

CENTER GREEN HEIGHTS PARK HOA Annual Meeting Minutes
2018 YEAR END REPORT/ Review 2018 Financials/2019 Budget

Submitted by: Audrey Nelson, President

November 14, 2018 6:30 pm

Board members present: Tom Eldridge, Rick Caldwell, Carmela Gabriele and Audrey Nelson

- Picnic table (\$1,300) grant from the City of Boulder
- Dog Waste Station \$300 grant from City of Boulder
- Decrease in water usage by approximately 20% every month of operation. We were BELOW our projected use which is calculated by the City using square footage.
- Fertilize (organic-no pesticides) \$250 done by Audrey (WARDS \$600.00)
- April 2018 Amy Robert Drew Property Mg resigned due to conflict of interests. She is manager of NPC who withdrew from CGH Park HOA. CGH Park HOA retained Melissa Garcia for the removal of NPC from CGH Park HOA and the necessary amendments.
- Our tree inventory for both the park/medians is current on pruning. Every tree is up to date and, at the moment, there is no dead growth on any tree.
- Spring cleanup had 12 people from NP2 for a total of 31 hours of work trimming (31 hours @ \$50= \$1,550.00).
- Tom Eldridge asked that Audrey check with Allstate, our insurance provider and review our policy. Audrey suggested we also inquire our the liability with a picnic table/dog waste station.
- Election of officers. Tom Eldridge nominated Audrey for President/Manager and both Carmela and Rick voted in favor.
- Carmela will remain on the board. Rick's term is over and AG will nominate a new president who will take his place on CGH Park HOA board.
- The board asked Audrey to consult with Melissa Garcia if an HOA can be a LLC.

- Tom proposed the issue of amending CGHP's Covenants on budget process. First, 100% of Board vote to ratify and 10% limit on annual increase. Audrey will follow up with Melissa Garcia.
- Tom also pointed out that the covenants' page 1 and 4 still refer to 3 HOAs, not 2 HOAs. Audrey will also consult with Melissa Garcia (the new amendments most likely supersede these references).
- Tom asked Audrey to consult with the City about reducing the water bill since our water is returned to the water table,

We have a new CGH Park HOA website. WWW.centergreenheightshoa

NO PASSWORD REQUIRED

- A big **THANKS** to Elizabeth Taylor and her husband Ben who donated an English Oak for the park. Another pat on the back to Dwayne, Jeff Scala and Geoff Simpson for assembling the park picnic table and dog waste station. Jeff also picked up our donated tree from The Tree Farm. Finally, one last mention of gratitude to Carmela Gabriele (Apple Green HOA Rep) and Tom Eldridge for attending the workshops on grants, delivering our proposal and more!
- A review of 2018 financials were presented with a comparison of 2017, 2016, and 2015.
- **Budget for 2019 was approved by all board members: \$18,849.00.** It included two projects for next year: (1) \$2,040.00 Sod replacement Median #1 which includes removal of juniper and irrigation update and (2) Planting 3 trees in the park West side \$1,750.00. Rick offered to get the trees and save \$265.00 delivery fee
- Calculation of CGH Park HOA dues: \$18,849.00 2019 budget
Divided by 86 units (NP2 54/AG 32) = \$219.17per unit
54 = \$11,835.18 NP2.
32 = \$7,013.44 AG

Center **Green** Heights Park HOA Newsletter

August 2018

Audrey DeeDee Nelson, President and Manager of Center Green Heights
Park HOA
Carmela Gabriele, Vice President



A very special **THANKS** to
Elizabeth Taylor and Ben Gullette
4766 Kings Ridge Blvd
for their generous tree donation for
our park!

They wanted to donate the tree for
all the "hard work by past and
present" members who have
maintained the park!

More good news! Our park is looking like a park and being used more by the community.

- Our picnic table arrived last month and with the generous help of **Jeff Skala, Duane Boden and Geoff Simpson**, the table was assembled. This was a "free" table due to the grant we received from the City of Boulder! Additionally, Geoff and Jeff assembled a dog waste station which I am happy to report is being used frequently!
- More kudos to **Jeff Scala** who drove out to the Tree Farm with **Geoff Simpson** and I to pick up our tree (saved us a \$265 delivery charge!!!!). He used his truck and we appreciate it!
- Our beautiful English Oak was chosen by Elizabeth and Ben from the City of Boulder, Forestry Dept. recommended list. It is a "male". Females have acorns which can be messy for a park. I got the tree on sale! Half price from the Tree Farm. Picture attached. I fertilized our new tree and will be watering it for the next month. Thanks to Apple Green HOA member **Carmela Gabrieli** for the use of her hose and water! We appreciate it.

- Our young median trees were fertilized and watered this month by Geoff Simpson and me.

Do you know what it takes to manage the CGH Park and 4 medians on Kings Ridge Blvd?

- CGH files income tax annually.
- We have to get an annual backflow check certified for the City. This procedure protects our water by preventing backflow and contaminating our drinking water.
- CGH has to register annually with the State of Colorado, DORA.
- Monitoring our water use. I am happy to report that EVERY MONTH we have been **below our water budget!** That has come from ensuring the irrigation is off after rainfall as well as checking and repairing old heads.
- All work is supervised, especially tree trimming and meeting City guidelines for sidewalk path clearance.
- All financials are shared with a check and balance of one member from CGH (me) and Apple Green (Carmela Gabrieli). I provide invoices monthly and she writes the checks and balances the checkbook.
- Secure a snow removal contract.
- Secure a landscaping contract.
- All work is done with securing competitive bidding.
- Organizing board meetings.
- Submitting posts to our website as recommended by HOA guidelines from the City and State.

Center Green Heights
Board Meeting
June 7, 2018

- I. Present: Audrey Nelson, Center Green President
Thomas Eldridge, Noble Park II President
Carmela Gabriele, Apple Green Representative
Susan Zenisek, Apple Green Property Manager

The meeting was held at the residence of Audrey Nelson
Meeting was called to order at 6:30pm.

- II. Approval of the Minutes from the 2016 Annual Meeting.
The minutes were approved by the homeowners present.

- III. Reviewing of Documents drafted by Melissa Garcia (attorney for Center Green Heights Park)

All present reviewed the newly drafted Articles, ByLaws and Recitals and the Limited Amendment for Center Green Heights Park and decided on the following revisions:

Articles: Recitals 3

1. A Repeal and Restatement
- 4.2 Membership voting should be "2 votes"
(This document should be signed by the President)

Recitals: A&B – verbiage should be, "majority vote".

I Amendment

B. Repeal and Restatement

Section 1

"Each member, AGHOA and Noble Park 2 shall have 2 votes each"
(This document should be signed by the President)

Audrey is the contact for Melissa Garcia and will email her with the proposed changes.

- IV. Financials:
The budget was reviewed and discussed. There will be no more projects for the park until the above mentioned drafted documents are put in place and assessments paid. Sue is meeting with the AGHOA attorney to review the documents and discuss the special assessment for AGHOA .

**CENTER GREEN HEIGHTS HOA
BOARD MEETING MINUTES**

March 26, 2018, Monday

6:30 pm TO 7:45 PM

Present: Audrey Nelson, Center Green President

Rick Caldwell, Apple Green President

Carmela Gabriele, Center Green Representative

Talking points/decisions

- Special assessment due from NP2 and AG.

HOA's 2018 assessment for Center Green Heights. As approved at the October 2018 meeting, the breakdown of the \$21,393 approved total is as follows:

\$8557 - Noble Park 2

\$5071 - Apple Green

\$7765 - Noble Park Commons

Calculations:

NP2 and AG households total: 86 divided into \$7,765.00 = \$90.29 per household annually/\$7.52 monthly

NPS $\$90.29 \times 54 = \$4,875.66$

AG $\$90.29 \times 32 = \$2,889.29$

CGH special assessment dues 2018:

NP2 (54 households) \$4,875.66

AG (32 households) \$2,889.29

Apple Green will have to go through the proper channels to have special assessment for their share of the difference ((\$2,889.29).

Noble Park 2 has already collected their special assessment (\$4,875.66).

- Budget was approved - only doing median 4 (sods and sprinkler repair/replacement). Wards \$652. Irrigation is not included in this bid.
- Update on NPC withdrawal and Melissa Garcia proposal for legal documents.
- Budget over view for 2018.
- Composition of the board? Do we add NP2 and AG presidents?
- Approval of tree work \$1,240 by Mountain Tree Care April 17th .
- Possibility of more "free" trees. Audrey is pursuing.
- Carmela and Audrey will do bookkeeping and invoice payments. Confirm both will be the 2 signatures on the CGH account at US Bank.
- No word on the grants submitted for a picnic table and trash can. The trash can was voted to possibly be replaced by a doggie bag dispenser. All 3 board members voted that they **do not want** to have a trash can placed in the park due to sanitation, service and appearance. They also felt it was unnecessary.
- Composition of the board: Apple Green President and Noble Park 2 President and a representative from each HOA (currently Carmela/Audrey).
- Carmela and Audrey will be sharing bookkeeping duties. Either Carmela or Audrey will be the signers on the checks.

Minutes taken by Carmela and typed up by Audrey.