

Chatfield IV Homeowners Association

Special Meeting Minutes

March 22, 2021

Meeting began at 6:00 PM

Members present: Sherry Larson, Betty Jo Franco, Lee & Linda Rouse, Mike & Sedalia Simonson, Beverly Moss, Brian Summers, Stephanie Cook and Zach Barker.

- 2 proxies received; 10 properties were represented in person or by proxy

Introduction of Heritage Property Management Team:

David Caldwell, Elizabeth Blevins and Barbara Butzen

Revised 2021 Budget:

- HOA dues will be increased from \$300 to \$400/year.
- Comment that the HOA needs to pass a budget in order to meet their financial obligations.
- Question about the postage and mailing - this is not included in the management fee and is billed as a separate charge. Notices and Statements must be mailed. Notices can also be posted on the HOA's bulletin board near the mailboxes and on the webpage.
- The Board has requested emails in the past to cut down on mailing costs, however the HOA does not have emails for most owners.
- The Board tries to cut down on mailing costs as much as possible by delivering items door to door and posting information on the bulletin board.
- Question about the increase in management fees. The HOA switched management companies and there was a few months that it was self managed. HPM's fees are the same as the previous management company.
- Comment that the Board members are unpaid volunteers.
- Question if a neutral 3rd party will be used for irrigation repairs. HPM does not employ employees for irrigation or other maintenance and does not mark up invoices received by vendors. The HOA has hired Thompsons Landscaping for the Landscaping and irrigation. The HOA will also be working with Scott to make changes to the irrigation system.
- Question if the HOA dues will be lowered next year. It is unlikely as the HOA should save for future expenses.
- In the past several owners have paid early to keep funds in the HOA's account.
- Monthly financial reports are posted to the website.
- The HOA has already had 4 irrigation issues addressed and made payments to the vendor.
- Question if there were multiple estimates for these repairs. The HOA interviews each vendor before signing contracts.
- Bray is paid in full for all services.
- There may be an outstanding invoice from the previous landscaper. HPM will ensure that these are taken care of.
- Motion to approve the budget as written/Second/Carried with 1 opposed. Budget will be posted online as approved

Nomination of Board Members:

- All Board Members resigned at the Annual Meeting.
- Floor opened for nominations
- Sherry Larson nominated.
- Betty Jo Franco nominated
- Beverly Moss nominated

- Floor closed
- Vote on the slate of nominees. All in favor with none opposed.
- Question when the dues will be due. The governing documents indicate that they are due at the end of March. Suggestion that the due date be extended by 30 days. Homeowners will be given until April 30th this year with no late fees to pay the HOA dues. HPM will send out statements with information about where the dues payment should be mailed. Payments can also be made online at www.hpmgj.com.
- The HOA needs to pay for the pump and motor before it can be ordered. The delay in gathering funds may also delay this process which may cause a delay in water for the pressurized side of the HOA.
- Question if the HOA dues will be increased again next year. This is unknown but not anticipated.

Meeting adjourned at 6:33 PM

Minutes taken by
Elizabeth Blevins
Heritage Property Management