



Crystal Lakes Road and Recreation Association

300 Tami Road, Red Feather Lakes, CO 80545 | 970-881-2250 | www.crystal-lakes.org

Board of Director's Meeting

October 17, 2020 (Held via Zoom Conferencing due to COVID-19 Pandemic)

MINUTES

I. Call to Order:

The meeting was called to order on October 17, 2020 at 10:00 a.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: 3 in attendance

II. Approval of Agenda:

The Board reviewed the agenda for the October 17, 2020 Board of Director's meeting.

Motion was made by Cheryl Poage and seconded by Lala Jacoby to approve the agenda as presented. Motion carried unanimously.

III. Property Owner Forum:

Andrew "Chip" Walters (05005) asked if surveillance occurred during mandatory evacuation. Reported his septic lids were off when he returned home. Steve Dirmeyer confirmed that the firefighters and sheriff did conduct surveillance during the mandatory evacuation.

The BOD received an email from Kendall Kelly (09055) – Which was read by Lala Jacoby. Kendall Kelly suggested a committee of qualified property owners be formed pertaining to the Emergency closure of public lands on Tiny Bob. She also proposed that the committee include Don Simpson and to attend any future meetings. The topic is on the agenda and will be discussed at that time.

IV. Meeting Minutes Approval:

Motion was made by Cheryl Poage and seconded by Steve Dirmeyer to ratify the e-vote, motion that was made on 9/29/20 by Lala Jacoby and seconded by Cheryl Poage to pay our exempt (salaried) and nonexempt employees (full and part-time hourly) during the mandatory evacuation from the Cameron Peak Fire which started on 9/20/2020, providing the Board reviews the hours before they are paid. Motion carried unanimously (4/1). Ken Nickson abstained due to conflict of interest.

Board reviewed the minutes from the September 17th, 2020 meeting. Steve Dirmeyer requested a correction in spelling be made in the treasurer's report. Lala Jacoby requested a spelling error found in violation report correspondence be corrected.

Motion was made by Steve Dirmeyer and seconded by Lala Jacoby to approve the amended September 19th, 2020 meeting minutes with spelling corrections. Motion carried unanimously.

V. Officer's Reports:

a. President Report: President reported, as mentioned on Nextdoor while we all left during the mandatory evacuation, most of our CLVFD volunteer firefighters and special duty responders stayed behind to help save lives and protect structures. These professional volunteers deserve our unwavering gratitude and appreciation and I want to thank them on behalf of the entire Association. They are truly unsung heroes and a beacon of hope during this time of need. Our appreciation also goes out to the Red Feather and Glacier View volunteer fire departments. We are planning an appreciation BBQ in the future so stay tuned.

On September 20th, 2020 my wife's birthday, we went from voluntary to mandatory evacuation. 21 days later, Cameron Peak fire officials downgraded the evacuation status to voluntary. This has been an extremely stressful time for our community and neighbors, especially those who lost homes due to the fire. We are not out of the woods yet and we need to remain vigilant. Our community vision statement will help guide us during these uncertain times: *Let our legacy be a peaceful, caring, and cooperative community.* Given time, we will bounce back from this tragedy stronger than ever before. If this disaster has taught us anything, it is the importance of connection and positive interactions as members of our beloved Crystal Lakes community. Please continue to take care of yourself and each other.

b. Vice President Report: Vice President and Secretary to collaborate on updating the master calendar.

c. Treasurer Report: The treasurer went over the balance sheet and also gave summary of slash depot usage totals and income made to date. The treasurer reported we have exceeded the projected income of the season and that we are having a good year in regards to slash revenue even with the fee decrease this season.

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

Motion was made by Steve Dirmeyer and seconded by Lala Jacoby to ratify the expenses and payables for September 2020 and place them on file for the auditor. Motion carried unanimously.

Motion was made by Steve Dirmeyer and seconded by Cheryl Poage to amend the previous 2020 Ford Truck motion dated March 21, 2020 from the purchase price not to exceed \$45K to not to exceed \$47K for truck, delivery, sales taxes, registration tags. Funds will be payable through RBC funds. Motion carried unanimously.

d. Secretary Report: Ken Nickson thanked Lala Jacoby for the collaboration in updating the master calendar.

VI.

Other Reports:

a. Attorney Status Report: Attorney status report reviewed.

Motion made Steve Dirmeyer and seconded by Lala Jacoby to proceed with foreclosure on # 51400 and to sign the foreclosure resolution form. Motion carried unanimously.

Motion made by Steve Dirmeyer and seconded by Cheryl Poage to authorize President to sign a five-thousand-dollar Surety Bond for # 50985 as part of the Sheriff's sale. Motion carried unanimously.

Motion made by Steve Dirmeyer and seconded by Ken Nickson to authorize the President to sign the Affidavit of Holder of Indebtedness for # 59727. Motion carried unanimously.

b. Manager Report: General Manager reported on Selder's Causeway. The beavers are filling the culverts with debris and the Field Crew has had to clean the culverts routinely. This will be an ongoing issue. Cheryl Poage recommended using a Canadian solution. This process does not disturb the beaver and protects the culvert. The process consists of a grid that is placed in front of the culvert. Bryon Fessler to work with the Fishing Board.

The BOD also discussed the new "No Trespassing Signs" that were ordered. The signs were displayed and discussed the chosen verbiage displayed on the signs and why. The signs will be placed at all private roads/entrances to Crystal Lakes along the county road.

VII.

Committee Reports:

a. Hearing Panel Committee: The Hearing Panel had two recommendations one for a fishing violation and one for an animal violation. Both violations were handled under old policy. Moving forward new violations will follow new hearing panel policy. BOD accepted Hearing Panel's recommendation on # 65878 and # 74052.

b. Policy and Docs Committee: On the behalf of the BOD, Thank you Rich Cohan for all your hard work and time spent volunteering on this Committee.

Motion was made by Ken Nickson and seconded by Lala Jacoby to accept the resignation of Rich Cohan from the Policy and Docs Committee. Motion carried unanimously.

g. Safety and Compliance Committee: Working session to be scheduled.

-----LUNCH BREAK 11:56 am -1:01 PM-----

VIII.

Unfinished Business:

a. Bear Gulch Easement Litigation: Update pending court hearing October 19, 2020.

b. Special Road Projects: The contractor will commence work on Mosquito Drive mid-November.

c. Trash Compactor Security and Illegal Dumping: Nothing at this time

- d. Review of Governing Documents and Policies: Bryon Fessler reported the rough draft of the rewrite done by Altitude Law of the Articles of Incorporation and Bylaws looked great. The rough draft will be sent out no later than November 30, 2020 to the membership. Per legal advice 60 days will be given to membership to review the documents and submit feedback. The CLRRRA Board email address will be used to receive responses. A conference call to the Association's Attorney will take place to review the final draft with the BOD in January 2021. March 2021 is when Ballots will be mailed out for the approval of the new Articles of Incorporation and Bylaws.
- e. Recreational Use of Lakes and Ponds Agreement: The 2015 agreement between Water & Sewer and Crystal Lakes Road and Recreation will be discussed at scheduled luncheon today.
- f. OHV and National Forest access Committee: Four members have been appointed to the Ad Hoc committee and Lou Phillippe with his expertise in the area will be involved.
- g. Fire Mitigation for Common Areas and Greenbelts: This topic is very important in the wake of the Cameron Peak Fire. A request for Quotes (RFQ) created to find contractors to help clean up 563 acres of greenbelts and hiking trails. Saved reserves will be used. Focus of RFQ will be on standing dead and downed trees and debris. The RFQ has a candidate evaluation system that will be used for accepted bids. BOD gave 30 days for the RFQ posting.
- h. Illegal Shooting near Crystal Lakes Subdivision: President thanked the property owners in the lower filings who carried the torch these past years and continued to push for an emergency closure with the USFS and the County Commissioners. This is a team effort that is really starting to pay dividends. The Association has been involved in this issue off and on since 2017. Thanks to the work of the property owners and the Board, we now have a clearer platform to work from and a better seat at the table. As recently as August 19, 2020, the President participated in a work session on behalf of the Association with the Commissioners to discuss an emergency closure. The Commissioners are consulting with the County Attorney to see if they have the legal authority to institute an emergency ban. There is a question regarding who would be responsible for enforcement if the Commissioners were to enact such a ban.

USFS stated that they too have the power to institute an emergency ban but that they were reluctant to do so preferring instead to follow the current process, which has taken nearly five years to date. That process is called the Northern Front Range Recreational Sport Shooting Management Partnership, or NFRRSSP, and the goal is to develop a landscape-level, multi-jurisdictional strategy to provide safe, responsible and accessible recreational sport shooting opportunities while addressing conflicts near residential areas and with other recreation users across the northern Colorado Front Range. USFS and CPW are involved in the process along with the Commissioners from Larimer, Boulder, Clear Creek, and Gilpin counties.

These agencies and counties are committed to providing alternative sport shooting areas before USFS closes the unsafe shooting areas along the front range, including near Crystal Lakes. That is why, despite repeated requests from property owners and the Board, an emergency closure has yet to be implemented. The Association does not have an issue with the goal of the NFRRSSMP; however, we cannot wait any

longer as it is only a matter of time before one of our property owners are seriously injured or killed. There is precedent for USFS and/or individual counties to close illegal and unsafe shooting areas and we will continue to push for an emergency closure. We are working to educate everyone involved and the next step is a site visit with all the players on November 5, 2020.

So that the President can better carry your voice with him, he asked any property owners in the lower filings who would like to talk to him about how we can continue to move forward and make progress on this subject to contact him at clrrapresident@crystal-lakes.org. All he asks is that the conversations remain positive and constructive and that we continue to work as a team.

- i. Shop Roof Leaking: General Manager Stella Anderson gave a brief update. The meeting had to be rescheduled due to the Cameron Peak Fire. The meeting was rescheduled for 2pm on October 27th, 2020 between Scott the contractor, roofer, framer and Donny Anderson part of the field crew due to his Builder/Contractor experience.
- j. Website Transition: RFQ to replace outdated content management system that is no longer supported by our provider. They are updating their platform and will no longer support the one we are currently using. The RFQ entails the re-creation of the entire website by March 31, 2021. Second part of this RFQ is asking the chosen company to also maintain the website. BOD gave 30 days for the RFQ posting. Release the RFQ for website rebuild and maintenance no later than November 30, 2020.

IX.

New Business:

- a. FY2019-2020 Audit: Treasurer reported we are in good shape according to the auditor. We did receive the engagement letter from the Griffin Group The cost for the 2020/2021 year will cost \$6,750.00. Typo "laundry" spelled wrong on pg. 117.

Motion made by Steve Dirmeyer and seconded by Cheryl Poage to accept the independent audit for the fiscal year 2019/2020. Motion carried unanimously.

Motion was made by Steve and seconded by Cheryl to pay the Griffin Group invoice 3303 in the amount of \$6750.00. Motion carried unanimously

Motion was made by Steve Dirmeyer and seconded by Cheryl Poage to authorize the Treasurer to sign the engagement letter from Griffin Group for an audit for Fiscal year 2020/2021 at the contracted rate of \$6750.00. Motion carried unanimously.

Motion made by Steve Dirmeyer and seconded by Ken Nickson to authorize the Treasurer to sign the 2019 tax returns provided by Griffin Group. Motion carried unanimously.

- b. Electronic Property Owners Folders: Bryon Fessler, Lala Jacoby, Stella Anderson and Carmen Uribe will work on this project. Creating the electronic property owner files will begin with filing 1 lot 1 and proceed from there until all filings and lots are done.
- c. Unsecured Slash Loads: Discussion went over current slash hauling policy. Currently we do not require loads of slash to be tied down within Crystal Lakes. Although once

on county road we are under different regulations that require property owners hauling slash to tie down loads while transporting to slash depot. BOD to start with more education of securing slash loads thru the Weekly View and Monthly BOD Newsletters. Next year we will require loads to be tied down.

- d. Portable Restrooms: RFQ created for maintenance on 7 Porta Restrooms. The BOD will give 2 weeks for RFQ posting responses. The chosen vendor to do monthly pumping November- April, May- September pumped every two weeks. The Crew will begin installing the new Portable Restrooms as soon as possible and closing the vaults. Due to the time frame an E-vote may be necessary to approve the vendor. But the other RFQs will be done at the next BOD meeting.
- e. Amend Motion for 2020 Truck Purchase: Addressed earlier in BOD discussion under treasurer's report.
- f. Appreciation BBQ for Local Volunteer Firefighters: David Lilja came up with this fantastic suggestion. General Manager began planning immediately. The event is scheduled next Saturday at 4:30pm to show appreciation of Crystal Lakes and Red Feather Lakes Volunteer Fire Departments. The field crew will also graciously assist with set-up and clean-up of the BBQ. BOD agrees to preparation for 150 people to attend and eat.

X. Reports and Correspondence:

Violation Report: When someone has a complaint, they must fill out the CLRRRA observation form. In the month of October 42 violations went out. Expectation moving forward is to have letters out within two weeks of violation.

Motion was made by Cheryl Poage and seconded by Ken Nickson to enter into executive session at 3 pm to discuss legal issues. Motion carried unanimously.

XI. Executive Session:

Motion was made by Lala Jacoby and seconded by Cheryl Poage to adjourn from Executive Session at 3:56 pm. Motion carried unanimously.

XII. Adjournment:

Motion was made by Cheryl Poage and seconded by Steve Dirmeyer to adjourn the October 17, 2020 meeting at 3:57pm. Motion carried unanimously.

Next Meeting: CLRRRA Board, November 21, 2020 in the Wapiti Room at 10:00 a.m.

Respectfully submitted by Carmen Uribe and Maria "Stella" Anderson

Approval Signature _____