

Board Meeting Minutes November 9, 2016

Board Members Attending: Kevin Van Horn, Pat Wallace, Mark Trautman, Matt Feier, Shay Wyckoff

Staff Attending: Dom Eymere, Benita Bellamy

Public in Attendance: Joe Rousseau

Kevin, President, called the meeting to order at 6:00pm

Approval of Minutes

A Motion was made by Matt to Approve the Minutes from the October Board meeting with the noted corrections and typos identified by Pat. The Motion passed unanimously.

Financial Report

Mark reported on the October 31, 2016 financial statements including the balance sheet, income statement and budget worksheets. He also provided an update to the 2017 projected budget, reviewing line item edits. The Board reviewed the 2016 Legal expenditures to date. It was noted that several fees were one-time expenses and will not be recurring. The Board reviewed the Accounts Receivable Dues Aging Summary report. Dom will be in contact with all individuals on the list.

Kevin motioned to approve the November Financial report. Motion was approved unanimously.

Unfinished Business

Adoption of Noise and Hearing and Enforcement Policy and Fine Schedule

The proposed Noise and Hearing and Enforcement Policy and Fine Schedule was reviewed. The Board discussed Item F in the policy and agreed that hearings will be closed to the members. The Board agreed on the revised fine schedule: First violation: Written warning; Second violation: \$100; Third violation: \$200; Fourth violation: \$400.

Kevin made the Motion to adopt the Enforcement Policy and Fine Schedule with the adjusted violation fee schedule, Mark seconded the Motion. The policy was approved unanimously.

Funding Discussion for CAMP

Dom reviewed the funding options for the Commercial Area Master Plan (CAMP) and the previous Alpine Planning proposal. Funding options were discussed along the lines of pursuing a DOLA planning grant. Dom reiterated that the Special Area Regulations (SAR) rewrite is

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required for us to complete the CAMP. A discussion ensued over the details of the Alpine Planning proposal. Further understanding of planning grant details were requested by the Board. Kevin agreed the focus for 2017 budget should be the SAR rewrite. The Board decided that the need for additional design services and a commercial needs assessment was not needed.

Update on TAP Committee

Pat led the discussion. Updates were presented on access to the Huckeby Parcel trail development. The Land Trust acknowledged that this is a wildlife easement and needed to be treated as such. The Land Trust may be requiring a fee from the POA for the proposal for development and Pat presented the estimated project costs for the improvement. The timeframe for the project is for spring 2017 and a community work day will be scheduled to assist with construction.

The TAP committee discussed the option to close off the interior motor access to Red Mountain Park to prohibit vehicle access. This would be considered during the update to the Master Plan. C.B. South Metro District will need to be consulted. Bids for cost estimate are in progress.

Discussion on the Teocalli Ditch and Pond Improvement

A three-way partnership between the POA, the adjacent property owner and the Cement Creek Condominium Association was proposed to improve the pond and ditch on Teocalli Road and the topic was opened up for comments by the Board. A general cost estimate was presented. Mark strongly suggested the Condominium Association, as owners of the pond, be responsible for the cleanup and maintenance. Legal interpretation will be sought with legal counsel as to who is responsible for the improvement. Board agreed the POA involvement should be limited to the ditch project only as part of the 2017 Budget.

Review Additional Capital Improvement Projects for 2017

The Board approved the 2017 projects to include: Hockey rink lighting, Planning Grant contribution, two Pedestrian easement projects, Teocalli ditch improvement, Huckeby Trail access and the Red Mountain Park master plan.

New Business

Executive Session – Managers Contract

Budget Draft for 2017 – Final

Mark led the discussion. After the executive session, the appropriate adjustments were made to the Core Staff Compensation expense line item and the affected payroll tax line items and Health Benefit line item. In addition, a new line item was added for Retirement Benefit Matching. The Board approved a new SIMPLE-IRA plan for eligible employees. Current staff is involved in rule and regulation enforcement training and will take on these responsibilities. Kevin and Pat want to be certain dedicated hours (suggested at 5 hours per week) are allocated to the administration of covenant enforcement. The Board will contribute suggestions on the priorities for the Rules and Regulations enforcement.

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Additional line item adjustments to the budget worksheet included an increase in dues, an increase in application fees and a reduction in unanticipated expenses. Mark adjusted the net income based on the Board's revision to the proposed budget. Kevin was in agreement with the totals. An additional financial report will be generated to track Capital Reserves balances, contributions and expenditures as they relate to Capital Improvement projects.

A Motion was made to approve the 2017 Budget, with discussed line item adjustments, Pat seconded the motion and the Board unanimously approved.

Manager's Reports

The update on the ice rink advertising income and lighting expenses were addressed in previous discussions and no discussion ensued. Dom mentioned the hiring of Benita for the part time Administrative position, which will be 15-20 hours per week. Dom reported he will continue to pursue economic grants for development projects within the community. He requested input from the Board as it related to road access off Cement Creek Road next to Commercial Area. Shay liked that discussions are in progress and encouraged Dom to continue conversations. The Board agreed this easement will be important to the development of the CAMP in the future.

Rules and Regulation Report was briefly reviewed. No discussion occurred regarding specific line items.

The Financial Audit for 2017 was presented to the Board and Mark stated it was clean.

Dom stated he will be attending a meeting with the Board of County Commissioners to discuss the adoption of the CB South POA's Noise Guidelines. A discussion followed regarding the need to be fully organized with specific goals and identified outcomes in advance of the meeting. The Board agreed that another meeting is to be scheduled when Beth and Dom may both be present, however, Dom's attendance at the December meeting will be beneficial to gather necessary County input for maximum efficiency of the future meeting.

Identify December Board Meeting Agenda Items

Specific agenda items were not identified during the meeting, to be announced.

Next Meeting

Wednesday December 14, 2016.

Unscheduled Property Owner Comment Opportunity Time - None

Adjourn

9:45 pm