

**THE COURTYARDS & COTTAGES @ MIRAMONT ASSOCIATION
GENERAL SESSION MINUTES
AUGUST 22, 2018**

NOTICE OF MEETING

The General Session meeting of the Board of Directors of The Courtyards & Cottages at Miramont Association was held on August 22, 2018 at 706 S College, Fort Collins CO.

Directors Present

President	Charlie Shilling	2021
Treasurer	Nick Myers	2019
Secretary	Fred Wallen	2019
Member at Large	Greg Jordan	2021

Directors Absent

Vice President	Cynthia Hartman	2020
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Also Present

Becky Stewart, Community Manager

Homeowner Present

Barbara Roth, Tree Committee chairperson

CALL TO ORDER

Becky Stewart called the meeting to order at 6:03 P.M.

TREE COMMITTEE

Barbara Roth provided a large map of the 129 common area trees. 21 of the 129 are Ash Trees which are susceptible to the Emerald Ash Borer. The map was color coded to each type and location.

Barbara would like the Board of Directors to decide on either a mitigation plan for ash or wait to see which trees are affected. A few of the ash trees are encroaching on other trees.

Barbara recommended the HOA to have a property inspection with the tree committee and Kincaid Tree to first determine tree trimming away for structures and identify dead branches. The residents should be emailed for their input on any tree trimming concerns. The committee has evaluated that an ash tree at #35 is growing tightly into a blues spruce tree. Barbara would like the Board to consider structural trimming of tree to o improve their strength and aid in growth.

The Board thanked Barbara for her report and would take her recommendations under advisement.

TREES

Be it resolved, upon motion made and seconded the Board of Directors not mitigate to remove the 21 ash trees at this time and that once they are found to be diseased the tree will be removed and consider replacement approved the general session minutes of June 25, 2018. The motion passed unanimously.

The Board would like to review bids from Kincaid for tree trimming.

SECRETARY REPORT

Be it resolved, upon motion made and seconded the Board of Directors approved the general session minutes of July 25, 2018. The motion passed unanimously.

TREASURER REPORT

Be it resolved, upon motion made and seconded the Board of Directors approved the July 2018 financial statements. The motion passed unanimously. There is \$47, 279 in checking account and \$154,821 in the savings account,

HOME BUSINESS POLICY

Be it resolved, upon motion made and seconded the Board of Directors approved to adopt the Home Business Policy. The new adopted policy will be posted on line, sent electronically and mailed if the homeowner does not have an email address on file.

LEASING POLICY

Be it resolved, upon motion made and seconded the Board of Directors approved to adopt the Leasing Policy. The new adopted policy will be posted on line, sent electronically and mailed if the homeowner does not have an email address on file.

NEIGHBORHOOD STANDARDS AND ARC GUIDELINES

Management and Greg Jordon have been reviewing the documents on the Association On Line website. There are policies to review that need to be updated or removed from the website. Management provided the Neighborhood Standards of 2016 that include the ARC Guidelines of 2014, however, also include parking rules. Management stated they should be separate documents as rules for parking are not architectural matters.

The board will continue to review the documents and update as needed. Management recommended a booklet of all policies combined given to new buyers and kept on line for easy access in one document.

WEBSITE

Charles recommended for the Board to look at the website at the next meeting.

NEW DEVELOPMENT ON RULE

There was discussion regarding the open space behind mailboxes on Rule. Management to inquire with the city of how the land is zoned, is there a proposed plan, and that the area needs to be cleaned up and weeds removed.

LANDSCAPE

The common area by the adjacent tennis courts needs to be mowed and kept maintained, Management to contact FLM to add to there scope of work.

WELCOME LETTER

The Board reviewed the welcome letter provided by management and mailed to new owners. There is now mention of the leasing and home business policies.

UNAUTHORIZED CITATIONS

It has come to the attention of the board that non-authorized persons is leaving NO parking citations on vehicles in the open space parking areas. The Board does regulate parking and only the board should issue parking citations. Management will send an email blast that if anyone has issues with parking to call management.

NEXT MEETING DATE

The next board meeting will be on September 26, 2018, October 24, 2018 and November 28, 2018 at PPS offices at 706 S College #207 Fort Collins at 6:00 p.m.

ADJOURNMENT: There being no further business the Board adjourned at 8:08 p.m.

Recorded by Becky Stewart Community Manager PPS