

Canterbury Homeowners Association  
Board of Directors Meeting Minutes  
**May 13, 2019 @ Clubhouse**

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

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

**Homeowners in attendance:** Beverly Huntsman

**Homeowners Forum:**

**ACC Requests:** 4842, Flynn, requested a Tree. Reviewed and due to no irrigation a tree won't be put in.

**Meeting Minutes:** April minutes were approved prior to the meeting. Minutes will be distributed and will also be posted on the Web site: [www.canterburycs.com](http://www.canterburycs.com).

**Financial Report/April**

**Total Assets: \$87,619. (Cash Operating balance PLUS Reserves Balance PLUS Accounts Receivable)**

Accounts Receivable --\$1828

Cash Operating balance --\$13,325

Reserves balance --\$72,466

Expense Comparison Statement: Total operating expenses-\$11,222

Year-to-Date Expenses: \$43,044

**Comments / Questions:** Legal has been reviewed and will continue to monitor accounts. Approved (Halverson/Cervantes 4/0)

**Check Register: April 2019**

Check #	Check Date	Vendor #	Vendor Name	Trx #	Invoice #	Invoice Date	Invoice Amount	Check Amount
Total								18960.9
574	04/16/2019	252152	Z&R Property Management	10436	0419M	04/12/2019	945.83	945.83
575	04/16/2019	252153	SavATree	10437	6471776	03/28/2019	105	105
576	04/16/2019	252159	Colorado Springs - Stormwater	10438	APRIL 2019	03/31/2019	19.8	19.8
577	04/16/2019	252175	Waste Management	10439	6360187-2528-4	04/01/2019	360.4	360.4
578	04/16/2019	252176	Ace Print Inc	10440	17032	03/31/2019	37.29	37.29
579	04/16/2019	252183	Altitude Community Law	10441	8576 APRIL 2019	04/14/2019	285	285
580	04/16/2019	252194	CM Robinson Contracting, Inc.	10442	16495	04/03/2019	1647.5	1647.5
581	04/16/2019	253100	Green Thumb Maintenance	10443	1802	04/04/2019	2415	2415
582	04/29/2019	252159	Colorado Stormwater	10460	48005916 APR 19	04/29/2019	58.8	58.8
583	04/29/2019	252160	John Huntsman	10461	APRIL 2019	04/04/2019	60.53	60.53
584	04/29/2019	252167	F&B Landscaping	10462	42505	04/12/2019	10561	10561
585	04/29/2019	252189	Colorado Springs Utilities	10463	3/21/19 - 4/19/19	04/22/2019	284.78	284.78
586	04/30/2019	255638	Tae W. Moon	10466	042919-B	04/29/2019	2180	2180

**FYI:**

1. Pool Opening May 25, 2019
2. Please see attached with minutes Pool and Bathroom Volunteer Schedules
3. Squirrels are becoming a problem please do not feed the squirrels. Thanks!
4. Thanks to everyone who is volunteering this summer! Greatly appreciate the help! If you need assistance, please contact John Huntsman. For bathroom supplies please contact Carol Flynn.

**President's Report:**

1. Lawn crew will be different this year, the Jamaican guys will not be here. Any concerns with Lawn care please contact Linnea or a Board member.

**Vice President:**

**Maintenance Report:**

1. Green Thumb did first mowing.
2. Sprinkler system is up and running with only 1 leak and a couple heads needing replaced along with 1 new valve by the clubhouse.
3. Grass seed has been added to areas where trees were removed.
4. Weed killer being sprayed on rocks outside along N. Carefree.
5. Rick, Ken and Ron are cleaning branches in pool area. Thanks!!!

**Management Report:**

1. Rocky Mountain Concrete proposal was reviewed. Linnea will get two more bids.
2. Collection Policy: after discussion it was determined to change to have 1<sup>st</sup> notice at 30 days, remove second notice and go into demand and Lien with further legal action after that. Cover letter will go with the new policy to all owners after attorney review. Approved: Cervantes/Lustig 4/0
3. Deck work completed and paid. Repairs were done at 4960, 5012 and 5028.
4. Terminix was discussed. It was decided to not have the contract renewed after the 5 years because of lack of communication and service.

**Old/New Business:**

1. Parking concern was discussed. Not sure if they have a guest or not. Letter out asking for clarification and noting governing documents.
2. Letter to owner about privileges being revoked for pool and clubhouse use, due to account being in arrears.
3. Backflow valve testing was completed April 12, 2019 with flying colors according to John Reed.
4. Garden Plot fee is due please make your payment either with your regular assessment payment or send to Z&R Property Management, 6015 Lehman Drive Ste 205. The fee is \$10 per plot.
5. Review of 5032 by Terminex turned out to be ants, they treated.
6. Springs Concrete and Asphalt it was decided to post a review on Yelp and other outlets.
7. All 2019 projects have been completed for the year as planned by the Board and Linnea unless something unexpected comes up.
8. Crack filling areas in the road is something that we may look at doing.
9. Covenants making them readable in PDF, pdf is not recognizing the words, maybe because of the print? Linnea will see if she can find a clean copy.
10. 5048 discussed the various items that owner had concerns about. Bay window roof/root is owner responsibility, but the siding and roof will be reviewed. Patio with it being the owner responsibility when she replaces the contractor can cut the roots but there is not anything that the Association can do about root growth.

**Adjournment:** A motion was made to adjourn. Lustig Halverson/ (4/0). Meeting adjourned at 6:25 pm. Next meeting is scheduled for June 10, 2019 at 5:00 PM.

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



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Linnea Mellinger

Date: May 15, 2019