

**2021 Annual Meeting Minutes**  
**Windsor Park Homeowners Association**

Tuesday, February 23, 2021 the Windsor Park HOA Board of Directors held the 2021 Annual Meeting using remote Zoom call-in audio only. Board members joining; Phillis Bowers President, Judie Chapin Treasurer and Secretary. Rob Bergen Board member, Alyssa Trujillo board member and Carrie Grubbs Manager of *Monument Management*, the property management company for Windsor Park.

1. The meeting was called to order at 6:02 pm by Phillis Bowers.  
President Phillis Bowers introduced the board members and turned the meeting over to Carrie Grubbs of MM who then presided over the meeting.
2. Quorum of 20 percent was met with eight call-ins and 13 proxies received allowing the meeting to proceed as scheduled.
3. Carrie asked if the reading of the 2020 annual meeting minutes was necessary with the response no, a motion was made and seconded, the 2020 annual meeting minutes were approved as written.
4. Carrie gave a brief overview of the current financial report. She also stated delinquencies of past due fees were now down to 12 property owners and five in payment plans.
5. Carrie announced the 2021 landscape contractor for Windsor Park will be WD Yards, replacing Peaceful Valley. All Pro Irrigation contract was renewed for another year and Monument Management will be retained by Windsor Park as their property management company.  
Rob Bergen gave an update on the irrigation system and work scheduled at the end of this year's irrigation season. The project includes the complete replacement of the pump house, the replacement and/or rebuild of pumps and electrical system. This project was delayed by a year due to the shortage of parts caused by covid-19. Justification for this expense is the system is at the end of its life cycle. This is a Reserve Fund capital expense of approximately \$20k.
6. Rob Bergen said some community projects scheduled to be completed in 2020 have been moved to 2021. Bids are now out to contractors for replacing the mulch with river rock in the common area flower bed planters, replacing mulch in the playground area. Welding repairs to playground equipment have been completed. Replacement of river rock around the irrigation pond is still on hold until the replacement of the pumphouse and irrigation system is completed.
7. Carrie explained what a Reserve Study is and is required by the State of Colorado CCIOA for all HOAs. A company qualified to write reserve studies has been selected to complete the Reserve Study by the end of the year.
8. The 2021 Board Approved Budget was reviewed as Carrie went over each line item and the changes from last year to the upcoming expenses budgeted for 2021. The board was able to keep the 2021 HOA monthly fees to \$100.

Discussion and Q & A's followed on several line items. Rob Bergen explained the reason irrigation expenses were over the amount budgeted last year was due to unexpected purchases of new equipment in the pump house to keep the aging irrigation system running smoothly to eliminate a break down during the irrigation season. Also discussed at length, why the change of landscape contractors again this year, and the process the board follows reviewing contractors and making final decisions to award contracts. Also discussed why the need for an attorney and how the services are used for collections and other HOA business such as writing the legal document to amend the CCRs and how we justify the expense. Carrie explained the HOA board of directors has an obligation to the membership to be diligent in collecting fees from property owners who are in arrears. The law firm WP uses, Altitude Community Law, specializes in HOA legal issues. Our HOA is also reimbursed by past due amounts recovered by the law firm from delinquent property owners.

A motion was made by Cory Tomps, seconded by Phillis Bowers the 2021 Board approved budget was ratified by the members in attendance with one no vote.

9. The ballot for board members next on the agenda with no write-ins and three incumbents volunteering for another three-year term. Requests were made for anyone who would step up to become a board member, no responses. Motion made by Cory Tomps, seconded by Phillis Bowers, the ballot as submitted was unanimously approved.

2021 incumbent Board Members approved for three-year term:

Phillis Bowers – President

Judie Chapin– Treasurer/Secretary

Rob Bergen – Board member - Irrigation Liaison

Allyssa Trujillo – Board member has two more years to serve

10. Carrie reviewed the amendment to the CCRs mailed to all WP HOA property owners. The amendment does not change the CCRs it only adds stronger language stating short term rentals, considered a business, of less than 30 days are not allowed in WP. As of the meeting date, returned ballots with 59 required to pass the amendment only 16 yes and 4 no votes had been received. Carrie will re-send another ballot

11. Questions & Concerns:

Responding to an issue discussed at last year's annual meeting, the question " can a six-foot perimeter fence be installed around WP? " Cory Tomps volunteered to visit with the City of Fruita's Planning Department to find out what the process would be to get the PUD changed to allow WP to install a perimeter fence along Pine Street and Aspen Street. Cory shared his findings of his meeting with The City of Fruita's Planning Department informing Cory the PUD documents between the developer and The City of Fruita would make it difficult if not impossible to be changed. The board responded they have also discussed this issue at an earlier board meeting and the board's consensus was to leave the perimeter fences as they are.

Cats allowed to run loose in neighborhood it is a real problem since the City of Fruita lease law applies only to dogs and not cats. Only recourse is to contact owners to request they keep pets inside and/or to spray yards with a cat repellent.

Damage to our fences and vandalism to common areas is an ongoing problem, the board suggested when witnessing vandalism in WP to call the Fruita police and if possible, take photos. It may be possible to “trespass” individuals who are found damaging WP property.

A suggestion was made to send a survey to WP property owners asking for suggestions for board discussion on concerns in the community, and projects they would like to see to enhance our subdivision.

Carrie responded that was a good suggestion and she will include a survey with the annual neighborhood bulletin mailed out each spring to include the concerns discussed during this meeting and other issues and information that impacts WP.

12. Phillis Bowers adjourned the meeting at 7:50 pm.

Submitted by:

Judie Chapin - Secretary WPHOA