

**MINUTES**  
**AUTO INDUSTRY ENFORCEMENT DIVISION**  
**RULEMAKING WORKING GROUP**

**Meeting of March 31, 2015**  
**1:00 p.m. – 4:00 p.m.**

**1881 Pierce St.**  
**Lakewood, CO 80214**

**Working Group Members Present**

Chair, Bruce Zulauf (CDOR – Auto Industry Division)  
Co-Chair, Chris Rouze (CDOR – Auto Industry Division)  
Ron Kammerzell, Senior Deputy Director – Enforcement (CDOR)  
Matt Heap, CDOR – Auto Industry Division  
Michael Dommermuth, Esq. – CADA  
Tim Jackson, President - CADA  
Tammi McCoy, CADA,  
Todd O’Connell, CIADA  
Michael McKinnon, Esq. - CIADA  
Rick Wynkoop, Esq.  
Jerry Abboud, PDAC  
Steve Perkins, Former Board member  
John J. Schenden, Former Board member  
Y.E. Scott, (Colorado Attorney General’s Office)  
Randall Cherry, (Colorado Attorney General’s Office)

Director Zulauf, Chair, opened the meeting at 1:15 p.m. Each working group member introduced themselves. Director Zulauf stated that the purpose of today’s meeting is to obtain input from stakeholders in regard to **Rules 12-6-104 (3) (k), 12-6-504 (1) (m), 12-6-118 (3) (v) and 12-6-520 (3) (p)**.

On February 27, 2015 Director Zulauf emailed all group members the Attorney General’s (AG) draft of the Rule and Disclosure form for their review and comments. In addition, all group members should be in receipt of today’s Agenda, comments from CADA, AG office and Mr. Wynkoop.

**Working Group Meeting Scope – Topics and Discussion**

- General discussion and review of proposed Rules related to 12-6-104 (3) (k) and 12-6-504 (1) (m) as drafted by the AG’s office with proposed edits from CADA and concerns raised by Mr. Wynkoop.
- General discussion and review of group member’s final suggested revisions to Form 2434 as drafted by the AG’s office with proposed edits from CADA and concerns raised by Mr. Wynkoop.

- Timelines for moving forward with the formal Rulemaking process – The goal is to have the Rules noticed at the formal Rulemaking hearing tentatively scheduled for May 28, 2015. If Rules are noticed that date, the Rules would be effective July 15, 2015.

Ms. McCoy presented her proposed edits in regard to the Rules. A general discussion among the group followed concerning the Rules and Disclosure form.

Mr. Abboud proposed that the language in the Rules be consistent but separate in their identification of applicable provisions for both Motor Vehicles and Powersports.

Ms. McCoy resumed her presentation of proposed edits to the Rules.

Group took a 10 min. break - Reconvened at 2:30 p.m.

Director Zulauf directed the discussion to the Disclosure form. Ms. McCoy presented her proposed edits in regard to the Disclosure form.

Director Zulauf reminded group members that should any change occur to the Disclosure form once the form is finalized and goes to print, would require stakeholders re-entering into Rulemaking to make the change.

A general discussion of edits to the Disclosure form followed. Ms. McCoy resumed her presentation of proposed edits to the Disclosure form.

Mr. Wynkoop proposed using the Instructions Box on the Disclosure form to disclose if in fact a retail installment sales contract exists.

Mr. Kammerzell informed group members that the Motor Vehicle Dealer Board (MVDB) will set the ground rules for time used during formal Rulemaking for public comments. He suggested group members submit written comments to the MVDB in advance to give them sufficient time for review. Stakeholders will probably be allotted more time during the formal rulemaking process for comments, which should begin in the next three to four weeks.

Director Zulauf thanked everyone for their participation and adjourned the meeting at 3:08 p.m.

*(Note: The minutes of these rulemaking working groups are very general in nature and only summarize the contents of the meeting. They are not verbatim transcripts and are based principally upon the digital recording of the meeting and upon the later collaboration of staff attendees to ensure that the summary faithfully captures the matters before the working group and the discussion the group had. The digital recording of the meeting is a permanent record of the Division, retained in the electronic filing system of Division, and is available on the Division's website.)*