

**West Fork Village  
HOA Board Minutes  
June 16, 2016**

**Board Members Present:**

Jamison Walsh-President  
Rosann Holman - Vice President  
Anita McAllister - Treasurer  
Jan Massey - Secretary  
Sandi McNeely - Voting Member (by phone)  
Lance Lambert - Voting Member  
George Hekowczyk - Voting Member

**Financials for 1<sup>st</sup> Quarter:** Jeff Stuart Yeager, CPA presented the Board with Balance Sheet, Income Statement-Budget vs Actual Condensed, Income Statement-Budget vs Actual Expanded, Statement of Cash Flows and Accounts Receivable. There were questions about the following expenses: snow removal, electric and insurance. These were deferred to Travis. He will receive a copy of the recorded minutes so that he can respond. It appears that garage rent was coded incorrectly and lumped into garage dues. Lance questioned the contribution of the 10% reserve and how going forward we could reflect that on the financials. Specifically, is there a way to reflect our reserve contribution on the balance sheet. Right now whatever is left over in the operating account each month is transferred to the Chase reserve account. Everything gets paid out of the general operating fund. Money is transferred from the Chase reserve account to the general operating fund if necessary. Lance had to pay .5 point on his loan because of the deficiency in the WFV reserve account. The main concern with the reserve is how it looks to lenders. Anita and Rosann suggested that the 10% reserve amount be transferred monthly from the operating account to the Chase reserve account. In other words, pay the reserve just like you would any other invoice. There was discussion of doing a cash flow for the reserves which would require a true-up at the end of the year.

**Open Discussion:**

**Lance** addressed the orientation process for new owners and renters. Within that scope what are the TOP TEN rules and regulations that every person should know about living in the WFV community in order of priority and make sure that this list is thoroughly discussed in the orientation process. Also gather from these new residents, critical contact information.

**Lance** proposed the use of a calendar for Major Expense Decision Making in the hopes of making these decisions in a timely manner rather than waiting until the last minute and not having time to thoroughly investigate the best possible decision:

**Major Contracts** (Lawn Maintenance, Snow Removal and Other contracts over a

target \$ amount

**Budgetary Deadlines** (2017 planning 1<sup>st</sup> by budget committee, 2<sup>nd</sup> by budget committee and final vote by Executive Board)

**Updates on Budgetary Progress** (Includes reserve fund progress)

**On-site Manager and Assistant Manager** (annual performance reviews in a timely manner)

It was recommended that both the Calendar and Orientation be added to the agenda for the August 18, 2016 Executive Board Meeting.

**Jamison** expressed his concern at the major two-day delay by the asphalt company. It was recommended by Jamison and Lance that we need to work a cost concession or penalty into our contracts with vendors for not completing their contracts in a timely manner based upon the agreed upon completion date. Another issue is that the trash and lawn care vendors were unable to complete their weekly contracts because of lack of accessibility.

**Minutes for General Meeting of May 19, 2016 approved.**

## **Reports:**

### **Committee Report on Pet Rule Review**

**George** has additional information to add to the Committee Report on Pet Rules. George researched HOAs in this area and what their rules and regulations are and what nightmares we can come in with. We don't know how many dogs are at WFV. Travis' last count was 65. Rosann says there were 110. Per George Weld County limits the number of dogs per area, but George was unable to access that information. Planning and zoning department said there is a limit on the number of dogs for condo and HOAs. George's concern is that there are 180 units at WFV. If each unit is allowed 2 dogs, that could possibly be 360 dogs, which could outnumber the people in the complex. If you do not put a weight restriction which can fluctuate 5 to 10 pounds and you allow larger dogs, it's not the size of the animals, it's the owners. Irresponsible owners may allow their two 50 pound dogs to urinate and defecate on the top floor deck because they are too lazy to take them out. George looked at the cost of the damage to the unit of the floor if the owner does not take care of it because of the size of the animal. Basically goes back to the owner of the animal. George said that what they say is this is how it should be done: Voting ballots should be sent out to every owner, allowing them to vote on the size of the dogs. The owners can vote on a size restriction and send it in to the office by mail, dropping it off at the HOA dues slot or inside at the office. After votes are received the votes will be tallied and then it's put before the board what the board decides.

**Committee Report -Pet Rules** -The only pet rule that was under scrutiny was the weight limit of 25 pounds per pet. All of the other rules were not questioned,

because they are upheld by either the CC&R or the ordinances of Greeley. Nowhere on the City of Greeley could there be found a limit to the number of pets per residential unit. Of the eleven individuals polled on the weight limit:

2 preferred a 45-pound limit

2 preferred a 50-pound limit

7 preferred no weight limit at all

Per Rosann one of the reasons that the weight limit was set at 25 pounds was to eliminate the attack dog breeds such as German Shepherds, Rottweilers and the bigger pit bulls.

**Jamison** indicated that if we remove the weight limit we need to have black and white policies indicating the process to have an animal removed from WFV should it be deemed that the animal is a nuisance or inconvenience. It is essential that the process should not take 6 weeks and 20 hours of Board time to have the offending animal removed from the property. Can we ask for proof that a dog has been to training? Can we ask for a letter from a vet that a dog is fit to be among humans? **A decision was made by the Board to put the issue of pet weight limits to the owners at the Annual Meeting. A ballot will go out with the Annual Meeting mailing. The vote will be if the owners want a weight limit on pets and if so what that weight limit should be.**

**Comcast Service Agreement:** The contract is not up until July 13, 2017. According to the existing contract Item # 10 Term: "this contract shall automatically renew for successive periods of two (2) years unless either party shall provide the other with a minimum of sixty (60) days' notice of its intention not to renew at the end of the current term." George is going to check with Comcast about the possibility of patching our lines into the fiber optics that have been installed at the Reserve Apartments on the south side of 29<sup>th</sup> Street across from WFV. He will get the phone number of the WFV representative at Comcast from Travis and report back to the Board the results of his research. The point of this exercise is to increase internet speed and capabilities. George will have an update at the August meeting.

**Unpaid Charge Summary:** Jamison wants an update from Travis about the Daniels unit 1212 unpaid charges. We are 3 months into the 6-month foreclosure process and the unpaid charges are not going up, but it is not getting better. Jamison wants to know if Travis has been in contact and if so what was the outcome.

**Pool wrist bands:** Two colors orange and blue were purchased. One color for residents and one color for guests. It was determined that the easiest way to distribute the wrist bands would be one resident and one guest per each person with finger print access to the clubhouse. There are a couple of exceptions for people with keys, but these would be handled on an individual basis. In the process of

deciding on this method of distribution, it was discovered that there may be no way to delete the finger prints of persons who no longer own or live at WFV. The vendor who installed the finger print system did not complete the install. They just took our money and vanished. This needs to be verified and rectified if it is the case. It was decided to send one of each color to anyone with a valid finger print or key to the system. Each year, we will change the color of the wrist bands.

## **Old and New Business**

**Ice Damming:** This was tabled until Travis could be consulted about the bids. Owners have to vote on special assessments. At the maximum bid each owner would have to pay \$306.91. Rosann mentioned that if the owners added the coverage to their Condo Insurance that covers assessments, all they would have to pay is their deductible. The Board has sent at least one letter to the owners describing this coverage and encouraging owners to contact their individual insurance carriers or agents.

**Resolutions 1-6 & 8-11:** It was recommended that the following resolutions be revoked because they are invalid, illegal or contradict the CC&R.

Resolution 4: Setting new garage rental /lease rates

Resolution 9: Limiting the number of units that can be rented or leased to non-owners

Resolution 11: Limiting the number of Board of Directors to five (5)

A vote was taken and the Board unanimously voted to revoke Resolutions 4, 9 and 11. It was further recommended that the review of the remaining resolutions be tabled until a future meeting.

**All Terrain's removal and replacement of trees and bushes:** This was tabled until the Board could have a face to face with Travis.

**Executive Session:** The letter from attorney Kevin Ward was reviewed. It was decided to wait on the result of the vote at the Annual Meeting regarding the pet weight limit to make a decision on this issue.

**Ballot for Annual Meeting in July:** Jamison, Rosann and Sandi are completing their third year on the Board and will need to have their names on the ballot for re-election. Jamison will decide at the Annual Meeting whether to put his name on the ballot. Sandi does not want to run for a second three-year term. They are eligible for a second three-year term, but must be re-elected to serve on the Board.

**Next board meetings: Saturday, July 16, 2016 at 10:00AM (Annual Meeting); Monday, July 25, 2016 at 6:30PM; Thursday, August 18, 2016 at 6:30PM; Saturday, September 17, 2016 at 10:00AM.**

Meeting adjourned at 8:35 PM.

Respectfully submitted,  
Jan Massey, Secretary