



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 Saturday, September 18, 2021, 10:00 a.m.

I. Call to Order:

Meeting called to order on September 18, 2021, at 10:00 a.m. in the Crystal Lakes Wapiti Room chaired by President Cheryl Poage.

Directors Present:	President	Cheryl Poage
	Vice-President	Mark Julian
	Treasurer	Steve Dirmeyer
	Secretary	Patrice Diem
	Member at Large	Lala Jacoby
Others Present:	General Manager	Maria "Stella" Anderson
	Volunteer	Deana Lehman

Property Owners in Attendance: Four (4)

II. Approval of Agenda:

E-Vote: On 8/25/2021 Moved by Lala Jacoby and seconded by Steve Dirmeyer to proceed with the work on the compactor fencing for the additional rail and the costs for having to dig some post holes by hand. Cost not to exceed \$2,000. Motion carried unanimously.

Moved by Lala Jacoby and seconded by Mark Julian to ratify the e-vote as stated on August 25, 2021. Motion carried unanimously.

E-Vote: On 8/21/2021 Moved by Steve Dirmeyer and seconded by Cheryl Poage to accept estimate #25465-1 from CAT and allocate to GL account #6431 in an amount not to exceed \$6,000.

Moved by Steve Dirmeyer and seconded by Mark Julian to ratify and amend the motion to adjust the not to exceed amount to \$6,800.00 on Wagner work order #92595 dated 8/31/21. Motion carried unanimously.

E-Vote: On 9/8/2021 Moved by Lala Jacoby and seconded by Mark Julian to purchase tire chains at a cost not to exceed \$27,500 from Poudre Valley COOP. Account to be charged TBD. Motion carried 3-1 with Steve Dirmeyer rendering a no vote.

Moved by Lala Jacoby and seconded by Mark Julian to ratify the motion with the amendment to indicate allocation of funds to #5180 Snow Removal. Motion carried 3-1 with Steve Dirmeyer rendering a no vote.

E-Vote: On 9/11/2021 Moved by Lala Jacoby and seconded by Mark Julian to purchase a V-Plow for the 2009 Grader at a cost not to exceed \$24,000. Motion carried 3-1 with Steve Dirmeyer rendering a no vote.

Moved by Lala Jacoby and seconded by Cheryl Poage to ratify the motion with the amendment to indicate allocation of funds to Reserves. Motion carried unanimously.

III. Property Owner Forum: (3 min. per person) None

IV. Approval of Meeting Minutes:

a. July Meeting Minutes

Moved by Lala Jacoby and seconded by Patrice Diem to approve the July 17, 2021, Meeting Minutes. Motion carried unanimously.

b. August Meeting Minutes

Moved by Lala Jacoby and seconded by Patrice Diem to approve the August 21, 2021, Meeting Minutes. Motion carried unanimously.

V. Officer Reports:

a. President Report: Cheryl Poage reiterated the Work Sessions the CLRRA Board of Directors and Management are holding every Tuesday at 2 pm. to discuss matters of importance in hopes to cut down discussions during the board meetings in the interest of time and avoid e-votes. Membership is welcome to attend but only for observation purposes.

b. Vice President Report: No Report

c. Treasurer Report: Steve Dirmeyer provided a recap of the balance sheet, current financials, and reserve accounts. Would like to see board approval not necessary for items allocated to Contingency. GM stated there may be a motion that requires board approval for Contingency items. Lala Jacoby will research the motion. Cheryl Poage announced a change with financials, Steve Dirmeyer will be working with Westwind Management to avoid delays in approving financials.

Moved by Steve Dirmeyer and seconded by Lala Jacoby to accept the August 2021 financials and place on file for the auditor. Motion carried unanimously.

Moved by Steve Dirmeyer and seconded by Lala Jacoby to ratify the expenses and payables for August 2021. Motion carried unanimously.

Moved by Steve Dirmeyer and seconded by Lala Jacoby, to accept the June 2021 financials and place on file for the auditor. Motion carried unanimously.

Moved by Steve Dirmeyer and seconded by Lala Jacoby, to conduct a transfer of \$135,000 from Independent Bank #xxx2349 to Alliance Bank #xxx2158. Motion carried unanimously.

d. Secretary Report: Patrice Diem went over the Master Calendar, reported the Treasurer will need to check on property liens. Will be contacting committee chairs for member updates and charter amendments.

VI. Other Reports:

a. General Manager Report: Stella Anderson;

- Addressed concerns by Cheryl Poage regarding the tires on the new 2020 Ford, not for mountain use. Was asked of the GM to obtain three (3) quotes for rugged tires with aggressive tread for mountain terrain.
- Presented a Commercial quote from Fort Collins Heating and Air for maintenance for the boiler systems. Was noted this is the vendor that installed the boiler systems in May.

Moved by Lala Jacoby and seconded by Mark Julian to accept the proposal from Fort Collins Heating and Air in the amount of \$915.75 for maintenance on the boiler systems. Motion carried 4-1 with Steve Dirmeyer rendering a no vote.

Moved by Lala Jacoby and seconded by Mark Julian to allocate \$148.29 for the rental of the barricades during the July 4th weekend to #7571 Contingency. Motion carried unanimously.

Moved by Lala Jacoby and seconded by Mark Julian to allocate \$430.16 for the purchase of the tents for the Safety and Compliance Committee to #7571 Contingency. Motion carried unanimously.

- Request permission to sign the USFS release permit to allow access on roadways to get logs stacked during mitigation from the Cameron Peak Fire.

Moved by Lala Jacoby and seconded by Mark Julian to allow the General Manager permission to sign the release permit on behalf of the Association for the USFS. Motion carried unanimously.

- Reported on Slash Depot, to date 3294.24 cubic yards, last year this time 4551.90 cubic yards. Expressed concerns over costs for equipment and staff time not considered when rate is determined. Equipment hydraulic lines are exposed to branches/logs. Discussions ensued over unauthorized items, old decking with nails also capable of causing damage to equipment, i.e., tires.
- Reported on new fire burning units, globes, saucers, chimeneas etc. The Fire Pit Specifications and Open Fires Policy specifically states, 6.2. ***All fires and all burning materials must be contained in an approved fire pit.*** Rich Rowe (06024) Fire Pit Committee Chair spoke about these free-standing units that do not fall into the Fire Pit Specifications and Open Fires Policy as they are not permanent structures. These units are being erected on decks, under trees and structures. Director consensus, these units are not authorized for use in Crystal Lakes. GM will notify the membership via the Weekly View regarding these units. Rich Thanked the Stella Anderson for assistance with the Fire Pit Certification Application and support. Management and Directors thanked Rich Rowe and all committee members for all the hard work and dedication.

b. Committee Reports:

Fishing Board: Doug Swartz (04052) Member reported fishing conditions are good and no issues with compliance. An improvement regarding compliance compared to last season.

Greenbelt Management Committee: Cheryl Poage, Board Liaison, stated the preferred contractor for the CWPP does not have professional insurance. The issue has been addressed with the contractor and time is being allotted to compliance. Reported, the county has hired an individual specifically for mitigation grants and this individual is willing to submit our application again and act as a fiscal agent.

Policy & Docs: Herb Hanlen (02075) Committee Chair reported the committee is waiting for direction on how to proceed with the revisions for the Covenants, Conditions and Restrictions (CCR's) and the Architectural Control Committee Requirements. Cheryl Poage gave the deadline of October 8, 2021, for the Directors to make recommendations on revisions at which time the revisions will be presented to the committee.

Safety & Compliance Committee: Deana Lehman (0307A) Committee Co-Chair recommended the installation of a light for the mechanical lock at the trash/compactor gate for the use during dark hours. Discussions ensued consensus was individuals should coordinate for use during daylight hours. No light will be installed at this time. Over fifty (50) guest passes were given out for the Rummage Sale and Craft Fair/Crawl during the Labor Day Weekend. The Committee is preparing to wrap up the season at the end of September.

- c. Attorney Status Report: Directors questioned why #51491 was not in foreclosure, it was requested of the GM to set up a meeting with Altitude Law to discuss status of this account and others. Lala Jacoby reported on the aging report and stated interest was not being allocated appropriately referring to #51114.

Moved by Steve Dirmeyer and seconded by Lala Jacoby to proceed with foreclosure on #51491. Motion carried unanimously.

- d. Violation Report: Report was reviewed.

VII. Unfinished Business:

- a. Community Wildfire Protection Plan: Discussed during Greenbelt Management Committee Report

- b. Memorandum of Agreement CLRRRA/CLWSA: A joint work session has been scheduled for October 8, 2021, at 3 pm. Work session will be available via ZOOM and all members are welcome to attend.

- c. Purchasing Policy Revision: No updates, topic will be removed from future agendas.

- d. RFQ for Fire Mitigation: Cheryl Poage reminded all about the mitigation obligation agreement to maintain mitigated areas in filings twelve (12) and thirteen (13). Time frame is three (3) years to comply. Cheryl Poage has reached out to the Greenbelt Management Committee but has not heard if the committee is willing to take on the mitigation maintenance. If committee cannot fulfill this obligation, a contractor will need to be hired.
- e. Repairs to Exterior of Base Camp: Lala Jacoby evaluated the building with Donny Anderson, current fulltime field crew member with experience as a licensed building contractor. Concerns expressed over repairs versus replacement regarding decks, currently at year twenty-six (26) of a thirty-year (30) life expectancy. Photos of problematic areas along with a materials list were presented, replacement of boards, railing, painting etc. Consensus, to draft an RFQ for a repair project, with the understanding the project may develop into a replacement project.

VIII. New Business:

- a. Purchasing a blade for the 2009 140M Grader: Due to urgency, E-vote was tendered on 9/11/2021 and ratified during the Approval of Agenda.
- b. Cleaning Services-Deep Clean for Base Camp and Shop: Lala Jacoby presented an idea to hire a contractor to do a thorough cleaning since the departure of the contracted porter in June. Staff has been keeping up with some of the cleaning, however conditions are less than ideal. Stella Anderson reported, an employee has been hired to clean and will be starting soon. This is a good idea as the new employee may find current conditions overwhelming. Lala Jacoby will reach out to contractors.
- c. Administrative Assistant Position: Stella Anderson reported Jen Lasing terminated her employment in pursuit of another employment opportunity. Cheryl Poage proposed hiring Mark Julian to help until another Administrative Assistant could be hired. The GM welcomed the idea and thanked Mark Julian for offering his services.

Moved by Lala Jacoby and seconded by Steve Dirmeyer to authorize the General Manager to hire Mark Julian as the new Administrative Assistant at the current pay rate and, continue to advertise the position for a term of one month. Motion carried 3 – 1 with Patrice Diem entering a no vote. Mark Julian abstained due to the conflict of interest.

IX. Executive Session: None

X. Adjournment:

Moved by Steve Dirmeyer and seconded by Mark Julian to adjourn the meeting at 11:48 am. Motion carried unanimously.

Tabled Items:

- Selders Causeway Culvert Replacement Project

Next CLRRRA Board Meeting: October 16, 2021 (10:00 a.m.)

Respectfully submitted by Maria “Stella” Anderson and Patrice Diem

Approval Signature _____