

Dial-in-Number 712-775-746  
# 9365623

**Subject:** Re: Urgent HOA Meeting  
**From:** David Gonzalez <mdcdave@gmail.com>  
**Date:** 2/24/2021, 1:15 PM  
**To:** Bryce Cumming <brycec@liraclinical.com>  
**CC:** Nick Bishop <john.n.bishop@gmail.com>

PlayBack 712-770-5073

Hello everyone,

Here are the main topics we have to discuss. After Realty one was able to get a full look at our situation Dana has asked that we do a 1500 dollar payment to the HOA. This will get us back out of debt and set us up to be able to pay our bills. We are actually in debt because we technically spent money from people who paid in advance. The thing that ultimately hurt us was that water payment that we are still trying to get paid back to us. The City is not meeting people in person. I am going to try one last time with the water supervisor. If this does not get it done, we will have to reach out to our elected city officials. With all that being said, Here are the very tough decisions we have to make. I know a few of us have offered to pay up to a year in advance (or more) to try to give us some breathing room. Dana has asked that we not do that but pay the one time payment of 1500 dollars. I personally think that is a bit much. Dana has been pretty stressed out about our situation and says that we are in the worst shape she has ever seen. This is not to point a finger at anyone or pass blame. I do not see how people volunteering should ever be admonished for trying to be helpful. Here are some proposals.

We can pay the full 1500 and be done(this will give us a big chunk to build our reservers for where they need to be) See attachment.

We can pay 250 extra for 6 months and get it up where we need to be.

We could all just meet here halfway and pay 750 one time.

We could pay 500 and see if that can give us a buffer and hope no major things happen and we do not have to pay anymore.

I think you get the point. We do however need to give Dana something as I do not want to lose her as a managing agent. I am fear full that with the shape we are in with our fillings and debt we would not be able to secure another. I am open to ideas and opinions for our discussion.

The next thing I will discuss is another instance of crime on our property. A few days ago a work truck that was parked in our driveway was burglarized. This was a very professional job. Approximately 50,000 dollars worth of tools were taken. No destruction to the Van. Multiple locks on cabinets in the truck were just removed without damage. It appears cameras all in the area were jammed. If the person who had this happen to them would like to give more details I will have some time for that to be discussed more.

Here is the Conference call info I did as much research as I could and this just has normal call fees and some adds. If you call from your cell there should be no charges at all.

## Your Account Information

**Dial-in number:**  Toll [\(712\) 775-7461](tel:(712)775-7461)

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**International dial-in numbers:** [View Numbers](#)

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**Host Access Code:**

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**Participant Access Code:** 9365623

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**Playback number:**  [\(712\) 770-5073](tel:(712)770-5073)

On Tue, Feb 23, 2021 at 5:37 PM David Gonzalez <[mdcdave@gmail.com](mailto:mdcdave@gmail.com)> wrote:  
Going to setup call for tomorrow 730pm sorry my meetings ran way late.

On Tue, Feb 23, 2021, 12:22 PM Bryce Cumming <[brycec@liraclinical.com](mailto:brycec@liraclinical.com)> wrote:  
I'm available.

On Tue, Feb 23, 2021 at 11:42 AM Nick Bishop <[john.n.bishop@gmail.com](mailto:john.n.bishop@gmail.com)> wrote:  
I'm not available before 630 either of the next 2 days. I would like to be a part of this call.

Sincerely,

Nick Bishop  
Colorado Commercial Agent  
720.675.7432  
[www.coloradocommercialagent.com](http://www.coloradocommercialagent.com)



On Tue, Feb 23, 2021 at 11:18 AM David Gonzalez <[mdcdave@gmail.com](mailto:mdcdave@gmail.com)> wrote:  
Hello All,

I want to first start this email off by saying everyone who has given up their personal time and energy to do their best to keep us going as a community I am truly grateful and appreciative. Now having said that, we have some very tough decisions to make moving forward. As our new management company has started going over all our documentation and financial status they have given us some strong advice on actions that need to be taken ASAP. I am working on getting a Phone in conference setup as soon as possible. I know everyone will probably not be able to attend so If you have concerns please feel free to contact me. (575-442-1245) I will send an agenda out with topics that need to be addressed. I will say that legally the board has the power to implement any policies and actions without community involvement. I of course do not support that and want all of

us to work together as a community to get us on the right track. I am looking to set up a call possibly tonight or at the latest tomorrow night. More information will follow. I just wanted people to try to make room on your calendar for that call.

On Wed, Feb 10, 2021 at 9:48 AM Ashley Shelden <[ashley@rfssupply.com](mailto:ashley@rfssupply.com)> wrote:  
One last email I promise!

Liz, had a wonderful idea to meet in the garage since it will be cold.

The meeting will be Tomorrow Thursday the 11th @ 7 pm. in the garage of building 6703.

Thank you! We will see you tomorrow.



On 2/10/2021 9:30 AM, David Gonzalez wrote:

I Would also like to point out that if we can get some reserve saved we can lower and adjust the HOA fees accordingly.

On Wed, Feb 10, 2021 at 9:24 AM Ashley Shelden <[ashley@rfssupply.com](mailto:ashley@rfssupply.com)> wrote:  
On 2/10/2021 7:22 AM, Ashley Shelden wrote:

Good morning Everyone,

So it looks as though the majority of everyone can make Thursday @ 7 pm work best for the meeting.

We will be meeting in the courtyard it will be cold, so dress warm. We will try to make it as informative yet brief as possible.

I still have not gotten a response from

Andrea

Lauren

Ben and Amy --- Please let us know if you would like to call in on conference.

I understand the changes are BIG! However this has been a long time coming and truly the only way our community is going to **survive and thrive**.

The Board members and I appreciate everyone's feedback and involvement as this community is **Everyone's investment**.

I will get a copy of the proposal scanned and emailed today. So you will have a

copy to review, Thank you Nick for suggesting that I sometimes get ahead of myself.

So we will then put this up to vote.

Management company or staying within our community.

**Note: This vote does not change or reflect a new HOA due amount.**

**HOA dues will be \$375.00 per month. Starting March 1, 2021**

Thank you to everyone!

Best Regards  
Ashley

On 2/9/2021 4:00 PM, Bryce Cumming wrote:

Thanks for putting in the time and effort Ashley. Much appreciated. Proposal looks good to me.

Thanks.

On Tue, Feb 9, 2021 at 3:26 PM Nick Bishop <[john.n.bishop@gmail.com](mailto:john.n.bishop@gmail.com)> wrote:

Thanks for the detail on the bid Ashley, that is helpful. The bid seems pretty reasonable to me; thanks for your efforts and soliciting multiple local bids. I prefer the HOA route than hiring someone out of our group, mainly because we will also miss the additional dues as reserves with only 9 paying monthly. It doesn't make sense to try and save costs by taking in less total revenue in my eyes if we aren't guaranteed better management.

It seems like it would almost be a wash with regards to dues viz a viz taking on professional mgmt for approximately \$35/owner/month, dues will go up for everyone regardless, if only 9 are paying. Seems like it makes the most sense to go with a pro at this point, the price looks like a bargain based on the time it takes to run bids alone much less manage the finances IMO.

Sincerely,

Nick Bishop  
Colorado Commercial Agent  
720.675.7432

[www.coloradocommercialagent.com](http://www.coloradocommercialagent.com)



On Tue, Feb 9, 2021 at 2:04 PM Ashley Shelden <[ashley@rfssupply.com](mailto:ashley@rfssupply.com)> wrote:

Nick,

We have only the one proposal as I have spent 2 weeks looking for a management company that would even deal with us.

Reality One is local to Arvada and have been in the business for 45 years. They specialize in small communities with very low budgeted reserves. Out of 15 companies them and one other company were the only ones that would consider us. 5180 then realized we are in Arvada and that changed things as we are to far north for their network. They just started last year with a small community branch and have not expanded this far North yet.

Reality One is a flat rate \$350.00 per month to do financials and to help with bids and vendors. I have a hard copy of their proposal that I will bring to the meeting.

The other company also will not take on any clients that do not have the 10% to HOA income set for reserve.

Also this is the 3rd Email I have sent in regards to this subject and have had nothing but Crickets from everyone so the board members got together and discussed **All the very important things surrounding these issues.**

**We chose dates and times.** This is what we have to work with we are now out of time!!!!

The court yard dress warm.

Ashley

On 2/9/2021 1:45 PM, Nick Bishop wrote:

Can you please pass along the proposal so we have time to review prior to the meeting and compare any additional bids? Also, it would be fantastic if we could get proposed times earlier in advance for meetings, scheduling can be a serious challenge when given only a few days notice, especially if we want to solicit another bid or 2 for review. Do we have a location in mind in the event of weather this weekend? Saturday is definitely out for me, I may be able to make Sunday or Thursday.

Sincerely,

Nick Bishop  
Colorado Commercial Agent  
720.675.7432  
[www.coloradocommercialagent.com](http://www.coloradocommercialagent.com)



On Tue, Feb 9, 2021 at 10:25 AM Ashley Shelden  
<[ashley@rfssupply.com](mailto:ashley@rfssupply.com)> wrote:

Hello Everyone,

We have 3 dates and times to have an HOA meeting.

Please let me know which one works best for you and we will try to choose a date and time that accommodates most.

**Thursday 02/11/21 @ 7 pm**

**Saturday 02/13/21 @ 5 pm**

**Sunday 02/14/21 @ 5 pm**

I have attached the outline for the Treasurer duties for Prospect Heights.

If you are interested in the position please let us know. As we have decided to waive the dues for a resident if they choose to take the position.

This is a task oriented position and will take at **least 10 hours a month.**

If you have any leads on a management company please share as all leads and ideas are welcomed.

We will be raising the Due for Prospect Heights to \$375.00 a month effective **March 1st.**

**Currently our Dues are \$250.00 per month** we can not continue as a community to operate and pay our bills with a sufficient level of reserves any longer.

$\$250.00 \times 10 = \$2500.00$  per month

Insurance-- \$1324.00 paid on the 1st

Excel--\$245.00 paid on the 28th

Waste Management \$116.00 paid on the 26th

Water: BI- Monthly

6703-- \$320.00

6705--\$380.00 ---- This buildings water bill for 2 billing cycles was \$500.00

The water bill for the end of season billing cycle with the sprinklers was \$1900.00 We are still working to resolve this issue and gain a credit.

Bottom Line Month End Totals:

without the water bill as it is billed Bi- monthly is \$815.00

with the water bill is is \$115.00

So we are unable to continue at this rate.

**New Monthly Dues are \$375.00**

**$\$375.00 \times 10 = \$ 3750.00$**

Insurance---\$1324.00 paid on the 1st

Excel--\$245.00 paid on the 28th

Waste Management Paid on the 26th

Water: BI-Monthly

6703--\$320.00

6705--\$380.00

Bottom Line Month End Totals :

Without the water bill \$2065.00

With the water bill \$1365.00

**So please let us know a date and time so we can move forward with a meeting.**

**As this will be the last opportunity to say yes I would like to take the position of Treasurer.**

**If you have any leads please share them.**

**We have a Great Proposal from a management company that deals in small communities.**

**So we will be moving forward with them if no one is interested. Effective March 1st.**

Best regards

Ashley Loe

Prospect Heights HOA

On 1/29/2021 2:48 PM, Ashley Shelden wrote:

On 1/29/2021 1:18 PM, Ashley Shelden wrote:

Hello Everyone,

As you all know Robert will no longer be doing the Treasury position for Prospect Heights after March.

I will miss working with him, as it's been such a pleasure.

With that said we will be looking for someone to step into that position on the board.

The position is a lot of work so we were talking about waving the HOA fees for said postilion.

I'm sure you are all aware that our community has a very small reserve and with the price of everything going up we struggle to pay our bills and keep a solid balance in reserve. So we will be raising the HOA dues. How much will be determined on weather or not we have to bring in a management company to handle our books.

They can easily go up \$200/\$250.00 per. If we continue to keep everything within the community we will have to come up with a raised fee at that time.

I will be getting with Robert next week to discuss everything for a transition.

In the mean time if anyone is **interested in this position** please let us know so we can make sure we have time to train before we transition.

I will be looking into management companies over the weekend and into next week.

I would like to have multiple quotes so we **all** can make the right decision for our community if we need to go that route.

If anyone knows of a management company please let us know so we can get the information and have a quote done, We will be having a meeting to discuss things in detail.

If anyone has any questions or ideas please let us know.

Suggestions are always welcomed,

Best regards  
Ashley Loe

On 1/18/2021 8:00 AM, Rob Man wrote:

Ashley

Thank you so much for the kind words and it has been a pleasure working with you at Prospect Heights and most of all for being so supportive as the President for Prospect Heights. You also have and continue to do a fantastic job. I know all your hard work is voluntary and I know you do so much for the community. Thank you and I will miss working with you.

Robert

On Jan 18, 2021, at 7:36 AM, Ashley Shelden <[ashley@rfssupply.com](mailto:ashley@rfssupply.com)> wrote:

Robert,

I want to say Thank You!

As always for doing a great job on keeping us updated with the monthly spread sheets and information about our community.

I would like to take a minute to say We appreciate you and all the hard work and dedication you have given to Prospect Heights for so many years.

We would have truly been lost over the years with out you. So Thank you from the whole community for an exceptional job!

This does mean we will need to have a plan as a community to step into April.

The board members of Prospect Heights would like to hear from any one that may be interested in taking on the position of Treasurer.

IF no one is interested in this position it will be our best interest as a community to find a **management company** to take over.

We also welcome all feed back from home owners on this subject and if any knows of **management companies** please share so we can get the ball rolling.

Feed back is welcomed sooner then later please.

Regards,  
Ashley

On 1/15/2021 2:55 PM, prospect heights wrote:

Hello Prospect Heights Owners,

Attached is the monthly spreadsheet for December 2020.

Please let me know if you have any questions or concerns.

**Items for this month:**

1. A very big **THANK YOU** to everyone who has helped with keeping Prospect Heights a safe community. We have had a few close calls with some strange activity, but with everyone's involvement this makes Prospect Heights a safe and great place to live.
2. A very Happy New Year to everyone, 2020 has been a challenge with COVID and we are looking forward to 2021 to be a less challenging and happier and healthier year.
3. Want to thank everyone for all their support and great ideas at Prospect Heights, but it saddens me to inform you all that I will no longer be doing the books as the Treasurer for Prospect Heights. It's been a real joy and pleasure helping out, but I need to dedicate 100% of my time to help take care of my elderly mother. As of today, Jan 15, 2021 I'm giving my notice to step down as the Treasurer for Prospect Heights. March 2021 will be the last month to do the books for Prospect Heights.

Thank you and God Bless,  
Robert Manzanares

Prospect Heights HOA

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Ashley RFS Inc [4935 Allison St. Suite #7 Arvada Co. 80002](#)  
303-423-1264 p 303-423-1267 f

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Thank You,  
Ashley  
RFS, Inc.  
303-423-1264  
303-423-1267 fax

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Thank You,  
Ashley  
RFS, Inc.  
303-423-1264  
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303-423-1267 f

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303-423-1267 f

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Thank You,

Ashley  
RFS, Inc.  
303-423-1264  
303-423-1267 fax

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David A Gonzalez  
[mdcdave@gmail.com](mailto:mdcdave@gmail.com)  
Phone 575-442-1245

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Ashley RFS Inc [4935 Allison St. Suite #7 Arvada Co. 80002](https://www.google.com/maps/place/4935+Allison+St,+Arvada,+CO+80002) 303-423-1264 p 303-423-1267  
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Phone 575-442-1245

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David A Gonzalez  
[mdcdave@gmail.com](mailto:mdcdave@gmail.com)  
Phone 575-442-1245

-- Attachments: \_\_\_\_\_

PH 2021 BUDGET.pdf

0 bytes

**Subject:** Re: Minute Notes From Urgent HOA Meeting Feb. 11, 2021

**From:** Talia <taliaficca@comcast.net>

**Date:** 2/12/2021, 9:45 AM

**To:** Ashley Shelden <ashley@rfssupply.com>

**CC:** prospect heights <prospectheightshoa@gmail.com>, Thomas Palkovic <thomas.palkovic@gmail.com>, Liz Wenzel <lizabethwenzel@gmail.com>, Bryce Cumming <brycec@liraclinical.com>, David Gonzalez <mdcdave@gmail.com>, Heather Gonzalez <mdcheather@gmail.com>, damonloe@gmail.com, Andrea Iten <dreten1810@gmail.com>, Nick Bishop <john.n.bishop@gmail.com>, nan.c.bishop@gmail.com, Lauren Nelson <lauren2nnelson@gmail.com>, Ben\_Amy Lim <baealim44@live.com>

Sounds perfect! Thank you all for your time & efforts. Stay warm!

Talia

Sent from my iPhone

On Feb 12, 2021, at 9:20 AM, Ashley Shelden <ashley@rfssupply.com> wrote:

Hello Everyone,

I have truly enjoyed being a part of the Board for Prospect Heights, There is a Big difference in caring about your community and being able to do an efficient job for your community.

So with that said I am stepping away from the job as President and I am Happy to welcome Dave Gonzalez into the position as President of Prospect Heights Community.

I would also like to give a BIG Thank you to Liz, She has been a tremendous help in supporting me and all the board members in everything we have encountered over the years.

Liz had the lead to Reality One, what a great lead it was as they specialize in communities our size and budget.

I know our community is going to thrive.

Treasurer position to stay in the community or to hire a management company Reality One put to vote:

Thank you Tom for responding to the need of a Treasurer. We appreciate you stepping up. The monthly fee \$350/\$375 just didn't make sense.

Stay in community -- 0

Reality One-- all in

The HOA dues starting March 1, 2021 will be \$375.00 a month

Unless the transition to Reality One runs into March then we will extend the \$250.00 rate until April.

I have to get all the details from the management company. I will send out an update as soon as I know.

Dave reminded everyone to please watch the garage doors and make sure they are closing all the way between pulling in and out of the garage.

Bryce, Tom and Dave are going to work on a camera system for building 6703. Great idea guys.

Dave and Nick are going to work on addressing the issues with the lighting in the garage of building 6703 and then eventually in both buildings I believe.

If anyone has anything to add please do. Or if you have any questions please let us know.

I will still be part of and help in anyway possible with all the changes and transitioning.

Thank you for everything,  
Ashley Loe

**Subject:** January 2021 Spreadsheet

**From:** prospect heights <prospectheightshoa@gmail.com>

**Date:** 2/10/2021, 8:11 PM

**To:** Ashley Sheldon <ashley@rfssupply.com>, damonloe@gmail.com, john.n.bishop@gmail.com, Nan Bishop <nan.c.bishop@gmail.com>, Lauren Nelson <lauren2nnelson@gmail.com>, Ben\_Amy Lim <baealim44@live.com>, Amy Lim <amylim03@gmail.com>, Thomas Palkovic <thomas.palkovic@gmail.com>, Liz Wenzel <lizabethwenzel@gmail.com>, brycedc19@gmail.com, prospect heights <taliaficca@comcast.net>, David Gonzalez <mdcdave@gmail.com>, Heather Gonzalez <mdcheather@gmail.com>, Rob Man <robman218@yahoo.com>, prospect heights <prospectheightshoa@gmail.com>

Prospect Heights Owners,

Attached is the monthly spreadsheet for January 2021

As you all know, Feb 2021 will be my last month doing bookkeeping for Prospect Heights and sending out monthly emails. It's been a pleasure working with everyone.

Robert Manzanares

— Attachments: —

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Jan 2021.xlsx

637 KB

**Subject:** Monthly Books for Dec 2020

**From:** prospect heights <prospectheightshoa@gmail.com>

**Date:** 1/15/2021, 2:55 PM

**To:** Ashley Sheldon <ashley@rfssupply.com>, damonloe@gmail.com, Andrea Iten <dreten1810@gmail.com>, john.n.bishop@gmail.com, Nan Bishop <nan.c.bishop@gmail.com>, Lauren Nelson <lauren2nnelson@gmail.com>, Ben\_Amy Lim <baealim44@live.com>, Amy Lim <amyylim03@gmail.com>, Thomas Palkovic <thomas.palkovic@gmail.com>, Liz Wenzel <lizabethwenzel@gmail.com>, Bryce Cumming <brycec@liraclinical.com>, prospect heights <taliaficca@comcast.net>, David Gonzalez <mdcdave@gmail.com>, Heather Gonzalez <mdcheather@gmail.com>, Rob Man <robman218@yahoo.com>, prospect heights <prospectheightshoa@gmail.com>

Hello Prospect Heights Owners,

Attached is the monthly spreadsheet for December 2020.  
Please let me know if you have any questions or concerns.

**Items for this month:**

1. A very big **THANK YOU** to everyone who has helped with keeping Prospect Heights a safe community. We have had a few close calls with some strange activity, but with everyone's involvement this makes Prospect Heights a safe and great place to live.
2. A very Happy New Year to everyone, 2020 has been a challenge with COVID and we are looking forward to 2021 to be a less challenging and happier and healthier year.
3. Want to thank everyone for all their support and great ideas at Prospect Heights, but it saddens me to inform you all that I will no longer be doing the books as the Treasurer for Prospect Heights. It's been a real joy and pleasure helping out, but I need to dedicate 100% of my time to help take care of my elderly mother. As of today, Jan 15, 2021 I'm giving my notice to step down as the Treasurer for Prospect Heights. March 2021 will be the last month to do the books for Prospect Heights.

Thank you and God Bless,  
Robert Manzanares

Prospect Heights HOA

— Attachments: —

Dec 2020.xlsx

970 KB