

## Hamlet HOA Annual Membership Meeting

February 18, 2019 7:00 PM

Meeting held at Castle Pines Community Center, 7404 Yorkshire Drive, Castle Pines  
Called to order at 7:07 PM by President Kent Davis.

### Residents Present:

19 residences present and 8 proxies resulting in 27 (44%) residences to surpass quorum (25%).

### Board Members Present:

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

### New Neighbors in 2018:

Leslie and John Forsyth (#23)	Susanne and Robert Kabza (#45)
Gretchen Zech (#35)	Cindy and Larry Hamilton (#19)

### Review of the Budget and Dues – Charley Heard and Christine Berens

#### 2018

- Ending bank balance was \$268,748.
- Receipts were \$53.84 better than budget.
- Expenses were \$7,007.91 better than budget.
  - a. Line 8 Water was \$1,573.90 over due to dry summer
  - b. Line 9 Snow Removal was \$11,857.77 better due to light snow year
  - c. Line 11 Street Maintenance of \$4,800 was deferred to 2019
  - d. Line 21 Legal Services were \$10,316.88 over budget
- Actual to reserves was \$41,727.75.

#### 2019

- Monthly dues were raised to \$200/mo, with most of the increase going to reserves and to offset return of working capital.
- Interest income will be higher due to higher interest rates.
- 2019 budget commentary:
  - a. Line 2 Working Fund Deposits (Refunds)
    - i. Current balance is \$36,600, or \$600/home
    - ii. Working capital eliminated in new governing documents
      - 1. Reduce administration (collecting in January/ home sales)
      - 2. Reserve has built up in 30 years to not rely on working capital
    - iii. To refund, no HOA dues payable in April, May and June of 2019
  - b. Line 8 Snow Removal was budgeted on trend.
  - c. Line 11 Street Maintenance includes carryover from 2018
  - d. Line 18 Trash Removal 2019 contract is 19% lower than 2018
  - e. Line 24 \$13,085 budgeted to reserves
- Ending bank balance is budgeted to be \$281,833.

The quorum unanimously voted to approve the 2019 budget as presented by the board.

## **Old Business:**

- 1) Board Actions Since November 7, 2018 Meeting – Matthew (for inclusion in minutes)
  - 11/9/18 Board approved \$200 tip for 4 Keesen crew members (non-seasonal)
  - 11/26/18 Board approved 11/7/18 meeting minutes
  - 1/6/19 Board approved an increase of \$3K to the 2019 budget for legal expense
  - 1/8/19 Board approved final version of governing documents, post draft on website instead of mailing, for Altitude to prepare ballots, and Charley to receive/count votes
  - 1/14/19 Board approved final letter and ballot for Altitude to mail to owners with a voting deadline of 2/15/19
  
- 2) Design Review Committee – Millard Foraker, Wayne Gardner and Keith Reichelderfer
  - DRC received 31 applications in 2018, the most being for painting and landscaping.
  - Millard notified owners of a new DRC application form (available in gatehouse or online):
    - Applications need to be approved for any changes to exterior, including landscaping, decks, light fixtures, roofs, paint color, etc.
    - Shingles no longer required to be only Malarkey brand
    - Exterior changes impact neighbors in ways that residents may not consider, and the DRC protects the consistency of The Hamlet. Neighbor approval is needed for change requests on active/passive lot areas.
  
- 3) Snow Committee – Kent Davis, Norb Cygan, Millard Foraker, Dave Cox and Larry Ramona
  - Reminder the contract with Keesen is to remove snow on the streets and driveways when accumulation is 4” or greater.
  - Driveways will be plowed unless address is listed in contract, marked by cones or similar, or if a vehicle is parked in the driveway.
  
- 4) Landscaping Committee – Carl Kaspar, Peggy Capp, Wayne Gardner, Bob Swedberg
  - Last of the trees in the common area were pruned
  - Will add 5 up-lights to landscaping on north side of Burggarten
  - Sprinkler turn on will be early May
  - Spring clean-up scheduled for 5/11/19
  - Dogwood in common area island by gate will be trimmed; Carl will post in gatehouse the contact information of recommended tree trimming contractor for interested owners.

## **Year in Review - Kent Davis**

- Excellent turn out for sprinkler activation/deactivation and Spring Clean-up, which were well organized by Peggy Capp and Carl Kaspar.
- Excellent lawn maintenance by Keesen as directed by Carl Kaspar.
- Another successful summer BBQ and a festive annual Winter Holiday Party at Pino’s; both organized by Judy Lowen, Geri Davis and Gloria Stephens.
- Holiday Cookies during December were coordinated by Judie Woolley and Judy Nye.
- Holiday Lighting (Streetlight Pole, front tree and gate house) – Geri Davis.
- Gate Opening Requests and Maintenance – Bob Cheek and Lawrence Kitchen.
- 30<sup>th</sup> Anniversary video and booklet by Wayne Gardner and Judy Foraker.

**New Business:**

- 1) Board member terms expiring in February 2019
  - Mike Drake
  - Matthew Crider
  - Millard Foraker
  - Kent Davis

- 2) Election of new board members

A motion was made by Kent Davis, accepted by Norb Cygan, seconded by Cass Robbins, to:

- Extend the term of Mike Drake (#43) by one year
- Extend the term of Millard Foraker (#3) by one year
- Elect Art Pincomb (#56) to the board for a two year term
- Elect Keith Reichelderfer (#14) to the board for a two year term

Motion passed unanimously by the residents.

- 3) Review of The Hamlet governing documents vote – Millard Foraker
  - After the 11/26/18 town hall meeting, minimal edits were made to the covenants draft to address the active/passive concept.
  - Several owners reported during the voting period they did not receive their ballot in the mail from Altitude Law; replacements were provided.
  - Voting ended 2/15/19; 79% of the lots voted; 67.7% yes votes required to pass:
    - Articles of Incorporation passed with 79% for, 0% against, 21% not voting
    - Bylaws passed with 77% for, 2% against, 21% not voting
    - Covenants passed with 74% for, 5% against, 21% not voting
  - Board will now work with Altitude Law on updating the Rules and Regulations.

**Other Business:**

- 1) Concerns about repairs to asphalt were raised. Kent replied after the snow melts, all streets and curbs will be inspected to identify areas of concern, including Toppler and where water valve repairs occurred on lower Burggarten. Mike added the board will be also taking a look at updating the reserve study.

Next meeting: Wednesday, March 13<sup>th</sup> 7PM at #3. Meeting adjourned at 8:11 PM.

Respectfully submitted,

Matthew Crider, Secretary