



# Pheasant Run HOA

PO BOX 20905 Boulder CO 80308-3905

president@pheasantrunhoa.com

(720) 296-3740

Pheasant Run Homeowners Annual Meeting

Minutes by Linda Parks on July 12, 2012

In attendance:

Elizabeth Fischer, Carol Herrick, Linda Parks, John Esau, Steve Montgomery

## OPENING DISCUSSION

### HANDY MAN CLEAN UP GUY

Carol has a contact for handy man, clean-up person she met working for a property in the area, his hourly rate is \$24 hour. Linda and Carol will meet in the near future and walk the property to list light work that needs to be done and bring the list to the next board meeting for discussion.

It has been brought to the boards attention that the unit 1541, used as a rental property has trash, used charcoal and a charcoal smoker on common areas and also alongside the units side yard on the common area, the privacy fence area also needs to be cleaned up and there is a motorcycle and as gas can located within this area. No charcoal/fire type grills are allowed in shared common developments in City of Boulder. Other trash is also laying around the property and the owner or tenants need to clean up and bring the unit into compliance with HOA rules. Linda will contact Chela by e-mail (the board needs to acquire her phone number) concerning her property and the charcoal and smokers should be removed. Elizabeth has a relationship with her since she owns the unit attached and will see about getting her phone number for our records.

Richard Gilbert's privacy fence is still in need of repair (note: his unit also has a white screen door), Elizabeth has contacted him and he will be doing repairs on the unit when the current tenants leave in the next few weeks.

Nick Kelly will be contacted by e-mail concerning the garbage cans being left out. We suggest all owners see that their cans are marked with the unit numbers. HOA guidelines clearly state that all cans must be placed in the garage of each unit, or out-of-sight within the privacy fence.

Linda will draft a flyer and pass it out reminding tenants/owners that no charcoal grill, wood burning pits, or smokers are allowed at Pheasant Run and include cleaning up trash around privacy fence areas, parking and dog related issues.

Carol will call the managing company Four Star about unit next to her to remind them of the new tenants responsibilities and HOA policies.

Architectural compliance issues: Board needs to discuss on come to agreement at the next meeting about compliance issues with architectural standards. All owners need to be reminded of the procedures to follow to make any changes to exterior items such as screen doors, decks, windows and lighting.

Some items to address: 1539 upper deck door needs to be complaint with color scheme, Elizabeth will



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contact Homeowners, current door is almond but trim appears to be primed white and not painted. There are two smaller units with white doors along with a larger unit at the South end of the property. The board needs to define how we handle these units and contact all owners about architectural compliance.

## FLYER TO GO IN WITH LETTER:

### EXTERIOR OWNER RESPONSIBILITY

All owners and owners with rental units need to be aware and comply with the HOA rules about keeping the area clean around their units. Trash, cardboard and other items should be stored in the garage until trash pick up. There are rats and we are trying to make sure that they are not finding food. Absentee landlords should check in with their properties inform tenants of the responsibility they hold to keep grounds within the HOA Rules. We also need to add information about owner's property managing their tenant issues.

## BANK ACCOUNT

Done, Carols name added to account

## PAINTERS:

We need to get bids this year for next year. Buildings are due.

Paint contractors to bid:

Secor Painting, Cals Painting

Next meeting: August 13, 6:30 PM (all welcome)

Location: Elizabeth's unit

## Agenda:

1. Architectural Compliance and vote
2. By laws and fines
3. Board vote on how to manage non-compliant properties
4. Owners that are remodeling and how they are leaving their trash on common areas, should they be required to rent a dumpster? When is Josh cleaning up his trash and also what is going on with his deck, it is in need of repair, boards are falling down.
5. Owners and deck repairs, have we contacted them as to staining, maybe advise every two-three years they inspect them.
6. Katherine Chestnut's tenants have a wood burning pit on common area, not allowed, Linda has contacted her and left a message to advise that her tenants remove the pit .