

**The Seasons at Tiara Rado Homeowners' Association
2020 Third Quarter Meeting Minutes
Conducted via Zoom
October 27, 2020**

A. Call to Order

The meeting was convened at approximately 4:01 pm.

B. Establish Quorum of the Board

A Board quorum was confirmed.

Board Members Present: Bruce Noble, President/Secretary; John McCarney, Treasurer; Dan Buckstein, Director at Large; Sharon Currie-Mills, Director at Large.

C. Information Agenda

a. President's Report by Bruce Noble

Bruce discussed the fact that, given the covid-19 situation, the Board has decided to conduct the 2020 annual meeting via Zoom at 5 pm on December 3, 2020. As always, attendance will be critical to help us achieve our quorum. Annual meeting packets will go in the mail to all residents in a few days. If you are unable to participate in the annual meeting Zoom on December 3rd, please complete and return the proxy form in your packet to help us meet our quorum. The proxy form will also contain a section related to the approval of the 2021 Seasons HOA budget.

Introduction of new Board members—Many thanks to Linda Spinner and Jim Lauer for agreeing to join the Seasons HOA Board. We also offer profuse thanks to Dan Buckstein and John McCarney who will leave the Board. Our community is a better place as a result of their distinguished service.

We also want to thank John McCarney and Dan Buckstein for the extremely hard work they invested in developing the proposed 2021 budget. Thanks are also owed to former HOA Treasurer Ron Lease for his assistance in putting the budget together.

b. Vice President's Report by David MacAlpine

David mentioned the Jalena Dayvault will join the DRC. She will replace Andrea Podgorny. New terms will be defined for the DRC members so that some have two-year terms and others have four-year terms. That will allow us to stagger the rotation on and off the DRC.

David also talked about some aspects of the landscape survey. The survey tried hard to really gauge community input and give everyone a voice. We had 40 people participate in the most recent landscape survey. Satisfaction with rules enforcement and landscaping reflected the lowest level of support from our members. We will attempt to target those issues and everyone will see that reflected when we talk about the budget in terms of how spending is prioritized.

c. Treasurer Report by John McCarney

Treasurer John McCarney provided the following report about the status of the 2020 budget, as of September 30, 2020:

The current checkbook balance is \$4,200.

The Operating Account balance is \$26,446.

The Reserve Account balance is \$25,682.

Between now and December 31st, he will probably write about \$8,000 in checks.

The budget for 2020 was \$61,033 and the proposed budget for 2021 is \$83,987. Bookcliff Gardens, Fusion Property Management, and the amount in the reserves account for the increase.

The previous contract for Bookcliff Gardens called for us to pay them \$18,800 per year and the new contract calls for us to pay them \$32,719. The reason for the increase has to do with time and materials expenses that weren't covered by the contract in the past. If you add the time and materials costs to the previous Bookcliff Gardens contract, we actually paid them a total of \$24,000 or \$25,000 per year. In response to some of the feedback received in the landscape survey, native mowing was increased from once to twice per month at an additional cost of \$840, manual weeding will now be conducted 14 times per season at a cost of \$1,890, spring and summer pruning will now cost \$4,278, and we will pay for fire mitigation along Snow Mesa Court next to the golf course at a cost of \$720. When you consider that the previous Bookcliff Gardens contract was signed two years ago, there were cost increases associated with the labor rate that will take effect in the new contract. That's how we got to a total Bookcliff Gardens cost for 2021 of \$32,719.

Fusion Property Management's cost went from in \$10,150 2020 to \$14,400 in 2021. If one of the Board members decides to assume the Treasurer's role, the amount paid to Fusion in 2021 will decrease to \$11,400.

We started 2020 with \$27,853 in reserves. We had to make some expenditures out of reserve funds in 2020 and that will lower the reserves to an estimated amount of \$24,312

by the end of 2020. The Board feels that we need to add \$10,000 to the reserves to get the balance back up to \$34,000 in 2021.

Included in the budget packet that is about to be sent out is information about how to ask questions about the proposed 2021 budget. Questions will need to be emailed to the Board by November 12th and they will be answered by November 20th.

d. Landscape Report by Dan Buckstein

Things have slowed down since the ditch water was shut off in early October. The biggest recent project was having Bookcliff Gardens clear out around the pond and remove the pampas grass. Going forward, the pond will have to be an ongoing maintenance project. The new Bookcliff Gardens contract calls for them to clear around the pond twice per year. This work account for an extra \$3,000 in the annual contract.

The other thing still left to be done is for Bookcliff Gardens to come and do their fall clean up. That will be happening soon.

Some general maintenance things for next year include replacing the wooden post for the meter housing near the canal. The Board has also pushed back the project to build the pump house to 2022. That will give us some time to accumulate reserve funds needed to do this project.

e. Landscaping Committee Report by Sharon Currie-Mills

The landscape committee consists of Sharon, Joan Bevington, Becky Jessen, Pat Noble, and Fran Phillips as sort of an honorary member. They have all been working hard to clean up the vines along the fences on South Broadway and they cleaned up along the canal. They had a big clean up in the summer with 15 or 18 participating. They will probably reach out for people to help with volunteer work groups. They worked on landscape design guidelines as a means of keeping our property values high. Thanks to those who helped to improve the landscaping on their property.

The landscape survey showed that the two top areas where Seasons' residents wanted to see improvement were at the South Broadway and High Tiara entryways into the Seasons and along the fence lines adjacent to South Broadway and Seasons Drive. The landscape committee tried to concentrate on these areas. They are working on a plant plan to refresh both entryways. We are also hoping to refurbish the stones marking the entryways.

Next year during the first week of June, we will have a Garden Tour and cocktail party as a social event. The Social Committee and Landscape Committee will sponsor it. There will be more information about this event around March of 2021.

f. DRC Committee Report by Ken Heitt

It has been a fairly busy year for the DRC. They typically get about 30 requests per year and so far they have received 26 requests in 2020. They have approved two new construction projects including one in filing 7. The second one was at 2057 Canyon Shadow Court. The owner wanted a roof top deck that was not approved so he decided to build elsewhere. Instead, his builder Gilbert Maynard has decided to build a spec house at 2057 Canyon Shadow Court. There will be a Zoom meeting tomorrow at 4:15 pm to discuss the house plans and anybody who wants to join should feel free to participate.

In the next year, we will probably have 4 new houses built in the Seasons. Steve Voytilla will start building on the one remaining lot in Filing 7 fairly quickly. He has also made arrangements to buy the vacant lot on Snow Mesa Lane and plans to build there. Also, the 2 vacant lots at the end of Snow Mesa Court have recently been purchased by a new owner and will be built on. Zoom meetings will be held about these 4 projects and everybody will be invited to attend.

Ken would like to connect with some of the new owners in the subdivision and talk to them about the DRC.

g. Fusion Report from Tonya McFarland

Tonya spoke on behalf of Fusion Property Management. A typical month has her doing walk-throughs checking for enforcement issues. She takes issues she finds back to the Board to discuss next steps. The landscaping guidelines created by Sharon Currie-Mills and her committee have helped Tonya evaluate landscaping issues in the Seasons. A few weeks ago, she started working with Dan to learn more about what he does as he transitions off the Seasons HOA Board.

She does 2-4 walk-throughs and drive-throughs, depending on the weather, per month. She checks the properties and the common areas.

She also does administrative work on behalf of the Board. She helps to organize quarterly meetings and other Seasons meetings. She maintains the website and also the master directory of Seasons residents. She does a great deal behind the scenes to accomplish tasks that the Board members used to do.

D. Consent Agenda

We reviewed the situation with the new DRC term structure: Ken Heitt, Perry Solberg, and Sally Hall will start 2-year terms in 2021 that will correspond to the calendar year and Jalena Dayvault and Bob Whitehorne will serve 4-year terms that will also correspond to the start of the 2021 calendar year.

In one vote, the Board voted unanimously to approve the Second Quarter meeting minutes from July 9, 2020, the addition of Jalena Dayvault to the DRC, and the new term structure for DRC members.

E. Announcements

There were no announcements.

F. Members Comments

Bruce started off by mentioning that the Board has heard from community members that there is a desire to uphold property values in the Seasons and improve our neighborhood through enforcement of our covenants. This is a hard job for the Board as we feel that, first and foremost, we are all neighbors in the Seasons. But we have had a few enforcement successes. Working with Fusion Property Management, we did send out a letter to property owners requesting landscaping improvements and we have seen positive results in response. The Board also invested energy in design issues involving the rooftop deck and we had a good outcome there. Finally, the Board was able to use a targeted letter to the property owner and the property management company handling a rental property on Snow Mesa Land that resulted in the resolution of the parking issue surrounding what seemed to be the perpetual parking of a Chevy Suburban along that street.

Sally Hall asked what kind of a response we are getting when we send out questionnaires. David MacAlpine responded that we received a 30% response rate to the landscape survey which is a good number for a survey.

Cheryl Alpha and Eileen Lepisto both thanked the Board members for their hard work.

Dan Buckstein mentioned that the annual meeting packet will be mailed out hopefully by October 29th. The packet will include an annual meeting agenda, a financial overview regarding the proposed budget, a copy of the budget, a proxy form that will serve to help establish the quorum and to vote for ratification of the budget. There will be an opportunity for the members to submit questions by November 12. The Board will respond to those questions by November 20th.

Sharon Currie-Mills mentioned that the new assessment summary will be in the annual meeting packet and everybody should take a look at that.

It was confirmed that the Seasons holiday party will be cancelled for this December due to the covid-19 situation.

Kurt Spear, in Australia, asked if he could receive his annual meeting information via email. Tonya McFarland said she would send Kurt the packet information through email.

The Solbergs commented that they love living in the Seasons. The HOA budget always seems to be in severe jeopardy and she would like to see a budget increase in order to support the work that needs to be done in our community.

Bruce Noble concluded by reminding people of the importance of participating in the December 3, 2020 annual meeting either by participating in the Zoom meeting itself or by submitting their proxy that will count toward the quorum.

G. Adjournment

The meeting adjourned at 4:55 pm. There were 25 people in attendance, including all the Board Members and Tonya McFarland from Fusion Property Management.