



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

General Membership Meeting

August 31, 2024, 10:15 a.m.

The Lodge at Chateau Chaparral

Call to Order

Appoint Sergeant at Arms

Pledge of Allegiance

Moment of Remembrance

Roll Call

Verify Quorum

New Member Recognition

Approval of 7/6/2024 General Membership Meeting Minutes

Motion by Ben: Move to approve the 7/6 General Membership Meeting minutes. Seconded and passed without dissent.

Approval of 8/8/2024 Board Meeting Minutes

Motion by Ben: Move to approve the 8/8 Board Meeting minutes. Seconded and passed without dissent.

President's Message

- Ben and Laura welcomed their new baby
- Thank you to the community for all the good things happening within CCOA

Treasurer's Report

Arrears Accounts as of August 28, 2024:

- 1 □ delinquent account (turned over to attorney for collection)
- 2 □ payment plans in place

Bank Account Balances (as of August 30, 2024)

○ Money Market	\$ 87,306.03
○ General Fund	\$ 92,686.64
○ Sewer/Construction Account	\$ 118,479.81
○ Debt Service Reserve	\$ 79,242.50
○ Asset Replacement	\$ 39,863.00
○ Kitchen/Social	\$ 3,638.95
○ Contingency Funds	\$ 143,268.80

Manager's Report

[See Manager's Report on the CCOA website](#)

Old Business:

1. Discussion: Renter ballot
A formal CCOA owner ballot initiative vote on renters is being developed

2. Presentation: Emergency exit
A presentation of CCOA emergency exit routes can be found in the [September 2024 General Meeting PowerPoint PDF under the “Manager’s Report” section.](#)
3. Vote to approve the selection of a company to complete the installation of the coded bridge gate
Motion by Joanie: Move that the board shall contract with Gate Service Experts to install a coded bridge gate. Seconded and passed without dissent.

New Business:

1. Vote to prohibit owners from using the backhoe or tractor and to nullify the existing Equipment Use Agreement
Motion by Joanie: Move that the board shall prohibit owners from using the backhoe or tractor, and to nullify the existing Equipment Use Agreement, due to the age of the equipment and to preserve it for association/maintenance manager needs. Seconded and passed without dissent.
2. Vote to approve 2025 assessment amounts:
 - Sewer Assessment \$469.00
 - Water Assessment \$496.00
 - HOA Dues \$543.00
 - **Total Assessments \$1,508.00**

Motion by Jody: Move that the board shall approve the 2025 CCOA total assessments at \$1,508.00. Seconded and passed without dissent.

3. Vote to approve the Maintenance Manager Job Description
Motion by Joanie: Move that the board shall approve the Maintenance Manager job description. Seconded and passed without dissent.
4. Vote to approve the revised Park Manager Job Description
Motion by Joanie: Move that the board shall approve the revised Park Manager job description. Seconded and passed without dissent.
5. Ratify e-vote to approve the creation of a Maintenance Manager at Chateau Chaparral
Motion by Jack: Move that the board shall ratify the e-vote to approve the creation of a Maintenance Manager. Seconded and passed without dissent.
6. Ratify e-vote to approve obtaining a phone for the Maintenance Manager
Motion by Joanie: Move that the board shall ratify the e-vote to approve obtaining a phone for the Maintenance Manager. Seconded and passed without dissent.
7. Ratify e-vote to approve obtaining a debit/credit card for the Maintenance Manager with a limit of \$250
Motion by Jack: Move that the board shall ratify the e-vote to approve obtaining a debit/credit card for the Maintenance Manager. Seconded and passed without dissent.
8. Discussion/vote to exclude "trailer hitches" from the 40 ft. length limitation on incoming units
Motion by Jack: Move that the board shall exclude trailer hitches from the length limitation on incoming units. Seconded and passed without dissent.
9. Discussion/vote to amend the rules on dry camping
Vote postponed following discussion; board will explore and discuss further.

10. Vote on waiver request for the Membership Fee by an owner
Vote postponed; board will continue to discuss and work to clarify Membership Fee rules and regulations language.
11. Vote to amend the corrected minutes of the 8/1/2024 board meeting as presented
Motion by Jody: Move that the board shall amend the corrected minutes from the 8/1 board meeting. Seconded and passed without dissent.
12. Vote to name a chairperson for the Revive and Thrive committee
Motion by Jody: Move that the board shall name Megan Holcomb as the chairperson for the Revive and Thrive committee. Seconded and passed without dissent.

Committee Reports

Architectural – Colee

- 60 architectural code review requests this year

Elections – Barbara

- No updates

Capital Expenditures – Ben

- No updates

Building & Grounds – Colee

- Welcome Snook to the committee
- Committee completed a master list of projects that need to be done, available on CCOA website

Bylaws – Joanie

- No updates

Social – Jerri

- 2024 social committee efforts have been a great success
- In 2025, monthly dinners are coming

Finance – Denise

- Nothing additional from Treasurer's Report

Firewise – Carol

- Visit the CCOA website for Firewise checklists and volunteer hours worksheets

Revive and Thrive – Megan

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.

Reminders

None

Adjournment

Board President, Ben Althoff, adjourned the meeting at 1:16 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