

MARSTON SHORES HOMEOWNERS MEETING PINEHURST COUNTRY CLUB JULY 23, 2015 6PM

BOARD MEMBERS PRESENT: Hank Gilbert, Carol Lehr-Muncaster, Tina Garcia. Jack Mahoney. Michele Salisbury was not present.

OTHERS: Tony Lemberger, Rocky Mountain Home Management, LLC, Vern and Deb Bullard, Pete Muncaster, Jim and Jeanette Carpenter, Jane Oberg and Pat White-Oehm.

CALL TO ORDER: The meeting was called to order at 6 PM by President Hank Gilbert.

OPENING REMARKS:

Review of What It Means To Be A Unit Owner:

Marston Shores HOA is a non-profit Company that owns a plot of land on which is situated 9 buildings containing 46 town homes (units.) Ownership of a Unit makes a resident a member of the HOA and the legal owner of the core of a unit (living space), the ground on which it sits, and a proportionate share of all the other assets of the Company. The Company assets consist of all the "shells" (buildings) and the remaining land. These assets are managed by a Board of Directors (5 Unit Owners elected by a vote of all Members.)

Duties of the Board:

The primary duties of the Board of Directors is to maintain the assets of the Company (HOA) in as new of a condition as practical and to decide when and how they can be improved. Funds to perform these duties comes entirely from Members, there is no other source of funds, but the HOA has other significant cost obligations - insurance, water, etc.

Individual & General Maintenance and Alterations:

Individual and general maintenance costs are the responsibility of the HOA. The individual request schedule is based on safety (urgency,) volume of current work, cost, and the budget. General maintenance must be to the benefit all or most of the buildings or landscape and also based on safety (urgency), volume of current work, cost and budget.

An individual alteration to a Unit or the Landscape is the cost responsibility of the Member making the request. It must be approved by the Board because it benefits only one Member and negatively affects the cost for all Members--insurance, water, some maintenance and possible restoration. General alterations are the cost responsibility of the HOA. They must be

approved by the Board and must benefit all or most of the Members.

APPROVAL OF MINUTES: JM motion. CLM seconded and motion passed.

COMMITTEE REPORTS:

ARCHITECTURAL - Tom Guetz

Unit 45 - Davis replacement of chimney cap. Architectural recommended approval. JM motion. TG seconded. Approved.

Unit 25 - Sandy Phillips replacement of two lower level sliding glass doors. TG motion. JM seconded. Approved.

Unit 42 - Evans replacement of atrium windows. TG motion. JM Seconded. Approved.

MAINTENANCE REPORT - Jack Mahoney

An inspection of the entire property was completed by Maintenance Manager Jack Mahoney, Tony Lemberger, RMHM, and John Phillips, our contractor. Primarily, the issues of decking and other necessary building improvement projects were addressed and prioritized. John Phillips submitted the best estimate that he could produce within a future two-year window given material cost increases, etc. Expenses have been quantified and an estimated cost spreadsheet or "Maintenance Schedule" has been prepared.

The "Maintenance Schedule" will be issued each month to keep the Members of the HOA up to date on Maintenance progress. (See attached report.) Forthcoming maintenance will be charged to the Reserve Account as we have depleted our previous deck replacement budget. The Maintenance team has been exploring alternative revenue streams to accomplish a backlog of maintenance issues. Possible increase of homeowner dues will also be discussed at a future date.

LANDSCAPE:

The Landscape Committee met on July 22, 2015 at Unit 32.

Co-Cal conducted broadleaf spraying on the HOA property during the month of July. They returned on July 27 and hand-weeded the property.

Requests: Unit 44 Seller Williams requested personal garden be returned to the status of the former dry zone in the Common area citing a "condition of sale." Request denied by Landscape Committee. Landscape Committee reminds owners that it is the responsibility of the Unit owner to return homeowner gardens

to their original state. Owners who do not return gardens to previous state will be billed for restoration costs. Closing date of sale prohibited further action by Board on Unit 44.

Unit 45: Davis, request for weed mitigation and common element personal garden be cleaned up. 45 request duplicated 44. No action.

Unit 27: Garcia request for removal of large pine tree. Denied. Tree will be trimmed to code.

On June 23, 2010 requests were received by Landscape Committee. A letter was sent to Unit 46 advising the Committee would review the requests at the July Meeting.

1st Violation: Unit 46 Sullivan utilized an unauthorized contractor...or unauthorized persons to permanently damage the Common Elements without permission of the HOA board of directors. Unauthorized landscape alteration work was subsequently billed to the HOA. The landscape Committee recommended warning letter of violation of Covenants and possible restitution of damages and/or fine for unauthorized shearing of tree limbs from two Colorado pines.

2nd Violation: Sullivan prohibited HOA contractor Davey Tree from performing previously contracted work. Committee recommended violation letter, restitution and possible fine.

Homeowners are reminded that it is against the Covenants to interfere with the performance of an HOA contractor conducting work on the property. Only HOA Board or Committee Chairpersons are authorized to deal with contractors. All other contact with HOA contractors is prohibited. Interfering with an HOA contractor will be followed by a warning letter, restitution, fine or all of the above. Members of the HOA board are currently developing policy letters to be sent to violators of this covenant.

Mike Austin, whose company name is "Solo Austin" requested permission to become a Landscape Contractor at MSHOA. Committee recommended "Solo Austin" be approved pending compliance with insurance requirements of the HOA.

The Landscape Committee is currently awaiting two more phases of the "Davey Tree" Contract to re-vamp, re-design and replace numerous shrubs on the HOA property. Utility locating is complete. Stump grinding and final installation of new shrubs to be announced. Homeowners are thanked for continued patience while this work is ongoing.

The Landscape Budget is expected to be depleted by one more project: repair

and replacement of edging. The Committee is currently accepting bids by contractors.

The Landscape Committee asks that no more homeowner requests be submitted at this time. New landscape projects will be generated in the coming months in accordance with the Landscape Committee Five Year Plan. These plans will not be implemented until the board approves a new budget for next year.

FINANCIAL REPORT:

Tony reported \$80,268.94 in Savings and \$733.73 in Checking.
Total Expenses for June: \$22,408.21. Major items in June were Travelers Insurance \$7,356.50, and contractor John Phillips for various deck repairs, and contractor fees.

OLD BUSINESS:

Unit 46 - repairs of balcony roof completed

Issues regarding homeowner sewer drain expenses were tabled until further research and revision of HOA Covenants.

Street Light Pole - Xcel made repairs

NEW BUSINESS:

Invoices supplied to us by the contractor. Homeowners billed for work completed materials and labor.

Unit #9 Sharp: Completion of greenhouse teardown and deck rebuild.

Unit #27 Renner: Completion of previous deck alteration. Homeowners requested bill for completed work.

Unit #44 Williams: Completion of power washing driveway and homeowner garden removal by HOA contractors. Unit 44 has closed. New owners have taken possession. HOA will not attempt to recover charges from Williams.

Unit #45 Sullivan: Status of unauthorized tree trimming. Covenant violations under investigation.

The meeting was adjourned at 8PM

The next meeting of the HOA is August 27, 2015.

Respectfully submitted,

Carol R. Lehr-Muncaster, Secretary