

West Fork Village Homeowners Association

April 23, 2020

Meeting Minutes

General Meeting

Owners in Attendance (via Zoom virtual meeting):

Travis Ryan, Onsite Manager  
Raymond Patch, President  
Mike Montoya, Vice President  
Carrie Huenink, Treasurer  
Dottie DeMark, Secretary  
Nancy Hall, Voting Member

Owners:

Ken Eberly #509  
Lisa and Matt Shewmon #703  
Roseann Holman #711\*  
Debbie Guinn #1401  
John Watts #410\*  
Melinda Cronin #140  
Jan Massey #1504  
Donna Mordine #1509

\*Attended the meeting both before and after the first Executive Session.

Meeting start time 6:00 pm

- 1) Roll was called.
- 2) Open Discussion. Ken Eberly brought up the ash trees that are in danger from the emerald ash beetle and suggested that the trees could be treated rather than removing them. Carrie advised that, after notification of the issue by the City of Greeley, the Board had agreed at the July 2019 meeting that the 44 ash trees on the property would be removed and replaced at the rate of 11 trees per year for the next 4 years. Ken also presented the possibility of putting TV antennas on each building and use it as a profit center where interested owners would pay the cost. He has researched the idea and talked with a company called Voltage who gave a price of \$300 per building. The Board agreed to look into the matter.  
Matt Shewmon asked what the plan was for the potholes in the development. Travis advised that he now has quotes for both building 4 and the main entrance. Matt also asked about the grilling policy. He was advised of the policy and the Board agreed to distribute a note to all units detailing the policy. Matt also asked the cost to rent or buy a garage and advised he was interested in renting one.  
Melinda (through Carrie) advised that her AC unit has been damaged, possibly by the mowers

and suggested we could fence them off. Travis advised that most of the units have been surrounded by rocks to avoid damage by the mowers.

- 3) Meeting Minutes. Carrie moved that the **February 20, 2020 minutes be approved**, Nancy seconded and the **motion passed**.
- 4) Executive Session, Part 1. The Board went into Executive Session at 6:30 pm and the public exited the virtual meeting and were advised they were welcome to return after the Executive Session was over. Thomas Henderson from the law firm BurgSimpson joined the virtual meeting. The Executive Session ended at 7:36 pm and 2 members of the public referenced above rejoined the meeting. The minutes of this session are recorded in a separate document.
- 5) Old Business.
  - a) Updating Landscape Around the Buildings. The Board discussed the suggestions made by Travis in the Agenda for this meeting and agreed with all suggestions. The project will be completed over the next 2 summers with the bushes, shrubs and ornamental grasses being done in 2021 and the rocks and new edging being done in 2022.
  - b) Ash Tree Replacements. Travis advised of setbacks encountered in this process in the agenda. He will get an update from Newell Bros. Tree Services for the next Board meeting.

#### 5.New Business

- a. 90-Day Plan (5/1/2020 - 7/31/2020) to Address Covid-19. Travis provided a sample outline for the Plan in the agenda. It was agreed that Travis would draft a Plan for the Board's review and email to Board members.
- b. Garage 43, Rental Apartment and Suites. Travis advised status of these items, and after discussion the Board agreed to sell Garage 43, and reduce the monthly rental on the apartment from \$1,500 to \$1,200.
- c. Bid to Repair and Seal Decks and Preventive Maintenance. The Board agreed to table this item.
- d. Asphalt and Concrete Quotes. The Board agreed to table this item.
- e. Increased Complaints about Annoying Noise from Upper Units with Wood Flooring. The Board agreed to place a 90-day moratorium on owners' ability to install wood flooring in upper units until a solution can be determined. Travis will notify all owners via email. Nancy advised about very loud fireworks happening in the field next to the complex and Ray agreed to check into any solutions we might have with the authorities.
- f. Carrie Taking Over Bookkeeping and Taxes from Anita. Travis advised that Anita would like this accomplished by the end of April. Carrie advised that training hasn't started yet and they are considering doing it via Zoom but have security concerns. It was the consensus of the Board that all accounting, payroll and tax duties be moved back to West Fork and Carrie.
- g. Votes Agreed Upon via Email Since the March Board Meeting because of Covid-19. The Board reviewed the following items that were designated in the agenda as having been approved via email votes. The Board made no changes: Establish quiet hours during

construction on units; Travis can move the office to home so he could work remotely due to Covid-19; Approval to keep fitness center open and then later reversed that decision and closed it in April; and Approve the use of Structure Coatings to repair garage door damaged by hit-and-run driver.

6. Reports.

- a. The Board reviewed the Accounts Payable Report for February and March 2020. Carrie questioned why there was no Excel or West Guard payments in March. Travis advised that they payments were made and he would investigate and make any input corrections needed.
- b. The Board discussed the Profit and Loss vs. Budget and Balance sheet for February and March, 2020.

7. Executive Session, Part 2. The Board went into Executive Session at 8:19 pm and any public members exited the virtual meeting. Minutes of this Executive Session are recorded separately from these minutes.

Following the Executive Session, a **motion for adjournment** was made by Dottie, seconded by Mike, and the motion **passed**. The meeting was adjourned at 8:36 pm.

Respectfully submitted,  
Dottie DeMark  
Secretary