

Fountain Greens Patio Homes HOA Board Meeting Thursday, November 12, 2020

Present: President Karen Huntington, Treasurer Christy Minnick, Secretary Judy Brock, Architectural Control Chair Tom Buick.

The meeting was convened at 3:30 PM via Zoom. The following items were addressed.

1. Request from Master Association President

HOA President Karen H. received an email request from the President of the FG Master Association. He would like Patio Homes HOA Board to notify Patio home property owners backing on 25 Road to be notified to significantly cut back their Juniper shrubs against the fence. After considerable Board discussion and review of Patio Homes CC&Rs, Board members found a lack clarity in our governing documents to proceed further with his request at this time. The Patio Homes HOA Board questions whether the issue of landscape growth through and around perimeter fences in Fountain Greens makes this a Master's Association issue.

2. Capital Reserve Study

Christy was advised by Elizabeth Marvin that HOA's are required to perform capital reserves studies per CCIOA. A review of our FG Patio Homes HOA CC&Rs, Article Five, indicates our HOA has NO common property, thus no capital assets. All common areas adjacent to Patio Homes are owned by the Master Association. Therefore, our HOA does not need to perform Capital Reserve studies. Action item: Judy will forward Article Five to Elizabeth clarifying that we do not have any responsibility for a reserve study.

3. Past Due Account Letters & Collection Policy Update

Christy shared a draft of a form letter which could be sent by Karen Houlihan, Heritage Bookkeeper, to Patio homeowners who are two months in arrears on monthly assessment payments. HOA President Karen H. has had a call from a member who had continued sending her monthly assessments to our prior management firm, having had her payments returned and not understanding why. Karen advised her a letter had been sent to all Patio Homeowners, and notices placed on mailboxes notifying members of the change in management providers to Heritage in August. This member did not remember receiving any such notices. So the Board considered if there are other homeowners still unaware of the change in our management firms. It was decided to add an introductory paragraph to the letter to 60 day past-due accounts advising them of the new address and agency for payment. Then reminding them to

bring their accounts current and advising them whom to contact if they wanted to arrange a payment plan. Action item: Christy will share this letter with Karen Houlihan to be mailed out to 60 day past due accounts as of November 25th.

During this discussion, members noted there were differing due dates and payment past due dates in the CC&R's, Collection Policy of March 2019, and on the Heritage website for Patio Homes. Action item: Board members adopted a Collection Policy update to bring due and past due dates in line with CC&Rs, and postponing \$25 penalties and 21% interest accruals to the 4th month an account is past due. (See revised Collection Policy attached.) Christy will notify Heritage to update the information about due date on the website to match the policy. Judy will send the updated policy to Elizabeth to post on the website.

4. WD Yards 2021 Proposal & Counter-Proposal

Three Board members met with WD Yards and Elizabeth Marvin at Heritage Property and HOA Management on November 4th to discuss how the current landscape contract has worked and begin to discuss plans for 2021 services. WD Yards was represented by owner (Bill C.), landscape manager (Will R.), and newly hired client-relations person (Kimberly). Board members shared some concerns about issues with landscape services, i.e., requesting more trimming of shrubs off the sidewalks, removal of Elm starts, ample prior notice for work days so homeowners could make arrangements so pets wouldn't escape if fence gates weren't secured. WD provided all of the outstanding billings that had not yet been received. They were enthusiastic and would like to continue to serve as our landscape contractor, and suggested several options for expanding services next summer. If all of the expanded service recommendations were accepted, the contract cost would go up by more than \$900/month or \$11,000+ for 2021.

Board members discussed at length what services would be most desired and needed by our members as well as what limits are imposed by our budget. The consensus of the board was to counter propose the following changes to the current contract: 25 weekly mowings; 13 irrigation maintenance visits which would require documentation of who made these visits and what deficiencies were observed on each such visit, 3 shrub care visits, 3 fertilization/weed control visits, 3 Bed/Border and weed control visits. Action item, Christy will notify WD of the counter proposal, requesting a quick turn-around so we can complete our 2021 HOA budget in a timely manner.

5. ACC Request

Tom received a request for ACC approval today. The request was for expanded patio and pergola at 717 Lochwood. Action item: Board approved the request provided the owner meets the criteria to secure certificates of approval from the city of Grand Junction.

6. 2021 Budget

Christy presented a tentative budget, no small task given the change in management provider and landscape providers during 2020, to say nothing of conducting all such business during a pandemic! Final budget approval will follow once negotiations with WD Yards for 2021 landscape services are known.

7. Annual Homeowners' Meeting

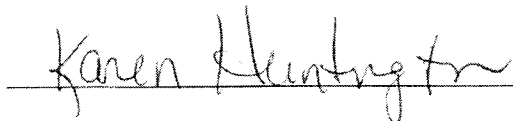
The Board plans to conduct the annual meeting in February 2021 by Zoom. It will be imperative to make an extra effort to secure sufficient proxies and offer technical support to members who haven't utilized Zoom or do not have access to computers. Phone in options will be encouraged. More detailed plans to be addressed at next Board meeting.

The meeting adjourned at 5:45 PM.

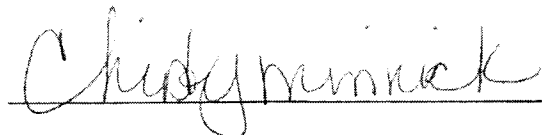
Respectfully Submitted,



Judy Brock, Secretary



Karen Huntington, President



Christy Minnick, Treasurer



Tom Buick, ACC Chair