

**CAMPGROUND OF THE ROCKIES ASSOCIATION**  
**BOARD of DIRECTORS Meeting Minutes**  
**19 May 2021 – 6:00 P.M. MST**

**Board Members:**

Present: Carol Abbott, Delles Schneider, Mary Grove, Mark Scofield, Joyce Derby

**Members who announced themselves:**

- SN 4 Alan & Diane Buck
- DSP 23 Chuck Titus
- SN 14 Susan & Don Eccles
- DSP 29 Laurie Gatson
- DSP 41 Jay Talley
- RGS 36 Lyles
- SN 216/217 Milt Shaw
- CS 59 Barbara Saunders
- DSP 92/93 Rick Jefferies
- CS 3 Shon Kuta
- SN 188/189 Cavin & Lori Goin

**A. CALL TO ORDER**

Meeting was brought to order by Mary Grove at 6:03 pm.

**B. PLEDGE OF ALLEGIANCE**

The pledge of allegiance was given by Delles Schneider

**C. INTRODUCTION OF BOARD MEMBERS**

Mary Grove acknowledged each of the board members and their roles on the board.

**D. MINUTES OF 21 April 2021**

The April minutes were not yet updated by Secretary Scofield. When updated, the Board will vote on acceptance.

**E. CARETAKERS REPORT**

**Alex De LeCova (Facilities Report)**

We have been working on getting everything open for the 2021 summer season. Some of the projects we have been working on this month include: Service Center A Remodeling was completed Service Centers B & C were opened on May 15th We are still in the process of getting the women's pool house bathroom remodeled. Adding new vanity light fixtures to C&S Bathroom We have done the annual boiler service and are waiting for a few parts We have emptied the pool, cleaned and we are currently refilling the pool for the season We did an

evaluation of the sewer system and switched the flow to our lift station. We also completed the data entry portion of the Facilities audit and it is ready for sharing.

Over the next couple of weeks, we will be finishing up the Pool to have it ready for Memorial day weekend. We will also be working on cleaning up the ditches along the roads. This will include repairing or replacing culverts. We will also be bringing in more road base and placing the speed bumps. Some of the other projects that will be taking place is remodeling the playground by the entrance and beginning to mow our beautiful green grass.

I would like to talk about propane. We are currently filling tanks between 1-2 pm 7 days a week. This will allow you time to get your tank to the filling station. You will receive same day service. We do ask that all propane tanks need to be requalified no longer than 10 years. We are always looking for ways to minimize hazards here at CORA. I am asking to dispose of any tanks that are old and you have no plans of requalifying.

Dumpsters & the Bear We have been finding dumpsters either unlocked or even in some cases the door wide open. The bears will come as they are looking for an easy meal. If they get in once they will continue to come to look and try. My best experience in resolving a bear is completely removing the dumpster from the area, inconveniencing the lot owners that usually would dump there. Having a Bear roaming your area can be quite dangerous and time consuming. We need people to pay attention while dumping garbage. We must keep these doors secure or the bear proof dumpsters serve no purpose.

#### **PATRICIA DE LE COVA (Office Report)**

- Did daily basic office chores; went to the bank, answered phones & emails, did cleaning, picked up mail, processed propane payments, entered gate transactions into the Stay tracker, etc.
- Reconciled April's bank statements scanned and filed away. Processed April's receipts scanned and filed away.
- We had staff training day on May 1st. We went over the safety manual, proper procedures and the employee handbook. We are still short a workamping host at SN. SO please be patient with us as we get the daily cleanings done. All service centers have been updated with new mops and brooms. We would like to thank everyone for cleaning up after themselves and putting forth the effort to help us keep CORA clean.
- We discussed the electric mapping last month of SN campground. I have included in this report the current numbers for the poles and SN overall. It will be posted online with the minutes.

Cost to Date:      Cost per Lot:      Number of lots per pole:

March 2021

\$ 2,898.25	\$ 96.61	49 - 30 lots	
\$ 3,311.01	\$ 94.60	51 - 35 lots	
\$ 1,386.78	\$ 69.34	68 - 20 Lots	
\$ 1,436.57	\$ 71.83	83 - 20 lots	
\$ 4,217.56	\$ 120.50	132 - 35 lots	
\$ 4,317.00	\$ 119.92	149 - 36 lots	
\$ 2,760.95	\$ 115.04	156 - 24 lots	
\$ 1,950.71	\$ 47.58	203 - 41 lots	
\$ 1,748.35	\$ 83.25	255 - 21 lots	
\$ 1,291.70	\$ 64.59	264 - 20 lots	
\$ 4,806.90	\$ 145.66	299 - 33 lots	
\$ 30,125.78	\$ 102.12	315 Total Sites 295 w/electric	

April 2021

\$ 3,291.62	\$ 109.72	49 - 30 lots	
\$ 3,659.62	\$ 104.56	51 - 35 lots	
\$ 1,474.14	\$ 73.71	68 - 20 Lots	
\$ 1,507.75	\$ 75.39	83 - 20 lots	
\$ 4,679.48	\$ 133.70	132 - 35 lots	
\$ 4,994.74	\$ 138.74	149 - 36 lots	
\$ 3,117.75	\$ 129.91	156 - 24 lots	
\$ 2,176.07	\$ 53.07	203 - 41 lots	
\$ 1,937.63	\$ 92.27	255 - 21 lots	
\$ 1,350.03	\$ 67.50	264 - 20 lots	
\$ 5,187.29	\$ 157.19	299 - 33 lots	
\$ 33,376.12	\$ 113.14	315 Total Sites 295 w/electric	

- Closings: When closing on a property, please pass your gate code onto the new owner. When we do a Transfer of Ownership in the office, a new gate code is then assigned to the New owner, deactivating the old code. If closing through a title company, it can take up to two weeks before we receive all of the paperwork for processing. If closing without a title company, your will need to provide the Transfer of Ownership directly to the office.
- Gate Reminders: There is an EXIT keypad. All keypads are located on the driver's side. Please use the Entrance keypad to Enter and the Exit keypad to Exit.
- A list of Vendors with their own gate codes is located in the foyer of the clubhouse on the bulletin board.
- If you have a vendor coming, please call or email me their info. One-time Vendors and First-time vendors need to arrive during normal business hours to be buzzed in. Office Hours are Sunday – Thursday 9-12 & 2-5 Friday – Saturday 9-5. They will be instructed to come to the office to check in. Most Vendors will be given a one day only exit code. If they will be coming out repeatedly then we will assign them a longer-term code. Please go over speed limits, and basic rules of conduct with your vendors. **Again, Please Do Not Give Out Your Codes!!**
- Fishing Permit- We just heard from RORA (Ranch of the Rockies) today and the fishing permits should be available to us by Memorial Day!

- Proper Procedures: So this month we wanted to go over proper procedures for Construction Policy and Approval. Construction approval forms are located online in the members only section, in the office and in the Foyer of the clubhouse. First, fill out your form completely and return it via email or in person to the office with your project drawing. Once received we will evaluate your project and advise you of any additional requirements, issues with the project and or approval or declination. If for some reason you do not agree with our decision. You always have the right to appeal to the Board of Directors and have your grievance heard.

#### **F. FACILITIES REPORT**

- Ms. Abbott reported Littlehorn has not provided a final plan, only preliminary drawings. The final report is due to the Board by June 15th.
- Ms. Abbott reported Firewise mitigation should complete their spring work by 5/22/21. Their next phase of mitigating 10 more acres will begin autumn 2021. Our matching grant of \$10,000 reduces our cost for this service by 50%.
- Ms. Abbott reported there will be no metal pile this year at CORA. She encouraged neighbors to notify each other of this change. Metal can be recycled in Hartsel providing they contact the person who hauled the stuff away last year. No owners have volunteered to assist with organizing the dumpsters, so CORA will not provide that service this summer.
- Ms De La Cova reported chemicals can be dumped in Fairplay for a fee. She said when new air fresheners were placed in SN service center A, they were stolen before the next day..

#### **G. TREASURER'S REPORT**

- Ms. Derby reported one owner is in default on HOA dues, no payment for the lot may require legal charges.
- Firewise mitigation services are paid to date.
- Electricity costs with the pool operating are expected to go up. Cora operating costs run between \$25,000 and \$32,000 per month in the summer.
- Budget process: Proposed 2021/22 budget will be submitted to owners mid-July 2021. Last year Facilities and Office participated in the budget process. Budget committee of owners is essential to this process. One owner has signed up for the budget committee, and a sign-up sheet is in the office.
- Ms. Grove reported the facilities audit was completed by Alex and Larry Chiuppi. It should be included in the budgeting process this year. She also suggested forming a Reserve Account Budget committee.
- Ms. Grove reported the Finance Committee is recruiting, and will meet 7/21/21 to manage the Reserve account.

#### **H. COMMITTEE REPORTS**

- **Social Committee:** Inactive, will need volunteers to restart in 2021.
- **Trash Committee:** Ms. Grove moved that this committee be disbanded, after 9 months with No volunteers. Vote was unanimous, the committee discontinued.

- **Finance Committee:** No current volunteers, at least 3 volunteers with finance experience needed. Committee meets once/year, in July.
- **Budget Committee:** One volunteer has signed up. Seeking volunteers to start mid-June.

#### **I. OLD BUSINESS**

- Ms. Grove reported on new gate procedures. Never share access codes. Never piggyback. Guest and vendor codes are available from the office.
- Amerigas propane has reported being unable to fill vacant positions, so service is poor. Other local providers appear to be worse by comparison. Due to ongoing problems with existing Amerigas service, a change of provider continues to be considered by the Board however, others could be worse. It is really bad in the industry right now. If there is to be a change then an official contract wouldn't be finalized until about a week before because of gas prices.
- Due to damage to phone infrastructure, some services are out. The office phone is working. Fax and gate keypad lines are not working.
- If a group of owners plans to arrive all at once, they are encouraged to notify the office in advance so the gate can be opened for the group,

#### **J. NEW BUSINESS**

- Ms. Grove requested owners consider Board candidacy as well as volunteering and Committee service. There will be 5 vacant Board positions at the next election. For committees, experience with finance, bookkeeping and motivation to improve CORA are desired qualifications.
- Ms. Grove reported an update about Board progress and issues was emailed to owners in April.
- Employee manuals and job descriptions are available on the website. These reflect new legal requirements for leave.
- Board meetings will be held in person at the clubhouse starting 6/12/12 at 10 am.
- SN electrical mapping is completed. This process will allow any electric upgrades to be done by section rather than impact all the lots at the same time.
- This will also provide the capability to bill by electric meter. The billing system is not currently set up to do this for SN.
  - a. The electrical billing for SN can be taken to a vote of SN owners at the next annual meeting.
  - b. The vote would be to change the current process of dividing all the total SN electric bills among all SN lot owners to billing lot owners serviced by the meter they are attached to.
- The electric service in SN is 30 amp service to each lot.
  - a. Lot owners are now using 50+ amps per lot.
  - b. To upgrade the service in SN, CORA must first get advice from IREA - Alex pointed out IREA may shut the section down once they see all the violations!
  - c. Alex suggested a paid consultant do the review and create a report of problems and possible solutions.

#### **K. OWNER COMMENTS**

- **Milt Shaw SN 218/217** - liked the idea of a consultant. He asked what role does Edward Jones Inc. play in managing the reserve account. Ms. Grove answered that EJ manages the \$644K reserve account, which they review annually with the Finance Committee. The Reserve account has this balance, despite major repair

expenses for sewer and pool recently because the stock market has performed extremely well.

- Mr. Shaw asked where owners can find position descriptions for Board offices. Ms. Grove said the State Articles of Incorporation, Bylaws, and Governance documents had all been reviewed to develop an Organization chart with definition wording from the 3 documents. She has asked officers for position duties descriptions. The information needs to be finalized.
- Ms. Grove said those will be posted in the entry foyer of the clubhouse ASAP.
- She noted that the Board has had to replace many lost documents and procedures over the last 3 years so future Boards will not have to do so.
- Jay Talley DSP 41 asked about internet upgrades status. Alex said he is discussing with owner and internet volunteer John Robinson on options for improving internet service in DSP and SN.
- Jay expressed concerns about the tax increase on all properties. Mary explained the County Assessor is the only one who can assist via the appeal process. The County reassesses properties every 2 years and the Gallagher Tax Act was repealed by Colorado voters this past fall.
- Property taxes are individual issues and Lot Owners can join together to appeal the increase. CORA cannot get involved.

#### **L. ADJOURNMENT**

The meeting was adjourned at 7:38 p.m. by motion from Ms. Grove, with Mr. Schneider seconding the motion.