bryon Fessler, 08060, There have been 259 responses to the 19 questions posted. Cheryl Poage would like to recognize Bryon Fessler for all his work and time given to the survey.

IX. New Business:

- a. Discussion on Water & Sewer and Road & Recreation Maintenance Responsibilities: Cheryl Poage referenced the list given to R&R by W&S and solicited suggestions from the BOD. The GM will work on the RFQ/RFP for the vault and porta pot cleanings for the end of season. A three (3) year proposal is desired.
- b. Road Repair Contractors: Steve Dirmeyer asked if the GM had been in contact with Jack Goodell, chair for the Road Committee. Cheryl Poage stated she would contact Jack Goodell since they surveyed the area together.
- c. 2020-2021 Budget: Discussed during the Treasurer's report
- d. Slash Depot: Steve Dirmeyer reported a profitable year last year for the first time versus all past years in the red. The goal is to break even with no profit and would like to propose a reduction in rates for property owners from \$6.00 to \$5.00 a cubic yard and leaving the current rate of \$10.00 for non-property owners.

A motion was made by Bob Chesnut and seconded by Lala Jacoby to change the current rate per cubic yard for the Slash Depot from \$6.00 to \$5.00 for CL property owners effective immediately. Motion carried unanimously.

- e. Selders' Causeway: Bryon Fessler reported a delay in the project due to COVID-19 and the closure of the office of the Army Corps of Engineers. With the help of Lou Phillippe and Jack Goodell, this project will be evaluated to assure the area will withstand a severe flood scenario.
- f. Counting Volunteers: The volunteers for the BOD Candidate counting volunteers were recognized during the General Manager's report. Steve Dirmeyer questioned the election of the volunteers, Angela Stevens stated this was not a committee and volunteers do not need to be appointed by BOD motion. Bob Chesnut stated there is a policy for procedures for conducting written ballots that will be sent to the Attorney for review and eventually approval.
- g. Annual Meeting: Cheryl Poage expressed concerns over COVID-19. Angela Stevens and Stella Anderson do not recommend postponing the meeting as it is written in the governing documents that the Annual Meeting will be held the 2nd Saturday in June. Consensus is to hold the meeting via Zoom conferencing. Details to be discussed,

at a later date.

- h.** Study Work Sessions: Postponed in the interest of time.
- i.** Special Trash Day: Steve Dirmeyer would like to explore offering this service. The GM will aggregate information on costs and probability and will report for next board meeting.

X. Reports and Correspondence:

a. Correspondence:

A Facility Use Agreement was submitted requesting September 5th, 2020 for a private event.

A Facility Use Agreement requesting September 12, 2020 from 2 pm - 6 pm for a private event.

A motion was made by Cheryl Poage and seconded by Bob Chesnut to accept the Facility Use Agreement for the date of September 12, 2020. Motion carried unanimously.

Jim McConnell forwarded a complaint from a property owner against another property owner to all BOD members. Cheryl Poage expressed the severity of the complaint and questioned if a violation letter and fine would be issued. The GM stated addition to the email, which is considered a formal complaint, there was an affidavit from another individual; with the email and affidavit, a violation letter and fine would be issued.

b. Work Order Report: Nothing at this time.

c. Violation Reports: BOD questioned why there were so many violations some dating back to 2018. Angela Stevens will see to it violations with earlier dates be removed from the report if resolved.

XI. Executive Session: Not held.

XII. Adjournment:

A motion was made by Steve Dirmeyer and seconded by Bob Chesnut to adjourn the meeting at 1:02 pm. Motion carried unanimously.

Next Meeting: CLRRRA Board, June 20, 2020 in the Wapiti Room at 10:00 a.m.

Respectfully submitted by Maria "Stella" Anderson

Approval Signature _____