

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

**Saturday, February 08, 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 9:43 a.m.

Board Members present were Jim Noble, Bob Wooley, Judy Anderson, Absent and excused: Jim Butler and Ray Zittleston. Both proxies go to Jim N.

Rudy Thompson of Dorman Association Management Company was present.

**B) Quorum**

A quorum of the Board was present.

**C) Approval of January 2020 Meeting Minutes**

A motion was made by Judy A. and seconded by Bob W. to approve the January Meeting minutes as written. **The motion was passed by the Board Members present and by proxy.**

**II) BOARD OF DIRECTORS REPORT – PRESIDENT – Jim Noble**

**A) Executive Session Report of January 2020**

The Board discussed employee matters regarding PTO, revisit the employee handbook and ACC matters.

Jim N. is looking into changing the insurance deadline date from January 1 to July 1.

**III) FINANCIAL REPORT – TREASURER – RAY ZITTOLSEN**

**A) Approval of January 2020 Financial Statements**

An itemized statement was included in the handout. Jim N. voiced a concern that only 50% of the annual assessments have been collected. Late fees and finance charges will be assessed to owners who have not paid by February 29. Demand letters will be sent in March with late fees and finance charges.

A motion was made by Bob W. and seconded by Judy A. to approve the January 2020 financial statements. **The motion was passed by the Board Members present and by proxy.**

**IV) OFFICE LIAISON REPORT – SECRETARY – JUDY ANDERSON**

**A) Altitude Community Law Newsletter**

The newsletter was included in the handout.

**B) Purchase of New Printer**

Jim N. purchased a new all-in-one printer for the office. The total cost was \$284.09.

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

**A) ACC Submissions**

16-002	Retaining Wall	Ryder	43 Red Cloud	Approved
13-003	Septic	Hawley	154 Ajax	Approved

**B) Variance Request**

10-020	Castelli	308 Idlewild	reduction in size of home	Denied
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After discussion, other options are available to the owner. A motion was made by Jim N. and seconded by Judy A. to deny the variance request for reduction of home size. **A motion was made to deny the variance request since there are other options available to the owner. The motion to deny the request carried with 3 Board members present and 1 proxy to approve and 1 proxy abstention.** Bob W. will send the owner a letter.

**C) Complaints/Covenant Violations**

18-003	clearing land	598 Vivenda Rd	This property was not in violation
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**D) ACC Guideline Revision Committee -Update**

Bob W. Jim N and Gary Birch are working together on updating the ACC Guidelines. It was suggested that the committee add "Project Guidelines" as a separate handout to go with the ACC Guidelines. The hope of the committee is to have preliminary guidelines available to present at the next meeting. Bob W. believes that the guidelines should look more attractive and not so demanding.

**VI) MAINTENANCE REPORT – VICE PRESIDENT - BOB WOOLEY****A) Pool Building Roof- Update**

Bob W. spoke with three contractors to address the pool ceiling and roof. After speaking with the contractors, it was determined that the interior pool ceiling needs to be addressed first before addressing the exterior roof. The three contractors are Troyers Coating, Dean, a new resident that lives behind the clubhouse who is a professional roofer and a contractor named Howard. Each one had different views of what needed to be done.

One contractor, Howard, would like to remove some of the spray foam to research what type of coating can go over the current ceiling foam. He thinks the color is white. He would like to come back when the snow is gone to examine the exterior roof. He wants to make sure that the correct screws were used when the roof panels were installed.

**B) Fulltime Maintenance Person Duties**

Jim N. asked if there is a job description for the maintenance position. Judy A. indicated that there was. Bob W. will get with John G. and review the job description and come up with possible revisions, if necessary. This will allow the Board to determine what job qualifications will be needed. Bob requested a list of maintenance jobs/duties that John performs to include maintenance duties for future projects.

**VII) COMMON GROUNDS & SECURITY REPORT – JIM BUTLER****A) Flooding Issue – Back 9 Disc Golf Range – Update**

In order to install the baskets for the back 9, a determination of where the original ditch was located needs to be made to divert the water that collects creating the flooding issue. If the ditch is moved to its original path, it will need to be maintained in the future.

**B) Archery Range/ Liability Insurance -Update**

Jim N. spoke to the POA insurance company. The insurance company indicated that the POA is insured for outdoor activities. Jim N. spoke with Jim B. Jim B. will get final pricing. Preliminary pricing could be 30% off of retail price from the company that is going out of business. The POA is looking into purchasing a couple of bows.

Signage for outdoor activities will be purchased.

A procedure for the rental of POA owned equipment will be established. The procedure will be written by Ray Z. & Jim B.

Bob W. spoke with a professional frisbee golf player. He suggested the school in Cripple Creek could be notified that the Disc Golf course exists here at the clubhouse and could possibly be used. Cripple Creek Park & Rec also has a course.

**VIII) MEMBERSHIP & AMENITIES REPORT – PRESIDENT – JIM NOBLE****A) Summer Picnic in Conjunction with Annual Meeting – Update**

Jim N. has contacted several companies in Colorado Springs for the Annual Meeting BBQ and Pig Roast. So far, only Rudy's BBQ has responded. The cost quoted is \$19.00 per person to include everything including table clothes, silverware and providing servers for serving. Jim N. is still waiting to hear back before the next month meeting.

**B) Summer Events**

No Report

**C) Fireplace- Banquet Room -Update**

Jim N. reported he contacted a company called "The Wood Shed" from Canon City. They will not be able to come for a couple of weeks due to the snow.

D) New Workout Room Equipment – Update  
No report

**IX) COMMUNICATIONS – SECRETARY - JUDY ANDERSON**

No report

Jim N. would like to create a blog for owners on the POA website. It will be placed on the front page called "Ramblings" and each Board member will write a short paragraph each month.

**X) OLD BUSINESS**

Bob W. received an update on the pool windows from Window World. He indicated that it will probably be around the end of March before Window World can install the new glass for the pool area.

Bob W. is still researching the locks for the clubhouse building. Bob will speak to Four Mile Fire Chief to make sure that all new guidelines are followed before the locks are purchased.

**XI) NEW BUSINESS**

Jim N. spoke about the POA insurance company because of the concern of not having commercial auto coverage. The current insurance company quoted an additional \$10,000 for coverage on 1 vehicle. Jim N. will shop around for all POA insurance needs with a new company.

Jim N. suggested that the POA purchase a walk behind snow blower for the concrete pad. John N. will research and if he finds one at a reasonable cost, the Board can do an email vote to approve the purchase. John G. indicated that he may know an owner that has one that the POA can purchase.

The POA office received an email offer from Mr. DeVivo. He is interested in purchasing property known as CCME Filing 6 Lot 095, 1241 Golden Cycle Cir. that has been delinquent for several years with multiple liens on it. Mr. DeVivo has offered to settle the delinquency for 25% of the outstanding balance. Judy A. suggested that the Board consider accepting the offer. This property was in collections for several years and the POA collections firm closed its account due to nonpayment. **The motion was made by Jim N. and seconded by Bob W. to accept the offer presented by Mr. DeVivo. The motion was approved by the Board Members present with 2 abstentions.**

Judy A. will draft letter to Mr. DeVivo. No liens will be released until the POA receives the money and the property has transferred with new owner info recorded in Teller County.

**XII) PUBLIC COMMENT (3 Minute Time Limit)**

**XIII) ADJOURN**

The meeting was adjourned at 11:23 a.m.

Respectfully submitted this 22<sup>nd</sup> day of February, 2020

  
Judy Anderson, Board Secretary, Office Liaison  
tg/JJG

Reviewed and approved this \_\_\_\_\_ day of \_\_\_\_\_, 2020

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Jim Noble, Board President

