

Hamlet HOA Annual Meeting

25 January 2023

Meeting @ CPN Metro District @ 7404 Yorkshire Dr

I. Called To Order at 6:05 PM by President Art Pincomb

II. Verification of Quorum – Minimum 25% of homes (16) represented

19 Residences present and 18 proxies resulting in 37 (60%) of residences surpassing the quorum of 16 residences

III. Introduction of 2022 Board Members

Art Pincomb – President

Bruce Kramlich – V.P.

Pat Kaspar – Treasurer

John Forsyth - Director

Louis Moore - Secretary

Charley Heard – Business Manager

IV. Recognition of new neighbors since the last Annual Meeting

Rick & Darla Darlington – 52 Toppler Ct

Debra MacCary & Joel Gaillot – 61 Toppler Dr

Bud & Christian Thomas – 16 Roder Gate Ln

Brett Sanders – 36 Tilly Ln

Daniel Gardner & Mary Edwards – 9 Roder Gate Ln

Steve & Margaret Mann-45 Herrn Ln

V. Old Business

Approval of Updated November 4, 2022, Minutes on January 13, 2023.

The HOA members voted on January 25, 2023, to approve the 2023 Budget on January 13, 2023, passed.

VI. Owner Forum

Snow Removal Issues – Snow Committee – No resident signed in to speak during Owner Forum. Art Pincomb read a statement from a resident.

VII. Committee Reports

a) Landscape – Carl K., Peggy C., Wayne G., Bob S., Terry H.

1. Waste Management issues, the HOA is considering finding a new service provider. The current contract is for 36 months with an expiration date of September 20, 2024.

2. Klingen Gate Cir improvements; drip irrigation, rocks & shrubs.

3. On the right side of Burggarten, upon exiting, the irrigation is insufficient; install bark.

4. On Toppler plant shrubs.

5. Plant more trees in front of Hamlet at a cost of \$3,700.

b) DRC – John F., Bruce K., Millard F

As of 12/31/22 close, a total of 78 applications were processed during the Calendar year ending December 31, 2022. Four (5) applications were processed by the DRC during the November - December activity reporting period. Two (2) of the five applications opened was completed. The remaining applications have been carried over into 2023. A total of nine (9) First Approvals initiated during 2022 have been carried over into 2023. Reasons for carryover are logistics, insurance resolution, and product nonavailability. Documents have been archived in Dropbox and are available for Board review.

November - December 2022

First Approvals: 3

0 - Deck

0 - Landscaping

2 - Miscellaneous (Suspended chair, stone column rebuild)

0 - Painting

1 - Structure (Storm Door Replace)

Final Approvals: 2

0 - Deck

0 - Landscaping

1 - Miscellaneous (Tree Trimming)

1 - Painting

0 - Structure

5 - Total

c) Social – Shirley M. and Medina J.

1. We are expanding the committee; the holiday brunch was a huge success.
2. Shirley M. meets with new residents to welcome them and present a cutting board & bread.

d) Snow – Dave C. – Kent D, Millard F.

1. The safety of the neighborhood is the first priority.
2. The Snow Committee will meet and discuss new snow measurement indices and procedural improvements.

e) Gate – Louis M. – Art P., Millard F.

1. The south entry gate was damaged and has been locked open pending repair estimates.

VIII. The Year in Review – Art P

- New policies to comply with new Colorado laws HB-1137, effective 08-09-2022.
1) Conduct of Meetings, 2) Collection of Unpaid Assessments, 3) Covenant and Rule Enforcement.
- Successful lawn sprinkler turn on and off. – Peggy C.
- Gatehouse electrical lights - Kent D.
- Gatehouse door and lock mechanism clean and lubricate Dave C. and Vern C.
- Successful Keesen Spring and Fall cleanup. - Carl K & Peggy C
- Fantastic Summer Picnic + Holiday Brunch at Fogo de Chow Shirley M. & Medina J.
- Holiday cookies – Judy F. & Susan J. and all the ladies who baked cookies
- Lamp post, tree and Gatehouse Holiday lights - Kent & Geri D.

- Successful Toys for Tots donations – Kent D.
- Springtime planting of flowers at the entrance. – Geri D. and others
- Concrete work on several curb and gutter projects
- Other deserving thanks for their service to the Hamlet include Wayne S, for shoveling Burggarten sidewalk when it snows but Keesen not contacted; Bob Cheek for locking open gates and Charley H for his myriad area of involvement in the Hamlet
- Street lights- Wayne G. & Kent Davis

IX. Financial Review of 2022 – Charley H

a) 2022 year-end financial results

1. Line 6 Total Receipts of \$159,200.47, \$1,105.47 Favorable/Higher than 2022 Budget, due to higher interest rate Independent Bank.
2. Line 11 Lawn Expenses \$58,234.55, \$5,585.45 Favorable/Lower than 2022 Budget
Line 6. Fewer mowings (+\$5,168.00)
Line 7. Higher Sprinkler Turn/Off (-\$1,415.00)
Line 9. Less water use in common areas (+\$1,807.85).
3. Line 27 Expenses \$38,315.12, \$8,588.88 Favorable/ Lower than 2022 Budget
Line 17 Snow Removal (+\$4,736.66)
Line 18 WM Trash Removal (+\$2,007.15)
Line 23 Legal Services (+\$2,956.50)
Line 13 Gate Maintenance (-1,936.09).
4. Line 30 Project Expenses \$12,667.02, \$3,261.02 Unfavorable/Higher than 2022 Budget
Line 30 I Haul Limbs (-1,765.00)
Line 30 K Remove Ash Tree (-\$674.37)
Line 30 L Roder Gate Cobbles (-\$880.00).
5. Line 31 Total Expenditures of \$109,216, \$10,913.31 Favorable/ Lower than 2022
6. Line 33 B Reserve Account Expenditures in 2022 \$25,970.00 – Curbs & Gutters.
7. Total Balance in Banks at the end of the Year \$346,090.89.

VIII. Presentation of Board-approved financial budget for 2023 – Charley H -

1. Line 5 Total Receipts \$166,535, a 4.6% increase over 2022; (dues increase to \$225/mo.)
2. Line 11 Lawn Expenses \$72,957, a 25% increase over 2022;– Keesen contract +32%
3. Line 27 Expenses \$43,065, a 12% increase over 2022; (Snow Removal, Waste Management)
4. Line 31 Total Expenses \$126,022, a 15 % increase over 2022
5. Line 30 Lines 30A-30H \$10,000 – Board approved projects
6. Line 32 Receipts minus Expenses \$40,513, a 19% decrease from 2022 actual amounts.
7. Line 33 Major Replacement Expenditures (from Reserve Study); \$278,269; Repaving all streets in The Hamlet
8. Line 34 Net after Major Replacement Expend (\$237,756)
9. Total balance in all Banks at End of the Year \$104,861.

IX. Vote to approve the 2023 budget

Motion made by Geri D, seconded by Wayne G.

Residences voted unanimously to approve the budget as presented by the Board, passed.

X. Reserve Fund Update Art P, Charley H, Millard F, Bruce K

1. Reserve Committee met on December 2, 2022.
2. 2022 Update complete – Hamlet HOA is very healthy financially, with over 100% Current Funding for Reserve replacement.
3. Expenditures in 2022 from Reserve Fund - \$25,970 Curbs & Gutters.
4. Allocated for 2023 on Asphalt Paving all Hamlet - \$278,269
5. The Reserve Fund research goes out for 40 years.

XI. Election of new board members

1. Expiring terms: 2 Board of Directors – Pat Kaspar, Louis Moore
 - a. Pat Kaspar thanks – 3 years, stayed 1 year – Treasurer
 - b. Louis Moore – thanks 1 year, agreed for 1-year staggering - Secretary
2. 1 year of 2-year term remaining: Art Pincomb, John Forsyth, Bruce Kramlich
3. Nominating Committee – Art, John, Bruce, Charley
4. Contested or Non-contested.
5. Nominated Board of Directors – 2, 2-year terms
 - a. Medina Jarman, 2-year term
 - b. Louis Moore, 2-year term
6. Secretary – Can be Resident, not Board member.

Other nominations from the residents, none

Carl K made a motion to approve the new Board members nominated by Nominating Committee and approved by the Board, with a second by Geri D. Motion passed unanimously by show of hands.

7. Within 30 days, the new board will meet to elect officers and assign term lengths for a staggered 3/2 year term length split; this is a board organization meeting

XII. Motion to Add Clarity to Hamlet Rules & Regulations

V. MAINTENANCE RULES AND REGULATIONS

1. MAINTENANCE OF IMPROVEMENTS: Each Owner will keep and maintain all improvements upon the Owner's Lot, including concrete driveways and walkways, Cedar siding, stone facia on the structure's garage elevation, chimneys, and deck columns, in good repair and clean condition. Owner will make all necessary or appropriate repairs and/or replacements as expeditiously as possible.
 - a. When replacement is required, driveways and walkways shall be replaced with non-colored, non-stamped concrete, stone facia shall be replaced with stone facia of like color and texture, and replacement siding shall be cedar wood. See, Article 5, Section 5.5(b) of the Declaration.

- b. The original garage door fabrication style shall be maintained. Each door panel shall be fabricated flush, windowless, and plain, with a simulated wood grain. Fabrication material can be either wood fiber or metal. Doors will maintain their original functionality; e.g, when opened, articulated panels raise overhead and disappear inside the garage envelope, providing garage access. The garage door(s) may be painted either body or trim color, with DRC approval. See, Article 5, Section 5.5(b) of the Declaration.

Art Pincomb moved to adopt the Motion to Add Clarity to Hamlet Rules & Regulations.

Second by Bruce K

The Board voted with the motion passing.

XIV. Motion to Adjourn Annual Meeting

Carl K made motion to adjourn, Seconded by Wayne G. Residences voted unanimously to approve to adjourn. Annual meeting adjourned at 8:25 PM