

CAMPGROUND OF THE ROCKIES ASSOCIATION

BOARD of DIRECTORS MEETING Minutes

August 13, 2022 – 10:00 A.M.MST at the Clubhouse and via phone

<ul style="list-style-type: none">● Caretaker Alex & Patricia● CS 3 Shon Kuta● CS 1 Mark Scofield● DSP 24 Larry Chiuppi● CS 35 Skip Hasty● DSP74 Vance & Sherry Koller● DSP15-16 David & Sharon French● DSP 73 Sue Shaw● DSP19 Maxine Chitwood● SN284 Rich Kingsley	<ul style="list-style-type: none">● SN 19/20 John Tidwell● SN 115 Ken & Cindy Pacheco● CS 14 Carol and Lee Abbott● RGS31 David Gehrlein● DSP15 16 David & Sharon French● CS41 Glenn Mayeux● RGS 27 Delles Schneider● CS41 Glenn Mayeux
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A. CALL TO ORDER

- a. Carol called the meeting to order.

B. PLEDGE OF ALLEGIANCE

- a. Skip started the pledge

C. INTRODUCTION OF BOARD MEMBERS

- a. Carol, Mark, Shon, Ken are on the phone. Skip is in person.

D. APPROVAL OF MINUTES OF July 9, 2022

- a. Mark made a motion to approve minutes and skip seconded the minutes.

E. CARETAKERS REPORT ALEX AND PATRICIA DE LA COVA

- a. Facilities

We are trucking along this summer getting things done. Over the last month we have had a few challenges but have come out of the challenges stronger. We have learned a few things along the way as well.

As you looked around this weekend you will see that a new fence was completed around the pool and the manager's home. This is a cedar fence with an upgrade of metal post that gives better wind resistance and longer lasting. We are waiting for the cedar to dry over the next couple of months to try and seal it before winter settles in.

Water shut down that occurred this month. We had a Lot owner that had to replace the hydrant in their lot. The hydrant was left connected to a hose with a cold snap and cracked the brass at the bottom of the hydrant. The hydrant was turned off but unable to evacuate the water since the hose was connected and prevents the air flow needed to work properly. The lot owner contracted a licensed plumber that came to dig up the area replacing the gravel that surrounds the hydrant. For this to be fixed the plumber required our water in that area to be turned off. Any and all water shut offs require our state certified water technician to be here on site while the process takes place. Tim makes sure that noor minimal contaminations enters our water supply source.

Tim and I were in the process of isolating the area of concern when the plumber called to let us know that he had hit the water main in the property. We continued to close the known valves that should turn off that area. When we completed the valve turn off the water slowed down but still was back feeding somehow. Side note we are still investigating the plot maps. We watched our water holding tank of 26,000 gals drop 3 feet by the time we got to the valve that shut down the lower half of the park. This was not the plan. Fortunately, we were able to regroup at this point and tackle the situation as

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as quickly as possible. The next day while doing my rounds I got the call that the water up in S&N had stopped working and that an alarm had been going off. Basically, we collected an air pocket that had entered the pump that provides S&N a fresh supply. This pump was an easy fix and we had water sending up the hill. The rest of the system works on pressure pumps and tanks that give you that great pressure. While trying to prime the upper park system one of the ball valves broke off in my hand. This required me to shut down the pump until we could replace this broken valve. In the process of investigating, I noticed that the other 3 valves were starting to leak. We are in the waiting mode to get our supplies this coming week. We are planning a short interruption of water at the service centers. We are planning the first Thursday once we can confirm all the parts are in stock. This will also be upgraded to brass and bronze that will last longer and prevent rust.

You may have noticed me rolling around in the golf cart this week. I had the opportunity to get all the meters for the lower half. I have turned them all into the office.

So I wanted to talk about what goes on around here a little bit. We have certain things that are just routine and then we have other things that we call goals. Procrastination is our enemy up here since our window of weather is short in comparison. So breaking down a basic week of hours used in routine tasks for example: Performing Rounds takes a minimum of 5 hours a week. Rounds are necessary since we can discover problems and potential problems. 5-7 hours a week goes to cleaning and restocking facilities. 15 hours a week minimum goes to pool maintenance. The pool is done seven days a week regardless of days off. Propane Fill station will consume 4-5 hours a week. 2 hours a week to repair roads to S&N. This week I spent 4 hours on the roads to S&N. I also have to keep track of our water systems both fresh and waste. This is usually done in passings but can escalate quickly. The next part of my week is setting goals of what we want to accomplish in between normal day to day. I set a 20 hour a week goal towards lawn care. This includes mowing, weed pulling, weed spraying, weed whacking, tree trimming and general gardening. In between this routine and goals we have to do various maintenance on the equipment used and general repairs. We can also rack up many hours looking for cars that did not enter the park using a gate code or piggy backing. We always have something coming up or having to squeeze another situation into our day. Currently, we are focusing 8 hours a week in the new LED Lighting in the S&N Service centers. We are hoping to have the lighting done over the next couple of weeks.

In closing I would like to talk a little more in detail about the roads going up to S&N. As you can imagine I do get a lot of opinions on how and why the roads get so bumpy. When everyone leaves for the winter I will grade the roads one last time till spring. Even though I travel the roads frequently I maintain a slower speed causing my tires to have better traction. Having traction is all the difference in the roads wash boarding. Even the truck I use, if I go too fast will lose traction and create wash boarding effects. The trick is traction and I do recommend using your four-wheel drive in high gear will slow the loss of traction and help prevent wash boarding. I hear from time to time that they are concerned of going off the edge. The speed limit is 15 mph. This does not obligate anyone to travel 15 mph. I prefer 5-10 mph since I try to enjoy my environment. I recommend that you travel at the safest speed for you. Yesterday I used a plastic rack to break down the high points on the wash boarding. The key word was plastic and I say that because that how soft our roads are that a simple plastic rack will change the way the bump hits. Our fat tires at high speeds do a lot more damage to our roads than a plastic rack. Heavy grading equipment will over grade and only leave you with more wash boarding with less material to do future maintenance. We are able to afford 2 hours per week to road repair. This means that the road will not maintain till the next service when speeding occurs. I can only recommend if you don't want wash boarding to continue to slow down or spend more money on placing asphalt. Have a great day everyone!

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b. Office

i. 2nd mailing – The July mailing has gone out. It included the annual meeting announcement, 2022 Proxy, 4 Candidates Nominee Petitions for Cindy Pacheco, Doug Bradbury, Jeff Witkins, and Sharon French. The proposed 2022–2023 budget and the proposed reserve budget. If you did not get yours, please make sure the office has updated contact information for you and we have extras in the office for your review. Please note: If you choose to drop off or mail your proxy to the office or Accountants office, we are following the same procedures to process. First, we take every precaution to ensure your privacy. Your proxies are scanned and placed in a secure folder that only myself and our accountant have access to, we then update a spreadsheet showing that you have voted, how you voted is not recorded here, a separate tally sheet is updated by the accountant only with your anonymous vote added. If you choose to vote at the annual meeting, volunteers will have a spreadsheet showing eligible to vote members. You will show proof of identity, sign for your ballot and then will be able to cast a vote anonymously for your candidate(s) of choice.

ii. Did you know – Firewise Compliance – This month the Compliance Committee did compliance inspections on the DSP Campground. They found 24 lots to be out of compliance for property maintenance, expired or untagged recreational vehicles. All inspection reports were verified, and Non-Compliance notices have been sent out to all members either by email or mail. They have been given 30 days to comply or file grievance review with the Board of Directors. Please note: We are a FireWise Community, we are grant recipients with the State of Colorado and are required to uphold our commitment as a FireWise Community. Some of those requirements are having classes, brochures available, a certain number of public discussions on requirements, grant applications, a business plan of work to be done and that all members adhere to the Firewise Community requirements. In this case the landscaping can not be more than 4 inches high. This includes grass, or native landscapes. All members of CORA are required to keep their grass mowed. The remaining campgrounds will be inspected shortly and anyone not in compliance will receive notification. Please, Help us Help you! A \$20,000 annual grant is a big chunk of money to lose because you don't want to mow. Use CORAFolks and Facebook groups to ask for assistance if needed, but please reach out to your Neighbors helping Neighbors group.

iii. Electric Billings – going out at the end of the month. Electric Billings: We have completed the meter reads for the lower park and I will be putting together your individual electric invoices next week. SN's electric share billing is complete as well and their invoices have been started and will be complete by next week.

iv. Property Sales – Property sales have been down this year. While we have a large number of properties for sale, we are not seeing the same demand as last year. I did speak with a realtor about pricing and the growing trend. He informed me that sales are down overall in Park County by approximately 25% and pricing is dropping by 20-30%. He said we are seeing the market change from being a sellers' market to a buyers' market.

v. CAM Class completion – So, for the last several months I have been attending a CAM Class. A CAM class or a Community Association Manager class, is a course required to test with the state to be a certified Community Association Manager. On August 4th I completed the class and passed the test making me a Certified Community Association Manager.

F. Treasurer's Report

- a. P&L
- b. Expenses
 - i. New forks for the tractor - \$873- Thank you Lee Abbott for picking them up.
 - ii. SN Water pump parts - \$1444 – These parts are needed to repair the faulty parts for SN and to have additional parts for repair in the future.
- c. Moving \$25,000 to reserve – The goal is to keep growing the reserves
- d. CORA will need to float funds for September until funds come in from the electric and HOA bills.
- e. Working on getting WIFI parts. Parts have been ordered.
- f. Fence came is Just under the 12,000 even though it was more then the 11,000 budgeted.

G. FACILITIES REPORT

- a. Weekly facility items- Bringing things up to code based on rules and regulations. Those seen violating rules and regulations will be given warnings.

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- b. Violation letters - Several people were recognized as piggybacking through the gate. If these people are identified then written warning letters are sent out.
- c. In order for Ferrellgas to keep filling our tanks in between billings the floating credit amount of \$3000 should be increased to \$5000.
- d. There were a few small holes found in the roof of the Boiler room and Barn which need to be fixed before winter..
- e. Lawn mowing continues around CORA using both the tractor and zero–turn mower.
- f. The lights in the SN service centers are being changed out with new LED lights.

G. COMMITTEE REPORTS

- a. Social Committee – Carol
 - a. Fishing derby status-only had three people sign up so it was canceled
 - b. Craft and Bake fair – There is a sign up sheet and will be open for another week
 - c. End of Year BBQ - So far we have \$100 for meat. We are planning for about 80 people based on prior participation of events.
- b. Finance Committee – Larry Chiuppi -Talked a little about the reserve fund. Need to have a paper trail to show where things go.
- c. Budget Committee – Larry Chiuppi – The new proposal created by the committee was sent to owners to review and vote on during the annual meeting. The status of purchasing a new truck was discussed in length and is shown on the reserve budget. Thank you Larry for your work with these committees.
- d. Compliance Committee – no new word
- e. Welcome To Our World (WOW) Committee – Skip Hasty – Thank you Jay Tully for your work with this committee and educating the owners along with other owners of CORA assisting on the committee.

H. OLD BUSINESS

- a. HB22-1137 status – working with attorney to make sure we are aligned. The new law has changes to the billing process, collection process, and holding executive meetings. The billing and collection process have a paper trail. The attorney is reviewing the bill and will give us amendments to our current policies to implement by the August deadline.
 - i. Dell Schneider DSP Asked if CORA can get out of the max mailings? With the new rules we are required to mail out things to have a paper trail. Secretary needs to show mailing per our documents. DSP 73 asked if they pay before the mailing, does the invoice still need to be mailed out. *The board will check to see if owners can sign something before the mailing stating they received the notice/invoice.*
- b. Violations of owners - The Board is working through some violations, which the owners have been identified and will be receiving notices.
- c. Questions - Larry Chiuppi did not see the ability to reset gate code. The gate code came into play 2 years ago.
- d. White Elephant table – Thank you. At this point in August it has collected 400-500 in donations which will be donated to the boy/girls clubs in Fairplay.
- e. 2nd mailing to owners - Was sent to owners the last week of July. If you haven't received it yet please check with the office.
- f. WiFi – We understand there have been some issues with the Wifi. The volunteer/owner who has been our contact and expert in keeping CORA's system up and running, John Robinson, has been dealing with some family issues this year and has not been around. We do apologize for some of the issues but ask to be patient. We have received the parts list and equipment that need to be purchased, which were built into the budget (\$2500).

I. NEW BUSINESS

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- a. Voting process- In the second mailing is the Proxy which owners can use to vote for themselves or assign a Proxy. On the day of the Annual Meeting owners will also have the option to vote using a secret ballot which doesn't need to be signed or have their lot listed. This is because the owner will sign for the ballot at the registration tables.
- b. Board vacancy and process – Currently, the board has two vacancies, Ralph sold his property on August 1st and Rich Lofton resigned in July. The board has decided that both positions will not be filled until the Annual Meeting. This is because Ralph's position is one that is being voted on by members. Rich's position can be appointed by the board, which will need to take place immediately following the annual meeting. We do want to remind everyone that Meet the Candidates is scheduled for August 20th at the Clubhouse.
- c. Alex has added a Wifi bridge to boost WIFI in RGS.
- d. Annual Meeting – September 3 at 10:00 am with registration opening at 9am.
 - i. Guests at the Annual Meeting – Accountant & HOA Lawyer

I. OWNER COMMENTS (non-budget subjects)

- a. DSP74 Vance & Sherry Koller -Two trucks we need to get a quote to rebuild. The Red truck has issues and the white truck still only has one key.
- b. DSP 24 Larry Chiuppi - Asked about the backhoe. We have a three year lease after that it becomes CORA's. The backhoe at present has a hydraulic leak and needs work. We need to look into this.
- c. CS41 Glenn Mayeux – Trailers without tags is this compliant? Per CORA's documents every licensed vehicle on CORA grounds does need to be licensed and movable at a moment's notice.
- d. DSP 15 Sharon French - Went into park models. These don't get a tag. Bottom line is that we need to follow what Colorado states.

K. ADJOURNMENT Shon made a motion to adjourn with Ken seconding the motion.