

HOMESTEAD IN THE WILLOWS HOMEOWNERS ASSOCIATION

Regular Board Meeting November 12, 2018 – Unofficial Minutes

CALL TO ORDER: President, Tim Nicknish, called the meeting to order at 6:23 p.m. Board Members present were Jamie Von Feldt, Ross King, Emily Maxfield, and Bruce Thorne. Also present were Business Manager, Katie Kidwell; and Swim Team Parent Reps Lauren Francis and Christie Serenyi. Village I Townhome President Elizabeth Mellick and homeowners Nancy Paterson and David Epstein also attended a portion of the meeting.

MINUTES: The minutes of the October 8, 2018 regular meeting and October 23, 2018 Budget meeting were approved as read.

SWIM TEAM: Lauren introduced Christie Serenyi who is one of the 2020 parent reps in training. Lauren and the Board discussed adding additional outlets to areas at the North Pool to accommodate the electrical needs during swim meets. Two new circuits were proposed to be added to the electrical box as well. The cost of the work was \$900. The Board agreed the additional power was necessary and approved the expense. The parent reps would interview for the head coach position over Thanksgiving and hire the remaining coaches over the Christmas Break. All coaches would have lifeguard certifications.

At 6:40 pm Tim moved, and Jamie seconded a motion to adjourn to Executive Session for the purpose of conferring with the Association attorney. At 7:10 pm Tim moved, and Emily seconded a motion that the Board return to regular session. Both motions passed unanimously.

MANAGER REPORTS

1. **POOL:** Manager Jaylene Jones submitted a written report. Front Range Recreation had made some progress in locating the source of the break in the main drain line at the north pool. The next step is to have the line pressure tested to confirm if there is a leak.
2. **LANDSCAPE:** Manager Nancy submitted a written report. The irrigation system had been winterized and Colorado Designsapes Inc. was completing their fall cleanup. Christmas wreathes would be placed on the entrance monuments after Thanksgiving.
3. **TENNIS:** Manager Jill Ellsworth submitted a written report. New benches for the courts had been ordered. The gate to the West Tennis Courts would be repaired this month. All trash cans, scoring towers and sponge rollers are in storage until Spring and the windscreens have been rolled up. Six of the eight padlocks on the court divider nets had been stolen requiring replacements to be purchased to keep the divider nets bundled for the winter.
4. **BUSINESS:** Manager Katie Kidwell updated the Board on the status of two collection accounts. The following written appeals were presented to the Board:
 1. Account 489: Tim moved, and Jamie seconded a motion to uphold the \$250 fine. Motion passed unanimously.
 2. Account 542: Tim moved, and Ross seconded a motion to suspend the fine and grant an extension until June 1, 2019. Fine will be due and payable immediately if the cited work is not completed. Motion passed unanimously.

3. Account 368: The Association has been unable to get a response from the owner. Emily moved, and Ross seconded a motion to ask the Arapahoe County Sheriff to enforce. Motion passed unanimously.

HOMEOWNER COMMENTS: Account 808 approached the Board about a letter sent in error by the HOA regarding a fence approved by the ACC. Katie apologized for misunderstanding the concern and failing to locate the approved ACC form. Account 289 appealed to the Board to waive a covenant taskforce fine levied when the citation was not corrected by the required date. After some discussion about the owner's response to the Taskforce letters, and the condition of the property at present Jamie moved and Emily seconded a motion to uphold the fine and require additional items to be improved by June 1, 2019. Motion passed unanimously.

ACC/COVENANT TASKFORCE REPORT: The ACC submitted a written report. The committee meets monthly and members review applications every week. They receive an average of 20 applications each month. The ACC will prepare articles for the Homestead Herald to alert homeowners of decisions made by the ACC prior to enforcement, i.e. garage doors are to be painted in the same color as the body of the house. Such decisions will also be posted on the website once the website is updated. The Residential Improvement Guidelines and Homestead Colonial Aesthetic had been reviewed by the committee to ensure the language and policies matched and referred to each other in both documents.

FINANCIAL REPORT: Bruce reported that expenses remain on target and under budget. In October expenses totaled \$78,038. Trash and Utility expenses were \$48,982 (including \$38,450 for water); Administrative expenses were \$9,370; Pool expenses were \$6,142, and Land Maintenance totaled \$15,970. John Fitzgerald, the Association bookkeeper, noted the operating account had some excess funds that could be transferred to the Reserve Fund to earn more interest. Tim moved, and Ross seconded a motion to move \$75,000 to the Reserve fund. The motion passed unanimously.

OLD BUSINESS: After cutting expenses in several line items in the operating account, the Board agreed a 10% increase in dues would be necessary for 2019. An examination of the property and the Reserve Study show that several large capital expenditures will be necessary in the next few years to address the perimeter fence, pool decking, pool restroom refurbishment and ongoing irrigation replacement. Tim moved, and Jamie seconded a motion to pass the 2019 budget. The motion passed unanimously.

NEW BUSINESS: Village I Townhome President Elizabeth Mellick approached the Board about partnering with Homestead in the Willows on the Perimeter Fence. Village I needs to replace their section of fencing that runs between Easter Avenue and Fremont Avenue along Quebec. They would like to match Homesteads fencing and will pay for the installment of their section but thought if they joined with the Association both parties could negotiate for lower pricing. The Board agreed it was a good idea and Ross King will follow up with Village I.

ADJOURNMENT AND CALENDARING: The meeting adjourned at 9:40 p.m. The next regular Board Meeting will be on Wednesday, January 9th at 6:30 p.m. at the Business Office. There is no Board Meeting in December.

BOARD ACTION SUBSEQUENT TO MEETING:

1. On November 26, 2018 Bruce moved, and Tim seconded a motion to waive the Covenant Violation Fine assessed to Account 489 when the Business Manager misunderstood the homeowners timeline for repair. Motion passed unanimously.