

AUTUMN HEIGHTS CONDOMINIUM OWNERS ASSOCIATION (AHCOA)
ANNUAL MEETING MINUTES
Saturday, January 10, 2009

The annual meeting of the Autumn Heights Condominium Owners Association (AHCOA) was held on Saturday, January 10, 2009 at the AHCOA clubhouse. Mr. Seydon (Doc) Harris, President, called the meeting to order at 9:30am, introducing himself, his wife and family members to the members present. Mr. Harris gave a brief summary of his background and employment experiences which included board management of a large multi-unit housing facility. He expanded on the need for established operating requirements for an active and efficient Board, as well as the need of the Board and the AHCOA Community-at-large to maintain the quality of our living environment as well as the need to protect our property values. Mr. Harris gave a brief summary of the topics to be discussed and the election of a new Board member to succeed Mr. Scott Christiansen as Treasurer. Board membership in attendance included Mr. Christiansen and Secretary, Donna Winters. Meeting minutes were taken by Ms. Winters. Ms. Linnea Mellinger represented Z&R Property Management as Property Manager for Autumn Heights COA.

The annual meeting required 47 for a quorum, but quorum was not met with a total of 31 homeowners in attendance and proxies presented. Ms. Mellinger verified voter eligibility at the clubhouse door, and verified certification of proxies as well as proof or waiver of notice. *(See agenda on AHCOA website: autumnheightshoa.com.)*

OFFICERS' REPORTS

Mr. Harris welcomed all attendees. He expressed appreciation to see those neighbors present taking an interest in the affairs of the Association. He turned the floor over to Ms. Mellinger who provided an overview of 2008 accomplishments and expenditures and an overview of the 2009 budget. *(See PowerPoint presentation on AHCOA website: autumnheightshoa.com.)*

2009 BUDGET OVERVIEW

Ms. Mellinger briefed members present with an overview of 2008, which included: goals achieved, required expenditures, and interests served.

All homeowners present were provided with copies of yearend gross operating costs as well as the approved 2009 budget proposal, which included budget comparisons from 2007 and 2008. The overview of the budget and expenditures as of the end of December 2008 balance sheet reported that the Association ended the month of December with total assets of \$143,346.89. The Balance consists of a total of \$9,703.74 in Cash Operating, \$126,887.25 in Reserves, and \$6,755.90 in Accounts Receivables. The Prepaid Dues are at \$12,871.30. On the budget comparison, the Association was under budget for the month of December \$9,154.51 with the variance being 8.09 percent. For the year the Association is under budget \$16.95, the variance being 0.01 percent. *(See 2009 Budget comparison as attachment to these minutes)*

Based on 2009 expenditure estimates, the Board assured present that there would not be an increase in homeowners' dues for 2009. However, Board members also advised that increased expenditures including an estimated 45 percent increase in water and utility expenses could affect services in 2009.

Homeowners' questions ensued regarding monthly dues, needed expenditures and the establishment of a healthy reserve base. Board members advised that actions had been taken to re-finance the existing 2003 roof replacement loan and were on schedule to pay the loan off by early 2010. This would enable funds more significant improvements within the Community. However, it was also noted that rising costs may require some increase in dues in the next few years.

2008 PROJECT SUMMARY:

Retiring Board Treasurer Scott Christiansen provided an overview of accomplishments:

- Worked with the Bank of Broadmoor to re-finance loan on the aforementioned 2003 roof loan, which provided a better rate on the loan and shorter payoff terms;
- Repairs and re-sealing of driveways throughout the Autumn Heights;
- Concrete repairs and additional road repairs accomplished, and will continue to make more planned repairs during the upcoming year;
- Installation of new street signs throughout the Community;
- Continued gutter and wood trim repairs as needed;
- Perimeter fence repaired and painted on side facing the Star Ranch and Broadmoor Bluffs;
- Lawn maintenance improvements: the 2008 contract with Greener Grass included extended repairs to the sprinkler system as well as the upgrading the quality of lawn maintenance.
- Repair and painting of postal kiosks;
- Installation of a new flag pole within the walls of the Community;
- Purchase of resting bench for use by members within the Community.

Mr. Christiansen also provided an overview of future projects, which included:

- Whereas the $\frac{3}{4}$ mile perimeter fence was repaired and painted, it was noted that years of weather wear requires that the fence be replaced in the near future. The Spring 2008 painting was done for cosmetic purposes only; new, different fence materials have been reviewed for installation and further research will continue to find best economic and long-lasting solution. It was suggested that when new fence installed, emergency access gates be installed for street access as a security procedure and quality of life issue (i.e., delivery of large materials, etc.).
- Long-term improvements: The Board researched getting professional advice on the best solutions to long-term improvements. The Board contracted with Architect Neil Katz to work with the Board on this project, which would provide overall building improvements throughout the Community.
- Lawn maintenance improvements: Greener Grass will continue broader use of alternative landscaping and conservation methods throughout the Community to ensure quality of environment while saving on water and economizing in view of increased water costs.

Questions from the Floor:

- Ms. Grace Lynch commented on the drainage problems behind her building which occurred after sprinklers watered the lawns. Mr. Christiansen advised the problems were from the saturated water table as the water would roll down the knoll to the area behind her home causing the swampy effect. He continued that many repairs had been done during 2008 on the aging sprinkler system which may be affecting this area, and that these would be addressed again during 2009.
- Questions were raised about turf removal/replacement. Response provided that again economic and alternative methods were being reviewed for installation as needed, perhaps with turf or alternative materials such as rocks or foliage.
- Ms. Melissa Camden asked if a neighborhood garden could be established for use by the residents. She was advised that this would be raised with the 2009 Board.

2009 OBJECTIVES

Mr. Harris raised the need to establish a 3-5 year plan to ensure continued improvements without incurring special assessments. He encouraged homeowners to provide their suggestions for improvements to the new Board for review and possible implementation.

New Garage Doors:

Mr. Harris briefed attendees on necessity to replace existing garage doors. He advised that it is the owners' responsibility to replace or repair garage doors, but it is the Board's

responsibility to decide which type and style of door may be used to replace existing doors to ensure uniformity throughout the Community. Mr. Harris continued that the Board had received two competitive bids from American Door and Overhead Door for metal doors which included uniformity of color, insulation and installation costs. Discussion from the floor included what would be overall costs, installation timing and company to be used. Mr. Harris explained that the costs would vary depending on whether purchase was made by an individual owner or in conjunction with several other owners to get a group or discounted price. Comments from the attendees included possibility of getting a long-term contract to ensure future discounts on garage door purchases.

The possibility of imposing a homeowners' approved special assessment to pay for replacement of all garage doors at once to ensure conformity throughout the Community was introduced. When asked, a majority of show of hands indicated that this could be raised at a special homeowners' meeting to discuss and vote on a special assessment. Opposing discussion was also noted as some homeowners may not want to replace existing doors or had repaired mechanics of their existing doors to their satisfaction. Feedback also included complaints against Overhead Door as well as recommendations for other garage door companies within the area. To approve a special assessment a majority of 66 percent of homeowners would be needed for such a change per the Covenants.

Further research as to costs, type, and installation company would be done and posted on the autumnheights.com website for review by all owners and residents. The Board would make the selection for type of door to be approved, and emergency application would then be made based upon this approval. Mr. Harris reiterated that costs for the doors would be based on number of installations, size of door, and need to replace existing mechanics on present doors.

PROPERTY MANAGER OVERVIEW

Ms. Mellinger briefed congregation on 2009 goals and objectives which included:

- Evaluate and plan for the Autumn Heights Community's future needs and requirements;
- Continue to build up reserves for future high expense repairs;
- Continue to maintain the AHCOA by ensuring routine repairs and maintenance, covenant enforcement;
- Ensure continued open communication with the Board, property management, and the Community.

OPEN FORUM

Ms. Grace Lynch raised question regarding pre-paid dues and under payment. This was handled off-line with Ms. Mellinger.

Question raised as to who is responsible for cleaning up the sidewalk on Star Ranch road, in particular rocks left by Colorado Springs Utilities during recent repairs. Ms. Mellinger would contact Colorado Utilities to request clean up by company.

Question regarding bat droppings at home of Ms. Eileen Graham. Ms. Graham had reported this problem in the summer of 2008 and had been advised that the bats cannot be killed as they are protected species, but should be discouraged from "settling in" at her front door by leaving a light on during the day to discourage the bats from returning. If problem returns in the summer, alternative actions will be reviewed.

Question raised about speed bumps for installation within the complex, including how to proceed with speed bump installation and maintenance vis-à-vis snow removal. Attendees were advised that the speed bumps were approved by the Board at January 8 monthly Board meeting. January 2009 walk through will include decision on best locations to make installations.

Ms. Melissa Campton-Smith asked why the clubhouse needed to be cleaned up directly after a social occasion at that venue, wherein Z&R Senior Officer Mr. Darrin Smith advised at the January 2008 meeting that the clubhouse could be reserved for a second day for such clean-up purposes. The 2008 Board posted in its newsletters that reservations for the clubhouse needed to be made through Z&R and that use of the clubhouse requires building to be accessible for scheduled immediate or next day use. As the clubhouse had not been reserved for the second day, the need to clean up proceeding a social gathering was required.

ELECTION OF BOARD MEMBERS

With the retirement of the Board by Mr. Christiansen, who volunteered to fulfill the remaining term of Mr. Larry Pierce, nominations were taken from the floor for volunteers for this position. Mr. Harris and the AHCOA homeowners present thanked Mr. Christiansen for his generous service and volunteering to the Community during the previous year.

Mr. Jerry Ralston had volunteered to fill the position which was noted on the official ballot provided to all homeowners for vote or by their proxies. Mr. Ralston provided a summary of his experience and his reasons for volunteering for the position.

Ms. Melissa Campton-Smith volunteered from the floor for nomination to this position. Ms. Campton-Smith also provided a short summary of her experience and reason for volunteering for the position.

In view of the fact there was not a quorum present or via proxy, an official vote could not be held. However, homeowners present or those possessing their proxies were requested to provide a show of confidence by voting for one of the two nominees under consideration. All present voted and presented proxies from other homeowners. Mr. Ralston was given a majority show of confidence (30 votes). After an official tally of votes was made, AHCOA President Doc Harris asked

Mr. Ralston if he would accept the position, Ms. Winters seconded the proposal. At this time Mr. Ralston accepted the position.

APPROVAL OF 2008 ANNUAL MEETING MINUTES

Ms. Mary Ann Tabor moved to approve the 2008 Annual Meeting Minutes; Mr. Tom Smith seconded the motion.

ADJOURNMENT

Mr. Harris adjourned the meeting at 11:20 am.

Respectfully submitted,
Donna B. Winters
Donna B. Winters