



## Glen Vista Property Owners Association, Inc.

93 Wendy Drive  
Cotopaxi, Colorado 81223

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### Monthly Board Meeting

#### Meeting Agenda Glen Vista Property Owners Association

**When:** 2nd Thursday every Month 2025; 4:30 pm

**Where:** Deer Mountain Fire Department

We Directors & Officers of the Glen Vista Property Owners Association are volunteer servant-leaders, not rulers. We carry out the will of all members in good standing and we intend to model fairness, neutrality, and ethical decision-making based on GVPOA by-laws, covenants, and Colorado law. We welcome all reasonable input and all qualified volunteers for additional Directors and Committee members.

**1. Call to Order:** President Clint Mays

**2. Roll Call of Directors:** Sue Marconi, Secretary

Clint Mays, Sue Marconi, Karyn Thorne, Katherine Wickline, Clint Mays recently joined the board. Call out names, then say we have a quorum, the meeting comes to order.

**3. Stand for Pledge of Allegiance**

**4. Vote to approve or amend and approve the agenda:**

**1st, Katherine 2nd, all approve. Karyn amends. Conversation on insurance, lawsuit, Karyn Approve of last minutes; yes, special meeting, May 29, 2 pages. Sue 1st, accepted. Need to make amendment to increase dues for next year.**

**5. Officer/Committee Reports**

a. Treasurer

i. Budget Committee

- Need to create 2026 budget for October voting - need to remember increases for mailing costs for liens, covenants and any extra voting mailings for new documents.
- Need to put July spending/budget on the website
- 227 outstanding balances totalling \$75,572.69/ \$27,810.09 from current 29 liens/66 members that owe between \$200 - \$800 = \$26,138.57, below \$200 - \$21,624.03 (these numbers were done with a calculator, so human error may apply, but this is the approximation)

II. Financial Report

- Insurance for 2025 - \$3,247.95 - new insurance for liability - Ahbe Group - need to get it on the website. Still looking for liability for volunteers.

**Law - Colorado Revised Statute 18-9-108 Disrupting Lawful Assembly. A person commits disrupting lawful assembly if, intending to prevent or disrupt any lawful meeting, procession, or gathering, he significantly obstructs or interferes with the meeting, procession or gathering by physical action, verbal utterance or any other means.**

Insurance is a struggle with the lawsuit. **Currently liability in case anyone gets hurt on POA property. We want to be able to cover volunteers.**

- Spent approximately - \$2500.00 for the fence.
- Invoices - Rocky Mtn Exc. \$34,512.16, \$6,910.77, \$8,078.84 - \$49,501.77/\$103,000 so far for 2025
- Sangre Solutions - Bookkeeper- \$901/month
- Altitude Community Law - \$680, \$2940.52, \$2,214 recent payments from May - present
- SixU - \$560 recent payments for website updates from May - present
- Twin Lakes Res and Canal - \$0
- Checking - 7/10/25 - \$115,854.89
- Savings - 7/10/25 - \$27,234.21
- CD - 7/10/25 - \$10,895.66
- Extra - printing for policy mailing - \$4,085 from lawyer budget
- Domain Listings - \$288.00

**I would like to motion to create a budget committee. Karyn 1st, Katherine 2nd, all accept.**

b. Secretary

i. Communications Committee **I want to emphasize the need for more board members.**

c. 2nd Vice President & Director

i. Small Claims, Status letters & Liens

- We currently have nothing in Small Claims at this time.
- There have been 33 status letters prepared between 01/01/2025 & 07/07/2025
- I created a 1st Notice delinquency Letter to mail out - Does the board approve?
- We will be mailing out 13 x 1st Notices on delinquent accounts that have a balance of \$1,000 or more as soon as we have the attorney template and the updated invoices from Sangre. A spreadsheet has been created to maintain records of the dates that the notices are sent, calls/emails are made and when the account gets referred to the attorney to continue the collection processes, including the filing of liens.
- An additional 80+ 1st Notice letters will be sent over the next couple of months. We will stagger these over the coming weeks until we have all delinquent accounts have the 1st Notice sent.
- If still unpaid 30 days after the 1st Notice was mailed out then we will send a 2nd Notice with Repayment Plan options. These are to be sent via Certified Mail with Return Receipt Requested.



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- If still unpaid 30 days after the 2nd Notice was sent then we will refer the account to the Attorney.
- The accounts that have been referred to the attorney will also require that GVPOA send out an updated statement of outstanding balance monthly, via 1st class mail, until the account is paid in full.
- We found an error in fines for the late fee, This will be corrected. Motion to correct Karyn 1st, Sue 2nd all approved
- Went over all the info in the (notice of delinquent) letter, what it says, and clarified fines.  
Lawyer needs to clarify the legal amount of fines  
Mailing cost will be considered service fees on the owners.  
Motion to send all of this to the lawyer, need to make sure everything is legal. 1st Clint, 2nd Katherine, all approved.

### d. 1st Vice President

#### i. Road Committee

- Amended contract with Rocky Mtn Excavating to match the budget. It was \$110,000 and amended to \$103,000 on 7/10/2025
- We are getting several compliments about the road work completed so far this year. 8 miles completed so far including ditching, grading and some material. Texas Creek from Indian Wells to Kerr - rebuild - Kerr to Arnold - graded, Thunderbird - graded, Canyon Rd. -Marion -rebuild, Sleepy Hollow, Gibbons Trail Way, Glen Vista Lane, Merion Lane and small portion Deer Run - graded, Blazing Saddles (20 belly dump loads) and Deer Run (6 Belly dump loads) - rebuild and compaction, purchased 9 culverts (4 - 15 in x 20ft)(5 - 15 in x 30 ft) Spent 49,000 so far. In the past, there was only grading, no ditch work or new roadbase. Once properly fixed, the roads will last longer. P.S Rocky Mountain Excavating (RME) chose what roads and sections got done first.
- We as a board want to recognize the road committee for the good job being done on the roads. RME has a plan for every road , and what needs to be done.

### e. President

#### i. Covenant Compliance Committee

- Interpretations of New Policy
  - Matrices and Form letters for Public Health and Non-Public Health issued to the attorney for review. These will form the processes and letters for compliance.

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- Covenant Rules (Interpretations of the Covenants) are presented today as a guideline and will be submitted to the attorney for review. These will become the basis for a Complaint and supporting substantiation.
- We are putting original and new documents next to each other.
- The lawyer said that policies not correctly voted on, but had no complaints, are now grandfathered in.
- Updating covenants. We need to get the documents that homes are done in compliance with covenants and the county. We need to find out what the county allows. Can't go back, we have to move forward with new builds.
- Compliance Software
  - Front Steps = \$400/month strictly for compliance
  - HOALife = \$195/month (including ARC) + \$0.55/property, but we won't meet with them until 7/23 to confirm cost and suitability. How will
  - Current approved budget is \$250-200/month, this most likely will cost more, but do more.

## 6. Unfinished Business

- a. Covenant Compliance Software, update on software, The committee will reopen the process and continue looking for a more appropriate software.
- b. By-laws, Articles of Incorporation, Declaration of Covenants updates

## 7. New Business

- a. Deer Mountain Fire Protection District
- b. Wood Chipping Days, remind people what the new process is for unloading trailers.
- c. Amend - insurance difficult to get, have one, waiting to get another.
- d. Amend - Law suit
- e. Amend - Vote to increase dues or stay the same. We voted to increase the dues for next year. Karyn 1st, Katherine 2nd. All approved. Can increase 15%, will be approx \$198. 1st Katherine, 2nd Karyn. All approve.
- f. Amend - Katherine will not be attending the 07/26 which was approved by the board

**8. Public Input - This time is reserved for POA members, and property owners, whose dues are in good standing. Please remember that this is a public meeting. The 3 minutes is not a discussion, rather a time for each person to express his concerns, thoughts, or something positive. We are going to ask that you speak respectfully, and use an appropriate tone of voice, because we are listening. You will be asked to leave if you are unable to be polite, and kind. Sign up in the back of the room for a 3 minute time slot**

**9. Adjournment: motion to adjourn Clint, all accept**



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### **Board Member Positions and Tasks**

**Volunteers needed - Please consider a position on the board to help create the community we all want!**

**President** - (Roads, Pitt reports, annexations)  
Covenant Committee

**1st Vice President** - (Law Questions/issues, Correspondence, Roads, Quarterly Pit Reports)  
Road Committee

**2nd Vice President** - (Liens, mail out letters, overall correspondence)  
Wildfire Committee

**Treasurer** - (Deposits, Budget, Liability Insurance, Correspondence, SOS - pay invoices)  
Budget Committee

**Secretary** - (Minutes for all meetings (covenant committee, road committee, budget committee, wildfire committee), Agendas, Schedule all meetings with the firehouse)

**Director 6** - (Social Media, Website Updates)

**Director 7** - (Newsletters, Run/Set up clean up day, community events, annual inventory GVPOA list of assets)

**Director 8** - (Database support quarterly - (check that address change requests are correct and email preference accurate/check return addresses with county records), ensure the binder for all shareable documents are up to date.)

**Director 9** - (Status Letters for property sales, Run/coordinate Wood Chipping Days)

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