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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 April 8, 2020 – via Uber Conference

Board Members Attending: Matt Feier, Mary Haskell, Margaret Loperfido, Matt McCombs,  
David Neben

Staff Attending: Dom Eymere, Benita Bellamy

Public in Attendance: Brian Levine

Matt F. called the meeting to order at 6:10 pm.

### Approval of Minutes from March 11, 2020 P.O.A. Board Meeting

Updates and/or corrections to the March 11, 2020 Meeting minutes were requested and none were identified. Matt M. motioned to approve the March 11, 2020 minutes as written and David seconded the Motion. The Motion carried.

### Financial Report

For the period ending March 31, 2020, Total Income was \$346,865 and Total Expenses were \$94,817 resulting in Net Income of \$252,048. From a Balance Sheet perspective, as of March 31st, Total Assets were \$1,250,279. Operating and money market accounts totaled \$257,785. Reserve Funds totaled \$370,619. Refundable Performance Deposits amount to \$166,000 and are held in segregated accounts. The collection of Dues remains relatively consistent with past years with 68 outstanding accounts, though we anticipate lower than average numbers to come in over the next couple of months as people grow financial concerns over our current pandemic. Billing sent out for accounts with outstanding dues as of April 1<sup>st</sup> included a message that the monthly statement fee and finance charges would be waived for the months of April and May. Overall, the Association remains in good financial condition.

Dom noted the office is not untouched financially due to the COVID-19 pandemic. We have had success with working from home via remote computer access but staff hours have been reduced. We've had to close down Red Mountain Park and Sunset Hall rentals and furloughing staff that would regularly be maintaining our parks, grounds and amenities. In order to retain employees, Staff recommends the Board consider applying for the SBA's Paycheck Protection Program loan.

Matt F. kicked off the discussion with a question on the Financial Report, Line Item 130.1 Application Fees: Commercial; the budgeted item is up by \$6000.00. This is due to a new Multi-family project on Lot C9, Block 4 of the Commercial perimeter. It is scheduled for Design Review Committee review on the 16<sup>th</sup> of the April. The next discussion was regarding the opportunity to participate in the Paycheck Protection Program (PPP), created as part of the COVID-19 relief program. This is an SBA loan that is designed to provide a direct incentive for small businesses and non-profits to keep their workers on the payroll. Dom and Brenda would like the Board's thoughts on pursuing this loan; it is estimated the P.O.A. may be eligible for ~\$39,700. Matt M.

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agreed that this is a good opportunity for the P.O.A. Dom outlined that it would assist in covering payroll losses due to the office closure and reduced work hours in addition to loss of income such as rental fees from closure of Sunset Hall activities. Dom also estimates there may be loss of dues this year which would impact the operating budget. Dom noted he has maintained 40 hours per week on average through this time period. With the Board's approval to move forward, Dom and Brenda will take a deeper look into the appropriate amount of the loan request. Margaret agreed that the P.O.A. should pursue the loan application; Matt F. was in agreement. Margaret motioned to sanction Dom as an authorized agent of the P.O.A. in order to participate in the Paycheck Protection Program and applying for the loan and Matt F. seconded. The Motion carried.

Following this discussion, Matt F. motioned to approve the March 31, 2020 Financial Report as written and Matt M. seconded the Motion; the Motion carried.

## **New Business**

**Scheduled Property Owner Comment Opportunity Time** – No one was present at this time.

## **COVID-19 Discussion and Report -**

Dom shared the office's daily operations plan during the Public Health Order. The mailroom, office, and Sunset Hall restrooms are being sanitized regularly. Dom has been in the office daily, with reduced, operating hours of Noon to 3pm for membership business. Brenda, Sue and Benita have been working remotely from home; Steve has been furloughed since mid-March. Dom requested Board feedback regarding Red Mountain Park and/or the park amenities remaining open per the County's Public Health Order. Currently, the playground, tennis courts, skate ramp and basketball court are all open and being used by folks. The Board agreed it is difficult to monitor the enforcement of social distancing within the park. They asked Dom to contact Joni Reynolds, Public Health Director, for her office's perspective and to inquire if Gunnison parks have remained open or closed. The Board was in agreement to follow whatever directive is provided by the Public Health Director. Mary noted that adding signs to remind everyone to follow social distancing requirements would be helpful. The P.O.A. has joined the Goggles for Docs initiative, registering as a drop off point, to collect used goggles for health care professionals. A drop off bin is on the office deck. The P.O.A. continues to promote our local businesses with regular blasts to the community and issuing regular Public Service Announcements. Our communications plan includes several channels, posting on the office door, outside bulletin board, website, newsletter and social media when applicable. Dom has also reached out to the County to offer direct assistance in any way such as providing use of our facilities.

Dom asked for the Board's feedback on bringing back Maintenance personnel to work in the field only. Margaret and Mary agreed and Matt M. suggested creating a risk management sheet. The Board agreed the P.O.A. should be in strict compliance with County mandates due to our population size. Lastly, the Board was in agreement to close the Sunset Hall restrooms immediately based on the level of cleaning required under the Public Health Order. Dom is cleaning the bus stop regularly but ridership numbers are down.

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David inquired if this year's budget will be impacted with respect to new construction builds. Dom noted that Residential Applications fees are down, ~\$5000.00 actual vs. \$12,025.00 budgeted. However Commercial Application fees exceed the budgeted by \$6000.00 as a result of the proposed project discussed earlier. Matt M. thanked Dom for the proactive work during this time. Dom will follow up with Joni and report back on her recommendations.

## **Review RV Pilot Program Survey Results -**

The survey results and comments were issued to Board prior to the meeting. Dom provided additional, reference documents to review; RV related discussion history, a draft RV Restriction and Permits, and Criteria for a Valid and Enforceable Rule. The next step is to begin drafting the rule into the test the pilot program. Matt M. asked if the Board has of authority to approve a pilot program based on the covenants. In 2011, the Board of Directors made an interpretation of Covenant 7.00 Temporary Structures Prohibited based on ownership of camper types, habitable vs. un-habitable. This pilot program is the same type of situation as camper types have evolved and sprinter vans are permitted, which is habitable. The history list of campers was shared to provide previous board perspective on this topic.

David asked if a set of guidelines has been shared with CASC on the pilot program. The April CASC meeting was cancelled so nothing has been shared as of yet but the list of rule recommendations was developed based to the CASC meeting feedback by the committee and members who participated in two meetings. The draft provided tonight reflect these discussions and recommendations. Mary emphasized that enforcement needs to be a large part of the program and noted several survey comments that are concerned about enforcement. The Community Compliance Coordinator (CCC) position is the dedicated staff member overseeing enforcement. Each year we address ongoing issues around enforcement of rule and regulations that are not published to the community. Dom suggested we begin sharing the number of enforcement complaints as well as resolutions handled within a year by our CCC. Dom also clarified that the Notice of Hearing and Enforcement Policy and Procedures provides each violation a verbal and written warning prior to issuing a fine. Margaret noted that the proposed rules and restrictions will provide a homeowner the leverage to report violation issues and help with the oversight; the rules will be helpful to all. In addition to the rules, the Board would like clarification of the structure of the pilot program, such as timeframe and permit administration. There was a question regarding campers on vacant land and Dom clarified that is in direct violation of existing Rules and Regulations that parking of any and all vehicles, trailers, etc. are to be parked on improved surfaces only.

Matt F would like to get a recommendation from CASC before the Board votes on the proposed pilot program; Mary is in agreement. The Board requests the topic be added to the May agenda and the recommendations of CASC be provided. The P.O.A. will make certain the CASC agenda is well published to the community.

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## **Continued Business**

### **Review of Adagio Properties Easement Agreement –**

Dom kicked off the discussion with a recap from the Board of County Commissioners (BOCC) Meeting on Tuesday, April 7<sup>th</sup>. The updated Special Area Regulations/Commercial Area Master Plan (SAR/CAMP) was on the meeting agenda for approval. The BOCC was in favor of the document and believes it will be a benefit by providing economic growth for the community. The document was approved. They appreciated the work put in by the CAMP committee and the Association.

Dom continued the discussion with a review of the final draft of the Easement Agreement. Matt F. asked for comments on the document and David led the discussion. Under Covenant & Restriction Amendment, Paragraph 1, the language in sentence two was reworked to change “will include” to “may include” and eliminate the language of “at a minimum”. David requested for Dom to provide the Board the last proposal written by Clark Atkinson.

Now that the SAR/CAMP has received BOCC approval, Dom suggested bringing together the main stakeholders again to implement the vision of the commercial district as well as show the value and economic benefit to the community. Margaret and David both commented that they are open to re-engaging but also recognizes the current climate under COVID-19 may have short term impacts.

**Un-scheduled Property Owner Comments–** Brian Levine joined the call at 7:30 pm to ask a few questions about the camper survey. He would like the Board to speak to how allowing a camper works with the newly formed Climate Change committee. Some of his concerns are the consumption of water and the location of where dumping will occur. Dom clarified that rules outlined in the survey prohibit dumping or water connections. Brian is also concerned about the policing of a camper pilot program. He cited examples of issues he believes are not resolved and therefore is not in favor of a pilot program. Matt F. recapped the earlier, meeting discussion and that the Board was not ready to make a decision this evening and would like to hear feedback from CASC first. A continued discussion will be scheduled for the May agenda. Brian emphasized his concerns about water usage and sighted examples of low water year impacts to the community’s water supply. He requested the Board have a discussion with Ronnie Benson, from the Metropolitan District, regarding water impacts.

## **Manager’s Report**

Matt F. asked Dom to share any comments regarding the recently, completed coursework. Continuing Education courses was part of the 2019 Manager’s Annual contract. Matt F. will review the itemized course list prior to issuing a bonus distribution as outlined in Dom’s contract. Dom noted that he will begin coursework for a Masters of Public Administration beginning mid-May.

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## **Identify May Board Meeting Agenda Items**

1. Review CASC recommendations of Camper Pilot Program for possible Board approval.
2. Discuss increasing the Board Member from five members to seven members.

**Next Meeting** – Wednesday, May 13, 2020, 6:00 pm.

**Adjourn** – 8:00 pm