

**NELSON FARM HOMEOWNERS ASSOCIATION**  
**ANNUAL MEMBERSHIP MEETING MINUTES**  
Shepardson Elementary School – 1501 Springwood Dr. Fort Collins, Colorado 80525  
March 8, 2011 6:30 pm

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**Present were:**

Board Members: Glenn Gray (President), Bret Ellis (Treasurer), Asad Aziz and Joseph Harmon. Board Members Mark Higgins (Vice President), Mark Pfaffinger and Mark Remmers were absent. There were sixty-nine (69) Members present (including Board Members) in person and by proxy (per sign in sheet). Amy and Jon Casady with Splash Pool Services were also in attendance as were Trey Carroll (Broker Associate/Senior Manager) and Heather Kerwin (Vice President) with Colorado Association Services (CAS).

**Call to Order/Quorum:**

The meeting was called to order at 6:40pm by President Glenn Gray and a quorum was declared present.

**Introductions:**

Board President Glenn Gray introduced himself as did Board Members Bret Ellis (Treasurer), Asad Aziz and Joseph Harmon. Trey Carroll and Heather Kerwin with CAS also introduced themselves and thanked the Association for their continued business. Members were also encouraged to contact Colorado Association Services (CAS) at any time with any concerns or questions they may have.

**Splash Pool Services Report:**

Amy and Jon Casady presented an overview of guard staffing, private parties and proposed extended pool hours for 2011. An opportunity for feedback from the Membership was also provided and the feedback provided was very positive. Amy Casady lastly advised the Membership that the Board has signed a three (3) year pool management agreement through the 2013 season and thanked the Association for its continued business.

**Pool Report:**

Glenn Gray presented a pool report and discussed drainage improvements, expansion joint caulking and pool house improvements performed in 2010. The Board took several 'straw polls' regarding 1) extending the pool hours to 11:30am to 6:30pm from mid-August to Labor Day weekend 2) allowing for extended pool hours on Mondays and Thursdays when there aren't any private parties scheduled and 3) purchasing a portable stair entry/exit system for the pool. The Membership in attendance expressed approval of all of the proposals. The Board advised that they will take the matters under consideration for the 2011 swim season.

A proposal regarding extending the swim season for approximately two (2) weeks after Labor Day was also discussed. Jon Casady with Splash Pool Services noted that extending the season is feasible but could be costly as relating to heating and maintaining the pool as the days get shorter and temperatures drop. The majority of the Membership in attendance indicated that if a choice is to be made between extending the pool season for approximately two (2) weeks after Labor Day and the purchase of a portable stair entry/exit system for the pool, they would prefer the purchase of the stair system. The Board advised that they will take the proposal of extending the swim season for approximately two (2) weeks after Labor Day under consideration for the 2012 swim season. Amy and Jon Casady then excused themselves from the meeting.

**Website Report:**

Glenn Gray presented a website report and discussed how to register on the site, the resources available on the site and strongly encouraged the Membership to register on the site as it remains an underutilized communication tool for the community. The 2011 pool hours and gate codes will be posted on the website once available.

## **Approval of Minutes:**

A motion to approve the 2010 Annual Meeting Minutes was made and seconded from the floor. The 2010 Annual Meeting Minutes were unanimously approved as presented. The motion carried.

## **Treasurer's Report and Financial Review:**

Bret Ellis presented a financial report and discussed the 2011-2012 fiscal year budget (reflecting no assessment increase – assessments to remain \$305.00 for 2011-2012). The reserve study indicates periodic 5% assessment increases will be adequate to avoid any future special assessments and Bret Ellis noted that a 5% increase can be expected for fiscal year 2012-2013. Various line items and capital expenditures were discussed. The fact that Nelson Farm is unique in that private pool and tennis courts membership is included as a benefit of the annual assessment was also discussed as relating to the potentially positive impact on Members' property values.

## **Reserve Study Report:**

Bret Ellis also presented an overview of the reserve study contracted for in 2009 (Bornengineering) and discussed the benefits realized by purchasing the reserve study. Several questions were then fielded from the floor by the Board of Directors and Trey Carroll (CAS).

## **Tennis Courts Report:**

Glenn Gray presented a tennis courts report and discussed the good condition of the courts surface, windscreen replacements and ongoing maintenance. It was agreed that a new squeegee and brooms will be purchased for the tennis courts and it was also agreed that no USTA teams are allowed to practice or compete on the private Nelson Farm tennis courts.

## **Grounds Maintenance/Common Areas Report:**

Glenn Gray presented a grounds maintenance report and discussed tree removals, the pool drainage improvements, pending irrigation and parking lot concrete repairs (including the fact that the City of Fort Collins is sharing in the cost of the parking lot concrete repairs), pool expansion joint caulking repairs and maintenance, the residing of the pool house, locker room floor concerns, common area irrigation concerns and wasp control.

## **Swim Team Report:**

Several Members indicated approval and thanks for the Community continuing to allow the Nelson Farm Swim Team use of the pool facilities and the positive impact of the same on the community.

## **Election of the Board of Directors:**

Board Members Bret Ellis, Asad Aziz and Mark Remmers offered their continued services as Board Members. No additional Members volunteered their services from the floor. A motion to approve the election by acclamation of Board Members Bret Ellis, Asad Aziz and Mark Remmers was made and seconded from the floor. The election by acclamation was unanimously approved as presented. The motion carried.

## **Membership Forum:**

Website usage, proposed newsletter articles and tennis court usage and maintenance were discussed. The Membership also thanked the Board for their continued service and diligence.

## **Adjournment:**

There being no further business, a motion to adjourn was made and seconded from the floor. The motion carried and the meeting adjourned at 8:00pm.

Respectfully Submitted,

*Trey Carroll* [CMCA®](#) [AMS®](#)

*Broker Associate/Senior Manager*

*Colorado Association Services* [AAMC®](#)