



# Crystal Lakes Road & Recreation Association

300 Tami Road Red Feather Lakes, CO 80545 / (970) 881 – 2250 / www.crystal-lakes.org

## BOARD OF DIRECTORS MEETING

Saturday, August 19, 2023, 9:00 a.m.

(Executive Session from 9 – 10, Regular meeting resumes at 10 a.m.)

### I. Call to Order:

Meeting called to order on August 19, 2023, at 9:01 a.m. in the Crystal Lakes Wapiti Room chaired by President Cheryl Poage.

<b>Directors Present:</b>	President	Cheryl Poage
	Vice- President	Connie Emery
	Treasurer	Mark Julian
	Secretary	Patrice Diem
	Member at Large	Brent Mello

<b>Others Present:</b>	General Manager	Maria “Stella” Anderson
	Administrative Assistant	Natalie Rickel

**Property Owners in Attendance:** Thirty-one (31)

### II. Executive Session:

*Moved by Mark Julian and seconded by Patrice Diem to enter Executive Session at 9:01 a.m. to discuss current legal matters. Motion carried unanimously.*

*Moved by Mark Julian and seconded by Patrice Diem to adjourn from Executive Session at 9:59 a.m. Motion carried unanimously.*

### III. Approval of Agenda:

Mark Julian added Selders Causeway RFP (Request for Proposal) and Budget to Unfinished Business and Position Descriptions under New Business.

*Moved by Patrice Diem and seconded by Mark Julian to approve the amended agenda. Motion carried unanimously.*

### IV. Property Owner Forum: (3 min. per person)

Shirley Pfankuch (13064A) recommended the Board discuss adding closed captions to the zoom meetings and suggested all meetings for the week be posted the view.

### V. Approval of Meeting Minutes:

Cheryl Poage requested her response of a No vote be added to the vote regarding the metal fence. Patrice Diem requested the word “waive” be corrected in section 7 paragraph 3.

*Moved by Patrice Diem and seconded by Mark Julian to approve the amended July 15, 2023, meeting minutes. Motion carried unanimously.*

### VI. Officer Reports:

A. President: Cheryl Poage, reported the work on Hidden Park has begun. The RFP will run until the end of the month. Board will meet September 7, 2023, at 6:00 pm. for an ADR request.

B. Vice President: Connie Emery resigned from the Board effective August 19, 2023.

***Moved by Patrice Diem and seconded by Mark Julian to accept the resignation of Connie Emory from the Board. Motion carried unanimously.*** The Board would like to thank Connie Emory for her service.

***Moved by Brent Mello and seconded by Cheryl Poage to appoint Paige Niederer to the Board as replacement for Connie Emory. Mark Julian and Patrice Diem voted No. Motion failed.***

Todd Cook (08046), Shirley Pfankuch (13046), Susan Vance (06098), Randy Roberts, (13113A), Judy Randol (13081), Steve Smalley (15006), Leeann Bauer (08002) and Brenda Brown (06051) expressed agreement to wait 30 days to appoint a new board member. Kendall Kelley (09055) was curious how Paige Niederer knew the position was open. Paige Niederer (12136) stated Connie Emory sent an email to the ACC committee stating her resignation several days ago, which she is a part of. Deana Lehman (02074A) expressed agreement in the appointment of Paige Niederer today.

Resumes must be submitted to the General Manager by 5:00 pm on September 1, 2023, for any member interested in running for the board vacancy. A Meet and Greet is scheduled for September 15, 2023, at 6:30 pm.

- C. Treasurer Report: Mark Julian reported the Association is \$84,895.16 in expenses over income for the 2022-2023 fiscal year. Equipment repair, fuel and insurance have increased substantially and are a few reasons for being over budget.

***Moved by Patrice Diem and seconded by Mark Julian to accept the unaudited financials for May 2023 and place on file for the auditor. Motion carried unanimously.***

***Moved by Patrice Diem to transfer \$96,120.09 from excess operating reserves that accumulated over the years. Motion failed for lack of a second.***

***Moved by Mark Julian and seconded by Patrice Diem to ratify the expenses and payables for the month of May 2023. Motion carried unanimously.***

***Moved by Mark Juliam and seconded by Patrice Diem to accept the unaudited financials for June 2023 and place on file for the auditor. Motion carried unanimously.***

***Moved by Mark Julian and seconded by Brent Mello to ratify the expenses and payables for the month of June 2023. Motion carried unanimously.***

***Moved by Mark Juliam and seconded by Patrice Diem to accept the unaudited financials for July 2023 and place on file for the auditor. Motion carried unanimously.***

***Moved by Mark Julian and seconded by Brent Mello to ratify the expenses and payables for the month of July 2023. Motion carried unanimously.***

***Moved by Mark Julian and seconded by Patrice Diem to transfer \$10.00 per 1,557 accounts to Fishing Habitat Reserves. Motion carried unanimously.*** The Board expressed appreciation for what the Fishing Board does.

- D. Secretary: Patrice Diem reminded the membership Fireside chats are held the first Saturday of each month at 9:00 a.m.

## **VII. Other Reports**

General Manager reported on the following:

- Short Term Rental's need a certificate of Adequate Access Requirement on roads for Larimer County.
- A request to use the sunset deck (community center during inclement weather). Board approved with cost per hour for Sunset deck of \$25.00 and Community Center \$100.00 per hour.

- #82653 needs ACC refund of \$130.00.
- Tami Bridge repair is complete.
- Quotes on painting basecamp. Dr Swayze was in attendance to answer questions.

***Moved by Patrice Diem and seconded by Mark Julian to authorize the payment of \$5091.62 to Glanz Electrical for work on Ott-Watta Connection to Acct #5315 Special Road Projects. Motion carried unanimously.***

***Moved by Patrice Diem and seconded by Mark Julian to have the hydraulics repaired on the 140M, not to exceed \$5000.00. Motion carried unanimously.***

***Moved by Mark Diem and seconded by Patrice Diem to deny the request to waive interest in the amount of \$5.76 on #51593. Motion carried unanimously.***

Cummins quote for dump truck parts are several months out. Will work on getting another quote and verify between companies for best price.

***Moved by Patrice Diem and seconded by Mark Julian to repair the dump truck not to exceed \$8000.00. Motion carried unanimously.***

***Moved by Mark Julian and seconded by Patrice Diem to accept Dr Swayze's painting quote with marine cabling on railings for \$47,925.00. Motion carried unanimously.***

A. Committee Reports:

1. Architectural Control Committee (ACC):

***Moved by Patrice Diem and seconded by Mark Julian to approve the reimbursement of \$130.00 application and road use fee to #82653. Motion carried unanimously.***

***Moved by Patrice Diem and seconded by Mark Julian to accept the appointment of Jeffery Vann as Chair of the ACC. Motion carried unanimously.***

2. Finance Committee:

***Moved by Patrice Diem and seconded by Mark Julian to accept the appointment of Brenda Brown to the Finance Committee. Motion carried unanimously.***

3. Fishing Board: Lou Phillipe, president, addressed the concerns of kayakers and paddleboards going up the inlet. The sign has been moved. Also concerned with kayakers and paddleboards coming in from Beaver Meadows and using Catawba Pond. The board instructed the sheriff be called for trespassing.

4. Policy and Documentation Committee: The Board thanked everyone on the committee for their hard work on the ACC document.

***Moved by Patrice Diem and seconded by Mark Julian to accept the ACC document as the final, dated August 19, 2023. Motion carried unanimously.***

5. Recreation Committee:

***Moved by Patrice and seconded by Mark Julian to accept the resignation of Terry Fountain, Lala Jacoby and Dana Horst from the Recreation Committee. Motion carried unanimously.*** The Board would like to thank Terry Fountain, Lala Jacoby and Dana Horst for their service.

*Moved by Patrice Diem and seconded by Mark Julian to accept the appointment of Sandra Hurt and Deana Lehman to the Recreation Committee. Motion carried unanimously.*

- 6. Road Committee: Gary Wiegel, chair, reported on the following: Doug Hoff will be the liaison with the General Manager; the road crew did an excellent job on Tami bridge; and a vote will require roll call of members.
- 7. Safety and Compliance Committee: Deana Lehman, co-chair, reported on some ideas of ways to keep people from trespassing: a larger sign at the main entrances that say “Private Property, No Trespassing”, a 10 MPH sign by the checkpoint when it is being manned, a flier on vehicles with no membership sticker or guest pass saying they need to get one. Doug Swartz, committee member, reported a discussion on security gates, with a smaller gate at Beaver Meadows entrance; trespassers are getting out of control.

B. Attorney Status Report: Report was reviewed.

C. Violation: Report was reviewed.

**VIII. Unfinished Business:**

A. Community Wildfire Protection Plan (CWPP)/ Hidden Park: discussed under President’s report.

B. Insurance: Discussion ensued regarding Wildfire coverage.

C. Selders Causeway RFP:

*Moved by Mark Julian and seconded by Patrice Diem to approve the RFP for Selders Causeway. Motion carried unanimously.*

- D. Budget: Mark Julian reported the only change on income is adding the excess operating reserves. Randy Roberts (13113A), Finance committee, reminded the Board that if an assessment doesn’t pass, the budget reverts to the last approved budget; a new budget is not subject to membership approval; Board has the ability to approve it.

*Moved by Mark Julian and seconded by Patrice Diem to approve the proposed budget for 2023/2024. Motion carried unanimously.*

**IX. New Business:**

A. Position Description: After discussion, will be added to the work session agenda.

**X. Adjournment:**

*Moved by Patrice Diem and seconded by Mark Julian to adjourn the meeting at 1:21 p.m. Motion carried unanimously.*

Next CLRRRA Board Meeting: September 16, 2023, (9:00 a.m.).

Respectfully submitted by Natalie Rickel

Approval Signature \_\_\_\_\_