

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

Saturday, July 25, 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, Judy Anderson, Bob Wooley, and Ray Zittleston and Jim Butler.

Rudy Thompson of Dorman Association Management Company was present.

B) Quorum

A quorum of the Board was present.

C) Approval of May 2020 Meeting Minutes

A motion was made by Jim N., seconded by Ray Z. to approve the June Meeting Minutes as written. **The motion was passed by the Board Members.**

II) BOARD OF DIRECTORS REPORT – PRESIDENT – JIM NOBLE

Jim N. reviewed the Board Mission Statement. This is the document that the Board agreed upon. He wanted to "shout out" to all the Board members for stepping up to the tasks. Of accomplishing the three pillars of the Mission Statement.

A new position was developed in the office and a new staff member that was recently hired. Her name is Kris Snare. Her title is Director of Operations and Member Services.

Projects on the 10-year plan are being addressed. The majority of the 1st year projects have been completed, as well as some of the 2nd year projects.

If anyone has suggestions for other projects, please email Jim Noble directly with those suggestions.

III) FINANCIAL REPORT – TREASURER – RAY ZITTLESON

A) Approval of June 2020 Financial Statements

A motion was made by Ray Z., seconded by Judy A. to approve the June financial statement. **The motion was passed by the Board Members.**

The Board will be researching whether foreclosing on delinquent properties is an option to recuperate outstanding assessments. Jim N. stated that each individual property will need to be individually assessed to decide if foreclosure is financially possible.

B) Annual Financial Audit Statement

Rudy T. reported that the annual audit was conducted in June and July with Tim Dixon of Dixon, Waller & Co. A copy of the audit report is available in the CCMEPOA office.

IV) ARCHITECTURAL CONTROL COMMITTEE – VICE PRESIDENT - BOB WOOLEY

A) ACC Submissions

19/1-038	Johnson	House Paint	525 Wilson Way	Approved
11-049	Roberson	Wall/Walk Path	199 Little Topsy	Approved
19/2-026	TMC	New Home	86 Rattler Way	Pending
22-020	Beltz	Restain Home	2293 Angas Dr.	Approved
09-003	Kampmann	New Site-Garage	444 Bennett Drive	Approved
11-037	Brazil	Paint/Stucco	491 Little Topsy	Approved.

Variance Request

03-010	Blohowiak	Reduce House Size	129 Isabella Circle	Approved
19/2-026	TMC	Roof Pitch	86 Rattler Way	Approved

B) Variance Requests

1. Ratify E-mail Vote – Variance Request – Filing 03 Lot 010 – Blohowiak
The e-mail vote was ratified with a vote of 4 to approve and 1 not to approve.
2. TMC – Variance Request to change part of the slope of the main roof from 6/12 pitch to 4/12 pitch on new home. A motion was made by Bob W. and seconded by Ray Z. to approve the variance request. **The motion was passed by the Board Members.**

C) Complaints/Covenant Violations

023-033	Trash on front Deck	letter sent
22-055	Driveway/cutting trees/camper on lot	Stop & Desist sign posted
06-091	Camping/red car with no plates	letter sent
04-030	Burning trash	letter sent
23-159	loud party, tents, cars	Renters were evicted
23-110	Living camper	letter sent

V) **MEMBERSHIP & AMENITIES REPORT – ALL BOARD MEMBERS**

Jim N. applauded Jim B. for coming up with ideas, Bob W. for facilitating projects, and Ray Z. for his enthusiasm and getting outside amenities completed.

Bob W. reported that the pool ceiling structure has deteriorated to the point that the purlins need replace. The humidity issue will be addressed once the ceiling is fixed. The pool will be up and running as soon as possible.

Ray Z. has been the force behind getting the Disc Golf baskets up. The Disc Golf course is 18 holes and have been completed. Additional projects on the course are: new culverts on the back 9 of the course and benches. Mowing is progressing on the course.

The tennis court and pickle ball courts are completed.

Only renters with rent leases of 6 months or more with approval from the owner may purchase a guest card to access the amenities. No weekend renters, Air BnB, or any other short-term leases are not allowed to access the amenities.

Future projects include: update horseshoe pits, archery range, and new/used weight equipment.

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

The August Board meeting will be held on Saturday, August, 15, 2020. Please note that this is the third Saturday of the month.

VII) **NEW BUSINESS**

A) 1st Reading of Policy & Procedure 2001-3.1

Bob W. read into the record the 1st reading of the amended policy.

B) Highland Contracting – Bid for Ceiling/Roof in Pool Area

A motion was made by Jim N. and seconded by Jim B. to accept the bid from Highland Contracting in the amount of \$35,855.00 for the ceiling replacement in the pool area. **The motion was passed by the Board Members.**

C) Ratify E-mail Vote – Purchase of New Yellow Signs

The email vote to approve the purchase of yellow signs was unanimously ratified by the Board members.

D) Ratify E-mail Vote – 1st Payment to Highland Contracting

The email vote to approve the initial payment of \$12,000 for materials to Highland Contracting was unanimously ratified by the Board members.

E) Ratify E-mail vote – New Clubhouse Cistern/Payment Schedule

The email vote to approve the bid from M&S Plowing, LLC in the amount of \$5,331.00 for a new cistern (includes excavating, backfill, core drilling for water line and installation) and to make the down payment of \$2,331 for materials was unanimously ratified by the Board members.

- F) Ratify E-mail Vote – Purchase of New Laptop or Office
The email vote to approve the purchase of a new laptop for the office in the amount of \$1,294.69 was unanimously ratified by the Board members.
- G) Change of Office Days/Hours
By Resolution of the Board of Directors, office hours will change to Monday through Saturday, 8 am to 4 pm beginning August 10, 2020. The 2020 Holiday Schedule was also included in the Resolution.
- H) Membership Education Speakers
1. David Firmin – CCMEPOA Attorney – Altitude Community Law
David via Zoom reported that no less than five bills were introduced during the legislative session. Three bills passed and two were removed from consideration. The bill regarding the HOA/POA Information Resource Officer was passed. This position is primarily for educational purposes and is an appointed position.

A Bill that did not pass: Prohibiting secret ballots/recording meetings. This may be re-introduced next year.

Another Bill that may be introduced next year is “How to Conduct Business via Virtual Meeting.”

David indicated that the Directors are correct in keeping the pool closed. There are many restrictions. The work-out room also has lots of restrictions place upon it in keeping it open.
 2. Adrian Knight – CUSP
Mr. Knight was not able to attend. Jim N. reported that due to the COVID 19, community wide chipping has been halted. CUSP is still offering services to individual property owners. They are available Monday through Thursday and the cost for the services are: \$95 p/hr. with help from the owner or \$150 p/hr. with no help. CUSP can be contacted at 719-748-0033 or culp@culp.org.
 3. Rudy Thompson – Dorman Association Management
Dorman Association Management’s primary function is bookkeeping/financials. Rudy reported that the 2019 Audit has been completed with Tim Dixon of Dixon Waller, Inc. CPA. The Audit Financial Statements are available in the POA office for review.
- I) Results of Vote for Board of Directors Positions
There was a total of 1516 lots as of July 24, 2020. Of this total 1283 lots were eligible to vote. A total of 381 votes were received. 378 votes were cast by members in good standing and 1 vote was cast by a member not in good standing. 2 votes were cast with no filing and lot number or name/signatures. There were three positions available to fill and four candidates running.

The three candidates winning a seat on the Board of Directors for a term of 3 years are:

Ray Zittlosen received 132 votes
Bob Wooley received 115 votes
Paul Schaiberger received 98 votes

Although Mike Sawyer received 33 votes, he did not win a seat on the Board of Directors.
- J) Appointment of Nomination Committee
Ray Z. is the Board chairperson for this committee. Anyone interested in being on this committee, please contact the office.
- K) Appointment of By Laws Committee
Ray Z. is the Board chairperson for this committee. Anyone interested in being on this committee, please contact the office.

VIII) PUBLIC COMMENT (3 Minute Time Limit)

Ray Z. updated the Board on Four Mile Fire District. Four Mile Fire District has 40 people now with "Staff Officers" and 6 EMTs.

XIII) ADJOURN

The meeting was adjourned at 11:36 a.m.

Respectfully submitted this 1st day of August, 2020


Judy Anderson, Board Secretary, Office Liaison
JJG

Reviewed and approved this _____ day of _____, 2020

Jim Noble, Board President