

**Leisure Village HOA
2021 Annual Meeting Minutes**

Location: 2803 Leisure Dr Unit A
Fort Collins, CO 80525
Date: Monday, December 20, 2021
Time: 7:00pm

Establish Quorum: Quorum (at least 50% of members) was established with eleven(11) members present, four(4) in person and seven(7) by proxy. Seven or more are needed for quorum.

In Person: James Cook – President (present via teleconference)
Larry Aguilera – Vice President
Todd Eoff – Treasurer & Secretary
Shawn and Bethany Goodwin

By Proxy: Scott and Marilyn Bourn (to Todd), Steve and Susan Bryson (to Jim), Darin Quinlan (to Jim), Chandal Rogers (to Larry), Bruff Shea (to Jim), Christine Thompson-Volz (to Jim), Susan Winter (to Jim)

- I. Meeting called to order at 7:01pm.
- II. Minutes from last annual meeting held on 12/17/2020 were reviewed and approved.
- III. **Old Business and Carryover Action Items**
 - a. Jim confirmed with Todd and Larry that a Fall cleanup was adequately completed by our landscape contractor All-Terrain.
 - b. Parking lot lines and space numbers were repainted by the board and volunteer homeowners.
 - c. We also completed parking lot asphalt repairs. Potholes and some depressions were filled.
 - d. We trimmed trees and shrubs ourselves after not being satisfied with service provided by All-Terrain.
 - e. Weed control was inadvertently excluded in our 2020 landscaping contract and we attempted to treat the weeds ourselves after they had become established. Chemical treatments required multiple applications with diminishing returns.
 - f. New landscape contract for 2022 season has been modified to include weed control. We were able to offset the cost of adding this service by modifying other portions of the contract.
 - g. We learned from our landscape contractor that they were unable to turn the shutoff valve on our main water line. Todd found that the PVC access pipe had filled with enough mud that the valve key could no longer engage the handle at the bottom of the pipe. He removed enough of the dirt to allow the key to engage but the valve appears to be frozen or rusted. We decided not to try forcing the valve any further due to the risk of valve failure. We will investigate having a new valve installed in a more accessible location. However, we were told that such a project would be quite expensive due to its depth and proximity to obstructions. In the meantime, the upstream City water shutoff valve under the street is being used but is not recommended as a long-term solution due to the potential cost and severe inconvenience risk if it fails.
 - h. The City of Fort Collins passed a new recycling ordinance that requires a certain recyclable-to non-recyclable bin volume ratio for commercial properties like ours. Our current service provider, Waste Management, attempted to fine us for non-compliance per the ordinance since we do not currently meet the required bin ratio. Jim applied for an exemption from the City citing lack of space and relatively low recyclable volume, but final approval is still pending.
 - i. Exterior trim and decorative fascia around front doors will be inspected during a Spring cleanup workday. At that time, we will decide exactly what action needs to be taken. We expect some materials may need replacing, while others may simply need gaps filled with caulking.
 - j. Gutter cleanout has not yet been conducted. Jim will solicit quotes and get scheduled. We will need to find a new service provider since prior service providers are no longer offering this service. We would like to avoid hiring someone that uses the technique observed in 2020 whereby a 5-6' rod was used to aggressively ram debris down the downspouts. We observed little making it through the downspout and suspect jams may have resulted.

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IV. New Business

a. Financial Review

- i. Most members are currently paying dues on time. Unit 2801B sold and closed on November 5, but we have not yet received closing documentation and \$900 in fees and dues. Unit 2801C has \$321 past due balance. Jim is working to resolve these accounts.
 - ii. The proposed budget has HOA dues remaining the same in 2022 at \$235/month.
 - iii. We have been notified that the insurance premium from our current provider, Country Financial, is not increasing much for 2022. However, the wind/hail deductible is changing from \$2000 to a 2% valuation deductible, which currently equates to about \$48,000! This is a significant change.
 - iv. The landscape contract will now include herbicide treatment for an additional \$203.50 per year. Overall rates have also increased somewhat, but most of these increases were offset by dropping the Fall pruning expense—we will perform any needed pruning ourselves.
 - v. We have included \$1000 in the new budget for tree trimming. But trees are looking good and are still clear of our buildings so we hope the funds can be saved or spent elsewhere.
 - vi. \$1000 has been budgeted for Sprinkler/Irrigation Repairs that includes an estimated \$400 for replacing the irrigation controller clock.
 - vii. Once again, no snow removal charges last winter thanks to our volunteer shovelers! The parking lot was cleared of heavier snow by an outside service on one occasion, but we were not ever billed.
 - viii. Water usage costs in 2021 were higher once again. Main cause is City imposing water rate increases.
 - ix. It was proposed and agreed to increase the General Maintenance line item from \$500 to \$1500 so that funds were allocated for two probable projects this season: insecticide treatment of the buildings and main water shutoff valve repair or replacement.
 - x. The proposed 2022 budget was reviewed and approved unanimously with the one minor revision (increasing General Maintenance to \$1500).
 - xi. As projected, \$8,500 was added to reserves in 2021. And \$8,500 is now projected to be added in 2022 with the one minor revision.
- b. Board Positions** – No new members expressed interest to be nominated to the Board, and no current Board members resigned from their positions, therefore no changes were made. All three current board members were renominated and voted to retain their current seats.
- c.** Jim is obtaining new insurance coverage quotations. Preliminary information indicates that all providers have now switched to the wind/hail percent valuation deductible and that our current provider Country Financial is still providing competitive coverage.
- d.** After brief discussion, the board decided not to include and pay for new insurance coverage for acts of terrorism that is being offered by most providers now. We do not see a favorable cost vs benefit for such coverage in light of changing definitions of terrorism vs riots, and our community location.
- e.** The board decided to keep our insurance deductible (other than for wind/hail claims) set at \$2,500 since increasing it to \$10,000 is estimated to only save about \$700 per year on the policy premium.

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- f. Jim will prepare and email a letter to all homeowners that strongly recommends that each homeowner obtain and maintain private condo insurance coverage that includes Association Loss Assessment liability coverage.
- g. The board discussed our need to pursue a custom-written insurance policy rather than maintaining a standard commercial business policy that is difficult to read and understand, seems to include coverages that do not apply to our needs (like loss of inventory supplies), and that requires our agent to defer simple questions to underwriting. This change may need attention and effort well before the next renewal date.
- h. Visitor parking was reviewed and options were discussed. A member had recently sent an email expressing frustration that our visitor parking spaces are often filled by residents, and that visitors may not always find an available space. This has been an ongoing issue for some time due to the overall shortage of parking. As more units became rental properties, and some added finished basements with additional bedrooms, the number of residents with their own vehicles quickly outgrew the two(2) parking spaces reserved for each unit. Even with the additional six(6) unreserved visitor spaces, many residents must still park out along the municipal street or cul-de-sac. Allowing the visitor spaces to be used by residents daily on a first-come basis allows for a 100% nightly utilization as they return home from work. During normal daytime work hours and on weekends visitor parking is almost always available. From an enforcement point of view, keeping visitor spaces open strictly for non-residents at all times would be a constant frustration. Besides, residents can ensure a space for their visitor by leaving one of their reserved spaces open; it is a practiced approach.
- i. The board briefly revisited the old idea of renting some or all of the visitor parking spaces to those residents who wanted a third reserved space. But we would run into the same unwanted burden of having to enforce any spaces not rented to be fair to those paying for an extra space.
- j. The board decided that no changes would be made at this time. Current parking policy is best. All we expect is for vehicles parked in unassigned spaces to be moved daily.
- k. Jim will take a look at our published Rules and Regulations to determine whether any revisions need to be made to the Parking/Vehicles section.
- l. Per a new homeowner request, bank ACH payment setup was discussed, but the board decided that it was not worth the effort and expense (our current bank would charge us a monthly fee) to make available.
- m. Jim will send a Zelle payment request to those homeowners not currently using this available electronic payment option.
- n. The board discussed and reviewed our snow removal methods and expectations. HOA board members continue to volunteer to shovel snow from our walkways to save money. We do have a contract with All-Terrain for snow removal services, but it is activated on a call-in basis (we will call them if needed, otherwise they will not come). Over the years we found that we were often serviced last due to being such a small account and felt overcharged when they sent multiple people for a short period of time but rounded up to the nearest man-hour (per worker). So, it remains the resident's responsibility to clear snow from their front stoop and stairs, as well as from their reserved parking spaces. HOA volunteers may help with these areas, but it should not be expected. HOA board members will call our contract provider for snow removal from the parking area when deemed necessary—usually when there is more than 10 inches of snowfall or warmer weather is not expected to melt the snow in a timely fashion.
- o. Todd will follow-up with EnviroPest about the possible carpenter ants found in building 2803. He will obtain insecticide treatment quotes and get this scheduled for early Spring.
- p. Jim will obtain roof gutter cleaning quotes and get scheduled as soon as weather permits.

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- q.** Jim will investigate irrigation controller options and plan on ordering and installing the new controller prior to start of growing season.
 - r.** The board hopes to schedule a community workday this Spring to plant new shrubs and flowers along the entrance driveway.
 - s.** Jim will obtain quotes and then schedule the repair and painting of damaged siding and trim areas once weather permits.
 - t.** The board will obtain quotes to repair or replace our main water shutoff valve once weather permits.
- V.** Meeting adjourned at 8:28pm.