

## **HAMLET BOARD OF DIRECTORS MEETING 7:00 P.M., November 14, 2016**

Opened at 7:05 P.M. by President Kent Davis.

Board Members Present: Kent Davis- President, Ron Neel- Vice President, Ron Fisk- Secretary, Debbie Portwood- Social Chairman, Gloria Stephens- Treasurer, Charley Heard- HOA Manager;

Residents Present: Carl Kaspar, Wayne Gardner, Millard Foraker, Teresa & Dennis St. Hilaire, Kevin Pettis.

### **Old Business:**

1. Motion made by Debbie Portwood, seconded by Ron Neel and approved the September 12, 2016 meeting minutes.

### **New Business:**

1. Resident Kevin Pettis (#34 )made requests to remove tree vegetation, easement concerns and possible foundation damage on the passive side to his house. From pictures, plot plan of his home @ 34 Marcus Lane and listed recommendations gave more clarification to his request. After discussion and questions including the owner at 33 Marcus Lane, it was suggested that the two owners meet to discuss the options and bring to the Board their agreed upon suggestions for further considerations. Charley responded that the original Landscape plan was approved

2. Request for street gutter repair from the beginning of Roder Gate to an area in front of their home @ 9 Roder Gate by Wayne Gardner & Gloria Stephens. Summer & winter moisture drains to pool in their street to collect debris and in the winter considerable ice forms to make it dangerous for walking/driving in the street. A plan to alleviate this problem was to redo 85' of street gutter. Bids of \$3690 to \$4285 were obtained for this project. Decision was delayed until the full budget could be reviewed and prioritized in this later review.

3. Financial Update – Charley Heard made an initial look at the financials ending in October 31, 2016 before the combining these numbers below with the 2017 Budget review and added “Wish lists”. Overall 2016 expenses have been under budget in a number of areas. First noted the *Total Income receipts for 2016 will be \$126,535. RE: Budget-Surpluses of \$4000 Street Maintenance and \$7736 Common area improvements, resulting in \$12,322 under budget. The present Financial Summary shows surplus on Mowing of \$1234, a \$1,175 overage on water for common areas and \$7736 under budget for Common area improvements. This results in an over all \$12,373 under budget for Total Expenditures.*

4. 2017 Budget Review input from Board members, Committee Chairs and Charley Heard: First, the Reserve Study January 2016 to focus on the State required *Replacement Estimates for the Entrance gate, Gatehouse, Sidewalks, Streets, Landscaping and Drainage Repairs & Maintenance of a projected \$750,074 up to year 2048-principally during the 2020 to 2030's.*

The Streets' full replacement is the largest item of \$466,368. Street Lights (\$58,296) and Gate (\$20,781) replacement followed in higher costs. Some discussion covered the advantage in the Hamlet of “lower traffic than most HOA's” that does not damage our streets severely. {Maintaining over a concrete road base (exception- above Herrn/Tilly Lanes to Toppler) with new coatings/sealing in the future could preserve our infrastructure.

On the *Budget Planning for the Total Association* was listed for 2013-2020 Planning Totals/Estimates. Noting that due to "below budget spending in 2016", the *Net Reserve* is projected to increase by \$25,632. Reserve Bank balances were to increase by \$25,174 for 2017, \$29,123 in 2018, \$21,186 in 2019 and \$8,070 in 2020 after Reserve deductions for Maintenance/replacements. Reserve Bank Balances could reach 2016 -\$168,015 up to \$251,568 by 2020, compared to the 2015 report Reserve Study of \$750,754 will be ultimately needed. In order to build adequate Reserves, Kent moved, Gloria seconded, the Board passed the motion to raise the 2017 dues from \$170 to \$180/mo.

Reviewing the 2016 Budget to get a clear view of our present spending, it was noted that the ...purchase of the deer of \$1080 was one-time event, ...Electrical Repairs were \$1300 lower, ...Painting of Lamp posts were over by \$153, ...Sprinkler repair was over by \$470, ...Up lighting of the trees was under by \$304, ...Saving \$3000-not deep watering ...Saving \$3500- not Spraying for the Beetles  
*These resulted in the savings on the budget of \$7736.28 (on above services omitted).*

Focusing on the key areas of the "Wish Lists" See *Bottom up View Planning Sheet*:  
Discussion covered approval of repairing of

...Roder Gate 85' Curb & Gutter up to \$4285, ...lowering of Gate Maintenance to \$1888,  
...lowering Electrical request to \$1000, ...added Gatehouse LED Christmas lights-\$250,  
...lowering Sprinkle repairs to \$500, ...add \$200 gutter to Southside of Gatehouse,  
...Rockwork along Rodergate-\$3930, ...\$500 Old Forge Island Juniper removal/ shrubs,  
...adding Uplighting Southside/Both Fronts (w/lg. mulch areas/avoid mowing- re: lights) \$2395,  
...to Rock/remove shrubs above Herrn Ln. on Burggarten \$300 (reduced from \$1120 w/ Hamlet  
Volunteer labor during Clean-up Day)

-- --Balance of services subject to 2.4 to 3% increase  
that resulted in a 27% increase in 2017 over 2016, to a TOTAL OF \$11,275 for Common areas.  
{Kent had summarized \$11,000 total of discretionary spending and that the final spending would be "over budget".}

Discussion further was on areas like *Spring Cleanup Day \$1500 expenses*, could they be reduced with the overlap of projects and doing some with labor from the Hamlet. Kent, Charley, Wayne and Carl to review what savings could be made to reduce our "overages". **Final 2017 Budget Proposal will be sent to the Board Members to enact a 2017 Budget in 1-2 weeks.**

5. Design Review Report-Ron Neel reported of contacts made with the new neighbor Christine Berens in #44 Herrn Lane on her application/ source questions to purchase a new garage door, outside landscape removals and Hamlet Gate operations.  
Ron also reminded of the company *Haulaway* (that serves the Tapestry and Glen Oaks on either side of the Hamlet) that quoted approximately \$2000 annual savings for this prior year contract. He was making a note for the future Board to investigate them early in 2017 to gain a required contract change of six months ahead of the end of the Waste Management's contract.

6. HOA Investment Update – Kent Davis & Charley Heard both reported that researching Internet Banks for Money Market Accounts (with checking), plus aid in mobility (versus CD's) that could be secured for *Interest Gains of \$1400, versus current Earned Interest of \$240 per year*. Kent & Charley will advise the Sources decided upon and the amounts to possibly be placed in two accounts.

7. Suggested Nominations for Board Members was sought by Kent, one or two names were mentioned, but the Board will be advised of names to be voted upon at the Annual Meeting.

**Further New Business**

1. Carl Kaspar reported that the Larrabees have offered to pay for added Christmas lighting in the upper cul-de-sac of Toppler Court. Determination needs to be made on how to provide electricity to the Center of the Circle and check with all the neighbors for their overall input.

2. *Annual meeting has been reserved at the Castle Pines Community Center on Monday evening, February 13, 2017 @ 7 PM. Possible cancelation of the January Hamlet Board meeting January 13, 2017 at the Neels- dependent on the necessary business to be transacted.*

3. Christmas Party is on Sunday, December 4<sup>th</sup> @ La Dolce Vita at 5:30 PM, Dinner at 6:30 PM.

Respectfully submitted,

Ron Fisk, Secretary  
303-713-9606