

Victoria Village at Colorado Springs HOA, Inc.
Board of Directors Meeting Minutes
September 16, 2008

The regular Victoria Village HOA Board of Directors meeting was held at the Knights of Columbus hall on September 16, 2008. Board President, John Smith, called the meeting to order at 7:07 p.m. In attendance were John Smith (President), Frank LoBosco (Treasurer), Betty Johnson (Secretary), Iwan Biereichel (Director at Large), Sydne Ebel (Director at Large), Lenore Morales (Director at Large), and Kerry Cantrell (Z&R Property Management). Rick Poole (Vice President) was absent.

Open Forum

John announced that the open forum will be limited to 15 minutes. He reminded attendees that the Board may address issues or questions raised in the open forum later in the meeting, not necessarily during the open forum.

An owner (3502) asked about architectural standards for doors. The Architectural Control Committee (ACC) has been given the task to define standards and describe acceptable doors. The owner asked the Board to state standards and to enforce consequences for non-compliance. This owner also asked about the dog violation described in her letter of 9/10/08 to Z&R. She said the issue of owners not picking up after their dogs is still not resolved.(need owners unit #)
An owner (3341) said she thinks it should be mandatory for each unit to have a garbage can.

Meeting minutes

The August 19, 2008 minutes were read. *Discussion:* Betty Johnson recommended the following corrections (*changes in italics*):

- Page 1, paragraph 6 (comments from 3512): change to read "...foundation problems *caused by water* he reported earlier....and brought copies *the Board had requested* to Kerry...."
- Page 2, paragraph 4: *Delete the first sentence.* The paragraph should begin, "Is there a way to adapt..."
- Page 2, paragraph 5: *Delete the first 2 sentences after "Discussion."* The "Discussion" section should begin, "Kerry and Iwan will..."
 - **Motion** made by Iwan Biereichel (seconded by Frank Lobosco) to accept the August 19, 2008 meeting minutes with the corrections listed above. **Vote:** 6 in favor. Motion passed unanimously.

President's report

- The Knights of Columbus hall is changing ownership to the American Legion sometime around October 20-25, 2008. John will talk to the American Legion representative about continuing to rent space for meetings.
- Annual meeting in November is now scheduled for the 3rd Tuesday (11/18).
 - **Motion** made by John Smith (seconded by Frank Lobosco) to hold all regular and annual Board meetings on the 3rd Tuesday of each month unless there is a conflict with the facility or unless the November meeting would fall in the same week as Thanksgiving. **Vote:** 6 in favor. Motion passed unanimously.

Finance report

Frank highlighted different amounts on the finance report, including operating cash, reserves, assets, accounts receivable, and bad debt allowance. The Association had a negative cash flow for August, due primarily to high water costs. Sprinklers are not scheduled to be turned off until sometime in August. Frank will review Accounts Receivable with Kerry in light of collections and foreclosures.

Frank will work with Kerry to prepare a preliminary budget for 2009. The budget will not be ready for the annual meeting, as there is not sufficient time to prepare it. The Board will need to identify whether there will be a rate increase, but the governing documents limit an increase to a maximum of 5% (Article 4, Section 3a).

Units 3351 and 3361 are in collections at this time. Unit 3635 is in foreclosure. We will receive money from the super lien and send the rest that is owed to collections.

- **Motion** made by Iwan Biereichel (seconded by John Smith) to accept the finance report.
Vote: 6 in favor. Motion passed unanimously.

Manager's report

- Kerry reviewed the legal update. Reports or updates are made only when there is some action to report.
- Water-intrusion report on 3512 from Colorado Engineering & Geotechnical Group: The unit had water seepage again during the recent heavy rains in late August. The recommendation on page 27, paragraph 2 is a fairly standard procedure. Kerry will get at least 2 estimates for sump pumps.
- Sidewalk leveling has been done by A-1 Concrete Leveling at the places noted (page 28 of Board packet). Leveling was not done at several places where it would not have been appropriate (3670-72: a dip was paved into the sidewalk so there's no need to level this, 3620-24: leveling would destroy the surrounding concrete, 3628: the crumbling is too severe for replacement, so consider removing and replacing concrete in the spring.
- Proposal from Comcast (letter dated 6/24/08, pages 29-49 of Board packet): Comcast wants to pay the Homeowner Association to be the preferred contractor. Kerry has reviewed the letter and agreements with Annette. There appears to be little downside to the HOA, but Comcast or its agent (Lynch Cable Resources) has been unresponsive to requests to change the contract, so Annette recommends not signing it as it currently stands. The letter indicates the offer is an "Agreement Renewal," so the Board instructed Kerry to request a copy of the current agreement. The Board instructed Kerry to invite Jeff Lampas, the account executive, to the October Board meeting to discuss the offer and the Board's questions.
- Memo from Rocky Mountain Concrete dated 9/10/08: Rocky Mountain Concrete had bid on the concrete repair but was not awarded the contract. There apparently was miscommunication at their office, and they did some of the concrete repairs they had bid on but without the Association's approval or authorization. Some of their work caused other problems that will have to be corrected (example: poured a concrete pad for a postal pad but didn't contact the Postal Service for the bolts to secure the mailbox unit). The company is requesting \$4,973.36 to be compensated for "time and materials." The Board instructed Kerry to ask Rocky Mountain Concrete for an itemized list of materials costs.

Executive session

At 8:50 p.m., John suspended the regular meeting and called for an Executive Session to discuss a legal matter. Residents attending the regular meeting left the room. The regular meeting resumed at 8:55 p.m. and residents were invited to return.

Old/New Business

Betty and Kerry did a walk-through in September and noted certain units where structural changes have been made and where excess items are being stored on patios. Kerry prepared and mailed several notices to owners based on this walk-through. Iwan will walk through the property with Kerry in October.

Iwan distributed a report dated 9/6/08 from the Architectural Control Committee that listed units with maintenance concerns, but the ACC did not offer any recommendation regarding a standard style and color (or range of colors) for screen/storm doors or for front/back doors. The ACC will aim to have this recommendation for the October meeting. The Board should inform residents of the style guidelines in the next newsletter.

The Board began a discussion regarding a possible rules amendment about pet voice command. This is in response to a letter dated 8/6/08 (pages 31-32 of the August 2008 meeting packet). The current rules (adopted 6/28/07) say that pets may not run loose and that pets may be tethered only if the owner is present. All Board members should review the present rules and be prepared to discuss a possible rule change at the October meeting.

The meeting was adjourned at 9:27 p.m. The next meeting will be held October 21, 2008.

Submitted by Betty Johnson, Secretary, and Sydne Ebel, Director at Large.