

HOMESTEAD IN THE WILLOWS HOMEOWNERS ASSOCIATION

Regular Board Meeting January 9, 2019 – Unofficial Minutes

CALL TO ORDER: President, Tim Nicknish, called the meeting to order at 6:33 p.m. Board Members present were Ross King, Emily Maxfield, and Bruce Thorne. Also present were Business Manager, Katie Kidwell; Pool Manager, Jaylene Jones, Tennis Manager, Jill Ellsworth; Landscape Manager, Nancy Bauer and Swim Team Parent Rep Lauren Francis. Brenda Denning and Homeowner Jane Robbins also attended a portion of the meeting.

MINUTES: The minutes of the November 12, 2018 regular meeting were approved as read.

SWIM TEAM: Lauren confirmed the Board's contribution to the Swim Team of \$1,000. She announced that Alex Sironen will be the 2019 Hurricane Head Coach and that offers had been extended to assistant coaches. All coaches understand that being lifeguard certified is a condition of employment. Lauren asked why the North Pool remained unfilled and uncovered. Jaylene responded that it was part of the diagnostics in determining the solution to the main drain break at the North Pool. She acknowledged that Lauren was correct, unfilled pools were subject to damage as the earth shifts during the freeze/thaw cycles but explained that FRR had drilled several holes in the pool to relieve pressure until the leak could be repaired and the pool filled. Lauren also reported that the new electrical outlets the Board authorized at the North Pool would be installed during this week and that the Swim Team had drafted an ad they would send to Katie for publication in the Herald soliciting a Social Committee to take over the July 4th and other Homestead community activities.

MANAGER REPORTS

1. **POOL:** Manager Jaylene Jones discussed the repair of the North Pool main drain leak. New pipe would need to be installed from the pool to the pump room. To avoid going under the pool building, FRR suggested bringing the pipe around the south side of the building under the cement walkway. Pouring new cement there would also allow the Association to correct some drainage problems around the pool house. The project would probably take four to six weeks.
2. **LANDSCAPE:** Manager Nancy reported that she had watered sections of the Association sod during December because it had been so dry. She has contracted with a tree trimming service and marked several trees for pruning and contracted with a company to seal the asphalt at the North and South pool parking lots. Nancy has also found a contractor to repair the perimeter fence until it is replaced. She plans to focus primarily on replacing damaged posts since the Board is planning to replace the fence in the coming years. She is also working with South Suburban to determine who maintains the section of open space between the elementary school and houses along South Niagara Circle.
3. **TENNIS:** Manager Jill Ellsworth reported that Homesteads tennis pro, Dan Lewis, had resigned due to a move out of state. She and Board Liaison are working to find a new pro to run the Junior Team Tennis program and provide lessons on Homestead courts. Jill will attend the USTA facilities coordinator meeting at the end of the month and is actively collecting the keys distributed to tennis captains in 2018. Tennis participation has grown to about 200 participants (including children) in Homestead. We are at, if not over, capacity for the number of teams hoping to use Homestead courts for league matches.

4. **BUSINESS:** Manager Katie Kidwell updated the Board on dues collection. Emily moved, and Ross seconded a motion to ratify the board action of November 26, 2018. The motion passed unanimously. The following written appeals were presented to the Board:
1. Account 872: Tim moved, and Emily seconded a motion to waive the fine provided the stumps were removed by April 1, 2019. Motion passed unanimously.
 2. Account 786: Tim moved, and Emily seconded a motion to reduce the fine to \$250 provided the Christmas lights were removed and the two trees trimmed by January 31st. The additional waived fines would be reinstated and due immediately if the work was not completed to the satisfaction of the HOA by January 31st. Motion passed unanimously.
 3. Account 783: The Board did not find the repairs to be satisfactorily completed. Tim moved, and Ross seconded a motion that \$250 of the fines assessed would be due and payable immediately. If the \$250 is not paid by February 1, 2019 and if the cited work is not satisfactorily repaired by June 1, 2019, all fines will be reinstated. Motion passed unanimously.
 4. Account 468: Tim moved, and Emily seconded a motion to reduce the fines incurred to \$250 payable by February 1, 2019. Failure to make payment would reinstate all fines. Motion passed unanimously.
 5. Account 368: Emily moved, and Ross seconded a motion to waive all fines. Motion passed unanimously.
 6. Account 859: Homeowner failed to submit an appeal. The Association would proceed with the usual covenant violation process and fines would continue to accrue.
 7. Account 691: Emily moved, and Bruce seconded a motion to reduce the fines incurred to \$250 if the cited work has been completed satisfactorily. Motion passed unanimously.
 8. Account 648: the homeowner had complied with the terms of the mediated agreement. The Board agreed to refund the fine paid as part of the settlement.
 9. Account 836 appeared in person to appeal. Tim moved, and Emily seconded a motion to dismiss the \$500 fine provided the cited work was completed by June 30, 2019. Fine will be reinstated if work not completed satisfactorily. Motion passed unanimously.

The Board expressed its frustration that so much of its time has lately been spent on a few homeowners who fail to respond to the HOA until fined. The Board directed Katie to include the Repeat Violator Policy in the Hearing Response letter and to notify these homeowners that the policy will be applied to them going forward.

HOMEOWNER COMMENTS: Homeowner Jane Robbins approached the Board about surveying the community to determine how many residents might be interested in playing Pickleball. Jane asked if one tennis court could be re-striped for pickleball. The Board explained that the USTA would not recognize a match played on a court with pickleball stripes and the HOA already had trouble accommodating all the requests for courts to play USTA matches. The Board is interested in learning how many residents would like a pickleball court and agreed that Jane could put a survey of interest in the Homestead Herald and have a table at the annual member meeting in March.

ACC/COVENANT TASKFORCE REPORT: The ACC submitted a 2018-year end written report. The committee had reviewed 226 applications in 2018. The review process can take as little as five minutes or as long as 20 to 30 if there are architectural drawings to review or if a site visit is necessary. The committee had reviewed paint samples to

simplify the selection process and those colors are on style boards in the HOA office as are style boards of approved garage and entry doors. The Homestead Colonial Aesthetic was also updated to reflect the changes and several articles were written for the Homestead Herald to keep homeowners informed of changes the ACC had made. The time commitment for the chairperson was approximately 10 hours per month while the average volunteer spent about 4 to 6 hours per month.

FINANCIAL REPORT: Bruce reported that Homestead finished 2018 with an \$80,000 surplus due to managers keeping expenses under what had been budgeted and including the \$10,000 wind and hail insurance deductible included in the budget. In December expenses totaled \$30,450. Trash and Utility expenses were \$13,072 (including \$3,341 for water); Administrative expenses were \$9,756; and Land Maintenance totaled \$7,172.

OLD BUSINESS: Ross reported on the progress in finding a vendor and financing for replacing the Perimeter fence. The lowest vendor pricing is from smaller companies who are not bonded and insured, so the Association will have to go with a larger company. The interest rate on a loan seems to be about 7%. The Board gave feedback on the newly designed website. Once a few tweaks are made Katie will launch the site. The Board had compared bids on the necessary repair to the North Pool main drain and agreed to accept the bid from Front Range Recreation.

NEW BUSINESS: The Board talked about recruiting new Board members. Tim Nicknish's term is over in March 2019 so Katie will solicit members in the next Homestead Herald. The Board also discussed how to fill the various tennis maintenance and instruction jobs available now that Dan Lewis has moved. The board agreed to offer the maintenance position to current Manager Jill Ellsworth.

ADJOURNMENT AND CALENDARING: The meeting adjourned at 8:55 p.m. The next regular Board Meeting will be on Monday, February 11, 2019 at 6:30 p.m. at the Business Office. There is no Board Meeting in December.

BOARD ACTIONS SUBSEQUENT TO MEETING;

1. On January 16, 2019 the Board voted unanimously to grant a payment plan to account 123 for the payment of the 2019 HOA Dues Assessment.