

HAMLET BOARD OF DIRECTORS MEETING November 9, 2015

In attendance:

Howard Morrison-Acting President;	Charley Heard, HOA Manager;
Ron Neel, Vice President;	Debbie Portwood, Director-traveling;
Lawrence Kitchen, Treasurer;	Peggy Capp, Landscaping;
Ron Fisk, Secretary;	Dennis & Teresa St. Hilaire; residents
	Wayne & Gloria Gardner

Meeting opened at 7:00 PM by Howard Morrison, President

Old Business:

Approval of September 14, 2015 minutes

New Business:

1. Master Association Report

Steve did not report to Howard. Walt von Riesemann, requested after viewing the Master HOA's website, to inquire of 2015 minutes posted. Ron Fisk reported that after checking with the site and Kim @ Master HOA that somehow the minutes were not sent on to her for posting. The matter will be corrected this week as committed by Ron.

2. Financial Update – Charley Heard

Reviewed first Current Budget levels versus current expenses RE: (Line 13 of the Financial Summary) drawing attention to larger areas.

Charley then reviewed for 2016 planning of any new or current budget items in order for our full board to recommend a new budget for the 2016 Annual Meeting. Considerable discussion followed on:

- a. Item 7-Potential increase in the Mowing contract for 2016. Estimate was +10%
- b. Item 13-Common area Maintenance with our 25 year property and with recent history of Repairs, improvements, the figure of \$18,000 was selected similar to 2015 expenditures.
- c. Item 25-Major Replacements- New Square Footage quote for Street's coating of \$50,000 deferred to 2018.
- d. Item 29 Reserve Balance was charged \$5500 for overages: {Street Light Repairs \$2000, Additional Street Repairs \$1000, and an unexpected tree replacement \$2500}.
- e. Citing the CPI increase in expenses of 2.5% next year {\$2700} and replacement of the above overages (\$5500) withdrawn from the Reserve Fund, the decision was made by the Board to increase the Dues \$10 per month, producing \$7320 added revenue for the Hamlet's (61) Homes.

3. Design Review - Ron Neel

#3 and #32 received Design Review approval for new windows and #54 & #59 were approved for Landscaping changes.

4. Landscaping – Peggy Capp Reported that she will split the key areas of her Landscape responsibilities, taking the Sprinkler system duties while Carl Kaspar will take over the monitoring role of Keesan Lawn Mowing duties.

She also had input for potential 2016 budget items)see her report included with these minutes for a total of \$9850:

Cutting back the Scrub Oak, adding rock down Burggarten to Tilly Lane and move the hidden large boulders closer to the road edge in the same area, painted of Lamp Posts & Gatehouse Doors. Deep root watering (if needed this coming year). Adding a new sprinkler head on the south side of the entry plus with seasonal repairs, Clean Islands & remove junipers on Tilly and Topler islands, remove dying pine tree on the north Burgarten area.

Carl Kaspar has put up an American Flag at the Entry gate Lamp Post in honor of our Veterans.

Wayne Gardner presented a project that would implement Hi-lighting the trees along our entrances. He estimated that 16 lights (cost of approximately \$1000 including controllers) could be used for illuminating the trunks of our trees to create an attractive setting similar to a Cherry Creek area they toured. He has lined up help to trench for wiring between the appointed lights. A number on the Board wanted to view his home and any other areas before making a decision.

Snow Removal –

Howard reported that Charley Swift is moving and Kent Davis will be taking his place on this committee. He also reiterated that Keesen Snow Removal will be standardizing on 3" depth both on ALL the streets and driveways to simplify serving the Hamlet from previous 2" on the streets and 4" on the driveways. Their recommendation was that there would little difference between 2" and 3" snow depth for traction on Burggarten.

5. General Maintenance –

Road Spraying Update - Lawrence Kitchen

A. Foothills Paving did apply 3000# of seal for the cracks between the road and the curbing to reduce water/freezing damages They also performed Infrared patching of the Manhole on the entrance to Herrn Lane.

Lawrence recommended from the advice of Foothills that sealing did defer necessity of new coatings to our roads. With this information and in consideration of the increased costs of the larger square footage estimate change to \$47,000.00, that we postpone the Slurry coating until 2018. This was accepted by the Board saving a large deduction in our Reserve Fund in 2016 and 2017.

B. Suitable solutions has not been found to date on the advantage of **LED lighting on the Lamp Posts** or also better direct lighting on the Street signs? Ron Fisk will continue to check on source types.

C. Geri Davis has ordered **Christmas Tree Lights for Gatehouse** & reserved *Yawnin Bear* for tree lighting. Date to be confirmed.

D. A review of the **Waste Management contract** mentioned the areas of costs and overall attitude of the **WM** negotiating agent on original verbal agreement of 60 homes (versus 61), since a few people don't have pickup in the winter months while being out of town.

Ron Neel revisited figures on Haulaway's pricing as saving almost \$8,000 per year without the **WM** fuel premium of 10% and lower cost per home.

It was pointed out that the contract terms from **WM** stipulated any cancelation of the contract had to notified 90 days in advance or pay a huge penalty of 50% of the remaining three year (36 months) contract. No possible reversal of the **WM** relationship was seen as feasible unless a default by WM on the contract.

Social Committee – Debbie Portwood

The Christmas Party is December 6th at the Ridge Golf Club. She is setting up a committee for the signup, decorating, and gifts.

Susan Joseph and Kathy Markham will be posting a list soon for the Cookies to be a daily occurrence at the Club House in celebration for Christmas and Hanukah.

Discussion led to the approval of the Board to purchase Gift Baskets for our local Police and Fire Departments in appreciation for their services throughout the year. Notice to appear in the Gatehouse for the information to our residents of this tribute.

6. New Business.

Nominations have been sought by Howard to fill the departure of expiring Board Member Lawrence Kitchen. Kent Davis has volunteered to be nominated to fill that position.

7. Next Board Meeting

A number of people were going to be out of town for the meeting in January and discussion ensued that finalization of the 2016 Budget was accomplished. Thus the next meeting would NOT be held, prior to the annual meeting in February.

Howard alerted Board members to be responsive if any issues requiring our attention came up by email or phone until our Annual meeting.

ANNUAL MEETING IS TENTATIVELY MONDAY. FEBRUARY 15TH (PRESIDENT'S DAY). PENDING THAT DATE BEING OPEN BY CPN METRO DISTRICT BOARD in MOVING THEIR MEETING TO JANUARY 16TH due to the holiday! (Howard to confirm that date December 22nd, 2015.)

Meeting adjourned @ 9:04 PM.

Respectively submitted,
Ron Fisk,
Secretary