

**The Springs at Mariana HOA
HOA Board Meeting Minutes
October 12, 2015 – 7:00 p.m.
Kukral/Gaspers Residence
250 Meadowsweet Cir**



1.0 Opening of Regular Meeting

- 1.1 The meeting was called to order at 7:10
- 1.2 Present were: Ron Korngiebel, Scott Kukral, Lisa Eddy, Nancy Garcia, Cyndy Dingae, Paul Matthews, and Barry Carithers.
- 1.3 Guests present were: Christine and Roger Holloway and Marlene Cavanagh.

2.0 Adoption/Approval of Agenda

The agenda was approved by unanimous consent.

3.0 Approval of prior meeting minutes

3.1 The Executive Board Meeting minutes of June 23, 2015 were adopted by unanimous consent.

They may be found at: <http://marianasprings.com/wp-content/uploads/Minutes2015.06.23.pdf>

4.0 Reports

4.1 Board President Report by Ron Korngiebel

- 4.1.1 Ron thanked Scott and Barry for managing water and pond issues during his absence this past summer.
- 4.1.2 The board extends wishes for a speedy recovery to Marilyn Wiltgen

4.2 Water Committee report by Scott Kukral

4.2.1 Water update for 2015

(NOTE: All figures represent usage for both SMHOA at 13.4% and OMHOA at 86.6%)
Ron, Barry and Scott divided the duty of filling the pond this year. After exploring several ways to keep track of our actual usage, we also developed a manage log in Excel that seems to be working very well.

For 2015, we have access to 1.5 jointly owned shares in SSDC (purchased with the Overlook earlier this year), and 2.5 rented shares (from Greg Muhonen). We also purchased one acre-foot (for 2015 only) of water from C-BT in order to avoid the 72 hour use requirement imposed by the state on SSDC water.

Due to the early season rains, the ditch didn't start running until June 25th. Everything ran pretty smoothly until the ditch stopped running in Sept., and the water level in the pond went down. On Sept. 16th both boards were advised of the possible water shortage, and water usage in both neighborhoods was reduced to 60% of normal. On the 22nd Scott suspended irrigation at both neighborhoods when the water level in the pond reached -36", as noted in the Water Sharing Agreement. It was reinstated on the 26th when the ditch began flowing again. As of Oct. 11th, we have used a total of 10.8 ac-ft for the year. Each share officially yields a minimum of 6 acre-feet, but factoring in the 'free' water that comes with each share the yield is frequently up to 12.

An aerator was also installed in order to keep algae down, but after a short time it was removed due to an overly noisy pump. A new, quieter pump is scheduled to be installed in its place (possibly next spring). No funds have currently been paid toward that project, although it is in the budget. The pump servicing the Springs has been making a noise that may mean it needs new bearings. Robert Hurley of Sprinkler Tech will check it once they system is shut down for the year.

4.2.1.1 How much did we use vs. what was purchased/leased

Over the last few years, our annual usage (according to SSDC records) has been a total of 12.40 acre-feet in 2012, 9.40 in 2013, 10.60 in 2014 and 10.80 (so far) in 2015. However, when you subtract out 'free' water, the totals become 5.9 acre-feet, 6.6, 5.5, and 3.8 respectively. Our current owned shares provide for a minimum of 9 acre-feet of charged water (at 6 per share). I recommend leasing a maximum of one share of SSDC water for next year.

4.2.2 What we expect for 2016

No new purchases are envisioned, with the exception of a possible annual acquisition of 1 acre-feet of water from C-BT for approximately \$50 a year to enable us to store water in our pond.

4.3 Treasurer Report by Lisa Eddy

4.3.1 We are on track to meet expenses vs. budget YTD and projected through the end of the year. Lisa will continue to follow up with Marilyn and the Home Street Bank on ways to get the Treasurer more directly involved in approving/expending HOA resources.

4.3.2 Projected savings account balances for end 2015. (This is coming from Marilyn as soon as she is able.)

4.3.3 Recommendation for 2016 budget. The proposed 2016 budget is \$28,100, the same as 2015. The HOA annual fee of \$650 is not expected to change. Please see attached: Summary of Springs 2015 Expenditures Thru 8-31-15 and Proposed 2106 Budget.

4.3.4 Projected reserve for (unidentified) improvement projects. Discussion about the proper amount of savings or reserve funds for large capital expenditures, or emergency needs ensued. Amounts of \$10-20,000 were

suggested. No figure was decided, but it was agreed that slowly building the reserve fund in 2016 and beyond was a wise course of action.

4.3.4.1 Potential improvement projects for 2016 (all board members).

Clean up cattails in pond

Match Larimer Open Space grant money as required (plants, other landscaping materials, possible equipment rental)

Add plants along path from Mailbox pavilion west to the top of the hill.

Fix the crossing portion of the road on Alpine Laurel.

4.3.5 Open discussion on the 2016 budget. Questions were raised on the subject of Property management fees. After the meeting there was further investigation by Lisa and Ron with the following explanation. New State law requires our Property Manager to be certified, licensed, and insured. The total cost of this was \$2600 in 2015 with \$520 being allocated to the Springs (and paid for in our 2015 budget). This is 20% of the total and represents the Springs as being one of five communities that Bob and Marilyn manage. The estimated cost of compliance for 2016 is \$2400 with \$480 being allocated to the Springs. Regulatory compliance will now be shown as a separate line item in future financial reports. In addition, our property managers are requesting a 3% increase in their "standard" fee. This is the first requested increase in three years. After the additional explanation, the board recommended approval of the 2016 budget via email. The formal approval or rejection will occur during the annual meeting on Dec 2 with a vote of the community. The 2016 budget was passed by unanimous consent.

The topics of obtaining an audit, or developing an RFP (request for proposal) were discussed and deferred to next year.

4.4 Design Review Committee report submitted by Marlene

4.4.1 Activities since the last board meeting

Updates on lots from last report:

Lot 5 - Omar Ybarra is building and will live in the home below. Digging started on foundation for 2130 square foot ranch (plus a basement, total 4260 square feet).

Lot 32 - exterior almost complete, spec home, expect completion by end of Nov.

Lot 9 - completed, welcome Jeff Drager and Paula Harsin

Lot 11 - exterior stonework in progress, expect completion by end of year

Lot 5 - completed, welcome Marc and Kathy Brown

Lot 7 - exterior stonework in progress, spec home, expect completion by end of Nov.

4.4.2 Landscaping completion dates

Jeff Drager & Paula Harsin have completed their landscaping.

Marc & Kathy Brown have submitted and gotten approval on their landscape plan. They

completed items necessary for city certificate of occupancy and will complete additional landscaping next spring.

Brian Trainor has completed his landscaping.

Rene & Terry Mize have started landscaping and hope to have phase one completed soon. They are experiencing delays because of Custom On Site building next to them.

4.5 Property Manager report by Marilyn and Bob Wiltgen (reported by Ron).

4.5.1 The Schematic/diagram of the water system is completed in and in our possession

4.5.2 Voles in Common area have been exterminated but may not be gone. See new business.

4.5.3 Status of the aerator. See 4.2.1 water update

4.5.4 Status of trimming/removal of the dead willow by the pond. Bob and Ron are seeking reasonable bids to remove the willow tree this fall.

5.0 Welcome basket report by Ginny Korngiebel (reported by Ron)

Welcome baskets were presented to Paula Harsin and Jeff Drager; and Marc and Kathy Brown. Thank you Ginnette for continuing to organize this welcome to new neighbors.

6.0 Public Participation

6.1 Any Homeowner who would like to attend the Meeting as a Guest should try to give advance notice to the Board as well as the host/hostess, so appropriate accommodations can be made.

7.0 Unfinished Business

7.1 Potential of updated/enhanced website by Scott Kurkral

7.1.1 A survey was sent out to all residents regarding the upgrading of the current Springs website to one that would be more useful to the neighborhood now that we are out of the 'selling' phase. There were only 3 responses, 1 in favor of the upgrades, one marginally against, and the third only to comment on something mentioned in the survey but leaving no opinion as to whether the upgrade was desirable or not.

7.1.2 Discussion of next steps. Due to the lack of interest it was determined that further work on upgrades should be discontinued. Thank you to Trish Coberly for her efforts to design and produce the existing site, and for its continued maintenance. Homeowners are encouraged to visit our Facebook page.

7.2 Small Grants for Community Partnering update by Nancy Garcia

- 7.2.1 Zac Wiebe and his colleagues from Larimer County Open Space will be conducting a site visit regarding our proposal on October 16th at 8:30 am. They will make recommendations to LCOS about our \$2,000 project to buy and plant native species and install bird houses in our common areas. If we receive the grant we will discuss optimal use of these funds with homeowners who may be impacted by the project or who have an interest in it.

8.0 New Business

- 8.1 Two board positions will expire at the end of the year (Ron K and Cyndy Dingae). The board recognizes their service and sincerely thanks them for the hours of work they have given the community. All board members are encouraged to recruit at least two potential replacements to be voted on during the annual meeting.
 - 8.1.1 Discussion on potential candidates. All homeowners are eligible and encouraged to “take their turn” serving on the board. This year the board consisted of 4 officers and 2 members at large. It can be as few as 3 people and as many as 7. Participating on the Design Review Committee, which reports to the board, is another way to serve your community.
- 8.2 The annual meeting AND end-of-the-year PARTY will be held at the Korngiebel home, 363 Meadowsweet Circle on Wednesday December 2nd. ALL community members are encouraged to attend. Further information will be coming.
 - 8.2.1 This is the meeting where two new board members will be nominated and voted upon. Afterwards the new board will meet to select officer positions for the following year.
 - 8.2.2 This meeting is also where the 2016 budget is formally adopted (or rejected) by the community.
- 8.3 The area of cattails in the pond is getting very large (15-20 feet) and may be providing habitat for voles and other vermin that remain in the neighborhood. This is a big problem that requires attention. It was suggested that we may pull them out when we drain the pond and clean the drain. More research needs to be done on the best way to remove them. (Note: research has started on this issue and progress will be reported at our next meeting, or sooner if needed.)
- 8.4 Barry informed the board that The Little Free Library is finished and will soon be installed in the mailbox area. This will allow us to share books and magazines within the community. Thank you Barry.
- 8.5 The topic of D&O (Directors and Officers) insurance was tabled until 2016.

9.0 Adjourn The meeting was adjourned at 9:00.

Calender this! Our next meeting will be Wed. Dec. 2 at the Korngiebels at 7pm. ALL are encouraged to attend the end-of-the-year celebration and vote on new HOA officers and the 2016 budget. More information forthcoming.

