

# Meadow Vale Farm Community Association Board Meeting Minutes – February 15, 2016

## **Board Members Present:**

Scott Greenhalge, Mike Blossom, Bill Ewer, Kelly Gubanich

## **Board Members absent:**

Peter Marshall

## **Guests:**

Bob Danos and Lauren Hofmann, PML

The board meeting convened at 6:57 p.m.

Minutes of the January 18, 2015 board meeting were approved.

## **1. Property Manager's Report**

The board reviewed Robert's Rules of Order and procedures for meetings as required by HOA covenants.

## **2. Treasurer's Report**

a. The January financial report was reviewed and discussed. Income is above budget and expenses are under budget through January. Total assets are \$310,613.87 with \$174,028.29 allocated to reserves.

b. On Jan. 29, \$70,823.83 was removed from the CD; the money market account was closed and \$90,870.97 was removed; \$94,049.25 was removed from cash in the bank; a check for \$255,744 was delivered to Left Hand Water District in payment for the transfer of the domestic water and fire hydrant system to LHWD; these transactions will be reflected in the February financial report; a balance of \$35,115 remains in the CD account.

c. Discussed proposal to change the HOA fiscal year from June 1-May 31 to a calendar year (Jan.1-Dec. 31). A 7-month budget will be developed for May 31 to Dec. 31, 2016 and a proposal for the change in fiscal year will be presented at the HOA annual meeting in May.

| <u>Board Member</u> | <u>Term Ends</u> | <u>Telephone #</u> | <u>Board duties</u> |
|---------------------|------------------|--------------------|---------------------|
| Peter Marshall      | May-17           | 720-652-0819       | President/ARC chair |
| Scott Greenhalge    | May-17           | 303-651-3911       | Vice President      |
| Mike Blossom        | May-16           | 303-485-8286       | Welcome/Irrigation  |
| Bill Ewer           | May-16           | 303-682-2769       | Secretary           |
| Kelly Gubanich      | May-18           | 303-808-0401       | Treasurer           |

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## **3. Architectural/Landscape Committee**

**(Please submit requests before beginning projects)**

- a. Karen Wagner at 2154 MVR submitted an application to remove grass from the drainage ditch in front of the house and install weed barrier and rock; approved.
- b. A motion was made and approved to bring in fill material and repair two large holes in the walking trail near the lower pond.

## **4. Public Relations/Welcoming Committee/ Community Activities**

- a. Welcome to Craig and Annette Morales who purchased the home at 2132 Meadowlark Place in November, 2015.

## **5. Irrigation**

- a. Peter, Scott and Mike will represent MVF at a meeting with The Elms on Feb. 18 to discuss the 2016 irrigation water situation and course of action. There will be no storage water available after river run ends due to construction repair at Burch Lake. An effort is underway to purchase 250-300 acre feet of storage water from the Colorado Big Thompson project. If we are not able to purchase additional water, MVF and The Elms will only have 5-6 days of irrigation water left in the upper pond after river run ends about the end of July.

## **6. Old/Unfinished Business**

- a. LHWD completed the domestic water meter change-out on Feb. 1. A final water bill for the period ending Jan. 31 will be included in the February statement from PML. Future domestic water bills will be from LHWD.
- b. A bid for installation of rain gutters on the mail center was received from Colorado Seamless Gutters. A motion was made and approved to have the gutters and downspouts installed.
- c. The Colorado DOT project to pave Highway 119 and widen the shoulders was discussed.
- d. Oil and Gas Lease update. The board discussed recent offers to purchase HOA common property mineral rights. The board determined to decline such offers as too low.
- e. Snow removal. PML contacted Long's Peak Landscape with our concerns about snow removal and billing for storms in December and January. PML reviewed

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contract specifications and expectations with Long's Peak, which made revisions to the billing. Long's Peak plowed the entrance and interior roads, and used sand/de-icer on the entrance road hills, to our satisfaction in the February snow storm. A motion was made and approved to change the snow trigger depth to 4 inches (from 6 inches) for plowing interior roads. The snow removal contract will be reviewed and re-bid for the 2016-2017 winter season.

f. HOA policies for covenant enforcement. The board discussed the need to adopt a policy for addressing disputes as required by state law in January 2014. The HOA does not currently have this policy in place. A motion was made and approved to adopt Policy #9, Policy and Procedure for Addressing Disputes. The board will also discuss and consider necessary revisions to two other policies at future meetings: the Policy and Procedure for Enforcement of Rules, Regulations and Covenants, and the Policy and Procedure for Collection of Unpaid Assessments.

## 7. New Business

a. Landscape maintenance. The board discussed the need to establish specifications for landscape maintenance, including mowing in the greenways. The board will issue a request for bids from contractors for the 2016 season.

## 8. Next meeting

a. The meeting adjourned at 9:01 p.m. The next board meeting is scheduled for March 21, 6:00 p.m., at PML, Inc., 1155 S. Main, Suite 1A, Longmont. **PLEASE NOTE THAT THE MEETING TIME IS MOVED UP TO 6 P.M.**

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