

# CARLSON FARMS MONTHLY BOARD MEETING MINUTES

## Thursday, April 21<sup>st</sup> 2016

### 6:30pm

1. Call to order at 6:31 pm.
2. Approve last meeting minutes were approved by the Board members via e-mail and have been posted on the Poudre Property web site.
3. Home owner hearing, Barking dogs see Board Members only minutes
4. Treasurers report;

The spreadsheet does not contain the changes that we had asked for from PPS. It does not show the cost per month as requested. Scott will ask them to send a corrected spreadsheet and he will forward to the Board members for their review. The average income is approximately \$1,900 per month. Late fee revenue is approximately \$2,210. Delinquencies are at \$21,000 for April. March was at \$17,000. This is unusual as generally homeowners bring their dues current so that they can use the pool when it opens.

- Attorney costs / Chris - Legal fees are on the high end of the budget due to the cost of updating the fine structure.
- Chris reminded the Board that legal fees of \$5,000.00 will hit the budget for rewriting the covenant and bringing it up to date in accordance with CCOWA
- Homeowner on Graham / Chris - The homeowner had late fees and fines due in April; these were paid up a month in advance.

5. The monthly scheduled meeting for June 16<sup>th</sup> was rescheduled to June 9<sup>th</sup>.

#### 6. Spring Events

- Garage sale May 6,7,& 8<sup>th</sup>
- Chris will pick up the signs this week and get them up. He will also put the banner up on Hwy 60 prior to the garage sale dates.
- Cleanup day May 14<sup>th</sup> 8 to 12
- Ashley is tentatively able to help check licenses on cleanup day.
- Tiffany will be available until 11:30. Scott will be available. Chris will be at the pool parking lot at 7:30am when the trash containers arrive. Chris will check with Jim to see if he is available. Chris will contact the person who

collects the metal to make sure he is coming and will check with the dumpster people to confirm.

- Shredding 10 to 12
- BBQ and Pool Opening 21<sup>st</sup>
- Ashely has contacted the rental company regarding some changes to what we will need to actually rent as Tiffany will be supplying tables and canopies. We will still need to have the bounce house and chairs delivered. Scott will be supplying the popcorn machine again this year.
- Tiffany has confirmed the face painter for 3 hours.

#### 7. Covenant update and review.

The first draft had been reviewed by Chris and Scott last month. The second draft is back and Chris would like everyone to comment by no later than Sunday so he can let the attorneys know of any other changes on Monday so we can get the document printed. This will then be distributed to the homeowners with a ballot. We will also be able to have it available for the day of the BBQ and will try to get some ballots signed that day also.

#### 8. Insurance increase.

Previously the Board had discussed increasing the umbrella coverage to 2 million. Chris has checked on the cost and it would be \$321 annually. Chris will check with our attorneys to ask them if they would recommend increasing this amount to 2 million.

#### 9. Fine procedure update?

Chris has asked the Board members to review the completed fine procedure update. There has been clarification of the structure for repeat fines for things such as commercial vehicles and trash cans. Chris asked that the Board members get back to him with any need for clarification. The fine structure has been posted to the PPS website. Chris will send out some scenarios to the Board members for clarification.

#### 10. Project updates

- Landscaping / Chris

This project is done on Hwy 60 & Ballentine. It has gone a little over the budget.

- Security / Chris
- Chris / This is completed. The new camera has been installed and captures the area above the new pergola.

- Pergola / Chris

This was completed last week; Chris had them change the placement of the top boards to make more shade so it has gone a little over the budget. Chris also ordered signs for the pergola explaining a violation if it is climbed on.

- Drywall replacement / Chris

This has been completed.

- Equipment room heater / Chris

This was installed this week.

- Paint equipment room / Chris

This has been painted except for the ceiling. Tiffany and Scott have volunteered to paint the ceiling.

## 11. Landscape Issues

- Water report – Chris passed around the water report for 2016. The majority of the leaks had been fixed last year. There is a leak in the North West main currently that is losing 8 gallons per minute. Escape will determine where this is and make the necessary repairs.

## 12. Pool Issues, Chris talked about several pool issues.

- Fence – the west end of the fence is rusting. This will probably need to be replaced next year.
- Clock – not working, Chris is unable to repair this. Scott will order a new one.
- Hard drive – the computer in the pool house is a bare bone computer, another external hard drive would cost approximately \$200 because to function properly it needs at least 8 terabytes. Chris will look into this.
- Pool Signage – the large sign by the pool house door needs to be replaced. There is language on it that needs to be amended. Chris has also purchased two signs for the pergola regarding violations for climbing on it.
- Batteries – Chris has purchased two new batteries for the security and gate systems.
- Lighting – there were a 4 high pressure sodium lights out at the pool and Chris has had the electrician replace these.
- Parking lot – This will need to be resurfaced next year. Chris has the name of the company who did this the last time it was resurfaced.

## 13. Letter about dog owners, Covenant and pool cards.

- Chris wants to send notice to the homeowners regarding cleaning up after their pets.

- He would also like separate mailing regarding the pool cards, asking homeowners to come to the BBQ and try them out while he is there to try to reduce the time he spends going to the pool when there is a problem with the cards.
- The covenant will also go out in a separate mailing with a ballot for the homeowners to return regarding the changes made.

#### 14. Action Items:

- Tiffany, Welcome package update – has made updates to the out of date information on the web site and is still working on it.
- Tiffany, Spring News Letter – this is done and has been sent out.
- Chris, bid for replacing electric heater at the pool with gas- this has been done and the gas heater has been installed
- Chris, Follow up with Covenant Review- done
- Chris, Contact Johnstown about having police at our annual- Chris will contact them closer to the date to remind them. He has already talked with Chief Phillips regarding this.
- Ashley, Contact the Johnstown Fire Dept.  
Done but Ashley indicated they will need a reminder call. Chris will do that prior to the date of the BBQ and on the day of the BBQ.

15. Pool use discussion- there was a question regarding pool usage by outside people. This is a liability and would change the pool usage significantly and require disability changes. It was determined not to consider this.

#### 16. New business.

- Chickens – a homeowner has requested a change to the covenant regarding allowing chickens. She is in the process of obtaining signatures. Chris has explained the amount of signatures needed to make a change to the covenant.
- Weeds – Escape has been asked to start spraying for weeds to stay ahead of them this year.

17. Old business - None

18. Next meeting location – Determined

## 19. Action Items;

- Write letter to home owners regarding picking up after their dogs - Scott
- Covenant completion and printing - Chris
- Contact Fire Department – Chris
- Contact Johnstown Police Department - Chris
- Reminders of dates for Heimback for May Cleanup Day - Chris
- Reminder of for metal pickup for May Cleanup Day – Chris
- Contact PPS regarding budget template changes made – Scott
- Call changes for rental items for BBQ day – Chris
- Contact attorney regarding umbrella policy- Chris
- Banner on Hwy 60 before the Garage Sale dates – Chris
- Sprinkler leak repair follow-up – Chris

20. Adjourn meeting – 8:30 pm