

WEST FORK VILLAGE HOMEOWNERS ASSOCIATION

BOARD OF DIRECTORS

GENERAL MEETING MINUTES

October 26, 2023

Attendees:

Megan Kelley, Onsite Manager
Mike Gantz, President
Michael Montoya, Vice-President
Dottie DeMark, Secretary
Jan Massey, Treasurer
Matthew Shewmon, Voting Member
Mallory Stedwell, Voting Member

Absent:

Sean Dolan, Voting Member

Also Present:

Lisa Shewmon, #703
Bonnie Stauffer, #1016
Amalia Johnson, #1102

Meeting start time: 6:00 pm

1. Roll call.
2. Open Discussion. Bonnie thanked Megan for getting the burned out lights fixed near her unit and Megan noted that there is still a problem with one. Bonnie asked if HOA dues are going to go up next year. Mike G advised that is yet to be determined. The Budget Committee is still working on the budget and when completed, it must be approved by the owners at the December 16, 2023 Budget Meeting. Amalia advised that on the September 28 minutes, her Unit should read 1102. She also asked if the trash receptacle area will be cleaned before winter. Megan responded yes and explained the problem she has encountered with the water hose on the power washing machine not reaching the receptacles. Mallory advised that she has walked the property and noticed that one of the units with an old blue mustang in driveway has a spotlight installed on its deck; is this allowed because she wanted to install one and was denied. Mike G noted that is Unit 609. Jan advised that the owner, Billy Nash, came to a board meeting

and advised that his truck had been broken into and his work computer was stolen so he was granted permission to install it. The spotlight is probably not attached to building. Megan will look through old minutes to determine the details of the case. Bonnie advised that for 2 weekends in a row an unlicensed vehicle has been parking near her unit for the weekend; it arrives late Friday and leaves on Sunday. The vehicle has no tags on it at all. Mike G advised that the vehicle would have to be parked there for more than 2 weeks before it would be considered a violation. Amalia advised that the white car that was parking in front of her unit has now moved to the area where Donna used to live but it is licensed. Mike G stated that according to the Covenants, we can't do anything unless it is not moved for 2 weeks.

3. Minutes of September 28, 2023 Board Meeting. Amalia's correction of her unit number noted above needs to be made. Bonnie advised that the Unit number of the resident owning the wild dog that she mentioned at the September meeting should be 1112 in item 2. **A Motion to approve the Minutes of the September 28, 2023 Meeting with the changes suggested by Amalia and Bonnie was made by Matthew, seconded by Mike G, and the Motion was approved.**
4. Old Business.
 - a. Dogs Registered. Megan advised that the dogs that were complained about in the last Board meeting are all registered with the HOA.
 - b. Lights – Replacement or Repair. Megan advised that this project is still ongoing. Mark walks the property at night looking for burned out lights. She explained a problem with one light with wiring damage that hasn't been fixed yet. She is still in the process of switching out old light bulbs for new ones. Matthew noted that at the budget meeting the previous night when he and Sean walked outside they noticed how dark it was and suggested we put a spotlight there. Mallory said it is even darker as you go east. Mallory volunteered to walk around the property with Megan and Mark and come up with 2 or 3 solar motion detector lights locations to help minimize the darkness. A discussion followed of possible arrangements and types of lights. It was agreed that we should try something.
 - c. National Pavement Partners Warranty Work Completed. Megan confirmed this project has been completed.
 - d. Painting Pergolas Completed and Paid. Megan confirmed that this project is complete and paid for. Jan confirmed that Elite and Prime, the recipient of the funds, are the same company.
 - e. Fence to the West Repaired. Megan confirmed that Mark has completed this project. Bonnie said that the fence now looks very nice.
 - f. Connell Asphalt Job Status. Megan is still working on trying to make an appointment with them to come out.
5. New Business.
 - a. Snow Removal Company Options. Megan presented three bid options for snow removal in 2024 and noted that FLM is the highest bid. She also advised that Retriever Landscaping has been in business for one year but their parent company has been in business for 4 years. Although driveways were not specifically included on the Retriever bid, she was assured that everything is included in the bid whenever there is 3 plus inches of snow. A discussion was had of the advantages and disadvantages of each bid. Megan will find out how Retriever Landscaping prioritizes clients when a storm hits and how many clients signed up for

Retriever's services in 2024. Megan is concerned about getting through the first snow; Matthew stated that it doesn't have to be done by 8 am. Lisa suggested a list of the snow shovelers on the website. A discussion followed regarding how to find reliable snow shovelers that will show up. Amalia asked if bags of ice melt will be placed in plastic bags in the mailroom for residents to use like was done last year; Megan will do that again this year and package the ice melt into one gallon zip lock bags. Megan will get pet-friendly ice melt if she can. It was agreed that Megan will use Rocky Mountain this weekend if they are needed. The Budget Committee will determine which contract to accept after receiving the information Megan will be getting from Retriever Landscaping. Megan said that we need to get more of some of our snow equipment, such as the ice picker.

- b. Drainage Ditch Issue – Cleaned Out. Megan advised that all of the vegetation and debris has been cleaned out of the drainage ditch and they did a great job.

6. Reports.

- a. Transaction List by Vendor for September 2023. Jan advised that the payment to State Farm of \$6,600 for the month is not on this list, and neither is the payroll for Megan and Mark. She will give that information to Megan. Mike G addressed the owners present expressing appreciation of their coming to the Board meetings and he detailed other ways to let us know about issues that may arise.
- b. Profit and Loss vs Budget Performance and Balance Sheet for September 2023. Profit and Loss: Jan advised that item 4020, garage dues, is \$1,760 off because the HOA share is not included and she will fix that. Megan advised that she is still negotiating with Groundworks for a refund due for damage they did to the pool cover housing. Balance Sheet: Jan advised that the bank numbers are correct for the money market at Bank of Colorado, the CD at Wells Fargo, and the CD at PNC Bank; the AXOS balance should be zero; and the other bank numbers are incorrect and she will fix them. Mike G asked what the accounts receivable number in item 11000 represents and Jan replied that she will confirm that it is the prepaid dues from owners and she will put that verbiage onto the balance sheet. Jan has sent Quickbooks and all account balances through September to the accountant to clean it up and straighten it out.

Whereupon, the Board went into Executive Session at 7:09 pm. The minutes for the Executive Meeting are recorded elsewhere. The Board returned from the Executive Session at 7:28 pm.

A Motion to Adjourn the general meeting was made by Dottie, seconded by Matthew, and the Motion passed. The meeting was adjourned at 7:28 pm.

Respectfully submitted,

Dottie DeMark, Secretary