

CAMPGROUND OF THE ROCKIES ASSOCIATION
BOARD of DIRECTORS MEETING AGENDA
Conference Call: 515-739-1451 Access Code: 889145#
19 February 2019 – 6:00 P.M.MST

Board Members Attending:

Brandon Walker, Kristie Divinski, Joyce Derby, Mary Grove, Mark Wiseman

Caretakers: Jane and Tom Tingle

Board Members Absent:

Loren Woods

Owners Attending:

Jay Talley	DSP 41
Pat O'Donnell	DSP 3
Michele Carroll	DSP 1
Karen Pulley/	S&N 241
David Needham	S&N 283

A. CALL TO ORDER

- a. Meeting called to order by Brandon Walker at 6:05 PM

B. PLEDGE OF ALLEGIANCE - omitted

C. INTRODUCTION OF BOARD MEMBERS

D. MINUTES OF 12 December 2018.

- a. Previously sent to all Board members for approval.
- b. On website as unapproved to allow Owners to review as January meeting was cancelled
- c. Motion to approve made by Brandon Walker, Seconded by Kristi Divinski.

E. CARETAKERS REPORT

January 15, 2019

- Worked on the mud room at the Caretaker's house
- Wood work around windows and doors
- Defrosted spigot at C&S Service Center - twice
- Had the CORA truck serviced
- Mid-Section Pump Station iced over – had to defrost and install heater *Mid-section pump has a small leak*

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- Took aluminum cans in to the recycling center - \$35.65 for charity
- Picked up motor in Denver that was being refurbished
- Burned Burn Pile – monitored it as it burned
- Two days spent clearing roads at CORA after 11 inches of snow
- Took down Christmas decorations and placed them in storage
- Delinquent Property Taxes Table for Joyce
- Contracts sheet for Mary
- Worked on a 'Go To' list in case of evacuation
- Loaded computer programs on CORA's new computer for the Treasurer
- Spent hours on the issues here at CORA
- Monitored bills as they came in for Joyce's approval
- Created a CORA's Monthly Bills spreadsheet for Joyce
- Created spreadsheets for Electrical Usage in 2016-2017 & 2017-2018
- One day of computer issues – finally got them resolved
- Clean off old emails and organized email files
- Welcomed 2 new lot owners to CORA
- Put together a listing of delinquent property taxes that CORA paid for 2016, 2017
- and 2018 – how much CORA paid out and how much CORA actually collected
- Typed up the water shut down procedures for the CORA Procedures Manual
- Received and responded to only 321 emails
- **No savings this month ☹**
-

February 19, 2019

- Installed 5 door knobs in the clubhouse, entry & kitchen
- Shoveled snow and ice between pool & boiler room – several times
- Shoveled snow from east door of pool – several times
- Took insulated cover off of pool (there was ice on the surface)
- More new bins for shop – continued organizing

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- Lots of snow plowing, snow shoveling & snow moving due to drifting snow
- Met with Jim Wilson regarding security cameras
- Ordered golf cart covers
- Ordered locks for dumpster in upper campground & RGS
- Cleaned behind and underneath refrigerators in kitchen
- Talked to Skyline Steel [Canon City] about culverts – sending quotes
- Took recycling to Buena Vista
- Finished trim work around doors & windows in Caretaker's mud room
- Locked dumpsters at Service Centers A & B and RGS = \$189 / mo savings!
- Went through CORA accounts with Joyce & Amanda – who to send to legal [one!]
- Printed and mailed out Statements for the remaining accounts with a balance
- Reviewed SN Campground non-electrical lot listing (33 listed – 10 billed)
 - Will confirm in August
- Visited with Deputy Flowers regarding the situation here at CORA – hours spent
- Completed Voluntary Statement Form and sent to Sheriff's Department
- Updated Workamper's Work Schedule
- Updated CORA Procedures book – had to buy a bigger notebook
- Cleaned out desk drawer files – consolidated & organized
- Reviewed SPT bill – found a \$10/mo. error – credit on Feb. bill.
- Reviewed Mountain View Waste – got a \$44.75 credit coming in March.
- Workamper ad on Hotline Ads and Workamper Face Book
- Updated Workamper's Agreements
- Saved \$50 at Sam's Club – spend so much-get a credit
- Received and responded to 467 emails
- ***Savings to CORA this month***
- \$233.75 / mo. and \$1,373 / year ----- *savings since October \$5,894.37!*

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- *C&S water line split – repair will require backhoe and must wait until warmer weather*

F. FACILITIES REPORT

a. Pool Repair

- i. Mark contacted the pool contractor to establish work date
 1. Contractor could not provide a date and mentioned he had not looked at the pool before providing estimate
 2. Mark offered to pick the contractor up, bring him to CORA, and take him back – cancelled due to weather
- ii. Mark contacted a Buena Vista contractor and was provided with 4 companies able to handle the job
- iii. Mark contacted all companies; 3 will come inspect the pool to determine cost/time

b. Bridge/Culvert

- i. Volunteer Engineer was in Colorado on personal business and met Mark at CORA to review the site
- ii. Obtained USDA BARE report – very complicated and difficult to understand – copy sent to engineer
- iii. Park County Public Works engineer responsible for culvert replacement/repair will meet with Mark at CORA tomorrow
 1. The County may already have plans already developed that can be used

c. Sewer

- i. Not addressed

d. CORA Building Permits – Required by covenants, rules, and bylaws.

- i. Mark stated our current building approval forms are confusing and contain limited information
- ii. He is working to develop specific forms for sheds, decks, fences, and Colorado rooms

e. Facility position is taking 20+ hours per week

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- i. Mark reported he is spending over 20 hours a week working on CORA issues.
 - 1. At-large members ran on a Facilities platform and Mark expected some assistance from them but has received none.
 - 2. There are issues he has not been able to address; electric cords run across lots, rotting firewood piles on lots, debris behind RGS, etc.
 - 3. Brandon asked if a Facilities Committee of skilled Owners could be created to implement required projects
 - 4. Mary to write an informational email blast asking for skilled volunteers for needed committees

G. TREASURER'S REPORT

a. Number of delinquent property taxes paid

- i. Jane and Joyce are developing a spreadsheet and will actively work to collect funds owed CORA

b. Number of delinquent assessments/electric turned over for Collections

- i. One lot owner continues to be in the Collection process from previous years
- ii. A lot owner with 3 lots has been on a payment plan but has failed to follow it. They will be turned over to Collections soon.
- iii. This year Joyce personally called all delinquent owners before they were scheduled to be turned over to Collections. All either paid or worked out a payment plan.
 - 1. Normal Collection turnover is 15-20 owners a year.
 - 2. CORA must pay the Attorney for fees up front then waits 6 – 8 months to recover legal cost and assessment fees

c. Joyce reported Waste disposal and Porta Potty contractors have charged for pickups and cleanouts they did not perform. Jane has requested credits from them.

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H. COMMITTEE REPORTS

- a. Mary Grove reported the first Budget committee meeting is scheduled for June 8 at 2 PM
 - i. The Budget must be completed by mid-July to meet the mailing deadline required by Colorado law.
 - ii. Joyce requested the definition of Treasurer position include the requirement the Treasurer must be a member of the Budget and Investment Committees
 - iii. Brandon asked who was on the Committees and who was eligible to be on the Committees
 - 1. Budget and Investment have standing members but any Owner in good standing can be on them

I. OLD BUSINESS

a. Absentee Board Members

- i. Letter was sent to John Hammon explaining he had missed all Board meeting except one and requesting he attend meetings.
 - 1. John responded he has health issues and must resign from the Board
- ii. Loren Woods has not actively participated in Board meetings; he has only attended 3 meetings.
 - 1. Brandon requested a letter be sent.

b. Electric Usage review results

- i. Using Jane's electric meter recording spreadsheets the electric usage in S&N was reviewed to determine if electric usage compared to previous years was sharply up.
 - 1. Electric use in S&N is very high for an area that should have limited usage. Concern was a break in an electric line existed.
 - 2. Some Owners are staying for long periods in the winter and those areas have very high usage
 - 3. Brandon asked how many lots were serviced by the meters – 313.

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c. Update on Insurance coverage

- i. Mary reported the insurance application stating CORA was operational for only 9 months a year was in error. CORA is covered for 12 months a year.
- ii. A flood policy quote was received today and forwarded to Board for review.
 - 1. The policy only covers the Clubhouse complex and pool.
 - 2. Jay Talley requested the Caretakers home also be covered.
 - 3. The Board did not have any time to review the quote. They will schedule a meeting next week.

d. "Did You Know" articles

- i. Mary reported positive feedback on the articles.
- ii. Suggested issue for next article is the Reservoir. Most Owners think it is only for fishing. It is the water augmentation plan required as part of CORA water rights.
- iii. Mary reported CORA is legally tied to Ranch of the Rockies via a 50 year contract created by Western Union and are required to meet annually.

J. NEW BUSINESS

a. Legal Representation under review

- i. The Board attempted to reach our current attorney for 2 months with several legal issues without success.
- ii. An interview with another firm was conducted.
- iii. The Board is reviewing the current services/rates provided by the current firm versus the new firm.

b. Rule changes proposed

i. Firearms not permitted in CORA Facilities buildings

No Firearms permitted in any CORA Building

- 1. Two emails were received before the meeting. The Owners have concealed carry permits and wish to remain armed at all times.

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2. Kristi requested buildings be itemized in the ruling and wished to have a legal opinion
3. Joyce reported a legal opinion had been obtained and had been emailed to the Board
4. Brandon made clear CORA is not banning firearms at CORA; simply banning open carry weapons in CORA facilities
5. Board will address the issue in the Executive meeting next week
6. Karen (S&N 241) asked if the issue could be addressed before May 9th when people start coming back to CORA.

ii. Definition of Harassment/Abuse

Members and other residents shall not engage in any abusive or harassing behavior, either verbal, written, or physical, or any form of intimidation or aggression directed at other members, residents, guests, occupants, invitees, or directed at management, its agents, its employees, or vendors. Actions threatening the safety or health of others will result in immediate legal action.

Said actions, based on seriousness, may result in fines and/or legal action: Reports of 'fear of physical harm' are taken seriously and will be reported to law enforcement immediately

- 1) Karen (S&N 241) asked if property could be included in the statement.
 - a) All felt that was addressed in other rules or governing documents
- 2) Mary motioned for approval of the rule change.
- 3) Brandon and Kristi seconded.
- 4) Brandon called for a vote – all voted aye.

iii. Proposed for Consideration

- iii. **Brandon reminded Board it took almost 2 month after Board was elected to get all signature cards and legal information changed. Current procedure of immediate turnover 30**

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minutes after election was not practical. He recommended the old Board stay active for 30 days after the election to allow CORA to operate without interruption.

iv. No decision was reached.

K. OWNER COMMENTS (non-budget subjects)

a. Karen (S&N 241) asked if solar panels were permitted

i. The Board understood the request to relate to panels on sheds or free-standing panels.

1. Mark stated he will look into them but the initial thought was they were not.

ii. Karen clarified she wanted to add solar panels to the top of her RV.

1. Most new RV's have solar panels

2. The panel they want to install folds flat for traveling and would not be anywhere on the lot.

3. Approved.

L. ADJOURNMENT

Mark motioned the meeting be adjourned at 8:00 PM. Joyce seconded the motion.

Secretary note: Mark corrected minutes relating to culvert. A culvert was not the best option for repair but could be used.

Board Members signatures – approved date: 3/19/2019_____

Mary Grove, Secretary

Mary M Grove

Approved by: