

# CHATFIELD EAST PROPERTY OWNERS ASSOCIATION

## GENERAL BOARD MEETING MINUTES

12/21/22 AT 6:00 PM

1. CALL TO ORDER at 6:12PM
2. ESTABLISH QUORUM
  - a. Board Members present (3 constitute a quorum):
    - i. Mark Hochstedler
    - ii. Mary Gross
    - iii. Katrina Swenson
3. CONSENT AGENDA
  - a. **MOTION** to approve minutes from previous Board Meeting(s) listed below made by Mary, seconded by Mark and unanimously approved  
11/16/22 General Board Meeting
4. COMMITTEE REPORTS - NA
5. UNFINISHED BUSINESS
  - a. Denver Augmentation Plan Modification
    - i. Case is still on a settlement track. We should have stipulation in next 2 months.
    - ii. CEPOA Legal Counsel working with Centennial attorney and case referee, their next status conference is Jan 10, 2023
  - b. Valley View Church waterline easement through CEPOA open space
    - i. Roxborough Water survey is complete, their attorney is sending survey results and final design to CEPOA attorney for review
  - c. Covenant enforcement, collections policy, and ACC Guideline review for conformance with Colorado State law (including House Bills 1137 and 1139)
    - i. Covenant enforcement and collection policies require updating to comply with HB 1137
    - ii. New policies and associated CEPOA Bylaws and Rule changes need to be voted on and adopted by the Board, plan to do this at January Board meeting.
      - a. Member commented that Board should have legal parliamentary review to be sure it is done correctly
    - iii. Members will be notified of official changes and the new and revised documents will be posted on CEPOA website
  - d. Communications
    - i. Request for all members to update primary and secondary phone and email contact will be sent with January member meeting notice
    - ii. Paper copy sent to CEPOA will suffice
    - iii. With Bylaws changes, Mary recommends we revise normal communications to be email and only those that request it will get by mail
  - e. CEPOA Budget
    - i. Mark prepared draft 2023 budget
      - a. Mark will revise to include augmentation swap water expenses

- ii. \$3,000 has been earmarked in our books as a Covenant Enforcement Fund to comply with Protective Covenants
  - iii. **VOTE** to approve draft budget will be by email to all Board members following this meeting
  - iv. Given Board approval, schedule special member meeting in January 2023 to ratify budget
  - v. **MOTION** to hold virtual member meeting January 25, 2023 at 6:00 pm for members to approve/ratify budget made by Mary, seconded by Mark and unanimously approved
  - vi. Board to send notice of the special meeting (including place, day, hour and purpose), agenda, and request for contact information update by January 10, 2023.
  - vii. Past CEPOA Board Quick Book Flash Drive was not turned over to current Treasurer
- f. Dead tree removal at entrance
- i. Some trees are in Douglas County right of way so Douglas County should remove
  - ii. Will address when opportunity allows

6. NEW BUSINESS

- a. 2023 January Special Meeting
  - i. Purpose is to ratify 2023 budget prior to dues assessment and notify members of bylaw and rule changes
  - ii. Meeting notice should include agenda, copy of Board approved budget proposal, contact information request, and annual meeting date proposal
  - iii. The budget is automatically ratified unless there are 51 objections. Once the budget is ratified, we can send assessments for annual dues
- b. 2023 Annual Meeting
  - i. Annual meeting needs to be later in the year for Board to approve budget and for members to ratify budget prior to annual assessment
  - ii. November time frame aligns to new Board election
  - iii. **MOTION** to change annual meeting from spring to November 2023 made by Mary, seconded by Mark and unanimously approved

7. EXECUTIVE SESSION ANNOUNCEMENT - NA

8. OPEN FORUM/COMMUNITY COMMENTS - General

- a. Member Comments - None

9. ADJOURN – motion made by Mary, seconded by Mark and unanimously approved at 6:56PM