

**RFH HOA 2009 ANNUAL MEETING MINUTES**  
@ The Orthman Residence  
6823 Twin Lakes Road  
February 25, 2009 7:00pm

The Red Fox Hills Annual Homeowners Meeting was held on February 25, 2009 at the Orthman residence. Approximately 30 residents attended the meeting. The Board wishes to thank all of those who attended. The following minutes are from the meeting: **IMPORTANT UPDATES FOLLOW!**

**Landscaping/ Grounds Update- Linda Higgins for Donna Olson who was unable to attend due to a family emergency out of state**

- Sprinkler Update

- We continue to work with Clay from Highland Enterprises. As of the time of this meeting, his contract for services for 2009 had not been received. Donna Olson recommends continuing our contract with Clay as he now has a several year history with our aging, original, sprinkler system. We did continue to have a few leaks with resulting repair costs, and issues with overspray and/or broken sprinkler heads, but these problems were solved. Those in attendance expressed concerns about continuing to invest in a system that is now being "bandaged", and is not up to par with more current systems that are more efficient. Time was taken to review the survey, and the decisions that were made, 2 years ago regarding possible sprinkler system replacement, as the sprinkler replacement is inevitable. It was further decided that the new RFH Landscape Manager be given the opportunity to review the past research, and be provided the leeway to obtain bids from other sprinkler companies for current replacement costs at her discretion.

- Common Space Tree Update

- Trees along Twin Lakes Road were trimmed. All Association trees were sprayed. This work had been completed by Davey Tree Service.
- The tree at 6811 Twin Lakes Road was replaced in late fall 2008, with Mark Bailhache's (Neighbor and Owner of High Plains Landscaping) assistance. Mark has been maintaining the watering of the new tree during the winter months.
- The tree at 6847 Twin Lakes Road had a "survivable" canker infection identified by Kevin Marks from Davey Tree. Kevin states the tree, regardless, may need to be replaced within 5-10 years.
- Those in attendance expressed concern with the recent merger of Davey Tree and their higher costs and inconsistent service. Neighbors shared positive experiences with other tree companies; therefore, it was decided to have the new Landscape Manager obtain quotes from Davey and two other tree service companies before agreeing to re-enter a contract with Davey Tree.

- Review of Contract/ Service from current Landscaper (Cy Hundley)

Per Donna Olson, all went well with the landscaping. Cy is easy to work with and does a great job. His contract was reviewed- his fees are in line with the previous 2 years' contracts, and he came in both this year, and last, under bid. An additional cost to be determined once Cy is on site is whether the common areas will need to be power raked and/or reseeded. The Landscape Manager would be charged with this discussion, and will seek HOA Board approval for this additional cost if it is deemed necessary. Neighbors in attendance expressed concern with the amount of pine needles in and around the pool area. This had been addressed with Cy last year who indicated that the pine needles were being retained as mulch. However, due to the concern, it was decided to rake the pool area clean of pine needles, and to prune those trees more aggressively this year, and to pursue alternate mulch material that may not pollute the pool. Cy's contract was approved with the aforementioned possible service cost increases.

- Discussion of current Western Disposal Contract

Linda Higgins contacted Bryce Isaacson, VP of Sales and Marketing (who has worked with our HOA on our previous contracts) to follow up on information provided to another RFH neighbor regarding composting. As Boulder Co. passed an ordinance mandating composting, our neighborhood will be obliged to participate once our contract comes due for renewal in October, 2009. In October, our cost per household under our contract will increase by an estimated \$2.00 (from \$14.70 to \$16.70 a month), and each household will receive an additional cart (size of your choice: 32, 64, or 96 gallon) for composting. The composting cart will replace our current contract benefit of being allowed to have 15 bags of yard waste and/or tied bundles of branches per week. Western Disposal therefore strongly advises that we utilize this contracted benefit prior to October, 2009 (yard work anyone?!). The compost cart will be picked up on the alternate week of recycling. Bryce also stated that to date, no "wildlife issues" have been reported within the county with the addition of composting. I also asked for a cost comparison for other single-family homes within Boulder County for these same services- those other homes are currently paying \$36.00/ month, so our HOA contract presents significant cost savings.

- Introduction of New Landscape Manager and RFH Board Member:

Many, many thanks to Joni Severson for volunteering to assume the leadership of this very important Board position. Donna Olson and Linda Higgins will provide Joni with the materials needed to "get up to speed" as soon as possible. Joni was formally voted upon and welcomed to the RFH HOA Board of Directors.

- Recognition of Donna Olson:

Donna Olson was thanked profusely, even in her absence, for her 4 years of service to RFH and the HOA. Donna writes, "So sorry to have missed the annual meeting, it really has been fun getting to know the neighbors, and to serve as a RFH Board Member- thanks so much." Donna will be presented with a \$25.00 gift certificate upon her return as a very small token of our gratitude for her significant contribution to RFH.

**Pool Update- Linda Higgins and Kristy Mettler**

-Discussion regarding alternate forms of locking the pool gates with necessary pool closures:

Linda reported on 2 incidents where the "Pool Closed" signs were posted, but found residents in the pool anyway. One of the incidents happened when the pool was being shocked due to feces being found in the pool. The other incident happened when the pool had been closed for the season and therefore had not been chemically maintained. In both of these instances the residents were asked to vacate the premises. This seems to be an ongoing problem, and further points to the safety/ health ramifications to the signage not being obeyed. To avoid ongoing problems, attendees agreed on the solution of using heavy chain and separate locks with keys that only the Pool Managers will have, in addition to the "Pool Closed" signage, starting this pool season. The Pool Managers will continue to post an email on the listserve notifying residents of any pool closures, and expected re-open dates.

-Review of pool heater shut down and additional service calls last season due to pool "overuse"

According to Arno Kotula of Crystal Clear Pool and Spa, who has our current pool maintenance contract, the sequence of events leading to the pool heater shut off is, "the heater has an internal switch that determines if there is enough water flowing through it to allow it to fire. The filter affects the amount of water flowing through the heater. A clean filter allows enough water flow to fire the heater. As the filter traps more dirt, the water flow decreases leading to a shut off. Arno suggested the following possible solutions: 1) Filtration- The filter size could be increased in order to filter more dirt. The estimated to cost to do this would be \$3,750.00 . 2) Service- Arno could add additional service calls to lessen the chance of heater shut-off to coincide with "high-use" periods. The estimated cost would be \$46.- \$48.00 per service call without the cost of additional chemical. 3) Limiting access- Arno states our pool is the size that would be typically installed in a homeowners backyard, therefore the "Bather Load- a CO. Dept. of Health Guideline" is over-limits during times of "overuse". This could be

addressed by limiting pool party size, or adding a surcharge to those having parties over a certain size.

After a thorough discussion, attendees agreed that we will ask Arno if Pool Managers, in addition to other RFH volunteers, could be trained to backflush the filtration system at times of high use, and to coordinate his weekly service visits to come after, when possible, times of high use. This further illustrates the necessity of Pool Party Hosts to notify the Pool Managers, and to post a sign at the pool, no less than 48 hours prior to the event!

-Discussion about limit-setting on the number of pool keys that can be issued:

Linda reported on having to make several trips to have additional pool keys cut this past season. One family requested 3 keys over the course of the pool season due to "lost" keys. The concern is that we want to keep the number of keys being issued to a minimum to control access to RFH Residents only.

After discussion, attendees decided that we would continue to waive the \$5.00 pool replacement key fee to any new homeowner that did not receive the pool key from the previous homeowner at closing. Also, for every key that is provided to any one family in a single pool season, the cost will increase by \$5.00 for every successive key replaced. We will also insure that the pool keys are inscribed with "Do Not Duplicate".

-Discussion of the current pool language discrepancy as it pertains to the minimum age to be unsupervised at the pool.

Linda reported that a pool issue had arisen in this past pool season where it was found that we have discrepant language between what is posted at the pool, on the RFH Website, and in the RFH Directory. After discussion, attendees agreed that the pool sign should be replaced with the wording:

"Children 12 and under MUST be supervised by a person 14 years or older, at all times."  
All efforts will be made to see that these 3 sites have congruent language.

-Introduction of the new Pool Managers.

As JP and Linda Higgins have served their 2 years as Pool Managers, one "team" of Pool Managers needed to be replaced. Ed and Joe Kase have volunteered to assume this position. They will team with Kristi and Krystal Mettler, who are in their second term. The pool manual needs to be updated, and then it will be passed on from the Higgins' to the Kase's. Attendees were reminded that we will have another position available next year to any neighborhood resident who is 14 years old or older and their parent, who are willing to commit to a 2 year position, with Board responsibilities. The kids are paid for this position.

- Other pool service updates:

- The metal escutcheon plate at the base of the handrail cut a resident's toe at last year's pool party. This plate covers the bolt that tightens the handrail in place, and therefore can't be removed. At the start of this season, Arno will again try to hammer the plate down, or possibly find some plastic or rubber to wrap it with. For resident information, we maintain a First Aid Kit under the Bathroom Sink in the Pool Restrooms.
- The seal around the outside of the pool has been separating every season allowing a true army of ants to pour out. This most likely is occurring due to the pool decking around the pool sitting on soil that may not have been compacted properly during construction. We will continue to monitor this situation, but ask residents who see a separation to notify Pool Managers immediately to get this resealed.
- The pool light is bad and needs full replacement. Estimated cost is \$400.00 plus labor.

**RFH Crime Prevention Presentation - Susan Davis Lambert and Valerie Callis**

Susan, Valerie, and Nick Jancewicz, all attended a Crime Prevention/ Neighborhood Watch presentation given to Heatherwood Residents. Susan and Valerie reviewed with attendees what they learned from this presentation given by Sgt. Vincent Montez from the Boulder Co. Sheriff's Office. Given the recent history of attempted and successful break-ins in the RFH area, it was

decided to set a date for Sgt. Montez to present this information to our whole neighborhood. Susan and Valerie agreed to spearhead this meeting which is hoped to occur in the next 60 days. In the meantime, residents were reminded about the importance of making sure their post lights are in working order, as dictated by our covenants, because light is the main deterrent to neighborhood crime. Residents were further reminded to report any suspicious behavior, or attempted or successful break-ins, to the Boulder Co. Sheriff, and to follow-up with the Sheriff's office regarding the report. The Boulder Co. Sheriff is to increase their patrols, especially with neighborhood reports of criminal activity. We would also like to see Volunteer Street Captains for every street within RFH. This would give us a method to contact all residents with "need to know" information as we have sadly discovered that less than 50% of our neighborhood subscribes to the RFH listserve.

**ADDENDUM-** The above referenced meeting took place on March 11, with 48 residents in attendance. The powerpoint presentaion by Sgt. Montez was posted on the RFH listserve for those unable to attend. The HOA paid for 2 babysitters so that neighbors with small children could attend. Many thanks to Susan Davis Lambert and Valerie Callis for their time and efforts!

#### **Financial Report- *Sam Iannetta and Jon Skuba***

Copies of the RFH HOA Financial Report were distributed. Revenues and expenses were reviewed as budgeted for 2009, compared to actuals since 2006. It was clear that unless we increase HOA dues, the HOA would be engaged in deficit spending. The HOA, however, does maintain a reserve of \$40,000. This is the reserve we attempt to grow for expected, or unexpected, major repair costs. Attendees discussed the pros and cons of raising HOA dues, and by what amount, given the current financial environment. In the end, it was decided to increase current HOA dues from \$365 to \$400/ year. This will keep us from deficit spending, while also placing a minimum amount into our reserve account with the hope that this may reduce the amount of any additional assessment that may have to be imposed for a major repair (our sprinkler system would be the next expected major repair cost.)

#### **Presentation of Possible HOA Management Companies/ Proposals/ Costs if we continue to have a lack of Neighborhood Involvement in the HOA - *Linda Higgins***

Linda stated that until a few days prior to this meeting we lacked the necessary number of residents to fill the open positions in the HOA . Given that we have 115 households, and only 5 HOA Board positions, this is very disappointing. Without the necessary participation, the Board felt it necessary to investigate HOA Management Companies to assume these responsibilities. Katharina Orthman contacted several Management Companies. Projected costs for using a Management Company would be estimated at \$6.00/ month per household = \$72.00/ year per household with a total cost of \$8280.00/ year for the RFH HOA. This cost would be in addition to current HOA Fees. Many residents expressed concern about this major management change. Discussion ensued about how to get more participation. Many felt that if more "committee-type" work was done- i.e.: small resident groups working on a time-limited task, that this may help. Current "committee" groups could be: 1) Sprinkler Replacement, 2) Block Party Planning

#### **Resident Concerns/ Covenant Review - *Linda Higgins***

Most complaints received seem to focus on Travel Trailers being kept in driveways or on the street in front of the household, Yard Maintenance and/ or Snow Removal, and Home Improvement Oversight. RFH Residents were reminded that they must comply with Covenants, whether homeowners or renters. The RFH Covenants are posted on the RFH Website, [www.redfoxhills.com](http://www.redfoxhills.com) for review. The Board will continue to enforce the covenants.

#### **Recognitions**

As Tricia Dessel was present, she was finally given a much overdue thank you gift for being the RFH President for 7 years, as a very small token of our gratitude. Jim LeFebvre was also present, and thanked profusely, for his ongoing time and efforts towards getting the RFH website back into our own domain, and getting the site updated.

Katharina Orthman was recognized for her willingness to step up and fill a vacancy in the RFH HOA for the past year, especially given the fact that she has served on the HOA Board in the past as well. Due to a misunderstanding, Linda Higgins had to serve as the President this past year, while also serving in the Pool Manager Position. We needed Katharina's involvement to maintain our appropriate HOA Board positions and voting numbers. Now that Linda can focus on just the Presidency, and we have all our HOA Board positions filled, Katharina was dismissed from the board to maintain appropriate HOA Board size and voting privileges.

#### **RFH HOA Annual Events**

**Pool Opening- May 15, 2009**

**Pool Party- May 16, 2009**

**RFH Garage Sale- Saturday, May 30 8:00am- 1:00pm** The Board wishes to sincerely thank Cindy Green for her ongoing organizing of this neighborhood event (see enclosed flyer for details).

**RFH Appetizer and Dessert Event-** Normally held in mid- April, this event has no current volunteer host. Attendees discussed going back to a Neighborhood Block Party, and felt a committee could organize this. Since the Annual Meeting, Gail and Claudio Coppoli have offered their backyard for a Neighborhood Potluck/ BBQ that would be held on Saturday, June 6. This would also be a Birthday Party for Claudio's Mom who will be visiting the USA for the first time to celebrate her 80<sup>th</sup> Birthday. See Action Items below.

**Pool Closing- Labor Day Weekend- Tuesday, September 8, 2009**

#### **Action Items**

Please respond to Linda Higgins, RFH HOA President, at [Jljet4561@comcast.net](mailto:Jljet4561@comcast.net) regarding the following action items ASAP:

1. Can you be a block captain for your street? If so, your charge would be to distribute emergent information to fellow residents on your street in a timely manner.
2. Can you participate in any of the following committees? Current committee needs: 1) Pool Filter Backwash Operator, 2) RFH Sprinkler Replacement "Think Tank", and 3) Block Party Planning Committee
3. Would you like to see RFH host a Block Party this summer, OR does the Backyard Potluck BBQ at the Coppoli's on June 6<sup>th</sup> interest you more? What month in the summer would work best for your family if we were to pursue a block-party?

There being no further business, the RFH HOA Board Meeting was adjourned at 9:30

#### **A Plea from your RFH HOA President:**

As previously mentioned, it has come to our attention that only approximately 42% of our neighborhood is on our RFH Listserve. Many of you who have reported not being on the listserv have cited reasons such as "high traffic- receiving multiple emails from the listserv that do not apply", "tired of the drama- neighborhood disputes that were frustrating", "do not understand the importance", "do not understand how to sign-up", etc...

As a Board, we feel that this is a major source of timely communication with our neighbors. A very recent example would be reporting of neighborhood crime that could give everyone the ability to increase their safety and vigilance.

We would encourage everyone who is not currently signed up to reconsider this decision. Directions on how to sign-up for the listserv can be found on the last page of the neighborhood directory.

I would also ask everyone to remember email etiquette- specifically if you are posting something on the listserv, please ensure that what you are posting has potential value for all of your neighbors. If it is a posting that requires a response, please list your own personal email address for replies. Finally, the listserv is not the appropriate venue to air "frustrations" with your fellow RFH neighbors.

It is also inappropriate for anyone who is not a RFH Resident to sign-up for the list-serve. Please know that we have a listserv moderator, RFH Resident Steve Nerem, monitoring requests to join the listserv.

Linda K. Higgins- RFH HOA President