

CRIPPLE CREEK MOUNTAIN ESTATES PROPERTY OWNERS' ASSOCIATION

MINUTES

Saturday, November 10, 2018 at 9:30 A.M.

I) CALL TO ORDER & RULES OF CONDUCT

A) ROLL CALL OF DIRECTORS

The meeting was called to order at 9:34 a.m.

Board Members present were: Mark R., Bill M., Jim B., Judy A., Bob W. and Rudy T. of Dorman Association Management Company.

B) Quorum

A quorum of the Board was present.

C) Approval of October 2018 Meeting Minutes (*Board vote required*)

A motion was made by Jim B. and seconded by Bob W. to approve the October meeting minutes as written. **The motion was passed by the Board Members.**

II) BOARD OF DIRECTORS REPORT – PRESIDENT – MARK RICHWINE

A) Executive Session Report of November 2018

Financial and personnel issues were discussed.

III) FINANCIAL REPORT – TREASURER – BILL MILLER

A) Approval of October 2018 Financial Statements – (*Board vote required*)

A motion was made by Bill M. and seconded by Jim B. to approve the October financials. **The motion was passed by the Board Members.**

In the 2018 YTD column of the 2018 Budget vs. Actual handout, assessment revenue reflects \$367,935. Rudy T. explained that during the transition from the old software program to the new software program, Dorman was instructed by the software vendor to enter bad debt as a credit instead of a debit. Rudy indicated that in early December, a journal entry will be made of approximately \$60,000 in bad debt as a debit to correct this error.

Bill M. will call Dixon Waller to schedule an appointment for the 2018 audit of financials. Currently, \$2,500 has been allocated in the 2019 budget line item under Professional Services, Financial Audit. That amount will be adjusted with an additional \$2,500 for a total of \$5,000 to plan for Dixon Waller's audit.

Rudy T. reported that Dorman's accountant amended the depreciation schedule for the 2017 tax return due to an error. There was \$104,000 that was inadvertently reported under "Professional Fundraising" that should have been reported as "Salaries." The return has been completed.

B) 2019 Budget

A motion was made by Mark R. and seconded by Bob W. to approve the 2019 Budget with the increase in the Financial Audit line item by an additional \$2,500. **The motion was passed by the Board Members.**

IV) OFFICE LIAISON REPORT – SECRETARY – JUDY ANDERSON

A) Community Essentials

Community Essentials will no longer be published. Altitude Community Law will publish a newsletter.

Mark R. contacted David Firman regarding the contract for legal and collection services and with HindmanSanchez. David indicated that no new contract is needed with the name change.

V) ARCHITECTURAL CONTROL COMMITTEE – VICE PRESIDENT - BOB WOOLEY AND PRESIDENT MARK RICHWINE

A) ACC Submissions

None

B) Variance Request - (*Board vote required*)

1. Dell Thompson-Variance Dispute

A variance was approved by a previous Board to allow for storage of the trailers that are on the vacant property. One of the trailers is being sold and will be moved. If either of the properties is sold the variance will no longer apply.

C) Complaints/Covenant Violations

DATE	FILING/LOT	COMPLAINT	CONTACTED
10/20/18	22-067	Silver car on property	Owner contacted. Owner will move the vehicle

VI) MAINTENANCE REPORT – VICE PRESIDENT - BOB WOOLEY

A) Maintenance List

The itemized list was provided in the handout.

John G. and Mark R. will provide a list of projects that should be completed before John G. retires. Mark R. will provide the Board with prioritized projects on a spreadsheet. The expenditures will be paid from the Capital Reserve account.

The following items are critical and will be purchased as soon as possible: 1. two updated electrical panels; 2. two furnaces; 3. one hot water heater.

Jim B. has agreed to remove the walk-in cooler. The old double-door freezer will be removed also. Once the walk-in cooler and freezer are removed, they will be taken off the inventory list. There is a possibility of purchasing new saunas for installation by the pool area once the walk-in is removed. There is a hot water heater that is located on the west side of the clubhouse building that can only be accessed from the outside, John G. will purchase a new access door.

B) Garage Door Update

The garage door has been ordered. It will be installed the week of November 19, 2018.

C) Men's Bathroom Update

The men's bathroom drain below the office was plugged. John G. removed the old drainage pipes out to the cistern and replaced with new larger drain pipes. A new power-flush toilet will be installed today.

VII) COMMON GROUNDS & SECURITY REPORT – JIM BUTLER

A) Concrete Bids – Update

Jim B. suggested that the mafia blocks blocking the new concrete be left until the seal coat can be applied. Jim B. will call Rivera Construction to determine whether to pour concrete now or later. It may be that dirt work only will be finished. Jim B. will notify the Board as to what is going to take place.

VIII) MEMBERSHIP & AMENITIES REPORT – PRESIDENT - MARK RICHWINE

A) AED Station- Update - Ray Zittlosen

The new AED Station was purchased and has been installed.

Four Mile Fire District has certified instructors that can teach anyone how to use this unit. The office will find out when a training session can be held and what the cost, if any, will be. The AED can "talk" you through on how to use it properly.

IX) COMMUNICATIONS – SECRETARY - JUDY ANDERSON

A) December Meeting/Christmas Party

A flyer has been done and will be mailed out with the budget in the mass mailing to owners. The December 8th meeting will start at 1:30 p.m. and the Christmas party is scheduled to begin at 3:30 p.m. The Poncelow's will be catering the dinner. As in the past, there will be a gift exchange. (Bring a gift, get a gift!)

X) OLD BUSINESS

None

XI) NEW BUSINESS

None

PUBLIC COMMENT (3 Minute Time Limit)

None

XII) ADJOURN

The meeting was adjourned at 10:12 a.m.

Respectfully submitted this 16th day of November, 2018


Judy Anderson, Board Secretary, Office Liaison

tg/JJG 

Reviewed and approved this _____ day of _____, 2018

Mark Richwine, Board President

