

First and Harlan Carriage Homes  
Board Meeting  
February 8, 2018  
(Recorded by Hufford & Co., Inc.)

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The meeting was called to order at 6:35 p.m.

Members present: Gordon Corn, Julia Martin, Dewight Patrick and  
Hufford & Co., Inc. (Doug & Barbara)

Minutes:

The minutes were approved for August 22, 2017.

Financials:

The monthly operating statements for August thru December were reviewed.

Business:

Hufford & Co., Inc. informed the Board they will no longer be managing any HOA's as of April 1, 2018. Barbara Hufford will be retiring. A formal written letter will be in the mail. Doug told them Realty One has offered to take over the management for one year following Hufford & Co., Inc.'s contract and the same fee. They asked Doug to schedule an appointment with Forrest Scruggs, Realty One owner, at his office so they could meet and learn more about his operations.

The unexpected change in the insurance claim deductible and the way it was handled was discussed. This is not what the policy says. After a new management company is hired, we will all work with the insurance company to get it straightened out. Some owners are complaining their personal insurance is paying them approximately \$700 short because of the change in the deductible.

Jacket, #35 Gray, is not paying the additional charge on her assessment because she says she does not have an A/C unit on her roof. She needs to go look because there is one there.

Next time do newsletter, mention picking up after dogs.

#46 Harlan, Demere Cruz, has had her handicapped guest with her since Sept. After this length of time, she is considered a resident and should park her car in the garage or street.

53 Gray, Bettina, needs to remove broken exterior decorations and get permission if she wants a camera on the outside of her unit.

Time to start working on a fence proposal for this spring/summer.

With no further business, the meeting was adjourned at 7:40 p.m.

The next meeting will be determined at a later date.

First and Harlan Carriage Homes  
SPECIAL OWNERS MEETING

November 9, 2017

(Recorded by Hufford & Co., Inc.)

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Called to order at 6:30 p.m.

20 homeowners were present,

Steve Popp, Popp Construction, was present to discuss what progress had been done and answer questions.

Comments Addressed:

#47 – Jennifer Irwin – damage to drywall around skylight after repairs done.

Buildings 4,5,6 need windows replaced.

59 Gray – Herrera – skylight cracked and the east window? Storm was from the southwest

52 Harlan – Gallegos – hears skylight contracting and expanding

23 Gray – Neva (Sparks unit) skylight bad

Gordon discussed requirements by law for reserve accounts. There is only about 1/3 of what the HOA should have. Thus the need for the special assessment.

Steve will look at the downspout extensions.

A/C bases seem to be ok.

Waiting on insurance approval for windows before moving forward.

After talking with the Board, Steve put together a package for owners who want new windows that insurance will not pay for. It will take around 6 weeks for the windows after ordered.

First and Harlan Carriage Homes  
Board Meeting  
September 14, 2017  
(Recorded by Hufford & Co., Inc.)

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Meeting was at 2:00 p.m. with Gordon Corn, Dewight Patrick and Steve Popp from Popp Construction.

Purpose of the meeting was to walk the property with Steve so he could get a scope of damage done by the hail storm and what all would be needed for his proposal.

First and Harlan Carriage Homes  
Board Meeting  
August 22, 2017  
(Recorded by Hufford & Co., Inc.)

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The meeting was called to order at 6:30 p.m.

Members present: Gordon Corn, Julia Martin, Dewight Patrick and  
Hufford & Co., Inc. (Doug & Barbara)

Minutes:

The minutes were approved for May 16, 2017.

Financials:

The monthly operating statements for May thru July were reviewed.

Business:

Bettina needs to remove her damaged yard decorations.

It was suggested to have a handyman look at all the units to give an estimate for all needed downspout extensions to at least 4 feet. Maybe wait to see what happens with insurance from hail,

#54, end sprinkler needs adjusted at the window box. Will contact Kevin.

#59, more complaints about renters – lot of loud parties, grilling in garage. Send notice to owner.

#89 & 35 need to put their trash cans away. Gordon will talk to his renter at #89.

When roofing is done, we may need to charge the owners with skylights, if there is an additional charge to remove and put back.

Three owners need to replace the mount to their A/C units before roofing done – #13, 23, and 36.

Windows will be covered in loss.

Screens will be paid for if listed on insurance claim.

Hufford & Co., Inc. will contact other contractors who can negotiate with insurance and handle all jobs. Wilson Brothers does not seem knowledgeable on all aspects of repairs.

With no further business, the meeting was adjourned at 7:30 p.m.

The next meeting will be determined at a later date.

First and Harlan Carriage Homes  
Board Meeting  
May 16, 2017  
(Recorded by Hufford & Co., Inc.)

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The meeting was called to order at 6:00p.m.

Members present: Gordon Corn, Julia Martin, Dewight Patrick and  
Hufford & Co., Inc. (Doug & Barbara)

Minutes:

The minutes were approved for January 11 and the Annual Meeting on March 15.

Financials:

The monthly operating statements for January through April were reviewed.

Business:

Bettina still emails regarding various cars parking issues. It is difficult to take any action without more solid evidence.

David Visconti has questions about directing his downspout to prevent water running back around entrance way.

There is heavy damage from the hail storm on May 8. Wilson Brothers is meeting the insurance adjuster to walk the property. At this time, it looks like each property owner may have a special assessment of around \$3,700. This cannot be determined until talking with the contractor and hearing from the insurance company. At some point, we should probably schedule a meeting with the owners.

With no further business, the meeting was adjourned at 6:35 p.m.

The next meeting will be determined at a later date.

First & Harlan Carriage Home Condominium Association  
**ANNUAL MEETING**  
March 15, 2017  
(Recorded by Hufford & Co., Inc.)

President Gordon Corn called the meeting to order at 6:30 pm.

The required quorum of seven was established with 14 units represented, 13 present and 1 proxy.

All present introduced themselves.

**Minutes:**

Last year's Annual Meeting minutes for May 9, 2016 were approved.

**Financials:**

The Annual Financial Report for Dec. 31, 2016 was reviewed and corrected a typo error.

After reviewing, it was voted to accept the 2017 Budget. The budget had been mailed earlier to all owners along with the meeting notice.

**Election of Board:**

The motion was made and unanimously approved for the new Board to be Gordon Corn, Julia Martin and Dwight Patrick.

Al Zioba has sold his unit and will be stepping down from the Board. Al's service on the Board has been appreciated. Betty Dalton also will no longer serve, due to conflicts with meeting dates and times.

Officers will be elected at the next Board meeting to immediately follow.

**Business/Owners Concerns**

Gordon expressed thanks to Al, Julia and Betty for all the work they contributed to the Association and appreciation for Hufford & Co., Inc.

The water bill was one of the biggest expenses, especially the first couple of weeks when the sprinkler system was turned on. We will be observant to be sure there are not any leaks. It is anticipated it will be a hot summer causing more water usage.

It has been noted the trash pick-up has been late in the afternoon, around 4:00 pm. By this time, the trucks are full and heavy, leaving tracks on the concrete. If this continues, Hufford & Co., Inc. will speak with Waste Management.

Please notify Hufford & Co., Inc. if anyone notices missing shingles after strong winds. This will help extend the life of the roofs.

With no further business, the meeting adjourned at 7:25 p.m. The Board will have a brief meeting immediately following.

First and Harlan Carriage Homes  
Board Meeting  
March 15, 2017  
(Recorded by Hufford & Co., Inc.)

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The meeting was called to order at 7:30 p.m. immediately following the Annual Homeowners Meeting.

Members present: Gordon Corn, Julia Martin, Dewight Patrick and  
Hufford & Co., Inc. (Doug & Barbara)

The sole purpose of the meeting was to elect Officers for the Board of Directors.

The officers will be as follows:

President – Gordon Corn  
Treasurer – Dwight Patrick  
Secretary – Julia Martin

The next meeting will be May 16, 2017, 6:30 pm at Starbucks.

First and Harlan Carriage Homes  
Board Meeting  
January 11, 2017  
(Recorded by Hufford & Co., Inc.)

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The meeting was called to order at 6:00p.m.

Members present: Gordon Corn, Al Zioba, Julia Martin, and  
Hufford & Co., Inc. (Doug & Barbara)

Minutes:

The minutes were approved as written for October 5, 2016.

Financials:

The monthly operating statements for Oct., Nov. and Dec. were reviewed.

Business:

Hufford & Co., Inc. presented the Board with a rough draft for the Annual budget. The Board reviewed the budget, making changes and additions. It will be included to all homeowners along with the Annual meeting notice.

Approved holding the annual meeting at the same place as last year, Washington Heights Art Center. Julia will confirm the date with them. There is a \$35 charge for the use of their facilities.

Question about the condition of the roofs with all the high winds. Wilson Brothers checked them and found very minimal damage and made the necessary repairs.

Gordon requested a copy of the HOA insurance policy to be sure his personal insurance is sufficient. The Board was reminded the deductible is \$1,000. Hail/wind deductible is 2%.

Al mentioned a broken branch by his unit. Kevin will be contacted to see if he can reach it.

With no further business, the meeting was adjourned at 6:35 p.m.

The next meeting will be the Annual Homeowners Meeting on Wednesday, March 15, 6:30-8:30 p.m.