

LONGSVIEW HOMEOWNERS ASSOCIATION, INC.  
MINUTES OF UNIT OWNER MEETING

February 5, 2016

By meeting called pursuant to Article IV, Section B of the bylaws of Longsview Homeowners Association, Inc. (the "Association"), the Board of Directors met at 3660 W. 25th St., Greeley, Colorado at 9:30 am on February 5, 2017. All board members present.

A meeting of the board of directors was called to order at 9:35am on February 5<sup>th</sup>, 2017.

Taylor proposed that 2 representatives be nominated to meet with attorney Brandon Hutchens to set up a process for pursuing money from those residents who owe payments and fees to the HOA. The motion was unanimously passed. It was decided that Taylor and Alfredo would represent the board in such meeting.

The board unanimously authorized the expenditure of all legal fees accrued in the process.


Taylor proposed the annual HOA meeting be held on March 4<sup>th</sup> at 10:30. It was unanimously passed.

The meeting adjourned at 10:00 am.

Signed this 5 day of FEBRUARY, 2017.

By the Longsview Homeowners Association, Inc.

  
\_\_\_\_\_  
Alfredo Baldovieso, President

  
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Taylor Nunnelee, Vice President

  
\_\_\_\_\_  
Susan Knoeckel, Treasurer

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Jenna Galvin, Secretary

  
\_\_\_\_\_  
Ronald Hart, Officer

# LONGSVIEW HOMEOWNERS ASSOCIATION, INC.

## MINUTES OF UNIT OWNER MEETING

APRIL 16, 2016

By meeting called pursuant to Article IV, Section B of the bylaws of Longsview Homeowners Association, Inc. (the "Association"), the Board of Directors met at 3660 W. 25th St., Greeley, Colorado at 9:00 a.m. on April 16, 2016.

Alfredo gave Larry the HOA checks received. Alfredo also gave a receipt from Home Depot for maintenance supplies, a receipt for the thermostat covers for the clubhouse, the invoice from the maintenance work in March and a copy of a check from Unit 206 covering the entire year of HOA payments. We need to pay Xcel Energy a \$450 deposit. It is possible that the deposit can be waived if we enroll in automatic withdraw. Larry is working on a deal to pay the attorney monthly.

Alfredo introduced the new insurance that will take effect on May 13<sup>th</sup>. The old insurance was \$20,263 and the new insurance will be \$13,080, with the same coverage. A bill totaling 20% is due May 1st. Our current insurance payment is due now. American Family Insurance will expire on May 13<sup>th</sup> and an email will be sent stating that we will not renew. Travelers insurance will become active on May 13<sup>th</sup> to insure that there is no lapse in coverage. The complex will have \$6,000,000 in total coverage, \$1,000,000 per building. The new plan has a \$5,000 deductible and it covers anything that is a disaster or not done by an owner. Wind and hail have a 2% deductible which equals \$20,000 per building, or \$120,000 for the entire complex.

There will be cameras installed in the complex. There will be 4 outside (pool, HOA drop box, tennis court and playground), one in the gym and one in the main room of the clubhouse. They will be through Vivint Security with a one year contract. There will be a fee of \$375 to install and the monthly payments will be \$100. It will be assured that the fee will not increase after 1 year. The complex will get a 5% reduction in insurance because of the cameras. Our need for cameras became more urgent because the old grounds keeper, Randy, was on the complex and was able to get into the clubhouse. He wanted to get blue prints for the complex.

The pool should be less than \$1,000 to open and should be opened soon. The pool cover will be \$500 because it is custom made.

There are currently two Northern Colorado Disposal trashcans missing. They may waive the fees on them – Taylor is going to talk to them.

The board will send a letter to owners including information about the following. The drop box has been installed at the clubhouse. Anyone who still has NCD trash bins needs to drop them off at the clubhouse. We are changing insurance and that every owner will receive certificate of insurance for their lenders. Cameras will be installed. There is still a need to check for water leaks because some bills have been especially high. The maintenance company will be working on the pool and the goal is to get it open this summer. Please be patient with maintenance and if anyone has issues, let the board know. In the beginning of May the sprinklers will be checked and up and running as soon as possible.

Taylor, Alfredo, and Larry will have a drop box key and everyone will have file cabinet key.

Alfredo is going to set up a meeting with dealership for himself, Taylor and Susan.

The heater filters in the club house need to be checked.

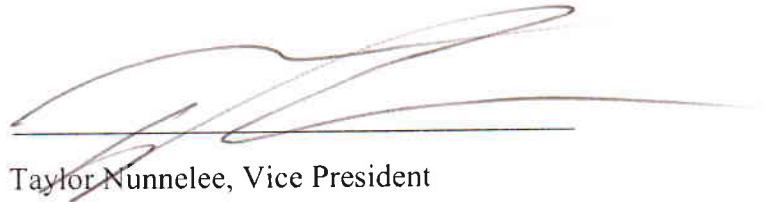
The meeting was adjourned.

Signed this 16<sup>th</sup> day of APRIL, 2016.

By the Longsview Homeowners Association, Inc.



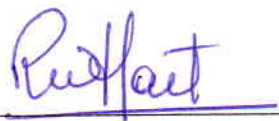
Alfredo Baldivieso, President



Taylor Nunnelee, Vice President



Susan Knoeckel, Secretary



Ronald Hart, Officer

# LONGSVIEW HOMEOWNERS ASSOCIATION, INC.

## MINUTES OF UNIT OWNER MEETING

JUNE 13, 2016

By meeting called pursuant to Article IV, Section B of the bylaws of Longview Homeowners Association, Inc. (the "Association"), the Board of Directors met at 3660 W. 25th St., Greeley, Colorado at 6:00 p.m. on June 13, 2016.

Alfredo gave Larry HOA checks and the receipts from purchases Susan Knoeckel made. Alfredo gave Larry the bills for: the sprinklers, keys for the clubhouse, Scott, trash and the attorney. 102 is paid through August. 903 hasn't paid since April. It cost \$2232 to get the pool ready to open.

A letter needs to be sent to Larry's father. He has prepaid through May 2017, but at the \$125 rate. Susan will write it and Alfredo will sign it.

LLC is willing to pay for a portion of the signs. Alfredo is getting quotes on letters.

HOA has to be in charge of mowing. The weeds are too tall for Scott to use his mower, so one will need to be rented.

The pool should be open this weekend (6/18-19). Residents can pick up keys at unit 106, with an ID, M-F 4-6 or S&S 11-6. A copy of the rules will be given with the keys. The HOA will post a flyer with this information. The keys will get them into the pool, bathroom and gym. A deposit of \$50 will be required to use the clubhouse.

Scott will be in charge of the chemicals and will clean the pool. There is a pool guy in Estes will accept calls from Scott for free. He will only charge if he has to drive in. The new pool cover will be sent out soon. We will also get a cover for the hot tub.

Painting will be done next year. We are estimating that we will need about \$36,000 to complete it. We will need to either increase the HOA or do a \$1000 assessment. We will allow the owners to vote at our semi-annual meeting on August 27th. We will need 60% of them to agree.

Tennis court net is \$200. Going to come out and look at what nets are missing.

Dead trees need to be removed. Possible removal of bushes.

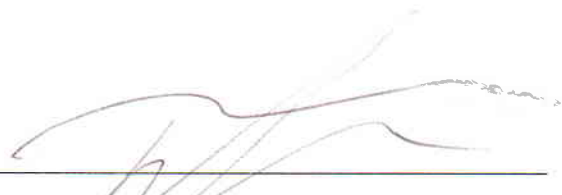
The meeting was adjourned at 7:18 am.

Signed this 3<sup>rd</sup> day of JUNE, 2016.

By the Longsview Homeowners Association, Inc.

A handwritten signature in black ink, appearing to be 'Alfredo', written over a horizontal line.

Alfredo Baldivieso, President

A handwritten signature in black ink, appearing to be 'Taylor', written over a horizontal line.

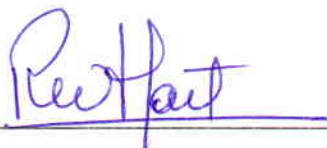
Taylor Numelee, Vice President

A horizontal line with no visible signature.

Larry Bases, Treasurer

A handwritten signature in blue ink, appearing to be 'Susan', written over a horizontal line.

Susan Knoeckel, Secretary

A handwritten signature in blue ink, appearing to be 'Ronald Hart', written over a horizontal line.

Ronald Hart, Officer

LONGSVIEW HOMEOWNERS ASSOCIATION, INC.  
MINUTES OF UNIT OWNER MEETING  
OCTOBER 29, 2016

By meeting called pursuant to Article IV, Section B of the bylaws of Longview Homeowners Association, Inc. (the "Association"), the Board of Directors met at 3660 W. 25th St., Greeley, Colorado at 9:30 a.m. on October 29, 2016.

Taylor put forth a motion to elect Susan as the treasurer. It was unanimously agreed upon.

Taylor put forth a motion for Susan to serve as secretary until the new treasurer is selected. It was unanimously agreed upon.

Due to the change in the board, it was decided that Larry Bases would be removed from the bank account held at Guaranty Bank, and that Susan Knoeckel would be added.

The meeting was adjourned at 10:04 a.m.

Signed this 29<sup>th</sup> day of OCTOBER, 2016.

By the Longview Homeowners Association, Inc.



Alfredo Baldivieso, President




Taylor Nunnelee, Vice President



Larry Bases, Treasurer



Susan Knoeckel, Secretary



Ronald Hart, Officer

LONGSVIEW HOMEOWNERS ASSOCIATION, INC.  
MINUTES OF UNIT OWNER MEETING  
NOVEMBER 29, 2016

By meeting called pursuant to Article IV, Section B of the bylaws of Longview Homeowners Association, Inc. (the "Association"), the Board of Directors met at 3660 W. 25th St., Greeley, Colorado at 4:16 pm on November 19, 2016.


The board agreed to do a vocal vote because there were only 6 people in attendance.

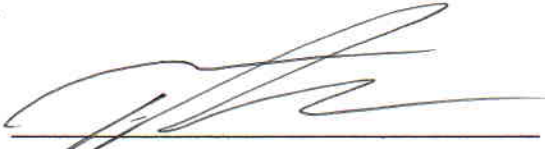
Taylor Nunnelee nominated Jenna Galvin to be the secretary until February 2017. We had unanimous consensus.


The meeting was adjourned at 4:20 pm.

Signed this 6 day of NOVEMBER, 2016.

By the Longview Homeowners Association, Inc.

  
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Alfredo Baldivieso, President

  
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Taylor Nunnelee, Vice President

  
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Susan Knoeckel, Treasurer

  
\_\_\_\_\_  
Jenna Galvin, Secretary

  
\_\_\_\_\_  
Ronald Hart, Officer



# Longview Townhomes

HOA Board Meeting Minutes: April 15, 2017

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## Members in Attendance:

- Alfredo Baldivieso, Ron Hart, Taylor Nunnelee, Casey White

## Purpose:


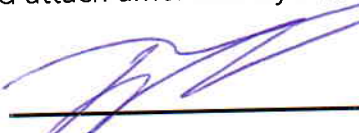
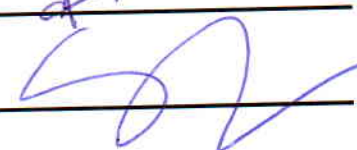
- Review, adjust, and adopt amendments to HOA bylaws as proposed by Brandon (attorney), Alfredo, and Taylor as a means to remain in good standing with current law

## Notes:

- Proposed HOA Bylaws and result of vote
  - Dispute resolution policy (approved)
  - Examination, Inspection, and Copying of Association Records (approved)
    - Information available under Bill Purcell's leadership is not available.
  - Bylaws for records will reflect the beginning of HOA reorganization.
  - Collections and Unpaid Assessments (approved)
  - Adoption of Rules, Policies, and Procedures (approved)
  - Board Member Conflict of Interest (approved)
  - Covenant Enforcement (approved)
  - Meeting of the Association (approved)
  - Investment of Reserve Funds (approved)
- HOA monthly dues
  - No increase at this point in time, as consistent with previous vote
- Facilities Update
  - Cameras have been ordered – will install a wired system with 15 days of continuous video recording
  - Sign is in the process of being fixed – any city notification will be communicated
  - Tennis court net will be ordered soon – match lock to pool key for liability
  - Landscape – tree removal, sprinkler system running soon

## Action Items:

- Minor change in documents from "Bittersweet Point" to "Longview Townhomes"
- Draft promissory note with official letterhead for consistent communication
- Post note outside mailboxes: update contact information
- Email meeting minutes and attach amended bylaws once documents are finalized

  
  
Casey White