

**COURTYARDS AT MIRAMONT  
ANNUAL MEETING AND BUDGET RATIFICATION MEETING  
JANUARY 30, 2019**

**CALL TO ORDER**

President Charles Schilling called the annual meeting to order at 6:00 p.m. The meeting was held at 4501 S Lemay, Fort Collins, CO. Members signed in at 5:30 p.m.

**DETERMINATION OF QUORUM**

Becky Stewart announced that a quorum of members was present to conduct the annual meeting. There were 25 homeowners present in person or by proxy.

**INTRODUCTIONS**

Charles Schilling introduced himself and board members Greg Jordon. Charles thanked Fred Wallen for his service on the Board of Directors in 2018. The community manager Becky Stewart was introduced.

**PURPOSE OF THE ANNUAL MEETING**

Charles announced that the purpose of the meeting is for the membership to elect 1 (one ) board member to the Board and to ratify the budget.

**PRESIDENT REPORT**

Charles\_Schilling thanked the owners for attending the meeting and supporting amending the documents this past year. Charles reported that the required CCIOA ( Colorado Common Interest Ownership Act ) policies were adopted this past year. There was a Spring landscape walk with Cynthia Hartman as liaison between FLM and the homeowners that was successful with the tree trimming project. Charles thanked Greg Jordon for his work with A1 to complete the road repairs and sealing. Greg stated that the HOA is saving for future asphalt repairs and curb/ gutter concrete repairs. Charles reported on the investigation for the seepage at the mail boxes on Boardwalk. Charles met with Sheer Engineering and they believe the cause of the water in the cracks issue is from the road contractor laying the asphalt when the base was still wet from a recent rainfall. He explained why this caused water in the cracks even when it is dry out - technical term = pumping. The Board will monitor the road this Spring and Summer for any seepage. We hope that the recent road work at the location will correct the problem. FLM did an analysis of the irrigation and did not find any problems.

Charles thanked **Karen Raymond** for her contribution to the Social Committee. The potluck and holiday event was a fun successful event. Karen stated she has turned over the Social Committee to Barbara Roths. Karen thanked committee members **Sandy Taylor, Verna Bogid and Lois Reins** for their help this past year serving on the Social Committee. Charles is pleased to have meetings with the Social Committee this next year.

Charles introduced and thanked **Barbara Roths** who is the Tree Committee Chair person. Barbara Roths year started with herself and Verna Bodig as the tree committee. There are 128 trees in the common area. Barbara provided a map with all the trees color coded to type and location. This year they committee arranged for spring and fall trimming of the Linden trees around the Cottages. The Courtyards had some minor trimming in the spring and more extensive fall trimming along the street, driveways and over roofs. They updated the list of approved trees for planting in front yards and the common area. There were 6 Ash trees removed. ( One in the common area south of Courtyard #7, one north of Courtyard #35 and front yard trees of 10,14,32,and 33) . Five of the Ash trees were replaced. The urban forest now includes 3

Hot Wings Maples, 1 Hawthorn and 1 Kentucky Coffee tree. A winter watering schedule for the new trees has been underway with help of the homeowners. Plans include Barbara taking a class through the CSU extension on the Ash Borer. The HOA will also schedule Spring spraying for aphids on Linden trees and fungus on the Crabapple trees. Charles announced that the HOA is not spraying for ash tree mitigation and will wait to see if any are affected and would review the committees plans if additional may need to be removed.

### **APPROVAL OF THE ANNUAL MEETING MINTUES OF 2017**

The membership reviewed the minutes from the 2087 Annual Meeting. Upon review, a motion was made and seconded to approve the minutes as presented. Motion passed.

### **FINANCIAL REPORT**

Greg Jordon stated the HOA had a reserve study completed in 2015 and that the HOA was 100% funded at that time. Based on current projections for the street, concrete and gutters the HOA is less funded and over the past few years the HOA used reserve funds to pay operating costs and the HOA is approximately 77 funded. The current budget to allocate \$28,000 to reserves in 2019. The HOA can request an updated reserve study in the future.

Greg reported that the reserve monies in a money market were transferred to 4 CDs to ladder at 3,6,9 and 12 months.

There was \$3,079 expended for trees and sod and \$16, 367 for asphalt from the reserve account in 2018.

### **RATIFICATION OF THE 2019 ANNUAL BUDGET**

The December 2018 year ending expense and income with the proposed 2019 budget was distributed for the members to review. There is \$34,325 in the checking account and \$148.589 in the reserve savings.

The budget included the income and expenses through 2017 and 2018 and the 2019 proposed income and expense. There is no increase in dues assessments.

Charles stated the Board's philosophy is to not have special assessments and closely reviews the financials to make sure the current dues are enough for operating and savings.

An owner asked when the dues are due because she received a statement with a January 1 due date. Management stated that the assessment is due on the 1<sup>st</sup> and not late until January 30<sup>th</sup>. No late fees were assessed and the Board gives a grace period for anyone that needs an extension.

Upon review, a motion was made and seconded to ratify the budget as presented. Motion passed.

### **NOMINATIONS FROM THE FLOOR**

Charles asked for a nominations from the floor. There was a nomination that was declined by the owner in attendance and another that was nominated by not in attendance.

A motion was made and seconded to nominate Gordon Esplin who has legal background and he accepted the nomination from the floor. Motion passed unanimously.

### **RESULTS OF THE ELECTION**

As there is 1 (one ) seat open and 1 (one ) nomination, Gordon Esplin was were elected by acclamation.

The decision of the officer positions and terms will be made at the next board meeting.

## **COMMITTEE VOLUNTEERS**

The Board asked for volunteers for the Architectural Committee. At this time the Board of Directors serve as the committee and they would like a homeowner to serve on the committee as the Board.

Deborah Waldo volunteered to serve and was appointed to the committee and the ARC will be formed once the new board meets in February.

## **QUESTIONS**

A homeowner asked if alligators were caught as the street was mentioned to have alligator cracks. Another member said that there is a snap turtle in the pond. There was much laughter.

A homeowner asked if the pipes marked to monitor the water from pond will be removed. The Board stated that they have not planned to remove them at this time.

A homeowner stated that the seepage can be attributed to the pond. The board agreed to not rule out this possibility at this time.

A homeowner asked if they are listed in the directory and Karen agreed to make sure they are listed.

A homeowner mentioned ribbons left in the trees. Barbara stated Kincaid would remove them.

A homeowner requested a copy of the reserve study.

A homeowner asked how many renters are in the HOA. Becky Stewart stated that to the knowledge there are 10 owners who rent their homes and the cap is 12 at 20%.

A homeowner asked if the HOA can have board meetings closer to the community. Management will look into meeting places to be addressed at the next board meeting.

A homeowner asked how often newsletters are sent. Management is willing to draft newsletters based on community need. At this time, meeting minutes are posted at the community boards and any other needed announcement can be posted. Furthermore, email blasts are sent as needed. Charles asked who wanted a newsletter and only 3 hands were raised.

Management stated that the Board members are not paid and that their tasks as a board member take up much of their personal time. Becky requested that all questions, comments and suggestions should be sent to her and that she will forward to the board who is very responsive to all concerns. Although the board members are willing to talk to members in the community, outside of board meetings; they do need their privacy as a homeowner.

A homeowner provided information regarding a water conservation program by the city and offered to assist. Management to coordinate and send the water meter information.

Many homeowners applauded the Board for their service and Management stating it was the best annual meeting in many years.

The Courtyards at Miramont Annual Meeting was adjourned at 7:05 p.m.

The next board meeting is February 27<sup>th</sup> at 6:00 pm. Location to be determined.

Respectfully Submitted,

Becky Stewart  
Community Manager  
Poudre Property Services