

# COYOTE HILLS HOA#

## Meeting Minutes

<b>Date</b>	Sunday, May 19, 2013
<b>Location</b>	Howling Circle Cul-de-sac
<b>Time</b>	12:00 PM (Noon)
<b>Attendees</b>	Keith & Nancy Reinhard, Bob & Anne Kidd, Ken & June Kannenberg, Amy & Dave Hynds, Randy Kellar-Marquez, Steve & Debbie Sitze, Shawn Tugwell, Joel Birch, Gary & Dawn Coyle

## Agenda Items

<b>1</b>	<b>Welcome New Home Owners</b> – Keith Reinhard, HOA VP kicked off meeting by welcoming new homeowners.
<b>2</b>	<b>2013 HOA Dues Update</b> – Keith Reinhard and Anne Kidd (Treasurer) provided update on dues collection for 2013. Out of the \$8000.00 owed in annual dues, \$6500.00 has been paid as of May 15, 2013. Also, out of 32 homes, 30 have made payment. The Board thanks all homeowners for paying dues on time as this helps us with paying for trash services, the fees for which make up 90% of the annual dues for each home owner. There was a slight increase (3%) in our fees for trash service beginning in March. This increase was not passed on to owners although future increases may necessitate dues increase to cover.
<b>3</b>	<b>HOA Board Open Positions</b> – There are two open HOA Board positions currently: President and Secretary. Call for interest was put out at the meeting.  President: Ken Kannenberg and Jackie Tugwell (via Shawn Tugwell) expressed interest in the President position. A vote is needed and voting materials will be sent to all home owners, with a 50% vote needed.  Secretary: Amy Hynds expressed interest in the Secretary position. Joel Birchem was asked and confirmed that Linda Birchem was no longer interested in the Secretary position (she expressed interest at the November 2012 meeting). Anne Kidd followed up with Leslie Randall, who had also previously expressed interest, after the meeting and confirmed that Leslie is also no longer interested. No other submissions of interest were expressed at the meeting nor received via email or mail. By default, Amy Hynds is our new Board Secretary.
<b>4</b>	<b>HOA Covenant Review &amp; Discussion</b> – A review of the covenants regarding proper storage of trailers/recreational vehicles was made.  There have been numerous violations recently which prompted this review. The suggestion was made to amend the covenants to include language around allowance for temporary storage of campers, trailers, etc. (i.e. 72-hour period in order to prep/clean, etc.).  The suggestion from the November 2012 meeting regarding allowing snowmobile use was also raised and there is still interest in this as well. A review of the HOA insurance, which covers common areas

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	<p>would need to be done and any increase to the annual premiums in order to cover liability would need to be factored in for the vote.</p> <p>Finally, suggestions for adding verbiage to the covenants that speak to architectural review (paint colors, fences, etc.) were raised.</p> <p>All suggestions will be reviewed by the Board and will require a 2<sup>nd</sup> and 3<sup>rd</sup> motion to move forward. If appropriate motions are made to move forward, information will be consolidated into a document that will then be sent to home owners for their review and feedback. Once finalized, home owners will be asked to vote on the final proposed amendments and any that pass will be added to the covenants.</p>
<p style="text-align: center;"><b>5</b></p>	<p><b>Community Maintenance Review and Discussion</b> - Gary Coyle suggested that the owners get together and seal the large cracks in the paved roads (Coyote Trail, Howling Circle) on their own. Elbert County isn't responding to requests to do this. Board will work on scheduling one or more community "work days" for this purpose as well as taking care of other community maintenance needs (field mowing, etc.).</p>
<p style="text-align: center;"><b>6</b></p>	<p><b>External HOA Management Information</b> – The HOA Board has been having increased issues in recent months with covenant enforcement, especially regarding owners and renters not properly storing trailers/recreational vehicles/campers. The attempts by Board members to enforce these and other covenants have been largely unsuccessful, with tensions rising between owners and board members.</p> <p>As a result, the Board decided to look into and eventually contract with an external HOA Management company. The Board received quotes and is looking at an option for full HOA management (covenant enforcement, accounting, and architectural review) by MSI, LLC. The fee for this service is \$800.00/month, or \$9600.00 per year. Entering into this contract means that annual dues for home owners will increase by \$25.00/month, making new annual HOA dues \$550.00 (currently \$250.00).</p> <p>Board members are working on finalizing contract terms and conditions and expect to turn over day-to-day HOA management to MSI, LLC on October 1, 2013. A letter will be sent to all home owners with a revised dues statement in order for home owners to remit the increased dues amount for 4<sup>th</sup> quarter 2013.</p>
<p style="text-align: center;"><b>7</b></p>	<p><b>Miscellaneous Items</b></p> <ul style="list-style-type: none"> <li>• Interest still exists for a community website or wiki page. Bob Kidd volunteered to look into this in more detail and Shawn Tugwell said he could help.</li> <li>• Suggestion to install code lock box for water building was raised. Board will contact Dave Johnson regarding this.</li> </ul>

Reviewed and Approved by Coyote Hills HOA Board on June 19, 2013:

- ✓ HOA Vice President, Keith Reinhard
- ✓ HOA Director, Steven Sitze
- ✓ HOA Treasurer, Anne Kidd
- ✓ HOA Secretary, Amy Hynds