

**Aspen Grove Homeowners Association
Board Meeting
May 21, 2019**

President Laura Rench called the meeting to order at 7:06 p.m. at Susan Sivesind's home.

Present: Laura Rench, Mark Miller, Dejan Tomasevic, Jodi Pugsley, Steve Heard, Susan and Chris Sivesind, and Susan Rench.

Old Business: The President turned the meeting over to Susan Sivesind to cover current and future information regarding the fence project.

Susan has introduced information to homeowners so they could understand the entire fence situation. She found that several homeowners may want to change their opinion from negative to positive for the fence project. We will need to pay for the continued project either by increased dues or an assessment.

Chris Sivesind indicated the 205th property should be referred to as "right of way" rather than easement.

Dejan Tomasevic wanted to clarify proposed dues increases if the assessment passes. We need to build a contingency fund, ongoing expenses will increase, and we may need the possible use of an outside company to support the HOA. The Board would maintain control, and the support company would handle most of the behind the scenes administrative work, as well as provide guidance on best practices.

Currently we have about \$9,500.00 for operating expenses with dues at \$650.00. We need to build a considerable contingency fund of approximately \$30,000.00. Steve Heard has reviewed some of the new State and Federal laws regarding HOA's.

Mark Miller brought up a possible need to increase our liability insurance due to the change in the right of way. The HOA carries a standard policy which we anticipate covers \$1 million per person and \$2 million per incident for group coverage. Robby needs to send a copy of the insurance policy to be reviewed by the board. Susan delegated Mark to determine the "right of way" liability. Do we have enough insurance?

The rules for a special assessment meeting in reaching a quorum were researched. Regarding the special assessment, we could ask for \$950.00 versus \$1,000.00 to complete the fence project. For 2020 we would anticipate being able to hold dues at \$650.00 and maintain our current operating expenses if the assessment passes. The Board is committed to keeping our dues as low as possible, while still maintaining responsible and adequate operating expenses.

Regarding fence maintenance, the Board is committed to maintaining proper upkeep of the fence to include staining both sides of the fence and normal wear and tear every 5 years. We anticipate this will cost approximately \$15,000.00 and will be budgeting for this expense. Between planned upkeep every 5 years, it was suggested that every 2 years homeowners have a work party for basic upkeep, to include re-staining the top trim and caps.

Susan delegated Laura and Steve to research quorum information. We need yes votes from what number of homes? Susan moved we use \$950.00 for the assessment and \$650.00 for 2019-2020 dues. Laura seconded the motion, which passed. An assessment letter needs to go out 30 days before the assessment vote. All proxy votes need to be signed. Jodi suggested the verbiage of the special assessment clarify that we are voting on a special assessment for a known increase in dues through the completion of the fence replacement project. Mark felt we need an information meeting for those who have questions.

Susan will craft a letter and ballot (on a separate page). The Board agreed, so we will offer an information meeting to the homeowners.

The notice of special assessment letter will be sent to all homeowners on June 3, 2019.

Mail votes will be due by July 1, 2019. All other votes will be due on or before the information meeting on July 11, 2019 at 7:00 at the Sport Court.

If the special assessment passes, full payment of \$950.00 will be due August 15, 2019. Phase 2 of the fence project would then begin September 15, 2019. If the assessment does not pass, Phase 2 of the fence project will be suspended, and dues will be increased annually by the maximum amount allowable until the fence project is completed. Budgeted fence repair is approximately \$55.00 per linear foot, whereas emergency repair is approximately \$100.00 per linear foot.

The Board agreed to review outsourced HOA management companies and will discuss and vote to move forward or not at our next Board meeting.

Susan delegated Dejan and Robby to work on the Tot Lot water. Steve will demonstrate to Dejan how to set the timer for water.

Susan delegated Mark, Dejan, and Steve to research a new sprinkler maintenance system company. We need a certified company to check blowout in the fall, and backflow in the spring. Casa Bonita was suggested.

The Board voted to move forward with Mike installing a railing along the stairs of the community pathway.

The Park/Cantera street tree is not thriving, due to non-watering. The Board has notified homeowners of their responsibilities to maintain street trees. The Board will reassess the potential need for replacement of that street tree in the early fall.

Jodi questioned if we can notify homeowners by e-mail rather than US mail. We need more information on this due to the rules in the CC&R'S.

The meeting adjourned at 8:47 p.m.

Respectfully submitted,

Susan Rench
AGEHOA Secretary