

GRAND VIEW HOA
Board Meeting Minutes
November 8, 2019

The meeting was called to order at 9:30 at the home of Marcia Rising. Members present include John Silletto, Dick Mann, Penny Wagner, Corey Bunge, Marcia Rising and Debra Cockroft. Financial Manager, Janey Joslin, was ill and unable to attend.

Old Business

1. The minutes from the last two board meetings (September 12th and October 10th), as well as the minutes from the Annual Meeting on October 24th, were approved as written.

2. **Community Workday**. Penny reported the community workday on September 14th was a success. In addition to board members and their spouses, we had several other homeowners volunteer. Weeds were pulled around the gazebo area, a small dead tree was removed, and several other trees were trimmed. We had three truckloads of debris hauled to the compost area of the dump. All of this volunteer labor saved the homeowners hundreds of dollars. Penny posted photos from the community workday on the HOA website.

3. **Trees on 28 Road**. Patricia Miller contacted the City Forestry Division and confirmed the trees along 28 Road are the HOA responsibility. Penny marked all the trees that need trimming. There are a total of 17 trees (11 along 28 Road and 6 in the pond area) that need to be trimmed and a large mature tree next to the gazebo that is dead and needs to be removed. Penny contacted two tree trimmers to get estimates. Only one of those companies, Trees R Us, came out and looked at the trees but we never received an estimate. Penny called Mike, the owner, earlier this week and he was out of town and said he would send the estimate when he gets back next week. He did say it would cost \$3200. The board agreed that this was more than reasonable considering the amount of work involved. Once a written estimate is received and it clearly indicates the work to be done, the board agreed we should go ahead and get the trees trimmed as soon as possible.

4. **HOA Assessment**. At the September 12th board meeting, the board decided NOT to raise the annual HOA assessment. However, the board revisited this topic at the October 10th board meeting and agreed to raise the annual assessment by \$10, bringing the total to \$260. In light of the recent major irrigation break, the board agreed it would be wise to have extra money added to the reserve account to cover potential future breaks in our aging irrigation system.

5. **Annual HOA Community Meeting**. The annual HOA Community meeting was held at the Church of the Nazarene at 28 Road and Patterson on October 24, 2019. This was the first meeting where we used mass email instead of the postal service to inform homeowners of the meeting. We did not have a quorum and had to rely on those homeowners who were present to reach out to their neighbors to come up with the additional proxies needed to reach a quorum. This delayed the meeting for 45 minutes. Some of the feedback we received indicated some homeowners never received the email and others did not have the ability to print the proxy. In order to prevent this from happening again, the board decided to revert to using the postal service to notify homeowners of the annual meetings.

6. **Lights at Subdivision Entrances**. John installed the new LED light fixtures at the entrances to the subdivision and they are completely sealed and should last 30 years. He has not yet relocated the light sensor on Hawthorne, but will take care of it.

7. **Landscaper Contract**. The board reviewed the proposed Landscaper contract for 2020. It was agreed to revise paragraph 4 (Additional Services) in light of the problems encountered during the last major irrigation break. The board would like the option to hire outside

contractors to facilitate repairs. (Cory worked for Grand Valley Irrigation for approximately 8 years and is familiar with several people who have the expertise needed to facilitate irrigation repairs and will talk to them to see if they are willing to be on our list of people to call when we need to hire someone to make repairs.) Penny will work on the rewording of this paragraph of the contract based upon our discussions and will get the board's approval on the revision before we present the contract to Todd.

8. **Recent Water Main Break.** One of the problems encountered during the last water main break was that the entire subdivision was without water for the duration of the repairs. It was suggested we try to find blueprints of the irrigation system in order to locate any isolation valves. Once we find where these valves are, we should be able to shut off water to the affected area only and allow other residents to have continued access to irrigation water when we encounter future water main breaks.

John got a copy of the irrigation blueprints from Carl Zimmerman, who used to be on the board. The blueprints show a number of gate valves, which could be considered isolation valves. Penny took the blueprints to the construction company that built our system, Elam Construction, to ask about the isolation valves. They did confirm these gate valves allow you to isolate certain areas of the subdivision. Unfortunately, they were unable to confirm what type of material the gate valves are constructed from. He suspects they could be ductile iron pipe (DIP), which could rust, but suggested we contact an engineer that can read the blueprints and confirm that. Penny also attempted to contact the original engineers, Atkins & Associates. The phone number did not work and when she went to their address on 28 Road, some other business was at that address, leading her to believe they may have gone out of business. The next step is to check with the city to see if they have the most updated plans as there were at least 6 filings.

Given Cory's experience with irrigation systems, he took the blueprints to review and make copies.

New Business

1. **New Board Positions.** The new board positions are as follows:

President - Debra Cockroft
Vice- President - Marcia Rising
Secretary - Penny Wagner
ACC Chairman - John Silletto
Member-at-Large - Dick Mann
Landscaping Liaison - Cory Bunge

Penny and Marcia agreed to serve on the Welcome Committee, contacting new residents to welcome them to the neighborhood and give them copies of the ACCs, By Laws, and Architectural and Landscaping Guidelines.

Penny explained the importance of communication and how the entire board acts as a team. She also explained that board members should keep the board apprised of any extended absences. Dick, Marcia, Debra and Cory all need keys for the pump house and the padlock for the silt basin.

2. **New Residents/Properties for Sale.** We have one house, 2810 Grand View Circle, closing next week (November 12th) and one property that is still on the market at 2810 W. Pagosa Drive. The new owners for 2810 Grand View Circle are The Duane and Royia HRNCIR Family Trust.

3. **Audit.** There was discussion about whether or not we should get an audit of our books, just to make sure everything is in order. Penny called several CPA firms and discovered there are 3 different products they offer, a Compilation, a Review, and an Audit. Each one is more detailed

than the previous and more expensive. An approximate quote of \$2,000 was given by one firm for just a Review. Given that we have an annual budget of only about \$50,000, the board agreed that was pretty pricey. The board also agreed it would be wise to have some sort of review, even if it wasn't from a CPA firm. Marcia and Dick each had a person in mind with bookkeeping experience that might be able to accomplish the task. The board felt that what we need could probably be done for a couple hundred dollars. Marcia and Dick will let us know what they find out.

4. **Proposed Bookkeeping Service Contract for 2020.** The board reviewed and approved the proposed bookkeeping service contract for 2020, which includes the sum of \$175 per month for services rendered.

5. **Architectural/Landscaping Modification Requests.** John reported a couple new requests. One was for a paint color at 634 Tamarron, which he approved. The other was from the new homeowner at 2810 Ridge Drive who wants to build a 6 x 6 shed. He asked them to submit their plans in writing.

6. **Silt Basin and Pond.** The silt basin is in need of dredging and John will contact Sorter Construction to see when they want to do that, as long as it is before next Spring. We also need to have them measure the silt in the main pond once the water is drained. Discussion ensued about the draining of the pond as it did not drain sufficiently last year to facilitate measuring the depth of the silt. Cory suggested we accelerate the draining by using a sump pump and drawing the water down the overflow pipe. We also discussed the possibility of continuing to draw down the pond by turning the pumps back on and watering. Cory will discuss the options with Todd and also inquire about what Todd does to the system to winterize the pumps and which pump he will get refurbished this year.

John brought up a problem that arose in the pump house during the last water main break. The puck valve in the impeller housing inside the pump house was damaged and may need to be replaced. Cory agreed to inspect it and if necessary, we can get it replaced during the off-season.

7. **Next Board Meeting.** The next board meeting will be held in late February, exact date, place and time to be determined. Deb will contact us in mid-February to determine what date will work.

The meeting was adjourned at 11:34 a.m.

Respectfully submitted,

Penny Wagner