

Cherry Creek Racquet Club

Board Meeting Notes Jan 11th, 2022

CCRC HOA Board met at Jo Ann's on Tuesday evening, Jan 11th, 2022. Meeting called to order at 7:43 pm.

Parties in Attendance:

Sara Manning (HOA President)

Jennifer Mast (HOA Secretary/Treasurer)

JoAnn Nelson (HOA VP)

Tony Glinsky (Assoc. Member/Member At Large)

Financial Update:

* The CCRC HOA balance as of Jan. 11th, 2022, is: \$19,245.07. 29 houses (of 91) have paid HOA Dues for 2022.

* HOA Board Secretary reported that attempts to get response from appropriate US Bank representatives (regarding HOA's Account) during 2021, produced no results. (US Bank branches permanently/temporarily closed; unreturned phone calls and e-mails). The HOA Secretary was unable to get answers from US Bank regarding an on-line payment option before 2022 HOA dues notification and invoices were delivered in 2021.

- UPDATE: Secretary was informed by Alameda Branch bank teller that there would be fees incurred if HOA members utilized the Zelle® option now available through US Bank. The service is free for US Bank "personal" accounts but for Small Business Accounts, there would be fees incurred. Details: 2.5% charged to HOA account per transaction amount. This equates to \$4.75 per dues transaction if the dues amount is \$190.00. (x 91 homes = US Bank fee of \$432.25 yearly).

Old Business:

* No regularly scheduled HOA Board meeting held for December 2021. Board sponsored "Neighborhood Holiday Light Walk" Event (to vote on Best Decorated Houses), took place on Sunday December 19th at 4:30 pm. Participants met up at HOA VP's home.

* 2021-2022 Holiday Newsletter was hand delivered to residents of CCRC at the beginning of December 2021 by HOA VP (Thanks JoAnn!). 2022 HOA dues statements/invoices were mailed out on December 28th, 2021.

* HOA President will reach out to Aurora City Rep. for the results of hearing in October 2021, in regard to CCRC Homeowner being in violation of Aurora City Code. (Homeowner has 80% of front lawn covered in concrete).

New Business:

* The Board members discussed recent inappropriate posts/thread to CCRC FB group page. Key points: 1. Facebook is an inappropriate platform to conduct official HOA Board business (agreed upon by current sitting board members within a year of its creation); 2. The page is not being monitored by the group Admin and the current sitting Board Members are under no obligation to check this page for CCRC HOA concerns; 3. Most (if not all) of the recent queries posted to the CCRC group page and directed to the "CCRCV" have been answered previously within the running CCRC HOA Board Meeting Minutes that are posted to the CCRC Neighborhood Link website (http://www.neighborhoodlink.com/Cherry_Creek_Racquet_Club); 4. These running CCRC Board Minutes are labeled by year and the previous year's minutes are normally left posted on the website.

OUTCOME: Motion was raised to limit current CCRC HOA Board Members use of the CCRC FB group page (in their capacity as Board Members) to posting links back to the official CCRC Board Meeting Minutes; announcing Board Sponsored Neighborhood Events and posting contact information for HOA Board Members (such as e-mail). Motion was made by Secretary, seconded by the VP, and passed by quorum.

* HOA Board set Agenda for 2022:

- 2022 Annual Homeowners Meeting tentatively scheduled for Sat, June 4th at 10:00 am, in combo with Community Continental Breakfast. Meeting to be held at CCRC Tennis Court Common Area (as was done in 2021).
- Summer Neighborhood Clean-up/roll-off dumpsters? Board voted "YES". Tentatively scheduled for June 10th - 13th.
- Board sponsored Neighborhood Garage Sale for 2022? Board voted "NO".
- Fall Clean-up/roll-off dumpsters? Board voted "YES". Tentatively scheduled for Sept 30th – October 3rd.

*Houses Sold or Under Contract: #62 - 13881 E Radcliff Place (Zillow). Welcome Packets still need to be delivered and contact info gathered for the following: #23 – 4406 S. Atchison Circle; #85 – 4310 S. Abilene Circle; #32 -13956 East Radcliff Drive.

*Meeting adjourned at 8:45 pm. Next Board Meeting tentatively set for Wednesday, February 9th, to be held at Jo Ann's.

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Board Meeting Notes Feb 9th, 2022

CCRC HOA Board met at Jo Ann's on Wednesday evening, Feb 9th, 2022. Meeting called to order at 7:36 pm.

Parties in Attendance:

Sara Manning (HOA President)
JoAnn Nelson (HOA VP)

Jennifer Mast (HOA Secretary/Treasurer)
Tony Glinsky (Assoc. Member/Member At Large)

Financial Update:

* The CCRC HOA balance as of Feb. 9th, 2022, is: \$28,157.47. 70 homes (of 91) have paid HOA Dues for 2022.

* HOA Board Secretary met last week with US Bank Rep to discuss Zelle® as an option for CCRC residents to pay yearly dues. US Bank Representative confirmed there would be a charge to the HOA account for every instance of payment made by residents utilizing Zelle® to make Annual Dues Payments. (2.5% charge on every transaction). For this and other accountability reasons, the HOA Board members decided to not make this an option for yearly dues payments at this time. Personal check, cashier's check or money order will continue to be the accepted form of payment for annual dues.

Old Business:

*HOA President heard back from Code Enforcement officer regarding CCRC resident who has 80% of their front lawn covered in concrete. (This is in violation of Aurora City Code). The homeowner has till May 31st to fix the situation.

New Business:

*The HOA Board VP provided the results of the Best Holiday Decorated House contest for 2021/2022. Results: 1st Place - 4336 S. Atchison Circle; 2nd Place - 4392 S. Atchison Circle; and 3rd Place – 13891 E. Radcliff Place. CONGRATS! (Prizes will be awarded once all 2022 HOA Dues have been collected).

*HOA President mentioned soliciting bids for Common Area Grounds Keeping (CAGK) to include Tennis Court area, starting in April. The rest of the Board members volunteered to make themselves available for these appointments with Landscaping companies/contractors.

*Board discussed emailing out a “form letter” to CCRC residents to utilize (copy/paste) and email Community Leaders with traffic concerns in the current design plans for the Parker/Quincy/Smokey Hill Project. ((Parker/Quincy/Smoky Hill Project - City of Aurora (auroragov.org))). DUE-OUT: HOA President will e-mail out this form letter.

*Houses Sold/Under Contract/for Sale: #62 - 13881 E Radcliff Place (Zillow).

*Meeting adjourned at 8:52 pm. No regular HOA Board meeting for March. Next Board Meeting tentatively set for Tuesday, April 12th, at 7:00 p.m. at Jo Ann’s house.

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Board Meeting Notes April 12th, 2022

CCRC HOA Board met at Jo Ann’s on Tuesday evening, April 12th, 2022. Meeting called to order at 7:24 pm.

Parties in Attendance:

Sara Manning (HOA President)

Jennifer Mast (HOA Secretary/Treasurer)

JoAnn Nelson (HOA VP)

Tony Glinsky (Assoc. Member/Member At Large)

Financial Update:

* The CCRC HOA balance as of April 12th, 2022, is: \$25,844.47. 90 of 91 homes have paid HOA Dues for 2022. (One bounced check; late fees and penalties are owed).

Old Business:

*HOA President heard back from Code Enforcement officer (prior to Feb HOA Board Meeting) regarding CCRC resident who has 80% of their front lawn covered in concrete. (This is in violation of Aurora City Code). The homeowner has till May 31st to fix the situation. UPDATE: STILL NO MOVEMENT ON THIS.

*Form letter was e-mailed out to the CCRC residents to be utilized in making recommendations regarding the current plans for the “Parker/Quincy/Smoky Hill Project - City of Aurora (auroragov.org)”. Plans are still under development, and this is our chance as a neighborhood to voice are concerns/recommendations to Community Leaders/Project Managers.

New Business:

*Prize money has been delivered this for the Best Holiday Decorated House contest for 2021/2022. Results: 1st Place - 4336 S. Atchison Circle; 2nd Place - 4392 S. Atchison Circle; and 3rd Place – 13891 E. Radcliff Place. CONGRATS!

* The HOA President was contacted by a neighbor recently to report on the condition of the Tennis Court area and if we were able to hire a landscaper to take care of the Common Areas this year. The answer is No. We haven’t had luck getting any bids. Those Landscapers who have reviewed the areas for upkeep say the neighborhood is too small (or the project areas are too small); or the quotes received have been excessively

expensive for the areas that need upkeep. Board members will keep trying to solicit bids. Board briefly talked about trying to organize monthly neighborhood/volunteer clean-up parties.

* The current HOA Secretary/Treasurer (Jenn Mast) announced her intent to resign from both positions this year. She will stay on as secretary (taking/reading/posting minutes) through Annual HOA meeting in June 2022, but past that, will not do any of those functions except for posting the minutes to the HOA website (if someone else takes and submits the board meeting minutes). Also, she will remain as Treasurer in name only until replacement can be found. She agreed to remain on as signatory/owner on HOA account and make sure bills get paid until vetted replacement can be found/voted in. Recommend that a nominating committee be formed at or before the Annual HOA meeting in June 2022 (in accordance with CCRCV By-laws/Article 5. Section 1). To facilitate vetting volunteers, a position requirements e-mail will be drafted up and sent out to the neighborhood.

*Houses Sold/Under Contract/for Sale: #62 - 13881 E Radcliff Place (Zillow) – Under Contract.

*Meeting adjourned at 8:15 pm. Next regular HOA Board meeting is scheduled for 7:00 pm, Wednesday, May 18th at Jo Ann's house.

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Board Meeting Notes May 18th, 2022

CCRC HOA Board met at Jo Ann's on Wednesday evening, May 18th, 2022. Meeting called to order at 7:15 pm.

Parties in Attendance:

Sara Manning (HOA President)

Jennifer Mast (HOA Secretary/Treasurer)

JoAnn Nelson (HOA VP)

Tony Glinsky (Assoc. Member/Member At Large)

Jessie VanGundel (HOA Member)

Richard Schoenung/Farmers Insurance

Financial Update:

* The CCRC HOA balance as of May 18th, 2022, is: \$25,713.47.

Old Business:

*HOA President heard back from Code Enforcement officer (prior to Feb HOA Board Meeting) regarding CCRC resident who has 80% of their front lawn covered in concrete. (This is in violation of Aurora City Code). The homeowner has till May 31st to fix the situation. UPDATE: Still no movement on this. Aurora City Code Enforcement Rep. Barry Dombrowski has been in touch with Board members and indicated the homeowner will be cited/fined.

New Business:

*Richard S./Farmers Ins. Agent (and friend of the HOA Board President) was invited to sit in on a regularly scheduled meeting to go over the HOA's current Liability Insurance Policy through State Farm. After reviewing the current policy, Richard mentioned that there doesn't seem to be anything wrong with it (it has the standard PUD language; coverage is good). HOWEVER, the current policy is only written up for one dwelling for the HOA instead of 91 dwellings with access/and use of common areas. It is important for HOA D&O (Directors and Officers) liability coverage to have the policy written up correctly. A copy of a new Insurance Policy and Quote (from Farmers) was left with the CCRC HOA Board members for review and vote this weekend.

*Board members reported that there have been at least two vehicles parked in the neighborhood this past month (with no movement) with no plates or in a non-working condition. These have been reported to Aurora City Code Enforcement and a Rep. will follow up.

* The current HOA Secretary/Treasurer (Jenn Mast) is resigning this year as HOA Secretary. To facilitate vetting volunteers, a position requirements and responsibilities doc was drafted. (A draft copy was given to Jessie V. who is possibly considering taking on the position/office).

*Sara recently reached out to two new landscaping companies for bids on the HOA common areas. She is meeting with one this Friday for a quote.

*HOA Treasurer mentioned she reached out to the new Neighborhood Link representative regarding billing for the website domain. Billing was on an auto-pay feature (not controlled through website). Domain fee is \$25.00 a year (previous year was \$20.00). Auto pay option was disabled at the request of the Treasurer, and an email will be sent instead with a link through which to pay.

* HOA VP relayed that one of the new neighbors working in IT said she would be interested in briefing the community regarding on-line security at the Annual Homeowners meeting in June. Sara (HOA President) requested that if she is still interested, to give her a call or send a brief outline of what she wants to present.

* **2022 Annual Homeowners Meeting.** This meeting WAS tentatively scheduled for Sat, June 4th at 10:00 am, but due to Board members being out of town, it has been postponed till Sat, June 11th at 10:00 am at the Tennis Courts/Common Area. A Continental Breakfast will be provided. DUE OUTS: HOA Secretary will e-mail a reminder about the meeting and post to CCRC Group on FB a week before.

* **Summer Neighborhood Clean-up/roll-off dumpsters** will be ordered for delivery on June 10th and placed throughout the neighborhood. Scheduled for June 10th with pick up on the 13th. **DUE OUTS:** HOA Board President will order the dumpsters; HOA Secretary will send reminders to the neighborhood (via email blast and CCRC FB page) 1 week prior.

*Houses Sold/Under Contract/for Sale: NTR.

*Meeting adjourned at 7:55 pm. Next meeting of the Board is at the Annual Homeowners Meeting scheduled for Saturday June 11th, 10:00 AM at the Tennis Courts/Common Area.

Cherry Creek Racquet Club

Annual Homeowners Meeting

Saturday, June 11th, 2022

The Annual CCRC Homeowners Meeting was conducted on June 11th 2022 at the CCRC Tennis Courts Common Area and was called to order at 10:00 a.m. Continental Breakfast/refreshments provided.

HOA Board Members/Homeowners in attendance:

Sara Manning (HOA President) and Chairperson for this meeting; Jenn Mast (HOA Secretary/Treasurer; NOTE: Multiple Offices allowed per CCRC By-Laws, Article VIII, Section 7). Tony Glinsky/HOA Member at Large (voted in Feb 2021 and can act as voting board member). HOA VP (Jo Ann Nelson) was not able to make the meeting this year.

Homeowners (Association Members) in attendance: Sean Cummins, Doug McLemore, Angel Isen, Annemarie Thomas, Ken Posen, Robert Walker, Aubrey & Sue Hall, Hannelore Cortes, Marilyn McKie, Veronica Van de Sande, Roger & Connie Zimmerman, Terry & Dee Beaty, Michael Hipp, and Angela Rose. (17 homes represented).

Documentation/Handouts available at meeting:

--- Attendee Sign-in.

--- 2021 End of Year Financials. "End of 2021 Financials.pdf" is also available on the CCRC website

(http://www.neighborhoodlink.com/Cherry_Creek_Racquet_Club), under Page & Links >> Documents & Pages.

--- 2022 CCRC FAQ Sheet/Reminders. Answers to more Frequently Asked Questions will be added throughout 2022 and will be posted to the CCRC website as well as e-mailed to residents.

--- Annual Homeowners Meeting Agenda for 2022/Gist of CCRC Annual Homeowners Meeting Minutes from 2021.

--- CCRC HOA Board Secretary Position – Vetting Application (listing requirements/responsibilities).

- Welcome! Greetings! 2022 HOA Board members were introduced. (HOA VP couldn't be at this year's meeting).
- HOA President pointed out the meeting etiquette and rules printed out on the Meeting Agenda handouts.
- Reading of last year's Annual Homeowners Meeting Minutes by the secretary was procedurally skipped (but available on back of Meeting Agenda handout, and already available as part of the running meeting minutes from 2021).
- **2022 CCRC HOA Neighborhood Events were reviewed:**
 - Spring/Summer clean-up Roll-Off Dumpsters available to the CCRC Neighborhood. This weekend June 10th – June 13th (going on now). REMINDER: DO NOT OVERFILL THE DUMPSTERS! Nothing should be spilling out of the top. The HOA will get fined by Waste Management. Please be courteous and break down bulky items.
 - Fall clean-up Roll-Off Dumpsters will be provided throughout the neighborhood – Tentatively scheduled Sept 30th – October 3rd, 2022. Reminders will be e-mailed to neighbors and posted to CCRC FB page a week before.
 - There is no CCRC HOA Board Sponsored/Organized Neighborhood Garage Sale this year (2022). Interested CCRC Neighbors are free to organize/hold a Garage Sale event when they see fit. (Upon request, an HOA Board Member can supply the "Garage Sale" Banner to be hung on the entrance to the CCRC Wall).
- **Ad-hoc Event regarding IT/Cyber Security/On-line Security:** One of our newest residents/association members (Angel Isen), was introduced. (Welcome!). She is a Sr. Engineer with 15 years' experience in systems/cybersecurity. She was tentatively scheduled to give a brief regarding on-line security at this year's Annual Homeowners Meeting, but because the HOA President knows that some of residents that could benefit from her knowledge were unable to attend, plans were discussed to have a small event held in the HOA VP's backyard later this summer. Interested neighborhood residents should contact one of the HOA Board members.
- **Common Area Maintenance/CAGK:** CCRC Board Members have solicited bids from no less than 37 landscaping businesses/haul away companies during 2021 to present, to take care of Common Area Maintenance/Common Area Grounds Keeping (CAGK). This includes trying to get a bid/quote on planting Ornamental Grasses at the front entrance of the CCRC Neighborhood which was voted on by the attendees at the Annual Homeowners meeting in 2021. **RESULTS:** The majority of Landscaping companies contacted have not returned calls or emails to even schedule a bid/quote. The HOA Board President (Sara M.) mentioned being "ghosted" numerous times. Other companies quoted excessive amounts for a one-time clean-up/maintenance or declined to take on the project because it was "too small". The landscaping crew that did the massive clean-up of the Tennis Court Area (the week before the Annual Homeowners Meeting), did an excellent job and quoted \$3400.00. This same landscaping company is going to supply a bid/quote on planting Ornamental Grasses at the front entrance. The bid will include moving the rocks, putting down weed barrier, fixing the sprinkler system, and they mentioned that they will put us down on their schedule for a clean-up at the end of May for next year.

Snow Plowing: Our neighborhood streets are public streets and should be plowed by the city. However, we are the last to get plowed and previous calls to the street department have met with less than adequate results. That is why the HOA retained the services of a snowplow contractor (NOTE: This goes back further than any of the current Board Members have been on the Board). HOA President mentioned that going forward, we may get push back from the city when we call into get ice-damming taken care of or piles of snow picked up.

- **Parker/Quincy/Smoky Hill Project:** An e-mail was sent out to CCRC Neighborhood residents back in February regarding the final design plans for the Parker/Quincy/Smoky Hill Project – (City of Aurora ([Parker/Quincy/Smoky Hill Project - City of Aurora \(auroragov.org\)](https://www.auroragov.org))). A form letter example was also attached to aid in correspondence with Aurora City Reps. and Project Managers. This is a Reminder to MAKE YOUR VOICES HEARD before design plans are wrapped up in fall 2022. The current design plans don't really aid in reducing the number of traffic accidents and congestion on Quincy in front of the CCRC Neighborhood.
- **Community Awareness/Neighborhood Security:** As always, get to know your neighbors and look out for one another. Report incidents (vehicle break-ins/theft) to the Police as well as our Neighborhood PAR officer. Last year it was Officer Garcia. As of 2022, our Neighborhood PAR Officer(s) are Officer Stacey Sparks (ssparks@auroragov.org) and J. Condreay. The PAR Officer number is (303) 627-3175. You can read more on AURORA's PAR program on-line at: https://www.auroragov.org/residents/public_safety/police/police_area_representatives_par.
- **CCRC Architectural Committee/Aurora City Neighborhood Code:** Friendly reminder from the HOA Board: There is a CCRC Architectural Control Committee (made up of neighborhood volunteers). CCRC ACC forms/docs are supplied to new homeowners when they move into the neighborhood. These docs are also available on-line via the CCRC website hosted by Neighborhoodlink. (http://www.neighborhoodlink.com/Cherry_Creek_Racquet_Club/pages).

Aurora City Neighborhood Zoning Codes/Code Enforcement – There have been quite a few Vehicle and parking violations observed in the neighborhood this past year. Please be aware of Aurora City Code regarding vehicles, registration, and parking. (https://www.auroragov.org/residents/code_enforcement/neighborhood_zoning_codes). BE COURTEOUS TO YOUR NEIGHBORS! No angled/perpendicular parking along curbs. The layout of our streets makes it difficult for Emergency Vehicles to turn around in the neighborhood. In addition, the new Aurora City Code Enforcement Officer is Jeff Calkins (took over for Barry). Contact number is 303-739-7439.

- - **NOTE:** You can utilize the Access Aurora App on your smart phone or online to report parking violations; Abandoned Vehicles; Aurora City Code Violations; Homelessness (health and welfare), among other items of concern. For more about Access Aurora go on-line to "https://www.auroragov.org/city_hall/contact_us". Access Aurora can also be reached via phone at **303.739.7000**.

- **CCRC HOA FAQ/Reminders and other HOA Inquiries:** CCRC HOA FAQ/Reminders. A "CCRC HOA FAQ/Reminders" document has been put together for topics that frequently come up via emails/phone calls to Board Members or other forums. Print off has been available at this meeting and will be posted to the CCRC website. Additional answers to FAQ's will be posted (document will be updated on-line). Keep those questions coming!!
- **Announcement - CCRC HOA Board Secretary Position:** The current CCRC HOA Board Secretary (Jenn Mast) announced she is resigning this year as Secretary but will take/post HOA Board minutes through June 2022. Jenn has served as HOA Board Secretary since 2016. She started to take over Treasurer duties (from the resigning Treasurer) in the Fall of 2020, when she had to leave town on a family emergency. (NOTE: CCRC By-Laws allow for the

Secretary and Treasurer positions to be held by the same person). There is a vetting application handout for the position (listing CCRC HOA Board Secretary Requirements/Responsibilities) available at this meeting. Digital copy can be made available. (Will be e-mailed to interested parties).

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• **Treasurer Report:** The CCRC HOA Account Balance as of June 11th, 2022 is \$25,913.57. All HOA dues have been collected/deposited for 2022. The 2021 End-Of-Year financials handout (*print off available at meeting*) is also available on the CCRC Neighborhood Link website.

([http://www.neighborhoodlink.com/Cherry_Creek_Racquet_Club/pages; \"End Of 2021 Financials.pdf\"](http://www.neighborhoodlink.com/Cherry_Creek_Racquet_Club/pages;\)).

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- There have been a handful of inquiries over the past 2 years from CCRC HOA Homeowners as to whether there is an on-line or App option for paying Annual CCRC HOA dues (Zelle, Paypal, etc). The answer is “NO”. The current Treasurer met with US Bank Rep back in January 2022. The US Bank Representative stated that they have Zelle® newly available through their institution, but because the HOA’s account is a small-business account, there would be a 2.5% charge by US Bank on every transaction over \$10.00. For this and other accountability reasons, the HOA Board members decided to not make this an option for yearly dues payments. Personal check, cashier’s check or money order will continue to be the accepted form of payment for Annual HOA Dues.

Open Forum: H=Homeowner’s Question/Suggestion. HBR= Homeowner, Board Response:

H/HBR: There was general discussion from the group about what we could do as a community to help maintain the common areas in between getting Landscapers to come in and do a thorough clean-up at the end of May. A suggestion was made that maybe we could get someone to organize a social gathering of neighbors two times a year (providing refreshments/snacks) and meet up to pull-weeds/rake and do general maintenance at the front entrance, along the CCRC wall and the Tennis Court Area. The Board will look for a volunteer to organize.

H: Is the Board Aware that the Roll-Off Dumpsters in the neighborhood are overflowing and possibly have illegal items being dumped in them? Can you send out notifications stating not to overflow the dumpsters and state what isn’t allowed”? **HBR:** We have and do. There have been a couple years where sitting Board Members have actually “baby-sat” the dumpsters and put physical signs on the dumpsters themselves. The information on notices (digital or paper) repeatedly get ignored. Board member mentioned that Board Members will not be acting as dumpster police anymore. If you as an association member see your neighbor overflowing the dumpsters or see something being illegally dumped, say something.

H: Were the Best Holiday Decorated Homes for 2021/2022 ever announced? **HBR: YES.** Winners are announced/notated in the Board Meeting Minutes for February or March (part of the running meeting minutes for the current year posted to the CCRC website). 1st, 2nd and 3rd place winners are announced by map index # and street address. Secretary mentioned that due to privacy concerns from a few of the residents (in general), names are not listed. It was also mentioned that the Board usually waits till all the dues are turned in to see if any votes show up on the back of the invoices, before announcing the winners.

H: Did you invite Aurora City Representatives such as Alison Coombs/Ward V rep., and Aurora City Mayor Mike Coffman to our Annual Homeowners meeting? **HBR: YES.** The response was that they are unable to attend. NOTE: Follow up conversations to the invite (and invites in the past) are that we as an HOA are “too small” and that the City Representatives would only show up at an HOA meeting if we (the Board) could guarantee that all 91 homes would be represented.

H: Can you resend the Form Letter/e-mail regarding the current design plans for the Quincy/Parker/Smoky Hill project again? **HBR: YES.** (DUE-OUT for out-going Secretary).

H: Meeting attendee asked why the CCRC Facebook Group page isn’t being utilized more for official HOA Board business?

HBR: Because the HOA Board has a website (domain name hosted by Neighborhood Link) where we post official HOA Board documentation (Board Meeting Minutes; Declaration of Covenants, By-Laws, End of Year Financials, links to Aurora City Orgs/Departments. Additional reasons: *The CCRC FB Group page is not actively monitored by the Admin; *There are individuals who are members of this FB Group who are not actually members of the CCRC HOA; *There are CCRC HOA members who do not have a FB account or do, and don’t wish to be part of this group; *When the CCRC FB Group page was first set up, current sitting CCRC HOA Board Members consulted with other neighborhood HOA Board Members about the use of this social media platform in particular to conduct official HOA Board business and were STRONGLY advised against it. (NOTE: This question has been asked multiple times, and answered by current board members, multiple times. DUE OUT: This will be added to the CCRC FAQ sheet).

H: Has there been an Audit of the CCRC HOA Account as outlined in the CCRCV By-laws? **HBR:** This homeowner is referencing the language of our antiquated 1980's CCRC By-Laws, ARTICLE VIII, Section 8 – Duties/**d.** - Treasurer. “shall.....cause an annual audit of the Association books to be made by a public accountant at the completion of each fiscal year...”. The current Treasurer took over duties from previous Treasurer (Cathy S.) in Fall 2020, but officially signed on as signatory on the CCRC HOA Bank Account in January 2021. The current Board Officers (2021 – 2022) are VERY aware that the HOA funds are just that; Association Funds (belonging to the HOA). Both the HOA president and the current Treasurer are signatories on the account and are able to see account details/transactions at any given time and can double check “the bookkeeping”. The current HOA Board President and Secretary have both done “soft audits” (checked the math; made sure HOA money was being spent to benefit the HOA) in 2017, and 2018, and have been satisfied that the Treasurer’s duties are (and were) being carried out in the spirit of the aforementioned By-Laws. Furthermore, the current acting Secretary/current Treasurer -- after going through 30 years and 3 boxes of paper documentation – has found no evidence that any “outside” accountant was ever used to review “the books”. The only thing that has been supplied to the HOA at the annual meetings was an end of year financial spreadsheet showing inflow/outflow (intake and expenditures) by category and month, which would have been aligned with HOA’s Bank Account Statements (paper or digital). The HOA President mentioned she would look into whether or not the HOA needs a “hard audit” from a CPA and whether they would be willing to take it at a reasonable price.

H: Why haven’t we formed a nominating committee to select a new Secretary according to our CCRC By-laws given that the current HOA Secretary has announced her resignation? (Ref: CCRC_By-Laws.pdf/ARTICLE 5., Section 1. - Nomination). **HBR:** Because we can’t find any volunteers willing to take on one of the HOA Board positions let alone be on a committee to “nominate” one. A Nominating Committee could be formed (according to aforementioned By-laws) and the Committee could spend the rest of the year (until the next annual meeting) to put forth a name (nominate them). That doesn’t mean the person nominated has the qualifications to take on the position they were nominated for, or even has a clear understanding of what the position involves (given the antiquated language of the description of Duties -- ARTICLE VIII, Section 8. -- in the CCRC By-Laws). Board member expressed that this is not a popularity contest and is a volunteer, unpaid position.

NOTE: Homeowner who originally asked the question, then nominated herself to the “nomination committee” (this actually goes against the process of forming a “Nomination Committee” since she is not on the HOA Board/Board of Directors). At this time, one of the other Homeowners graciously nominated himself (volunteered) for the position and took one of the handouts listing Secretarial Duties/responsibilities.

H: Can we look into getting a “NO OUTLET” sign at the front entrance? Also, what about replacing the “SLOW – CHILDREN AT PLAY” sign as well as the “PICK UP AFTER YOUR DOG” sign. **HBR:** YES, to all. Board members will look into this.

****Meeting adjourned at 11:30. No regular HOA Board meeting is scheduled for July.**

Cherry Creek Racquet Club

Board Meeting Notes Aug, 23rd, 2022

CCRC HOA Board met at HOA Vice President’s residence on Wednesday evening, August 23rd, 2022. Meeting called to order at 7:17 pm.

Parties in Attendance:

Sara Manning (HOA President)

Jennifer Mast (HOA Treasurer)

JoAnn Nelson (HOA VP)

Sean Cummins (HOA Secretary elect)

Financial Update:

* The CCRC HOA balance as of August 23rd, 2022, is: \$21,127.02.

Old Business:

* Annual HOA Homeowners meeting was held in June. New CCRC neighbor volunteered for the HOA Board Secretary position. Signage for HOA (pick up after your dogs; no outlet; kids at play) were discussed. In addition, HOA members discussed having a neighborhood volunteer put together quarterly Common Area Grounds Keeping parties/get-togethers.

*A few of the neighbors held a community garage sale July 22 and 23rd and it seemed to go well. A few incidents arose: 1. U-HAUL parked the wrong way and in the CCRC entrance; 2. Unknown truck with “for sale” signage. Owner(s) not from CCRC. Issues were dealt with.

* CCRC Resident who has 80% of their front lawn covered in concrete. (This is in violation of Aurora City Code). UPDATE:

- Resident has put forth new drawings. The HOA Board and the Architectural Planning Committee approved 40% landscape and 60% concrete on Aug 5th. As of Aug 10th plans were not logged into Aurora City Code Enforcement. President will follow up with the city.

New Business:

*Motion was raised to elect/swear-in Sean Cummins (volunteer) as HOA Secretary after Jenn Mast announced she was stepping down in spring 2022. (Motion raised by HOA Board President and seconded by outgoing Secretary). New HOA Secretary was sworn-in.

*Volunteers for calling city reps (for permission/advice) on putting up “NO OUTLET” and “CHILDREN AT PLAY” signage at the front entrance (using existing poles? Volunteers for replacing/installing “PICK-UP AFTER YOUR PETS” signage at front entrance. DUE OUTS:

- President to reached out to Scott Campbell for signs and placement.

*Board discussed a new proposal/bid request from Robert O’Riley for a landscaping contract.

- Bid is for \$1250 per month for common area zones (Common Area Grounds Keeping/CAGK). The Board declined due to insufficient information. Discussed alternative methods to kill the weeds in the common area zones.

*Front Entrance Landscaping Project - Voted on 2 years ago

- President will follow up regarding a landscaping company/water meters.
- Treasurer will contact homeowners to tap into their sprinkler systems

*Houses Sold/Under Contract/for Sale:

#24 – 13995 E. Radcliff Drive – SOLD

#13 – 4354 S. Atchison Circle – SOLD

- (Welcome packets need to be created/delivered and new homeowner info retrieved for filing with the Board).

#80 – 4321 S. Atchison – FOR SALE

*Meeting adjourned at 8:30 pm. Next meeting of the Board will be in September. Tentatively scheduled for September 27th, at 7:00 pm to be held at HOA Vice President's residence.

Cherry Creek Racquet Club

Board Meeting Notes September 27th, 2022

***Regular HOA Board Meeting Canceled. Board Members out of town.**

Cherry Creek Racquet Club

Board Meeting Notes Oct 12th, 2022

CCRC HOA Board met at HOA President's residence on Tuesday evening, Oct 12th, 2022. Meeting called to order at 7:05 pm.

Parties in Attendance:

Sara Manning (HOA President) Jennifer Mast (HOA Treasurer)

Tony Gilinsky (HOA Member-at-Large) Sean Cummins (HOA Secretary)

Financial Update:

* The CCRC HOA balance as of October 12th, 2022, is: \$20,616.33.

Old Business:

*Motion was raised to elect/swear-in Sean Cummins (volunteer) as HOA Secretary after Jenn Mast announced she was stepping down in spring 2022. (Motion raised by HOA Board President and seconded by outgoing Secretary). New HOA Secretary was sworn-in.

**Volunteers for calling city reps (for permission/advice) on putting up "NO OUTLET" and "CHILDREN AT PLAY" signage at the front entrance (using existing poles? Volunteers for replacing/installing "PICK-UP AFTER YOUR PETS" signage at front entrance. DUE OUTS:*

- *President to reach out to Scott Campbell for signs and placement*

*Board discussed a new proposal/bid request from Robert O'Riley for a landscaping contract.

- *Bid is for \$1250 per month for common area zones*

Board discussed the bid and declined due to insufficient information. Discussed alternative methods to kill the weeds in the common areas zones.

Front Entrance Landscaping Project - Voted on 2 years ago

- President will follow up regarding a landscaping company/water meters.
- Treasurer will contact homeowners to tap into their sprinkler systems

*Meeting adjourned at 8:30 pm. Next meeting of the Board will be in September. Tentatively scheduled for September 27th, at 7:00 pm to be held at HOA Vice President's residence.

New Business:

*Board reviewed Farmers Insurance declaration page - no issues.

*Board addressed signage around HOA

- "Pick up After Pet" signs - Tony will place around HOA
- "Children at Play" signs - City has not posted before and will not place them.

*Front Entrance Landscaping Project - Update

- Residents were contacted and ok with hookup for the sprinkler systems
- Weed killing still ongoing project in common areas
- Homeowners are responsible for the path on the other side of the fence
- Letter will be sent to homeowners (Treasurer will draft letter)

***Lock/Keys Discussion**

- Board discussed having a mini storage unit on property, keys will be made for HOA Members
- 7-11 Gate Lock has been removed and awaiting parts for the new lock (7-10 business days)
- Same key will be for the racquet court as well

***Need to get renter email address/contact info for code violations from HOA Members**

***HOA Dues Letters will be sent out on Dec 27th**

***Board discussed the Holiday Newsletter and will be sending a digital newsletter on Dec 1**

- Dec 11th will be the Holiday Light Walk at 5:30pm - JoAnn's Driveway

***Houses Sold/Under Contract/for Sale:**

#24 – 13995 E. Radcliff Drive – SOLD

#13 – 4354 S. Atchison Circle – SOLD

#80 – 4321 S. Atchison Circle – SOLD

#28 – 13996 East Radcliff Drive - SOLD

- (Welcome packets need to be created/delivered and new homeowner info retrieved for filing with the Board).

***Meeting adjourned at 8:30pm. Next meeting of the Board will be in November. Tentatively scheduled for November 8th at 7:00pm to be held at HOA Vice President's residence.**

Cherry Creek Racquet Club

Board Meeting Notes Nov 8th, 2022

CCRC HOA Board met at HOA Vice President's residence on Tuesday evening, Nov 8th, 2022. Meeting called to order at 7:11pm.

Parties in Attendance:

Sara Manning (HOA President) Jennifer Mast (HOA Treasurer)

JoAnn Nelson (HOA Vice President) Sean Cummins (HOA Secretary)

Tony Gilinsky (HOA Member-at-Large)

Financial Update:

*** The CCRC HOA balance as of October 12th, 2022, is: \$19,459.47**

Old Business:

***Board reviewed Farmers Insurance declaration page - no issues.**

*Board addressed signage around HOA

- “Pick up After Pet” signs - Tony will place around HOA
- “Children at Play” signs - City has not posted before and will not place them

*Front Entrance Landscaping Project - Update

- Residents were contacted and ok with hookup for the sprinkler systems in Spring
- Weed killing still ongoing project in common areas
- Homeowners are responsible for the path on the other side of the fence
- Letter will be sent to homeowners (Treasurer will draft letter)

*Lock/Keys Discussion

- Board discussed having a mini storage unit on property, keys will be made for HOA Members
- 7-11 Gate Lock has been removed and awaiting parts for the new lock (7-10 business days)
- Same key will be for the racquet court as well

*Need to get renter email address/contact info for code violations from HOA Members

*HOA Dues Letters will be sent out on Dec 27th

*Board discussed the Holiday Newsletter and will be sending a digital newsletter on Dec 1

- Dec 11th will be the Holiday Light Walk at 5:30pm - Will start at JoAnn’s driveway

New Business:

*Lock/Key Discussion

- Keys created and will be distributed to HOA members

*Snowplow - Common use areas (charging for 96 homes vs 91 actual)

- Asked for 2022-2023 contract

*Front Entrance Landscaping Project

- Adding more salt to the common front areas to continue killing weeds
- City redid asphalt along Quincy today and will help with weed mitigation
- City will be having a bigger response and productivity in the area

*Houses Sold/Under Contract/for Sale:

#24 – 13995 E. Radcliff Drive – SOLD

#13 – 4354 S. Atchison Circle – SOLD

#80 – 4321 S. Atchison Circle – SOLD

#28 – 13996 East Radcliff Drive - SOLD

- (Welcome packets created and will be delivered and new homeowner info retrieved for filing with the Board).

*Meeting adjourned at 7:50pm. Next meeting of the Board will be in January. Tentatively scheduled for January 10th at 7:00pm.