

West Fork Village Homeowners Association

June 25, 2020

Meeting Minutes

General Meeting

Owners in Attendance:

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

Owners:

Alvin and Carmen Padilla #403
Lisa and Matthew Shewmon #703

Also Present:

Scott Gablehouse, FLM

Meeting start time 6:06 pm

- 1) Roll was called.
- 2) Meeting with FLM's Project Manager, Scott Gablehouse. Prior to the meeting, Scott walked the property with Travis and Carrie and pointed out to him some areas of concern regarding the landscape maintenance services provided by FLM. Scott addressed those concerns to the Board and also took questions and comments from those attendees. Scott advised that he had been out of town and that he would address all of our issues with the crew advising them to take more time and doublecheck things. It was agreed that Scott would make all the issues know to the crew and give them the opportunity to correct them before he considers putting a different crew on our job.
- 3) Open Discussion. A discussion was initiated by Alvin Padilla about the abundance of moths this year and agreed they would be gone soon. Matt Shewmon suggested the HOA could reduce electricity costs by eliminating some of the outdoor lighting around the buildings. Travis advised that his research showed that the cost of electricity for outside lights is charged to the owners and runs about \$8 per year; the HOA pays for the light bulbs and we use about 3 per week.
- 4) Meeting Minutes. It was noted that Anita McAllister was present at the April 23 meeting and should be added as an Owner. A **Motion** that the **May 28, 2020 minutes be approved with the**

addition of Anita McAllister's presence was made by Carrie, **seconded** by Nancy and the **motion passed**.

5) Old Business.

- a) Pool Committee Report on COVID-19 Rules. The rules provided by the committee were contained in the agenda and were reviewed. Carrie suggested a time limit that people could stay at the pool, especially if attendance increases through the summer.
- b) Two Open Board Positions. Travis read the details contained in the agenda regarding the upcoming annual meeting and the need to elect 2 Board members at that time. He asked attendees to consider running or soliciting someone else to run.
- c) Asphalt and Concrete Bids. This issue was tabled until the August Board meeting.

6) New Business.

- a) 55-Point Inspection. Travis advised that he had recently attended a CPO (Certified Pool Operator) class which is required every 5 years. He learned that he needs to remove all chemicals from the pump room; and he suggested we hire Pool Training Academy to do a 55-point inspection of the pool area for \$300. A discussion was held and some suggestions were that the inspection could qualify us for a discount on our insurance and we should be aware that liability could be created if an accident happened on any issues we decide not to fix. Carrie advised there is no money in the budget for this and suggested we do the inspection just prior to the next budget work. Travis will get references from other people who have used this service and also get other bids. The issue was tabled until the August Board meeting.
- b) Community Garage Sale. Residents have asked if we will be having a community garage sale this summer. After discussion it was agreed that the garage sale will be scheduled for late August or early September.

7. Reports.

- a. The Board reviewed the Accounts Payable Report for May, 2020.
- b. The Board discussed the Profit and Loss vs. Budget and Balance from January 1 to current date. Travis noted that snow removal is \$8,000 over budget. It was agreed that the service wouldn't be requested for snowfall of 2-3 inches and Travis and Chris can do the removal. Owners will be advised of this change and requested to contact Travis if they need specific snow removal at their unit. Some areas will be given priority such as where elders live and the bus stop area. Travis advised that we need to move money from reserves at Axos to Bank of Colorado for the deck repairs.
- c. Lisa advised that there is an intermittent rattling of water pipes inside the shower walls. After discussion, Travis agreed to talk to a plumber about the issue.

8. Executive Session. The Board went into Executive Session at 7:08 pm and any public members exited the meeting. Minutes of this Executive Session are recorded separately from these minutes.

9. Suite and Apartment Rentals. Travis advised that we are renting the apartment to a nurse for the summer for \$1,500 per month. Also, Bill Calley has asked to rent the suite for 2 months. It was agreed that Travis would offer Bill the smaller suite for \$1,000 per month or the larger suite for \$1,200 per month.

A **motion for adjournment** was made by Dottie, **seconded** by Mike, and the motion **passed**. The meeting was adjourned at 7:33 pm.

Respectfully submitted,
Dottie DeMark
Secretary

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June 25, 2020

Minutes of Executive Session of
Board of Directors

Executive Session:

Owners in Attendance:

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

Start time: 7:08 pm.

Unpaid Charge Summary. Members reviewed the Unpaid Charge Summary.

Insurance Claim Appraisal Process. Travis advised that our insurance Appraiser's phone is disconnected and Taylor at C3 gave him the appraiser's personal number. He is also the CEO of a construction company in Denver. Our attorney got the deadline extended for 3 months. Mike suggested that Travis file a complaint with DORA again and include a timeline.

End time: 7:33 pm

Respectfully submitted,
Dottie DeMark