

Hamlet at Fountain Greens Homeowners Association

Annual Meeting Minutes

February 23, 2019

Meeting called to order at 1:31 pm.

Introduction of the Board of Directors

President: Cathey Pabst

Secretary: Judy Brock

Board Member: Thomas Haas

Board Member: Joyce Williams

Introduction of Heritage Property Management

- David Caldwell & Elizabeth Marvin
- Contact information:
 - 970-243-3186
 - www.hpmgj.com
 - Elizabeth@hpmgj.com
 - 2650 North Ave, #116, Grand Junction, CO 81501

Members present:

- Tom Haas, Joyce Williams, John & Cathey Pabst, James & Judy Brock, Bill Needham, Richard Brodel, Janet Rauen, Peggy Adams, Bea Root, Phyllis Veale, Cherisse Stille, Janice Bell, Julie Lopez, Joyce Bowsher, Beverly Spevere, Sarah VanBenschoten, Barbara Cotting, Marcia Klaas, Betty Foreman, Marie Wohlfahrt, Sue Parks, Beverly Lenox, Hermie Fox, Jane Nair and Gerry Coffey.
- 10 proxies were received
- Quorum was achieved. [35 units represented]

Minutes of 2018 Annual Meeting

- Minutes were approved as written. M/S/C Approved minutes will be posted to the website.

How can you help the HOA?

- Contact the Board or Heritage Property Management with comments and concerns or attend monthly board meetings.
- The website contains all of the governing documents (CC&R's, Bylaws, Rules and Regulations)
- HOA does not insure the buildings - each homeowner needs to have a homeowners insurance policy.

Landscape update

- WD Yards was the 2018 landscaper
 - Contract included: weekly mowing and edging, periodic pruning, weeding, maintain & adjust irrigation - \$23,191.20
 - Landscape repair (replaced plants and repaired selected sites) - \$4,992.50
 - Irrigation system repair - \$1,507.07
- In the past the HOA has attempted to maintain the original HOA landscape plan, however some plants do not seem to be working well for this area.
- Board decided to evaluate the HOA's landscaping and develop a plan for the future.
- Landscape bids were obtained and interviews conducted. Peaceful Valley Irrigation and Landscaping was selected at the 2019 landscape contract. They will focus on a long term plan for the HOA. Craig Martin is the project manager and will be on site at least every other week and typically weekly.
- No plants will be replaced during the 2019 growing season, each will be evaluated however.

- Discussion on the difference in cost. Will Peaceful Valley provide a superior service to justify this increase? According to the walk-through that was performed with Peaceful Valley the Board is assured that they will provide a much better service.

Architectural Guidelines

- Goal is to maintain the property values by maintaining the common property.
- Any change to the exterior of the building must be approved by the Architectural Committee. Request forms are available online.
- Any landscape requests will need to be submitted in this manner as well.

Community Communications

- Newsletters have been used in the past. Mailed to all owners and hand delivered to all tenants (typically quarterly or as needed).
- Newsletters will be sent with information about paint.
- Board members are always available for questions and hold monthly meetings which are open to owner attendance.
- Information is also available at www.hpmgj.com. (click on "HOA's" on the right hand side of the page, scroll to Hamlet at Fountain Greens)
- Suggestion that emails be gathered to assist in providing information to the homeowners as well. HPM will make an email list with the emails that are available, however the HOA has had a difficult time gathering email addresses in the past.

Summarize Association Documents

- Comment that the Hamlet has exceptional governing documents.
- CC&R's, Bylaws, Articles of Incorporation are all located on the website
- 9 policies required by CCIOA are also available. One of these policies was adopted in 2018, due to new management. Some policies were also updated as needed.
- The Board meets on the 3rd Thursday of each month from 2pm to 4pm at HPM's office.
- Comment that the Board does a great job in keeping up with current Colorado Law.

Maintenance work in 2018 and planning for 2019

- Work completed in 2018:
 - One concrete driveway replaced and various driveways and sidewalks repaired - \$7,810.78
 - Snow removal - \$0
 - Roof jacks replaced - \$15,943.67
 - Gutters cleaned - \$1,460.00
 - Various items completed by David Plank (inspections such as paint, reattach gutters, fix siding, attach hose bibs, repair decorative tiles) - \$4,285.86
- Work scheduled for 2019:
 - Paint entire HOA in spring 2019 - \$248,477.79.
 - Paint should last for 10 years, guaranteed for 8 years.
 - No change to colors
 - Vivax Pros has been contracted to perform the painting
 - Houses will be pressure washed, prepared then painted 2 days later.
 - More details will be provided as they are available.
- If homeowners see any issues that need to be addressed they can be reported to Heritage Property Management, the Board, or directly to David Plank as he has authority to make repairs up to a specific dollar amount without consulting with the Board.

Presentation and discussion of proposed 2019 Budget

- The budget is broken up in to two separate parts: the annual operating expenses and the Long Term Reserves (based on the reserve study)
- Budget goals: to maintain the quality of the neighborhood while also saving for future expenses.
- HOA dues will increase to \$185/month on March 1, 2019.
- Suggestion that the HOA dues will likely be increased by the cost of living each year. The alternative would be to have a large special assessment in the future.
- The state requires that HOA's take into account all the expenses and prepare the reserve fund accordingly.
- Discussion on the shortfall that is reflected in the income for the 2018 budget vs actual - these accounts were prepaid in 2017.
- Discussion on the increased landscaping cost - philosophy has changed from previous years which was to maintain the original plan. The new outlook is to try to pay a little extra in care and maintain the longevity. This plan will be reevaluated as necessary in the future.
- About one-half of the annual income is for operating cost and one-half toward the reserve account.
- Discussion on the reserve for budgeted future expenses: based on the study, even with increased dues, there may still be an assessment at some point in the future.
- Estimate on the roofs is from several years ago. The board is in the process of getting updated estimates.
- With the HOA reserve, each owner has invested in their own property.

Nominations and election of Board Members

- Floor opened for nominations. None were received.
- Cathey, Judy and Joyce will continue serving on the Board.
- Tom Hass is stepping down. Thank you for all your hard work!

Other Business

- Comment from an owner that she has figured out the heating/cooling situation for units with a 2nd story. Stocker Heating and Cooling was able to add a second zone. (Jeff Stocker: office 970-644-5117, cell 970-314-1093 or stockerheating@gmail.com)
- One owner reports that there were signs of termites in her unit. Jerry's pest control addressed the situation and advised the owner that there may be issues in other units as well (Jerry: 970-242-7455 or jerrypest1958@gmail.com)
- Gates near the 25 Road entrance - the Board has evaluated this situation and determined that the expense was extensive to replace these gates. It was also an issue for snow removal and landscaping as it caused additional cost. More discussion will be had after the annual meeting since this issue impacts only a few properties.

Meeting adjourned at 3:12 pm.

Minutes taken by:

Elizabeth Marvin

Heritage Property Management