

# UnawEEP Heights Home Owners Association

## Board Meeting Minutes – September 17, 2013

Meeting was held at 2861 Victoria Dr., called to order at 6:31pm by Robin Mitchum  
Roll Call: Robin Mitchum, Paul Campeau, Joyce Ramsaur, Kim Ruzicka and George Townsend

- 1) **Minutes** of the <sup>August 20th</sup> ~~September 17th~~ meeting were approved with one correction.
- 2) **Treasurer's Report** Current bank balances are: Checking \$16,813.96 / Savings \$19,694.65
- 3) **ACCO Report** A new 10'x12' shed <sup>is in planning stage</sup> ~~was installed~~ at 2867 Love Creek Ct. City will be contacted to see if permit <sup>is needed by Home Owner</sup> ~~was received~~. There were 39 violations in the past month. Will look at liens, letters, and publishing addresses at next month's meeting. Ditches will shutdown in mid-October, decision was made to shut down the HOA's ditches a day early to help keep them clean.
- 4) **Safety & Beautification** Tree and boulders will be installed this fall by Lowdermilk Landscaping. George will contact Keith to schedule and finalize. Also, Andy (formerly of Bookcliff Gardens) has indicated that he would take over the landscaping maintenance and will include irrigation start-up/shut-down and repairs as part of his contract. Kim R. will meet with him to secure pricing.
- 5) **Old Business**
  - a. Judy was successful in obtaining a new PO Box for the HOA (PO Box 2892), keys are with Robin and Kim Lowdermilk (new bookkeeper).
  - b. New accounts have been opened at Western Rockies FCU.
  - c. Written notice was provided to Heritage Property Mgmt. and final takeover of HOA will be October 1st. Kim will receive documentation from Heritage and will input financial info QuickBooks.
  - d. New pump for Silvertip Water Detention area has arrived and will be installed in the next week.
- 6) **New Business**
  - a. A newsletter will be completed by the end of October.
  - b. Brief discussion of having the HOA do some positive things, Welcome Committee, participating in "Night Out" next year – will be discussed further at next meeting.
- 7) **Next meeting** October 15th 6:30pm at 2861 Victoria Dr.