



# Crystal Lakes

## Road and Recreation Association

300 Tami Road, Red Feather Lakes, CO 80545 (970) 881-2250

[www.crystal-lakes.org](http://www.crystal-lakes.org)

### Annual Meeting June 8, 2019 Minutes

#### I. CALL TO ORDER:

The meeting was called to order on Saturday, June 8, 2019 at 2:00 p.m. at the Crystal Lakes Road & Recreation Association Basecamp (Community Center) in Red Feather Lakes, CO. The meeting was chaired by Board President Jim McConnell.

Directors Present:	President	Jim McConnell
	Vice President	Cheryl Poage
	Treasurer	Steve Dirmeyer
	Secretary	Bob Chesnut
Directors Absent:	Member at Large	Mike Bilo
Others Present:	General Manager	Maria "Stella" Anderson
	Westwind Portfolio CAM	Angela Stevens

#### A. Meeting Conduct:

B. Proof of Notice: Westwind Management CAM, Angela Stevens, provided the proof of mailing for the meeting notice.

C. Establish Quorum (50 homeowners): A quorum was established, with 76 owners in attendance at the start of the meeting and a total of 102 homeowners to end the meeting.

#### D. Welcome:

CLRRRA President, Jim McConnell began the meeting by extending a welcome to all in attendance.

E. Purpose of Meeting: President, Jim McConnell stated the purpose of the meeting, which is to report on the state of the Association, provide a year in review, approve previous meeting minutes, provide a financial year-end recap and review of the 2019-2020 budget.

F. Introductions: The Board and managers introduced themselves and gave a brief history of their time in Crystal Lakes.

#### II. APPROVAL OF MINUTES:

Copies of the June 9, 2018 annual meeting minutes were available at the meeting as well as posted on the community website.

***A motion was made by Herbert Hanlen, 02075, and seconded by Dolores Williams, 05025, to waive the reading of the minutes for the 2018 Annual Meeting and approve as presented. The motion passed unanimously.***

### III. STATE OF THE ASSOCIATION:

- A. President: President Jim McConnell began by thanking everyone who has volunteered and put time to the Association. Jim stated that it has been a contentious year, to say the least, but we have made some great progress since the split from Water & Sewer and the entire Board of Directors thanks you for supporting our assessment increase. Jim continued that your yes vote will allow us to continue the progress we have made this year. We operated the past year without an assessment increase in order to fully understand our expenses without Sewer and Water's shared revenue and signed a two-year contract with Westwind Management for both accounting and CAM services. We are a million dollar a year operation so professional management is a necessity. General Manager, Stella Anderson earned her CAM credentials, but we feel the mentorship offered by Westwind and Angela Stevens will help ensure that we do not burn her out. Another year's worth of experience working with an experienced CAM will give Stella the head start we believe cannot be matched any other way. We stepped up covenant enforcement and with the professional management provided, our consistency and follow-ups have dramatically improved compared to prior years. Slash violations continue to be an issue throughout the community and the Board asks that owners make an attempt to clean up slash on their property. We hired a heavy equipment mechanic to expedite and improve our maintenance capabilities. With great help from Bryon Fessler, we completed a major remodel at the shop and the Wapiti Center lower level using reserve funds saved specifically for that purpose. The Board started work on several other projects to be completed during the next year. A few of those projects include updates and changes to the CCR's, Bylaws and polices, planning the CLRRA 50<sup>th</sup> anniversary celebration and creating an updated community/road map. Jim also stated that this would be his last year on the Board and he pledged to provide more property owner education and would work hard to maintain a positive professional atmosphere for the employees and owners. Lastly, Jim noted that we are all here because we love the mountains and whether you are a camper, weekender, or full timer, that the Board's goal is always to maintain a clean and safe community for all.
- B. Treasurer: Treasurer Steve Dirmeyer provided a review of the 2018-2019 fiscal year. \$214,000 in operating reserves were used, and the Association will begin the 2019-2020 fiscal year with about \$200,000. The Association collected \$861,675 in income this year and invested \$650,000 of the reserve account in a CD collecting 2.35% interest. The Board plans to use these funds in the future to replace aging equipment. Steve reported the Board has worked to reduce delinquent balances this year. The Board also plans to update the administrative policies. Steve encouraged all members to actively participate in the changes. Steve reminded owners that they must have a vehicle sticker in order to use the compactor. He also noted that roads are very expensive and to lay 2 inches of road base on all roads, 113,000 tons would be required at a cost of approximately \$3,220,000.
- C. Manager: General Manager, Stella Anderson provided an update on the current road maintenance projects, including regular grading and manual filling of holes with dirt and road base. Other projects include Ottawa, Muskogee, Tami, S. Ottawa, and Swift to Snoopy. The crew also raised the road at Beaver Pond, to help prevent washouts. Future goals include Tuskegee and culvert repairs. Homeowners are responsible for culverts that need repaired or replaced. Other items discussed included office hours, slash, speed limit in the community, flags, and vehicle stickers. Westwind CAM, Angela

Stevens thanked the membership and Board for the opportunity to mentor Stella and recognized Jim McConnell for his time and leadership.

- D. Board Comments: Bob Chesnut - Fire pit inspections are important for fire prevention. The Fire Department sign at the entrance informs owners of the current fire danger. There are currently 100 open violations for unapproved fire pits. Assistant Fire Chief, Mark Weeks thanked owners for their support and reminded everyone to call 911 in case of an emergency, rather than a friend. Family Fun Day Sunday is July 7<sup>th</sup>. There will be lots of activities, including a dunk tank. Cheryl Poage thanked the committees and noted that the need to reactivate the Greenbelt Committee. General Manager, Stella Anderson also noted that a gift card raffle will occur throughout the meeting.

**IV. FY2019 – 2020 BUDGET:**

Treasurer Steve Dirmeyer thanked owners for voting on the budget. The budget passed with 826 votes in favor and 800 against. Steve presented an overview of the budget, and all Owner questions were discussed and answered.

**V. BALLOT RESULTS:**

The FY 2019-2020 budget was approved by mail ballots, with 826 votes in favor and 800 against.

**VI. COMMITTEE UPDATES:**

Policy & Documents – Chair, Herb Hanlen 02075 noted that several discussions have taken place regarding potential changes to our policies and docs. Herb asked that all owners please read the governing documents and each policy that can be found on the website. The committee is also reviewing the bylaws with respect to proxy voting. More research is needed at this time. The committee will review all policies for future changes.

VP/Community Fund – Barbara Groves 03054 stated that the committee currently has 6 members. The purpose of the committee is to look for projects that will improve the community. Past projects include planting flowers which are watered with rain barrels, purchasing benches, improvements to ponds and trails and the memory wall. The committee is currently working on installation of a playground, which has been ordered. The committee is refurbishing the area behind base camp, including clearing trails by hand. Potential future projects include tether ball, horseshoe pits and picnic tables. Barbara thanked the owners for their support of the projects.

**VII. OWNER EDUCATION**

John Parker spoke to owners about the North 40 Mountain Alliance, a Red Feather Lakes community organization. John stated that the North 40 Mountain Alliance is a non-profit organization comprised almost exclusively of volunteers in your own community. The goal of the Mountain Alliance is to make our local communities as resilient and strong as we possibly can by helping people prepare for emergencies, by keeping the community up to date and connected during emergencies, and by providing a strong and rich network of tools and resources to help each other rebound after disaster strikes. The North 40 Mountain Alliance volunteers and HUB personnel are not First Responders or Medical Professionals. N40MA and HUB personnel are not Firefighters, Law Enforcement, or Government Officials. Everything happening at the Hub, or provided by the Hub, is through volunteer efforts, cooperation between residents, community generosity, or grants. N40MA HUB personnel do not have any special

legal powers in an emergency and cannot requisition your property. HUBs are not Emergency Assistance Centers where official government support can be accessed. John also noted that the North 40 Mountain Alliance works in partnership with LETA, the Larimer Emergency Telephone Authority who provides reverse 9-1-1 alerts for all of Larimer County. LETA Emergency Alerts are compatible with landlines, mobile phones, email addresses, and even fax. To sign up to receive emergency alerts, residents can visit [LETA911.org](http://LETA911.org). John said the organization is looking for neighborhood captains. The captain is the neighbor who connects you with the rest of the community, particularly those who are close to you, in case of emergency. A neighborhood captain is not 911. During a disaster, your neighborhood captain can provide information about which emergency service is right, the right solution in an emergency is always to call 911. During an emergency, Neighborhood Captains help fire departments and emergency services by assisting in getting information out to you, which then frees up the fire departments and first responders to focus all their efforts on responding to the emergency. John talked about designated hubs that are created in geographical areas. The hub will have reliable off-grid power, satellite internet, and even Ham radio operators who can help communicate in situations where all other communication pathways are down. There are 3 designated geographical areas: Red Feather Lakes, Glacier View, and Crystal Lakes.

#### **VIII. OUTSTANDING VOLUNTEER OF THE YEAR**

The Board began the recognition for this award by expressing the importance of our volunteers. Volunteers are the heart of the organization. First, the Board recognized the entire Recreation Committee. Their excellent work brings the community together. The Board also recognized Bryon Fessler for his contribution as the lead on the deferred maintenance project. Bryon volunteered hundreds of hours overseeing the project and came in on budget. Many thanks to him for his commitment to better our community.

#### **IX. OWNER FORUM**

Property owners asked various questions. Tim Shepard, 08022, asked for the Board to approve meeting space for members to gather. Herbert Hanlen, 02075, reminded owners to reach out to the Board directly with issues, rather than posting on Next Door, so that the Board can address any questions or concerns. Loren Ludwig, 05018, asked when statements are mailed for the annual assessments. John Velarde, 14004, expressed that he is not happy that the Association does not allow logs bigger than 4 inches at the slash depot. Michelle Rogers, 09064, asked the Board to re-post the 2018 audit to the website. Elliot Troy, 08007, asked about the possibility of installing a weather camera for owners that visit in the winter. Terry Zrust, 12129A, suggested placing a security camera at the guard stations. Susan Day, 02026, asked about the base camp transfer fee.

Bob Shinnen, 08121, asked how to report issues when the office is closed. Per the Board, owners should call the sheriff if it pertains to the law. Owners can call when the office opens on Tuesday. Owners may email at any time, and the office staff will respond when the office opens. Susan Vance, 06098, reminded owners about the importance of safety, including the North 40 Mountain Alliance and LETA911, [www.leta911.org](http://www.leta911.org). This is a free service that will notify any registered cell numbers of safety matters for up to 5 addresses. If there is any doubt of a potential safety issue, call 911 or the sheriff.

**X. REMINDER – ROAD AND RECREATION ANNUAL DINNER – 5:00 PM**

The Board invited property owners to attend the CLRRRA Annual Dinner held in the Community Center at 5:00 p.m.

Four \$25 gift cards were placed under audience chairs at random prior to the meeting. Manager Stella Anderson told owners to look under their chairs to see if they won a gift card.

**XI. ADJOURNMENT:**

*A motion was made by Herb Hanlen, 02075, and seconded by Noreen Flood, 08121, to adjourn the meeting. The motion passed unanimously. The meeting was adjourned at 4:23 p.m.*