

COLUMBINE LAKE COUNTRY CLUB, INC.

BOARD OF DIRECTORS MEETING

September 14, 2019

I. Call to Order

President Mark Woltkamp called the regular monthly meeting of the Columbine Lake Country Club Board of Directors to order at 9:01 am. Other board members present were Directors Liza Eilers, Geoff Schaney, Scott Wilson, Rebecca Fine and Julie McCarty. Director John Joyce was present via telephone. Staff members Dave Kaeding and Nancy Negri were also present. Board member John Amerman was not present.

President Woltkamp asked the board members if anyone had any potential conflicts of interest regarding any of the discussion topics on the Agenda. There were no conflicts of interest reported.

II. Approval of Minutes

The minutes of the August 10, 2019 Board of Directors meeting were reviewed. Voting cannot be done by any member who was not present at the meeting that is being voted upon. **A motion was made to approve the August minutes by Director Eilers, seconded by Director Schaney, and were passed by those present at the September 14, 2019 meeting.**

III. Members Forum

Members present included:

Dave Young, Bernie Guth, Mike Galligan, Kevin & Yarrow Breslaw, Peter Varga, John Korpala, Marilyn Binkley, Vince Verbel, Gary Nolan, Jack Larson, Hollis & Martin Jacob, Walter & Kathy Curtner, Carolyn Lollar, Rob Shamo, Ivan & Lee Blom, Cindi Cunningham, Lynnda Gies and Jana Miller.

John Korpala – BK 8 LOTS 13 & 141

Mr. Korpala had a couple of concerns. One concern was the low water level of the lake. Second concern was boats on north beach are all strewn about with way too many not in the boat rack and they are unsightly. Final concern is that he thinks a boat rack at the Clubhouse location is leaning & may be structurally unsafe.

President Woltkamp noted that our water level was high just one month ago. At this time of year, the golf course begins to use more water, yet the flow into our lake has declined. He reminded all that we do not own the water, we are a storage facility so to speak. A discussion with the golf course will occur going forward.

Rob Shamo – BK 8 LOTS 32 & 33

Mr. Shamo thanked the Board for all their hard work and for getting the STR Amendment passed. Mr. Shamo would like to see next steps, of which he suggested might include a fee to Columbine if you rent your home. Instead of managing all the amenities, charge these homeowners a rental fee for these services.

President Woltkamp reminded Mr. Shamo and those present that the Board does not support charging a fee for use of our amenities. The problem is a density and overcrowding issue. Our capacity issue is already a problem without allowing renters. We would like to continue enforcing the rules we currently have in place.

General Manager Dave Kaeding noted that it is difficult to determine who is a renter and who is a guest. If you start charging a fee and allowing renters to use the facilities, then we are possibly presenting ourselves as a resort.

Director Geoff Schaney noted that Article VI has only been in effect since January of this year. The majority of rental properties **are** following the rules, and we have seen a greater compliance. We still need to give this a little time to settle. We will watch to see how the registration process works for this next year. One committee member is currently working on a process for on-line registration.

Julie McCarty – BK 7 LOT 08

Ms. McCarty received the email blast regarding a pressure surge per Three Lakes Water & Sewer District. She explained that her surge came at close to 9:15pm on Thursday evening, September 12th. It broke the pressure valve on their hot water heater. Three Lakes told her to keep her receipts to submit to them.

Ms. McCarty wanted to remind everyone that if you have not seen your neighbors, you should try to contact them if you can. Keep your eyes open for any water flow issues & be sure to report them to Three Lakes at 970-627-3683.

Or you mail email them at: reception@threelakesws.com

Bernie Guth – BK 5, LOTS 1 & 2

Mr. Guth has questions around the Howard Ditch and the water rights. Mr. Guth is the only home within Columbine Lake that is below this ditch and there is a

certain risk involved. He would like to know the water rights surrounding this particular flow of water.

President Woltkamp acknowledged this as a very good point and said we would look into this going forward.

President Woltkamp welcomed Dave Kaeding as the new CLCC General Manager. He noted that Dave will get a crash course regarding water rights, but will discuss these water issues with folks that are well-informed, going forward.

Tyler Danielson, Arbor Care Tree Expert

Mr. Danielson spoke about a parasitic plant attacking lodgepole pines in Columbine called Mistletoe, which is a natural occurrence in our forests. For more information, please refer to our website homepage for a link to articles that offer explanations and photos. You can also contact Tyler Danielson at 970-682-8733. He is willing to check your property and has no charge for estimates.

(See Addendum A)

IV. Financial Reports

Noteworthy expenses included:

1. Crib Dock installation at north beach (budgeted)
2. Slash 'n Trash expenses (budgeted)
3. Additional grill & propane tank (not budgeted)
4. Mosquito control x 2 applications (not budgeted)
5. New signage for grounds & 50th Anniversary (budgeted)
6. Tool boxes for both pickup trucks (not budgeted)

Significant pending expenses include:

1. Repair of L-braces at the Clubhouse pool area (not budgeted)

ACTION: General manager will contact company (Exfinity) to receive a bid before work is completed.

General manager has also contacted Hydra-Electric to receive an estimate for repair of the motor for one side of our spa jets. If this appears to be a high dollar amount, the board will be contacted for approval going forward to repair.

A motion was made by Director Schaney, seconded by Director Fine, and passed unanimously to accept the Financial Income Statement for the month of August 2019 as presented.

A motion was made by Director Geoff Schaney and seconded by Director Rebecca Fine, to allow Liza Eilers, Vice President and Dave

Kaeding, General Manager, to have signatory authority at Grand Mountain Bank in Grand Lake, CO and Liberty Bank in Granby, CO.

Let the record also show that President Mark Woltkamp and Treasurer Scott Wilson also have signatory authority for all bank accounts related to Columbine Lake Country Club. This signature authority is effective immediately (September 14, 2019). This motion was approved unanimously by all board members present. (See Addendum B)

Treasurer Scott Wilson proposed an increased financial control review.

Proposal for Board Review

Spending Notification / Approval Limits

For things that are not day-to-day, but instead, out of the ordinary expenditures over \$500, notify the Treasurer via phone, text or email.

For expenditures over \$1,000, (not previously approved as a budget item) seek prior approval from the Treasurer, via email, text, or phone, before committing to the transaction. Copy the President on the email and the Treasurer will do likewise with his comments.

For expenditures over \$3,000 board approval will be required and it will be the Treasurer's responsibility to seek quorum approval via email, text, or phone, if time is of the essence.

Have our administrator keep a separate QuickBooks account or Excel spreadsheet where reimbursements of expenses to board members are tracked. Per a prior auditor requirement, require a formal receipt for all board member and staff member personal item reimbursed expenditures.

Capital Projects – the big money

In the past year, I have been disappointed in the degree of fiduciary rigor we have employed with major expenditures and projects – such as the engine replacement in the skid loader (\$20K), the bat control project and the trash facility redesign project. In each of these examples, I would have preferred more analysis, more discussion, more estimates and/or more bids. But that's water under the bridge. Were they "within budget", for the most part yes, but that's not the point. As we have done in the past, board members usually "champion" projects of high interest to them personally – for example, John Amerman and the new dock, J.J. and the security system, Liza and the clubhouse remodel. This often includes a separate committee with multiple board members. Since a high level of experience usually comes along with the project idea, that board member should take the lead on seeking estimates and bids. Along with the GM and the Treasurer where helpful, especially from a preliminary scoping and budget perspective. Preferably, multiple bids/estimates are advisable, if outside contractors and vendors are required. I am of the opinion that in the past we have fallen into the path of least resistance trap when it came to seeking bids and contractors.

A new sub-account was created by administrator Nancy Negri for reimbursement to board members for items purchased as needed, possibly outside of Grand County.

ACTION: Treasurer Wilson will put together a pie chart for our next board meeting to show where monies are being spent.

Discussions regarding contractor status will be conducted in the near future.

V. Manager's Report

- Repair of Clubhouse structure – L braces – hope to have done in September/October; Awaiting quote (Infinity out of Silverthorne)
- Bat house was installed and affixed to the clubhouse
- Successful pancake breakfast. Thank you to the many volunteers that came to help. Without them, we could not have done this event.
- Gate to the Harbison. The gate in the park must be closed by the 1st of October, per park rules.
- The water level on Columbine Lake is down due to high usage by the golf course at this time of year. The gate to the Harbison ditch has been opened all the way, but there is little water flowing this time of year.
- Fire ban signs have been removed. We are no longer in a Stage 1 fire ban.
- Fish Delivery to be discussed at upcoming Board Meeting. Suggestion is to stock smaller fish and less amounts.
- Spa jet motor needs to be replaced. We are awaiting an estimate so we can move forward. (Hydra-Electric) Also requesting an estimate for a new flowmeter.
- Pool & hot tub were drained starting last Sunday, September 8th and refilled on Monday, September 9th.
- Colorado Parks & Wildlife (CPW) was notified after we experienced repeated attempts by a very large bear to get into our dumpster. An email blast was sent to all homeowners on Sept. 3rd, reminding them to CLOSE THE DOOR to the dumpster after using. In all episodes, the door had been left open (as seen by our cameras) by a homeowner just prior to the bear arriving.

- October means the return of Game Nights and Pot Lucks. Dates are posted on all bulletin boards.
- Need to begin thinking about Boat Lottery & process/needs for 2020

Administrator's Report – September 14, 2019

- A. Home Transfers: There was 1 lot transfer for the month of August 2019.

To date:

July – June (2018-2019) There were 35 lot transfers in the past fiscal year.

July – Aug (2019-2020) There were 5 lot transfers in the current fiscal year.

- B. Many website updates have been performed, with more to come.
- C. The Pancake Breakfast was another success with approximately 500 folks attending! Without the help of all the awesome volunteers, we could never have pulled it off so well! Thank you to all our volunteers!

Food and monetary donations were accepted at our pancake breakfast and were delivered to Mountain Family Center in Granby. In addition to all the food donated, Columbine homeowners donated over \$500!

- D. The first ½ of HOA Assessment payments have been received, with about half a dozen that have not paid and have been assessed a late fee of \$50 per lot. The CLCC invoice for the second ½ of the HOA fee and any balance due will be sent the first week of October. All balances will be due by November 30, 2019.
- E. Game Nights and Pot Lucks return beginning in October. See the bulletin boards and website for more information.
- F. Work has begun on the 4th Quarter Newsletter. If you have something to add, please notify the administrator as soon as possible. The newsletter will go out to homeowners the first week of October.
- G. Contacted Grand County Roads & Bridges to review right of way at Columbine Drive & Western Rd, as well as Aspen Drive & Western Rd. These 2 intersections need to have line of sight reviewed for safety purposes. They will determine if the trees are on easement/county property and can therefore have trees removed.

VI. Unfinished Business & Committee Reports

- A. **Filing of STR Amendment – Mark Woltkamp**
Effective September 16, 2019, the Third Amendment to the CLCC Covenants was filed by President Mark Woltkamp. This amendment has no clause or mechanism for any exceptions.
- B. **Safety & Security Committee – John Joyce (JJ)**
This committee will next meet in early October to discuss a new security officer, wayfinding signs project, and gather estimates for a new key fob system at the dumpster area. The committee will also review a mechanism to put into place to measure traffic on our roads. This will be listed as a topic for future discussion coming out of mud-season.
- C. **Meeting Listening Options – Rebecca Fine**
Future board meetings hope to be publicized via YouTube and will be for homeowners only. The final touches and costs are currently being worked out. We hope to be ready for a dry run with the October board meeting.

VII. New Business

- A. **Quiet Hours**
Director Geoff Schaney will review the portion of our Owner Regulations that pertains to quiet hours. Director Schaney will also review the current leash law.
- B. **Business Credit Card Purchases vs Use of Personal.**
This is a reminder for needs purchased by board members, that they first contact the office. In many instances it is possible for the administrator to make the purchase using the business credit card, helping to follow best business practices.
- C. **Fish Delivery**
The General Manager will contact our supplier. He would like to see if it is possible to mark some of the incoming fish, so that when they use the fyke nets in the spring, they may be able to track when we got those fish. Overall, a lake project will be discussed with the general manager, and directors Wilson and Schaney.
- D. **Signature Authorization**
Please refer to *Addendum B*.

VIII. Board Headcount for 12 October 2019 meeting

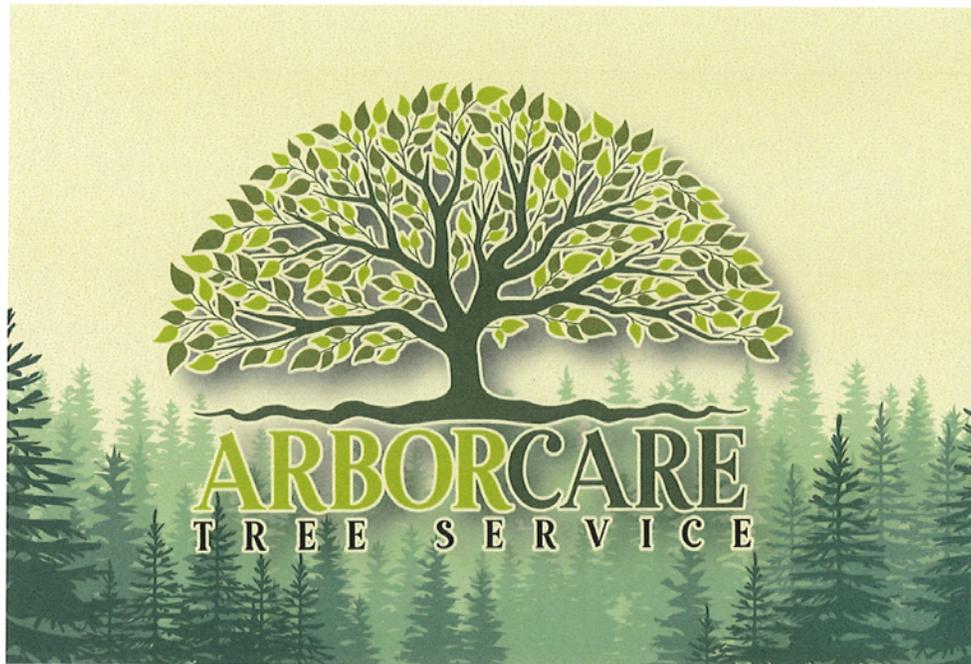
All board members plan to be in attendance for the next board meeting on October 12, 2019.

IX. Adjournment

There being no further business to discuss, **a motion was made by Director Wilson and seconded by Director Eilers, and passed unanimously to adjourn the meeting at 11:22am.**

Respectfully submitted,

Nancy Negri
CLCC Administrator



Tyler Danielson- Fully Insured Arborist

Phone: 970-682-8733

Email: danielson.tyler@me.com

www.arborcaretreeservice.com

Services Offered:

- Tree and Shrub Care
- Stump Grinding
- Fire Mitigation

Winter Time:

- Holiday Lighting
- Roof and Deck Snow Removal

****24 Hour Emergency Service****

Dwarf Mistletoe



Basics:

Dwarf Mistletoe is a parasitic plant that attacks many conifer trees in the Rocky Mountain region. The seeds sprout within the phloem, or nutrient flow of the host tree, and develop root systems that rob the tree of vital water and nutrients. The plant itself is usually yellow, green, or orange, and develop seeds at the end of the shoots. These seeds are spread by an explosive charge of pressure that releases and sends these seeds as projectiles into nearby branches and trunks of trees. The horizontal range of the seeds is about 20 feet. If left untreated, the mistletoe will continue to spread and can eventually defoliate and kill the host trees.

Treatment:

Pruning: On trees in good health, with minimal mistletoe, the infected branches can be pruned or removed. You can also pull out the stems of mistletoe that are within reach so they can no longer spread seeds.

Removal: On trees that are heavily infested with mistletoe, and dying. It is recommended that these trees be removed to reduce the spread of the seeds, and to avoid inviting more damaging tree pests like Mountain Pine Beetle and Ips Beetle, both of which will attack stressed trees. Most of these types of trees will be turning brown and will have already lost many needles. Also, these trees will have many different shoots of mistletoe from top to bottom of the tree.

Spraying: On trees that have mistletoe, but are in better health, spraying is an option. The type of spray is an Ethephon spray called Florel, which is a plant growth regulator. It works by reducing the amount of fruit or seeds a particular plant produces. This product is applied about every 3 years in mid-summer. The idea is to have the trees sprayed while mistletoe is in full bloom, but before it has a chance to reproduce and spread seeds. This product will not completely kill mistletoe, but will stop its reproduction. The tricky part about killing mistletoe all together is that it is a plant just like the tree, and any product that can completely kill the mistletoe will also kill the tree. This spray has been proven as an effective way of drastically slowing down the spread of mistletoe.

Other Tree Bugs To Look For

Ips Beetle:

Be aware of the crowns dying in your conifer trees. This is usually a tell-tale sign of Ips Beetle.



Needle Scale:

Fairly easy to spot, appears as little white dots along the needles of conifer trees. When left untreated, needle scale can defoliate and kill the host tree.



Addendum B

Resolution / Motion

September 14, 2019

In order to provide for additional signatory parties, in the event that Nancy Negri, or the General Manger is unavailable to sign bank checks, or conduct bank business on behalf of Columbine Lake, the Columbine Lake Board of Directors, hereby grants the following board members authority to sign checks, or conduct other bank business on behalf of the Columbine Lake County Club Homeowners Association.

Dave Kaeding / General Manager

Mark Woltkamp / President

Liza Eilers / Vice President

Scott A. Wilson / Treasurer

John Amerman / Director

Nancy Negri / Administrator

The authority herein granted shall apply to any bank that does business with Columbine Lake Country Club, including, but not limited to:

Grand Mountain Bank (all branches), or Liberty Savings Bank (all branches).

Further, Chris Atencio, former General Manager, whose employment has ended, shall no longer have any signatory authority to conduct banking business on behalf of Columbine Lake Country Club.

Said motion and approval to be made part of the Columbine Lake board meeting minutes of September 14, 2019

Pertinent CLCC Regulation

Section 8.02 Checks, Drafts, etc

All checks, drafts, or orders for the payment of money, notes, or other evidences of indebtedness issued in the name of the corporation, shall be signed by such officer or officers, agent or agents of the corporation and in such manner as shall from time to time be determined by resolution of the Board of Directors. In the absence of such determination by the Board of Directors, such instruments shall be signed by the Treasurer and an Assistant Treasurer and countersigned by the President or a Vice President of the Corporation.