

Chatfield IV Homeowners Association

Annual Meeting Minutes

February 17, 2021

Meeting began at 6:32 PM

Introduction of Board of Directors:

- Board Member: Sherry Larson
- Board Member: Betty Jo Franco
- Board Member: Beverly Moss
- Board Member: Stephanie Cook

Members present: Matthew Peterson, Sherry Larson, Rodney Wilson, Tara Barley, Betty Jo Franco, Lee & Linda Rouse, Mike & Sedalia Simonson, Beverly Moss, Brian Summers, Stephanie Cook and Kristie Tate.

- 5 proxies received; 16 properties were represented in person or by proxy

Introduction of Heritage Property Management Team:

David Caldwell & Elizabeth Blevins

2020 Minutes were approved as written. M/S/C.

Old/Unfinished Business:

- There was an HOA dues increase last year partially to follow up on delinquent account. This increase was also to cover some irrigation expenses.
- All owners have paid 2020 HOA dues.
- In the past the HOA has not billed back attorney/collection fees as the policy was not clear. The policy has been adjusted and owners will be billed back these fees moving forward.
- The loss to the HOA was approximately 28% of what was collected.

New Business:

- Discussion on HOA management in general and HPM's services specifically. In the past the HOA has worked with other management companies and also been self managed. A list of HPM's services is available online and questions can be directed to HPM at info@hpmgj.com or 970-243-3186.
- Discussion on Board responsibility. The Board has a fiduciary responsibility to the HOA and hires the management company.
- Discussion on how previous management company billed for irrigation repairs - it was billed hourly and there were several occasions of delays in getting the water back on.
- HOA Board made the decision to turn off the water early due to a break - the HOA did not have the funds to make the necessary repairs.
- The Board interviewed several landscaping vendors. Thompsons Landscaping was selected and is on the call tonight to answer questions and discuss their services.
 - They bill by the hour for irrigation repairs. Locates are needed before digging which may cause some delays.
 - They will be mowing the common area and spraying for weeds
 - Also set up the common area irrigation and check for leaks/bad sprinkler heads.
 - Will also work with owners directly at the HOA's rates
 - Contract is March to November
 - Owners should notify HPM if they observe any issues.
- Irrigation discussion:

- According to the HOA's current irrigation policy the HOA is responsible for the main line only - the owner is responsible from the "t" up. This policy was written by the current Board and was not presented to the owners for a vote. HPM will review the HOA's governing documents to discover if there is any guidance on this issue. Typically the HOA is responsible to the valve and the owner responsible for everything after the valve on their property.
- Discussion on a issue at 507 Pear Pond - HPM will look into this further.
- Scott from Scott's Pump Repair was also in attendance to discuss the irrigation system. The system was originally installed to be a gravity only system. Several years ago the pump was put in which has caused issues as the pipes were not designed for the amount of pressure.
- The pressurized pump will be replaced by a volume pump. It will have a relief valve as a safety feature.
- Please report any suspicious activity to the police and the HOA management company.

2021 Budget:

- This budget was prepared by the Board. Unless vetoed at this meeting by a majority of the owners in attendance or represented by proxy after discussion it will be approved.
- Comment that some owners may not have received the meeting notice or may not have been able to attend the meeting. The notices were sent out as required by the HOA's governing documents and if owners were not able to attend they could have submitted their proxy.
- Comment that the HOA is not making a profit and that the HOA dues (Income) are based off of what the HOA's projected expenses are for the year.
- Some owners have paid early each year for the past few years to pay some of the HOA's expenses - this has created a domino effect that will continue until it is addressed by a dues increase.
- The HOA should have some funds set aside for any common area maintenance/replacement that is not part of the annual budget.
- There was some missing information when the HOA was transferred over to new management which is reflected in some of the line items on the proposed budget.
- Motion to approve the budget/Second/11 opposed. Budget is vetoed and will need to be re-evaluated.

Nomination of Board Members:

- None of the current Board Members wish to remain on the Board.
- Floor opened for nominations
- Tara Barley indicated that she may be willing to serve
- No nominations received.
- The importance of having an elected Board of Directors was discussed.
- Comment that the Board was doing a good job and the goal was not to have the members all step down. The owners felt that they did not have a say in the budget. Suggestion that payment options may have helped this situation.

Meeting adjourned at 8:25 PM

Minutes taken by
Elizabeth Blevins
Heritage Property Management