



Crystal Lakes Road and Recreation Association

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

BOARD OF DIRECTORS MEETING MINUTES

Saturday, March 20, 2021, 10:00 a.m.

I. Call to Order:

Meeting was called to order on March 20, 2021 at 10:00a.m. in the Crystal Lakes Wapiti Room. Meeting chaired by the President.

Directors Present:	President	Bryon Fessler
	Vice President	Lala Jacoby
	Treasurer	Steve Dirmeyer
	Member at Large	Cheryl Poage
Director's Not Present:	Secretary	Ken Nickson
Others Present:	General Manager	Maria "Stella" Anderson
	Administrative Assistant	Carmen Uribe

Property owners in attendance: 5

II. Approval of Agenda:

Motion was made by Steve Dirmeyer and seconded by Cheryl Poage to approve the Agenda for the Board of Directors Meeting for March 20, 2021. Motion carried unanimously.

III. Property Owner Forum: Trish McHugh-(08092) Thanked the road crew, General Manager and office staff for their efforts during this season's historic snowstorm.

IV. Approval of Meeting Minutes:

Motion was made by Steve Dirmeyer and seconded by Lala Jacoby to approve the amended February 20, 2021 meeting minutes with the following corrections: Under New Business, item H. insertion of the word made (Motion was made), and spelling correction, none-refundable to non-refundable under Metal Siding Request. Motion carried unanimously.

V. Officer Reports:

a. President Report– I want to thank our wonderful staff and contractors for all their hard work in dealing with this recent snowstorm. Additionally, I want to thank my fellow property owners for enduring such a historic event. Some common synonyms of endure are abide, bear, stand, suffer, see just how bad this blizzard was; for example, historic and crippling; travel halted; 4th worst snowstorm in Colorado recorded history; more than 2,300 flights cancelled and 152,000 without power; 40" near RFL with drifts 4-6'; and layer of dust transported from Mexico. We will talk about the lessons learned later in the agenda but for now, thanks again to our staff, contractors, and property owners. Our community works best when we all work together. President reported on an E-vote, that was made in the May 16, 2020 meeting that was not captured in the meeting minutes. May 16, 2020 meeting minutes will be amended and amended copy will be provided for the April meeting. E-vote read, *On May 5, 2020 a motion was made by Steve Dirmeyer and seconded by Lala Jacoby, not to renew the current employee United Health Care Medical Insurance plan and start a new policy with Kaiser Permanente, plan KP CO Gold DHMO 1250/35 Health Insurance plan for the following four (4) employees; Maria Anderson, Rachel Ownbey,*

William Serecky and Emanuel Wayne Honeycutt effective 6/1/2020, Yearly policy not to exceed \$39,000 in premiums. Motion carried unanimously.

Motion was made by Steve Dirmeyer and Lala Jacoby to amend the May 16, 2020 meeting minutes to include the E-vote to properly record E-vote. Motion carried unanimously.

An E-vote was made that requires ratification (correction, the CAT grader is a 2009 and not as stated a 2008). The Association was successful in the purchase of the grader. This piece of heavy equipment is a necessity to maintain and provide adequate snowplow operations. E-vote read, *On March 17, 2021, a motion was made by Cheryl Poage and seconded by Lala Jacoby, that the Association purchase a 2008 CAT Grader, Model 140M, at auction on March 18, 2021 not to exceed \$90,000 out of Reserves and appoint Jack Goodell as the CLRRRA representative for the purchase. Motion carried unanimously.*

Motion was made by Cheryl Poage and seconded by Lala Jacoby to ratify the E-Vote made to purchase the grader made on March 17, 2021. Motion carried unanimously.

- b. Vice President Report- Working with General Manager on a position description as requested by the President in February. Reported upcoming tasks from the Master Calendar.
- c. Treasurer Report– Provided an overview of the financials.

Motion was made by Steve Dirmeyer and seconded by Cheryl Poage to accept the financials for the month of February 2021 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 the month of February 2021. Motion carried unanimously.

Motion was made by Steve Dirmeyer and seconded by Lala Jacoby to withdraw \$50,000 from Independent Bank #xx2349 and transfer into Alliance Bank #xx2158 to cover year-end expenses. Motion carried unanimously.

Motion was made by Steve Dirmeyer and seconded by Cheryl Poage to cancel the current health benefit plan with Kaiser Permanente insurance for the current three employees covered under the plan effective May 31, 2021. Also, cancel the H&B enhancement part with the current payroll provider effective May 31, 2021. Motion carried unanimously.

The yearly exploration for Insurance benefits continues to be a huge undertaking for the Board as well as nerve racking for employees. Under the normal insurance benefit program, there is disparity amongst employees. The Board would like to implement an ICHRA account through Peoplekeep. The General Manager will contact PeopleKeep to set up the Association account. Fees include \$150 set up fee and a \$29 per month for maintenance and \$15 per employee per month.

Motion was made by Steve Dirmeyer and seconded by Cheryl Poage to set up an ICHRA (Individual Coverage Health Reimbursement Arrangement) for fulltime employees with Peoplekeep. Accounts will be funded with a maximum non-taxable benefit payment of \$800.00 per month. Benefit will allow employees to either purchase a health benefit plan on their own and/or obtain reimbursement for qualified expenses. This ICHRA plan will be a non-yearly roll over type plan and will be in effect on June 1, 2021. Peoplekeep will set up SPE (Summary Plan Description) to comply with Federal requirements, CLRRRA will follow rules set forth by IRS publication 502. The Motion carried unanimously.

Motion was made by Steve Dirmeyer and seconded by Lala Jacoby to ratify a payment of \$161.92 reimbursement to Cheryl Poage for recording the final judgement cost for the Bear Gulch Easement. Motion carried unanimously.

d. Secretary- Not present due to excused absence.

VI. Other Reports:

a. General Manager- Requested an amendment to a motion made regarding the 2020 pickup. Original motion read, *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 was made by Steve Dirmeyer and seconded by Lala Jacoby to amend the previously amended motion from 10/17/2020 Ford 2020 Truck purchase price to \$47,327.55. Motion carried unanimously.

The General Manager also requested ratification for verbal agreements made with contractors that were called to assist with the epic 2021 snowstorm that brought 4-5 feet of snow to the mountain. The General Manager thanked staff for the collaborative efforts in response to the historical snow accumulation.

Cheryl Poage and Steve Dirmeyer informed the Board that Gary Weigel wanted additional charges considered for payment. General Manager stated verbal agreement with Gary Weigel was for Sunday and Monday only. Monday evening a call was received by the General Manager from Gary Weigel, stating the snow was too much for the equipment and would not plow for the Association going forward. General Manager released Gary Weigel from performing anymore work on behalf of the Association. Another call was received from Gary Weigel informing the General Manager that Mobile Way was plowed, he stated no payment was expected but he just wanted the General Manager to know.

Motion was made by Steve Dirmeyer and seconded by Lala Jacoby to ratify the verbal agreement the General Manager made with Don Harlan and contract at \$100.00 hour rate, for a total of 10.5 hours and at a total cost of \$1,050.00. Motion carried unanimously.

Motion was made by Lala Jacoby and seconded by Steve Dirmeyer to ratify the verbal agreement the General Manager made with Gary Weigel and contract at \$100.00 hour rate, for a total of 16 hours and a total cost of \$1,600.00. Motion carried 3/1. President voting no.

Motion was made by Cheryl Poage and seconded by Steve Dirmeyer to request that the General Manager and Gary Weigel reach a negotiation of additional charges and bring it back to the Board. Motion failed 2/2. President and Vice President voting no.

Motion was made by Steve Dirmeyer and seconded by Bryon Fessler to ratify the verbal agreement the General Manager made with Jack Goodell and contract at a rate of \$140.00 an hour for labor and equipment (front loader) for snow removal. Total hours and total cost to be determined. Motion carried unanimously.

Motion was made by Steve Dirmeyer and seconded by Lala Jacoby to ratify the verbal agreement the General Manager made with Fred Barlow/Red Feather Excavating and contract

at the rate of \$200.00 an hour for labor and equipment (Dozer) for snow removal. Total hours and total cost to be determined. Motion carried 3/1, Member at Large voting no.

b. Committee Reports-

- 1) Greenbelt Committee - The 2004 (updated in 2008) CWPP (Community Wildfire Protection Plan) was discussed, and the General Manager will post document on website.
- 2) Recreation Committee - Board Liaison gave brief update. The committee will resume the task associated with the ice machine this summer such as bagging as well as the vending machine as well as the replacement of each machine when they cease to function.
- 3) Architectural Control Committee - Three new committee members joined the committee. Board Liaison requested a change in review process time frame for applications from 7 to 15 days prior to monthly meeting. A preliminary review to the application submission process will also be added.

Motion was made by Bryon Fessler and seconded by Lala Jacoby to appoint Shauna Mae Atkins, Matt Wagy and Paul Poulson to the Architectural Control Committee. Motion carried unanimously.

- c. Attorney Status Report- Discussion ensued concerning the process of accounts that transfer from Westwind to Altitude Law to court. General Manager to follow up on missing accounts.
- d. Violation Report- No questions on the report.

VII. Unfinished Business:

- a. Bear Gulch Easement Litigation- Kept on Agenda, will not be discussed in open meeting. Will be discussed in Executive session per Attorney Advice.
- b. Review of Governing Documents and Policies- President briefly reiterated Ballot process and time frame update, will video stream the ballot counting process to property owners.
- c. Memorandum of Agreement CLRRRA/CLWSA-President provided a brief update on version 5 draft agreement to be sent to W&S Board. General consensus is not to sell the land around the cistern to Water & Sewer. President will send version 5 with two changes to Water & Sewer.
- d. Request for Quotes-
Fire Mitigation- Releasing RFQ to happen around Wapiti Center, Base Camp, Campground and Grounds Maintenance area, slash to be removed via volunteers and field staff per waiver of liability signing. Trish McHugh stated the concern of obstructing roadways by contractor placing slash in areas that will prevent this from happening.

Motion was made by Lala Jacoby and seconded by Cheryl Poage to accept and release the RFQ for the Fire Mitigation and Clean-up project. Motion carried unanimously.

Janitorial Service- RFQ Approved and to include insurance requirements accessible via link within the RFQ.

Motion was made by Lala Jacoby and seconded by Cheryl Poage to accept and post the RFQ for Janitorial Services. Motion carried unanimously.

Portable Restrooms- RFQ still open General Manager will follow up on two new leads from the Forest Service and Lion.

Chain Link Fence- President gave brief update on the fencing RFQ for the compactor and shop storage area.

Motion was made by Cheryl Poage and seconded by Steve Dirmeyer to accept and post the RFQ for the chain link fence. Motion carried unanimously.

- e. Illegal and Unsafe Shooting near Crystal Lakes Subdivision- Boulders will be placed to discourage illegal camping on Tiny Bob. Forest service will provide the hardware for gates and signage that will be placed during peak season. Community work day to clean-up the area of dangerous debris such as bullet shells, drug paraphernalia, broken glass from beer bottles and trash. Forest Service will manage dozer lines from Cameron Peak Fire. Random saturation police patrols will take place during peak season. Detailed information will be sent to property owners via the Board newsletter.
- f. Road Maintenance Map - Brief discussion ensued over the color coding and what each color represents regarding road grading, culverts, cutting ditches etc. made by Field Staff. Third color to be added to represent the work that has been done by our special roads project contractors. General Manager will review map for corrections.
- g. Crystal Lakes Open Space Conservancy- Member at Large reported the documents are filed for the 501c3
- h. FY2021-2022 Budget- Treasurer reported the budget draft for the fiscal year 2021-2022 is complete and pending approval. Also reported there will not be a dues increase this year for Road and Recreation.
- i. Counting Committee and Charter- President reported Shirla Race was instrumental in the planning of this year's Ballot count. This year's Ballot counting will be split into two counts (AOI's/ Bylaws), will be livestreamed via zoom on May 1, 2021, viewers can observe but not participate.

Motion was by Bryon Fessler and seconded by Lala Jacoby to appoint Kathy Dillon-Durica, Janice Hanlen, Jennifer Ray and Shirla Race to the Counting Committee and appoint Shirla Race as the Committee Chair. Motion carried unanimously.

VIII. New Business:

- a. Hearing Panel Recommendations- Affirmed 2 and rejected 2. Hearing Panel recommendations on acct# 58101 is to reissue two fishing passes that were punched in error.

Motion was made by Cheryl Poage and seconded by Steve Dirmeyer to uphold the Hearing Panel's recommendation to release the property owner of the violation warning and issue two replacement fishing passes, original passes punched in error, for acct #58101. Motion carried unanimously.

Motion was made by Steve Dirmeyer and seconded by Cheryl Poage to accept the Hearing Panel's recommendation to reduce the fine from \$1,000 to \$500 for the dumpster fire on acct #52050. Motion carried unanimously.

- b. Board Member Candidate Q&A Session – Ken Nickson has withdrawn his candidacy as a BOD candidate due to personal reasons. President and Vice President will moderate the Q&A Session

being held March 21, 2021. Membership will be able to ask questions directly. Mistakes that went out in special views were clarified and corrected.

- c. Annual Mailing and Ballot- General Manager will present the mailing in its entirety, including ballot, for approval at the April Meeting.
- d. Annual Invoices and Process for Issuing Stickers- President gave brief overview of annual assessment invoices current time frames. Moving forward, invoices will go out to the membership in April, membership will have whole month of May to pay. New stickers will be issued as early as June 1, 2021 so long as dues can be verified paid on Westwind account at time of pickup.
- e. Contracts (Altitude Community Law, CODE 4 Security & Westwind Consulting)-
 - 1) Altitude Law- Tabled until next month.
 - 2) CODE 4 Security- President and General manager to schedule conference call.
 - 3) Westwind Consulting Contract- General Manager will have 14 hours per month to consult with Westwind under new contract.

Motion was made by Steve Dirmeyer and seconded by Lala Jacoby to approve the Community Association consulting agreement between CLRRRA and Westwind Management Group, LLC at the rate of \$175.00 an hour at 15-minute increments. Motion carried unanimously.

- f. Terms for Architectural Control Committee (ACC) Members- Three-year terms, Board Liaison will work with each new member.
- g. July 4th Donations (Fishing and Slash Passes)- The passes that were donated to CL FIRES went unused from last season due to COVID (2 fishing passes, 2 slash passes). These passes will be honored this season.
- h. CL FIRES Rubber Duck Race- The fun fundraiser race will take place at Snoopy Pond on July 4, 2021 each rubber duck adoption is \$5.00.
- i. Snowstorm Lessons Learned- For future storms preliminary preparations to include two sets of tire chains for each pickup, Grader, and Loader. To establish a call list of contractors before season. Credit applications will be completed ahead of time in case of the need to rent equipment. Equipment specifications will be available in front office for whomever will be sourcing and renting equipment in future storms.

Motion was made by Bryon Fessler and seconded by Lala Jacoby to form an Ad Hoc committee to review our snow storm response, solicit input from property owners, and make recommendations to the Board. Motion carried unanimously.

- j. Slash Depot Lease- Board reviewed and approved new lease terms.

Motion was made by Lala Jacoby and seconded by Cheryl Poage to sign the lease between Mary Ross Quaintance Trust and CLRRRA for the slash depot site effective 5/5/2021-5/14/2024 at a cost of \$425.00 per month.

IX. Executive Session:

Motion was made by Cheryl Poage and seconded by Steve Dirmeyer to enter into Executive Session at 3:30 pm to discuss legal issues. Motion carried unanimously.

Motion was made by Cheryl Poage and seconded by Steve Dirmeyer to adjourn from Executive Session at 3:50 pm. Motion carried unanimously.

X. Adjournment:

Motion was made by Cheryl Poage and seconded by Lala Jacoby to adjourn the meeting at 3:51 pm. Motion carried unanimously.

Tabled Items:

- Selder's Causeway Culvert Replacement Project
- Bathroom Refurbishment Project
- Request to Maintain ERRRA Roads

Next CLRRRA Board Meeting: April 17, 2021 at 10:00 a. m.

Respectfully submitted by Carmen Uribe and Maria "Stella" Anderson

Approval Signature _____