

MINUTES OF THE VICTORIAN GABLES HOA
1ST QUARTER BOARD MEETING, 2021

Date/Time/Location: January 13, 2021, 6:30 p.m. via Zoom Teleconference

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

CALL TO ORDER: Meeting was called to order at 6:28 p.m. A majority was present.

ADD TO AGENDA: Scott noted that we needed to add additional topics to the Agenda, those being as follows: Annual Disclosure needs to be addressed
Audit of 2020 financials need to be completed
Roof Repairs need to be discussed

REVIEW OF MINUTES: Scott asked if all members had read the minutes from the 4th quarter Board meeting on October 14, 2020 and if there were any changes. No objections were heard. The minutes were approved unanimously.

TREASURER'S REPORT: Ted had sent an email to Board members with the Treasurer's Report prior to the meeting. As of 12.31.2020, total income was \$122,246.79 and total expenses were \$135,096.89. There was an income carryover from 2019, due to underspending the 2019 maintenance budget; therefore, the 2020 deficit was offset by 2018 and 2019 surpluses. Two CDs matured and were rolled over into 1-year term CDs rather than the previous 5-year term so we can look at them again at the end of 2021 to see if 1) we need to keep these funds liquid for a big project, such as the road resurfacing, or 2) if rates rise, we can lock in a higher rate for a longer time period. At this point, we also need some liquidity for future replacement projects; these CDs are designated specifically for replacement expenses only. The CDs have rather severe penalties for early withdrawal. It was noted that the budget for 2020 was exceeded due to having done quite a few repairs (painting and garage door, etc.), and the trees needed maintenance due to snowfall. There was more snowfall events in 2020 than planned (about \$3000 more was spent on snow removal than budgeted). All in all, the financials are in good shape due to the carryover from 2019.

Ted did mention that all 1st quarter dues have not been collected yet but they are expected before the end of January. Also, some homeowners do pay the entire year in January, which is a great help for cash flow.

Kammi moved and Doug seconded that the financials be approved as presented. The report was approved unanimously by the Board.

Scott thanked Ted for all his extra work on the financials, the website and keeping track of a number of other pieces critical to the workings of the homeowner's association and our community.

ARCHITECTURE COMMITTEE REPORT: Tom presented this report. Due to the time of year, the only homeowner request was the skylight in #40 which seems to be leaking.

LANDSCAPE COMMITTEE REPORT: Kammi reported that she is waiting for information from Northern Colorado Water regarding our application for the xeriscaping grant. The City came back asking for a couple changes to our application for grant funds, which Kammi did change. They should also be getting back to her before the end of January with the approval for that grant.

Evergreen has already been in to remove snow three times since the Annual Meeting last December. Some homeowners are also keeping ice melt near their patios and/or driveways. While there is no formal responsibility for putting down ice melt, some of the Board members and other homeowners are trying to make sure sidewalks and the paths to the mailboxes are clear. Please contact Kammi in unit #2 for more information. The Board also thanks John Mercier for shoveling snow and keeping the area clear around the Dunbar mailboxes.

Because of the vandalism this past summer, Kammi looked into security cameras for the community. One type would be one that hooks in to a homeowner's WiFi and is monitored thru a homeowner's computer. That is not ideal since the system would be for the whole community. Another system, being more expensive, is monitored off site. It was suggested maybe Ring doorbells would be a solution – to suggest to each homeowner to have one installed. Because of the configuration of our units, that would not cover the garages, street and parking. It was finally suggested that maybe the best idea would be to encourage each homeowner to have a security camera installed on the front of their unit. The Board agreed not to take any further action on this topic.

The City Forestry department came out to look at our ash trees. They are supposed to be replaced when they die, per City staff. It seems to make more sense to save the money it would cost to have them treated for emerald ash borer and put those funds toward replacement. Kammi suggested doing shadow planting to have maturing trees already in place prior to removing the ash trees.

PRESIDENT'S REPORT: Scott reported that we had lots of activity in 2020 with replacement items and the insurance company change. The HOA is running well with a few issues that are not easily solved. The community has good neighbors, and most homeowners participate in the Association.

Scott mentioned that we really do need to have a summer homeowner's meeting in person so we can discuss windows – whether they should continue to be the responsibility of the Association (except for the glass) or whether that responsibility should rest with the homeowners. The precedent has been that the HOA took responsibility for window replacement, although the Covenants state the homeowners are

responsible for glass surfaces. A legal opinion suggests the Covenants indicate windows are the homeowners' responsibility. In any case, the 30 year replacement budget is not currently funded for window replacements.

NEW TOPICS:

1. **ROOF REPAIRS:** The new insurance company flew a drone over the community to photograph the roofs and, finding possible issues, asked that we have a licensed roofing contractor inspect each roof. NoCo Roofing provided a unit-by-unit list of possible suggested minor repairs. Recommended repairs included applying silicone to exposed nail heads, replacing a couple areas of damaged shingles, replacing HVAC rain cap, etc. The bid for this work was approximately \$6000. It was agreed to proceed with the bid from NoCo Roofing and that Scott would ask them to take a look at the skylight on #40 that appears to be leaking. Our insurance company also wants a letter from NoCo Roofing estimating the remaining life of the roofs. They were replaced in 2004-2011 with 40-year shingles; so we should have a lot of use left barring hail damage or other peril.
2. **2021 REPLACEMENT AND MAINTENANCE PLAN:** Replacement projects for 2021 include window wells for 3-4 units (\$10K TO \$15K) and potentially fencing and concrete work deferred from last year. Tom and Ron will look at the remaining window wells and determine which ones should be done this year. The concrete work that was not done in 2020 will be reviewed again closer to summer and the concrete will be watched to make sure no tripping/falling hazards show up. Concrete gutter pan replacements will be planned to be done close to the time of the road work which is planned for a future time. To reduce the fencing expense between units 33-36 and 37-40, Kammi will investigate burying the rain drain pipe between the fences. Evergreen will be contacted to see if they can move that pipe or provide a recommendation.
3. **INSURANCE POLICY:** Dale spoke about his conversations with the new insurance company and requirements of our policy. The new insurance policy will be posted on the website as soon as the insurance company corrects some typos in the policy. Dale spent quite a bit of time looking into the loss assessment clause, trying to align coverage to eliminate gaps and/or duplicate coverage between the HOA's policy and individual homeowner policies. It's likely the Board may revise the HOA's policies related to insurance or propose a Covenant revision to create better insurance alignment.
4. **GOVERNANCE POLICIES:** Scott provided a draft of Governance Policies that our legal counsel suggested updating. LeAnn agreed to take a look at the new information and what we currently have, comparing those and making recommendations. Scott and Ted will both look over what LeAnn presents so we can see what we need to change, etc.
5. **ANNUAL DISCLOSURE:** Ted revised and submitted the Annual Disclosure for 2021 and a letter from DORA regarding the information that needs to be provided to the State and on our website. Kammi made a motion to approve the Annual Disclosure and, compare it to DORA requirements to determine if anything needs to be added or changed. Dale seconded the motion. It was approved unanimously.
6. **ANNUAL AUDIT:** We are required to do an annual audit of our financials. Stephanie Ouren was asked and agreed to chair the audit. Scott will ask Steve Hanson to help her. It needs to be finished by the next meeting, which will be the 2nd Wed in April.
7. **XERISCAPING:** With the HOA's xeriscaping project on track to start in 2021, some homeowner's have expressed interest in doing xeriscaping at their units in conjunction with what we are doing in our common areas. Evergreen will be asked to take a look at changes in the irrigation system for this and also what is currently planned, as we will need to change the configuration of the

sprinkler system. It may also make sense to consider changing the the size of the meters, as less water will be needed when this is all up and running, and the HOA will save money based on the size of the meters. There is also a requirement to have each homeowner get approval from the Landscaping Committee for any changes they want to do at their individual units.

LOCATION OF NEXT MEETING: The next Board meeting will be on Wednesday, April 14, 2021.
Location to be determined.

Ron moved and Ted 2nd a motion to adjourn the meeting. Meeting was adjourned at 8:07 p.m.

Submitted by,



Scott Novogoratz, President

1/22/2021
Date



F. LeAnn Payton, Secretary

1/22/2021
Date