Pending

**MINUTES OF THE REGULAR BOARD MEETING OF THE COP HOA**

**SATURDAY, MAY 19, 2020 @ 10:00 AM, 12627 W. CASTLE ROCK DR.**

**Recognition of visitors:** There were seven residents present at this meeting: Chet & Deb Penta, Ron Steel, Abel Alday, Jim Kossman, Kevin Blair and Bill Kram.

**Board members present:**  President Rich Hoyt, Vice President Diane Shapiro, Treasurer Ken Davis, Secretary Dave Roeker (remote), Director Jan Nelson, Director Jim Snyder and Director Ruth Arzt.

**Open meeting:** President Hoyt called the meeting to order at 10:01 AM

**Opportunity to add items to the agenda:** Jim Snyder added Item F of Architectural Committee Report – John Spicer repair.

**Approval of the 3.28.20 regular board meeting minutes:**

Regular board meeting minutes from March 28th. Motion to approve by Jim Snyder. Seconded by Ruth Arzt. Motion carried.

**Treasurer’s report: (Ken Davis):**

**Board approval of the March and April financial statements from Colby Mgmt.**

Ken Davis reported that as of March we have $81,906 in assets. Water usage is down in all areas. No one is in arrears in their monthly assessment fees. Jan Nelson continues to work on getting people to receive their monthly assessment through email. Disbursements for the month included taxes filed with a cost of $225 for the reports. Postage budget was $58.50. Grass seed and fertilizer was $278. Sprinkler repairs were $168. Pest control was $262 due to additional bee removal.

As of April we have $87,143 in assets and $51,409 in the painting reserve. Water looked really good in April. Olive trees were trimmed in April but the cost will not show up until May.

Jim Snyder made a motion to accept the March and April financial reports. Jan Nelson seconded. Motion carried

**COMMITTEE REPORTS:**

**Architectural report.** (Jim Snyder)

1. Request from Rita Johnson to replace her garage door with a similar kind. It will be painted to match the house. Architectural Committee recommends approval.
2. Request from Paul Dyksterhouse to replace all windows and add a patio door on rear patio. Color will be white to match. Architectural Committee recommends approval.
3. Request from Ken Davis to add solar panels to his roof. All paperwork has been completed and pictures submitted. The conduit from the roof to the electric box will be painted to match the house. The Architectural Committee recommends approval.
4. Request from Ken Davis and Diane Shapiro to install matching front pergolas. This will be a double pergola across the front of both units to provide shade. The Architectural Committee recommends approval.
5. Request from Nora Guest and Al Bailey to extend curbing along the sides and back of their units to match the existing front curbing. Jim Snyder recommends approval.
6. Request from John Spicer to repair rotted out roof support post on his rear patio. John got an estimate of $530 to cut out and replace the post. This repair should be paid for by the HOA as it is an exterior repair. Jim is going to get an additional estimate from a local handyman. He thinks it should be much less.

Jan Nelson made a motion to approve the Architectural Committee Report and items a. through f.. Ruth Arzt seconded. Motion carried.

**Grounds report: (**Jan Nelson)

1. Update on the new Colby opt out form. Jan has 8 new requests for monthly assessment notices by email. She will deliver them to Colby.
2. Bermuda seeding. Ray will be seeding bermuda and fescue along with fertilizer. Watering schedule will be adjusted as needed. Some areas had patches of sod installed and these areas will need hand watering.
3. Weed spraying. Heavy spray was done for foxtail. The pre-emergent application will be delayed until grasses are established.
4. Removal of two dying trees (Snyder and Monasterio). These two trees need to be removed and Ray will do it for $425 each. Jim Snyder noted that a branch fell from his tree but missed his roof and did no damage to the unit. We discussed not replacing these trees as they are between garages. Jim Snyder made a motion to have the trees removed and the stumps ground out and not replace them. Diane Shapiro seconded. Motion carried.
5. Discussion and further board consideration of common ground citrus trees. It was decided that a grounds sub- committee should be formed to investigate citrus maintenance. They need to be trimmed up 6 feet above ground for mowing. How often should they be trimmed and how tall should they be allowed to grow? The sub-committee would also look at painting citrus trees. They would bring their recommendations back to the board in the fall. Recommendations could then be presented to the general population at the annual meeting where it could be voted on.
6. Recognition of the need for two sprinklers around the Dyksterhouse addition. Ray will be adding sprinklers and repairing leaks around the new patio addition.

Jan also mentioned that there are three new members of the Grounds Committee: Abel Alday, Don Rife and Jim Sutherland that need to be approved. Rich Hoyt made a motion to approve them. Jim Snyder seconded. Motion carried.

Jan noted that she and John Spicer have been watering the new sod behind the Dyksterhouse patio. She also mentioned that the irrigation leak between Dyksterhouse’s and Roeker’s has reappeared. That will need to be dug up and repaired. Placing of signs such as realtor signs or political signs on common area ground was discussed. Political signs can be posted 71 days before the election and must be removed 2 days after the election.

**President’s Report (Rich Hoyt)**

1. **Digital option form from Colby.**

If you have internet please have Colby send an email for the monthly assessment notice. This will save $1.00 per month per unit. Jan has gotten most people to do this other than the 5 that do not have email.

1. **The use of the web site**

Please continue to use the web site (COPCONDO.ORG) as much and most current information is out there. Jim Kossman is maintaining the web site. Thanks Jim!

1. **Kudos to the crew**

Rich noted that most of the board officers had been replaced since last year and the new officers had to learn on the fly. He thanked everyone for picking up the slack and doing our jobs. His house is now under contract so this should be his last meeting as President.

1. **Odds and ends**

A mother and daughter, Judy Churchill and Dottie Reedy have moved into 12531 Castle Rock Drive. A thumb drive with all pertinent new resident information has been delivered to them.

We will need one more board member to replace Rich Hoyt.

**Establish next date for the regular board meeting:** Next meeting will tentatively be the 3rd week of September with the date and location to be determined.

**Motion to adjourn:** A motion was made by Jim Snyder, seconded by Ken Davis to adjourn the meeting. The motion carried. The meeting was adjourned at 10:46 AM.

Respectfully submitted,

Dave Roeker

COP HOA Secretary