



# Chateau Chaparral Owners Association

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



## Board Members

President – Ben Althoff #153, 163  
Vice President – Jody Juneau #96, 228, 229, 119  
Secretary – Jen Schiavone #221  
At Large – Don Henning #31

## Board Members

At Large – Joanie McCord #143  
At Large – Kristi Davis #100  
At Large – Jack Couch #128

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

## Board of Directors Minutes of Regular Meeting (as amended) August 1, 2024, 2:00 p.m.

### CALL TO ORDER

President Ben Althoff called the meeting to order at 2:02 p.m.

### ROLL CALL

Board members in attendance:

- Ben Althoff- President
- Jody Juneau- Vice President
- Jen Schiavone - Secretary
- Kristi Davis - Treasurer
- Don Henning - At Large
- Joanie McCord - At Large
- Jack Couch - At Large

Also attending as the Treasurer, Denise Knapp, Lot 46, and Colee Kindall, CCOA Manager.

### APPROVAL OF MINUTES

Motion by Jody: Move that the board shall approve the minutes of the July 25, 2024 meeting. Seconded and passed without dissent.

### FINANCIAL REPORT

Denise Knapp gave the Treasurer's report as follows:

Arrears Accounts as of August 1, 2024:

- 2 delinquent accounts
- 3 payment plans in place

Bank Account Balances (as of August 1, 2024):

- Money Market \$ 87,250.61
- General Fund \$ 100,541.99
- Sewer/Construction Account \$ 124,512.41
- Debt Service Reserve \$ 79,242.50

- Asset Replacement \$ 39,863.00
- Kitchen/Social \$ 2,673.49
- Contingency Funds \$ 113,268.80

Update on Lot #210: The check has been received.

## MANAGER'S REPORT

Colee Kindall gave the Manager's Report as follows:

- Water update – special water meeting scheduled for August 15 at 11 a.m.
- Hydrant for Lot 135 is scheduled for Tuesday, August 6 from 9 a.m. - 12 p.m.
- Speed bumps and road maintenance – in the fall we will assess the roads again
- Security update – there are still concerns coming regarding guests and visitors parking by the bridge area and in common areas
- For additional manager updates on the laundry room, Revive and Thrive committee update, August 31 general membership meeting, and more please see “Manager's Report 8/1/24” in your email inbox

## OLD BUSINESS

1. Vote to release Mr. Firmin's legal opinion regarding the board's ability to amend bylaws
  - Motion by Jody: Move that Mr. Firmin's legal opinion regarding the board's ability to amend the bylaws be released to CCOA members. Seconded and passed without dissent.
  - Link to documented legal opinion:  
[http://www.chateauchaparral.com/Bylaw\\_changes\\_-\\_Legal\\_Advice\\_7\\_2024.pdf](http://www.chateauchaparral.com/Bylaw_changes_-_Legal_Advice_7_2024.pdf)
2. Discussion to adopt a Membership Fee
  - Motion by Kristi: Move that CCOA shall charge a Membership Fee equal to 4 months of each unit's share of the Association's common expenses for that calendar year, effective immediately except for properties already under contract prior to August 1, 2024. A discussion ensued. Seconded and passed without dissent.
3. Vote to amend the bylaws to include a Membership Fee assessment as stated below
  - Motion by Jody: Move that the board shall amend the bylaws to include a membership fee assessment. Seconded and passed without dissent.

## ARTICLE VIII

### OBLIGATION OF THE OWNERS

1. ASSESSMENTS – All owners shall be obligated to pay the assessments imposed by the Association to meet common expenses. The assessments shall be made per unit. A member shall be deemed to be in good standing and entitled to vote at any general meeting or at a special meeting of the members within the meaning of these Bylaws if, and only if, he/she shall have fully paid all assessments made or levied against him/her. HOA Dues/Sewer/Water Assessments will be sent out to owners on January 1st of each year and are due upon receipt and delinquent on April 1st of the same year.

A. MEMBERSHIP FEE – A one-time fee shall be assessed to new owners upon the sale of the unit.

i. The Membership Fee shall be included in the closing costs and due at closing.

- ii. The Membership Fee applies to all sales and shall be disclosed to prospective buyers if the sale is conducted privately. The Membership Fee due from private sales shall be billed to new owners through the Association's accounting firm and due upon receipt.
  - iii. The Membership Fee shall be equal to 4 months of each unit's share of the Association's common expenses for that calendar year.
  - iv. The Membership Fee shall be determined each year based on the ratified budget for that calendar year.
  - v. Once paid, the Membership Fee shall be allocated to contingency funds to be determined annually by the Board of Managers.
  - vi. Transfers through inheritance or a family trust shall be exempt from the Membership Fee.
  - vii. Property transferred via a Quit Claim Deed to friends or family that are not specified as inheritors or part of a family trust is subject to the Membership Fee.
4. Vote to authorize our attorney to draft legal language for a ballot measure to amend the Condominium Declaration to prohibit renting.
- Motion by Joanie: Move that the board authorize CCOA attorney to draft legal language for a ballot measure to amend the Condominium Declaration to prohibit renting:  
Seconded and passed without dissent.

## **NEW BUSINESS**

1. Motion by Jody: Move to distribute the funds from lot 210 to the SBR contingency fund.  
Seconded and passed without dissent.
2. Motion by Ben: Move to set regular board meetings at 3 p.m., on a bi-weekly basis if needed, beginning August 8, 2024. No vote required.

## **DISCUSSION/QUESTIONS**

*Each resident present may express their concerns for up to three (3) minutes. A member of the board may give a brief response. Speakers must observe proper behavior and rules of decorum.*

## **NEXT MEETING DATE**

The next monthly Board meeting is scheduled for August 8, 2024, 3 p.m.

Adjournment: There being no further business to discuss, Ben Althoff adjourned the meeting at 3:19 p.m.

## **SECRETARY'S CERTIFICATE**

I certify that the foregoing is a true and correct copy of the amended minutes approved by the Board of Directors on 8/31/24.

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Jen Schiavone, Secretary

Date