

# MINUTES

## *Nelson Farm Homeowners' Association, Inc.*

Board of Directors Meeting

Monday, May 1, 2017

Conference Room Above Pappy's – 1027 West Horsetooth Road, Suite 100, Fort  
Collins, CO 80526

### **Call to Order**

The business meeting of the Nelson Farm Homeowners' Association was called to order at 6:30 p.m. by Marshall Flug.

Board Members present:                    Marshall Flug, President  
   Ted Bender, Vice President  
   Ling Stewart, Secretary  
   Martha Small, Treasurer  
   Joe Dowdy, Director

Board Members not present:            Daniel Knab, Director  
   Dave Freismuth, Director

Colorado Association Services:        Jillian Weaver, Community Manager, CMCA®

**Open Forum** – Joe Dowdy asked the Board about insurance requirements for the City Swim Meet. Jillian Weaver will reach out to the Association's insurance carrier for recommendations. Ted Bender also asked about the progress on the speed radar signs. Jillian will reach out to Fred Jones with the City of Fort Collins for an update.

### **Minutes**

The Board reviewed the Minutes from the January 9 and March 6, 2017 Meetings.

<b>Motion to:</b>	Approve the Minutes of the January 9 and March 6, 2017 Board Meetings
<b>Made By:</b>	Joe Dowdy
<b>Seconded By:</b>	Martha Small
<b>Discussion:</b>	None Further
<b>Vote/Result</b>	Motion carried unanimously.

### **Financials**

- Financial statements for the month ending March 31, 2017 were reviewed. The total assets for the Association were \$265,919.44. Income for the month was \$11,821.88. Expenses were \$5,440.93. The cash balance in the Union Bank operating account was \$108,062.12, adjusted for scheduled transfers to reserves.
- The total balance of the reserve account, adjusted for funds due/to from operating, was \$138,611.76.

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- Delinquencies for the month ending April 30, 2017 were \$22,576.72. Delinquent notices were sent to all delinquent accounts per the Association's collection policy.

**GL 1955, Depreciation** – The accountant recently noted that there has been no change in GL 1955 – Depreciation, in several years. Jillian Weaver will reach out to the accountant for additional information to provide at the next Board meeting. The item was tabled for further discussion.

**Financial Impact, Parking Lot & Diving Board** – Martha Small presented the long-term financial impact of all of the projects the Board has planned for 2017. Martha worked with Jillian Weaver to enter the items into the reserve study spreadsheet, in order to determine how each expense would impact the funding of the community. According to the estimations, the Board could complete installation of shade sails, tree work, umbrella stand refurbish, and installation of a diving board, and still be approximately 79% funded.

**Unfinished Business**

**Asphalt/Concrete** – Due to the large variance in the bids that were received, Jillian Weaver will reach out to at least one additional concrete vendor to solicit a bid for the pool area. Ted Bender noted the vendor should be asked about how much longevity rebar will add to the cost and the longevity of the concrete surface.

<b>Motion to:</b>	Approve removal of the existing asphalt surface and replacement with concrete with rebar, up to a total amount of \$26,000, once the additional bid is received
<b>Made By:</b>	Martha Small
<b>Seconded By:</b>	Joe Dowdy
<b>Discussion:</b>	None Further
<b>Vote/Result</b>	Motion carried unanimously.

**Common Area Tree Installation** – The Board reviewed pricing from Evergreen Landscaping to install trees in the common area. The Board requested recommendations from Kincaid on locations for two trees to be installed after the cottonwood is removed.

<b>Motion to:</b>	Approve the installation of two trees per the quote from Evergreen Landscaping, pending recommendations from Kincaid Tree for planting locations
<b>Made By:</b>	Martha Small
<b>Seconded By:</b>	Joe Dowdy
<b>Discussion:</b>	None Further
<b>Vote/Result</b>	Motion carried unanimously.

**Diving Board** – Jillian Weaver has a meeting scheduled with Havana Pool on May 12 at 10:00am to discuss a bid for installation of a diving board. The item was tabled for further discussion.

**Pool Area Maintenance Items** – The Board discussed updates and ongoing action items on the pool maintenance list. Ben Belt fixed the shower in the women's restroom. The pool code will be reset this year, as

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it has been two years since the last time it was changed. Jillian Weaver will order 10 padlocks for the pool area, so that all padlocks will have matching keys.

**New Business**

**Pipe Issue, Pool House** – Hahn Plumbing has been contacted to address the broken irrigation pipe in the boiler room. The Board requested recommendations from Hahn Plumbing to prevent future breaks.

**Lane Lines** – Joe Dowdy requested that the Board purchase lane lines for the swim team. The Board did not take any action on this request at this time, and the item was tabled indefinitely.

**Pool Shades, Frame Painting** – The Board reviewed a bid from Associa OnCall to sand and repaint the umbrella stands in the pool area.

<b>Motion to:</b>	Approve the bid from Associa OnCall to refurbish the umbrella stands in the pool area, for a total of \$2,845
<b>Made By:</b>	Martha Small
<b>Seconded By:</b>	Joe Dowdy
<b>Discussion:</b>	None further
<b>Vote/Result</b>	Motion carried unanimously

**Tree Removal** – The Board reviewed a bid from Kincaid Tree Care for the removal of the large cottonwood near the southeast gate at the pool.

<b>Motion to:</b>	Approve the removal of the cottonwood in the pool area by Kincaid Tree, for a total of \$3,100
<b>Made By:</b>	Martha Small
<b>Seconded By:</b>	Joe Dowdy
<b>Discussion:</b>	None Further
<b>Vote/Result</b>	Motion carried unanimously.

**Shade Sails, Fusion Fabrication** – The Board discussed a bid from Fusion Fabrication, to install shade sails in the pool area, at a cost of \$5,500.00. The Board discussed a long-term plan to replace the three trees on the west side of the pool with shade sails, when they need to be removed in the future, based on the recommendations of Kincaid that new trees would not be able to survive in that location due to the existing root system. The item was tabled indefinitely.

**Pool Area Internet** – The Board discussed the cost and potential benefits of adding internet service to the pool area. Ling Stewart noted that this would allow the Board to add cameras and other security measures to this area. The item was tabled for additional discussion at the next meeting.

**Door & Window Replacement, Fort Collins Window & Door** – The Board reviewed a bid from Fort Collins Window and Door to replace three doors in the pool house. With the installation of the new gate, the

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Board feels that commercial steel doors are no longer necessary for the bathrooms and supply room. Jillian Weaver will reach out to other vendors for a bid to replace these three doors with residential steel doors, as well as for 4 commercial doors for the boiler room, utility room and pool office.

**Other Business** – Other items discussed included pool lights, topics for the May newsletter, City of Fort Collins requirements for short-term rentals, and updating the monument sign. Jillian Weaver will solicit an estimate to install pool lights, the Board will draft their individual sections of the newsletter to be sent to homeowners by Monday, May 15<sup>th</sup>, and the monument sign was tabled for discussion in Spring 2018. The Board also discussed the July 4<sup>th</sup> celebration, and approved \$100.00 for Splash Pool Services to provide games, as well as up to \$500.00 for Dan Knab to purchase food and supplies for the celebration.

**Executive Session**

No Executive Session was held at this meeting.

**Reconvene in Regular Session/Adjournment/Next Meeting**

Martha Small made a motion to adjourn the meeting. Ling Stewart seconded the motion, and the business meeting was adjourned at 8:45 p.m.

The next regular Board meeting will be held on Monday, July 10, 2017 at 6:00 p.m. at Associa, 1063 West Horsetooth Road, Suite 100, Fort Collins, CO 80526.

Respectfully submitted,

Ling Stewart, Secretary

Notes taken and transcribed by Jillian Weaver, CMCA®