

CRYSTAL RIVER COUNTRY ESTATES DIRECTORS MEETING

June 30, 2016 6:30 P.M.

LEE HOLLOWEL'S HOME

MINUTES

1. Roll call of Directors at 06:30 PM. – Following Directors were in attendance:
 - President Lee Hollowell
 - Vice President Jim Hamlin
 - Secretary Treasurer Carl Smith
 - Board Member Ray Pojman
 - Board Member Tom McBrayer

Property Owners:

 - Mike Henry
 - Tim Rafelson
 - Jason Orf

Attorney:

 - Kelcey Nichols

2. Statement of compliance with procedures for notice of meeting or waiver of notice:

Carl reported that the notice of the Board of Directors meeting had been emailed or mailed to all Property Owners. There appeared to be a delay in the mailed notices being received in a timely fashion but had been received. Lee and Carl will review this issue.

3. Reports of officers
 - a. President, Lee Hollowell
Reported that the issues he wanted to discuss were on the agenda.
 - b. Bookkeeping and Accounting update – Carl Smith
 - i. POA Account
Carl reported that the POA fiscal situation was improving greatly. As of June 30, 2016, there is \$22,195.47 in the checking account. Carl also reported there had been difficulties establishing electronic payments through the POA and Water Accounts. The POA has collected \$21,250 in the first six months of the year. The POA has expended \$13,165.36. These expenditures include fund transfers due to difficulties with initiating payments through the Water Company account.
There are 7 Property Owners who are on a payment plan. One Property Owner who is in arrears for multiple years and not on a payment plan. This totals \$5,000 in outstanding amounts owed to the POA.
 - ii. Trash/Waste Account
He also reported that as of June 30, 2016 there is \$1,196.19 in the Waste/Trash Account. There are two property owners on a payment plan and the outstanding balance is \$125.00.

4. Reports of committees

a. Road Committee –

Jim Hamlin reported that he and Jason had reviewed the road work with Matt. They have been trying to contact Matt to finalize the date of the work. Jim and Jason agreed to continue to try to contact Matt and start the road work for 2016.

5. Unfinished business

a. Confirmation of email vote for Road Work – 2016

Carl reported that the expenditure for the Road Work for 2016 amounting to \$10,300 plus 15% contingency had been confirmed by an email vote as permitted by the By-Laws. The report of this vote is required to be documented at the next Directors or POA meeting.

b. 432 Crystal - Gary Markham and Michael S. Mitchell

Decision to delay this discussion till after the adoption of the Policies

6. New business

a. Policies – Kelcey Nichols reviewed each of the following policies with the Board of Directors. These were discussed and changes as noted below.

i. Adoption and Amendment of Policies

ii. Board Member Conflicts

iii. Collection Policy

iv. Conduct of Meetings

Items 1 B iii and 2 B iv dealing with speakers at meetings having to identify themselves and their addresses were eliminated as the membership of the POA is small and members know each other.

v. Disputes between Association and Owners

vi. Enforcement of Covenants, Rules and Regulations

vii. Inspection and Copying of Records

viii. Investment Reserve Funds

ix. Reserve Study Policy

Motion by Tom and seconded by Jim to adopt the policies: 5 aye, 0 nay and 0 abstentions, motion passed

b. POA Insurance – Purchase – Lee Hollowell reported that he had a bid for insurance for the POA by Neil Garing Insurance. The bid was for \$1,186.00. Discussion on coverage aspects and liability for Board Members. The Policy includes liability for Board Members and liability protection in case of an injury during volunteer work days. Lee and Kelcey will review specific aspects of the policy. Carl reported that the 2016 budget for insurance is \$2,500.

Motion by Lee, second by Tom to contract for insurance with Neil Garing Insurance for an expenditure up to \$1,500. 5 aye, 0 Nay, and 0 Abstentions. Motion passed.

c. October 2016- to October 2017 Trash Fees – Electronic Vote? – Carl Smith reported that the trash service billing is from October 1st to September 30th. It is too early to determine the fees for 2016/17. He would like to present a budget and fees to the Board by email in August and send out billings at the beginning of September. General discussion about the process of establishing the fee and the email process. General consensus to proceed as recommended.

d. Bridge Repair

- i. Decking – Ray and Jim have agreed to work on sealing the cracks on the deck of the bridge as recommended by CDOT when the paving was replaced. \$500.00 has been budgeted for this work. They will power wash the seams and fill with a sealer that Ray has located.
- ii. Railing Damage – Decision to wait on this repair until the fall when road work and other projects are completed.
- e. Security Camera at Bridge – Lee and Ray reported on the purchased and locating a camera on the Lopez property monitor the bridge. This camera maintains records for 2 weeks. Lopez have agreed to this including connecting to their electrical and internet service. Discuss about the effectiveness of this and need. Carl noted that this was not budgeted for however the insurance bid was \$1,000 less than budgeted for. General discussion on cost of equipment and labor. Ray is willing to install the camera and electrical work. Motion by Carl to expend \$1,300 for this work. Second by Jim. 3 Aye, Lee, Jim, and Carl, 1 Nay – Tom, 1 Abstention Ray. Motion passed.
- f. Complaints about Slack Property- General discussion about ongoing issues with the Slack property including noise, short term visitors, vehicle parking, and vehicle repairs. Lee reported he had contacted the Slack property by telephone. Board agreed by consensus to investigate the concerns and if appropriate notify Steve and Linda Slack about the issues and violations of the covenants and policies of the POA by letter through the POA Attorney.
- g. Security Light at Dumpster – Lee requested this item be dropped as he had determined the Holy Cross Pole was not in a location conducive to appropriate lightening. General discussion on other options. Item was dropped as concerns about lighting all night and it was not budgeted for in the 2016 budget.
- h. Farm Animals in Block 1- No one at the meeting to discuss this issue.

Item 5 b. – 432 Crystal – Issues. Lee reported he had contacted Pitkin County about issues raised at the last POA Meeting. Pitkin County had sent officials out to look at the property. The County had also came out with a Deputy to contact the owners. They had been unable to do so. Consensus by the Board to notify Gary Markham and Michael Mitchell through the POA attorney of the violations.

- 7. Adjournment; Motion by Tom and second by Lee to adjourn the meeting. 5 Aye, 0 Nay, 0 Abstentions. Motion passed and meeting adjourned at 08:50 PM.



Carl L. Smith
Secretary/Treasurer