

# CARLSON FARMS MONTHLY BOARD MEETING AGENDA

Thursday, January 21<sup>st</sup> 2016

6:30pm

1. Call to order at 6:30 pm.

Board members present: Scott, Tiffany, Chris

Board members absent: Jim, Ashley

2. Approve last meeting minutes via e-mail for November 2015. There was no Board meeting in December 2015.

3. Treasurers report.

The 2015 financial report looks good. There is \$190,514.60 currently in the bank with 31,917.70 for pool reserves.

- Scott commented that overall we were under budget in several areas and that the HOA was in very good shape for the year. Scott indicated that income was up this year through late fees and fines. The late fees and fines are not part of the projected income in the budget.
- Chris mentioned that we did not do all of the projects slated for last year and that helped to keep us under budget. Our water usage for the year was lower due to the wet spring and repair of numerous leaks in the system. Chris said he was pleased with the yearend budget.
- Insurance was somewhat higher than budgeted due to the cyber coverage and the umbrella policy that was added at midyear.
- The budget overage for the pool attendants was because of the change in the attendant's hours to keep violations at the pool to a minimum.
- The current pool reserves related to the increase in dues for that purpose is \$31917.70.
- Scott asked about income tax preparation and who does that. Chris indicated that we are a nonprofit and that Poudre Property completes any necessary tax forms for CFHOA.

#### 4. Insurance update.

Chris indicated that we received a credit of \$4400.00 from our old insurance company but since we changed insurance mid-year we paid for a full year in advance. The 2016 amount will be significantly less.

#### 5. Spring Newsletter.

Tiffany will start on the spring newsletter with a new format. Chris indicated that it needs to contain information about covenant enforcement regarding trash container and commercial vehicles. In addition it will contain information regarding the dates of Annual BBQ, Clean-up day and the Pool Opening. It will also contain reminders to the homeowners regarding the need to have their dues current to allow for access to the pool and a reminder that trees and shrubs that are dead need to be removed and replace and also a reminder that, per the covenant, each home must have at least one tree in the front yard.

#### 6. Covenant update.

- Chris has been working with the Attorneys on the updates. As soon as he receives the first draft the Board will review the changes and additions.
- Chris addressed some sections of the covenant he has noted needed some clarification of the language. This would not change the section but would add clarification only.

#### 7. Fine procedure update.

Chris is working with the Attorneys on making sure our fine procedure is up to date and contains clear language regarding the fine structure for the homeowners. Chris explained some of the changes to the documents to the Board. The documents will be presented to the Board when finished. The fine structure will also be delineated for the Board members so they can clearly see the violation dates, repeat violations, etc.

## 8. Approved lot plans.

The last lot in Carlson Farms has been sold and a DRC submitted along with the plans for the home. The DRC has been reviewed and approved. Chris shared the plans with the Board.

## 9. Legal issues update.

Chris indicated that there has been no further communication from the previous homeowner's attorney regarding the issue after the initial letter. Chris feels since there has been nothing further the lawsuit against the HOA may have been dropped. Chris will let the Board know if there is any new activity regarding this issue.

## 10. Landscaping

Bids - Chris is working on bids for Ballentine and Hwy 60

## 11. Annual Training

Chris is working with Hindman Sanchez to get HOA training dates in Ft. Colling for Board members. As soon as Chris has the upcoming calendar he will forward this to the rest of the Board members.

## 12. Action Items:

- Tiffany -Spring newsletter
- Chris- Bids for Landscaping
- Chris- Cost for shredder to Tiffany
- Chris- Bid for replacing electric heater at the pool with gas
- Chris- Follow up with Covenant Review
- Chris- Follow up with fine policy review
- Chris- Contact Johnstown regarding police & fire department at the annual BBQ
- Tiffany-Schedule Face painting for the annual BBQ
- Chris- Shade bids for the pool
- Chris-determine who is responsible for signing tax information

### 13. Old business

Pool Shade-Chris had several different types of shades from various web sites. Two were looked at and Chris will follow-up with some pricing information for the next meeting.

### 14. New business.

- Pool equipment room heater. Chris would like to change from the electric heater to a gas fired heater to lower costs.
- Tiffany asked about the DRC guidelines regarding tree(s) in the front yards. Chris will ask PPS to make note of this when they do a drive thru and will send notices to homeowners regarding this.

### 15. Adjourn meeting at 7:45pm.