



# 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 August 8, 2024, 3:00 p.m.

### CALL TO ORDER

President Ben Althoff called the meeting to order at 3:05 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 3/21/2024, 5/2/2024, and 5/16/2024 board meetings. Seconded and passed without dissent.

Motion by Joanie: Move that the board shall approve the minutes of the 8/1/2024 board meeting. Seconded and passed without dissent.

### FINANCIAL REPORT

- **Arrears Accounts** as of August 8, 2024:
  - 2  delinquent accounts (1 owner; 1 business)
  - 3  payment plans in place
- **Bank Account Balances** (as of August 8, 2024)
  - Money Market                                 \$   87,306.03
  - General Fund                                   \$  103,446.12
  - Sewer/Construction Account               \$  120,307.62

○ Debt Service Reserve	\$ 79,242.50
○ Asset Replacement	\$ 39,863.00
○ Kitchen/Social	\$ 2,673.49
○ Contingency Funds	\$ 143,268.80

- **Update on Lot #210:**

~ \$30,000 has been transferred to the Contingency Fund Account. The remaining \$3,251.00 will be distributed according to the 2024 Budget revision recommendations once approved by the Board.

- **Request for an additional debit card with a \$500 limit for Derek Dietrich to be attached to 2509:**

CRWA agreed that a separate account is NOT need for the water assessment as those expenses are tracked in a detailed spreadsheet, however, Derek needs a separate card so that water related expenses do not come out of the sewer account.

Motion by Jody: Move that CCOA applies to get Derek an additional debit card with a \$500 limit to be used for water-related expenses that don't come out of the sewer account. Seconded and passed without dissent.

## MANAGER'S REPORT

Colee Kindall gave the Manager's Report as follows:

- Water update – Derek suggested CCOA cap hydrants that are not being used or no longer needed
- Security update – working on quotes for bridge gate; be mindful of the rules around parking on other owners' property without permission, blocking alleyways and roadways
- Lot compliance – next inspection date is 8/26/2024
- CCOA newsletter – submit your content for a mid-September publishing
- For additional manager updates on the laundry room, tool shed, animal issues, and more please see "Manager's Report 8/8/24" in your email inbox

## OLD BUSINESS

Unfinished Business:

1. Vote to amend the June 14, 2024, minutes which read: 9. MOTION by Jody: Move to change Article VII, 4 from the Bylaws since it is no longer valid per our attorney, striking "subject to the requirements for amendment in Article 1, Section 4 of the Bylaws." Seconded and passed without dissent. The minutes had a typo - they should have read Article VIII.

Motion by Jody: Move to amend the 6/14/2024 minutes to mitigate the typo and clarify the requirements are under Article VIII, Section 4 of the Bylaws. Seconded and passed without dissent.

2. Vote to amend Bylaws Article VIII to read:  
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 Assessments/**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.

Motion by Jody: Move to amend the Bylaws Article VIII to read as stated above. Seconded and passed without dissent,

3. Discuss progress on coded bridge door  
Discussion considerations appear in the 8/8/2024 Manager's Report. Board is awaiting another quote and will continue the discussion at a future date.

## **NEW BUSINESS**

1. Increase maintenance hours  
Motion by Jody: Move to amend the proposed budget to increase the maintenance hours from 15 to 22 hours a week, effective immediately. Seconded and passed without dissent.
2. Approve the 2025 budget  
Motion by Jody: Move to the 2025 approved budget as amended. Seconded and passed without dissent.
3. Approve recommended revisions to 2024 budget  
Motion by Jody: Move to approve the 8/8/2024 revisions to the 2024 budget. Seconded and passed without dissent.
4. Discuss Landscape Policy  
Discussion will continue before a board vote on the final draft; next board meeting agenda will include discussion on grass and water conservation. Vote to approve Landscape Policy postponed.
5. Board hearing on compliance issue, lot 105  
Hearing postponed at owner's request
6. Discuss compliance extension requested for lot 29  
Motion by Jody: Move to allow a compliance extension for lot 29. Seconded and passed without dissent.
7. Set the agenda for the August 31, 2024 General Membership Meeting  
August 31, 2024 General Membership Meeting discussed and set. Agenda will be sent to CCOA members via email.

**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.*

**EXECUTIVE SESSION**

- The board met in executive session at 4:25 p.m.
- The board re-adjourned at 4:30 p.m.

**RETURN TO GENERAL SESSION**

Motion by Jody: Move to turn over Lot \_\_\_\_ delinquent account to our attorney for collection. Seconded and passed without dissent.

**NEXT MEETING DATE**

The next meeting is the General Membership Meeting, scheduled for August 31, 2024, 10:00 a.m.

Adjournment: There being no further business to discuss, Ben Althoff adjourned the meeting at 4:31 p.m.

**SECRETARY'S CERTIFICATE**

I certify that the foregoing is a true and correct copy of the minutes approved by the Board of Directors.

\_\_\_\_\_  
Jen Schiavone, Secretary

\_\_\_\_\_  
Date