
Minutes of the Sixteenth Meeting of the UnawEEP Heights Homeowners Association, Inc.

Minutes of the meeting of the UnawEEP Heights Homeowners Association, Inc. held at Lincoln Orchard Mesa Elementary School Cafeteria, 2888 B 1/2 Road in the City of Grand Junction, County of Mesa, State of Colorado on the 2nd day of November, 2011, called to order at 6:35 p.m. by Vice-President, Kristin Gross.

Roll call was taken and the following members were present:

Kristin Gross – Vice President
John Andrews – Treasurer
Erin Leigh Cook – Secretary
Paul Campeau – ACCO Representative
Tracy Fiedler – President (arrived late due to work)

The following members were absent:

Robin Mitchum – ACCO Chair
Fred Jarvis – ACCO Representative

Guest Speakers: David & Debi Caldwell – Heritage Property Management

Reading/Approval of Minutes

The minutes were read by Erin Leigh Cook for all members and homeowners in attendance. After the reading of the minutes, Kristin then made a motion to approve the minutes, John seconded the motion, all in favor, motion passed, minutes approved.

Guest Speakers, David and Debi Caldwell addressed the board and homeowners introducing themselves and their services. They will have a 24 hour on-call emergency line, they will assist in managing our bookkeeping, handle violations, and financials, etc. They manage approximately 40 HOA's here in the Grand Valley and the largest one they handle is in Fruita and is made up of approximately 300 condominiums.

They explained how they now offer online HOA dues payments and then offered to answer any questions that the homeowners had.

Debi Caldwell then explained how the homeowners can get ahold of them (via phone, website, email, etc) and mentioned that all minutes, newsletters, announcements for the HOA can be found on their website under HOAs, then under UnawEEP Heights.

Homeowner, Charles Vavak asked why there was a School District sign posted on a fence in the common area along Arrasta Court. As the homeowner of the lot in question, Erin Leigh Cook, stated that she had checked with the board members and since she owned the fence she had a right to place the sign on her fence. She explained it had nothing to do with the common area, it was her personal fence that the sign was displayed on and that fit within the rules of the HOA.

Officers Reports

Kristin Gross, Vice-President – Kristin addressed the homeowners present and noted that all of our HOA documents are available online on the Heritage website and encouraged homeowners to check the website and print out or review any of the documents.

David Caldwell interjected the importance of the HOA documents and how it is in the homeowners best interest to read and understand these documents including the CCR's. Any homeowner looking to sell their home would make it more appealing to prospective buyers if their lot was in compliance with the CCR's.

Kristin discussed a petition that the board would like to get started to petition the city to install crosswalks, lighting, or some other safety measures to ensure better safety for our neighborhood. The petition was available at the sign in table. Erin interjected that with the close proximity to Lincoln Orchard Mesa Elementary, we may be able to encourage the city that for our kids within the subdivision, Unawep Avenue is a dangerous street for them to cross, therefore agreeing that the petition was a good idea. The discussion arose about the house at Bear Canyon Court whose fence had been run through and that the discussion was occurring among the board as to how to help remedy this situation. Glennella Vavak, homeowner, asked about the HOA purchasing some larger boulders. Kristin replied that a discussion was held with Tracy Fiedler and that he has some land with some large boulders that he could transport and place along Unawep Avenue. Tracy was not in attendance as of yet, so Kristin noted that it would be discussed further when Tracy arrived.

David Caldwell asked about guardrails, but again, the conversation was placed on hold until Tracy arrived.

Tracy Fiedler arrived at 7:03pm.

John Andrews, Treasurer – John handed out a current financial summary and noted that the transition from A Step Above Property Management to Heritage Property Management was moving along nicely. As of tonight, John felt we had good control over our financials. Kristin and John handed out financials to all homeowners who wanted to view a copy. John talked about the good health of our reserve account and stated we were in good shape if any unforeseen circumstances were to arise, such as replaing an irrigation pipe. He also reminded homeowners that the financial activity for each month will be posted online for homeowners to view. John addressed the fact that those lots who have not paid any of their annual assessments will have liens filed on their properties. Paul made the motion to approve the treasurer's report, Erin seconded the motion, all in favor, motion passed unanimously.

Tracy Fiedler, President – Tracy spoke to the conversation he had previously with the Grand Junction City planning department and road development departments in regard 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, since that was no longer a practice. The city seemed somewhat open to installing crosswalks, but there was no definitive answer given. Erin brought up the idea of installing blinking signs. It would cost the HOA too much to install signs of our own and it was unlikely that the city would kick in any or all of the cost. Erin noted this was why it was important to get the petition signed. Tracy brought up the examples of Scenic Elementary and the blinking signs along Broadway. Kristin, Erin, and Tracy talked about the areas where it was felt crosswalks were needed were from the Gill Creek Court sidewalk across Unawep towards Rocky Pitch, and from the Bear Canyon Court sidewalk across to Grizzly Court sidewalk.

Homeowner, Charles Vavak mentioned that we could request the police patrol our neighborhood's more often. Erin Leigh Cook, explained how the previous year, she had a conversation with the Traffic Control officer and he, at that time, stated that homeowners can borrow a speed gun from the Police Department and write down the speed of the cars and turn that into the police department, but there was no guarantee that anything would be done about the cars unless an officer was actually there to stop and ticket them. Homeowner, John Pomaski, asked Tracy, since he had worked for law enforcement, if he knew anyone that would be willing to monitor our neighborhood more often. Tracy was not aware of anyone in particular, but mentioned that Granite Springs has had similar situations with the busy street along their subdivision.

The discussion arose that Unaweep Avenue was created specifically for our subdivision and that C Road had been changed when Okagawa sold the property and that it became a major thoroughfare through our neighborhood. It was decided that Tracy would continue to gather information from the city in regard to the traffic situation and that it would be important to pass the petition along to as many homeowners as possible to allow us to gain some ground with the city perhaps.

Erin Leigh Cook, Secretary - Erin discussed that the annual meeting will again be held in Arrasta Court common area on May 9th at 6:30pm since we get the most people to turn out for the meeting there. Erin then turned the conversation over to John to discuss the Policy & Procedure (P&P) manual and its updates since that was the main project that she and he had been working on.

Committee Reports:

ACCO Committee – Paul Campeau, ACCO Representative - Paul had no ACCO business to discuss at this time.

John Andrews, Bylaws Committe Head/P&P Manual – John discussed the recent P&P manual that was completed. He explained that the P&P manual needed to be approved by the board, but became “in-effect” only after a 30-day review by the homeowners. John informed the members that a copy of the P&P manual was available on the website and that every owner should have received a copy for their review. He acknowledged that he had some great input from homeowners and encouraged all homeowners to review and offer their suggestions to him. John explained the recently revised bylaws would also be available on the website and that again that the assistance he received from Erin and a number of the homeowners was very helpful. He noted that since a quorum was not present this evening, a special session would need to be called to vote on the bylaws and noted to homeowners that a ballot and proxy form would be sent via USPS. He reiterated the importance of returning the ballot/proxy forms. Kristin interjected that there is a bylaw change on the table that decreased our quorum requirement from 25% to 10% since it was so difficult to get a 25% homeowner participation at the meetings.

David Caldwell discussed that sometimes in HOAs it is common for the board to reduce the quorum. He stated that commonly, a first vote is called recommending a reduction in quorum, that would pass, but then board still can't do business, so the quorum is decreased again, until they find the right percentage of the homeowners that will get involved enough to allow the board to conduct business. He reiterated that this is a very common practice in HOAs who have difficulty with homeowner involvement.

Since a quorum was not present that evening, no vote was taken and the process would have to be deferred to a special session which John would organize.

Kristin presented a motion to send all homeowners ballots & proxy forms via USPS mail. The motion was seconded by John and Erin, all in favor, motion passed unanimously. John will instruct Heritage to mail ballots/proxies and will plan for the special session.

Additional Discussions

The floor was then opened up for additional discussions, Duane Erkman, homeowner, pointed out that on page 16 of the P & P manual in his opinion the wording should read “shall” instead of “should” to be consistent throughout the document. John noted the request and agreed to make the changes.

Homeowner, Todd Colosimo, 2875 Bear Canyon Court, suggested that on each published agenda the board would set a time for votes on issues. He suggested 30 minutes or so from the beginning of the meeting so homeowners would know when to attend the meetings that certain things would be voted on at that time, so they

are made aware in advance to attend if they want to submit their vote. Erin agreed that was a good idea and would try to accommodate in the future.

Review of Action Items

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

Close of Meeting

Kristin made a motion to adjourn the meeting, Tracy seconded the motion, all were in favor. There being no further business, the meeting was adjourned at 7:55 pm by Tracy Fiedler.

Dated this 7th day of May, 2012

Respectfully submitted,

Erin Leigh Cook, Secretary