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# CRESTED BUTTE SOUTH PROPERTY OWNERS ASSOCIATION

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61 TEOCALLI ROAD, CRESTED BUTTE, CO 81224  
PHONE (970) 349-1162, WEBSITE: [www.cbsouth.net](http://www.cbsouth.net), FAX (970) 349-1163

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## Board Meeting Minutes November 14, 2018

Board Members Attending: Matt Feier, Brett Henderson, Margaret Loperfido, David Neben, Matt McCombs (via conference call)

Staff Attending: Dom Eymere, Benita Bellamy

Public in Attendance: Steve Ryan, Kevin Van Horn

Matt Feier called the meeting to order at 6:06pm.

### Approval of Minutes

Matt Feier requested updates and/or corrections to the October minutes. Margaret motioned to approve the October minutes with identified corrections; David seconded the Motion and the Motion carried.

### Financial Report

Brett reviewed the prepared Financial Report. For the period ending October 31, 2018, Total Income was \$374,583 and Total Expenses were \$274,894 resulting in Net Income of \$99,689. Total Net Income is projected to be roughly \$55,000 at year-end, an increase of approximately \$25,000 over last months' projection, mainly due to significant increases from last month in Projected Application Fees and Property Transfer Fees Income coupled with significant reductions in Projected Snow Removal and Landscaping Expenses. Of the Total \$55,000, it is projected that \$5,000 will be retained in the Operating account to cover normal operating expenses incurred in early January, and that the remaining \$50K may be used towards additional Capital Reserve contributions above the \$25K budgeted for and/or be put toward a 2019 Capital Reserve contribution should the budget come in on target. Total Expenses are currently projected to be approximately ~\$331,000 which is roughly \$6000 above budget. The collection of Dues is on par with past years. In summary, the POA remains in good financial condition.

Dom noted that all line items are being reduced down based on actual costs/assets as we approach the end of the calendar year. Margaret moved to approve the October 31, 2018 Financial Report and David seconded the Motion. The Motion carried.

### Continued Business

#### **Unscheduled Property Owner Comment Opportunity Time**

Steve Ryan was in attendance to request Board consideration of a new policy regarding removal of miscellaneous garbage items, such as furniture, televisions, etc., left at the street for free. It detracts from the neighborhood and a time limit should be set. The Community Compliance Coordinator has the authority to enforce violations on behalf of the P.O.A. regarding our rules, regulations, policies and covenants. However, existing Trash Regulations and Covenants, do not

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address the specifics of this particular request. An agenda item will be scheduled for the January 2019 Board Meeting for further discussion.

## **Trails, Amenities and Parks (TAP) Committee**

Matt F. shared that the TAP Committee will not meet in November and December; the next meeting will be scheduled in January to continue discussions on Red Mountain Park opportunities.

## **Commercial Area Master Plan, (CAMP) and Special Area Regulations (SAR) Review**

Margaret provided an overview of the November 9<sup>th</sup> CAMP meeting. The meeting agenda focused on resolving the outstanding issues regarding Land Use, Building Height and Parking. The Advisory Group worked through each of the sections and finalized their recommendations.

Parking continues to be a debatable topic and everyone agrees there is no perfect solution. The Executive Summary was updated with the meeting's recommendations. David requested additional detail be included on the Executive Summary. A significant discussion at the CAMP meeting was the failure of the ballot. Most folks believe the building heights were more of the issue and not number of stories. Adagio Properties stated the increase in stories was more critical than the overall building height.

Matt F. asked for an outline of the remaining CAMP steps. The final CAMP meeting is scheduled as a joint work session between the Board and the Advisory Group. The December 12<sup>th</sup> Board meeting has been identified for possible final approval. The Board discussed the timeline and determined to extend the final approval date in order to provide time for membership review of the revised SAR document.

Following the Board's discussion, the next steps were identified as such:

The Board will meet with the Advisory Group on December 6<sup>th</sup> to discuss and review final recommendations on the outstanding design categories. A final Board vote will be scheduled for the January Board of Directors Meeting. Membership will be able to review the final SAR rewrite up until the January Board vote. The document and timeline will be available on the website as soon as the revisions have been updated. It was also suggested to notify membership via Newsletter and by email distributions in order to get the word out.

## **New Business**

### **Consideration of Minor Subdivision of a Lot on Block 6**

Dom presented the Adagio Properties' proposal to subdivide a portion of Block 6. Clark Atkinson scheduled time with the Planning Commission meeting for Friday, November 16<sup>th</sup> at 11 am. The Board Approval is required prior to the Planning Commission Approval. The Board was not opposed to the request however, moving forward, they are requesting clarity on the development and infrastructure of the entire parcel. The discussion raised questions and Board would like to receive answers prior to approval. These questions include the positioning of the lot off of Gillaspay Avenue, impacts of the driveway curb cut into the pedestrian focused main street, limiting road closure for public events without secondary means of egress for service access identified within Block 6 and paving only a portion of the main thoroughfare. It was also noted

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that the building size is not in alignment with the 2008 SAR requirements. This project is a good use of space and design as a first step in establishing the Village Center main street setting. A lengthy discussion regarding the public dedication areas ensued. At this time, Adagio Properties is not in agreement with the terms of the public dedication. It was resolved to create the list of questions and concerns of the Board to be shared with Clark for response. Let the Minutes reflect the Board is not denying the request but would like responses to these questions in order to make a final determination.

## **Manager's Contract Renewal – Executive Session**

Dom presented the proposed core compensation increases. Matt Feier adjusted the agenda to move the Board Executive Session to the end of the meeting.

## **Review and Approve Annual Dues for 2019**

Staff continued development of 2019 Dues scenarios as a result of the Board's discussion last month. Two scenarios were developed for discussion. The first scenario included the same percentage dues increase for all units, across the board. The other scenario proposes a vacant land unit increase independent from the single-family structure. This permits incremental updates over a period of time, moving land unit dues to be equal to a single-family structure. The incremental increases will be allocated to cover the increased Insurance premiums and items in the 2018 Reserve Study. The Reserve Study itemizes the Association's ongoing maintenance, replacement and repair of the property and grounds scheduled for the next several years.

The Board agreed with the scenario that increases vacant land dues in order to support the financial impacts of maintaining the P.O.A. properties. Matt Feier moved to approve a 2019 Dues increase of 5% for developed lots and 7% for vacant land units. The Motion was seconded by Brett; the Motion carried.

## **Review and Approve 2019 Budget and Capital Improvement Schedule**

The Board continued review of the proposed 2019 Budget worksheets based on projected Dues increases. David inquired about Line item 300 Bus Service expenses. Dom noted this line item covers Mountain Express' coverage of the schedule which RTA does not cover. Mountain Express does subsidize the costs. We continue to see an increase in the RTA ridership. Line item 214, P.O.A. Insurance is estimated based on 2018 premiums however Dom hopes to solicit additional estimates at renewal time. The Board discussed the opportunity to collect donations for our amenities from the members who use them. It was noted that the annual dues statement includes opportunities to donate and support the Nordic Track, Hockey Rink and Bus Service. David inquired about Line item 145 Mail Box Rental and if we have any opportunities to expand the number of post office boxes. At this time, we have been able to double the number of parcel lockers which will impact staff time with parcel pickup in the office; we are awaiting USPS to coordinate installation. Dom also shared that RTA agreed to a contribution of \$9000.00 to assist with the costs of paving the bus loop.

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Brett motioned to approve the budget with the adjustment of the 7% land use dues increase and core compensation increase to be discussed during the Executive Session at the meeting's end. Margaret seconded the motion. The Motion was unanimously approved.

## **Manager's Report**

Dom provided an update on the Teocalli Pond removal. A meeting was held on November 13<sup>th</sup> with the shared ownership for Lots 15-16 and the Cement Creek Condo. Association; an engineering bid for site development was presented with a cost estimate of \$6000. A request was proposed to split the project costs between both property owners and the P.O.A. It was agreed the P.O.A. will enter into an agreement with Cement Creek Condo. Association, LLC for the long-term maintenance of Teocalli Path and part of infill of the existing pond.

Dom requested the Board to sign the latest Conflict of Interest Policy that was approved at the October 19<sup>th</sup> Board of Directors meeting. All volunteer committee members will be requested to sign the document. All Association employees sign a document included within the Employee Manual.

**Next Meeting** – Wednesday, December 12, 2018, 6pm

**Adjourn** – 8:45pm

Dom and Benita left the meeting for the Board Executive Session regarding the Manager's Contract and staff compensation for the 2019 Budget.