**COP CONDO ASSOCIATION**

**AGENDA for Saturday 12.12.20 @ 9:30 AM**

**12711 and 12715 W Castle Rock Dr on Front Patios**

**RECOGNITION OF VISITORS:**

Visitors are welcome. In keeping with COVID-19 Safety Precautions, masks must be worn. Please RSVP for seating or bring your own lawn chair. If you have an issue, please submit it in writing to Ken Davis so that it can be added it to the agenda.

**BOARD MEMBERS PRESENT (**Establish quorum):

**CALL TO ORDER:** Contact Board Members attending remotely

**OPPORTUNITY TO ADD TO THE AGENDA:**

**PRESIDENT’S REPORT (Diane Shapiro-Acting):**

1. Jaycox HVAC will be here on Tuesday 12 Jan to provide an annual AC and Heating service at a special cost of $35. Homeowner’s that are interested should contact Sue Mangerie at (623) 937-7532 NLT Friday 8 January.
2. New HOA Members that have moved into their units
* Patricia Sannerud
* Curt and Teresa Mentzer
* Sandi Tischer
* Rodger and Lee Couisin
1. The Welcome Committee has welcomed all our NEW HOA Members. We can use another volunteer or two for this committee.
2. I am working on a newsy Holiday Greeting to send our members

**APPROVAL OF THE LAST REGULAR BOARD MEETING MINUTES (Dave Roeker):**

**TREASURER’S REPORT (Ken Davis):**

1. Board approval of the September financial statements from Colby Management
2. Receipts and disbursements for October include:
* Loma Verde Landscape for removal of two trees $850 and Sprinkler repairs $1407 over the summer.
* John Spicer was awarded $200 towards replacement of a water damaged patio post.
1. The proposed 2021 Budget is submitted for Board approval. This includes approval of all new contracts for 2021. We are experiencing several increases to our monthly costs in 2021 and the COP Condo member assessment fee must be increased $5 (1.8%) per month. Discussion of inputs to our new budget follows:
* Colby Management increased their monthly fee to $175
* We received a new, PROPOSED two year Loma Verde contract for 2021-2023. Monthly Maintenance and Irrigation Maintenance costs will remain the same. Landscape Maintenance Expenditures for Seed increased by $455 and Palm Tree trimming $500 was added.
* Our Gardening Chair has recommended adding extra funds in 2021 for irrigation valve repairs, valve box covers and risers, tree and shrub replacement, and for tree maintenance. Several Line Items were increased to cover these higher expenses in 2021.
* We signed a new three year contract with Parks and Sons for Trash Collection to minimize the rate increases to $12.50/mo for each of the three years.
* Farmers Insurance increased our monthly premium from $1235 to $1310 for 2021. We are still being penalized for excessive claims in the last three years (i.e., 2018 roof damage due to storms)
* Arrow Pest Control did not raise their rates for the coming year. The new budget includes an extra $300 for up to two visits to remove bees.
* EPCOR Water/Sewer rate hikes are planned for 2021 as well. Hearings are ongoing and we will not know which of 5 scenarios will be approved. Best case we can expect is a 2.5% increase as of 1 July. Accordingly, our budget includes a 1.3% monthly increase to prepare for the 2.5% or higher increase in July.
* APS will also be increasing rates somewhat but that has very little effect on our HOA budget. Recommend we increase annual payouts to our 12 homeowners that supply power for our irrigation controllers from $24 to $25. This annual payment has never increased since inception.
* Four Line Items have been reduced for 2021: Statements/Fees (503b), Office Supplies (505), Extra Yard Maintenance (532) and Miscellaneous Expenses (599). One Line Item has been added: Repairs and Maintenance (544) funded mostly from LI 532.
* Reserves have all been increased. Annual Paint Reserves have been increased by $300 to insure we are prepared to paint all units in 2022-2023. An updated cost estimated was obtained from Albrecht & Son in November. Sprinkler Reserves were increased by $180 and Major Maintenance was increased $240.
1. Approval needed for Treasurer to sign the new Colby Management Collection Program Authorization to collect debt owed by unit owners.

**COMMITTEE REPORTS:**

**ARCHITECTURAL (Vacant):**

1. No new projects have be announced since October
2. Board approval is needed for the revised Architectural Plans Form to add Committee Member signature, date and recommendation. Paul Hubbard added the requested additional information in Version 4. It is available to Homeowners on our website “copcondo.org”.

**GROUNDS (Jan Nelson):**

1. 2021-22 Landscape Contract with Loma Verde
2. Water usage for October
3. Weed Control Contract for grass is in work with Nelson
4. Budget increases proposed for replacement of broken irrigation valve covers and risers at a cost $25 per riser and $15 per cover.
5. Update on removal of dead shrubs and thinning of dead branches

**OLD BUSINESS:**

1. Reminder to use the Colby digital monthly fees form
2. Continued encouragement to use the web site “copcondo.org” to be maintained current by Ken Davis and Paul Hubbard

**NEW BUSINESS:**

1. We need a working committee to nominate both a new President and Architecture Chairman to replace departing Board Members Rich Hoyt and Jim Snyder. Alternatively, we should consider the option to downsize the Board from 7 to 5 active members. Note: The Architecture Chairman must also be a Board Member.
2. Add any issues presented before opening the meeting that were not architectural or gardening issues.
3. Plan for a “Gathering on the Green” Social in January if Covid-19 Safety precautions allow. Suggest gatherings be held the 3rd Thursday every other month (i.e., 21 January, 18 March and so forth).

**NEXT MEETING DATE:**

1. Suggest the next Board Meeting be held Thursday 14 January unless a better date is agreed upon. The Nominating Committee will be working on Nominations for new Directors. The Garden Committee will be working on revising/updating the Gardening Rules and Regs.
2. Select a date for the HOA Annual Meeting. It must be held between February 13 and March 16. Suggest Saturday March 6. The Agenda and new Director Ballots must be submitted to members two weeks prior.

**MOTION TO ADJOURN:**