



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
August 15, 2020 (Held via Zoom Conferencing due to COVID-19 Pandemic)

MINUTES

I. **Call to Order:**

The meeting was called to order on August 15, 2020 at 10:00a.m. in the Crystal Lakes Wapiti Room. Due to the COVID19 pandemic, this meeting was held via ZOOM conferencing, video/audio preferences were implemented. Meeting will be recorded for transcription purposes only and will be deleted.

Directors Present:	President	Bryon Fessler
	Vice President	Lala Jacoby
	Treasurer	Steve Dirmeyer
	Secretary	Ken Nickson
	Member at Large	Cheryl Poage
Others Present:	General Manager	Maria "Stella" Anderson
	Office Support	Carmen Uribe

Property Owners: 35 in attendance

II. **Approval of Agenda:**

The Board reviewed the agenda for the August 15, 2020 Board of Director's meeting. Steve Dirmeyer requested a correction in the date to reflect August 15, 2020.

Motion was made by Steve Dirmeyer and seconded by Lala Jacoby to approve the amended agenda. Motion carried unanimously.

III. **Property Owner Forum:** Robin Lauric 13122, expressed health concerns related to vehicles, including OHV's, and the dust produced by these vehicles when traveling at higher speeds. Recommended lower speed limits for OHV's for safety concerns to pedestrians i.e. dog walkers, hikers and bikers as community has grown substantially in the last few years.

IV. **Meeting Minutes Approval:**

Board reviewed the minutes from the July 18, 2020 meeting. Bryon Fessler and Cheryl Poage are pleased with the detail in the meeting minutes.

Motion was made by Cheryl Poage and seconded by Lala Jacoby to approve the July 18, 2020 meeting. Motion carried unanimously.

V.

Officer's Reports:

President Report: Bryon Fessler reported the following: Commissioner Kefalas' monthly meeting held on July 23, 2020, three Board members and the General Manager were in attendance. The topic was Illegal shooting and is on the agenda to be talked about later in the meeting.

A meeting with the USFS was scheduled for August 14, 2020 to discuss forest service access. The meeting was cancelled due to the Cameron Peak Fire and will be rescheduled at a later date

A meeting was attended with two representatives from Code4 on July 24, 2020 to discuss enforcement expectations; Sheriff involvement with criminal incidents, daily logs, and the violation observation form. On August 14, 2020, a follow up telephone conference call was held with General Manager and the Chief Operations Officer and Director of Operations for Code4. The relationship is strong and both are committed to improving communications for a unified enforcement front.

Had an opportunity to interface on a couple of occasions with the Field Crew; Tami Bridge inspection for repairs - creative problem solving was shared regarding the upcoming repairs. Issues involving Lone Pine Drive by a property owner - Field Crew were professional, respectful and eagerness was expressed to meet the property owner's reasonable expectations.

Recognition was given for the amazing first responders and public safety agencies involved in fighting the Cameron Peak Fire. Recognition for the tremendous efforts put forth to protect our properties and lives and asked for collective thoughts and prayers for them during this difficult time.

Encouraged property owners to sign up for reverse 911 calls at nocoalert.org.

Vice President Report: Nothing at this time

Treasurer Report: Steve Dirmeyer provided an overview of the balance sheet and reserve account status. A brief report was given on the Slash Depot and reports of unauthorized materials being disposed of in the slash, decking, carpet, items unacceptable to burn by Larimer County standards.

Motion was made by Steve Dirmeyer and seconded by Ken Nickson to accept financials for the period ending July 2020 and place them on file for the auditor. Motion carried unanimously.

Motion was made by Steve Dirmeyer and seconded by Cheryl Poage to ratify the expenses and payables for July 2020 and place them on file for the auditor. Motion carried unanimously.

Motion was made by Steve Dirmeyer and seconded by Cheryl Poage to transfer excess under budget funds from fiscal year 2019/2020 to Alliance operating reserves account #1684 in the sum of 150,000 from Independent Bank account #2349. Motion carried unanimously.

Secretary Report: Nothing at this time.

VI.

Other Reports:

Attorney Status Report: Report was reviewed. Account # 51525 reflected no activity the General Manager explained this generally denotes account has been paid in full. General Manager will confirm with Westwind Management.

Motion was made by Cheryl Poage and seconded by Ken Nickson to proceed with foreclosure by signing a foreclosure resolution for #59727. Motion carried unanimously.

Motion was made by Steve Dirmeyer and seconded by Cheryl Poage to proceed with foreclosure by signing a foreclosure resolution for #50985. Motion carried unanimously.

Motion was made by Cheryl Poage and seconded by Steve Dirmeyer to proceed with foreclosure by signing a foreclosure resolution for #51400. Motion carried unanimously.

Motion was made by Cheryl Poage and seconded by Steve Dirmeyer to proceed with foreclosure by signing a foreclosure resolution for #51399. Motion carried unanimously.

Motion was made by Cheryl Poage and seconded by Ken Nickson to proceed with foreclosure by signing a foreclosure resolution for #51696. Motion carried unanimously.

Manager Report: Stella Anderson submitted an estimate in the amount of \$20,325.20 for a Rybind V-Plow for the grader and requested a motion from the BOD for the purchase. Reported the V-Plow purchased last year for the loader has cut down on time/money.

Motion was made by Cheryl Poage and seconded by Lala Jacoby to approve the quote presented by the General Manager for the purchase of a Rybind V-Plow for the grader at a cost of \$20,325.20 to be paid from reserves. Motion carried unanimously.

A request was presented for a motion to allocate \$553.41 to GL #7571 Contingency. The amount covers the cost of rented barricades and temporary road closure banners used during the July 4th weekend for security measures.

Motion was made by Ken Nickson and seconded by Cheryl Poage to allocate \$553.41 to #7571 Contingency for the barricade rentals and temporary closure banners used during the July 4th weekend, Motion carried unanimously.

Announced Special Trash Day will be held Saturday September 12, 2020 from 7:30 am to 3:00 pm. Services provided by Nunn Better Disposal and 30 yard dumpster will be delivered and returned same day. Service will be offered at no cost to the membership.

WIFI for Base Camp is on hold indefinitely all CenturyLink ports are full and cancellations will need to occur for ports to become available.

Put the BOD on notice to begin giving thoughts to replace the Freightliner/Water Truck. Parts are hard to come by and the truck is currently operational and would be a good time to sell before parts are needed again. The truck will be hard to sell if not in running condition.

VII.

Committee Reports: Bryon Fessler requested the update of the current committee list and BOD/Staff contact list. General Manager will have an updated contact list as soon as possible and will present an updated committee list for next month's meeting.

Architectural Control Committee (ACC): Steve Dirmeyer, committee BOD Liaison reported ACC is seeking new committee members and requested of the General Manager to advertise in the Weekly View for new members.

Fire Pit Committee: Per emails received, the following changes will be made to the committee.

Motion was made by Steve Dirmeyer and seconded by Cheryl Poage to appoint Bruce and Kathy Shriner, Marilyn and Milo David and Jeanne Rowe to the Fire Pit Committee and to appoint Richard Rowe as committee chair. Motion carried unanimously.

Fishing Committee: Lou Phillippe (12044) reported a delay in fish deliveries. Interstate I-70 is currently closed due to the fire activity in the area and there is no alternative route. To date 8k pounds have been stocked. Last stocking, unable to access the gate at Lower Lone Pine property owner changed lock. The owners have been contacted and the plan is to stock 750 pounds the next stocking. The demand this season has been greater than previous years and stocking is being conducted to meet demand. Much improvement with property owners wearing their badges and guests wearing day passes and filling the day passes out properly.

Green Belt Committee: Discussions ensued regarding trail maintenance. Committee charter will be updated and revisited next month.

Hearing Panel: The General Manger presented the case and the panel's recommendation.

Motion was made by Cheryl Poage and seconded by Lala Jacoby to accept the recommendation of the Hearing Panel to dismiss the violation on #61333. Property owner was out of town when the violation occurred, clear case of mistaken identity. Motion carried unanimously.

Activity Committee: This year's Poker Run has been cancelled due to COVID.

Hospitality Committee: Sue Chestnut (12140A) reported BINGO has resumed with COVID restrictions and attendance has been good. Craft Fair will be replaced with a Craft Crawl, 25 vendors are scheduled to participate, and the Food truck will not be available for the event. The Craft Crawl is scheduled for Labor Day weekend. The annual dinner is cancelled due to COVID. FAC gatherings will resume and will be held outdoors while weather permits, attendance is generally around 30 people. Larimer County allows no more than 70 if held indoors.

Motion was made by Lala Jacoby and seconded by Steve Dirmeyer to accept Becky Hults' resignation from the Hospitality Committee and extends gratitude for her volunteer services. Motion carried unanimously.

-----BREAK 12:00 pm - 12:30 pm-----

VIII. Unfinished Business:

Bear Gulch Easement Litigation: Cheryl Poage confirmed the BOD will know by the end of August if the findings will be upheld. Litigation costs are estimated to be approximately 10k, including the insurance deductible of 5k and the cost of the expenses travel, food and lodging for the Denver hearings. Exact costs will be revealed to membership once obtained.

Special Road Projects: Steve Dirmeyer clarified the arrangements with Red Feather Excavating, field crew will not be involved, culverts and road base will be provided by the Association. General Manager will contact Fred Barlow with Red Feather Excavating for required materials. Martin Marietta quoted \$29.00 a ton for road base, an increase of \$1.00 from last season. Increase is contributed to the limited gravel pits in Colorado and the need to use gravel pits in Wyoming. Red Feather Excavating was able to obtain road base for \$28.00 a ton and nicer quality product. Product will be supplied by Connell at a savings of \$3,900.00, including delivery. With a significant savings, BOD agrees to change vendors for this season.

Covenants and Rules Enforcement Policy: Altitude Law reviewed the policy submitted with a three-tier schedule. Legal advised to reduce the fine schedule to 1) Warning, 2) \$100.00, 3) \$200.00, 4) \$400.00, 5) escalate to attorney. Objective is not to make money but to change the behavior. The advice from the attorney will be upheld with the current fines for illegal shooting and unauthorized fires of \$1000.00 each to remain.

Motion was made by Lala Jacoby and seconded by Ken Nickson to approve the Covenants and Rules Enforcement Policy with legal revisions and the current fines for illegal shooting and unauthorized fires to remain. Motion carried 4-1 with Cheryl Poage casting a NO vote.

Hearing Procedures Policy: The Hearing Procedure Policy will be removed from the Crystal Lakes' website and replaced with the new Covenants and Rules Enforcement Policy. The BOD will meet with Hearing Panel members to discuss new policy.

Motion was made by Lala Jacoby and seconded by Ken Nickson to rescind the Hearing Procedure Policy dated 4/22/17 and replace with the new Covenants and Rules Enforcement Policy. Motion carried unanimously.

Motion was made by Steve Dirmeyer and seconded by Lala Jacoby to rescind the fines listed on the Dues, Fees & Fines Schedule dated 2/15/2020 with the exception of the Hunting, Trapping or Shooting and Unauthorized Fires fines both of \$1,000.00. Motion carried unanimously.

Trash Compactor Security and Illegal Dumping: General Manager is working with vendor that does security cameras for the Greeley School District. The estimate cameras and camera placement. Poles may need to be erected by Field Crew to keep cameras out of harms way.

Review of Governing Documents and Policies: Working sessions will be scheduled to discuss the process. Altitude laws recommendations of 10 step process will be applied. Herb Hanlen and General Manager will send the red line policy copies to all board members. Further discussion will be held during working session.

Ad Hoc Wages and Salaries Committee: Don Wenninger and Bob Graham have been appointed to committee. Updates will be presented next month by Steve Dirmeyer and Cheryl Poage. Altitude Law will draft confidentiality agreement to be signed by committee members.

Property Owner Survey Results: Lala Jacoby will provide feedback regarding the concerns expressed through the Survey.

Finalize Reserve Study: The study was updated on 8/6/2020.

Motion was made Steve Dirmeyer seconded by Ken Nickson to approve the Reserve Study updated on August 6, 2020. Motion carried unanimously.

Request to Maintain ERRAs Roads: A field trip is scheduled for August 16, 2020 at 9 am for the GM and Board members to review the Elk Ridge Road conditions.

IX.

New Business:

Emergency Town Hall Meeting to Discuss Safety and Compliance Issues: The Safety and Compliance committee was asked to stand down temporarily until issues raised could be addressed. The committee requested Board direction and staff involvement. A meeting will be scheduled to discuss the concerns expressed at the Town Hall.

Recreational Use of Lakes and Ponds Agreement: This topic will require some homework and will be kept on the agenda for next month. The current policy holds W&S harmless, if R&R accepts this responsibility, R&R needs to be prepared.

Community Fund Proposal (Gazebo/Structure): Lala Jacoby presented the Community Fund desired gazebo which is slightly different from the one the board approved a couple of years ago. The structure will be erected on the North end of playground area and will be considered a permanent structure. The project will require ACC approval and possibly a Larimer County permit.

Motion was made by Steve Dirmeyer and seconded by Lala Jacoby to accept the Community Fund's proposal of erecting a gazebo on the North side of playground pending ACC approval. Motion carried unanimously.

-----BREAK 2:38 pm - 2:43 pm-----

OHV and National Forest Access Ad Hoc Committee: An Ad Hoc Committee is needed for research only. This would not be an action committee.

Motion was made by Chery Poage and seconded by Steve Dirmeyer to establish OHV and National Access Ad Hoc Committee for research only. Motion carried unanimously.

Committee Liaisons as follows: Question was raised whether BOD Liaisons should be appointed to committees and, also whether a liaison can also serve as a committee chair. Hearing panel- Impartial by state law, cannot have BOD as a member, more volunteers needed. Would like to expand to 7 members, charter will be reviewed.

The following BOD's will be appointed as liaisons for the following committees.

ACC - Steve Dirmeyer	Fire pits - Ken Nickon
Finance - Bryon Fessler	Fishing - Bryon Fessler
Greenbelt - Cheryl Poage	Policy and Docs- No liaison for now
Activity and hospitality- Lala Jacoby	Roads- Steve Dirmeyer
Safety and compliance- Ken Nickon	

Payment Plans and Members in Good Standing: Are members on a payment plan considered members in good standing? The Current CCR's and article of incorporation state, member privileges are suspended and are not considered in good standing. Yellow passes currently issued per month. Further discussions will be held during work session.

Online Guest Passes: No online guest passes will be available at this time. Further discussions saved for work session.

Body Cameras and Other Gear for Safety and Compliance Committee Members: Topic tabled for a work session with committee members.

Real Estate Agent Access into Crystal Lakes: Topic tabled for a work session.

Wildfire Safety Coordinator for Larimer County: Steve Dirmeyer volunteered to reach out to Larimer County Emergency Services regarding tree mitigation and mitigation during building.

Property Owner Contact List: The e-blast list does not contain all owners, just ones who chose to sign up, anyone can sign up. Some information such as bathroom codes should only go to members. Staff will sort through list and create a member only list during the slower winter months.

Speed Limit Discussion: Governing documents state 10 mph by Base Camp and everywhere else is 20 mph.

Fire Mitigation for Common Areas and Greenbelts: Discussions ensued on what areas to address first. Greenbelt Committee will pinpoint problematic areas. Bryon Fessler will present an RFQ to review next month.

Pearl Creek Resident OHV Request: The Governing Documents clearly states property owners only.

ACC Building Requirements-Metal: A field trip was conducted to observe a home displaying metal siding appearing to look like board and batten wood siding.

Motion was made by Steve Dirmeyer and seconded by Lala Jacoby to authorize the variance for the use of architectural metal vertical simulating a board and batten wood look for Property 15038. Motion carried unanimously.

Special Trash Date: Discussed during General Manager's report.

Larimer County hazard Mitigation Planning: Cheryl Poage requested authorization to submit information to Larimer County, concerning known CLRRRA hazards, flooding, wildfire concerns. Discussions ensued and Cheryl Poage will share information with BOD before submitting information to Larimer County.

Motion was made by Steve Dirmeyer and seconded by Lala Jacoby to allow Cheryl Poage to participate and provide Crystal Lakes' Information to Larimer County Hazard Mitigation Planning Project. Motion carried unanimously.

Illegal Shooting in Crystal Lakes Subdivision: The meeting between Bryon Fessler and General Manager with the USFS was postponed due to the Cameron Peak Fire. Immediately affected are the 9th and 14th filings. Recommendations, signage, speed and entrance need to be standardized. CLRRRA and USFS are advised by Sheriffs' Department to use CDOT standards.

Motion was made by Bryon Fessler and seconded by Lala Jacoby to authorize the General Manager to procure standard "no trespassing" signs to be installed at all the Crystal Lakes' entrances to include the courts coming off the County road. The final verbiage on signs to be approved by Board. Motion carried unanimously.

Motion was made by Bryon Fessler and seconded by Lala Jacoby to authorize the General Manager to procure standard 20mph speed limit signs for all Crystal Lakes' entrances to include the courts coming off the County road. Motion carried unanimously.

Property Owner Forum: Susan Kelley 09055 shared an adverse experience with illegal shooting in the 9th filing. Bryon Fessler stated these are incidents that are criminal and need to be reported to the Larimer County Sheriff's Office. Emergency closures in 9th and 14th filings are in the best interest of the association and the ultimate goal.

X. Reports and Correspondence:

Road Maintenance Report: Going forward, the road maintenance reports will be posted on Nextdoor.

Work Order Report: The Field Crew continues to work on the none-revenue work order list. The Field Crew is also currently working on pilot areas for snow fencing with a goal to be in place by for this winter season.

Violation Report: Bryon Fessler reiterated the importance of hard copies in property owner files, currently violations are processed in the Westwind Management system.

Correspondence: Bryon Fessler stated he received many emails regarding safety and compliance and answered as many as possible. Many of the emails were shared during the work session.

Don Simpson 09050 shared a plethora of suggestions and recommendations for the Safety and Compliance Committee. These suggestions and recommendations have been noted and will be discussed at the next work session with the committee.

Discussions ensued around the stretch of Navajo Road near Poudre Meadows that does not exist however, is a continuous road. The 2020 CLRRRA map does not depict a continuous road. Referencing the new map Cheryl Poage mentioned some of the trails have been named after corresponding roadways.

XI. Executive Session

Motion was made by Steve Dirmeyer and seconded by Ken Nickson to enter Executive session to discuss legal contracts and contract issues at 4:54 pm. Motion carried unanimously.

Motion was made by Lala Jacoby and seconded by Cheryl Poage to adjourn from Executive Session at 5:29 pm. Motion carried unanimously.

XII. Adjournment:

Motion was made by Steve Dirmeyer and seconded by Lala Jacoby to adjourn the meeting at 5:30 pm. Motion carried unanimously.

Next Meeting: CLRRRA Board, September 19, 2020 in the Wapiti Room at 10:00 a.m.

Respectfully submitted by Carmen Uribe and Maria "Stella" Anderson

Approval Signature _____