

CHATFIELD EAST PROPERTY OWNERS ASSOCIATION
GENERAL BOARD MEETING MINUTES
4/19/23 at 6:00 PM

- 1) CALL TO ORDER at 6:04 pm
- 2) ESTABLISH QUORUM
 - a) Board Members present (3 constitute a quorum):
 - i) Mary Gross
 - ii) Mark Hochstedler
 - iii) Katrina Swenson
 - iv) Teresa Spencer
 - b) Members present: Ryan Patterson, John Tracey, Bev Lascody, Teri Pichot, Melanie Brown, Janice Wiskamp
- 3) CONSENT AGENDA
 - a) **MOTION** to approve minutes from previous Board Meeting(s) made by Teresa, seconded by Katrina, unanimously approved (with Mary abstaining from Special Member Meeting vote as not present at that meeting):
 - i) 3/15/23 Board Meeting
 - ii) 1/25/23 Special Member Meeting
- 4) COMMITTEE REPORTS
 - a) Architectural Control Committee (ACC)- Ryan Patterson and John Tracey (Rich Bell not present)
 - i) Application Summary YTD – ACC uses a google spreadsheet to track, typically have 4-5 per year
 - ii) Record keeping and access – spreadsheet will be shared with Board, information can be requested by members; John keeps hardcopies of application/drawings/approval letters, purged papers from more than 2-3 years ago; ACC asks for but does not get notice when projects are finished
 - iii) Any help needed from the Board? Not at this time; per new Covenants what is ACC term and when did current term start? Term is 2 years and started with Board approval after Amendment passed; need to stagger, replace 1 at a time; address interest to serve at annual mtg, Board and ACC to work out how to administer this at next quarter Bd Mtg, **ACTION**: Board to draft ACC member election process to discuss with ACC at July or Aug Bd Mtg
- 5) UNFINISHED BUSINESS
 - a) Treasurer's Report
 - i) Assessment Collection Status – all dues have been paid
 - ii) Revenue and Expense Summary – Treasurer not able to access but heavy legal expenses first 4 months of the year
 - b) Communications
 - i) Email distribution – 68 of 103 submitted the form including email information, **ACTION**: Mary to call remaining members to confirm they receive emails
 - ii) Member contact map – 32 of 103 gave consent to publish phone number
 - c) Governing Documents
 - i) ACC Guidelines and Bylaws Amendment (to be consistent with Assessment, Enforcement and Meeting Policies per CO HBs – posted earlier) have been posted on website
 - ii) Conformed Document Guide that includes all amendments through March 2023 has been posted on website

- d) Denver Augmentation Plan Modification
 - i) Centennial Water completed their review and approved the stipulation
 - ii) Legal should have met with the Water Court Referee April 15 to approve the stipulation
 - iii) Legal expects to obtain a signed ruling April or May, then we have a 21-day protest period but we do not expect any protest. Next the judge should sign an order approving the ruling as his final decree which will conclude the case.
 - iv) Work needed once case concludes:
 - (1) Legal will record the decree, expect this May or June
 - (2) CEPOA will need to amend covenants and record that amendment to reflect the new limits of the decree
 - (3) All lot owners who want to participate in the decree (continue using their well) must file an application for a new well permit **within 6 months** after entry of the decree. They will need to sign and submit an affidavit promising they own the water beneath their land and that they will comply with the decree
 - (4) Expect CEPOA will operate under the SWSP for the rest of 2023 while lot owners get new well permits
- e) Consider Special Meeting to pass covenant amendment and help lot owners understand well permit process
- f) Consider other Covenant changes in this amendment to address Colorado statute changes, inconsistencies with bylaws and rule clarifications, and legal recommendations **ACTION:** Board to draft Covenant Amendment
- g) Member comments and concerns:
 - i) Doesn't CEPOA own some deep well water? Can we sell if not needed? **ACTION:** Board to explore water rights to deep well
 - ii) What about G3T ditch rights? Believe they are part of decree, **ACTION:** Board to confirm
 - iii) Will lot owners be responsible for new well permit fees? How much are they? Yes, **ACTION:** Board to explore affirmation requirements with legal and permit process with County
 - iv) Will Board let lot owners know when decree is entered/start of 6 months? Yes, Board will communicate that to members
- 6) Valley View Church waterline easement through CEPOA open space
 - a) Members can review available documents at [cepoa.org>Documents>Docs Being Reviewed](http://cepoa.org/Documents/Docs Being Reviewed)
 - i) Board will hold on motion to approve Roxborough Water easement until church agreement is ready to approve
 - ii) Rox Water is staking proposed route so Board can confirm it is along existing path with minimal impact to surrounding area
 - b) Member comments and concerns:
 - i) Rox Water says \$10, aren't we supposed to get \$48k? \$10 is from Rox Water, \$48k is from the church
 - ii) Easement implies lot owners are impacted, shouldn't they be compensated? Lot owners back up to the open space, they are not directly impacted
 - iii) Section 8 says weed control through warranty period, that section invalid. How long is warranty period? **ACTION:** Board will explore weed control/warranty, plan is to route along existing path to minimize disturbance
 - iv) Concern about access, will there be a gate to prevent vehicle access? Asked for gate, believe they plan on repairing fence. Asked that they access only from church road, not neighborhood above.
 - v) Was this reviewed by legal? Yes
- 7) NEW BUSINESS
 - a) Covenant Violation Actions

- i) Ongoing work with legal to intervene in owner-to-owner dispute regarding lot 32 access easement to protect CEPOA covenants
- b) Douglas County Planning courtesy notifications
 - i) Unless there is a violation of covenants, CEPOA Board will not comment
 - ii) Any member is welcome to comment to Douglas County directly, brief summary and link to more information will be posted on website under News/Meetings
 - iii) This is courtesy notice only, not the responsibility of CEPOA
- c) Social Events - Spring Cleanup and Car Cruise coming **May 6**
 - i) Cleanup volunteers meet at north or south entrance at 8:00 am to pick up trash
 - (1) Volunteers to bring gloves and water. Mary will provide 5 gallon jugs to refill water bottles.
 - (2) Mary and Mark will provide bags. Put full, tied bags along entrance roadway (NOT on Santa Fe) and they will be picked up.
 - ii) Car Cruise participants meet at Frank Elliott's (lot 61) at 11:00 am, neighborhood route will be shared at that time.
 - (1) Need car cruise participants to RSVP to Janice or Cathy G
 - iii) Member comments and concerns:
 - (1) What about community picnic? Have not done since COVID. Typically at playground adjacent to fire station. Board typically provides port-a-potty and papergoods. Food is potluck. **ACTION:** Board will consider. Need a volunteer to coordinate event.
 - (2) These events should be posted on website and Facebook. **ACTION:** CEPOA will post on website, Facebook is not Board's responsibility but any member can submit post.
 - (3) May 6 events should be shared with Chatfield Estates. **ACTION:** Mary will share with Chatfield Estates contact, they can share with their community.
- d) CEPOA Record Review
 - i) CEPOA Rule 4. Association Records lists records to be maintained - indicates financial statements for 3 years, tax returns for 7 years, contracts for work from last 2 years, voting records for 1 year, written communications to owners for past 3 years
 - ii) Rule is consistent with Colorado Revised Statutes 38-33.3-209.4, -209.5 and -317 (link posted in chat)
 - iii) Unclear how long other records should be maintained, what is reasonable? **ACTION:** Board to discuss at future Board meeting then follow up with record review and purge

8) EXECUTIVE SESSION ANNOUNCEMENT (if needed) - NA

9) OPEN FORUM/COMMUNITY COMMENTS regarding any topic

- a) How does new Board member process work and how can members express interest? This Board active until next Annual meeting which will be early November. Some Board positions will be open (Board to determine from mass resignations and follow on appointments made last year). Per Bylaws, annual meeting announcement will be made at least 15 days but not more than 90 days before meeting, will let people know about Board member elections. At meeting, ballot will be distributed, quorum will vote, non-involved party will count, new Board will be announced and will meet immediately following meeting to decide on leadership. **ACTION:** Board will solicit interest from members prior to annual board meeting to form ballot and to have volunteers in case any current Board member resigns.
- b) Who decides if we hire management company? Members can ask question and propose to Board to discuss, Members will need to vote on assessment change needed to fund that action.
- c) Who administers neighborhood Facebook site? Volunteer administrators willing to work with all neighbors and review posts for approval. There are multiple administrators. Facebook is not Board's responsibility.

10) ADJOURN –meeting adjourned at 7:35PM.