

HAMLET BOARD OF DIRECTORS MEETING- March 28, 2016

Meeting called to order by Ron Neel, Vice president @ 7:02 PM.

Board members present: Ron Neel, Ron Fisk, Gloria Stephens, and Kent Davis.
Debbie Portwood (excused due to surgery)

Appreciation was extended to Howard Morrison for stepping in last year to serving as HOA President again and for providing his excellent leadership and experience on many projects. Lawrence Kitchen was also commended for his contributions on securing/making the evaluations on Street Resurfacing proposals and on the Water & Electrical meter research/costs.

Assignment of duties/responsibilities for the Board Members during 2016:

Kent Davis- President (also Chairman Snow Committee)
Ron Neel-Vice President (also Design Review Chairman)
Ron Fisk-Secretary-(Street Light Maintenance)
Gloria Stephens-Treasurer
Debbie Portwood-Director (Social Chairperson)

Old Business:

Approval of Minutes-November 9, 2016 with correction of Wayne Gardner's name as misstated.

New Business:

1.) Master Association Report-Steve Wooley, who confirmed that he would continue to serve as the Hamlet Representative and stated the Master HOA news was the Calendar dates to be discussed later. He reported on the Douglas County focus for an *Emergency Response Plan for Fire mitigation planning in September*. They will be exercising on what they learned during 2006 Daniel's Park Fire. It was suggested that the Hamlet needs to develop our own mitigation planning.

With his prior research and passion, he also reported on a February 2016 Front Range Water Planning Meeting, held by CPN Metro District, that presented a **5-10 Year Plan:**

- a. The Metro Denver Area is served by Three Aquifers.
- b. Castle Rock and an adjoining Parker suburb to have an 80,000 population increase over the next 10 yrs.. Real Estate developers will keep the pressure on all communities, plus Castle Pines is looking how to expand their tax bases with ideas i.e. Senior Care facilities and replacing Safeway's missing revenues.
- c. We need spokespersons to be a voice in State regional planning on behalf of Castle Pines and for the CPN Metro's Long Range Plan for the Aquafer serving us.
- d. A plan only to be "Beg, Buying, Stealing" is not enough, but greater strategies are needed on every level, starting with us on this critical issue of **"running out of water in 10 years!"**

e. If anyone would like to gain more information, please go to the Castle Pines Metro District website for a full report of this presentation. Section One of this report is the Executive summary.

2.) Financial Updates- Charlie Heard

a. Reviewing the 2016 Financial Summary to date to include March, we are within budget before expenses from the last major snowfall scheduled to be paid in April.

b. Focusing on Line 13 of the above Summary reviewed the arbitrary scheduling of anticipated expenses throughout the year, with the latitude of backing out the 2016 Total Budget projections to create the future monthly budget amounts to compare going forward.

c. Trimming expenses completed in March on the Oak Stand on Burggarten and the cleaning of the Tilly & Toppler Islands, plus removing overgrown Junipers were \$1240. Both projects came under budget.

d. Upon discussion about the heavy snows experienced vs. past years' total snow expenses, prior years totals were: 2013-\$14,176; 2014- \$18,341; and 2015- \$31,729 for comparison with last year's extreme expenses.

e. He noted that the "uplighting of the trees" for \$1300 near the entrance has not been approved for the 2016 Budget and the need of a decision by the Board in the next meeting.

3.) Design Review Committee-Ron Neel

a. They have received (1) Painting Request and (1) New Driveway, thus far in 2016.

4.) Landscaping- Carl Kaspar and Peggy Capp

a. Soliciting bids to remove the dead second Pine Tree near the Entry Gate.

b. Estimates for purchasing Shredded Mulch are being requested for the thinning bark under the trees along the entry and the deer statues.

c. He was advised that the Deer statues will be touched up with spray paint for the bright aluminum spots.

d. Peggy announced Cold Snap will be turning on the sprinkler systems-April 29-30. A "Resident signup List" will be in the gatehouse before these dates.

e. Dates for Aeration by TRUGREEN for all lawns will be announced along with a notice for residents to water their lawns a "day in advance" to gain deeper plugs with softer lawns.

f. Summer fertilizer will be substituted with an application of REVIVE in July and then fertilizer in the Fall.

g. Peggy has been researching/evaluating numerous resources on whether to Spray for beetles this year. Key advice from the State Forestry Dept., after "knowing we have sprayed for the last five years with no beetle activity, that we could skip a year". She will request a "Walk through" for a full survey for all pine trees with the Douglas Cty. Agents. She will then make a summary of her research with Colorado State and Douglas Extension personnel to put with these minutes for Homeowners.

h. SPRING CLEANUP IS SCHEDULED FOR MAY 14TH!

5.) Snow Removal-Kent Davis

a. In addition to the earlier discussion on the Snow Removal expenses, Kent explained that the path to the Gatehouse was not done after last week's storm, because every snow blower owned by Keesen was broken down due to the heavy wet snowfall.

b. Keesen knows about the damage from the Skid Steer on Exit gate and will repair.

c. He estimates that last week's snow removal will be at least \$3000.

6.) General Maintenance

a. Street Lighting-Ron Fisk

Electrician Keith planned to come two weeks ago, but was called to an emergency in another area. He did not return that afternoon for Lamp Post outages on both Klingen Gate Lane and Circle. Tentative schedule is for Mid-week of 4/3/2016, if areas are dry enough to electronically determine breaks. Request was made to shovel snow about 4' square on Burggartner side of the posts to assist drying out those moisture areas.

b. Road sweeping was done earlier for removal of pine needles, leaves and branches along all the curb areas. Sand removal will not be needed this year, since it was not used this season-only the De-icer, as reported by Millard Foraker of the Snow Committee.

c. Howard Morrison has taken the responsibility of the Front Gates. He expressed the Hamlet's high appreciation of **Don Frank's long service and level of technical help** in maintaining the gates over many years and is truly deserving of retirement.

7.) Calendar Dates were reviewed for setting the dates of the next Board meetings/locations-

May 9th-@ #45 Herrn Ln.-Fisk's;

July 11th@ 9 Rodergate; -Stephens

September 12th@ 58 Toppler-Davis's;

November 14th @ 13 Rodergate-Portwood.

Other dates of mention were by Charlie in his request to receive all **Project Budgets by November 7th** to be able to create the Budget Proposal Outline for the November 14th meeting.

The **BBQ Picnic is August 27th** and **the Christmas Party will be either December 4th or December 11th**. (Debbie Portwood will check on the dates available.)

Annual Meeting is reserved for February 13th, 2017 at the Community Center.

OTHER BUSINESS:

RE: Water and Electrical Meters research, originally submitted by Lawrence Kitchen in November 2015, was brought to the Board for a decision. Earlier contact had not been made with the Gardners or the Gores about the Second water meter serving areas on both properties. It was explained to Wayne for his review on the property lines that do not include any Hamlet ownership in that area.

Lawrence will present his report to both parties and to the Board again for decision to take out the second meter located on the Gore house saving the community approximately \$800 per year.

Motion made, seconded and approved to adjourn @ 8:27 PM.

Respectively submitted,
Ron Fisk
Secretary