

**MINUTES OF THE VICTORIAN GABLES HOA  
4th QUARTER BOARD MEETING, 2020**

Date/Time/Location: October 14, 2020; 6:30 pm via Zoom Teleconference

Present: Scott Novogoratz, President #39  
Kammi Eckhoff, Landscape Chair #2  
Tom Glenn, Director and Architecture #20  
Ted Huston, Treasurer #21  
Dale Noel, Vice President #12  
Doug Ouren, Director #31

Absent: LeAnn Payton, Guest #23  
Paul Schnaitter, Director #15  
Ron Segul, Architecture #30

CALL TO ORDER: Meeting was called to order at 6:30 pm. A quorum was present.

REVIEW OF MINUTES: The minutes from the 3rd Quarter Board Meeting, on July 8, 2020, were approved by the Board on a motion by Ted, which was seconded and approved unanimously by the Board.

TREASURER'S REPORT: Ted provided a financial summary report. Through September 30, YTD income is \$98,580. YTD expense is \$113,033. Assets include \$10,674 in the checking and money market account, \$16,957 in the insurance reserve and \$86,455 in the replacement reserve. Ted expects expenses to exceed income by about \$10,000 this year. However, with a combined carryover of approximately \$16,000 from 2018 and 2019, there should be approximately \$6,000 to carry over to 2021. Dale made a motion to accept the Treasurer's Report, which was seconded and unanimously approved by the Board.

ARCHITECTURE COMMITTEE REPORT: Tom presented the report. Lots of maintenance and replacement has taken place this year including:

- Window well replacements
- Fence replacements
- Concrete repairs to remove trip hazards
- Garage door replacement due to vandalism
- Paint touch up and general exterior repairs

The Committee and Board wishes to commend 2 of our vendors:

- Kolt Johnson for painting and exterior maintenance, and
- Ankmar for garage door installation, tuning and maintenance.

Kolt Johnson also does interior painting and would be pleased to have an opportunity to bid on any painting jobs you want to hire out.

LANDSCAPING COMMITTEE REPORT: Kammi presented the report.

- To begin the xeriscaping project, the HOA qualified for a matching grant of \$12,445 from the City of Fort Collins. Special thanks to Rosemary Rader (#21) for helping to write the grant application and Kammi for doing the legwork to gather the grant submission information.
- The HOA is also applying for a \$12,445 xeriscaping grant from the Northern Colorado Water Conservation District.
- The HOA's xeriscaping plan focuses on 2 large grassy areas and is planned to begin in the spring of 2021. The first priority is the grassy area south of units #36 and #37. The next priority is the area to the south of the neighboring tennis court. All vegetation will have low to very low watering needs once it is rooted.
- A vandal(s) destroyed the light at the west entrance Victorian Gables monument. Kammi replaced it. This occurred on the same night that a vandal punched a hole in unit #10's garage door.
- A vandal(s) has been trimming low hanging branches on some of the community's trees.
- Dirt is washing out from underneath the front door concrete step (units #9 and #19). This can cause sinking and/or cracks in the concrete. The likely solution is mudjacking and we'll be seeking opinions and estimates.
- To provide better community security, Kammi will look into the possibility of installing security cameras at selected community locations.

PRESIDENT'S REPORT: Scott talked about the challenge of setting dues at the appropriate level. Ted has been updating the 30-year replacement plan to include items, such as garage doors and windows, which were not in prior versions of the replacement plan. To fully fund the 30 year replacement plan, which is now about \$2,000,000 after adding \$450,000 for windows and garage doors, the annual HOA budget would need about \$65,000/year (\$2,000,000 divided by 30 years) for all replacement items in the 30 year forecast. This is about \$30,000/year, or about \$750/year/unit, more than our current replacement funding of \$35,000/year. One way to minimize HOA dues increases is by shifting the responsibility of replacing some items, such as windows, to the homeowners.

NEW TOPICS:

1. **2021 Budget:** Ted proposed the 2021 budget, setting dues at \$825/quarter, an increase of \$75/quarter or \$300/year. By consensus, the Board approved this recommendation. The primary factors driving this recommended increase are:
  - a. future replacement costs including the road, concrete, garage doors, windows and window wells, now estimated to cost about \$1,960,000 over the next 30 years. That means we need to be planning for about \$65,000/year in replacement costs or about \$1600/unit/year.
  - b. a one-time cost of about \$12,500 to convert to xeriscaping, which will hopefully save water and cut our future water utility bill
  
2. **Insurance Policy Renewal:** Dale spent a good deal of time investigating and assessing options for the HOA's insurance. The existing policy renewal increased 80% from last year, coming in at \$31,769 for the next year of coverage. Dale engaged (4) insurance brokers, including the broker we used for the last several years, to provide quotes. Quotes are expected to be available around the end of October. Dale also reported:
  - a. the HOA raised the deductible on our current policy from \$2500 to \$10,000 to capture a 15% refund for the last three months of the policy
  - b. each homeowner is advised to raise their loss assessment coverage to no less than \$25,000, and preferably, \$50,000. If the HOA were to submit a claim for roof damage from hail, the current insurance policy deductible would likely be about \$25,000/building, which is likely more than the cost to replace the roof.
  - c. consider banning grills from decks, as it appears the HOA could lower its premium just by taking this one action
  
3. **Governing Documents Legal Review:** In pursuit of a lower insurance premium, one insurance broker recommended a legal review of the HOA's governing documents to reduce or eliminate possible areas of overlap between homeowners' policies and the HOA's policy. Additionally, the Board sought legal advice on the Declaration of Covenants to determine responsibility for certain items such as garage doors and windows. Here's a summary of the legal review:
  - a. Recent legislation requires several policy updates and some new ones to comply with the law. These include collections, inspection and copying of records.
  - b. Our insurance section language is outdated and should be updated.
  - c. The interpretation for garage doors and windows is:
    - i. The entire garage door, including the interior rails, is the HOA's responsibility. This does not include the electric garage door opener, if one exists, as the door can work independently of the electric opener.
    - ii. The window glass is the homeowner's responsibility as specified in the Covenants. Because the glass cannot exist without the window frame,

the homeowner has responsibility for both the window glass and the window frame.

- d. When ambiguities exist in the governing documents, the Board may create an Interpretive Rule to clarify the meaning.
- 4. Annual Meeting:** With the pandemic restrictions, It's unlikely the HOA will be able to have an in-person homeowners meeting. The HOA may need to do a meeting using audio-visual technology such as Zoom or Teams. For those homeowners who do not have access to technology, we may propose simultaneous small groups, where an individual who can access the technology hosts others who do not have access to it. The tentative date/time is December 6 from 3:00 pm until 4:30 pm.

LOCATION OF NEXT MEETING: The next Board meeting will be on Wednesday, January 13, 2021 at 6:30 pm. Location to be determined.

The meeting adjourned at 8:15 pm.

*Scott Novogoratz*

Scott Novogoratz, President