

CARLSON FARMS MONTHLY BOARD MEETING MINUTES

Wednesday, February 15th 2017

6:30pm

1. Call to order at 6:35pm. Members present Tiffany & Chris.
Guests: Sandra from PPS. Homeowner: Deb

2. Approve last meeting minutes

Tiffany and Scott are to review and let Chris know via e-mail of any changes or correction.

3. Treasurers report

- Report – Because it is early in the month there is no end of month report yet.
- Delinquencies – Current delinquencies are \$23,809.59. This is an increase of just under \$2000 from last month. Chris had discussed, with Sandra, after the January meeting to decrease the dollar amount of the delinquency that would start the collection process. Currently there are 15 homeowners who have liens placed against their homes, 11 are with the attorneys developing a payment plan. Most delinquencies are only one quarter behind. Two homeowners have almost completed their payment plans. Four are currently on payment plans and five have a garnishment plan in place. Sandra indicated that many of the delinquencies are a pattern. Once the pool closes certain homeowners become delinquent. Hopefully being more aggressive with collections will decrease the delinquencies.

4. Covenant update

- New Vote Count – We still need 24 more yes votes (30 would be better) to move the covenant resolution forward.
The Board will need to have one more meeting to perform a ballot count. The meeting will on the 1st of March at the Senior Center. Sandra will mail out the notices.
- Ballots – Sandra has sent out additional ballot forms for the Board.
- Votes – There is a meeting scheduled for February 22nd, 2017 to address the budget and activities for the summer. Additional votes may be gathered at this meeting. A final count of the votes will be scheduled for March 1, 2017.

5. Poudre Properties

- Sandra from PPS discussed new services that she will be performing as with Chris leaving there will only be 2 Board members. The Board will potentially be turning over 75% of the management of Carlson Farms Homeowners Association to PPS. Sandra will:
 - Issue pool card-mail to homeowners. Pool cards will cost \$50 to replace if lost & \$200 if not turned in at closing.
 - Paint book distribution if needed.
 - Drive through for violation's.
 - Continue to mail courtesy notices and fine notices from the drive throughs or if a Board member notifies her of an issue.
 - Pool security – probably not much she can do regarding this.

There was a discussion regarding how to handle the potential pool issues that potentially will occur with the opening of the this season. In the past there have been instances of homeowners from Cobbett Glen and Rocksbury Ridge using the Carlson Farms pool. It has been difficult to identify these homeowners and to prohibit their using the pool.

Several different solutions were discussed. Tiffany suggested sending out the pool rules to all the Carlson Farms homeowners and to have them verify that they have read and understand the rule, by signing the document, before their pool card can be activated. Chris indicated that many times when addressing a violation of the pool rules the homeowners indicate they were not aware of the rules. This suggestion would potentially help make them aware that there are specific rules and that the Board is serious about all homeowners following them.

It was also decided that it would be best to have an adult pool attendant to more closely monitor pool usage by checking all homeowners entering the pool to determine that they actually live in Carlson Farms.

Sandra will contact a company that provides pool attendants and get back to the Board with costs.

Chris also suggested that rather than turning on all of the pool cards, just turn on the ones who have requested to use the pool. This would eliminate those who have obtained cards from owners who do not use the pool.

6. Homeowner meeting 2/22/2017

Chris went through the PowerPoint presentation for the meeting.

7. Board member changes

- Chris will be resigning as President March 3rd, 2017.
- Bank signature changes need to be made to have Tiffany added to the account and Chris taken off. Tiffany and Chris will schedule a time to go to the bank and make these changes.
- Chris has given Scott thumb drives containing past Board documents, paint books, keys, pool attendant shirts, etc.
- As President of the Board Chris appointed Tiffany Villavicencio to fill the elected position held by Ashley Otto who has since vacated the Board and that Scott Kenyon continue as a Board member until such time they can be duly elected by a quorum of the homeowners. Board terms are for a period of 3 years.

8. Action Items

- Sandra to contact the company who provides pool attendants and will contact the Board with the cost.
- Chris and Tiffany will change the bank account to reflect Chris resigning as a Carlson Farms Board member and adding Tiffany to the bank account.

9. New business

Continue to monitor the commercial vehicle on Martin and assess fines as appropriate.

10. Old business

- None

11. Next meeting on 2/22/17 at 7:00 pm

12. Meeting Adjourned at 8:20 pm