

**COLUMBINE LAKE COUNTRY CLUB, INC.**  
**BOARD OF DIRECTORS MEETING**  
**March 12, 2022**

**I. Call to Order**

At 9:04 am, President Mark Woltkamp called to order the regular monthly meeting of the Columbine Lake Country Club Board of Directors. The meeting was conducted in a hybrid format with some board members and owners being present at the Clubhouse while others chose to participate virtually by phone using Dialpad Meetings. Board members virtually attending were Directors John Joyce, Liza Eilers, Geoff Schaney, Rebecca Fine, Sharon Illsley and Julie McCarty. Board members who met in person at the clubhouse were Directors Mark Woltkamp, Scott Wilson, Becky Brentlinger, along with staff member Jason Gentry. President Woltkamp welcomed back homeowners who attended in person for the first time in two years and said he was happy to be back face-to-face. A quorum was declared for the meeting to proceed. Board Secretary Julie McCarty reported 3 owners were in attendance at the clubhouse and 10 owners by the teleconference platform at the start of the meeting; 4 more joined by teleconference later.

President Woltkamp asked the board members if anyone had any potential conflicts of interest regarding any of the discussion topics on the agenda. None had any conflicts of interest.

**II. Meeting Protocols**

President Woltkamp explained the protocols for the meeting to ensure the meeting would be efficient and effective for the board members and all homeowners in attendance either virtually or in-person at the clubhouse.

**III. Approval of Minutes**

The minutes of the February 12, 2022 Board of Directors meeting were reviewed. A motion was made to approve the minutes with two minor modifications, a date edit and a name edit by Director Eilers, seconded by Director Wilson and approved unanimously by the board.

**IV. Members Forum**

Of the 20 owners who registered for the meeting, 13 joined the call in the beginning. One owner signed up to speak during the member forum and one owner wished to have an email read. Below are the owners that were either at the meeting in person or virtually and wanted to speak with a brief synopsis of the topic they spoke about:

**John Korpala - Block 8 Lot 14:** Homeowners who follow the rules won't be able to use the full recycling. We can use alarm lock and security cameras. Date and time on the security cameras and time log. We can then get the code they used and contact the homeowner to educate and motivate them to recycle correctly. We could utilize volunteers to scan the videos.

President Woltkamp - we need to do what is fiscally responsible to the neighborhood, wouldn't want anyone jumping in the recycling to get bags out. We will revisit and come up with a proposal in the next couple of months.

**Email read from Jodie Kern - Block 7 Lot 10:**

To the CLCC Board of Directors,

I have heard that there is a possibility that recreational outdoor fire pits will be banned in CLCC.

I am writing this in support of continuing to allow CLCC homeowners to have and use fire pits on their property. We love to use ours. It is a highlight of the summer for ourselves and friends and family that come to visit. We are very responsible with our fires. We always make sure they are out completely after we're done and we comply with all fire restrictions and bans when they are in place.

I understand that fear of fire is high. But, the East Troublesome Fire and its losses in CLCC, of which my home was one, had absolutely nothing to do with use of recreational fire pits on private property and I don't want that fear to take away something that we really enjoy and that the vast majority of CLCC owners manage responsibly.

I could understand and support the rules on fire pits being amended for rental properties so that the actual property owner could have a fire on their property but that renters could not.

I would encourage CLCC to follow along with the county guidelines and enact a fire ban when, and if, the county does.

Thank you for your consideration,  
Jodie Kern  
Soon to be back at 124 Mustang Trail!  
970 531 8956  
[AljanSundance@gmail.com](mailto:AljanSundance@gmail.com)

## **V. Financial Report**

Treasurer Wilson said that President Woltkamp pointed out some discrepancies in the financial packet for February 2022 and that some amounts don't add up on the year-to-date and from last month to this month. We also made some corrections to the January financial. The board agreed to review and approve the revised February 2022 financials at the April board meeting.

## **VI. General Manager's Report**

See attachment A

## **VII. New Business**

### **a. Fire Pit Usage – President Woltkamp**

Open flame fire pits outside of your home in the ground. President Woltkamp asked all board members for input; leave as it, ban them all or restrict some components of them like renters from using fire pits. About 50/50 complaints owners vs renters. The majority of board member comments were in favor of leaving the current fire pit regulation as is. Director Fine volunteered to review governing document language, including the associated fines for violations, to determine if the current language needs any proposed revisions to strengthen safety concerns about fire pits.

### **b. Trash Disposal Options – GM Gentry**

This item was covered in the GM report.

### **c. Banking Options Update and Approvals, Operating and Reserve Accounts – Director Wilson**

Looking at other banking options out of the Grand County area since most banking is online. 1<sup>st</sup> Bank is under consideration.

Suggests we move all our reserve funds to RBC and then resolve the timing of the CD laddering and/or amendment of our current investment policy in a later meeting. Our current Bylaw language prohibits investment of HOA funds in anything other than government backed investments (DC's, T-Bills, FDIC insured, etc). RBC works with 40-50 HOA's to invest and manage their reserve funds. RBC will manage our money for 6 months without a fee. We would need to decide

what investment mechanisms we will use. Will come back at a future meeting with a plan.

**d. AppFolio Review Status – Director Wilson**

Looking into using AppFolio after being introduced to it when we were considering RMG property management. Several board members and staff have been through demos of the product. Director Wilson has talked to other HOA's who are using this company. Want to recommend we go with this product but not until we have an administrator involved. Pros: would bring a better communication method to our owners; continuity value to owners through board member and staff changes; comprehensive financial reports; ease payment of assessments and make the accounting and the financial side easier and more effective and will allow board members more transparency to see what is going on in the organization. Cons: growing pains; older owners may be hesitant to set up and use an online portal; accounting change-over will take some time; does not do payroll.

Cost is \$0.80 per unit per month, @ \$4600 per year, @ \$1,000 in set-up fees.

Director Wilson made a motion that subject to review of the contract that we approve the adoption and the purchase of Appfolio, seconded by Director Brentlinger and approved unanimously by the board.

**e. Budget Process: Timing and Progress – Director Wilson**

Getting budget committee going for the proposed 2022/2023 budget. In conjunction with a possible Annual Meeting in May, we will utilize electronic voting (as in years past) for the approval of the budget.

**f. ARC – Director Eilers**

Didn't specify to homeowners who lost their homes about fees, timing, structure. Need to communicate back to owners to allow a full two-year cycle (till Oct 2022) to submit so that they can take advantage of the disbanded fees for cost per square footage. Of the 28 homes that burned down; 15 have submitted plans so far to rebuild, 5 lots have been sold. Will send a letter to the eight people that are unaccounted for as of now.

Director Eilers moved we continue to suspend new build fees to original owners of record who lost their homes in the East Troublehome fire until October 31, 2022. After October 31, 2022 ARC will review individual expectations based on the rebuilding process. The motion was seconded by Director Joyce and approved unanimously by the board.

#### **VIII. Unfinished Business**

##### **a. Maintenance Shop Update and Next steps – GM Gentry.**

Covered in manager's report.

##### **b. Staffing Update – President Woltkamp**

Still interviewing candidates for office administrator.

#### **IX. Board Headcount for April 9, 2022 Meeting**

All Board members with the exception of Director Schaney as he was no longer on the call plan to be in attendance for the April 9<sup>th</sup> meeting giving us a quorum.

#### **X. Adjournment**

There being no further business to discuss, a motion was made by Director Joyce, seconded by Director Eilers, and approved unanimously by the board to adjourn the meeting at 12:33 pm.

Respectfully submitted,  
Julie McCarty  
Secretary, Columbine Lake Board of Directors

## Attachment A

# Columbine Lake Country Club, Inc. Board of Directors. Manager's Report – March 12, 2022

- Office administration
  - Have received all assessments for the year, there is 1 late payment of \$50 that was not paid and still pushing to collect, all privileges still suspended
  - Home transfers 34 YTD
  - Putting boat lottery together for completion by end of March
  - AppFolio evaluation and discussions
  - Permit volume is starting to increase
  - QuickBooks coding issue with revenue putting the funds into the correct GL revenue code, working with Day and Associates and Geoff to resolve
- Maintenance shop:
  - Heat is up and going in the shop
  - Plywood installed on interior walls, began painting walls
  - Mezzanine material purchased, determining schedule will be for the build and will be seeking volunteers. More information to come
  - Started purchasing replacement tooling and needs per the approved list
  - Sourcing racking for storage within the shop, used and or new
  - Fuel system, gas is up and going, diesel installing new pump and filter requiring additional configuration changes with the age of the tank
  - Requesting pricing on remainder of concrete work for apron and awning area
- Waste Management damage to the trash fence, received quote for repairs \$16,191 communicated to insurance adjuster, waiting response.
- Received pricing back from all 3 local trash companies for compactor, 8-yard trash bins, 30 yard roll off containers, and recycling
  - Type of collection options
    - Compactor, remain with current configuration

- Pros: Remains the current setup that everyone is used to, very competitive and reduce prices provided. There is option for an automatic version but will require a different service provider swapping equipment and not as much of a cost saving
- Cons: No automatic cycling options without changing service companies and an increase in cost (but still lower than what we are currently paying)
- Standard 8-yard bins, anticipate quantity of 4, twice a week collection
  - Pros: Least expensive option, won't require a member of the staff to operate equipment on an ongoing basis, flexible with quantity and pickups per week
  - Cons: New method getting everyone up to speed, will require a reconfiguration to the existing fence/cover (funds from the damage by Waste Management will assist and or cover this). We may need to fine tune and fluctuate quantity of bins and or quantity of pickups per week
- Snowplow parts have been ordered and received not all the correct parts, working with supply for correct parts
- With warmer temperatures roads are falling part, working to remove the slush and soft spots on the road
- Other methods of property/home transfer quit claim, inheritance, gift, etc. Tracking these and keeping accurate records, identifying a process to get our records up to speed and identify these transactions moving forward
- Current staffing
  - GM
  - Admin (temporally filled by Geoff) recruiting for full time hire
  - Part time admin
  - Maintenance tech
  - Part time maintenance tech
  - 4 club house staff
- Reviewed 16 and interviewed 7, finalist interviewed by board members evaluating best candidates
- Violations: Minimal violations in the month of February parking issues with STR's and trailers

- Complaints: Berm pushed up into driveway, claim of damage to culvert and pole located very close to road damaged by plows, Deer drive exiting CLCC issues with the road not being maintained which is not CLCC property.
- February activity level
  - Clubhouse
    - 538 check in's
  - Trash
    - 1006 visits to the compactor
    - 107 staff codes entered (to compact trash)
    - 71 STR visits to the trash

Approved