

The Farm at Creekside HOA Board Meeting of November 15, 2016

Place of Meeting: 2318 Eagleview Circle (home of Roz Weller)
Time: 6:00 p.m. (called to order at 6:11 p.m.)
Adjourned: 8:20 p.m.
Minutes Prepared by: Rosalyn Weller, Secretary

Board Members in Attendance:

Bilge Birsoy	President
Vann Hilty	Treasurer
Rosalyn Weller	Secretary
Adam Rush	Director at Large
Heather Staples	Director at Large
Robert Taylor	Director at Large

Board Member Absent with Notice:

Sharon Steele	Vice President
---------------	----------------

Homeowner in Attendance: David Duckworth

Homeowners emailing the board with agenda comments: 2

Agenda:

1. Need for board and committee members.
 - a. Director at Large, Robert Taylor, needed a replacement to complete his term that ends at the next annual meeting (around early May). A homeowner who attended the meeting, David Duckworth, agreed to fill the position. Adam Rush volunteered to temporarily replace Robert Taylor on the Architectural Control Committee.
 - b. Four board positions will be open for election at the annual meeting.
 - c. At the same time, we will need a new Maintenance Manager, Architectural Control Committee members, and, as always, Social Committee members. Interested parties should email the board (hoa@fachoa.org).
2. Management Options.
 - a. We are a self-managed HOA, with all positions held by volunteers. This keeps our dues low.
 - b. Given the difficulties we have getting board and committee members and the fact that one board member whose term ends in spring almost acted as a “manager” by performing multiple jobs, we are considering switching from being a self-managed HOA to an outside-managed one. The latter would entail a big increase in annual dues; last time this was looked into, the dues would’ve had to be increased from \$120 to \$840/year. A third option was suggested, that we could “hire” a non-board homeowner part-time to perform management duties. However, upon checking on CO laws, it was learned that any individual

compensated for managing has to be licensed, entailing passing annual or bi-annual exams. It is unlikely that such a part-time hiree would want to do that. We will present management options to homeowners at the annual meeting.

3. Holiday lights.

- a. Given that we now have power at the Eagleview Circle, we could have holiday lights there. There is no power at the neighborhood entrances (although one homeowner offered to provide power for one side of one entrance). After some discussion, the board approved paying Best Impressions \$200 for holiday lights on two trees at the Eagleview Circle island. This fee includes renting the lights from Best Impression and installation. Based on feedback, we will decide whether to continue such decorations beyond this year.

4. Enforcement Policy Changes.

- a. The board approved changing the Enforcement Policy to extend a Repetitious Violation from within 90 days to include seasonal violations.
- b. The board approved adding that any legal fees that are incurred will be charged to the violator.
- c. The revised Enforcement Policy will replace the current one on our website.

5. Property Guidelines Changes.

- a. Rentals. The neighborhood currently has seven rentals to our knowledge, although there could be more. After some discussion, the board approved adding a section about recommendations for homeowners who rent out their homes (or have persons not including the homeowner, such as a relative or house-sitter, living there without paying rent). These entail: 1) noting that homeowners who rent their property should be aware that infractions incurred by renters are ultimately the responsibility of the homeowner, so they will be contacted in case of a problem (thus, it is problematic that some homeowners do not provide the HOA with their contact information); 2) requesting the homeowner to provide the HOA with renter and any management company contact information (the latter because the management company may be responsible for lawn care); and 3) requesting the homeowner provide renters a link to the HOA's documents, in particular the Property Guidelines and Enforcement Policies. In case of an infraction, we will contact both the homeowner and the renter. It was suggested that we add a section to our website for homeowners who rent, including an easy link to the documents renters should read. The board decided to not ask renters to email the board that they have read the HOA guidelines, and to not mandate that rental leases include references to HOA guidelines.
- b. Signs. The board decided to not add anything about yard signs.
- c. Dog runs. After some discussion, the board decided to not limit the extent of dog runs at the present time. However, a sentence about dog runs in the Property Guidelines will be clarified to emphasize that all new dog runs need Architectural Committee approval.

- d. Solar panels. It was suggested that a sentence be added to the Property Guidelines about solar panels, stating that the homeowner should talk to their neighbors about the solar panels.
6. Lawn care for 2017.
- a. The Maintenance Manager reviewed the past year's service provided by N & N Landscaping (contact: Mr. Nuncio). It was noted that there could be some improvement next year in weed management, and that undetected dysfunctional sprinkler-heads (since replaced) caused some grass to turn brown at the Eagleview Circle island. The Maintenance Manager will check mid-summer on the quality of service. It was noted that vegetation outside the HOA fence, along Sunset and Plateau, had to be mowed more than the budgeted once/month during the rainy spring and early summer, and more like every 2-3 weeks. In next year's quote, Mr. Nuncio will include bi-weekly mowing outside the fence for 3 months. We will talk with him about whether there is a cost-effective alternative to spraying weed-killer immediately outside the HOA fence (judicious use of a weed-wacker? hand-weeding or trimming?).
 - b. The Maintenance Manager presented a quote from St. Vrain Arbor Care for treating the ash tree at the Eagleview Circle island for emerald ash borer. The trunk injection in the spring @ \$100 would be good for two years. The board approved this expenditure.
 - c. We have a forgotten second sprinkler system at the Eagleview Circle island that has not been turned on in some time. Because it would irrigate plants along the east and south curbs in the mulched and cobble areas, we could plant flowers (day lilies, other?) there if we wanted. The board decided to hold off on such plans.
7. Financial review.
- a. The Treasurer presented a review of our fiscal records (checking and savings accounts). The board approved the records.
8. Reserve Study.
- a. Our Reserve Study Policy requires periodic review of our monetary holdings to ensure that we have enough money to handle HOA matters. The fiscal review (above) was extended to cover Reserve Study details. The board approved the current reserves. The records should note that the Reserve Study was done on November 15, 2016, with the next one to be done in 3 years, unless required sooner.
9. Legal comments.
- a. We paid HindmanSanchez for a late dues letter and lien proceedings, but were unhappy that they never copied us on the letter. The President needs to sign the 2017 agreement with them.
10. New business.

- a. The Treasurer suggested we hire an accountant to do the HOA taxes, and the board approved. It was suggested that the accountant NOT be affiliated with the HOA or neighborhood. The current Treasurer will find the accountant.
- b. To help subsequent board and committee members, it was suggested that the current officers and committee members prepare job descriptions or lists of information vital to their jobs.
- c. The Architectural Committee reported that a homeowner submitted a form for roof solar panels, and they approved it. We believe these will be the first solar panels in the neighborhood.
- d. Based on feedback, the board approved having a drop box for next year's annual dues.