

VILLAGE AT LITTLETON HOMEOWNERS ASSOCIATION
Board of Directors Regular Meeting Board Notes 03/24/2021

Board of Directors: (x) Brad Shelly (x) Scott Munstock (x) Mary Ann Gibson
At Large Members: (x) Marg Carlisle () Michelle Carter (x) Susan Holburn
Staff: (x) Carol Schneider (x) Valory Gage
(x) Rocky Mt. Home Management, LLC. Representative Tony Lemberger

CALL TO ORDER: 7:00

Homeowners Open Forum:

10 minutes total; 3 minutes per homeowner.

Language at the board meeting will be kept professional. Personal attacks against owners, residents, officers, and directors are not consistent with the best interest of the community and will not be tolerated. No audio or video recordings of these meetings are permitted.

- All items on this agenda are scheduled for 7:00 p.m. and will be considered in the order the item appears on the agenda. The Board, at their discretion, may choose to alter the order in which the items are considered, may break, or may continue an item to be considered on a future date.

Residents Present: Mike Pavlus, Mike Nowacki, Joe Gibson Valory inquired about the process followed by the ACC when a request is submitted. Mike Pavlus has a copy that was created in 2013 and will share it.

CONFLICT OF INTEREST: None

APPROVAL OF AGENDA: Scott Munstock, seconded by Brad Shelly

APPROVAL OF PREVIOUS MINUTES: Maryann Gibson, seconded by Scott Munstock with addition of page 2

OLD BUSINESS:

1. ACC additional member-Marg Carlisle volunteered: Closed
2. Lending library update: Closed
3. Updating financial reporting-Scott is working on how to represent money borrowed from capital reserve for the insurance payment. Open
4. Garage lighting- Dusk to dawn lights will make homeowners property safer and will ensure uniformity. Homeowners can contact Brad or Carol by April 10 if they want to purchase the dusk to dawn lights for \$6.50 or \$15 for 2 with or without the light globe for \$5.00. Open

NEW BUSINESS:

1. Management Report Review
 - a. Unsure about Japanese Beetle treatment. Tony will contact Save a tree
 - b. Tree scale treatment needed on Datura entrance-Contact Save a tree
 - c. Perimeter sidewalks-Tony will get a price to get them done ASAP
 - d. Insurance renewal-Tony working with Great American-needs to see if previous insurance had claims
 - e. Irrigation sprinklers- will be controlled by Absolute who has mowing contract
 - f. Clean gutters and downspouts and make inspection of chimney caps- Miguel can take pictures of the chimney caps when he is cleaning them in May
2. Solar lamppost lights- Have 6 lightest that need fixing. Brad, Marylou and Dwight will research solar powered lamps for mums and battery replacement. Suggest trying in stages, starting with 3? Open
3. Results of voting for 2020 financial shortfall-2/3 of the homeowners voted for a one-time assessment of \$330 to be paid by May 31, 2021.-Closed
4. New website- Mike Pavlus said we can continue to use the website but must back it up in. Marg will.. Closed
5. Reserve study update-Tony says it was updated in 2014:Another HOA Tony manages is updating with a 3% inflation factor. Open
6. Violation letter content review-Suggestion that we have 2 letters crafted by a lawyer for violators. The first letter would be softer than the first. There's a question about having a board comment section. What's our liability? Open
7. Date for Spring walk through-April 10; rain date April 13 Closed
8. Getting info to renters, ex.: recent delay in trash pickup-Tony needs to get emails to inform them. Open

COMMITTEE REPORTS:

1. ACC
 - a. 1419 front porch fencing-Closed
 - b. 5907 windows-Closed
2. Landscape Committee: Five trees have been ordered and will be picked up April 17. Joe sprayed X's where the trees will be planted. Need a truck and homeowners to help plant. Marg will ask Danny if his truck is available. Open

2

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HOMEOWNERS CORRESPONDENCE

1. 5903 revisit parking complaint-Closed
2. 5903 front gate-Closed
3. 1415 roof leak-Home guard will be coming back to fix in April-Open

FINANCIALS:

1. Financial Statements-will post \$ received for special assessments as other income. Add \$2400 per month to Capital Reserve
2. Budget to actual Report
3. A/R Report
4. Bank Statements
5. Vendor checks for signatures

ADJOURNMENT: 8:16