

Canterbury Homeowners Association
Board of Directors Meeting Minutes
April 8, 2019 @ Clubhouse

Meeting called to order by John Huntsman, President at 5:01 pm.

Attendance: John Huntsman, President; Ken Lustig, Treasurer; Pat Halverson, Secretary. Linnea Mellinger with Z&R Property Mgmt. was also in attendance. Amanda Cervantes, Vice President and Ron Barker, Maintenance; absent.

Homeowners in attendance: Beverly Huntsman, Keith Dobbins and Heather Barcia.

Homeowners Forum:

ACC Requests:

4803 Deck Replacement- approved.

Discussed the addition to the overall guidelines and requirements and will attach it to the ACC Form.

Meeting Minutes: March minutes were approved prior to the meeting. Minutes will be distributed and will also be posted on the Web site: www.canterburycs.com.

Financial Report/March

Total Assets: \$95,043 (Cash Operating balance PLUS Reserves Balance PLUS Accounts Receivable)

Accounts Receivable --\$3144

Cash Operating balance --\$10,764

Reserves balance --\$82,590

Expense Comparison Statement: Total operating expenses-\$14,484

Year-to-Date Expenses: \$31,824

Comments / Questions: Legal has been reviewed and will continue to monitor accounts. Approved (Halverson/Lustig 3/0)

Check Register: March 2019

Check #	Check Date	Vendor #	Vendor Name	Trx #	Invoice #	Invoice Date	Invoice Amount	Check Amount
Total								9286.88
563	03/11/2019	252152	Z&R Property Management	10322	0319M	03/11/2019	952.38	952.38
564	03/11/2019	252153	SavATree	10323	6471685	02/14/2019	2025	2025
565	03/11/2019	252159	City of Colorado Springs - Stormwater	10324	MARCH 2019	02/28/2019	58.8	58.8
566	03/11/2019	252175	Waste Management	10325	6350077-2528-9	03/01/2019	354.72	354.72
567	03/11/2019	252176	Ace Print Inc	10326	17011	02/28/2019	62.89	62.89
568	03/11/2019	253100	Green Thumb Maintenance	10327	1706	03/09/2019	1463.75	1463.75
569	03/31/2019	252163	Tall Timbers Tree & Shrub Service, Inc.	10369	43986	03/20/2019	3750	3750
570	03/31/2019	252166	Carol Flynn	10370	MARCH 2019	03/15/2019	22.79	22.79
571	03/31/2019	252183	Altitude Community Law	10371	8576 MAR 2019	03/13/2019	50	50
572	03/31/2019	252189	Colorado Springs Utilities	10372	2/20/19 - 3/21/19	03/22/2019	367.8	367.8
573	03/31/2019	252194	CM Robinson Contracting, Inc.	10373	16455	03/18/2019	178.75	178.75

FYI:

1. If you receive a letter from Linnea at Z&R Property Management at the request of the Board of Directors, please do not blame them or the Board. We are only doing what is required per the governing documents and the laws of Colorado. Letters are written to bring attention to something you may not be aware of when living in a Covenant protected community. If you would like to view the governing documents please visit the website at www.canterburycs.com
2. The City of Colorado Springs and Fire Department has designated our road a Fire Lane and anybody parking in it except for contractors or deliveries can be towed without notice at the owner's expense.

3. BIG THANKS!!! To John Reed for taking care of the water line to the pool shed, money was saved because of his work on getting the line ready for Hot Tub Heaven to fill the pool with automatic fill/shut off and the installation of the backflow valve.

President's Report:

1. Trailer parked in the garage, licensed is considered registered vehicle and may be parked in the garage if it does not interfere with parking vehicles in the garage or driveway.
2. Thank you to the Board and Linnea for getting things done in the community. There has been a lot accomplished in the first 3 months of the year.

Vice President:

Maintenance Report:

1. 3 Willow trees that have been removed in pool area grass is already spreading to the area but will get with Green Thumb to get sprinkler line to the area to water the grass that has started to grow along with grass seed.
2. Along with Willow tree removal there have been 5 Aspen trees removed. There are 93 trees still in the community.
3. Will try to get grass seed going in areas where it is a bit bare, if conditions allow for seeding to take root.

Management Report:

1. Hot Tub Heaven proposal for the 2019 pool opening, maintenance and closure was reviewed. Price went up \$72 for start up and \$50 for monthly maintenance and closing the pool \$30 but the Board anticipated this since there has been no increase since the start of the contract with them and we are within the budget. Approved (Lustig/Halverson 3/0)
2. CCIOA disclosures was discussed. There is a list of things that the Association has to report to the owners. Those who have email will get the information by email and those who don't have email a postcard will be mailed out.
3. All Year Gutter should be out this week to take care of the gutters at 4818 and 4826 this week, just doing minor repairs and also readjusting downspout at 4803. Linnea will have them call John before scheduling.
4. All open decks were reviewed for any repairs needed and 3 decks will be done at a cost of \$1,980. Repairs are only for what is needed, not full replacement. Approved (Halverson/Lustig 3/0)

Old/New Business:

1. Board approved contract for F&B to do the backflow work thru email on 3/27/2019 per the city of Colorado Springs specifications.
2. Board approved bid for CM Robinson to do three garbage doors. Was approved thru email on 3/12/2019. Cost per door is \$185.
3. 5 sections of Vinyl fence and a divider fence behind 5024 were damaged during last snow storm. All fence damage has been repaired
4. Concrete problems at 4918/4926 was discussed. Linnea will try the office site on website.
5. Siding damage on unit 4835 CM Robinson has painted the area that was damaged.
6. 4902 added a walk out gate per guidelines.
7. Trash doors were replaced at units 5032, 5040 and 5044

Adjournment: A motion was made to adjourn. Lustig Halverson/ (3/0). Meeting adjourned at 5:55 pm. Next meeting is scheduled for May 13, 2019 at 5:00 PM.

Meeting minutes by Linnea Mellinger at the direction of the HOA Secretary:



Linnea Mellinger

Date: April 10, 2019