

CENTENNIAL GLEN HOMEOWNERS ASSOCIATION

Thursday November 12, 2020
Annual HOA Meeting Minutes

The Centennial Glen HOA Annual Meeting and Election of the 2021 Board of Directors was held on 12 November 2020 at 7 P.M. The meeting was held virtually due to the COVID pandemic. Twenty-seven homeowners either participated in the virtual meeting via Webex or submitted an absentee ballot. This number exceeded our quorum requirements.

Election of 2021 Board of Directors. Voting this year was accomplished via absentee ballot. This was the first year we successfully used an **electronic** absentee ballot, primarily due to COVID. Electronic voting will become a standard voting option in the future. Election results:

Lynn Dougherty - President
Frank Wille - Secretary
Mary Mykra - Treasurer
Doug Rees
William White

Proof of Notice of Meeting/Approval of 2019 Annual Meeting Minutes. Lynn Dougherty provided proof of meeting notice, and the homeowners approved the minutes from last year's meeting.

Owner Education. This year's owner education segment was a review of architectural requirements. Lynn Dougherty reviewed guidance contained in Article 6 of our Covenants and in Resolution 2020-11. He emphasized homeowner responsibility to do periodic maintenance on the exterior of their homes, and the proper procedures to use to gain architectural approval. A key point to remember is before beginning any work to the exterior of your home or property, an Architectural Request Form must be submitted to and approved by the Architectural Review Committee. Additionally, once a project is approved by the committee, it should normally be completed within 30 days. Detailed guidance is contained on the Architectural Review page of our website. Our current ARC members are:

Lynn Nelson – 7455
Terry Lee – 7446
Brad Shanks - 7205

Board Reports:

1. **2020 Accomplishments.** Lynn Dougherty reviewed the HOA's 2020 accomplishments:
 - A. Continued to emphasize transparency, and keeping our homeowners informed.
 - B. Participated in a stakeholder process to review proposed legislation dealing with Community Association Manager licensing requirements and DORA's expanded oversight of HOA's.
 - C. Adopted Resolution 2020-12, a cyber security resolution related to the protection of the personal information of our homeowners.
 - D. Completed all annual requirements, including tax returns, HOA record retention, and annual registrations with the State of Colorado.

- E. Participated in Community Organization of Neighbors (CONO) meetings covering various HOA issues.
- F. Encouraged homeowners to perform upkeep and maintenance of the exterior of homes as required by our governing documents.
- G. Coordinated the removal of dead Ash trees from both common areas and homeowners' property.
- H. Coordinated the repair of turf and common areas damaged by tree removal.
- I. Updated our Capital Reserve Study. (The updated reserve study is posted on the website).
- J. Updated the HOA website.
- K. Conducted Board member education sessions at monthly meetings.

3. Board Actions to Defeat Proposed HOA Legislation/Expanded DORA Oversight. Frank provided a summary of the actions the Board took to help defeat HB 20-1200 and HB 20-1333, proposed legislation that would have resulted in expanded oversight of HOA's and higher costs to the homeowner. Due in part to the actions of our Board, HB 20-1200 was extensively modified in committee and HB 20-1333 was "killed" in committee. We fully expect that these bills could be re-introduced during the next legislative session, so the Board will continue to be proactive in this area.

4. Updated Reserve Study/Capital Reserve Funding. In accordance with our Bylaws, the Board updated our reserve study in 2020. Assets removed from the study included the painting of the exterior fence every 4 years and the replacement of 2 Rain Master sprinkler controllers. The Board added a category to the study that includes common area landscaping, infrastructure repair, and major sprinkler system repair. The updated study is now a more meaningful tool for planning purposes. Lynn presented a summary and analysis of our current assets, current reserve funding level, and funding gap. Our planned transfer of \$9K at the end of this year will have us funded at 89%.

5. 2020 Financial Results. Lynn reviewed our Financials as of 30 September 2020 and projected through year's end. We are projecting to be slightly above budget (\$960) but will still be able to transfer approximately \$9K to reserves. Unfortunately, we've had to defer several of our landscaping projects such as replacing mulch with rock, completing dead tree/shrub replacement, etc. Our latest financials are posted on the website.

6. 2021 Goals/Projects.

- A. Complete 2020 Projects including the initiation of a strategic planning process, and continuing to work with Robertson's and our homeowners to improve the quality of the yards that lack proper topsoil base.
- B. Continue to be proactive in legislative process involving HOA's.
- C. Implement project to restore deteriorated common areas to original condition.
- D. Maintain appearance of areas that are showing 16 years of aging.
- E. Continue replacing mulch with rock in common areas.
- F. Replace bushes and plants that have died along Centennial Blvd.
- G. Improve entrances to the neighborhood – new plants, bushes, grass.
- H. Improve weed control during summer months.
- I. Mulch small areas on a limited basis.
- J. Implement process to assist homeowners in replacing dead trees.

- K. Comply with all regulatory requirements – tax returns, DORA/State registration
- L. Make adequate reserve contribution for 2021.
- M. Continue participating in CONO monthly meetings.
- N. Comply with HOA record retention policy.
- O. Update resolutions and website as necessary.
- P. Schedule Neighborhood BBQ!!!

7. **Major Expenses/Monthly Dues/Budget.** Lynn discussed our historic, major expenses for 2015-2020 and those projected for 2021. Landscaping and water will continue to be our major expenses. As our community continues to age, we will have to replace trees, bushes, etc., and maintain our aging sprinkler system. Based on the additional necessities of maintaining our community in the manner we expect, accomplishing our 2021 goals and objectives, and catching-up on 2020 projects, our **dues will be increased to \$185 monthly beginning in January 2021.** This will also allow us to have approximately \$5K extra in our 2021 budget to do some of the catch-up work we were unable to accomplish this past year because of the dead trees and transition from mulch to rock, and also allow us to accomplish our 2021 goals. Our 2021 budget is posted on the website.

Other Items. The following additional items were addressed in closing:

- 1. Homeowner responsibilities for exterior maintenance on houses.
- 2. Trash receptacles must be kept in over-night.
- 3. Garage doors should be closed when not in use.
- 4. Operating a business from your home is prohibited by our Covenants
- 5. Gardening tools, fertilizer, topsoil, need to be stored inside the garage.
- 6. Air BNB's and Aux Dwelling Units are not permitted by our Covenants.

Adjournment. The meeting was adjourned at 8 P.M.