

# Columbine Lake Country Club, Inc.

## Board of Director's Meeting

Minutes of November 14<sup>th</sup>, 2009

### **I. Call to Order:**

-President Dick Lacouture called the regular monthly meeting of the Columbine Lake Country Club, Inc. Board of Director's to order at 8:00 A.M. Other Board members present were Stephanie Kroepfl, Pieter Knight, Jeff Buckley, John Amerman, Jim DeMersseman, Kirstin Reimann, Scott Wilson and Tony Lombard. No Board members were absent. Staff members present were Ken Lund and Terry Rotter.

-Prior to the regular Board meeting, President Lacouture and other Board members presented Manager Lund with a gift certificate and a letter of appreciation for Mr. Lund's fifteen years of service with Columbine Lake Country Club.

### **II. Acceptance of Minutes:**

-The October minutes were reviewed and accepted as amended.

### **III. Members' Forum:**

-Gary Nolan located in Block 11, Lot 56 moved to Columbine Lake and became a full time resident in June 2009. Mr. Nolan has owned his home in Columbine Lake for nine years. Mr. Nolan wanted to know what kind of equipment the Association has for plowing and maintaining the roads and what time in the mornings will the snow plowing be done. Manager Lund advised there are two plow trucks and a front end loader, the procedure is the main roads are first then the side roads and this is usually done by 7:00 A.M. Mr. Nolan made some suggestions for improvement and suggested the Board may want to consider a Basketball hoop and a sanded volley ball court. Mr. Nolan added that Wi-Fi connection would be useful to owners at the clubhouse. President Lacouture agreed to add the basket ball hoop and a sanded volley ball court to the budget review in the spring. The Board decided the request for WiFi connection would go out to the membership via the December/January newsletter and the feedback from the owners by e mail to the office.

-Jim Kroepfl located in Block 3, Lot 13 advised the Board that the trees identified as dead are not on their property. Mr. Kroepfl was informed the office received the tree removal plan and the tree committee will review all the returned plans in the spring.

### **IV. Financial Reports:**

-Treasurer Wilson reviewed the purchase journal and noted the cost for the women's bathroom repair and the tree cutting and noted most the trees from the community property have been removed so the Forest Management costs should decrease significantly for the remainder of the year.

-Treasurer Wilson reviewed the Financial Income Budget Statement. Mr. Wilson reviewed the year to date actuals and the 2009 budget and noted there are no unexpected expenses pending for the remainder of the year. Manager Lund reminded the Board he received a bid for a fan to provide extra ventilation in the women's shower room that will cost approximately \$400.00 to \$500.00.

-Treasurer Wilson noted when our CDAR's mature we will research other banks in the area for better interest rates. Day & Associates mentioned Wells Fargo Bank as an alternative to Grand Mountain Bank.

-Administrator Terry Rotter asked the Board if Day & Associates can do our taxes for last year since Bondi & Company has not started them. Treasurer Wilson and the Board agreed to go ahead with Day & Associates as this will be done at a lower cost.

-The Reserve Schedule will be completed for the auditors in the next two weeks and presented at the December Board meeting.

**-A motion was made and passed to accept the financials as presented.**

#### **V. Manager's Report:**

-The 2009 hearings for the non-compliant lots will be held immediately after the November 14<sup>th</sup>, Board of Directors meeting. Like last year, the meeting will be conducted from 8:A.M. until 10:00 A.M. and the hearings will start at 10:30 A.M. As of today, the seven owners who requested hearings have come into compliance with the Rule and Regulation. Bonnie Basemann inspected all the lots this morning and confirmed they all have cut down the identified dead trees and removed the slash from their properties. One owner submitted documents showing the trees identified by the September survey were not on his property and the inspection this morning confirmed this evidence, and therefore this property was in compliance in September. None of the owners plan on attending the hearings in person.

- Manager Lund reminded the Board that last year the Board of Directors appointed themselves as the Hearing Board, per our regulations. This will be done during the regular meeting. The monthly Board of Directors meeting will be temporarily adjourned, while the Board members as hearing panel consider the cases presented. The panel will make findings, based on the information presented on each individual case. The Board meeting will then reconvene to consider the findings of the hearings, and determine if fines are to be levied and in what amounts.

-The vast majority of dead trees remaining on community property have been removed. The trees along Little Columbine Creek, and the Moose Cul-de-sac, between Columbine Drive and Beaver Road were removed by A.T.H. Specialties. The staff removed over 150 smaller trees from the road ways and common areas. Mike Hannifen of Wildfire Mitigation hauled them away.

-Jerry Mc Elyea, the Maintenance Supervisor for the west side of the Rocky Mountain National Park, contacted the office concerning the Harbison Ditch, specifically the area right at the visitor's center. During the early season runoff and long period of heavy rains this spring, a small diversion that runs around the bathrooms flooded and he wanted to meet to see how this could be avoided in the future. Columbine Lake maintains the ditch to make sure the water flows freely. Over the years the portion of the ditch by the visitor's center has been worked on by R.M.N.P. personnel to include placing rocks in the stream to create ripples, and the noise of a flowing stream. This over time collected sediment, sticks and stones that slowly filled up the Harbison in that area, and in Me. Mc Elyea's opinion contributed to the overflow this year. He requested C.L.C.C. help clean the area out this fall, in conjunction with Park personnel, and rebuild the area with stones before we open the ditch in the spring. It was determined the best way to remove the existing sediment and rock build up, which was frozen, was to bring in a small excavator to remove the material completely. A.T. H. has been hired for Tuesday November 10<sup>th</sup>, on our dime, as it is our responsibility to clean the ditch. The area will be reconstructed next spring under the guidance from the R.M.N.P., and will be done by R.M.N.P. C.L.C.C. and Rec. District personnel, if needed.

\_The staff has continued to prep for the coming winter months. Vehicle maintenance has included mounting the snow tires, oil changes and preventive maintenance on the snow plows. Some of the narrow and steep spots on the roads have been marked with poles, and our owners can see the road's edge once the snow hits and begins to build up. We will only need a small snow pack before we begin plowing with our blades completely down, as this proved effective in reducing the slush last spring, and had no adverse affect on our water and sewer pipes in the community.

## **VII. Administrator's Report:**

-Columbine Lake Country Club purchased two liens in November. There were originally nine properties that we bid on, however seven of those owners paid before the bidding closed. Administrator Terry Rotter will advise the Board in the next Board meeting the exact dollar amount we have invested in tax certificates.

-Administrator Terry Rotter has started working daily with new auditors Day & Associates and is providing all required documentation and financials. Scott Marks is assigned to our audit with Tim Day supervising. We have had two meetings in person at the office and have scheduled another meeting on November 18<sup>th</sup>. This meeting will involve all payroll reports, U.I.T.R., W 2's, and 941 quarterly reports. The comparative totals are being reviewed since 2005. Scott Marks, our auditor has discussed the Depreciation Schedule and we made the decision to remove some of the items that have been previously depreciated and expense them this year. This will be explained in the final audit report that will be presented to the Board when the audit is complete.

-Most of the final payments for assessments have been received. Some are still pending and owners have until December 1<sup>st</sup> before late fees are assessed. Liens will be filed in the first week of January on outstanding unpaid assessments.

\_In the past the Board usually decorates the clubhouse following the December meeting. Katie McManus has agreed to do the decorating again this year. The Board is grateful for all her hard work and agrees she will do another great job for us this year.

-The Board decided on January 9<sup>th</sup>, for the holiday get together. Vice President Jim DeMersseman volunteered to host the holiday party at his home in Columbine Lake. Please bring a side dish. The main course and drinks will be provided.

## **III. Unfinished Business:**

-President Dick Lacouture asked the Board if there are questions regarding the tree fine hearings that will take place immediately following the Board meeting. **A motion was made to appoint the Directors that are present to be the decision makers for the 2009 Hearings.**

## **IX. New Business:**

-The Board thanked Manager Lund and Staff for having the trees in the common areas removed.

## **X. Adjournment:**

-The regular meeting was adjourned temporarily at 10:10 for Hearings, related to alleged violations of the C.L.C.C. Tree Rule & Regulations.

## **XI. New Business (continued):**

-The Board of Directors reconvened at 11:20 to review the recommendations of the Hearing Panel concerning the imposition of fines resulting from any violations of the C.L.C.C. Tree Rule and Regulation (the "Tree Rule"). President Dick Lacouture reminded the Board that the procedures followed for the fines would be the same as last year, and the applicable schedule of fines are those provided in the Tree Rule. All fines will be payable within 60 days of the date the fines are imposed.

- The Hearing Panel had determined that a violation of the Tree Rule had occurred with respect to each of seven lots (the "Non-Compliant Lots") and that the respective owners of each of the Non-Compliant Lots bore the responsibility for that violation.

\_The Board took notice that, while each of the Non-Compliant Lots were in violation of the Tree Rule on September 15<sup>th</sup> 2009, all non-compliant trees and related materials had been removed as of a re-inspection conducted on November 12<sup>th</sup>, 2009.

-The Board also took notice that, the Hearing Panel determined based on the submitted written documentation of the owner of another lot, that the trees identified as non-compliant on that lot were in fact on the neighboring lot; and, therefore, that the lot was in compliance with the Tree Rule on September 15<sup>th</sup>, 2009, and not subject to any fines.

- After discussion the following motion was adopted and approved: **That a fine is hereby imposed on the respective owners of each of the seven Non-Compliant Lots in the amount of \$100.**

All owners will be notified in writing of the Board's decision in this matter in accordance with the Hearing Policy and Procedures. There being no further matters to discuss the Board adjourned at 11:45 A.M.

Respectfully submitted,

Terry Rotter, Administrator

Columbine Lake Country Club, Inc.