

**Victorian Gables HOA, Annual Homeowners Meeting  
December 6, 2020 – Minutes  
3:00 pm – by teleconference using Microsoft Teams**

**HOA Board Present:**

Scott Novogoratz, President #39	Kammi Eckhoff, Landscape Committee #2
Dale Noel, Vice President, #12	Ron Segul, Landscape & Architecture #30
LeAnn Payton, Secretary #23	Tom Glenn, Director & Architecture #20
Ted Huston, Treasurer #21	Doug Ouren, Director #31

**Absent:**

Paul Schnaitter, Director #15

**Homeowners Present (19 units)**

MarthaJayne Vaughan, #1	Drew Kirchner( Celeste Hammond), #16	Ron Segul, #30
Kammi Eckhoff, #2	Tom Glenn, #20	Doug Ouren, #31
Karen Habel, #4	Ted Huston, Rosemary Rader, #21	Ernestine Munsey, #33
Ida White, #9	LeAnn Payton #23	Morgan/Marty Bolls, #34
Dale Noel, #12	Dick/Lois Lawson, #24	Leah Bisceglia (Nancy Kauffman), #37
Sunit Bhalla, #13	Steve/Karen Hansen, #28	Scott Novogoratz, #39
		Will Sutton, #40

**Homeowners By Proxy (11 units)**

Ken/Audrey Landt, #5	Chris Bailey, #18
Virgil/Pat Hancher, #8	Bonnie Geter, #19
Ellen Eihausen, #10	Jim/Mary Lou Lewis, #25
Shara Stills, #11	David/Carol Hodson, #26
Mary Ceci Garza-Aragon, #14	Ida Sinden, #32
Paul Schnaitter, #15	

**Absent/No Proxy (10 units)**

Richard Coupe, #3	Sallie Wilke, #27
Mert/John Mercier, #6	Andres Gavaldon, #29
Ed Voelkel, #7	Lanny Moore, #35
Susan Cavender, #17	Mark Cunningham, #36
Esther Osborn, #22	LaVonne Armstrong, #38

**Call to Order**

The meeting was called to order at 3:03 p.m. by President, Scott Novogoratz. The meeting was held remotely due to Covid concerns which presented a challenging time for all. Scott thanked everyone for their extra work in making this meeting happen. It was planned to have a shortened meeting with, hopefully, an in-person meeting in June when we can all get together to discuss topics that need to be handled but are not currently critical.

**REPORTS:**

Secretary Minutes: The minutes of the December 8, 2019 meeting were distributed after the 2019 Annual Meeting and posted on the website. Minutes were approved by consent on a motion from Ernestine and a second from Doug.

Scott presented the names of those running for Board positions. Paul Schnaitter's At-Large Director position expires at the end of this year. Kammi Eckhoff has been nominated for that position. Since the Landscape Committee position is not an elected position, she can run for a position on the Board. All Board officer nominees are those currently in the position.

President's Comments: Victorian Gables continues to be a wonderful, well-taken-care-of community with several homeowners spending lots of time on community projects. We hope to keep dues as low as possible but also need to be fiscally responsible in making sure funds are available when they are needed for community and replacement projects. We would hope to minimize our water expense with the new xeriscape plans in order to devote those funds to other maintenance and replacement items. The Board has suggested that window replacements become a homeowner responsibility, as this approach permits individual homeowners to make decisions about when to replace windows and which windows to use.

Architecture Report: Tom Glenn presented the Architecture Committee report. In 2020, there were:

- Minor exterior repairs and paint for all 40 units
- approximately 17 window wells replaced (8 units)
- fence replacements/repairs for 6 units
- concrete repairs/replacements to reduce and eliminate trip hazards

Tom asked homeowners to contact the Architecture committee if they know of any exterior problems that might possibly need to be addressed. The Committee tries to assess community issues, but problems are not always evident to the Architecture Committee.

Landscape Report: Kammi Eckhoff presented the Landscape Report.

- Trees were trimmed several times this year due to snow and wind storms
- We spray for bugs several times throughout the year
- Several snow storms caused us to exceed the budget for snow removal
- No crack seal was done on the road this year, savings \$2900
- There were 3 occurrences of vandalism this year
  - ... Garage door damaged at #10
  - ... 2 trees trimmed after dark at the park and along Swallow
- Connexion is now available for those who want it
- We are looking in to possible surveillance cameras in the community

The largest community project is the xeriscape plan. We have received a grant from the Fort Collins Xeriscape Incentive Plan for \$12,443 and have applied for a Northern Colorado Water Conservancy District Grant for \$11,233 which will be awarded in 2021. Volunteers will be used to plant most of the plants, and the project should begin in Spring, 2021 and finish by October, 2021. These plantings will be south of the Tennis Courts and south of Units #36-#37. Eventually, approximately 68,000 gal/year in water usage should be saved once plants are established 3-5 years after the gardens are planted.

Treasurer's Report: Ted Huston presents the 2020 financial report as of November 25.

2020 YTD Actual		Actual YTD		Projection
Total Income	\$	122,228.79	\$	122,240.00
Total Expenses YTD	\$	128,523.52	\$	137,970.00
<b>Net Income Less Expenses</b>	<b>\$</b>	<b>(6,294.73)</b>	<b>\$</b>	<b>(15,730.00)</b>

Assets as of Nov 25, 2020	Amount
Checking & Money Market	\$ 18,434.93
Insurance Reserve	\$ 17,035.19

Assets as of Nov 25, 2020	Amount
Replacement Reserve	\$ 86,774.42
<b>Total Assets</b>	<b>\$122,244.54</b>

Of the 2020 projected income, 98.2% is from HOA dues with the balance being from transfer fees (\$400) and interest (\$1840). The projected expenses break down into insurance costs (14% - \$20,000), water (8% - \$10,400), lawncare (10% - \$13,300), snow removal (9% - \$12,800), maintenance (17% - \$23,840), replacement (25% - \$35,010) and other (16% - \$22,620).

The 2021 proposed budget includes a fee increase of \$75 per quarter. We are currently operating at a deficit, which will be covered by the surpluses of 2018 and 2019, but we need to plan for rising expenses in 2021 and beyond. Insurance costs continue to rise, as do ongoing expenses of utilities (water, electric and trash removal), lawn care (snow and trees), and maintenance. Future maintenance will include completely re-painting the units and possible new siding.

The 2021 proposed budget shows an increase in expenses of approximately \$10,000. Ted stressed the need to fully fund the homeowner's association and to have enough funds in the reserve account to meet as many of the items that need to be replaced without doing homeowner special assessments. However, to accomplish that, fully funding the replacement reserve would require much higher annual investment than the ~\$35,000 that we have spent in recent years. A question was posed regarding increasing dues to match the total expected shortfall. Because the xeriscape plan is a one-time expense, applying that amount toward the replacement expenses in the 2022 budget will help to make up the deficit. We are on track to having the reserve account funded appropriately while maintaining the 30 year replacement schedule. The replacement reserve fund balance will go up and down as we spend money on replacement items, particularly high dollar items such as the road resurfacing.

When we can have an in-person meeting, we will discuss the financial implications of window replacements and if these should be a homeowner responsibility.

Scott asked for a show of hands of those who were AGAINST the dues increase – there were no hands that were raised. Therefore, the dues increase to \$825/quarter passed unanimously. That increase will go into effect on January 1, 2021.

Insurance Report: Dale presented the report regarding our insurance. We have changed our insurance broker, and our new policies are carried by a different set of insurance carriers. The new agent gave us quotes that were about equal to what we paid in 2020 with coverages similar to those of 2020, while raising the HOA's deductible to \$10,000. Last year's agent and 2 others provided more costly proposals. Our policy is currently in effect from Thanksgiving to Thanksgiving. We should plan for an increase in 2021 as most insurance plans do increase every year.

The deductibles were raised on the master policy in effect during the past year and remain at these higher levels on our new insurance. These deductibles are \$27,000 per occurrence per building for hail/wind damage and \$10,000 for all other perils. Homeowners need loss assessment coverage in their own individual homeowner policies of at least \$25,000. Per our HOA covenants, when a homeowner's unit suffers damage covered by our insurance, the HOA will assess the homeowner for the loss up to the amount of the deductible. The homeowner, in turn, would file a loss assessment claim with the homeowner's insurance company to cover the cost of the assessment by the HOA. Loss assessment coverage is a small percentage of the total cost of each individual owner's policy.

Election of Officers: Doug chaired the Nominations Committee and presented the nominations. A ballot was emailed to each owner, and they were asked to print that ballot out and tape it to their door by 5:30 today. Ballots will then be picked up and tallied.

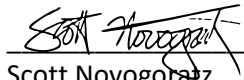
President – Scott Novogoratz #39

Vice President – Dale Noel #12  
Secretary – LeAnn Payton #23  
Treasurer – Ted Huston #21  
Director at Large, 1-year term – Kammi Eckhoff #2

Additional Positions whose terms had not expired: Director at Large 3-year term 2020-2022, Doug Ouren #31  
Director at Large 2-year term 2020-2021, Tom Glenn #20

Ballots were counted later in the evening, and the slate of officers were elected unanimously by the membership.

Adjourn: The annual meeting was adjourned by Scott at 4:36 pm after a motion by Doug and a second by Ron.  
Respectfully submitted:



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Scott Novogoratz  
President



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F. LeAnn Payton  
Secretary