



Dedicated to the protection

quality of neighborhood living

Homeowners' Association

www.countryclubestateshoa.org

MINUTES of the COUNTRY CLUB HOA BOARD MEETING – 10 December 2019

President Vonney Northrop called the meeting of the CCHOA Board to order at 5:35 PM on 10 December 2019 at the Ascension Lutheran Church, 2505 North Circle Drive, Colorado Springs, CO 80909.

Present: Vonney Northrop, Dave Corrow, Dorothy Hornby, Janice Marie-Gallof, Sandy Gallof, Marty Henderson, Ken Francois, and Vicki Tostanoski.

The agenda for this meeting is provided in Attachment 1.

MINUTES of the PREVIOUS MEETINGS:

- a. The minutes of the previous regular Board meeting held on 12 November 2019 were presented. Dorothy motioned that the minutes be approved. Marty seconded the motion. The minutes were approved unanimously.

FINANCIAL REPORT (Marty Henderson):

- a. The Treasurer's Financial Reports for the period ending 30 November 2019 are provided in Attachment 2-4.
- b. We had 1 one person pay their 2019 dues and 2 pay prorated dues for 2019 as they signed up for trash service and paid for all of 2020 dues/trash. That's brings us up to about 54% of homes paying dues for 2019.
- c. Marty sent out 2020 billing in November for all those who are signed up for trash service. 32 are via USPS which left about 60 that were email. The email billing went fine and most of those folks paid promptly. Marty didn't hear from any folks that he sent a paper invoice via USPS. He dropped the letters inside the Uintah Post Office (80909) and handed them to a worker. None were delivered after 2 weeks. Marty went and talked with the manager and he said Marty should mail them again, which he did. The second mailing arrived in 1 or 2 days, and some folks then received the first mailing as well. Very strange and disappointing. Now payments are coming in for the paper mailings. As of end of November, 47 have paid 2020 dues and trash. Many more are coming in now in December and will be reflected in the December Treasurer report.
- d. Next month Marty will invoice all the homes that are not signed up for trash for their 2020 voluntary dues.
- e. We have picked up quite a few new trash customers since the Annual Meeting and some of the History Books having been distributed. The History Book is having a very positive impact on our neighbors. We have 6 new trash customers signed up bring us up to 96.
- f. We did have some issues with trash pickup on Friday. One neighbor on Highland said their recycle wasn't picked up. and all of Austin Drive was not done. Marty stated he is working with Waste Connections for better communication with him when these things happen so Marty can communicate to everyone. Apparently snow removal on Austin Drive was not done well by the city after the snow. A city snow plow got stuck temporarily and didn't clear the snow/ice sufficiently. Waste Connections didn't feel safe going up/down that hill and requested customers

just put out the extra bags this week, which will be picked up on Thursday. Marty emailed everyone on Austin to let them know the problem solution.

- g. We had a similar issue for the alley for Bennett. Some trash was picked up and some was not. Once the truck got into the alley, the driver was afraid to stop as he might get stuck. Marty emailed the folks on Bennett to let them know this and that they could change to curbside instead of using the alley, but no one has changed their service.
- h. Everyone is patient with these issues as long as they know what's going on. Otherwise, the unknown creates frustration and confusion.
- i. Marty also included a Trash Service report (Attachment 5). This report compares the income from the folks signed up for trash service to the totals from the bills from Waste Connections. Checks for trash for 2019 came in 2018 and 2019 depending on when they started service. However, Marty categorized the money to 2019 accounts in the chart of accounts as well as the expenses, bills from Waste Connections. We came out \$51.25 ahead, so pretty close. One explanation is Waste Connections prorates their charges for customers that start mid-month. We charge the entire month since Marty didn't want to guess how Waste Connections will prorate.
- j. Janice motioned that the Financial Reports be approved. Dave seconded the motion. The Reports were approved unanimously.

STATUS REPORTS OF STANDING COMMITTEES

- a. Communications
 - 1) Sandy created a Web Page blanket statement that we are a voluntary HOA, with no assessments or fees, for title company inquiries. Vicki motioned the statement be approved. Vonney seconded the motion. The motion was approved unanimously.
 - 2) Vicki will check with Susan Hoover regarding updating the HOA Facebook page.
 - 3) Susan Henderson will attend the next Board meeting to discuss the next Newsletter. All should be ready to discuss the contents of the next Newsletter.
- b. CONO
 - 1) The CONO HOA Support meeting was held on 14 November, 5:30 - 7:00 pm, and, since Ken was out of town, Vonney attended. The main subject of the meeting was managing volunteers. All volunteers must be qualified for the volunteer positions. The HOA, per CONO, should determine what each volunteer's strengths and expertise are and help guide them to the appropriate areas.
 - 2) CONO recommended each HOA have a volunteer coordinator. Ken mentioned he has experience, via his work with Habitat for Humanity, and volunteered to be the coordinator.
 - 3) Janice stated that at the last several Annual meetings volunteer requests were made and names collected but very little follow up occurred to contact the volunteers.
 - 4) Each committee chair should develop a list of requirements for volunteers.
 - 5) The CONO meeting also discussed vehicle thefts. Everyone needs to ensure their vehicles are locked when leaving them. Pickup trucks are the most stolen in Colorado Springs.
 - 6) With regards to volunteers, Dorothy stated she reached out to Jennifer Williamson, Audubon Elementary School PTA Chairperson, to see if Audubon had a children choir to sing Christmas carols at Assisted Living facilities.
- c. Covenants
 - 1) Dave reported that a house on Country Club Drive is planning an addition and they coordinated with him on potential contractors and plans. No issues were identified with the addition.
- d. History
 - 1) Janice reported as of 9 December, there are 107 books still to be delivered. In addition she has 23 books "on hold" because the houses are empty, a rental, under construction or for sale. The number not delivered per street is as follows with the total number of homes in ():

- 32 Austin Dr./Pl. (59)
- 0 Bennett (16)
- 2 Centre (3)
- 4 North Circle (4)
- 9 Country Club Dr. (48)
- 12 Chelton Dr. (21)
- 2 Chelton Rd. (8)
- 12 Fairview Cir. (15)
- 1 Grandview (3)
- 12 Highland (20)
- 4 Holiday Ln/Pl (24)
- 1 Lees Ln. (14)
- 6 Leslie (12)
- 7 Marilyn Rd./Pl (56)
- 3 Paseo (9)

- 2) People are also buying additional copies (approximately 19 so far).
- 3) People can also provide any corrections/additions to the History Book. These changes can be included in future Newsletters.

e. Welcome

- 1) Dorothy reported Vonney ordered folders for the Welcome Packages.
- 2) Dorothy will contact Dennis Bagenstos to finalize package details.
- 3) Dorothy will work with Mary Corrow and Jennifer Williamson to put together the packages. The packages should be ready by the next Board Meeting.

f. Social

- 1) Janice stated six (6) people have expressed interest in a Gardening Club. This club would look at gardening/landscaping recommendations appropriate for our neighborhood.
- 2) Janice stated she is gathering data on the age categories within our neighborhood to better plan social events.
- 3) Marty stated we need to differentiate HOA membership benefits for dues paying versus nonpaying homeowners. This might be in the form of certain social events being held only for HOA dues paying homeowners.

OLD BUSINESS

a. Covenants Issue

- 1) Sandy presented a draft letter to all Highland Acres Block 1 owners and a Clerk and Records Office clarification addressing the Covenants issues (Attachments 6-7)
- 2) Vonney stated she contacted our lawyer's office and they recommended we look at our liability insurance to ensure all officers are covered. Vonney talked then with our insurance company and all Directors are covered.
- 3) The lawyer stated we should contact non owners only if they have Power of Attorney for the homeowners.
- 4) The lawyer also stated that if a homeowner had no harm done by an HOA action, there is no liability issue.

b. City Council Action on Short Term Rentals (STRs)

- 1) Sandy provided a copy of the Gazette article regarding City Council decision on STRs (Attachment 8). Final vote (second reading) will be on 19 December 2019.

NEW BUSINESS

- a. How to Handle Non HOA Neighborhood Events:
 - 1) Vonney stated organizations should look at volunteers available within the organization before asking the HOA for support.
 - 2) Marty mentioned how D11 does this all the time as he get emails where they mention products/services that might be of interest to parents, and they just have a disclaimer on the email.
 - 3) Marty stated he thinks we have to align the HOA more with the schools in our neighborhood. Sandy stated we have to look at events that affect our neighborhood and specifically mentioned the proposed stormwater work that will close North Chelton Road to through traffic (Attachment 9).
 - a) Ken volunteered to attend the Stormwater meeting on 11 December
 - b) Marty stated Guardians of Palmer Park work fire mitigation in the park..
- b. 7 December Neighborhoods Working together Meeting Results: Sandy presented notes on the Neighborhoods Working Together 7 December meeting (Attachment 10)
- c. Dave Corrow stated he is resigning as Covenants Compliance Committee Chairperson but will stay on until a replacement is found.

Dave motioned the meeting be adjourned. Marty seconded the motion. The meeting was adjourned at 7:30 PM.

The next regularly scheduled meeting will be: **Tuesday, 14 January 2020 at 5:30 pm at the Ascension Lutheran Church, 2505 North Circle Drive, Colorado Springs, CO 80909.**

Respectfully submitted,
Sanford Gallof, Secretary
CCHOA BOARD

Board Positions as of Nov 2019:

- President..... Vonney Northrop
- Vice President..Janice Marie-Gallof
- Treasurer..... Marty Henderson
- Secretary..... Sandy Gallof
- At-Large Dorothy Hornby
- At-Large David CorrowCovenants Compliance Committee Chairperson
- At-Large Ken Francois.....CONO Representative
- At-Large Vicki Tostanoski.....Chief Information Officer - Communications

COMMITTEES:

- **COVENANTS/ARCHITECTURE:** CHAIRMAN - Dave Corrow
MEMBERS: Dave May, Rich Northrop
- **SAFETY:** BOARD COORDINATOR Sandy Gallof
MEMBERS: Bob Frye, Steve Paradis, Dave May
- **HISTORY:** BOARD COORDINATOR- Janice Marie-Gallof
MEMBERS: Deb Berwick, John Potterat, Judie Werschkey
- **SOCIAL/WELCOME:** BOARD COORDINATOR – Janice Marie-Gallof/Dorothy Hornby (Welcome)
SOCIAL MEMBERS: Open
- **MEMBERSHIP:** BOARD COORDINATOR – Marty Henderson (maintains database)

MEMBERS: **Open**

- **COMMUNICATIONS:** BOARD COORDINATOR - Vicki Tostanoski
MEMBERS: Susan Henderson (Newsletter), Susan Hoover (Facebook)

ATTACHMENT 1

Board Meeting Agenda

10 December 2019

**Ascension Lutheran Church, 2505 North Circle Drive,
Colorado Springs, CO 80909**

1. Convene **5:30 pm**
2. Roll Call
3. Reading and Approval of Minutes of Previous Meeting
4. Approval of Financial Report
5. Status Reports of Standing (permanently established) Committees (Reports to be provided prior to Board Meeting. Time allocated at Board Meeting only if committees have issues for Board consideration)
 - a) Communications
 - b) CONO
 - c) Covenants
 - d) History
 - e) Welcome
6. Old Business (matters previously introduced which have come over from the preceding meeting)
 - a) Covenants Issue
 - 1) Discuss lawyer response
 - 2) Determine way ahead
 - b) City Council Action on STRs
7. New Business
 - 1) How to Handle Neighborhood Event Requests
 - 2) 7 December Fire Mitigation Meeting Results

8. Adjourn

**ATTACHMENT 2
TREASURER'S REPORT: CCHOA FINANCIAL STATUS**

As of November 30 2019			
Sources	Number	\$ Amount	
2019 Dues Paid USPS	158	\$4,740.00	1 more since October
2019 Dues Paid via PayPal	11	\$317.13	Same as October
2019 Dues Prorated	2	\$10.00	Signup for Trash in Nov.
2019 Dues Paid Extra	0	\$14.00	
Totals for 2019	171	\$5,081.13	
% of 314 Homes that Paid 2019 Dues	54.46%		
2020 Dues Paid USPS	45	\$1,350.00	
2020 Dues Paid via PayPal	2	\$57.66	
Totals for 2020	47	\$1,407.66	
% of 314 Homes that Paid 2020 Dues	14.97%		
Operating Checking Account Balance		\$10,417.74	
Commitment to Waste Connection		\$8,298.36	
History Book Fund		\$1,166.17	
Operating Balance		\$953.21	
Reserve Account Balance		\$360.80	
Total Available HOA Funds		\$1,314.01	

ATTACHMENT 3
TREASURER'S REPORT: RESERVE RECONCILIATION SUMMARY

06 PM
/30/19

Country Club Homeowners Association
Reconciliation Summary
US Bank –Reserve, Period Ending 11/30/2019

	Nov 30, 19
Beginning Balance	360.80
Cleared Balance	360.80
Register Balance as of 11/30/2019	360.80
Ending Balance	360.80

ATTACHMENT 4
TREASURER'S REPORT: OPERATING RECONCILIATION DETAIL

1:06 PM
11/30/19

Country Club Homeowners Association
Reconciliation Detail
US Bank –Operating, Period Ending 11/30/2019

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						5,687.10
Cleared Transactions						
Checks and Payments –4 items						
Bill Pmt -Check	11/01/2019	EFT	Waste Connections	X	-1,106.50	-1,106.50
Check	11/04/2019	430	Ascension Lutheran ...	X	-275.00	-1,381.50
Check	11/05/2019	431	Dave May	X	-82.79	-1,464.29
Check	11/27/2019	EFT	Colorado Sec of State	X	-10.00	-1,474.29
Total Checks and Payments					-1,474.29	-1,474.29
Deposits and Credits –7 items						
Deposit	11/04/2019			X	490.04	490.04
Deposit	11/08/2019			X	50.00	540.04
Deposit	11/08/2019			X	51.04	591.08
Deposit	11/15/2019			X	22.50	613.58
Deposit	11/15/2019			X	2,961.88	3,575.46
Deposit	11/20/2019			X	28.83	3,604.29
Deposit	11/21/2019			X	2,600.64	6,204.93
Total Deposits and Credits					6,204.93	6,204.93
Total Cleared Transactions					4,730.64	4,730.64
Cleared Balance					4,730.64	10,417.74
Uncleared Transactions						
Deposits and Credits –3 items						
Deposit	11/29/2019				22.50	22.50
Deposit	11/29/2019				28.83	51.33
Deposit	11/29/2019				2,111.16	2,162.49
Total Deposits and Credits					2,162.49	2,162.49
Total Uncleared Transactions					2,162.49	2,162.49
Register Balance as of 11/30/2019					6,893.13	12,580.23
Ending Balance					6,893.13	12,580.23

ATTACHMENT 5
Trash Service Report 2019

1:38 PM
 12/06/19
 Cash Basis

Country Club Homeowners Association
Trash Service Balance
 January 2018 through December 2019

	Jan '18 -Dec 19
Income	
Trash Service	
Extra Bin 2019	270.00
Packout Service 2019	570.00
Recycle Service 2019	3,912.00
Trash Service 2019	8,016.00
Total Trash Service	12,768.00
Total Income	12,768.00
Gross Profit	12,768.00
Expense	
HOA Trash Service	
HOA Extra Bin 2019	270.00
HOA Packout 2019	558.75
HOA Recycle 2019	3,858.00
HOA Trash Service 2019	8,030.00
Total HOA Trash Service	12,716.75
Total Expense	12,716.75
Net Income	51.25

ATTACHMENT 6

Proposed letter to Highland Acres Block 1 Homeowners



Country Club

Homeowners' Association

Dedicated to the protection

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To: All Highland Acres Block 1 Owners

Subject: Highlands Acres Covenants

The Country Club Homeowners Association (CCHOA) has been advised that (1) the Declaration of Protective Covenants for Highland Acres Subdivision recorded on April 11, 1956 at Reception No. 996886, and (2) the Modification of Declaration of Protective Covenants recorded on March 26, 1962 at Reception No. 228692 (collectively, the "Original Covenants") only addressed Highland Acres Block 2 Lots 1-3, and did not apply to Highland Acres Block 1 Lots. A search of the Clerk and Recorders records revealed no digitally recorded Covenants for Highland Acres Block 1 Lots.

The 2018 vote to amend the Original Covenants with a new set of Covenants was approved by a majority of the Highland Acres Block 2 owners, but was not approved by a majority of the Highland Acres Block 1 owners. Therefore the Original Covenants were amended and the new Covenants recorded, still covering only Block 2 Lots. **Block 1 Lots remain with no Covenants.**

A clarification will be recorded with the El Paso County Clerk and Recorders Office that identifies the affected Highland Acres Subdivision addresses and Lots subject to the amended covenants.

The effect of this is that any Block 1 issues will be resolved using Colorado Springs City Code and neighbor to neighbor involvement, not by enforcement of any covenants passed by other filings passed in 2018.

The information contained in this letter has been reviewed and verified by the CCHOA Board of Directors and the law firm of Orten, Cavanagh & Holmes LLC.

Sincerely Yours,

Board of Directors
Country Club Homeowners Association

ATTACHMENT 7

Proposed Clarification for Highland Acres Clerk and Records Office Filing

Clarification for Declaration of Protective Covenants for Highland Acres Subdivision

Since the Declaration of Protective Covenants for Highland Acres Subdivision recorded on April 11, 1956 at Reception No. 996886, and (2) the Modification of Declaration of Protective Covenants recorded on March 26, 1962 at Reception No. 228692 (collectively, the "Original Covenants") only addressed Highland Acres Block 2 Lots 1-3, and did not apply to Highland Acres Block 1 Lots and;

The 2018 vote to amend the Original Covenants with a new set of Covenants was approved by a majority of the Highland Acres Block 2 owners, but was not approved by a majority of the Highland Acres Block 1 owners:

Therefore the Original Covenants were amended and the new Covenants recorded, still covering only Block 2 Lots. **Block 1 Lots remain with no Covenants.**

The affected Highland Acres Subdivision addresses and Lots subject to the amended covenants are:

Property Address	Legal Description
2725 Holiday Ln	ALL REPLAT OF A PORTION OF LOT 1 BLK 2 HIGHLAND ACRES SUB COLO SPGS
2750 N Chelton Rd	NELY 180 FT OF THAT PART OF LOT 1 BLK 2 HIGHLAND ACRES DES AS FOLS, BEG AT MOST NLY COR OF SD LOT, TH SWLY ALG NWLY LN THEREOF 300 FT TO MOST WLY COR OF SD LOT, SELY ALG SWLY LN OF SD LOT 158.4 FT, NELY TO PT ON NELY LN OF SD LOT THAT IS 140 FT FROM POB
2720 N Chelton Rd	NWLY 13.4 FT OF LOT 2, PART OF LOT 1 AS FOLS, BEG AT A PT ON NELY LN OF LOT 1 THAT IS 140 FT SELY FROM MOST NLY COR OF SD LOT, TH SWLY TO A PT ON SWLY LN OF SD LOT THAT IS 158.4 FT NWLY FROM MOST SLY COR OF SD LOT, SELY ALG SWLY LN OF SD LOT 158.4 FT, NELY PARA TO NWLY LN OF LOT 1 TO NELY LN OF LOT 1, TH NWLY ALG SD NELY LN 111.6 FT TO POB BLK 2 HIGHLAND ACRES
2714 N Chelton Rd	LOT 2 EX NWLY 13.4 FT BLK 2 HIGHLAND ACRES
2710 N Chelton Rd	LOT 3 BLK 2 HIGHLAND ACRES
2700 N Chelton Rd	NELY 180.0 FT OF LOT 4 BLK 2 HIGHLAND ACRES
Centre Ln	SWLY 120.0 FT OF LOT 4 BLK 2 HIGHLAND ACRES, TOG WITH THAT PORT OF CUL-DE-SAC LY WLY OF WLY R/W LN OF CENTRE LN ADJ TO SD LOT 4 BY VAC ORD BY BK 2019-391

ATTACHMENT 8

Gazette Short Term Rental Article

Short-term rentals limited

New provision will require owners to occupy homes for more than half of year BY RACHEL RILEY
rachel.riley@gazette.com

A divided Colorado Springs City Council voted Thursday to impose new regulations on short-term rentals that owners say generate additional income and more tourist dollars, but also have caused friction with their neighbors. **The council voted 5-4 to approve the new provisions**, adding to a set of rules that the council passed last fall to regulate rooms and homes rented out through online platforms such as Airbnb and VRBO, or Vacation Rentals By Owner.

Under the new rules, **a rental that a property owner inhabits for less than 185 days annually will be considered “nonowner occupied.” Rentals classified as such will not be allowed in single-family residential or single-family planned unit development zoning districts. In other zoning districts, nonowner occupied units will have to be separated by 500-foot buffers. Owners of already permitted short-term rentals will be “grandfathered in” and won’t be subject to the new rules as long as they renew their permits annually before the expiration date, city planning officials said.**

Councilman David Geislinger and other council members who supported the new rules stressed the need to proactively strengthen the city’s regulations to prevent negative impacts on neighborhoods. “We need to take a step forward. We cannot kick the can down the road,” Geislinger said.

The short-term rental industry also takes up units that the city “desperately” needs to address its housing crisis, said Councilwoman Yolanda Avila, who supported the changes.

Council members Jill Gaebler, Richard Skorman, Andy Pico and Wayne Williams cast the “no” votes.

Pico said the additional rules infringed on the rights of private property owners, and Skorman called the regulations “too restrictive.”

The decision followed a few hours of testimony from more than two dozen people, many of whom were short-term rental owners opposed to the new rules.

Airbnb and VRBO owners touted the economic benefits of the short-term rental industry, from the owners who rely on income from the rentals to the money that tourists spend in the city while staying in them.

Having units in single-family residential zones allows visitors “to come to Colorado Springs and live like a local,” said Kilian Gordon, who works for a short-term rental property management company.

But others said short-term rentals that aren’t owner-inhabited disturb neighborhoods with high turnover rates.

Joan Markley, who lives near several short-term rentals, said the properties bring “strangers” to the area, creating issues with traffic and safety.

“As long-term homeowners, we have rights, too,” Markley told the council.

Last year, the council passed two ordinances that defined short-term rentals, applied city regulations to them and charged property owners \$119 a year for a permit.

Since then, the city has issued nearly 1,300 permits. Roughly 200 of those permits are held by people who have rentals in single-family residential zoning districts and don’t occupy those properties, according to city data.

The city has confirmed 75 violations at short-term rentals, 56 of which were for rentals without permits. The other infractions were related to issues such as traffic, parking, noise and weeds or other blight, city data shows.

“What are we trying to protect our neighborhoods from?” Gaebler questioned before the vote. “We seem to be demonizing people who just want to earn some revenue.”

Other cities in Colorado and beyond have instituted requirements for short-term rentals related to density and owner-occupancy. Manitou Springs requires that the units be separated by at least 500 feet. Denver requires that a rental be a property owner’s primary residence.

Colorado Springs’ new rules, slated to take effect before the end of the year, must still be passed on second reading by the council this month.

The regulations include an exception allowing active-duty service members who are ordered to report to a temporary duty station outside El Paso County the ability to rent out their homes for a year.

Someone who wishes to establish a nonowner occupied unit in a zoning district where it’s not permitted may also apply for a use variance. A public hearing would then be held, and the planning commission would approve the variance request if certain criteria were met, according to city planning officials.

The council also recently approved a law that limits maximum overnight occupancy of each short-term rental unit to two occupants per bedroom, plus an additional two occupants per dwelling unit. Under that law, the maximum occupancy per dwelling unit is 15 occupants.

ATTACHMENT 9

Stormwater Work on North Chelton Road



N. Chelton Road Storm Drainage and Watermain Improvements

December 2nd, 2019

Dear Resident:

This letter is to inform you of upcoming construction activities along Chelton Road between Maizeland Road and Colorado Springs Charter Academy (CSCA) which is adjacent of your residence.

In order to alleviate some of the storm drainage issues and replace a waterline, the City will need to close Chelton Road along the corridor to expedite construction of new storm sewer and water main pipe starting some time in February 2020 with an estimated completion date in August of 2020. A schematic of the work zone is illustrated below



Residences adjacent to the work zone will have access to their driveways and adjacent streets. You should expect noise from machinery and other construction operations. Residences living north of Chelton on adjacent streets will experience road closures and delays as utilities are installed through the intersections. At this time, the contractor will not be allowed to work weekends and can start no earlier than 7:00 AM during the work week (M-F). If we experience delays due to weather, I may allow work to commence on Saturdays to keep the project on schedule. We are going to close Chelton to through traffic.

ATTACHMENT 10

Notes on 7 December 2019 Neighborhoods Working Together Meeting



Dedicated to the protection

quality of neighborhood living

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Notes on the Neighborhoods Together Meeting, 7 December 2019

Jeremy Taylor, Colorado Springs Fire Department, Started the meeting at 9:00 AM, at the Colorado Springs Fire Department facility on Printers Parkway.

Present: Colorado Springs Fire Department, University Park, Country Club (Sandy Gallof, Dave May, and Steve Paradis), Greencrest, and other representative (the Fire Department will provide a sign-in sheet with their meeting notes).

Recap of 12 October 2019 Meeting

- a. Discussed the number of homeowners that are putting out chipping piles without signing up for the free chipping program.
 - 1) 24-26% of homeowners that do put out piles for the chipping program had not signed up.
 - 2) This delays the chipping crews since the additional piles were not expected.
 - 3) The fire department chipping crews will stop picking up piles that are not on the chipping list.
- b. The Fire Department needs to share chipping information/statistics with each participating neighborhood before/after chipping occurs.
- c. Chipping is limited because of Federal laws limiting seasonal employees to 6 months.
- d. Homeowners have pushed back in having the Fire Department out for a free on-site consultation.
 - 1) They either feel they do not have the time for the free on-site consultation or they think the Fire Department is going to mandate actions (e.g., cutting down all their trees).
- e. The Fire Department will create a how-to document for signing up for the chipping program and specify the reasons why homeowners should sign up or chipping.
- f. In conjunction with the chipping signs that are posted for each neighborhood, the Fire Department should make a sign that asks "Have you signed up?" That might make more homeowners aware that they have not yet signed up.
- g. The Fire Department will create a doorhanger or checklist that Firewise Champions can use. Firewise Champions can place door hangers on doors of homeowners that have piles out but have not signed up for chipping and/or poles that are not stacked according to Fire Department guidelines.

2020 Chipping Dates Discussion and Door Hanger

- a) The Chipping program neighborhood dates were presented and our neighborhood is scheduled for week of 11 May 2020. The schedule has not yet been formally approved and the Fire Department will let us know when we can publicize the dates.
- b) Chipping crews will leave door hangers for houses that have not signed up but put piles out for free chipping.
- c) Many homeowners wait to the weekend before chipping to sign up.
- d) The chipping list is finalized 8 AM the Monday of chipping for each neighborhood.
- e) The Fire Department suggested moving the closeout for signup to the Friday before
- f) The Firewise Champions could walk the neighborhood the weekend before and check for non-signups and incorrectly stacked piles.
- g) Some communities offer a neighborhood signup option where the neighborhood organization collects the signup information for the entire neighborhood and submits it to the Fire Department. This might be useful for those neighbors that are not used to using or do not have a computer.
- h) The Fire Department has not finalized the door hanger design and will present several options at the next Neighborhoods Together meeting.
- i) The Chipping program has outgrown its original model, growing some 20% each year.
 - 1) The 2020 City budget has already been approved but the Fire Department is hoping to get 2021 funds to hire 5-6 people and possibly make the chipping program a year round endeavor with multiple chipping periods for each neighborhood.
 - 2) The 2021 budget will be discussed by City Council in the October/November 2020 timeframe.
 - 3) The Fire Department does seek out and receives grants but these grants are for specific areas.
 - 4) USAA, State Farm, and others have provided grants in the past.
 - 5) Homeowners can give donations to the chipping crews and these funds will go into the Fire mitigation funding pool.

Firewise Tracking Forms

- a) Colorado Springs is the only area in the nation where the Fire Department works with the communities on submissions to the Firewise Portal.
- b) The Fire Department is creating a “how to” document for Firewise Tracking.
- c) The Fire Department is also looking at creating a form for homeowners so they can document hours worked and/or money spent on fire mitigation.
- d) The form could go directly to the Fire Department so homeowners do not have to give personal information to Firewise Champions.
- e) The Fire Department is looking at getting paraphernalia for Firewise Champions to wear while they are out in their respective neighborhoods conducting Firewise activities.
- f) The Fire Department also wants to capture data for Firewise home hardening (e.g., new fire resistant deck, new roof, stuccoing). One way is to use Regional permits to identify such activities.

- g) The Fire Department can conduct training for Firewise Champions interested in learning about the Firewise Portal. They will also get each user a username and password for the Portal.
- h) The Fire Department is looking to create a “how-to” document on the proper steps to organize a project/clean-up day.
- i) There is a difference between fire mitigation and Firewise. We need to make people aware of the benefits of both.

Open Discussion

- a) The Fire Department is looking for ideas on how to motivate homeowners that have not done fire mitigation on their properties. They are working on better communications and messaging to try and get these homeowners to participate. Only about 10% of the homes in the Urban Wildfire Interface participate in Fire Mitigation.
- b) Dave asked what can we do about neighborhoods that are not organized (e.g., the neighborhood east of Chelton Road abutting Palmer Park.
- c) Steve suggested we get together with Greencrest, St Andrews, the Country Club, and the Charter School to work common fire mitigation issues.
- d) The Fire Department, City Forestry and City Parks are working to get a grant for Palmer Park fire mitigation. Competition for this type of grant is very competitive since state wide, there is only \$1 million available.
- e) The Fire Department will be hosting a meeting with all organizations related to trees January 15. This will include City and State Forestry, utilities, Game and Fish, Air Force Academy, Fort Carson, and Cheyenne Mountain Air Force Base. The goal is to coordinate all these organizations’ efforts regarding Fire Mitigation.
- f) Steve asked if the Fire Department could develop a paper on their vision and goals for Fire Mitigation. This should include what the Fire Department is trying to accomplish and where it needs volunteers. Jeremy Taylor agreed to do this.
- g) Steve asked if the neighborhoods could form a “Friends of Fire Mitigation” to help raise funds and volunteers for fire mitigation. Jeremy Taylor, Fire Department, will discuss this idea with Steve.
- h) All agreed to hold another Neighborhoods Together Meeting in February 2020.
- i) The Firewise Champions meeting will be held in March 2020.

The meeting adjourned at 10:45 AM.