

**CRIPPLE CREEK MOUNTAIN ESTATES PROPERTY OWNERS' ASSOCIATION
ZOOM MEETING MINUTES**

Saturday, December 12, 2020 at 9:30 A.M.

I) CALL TO ORDER & RULES OF CONDUCT

A) ROLL CALL OF DIRECTORS

The meeting was called to order at 9:33 a.m.

Board Members present: Bob Wooley, Mark Richwine, Ray Zittlosen, Jim Butler and Paul Schaiberger. Jim Noble was absent and excused.

Rudy Thompson of Dorman Association Management Company was also absent.

B) Quorum

A quorum of the Board was present.

C) Approval of November 2020 Meeting Minutes

A motion was made by Mark Richwine, seconded by Ray Zittlosen, to approve the November Meeting Minutes. **The motion was passed by the Board Members, with one abstention.**

II) BOARD OF DIRECTORS REPORT – PRESIDENT – BOB WOOLEY

A) Executive Session Report of December 2020.

Starting Monday, December 14, 2020, the staff will be back in the office full time.

Company Credit Card: Looking into getting a corporate card, without an employee's name attached to it. The card will always be kept in the office, except when needed and requested.

Need to update the website and board information sheet with the new board members/positions.

III) FINANCIAL REPORT – TREASURER – RAY ZITTLSEN

A) Approval of November 2020 Financial Statements

The POA spent a lot of money on upgrading amenities this year, along with the purchase of the Kubota. The plan had been to pay ourselves back for the purchase of the Kubota. Per Rudy Thompson, the board really does not need to do an amortization table, as the association is a non-profit entity and they already transfer a certain amount of the annual revenue to the reserve account.

A motion was made by Mark Richwine, seconded by Bob Wooley, to approve the November financial statements. **The motion was passed by the Board Members, with a proxy vote for.**

B) Approval of 2021 Budget

Questions from audience members:

What is the bad debt? Approximately 10% of our property owners do not pay their annual assessments. This also leads to the cost of liens and collections.

Why are the utilities so high? Bob Wooley gave a breakdown on the cost. Gas, water and electricity for clubhouse, pool, shed.

When will the pool be open again? Bob Wooley explained the problems we have encountered.

Work should be completed by end of February. Hopefully by sometime this summer, COVID restrictions will allow us to reopen the pool.

Why is there Net Income on the budget, it should be in Reserves? If we have income, then why is there an increase in the annual assessment? Bob Wooley explained that we have taken a lot of money from the Reserves this year and that needs to be replenished. Judy Anderson explained the CCIOA law. Suggested we may want to talk with our attorney, as he approved the way the budget is set up.

A motion was made by Ray Zittlosen, seconded by Bob Wooley, to approve the 2021 Budget. **The motion was passed by the Board Members, with a proxy vote for.**

C) Approval of PPS Electric, LLC invoice (over \$500).

A motion was made by Bob Wooley, seconded by Mark Richwine, to approve the PPS Electric, LLC invoice. **The motion was passed by the Board Members, with one abstention.**

IV) OPERATIONS REPORT – KRIS SNARE

A) Billing for the 2021 annual assessments will be mailed out the last week of December.

V) ARCHITECTURAL CONTROL COMMITTEE – VICE PRESIDENT – MARK RICHWINE

A) ACC Submissions

01-029A	Macomber	septic	589 Portland Dr.	Approved
11-038	Bennett & Fowler	Dog Run	457 Little Topsey Dr	Approved
01-029A	Macomber	House	589 Portland Dr	Approved
17-106	Quinn	New Metal Roof	472 Grey Eagle	Approved
06-055	Sterkel	Prelim House plans	258 El Paso Ct	Pending

B) Variance Requests

06-055 Sterkel 5 roof planes 258 El Paso Ct.

A motion was made by Bob Wooley, seconded by Mark Richwine, to approve the variance request.

The motion was passed by the Board Members, with a proxy vote against.

C) Complaints/Covenant Violations

16-034	Power pole/dirt work w/o ACC approval	Cease and desist posted/letter
18-016	Driveway w/o ACC approval	Cease and desist posted/letter
19/3-011	Excavation work w/o ACC approval or permit	Cease and desist posted/letter

VI) MAINTENANCE REPORT – PRESIDENT – BOB WOOLEY

A) Pool Ceiling/electricity-update

Bob covered this information during the Budget discussion.

B) Pool room air conditioning-update.

The most economical solution will be to use two dehumidifiers, for a cost of \$5000.

C) Trash Facility-update

We are planning on extending the garage out and add one more 3-yard dumpster. Hopefully, this will take care of the excess trash, that we get charged for. This will take place in the spring. Look for updates in the newsletter.

REMEMBER: You are on camera when you dump trash. Please break down your cardboard and leave it beside the dumpster. Be honest about what you are dumping! Do not fill up our dumpsters with 10 black bags and only pay for white bags. If you have an excessive amount of trash, please take it to Cripple Creek.

VII) COMMON GROUNDS & SECURITY REPORT – JIM BUTLER

A) A heater was installed in the new cistern, and a light added to the meter pit.

B) Kubota now has the backhoe installed and a cab.

VIII) MEMBERSHIP & AMENITIES REPORT – PRESIDENT – BOB WOOLEY

A) In the spring we will get the horseshoe pits and archery targets finished.

IX) COMMUNICATIONS – SECRETARY

A) Altitude Community Law Newsletter.
See attached.

X) OLD BUSINESS

A) There was no old business

XI) NEW BUSINESS

- A) Ratify email vote for payment of \$4550 to Highland Contracting, for changes to the original contract. A motion was made by Bob Wooley, seconded by Mark Richwine, to ratify the email vote. **The motion was passed by the Board Members, with one abstention.**
- B) We will continue to use the Zoom format for Board Meetings for at least the next 6 months. This will allow for greater attendance from the membership. All documents will be available on a split screen. Please email the office if you have any suggestions. Dial up (phone in) will not be available.

XII) PUBLIC COMMENT (3 Minute Time Limit)
There were no public comments

XIII) ADJOURN
The meeting was adjourned at 10:30 am.

Respectfully submitted this 31st day of December, 2020

Kristine Snare
Kristine Snare, Director-Operations and Member Services, Office Liaison

Reviewed and approved this 20 day of JAN, 2020

Bob Wooley
by Bob Wooley, Board President

