MINUTES OF

**ANNUAL MEETING OF HOMEOWNERS**

**OF**

CRESTMOOR PARK (2ND FILING) HOMES ASSOCIATION

(Date: April 23, 2025)

The Annual Meeting of Homeowners of Crestmoor Park (2nd Filing) Homes Association (the “Association”) was called to order by the President of the Board of Directors of the Association, Andrew Draper, on April 23, 2025, at approximately 5:40 p.m. The meeting was held pursuant to prior notice as a Zoom video conference.

# **Establishment of Quorum**. Mr. Draper determined based on the number of Members participating that a quorum was established for the meeting.

# **Introduction**. Mr. Draper extended his thanks to Mrs. Retelle Zywicki for hosting the annual meeting on Zoom as well as her other contributions to the Board during the year, noting especially the very successful negotiations with DOTI regarding the Krameria Bikeway project.

# **Directors**. Mr. Draper briefly introduced the Directors in attendance, each of whom provided a brief introduction:

Cecilia Retelle Zywicki (who is responsible for all matters related to the website of the Association and leads the ad hoc committee responding to the Krameria Bikeway Proposal)

Tom Deline (long-time Chair of the Architectural Review Committee, who is retiring as Chairman of the ARC and is transitioning that role to Rebecca Kenny)

Rebecca Kenny (relatively recent addition to the Board, active on the ARC and now taking over as Chair of the ARC)

Robert L. Brown (long-time Secretary of the Board)

John Derungs (Parks Coordinator)

Jeff Burnside (member of the ARC)

Ted Martin (assists the Treasurer of the HOA regarding financial matters)

Absent was Mariette Bell, who is traveling.

# **President’s Report**. Mr. Draper again called attention to the State of the HOA, a copy of which is attached to these Minutes as Exhibit A and also shared on the Zoom screen. He summarized the Report describing the past twelve months as having been a good and busy year for the HOA and the Board, noting significant ARC work that preserves the value of the our subdivision and its more than 480 homes.

Mr. Draper reported that the Association holds large reserves now earning a good interest rate in insured certificates of deposit. He noted the Board’s prior decisions regarding maintaining significant reserves as necessary on account of possible litigation arising out of recent problematic relations with certain developers in the neighborhood. He noted that most developers and contractors in the neighborhood are good to work with and follow the Design Guidelines and other requirements; however, the ARC and Board were working with other developers to ensure compliance with requirements.

Mr. Draper noted that several contractors in the neighborhood had suffered from theft of equipment and construction materials from their worksites even though most developers were good at maintaining locked fences and other security, including security cameras.

# **Securitas Report**. Mr. Draper described the Securitas arrangement involving four patrols a day through the entire neighborhood for about $3,000 per month. In 2024, an additional late evening patrol was added to focus on misuse of Crestmoor Park after sunset. At the Board’s request, Securitas agents are now ringing homeowners’ doorbells and leaving notes if they notice a garage door being left open.

Mr. Draper asked the members in attendance to provide suggestions regarding security arrangements if this was a concern.

Mr. Draper requested members to not call Securitas if they notice a security-related issue but to call 911 if circumstances warrant or 311 if it is a matter that can be handled other than immediately. Mr. Draper emphasized the need of such City contacts in order to provide data to DPD and the City regarding security and other matters, noting that we live in a data-driven world.

# **Financial Report**. Mr. Martin gave the financial report. He noted the Association held a reserve account slightly in excess of $200,000 having increased from less than $100,000 in 2018. Several years ago, because of the size of the reserve, annual dues were reduced from $175 to $150. The dues were raised again in 2025 in response to the prospect of possible litigation with developers in Crestmoor who were not following the Design Guidelines and other construction requirements and the prospect of litigation by a neighbor. He noted that dues may again be reduced next year.

# He summarized major expenses as including Securitas landscaping that includes redoing and refreshing the landscaping on one entry island each year for approximately a $20,000 annual cost.

# **Krameria Bikeway**. Mrs. Retelle Zywicki reported on the efforts of an ad hoc committee of the Board and members to dramatically reduce the adverse impacts proposed by DOTI including the addition of multiple bollards at various intersections and “pinch points.” She presented side-by-side DOTI maps of the bikeway as originally proposed and as currently agreed to. She emphasized the assistance provided by a lobbyist, Jason Gallardo, who was suggested as a resource by Mr. Brown. She also emphasized her and the Committee’s close work and cooperation with DOTI. In reviewing the new proposed map, Mrs. Retelle Zywicki noted that there were bollards that would remain at the intersection of Kearney and Fifth Avenue and were “not negotiable.” She pointed out all of the intersections and other locations where bollards and road painting have been eliminated. She further described DOTI’s agreement to install several “speed cushions” on the north and west sides of Crestmoor Park and that DOTI is investigating the possible addition of speed cushions along First and Third Avenues. Mrs. Retelle Zywicki recommends hiring Mr. Gallardo to assist in further negotiations with DOTI and the Mayor’s Office on those additional speed cushions, noting that, per a survey of our neighbors, the more significant problem related to traffic within the subdivision relating to excessive speed.

# Mrs. Retelle Zywicki cited the positive relationships she and the Committee had developed with DOTI noting, anecdotally, when she, Committee members, and representatives from the Mayor’s Office and DOTI walked Krameria, one of the Mayor’s Office representatives was nearly hit by a speeding car at Third and Krameria resulting in the installation of a four-way stop to reduce speeds.

# Mr. Draper gave special thanks to Mrs. Retelle Zywicki for her work and to Mr. Deline and Mr. Brown and their long history with these issues.

# Mr. Sadwith, the ex-president of the Board, noted the major historic headaches in working with DOTI and being stymied by the City’s regulations regarding no speed bumps or swales to accommodate snowplows. A Board member noted this was ironic since the subdivision never sees snowplows. Mr. Deline noted that some years ago, the Board hired a traffic engineer who had worked with Greenwood Village, who was not successful in pushing speed control measures with DOTI. Mr. Deline noted that Mrs. Retelle Zywicki’s success was a major breakthrough.

# In response to a question about the street painting and bollards at Fifth and Krameria, Mrs. Retelle Zywicki provided a short summary noting that as soon as she and the Committee started dealing with a particular DOTI employee and the Mayor’s Office, the Mayor’s Office ordered a stop order to the contractor making such improvements. She described that overall result of dealing with DOTI was to achieve all of the successes described above, other than this one, noting that it was a small “give” by the HOA as part of an extremely successful negotiation.

# **Seventy-Fifth Anniversary Celebration**. Mrs. Retelle Zywicki acknowledged that this spring marks the 75th anniversary of Crestmoor Park (2nd Filing) Homes Association and that this milestone would be celebrated by an event on Friday, June 13, 2025, at Crestmoor Pool from 7:00 p.m.-9:00 p.m. Mr. Deline asked if RSVPs were being requested from members so as to assist in making better arrangements for guests, and Mrs. Retelle Zywicki will do so.

# **ARC Report**. Mr. Deline reported that seven projects were in progress, including several scrapes, and some minor additions. He noted that one problem developer had changed exterior materials from the original approved plans. Because of a notice of non-compliance recorded in the real estate records, Mr. Deline reported that the ARC now “had the developer’s attention” and the developer was now working with the ARC to resolve issues.

# Mr. Deline noted that in 2024 there were approximately twelve scrape and new construction projects and several significant additions processed by the ARC. Mr. Deline called attention to the new Design Guidelines adopted by the Board in May 2024 and that the Design Guidelines and other HOA documentation is available on the HOA’s webpage. Mr. Deline noted one of the major improvements related to the document submission and approval process and that in connection therewith Ms. Kenny and Julie Kronenberger (an assistant to the ARC) were preparing online forms to facilitate the submission process.

# Mr. Deline again thanked the ARC committee members citing the successful work performed by the ARC and that those efforts are demonstrated by having maintained the desirability of Crestmoor and establishing an extremely attractive neighborhood look. Mr. Deline also thanked the newly engaged review architects, and he reported that with their assistance the review of plans process has become more efficient with plan approval (or rejection) being available to owners or developers within about two and one-half weeks of submission.

# Later in the meeting, Mr. Deline called attention to the high-level of work and quick response times of the “A’s,” the Association’s review architects (operating under the firm name of HQ Architects). Ms. Kenny reported how excellent the A’s have been during the last sixteen months since they were hired noting that one of its principals Anne Qualick, is president of the the ARC of the Denver Country Club subdivision. Mr. Draper emphasized their efforts along with the importance of maintaining the continued desirability of Crestmoor (2nd Filing).

# **Construction Hours**. Suuvi Miller, a homeowner, requested assistance with possibly further limiting permitted construction hours. In her particular situation, she is surrounded by active construction projects with the prospect of several more being undertaken in the next several years. While noting that most construction managers are very responsive to her comments, she believes the construction hours are too long extending to 9:00 p.m. on weekday nights, all day Saturday until 6:00 p.m., and until late on Sunday afternoon. She cited shorter construction hours are required in Crestmoor Filing 1 and Lowry. Mr. Deline responded that the ARC can review the construction hour modification request and requested a letter from Ms. Miller to start the procedure. Mr. Draper suggested that the oral notice just provided by Ms. Miller would be sufficient. Mr. Deline stated that the ARC will review and make recommendations to the Board. Ms. Miller was invited to provide information to the ARC and to participate in Board meetings when this topic would be discussed.

# **Raised Seam Roofs**. Another homeowner, Jim Burness, asked about the history of the prohibition against metal-raised seam roofs as a primary roof material. He emphasized that the quality and durability of such roofs are excellent (noting its use in high-end communities) and also its environmental value as the best reflector of heat. Mr. Deline recounted the history of this prohibition in the original Design Guidelines, including the determination then that such roofs were generally of low quality and had an overly modern appearance in violation of the Association’s covenants. He noted that recently the ARC and the Board have had extensive discussion about such raised seam metal roofs noting that the Design Guidelines permit their use as a secondary roofing material and that the Board is reconsidering permitting such roofs as primary roofing materials under limited circumstances and with the permission of the ARC.

# Mr. Burness called the attention of the meeting to a raised seam roof at the intersection of Locust and 5th Avenue.

# **Replacement of Damaged Sidewalks**. A homeowner raised an issue regarding the possible replacement, at the HOA’s expense, of particular damaged sidewalks in the subdivision. Mr. Deline noted that the Board should consider that given that such sidewalks were “on a road to nowhere” and perhaps this is a legitimate HOA expense.

# **New Business**. Mr. Ron Berquist noted that councilwoman Sawyer circulated notice of a meeting regarding plans/improvements for Holly Street. Mr. Draper understands that improvements and plans are in the works but had no particular knowledge of them. Mrs. Retelle Zywicki will follow up with DOTI for additional information.

# **Election of Directors**. Mr. Draper next called for the reelection of three directors whose terms are expiring. He recommended the reelection of Mr. Deline (noting his long history and needing to facilitate turnover of the ARC chair to Ms. Kenny), Mrs. Retelle Zywicki (Zoom mistress and bikeway and traffic queen), and Mr. Burnside (who has provided particularly helpful advice and involvement with enforcement of ARC requirements.

# There being no discussion, Mr. Draper called for a vote and reported the reelections were approved by the large majority of homeowners in attendance.

There being no additional business, the meeting adjourned at approximately 6:30 p.m.

Respectfully submitted,

Robert L. Brown, Secretary

Approved by Board (emails): April 28, 2025

|  |  |
| --- | --- |
| **EXHIBIT A**

|  |
| --- |
| **Crestmoor Park HOA** **Annual Meeting April 23, 2025 at 5:30 PM** Via Zoom  |

 |
|

|  |
| --- |
| **Annual Meeting Agenda**:1. State of the HOA - 5 minutes
2. Finance - 5 min.
3. Properties in or requested development - 5 min.
4. Bikeway update - 5 min
5. Security update - 5 min
6. HOA party - 5 min.
7. Vote on HOA board seats - 5 minutes

**State of the HOA - March 2025**1. The Crestmoor Park 2 HOA is in a great position in 2025, as you would expect from this fantastic neighborhood! Our **financial position** is strong, with $200,000 in reserves. Developers are mostly on track even with higher interest rates; however, theft at development sites continues to be a problem. Gates must be locked, materials securely stored, and materials out of site. If you live near a development property that does not meet that security requirement, contact the homeowner, developer, and 311 immediately.
2. **Security**—is provided by Securitas at a cost of $27 per patrol, with 3-4 patrols per day. If you see suspicious activity, call 911; do NOT call Securitas. DPD manages patrols with data, so please call 911 or **Denver 311**. Of course, please shut your garage doors, pick up packages, and lock outdoor cars. Invest in house alarms and outdoor lighting.
3. **Traffic**—The HOA board regularly communicates with the City about traffic on Krameria, 1st and 3rd Avenue.  A 2024 traffic study showed speeding is not a major problem, but cut-through traffic increases during rush hours.  Please log every traffic complaint you see at [Denver 311](https://url.us.m.mimecastprotect.com/s/KPTMCW6wKnTMzQXySBI8coza8_?domain=crestmoorparktwo.us10.list-manage.com).
4. **Islands**—The HOA board works with our landscape firm on flower beds and other maintenance to keep Crestmoor island entrances attractive.
5. **Architecture**—The HOA architecture review committee and our consulting architects invested hundreds of hours updating the Design Guidelines. There is a fine line between what the City allows and what the HOA can limit. Please review them [here](https://url.us.m.mimecastprotect.com/s/jFIFCXD7X6F8BgDMsxS1cWm0xZ?domain=crestmoorparktwo.us10.list-manage.com).
6. Your **HOA board** is comprised of volunteers who care deeply about this neighborhood. The board has experts in finance, architecture, law, design, and management. Tom Deline, Cecilia Retelle Zywicki and Jeff Burnside would like to continue their leadership on the board and the board supports them as a slate for election.  They are sharp attorneys with backgrounds in business, real estate and construction.  Each has been thoughtful stewards of your neighborhood during the past 2.5 years.

**Thanks for making Crestmoor a Denver gem!**  |

 |