

CARRIAGES AT CHARLESTON PLACE HOMEOWNERS ASSOCIATION, INC.

c/o The Fisher Canyon Group • P. O. Box 38158 • Colorado Springs, CO 80937

Board Meeting Minutes

January 18, 2007

Call to Order

The meeting was called to order by the President, Shari Fickes, at 6:01 P.M. at Academy Endeavor School. Other Board members attending were Darlene Bentley, Larry Barnes, Elaine Shute, and Betty DeJong, as were Keith Glick and Gerri King of the Fisher Canyon Group. Rob Bleck, of Premier Management who will assume the Association's management responsibilities as of February 1, 2007, was introduced and answered questions from the owners attending the meeting. He stated that a letter to the owners announcing the management transition is forthcoming from him.

Approval of prior meeting minutes

Shari moved to approve the minutes of the Board Working Meeting of December 5, 2006 as written. Elaine seconded the motion and the minutes were so approved.

President's Report

Shari reminded everyone that it is past time for Christmas decorations to be removed and this matter should be addressed. She also cautioned about attaching items to the stucco or rock trim with nails, etc. as this has the potential to cause damage.

She also reported on a meeting with Jerry Richardson, Vice President of Customer Care for Classic Homes. Richardson will further investigate the responsibilities for the water main and the repairs to same. He feels that Colorado Springs Utilities had approved the installation and had subcontracted the installation to another company. The Association does not agree with this position. Richardson requested a period of three weeks to further research the matter. Shari also reported that Richardson stated that Classic would correct the problem if they determined that they were responsible. The Board will follow-up closely on this issue.

Treasurer's Report

Financial reports were included in Board Information Packages. Elaine pointed out that the operating accounts had a balance of \$35,256.27, and the reserve accounts had a balance of \$141,220.08. After expected recoveries from Classic Homes, the total in reserves should be \$170,460.

Elaine also reported that she had contacted Osborne, Parsons & Rosacker to prepare the tax returns for the 2006 fiscal year.

In response to a question, Shari reported that the new management fees would be \$350 less per month than the current fees.

Also in response to a question, Keith stated that those owners who had authorized assessment payments by electronics funds transfers did not need to take any action to continue this process.

Larry made a motion to accept the Treasurer's Report. Betty seconded the motion, and the report was approved.

Committee Reports

Architectural Control Committee: No activity to report.

Landscape Committee: Norm Shute reported that plants would be replaced in the Spring. He also reported that two homeowners had volunteered to serve on the committee - Barbara Campbell and Carol Neal. He stated that his relationship with Weisburg Landscaping is good. He indicated that Jeff Weisburg wants approvals before he trims. Snow removal was discussed, and everyone agreed that Weisburg has been early and prudent in snow removal, although the costs have been over budget for the year.

Norm reminded owners that they must obtain approval before installing plants and after installation, the Association owns the planting.

In response to a question from the floor, Norm stated that mulch would be replenished in the Spring, but it would be a “gorilla hair” mulch, and not mulch from Katrina-impacted area.. Plants will also be planted at the entry to give a better appearance.

Property Manager’s Report

Activity Log: Keith asked for any questions concerning the Log. There were no special concerns, but there was consensus that the Activity Log would be missed.

Status of Water Main Repairs: Keith reported that the repairs were completed except for removing and replacing a small section of asphalt. A work order had been issued to Cusic Construction for this repair, but the work is weather-dependent and had been delayed for that reason.

Water System Transfer: Keith reported that the CS Utilities Development Services Division had been receptive to conversion of the Association’s private system to a public system. They have been provided with “as-built” drawings and will schedule an on-site inspection. From the inspection, a list of deficiencies can be expected. These will require correction before the City will assume responsibility for the on-going maintenance of the system. He expects the inspection to be done within the next month.

Management Transition: The Fisher Canyon Group has notified the Board of its intent to leave the Association management business as of February 1, 2007. Keith stated that Fisher Canyon is working with Rob Bleck to make the management transition uneventful. Shari expressed the Association’s appreciation to Keith for his work with the Association.

Old Business

Splash Blocks & Downspouts: Keith stated that a work order had been issued to Weisburg Landscaping for repair of damaged downspout extensions and installation of splashblocks. This work is very weather dependent and will not proceed until the accumulation of snow has melted. Larry pointed out that the homeowner had installed a downspout extension at 3621 Plantation Grove, which had survived the snow plows very well. Keith emphasized that it will probably be Spring before any work is done.

Web Site: **Elaine made a motion to approve up to \$150 for Larry purchase software required to populate the Web Site. Darlene seconded the motion, which passed unanimously.**

New Business

Declaration & Rule Enforcement: Shari stated that multiple owners continue to park in Visitor Parking. She emphasized the importance of uniformly enforcing the parking rules and regulations. She reported that all the proper steps had been taken to identify and notify the owners who are in violation. She stated that after warnings, the next step would be towing at the owner's expense. There was an extended discussion on the matter. Emphasis was placed on dealing with those who have consistently violated the parking regulations. A question arose as to having handicap parking and Keith responded that it is not required to have handicap parking, but it is recommended if it is needed in specific cases. Another question was raised as to whether adequate details were included in the procedures taken. Keith reported that owners identified as being in violation had received several letters requesting compliance. The consequences of non-compliance were clearly stated. One homeowner, a former Board Member, pointed out that it is difficult to enforce fines/day, but cautioned that towing should be done with great caution, and urged the Board to have the Association’s attorney review the situation before towing. Norm questioned if liens could be placed on homes for non-payment of fines. Keith responded that this could be done, as well as foreclosures in extreme cases. It was pointed out that liens are very effective if persons do not pay fines and the liens can prevent the sale of a home until the conditions of the lien are met. Keith stated that the Association’s authority to collect fines is the same as its authority to collect regular assessments. He also recommended the use of fines to obtain compliance and stated that once towed, a vehicle could not be untowed.

Parking - Exception Request: A letter, included in the Board meeting information package, requested a temporary waiver of the parking rules for approximately 60 days. **Darlene moved that the request be denied to remain consistent with prior decisions in similar cases. Larry seconded the motion which passed unanimously. The manager will so inform the owner by letter.**

Parking Fine: The Board was provided with correspondence to and from an owner who is in violation of the parking rules. **The Board directed that a fine of \$250 per vehicle per week be assessed to the owner’s account. As two vehicles are involved, the fine will be \$500. The owner will be so notified by letter.**

Garage Clips: Shari suggested that spring clips be attached to the trim of the garage doors of each unit for the purpose of holding announcement/notices, etc. being distributed to residents. This method has been found useful in a community similar to the Carriages. After discussion which included the utility of the clips, their cost and appearance, **Elaine moved to approve purchasing and installing 80 of the clips available from Office Max. Larry seconded the motion, which was approved.**

Delayed Mail: An owner mentioned that he has experienced significant delays in the delivery of mail. He has contacted the Postmaster and learned that the Post Office has a backlog of undelivered mail due to the holidays and staffing shortages. He suggested that people call the Postmaster at telephone 532-9570 in order to prioritize resolution.

Newsletter: The next issue will be published in February, but items to be included should be submitted to Tom Damon by January 28th.

Adjournment

Shari adjourned the meeting at 7:20 P.M.

Respectfully submitted,

Gerri King