

VILLAGE AT LITTLETON HOMEOWNERS ASSOCIATION
Board of Directors Regular Meeting Minutes 07/28/2021

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

CALL TO ORDER: 7:00 Sue Holburn & Valory Gage selected as voting stand-in Board members.
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: Larry Buehe, Mike and Rosemary Nowacki, James Kerby, RK Rowland, Todd Blakely & children, Mike Pavalus

CONFLICT OF INTEREST: None

APPROVAL OF AGENDA: Scott moved, Valory seconded (replaced Maryann who was absent)

APPROVAL OF PREVIOUS MINUTES: new minutes will be posted: Open

OLD BUSINESS:

1. Updating financial reporting- Scott met with Carol M and they produced a general ledger with detailed listing which will work better for expediting financial records. *Closed*
2. Lamppost repair- completed by Keller electric with new underground wires for \$2,753. The trench over by Mike Pavalus" will be repaired before payment is made to Keller electric. *Closed*
3. Stone replacement-Bids out. *Open*
4. Property walk through list: Miguel will be back in August to complete. There are no safety issues at this time.

NEW BUSINESS:

1. Management Report Review:
 - a) Property sidewalks are being ground down, but waiting for city approval to complete perimeter sidewalks.
 - b) Trees with scales sprayed by Save A tree.
 - c) Danny and Michelle injected trees for ash borers.
 - d) Roof gutters and downspouts cleaned.
 - e) Bushes were trimmed, and some trimmed for fire hazards
 - f) New irrigation on Lake St. Needed new controllers as original feeder lines and electrical wires were damaged. New controllers by Mike Pavalus' and Todd Blakely's units-need padlocks on them.
 - g) Garage paint given to 5931, 5933, 5935, and 5941 and 1409'.
 - h) Renewed insurance.
2. Sprinkler schedule and repairs-Sprinklers will be run on Tuesdays, Thursdays and Saturdays. *Open*
3. Tree trimming-The board approved trimming by Scott, Brad, Marylou and Danny instead of the \$9,794 bid. Danny has recommended a firm that will trim the remaining trees and remove the debris for \$1800. *Open*

COMMITTEE REPORTS:

1. ACC
 - a. 5903 new fence proposal-Approved, in process
 - b. 5937 fence gate-Approved, completed.
 - c. 1413 fence gate-Approved, completed.
 - d. 5931 fence gate- need additional information.
2. Landscape Committee
 - a. Met and discussed future work around community. Making progress removing dirt and gravel?

HOMEOWNERS CORRESPONDENCE

1. 1413 gaps over window repair-Miguel will repair.
2. 5937 roof over front window repair-Miguel will repair.
3. 5901 water in basement
4. 5933 parking issue- Brad discussed with the owner. Need follow up.

②

FINANCIALS:

1. Financial Statements-Discussed
2. Budget to actual Report
3. A/R Report
4. Bank Statements
5. Vendor checks for signatures

ADJOURNMENT: 7:45