

Minutes of Shanahan Ridge 4 HOA Meeting
April 4, 2017
George Reynolds Library

Called to order 6:33 PM

President: Tim Pletcher

Other officers present: Barbara League (Vice-president), Ed Sacks (Secretary), Paul Culnan
Architectural Review Committee: Jere Eggleston, Henry Mueller

Landscape Committee: Merilee Eggleston

Bookkeeper and Webmaster: Katherine Velasco

Attendance taken – on sheet.

Handouts: Financials for last year; budget for this year

Tim: went over agenda; urged people to become Board members

Tim reviewed the Profit and loss statement for 2016

Indicated that net income: \$5742.14 can be moved to emergency fund.

We try to keep 1 yr of HOA funds in bank ahead of time, in case of emergency.

Question asked about trees: we budgeted \$1000 for trees, but didn't spend.

Tim: new budget boosts allocation for trees for 2017.

Katherine: we didn't spend on certain items, because we weren't sure about legal fees, etc.

Katherine went over the balance sheet. Indicated that we have moved up timing when HOA fees are due: now in March, so we have working capital early in the budget year. 9 homeowners haven't paid dues. We're now in a good position.

Tim: Board met to decide how to allocate budget for this year: \$19,140 budget.

Biggest expense for next year is trees/landscaping. That's where we want to spend our money. We need to replant, and spruce up common area parking lots, where bushes and ferns have had to be pulled out, and now new planting is needed. In addition, some fences are wearing out; fences go back a long time. Some wood is rotting. We need regular maintenance on fences. Maybe replace 100 yards per year. The amount allocated for trees/landscaping (\$1500) will cover replacement of about 5% of the fencing that needs replacement.

Jere: in mid-80's, we were replacing about 20% of fencing per year.

Henry: do we keep replacing the same split-rail, or try another type?

Jere: split-rail is economical to install, though the maintenance is expensive.

Tim: we need volunteers to see what fencing needs replacement; then we need to find a contractor. Input from homeowners will tell us to move more into fund for fence replacement. Tim suggested posting this on the website to elicit input.

Tim continued with P&L: Total expenses budgeted - \$16,000, but we have \$19,000. So we have a little cushion for extra fencing, etc.

We like to keep \$20,000-25,000 in reserve for emergencies.

Jere: we may need to consider concrete repairs – feeder walks, parking islands. A potential item.

Floor discussion: Some street signs need repainting. This is a city item. The homeowner said she would call the city.

Henry: some of the signs have posts sitting there but the signage has broken off -- e.g., on north side, where the fire road comes in. We need some money in budget for signage.

Tim: if you know what signage needs replacing, please let the Board know. Merilee volunteered to see what's missing, etc. Someone asked: are the signs up on Longwood? Answer: some are.

Tim explained that the solar panel installation issue has been resolved and the policies have been updated; we're not pursuing anything further; solar panel policies are up on internet. We are trying to benefit the community in everything we do. We looked at both sides, and decided to stop where we were, and stop legal fees. We now have strong solar panel guidelines. When someone new comes in, they can look at the guidelines.

Sanford: any lessons learned here? Could this have been avoided? It would be good to have cordial conversations when people move into the neighborhood.

Jere: Several potential buyers have asked us questions after going to the website. It would be good to have a welcoming committee, e.g., someone from the Board coming to the new owners with a welcome packet and to answer questions. There is comprehensive information about policies provided on the web site that Katherine maintains. The welcome packet can direct people to the website for more information.

Barbara: Are the solar panel guidelines good now? Jere: yes.

Karen: What about owners of rental houses – to make sure they're aware of requirements, as well as the renters? Can Board make sure the rental agencies pass along the information? Various problems have arisen because renters aren't familiar with the policies.

Jere: we need a short welcome packet. Katherine: we do have one. As part of DORA requirements, we also need consent forms for new owners.

Need to find out who the rental agencies are. Katherine: we need to tell owners who are renting that they need to tell renters the rules, etc. Also need to find out from owners who the rental agencies are.

Henry: maybe we need to add to our regulations that Owners need to explain to tenants the HOA regulations.

Tim: Fences have to be approved by ARC, even if tenants' rental agreements say they can install fences.

Katherine: For one renter, we have no contact information. We can't reach the owner and we don't know the rental agencies.

Jere: Maybe we need to file a lien to get their attention.

Katherine: There are around 8-9 rentals in SR4 (out of 58 homes).

Tim: Board should review options to obtain tenant letter of registration.

Sanford: it would be good to have a Welcome Committee, so people don't install items that violate the covenants and guidelines.

Katherine: We're notified by title companies when new owners come.

Tim: in order to have the HOA work, we need a crew of volunteers to do certain things. Otherwise, we have to hire a company to do those things: bookkeeping, e.g. Or someone to knock on doors or track down the people we don't know. We have 58 homes, and approx. 8 renters. Of the remaining 50, half the owners have already served on the Board at one time or another.

Janet: there may be merit to hiring a professional doing these things: bringing info, talking to people in violation, putting liens, etc. For the sake of continuity, and to take the onus off neighbors, it might be worth the additional cost of HOA dues of maybe \$20 or so per household. Homes here are now worth a lot, so it ups the ante.

Tim: Board should investigate, and see what level of need we have.

ARC Report (Jere): Nothing new to report this year. We'll continue to maintain the list of approved paint and shingle colors on the web site. As always, all outside changes need to be approved by the ARC.

Barbara: Garage doors? Jere: yes.

Henry: drainage ditch at end of street where Tim's house is. All the culverts from the condos are clogged (leaves and debris). If we have a good downpour, the sidewalk will overflow, which will go into our main drainage ditch, which has been repaired and modified at great expense – this could then overflow into Marty's house and Tim's house. We need to notify SR 7 to clear their culverts.

Jere: They have a mgt. company. I'll forward their contact information to the Board.

Landscaping report (Merilee): All Pro hasn't raised prices, but we've increased their scope of work a little bit. They will now care for parking islands twice a month rather than once a month. We will use a citrus-based, non-toxic, product ("Avenger"). Merilee will apply this product herself. If you see something you think isn't right with All-Pro's work, please call or text Merilee right away (home: 303-494-2304; cell: 303-817-9151), and please do not speak directly with the worker.

We took out some big junipers from parking islands b/c of sight-line issues. This has left an ugly void, which Merilee has promised to fix. Now the budget allows this. SW corner of Silver Plume Court parking island is a problem. Merilee has preliminary pricing on shrubs. There's an app called iScape, which renders proposed pictures. (Merilee passed around some pictures of proposed plantings.) South end of Greenbriar median also needs work – this is a prominent spot, which will cost around \$500 for the plant materials, plus another amount to be determined for some rock and irrigation work.

Spring Cleanup: we'll organize around Western's compost pickup. Either 22nd April or 20th May. By a show of hands, April 22nd was chosen, with a rain date of May 20th.

Can we send out an email indicating that we'll be doing tree maintenance, and requesting input from homeowners, e.g., if anyone has issues with open-space trees.

Tim explained that he was moving to California at the end of the month, and again requested HOA members to volunteer for the Board. Several people thanked Tim and wished him well!

Elections: Ed explained that the SR4 bylaws provide that Directors hold their term for one year, though their term can be renewed annually by election in the same way that new Directors are elected. Ed also indicated that the bylaws require voting by secret ballot. Each HOA member at the meeting was handed several sheets of blank notepaper, and was instructed to write, on a separate sheet, the name of each nominee, and then indicate his/her vote for the nominee on the sheet: "yes", "no", or "abstain". Votes were counted by Tim Pletcher, Barbara League, and Katherine Velasco. No nominee counted the votes for himself/herself. Bob Evans was nominated as a new Director. One attendee questioned the suitability of Paul's serving on the Board, in view of his past interactions with the Board, other homeowners, the ARC, the covenants, and the character of the neighborhood.

Election Results:

Barbara League: elected unanimously

Bob Evans: elected unanimously

Ed Sacks: elected unanimously

Paul Culnan: not elected

Ed: we'll send out an email to HOA members to see if people will be interested in serving on the Nominating Committee, to recruit new Board members or ask who might be interested in serving as a Board member.

Tim: the Board meets about 4 times a year for an hour.

Katherine Velasco will stay on as bookkeeper and webmaster.

Many thank-you's offered to Katherine and all the Board members.

Ed read the Neco-pass report from Howie Schweber and Don Middleton, who were unable to attend the meeting: "We had a good year, with 31 out of 58 houses participating and, of course, we hope to grow participation in the future. The CheddarUp online system provided an easy way to make secure payments and we expect to use that a lot more in 2017, rather than the check system that's been used thus far. It lets folks use a credit card or direct bank transfer. There's still no Boulder-wide EcoPass program and, while we would enjoy seeing that happen, it doesn't appear that this is on a front-burner. Any questions may be directed to Howie at 303-499-8253, or via email."

The meeting was adjourned at approx. 7:55 PM.

Respectfully submitted,

Ed Sacks, Secretary