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## Minutes of the Fifteenth Meeting of the Unawep Heights Homeowners Association, Inc.

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Minutes of the meeting of the Unawep Heights Homeowners Association, Inc. held at 2856 Arrasta Court in the City of Grand Junction, County of Mesa, State of Colorado on the 5th day of October, 2011, called to order at 6:39 p.m. by President, Tracy Fiedler.

Roll call was taken and the following members were present:

- Tracy Fiedler – President
- Kristin Gross – Vice President
- John Andrews – Treasurer
- Erin Leigh Cook – Secretary
- Paul Campeau – ACCO Representative

The following members were absent:

- Robin Mitchum – ACCO Chair
- Fred Jarvis – ACCO Representative

### Reading/Approval of Minutes

The board reviewed the minutes from the August 23rd, 2011 meeting. A few grammatical errors in the minutes were corrected by Erin. John moved to accept the corrected minutes. Kristin seconded the motion, all in favor, motion passed.

### Officers Reports

Tracy Fiedler, President – Tracy spoke to the Grand Junction City planning department and road development departments with the city in regards to the placement of some sort of barrier in front of the fence that borders Tammy and Brent Head's property along Unawep Avenue. He was told by the city employees that we could do what we wanted as long as it didn't impede with the line-of-site. The board was in agreement to place either boulders or trees. Tracy also stated that the city was not ok with the installation of speed bumps, that was no longer a practice in use. The city seemed somewhat open to installing crosswalks, but there was no definitive answer given. Erin brought up the idea of the HOA installing blinking signs, upon further discussion, it would cost the HOA too much to install signs of our own. Kristin suggested creating a petition that would ask the city to install warning signs around that curve on Unawep Ave. There may be an issue with the a blinking sign bothering those who live by the sign, but we would request the sign be installed below the fence line. John suggested getting a cost estimate on installing the boulders in front of the fence on the south side of Unawep near the Head's fence. Tracy stated that he has access to free boulders from his property on the Mesa. Tracy would work on obtaining and installing the boulders.

John made a motion to have Kristin initiate and write a petition to the City/County for presentation to the homeowner's at the November 2nd meeting regarding the potential crosswalks along Unawep Avenue. The second part of the that motion was to work on the installation of the rocks and trees in front of the Head's backyard fence. Paul seconded the motion, all agreed, motion passed. Tracy will follow up with further information on the crosswalks on Unawep and potential speed bumps along Fall Creek for discussion at the next meeting.

Kristin Gross, Vice President – Kristin called a few of the churches around our neighborhood and got no reponse/interest in allowing the UHHOA to hold their meetings at their locations.

Erin Leigh Cook, Secretary - Erin spoke with New Emerson school regarding holding our meeting there. It would cost \$9/hour, and an additional \$50 to pay the custodian to come back/or stay to

close the school. He would normally be done around 7:30pm. Whereas when Erin spoke to the Glenda at the school district, they indicated that Lincoln Orchard Mesa Elementary has custodians on until 10:00pm so the amount would only be \$9/hour, totalling \$27 for the entire meeting time (6pm-9pm). Erin suggested booking the future quarterly meetings with the school district in advance so we can give the homeowner's a better chance to attend. Kristin stated that we are only required to hold an annual meeting with the entire membership, but that the BOD was required to meet quarterly. Erin suggested that meeting quarterly with all the homeowners allows them a platform to express their concerns and also allows the board to be more responsive to their needs. The board agreed that the future quarterly meetings would tentatively be held February 15th, 2012 with the annual meeting to be held May 9th, 2012. Erin will book these dates with the school district as tentative dates. The board will start planning for elections in April 2012 to be ready for the May 2012 meeting.

CC&R violation letters. Erin was waiting on a list from Robin stating what the current CC&R violations were reported throughout the neighborhood. With Robin's absence, no list was available. Erin asked Paul to collect a list of violations so that we could proceed with the violation letter/fine process, Paul will gather the information as soon as he can and email a list to the BOD members for approval.

John Andrews, Treasurer – John handed out a current financial summary and each board member was emailed the current statements from Heritage as well. John now has online access to our accounts and has obtained a debit card for the account as well. John pointed out that the financial cash flow statements sent by Cindy at Heritage are good for detail but they are not an accurate reflection of our bank account status. They are more a reflection of our cash flow account with Heritage. John also pointed out that there could be some confusion with posting these cash flow statements online as they may be a little misleading. He recommended we also post something similar to the Financial Report that he had created and passed out at the meeting to all the board members. It would display a more accurate reflection of our financial status including the reserve account (currently in savings). John stated that he will do a synopsis of the financial activity each month for posting online for homeowners to view.

As of today the account balances were approximately the same as it was a month ago as we have had approximately the same amount of income coming in as the expenditures going out. There is still a fairly large number of homeowners who have not paid their 2011 dues. There were 33 HO's that owed \$200, 7 HO's that owed \$100, 2 HO's that owe \$286.02, and 8 HO's that owe over \$400. John researched the liens that were supposed to have been filed by our previous property management company and discovered that most of these liens were never filed. The forms had all been prepared, but never signed, filed, or notarized.

John presented a motion to instruct Heritage to issue liens on the properties that owe over \$400, Kristin seconded the motion, all in favor, motion passed. John will follow-up with Heritage on getting these liens filed.

Maintenance of common areas and irrigation: Tracy stated that he had some concern for what we have paid for services and replacement of multiple sprinkler heads throughout this season. Kristin asked if we should look into obtaining other services. Erin remarked that she has spoken to Jimmy at Cuttin' Up and he has not written a contract with Heritage yet, but that he was working on one and was open to discussing pricing. Erin will follow-up with Jimmy on the current status of the contract.

Paul Campeau, ACCO Representative - Paul agreed to gather a list of violations and inform the board of those in violation. Also, he will talk to Fred to obtain any forms he has in regard to the ACCO.

### **Special Orders**

Fred Jarvis had sent an email to the board on Monday, September 19, 2011 7:45pm via email asking the board to consider his resignation. Due to other obligations, he felt that he did not have the time available to

dedicate to the UHHOA at this time. The board respectfully accepted his resignation. and At this time the board has agreed to ask Kim Lowdermilk to finish out Fred's term on the ACCO. John presented the motion "to accept Fred's resignation, with a second part, to wait until the May elections to fill that position pursuant to the guidelines laid out in the HOA bylaws and further to ask Kim Lowdermilk to finish Fred's term on the ACCO," She would not be a voting member of the BOD since that is an elected position. Erin seconded the motions, all agreed, motion passed. Erin will contact Kim in regard to her interest in finishing the term on the ACCO.

### **Committee Reports:**

**ACCO Committee** – Robin was absent so no current report available.

**John Andrews, Bylaws Committe Head** – John reported that the proposed Bylaws changes have been reviewed by David Caldwell and Debi Caldwell and there were suggestions regarding verbage, but it did not change the intended meaning. The board discussed and clarified any remaining questions in regard to the Bylaw's and it was agreed that the verbage used in the current proposed bylaw's changes , with minor corrections, was as the board wished them to be stated. John will send out a new version with updated changes . Kristin suggested that the Bylaw's changes be posted on the internet and emailed to those on the HOA email list, and copies provided upon request. John will work with Heritage on the best way to notify homeowners and keep us all up to date on what is suggested and decided.

### **Additional Discussions**

Via email and at this meeting a discussion was held among board members regarding the violation fines. It was agreed that for violations, if compliance is not made within 15 days a fine of \$50 per month would be assessed according to our P&P manual and that at the six month mark if no compliance is met, the amount of the fines would then be doubled, and would then continue accruing at \$100/month fee until compliance was satisfied. John suggested that since the board previously agreed to file liens once the total of unpaid dues and/or fines they are above \$400 for an individual lot that we should file a lien at this point.

A homeowner asked Kristin if political signs for the upcoming elections could be placed in the common area. The board discussed this matter and thought it best not to get involved in any personal or political situations in regard to placement of signs in the common area. Kristin made a motion that all signage, political or otherwise, be disallowed in any commons areas, Paul seconded the motion, all agreed, motion passed.

### **Review of Action Items**

Erin read a summery of actions items and pledged to email a copy of the actions items for each Board member to have for continuity.

### **Close of Meeting**

John made a motion to adjourn the meeting, Tracy seconded the motion, all in favor. There being no further business diseussed, the meeting was adjourned at 8:35 pm by Tracy Fiedler.

Dated this 5th day of October, 2011.

Respectfully submitted,

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Erin Leigh Cook, Secretary