

**WEST FORK VILLAGE HOMEOWNERS ASSOCIATION
GENERAL BOARD MEETING MINUTES
OCTOBER 24, 2024**

Attendees:

Mike Montoya – Vice President	Carolyn West
Jan Massey – Treasurer	Carol Patch
Sean Dolan – Property Manager	Carmen Padilla
Amalia Johnson	Alvin Padilla
Bonnie Stauffer	Nicole Carney
Melinda Cronin	Tammi Guerrero

Meeting start time: 6:05 PM - **Meeting end time:** 6:45 PM

Meeting minutes for August and September

Could not be approved with only two board members present.

Property Updates – Sean Dolan:

City of Greeley meeting about extending 29th Street to 65th Avenue. The City was getting resident

input as to what residents would like to see in the construction of the street extension. The general

consensus was to have raised crosswalks and speed bumps installed periodically in order to slow

vehicle speed, especially at school bus loading zones. There will be more meetings as construction progresses.

Deck repairs: There were 5 upper decks with holes in them. They needed to be repaired before winter comes. These decks are on buildings 15, 10 and 9. The double deck on building had to be completely replaced due to rotted cross beam under both decks. There are no blueprints at the building department for West Fork buildings. Sean is going to ask for money on the upcoming budget to cover any future issues with these upper decks. His main concern is safety and avoidance of law suits. Summit Design & Fabrication does fantastic work and Sean intends to use them in the future.

Alberto (Rocky Mountain Landscape & Maintenance) blew out the irrigation system for winter prep. Any further sprinkler problems will be addressed at spring start-up. He will begin fall cleanup next week and another in November. Sean is also happy with Rocky Mountain's work as well.

Marc also did good work trimming trees.

Sean spent 2 hours on the phone with Greeley Police regarding problems on the property. There is an increase of people trying vehicle doors looking for an "easy mark". Drug paraphernalia has been found in parking areas near the main entrance of West Fork Village. If residents see any suspicious behavior or ever feel unsafe call the Greeley Police Department. Primary Phone: **970-350-9605**; Dispatch (for non-emergencies): **970-350-9600**; Evidence: **970-350-9646**; Investigations: **970-350-9670**; and **911** in case of emergency or immediate danger. Do not engage. To anonymously provide information to the Greeley Police Department, you can call the Special Enforcement Team tip line at **(970) 351-5324** or email **mostwantedtipshotline@greeleypd.com**.

Open Discussion:

Bonnie Stauffer – expressed concern about the flyer offering to take pet pictures for Christmas. Her concern was that of animals relieving themselves in the Clubhouse, the number of animals at

a time and the cleaning expense. Sean took the flyers down because they were never approved and a deposit for the use of the clubhouse has never been received. Use of the Club house must be reserved thru Property Manager and a refundable damage deposit must be paid prior to the event. Clubhouse rule #12: **Pets and Animals:** Pets and/or Animals are not permitted on or within the Premises at any time.

Alvin Padilla 10:27 - Bicycle in fitness room has a problem with programming and needs to be Repaired.

Amalia Johnson 11:18 – The apartments upstairs, how much do they rent for? Do you have to put in a request or notice? There are three units upstairs: Studio Apartment, Suite A (2 queen beds) and Suite B (one queen bed). Suite B has been rented since last August and is unavailable. Send an email to: onsitemanager@westforkvillage.org or fill out the reservation form which can be found online at: westforkvillage.org or there are printed forms in the office and mail room. Once received Sean will let you know if it is available. The available units are renting short term for \$90.00 per night plus tax with a 2 night minimum. These rates are valid through December 31, 2024.

Melinda Cronin 13:15 – Asked about increased lighting in the garage and parking area south of building one, on the southwest corner. There are lights out on garages and bollards. She was hoping to get motion lights like those installed on the East side of building #1. Sean said yes, the lights are reasonably priced.

Carolyn West 14:20 – Carolyn has a motion light that she has never used and volunteered to donate it to be installed.

Old Business:

Jan Massey – Treasurer Updates 14:55:

Kristine (Kris) Edwards has been hired to work parttime up to 80 hours per month to do the

bookkeeping that Jan has been doing. (Updating QuickBooks, making deposits and following up on credits, past dues and balance dues). Her start date is November 1, 2024. She will report to Jan and Jan will be her back-up when she takes time off. Kris has 26 years of experience in QuickBooks. She also has accounting and banking experience.

Pet Committee – Bonnie Stauffer, Carol Patch & Carolyn West. We have met twice and managed to clean out the Pet Registry Book. We will meet on 10/29/24 to prep hand outs that consist of Pet Information and a request for updated resident information and emergency contact information.

The mailroom HOA drop box has been repaired so that nothing will get stuck in the drop down.

QuickBooks Online -We want to switch to QuickBooks on line when our current subscription expires. There are too many people trying to get time on the office computer. This also allow QuickBooks users to work from home.

Xcel bill received in July for \$35,053.68. This is a work in progress. They have adjusted one of the \$16K bills, but not the other. I checked our balance this morning and it was still over \$20K. I will check our account again tomorrow and call again if necessary.

New shredder - Jan purchased a new shredder for the office. The old shredder had three of four legs and finally couldn't decide if it was coming or going. We will not be purchasing a file cabinet. We rearranged the drawers we have and made room for our owner files by doing that.

New Business:

Neighborhood Watch Committee – 20:34 Sean proposed a neighborhood watch committee, There were no takers. Sean will put flyers up and have people contact him if they are interested in being on a Neighborhood Watch Committee. “A Neighborhood Watch program is a community-police partnership that aims to reduce crime and improve the quality of life in a neighborhood. Neighborhood Watch programs are based on the idea that neighbors can work together to keep an eye on each other’s homes and properties, and report suspicious activity.”

Carolyn West – had a picture of a branch that fell on a car and wanted to know if it had been reported. Sean said no. It happened on 10/18/24.

Tammie Guerrero – 24:53 The fence between the auxiliary garages and Highway 34 between garages 30 and 31. The whole fence is down.

Reports: 26:59

Transaction List by Vendor – no comment

Profit & Loss Budget Performance – 29:20

Melinda Cronin – According to this we are in the hole. Yes, the P & L does show that we are in the hole, because the reserve expenses are being deducted from the annual budget instead of the reserve account. The cause for the over budget is the unexpected deck repairs.

Mike Montoya – 30:24 What about the balcony (deck) on the north side of the clubhouse.

Sean said he got a quote to replace all of the pillars on the clubhouse not counting the ones in the lounge inside, of \$104,000 to replace all of the pillars. Sean explained the extensive amount of labor and materials that would go into the replacement of the north deck and the bid quote of \$24,000. We paid to have the north deck shored up and it is structurally safe.

Melinda Cronin – 32:49 Because we are in the hole will you be raising our HOA dues?

This resulted in a general discussion of other HOA’s and their dues increases and assessments in addition to dues increases.

Yes, West Fork Village dues will be increasing. Until the budget is completed, we will not know how much. The budget committee is still waiting on figures from several of our vendors.

Balance Sheet – no questions, no discussion.

There are no minutes for the executive session. There was nothing to discuss. Reports were read and there was no discussion.

Jan Massey, Treasurer