

**NELSON FARM HOMEOWNERS ASSOCIATION
BOARD MEETING MINUTES**

1063 West Horsetooth Road, Suite 100 Fort Collins, CO 80526
November 8, 2011 6:30pm

Present were:

Board Members: Glenn Gray, Mark Remmers, Mark Pfaffinger, Asad Aziz, Joseph Harmon and Tom Siconolfi. Mark Higgins was absent. Trey Carroll (Broker Associate | Senior Manager) with Colorado Association Services (CAS) was also present.

Call to Order/Quorum:

The meeting was called to order at 6:30pm by Glenn Gray and a quorum was declared present.

Members Forum:

None present.

Approval of Minutes:

A motion to approve the draft meeting minutes from September 13, 2011 and October 10, 2011 was made by Asad Aziz and seconded by Joseph Harmon. The motion was unanimously approved as presented. The motion carried.

Concrete Pool Deck Review:

The Board discussed at length the details and variables relating to the needed replacement of the majority of the concrete pool deck and the related quote (\$55,600.00) from Havana Construction, LLC for the same. The Board agreed to additional specifications clarification that should be requested from Havana Construction, LLC including, but not limited to:

- the type of anchors to be installed for the pool cover, hand rails, guard chair and the method of installation to be used
- the type/mix of concrete to be used including its air content and psi
- the type of steel reinforcement to be used and its spacing
- to what thickness the concrete will be poured
- how the need for compaction and fill will be determined and by whom
- coping stones will be reset as needed

The Board also agreed that all exposed plumbing should be inspected following removal of the existing concrete pool deck and that electrical conduit should be installed for the pool lights in case the Association wishes to reactivate the lights at some future date. The existing diving board was also discussed and Trey Carroll (CAS) agreed to contact the Association's insurer (AIAI) and inquire to what degree the existence of the diving board affects the current general liability policy premium and whether or not a slide would be easier to insure. A motion to approve 1) using reserve funds to complete the concrete pool deck replacement in the spring of 2012 and 2) increasing the annual assessment to \$345.00 per Lot for fiscal year 2012-2013 was made by Asad Aziz and seconded by Joseph Harmon. The motion was unanimously approved as presented. The motion carried. The Board also agreed to table discussion of repairing/replacing the corrugated composite pool awnings until 2012.

Financial Review:

Trey Carroll (CAS) presented a financial review based on the September 30, 2011 reconciled financial report (inclusive of legal fees owed by the Membership relating to collection proceedings (\$104.00), and incurred by the Association, since the last Board Meeting). The financial review based on the September 30, 2011 reconciled financial report was unanimously accepted as presented.

Covenant Enforcement Review:

Trey Carroll (CAS) presented the Board with an overview of current covenant enforcement concerns. A motion to approve requesting legal counsel to send the owners of a property in non-compliance relating to maintenance concerns to legal counsel for a demand for compliance letter to be produced was made by Asad Aziz and seconded by Joseph Harmon. The motion was unanimously approved as presented. The motion carried. Trey Carroll (CAS) agreed to contact legal counsel and request the demand for compliance be produced.

Old Business:

Common area tree maintenance

Trey Carroll (CAS) provided quotes from Davey Alpine Tree and Valley Crest for annual common area tree maintenance. The Board tabled the quotes until 2012. The Board also agreed to meet at the common area in the coming days to perform cleanup of tree limbs damaged during the October snowstorm(s).

Edge Concrete, Inc. warranty request

Trey Carroll (CAS) advised that Edge Concrete, Inc. has agreed to provide a \$750.00 warranty reimbursement relating to the failed pool deck expansion joint caulking and that payment has not yet been received.

Pool house repairs

The Board agreed to table discussion of needed pool house repairs including, but not limited to, the bathroom floors and benches and the women's room door, until 2012 and pending further review and discussion.

Valley Crest landscape maintenance/snow removal contracts

A landscape maintenance/snow removal walkthrough was performed with new contractor Valley Crest by Glenn Gray and Trey Carroll in October 2011.

New Business:

Annual Membership Meeting

It was tentatively agreed that the Annual Membership Meeting will be held on March 6, 2012 at Shepardson Elementary School pending the availability of the school. Trey Carroll (CAS) agreed to contact Poudre School District and request that date be reserved for the Annual Membership Meeting.

Next Meeting:

The next Board of Directors Meeting will be held on Wednesday January 25, 2012 at 6:30pm. The meeting will be held at the offices of Colorado Association Services.

Adjournment:

There being no further business, Asad Aziz made a motion for adjournment and was seconded by Glenn Gray. The motion carried and the meeting adjourned at 8:40pm.

Respectfully Submitted,

Trey Carroll [CMCA®](#) [AMS®](#)
Broker Associate/Senior Manager
Colorado Association Services [AAMC®](#)