

**CHATFIELD EAST PROPERTY OWNERS ASSOCIATION
GENERAL BOARD MEETING MINUTES
6/21/23 at 6:00 PM**

1) CALL TO ORDER

2) ESTABLISH QUORUM

- a) Board Members present (3 constitute a quorum):
 - i) Kathy Kirchner
 - ii) Mary Gross
 - iii) Mark Hochstedler
 - iv) Katrina Swenson
- b) Members present: John Tracy, Susan Buszkiewicz, Linda McMakin

3) CONSENT AGENDA

- a) **MOTION** to approve minutes ON HOLD until record of Board Consent to Action is resolved with legal counsel
 - i) 5/17/23 General Board Meeting
 - ii) 6/2/2023 Consent to Action_Water Easement
 - iii) 6/2/2023 Consent to Action_Liability Insurance Claim

4) TREASURER’S REPORT

YTD Income	\$73,987.89	
YTD Expenses	\$63,382.02	*see legal portion below
Current Bank Balance	\$65,093.91	

	*legal YTD	\$66,795.5	Actually paid
		(\$7401.00)	Reimbursement from VVCC
	CEPOA Total Legal	\$59,394.50	

- i) As of 6/21/23, CEPOA on budget except for Legal expenses
- ii) Legal expenses as of 6/21/2023 over budget by \$46,454.50- overages covered by reserves

5) COMMITTEE REPORTS - NA

6) UNFINISHED BUSINESS

- a) Communications
 - i) 12 members with no response – Mary to contact
 - ii) New Member Welcome – Mary to compile FAQ for website listing utilities (Broadband, trash, Propane (Suburban), Gas, etc) and common questions with Kathy’s help
 - iii) CEPOA Mailbox – Mary to contact Littleton post master about installing a mailbox near trail leading to LFH well using that address (6494 W Lakeside Court) as the CEPOA address, would be a locked box that Board has access to for easier access than PO box
- b) Governing Documents – Covenant Restatement

- i) Required to update water decree sections, to include Bylaws and Rules that are lot owner responsibilities, and to meet Colorado state statutes
 - ii) Legal has reviewed Board recommended changes and provided extensive and simplified versions
 - iii) Board will do the following to resolve:
 - a) All Board members to review and compare all 3 versions
 - b) Board hold working meeting July 12th to frame questions for legal
 - c) Board will attempt to consult with legal counsel on separate call prior to July Board meeting
 - d) Distribute final version to members to review prior to a Special Member Meeting
 - c) Denver Augmentation Plan Modification
 - i) Water Decree is final, link and information reviewed in meeting is posted on website on Water Info page
 - d) Valley View Church waterline easement through CEPOA open space
 - i) approved by Consent to Action
 - ii) Mark will contact Barbara at Roxborough Water about schedule
 - e) Covenant Violation Litigation
 - i) CEPOA intervened in Hoffman vs McMakin case regarding proposed easement across lot 32 for access to 40 acre property. An access road across subdivision lot is against our covenants. Intervention in existing case was deemed to be the most efficient way to resolve.
 - ii) Intervention was filed May 5, 2023. McMakin filed counterclaim (suit) against the Association, CEPOA response was filed. We enter period to exchange discovery, file for summary judgement (court may decide issue without a trial) or go to trial set for Oct 3, 2023.
 - f) CEPOA Record Review
 - i) What to keep advised from legal; how to keep, organize and secure to be determined by Board; Katrina will look into companies to help digitize
 - ii) Potential to streamline insurance renewal being looked into by Teresa
 - iii) Meeting minutes will not be posted to website until approved by the Board, typically at the next Board meeting
 - iv) To request information not included on the website, members should use "Contact Us" on the website
 - g) Neighborhood Activities
 - i) Car cruise rescheduled, date still TBD
 - ii) Picnic – need member to volunteer to coordinate an August picnic
 - h) Special Member Meeting
 - i) Purpose - To share information about the water decree and well permits and to approve Covenant Restatement
 - ii) Date to be determined once Covenant restatement is made available to all members for review
- 7) NEW BUSINESS - None
- 8) EXECUTIVE SESSION ANNOUNCEMENT (if needed) - NA
- 9) OPEN FORUM/COMMUNITY COMMENTS regarding any topic
- a) John Tracey asked the following:
 - i) Does Board hire lawn service to mow south entry way? John has mowed but it needs to be cared for more regularly. Response, usually by volunteers.
 - ii) Asks Board to post website reminder that secondary residences on properties are not allowed per covenants. Should also consider if/how covenants address AirBnBs.
 - iii) Asks Board to remind members to be considerate of others and locate trailers and junk piles out of sight, also all vehicles must have plates

10) ADJOURN –motion to adjourn made by Mary, seconded by Kathy and unanimously approved at 8:04PM.