

FOREST GATE HOA BOARD MEETING MINUTES

June 7, 2016

The meeting was called to order at 6:05 pm by President, Brent Wallace. All Board members were present with the exception of Ed Cooke.

The following homeowners were present and introductions were made: Bridgitte Bickford, Bob & Julie Crandall, Rice Brown, Craig Meeks, Mike Saign.

The minutes from the last Board meeting were accepted as written by the Board members.

Secretary, Diane had no report.

Bob Kenny, Treasurer reported on the budget. There is one homeowner who has not paid 2016 dues. At this point, there is a \$25 penalty assessed as well as interest to bring the amount owed to \$78. Bob indicated he had left several messages but no response. Bob is sending a certified letter. Diane stated she would contact the homeowner.

Bob received an invoice from D&C Land Maintenance regarding the mowing of the monuments as well as a charge for weed maintenance. Bob contacted the owner, Don Hardin, as the weed maintenance was not in the original contract for the monument maintenance. Don indicated he had received the okay from Mike Saign, but this expense had not been previously approved by the Board. The \$39 weed maintenance was approved by the Board and agreed that the budget only allowed for three mowings per year and that was how it was to remain for 2016. Diane will follow up with Don and relay the information above.

New Business

- Bridgitte (Lot #45), presented a plan for approval to install a 10' x 12' shed to be positioned next to their driveway. Bridgitte provided a copy of an email from Lot #46 homeowner giving their okay for the shed. Discussion ensued regarding whether this size shed falls under the Covenants #14__ requiring the roof and sides to conform to the materials used on the home or just colors need to match. El Paso County does not require a permit for this size shed, and with that taken into consideration, it was decided by the Board that a variance would be granted moving forward on outbuildings/sheds 10' x 12' or less. The request for the shed was tabled until further information is provided.
- The Crandall's presented a revision to their plan for an outbuilding/garage. The revised application had not been received and the Board approval was tabled until this document was received and reviewed by Brent Wallace. It would be sent to the Board members and they would respond via email.
- Mike Saign gave an update on the Forest Gate Firewise Committee activities for 2016.
 - Slash Hauling date set for the end of August. Planning for August 27th but information will be sent to home/lot owners the beginning of August.

- Forest Gate home/lot owner Firewise community meeting is being planned for the first week of August (date tbd) at the BF Fire Station training room. The Fire Chief and head of Black Forest Together have agreed to speak at the meeting. A light dinner will be served and Mike asked that the HOA Board encourage the home/lot owners to attend.
- The Firewise Committee is sending to home/lot owners via US Mail, the invitation to this meeting along with the Firewise Mitigation Guidelines and a document from Black Forest Together on Tree Transplant Program in the hopes they will read the invitation and attend the meeting.
- Mike requested the Board consider adding to the 2017 budget, a line item for Fire Mitigation. This would allow the Committee to have financial resources for activities planned for 2017, e.g. rental of chipper and/or dump trailer, hiring labor, etc. The Firewise Committee doesn't want to handle the financial part of future mitigation efforts by asking for money. If it were a budgeted item, they would know the amount they could work with. Bob Kenny reminded Mike that this would mean the Board had control of the money and any use would need to be presented to the Board for approval. This was understood.
- It was also suggested by Robert Kenny that donations could be solicited in 2016 and 2017 for fire mitigation purposes. This will of course be the procedure for 2016, but hopefully the line item will be approved for 2017 and beyond. In past years, donations were only received from home/lot owners who participated and sometimes not enough was received to cover costs.
- Lot #29 requested the approval to paint their home a different color than is current. They provided color chips for the home and trim, and it was approved. Brent will notify the homeowners.
- Lot #3 requested a variance for a free-standing garage. Variance for side setback was for 25.5' to the lot line and was denied based on an apparent distance to the deck of Lot #4 being less than 100'. Other problems included 6" fascia instead of 8", and no information regarding grading or drainage. Brent is to follow up with homeowner.
- Lot #27 has installed a large greenhouse on the west side of the property without submitting an application for approval. All homeowners wanting to install/construct a structure on their property needs to complete the ACC form and submit to the Board for approval prior to installation/construction. Brent will contact the homeowners.

Old Business:

- Trail Maintenance – Work is scheduled for July 16th. Bob Kenny will put the specific work plan together and work on a draft email to send to home/lot owners. Email will be sent out week of June 26th.
- Monument Release Form– The HOA doesn't have current signed monument release forms indicating property owners acknowledge that the entrance monument (both west and north entrances) is on their

property and they give permission to the HOA to have it there. Brent will forward the previous document to Diane and she will revise and obtain the proper signatures.

- Don Messmer agreed to draft up the letter to the County Road Dept. regarding the cracks on Shipman and Shaugnessy roads asking them to seal them.
- The Board discussed the fact that homeowners are not reading the ACC application form (located on the Forest Gate website) and thus they are not providing all of the required information when sending in for approval. Not having all the information required, delays the approval process. The Board agreed 4 to 1 to make the checklist available on the website where the application is located. Rejecting incomplete applications if information is missing was discussed. The Board also agreed to review the application to see if the check list is not clear or needs revising and will be discussed at the next Board meeting.
- There was a question about whether the BF Fire Dept. knows that Forest Gate has two cisterns in the development, where they are located, and how often they are checked/maintained by the Fire Dept. Diane will contact the Fire Chief and get answers.

The meeting was adjourned at 8:20 pm. The next meeting has been confirmed by Diane to be on July 12th at 6:00 pm.

Respectfully submitted,
Diane Saign, Secretary