



Pheasant Run HOA

PO BOX 20905 Boulder CO 80308-3905
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(720) 296-3740

Pheasant Run Homeowners Annual Meeting
Minutes by Linda Parks on March 10, 2012

In attendance:

Elizabeth Fischer, Carol Herrick, Linda Parks, John Esau, Jay Lohuis, Brielle Cataldo, Andrew Homeyer, Steve Montgomery

OPENING DISCUSSION

Board votes Carol Herrick and Brielle Cataldo as members-at-large
Claudia relieved as a member-at-large for health reasons.

LANDSCAPING

Grass: two patches of sod and seeding have been added to barren areas. Watering schedule has been increased on a cautionary level to ensure sod takes. Watering will take place twice a day for two weeks. Some sprinkler heads have been repaired and some still are in need repair. Elizabeth will call Lonny (Great Indoors) to arrange to have these fixed.

John Esau notes that it appears the individuals mowing the lawns are tearing up the sprinkler heads when they mow and are hitting the corners of the fences. Elizabeth will bring to the attention of the landscaping company that they should take more care as to not rip up the property.

The pine needles under the pines are killing the grasses, landscaper suggests we have the pine debris raked once a month to give the grasses an area to grow. We will look at landscaping plan and areas that need attention. Then budget for these projects. Carol agrees with Linda to see if those areas need a bit more landscaping design for Spring 2013. We invite people to take pictures of areas they see around town to have samples to show to a landscaper.

BUDGET

Spreadsheet with some flexibility in how the funds need to be spent on.

Homeowners need to ask tenants to inform them of things on the exterior that need to be done so HOA is aware of repairs. A letter or email to homeowners with renters should be drafted. Some middle gutter drains need to be rerouted so as not to drain in driveways which in winter causes ice issues. Elizabeth's gutter and the gutters between 1505 and 1507 need rerouting. Elizabeth will arrange to get this done.

Linda will remove the ice buckets that are at the end of the cul-de-sac, Elizabeth will remove the other two in her cul-de-sac. Put away and bring out seasonally.

Elizabeth has set up bank statements so now they are online, saving us \$36/year.



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EXTERIOR MAINTENANCE

We are reviewing the Burnett construction bid and scope of the project. The cement-board product is a 100-year project and requires screwing not nailing works includes moisture barrier wrap installation. The work order covers all details of project, plus Acrylic painting and removing debris, etc. The Board needs to come up with a plan to cover the costs of the other phases as they need repair.

- How do we raise the funds and assess the units?
- What should the dues rates be in order to fund the costs of the repairs?
- What would be an appropriate amount to raise the dues and then we have the need to put that out to HOA members for a vote.
- HOA member need to be notified about the costs of the project.

An E-mail with more information about the project will be drafted and sent by Elizabeth. Additional bids will be obtained by a formal bid requests, due on a specific date. Using comparable materials with a *licensed* contractor due to insurance risks.

Carol Herrick will get a bid

Elizabeth will get a bid

Next meeting TBD, check back on website for time and location.

To be discussed: property manager, additional bids, signature on bank accounts, tow company authorized names, dues increase, assessments.