

The Reserve At Ute Creek Homeowner's Association Board Meeting Minutes - APPROVED

MEETING DATE: January 11, 2011
PUBICATION DATE: January 30, 2011
SUBMITTED BY: Kelli Whitely, Secretary

Meeting attendance (4 Owners Total, including BOD members)

- ✓ Gary Abbuhl
- ✓ Sabrina Lee
Tom Sheffield
- ✓ Kelli Whiteley
- ✓ Non-BOD Attendees (in person): Bill Hallett

Call to Order

- The BOD meeting was called to order at 7:04 PM at the Longmont Senior Center.

Agenda

- Go over unfinished business
- Go over new business
- Set a meeting time for the next BOD meeting
- Adjourn.

Financials: Gary presented the balance sheet

Unfinished Business

1. Guaranty Bank has offered a better rate on CDs. Gary will be transferring a couple thousand in to a 6 month CD to see how interest rates do (short term CD). There is not a multi-deposit CD at Guaranty.
2. Collection policy has been posted on Website. Tom will be contacting our lawyer. Small claims court is also an alternative but cost \$75 to file the paperwork on Gemelli and Singh (1313 and 1337 Reserve).
3. It is assumed that any monies coming from homeowners will first go to pay their past due HOA dues. Tom needs to verify this with our attorney.
4. Survival guides need to be completed by the May BOD meeting.
5. The NIG was submitted by Gary Mutz to the City. Bids from Wards and Knapps have come in. Gary has asked for \$5,000 from City and \$1,000 from Reserve funds plus 400 hours of volunteer labor from Reserve members. Rich Jorgensen has helped Gary draw up landscaping plans and Bill will be putting those on our web page. Sabrina suggested that the owners that live nearest the northeast cul-de-sac, look at the webpage for their input.
6. Tom is working on the landscaping and ARC policies. We have not awarded a landscaper yet. Ward has been slow in getting back whereas Knapp was very prompt in getting back with us.
7. We are still missing 21 names from the email list. Sabrina will be dividing up the list between herself, Kelli and Tom for these members to be contacted and email addresses to be obtained.

New Business

1. Goals for 2010:
 - Sustain, repair/lifecycle and discretionary expense spending
 - Conformance to the Colorado Common Interest Ownership Act (CCIOA)
 - HOA web development
 - To establish a reserve fund of \$50,000 in the next 4 years, 2114.

- To find ways to reduce costs to the Association so we can keep our dues down. Increasing neighborhood participation in projects is one way to reduce costs.
 - To institute a procedure where we periodically review our insurance carrier, attorney and landscaping provider.
 - To apply for a Neighborhood Grant from the City of Longmont to be used to reduce water usage, landscape, eliminate waste products and decrease the carbon footprint generated by gas engines used to maintain the current landscape design. The 2010 Phase targets redevelopment of the north east cul-de-sac: removing the grass in the cul-de-sac resulting in lower water usage, lawn cuttings, and carbon footprint impacts; implementing perennial plant materials; installing rock and mulch around the plants, creating a “meeting place” in the middle with rock benches or large rocks for sitting. Amount applied for is \$5,000 with the association adding \$1,000 from our funds and 400 hours of volunteer work from association members.
2. Looking for new HOA insurance carrier for BOD, common area and fence by next October.
 3. Landscaping contractor will need to be chosen in next couple of months.

Next Meeting

1. BOD meetings are on the second Tuesday of each month, 7:00 – 8:30 PM, at the Longmont Senior Center. The next meeting is scheduled for February 9, 2010.

Adjournment

1. The meeting was adjourned at 7:55 PM.

The Reserve At Ute Creek Homeowner's Association Board Meeting Minutes - APPROVED

MEETING DATE: February 8, 2011
PUBLICATION DATE: March 4, 2011
SUBMITTED BY: Kelli Whiteley, Secretary

Call to Order

- The BOD meeting was called to order at 7:05 PM at the Longmont Senior Center.

Meeting attendance (6 Owners Total, including BOD members)

- ✓ Sabrina Lee
- ✓ Kelli Whiteley
- ✓ Gary Abbuhl
- ✓ Dyce Dehaan
- ✓ Kelly Kuczka
- ✓ Non-BOD Attendees (in person): Bill Hallett

Homeowners to be heard: None.

Unfinished Business

1. Treasurer report –Gary had a couple of homeowners late on their HOA dues and asked if we should honor crediting their account since it was late. Dyce made a motion and Sabrina 2nd motion that we do not give a credit to those homeowners who are late on paying their dues.
2. NGLA – Bill Hallett attended the Jan. 28 meeting. Main agenda was setting priorities for 2911 NGLA meetings. The priorities for 2011 should be a water audit and training programs for anyone who wants to participate. Other priorities discussed: NGLA participation; grant programs; city growth plans; budget; parks; non-profit services. Crime was down in our area by 15-25% and beat 6 was one of the lowest.
3. John Herron from Rock Solid came to present his company to the BOD for consideration. Rock Solid (landscaping) services many subdivisions in the Longmont area. Dyce asked if they could do a water audit and look in to fixing our broken sprinkler heads and replacing inefficient sprinkler heads. John reassured us that they will be proactive in fixing broken sprinkler heads should we decide to use them. John said that not only do they check for broken sprinkler heads on a regular basis but also the time clock on the sprinkler system.
4. Dyce suggested that we change to a 10-day mowing rather than a weekly during the hotter months in order to conserve water. Rock Solid does mulch the grass. They do not include a power rake but can if we so decide. Dyce wants a snow-contract removal bid for next year. Also included is a maintenance check list that they would send us on a monthly basis before the monthly BOD meeting. Sabrina brought up our sick trees and John said they would find the answer to this issue and fix it.
5. Dyce did investigate Rock Solid with The Better Business Bureau for landscapers. Rock Solid is an accredited service.
6. Sabrina said that we need to have 3 bids and Dyce commented that we have a bid from Rock Solid, Napp and Green Guys.

New Business

1. Goals for 2011:
 - a. To have \$33,000 in our reserve fund.
 - b. HOA emails for BOD and Facebook page
2. Dyce has checked in to a water audit for July by CRC but a date has yet to be determined.

3. We will be scheduling a Spring walk through and will include the new landscaper.
4. Christmas light violations. Letters need to be mailed out for homes that still have Christmas lights up.
5. Goals for 2011 need to be discussed in March mtg.
6. Registration with the State of Colorado by March 1. This will be handled by Sabrina. Kelli will check in files for ID number.
7. Annual disclosure needs to be updated on webpage by end of March.
8. Receive bids for snow contract removal once our contract is up with Wards.

Hearings for Rule Violations: None

Next Meeting

1. BOD meetings are on the second Tuesday of each month, 7:00 – 8:30 PM, at the Longmont Senior Center. Next meeting is scheduled for Tuesday, March 8, 2011 at 7:00 pm at the Longmont Senior Center.

Adjournment

1. The meeting was adjourned at 8:45 pm. Kelly motioned and Sabrina 2nd motion.

Certificate of Mailing

I certify that the under-signed mailed or hand delivered a true and correct copy of the foregoing document on the 15th day of February, 2011, to the following parties as follows:

Board Member (Kelli Whiteley, Secretary)

Greg Betsinger
Debbie Betsinger
1224 Whitehall Dr.
Longmont, CO 80504

Certificate of Mailing

I certify that the under-signed mailed or hand delivered a true and correct copy of the foregoing document on the 15th day of February, 2011, to the following parties as follows:

Board Member (Kelli Whiteley, Secretary)

Lynn McQueen
Lenay McQueen
1344 Whitehall Dr.
Longmont, CO 80504

The Reserve At Ute Creek Homeowner's Association Board Meeting Minutes - APPROVED

MEETING DATE: March 8, 2011
PUBLICATION DATE: April 9, 2011
SUBMITTED BY: Kelli Whiteley, Secretary

Call to Order

- The BOD meeting was called to order at 7:05 PM at the Longmont Senior Center.

Meeting attendance

- ✓ Sabrina Lee
- ✓ Kelli Whiteley
Gary Abbuhl
- ✓ Dyce Dehaan
- ✓ Kelly Kuczka
- ✓ Bill Hallett - non BOD member

Homeowners to be heard: None.

Unfinished Business

1. Treasurer report –The budget is at \$34,919. The reserve budget last year was \$29,387 which is an increase of \$5,531. We should meet our goal in our 4-year time frame.
2. Goals for 2011:
 - a. Conformance to CCIOA
 - b. Email addresses set up for BODs. Bill Hallett is looking into email addresses that are accessible but not readily accessible to the public.
 - c. Find ways to reduce water usage & increase neighborhood participation.
 - d. Get delinquent HOA dues from homeowners.
 - e. Review insurance carrier, attorney and landscaper provider.Kelly made a motion to approve the 2011 budget and goals and Dyce 2nd motion.
3. NGLA – Bill Hallett attended the February meeting. Main agenda was crime in Longmont. Crime is the lowest in our neighborhood but there is an alert out to keep your garage doors closed. Also, cars are getting stolen in the area because of owners warming them up unattended. A list of how citizens can avoid being a crime victim:
 - a. Keep garage doors locked
 - b. Keep bushes trimmed so burglars don't have places to hide.
 - c. Have house lit up
 - d. Surveillance alarms and dogs.Grant applications are going through rating which is due by March 16. There is a class on March 24 for grant applications.
4. Secretary report: Kelli sent out two letters to homeowners regarding Christmas light violation. The homeowners took care of it immediately.
5. Survival guide: Still waiting for guides from VP & Governance.
6. Dyce is planning a walk through our neighborhood on March 9 with new landscaper. Dyce needs a copy of the landscaping blueprint which Kelli will provide to him.
7. Sabrina suggested that Kelly schedule an appointment with our lawyer to discuss the reserve fund and electronic record retention.

8. Landscaping contract. Sabrina made a motion to approve Rock Solid for landscaping contract for the 2011 year. Dyce 2nd motion. Dyce will be contacting Wards to terminate their service with us and get the keys back.
9. Snow removal. Right to terminate Wards for fraud. They plowed when there was only ½" of snow and they charged us for 2 man hours when they were only there for ½ hour. Like to get a signed contract from Rock Solid immediately before gas prices go up. Dyce is going to speak to Don Zwisler about plowing within the Reserve (sidewalks) and Rock Solid stick with sidewalks on 17th Street.
10. Tree Replacement: Dyce will be getting a bid from Rock Solid. Dyce would like to dig up a dead crabapple tree behind his house and replace it himself.
11. Tom Sheffield's home is going through foreclosure but his dues have been paid for 2011. Rob Duran's home has still not gone through foreclosure but his dues have been paid. Gemelli's HOA dues have not been paid yet.

New Business

1. Read and review HOA documents
2. Sabrina filed with DORA
3. Variances

Hearings for Rule Violations: None

Next Meeting

1. BOD meetings are on the second Tuesday of each month, 7:00 – 8:30 PM, at the Longmont Senior Center. Next meeting is scheduled for Tuesday, April 12 2011 at 7:00 pm at the Longmont Senior Center.

Adjournment

1. The meeting was adjourned at 8:30 pm. Kelly motioned and Dyce 2nd motion.

The Reserve At Ute Creek Homeowner's Association Board Meeting Minutes - APPROVED

MEETING DATE: April 12, 2011
PUBLICATION DATE: May 1, 2011
SUBMITTED BY: Kelli Whiteley, Secretary

Call to Order:

The BOD meeting was called to order at 7:05 pm at the Longmont Sr. Ctr.

Meeting attendance

- ✓ Sabrina Lee
- ✓ Kelli Whiteley
Gary Abbuhl
- ✓ Dyce Dehaan
- ✓ Kelly Kuczka
- ✓ Bill Hallett non BOD
- ✓ Bob Lee non BOD

Approval of March minutes, Kelly motioned and Dyce 2nd motion.

Homeowners to be heard: None.

Unfinished Business:

1. NGLA – Bill attended the March NGLA meeting.
 - a. There is a Relief Fund Energy audit for private residence. A spokes-person can also come to our July mtg. to inform us of what they are all about.
 - b. Having effective HOA meetings – stay on an agenda and if someone speaks out of turn, tell them they will have to wait.
 - c. Neighborhood involvement. How do we get information out to our community? If we are successful, it would generate more involvement.
 - d. State programs – high energy efficiency water heaters – programs and rebates are out there.
2. Dyce called about our water audit, and we are the first audit scheduled (early June).
3. Landscaping:
 - a. Removal contract. Rock Solid's holiday rates were billed 1.5 times the amount. Dyce called about it and they will amend the contract and get back to us.
 - b. Tree replacement – Rock Solid is priced slightly higher than Ward's but Dyce felt they would do a better job in replacing the trees. Dyce is also calling Wolf Design Landscaping Services to ask about tree removal and planting.
 - c. We will try out Rock Solid in the landscaping at the entrance and see how they do and make our decision after that. Sabrina motioned that we ask Rock Solid to replace plum tree at entrance and then get medium size trees for NW park. Dyce 2nd motion.
 - d. Maintenance – sprinkler box has been leaking for 1 month probably due to when it was blown out in fall. Dyce called Rock Solid to fix it on Friday 4/8/11. Dyce will monitor their bill to us for that maintenance call.

- e. Harvey Lang’s tree wraps were accidentally taken off by Rock Solid and he complained about it. Rock Solid came back and put the wraps on trees.
- f. Rain sensors are not working. To replace them would cost \$364 for both.
- 4. Walk through neighbor is scheduled for April 23 at 9 am.
- 5. Meeting with attorney is scheduled for April 20.
- 6. Sabrina called the attorney regarding the Sheffields home as to what to put for dues owed. Attorneys were asking for super lien but the dues have been paid. Duran is not in foreclosure anymore.
- 7. Dyce tried to speak to Singhs regarding delinquent dues but could not communicate to them due to language barrier.
- 8. New directory – Sabrina has received two homeowners that do not want their information in the new directory.
- 9. Newsletter – Sabrina will be working on this. Lois Abbuhl will work on our directory. NGLA will do the printing for us.

New Business:

- 1. Chris Kohlscheen/Zimmers fence issue was addressed.
- 2. Gemelli’s. Jim Gates complained about the trailer parked in their driveway. Kelli will send out Notice of Hearing. Kelly was asked to check our covenants regarding an abandoned home. Are we allowed, according to our bylaws, to tow the trailer.
- 3. Sabrina asked the BOD’s to put down their thoughts of questions to ask the attorney on April 20.
- 4. BOD’s approved the Murray’s paint colors.

Hearings for Rule Violations: None

Next meeting:

- 1. Next meeting is scheduled for Tuesday, May 10, 2011 at 7:00 pm at the Longmont Senior Center.

Adjournment: The meeting was adjourned at 8:13 pm. Kelly motioned and Dyce 2nd motion.

CERTIFICATE OF MAILING

I certify that the under-signed mailed or hand-delivered a true and correct copy of the foregoing document on the 17 day of April, 2011, to the following parties as follows:

Kelli Whiteley, Secretary

*Charles Gemelli
Timothy Gemelli
1313 Reserve Dr
Longmont, CO 80504*

CERTIFICATE OF MAILING

I certify that the under-signed mailed or hand-delivered a true and correct copy of the foregoing document on the 27 day of April, 2011, to the following parties as follows:

Kelli Whiteley, Secretary

*Martin Valencia
1210 Reserve Dr.
Longmont, CO 80504*

The Reserve At Ute Creek Homeowner's Association Board Meeting Minutes - APPROVED

MEETING DATE: May 10, 2011
PUBLICATION DATE: June 7, 2011
SUBMITTED BY: Kelli Whiteley, Secretary

Call to Order:

The BOD meeting was called to order at 7:10 pm at the Longmont Sr. Ctr.

Meeting Attendance:

- ✓ Sabrina Lee
- ✓ Kelli Whiteley
- ✓ Gary Abbuhl
- ✓ Dyce Dehaan
- ✓ Kelly Kuczka

Approval of April minutes, Sabrina made the first motion and Kelly seconded it.

Homeowners to be heard: None

Unfinished Business:

1. Treasurer Report: Duran has paid first quarter dues but not second quarter. Rodriquez still owes \$150; Gemelli owes 3,125.58; Singh owes \$1,399.09
2. Vice President: Dyce ordered 2 of 4 bids for tree removal. To test Rock Solid's performance, we will have them plant only one tree which will be a Honey Locust. Tree replacement is scheduled for June. In our April meeting, we approved the replacement of the water sensors that were broken.
3. No NGLA report
4. Met with attorney on April 20, 2011. He made the following suggestions to our BOD's.
 - a. We need to have transparency that we can post. Put pdf format of our budget and bank statements in a file that can be accessible by any homeowner.
 - b. We don't have to have a target amount for the reserve budget. It's up to the BOD to come up with an amount.
5. Walk through the neighborhood is scheduled for May 14 at 9 am and the meeting place will be Dyce's home.
6. Future fence replacement: Ask your neighbors about their thoughts on fence replacement.
7. Dyce suggested that we plant spruces along 17th to keep from having to water so much grass. Sabrina mentioned that this could be a project to apply for with grant money from City of Longmont.
8. New Directory: Sabrina wants to have it completed by the ice cream social.
9. Ideas for newsletter: Recipes, animal pictures taken in our neighborhood, Bunco parties, baby sitters, handyman services, etc.

New Business:

Looking for helpers for the ice cream social.

Hearings for Rule Violations: None

Next Meeting: The next meeting is scheduled for Tuesday, June 14, 2011 at the Longmont Senior Center.

Adjournment: The meeting was adjourned at 8:12 pm. Kelly made the first motion and Sabrina made the second motion.

The Reserve at Ute Creek Homeowner's Association Board Meeting Minutes - Approved

Meeting Date: June 14, 2011
Publication Date: July 6, 2011
Submitted by: Kelli Whiteley-Secretary

Call to Order:

The BOD meeting was called to order at 7:09 pm at the Longmont Sr. Ctr.

Meeting Attendance:

- ✓ Sabrina Lee
- ✓ Kelli Whiteley
Gary Abbuhl
- ✓ Dyce Dehaan
- ✓ Kelly Kuczka
- ✓ Bill Hallett – non board member

Homeowners to be heard: None

Unfinished Business:

1. Treasurer Report: Total of \$35,029.46 is in reserve fund. Delinquent homeowners: Katie Laughrey's home is in foreclosure but have paid dues for this year. Sheffield's home was foreclosed but dues have been paid.
2. Vice President: Dyce will be checking with Rock Solid regarding the maples as they are looking like they have an iron deficiency. Dyce mentioned that the Reserve is the only subdivision along 17th Ave. that doesn't have trees planted along the sidewalk and would love to see this change soon as it would help with water conservation.
 - a. Stutzman's are moving and they have a blue spruce that is blocking the sprinkler system.
 - b. Dyce will check on the warranty of the tree that was replaced by Wards as it is within the 1 year warranty period.
 - c. Dyce has requested a water audit and Sabrina also signed us up for one on line. The Water Conservation Society schedules the HOA audits after they have performed all of the audits for homeowner's.
 - d. Sabrina motioned that we schedule the ice cream social on August 21. Dyce 2nd the motion.
 - e. Jim Gates mentioned Laughrey's lack of yard up keep.
3. NGLA report. Bill Hallett suggested we pay \$10 for Google application for small businesses in order to get a domain name for our BOD's email. Dyce motioned and Sabrina 2nd it. This would satisfy record retention and give our BOD's non-personal email addresses. We would need a credit card or checking account number so that an automatic withdrawal can be done yearly.
4. Fence replacement: Sabrina mentioned that we are trying to preserve our fence for as long as possible. She suggested that homeowner's maintain the fence by keeping the shrubs trimmed around the fence.

New Business:

1. Rothermel's at 1203 Reserve Drive want to put up a fence and submitted their request. Sabrina motioned that we approve it and Dyce 2nd motion.

2. Lang's at 1245 Reserve want approval for an awning on back of their house. Neighbors on both sides have approved it. Sabrina motioned it and Dyce 2nd motion.
3. Sabrina spent \$278.96 to replace small shrubs in small NW park and south entrance.

Hearings for Rule Violations: None

Next Meeting: The next meeting is scheduled for Tuesday, July 19, 2011 at the Longmont Senior Center (The Senior Center is closed the first two weeks of July for Maintenance).

Adjournment: The meeting was adjourned at 8:10 pm. Kelly made the first motion and Dyce made the second motion.

The Reserve at Ute Creek Homeowner's Association Board Meeting Minutes - Approved

MEETING DATE: July 19, 2011
PUBLICATION DATE: July 21, 2011
SUBMITTED BY: Kelli Whiteley – Secretary

Call to Order:

The BOD meeting was called to order at 7:03 pm at the Longmont Sr. Ctr.

Meeting Attendance:

- ✓ Sabrina Lee
- ✓ Kelli Whiteley
- Gary Abbuhl
- ✓ Dyce Dehaan
- ✓ Kelly Kuczka
- ✓ Bill Hallett – non board member
- ✓ Mr. and Mrs. Jim Gates – non board member
- ✓ Wade Whiteley – non board member
- ✓ Bob Lee – non board member

Homeowners to be heard: None

Unfinished Business:

1. Dave Hatchimonji from Boulder County Energy Smart Program came to present to us how to find out how our homes can be more energy efficient. In March of 2010, Boulder County received from the Dept. of Energy funds to help support residents and businesses in upgrading energy efficiency of their home and office. A full comprehensive audit or a walk-through is available with an energy advisor who will do all the leg work on your behalf.
2. Dyce DeHaan – Presented to the homeowners at the meeting the transition from Wards over to Rock Solid. Rock Solid is presently working with the sickly maple trees. In October, Dyce will contact Ward's regarding a replacement of a dead tree that is still under warranty with them.
 - a. We are still waiting to hear about the water audit and we would like to upgrade the sprinkler system. Rock Solid mentioned the removal of lower branches on the spruce trees so that the sprinkler system will be more affective in watering.
4. Kelly Kuczka, Sabrina and Dyce met with our HOA attorney in April. Kelly brought up with the attorney our need of being in complete compliance. Kelly asked about being transparent as far as our checking acct statements and financials. The attorney mentioned getting email addresses for all of the BOD's so that homeowners could access correspondence written between the BODs if so requested. Also brought up were some covenant restrictions and whether they were legitimate anymore. The attorney said that yes, out covenants are legitimate, but if any state law has been passed, then the state law supersedes our CCR's.
5. Treasurer Report: Total of \$35,130.05 is in reserve fund. We had \$29,615.98 a year ago. Accounts that are lower this year are: taxes, water bills, bad debt and snow removal as well as legal. Accounts that were higher were repairs, planting, tree care. The accounts that are higher are because some of these expenses were authorized last year such as the trees and planting.

6. NGLA- June's meeting was attended by Bill Hallett. The NGLA spoke about water audits and Bill talked to the speaker about the difficulty that we have had getting our audit done. The speaker said that he would look into it for us. Some other events happening in Longmont: new shooting range located by the Sand Stone Park; Longmont Public Utilities is celebrating their 100th anniversary.
7. Sabrina brought up the on going issue of the fence. We are trying to get as much life as possible out of the fence but it is eminent that it will have to be replaced at some point in the future. Dyce made a suggested that perhaps we could have the apartment complex pay for ½ of the fence (the western exposure).
8. Lois Abbuhl is working on a HOA directory and inquired if we want children's birthdates, work phone numbers, cell phone numbers, etc. in it. The Board felt that the basic information we already have is sufficient. It has been difficult to get what we have.

New Business:

1. Ice cream social scheduled for August 21, 2011. The NGLA has canopies and tables that we can use. Denise Heinen is helping to organize the event.
2. Gary Abbuhl is stepping down from being the treasurer because he has accepted a position with his church and will not be able to attend our meetings anymore. Sabrina reiterated the need for transparency with our financials, which can be accomplished by providing copies of the bank statements to the Secretary along with the monthly financials.
3. Sabrina motioned that we appoint Wade Whiteley to the new Treasurer as an Officer of the Board (not a Director) between now and December; Dyce DeHaan 2nd the motion; The Board of Directors unanimously approved the motion. Gary Abbuhl will need to turn in his written resignation as treasure per item 6.6 of the By Laws.
4. Sabrina Lee also motioned to change the authorized signers on the bank accounts for the Homeowner's Association. To maintain transparency and any possible conflict of interest, the new authorized signers will be Sabrina Lee, Kelly Kuczka, and Dyce DeHaan. Kelli Whiteley will be removed as a signer. Dyce Dehaan seconded the motion, and the Board of Directors approved the motion unanimously.
5. Per the By Laws, we need a budget prepared by the October meeting. Wade Whiteley said he will try to present it at our meeting in September
6. Sabrina will be sending out notices to those HOA members whose trees/bushes are encroaching on the fence. They need to have those trimmed. The letter will also mention that if the bushes/trees are not trimmed, we will hire Rock Solid to do it and send the bill to the homeowner. She will also notify homeowners whose homes are in need of painting.
7. Mrs. Gates asked about the foreclosed homes and if their past due payments are in any way harming the HOA. Fortunately the two homes that have been foreclosed upon or are headed into foreclosure have paid their 2011 dues. We currently have two homeowner's that are severely delinquent on their dues, and have been for more than a year. Two other homeowner's are past due on their quarterly dues, and we will have to contact them personally to see if there has been a communication problem with the treasurer.
8. Sabrina motioned that we not have an August meeting and Kelly 2nd motion, and voted to not have a meeting in August.

Adjournment: Kelly motioned that we adjourn at 8:30 pm and Sabrina 2nd the motion.

The Reserve at Ute Creek Homeowner's Association Board Meeting Minutes - Approved

Meeting Date: September 13, 2011
Publication Date: October 7, 2011
Submitted by: Kelli Whiteley

Call to Order:

The BOD meeting was called to order at 7:04 pm at the Longmont Sr. Ctr.

Those That Attended Meeting:

SABRINA LEE – PRESIDENT
DYCE DeHAAN – VICE PRESIDENT
KELLY KUCZKA – GOVERNANCE
KELLI WHITELEY – SECRETARY
WADE WHITELEY – TREASURER
BILL HALLETT – NON BOD MEMBER

Homeowners to be heard: none

Approval of minutes: Sabrina motioned and Dyce 2nd the motion for approval of minutes.

Reports of Board Members:

1. Treasurer report: Dyce gave us a detailed report of what has been going on with the sprinkler systems, billing and Rock Solid. Dyce made a complaint to Rock Solid regarding the frequency of the sprinklers. Dyce obtained some proposals to get a lock put on the sprinkler box. Due to Rock Solid not keeping an eye on the frequency of the watering, our last bill was very high. As a result, Rock Solid is going to cancel their last pruning bill in an attempt to make it up to us. Dyce went over the August contract and noticed there was no "tree trimming" in the contract with Rock Solid. The new contract wording will be changed. Dyce checked with Wards about the warranty on the tree that was replaced on 17th. Wards did not have record of that and Sabrina explained it was because that tree was a replacement of another tree that had died.
2. Governance – Kelly had nothing to report
3. Treasurer Report – Wade is having trouble transferring Gary's Quick Books 2012 to Quick Books 2010. Wade asked if the BOD wanted him to go ahead and buy Quick Books 2012. Sabina asked to table this discussion to end of meeting.
4. NGLA – Bill Hallett – NGLA can give a \$250 grant for trees. The BOD decided to have Bill go ahead and apply for that grant. NGLA agenda had upcoming meetings for October. Sabrina asked if someone would check the Secretary of State's web page to see if Ute Creek Reserve is a business in good standing. We could lose our lien rights if not in good standing. Updates to governance polices: alternative dispute resolutions; add Reserve study policy (supports Reserve funds policy).
5. Regarding the Gmail accounts that Bill set up for the BODs, Bill has concerns if retention of emails will be met.

Unfinished Business:

1. Sabrina mentioned that the picnic flyers had gone out today. Picnic menu is pulled pork and buns. Denise Heinen will be in charge of getting things together.

New Business:

1. Directors for 2012 – we need names
2. Budget needs to be done by October meeting
3. Sabrina expressed her concerns with having a board of directors vs. a management company manage the HOA. Being complaint, handling complaints and keeping the books is a concern for Sabrina. Wade suggested that we farm out some of the less than desirable responsibilities.

Adjournment: Kelly motioned that we adjourn the meeting at 8:30 pm. Kelli Whiteley 2nd the motion.

The Reserve at Ute Creek Homeowner's Association Board Meeting Minutes - Approved

MEETING DATE: November 8, 2011
PUBLICATION DATE: December 14, 2011
SUBMITTED BY: Kelli Whiteley, Secretary

Call to Order:

- The BOD meeting was called to order at 7:08 pm at the Longmont Sr. Ctr.

Meeting attendance

- Sabrina Lee
- Kelli Whiteley
- Dyce Dehaan
- Kelly Kuczka
- Bill Hallett non BOD
- Wade Whiteley non BOD

Approval of October minutes, Kelly motioned and Dyce 2nd motion.

Homeowners to be heard: None.

Unfinished Business:

1. Meeting with Rock Solid (Steve): We went over our contract with Rock Solid and Sabrina asked about fall & spring trimming and Steve said the trimming was done in the fall and should be okay for quite some time. In the NW corner, Steve recommended putting in cobblestone under the large blue spruces since the grass is dying from the pine needles. Steve would also like to do a winter pruning on the bushes and the next scheduled pruning will be middle of summer.
 - a. Regarding our sprinkler issues, Steve recommended for us to have a water audit done first.
 - b. Aeration will be done in the spring and Steve said that they may be able to do individual lawns.
 - c. Regarding snow plowing, Rock Solid will wait when the snow is 4-6" deep and will wait to hear from Dyce to come out to plow.
 - d. The clean-up for Reserve will be a month or so—when all the leaves are off.
 - e. Sabrina motioned that we stay with Rock Solid for 2012 and Dyce 2nd the motion.
2. Landscaping: Dyce spoke to several people in the community about planting trees along 17th Ave. Shade trees would be an easy sale for the City of Longmont and hopefully make it their project.
3. Treasurer Report: Water bill has been less than \$600. Wade would like to schedule out the budget in the month they occur. Wade is planning to send a letter to those people who haven't paid. Sabrina has some suggestions for Wade regarding unpaid HOA dues: a firm letter the first time followed by a foreclosure proceeding letter. Wade also asked about fence replacement in the budget and Sabrina said that is what the Reserve Fund is for. Wade asked if we should outsource the tax returns so we wouldn't be liable for it. Dyce doesn't think it's necessary to have a CPA go back & audit the past 10 years.
4. NGLA – Bill has not received anything yet regarding the grant. If there isn't a grant, Sabrina would like to work with the City of Longmont to get trees for 17th Ave.
5. Newsletter: Sabrina will be putting together a newsletter and needs the BOD's to edit it.
6. HOA Attorney: do we hire one "as needed" or hire him to review "where we are at?"
7. Terms for Board of Directors: have a 3 year commitment and rotate to prevent all of the BOD's from quitting at the same time. Four directors would be fine for 2012.

Hearings for Rule Violations: None

Next meeting:

- Next meeting is scheduled for Tuesday, December 20, 2011 at 7:00 pm at the Longmont Senior Center.

Adjournment: The meeting was adjourned at 8:41 pm. Kelly motioned and Dyce 2nd motion.

The Reserve at Ute Creek Homeowner's Association Annual Meeting Minutes

MEETING DATE: December 20, 2011
 PUBLICATION DATE: January 4, 2012
 SUBMITTED BY: Kelli Whiteley, Secretary

Call to Order:

- The meeting was called to order at 7:02 pm at the Longmont Sr. Ctr.

Meeting attendance

Sabrina Lee - BOD	Kathy Lang
Kelli Whiteley - BOD	Laurie Tart
Dyce Dehaan- BOD	Dan Termeer
Kelly Kuczka - BOD	Gene & Gerry Hookstra
Bill & Irene Hallett	David & Lynn Wilson
Wade Whiteley	Shannon O'Brien
Frank & Deb Ianucelli	Denise Heinen
Jim and Judy Gates	Lois Abbuhl

Goals for HOA:

- Maintain Budget
- Keep expenses & dues to a minimum
- Keep conformance with CIOWA
- Develop web management & Emails for BOD's
- Establish Reserve Fund at \$50,000 by 2014
- Get homeowners current on their dues (only 2 homeowners are past due)
- Periodically review our attorney, insurance carrier & landscaper

Suggested Goals:

- Training for BODs
- Continue involvement in NGLA
- Improve water conservation

Meeting Summary:

- Financial State of HOA: Wade reviewed our financial status and reported that the HOA is solvent with \$35,158 in reserve funds; annual income was \$33,280 with \$25,000 budgeted expenses for 2010; insurance policies are in place (\$1,401) a year; taxes were due in 2011 for 2010 were \$553 and \$1,100 is set aside for 2011 taxes due in 2012; accounts receivable is currently at \$3,224.
- Landscaping: Dyce took over this year as VP and reduced our landscaping and water expenses by keeping our landscaper accountable. Dyce reviewed in the meeting what went on during the course of 2011. Both our landscaper and snow removal contract were given to Rock Solid. Lois Abbuhl asked why we didn't prune in late fall and Dyce explained that our landscaper wasn't able to due to the fall snow storms. Some complaints were addressed in regards to people driving on our grass areas (obtain license plate numbers if possible) and children swinging from our young trees (which is parent's responsibility if broken). The sidewalk next to 1261 Reserve was mentioned due to its' unevenness.
- Our meeting with our attorney went well and his advice was to keep everything transparent. As far as collecting unpaid dues, our attorney mentioned foreclosure proceedings on them (if they have equity in their home). It does cost \$1,800 to file foreclosure on a Homeowner. By not paying HOA dues, there is an extra burden put on all of the other homeowners.

- Sabrina asked for volunteers to be on committees to help around the neighborhood-- community affairs; neighborhood picnic. Lois Abbuhl will help with architectural; Kathy Lang can help with landscaping and Gerry Hookstra can help with social committee.
- NGLA: Bill Hallett will continue representing our neighborhood. He went over what the NGLA does each year: crime reports; demographic reports; presentation from non-profit organizations; legislative updates; utility updates and grant programs.
- Replacement of our fence: homeowners along the fence need to keep up with it. We can replace pieces of it if broken. Our goal for the Reserve Fund is \$50,000 which is what will be used to replace our fence. Sabrina suggested getting some bids from fence companies. Kathy Lang said that the homeowners' properties that have a fence along the golf course belong to the homeowners. We are responsible for the fence that borders our neighborhood and the apartment complex. Dyce is going to check in with the City of Longmont to find out why we have to be totally responsible for maintaining it.
- Some suggestions from homeowners: Christmas lights at the entrance; burned out light in the front entrance; the light in the Reserve sign at the entrance is always on due to the light sensor not working properly.
- Election of BOD's: 4 BOD's is fine unless someone wants to volunteer for 2012. Wade Whiteley was voted in as Treasurer and Kelly Kuczka will take over as Secretary as well as Governance. Kelli Whiteley is stepping down from the Secretary position.

The meeting was adjourned at 8:55 pm. Kelly made the first motion and Dyce seconded it.