

The Greens HOA Board Meeting
July 9, 2018. 3:30 pm
4065 Reserve Point

Present- Howard Wilson (Board President), Art Hagan (Brd Mbr), Rex Peteet (Brd Mbr), Mike Parkinson (Brd Mbr*), Randy Reynolds*, Rob Ross*, Darren Burns (Z&R), Chris Schade (Z&R). *Mike resigned; Randy and Rob were appointed to board during the meeting.

1. Approval of June minutes. Rex questioned approval of payment for mulch, after discussion and on motion by Rex and second by Howard, minutes of June meeting approved.
2. New Budget Committee. Howard announced that Tami McElhaney, Lisa Potvin and Randy Reynolds have agreed to serve on budget committee to review expenses and recommend budget for presentation at annual meeting in September.
3. Financial Report. Presented by Darren, the report included information that we have about \$6000 in reserve and about \$3000 in operating budget. He also noted sprinkler repair is \$10000 over budget and that landscaping is also over budget. Deposits in reserve are about \$2000 above amount budgeted.
4. Board members – resignations and replacements.
 - a. Dave Forbes (term ending in 2019) resigned as board member but will remain on ACC
 - b. Mike Parkinson (term ending in 2018) resigned as board member but agreed to remain as an assistant to the Secretary.
 - c. Randy Reynolds was appointed to complete Dave Forbes' term and will serve as Board Treasurer
 - d. Rob Ross was appointed to complete Mike Parkinson's term and will serve as Board Secretary.
5. Variance Application at 3826 Hill Circle. After some discussion of status of requests for documentation, Board decided to give homeowners one last opportunity to provide appropriate legal description of land that must be

transferred and elevations or drawings of proposed deck expansion. Board decided to set a ten-day deadline for receipt of these documents. Howard will present request for documents to homeowners.

6. Deck repair status report from Z&R. We have bids from two different contractors. Darren will seek lower price by consolidating repair of both decks with one contractor.

7. Water management issues. Landscaper noted that some homeowner (or homeowners) are manually activating sprinklers. This practice increases watering costs and effectively denies water pressure to other homeowners. Board agreed to ask homeowners not to adjust or “turn on” sprinklers. If that does not work, landscaper will be asked for bid to lock the system.

8. Miscellaneous or new business.

a. Mike Parkinson requested permission to transplant or replace three plants under the east edge of his deck in order to improve air flow to his air conditioner and an emergency generator he plans to locate under the deck. He was given permission to move the plants, at his expense, five feet to the east (away from the deck edge). Mike also agreed to replace the plants if the transplant failed or killed the plants.

b. Additional mulch – Additional mulch to be delivered and spread on homes near the west end of Reserve Point that did not receive mulch in earlier treatment.

c. Dead trees at 3780 Hill Circle are to be replaced by landscaper. Delay is result of landscaper’s efforts to determine why trees died.

d. Board agreed to explore costs and options for raising or replacing planting bed edging.

e. Darren reported he is getting written report on hail damage and will await report before making any decision regarding an insurance claim.

f. Art reported dues comparisons for sub-associations in Kissing Camels. He found monthly dues, including KCPOA to be:

i. Greens \$755

ii. Courtyards \$588

- iii. Park \$581
- iv. Camels Ridge \$470
- v. Townhomes \$400

Board meeting was adjourned at 4:45 pm

Minutes approved August 13, 2018

Respectfully submitted,

Mike Parkinson, Assistant to Secretary

August Minutes
Greens Board Meeting
3:30 pm, August 13, 2018
4065 Reserve Point

PRESENT – Howard Wilson (brd pres) , Art Hagan (brd mbr), Rex Peteet (brd mbr), Randy Reynolds (brd mbr), Chris Schade (Z&R), Ray and Tami McElhaney (homeowners), Larry McCants (homeowners), Mike Parkinson (homeowner), Larry McCants (homeowner)

Brd voted to appoint Stan Campbell to ACC ACC as ex officio member and as consultant for future construction applications,

Approval of minutes of July meeting

On motion made by Art Hagan and seconded by Rex Peteet, approved with correction of Greens dues amount

Budget Discussion. Randy Reynolds

Randy thanked other budget committee members – Tami McElhaney and Lisa Potvin

Reviewed past expenses and expenditures

2018 – will end “about even” if adjust expenditures in categories and move expense for new irrigation clocks into reserves

Discussed “removing” some expenses or services. (Howard – we may be able to cut insurance costs by changing companies)

Now moving ahead as an “all inclusive” coverage HOA – suggested future study to explore limiting maintenance obligations

Major expenses are – insurance, water and landscaping
Have future budget from BrightView –

Some discussion of limiting the number of budget categories in the future

Proposal #1

Minimal dues increase (\$9600 total for HOA per year) – can continue “bare bones” without new or unexpected expenses AND put \$20k in reserves – any unanticipated expenses would have to come from reserves

Proposal #2

Includes larger dues increase

Board voted (4-1 with Art Hagan voting no) to pursue reserve study with bids from available vendors

Board voted to present proposal #1 to the membership at the annual meeting.

Exec Session 5 PM

Discussion of pending arbitration

Adjourn 4:11 PM

Minutes Approved – September 10, 2018

Respectfully submitted

Michael Parkinson, assistant to secretary

The Greens HOA
September 10, 2018
4065 Reserve Point
3:30 PM

Present: Howard Wilson (Brd Chair), Art Hagan (Brd), Rex Peteet (Brd)
Rob Ross (Brd), Darren Burns (Z&R), Chris Schade (Z&R), Mike Parkinson
(guest & Ast Secy).; Damien Bielli (for exec session only)

Meeting opened, and on motion went into exec session at 3:32 pm to discuss
pending arbitration

Executive session ended at 3:55 pm.

On motion made by Art Hagan and seconded by Rob Ross, minutes of August
meeting were approved.

Financial and Budget – brief discussion of reserve study followed by motion made
by Howard Wilson and Seconded by Rex Peteet board decided not to present any
dues increase at annual meeting but to continue with previously approved budget
until after receipt of reserve study. This motion was later clarified to permit
shifting funds between budget categories.

Annual Meeting – meeting will be held at 3 pm on Thursday, September 27, 2018.
In the Mesa Conference Room.

Darren will prepare notice, agenda, current budget and financial report, along with
map and directions for distribution to membership.

Landscape – discussed possible ways to cut landscaping costs, including
suggestions submitted in writing by homeowner.

Meeting Times – because of board member conflicts with Monday meetings,
decided to change board meeting times to second Tuesday of each month. October
meeting will be on Monday, October 8 at 4050 Reserve Point. Thereafter meetings
will be on second Tuesday of each month. All board meetings to be at 3:30 pm.

Update of operating policies - After discussion agreed to ask Damien Bielli of Vial
Fotheringham LLP to update operating policies.

Approved at Board Meeting on October 8, 2018

Respectfully submitted

Mike Parkinson

Meeting of the Greens Board
Monday, October 8, 2018 – 3:30 pm
4050 Reserve Point, Colorado Springs

Present

Howard Wilson (Board Chair), Art Hagan (Brd), Randy Reynolds (Brd), Mike Parkinson (Brd),
Chris Shade (Z&R Mgt), & two homeowners

I. The minutes of the September meeting were approved on motion by Howard Wilson, seconded by Art Hagan

II. Insurance

Howard presented report of findings by Darren of Z&R that included several insurance options. All options had some premium savings and all had 2 or 5% deductible for hail and wind. Noted the deductible percentage was for the replacement value of all properties and was quite high.

After discussion Mike moved, Randy seconded and board approved bid from Farmers/Travelers with lowest premium of proposals with 2% deductible.

Recommended all homeowners secure loss assessment insurance to cover deductible. Chris will have Z&R prepare an explanation of loss assessment and HO 6 coverage for homeowners.

III. 4250 Reserve Point - additional repairs

Discussed rail and latch on dog run, garage door paint and already approved deck repair. Did not approve additional repairs.

IV. Drainage to east of 4085 Reserve Point

Mike agreed to listen to homeowner concerns and present findings to board. Darren of Z&R will contact homeowner to arrange meeting time.

V. Financials

Randy – Noted – biggest expenses, landscaping, sprinkler repair, estimated \$20k over budget in that category. We are using paint and roof budget to cover.

Other issue is water – Expects to be about \$2500 over budget, could also come from paint and roof budget.

Recommended – seeking new bids for sprinkler repair and snow contracts (Specifically to include installation of snow stakes) - Chris (Z&R) will seek bids

Discussed – painting “reserve” and moving it from operating budget to reserves but took no action

VI. Covenant Revisions

Discussed seeking homeowner input for possible changes in maintenance obligation

VII. Election -

Because Chris had to leave for another meeting the election was held out of the agenda order.

Howard asked to be removed as president. Mike volunteered to serve as president and secretary. Randy agreed to serve as treasurer

Since there were no other candidates Mike and Randy were "elected" by acclamation.

VIII. Tasks for Chris

Before his departure Chris Schade noted Z&R will:

- 1- Seek new bids for landscaping (to include sprinkler repair)
- 2- Seek new bids for snow removal – to include snow stakes
- 3- Prepare explanation of loss assessment insurance and HO 6 recommendations for Greens homeowners.

IX. Trees

Howard noted concern from Rex Peteet about tree irrigation and infestation by a mite or disease that is threatening trees. He also noted lack of bids from arborist.

Board agreed to ask Darren (Z&R) to seek another bid/evaluation

Board will ask Rex to supervise

X. Paving of Reserve Point

Mike reported on meeting with KCPOA Infrastructure Committee and noted they have asked to meet with the Greens Board.

We will invite KCPOA Infrastructure Committee to next Greens Board Meeting

Also noted Greens homeowners may want to attend the meeting.

Approved at November Board Meeting

Respectfully submitted

Mike Parkinson
Assistant Secretary

**Special Meeting of the Greens Board
Wednesday, October 24, 2018 – 3:30 pm
4050 Reserve Point, Colorado Springs**

Present

Mike Parkinson (Board Chair), Art Hagan (Brd), Randy Reynolds (Brd), Howard Wilson (Brd), Rex Peteet, by proxy (Brd)

This special meeting of the board was called for the purpose of reviewing snow removal and landscape proposals. Meeting before the next regularly scheduled board meeting on November 13, 2018 was necessary to meet deadlines for a snow removal agreement.

Following an announcement about changes in the membership of the KCPOA Infrastructure Committee (the committee reviewing asphalt work on Reserve Point), the board reviewed and compared contracts and proposals from BrightView Landscape Services and Robertsons Landscape Services.

Following this review, on motion made by Mike Parkinson and Seconded by Art Hagan, the board voted unanimously to adopt the proposal from Robertsons. One vote was later changed to request further future review. The other four votes for retaining Robertsons were then confirmed.

Snow removal by Robertsons will begin immediately but the landscape contract with Robertsons will not begin until April first, 2019.

Noting the contract with BrightView requires a 60 day notice for termination, Mike Parkinson agreed to notify BrightView of the decision not to renew their contract.

The next board meeting will be at 3:30 pm on Tuesday, November 13 at 4050 Reserve Point.

Approved at November Board Meeting

Respectfully submitted,

Michael Parkinson
Board Chair and Secretary

**Meeting of the Greens Board
Tuesday, November 13, 2018 – 3:30 pm
4050 Reserve Point, Colorado Springs**

Present: Mike Parkinson (Brd Chair); Art Hagan, Rex Peteet & Randy Reynolds (Brd Mbrs); Chris Schade (Z&R); and two homeowners.

Approval of minutes of October regular meeting and October special meeting
Motion by Randy, second by Rex -- passed

Announcement - KCPOA IC cancelled their participation

Financial Report – Randy Reynolds

Landscape 12300 in hole, other high costs management, water about \$7k over.
Also over budget on legal and accounting
Use roof and paint budget to cover
Questioned expenses and category for gate repair and heat and ac repair – Chris agreed to check those costs

Motion to transfer \$10k back to reserves and to review again in December to consider moving an additional \$4500–Motion by Randy, second by Art - passed

Asked Chris to check status of construction deposits – Mike agreed to provide his recollections.

Mike described status of Storm Water Drainage fees- and the related billing addresses. They were being sent to Hill Development and will now be sent to Z&R.

Hourly fee for light maintenance (\$38.50) from now to April 1. Approved but will ask Robertsons to use LED bulbs.

Status of landscape and lighting maintenance contracts

Mike summarized the current status of those contracts. After Dec 31 all responsibilities transferred to Robertsons

Drainage outlet on Reserve Point between 4065 and 4085 Reserve Point

Mike agreed to ask Robertsons if it can be corrected with a simple drain or if other method required.

Rodent problem at 4210 Reserve Point (Keyes)

Mike will contact exterminator for estimate

Reserve Point maintenance contract status and discussion

Considered several options but no decision. Mike will contact our attorney, our pavement contractor and KCPOA IC.

New/replacement resolution discussion

Postponed decision to December meeting. All asked to review the drafts

Next Meeting will be Tuesday, December 11 at 3:30 pm.

No New Business

Adjourned at 4:45 pm

Approved December 11, 2018

Respectfully submitted

Mike Parkinson

**Meeting of the Greens Board
Tuesday, December 11, 2018 – 3:30 pm
4050 Reserve Point, Colorado Springs**

Present: Mike Parkinson, Brd Chair; Art Hagan, Randy Reynolds, Rex Peteet, Howard Wilson, Brd Mbrs; Chris Shade, Z&R; Alan Steiner, Homeowner.

On Motion by Rex, second by Randy, minutes of December meeting approved.

Financial Report by Randy Reynolds

Annual budget in good shape --- Taking unused deck repair and maintenance funds we can cover all remaining expenses with about a zero budget for year.

We have about \$11,000 for December and very few expenses

Randy requested and Chris will provide costs for Officer and Director and Workers comp insurance.

After discussion, board approved putting \$5936 in reserve and waiting until Jan or Feb to make any additional deposit to reserves. \$5936 is money remaining in closed construction deposit accounts. *NOTE – During January 2019 meeting the board noted that \$5936 was moved to operating budget not reserves. This was corrected during January Meeting.*

On Motion by Howard and second by Randy, approved allocating \$300 for additional Web page training for Rex.

Rodent at 4120 RP that was discussed in November – Homeowner took care of it -

Repair approval procedures

After some discussion decided to modify procedure to approve home repair procedures. In the future:

- 1- All requests for home repairs will go through Z&R for review or inspection by Ren.
- 2- Ren or others at Z&R will notify board of all approved requests
- 3- Ren or others at Z&R will approve repairs if failing to repair would cause additional damage or create a legal liability. All other repairs will be reviewed by the Board at a regular meeting before approval.
- 4- Z&R, working with Board will create a regular schedule for non-emergency repairs such as building veneer stone replacements. Discussed but did not commit to a semi-annual inspection and repair for veneer stone and roof tiles.

Mike will ask Ray and Ed if they would be willing to help with inspection for stone and/or tile repairs.

Reserve Point pavement agreement status

Mike described meeting with KCPOA infrastructure committee. Greens HOA has requested curb and gutter inspection with objective of completing required repair by early summer. Cracks and other damage to curbs are now marked with green paint.

KCPOA has agreed to mill and overlay south half of Reserve Point and to repair and slurry seal north half all during summer of 2019. Reason for delaying M&O of north half of Reserve Point is to avoid damaging new overlay during remaining construction.

New Resolution Status

Postponed vote to January to await response from attorney preparing resolutions. Mike agreed to send copies to Chris.

January Meeting will be held at 3:30 pm on January 9, 2019 *NOTE – The January meeting was later rescheduled to January 17 at 4:30 pm because of board members' illness and other obligations.*

New Business

Noted one delinquent dues account, Mike agreed to contact homeowner before Board takes any action.

Discussed drainage issue between 4055 and 4065 Reserve Point. Mike has asked Robert Elliot of Robertsons Landscaping to inspect and propose resolution.

Board asked Chris to remind homeowner at 3826 Hill Circle to apply for permission to have initial on his garage.

Adjourned at 4:50 pm.

Minutes approved January 17, 2019

Respectfully submitted

Mike Parkinson