

**COURTYARDS AT MIRAMONT  
ANNUAL MEETING AND BUDGET RATIFICATION MEETING  
MINUTES DRAFT  
JANUARY 21, 2020**

**CALL TO ORDER**

President Greg Jordan called the annual meeting to order at 6:05 p.m. The meeting was held at 4501 S Lemay, Fort Collins, CO. Members signed in at 5:30 p.m.

**DETERMINATION OF QUORUM**

There were 30 homeowners present in person or by proxy.

**INTRODUCTIONS**

Greg Jordan introduced himself and board members Barb Roths and Gordon Esplin.

**PURPOSE OF THE ANNUAL MEETING**

Greg announced that the purpose of the meeting is for the membership to elect 2 board members to the Board and to ratify the budget. Gordon Esplin position is up the end of 2021.

**APPROVAL OF THE ANNUAL MEETING MINUTES OF 2019**

The membership reviewed the minutes from the 2019 Annual Meeting. Upon review, a motion was made and seconded to approve the minutes as presented. Motion passed unanimously.

**LANDSCAPE & TREE COMMITTEE REPORT**

Barbara Roths provided a report as follows:

Spring started with an evaluation of our trees by Alison O'Connor from the CSU extension service. She provided a detailed assessment of our trees in the common area. She also made suggestions on future planning for our urban forest.

4 ash trees were removed in the spring.

In August a turf evaluation by Tony Koski, also from the CSU extension service was conducted with the committee, board members and management. . He made recommendations on how we might improve the health and quality of our common area turf. These ideas are currently under consideration.

Fall brought the planting of 5 new trees and trimming of some of our established trees around the common area. We were able to have FLM complete some of the trimming below 10 feet as the service is included in their contract. We also had Kincaid Tree Service trim some of the ash and crab apple trees in the common areas above 10 feet.

Winter watering is underway. This a monthly task on the trees planted in the last 2 years. Several homeowners are assisting with this process. A round of applause for those who helped.

In 2020, the HOA is on the schedule for a water audit. This is a service offered through the city. It will help determine how our irrigation system is working. We will also be developing a plan for the treatment of ash trees in the prevention of the Emerald Ash Borer.

There are 129 trees in the common area. Barbara provided a map with all the trees color coded to type and location.

Cynthia Hartman thanked Barb for her hard work providing the membership valuable information on the trees and landscape. A round of applause followed.

### **SOCIAL COMMITTEE REPORT**

Barb Roths gave a report from the Social Committee members Mary Kolesnyk, Karen Raymond, Lois Reins, and Viola West. Barb will be stepping down from the committee. Her report is as follows:

The year started with the Holiday party at the Olive Garden January 14, 2019. Thirty-eight people attended. We met at 6PM for drinks in the bar area and sat for dinner at 630 PM. Choice of three entrees with salad & bread sticks were provided along with choice of soft drinks. Total cost to the HOA was \$655.15.

The HOA Summer Picnic was held on July 21, 2019 on the grass behind Courtyard #12. Thirty-seven people attended. The HOA provided pulled pork sandwiches, bottled water and paper goods. Those attending brought potluck items to share. The picnic was scheduled for 1-3PM. The weather was great with rain later that evening. Total cost to the HOA was \$146.86.

Sandy Taylor thanked Barb for all her hard work past year serving the community and a round of applause followed.

Greg Jordan stated most of the business for the HOA was successful due to Barb's volunteering her personal time.

### **TREASURER REPORT**

Gordon Esplin provided a financial report as follows:

The income of 62 lots is \$106,160 which includes \$2,000 of interest.

The expenses of 106,160 is comprised of \$29,164 to reserves and \$76,996 of operating costs.

At the end of the year 2019 there was \$42,248 in checking and \$156,937 in savings.

The Board has invested the CD's with Vanguard and earning greater interest with staggered terms.

The Board plans to discuss having more authority with signing on accounts and passwords as currently PPS works with Vanguard for renewing CDs.

The Board will be meeting with the insurance agent to discuss all policies and adequate coverages.

### **PRESIDENT REPORT**

Greg Jordan provided a report of the accomplishments for 2019 and the goals for 2020 as follows:

There unforeseen emergency leak to the main line at the cost of \$11,726.

New concrete and drain pans were installed at the Cottages where concrete had deteriorated.

The Board and Management conducted a walk though to look at hail damage and notified owners if they had not repaired the damage. Many were in process or plan to repair in the Spring.

With the help from Barb the HOA is following the recommendations of CSU with the trees.

The Board will discuss an update the reserve study that was completed in 2015.

The Board will move the Annual Meeting date to October or November so that the 2021 budget is ratified before January 2021 and the membership sent statements prior to the new year.

The Board will be reviewing the bids for slurry and crack seal in 2020.

The Board will be reviewing a water audit once the free recourse is available.

Greg made a plea to the membership to promote harmony by first talking to your neighbor if you can when there is a problem before contacting the HOA.

Greg asked that the HOA members understand that both the Cottages and Courtyards are both equally given attention to all matters of concern and to avoid any comparisons.

There was a round of applause from the membership for Greg's service to the community and hard work.

### **RATIFICATION OF THE 2020 ANNUAL BUDGET**

The December 2019 year ending expense and income with the proposed 2020 was distributed for the members to review.

The budget included the income and expenses through 2018/2019 and the 2020 proposed income and expense. There is no increase in dues assessments.

An owner asked about why the cost for trash removal actual 2019 was greater than the budget in 2019. There had made a mistake in the anticipated cost for the budget last year.

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

### **NOMINATIONS FROM THE FLOOR**

Greg stated that his term and Barb 's is up this year. 2 seats are open for a 2 year term. Greg and Barb are willing to serve again. Greg asked for nominations from the floor. Because the members felt Greg and Barb are doing an outstanding job they were nominated from the floor. As there were 2 seats and 2 nominations and no other nominations the Board can be elected by acclamation and no ballots were needed.

### **RESULTS OF THE ELECTION**

A motion was made and seconded to elect Greg Jordan and Barb Roths to the Board to serve a 2 year term. Motion passed unanimously.

### **QUESTIONS**

A homeowner asked about the pipes in the ground. The pipes were placed in the ground in 2017 to monitor measurements of water as there had been a leak. The Board will discuss the possibility to remove them at the next board meeting. Greg explained that in 2018 the former board member Charles Shilling met with Shear Engineering and reviewed original drainage plans. It was determined the cause of the water in the cracks issue was from the road contractor laying the asphalt when the base was still wet from a recent rainfall. When there is water in the cracks when it is dry out is called pumping. Now that the repairs were completed at the location there should be no further leaking.

A homeowner reported the snow crew plowed snow into a parking space and damaged sod. Another owner reported that they left huge chunks of snow/ice in the front of the home at the Cottages. FLM was notified and they came back to remove the snow from the front of home and that the snow will melt in the parking area. Currently the Board did not wish to pay additional to remove the snow from one parking space. FLM has been notified to not plow snow to a parking space or in a front yard. FLM sent a map and made recommendations in case of another heavy snow storm. The Board to review their map and recommendations at the next meeting.

A homeowner reported poles that are leaning and look unsightly behind garages on Rule. Management was not sure who to contact as there is no signage or markings on the poles. Owners were requested to call Century Link and Management will try to reach the correct company.

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

A homeowner would like to see improvement with the sod that will not grow under the trees across from #3,4,5 , 6 and 7 Rule Drive. The Board had met with CSU and FLM to discuss option for another grass, improving irrigation ; however , CSU did believe that rock would work best due to the soil and trees existing. As there is already rock in front of the units the owner asked for grass/sod.

A homeowner reported parking violations with owners parking in the streets and speeding. The Board to address parking at the next meeting as there have been recent complaints. The membership was notified in the annual mailer to ask their visitors to park in off street parking or their driveway and to slow down driving in the community overall safety is of great concern. Owners with complaints should contact Management.

Greg Jordan thanked everyone for attending and that their concerns would be taken under advisement. Becky Stewart asked that everyone with any concern contact Management.

The Courtyards at Miramont Annual Meeting was adjourned at 7:15 p.m.

The next board meeting is February 26<sup>th</sup> at 6:00 pm at 2900 S College #3E Fort Collins, CO.

Respectfully Submitted,  
Becky Stewart  
Community Manager  
Poudre Property Services