



Chateau Chaparral Owners Association

10795 CR 197-A
Nathrop, CO 81236
(719) 395-8282



Board Members

President – Laurie Bechert #78
Vice President – Debbie Railey #141/142
Secretary - Mike Koenig #128
Treasurer w/o Portfolio – Joanie McCord #143

Board Members

At Large – Jim McGannon #38/39
At Large – Jerri Munson #214
At Large – Gene Theilig #120/220

Our Maxim: Each owner should endeavor to promote the common good and strive to assist CCOA towards improvement.

Board of Managers Meeting

February 22, 2021, 4:00PM via ZOOM

Call to Order: Vice President, Debbie Railey called the meeting to order at 4:09 P.M.

Roll Call:

Board Members in attendance: Debbie Railey, Lots 27/141/142; Jim McGannon, Lots 38/39; Gene Theilig, Lots 120/220; Joanie McCord, Lot 143; Jerri Munson, Lot 214; Laurie Bechert (by phone)

Vice President Railey called for any additions or corrections to the minutes from November 23, 2020 Board Meeting.

Jim McGannon made a motion to amend the November minutes to reflect the annual USDA loan payment to read \$79,242.00. The Debt Service Reserve is required as part of the USDA loan. No discussion. Motion was seconded by Gene Theilig. Motion passed 5-0

Old Business: Updates:

SDCEA Electrical Upgrade: Vice President Railey reported SDCEA has not worked in the park due to the extreme cold and frozen ground. It was requested members not call SDCEA regarding signing up for service. Members to be advised of sign up at later date.

Bridge Repairs: Jim McGannon reported cables need to be strengthen/tightened. Researching contractor/outrigger to fix the bridge. Bridge planks need to be milled due to special size. Park Manager and Park Tech to complete installation at a later date. Members to be advised.

Lodge & Task Force: Jim McGannon reported building inspection completed. Mold is being addressed. No asbestos. Remaining issue is the possible infestation of migrating bats located in the rafters of the lodge. An exterminator from Carbondale has been contacted for an inspection possibly this coming week. Bat droppings/urine highly toxic and need to be corrected. Due to the fact the bats are a protected species, only a certain period of time is allowed for disruption of the bats and completion of the necessary repairs if the exterminator reports an issue. May be an extensive repair.

The Building, Grounds and Capital Expenditure Committee will work with Matt Thornton, Park Manager. A task force group of CCOA members will be formed to gather input regarding lodge issues.

New Business:

Board Resignation: A motion to accept Mike Koenig's resignation as Secretary was made by Jim McGannon and seconded by Gene Theilig. No discussion. Accepted 5-0

New Secretary: A motion was made by Joanie McCord to accept Jerri Munson for the Secretary position. Seconded by Gene Theilig. No discussion. Accepted 5-0

Treasurer's Report: Treasurer, Denise Knapp, reported the following:

Treasurer's Report Notes February 22, 2021 Board Meeting**Arrears Accounts** (November):

- 0 payment plans in place
- 15 late electric notices sent in February
- 2 accounts turned over to the court by CCOA attorney
- 3 late fees assessed to past due fines

Balance Sheet/Revenues & Expenses:

- Bank Accounts (as of the close of business Friday, 2/19/2021)
 - Money Market \$ 86,257.27
 - General Fund \$ 225,218.02
 - Construction(Sewer) Acct. \$ 58,662.44
 - Debt Service Reserve \$ 54,148.50
 - Asset Replacement \$ 30,331.00
 - Kitchen/Social \$ 2,138.77

- All deposits go to the General fund and will be transferred as directed in the budget to correlating accounts the second week in March.

2020 4th Quarter BS/PL statements are posted to the website.

Kay Jenkins Lot #40 asked why there was a depreciation expense on the 2020 4th quarter P & L statement and not previous years? Denise advised she would research and get back with the info.

Kay Jenkins Lot #40 also asked if that was depreciation of the electrical system? Denise said that it covers all of CCOA's real property.

Collection of Unpaid Assessments & Fines Policy Revision:

Jerri Munson made a motion to accept the revision to the Collection Policy to remove the last sentence stating "Fines are retroactive to the date of the first notification if not corrected by the date specified on the first notice". Motion seconded by Joanie McCord. No discussion. Accepted 5-0

Establish a separate account for the Contingency Fund at CPB and designate signees:

A motion was made by Joanie McCord and seconded by Jim McGannon to open an account for the Contingency Fund and approve Denise Knapp, Treasurer and Laurie Bechert, President to be the designated signees at CPBCCOA. No discussion. Accepted 5-0

Equipment Use Policy Revision:

Jim McGannon withdrew this item for further research and review. To be presented at the next Board meeting.

Resolution to clarify process for amending the Architectural Codes and the Rules & Regulations:
 Jerri Munson withdrew this item for further research and review. To be presented at the next Board meeting.

Approval of Sewer/Water Technician Job Description:

Jim McGannon made a motion to approve and seconded by Joanie McCord. No discussion.
 Accepted 5-0

Approval of Sewer/Water Technician Performance Evaluation Form:

Jerri Munson made a motion to approve and seconded by Gene Theilig. No discussion. Accepted 5-0

Approval of PM Performance Evaluation Form:

Joanie McCord made a motion to approve and seconded by Jim McGannon. No discussion. Accepted 5-0

Jim McGannon indicated the job descriptions and the performance evaluation forms would be available on the web site.

Other:

Reminders:

Frozen pipes:

Jerri Munson referred to the Water Policy adopted June 22, 2019. Each owner is responsible for all fixtures and equipment installed within the campsite, which includes waterlines. The full policy is available on the web site.

Some helpful hints to prevent freeze ups include the following:

1. Slow trickle your water faucets before going to bed
2. Open the cupboards containing plumbing fixtures
3. Keep inside temperature at a reasonable setting, usually 68-70 degrees recommended
4. Keep window coverings closed
5. Imperative you have your heat tape plugged into an outlet

Jim McGannon mentioned we (BOM) will do our part in determining the “cause” of the freeze. We would emphasize that it is each owner’s responsibility to assure they have done their part to protect their pipes and, also the Association’s fixtures.

Items not on the agenda and opened for discussion by the members included:

Kay Jenkins Lot #40 requested contact information for Matt Thornton, Park Manager. Jim McGannon to forward to Kay.

Brenda Bronson Lot #272 reported her water spigot on her lot has an attachment on it and it froze and split the head and now inoperable and leaking water. It was determined it was a back flow valve and Jim McGannon advised he would have the Park Manager review the hydrant. Brenda expressed concern the expense should not be her responsibility as she did not attach that item to her hydrant.

Kay Jenkins Lot #40 stated she understood the back flow valves should only be used during the summer as they were known to freeze during the cold weather.

Jim McGannon advised if issues arose, members should leave a message in email or on the phone and the Park Manager can be reached immediately.

Next Meeting: TBA

Executive Session: No

Jim McGannon made a motion calling for adjournment. Seconded by Joanie McCord. No discussion.
Accepted 5-0

Adjournment: Zoom Board meeting adjourned 5:21 P.M.

Respectfully submitted,

Jerri Munson
Secretary