



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, May 15, 2021, 10:00a.m.

I. Call to Order:

Meeting called to order on May 15, 2021, at 10:00 a.m. in the Crystal Lakes Wapiti Room by President Bryon Fessler. To ensure an orderly transition with Bryon Fessler departing the community, meeting will be transferred to Vice-President, Lala Jacoby assisted by Bryon Fessler.

Directors Present:	President	Bryon Fessler
	Vice-President	Lala Jacoby
	Treasurer	Steve Dirmeyer
	Member at Large	Cheryl Poage
Directors Not Present:	Secretary	TBD
Others Present:	General Manager	Maria "Stella" Anderson

Property owners in attendance: 8

II. Approval of Agenda:

Changes/corrections; additions of item e. Member at Large under Officer Reports to update on the Bear Gulch Litigation, item j. under Unfinished Business, Special Road Projects.

Moved by Cheryl Poage and seconded by Steve Dirmeyer to approve the amended Agenda with the additions, item e. Member at Large under Officer Reports and item j. under Unfinished Business, Special Road Projects. Motion carried unanimously.

III. Property Owner Forum: No property owners addressed the Board.

IV. Approval of Meeting Minutes:

Change/ corrections; addition under Committee Reports for ACC to include CLRRA will keep current setback requirements despite the changes in Larimer County setbacks.

Moved by Bryon Fessler and seconded by Steve Dirmeyer to approve the amended April 17, 2021 meeting minutes to reflect, CLRRA will keep current setback requirements despite changes in Larimer County setbacks. Motion carried unanimously.

Deviation from Agenda; Eagle Scout candidate Colin Brofey, with permission from the Greenbelt Management Committee. Presented on a project to build a bridge on Midgard Trail over the stream using downed timber from the area. Board approved the project and Member At Large offered logs from owned property.

V. Officer's Reports

- a. President Report: Several E-Votes required ratification; April 27, 2021, the General Manager informed the Board The boiler for the Wapiti Center went out and the repair technician reported it was unsafe to operate. Boilers and remaining life have been a topic.

E-Vote: On April 28, 2021: Moved by Lala Jacoby and seconded by Bryon Fessler to replace the boilers in the Wapiti Center and Community Center. Reserve funds will be implemented, and Fort Collins Heating and Air Conditioning will be contracted. Amount not to exceed \$35,000. Motion carried 3 to 1 with Steve Dirmeyer voting no.

E-Vote: April 28, 2021: Moved by Lala Jacoby and seconded by Bryon Fessler to rescind the motion passed on April 28, 2021: Moved by Lala Jacoby and seconded by Bryon Fessler to replace the boilers in the Wapiti Center and Community Center. Reserve funds will be implemented, and Fort Collins Heating and Air Conditioning will be contracted. Amount not to exceed \$35,000. In place, allow General Manager to make a recommendation for replacing the boilers based on all quotes and information gathered and share with Board. Motion carried unanimously.

E-Vote: April 30, 2021: Moved by Lala Jacoby and seconded by Bryon Fessler to use Fort Collins Heating and Air as a preferred vendor to replace both boilers (Wapiti and Community Center) based on quotes 4169 and 4170 for a cost not to exceed \$40,000 (a buffer of \$1,338) using reserve funds. Wapiti – Reserve Study Component number 2561, Community Center Reserve Study Component number 2562. Motion carried 3 to 1 with Steve Dirmeyer voting no.

On May 7, 2021, the General Manager requested of the Board to pass a motion appointing Lala Jacoby as the interim Secretary.

E-Vote: May 7, 2021: Moved by Bryon Fessler and seconded by Cheryl Poage to appoint Lala Jacoby as interim Secretary until the annual meeting on June 12, 2021. Lala Jacoby abstained. Motion carried unanimously.

April 29, 2021 the General Manager reported on the costs to repair the 1998 Grader. Costs were over the \$2,500 threshold, total repair costs \$9,713.81.

Moved by Bryon Fessler and seconded by Steve Dirmeyer to ratify the General Manager's decision to pay the \$9,713.81. For repairs on the cylinder head assembly and radiator for the 1998 Grader. Amount exceeds the \$2,500 threshold in the CLRRRA Administrative Policy. Motion carried unanimously.

Moved by Bryon Fessler and seconded by Steve Dirmeyer to appoint Lala Jacoby as interim President, effective May 27, 2021 until the Annual Meeting on June 12, 2021. Motion carried unanimously.

b. Vice President Report: Reminder for property owners regarding responsibilities for their guests:

- Guest passes on vehicles so we know they are invited to be here
- No guest OHVs. Make sure yours are registered with CL
- Fishing passes are required for all guests
- Make sure your guests know our rules
- Property owners are responsible for guests' behavior

Reminder Annual Meeting is June 12 via Zoom, registration begins at 1 pm with meeting commencing at 2 pm.

A request for reimbursement for the purchase of three (3) grounded multi-outlets, two (2) tension rods, one (1) 4-USB extender plug.

Moved by Bryon Fessler and seconded by Cheryl Poage to reimburse Lala Jacoby \$128.31 for electronic supplies for Zoom meetings. Lala Jacoby abstained. Motion carried unanimously.

c. Treasurer Report: Steve Dirmeyer provided an overview of the financials and provided clarification; Reserves are only for replacement and not major repairs. Operating reserves are for major repairs. Insurance rates have increased dramatically for the 2021/2022 year. Cheryl Poage has requested of the GM to contact Workers' Compensation carrier, Pinnacol for an explanation of the increase.

Moved by Steve Dirmeyer and seconded by Bryon Fessler to ratify the expenses and payables for the month of April 2021 and place them on file for the auditor. Motion carried unanimously.

- d. Secretary Report: no report at this time due to vacancy
- e. Member at Large: Bear Gulch litigation is coming to an end. An 18' gate will be installed, and all required signage once received will be erected. The trail is open ONLY for hiking, bicycling (including electric bikes) and equestrian use. Please stay on trail to avoid trespassing onto private property.

VI. Other Reports

- a. General Manager: Presented a quote from a preferred vendor (Poudre Valley COOP) for six (6) new tires for the 2009 CAT grader at a cost of \$7,350.32

Moved by Cheryl Poage and seconded by Bryon Fessler to authorize the manager to procure new tires for the 2009 Grader from Poudre Valley Coop not to exceed \$7,500 and charge to account 6431. Motion carried unanimously.

Reported on recommendations from the Field Crew and the Road Committee on the need for culvert flares for the Selder's Causeway Culvert Replacement Project. Bryon Fessler volunteered to be a special liaison for this project.

Moved by Cheryl Poage and seconded by Steve Dirmeyer to appoint Bryon Fessler as a Special Liaison for the Selder's Causeway Culvert Replacement Project. Motion carried unanimously. Bryon Fessler abstained.

Moved by Steve Dirmeyer and seconded by Bryon Fessler to appoint Harold "Alex" Alexander as CLRRA representative to purchase radio set up for two (2) Base Camp mounts, seven (7) vehicle mounts and all accessories needed to install them at a cost not to exceed \$4,000 out of Contingency Account 7571. Motion carried unanimously.

- b. Committee Reports:

Fishing Board: Lou Phillippe reported two fish stockings before Memorial Day. Two candidates to replace Bryon Fessler on the Fishing Board. Fishing Derby to be discussed in their meeting on 5/16/21. Fishing ladders for new culverts will cost about \$90 each. Informed Board and GM of unpleasant interactions with stand-up paddle boarders and fisherpersons.

ACC Committee: Request to appoint a co-chair, Sherri Griffin

Moved by Bryon Fessler and seconded by Cheryl Poage to appoint Sherri Griffin as a co-chair of the ACC. Motion carried unanimously.

Recreation Committee (Hospitality): Blow-out Bingo with Bryon and Sharon Fessler, May 22, 2021. ALL prizes will be given away. Come at 5 pm to bid farewell to the Fessler's. Bingo will start at 6 pm. Hopeful social gatherings will commence in June. Labor Day Weekend Craft Fair/Craft Crawl will be September 5, 2021. Watch the Weekly View for details

Greenbelt Management Committee: Mark Rode resigned, and Evan Rau and Mark Julian would like to join. The Board would like to thank Mark Rode for his time and service on the committee. June 11, 2021 is a chain saw workday around Base Camp. Volunteer workday is not yet scheduled.

Moved by Cheryl Poage and seconded by Bryon Fessler to accept Mark Rode's resignation and appoint Evan Rau and Mark Julian to the Greenbelt Management Committee. Motion carried unanimously.

- c. Attorney Status Report: Report was reviewed.

d. Violation Report: Report was reviewed.

VII. Unfinished Business:

a. Review of Governing Documents: Thank you to property owners for passing the Amended and Revised By-laws and Articles of Incorporation. Final documents have been forwarded to the lawyer for filing with the Secretary of State. Thank you to the Counting Committee.

b. Memorandum of Agreement: The CLRRRA/CLWSA MOA Version 6 was sent to the preferred lawyer, Mike Samelson with Wick & Trautwein, LLC. A \$1,000 retainer has been requested and the hourly fee is \$250. Costs will be subtracted from retainer as needed.

Moved by Steve Dirmeyer and seconded by Lala Jacoby authorizing President Bryon Fessler to sign the Wick & Trautwein, LLC fee agreement for the purpose of reviewing the Memorandum of Agreement for the CLWSA/CLRRRA MOA. Motion carried unanimously.

c. Request for Quotes (Fire Mitigation, Janitorial Service, Portable Restrooms, Chain Link Fence): GM will consult with Westwind Management for assistance with potential chain link fence and Janitorial Service providers. GM will solicit in the Weekly View for volunteers to cold call vendors.

d. Illegal and Unsafe Shooting near Crystal Lakes Subdivision: The postcard with “who to call” for illegal shooting was mailed to Filings 7, 9 and 14. Workday with USFS and Field Crew scheduled for May 26, 2021. This workday is NOT open to property owners due to heavy equipment activity. Boulders and signs will be placed/erected in the illegal camping/shooting area off of Tiny Bob Road. Community workday to clean up the area will be announced at a later date. In addition, the USFS will erect a No Shooting sign on Deadman.

e. Road Maintenance Map: Map is complete and will be posted on the website. Updates to occur on a yearly basis.

f. Crystal Lakes Open Space Conservancy (501c3): no report at this time

g. Contracts (Code4 Security): President stated, OHV fees generate over \$25,000/year and this covers the costs for contracted security.

Moved by Bryon Fessler and seconded by Steve Dirmeyer to conditionally approve the Code4 Security Service contract for \$19,140 to include 2 unarmed security officers, two (2) vehicles, (violation observation forms turned in at end of shift and weekly logs). Motion carried unanimously.

h. Ad Hoc Snowstorm Response Committee: Committee is complete with a total of six (6) members. Committee will be contacted to appoint a chair and set up first meeting.

Moved by Lala Jacoby and seconded by Bryon Fessler to appoint Mark Julian, Donna Coleman and Mike McCoy to the Ad Hoc Snowstorm Response Committee. Motion carried unanimously.

i. Video Conferencing: Cheryl Poage donated an area rug and Sue Chesnut donated several canvas prints to help absorb some of the echoing in the Wapiti Room for sound quality. A new camera was procured for streaming and a new Yamaha Speaker/Microphone system to improve the audio is being explored for purchase.

j. Special Road Projects: GM to follow up with Red Feather Excavating to discuss work still pending on Mosquito Drive. Will consult with Field Crew on disposal of remaining slash generated from road work.

VIII. New Business

a. Colorado State Forest Service (CSFS) Grant for Filings 12 and 15: Cheryl Poage reported, the Greenbelt Management Committee would like to use Tract I in the 12th and possibly Tract B in the 15th as projects for the committee. Volunteer hours can be used as match for the Grant. CSFS will consider clean-up project around Base Camp as a match, grant will be awarded in August. CLWSA would like to join forces regarding the two tracts in Filing 15, owned by CLWSA. Cost sharing to be discussed.

Moved by Bryon Fessler and seconded by Lala Jacoby to authorize Cheryl Poage to submit a grant from the Colorado State Forest Service for Filing 15 and a portion of Filing 12. Total grant cost of \$336,022, a 25% match (\$84,005.50) payable out of reserves and volunteer hours. In partnership with CLWSA for the tracks they own in Filing 15. Motion carried unanimously. Cheryl Poage abstained.

b. Updating the Community Wildfire Protection Plan (CWPP): A true community plan, needs to include the entire Crystal Lakes Fire Protection District. Outreach to outer areas, (Beaver Meadows, Poudre Meadows, etc.) to explore interest in participation. CLWSA and CLFPD will contribute to the cost (cost likely to increase with addition of outer areas). Need to get specific delivery date of the final product and make sure that it includes the Colorado Atlas information. Lala Jacoby will forward all proposals to CLWSA and CLFPD with CLRRRA recommendations (Ember Alliance or Blue Mountain).

1:00 pm - Cheryl Poage, Member at Large, departed meeting. Quorum still fulfilled with three (3) Board members in attendance.

c. Dues, Fees and Fines Schedule for FY2021/2022: Only change warranted is the cost for Slash to \$4/cubic yard for CL property owners. Non property owner rate remains, \$10/cubic yard.

Moved by Steve Dirmeyer and seconded by Bryon Fessler to approve the updated Dues, Fees and Fines schedule for FY2021-22 and post on the website. Motion carried unanimously.

d. Slash Depot Update: Opening date for season, Friday May 28, 2021. Hours, Friday 10-2 Saturday and Sunday 10-4. Discussion ensued regarding tarped vs strapping and consensus focused on secured loads. June will serve as reminder month to secure loads. July 1, 2021, unsecure loads will require an observation form and fines will be issued. Thank you again to Rick and Kathy Dinkel for the donation of the solar system installed in the slash shed. Thank you, Bryon and Sharon Fessler for the donation of the tiny refrigerator.

Moved by Bryon Fessler and seconded by Lala Jacoby to require secure loads for the slash depot starting this season FY2021-2022. An optional educational component for the month of June, effective Friday, May 28, 2021. Motion carried unanimously.

IX. Executive Session:

Moved by Bryon Fessler and seconded by Steve Dirmeyer to enter into Executive Session at 2:38 pm to discuss wages/salaries. Motion carried unanimously.

Moved by Bryon Fessler and seconded by Steve Dirmeyer to adjourn from Executive Session at 2:51 pm. Motion carried unanimously.

X. Adjournment:

Moved by Bryon Fessler and seconded by Steve Dirmeyer to adjourn the May 15, 2021 Board meeting at 2:51pm. Motion carried unanimously.

Next CLRRRA Board Meeting: June 19, 2021, at 10:00 a.m.

Respectfully Submitted by: Lala Jacoby and Maria “Stella” Anderson

Approval Signature: _____

Tabled Items:

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