

**The Village at McCoy Jensen HOA**  
**Minutes: Homeowners' Meeting**  
**November 16, 2017**

1. **Call to Order & President's Remarks:** Four board members were present, which is a quorum. Forrest Scruggs of Realty One was also present. Duane thanked all the volunteers who help with keeping our area green and mowed. John Lopez and OD Hand do a lot of work on our sprinkler system and we appreciate that.
2. **Secretary's Report:** The minutes of August 17, 2017 were passed
3. **Treasurer's Report:** Barb Kemper distributed copies of our financial statements to attendees. We have one checking account for all monthly expenses and one reserve account used to cover the big expenses, like the fence, in the near future. The report was approved.

**4. Committee Reports**

**Architectural:** Barb LaGuardia reported the approval of the previous quarter's requests as follows: **2649 (Farr)** replaced all windows. **2663(Hsiung)** added a fence enclosure in the back. **2681(Ketcham)** put a hot tub on the deck and a storage shed under the deck. **2645 (Cordova)** replaced garage door panels.

**Landscape/Snow:** OD Hand- Thank you to John and Corky Lopez for their continued work on the flower beds and irrigation system. The snow storm of October 5 resulted in 13 of our trees with broken limbs. Swingle came out for cleanup on October 6 and ground up all the downed limbs. Winter tree trimming will happen in 2018 when they will trim for fire blight in the crab apple trees as well as other trees that require attention. Our 10% discount was reinstated with our contract.

Keeson comes every two weeks during the winter to work on leaf cleanup. On October 25 they blew out our sprinkler systems.

OD asked again for volunteers to help him with snow removal when he is unavailable. Someone needs to be there to supervise the Labor Finders guys when they come since there is no staff provided by Labor Finders. Steve Ketcham offered to help OD. It was enthusiastically received and Duane thanked him for his offer.

**Water Liaison:** No report since there is no outside water usage at this time of year.

**Social Committee:** Jeanette Teske reported that we had a Labor Day gathering in the commons area. We had appetizers, played games and enjoyed ice cream. There was a Halloween gathering at the Teske's house. The Christmas Luncheon at Lakewood Country Club is coming up on December 2 and envelopes were distributed to sign up for meal choices. Jeanette announced that if anyone would like to have any kind of "thing" in the neighborhood to please contact a committee member so they can work on helping to publicize it for you.

Duane mentioned that Jeanette could use the meeting sign-in sheet to distribute the remainder of the Christmas Luncheon envelopes to those not in attendance. Another use for the sign-in

sheet would be to distribute copies of the treasurer's report to those not in attendance. Jeanette offered to take those around as well.

**Care and Share:** Kathy Hixson had some minor foot surgery and is doing fine. Duane had eye surgery and is still recovering. Betty Moody says that Dean is doing better. Jeanette reports that Jim Legas has "flunked" hospice and is doing great. He is receiving 8-9 hours a day of in-home care now, instead of 24 hour care. He's walking around the neighborhood with his caretaker.

**New Business:** OD- our contract with Keeson is a rollover contract; thus, the price remains the same as 2017. Our contract with Swingle is new each year. The evergreens in the SW and NW corners will be trimmed. Bobby Wright will come in and rake up the spruce needles underneath. Winter trimming will happen in January and February. Tree trimming away from the house happens in the summer as well as the whole series of lawn fertilization, tree spraying and injections.

Duane reported that our contract with South Waste is a rollover contract so it stays the same for 2018. A question was asked about the monthly cost for recycling. We now have that included in our contract so there is no further cost to homeowners for that service. Recycle is collected on the 1<sup>st</sup> and 3<sup>rd</sup> Thursday of each month.

Duane worked with Forrest Scruggs at Realty One to keep our contract price the same for 2018. He extended our thanks to Forrest for working with us on that.

**2018 Budget:** All were given a copy of the new budget. Thanks to Dennis Nesheim who was our technical guy behind the budget process and to Karen Robertson and Barb Kemper who were instrumental in all of this work.

Duane started the report with the good news that our HOA dues will remain at \$209 per month. Duane pointed out that the Reserve Account figure of \$184,489 is actually over \$300,000. Earlier in the year we moved \$100,000 from the Wells Fargo Checking account (used for day to day expenses) to our money market account to earn a bit more interest. We decided to label that as all Reserves since we don't need all that cash this time of year because we don't pay for irrigation water.

Also, there are many reasons why we are able to keep our monthly HOA dues @ \$209 even though expenses keep going up and up. We are able to get multi-year contracts with South Waste and our insurance. Thanks to OD who works that out with Keeson. So we don't have increases every year. We decided to cut back on the amount budgeted for irrigation water from \$23000 to \$20000. Also, our new (5 years old) fence has required much less money to maintain than the old wood fence. All these things help to offset increases in other areas of our budget. We are in good shape with our Reserves. 2018 will be the year that we paint. A question was asked whether we will be painting all the houses or just the windows. He said we aren't there yet with making painting plans

Duane said he's aware of a few people who have lost their mailbox keys. There were some suggestions for being proactive in keeping tabs of the key. Find a way to ID it in case someone would find it to be able to get it to you. Make a duplicate.

**Homeowners Forum:** Ted Breed brought up the putting up of the flag at the entrance and that it is a nuisance to put it up and take it down at each special holiday, especially from a safety standpoint. He suggested installing a light to turn on at those times. Another idea was to look into putting in a solar light that would be on at dusk and off at dawn. After discussion, it was decided that Ted would do further research on the idea of using solar lighting.

OD asked if anyone has trouble with their Comcast TV being out or internet being slow. Several have and some have called. He has contacted Comcast and apparently it's a problem outside of our neighborhood.

Joe Towey commented on the realtor sign that was put up at 2661 when it went on the market. The concern was that it was on a large post that seemed to be quite deep into the lawn and wondered if that could be trouble as it could hit a sprinkler line.

Steve and Linda Ketcham thanked the community for being so friendly. Jeanette Teske brought up the idea for starting a community newsletter. Tom and Lauren are interested in working on that. We'll look into it and see what we can do.

**Adjournment:** The meeting was adjourned

**The next quarterly meeting will be  
Thursday, February 15, 2018  
7 p.m. at the Bear Valley Church  
10001 W. Jewell Avenue**

**Respectfully submitted by Lauren Ehrhardt**

**Village at McCoy-Jensen Homeowners' Association (HOA)**  
**Minutes: Homeowners' Meeting August 17, 2017**

1. **Call to Order & President's Remarks:** All board members were present. Since some were new to the board, each member introduced themselves. Barb Kemper, Treasurer. Lauren Ehrhardt, Secretary. Duane Schneider, President. OD Hand, Vice President. Barb LaGuardia, Director-at-Large. Duane welcomed Forrest Scruggs of Realty One who was also present. Duane thanked everybody in the neighborhood for the cards and emails he received regarding the passing of his sister, as well as the residents who attended her memorial service. He thanked the board for "taking up the slack" during his time spent with his sister in Aurora. He thanked OD and John and Corky and all who help with the irrigation system.

2. **Secretary's Report**-The minutes of May 18, 2017 were passed.

3. **Treasurer's Report** -Barb Kemper distributed copies of our financial statement to attendees. She reminded us that in April \$100, 000 was moved into the money market account, where it will garner more interest, because the checking account was too large. The report was approved.

4. **COMMITTEE REPORTS:**

**Architectural:** Barb LaGuardia reported the previous quarter's requests were as follows: **2688 (Towner)**- putting on a new skirting around the deck. **2665 (Hand/Langenheim)**- installed an electrical outlet on the front porch. **2645 (Cordova)**-painted both front doors and added some support beams on patio and painted them.

**Landscape/Snow:** OD Hand -Swingle services our neighborhood trees and have been in here spraying and fertilizing this summer. They did pruning in July. Keeson comes in to mow on **Thursdays**. Sometimes they change the day due to weather or holidays. Once a month on the 3<sup>rd</sup> Monday they go around with John Lopez to check all the sprinkler heads. Shrub trimming took place in July and will happen again in the fall. OD thanked our many residents who help outdoors. Corky Lopez helps in the entry garden, John Lopez and Bob Lindsay help with sprinkler needs, Deb Dixon and Jeanette Teske hand out water to the Keeson workers.

Snow shoveling is provided by Labor Finders when our snowfall measures **more than 3 inches**. OD measures at 6 am and calls Labor Finders early in hopes of getting enough shovelers in here. He then sets out four orange cones on the corners to let us know that shovelers are coming. OD asked for any male volunteers to do "snow duty" on those days when he is not available to supervise the snow removal operation. A question was asked about snow removal if you are away and it's under 3". The best way is to arrange something with a neighbor. Also, OD encouraged us to help neighbors who cannot get out and shovel or who need help with it. He said that he has researched snow shoveling services and found them to be very expensive. One that he contacted wanted \$1500 for **one** snow removal and he doesn't think we have spent that amount on **three** snow removals.

Contracts with Swingle and Keeson....Keeson's contract with us is for two years (through 2018). Swingle schedule is flexible for the spraying and trimming. OD walks around with the Swingle

rep and makes a list of every tree that needs trimming. Then before the budget meeting he goes through and weeds things out because we can't afford everything. So if your tree doesn't get trimmed it's because it wasn't part of the contract. He would like to give attention, especially this year, to getting the evergreens trimmed up in the various corners of the neighborhood.

**Water Liaison:** (Lauren Ehrhardt) The July report from Denver Water shows that we had used 1.785 million gallons which is 86% of our monthly budget.

**Social Committee:** Jeanette Teske reported that we have had three community gatherings since our last meeting in May. Memorial Day, July 4<sup>th</sup> and August 4<sup>th</sup>. All were well attended. Watch for plans for Labor Day. Please contact her or Myrna Johnson with any ideas or suggestions.

**Care and Share:** Mary Heuwinkel is home now. Rennell Farr fell and broke her thumb. Bob Cordova fell on his patio. Jim Legas is doing better. Jeanette Teske sees him and takes food over. Bob Lindsey says Jim is probably not going to require all of the 24 hour care that he is currently receiving. Harley Dixson's sister passed away recently. Deb had to take Harley to the ER for some back pain that turned out to be a kidney stone. Bob Lindsey reported that a former resident, Bob Halverson, who is 98 is now on hospice care. Karen Robertson is recovering from neck surgery. She also reported that she recently moved Lee Ann to memory care and she is adjusting and getting a little bit stronger. Barb Kemper thanked the decorating committee, Bob Cordova, Jeanette Teske, and Donna Enger, for doing a beautiful job on the guard house on Memorial Day and July 4<sup>th</sup>.

**New Business:** (Duane Schneider) Our US Liability policy is a three year contract which we negotiated last year which will go through August of 2019. That premium stayed at \$803. This policy provides liability coverage in the complex with anywhere from 1M to 2 Million coverage limits. Auto Owners provides physical damage coverage for the fence and guard shack. That premium increased \$93 this year, which is a pretty normal increase.

**Homeowners Forum:** Barb LaGuardia announced a safety fair on Aug. 26 at the Jeffco Fairgrounds where they'll offer free onsite document shredding, prescription roundup, and a bicycle rodeo. Deb and Harley Dixson thanked all the people who smile and wave since moving into the Village. They love living here. Also, Deb thanked Jane and Ted Breed for helping Ruby Von Stein with her new stroller and it works so much better for her. **Updates on vacant houses** in the Village: **2687:** Joyce's nieces are working to get the house ready for the market, perhaps this fall. **2661:** Jim Vacca's family will have an estate sale and then put it on the market.

**Adjournment:** The meeting was adjourned.

**The next quarterly meeting will be  
November 16, 2017 at 7 p.m. at the Bear Valley Church  
10001 W. Jewell Avenue.**

**Respectfully submitted by Lauren Ehrhardt.**



**Village at McCoy-Jensen Homeowners' Association (HOA)**  
**Minutes for Homeowners' Annual Meeting - May 18, 2017**

1. **Call to Order & President's Remarks:** All board members were present. Duane Schneider welcomed Forrest Scruggs of Realty One, who was also present. Duane Schneider thanked volunteers who helped during the last quarter with tree branches and the sprinkler system.
2. **Secretary's Report:** (Marlena Cordova) The minutes of **2/16/17** were passed.
3. **Treasurer's Report:** Karen Robertson stated the approval of Realty One's financial statement, dated 1/31/17, was postponed at the 2/16/17 meeting until a correction could be made, which was. She summarized the financial statement, dated 4/30/17. Both statements were approved.
4. **COMMITTEE REPORTS:**
  - Architectural:** (Marlena Cordova) The previous quarter's requests for architectural improvements were as follows: **2647 (Vigil)** - Replace 9 exterior windows; **2649 (Farr)** - Replace guest bathroom window; **2659 (Teske)** - Replace driveway; extend walkway next to steps; window replacements; **2660 (Breed)** - Replace sunken walk connected to porch; replace carpet on front porch and steps (crushed olive color); **2663 (Lang)** - Roof replacement prior to house sale; **2667 (Robertson/Henderson)** - Replace outdoor carpet with similar color on front porch, steps, sidewalk; **2688 (Towner)** - Repair/replace the portion of the deck between deck and the ground; replace loose rails; **2673 (Heuwinkel)** - Remove juniper bushes in front; **2681 (Hausler)** - Radon abatement prior to house sale; **2691 (Dixon)** - Window replacements and patio sliding door; **2693 (Johnson)** - Replace cement on front porch and steps.
  - Landscape:** (OD Hand) Swingle applied a second treatment for lawn mites and fertilized the lawn. Keeson turned on the sprinklers on April 20th and aerated the lawn on May 3rd. They missed mowing last week due to the rain, but they mowed this week. This year, they are scheduled to mow lawns on **Thursdays**. The last snow in April resulted in 17 broken limbs, which were bundled by OD Hand and John Lopez and picked up by Swingle. OD thanked John Lopez for his help in getting the sprinkler system operational. Volunteers are encouraged to join Corky Lopez for weeding of the front flower bed every Friday mornings from 8:00 to 8:30 am.
  - Water Liaison:** (Barb Kemper) The most recent Denver Water report reflects our usage at 152,000 gallons, which is 39% of our "water budget", so far.
  - Care & Share:** (Donna Enger) The new neighbors, Linda and Steve Ketchum (2681), were welcomed to the neighborhood. Barb LaGuardia said renovations were almost done and Leslie and Tom Towner (2688) will be moving in soon. Rose Ann Cronin (2671) was hospitalized and will be going to rehab later. Jack Schooley (2643) will be undergoing out-patient back surgery. Dean Moody (2679) is doing much better after his fall on the bike path.
  - Social:** (Myrna Johnson) There were 16 women in attendance of the last Ladies' Breakfast. It is held at Denny's at 8:30 a. m. every third Wednesday.
6. **New Business:** (Duane Schneider) Senate bills were passed in Colorado that established governance policies for Colorado Home Owner Associations. They include nine categories of policies and procedures which can be used as guidelines by HOAs to resolve issues when they arise. Adoption of these guidelines is voluntary. They may also be revised and simplified to suit each HOA's circumstances. The board accepted the guidelines on April 17th to keep up to date with Colorado standards for HOAs. The governance policies can be viewed on Realty One's website.

**Village at McCoy-Jensen Homeowners' Association (HOA)**  
**Minutes for Homeowners' Annual Meeting - May 18, 2017**

Karen Robertson is stepping down from her volunteer role of decorating the guard house at the front of our neighborhood. Jeannette Teske and Bob Cordova volunteered to continue the decorating duties.

Duane thanked the nominating committee for their efforts. Unfortunately, no nomination forms were filled out and returned to the the committee or the board. Joe Towe asked for nominations from the floor, but none were given. Barb LaGuardia and Lauren Ehrhardt volunteered and they were unanimously approved. Duane thanked them for their willingness to serve.

Duane Schneider expressed thanks to Karen Robertson, who has been so diligent in working on the HOA budget, and Marlena Cordova, who chaired the architectural review committee and prepared the quarterly meeting minutes.

The new Treasurer will be Barb Kemper, who has been in training with Karen Robertson. Lauren Ehrhardt will be the new secretary.

Forrest Scruggs expressed his pleasure working with the board for the last 10 years.

7. **Homeowners Forum:** Bob Cordova asked for an introduction of two new attendees of the meeting. Suzanne Kenneally introduced herself and Mike Feaster of 2686. After preliminary comments, she stated the HOA's covenant restriction on renters was not lawful in Colorado.

Discussion ensued regarding the HOA's covenant restriction on renters. The initial claim by Mr. Feaster that he was the property owner resulted in a costly legal process to identify his actual status, which was identified by Ms. Kenneally's attorney as a "guest" of the Kenneally Trust. Suzanne Kenneally stated the HOA would have to spend additional thousands of dollars if this issue was taken to court in order to enforce the renter restriction.

Barb LaGuardia pointed out a formal legal process was followed to amend the covenants. Letters were mailed to all property owners to elicit participation, timely feedback and any concerns. Property owners were made aware of the goal of the covenant restriction, which is to avoid previous renter problems and to preserve the community.

John Lopez reminded everyone of the importance of picking up after their pets on a daily basis. It was stated that walkers from other neighborhoods can also be careless about this issue.

Barb Kemper suggested obtaining picnic tables for use in the common area near the gazebo. They would need to be compact and easy to move when needed, i. e., on mowing day.

Jeannette Teske reminded everyone that the occasional gatherings at the gazebo are not private and everyone is welcome to visit when they see neighbors in the gazebo.

8. **Adjournment:** The meeting was adjourned. **The next quarterly meeting will be August 17th, 2017 at 7 p.m. at the Bear Valley Church, 10001 W. Jewell Avenue.**

**Respectfully submitted by Marlena Cordova**

**Village at McCoy-Jensen Homeowners' Association (HOA)**  
**Minutes for Homeowners' Quarterly Meeting - February 16, 2017**

1. **Call to Order & President's Remarks:** A quorum of the board was present. Duane Schneider welcomed Forrest Scruggs from our management company, who was still recuperating from recent surgery. Duane asked residents to sign their names next to their mail box numbers on the sign-up sheet at the front table. Keys have been left in the mailboxes and the sign-up sheet will help the board return keys to owners.
2. **Secretary's Report:** (Marlena Cordova) The minutes of **11/17/16** were passed.
3. **Treasurer's Report:** Karen Robertson presented the summary of Realty One's financial statement dated 1/31/17, stating approval will be postponed until a minor discrepancy is reconciled.

4. **COMMITTEE REPORTS:**

**Architectural:** (Marlena Cordova) Two requests for indoor gas fireplaces were approved at 2688 and 2690. Vents will extend through the roofs, thereby requiring review and approval.

**Landscape:** (OD Hand) There have been 3 snow storms since last November meeting and there was a good response from Labor Finders for shovelers. He thanked Deb Dixon for giving the shovelers green chili. Keeson trimmed shrubs in December. Trees will be trimmed late winter. Swingle will spray for mites in February. OD learned from the CU Extension Center that maple trees respond differently to warmer weather. The Moody's (2679) maple is producing sap and may stop when the cold weather resumes. Those with newer trees should water them during this dry weather. The geese have moved on and are no longer a concern.

**Water Liaison:** There was nothing to report since the water has been turned off.

**Care & Share:** Barb LaGuardia slipped on ice and broke her wrist. Jim Legas also slipped on ice but is okay. Mary Heuwinkel will return in a week to continue recuperating from surgery. Her family is taking turns looking after her. Karen Robertson and Barb Kemper offered assistance. Jim Vacca is living at 555 S. Pierce, Room 354 (303-984-2970). Helen Lang passed away February 6th and services will be held back east. Wayne and Margene Hamilton have provided assistance to Helen since Bill Lang passed. Bill was the first association president and produced the by-laws.

**Social:** Margene Hamilton said the committee is looking into having a spring luncheon. Ted Breed said there were 10 men at the monthly men's breakfast this month.

5. **Old Business:** Duane Schneider asked residents to contact Lauren Ehrhardt to provide their email address for the purpose of sending HOA business, such as the newsletter, agenda and minutes. He explained the emails will be "blind" and not visible to others when group emails are sent. There have been seventeen sign-ups so far.

Duane described the current issues regarding the property at 2686. Realty One sent the new occupant a letter regarding delinquent dues and requesting closing information. There was no response and further efforts were made to verify the occupant's claim that he purchased the house. Snow and trash removal was withheld. The current occupant hired an attorney who informed our HOA that the occupant is a "guest/invitee" of a trust formed by the current property owner (Kenneally). The HOA attorney requested a sworn affidavit from the Trust, which was received, stating the occupant was a "guest" and there has been no exchange of money between the occupant and the Trust.



**Village at McCoy-Jensen Homeowners' Association (HOA)**  
**Minutes for Homeowners' Quarterly Meeting - February 16, 2017**

The monthly HOA dues for the property have now been paid through January by the Trust and snow and trash removal have resumed. To date, we have paid \$979.00 in legal fees on the issue.

In the recent past, the covenants were amended to require residents be owners, not renters. The previous amendment to the covenants cost approximately \$2,000.00.

Duane Schneider asked those present if the board should pursue the matter further by meeting with the HOA attorney to explore possible options regarding another amendment of the covenants. An informal straw poll was taken by a show of hands, giving consent to seek further legal guidance.

There was some discussion about the occupancy status of 2656, which was purchased by the children of the previous owner. Duane Schneider stated he would look into the situation.

6. **New Business:** There will be two vacancies on the homeowner's association board after May 2017 when Karen Robertson and Marlena Cordova will step down. The Nominating Committee (Joe Towey and Betty Moody) will distribute a Call for Nominations form next month. Barb Kemper, who will continue her term, is training to assume the treasurer's position in May.

The wind damage to the fences was repaired by an independent contractor after a slow response from Split Rail, probably due to the high volume of requests. The cost was \$1,800.00 but it was not turned in for insurance reimbursement because we have a \$1,000.00 deductible. Repairs costing \$1,100.00 were also done to the trim of four homes (2663/Lang, 2654/Enger, 2690/Towey, 2643/Schooley).

Pigeons are roosting on Lillian Gullekson's house (2682) due to bird feeders next door. To help resolve the problem, Realty One sent a notice to 2684 to remove noncompliant bird feeders, which also attract rodents.

The 2016 taxes were paid (\$119.00/federal and \$18.00/state).

7. **Homeowners Forum:** Jeannette Teske expressed how much she and Tom enjoy living in our community. Attendees expressed their welcome in return. Corky Lopez was thanked for working on the entry-way garden. The board expressed appreciation to Barb Kemper and Lauren Ehrhardt for producing the newsletter.
8. **Adjournment:** The meeting was adjourned. **The next quarterly meeting will be May 18th, 2017 at 7 p.m. at the Bear Valley Church, 10001 W. Jewell Avenue.**

**Respectfully submitted by Marlena Cordova**