



## 2021 Annual Homeowner Meeting Minutes

Thursday, November 18<sup>th</sup> – 6:00 PM MST

*Remote via GoToMeeting*

### I. Call to Order

Steven Frumess called the meeting to order at 6:05 PM MST.

### II. Determine Quorum

A quorum was met between the homeowners represented both via GoToMeeting and by the proxies returned before the meeting.

### III. Review GoToMeeting Protocol

Brett Gunhus advised attendees of standard participation protocol and how to locate and use the chat feature for any questions or comments.

He also reminded attendees that the voting for the Board election was being conducted fully online and would be open until the end of the annual meeting.

Steven Frumess introduced the Alpine Edge staff present and provided the contact information. The best method of reaching out for HOA concerns is by contacting [HOA@AEPropertyManagement.com](mailto:HOA@AEPropertyManagement.com) or 970-453-2334, ext. 3 for HOA and ext. 5 for the 24-hour emergency line.

The Board members present introduced themselves.

### IV. Old Business

#### 1. Approve 2020 Annual Meeting Minutes

Alpine Edge distributed the minutes from 2020's annual meeting to the owners on Wednesday, November 17<sup>th</sup> for review. There were no suggested edits or changes by the owners to the document. Board President Ian Hamilton, motioned to approve the minutes and Duke Barlow seconded the motion. The motion passed unanimously.

## **2. Real Estate Market Report**

- This Real Estate Market Report is available on the Wellington HOA website for all owners to access. This report was provided by the Mountain Homes Group with Coldwell Banker Mountain Properties, which includes Sinjin McNichol, who lives in the Lincoln Park neighborhood. The report covers this year's home sales in the Wellington Association neighborhoods, detailing the median selling price, number of days on market, and median number of homes sold.

## **3. 2021 Management Review**

### **General Maintenance**

- There were many landscaping improvements made this year, including the mending of trellises and posts in greens. The association is hoping to get three years or more out of these repairs, but another survey will need to be conducted towards the beginning of summer.
- If any owners have broken fences or picketts due to snowplow damage, they are advised to contact Alpine Edge through the HOA email provided so that these issues can be addressed.
- We conducted an of mulch bark throughout all of the common areas on the old Wellington side of the community. This was completed to ensure that the association's common areas maintain the best aesthetic possible. Before the mulch installation, there were dirt areas present where mulch used to be. There hasn't been another mulch installation since the community started. This helps define the landscaped greens better and brings back the original intent of Wellington's designed master plan.
- The Allo Fiber Optic installation that occurred in the neighborhood will be saving \$270K in Reserve Funds, as the asphalt overlay expense was taken off the association's hands. This was originally slated for the summer of 2025 and with such a large project is taken care of by a third party, it has rendered the current reserve study somewhat obsolete. The board recognizes this and has directed management to explore having a new reserve study conducted in 2022.

### **Irrigation**

- A neighborhood-wide audit of the irrigation system was conducted in the summer of 2021 through Ceres Landcare. This audit allowed the HOA to identify and fix problems such as broken pipes/nozzles and misaligned nozzles. Through the audit, the association was also able to determine which

properties are on a common water line, as well as which ones are on a private water line.

- Ceres Landcare will be working closely with the association to meet the goal for owners to have more management of their yards and be able to control water flow on their individual properties. The Board will need to plan on how to reserve funds for this huge undertaking.
- There was owner concern about the grass not being well-maintained at the parks and in common areas. Steven assured owners that the native grass is still being established in these areas. More irrigation and grass seed have been added so these areas should continue to develop. The above-ground irrigation system is temporary until the native grass is more established.

### **Landscaping**

Steven Frumess reviewed the landscaping contract with Ceres Landcare.

- Service begins late May and runs through mid-October. Exact dates are subject to weather, but this schedule rarely deviates from too many degrees.
- The irrigation services consist of spring turn-on, inspections, schedule monitoring, and winterization or irrigation blowouts before winter.
- Pruning services include trees and shrubs that are within the common areas.
- Mow and trim all common areas once per week. The common areas are described as the greens, Central Park, and Vern Johnson Park which is at the entry of the Wellington side. There was concern that Lincoln Park was getting their lawns mowed as well because there are no fence lines. The HOA will be taking a more stringent approach and closely monitoring this issue next summer. All owners are required to care for their lots.
- Aeration of all grass common areas which consists of all greens and Central Park. This is completed once per season.
- Fertilization of all grass areas twice per summer.
- Spray for broadleaf and noxious weeds. This is on an as-needed basis. Generally, there are two sprays for broadleaf and one spray for noxious weeds per year.

## **4. Policy Review**

### **Snow Removal**

- Better Views Landscaping will perform plow and shoveling for this association. The shoveling contract is new for them this year and they have increased their number of personnel to provide quality services to this neighborhood.
- Snow plowing is contracted from November 1 – April 1; and shoveling is contracted from November 15th – April 15th. The contracts state they must

report for maintenance if there is 3'' or more in snow accumulation by noon on any given day. The main plowing of the alleys is to be completed for the entire neighborhood before 9:00 am.

- This year, the contract includes shoveling of the pedestrian bridges before the greens. The alleys at French Gulch will be closely monitored due to the mounds of snow that tend to build in these sections. Owners were advised to let us know if there are concerns with the amount of snow piling up in these areas. Mike Zobbe asked if shoveling includes all walkways and sidewalks and was informed that they will be included in this contract.

### **Collections**

- The Association shall impose every month a \$20.00 late charge for each owner who fails to timely pay his/her monthly installments of the monthly assessment within 20 days of the due date. This late charge shall be a "common expense" for each delinquent owner. Interest at the rate of 21% per annum under the Declaration and Colorado law shall accrue on any delinquent assessment, fine, or another charge from the due date without further notice to the Owner. Interest will be added to the owner's account on the last day of the month in which the assessment becomes delinquent.
- Per Robin Dew, Alpine Edge Accountant, owners in the Association are good about paying dues on time. Considering that Wellington & Lincoln Park contain 282 units, this is considered good standing and Alpine Edge thanked the owners for their timely payments.
- Owners can pay dues by check, ACH, or Plastiq. Owners were advised to reach out to Robin, via the accounting email provided, to set up an account with Pastiq if interested in making payments that way. Owners were informed that there will soon be a QR Code available for Plastiq. This QR code should be available by end of Q4. If owners have any questions, they are advised to reach out to Robin directly.

### **Design Review Process**

- Leigh Girvin reviewed the Design Review Process for the Association. The DRC implemented a new process by making the design application more specific. The DRC will start meeting on the third Monday of each month to be able to review applications promptly.
- Owners are reminded that the Committee is made up of volunteers, and ask that homeowners remain patient and abide by the DRC's structured timeline.

## V. New Business

### 1. Financial Review

- Review 2021 Year-to-Date Financials
  - Overall Wellington hit close to the targeted budget, with almost all expenses coming in as expected. There were slight overages in 'Landscape' with prices totaling \$1,200 over budget. Additionally, there was an overage in 'Repairs & Maintenance' as several fences needed repair following last winter.
  - These overages were offset by savings in 'Legal & Snow Plow Extra,' as these funds went unused due to the Association not having legal affairs and the light snow this past year.
  - A budget variation to note is 'Water.' This was the first summer that Ceres Landcare took on landscaping for the Association. They performed a full audit of the irrigation systems throughout the neighborhood, turning on a water meter that had been disconnected as well as hooking up another irrigation meter to the system. These two meters were not included in the financial plan for the 2021 fiscal year; therefore resulting in overage for 'Landscape'. This had been fully onboarded and will be budgeted for in the 2022 fiscal year.
  - Reserve expenditures for the year were comprised of the bark mulch project and the painting of picket fences. The Associations reserve will stand at approximately \$235K which aligns with the previous reserve study. As previously mentioned, a new reserve study may be needed for more accurate guidance.
  
- **Ratify Board-Approved 2021 Operating Budget**
  - Due to the asphalt reserve savings, reserve contribution in 2022 will be zero, and all dues will be allocated to address operational expenses.
  - Insurance was kept flat as the budgeted increase did not happen in 2021 but are expected in 2022
  - Per guidance from Ceres, landscaping was brought up 6% to match their proposed contract. Unfortunately, as their costs increase so do their costs.
  - All neighborhood events & office expenses remain flat to 2020
  - Our management fee has also increased 6% due to inflation and our rising costs
  - Robin confirmed that the dues were staying flat. Ryne Scholl motioned to approve the 2021 budget and Dave Rossi seconded. There were no opposing votes by homeowners. The budget was approved unanimously.

## **2. Parking Enforcement**

### **• Survey Results**

- There were 150 responses to the survey conducted about parking in the neighborhood. The Board feels the parking situation is not too bad for guest parking but foresee issues down the road. The demand for parking spaces is slowly increasing while the supply remains static. The Board has discussed this issue with the DRC but does not see a lot of options to increase guest parking at this time.
- According to the survey, the general sense is that guest parking is moderate to very important to homeowners in the Association. Sixty-two percent of owners say they have not had issues finding guest parking near homes, but may have issues in the future with owners indicating that the number of cars associated with their property will either rise or remain constant.

### **Guest Parking**

- All vehicles that utilize Guest parking must fill out and make visible a neighborhood-approved parking pass which can be found in an enclosed box in each Guest parking area. All vehicles that are parked in Guest parking must be relocated every 72 hours and/or when there is a snowfall of three inches or more so the snow removal contractor can clear the parking areas of snow and ice. All violators are subject to ticketing and/or towing.
- Steven reminded homeowners that the Rules and Regulations set in place by the Association state that guest parking is not for residents to use as permanent parking, and that the HOA will be enforcing these regulations on any violators. The Board is considering partnering with Breck Park for parking enforcement to stay on top of parking violations during the evenings when the HOA is not available to make rounds. Breck Park would get some cut of violations they encounter but the Board would not be looking at this as a source of revenue.
- Per Board President Ian Hamilton, the end goal is to turn some of the Guest parking into permanent parking spaces with a purchased pass. All other guest parking would remain free. Currently, there is not enough land or funds to build a parking lot. There was owner concern about dues increasing and potentially having to pay for extra parking as well. Ian stated that with the way the neighborhood was set up, all extra spaces are designated for guest parking; and if owners needed to utilize a communal parking space, they would have to purchase it.

- Homeowner Heather Gard suggested that with the population in the neighborhood growing and teenagers starting to drive, there needs to be a way to figure out how to expand parking for residents and/or allot a certain amount of spaces to owners who have expanding families/drivers. Steven reminded owners that this topic is still in the discussion phase and the Board is attempting to plan for the future as well as the growing amount of individuals having vehicles in the neighborhood.
- Brett advised owners to reach out if there are any parking issues and reminded them that all owners are welcome to join the monthly Board Meeting to suggest resolutions for this issue. All Board Meetings are open to the public and notice of their happening will be relayed to all owners via email.

## **VI. Director Election Reminder**

- Seven directors meet, as volunteers, every month and the current Board will be active through December 31. There were two seats up for election this year. Brett reminded homeowners that the election would remain open through midnight the night of the meeting (Thursday, November 18), and provided the link to the online ballot to owners that had not yet voted.
- Brett discussed proxies and their usage, making it clear that the votes of proxies that had been submitted will count for every proxy that they hold.
- Homeowner Dave Rossi brought up online ballot services and questioned why the HOA was not using one for this election. Board President Ian Hamilton replied that the Board would address the concern in the next meeting and can decide if they would like to use an online ballot service in the future.

## **VII. Open Forum**

- Some homeowners had questions about what could be added to the neighborhood; for example, trash cans for dog waste or neighborhood mailboxes. As for neighborhood-wide trash cans, wildlife is the main concern. Member-at-Large Christine Britton brought up the fact that in another neighborhood, Vista Point, the homeowners are in charge of emptying public trash cans and it is not on the HOA to be responsible for it. On the topic of neighborhood mailboxes, Board President Ian Hamilton mentioned the Town Manager is in favor of this. According to the Postmaster, they need to acquire the right equipment to service the neighborhood.
- Owners would also like to have more neighborhood events, including the Bike Rodeo. The Board will discuss creating a Wellington Events Committee for any interested volunteers.

- Sean Fitzsimmons brought up concerns with proxies, stating that they give too much power to one person and suggesting that the Board set a precedent so the proxies are evenly spread out. He also suggested that the HOA use all forms of communication (including social media) to give owners notice of meetings.
- Ann inquired as to what is happening with the undeveloped lot in Lincoln Park. Steven has reached out to the developer and plans to contact him again to let him know of the feedback that the Association is receiving.
- Owners can contact HOA@AEPropertyManagement.com to request the recording of this meeting as a .mp4 video file.

### **VIII. Adjournment**

Christine Britton motioned to adjourn the meeting and Megan Matza seconded. The meeting was adjourned at 8:23 PM.