

Hamlet Board of Directors Meeting

November 7, 2018 7:00 PM

Meeting held at #22; called to order at 7:00 PM by President Kent Davis

Board Members Present:

Kent Davis, President	Millard Foraker, Vice President
Christine Berens, Treasurer (via phone)	Mike Drake, Director
Matthew Crider, Secretary	Charley Heard, HOA Business Manager

Residents Present:

Steve Woolley (#21)	Teresa St. Hilaire (#46)	Carl Kaspar (#54)
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Old Business:

- 1) Board Actions Since September 5, 2018 Meeting - Matthew
 - 9/06/18 Board approved Davis Development rejection letter.
 - 9/24/18 Board declined to add Homeowner's Association Dishonesty Bond.
 - 10/04/18 Board approved 2018-19 snow removal contract with Keesen.
 - 10/11/18 Board approved 9/5/18 meeting minutes

New Business:

- 1) Master Association Update – Steve

Voting Wednesday, November 15th on:

- 2 new board members (3 candidates)
- 2019 fee increase (\$400K unallocated funds in addition to \$400K designated parks funds unused; justification sought for any rate increase)

- 2) Governing Documents Update – Millard

Draft copies of the new governing documents (Articles, Covenants, Bylaws) will be mailed this week. Additions and changes will be noted in the draft copy for reference. Included will be a letter explaining the reason for the revisions and to communicate a town hall meeting on 11/27/18 from 6-8pm. Our attorney, Elina Gilbert, from Altitude Community Law, PC (formerly HindmanSanchez) will attend the town hall meeting to address questions.

Also include in the mailing will be a form for owners to authorize use of personal contact information to be used in The Hamlet directory.

- 3) Holiday Party Update - Kent

The Hamlet holiday party is scheduled for December 9th at Pino's at 5:30 PM. A sign up sheet has been posted in the gate house, with sign-up deadline of 11/25. Cost is \$50/person which covers appetizers, complimentary drink, and a four course meal served family style.

4) Financial Update – Charley

Revenue and expense estimate totals are favorable.

- Mowing – favorable due to bid on current contract
- Snow Removal – favorable due to no large storms
- Street Maintenance – no repair expense was incurred in 2018.
- Water – higher than budget due to dry summer
- Trash Removal – favorable due to bid on current contract
- Legal Expenses – noted there will be cost with attorney attending town hall meeting and filing new governing documents (if approved).

Charley noted Gloria (2016-2018 Treasurer) was still a signor on the online bank accounts, and this needs to be changed to Christine as a signor when she returns.

5) Design Review Committee Update - Millard

7 applications received:

- Replace roof shingles (Swedberg #60 & Denny #59)
- Plant tree (Craig #40)
- Add deck steps (Markham #24)
- Replace garage doors (Brokke #6)
- Install deck awning (Bush #35)
- Replace cracked concrete (Foraker #3)

Millard informed of an issue with a large cottonwood, and both homeowners agreed to share the cost in trimming. #25 has been reminded about trimming overgrown spruce on Burgarten; #8 was informed to repaint garage door.

6) Landscape Committee Update – Carl

Keesen will commence fall cleanup 11/9.

Root has bid to trim deadwood from common area trees for flat \$175/tree. The committee will look into what private lots have trees needing trimming and notify them of the offer. Winter is the optimal time to trim trees.

The committee had submitted a proposed 2019 landscape maintenance budget totaling \$12,830.

7) Budget Review for 2018 – Charley & Christine

Charley presented a budget planning document through 2022 indicating \$10/yr monthly due increases for 2019 & 2020, with \$5 increases in 2021 and 2022. Working funds (line 28) would likewise increase, however the new covenant proposal eliminates the working fund (balance returned to owners).

Mike addressed the need to review the reserve study, as some items were estimates and projections may have changed since the last study was completed 6+ years ago.

Other noted items in the 2019 budget were decrease in trash removal expense (new contract with lower rates), increase in legal expense and increase in postage (mailing of meeting notices).

The board approved \$6,850 of the proposed landscaping maintenance budget (less item 13B for 6 starter trees) and added \$1,170 for electrical repairs.

Christine and Charley presented a proposal to reorganize balances in existing bank accounts, mainly due to changing rates and a CD maturing in February. The proposal kept all existing accounts open, moved balances among accounts, and obtaining new CDs with staggered maturities.

The board discussed closing the internet accounts due to the rates not being as favorable as they once were and the added administration. Matthew mentioned the balance of working capital may need to be refunded to owners if new covenants are approved, and there should be cash available to do so in addition to operating funds. No changes were made to the existing balances or accounts.

Next meeting: date and time to be determined. Meeting adjourned at 9:06 PM.

Respectfully submitted,
Matthew Crider, Secretary