

WOODY CREEK HOMEOWNERS ASSOCIATION

Meeting Minutes of August 13, 2020

Attendees: Started @ 7:07pm

Jon Risbon, Joan Gallagher, Lance Clausen, Brenna Krier, Michael Krier, Keith Wickman (maintenance), Chris Zvolanek, Margorie Agler, Joan McMenamin, Christopher and Stevie May, Stephanie Mason, Ashley Sparhawk, Paul, Durston, Terry Maupin, Sonja Hahn, Phillip Klupar, Sarah and Dustin Reed, Eva Ahermatt, Merisha Hadziselimovic

Secretaries Report:

Secretary's Report from 8/13/2020 report motion to accept and seconded.

Treasurer/Bookkeeper Report:

Treasurer/Bookkeeper report motion to accept and seconded.

Checking account balance: June 20,297.00; July 16,345.76

Money Market balance: June 65,558.15 July 65,558.70

Checks written since last meeting:

Altitude 205.00 Lawyer monthly retainer
Brenna Krier Reimbursement - 526.10- website and corporate report
Keith Wickman -402.50 - Maintenance and watering
Hills Landscaping - 725.00 - Mowing and spraying
Waste Management - 742.62 - Trash removal
Xcel - 284.69 - Electricity
Keith Wickman - 45.16 - Masks and sanitizer
Keith Wickman - 588.00 - Maintenance and watering
City of Arvada - 6001.91 - Water and Sewer
Keith Wickman - 280.00 - Maintenance and watering
Altitude - 325.00 - Lawyer
Keith Wickman - 62.30 - Reimbursement for masks

Electronic Fund Transfer:

State Farm 6/1/2020 - 3182.16
State Farm 7/1/2020 - 3182.16
Deluxe Checks - 140.90

Checks Written on 8/13/2020

Hills Landscaping - re-issue from March - 290.00
Hills Landscaping - re-issue from March - 500.00
Waste Management - 742.62 - Trash
Xcel - 285.11 - Electricity
Hills - 565.00 - Mowing and spraying
Brenna Krier - Bookkeeper - 690.00
Keith Wickman - 759.50 - Maintenance and Watering

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Property for Sale:

5270 #6 – Title company sent Status letter request to the wrong address. Contacted on 8/12/2020 by phone and corrected email address and sent the status letter on 8/13/2020. Had a phone conversation with current owner of 5270#6 to discuss the overages of the assessments. Will reimburse owner 21.00 surplus. Dues paid until 9/30/2020.

Rental Percentage is still at 18%

Water bill: 5210 building higher than usually; per Jon Risbon there was a water leak. Waiting for bill. This bill can be submitted to the City of Arvada to lower our water bill.

Correspondence to Bookkeeper:

Additional Correspondence:

Jon Risbon:

- **There was a police situation at the association on 7/28 and there have been many questions about safety and security.**
- Are we required to provide a camera to owners?
 - Per the lawyer conversation – Installation of cameras is not an HOA expense. Owners can get camera's and install them at their own expense.
 - There is not way we can guarantee a regular power supply unless its attached to the phone pole. This was estimated 25,000-40,000; HOA is not prepared to spend that kind of money and is not required to.
 - Some HOA's offer an incentive to provide for the owners to install cameras. That is not a policy, but Jon Risbon asked that the new board of directors investigate this matter.
 - Please not that cameras are for security not for spying or peering in on your neighbors. Be respectful.
 - HOA voted and approved Brenna Krier to provide the Cease and Desist letter for any criminal issues.
- 5260#9 discussion with the lawyer
 - On 7/28 the male owner pointed a gun at another neighbor and the police were called. The male owner was extracted from the property by the SWAT team. This activity scared many of the owners on the property. The question Jon Risbon asked is how to we protect the other 69 residents in the complex.

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- Per the lawyer we will be referred to another lawyer in the firm that specializes in criminal issues within an HOA. There is a newer law on the books in Colorado that could under certain circumstances allow for the HOA to force the owner to sell; more to come as the HOA new board evaluates options.
- Joan – discussed with 5230#7 about camera's; it is not the responsibility for the HOA to provide cameras for owners, per David our attorney (Altitude).
- Joan-discussed with 5230#8 that it is NOT THE DUTY of the Association to keep owners/renters safe and secure per David our attorney (Altitude).
- Jon – worked with an organization that fixed the busted sprinkler line for the building 5210– It has been repaired
- Jon Risbon called Hills landscaping about checks that have not cleared from our check registry; this discussion revealed that they do not have them and stated they did not receive them. The HOA bookkeeper is concerned as this is the 3 time in 2.5 years this has occurred: re-issue checks. If this continues it may become a manual pick for the checks.
- Jon – Waste Management confirmed with organization that the dumpster needs to be cleaned and painted every 3 months.
 - Add in the newsletter about trash and keeping the area clean.
- Lance Clausen working on bid with gutter repair – proposal just sent to bookkeeper.

Old Business

- Brenna was working on bids for concrete work around the organization. Companies have responded that they are booked for the season and to contact in Nov/Dec for bid and scheduling.
- Brenna called State Farm to ensure we would be renewed for the next

New Business

- Camera
- Reimbursement on camera's
- Force sale of dangerous neighbors.

Open Forum

5260#7-

- Back gutter issue: it is not functional - gutter is still in process – Lance just received bid.
- 5260#9 – most of the doors and windows are sealed with plywood; concern about open window on second floor; son has been able to access house using the patio roof and the windows in unlock and open. Concern about squatters and

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rodents getting into the house. Jon Risbon will contact the police to get the window closed or sealed.

5250#6 –

- Stephanie = Owner and resident concerned and is wondering if there will be notification if the house is forced to sell; worried about a trigger for the owner to go off on the neighborhood again. Discussion about updating information. There are resources that we could notify all owners in case of emergency, but we do not have this in place yet as we do not have all the phone numbers or emails to all the owners. Discussion continued about the reverse 911 call. Adding to newsletter to provide owner instructions on how to get a reverse 911 call for owners that only have cell phones. Notification

5230#8 – the owner was not present; the owner is deaf, and his roommate attended to share the information with the owner. The board told the renter that if an interpreter is needed, they can bring one to the meeting.

- Concerned about safety due to the issue at 5260#9; had corresponded with Joan Gallagher to discuss camera's that is why the lawyers were called; told representative that cameras are the owner responsibility.

5230#9

- New owner wanted to know where to send the HOA Dues and where to send it; discussed the collection policy and provided instructions for submitting dues.
- Front porch step needs some concrete work; the plan is to get a comprehensive bid on concrete and cement work needed in the HOA; this will not happen until spring or summer.

5230#1

- Cement concerns as well in the front of complex
- Fixed lawn dying; landscaping the lawn and seeding
- Maintenance clean up around dumpster; Keith was informed during the meeting that the dumpsters need cleaning weekly.

5250#7

- Cement Concrete
- Bush replaced because it died – Jon recommended having Sonja Hahn evaluate the bush

5260#11

- Question about the Reserve Fund; no funds transferred since January. The HOA board decided that we would not transfer money to this fund until after COVID due to the uncertainty of this situation. The plan if nothing requires the funds to be needed is to do a big transfer in December.

5230#9

- No concerns

5280#6

- No concerns

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5210#8

- Concern about the field –
- Owner provided power tools to the maintenance man
 - Bookkeeper shared that power tools are not covered by the insurance policy– cannot use power tools

5220#6

- Owner had some ongoing questions with the previous secretary; nothing urgent but would like to discuss with the bookkeeper offline.

5210#5 –

- Tree in front of house is dying – front tree tall tree concern
- Contact Majestic Tree Service

5220#5

- Owner wants to replacement window – almond –
- gutters might need to be re-affixed – forward to gutter work Lance is working on

5260#4 – Doors; email correspondence; black or bronze door; garage and front door need to be blue; color codes on the website

During meeting many cars were speeding by and this will be placed into the newsletter.

Board Election – There were many discussions about the how to do the election due to the fact the Treasurer position is open and has been open but would not be up for election until next year; the secretary position was vacated prior to the 2 year term completed and the 2 positions that were up for re-election were for President and Member at Large.

Board decided to have all positions open for a vote.

Vice President disagreed with this method as the treasurer and secretary position were not up for re-election those positions could have been assigned by the board of director and only the President and Member at Large position were up for re-election.

Vote count performed by 5230#9

5210#8 interested in HOA board

5230#1 interested in HOA board

5230#7 interested in HOA board

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5280#6 interested in HOA board

Jon Risbon and Lance Clausen are not running for another term.

Per the election results the following owners are now on the board.

- Stevie May 5210#8
- Sonia Spanitz 5230#1
- Ashley Sparhawk 5230#7
- Sarah Reed 5280#6

Next meeting on September 14, 2020 MONDAY @ 6:30

Location will be an outside meeting due to COVID; board positions will be decided at that time.

Team needs to meet at the US Bank to get the old HOA board member off the check signing account and add new members. Bookkeeper will be helping to get this scheduled. Lance Clausen will continue to provide check signing until this occurs as there are only 3 people that can sign checks.

Next meeting is the annual set for Monday September 14, 2020 at 6:30pm outside at 5260#7.

Meeting adjourned at 8:45pm: Motioned, seconded and passed.