

Enclave at Broadmoor Glen Board of Director's Meeting

May 13, 2015

Regular Meeting Minutes

Board Members Present: David Steward, Joan McIntyre and Pam Cartwright

Board Members Absent: Susan O'Hara and Arthur Suckling

Other Persons Present: Kerry Cantrell – Z&R Property Management

Homeowners Present: None

Call to Order:

The May 13, 2015 meeting of the Enclave at Broadmoor Glen Homeowner's Association was called to order at 5:30 p.m. The meeting was held at 4435 Spiceglen Drive, Colorado Springs, CO 80906.

Open Forum:

Joan McIntyre read a letter of apology for missing the meeting from Susan O'Hara. Her work schedule changed (for the next few months) and she was not able to make the 5:30 p.m. meeting. She also asked if the next meeting could be changed to either Wednesday or Thursday at 10:00 a.m. She would host if that time could be accommodated. It was agreed to move the next meeting to Wednesday, July 8th at 10:00 a.m. at 4430 Spiceglen Drive.

A letter from homeowner's Bob and Nancy Schwanz, 4434 Spiceglen Drive, was read. They are asking that trees be removed from behind their unit and also one tree between theirs and their neighbors unit. They would also like shrubs between the driveways to be removed as well.

Kerry will contact them to have them contact their neighbors about the shared trees and will request that they get their neighbors approval in writing and then present the approval and their requests at the next HOA meeting.

Approval of the March 11, 2015 Minutes

Joan had a question on whether the board had voted on the unit painting from the 7 to 5 year cycle. Kerry confirmed that the board had voted so the March 11,

2015 meeting notes need to be corrected to state that “As approved by the HOA Board, the painting cycle for the units will go from a 7 to a 5 year cycle.” With the changes noted Joan approved the minutes as read and Dave Steward seconded.

Managers Report

Financial Report

Mr. Kerry Cantrell, Z&R Property Management, presented the finance report and review of the Balance Sheets for period ending April 30th, 2015.

Operating Cash currently Held	\$15,104.25
Total Reserve Funds	\$187,595.13
Total Assets	\$220,421.06
Total Liabilities	\$28,876.00
Total Net Worth	\$191,545.06
Total Net Worth & Liabilities	\$220,421.06

Manager’s Report

Kerry noted that a letter was sent to the homeowner’s at 4426 Spiceglen Drive, asking to either paint or replace their white storm door with an Almond colored one.

Don and Elaine Lanier’s request for installing 8 Andersen Windows was approved by the board and a letter stating such was sent to the homeowners, 4411 Spiceglen Drive, on 4/21/2015.

A pet violation letter – 2nd notice – was sent to the homeowner’s of 4423 Songglen Circle.

New Business

2015 Annual Yard Sale – Saturday, July 18th as the agreed upon date. Homeowner, Linda Monroe volunteered to head the event. Joan McIntyre volunteered to make new signs. Pam will contact Linda with Joan’s contact information so they may

coordinate efforts. Kerry will let Weisburg know to leave the sprinklers off for that day.

Betty Altrichter, homeowner, asked, by way of message to Pam Cartwright, if aspen trees could be planted on either of her two properties. They were free from a friend and would be delivered and planted for her by the friend. After careful consideration and discussion, the board agreed that aspens were not a good match for the landscaping of the community and denied Mrs. Altrichter's request. Pam will contact homeowner with the board's decision.

The work order summary was discussed – noted there have been quite a few gutter leak and gate repairs.

The list of homes/areas in need of concrete repairs was included with the meeting packet and was reviewed by the attending board members. The estimate for repairs from A-1 Concrete Leveling & Foundation Repair was also included. There are 4 properties that cannot be fixed - *See A-1 notes on the estimate; the only cure is to remove and replace. It was agreed to go ahead with those repairs for 4430 Spiceglen Drive.

The landscape maintenance agreement with Weisburg Landscape is up for renewal. Pam asked if we didn't want to get another competitive bid – Kerry asked if we were having issues with Weisburg. None that we are aware of at the moment. Will keep in mind for next year to perhaps get another bid just for comparison prior to being under a deadline to renew. Joan moved to renew the Weisburg contract. David seconded. David Steward signed the contract renewal as Vice-President.

There has been a request from the homeowner of 4457 Songglen Circle for a wooden deck replacement. The deck is in bad shape with a lot of rot, etc. Two quotes were submitted; CM Robinson and A & B Construction. Both came in at the exact same amount: \$7980.00. Because the board was very pleased with the work done on a previous deck installation, it was decided to go with A & B Construction. Pam moved to accept A & B Construction's bid and David seconded. The board authorized Kerry Cantrell, Z&R, to sign the contract with A & B Construction for the deck replacement/repairs to 4457 Songglen Circle.

Kerry noted that a letter was sent to the Lawson's, 4426 Spiceglen Drive, asking to either paint or replace their white storm door with an Almond colored one.

Don and Elaine Lanier's request for installing 8 Andersen Windows was approved by the board and a letter stating such was sent to the homeowners, 4411 Spiceglen Drive, on 4/21/2015.

A pet violation letter – 2nd notice – was sent to the homeowner's of 4423 Songglen Circle.

Kerry (Z&R) sends all new owner's contact information/list to Don and Elaine Lanier so that they can welcome new owner's/tenants to the neighborhood. Joan suggested that a copy of the Rules and Regulations for the Enclave be included in the welcome packet.

David Steward will send formal request to HOA board asking for an approval for an awning installation at 4435 Spiceglen Drive.

David also asked about replacing shrubbery between homes to replace what was taken out due to dying shrub. Kerry to notify Weisburg.

The annual community picnic has been scheduled for Sunday, August 9th. Pam will contact Audrey Osswald to see if we can use the area by her house again to set up and serve.

Trek decks – no replacements have been requested so far this year.

Items for the next newsletter: from Joan – Waste Management has asked us to not use bungee cords, or any other means, to keep lids down. Also, they would like for the toters to be left closer to the road. It is usually a one person job and will make it quicker and more efficient for the driver not to have to get out of his vehicle to undo bungee cords or to move the toter closer to the truck.

Pam to work on newsletter over the next few weeks.

Old Business

None

The next meeting is scheduled for July 8, 2015 at 10:00 a.m. at 4438 Spiceglen Drive.

There being no further business the meeting was called to adjourn by Pam Cartwright at 6:26 p.m. Seconded by everyone else.....as they were walking out the door.....

Respectfully submitted,

Pam Cartwright

Treasurer

Enclave at Broadmoor Glen