

*West Fork Village  
HOA Board Meeting Minutes  
August 25, 2012*

**ROLL: Board Members Present:** Dylan Reed—President  
Jamison Walsh—Vice President  
Bryan Lee—Treasurer  
Cathy Bohannon—Secretary  
Steve Hooton—Voting Member  
  
Travis Ryan—On-Site Manager  
Larry Fisher—Assistant Manager

**Others Present:** Chalice Springfield, Jim Klug, Jill Chen, Elizabeth Carlo,  
Ellen Weiss, Rosann Holman

**OPEN DISCUSSION:**

President, Dylan Reed opened the meeting at 10:00 am with introductions of the Board and an invitation to those in attendance to introduce themselves and voice any concerns/issues they would like to see addressed.

**Jim Klug:** He would like to know more about the dog and rental resolutions.

*Dylan: The FHA requirements for the owner to renter ratio is 50/50. Realtors are working with FHA to remove/revise that requirement. The dog resolution was revised from the stipulations sent to owners last year. The quota was reversed. The current resolution for dogs is that they be approved and registered with the office—including a picture of the dog, A follow-up letter will be sent to all owners with the revised resolution. Also included in this mailing will be a request for an e-mail address from all owners—should computer access not be accessible, printed information will be available in the mailroom for dissemination. The Association cannot afford to disseminate all information via the post office.*

**Larry Fisher:** Travis introduced Larry—he is our recently-hired assistant manager. He will be assisting Travis with maintenance for the Association.

**Jill Chen:** She is also concerned about the rental resolution.

**Elizabeth Carlo:** There is a problem on the east side of the complex adjacent to the vacant lot. Some dog owners are allowing their dogs to over use the lawn outside building 3. Sometimes they are on their way to the vacant lot, but they often don't get there

*Dylan: We need to add a note to the September newsletter regarding the need for owners to clean up after their own dogs, but also to avoid taking them to the same area on a regular basis.*

*Jamison: To what extent do we want to go—doggie DNA is possible.*

*Ellen Weiss: There are always going to dog lovers and dog haters—the problem will always exist.*

*All people who are concerned about dog issues are not and do not wish to be considered dog haters—many have dogs of their own. The difference is they are considerate of others and do pick up after*

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*their dogs, walking them as opposed to going to the same area consistently. Some have been hesitant to report issues to avoid being classified as “dog haters”.*

**Dylan:** *People need to report any infractions witnessed; i.e., off-leash dogs (this is a city ordinance), owners not picking up after their dogs, etc.*

**Jamison:** *Do we need to consider building a fence on the east side of the complex such as there is on the west side?*

**Chalice Springfield:** *Building a fence may create a bigger problem—it may keep people from going to the field if they have to go around it.*

**Dylan:** *There is no easy solution. We need to continue to fight it—we need to be sure we are in compliance with the law.*

**Rosann Holman:** *Complaints need to be submitted in writing—a telephone call is not enough.*

*Others echoed concern with people not picking up after their dogs—not always observing it first hand, sometimes they observe only the after effects.*

**Jamison:** *Documentation is the only way we can deal with the problem.*

**Chalice Springfield:** She is wanting to keep up with the resolutions. She also wants to be sure realtors are informed of any changes in resolutions; i.e., the dog restriction. She reported that interest in West Fork Village was adversely affected by the original resolution not allowing any new dogs in the complex. She submitted contact information allowing any information affecting all area realtors to be disbursed to them.

**Jamison:** *As per above, we need to send out an update on changes in resolutions. We also need to adopt the city ordinances which means we will need written confirmation/proof that all dogs registered in our complex are also registered with the city and are current with their shots, etc.*

**Dylan:** *We’ll see what needs to change with Resolutions 5 & 7.*

**Jamison:** *Suggested we mail a hard copy of the next newsletter including all updated information available to date and indicating this is a one-time only mailing—after which, if we do not receive an e-mail address, the only hard copies of the newsletter will be made available in the mailroom.*

**MINUTES FOR 7/19/12 ANNUAL MEETING AND 7/26/12 SPECIAL MEETING:**

Due to the time constraint and the BBQ following the meeting, Dylan moved the approval of the minutes to the end of the agenda. He also stated, that since the minutes were submitted and available prior to the meeting, they would not need to be read during the meeting—they could just be amended, if necessary, and approved.

**REPORTS:**

**A. Yearly Inspections:**

*Travis:* Due to recent issues with an upper-level balcony, Travis set up a schedule for yearly inspections on each building and provided a form upon which problems may be documented.

*Dylan:* Each board member needs to do a walk around the complex looking for problem areas on the exterior portion of each building. Use the form provided for making notes of anything observed.

**B. Owner/Non-Owner Ratio: 87/93**

The outgoing HOA attorney, Chrys Heinz, recommended we change our covenant with regard to “allowing” owners to rent their units.

*Jamison:* Checked into this when the resolution was sent out originally and the Board cannot legally regulate this issue—if we went to court, we would lose.

*There is legislation sitting in Congress that would make the Association’s case stronger in trying to control the number of rentals. However, the consensus is that we cannot dictate to owners what they do with their property as long as it does not affect anyone else in the complex, especially in this economy.*

**C. Unpaid Charge Summary:** Little change from last month--\$4,659.50

**D. Estimates for New Law Firm:** Only one firm has responded to our inquiry. It was suggested that we check with Glen Droegmueller to see if his firm would be interested.

**E. Complex Parking Violations:** The Board received a letter delineating several parking violations/concerns around the complex; i.e., fire lane parking, long-term parking in parking spaces, etc. Discussion followed with possible resolutions—tow stickers on unattended vehicles in fire lanes, warnings on cars parked and not moved within the specified amount of time, etc.

**F. Concrete and Asphalt Work:**

*Travis:* Submitted a sheet summarizing bids received from four companies, Estes Valley Asphalt, CG&S, Sealco and Ace Pavement. Travis’ first choice is Ace Pavement and as it turns out is the cheapest. *Jamison:* What is the warranty for each company? *Travis:* Most are a year—Sealcoat is two years. He will check with Ace. *Dylan:* Give residents a couple of days notice before work starts. *Bryan:* Safety issues must take precedence with regard to a timeline. *Dylan:* Recommended we go with Ace Pavement since that is Travis’ first choice and is the least expensive.

**G. Estimates for Pool Repair:**

*Jamison* reviewed the pool problem. *Travis:* High Country Pools’ bid was to repair the current cover, eliminating the need for the purchase of a new cover. *Dylan:* We need a warranty from High Country for their repair. Are there other bids coming? High Country Pools’ bid is reasonable since it will enable us to cover the pool every night as it was designed to do. *Travis* will check with High Country Pools on the warranty. There is another bid yet to be received and was to have been in before today’s meeting—he will check with them prior to finalizing a plan with High Country Pools.

#### H. Aqua Spas Report on Spa Repairs:

*Travis submitted a quote from Aqua Spas, Inc., for recommended repairs on the three spas. He marked the quote indicating the number of spas included on each bid. The quote is for jets and new covers. The third, most recently opened spa, will be most costly and Travis feels it will be more cost-effective to replace it rather than repair it. **Jamison** suggested we might consider “caniblizing” the worst of the three spas and use the usable parts to repair the other two and replace the third one. **Dylan**: Don’t spend any more money on the third spa.*

*The consensus was to see what is needed for the two already-running spa’s and to budget a replacement for the third one as soon as possible while setting up a replacement schedule for the other two as necessary.*

#### UNFINISHED BUSINESS:

##### A. Storm Doors—Voting:

Dylan left the room for discussion and voting on the issue of the storm doors.

Three owners have purchased and installed storm doors that do not match the approved doors of the Association.

*Travis provided a copy of specifications for the Andersen 2500 series door in almond and in sandtone—the approved color for the screen door. **Jamison** feels the Board has been neglectful in providing information on the approved doors and that the Board should cover any cost incurred for bringing the specified doors (Units 1401, 1412 and 1504) into compliance. He suggested the Board pick two or more brands specifying the acceptable colors for each brand).*

*Discussion followed regarding screen doors. In order to ensure that the correct doors are purchased, it was recommended that the Association purchase the doors, sell them to the owners at cost with an option to have staff install the door for an additional charge.*

***Chalice** suggested that a note be placed in the file indicating that the three above-mentioned doors are exempt from the current specifications. **Jamison**: Get the requirements for the screen doors in writing and include them in the next newsletter indicating there will be no more exemptions. We may be able to get a discount if we purchase multiple doors.*

**MOTION: It was moved and seconded that Units 1401, 1412 and 1504 be exempt as they are until they are replaced. Once those doors are replaced, they must comply with the specified requirements at the time of replacement—Motion Passed.**

The Board also received an inquiry regarding windows.

***Rosann Holman** indicated some of the original windows were not the right size. If you are the original owner of your unit, the company will replace them at no cost to the owner. The windows have two little clips on them that are supposed to be removed—if they haven’t been removed, it would affect the operation of the window.*

If you have problems with your windows, the telephone number is available in the office.

**B. Resolutions 9, 10—Response from the Attorney**

See above under REPORTS: A. Owner/Non-Owner Ratio.

**NEW BUSINESS**

**A. Revising Pool & Club House Rules**

*Jamison will review and revise the current rules after which he will bring them back to the Board for approval.*

**MINUTES FOR 7/19/12 ANNUAL MEETING AND 7/26/12 SPECIAL MEETING:**

**MOTION: It was moved and seconded to approve the minutes as submitted from the 7/19/12 Annual Meeting, the 7/19/12 Special Meeting, and the 7/26/12 Special Meeting—  
Motion Passed.**

**MEETING ADJOURNED:** The meeting adjourned at 11:55 am.

Respectfully submitted,

Cathy Bohannon, Secretary