Cement Creek Condominium Association, Inc.
ANNUAL MEMBERSHIP MEETING

Minutes of Meeting
August 24, 2016

1. President, Bob Baker opened meeting at 10:00 AM and asked for roll call and to verify a quorum.

In Attendance:

Waterfall Creek Units 1,2,4,5,6,7,8
Waterfall Creek Unit 3
Waterfall Creek Unit 9 – Jake Laramie by phone
Waterfall Creek Unit 10
Waterfall Creek Unit 12 – by proxy to Charlie Zeiter
Waterfall Creek Unit 14
East River Unit 1
East River Unit 3
East River Unit 5 – Kurt Soreson by phone
East River Unit 6 – Peggie Pentecost by phone
East River Unit 8 – Dave Wynn by phone
Italian Creek Unit 1
Italian Creek Unit 2 – Richard Albritton by phone

Quorum verified.

2. Proof of meeting was given by Charlie Zeiter; the notice of meeting and agenda were put on the association web-site, mailed to each owner/member, emailed to each owner/member and posted on the wall in the Association's designated "posting" location (the offices of Cement Creek Condominiums Association).

3. Approval of January 18, 2016 General Membership meeting minutes ("Notes").

Motion: Courtney Baker (WC – 3) moved to accept the meeting minutes as presented.

Phil Ott (ER - 3) seconded motion

Motion unanimously approved

4. Approval of August 10, 2015 Annual General Membership meeting minutes.

Motion: Bob Baker (WC – 3) moved to accept the meeting minutes as presented.

Kate Schmidt (ER - 1) seconded motion

Motion unanimously approved

5. Reports by Officers and Committees.

Lots 11 & 12:

Charlie Zeiter gave a brief history, explanation and description of the easement the CCCA now has over and with the owner of Lots 11 & 12 (the Volley Ball Area). CCCA now has legal access over and across the lots to the Italian Creek building, exclusive use of the "volley ball" area, additional parking spaces and the right to create up to 4 more additional parking spaces.

Lots 9 & 10:

Charlie Zeiter gave a brief history, explanation and description of the lease we have with the owners of lots 9 & 10 (Ward's and Davis's). The lease has a right of first refusal to purchase and is a one year, triple net lease for $100.00 per month. CCCA now has legal use of the "game area", bar-b-gue's, and additional parking spaces.

6. Consideration of Budget by General Membership.

Charlie Zeiter presented the BOD approved budget for the time period 6/1/16 to 5/31/17. He explained that the only change being made since the budget was approved in January, 2016 was additional expense for the lease of lots 9 & 10. He then opened it up for questions.

Kate Schmidt asked about Cable and Wifi. Charlie explained the cable bill. Each unit gets basic cable to their unit paid for through their dues. Charlie then explained the Tengo Internet Wifi CCCA has in place. CCCA currently gets paid a percentage of the revenue collected by Tengo from individuals using it, but we do have a to pay for internet service from CenturyLink to supply Tengo. In the past we have come out ahead, more revenue from Tengo than expense with CenturyLink, but we need to watch this and make sure this service does not become an expense.

Robbie Davis asked about the building maintenance line item, why it went up. Charlie explained that CCCA continues to see more and more maintenance needed on the buildings as they continue to age. CCCA was able to cut the grounds maintenance budget by $4,700.00 and then we increased the building and maintenance by another $2,600.00. The BOD approved this increase to help better maintenance our buildings.

Kate Schmidt asked about legal expense. Charlie Zeiter and Bob Baker explained all the different legal expenses CCCA has including but not limited to; legal work on the game area lease, legal work on lots 11 & 12 easement, legal work on the Albritton easement across lots 15 & 16, on going normal filings with State of Colorado, CCIOA compliance, and East River covenant change.

No other questions were asked and no member made any motion with regards to the budget. Thus the budget was considered by the general membership of CCCA.

7. East River Decks.

Charlie Zeiter opened discussion about the East River decks on Units 3, 5 & 7. He gave a brief history of how the original decks were built, the problems we've had with the decks leaking into the units, and the thousands of dollars spent trying to fix them and maintain them. Charlie went on to explain that an engineer was hired in the spring of 2016 to evaluate the decks and a local contractor was consulted. Both the engineer and the contractor concluded that the least expensive option would be to remove the decks and build shed roofs in place of them. This would make the building look exactly like it was originally constructed and look like the other side to the East River Building.

Discussion occurred and Charlie further explained how CCCA will need to proceed in order to accomplish this building change. Because the decks are limited common elements, the covenants and the plat must be changed. We will need a vote of approval from a majority of the CCCA members. The rough estimated cost to perform all these tasks including legal, surveying, etc. is $80,000.00 plus.

Courtney Baker made motion to move forward with the East River Deck replacement project, starting the needed legal work, survey work and then the vote of the general membership of the CCCA.
Peggie Pentecost seconded the motion.

Further discussion than occurred from Suzy Coykendal regarding the Reserve Fund and Reserve Study. Will the East River Deck project be paid for by the Reserve Fund. Charlie explained how the Reserve Fund was created and what it can be used for. CCCA does not have enough money in the Reserve Fund to do the East River Deck project and a special assessment will be needed.

Then Suzy Coykendal asked about the concrete and roads around the rest of the complex and the status of repairing those items. Bob Baker and Charlie Zeiter explained

how engineering and drainage studies have been performed. CCCA does not have bids or estimates on the scope of the work or the cost yet. The BOD has been looking at trying to do the entire project at one time, thinking that it will be cheaper than doing a little every year. At the Reserve Fund collection rate of $15,000.00 per year it could be 20 plus years before we would ever get it complete. Thus, the BOD is looking at doing the project all at one time.

Discussion then occurred regarding the need for a ten year capital plan and the idea of a sub-committee to help the BOD with this project was presented. Everyone seemed in favor of a sub-committee and Kate Schmidt and Suzy Coykendal both volunteered to be on the sub-committee with Kate chairing it.

Robbie Davis (WC – 10) then reiterated the Courtney Bakers motion.
Peggie Pentecost (ER – 6) seconded.

Motion unanimously approved

8. Election of Board of Directors.

Position # 1 currently held by Phil Ott is up for election. This position is a 3 year term.

Position # 2 currently held by Charlie Zeiter is up for election. This position is a 3 year term.

Bob Baker opened the floor for nominations for position 1:

Suzy Coykendal (WC – 14) nominated Phil Ott (ER – 3) for position # 1

Peggie Pentecost (ER – 6) nominated Peggie Pentecost (ER – 6) for position # 1

There were no other nominations made.

Closed ballots were used to vote by the members.

The vote resulted in position # 1being won by Phil Ott (ER – 3).

Bob Baker opened the floor for nominations for position 2:

Courtney Baker (WC – 3) nominated Charlie Zeiter for position # 2

Suzy Coykendal (WC – 14) nominated Kate Schmidt for position # 2

Peggie Pentecost (ER – 6) nominated Peggie Pentecost for position # 2

There were no other nominations made.

Closed ballots were used to vote by the members.

The vote resulted in position # 2 being won by Charlie Zeiter.

In summary:

Position # 1 will be Phil Ott

Position # 2 will be Charlie Zeiter

9. New Business.

    a. Robbie Davis asked if stain drips on the concrete outside Waterfall Creek units 9 & 10 could be cleaned up. Management will look into this and try to clean the stain off the concrete.

    b. Peggie Pentecost discussed that pet owners are not following the Pet Policy requirements. Ie.. not cleaning up pet waste, etc.

    c. Peggie Pentecost discussed that unit owners are storing personal items outside of their units.

    d. Suzy Coykendal observed that dogs are coming onto CCCA property from neighboring properties.

    e. Suzy Coykendal reiterated the idea of a sub-committee to help the BOD with a capital project plan and budget. The BOD will discuss this and appoint BOD member(s) to sit on this sub-committee.

    f. Discussion continued about pets and personal items stored outside of units. How to enforce the rules and regulations was discussed and the majority of members concurred that they want the pet policy and rules and regulations regarding personal items in common areas enforced.

With no further business being presented to the board, Courtney Baker a motion to close the meeting, Phil Ott seconded.

Motion to close the meeting was unanimously approved

Said meeting was closed by Bob Baker at 11:45 AM.