

COLUMBINE LAKE COUNTRY CLUB, INC.

ANNUAL MEETING MINUTES

May 26, 2019

I. Call to Order

President Mark Woltkamp called the annual members meeting of the Columbine Lake Country Club to order at 3:01pm. A board quorum was present: Directors John Amerman, Marilyn Binkley, Rebecca Fine, Geoff Schaney, Scott Wilson, Mark Woltkamp. Absent: Directors Liza Eilers, JJ (John) Joyce, Vince Verbel. Staff member Chris Atencio was also present.

II. CLCC Vision Statement

“We are a covenant-based community with fair, balanced and consistent standards. We are focused on the preservation of our tranquil mountain environment, lake and recreational amenities”

III. Opening Remarks – President Mark Woltkamp

- A. Members/owners may speak for 3 minutes during the open forum that will be after the reports have been completed
- B. Comments – please stick to only the topics discussed in the reports
- C. CLCC is celebrating the 50th Anniversary of the 1969 founding
- D. A postcard of CLCC from the early 70’s was displayed
- E. Memorial Day on May 27
 - 1. President Woltkamp asked for those who lost family members in the service of our country to please stand
 - 2. All veterans in attendance were also recognized
- F. Board members/Directors present were recognized
 - 1. As Director and Treasurer Vince Verbel is not running for re-election, Director Scott Wilson will take over the duties of Treasurer
 - 2. President Woltkamp declared that the current board is made up of hardworking and committed board members/Directors
- G. Editorial comments
 - 1. President Woltkamp stated that recently there has been an atmosphere of confrontation with mean-spirited and cruel things said and sent to board members/Directors. This will not be tolerated.
- H. Staff introductions – all staff present were introduced and thanked for their commitment to CLCC
- I. Volunteers to be thanked

1. ARC (Architectural Review Committee)
2. STRC (Short Term Rental Committee)
3. Safety and Security
4. Election Committee
5. Boat rack construction committee
6. Fish patrol and pike project

J. Approval of Annual Meeting Minutes – change or process

1. The minutes of the May 27, 2018 annual meeting had unanimous approval by the board on July 14, 2018. The change is to review and approve the annual meeting minutes when the meeting is still fresh in board members minds
2. Minutes were posted to the CLCC website as APPROVED July 2018

K. CLCC by the numbers

1. 609 lots
2. 454 completed homes
3. 135 undeveloped lots
4. 20 lots have only a garage on the lot
5. 31 lot/home transfers in 2018-19 (26 in the prior year)
6. 1534 yds³ (cubic yards) of trash and recycling in fiscal year 2018-19.
 - a. 880 yds³ in 2015-16
 - b. 1056 yds³ in 2016-17
 - c. 1418 yds³ in 2017-18
7. 8027 clubhouse visits this past fiscal year
8. 3107 pounds of trout were stocked in Columbine Lake in 2018-19
9. 138 boat racks available
10. 6 miles of road is maintained in CLCC
11. Horse pasture is 2.6 acres, not counting the CLCC Shop area
12. Lake is 45 acres
13. 1893 is when the office was built
14. June 28-29, 2018 “Golf Course Fire”

IV. Strategic Priorities

A. Financial integrity, strength, and transparency

B. Clubhouse interior

1. Upstairs – upgrades: new floors, cabinets, closets, walls painted, ceiling fans added
2. Downstairs – new bookshelves

C. Trash & recycling

1. View of old/ugly dumpster area
2. Current view – changes in process
3. Paint station is going away

- D. Office is 126 years old
 - 1. Planning stages to level the floor, replace windows, etc.
 - 2. No one wants to do the project

- E. Clubhouse lower level windows need to be replaced. The project is in the planning stages

- F. Roads are an ongoing/year-round project
Grading to begin Monday May 27

- G. Safety & Security
 - 1. OHV regulations have been written & approved – Article XII of Owners Regulations
 - 2. Drone regulations written & approved – Article XXII of Owners Regulations
 - 3. “Smart” access badge proposal/Member cards
 - a. Trash access – next fiscal year
 - b. Cameras at trash/recycling – upgrade for better visibility
 - 4. Security Enforcement Officer (SEO) to be hired part time
Primary goal is to help educate members, guests, renters of regulations in CLCC
 - 5. Community signage – safety, informational, wayfinding

- H. STRs (Short Term Rentals)
 - 1. Controversial
 - 2. Currently there are 65 STRs registered in CLCC
 - 3. CLCC has a higher percentage of STRs than the rest of Grand County
 - 4. STRC: Short Term Rental Committee
 - 5. Article VI of Owners Regulations – written and approved
 - 6. CLCC is working Grand County and Grand Lake re: STRs
 - 7. Proposed Covenant amendment for growth restrictions. A total of 3 Town Halls will be held prior to sending the proposed amendment to the membership for a vote.
 - 8. A special election ballot will be sent hopefully by the end of June 2019

- I. Communications
 - 1. Email blasts
 - a. Increased number.
 - b. Please give the office your current email address
 - c. Email is the primary & preferred method of communication with homeowners/members
 - 2. President’s letters
 - 3. Newsletters – quarterly

4. Survey(s)
5. Website (columbinelake.com) – calendar, meeting minutes, events, governing documents, etc.

J. Governing documents

1. CCIOA (Colorado Common Interest Ownership Act)
 - a. Regulatory agency that governs Colorado HOAs
 - b. CLCC is grandfathered for full CCIOA as a Pre-1992 HOA, thus has some different regulations than those HOAs formed after 1992
 - c. “Full CCIOA” was not adopted by CLCC as proposed in 2018
 - d. Important sections of CCIOA that CLCC must adhere to. 9 specific areas have been identified by CLCC’s attorney for which CLCC must adhere
 - e. Board committee working on modifications of CLCC Bylaws and Owner’s Regulations for CCIOA compliance
2. A general cleanup is being done to the governing documents for consistency and clarity

K. Density and overcrowding

1. CLCC has very small lots but bigger homes are being built
2. Home turnovers and new builds
3. “New owners usage patterns” – use property more frequently when a property is new to a family
4. Changing demographics – new owners are younger
5. STR increment – average of 9 people per STR
6. Pressure on roads, lake, clubhouse, pool, trash
7. 74% increase in trash in trash & recycling volume since 2015/16

L. Lens through which potential actions have been and will continue to be viewed

1. Article VI (Homeowners Regulations): Rental Properties : Owners and Renters
2. Article XXII: Drones
3. Article XII: Off Highway Vehicles (OHVs)
4. Member passes (Owner badge) to be changed
5. Signage to be updated and speed dips moved/added
6. “Smart” access to dumpster and recycling areas
7. Security Enforcement Officer (SEO) to be hired to work part-time
8. Q&As re: input looking for possible solutions
9. Board meetings – please attend
10. Emails to board: Send emails to Office/Nancy Negri. She will forward emails to board members
11. Paint station is going away

- a. Country Ace in Granby will take cans of paint as long as the cans have a label. FREE
12. Transfer fee remains at 1% of the sale price
13. June 2018 fire (Golf Course Fire) – a personal drone caused the slurry bomber to abort the drop which caused about a 30-minute delay in the drop of slurry
14. 135 vacant lots in CLCC – how many are for sale?

V. Treasurer's Report presented by Scott Wilson, Treasurer

- A. Fiscal year is July 1 to June 30
- B. Monthly process (prep for each BOD meeting)
 1. Administrator – bookkeeping & account reconciliations
 2. General Manager – expense forecasting & operating/reserve account management
 3. Treasurer – oversight of financial processes & statements
 4. CLCC Board – review & approval of monthly financial package
- C. Independent Accounting Oversight (Day & Associates CPA Firm)
 1. Limited-scope Annual **Review** of financial statements against GAAP
 2. Full-scope **Audit** - last 2 completed in 2009 & 2014; planned for 2019
- D. Process of annual budget development & approval
 1. CLCC Staff work with vendors (projected future costs)
 2. Staff/Treasurer review all accounts – draft budget
 3. Budget Committee formed from Board of Directors
 4. Budget Committee/Treasurer/Staff draft proposed budget
 5. Budget reviewed/approved by the Board (vote to present to HOA)
 6. CLCC Members vote on budget prior to annual meeting
- E. Noteworthy Expense impacts during the 2018-2019 year:
 1. Motor replacement for Bobcat (not budgeted) \$22,000
 2. FFE (new this year) Club house updating (budgeted) \$16,000
 3. Compactor enclosure / updates (budgeted) \$ 40,000
- F. Noteworthy Expense saves during the 2018-19 year
 1. Insurance for CLCC better coverage lower cost by \$6000
- G. Annual Budget = \$571,875 for 2019-20 WHY?
 1. Operating expenses continue to increase
 2. Hiring a part-time SEO and administrative assistant

3. New dock at north end of lake
4. Where will incremental money go?
 - a. Build Reserve Account for infrastructure investments
 - b. Budgeted projects throughout the year

H. Primary sources of incremental fee income

1. Member assessment will increase by \$24 in 2019-20 to \$875 per year (incremental \$13,752)
2. Transfer fee 1% of property sold price
3. 14 transfers budgeted (always an uncontrollable risk)
4. Fee has contributed \$100K since implementation
5. Contributes to minimal assessment increases to meeting increased costs
6. Has had undetermined impact to home sales

I. Expense Highlights:

1. 10% Increase in Health Insurance rates
2. 10% increase in projected Trash/Recycling expenses – rate & volume
3. 10% projected increase in Slash & Trash costs – product of success!
4. Budgeting \$63,000 for multiple part-time and temporary contractors
 - a. Represents new Security and Admin help
 - b. Allows for utilization of skilled and specialized experts as needed

J. Purpose of the Reserve Account:

1. Ensures we have funds for Planned Capital Improvements/ Repairs
2. Covers Unplanned/Contingency Expenses (to avoid Special Assessments)

K. Key Elements of Reserve Account:

1. 10 Year Schedule (sliding scale for funding) – our Goal is 75% funded
2. For expenses greater than \$2500
3. Regular funding derived only from Operating Account surpluses
 - a. Past surpluses were largely driven by unbudgeted New Home Starts Fees
4. Future surpluses will be driven by assessments and Transfer Fees

L. **Section 8.06 Reserve Plan**

The Corporation does not allocate reserve funds for improvements costing

less than \$2500 to repair or replace – defined as the reserve value threshold.

The Board of Directors will endeavor to **maintain the Corporation’s reserve fund** balance at, or above **seventy-five percent (75%)** of the recommended funding level for the current and upcoming budget year by allocating a portion of regular annual assessments, or other member generated funds to the reserve fund. Should unforeseen circumstances result in the reserve fund balance falling below seventy-five percent (75%) of the recommended funding level, **the Board will endeavor to bring the fund balance back to the seventy-five percent (75%) threshold within three (3) years by increasing the allocations from regular annual assessments, or by special assessments, or from any other board approved funding source.**

The Board of Directors may elect to apply funds from its operating account to maintenance, repair or replacement cost otherwise covered by reserve funds

M. 2018 / 2019 Reserve Account

1. Beginning Balance of \$130,267
2. \$75,010 from 2017/2018 Operating surplus transferred to Reserve
3. Projected expenditures of \$ 38,000
4. Projected ending Balance of \$ 160,766

N. Uses in 2018 / 2019 (\$42,000)

1. Clubhouse Floor
2. Repair office floor
3. Repair / Replace lighting and door
4. Road culvert repair
5. Paint office exterior

O. Reserve Budget

- \$ 61,500 Planned Capital Improvements for 2019 / 2020
 - Pool & Clubhouse windows
 - Floor drain for pool area
 - Culverts and road improvements
 - Remodel kitchen at clubhouse
 - Upgrade computer and security systems
 - Repair or replace snow plow B
- Incremental **\$20,000** for road improvements added for each of next four years

P. Big Picture – based upon independent appraisal

1. CLCC is valued at \$237,160,000

- a. This is based on past sales
- b. Does not include roads, lake, CLCC buildings
- c. Total value? How do you put a price on CLCC?
- d. BUDGET REVENUE \$571,875 FOR 19/20
WHAT THIS MEANS? =.25% OF VALUE OR 1 QTR OF 1%
AVERAGE HOME =\$410k X .25% = \$1020 = NOT
POSSIBLE

Q. Questions

- 1. End-of-year financials will be posted on the CLCC website
- 2. A full audit will be done in the Fall 2019
- 3. Someone suggested a password-protected section of the website

VI. Manager's Report – presented by General Manager Chris Atencio

A. Pike and Fyke Nets

- 1. 2019 pulled a fertile female pike from Columbine Lake
 - a. 41" long
 - b. 20+ pounds
- 2. Have pulled from lake in 2019
 - a. 9 pike – all fertile. Kept out of the lake to prevent breeding
 - b. 302 rainbow trout – returned to the lake
 - c. 127 suckers
 - d. One foot-long pike – a sign the pike have bred
- 3. 2018 – 16 pike (15 fertile)
- 4. Otter family became trapped in the fyke nets and drowned

B. Wildlife

- 1. Moose are back
- 2. Bears are awake
- 3. No salt licks allowed – against the law in Colorado

C. Safety items

- 1. AED at office and clubhouse – OK to break glass to enter building to retrieve AED machines
- 2. Trauma kits to be made available as well

D. Boat racks – new 4 level racks at the Clubhouse rack area

E. CLCC stickers for boats are now available

F. Improvements

- 1. Clubhouse
- 2. Pool area
- 3. Roads

- a. All roads will be graded and repaired week of May 27. (Delayed because of the snow)
 - b. \$16,000.00 of road base added on Columbine from the clubhouse to almost Deer
 - c. Dust control will be done the week of June 10
 - d. New Speed bumps, speed dips and repaired or new signs around CLCC
4. Recycle & dumpster area will be rebuilt & beautified this summer as well as security means will be added to lower HOA trash costs

G. Horse pasture – under water right now. Will not open until July

H. Phone/email – please inform office staff of current phone numbers and email addresses

I. Slash & Trash – July 27-28

J. Social events – see website

VII. Election Results

- A. Budget approved
- B. Board members
 - 1. JJ (John) Joyce – re-elected
 - 2. Julie McCarty -newly elected
 - 3. Rebecca Fine – re-elected

VIII. Members Forum

- A. Janna Sampson, Block 10 Lots 60-61
 - 1. Q. Is it possible to video the Board of Directors meetings? ANS: It is very difficult to find a person willing to video and who also has the proper equipment
 - 2. Block 10 homeowners/members should protest their tax assessments with Grand County
- B. Beryl Maus, Block 10, Lot 33
 - 1. Would like the Building Criteria re-evaluated
 - a. Yes, any new construction/repairs need to use the current Building Criteria
 - b. Yes, there are those who don't do the work for what they have gotten a permit
- C. John Sack, Block 8, Lots 42-44
 - 1. He has protested his property tax assessment
- D. Cindy Levi, Block 6, Lots 24-25

1. Q. Is it possible to get a Member Directory? ANS: No, phone numbers and email addresses are not able to be shared via CLCC
2. Call the CLCC office if there is a problem with a neighbor property such as frozen water pipes, frozen sewer lines, collapsed decks, etc.

E. Matt Boyd, Block 1, Lot 4

F. Rebecca Williams, Block 10, Lots 69-70

1. A reminder that outside lights are not to be left on all night
2. Grand County has a “Dark Skies” policy to decrease light pollution

G. Donna Gore, Block 6 Lot 39

1. Motion-activated lights can be installed. In keeping with “Dark Nights” policy
2. A newsletter article should be written re: motion-activated lights

H. Tom Hubbard, Block 12, Lot 3

1. Boat racks have list of the “owners” of the boat racks for the summer. The phone number is included on the list
2. Annual common expense liability

I. Charlene Penson

1. “This has been the most interesting annual meeting in 40 years.”

J. Candidate Forum proposed for 2020 election

1. Do it after the March or April board meeting
2. Candidates can answer questions put before them

IX. Closing Remarks

A. Two (2) more Town Hall meetings coming up

B. Meet and Greet at the Gazebo right after this meeting

X. Adjournment at 5:30 pm

MOTION: A motion was made by Director John Amerman and seconded by Director Scott Wilson to adjourn the 2019 Annual Meeting. Motion passed.