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## Minutes of the Seventeenth Meeting of the UnawEEP Heights Homeowners Association, Inc.

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Minutes of the meeting of the UnawEEP Heights Homeowners Association, Inc. held at 2886 Fall Creek Drive in the City of Grand Junction, County of Mesa, State of Colorado on the 2nd day of March 8, 2012, called to order at 7:00 p.m. by Tracy Feidler, President.

Roll call was taken and the following members were present:

John Andrews – Treasurer  
Erin Leigh Cook – Secretary  
Tracy Feidler – President  
Kristin Gross – Vice President (arrived late due to work)

The following members were absent:

Robin Mitchum – ACCO Chair  
Paul Campeau – ACCO Member

Guest Speakers: Jimmy Foster, Landscape Contractor from Cuttin' Up.

### Reading/Approval of Minutes

The minutes from the November 2, 2011 meeting were unavailable. Erin will complete the minutes and forward to the board for approval as soon as possible. John noted that we are now approved to conduct business via email due to the approved bylaws changes.

The meeting was very informal as a formal agenda was not available due to very few responses to the email containing agenda requests.

### Special Orders

Jimmy Foster of "Cuttin' Up" was invited to the board meeting to address any questions regarding the contract that the board has agreed to sign with him. Jimmy presented the board with two contracts, a 7-month and a 12-month contract. Prior to the meeting the board agreed via email, (John, Tracy, Erin, and Kristin) that we would approve a 12-month contract. The board felt the pricing was fair and noted that Jimmy was doing a great job and that we would like to retain his services. The 12-month contract was agreed upon, but the board requested a few changes. It was brought the boards attention by a phone call made to Kristin Gross from Katrina Dickson, whose lot borders the UnawEEP/Arrasta Common area, that there was a significant problem with pet waste in the common area. The board received an email to this effect from Kristin and asked Jimmy if he could include an extra charge to clean the common area weekly. Erin noted that it was the Boards original intention to purchase pet waste stations for the common areas and/or throughout the neighborhood. Jimmy offered suggestions as to what type of stations to purchase based on his experience with other clients. Jimmy agreed that for \$20 a week he would pick up pet wastes on Monday's when he usually tends to the common area mowing. The board again reiterated their agreement on the 12-month contract for a price of \$5990 for the year. (at 12-months the monthly charge would come to \$499.17 per month.) Jimmy will revise the contract and drop a new contract off at Heritage which then will notify the Board that the contract is there and one of the Board members will stop to sign it. Erin agreed to call Jimmy when the contract was signed by the Board. **Addition:** *A copy of the contract was received by Heritage Proerty Management and thus signed by Erin Leigh Cook on 04/3/12. The agreement was to pay Cuttin' Up the agreed upon amount every month at the same time and any item in addition to the agreed upon monthly amount will have itemized statements submitted by Jimmy in order to be paid an additional amount.*

Kristin had arrived by 7:45pm

Since there were no ACCO members present at the meeting, a request was given to Erin Leigh Cook from Lynn & Lee Roberts 2867 Arrasta Court, to install a storage shed in their backyard and cited urgent personal business in getting this shed approved. Since it was noted that Paul was out of town and since Tracy had made repeated attempts, as well as the homeowner, to contact Robin, the Board felt comfortable approving the building of the shed. Tracy, Erin, and John all signed the document approving it. Erin would contact the homeowner to let them know that their request was approved.

This brought up the discussion of the difficulty had by all board members to contact Robin Mitchum regarding any Board or ACCO business. Robin's recent poor attendance at meetings, difficulty reported by owners and Board members in getting plans to him, and his inability to participate in email discussions of business was of concern. It was suggested by both Erin and John that Paul would be a good choice to serve as the chair of the ACCO since he seems to be much more easily available. John noted that Robin would still be a board member since board members are elected by the association, but that the Board had the right to appoint and remove members of the ACCO. Since the resignation of Fred Jarvis, this had left only Paul and Robin on the ACCO. Erin had talked to Paul about his interest of becoming the ACCO chair. At the time of the conversation, Paul agreed, for the time being, he would be interested in serving as the ACCO chair. Erin moved to name Paul as the ACCO Chair, thus removing Robin from this Chair position due to unavailability of the current chair and the time constraints of ACCO requests. John seconded the motion, Tracy and Krisitin both agreed. The motion was passed 4-0.

The Board discussed the ACCO Violation list that was compiled and submitted by Erin Leigh Cook. Via email, a previous discussion gave the go ahead on submitting the list for violation letter/friendly reminders to be mailed. It was noted that Tracy had received a call from 2860 Thimble Creek that they received a violation notice in error. The homeowner said that they have received most of the violation letters that they believe were supposed to be issued to 289 Gill Creek Court. The Board agreed that an apology letter was to be drafted and sent to the homeowners of 2860 Thimble Rock Creek and that Paul will be asked to review the list and let Erin and Heritage know who has complied and who has not so that the proper action can be taken.

It was also discussed that Paul and any new ACCO members that are appointed will work on a more detailed process and procedures for the ACCO Committee to use in the future.

**Addition:** Via email started on 04/02/12, John submitted a motion to appoint George Townsend, 2881 Fall Creek Drive, as a member of the ACCO Committee. All of the responses as of 04/05/12 favored the appointment of George Townsend to the ACCO and Paul Campeau and Robin indicated they would like to continue to serve in this role as stated in the non-parenthetical part of the motion. Tracy and Kristin seconded the motion. The motion passed 6-0.

**John Andrews, Treasurer's Report** –Debi from Heritage reports that Heritage has filed 7 liens properties that have never paid their annual assessments.

John confirmed with Debi that Heritage and their accountants were working on the UH HOA taxes being filed, Debi will sign as an agent for UH HOA.

**ADDITION:** Erin received a phone call from Aimee at Heritage letting Erin know that an extension was filed to allow plenty of time for our taxes to be completed properly without penalty. This was also confirmed by John in a discussion with Aimee.

John gave the group the financial update, handed out the financial summary as well as a proposed budget for the upcoming elections in May. After review, John proposed that we consider lowering the annual assessments from \$200/year/lot to \$125-\$150/year/lot and to possibly present this to the homeowners at the annual meeting

on May 9th. **Addition:** Via email discussions, it was decided to place this item on the agenda for the May 2nd meeting for further discussion.

Erin Leigh Cook, Secretary – The HOA Seal, as required by our bylaws was ordered and received at Heritage  
This expenditure is also reflected on the financial statements from John.

**Close of Meeting:** John made a motion to adjourn the meeting, Tracy and Erin seconded the motion, all were in favor. The meeting was adjourned at 8:50 pm by Tracy Fiedler.

Dated this 7th day of May, 2012

Respectfully submitted,

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Erin Leigh Cook, Secretary