

CAMPGROUND OF THE ROCKIES ASSOCIATION
BOARD of DIRECTORS Meeting Minutes
21 April 2021 – 6:00 P.M. MST

Board Members:

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

Absent: Delles Schneider

Members who announced themselves:

- SN 273 Jan Pelton
- DSP 23 Chuck Titus
- SN 14 Susan & Don Eccles
- DSP 62 David Gerhlein
- DSP 29 Laurie Gatson
- SN 115 Cindy Pacheco
- SN 19 John Tidwell
- RGS 36/37 Cindy Liles
- DSP 56 Tom Abernathy
- SN 297/298 Rebecca Rivera
- SN 216/217 Milt Shaw
- CS 59 Barbara Saunders
- SN 188/189 Lori & Cavin Goin
- RGS 18 Rhonda Fritz
- DSP 92/93 Rick Jefferies
- CS 3 Shun Kota
- SN 4 Alan & Diane Buck
- SN164 Brad & Mary DeSandro
- CS 52 Sally Bloom
- DSP 55 Linda Smith
- DSP 45 Marvin Gill
- DSP 85 Don Newton

A. CALL TO ORDER

Meeting was brought to order by Mary Grove at 6:04 pm.

B. PLEDGE OF ALLEGIANCE

The pledge of allegiance was given by

C. INTRODUCTION OF BOARD MEMBERS

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

D. MINUTES OF 17 February 2021 and 17 March 2021

The March minutes were approved with a motion by Ms. Abbott, 2nd by Mr. Scofield.

E. CARETAKERS REPORT

Alex De LeCova (Facilities Report)

This month I have been remodeling and getting spring fever started. We have been remodeling Service center A in S&N and have pretty much completed the

repairs. We are planning on opening Service Center A on May 2nd. We were able to get the water turned on this year at S&N Hydrants earlier. We do have certified water up on top located at the service centers. We are experiencing a water freeze at service center B. We are hoping for a soft freeze but if the freeze did any damage, it will be a fairly easy repair. We will be able to better protect the frozen area for future years.

We are currently working on the Women Pool Bathhouse adding new paint and a few other details. We did have a water line break from the cold this year. The Pool bathhouse had abandoned water lines in an exterior wall but left the water source unprotected. We were able to relocate the water source to an interior wall. We also allow time for the wall to dry out. We did have quite a bit of mold that is being treated but I have not found any structural damage.

I did have a meeting with RORA due to the problems that occurred this year from mother nature. As many of you know it gets really cold here and I mean -50 cold. Our water that flows from the mountains to our creek froze in a couple of different spots. The freeze forced our flow to come to a halt and created an overwhelming pressure on the walls that directed the water to us. With this amount of water, it broke the wall and began flooding the surrounding area and has the potential of undermining the liner to the creek.

We had a meeting with an excavation company and an engineer that has done work there in the past. They are relocating dirt from the area and having rocks hauled in to help support the walls. They are also removing two restrictions and creating a new much larger approach to the creek.

Over the next month we will begin to clear out ditches along the roads and add road base. We may have some traffic delays going on since we have some culverts that are damaged and may need replacement. We do ask everyone to maintain a speed that limits dust. Jim & I ask if you see us working on the roads to please pass with care. We do have some roads that are on an incline and we do not always have all the control we want with a heavy load.

The facility audit report is slow moving and I probably could use some help doing data entry. Trying to get as much done before everyone starts arriving. I will need to focus more once I get caught up on Projects.

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 March's bank statements scanned and filed away.
- Processed March's receipts scanned and filed away.
- The IREA spreadsheet is complete.

Example of Differentiation cost to the individual poles to date:

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

- Safety Manual is complete!!! I finished the last 3 forms: 1) First Report of Injury Form 2) Designated Medical Provider and the 3) Family Medical Leave Request Form
- Closings – Lots of Sales and closings this month. Congratulations and Welcome to all of the new members.
- Speaking of 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, you will need to provide the Transfer of Ownership directly to the office.
- Gate Reminders – Please log in & out of the gate. You can still enter your code if the gate is already open. **PLEASE DO NOT PIGGYBACK IN OR OUT!** If you plan to stay for an extended period of time, please let me know so I can enter you as a Long Term Lot. Extended period is anything over a 30 day stay.
- Also, Please DO Not give out your gate codes to anyone. If you have a vendor coming, please call or email me their info and I will provide you a code for them.
Again, Please Do Not Give Out Your Codes!!
- Housekeeping Supplies – We spoke last month about Housekeeping supplies. While still limiting purchases this year. They have increased the number of toiletries that can be purchased monthly. We are at 10 Cases of Toilet Paper, 6 Cases of

Paper towels, 10 Bottles of Toilet Bowl Cleaner, Disinfectant wipes is 2 packages of 3, and 10 Bottles of Pinesol per Month.

- I sent out several Courtesy Notifications this month. Courtesy Notifications are done by email or phone to inform members of things discovered about their lots during rounds, failure to log in or out of the gate, etc.
- Fishing Permit- Heard back from RORA, they have decided to implement some additional rule changes. They will be bringing over the new permits with the updated rules. Once I have those, I will let everyone know. The Buffalo Creek Reservoir has some structural issues. Alex will be updating on that.
- Future Project: I am currently building background data files to implement into an Intra-net site for the office. Intra-net sites are in house hosted websites. This will make a more user-friendly CORA Management System, that will include Owner database, gate code system, maintenance schedules, Employee site. Etc.

F. FACILITIES REPORT

- Ms. Abbott reported Littlehorn has not provided a final plan, only preliminary drawings. The final is due by June 15th.
- Firewise is making good progress completing cleanup of the second 5 acres behind RGS. They have been delayed because of mechanical and weather delays. Once it is completed which includes all cleanup, then the final bill will be approved to be paid. A walk through will be conducted by Alex, Carol Abbott (Facilities Director), and Fire Wise staff to ensure all work is completed. Total matching funds will be \$10,000.
- SN Service Center A is being refurbished.
- Fishing pond repair from flooding cost \$84K, CORA's share is 5% of that cost.
- Alex reported the burn pit is empty, ready for your burnable wood scraps.

G. TREASURER'S REPORT

- Ms. Derby reported that the mail is experiencing some delays in receiving and sending items out. Not sure of the cause.
- Ms. Grove reported there was an insurance error in switching to a new insurance company, however those have been resolved.
- Amerigas continues to have issues and CORA continues to look into other company's or staff with the existing.

H. COMMITTEE REPORTS

- **Social Committee:** Inactive thus far in 2020, will need volunteers to restart in 2021.
- **Trash Committee:** Ms. Grove reported the trash committee will be new for summer 2021. Seeking volunteers to recommend whether and how to allow metal and need for a large dumpster. A metal scrapper is now operating in Hartsel. Cost to fill and haul one large dumpster is \$1500.
- **Finance Committee:** Needs at least 3 more volunteers with finance experience. Committee meets once/year.
- **Budget Committee:** Seeking volunteers to start mid-June.

- **Compliance Committee:** Approved by Board to monitor lots for fire mitigation and violations. Milt was asked to chair the committee but unfortunately at this time is unable to because of health reasons. He is happy to be a consultant.
- Request for owners to consider Board candidacy as well as volunteering and Committee service. Experience with finance, bookkeeping and motivation to improve CORA are desired qualifications.

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.
- Due to ongoing problems with existing Amerigas service, a change of provider is being explored by the Board.

J. NEW BUSINESS

- There is a court order preventing one lot owner from entering CORA or contacting staff. That makes going to court to seek a protective order preventing this owner from contacting Board members unnecessary at this time.
- SN electrical mapping continues. SN owners are encouraged to participate. If owners in SN wish, the electrical billing for SN can be taken to a vote at the annual meeting. The vote would be to change the process to take into account the lots designated per poll.
- CORA road surfaces have narrowed over time and need to be repaired. Some gravel can be pulled out of the ditches on CORA ground but more road base will be needed. The entire process will restore the roads to their correct dimensions and better quality by the end of this summer.
- Owners should watch for an email detailing the new gate procedures and rules.

K. OWNER COMMENTS

- Milt Shaw SN 218/17 asked who the owner is which is legally banned from CORA. Ms. Grove answered, we are not legally allowed to disclose that. Shaw suggested posting gate rules on the CORA website.
- Allan Buck SN 4 asked why more clarification is needed about SN electric use to individual towers/meters. Ms. Grove answered that some owners want that, others don't. She reviewed the history of electrical demand during winter when few or no owners stay in SN. The option is being considered. Owners asked that cost data be provided to the owners, Board before any vote.
- Susan Eccles SN 14 noted the use on any lots can change when lots sell. Ms. Grove replied IREA charges different rates for different meters as well.
- Marvin Gill DSP 45 said he is opposed to CORA spending any budget dollars on internet service for owners, as the service is so poor. He asked if this service is being paid by owners at CORA. Ms. Grove replied that extending the internet service at CORA to owners began as an owner initiative as did the trails and playgrounds. The CORA office needs the internet to function efficiently and owners do have the ability to have a strong signal if they want to come to the clubhouse. These all began with volunteers and no budget.

L. ADJOURNMENT

The meeting was adjourned at 7:24 pm by motion from Mr. Scofield, with Ms. Abbott seconding the motion.