

**Kettle Creek Homeowners Association, INC.
Annual General Membership Meeting Minutes
November 15, 2011**

Sixth Annual General Membership meeting of the Kettle Creek Homeowners Association was held in the Presentation Room (604-605) of Pine Creek High School on November 15, 2011 at 6:00 PM. About 15 persons attended.

Ms. Smith of Z&R Property Management conducted roll call and certification of proxies. A quorum was present.

Mr. Kirschbaum, V-P, opened the meeting at 6:07 PM and entertained a motion to approve the 2010 annual minutes. A motion was made by Mr. Joyal, seconded by Mr. Yankee, and carried unanimously.

Mr. Kirschbaum presented the President's report outlining areas of challenges and accomplishments.

- Parking. We continue to work with the Townes and/or our own residents as needed to increase compliance with the covenants. It was noted that the Townes has 42 parking spots reserved for visitors but are rarely ever used. It is hoped the Townes could make some of these spaces available to their residents and solve the parking issues on Rhinestone Drive near Looking Glass Way. Z&R will work with the Townes to try and achieve a solution. Otherwise, we've gone as far as we can, the city will not post "no parking" signs in that area to curb the on-street parking.
- Landscaping. For 2011 the HOA contracted with JTB Landscaping who performed in excellent fashion. We had several irrigation repairs and expect that these costs will not recur in 2012. Improvements are proceeding in our 3-year plan to fix what we inherited from developers.
- Covenants. Minor changes were made to streamline the process when homeowners re-paint and re-roof in their original color schemes.

Mr. Joyal presented the 2011 Treasurer's Report and proposed 2012 budget.

- Despite an increase to water rates in 2011, our HOA closely managed the water by turning off sprinklers as needed. Despite this, our water budget for 2011 (\$5500) was overspent by \$924.00. The water budget for 2012 is recommended to increase \$900 to \$6400, with continued close oversight. HOA/Z&R will investigate to see if we can reduce watering of the Buffalo Grass to save funds. CSU water rates are to increase for several years.
- Early in 2011 our sprinkler system was targeted by metal thieves who stole the back-flow preventer and water manifold, resulting in a huge waste of

water. Damage was \$2000 and the water bill was \$200, with our insurance covering all but the \$500 deductible. Z&R will have JTB remove that part of the system for safe-keeping over the winter.

- The 2011 sprinkler repair budget was \$750 but we spent \$3636 in 2011, another item over-budget. The 2012 budget line will be \$1500.
- Board will continue to manage snow removal to provide good coverage and prevent unneeded expense. Snow removal is only for the common area sidewalks along Chapel Ridge Drive; the city owns and plows the streets.
- Tree maintenance will continue towards preventing damage and loss. Two trees were replaced in the past three years; more trees are needed.
- Erosion problems at spots along the concrete fence will be repaired if funds can be found in landscaping budget lines.
- Suggestion was made for a "volunteer day" at which residents may gather and work on the common area landscaping to conserve our funds. Need to find a coordinator for such an effort; the HOA would buy the materials.
- A question came from the floor regarding raising the dues for the Townes. The formula for Townes dues was explained, indicating that due for both HOAs are raised by the same percentage amount, i.e., dues at the Townes have been raised by the maximum allowable.
- Other budget items proved to be business as usual with no discussion.
- Kettle Creek HOA dues for 2012 will be unchanged from 2011 dues (\$425).
- Motion to approve the 2012 Budget was made by Ms. Anderson, seconded by Mr. Cather, and carried unanimously.

New Business

- It was noted that illegal activity (dealing / smoking marijuana) may be occurring on the vacant commercial property at Old Ranch Road and Rhinestone Drive. Z&R will contact CSPD seeking some extra after school patrols for suspect activity, for speeding in both directions along Old Ranch Road, and inquire about "Hidden Intersection" signs on eastbound Old Ranch Road as it approaches Chapel Hill / Chapel Ridge Drives.
- Snow removal is again an issue; Z&R will work with the Townes to ensure that removed snow is not piled on the corner at Looking Glass Way and Rhinestone Drive where it blocks visibility for drivers on Looking Glass Way. We will suggest they pile the snow in their retention pond.
- Concern was voiced on the re-sale of homes in that the local realtor trade group lists Bison Ridge as being in Northgate, an area several miles north of here where Voyager Parkway intersects North Gate Road. Users of MLS services thus get an inaccurate understanding of where we are, which is perceived as making our homes harder to sell. Z&R will check with the title company to seek listing us as being in either Pine Creek or Briargate areas.

- It was noted that there is a home where mowing of grass rarely occurs, the grass is growing over the sidewalk (edging) and the driveway is crumbling. Z&R will inspect and take action as needed.
- Suggestion was made to investigate alternative firms for the property management function.
- Suggestion was made to consider enforcement action for non-compliance with the covenants and inspections.
- Suggestion was made to consider a "welcome packet" for renters that includes a copy of the covenants.

Election of Officers

- Two BOD members saw their 3-year terms expire in 2011 (Mr. McCann and Mr. Cather). Both were put in nomination for re-election. Ms. Springfield nominated Ms. Baehner. Outcome of voting was as follows: (1) Mr. Cather: 16, (2) Mr. McCann: 12, (3) Ms. Baehner 5, plus one abstention.

Executive Session: After the conclusion of the General Membership Meeting, the Board Members met in Executive Session to decide who would serve in the various offices. Results: Mr. Carlson (P, 2012); Mr. Kirschbaum (VP, 2013); Mr. Cather (S, 2014); Mr. Joyal (T, 2012); Mr. McCann (D@L, 2014).

Adjournment. A motion to adjourn was made at 7:25 PM , by Mr. Yankee, seconded by Mr. Joyal, and carried unanimously.

Mike Cather, HOA Secretary
April Smith, Property Manager