

Westwood Estates HOA

Minutes of the Board Meeting held on June 13, 2022

At 6:30 pm in the clubhouse

Board members present: Keith Holder, Mike Youngren, Linda Afman, Denyce Vandiver, Beth Brown

Homeowners present: Marilynn Dorn, Carolyn DeBusk, Sheryl Rogers, Rufina Marquez, Meli Hanson, Janice Kopang, Kathy Begg, Pat Winder

Heritage representatives in attendance: Karen Houlihan, and Barbara Butzen.

1. The meeting was called to order by Keith Holder at 6:35 pm.

2. Prior minutes were presented, Linda moved, Beth seconded a motion to approve the minutes. Minutes approved unanimously.

3. Update from Heritage: Karen Houlihan reiterated to the group that Heritage should be contacted on any issues that come up at Westwood, that's what they are being paid for. There was discussion about the landscaping and sprinkler issues that have occurred. Heritage wants residents to call them and they will contact the landscaping company about problems that are occurring. PB&J Landscaping will be coming tomorrow and Keith, Marilynn, and Karen will walk the property with them and check each area to make sure that each sprinkler is functioning. Karen will contact Coppersmith to get a copy of the receipt for the first payment made on the new boilers.

4. Issues from the floor: Janice Kopang submitted an architectural form requesting permission to replace her back patio. Her request was approved. Janice asked if an owner list was available to share. Linda will check with Heritage to see if they have a member portal for owners/renters to supply their contact information. Marilynn stated that some owners have asked what the requirements are for having a cement patio; size, color and railings. We will search for the approval of 403's cement patio from last year and see what the specifics were. Marilynn provided a bid on cleaning up the front entrance for \$600.

5. Update on 12 plex boiler installation: 900 building is done, 800 is almost finished. 700 will be done by the end of the month. Two-thirds of the special assessment money has been received to fund the boiler installations. Homeowners will be required to verify that the system works in their units and any issues that aren't associated with the new boiler installation they will have to pay a plumber themselves for repairs.

6. New parking policy: Copies of the policy were provided to those in attendance. Heritage will be managing the policy and an on-site volunteer will be monitoring the parking lots. The HOA declarations were the guidelines for establishing the policy. Heritage will upload the policy on our website. Linda moved to adopt the policy to be effective July 1, 2022. Mike seconded, Beth opposed, Keith and Denyce affirmed, the policy will be adopted.

7. Update on Policies and Procedures: The Board held a workshop on adopting nine policies/procedures to follow which are required by the State. Heritage provided the template of the policies/procedures that needed to be specific to Westwood Estates, which were completed at the workshop. They will be uploaded to our website with Heritage. In August we will have to update our policy and procedures for the collection of unpaid assessment based on House Bill HB22-1137 signed by the Governor. Beth made a motion to accept the new policies/procedures, Linda seconded all were in favor.

8. Dorn committee issues: Once homeowners have completed the projects which they were given written notice to update, the committee will walk the property to verify that all items have been resolved. Some owners have notified Marilyn that they may not be done within the 30 days, depending on availability of contractors.

9. Discussion on initiation/administrative fee on new homeowners: Linda previously provided the Board with a proposal of charging a fee when a condo is sold that the buyer pays to the HOA, considered "a transfer on sale" fee. In her research she determined that \$350 would be a reasonable fee based on what other condo communities in Grand Junction were charging. The contribution has to be identified as to where that money goes by State Law. Linda made a motion that we set a policy of a Transfer on Sale Contribution Fee to be paid by the buyer at the time of closing. She suggests that we call it Community Reserve Contribution Fee. Mike seconded the motion, all were in favor.

10. Financial Report: Each attendee was provided with the P&L sheet to review.

11. Other business: It was asked if the Rules and Regulations can be provided to the residents in a pamphlet form. Residents should be guided to Heritage's website for our forms, we need to get used to using their website instead of printing items for distribution.

From Board members: Denyce reminded attendees that recycle items don't have to be separated out any more by type, it's multi-mixed now. Don't place your recycle in a plastic bag and then place it in the bin. Also, that we can't allow friends or family to come use our dumpsters.

Keith shared a request from a homeowner asking if we can have our neighbors provide proof of insurance coverage in case of a fire or other damage. The HOA insurance will cover the structural damage between the buildings, but each homeowner's insurance should cover their damages.

Per the Fire Code, residents shouldn't have grills on their balconies or patios or within 10 feet of any building.

12. The meeting was adjourned at 7:58 pm, Linda moved, Beth seconded, unanimously agreed.