

**2021 Promontory Point South (PPS)  
(Unapproved) Annual Meeting Minutes  
10/4/2021; 10:00 am  
Raff's Tavern Patio**

Jack Shepard called the meeting to order and noted that a quorum of members (20%) was represented, with 10 owners attending, and an additional 6 proxies on hand.

**Board Elections:**

Current Board Positions were reviewed, and Jack noted that the following Board terms would be expiring: Randy Boardman: December 2021; Wanda Koch: December 2021 and Jack Shepard: December 2021.

Tom Nesler: December 2022 and George Theodore: December 2023 agreed to continue serving on the Association Board.

**Nominees for the PPS Board (3-4 members needed):**

Jo Boardman volunteered to serve on the Board. (approved)  
Gene Locken was presented as a candidate by Tom Nesler. (approved)  
Tom Nesler agreed to serve as Board Chairperson/President. (approved)

**Review of 2020 PPS Annual Meeting minutes:**

Jack noted that the minutes should reflect that his term would expire in Dec. 2021.  
Jo Boardman motioned to approve the minutes with the modification referenced.  
Wanda seconded the motion, which passed unanimously.

**2021/2022 Budget Review:**

Snow removal expenses were over budget by 35% (\$2300).

2022 Draft Budget

- No member dues increase.
- Reserves contain approx. \$16,000
- Entertainment expense increased to \$300 on presumption of improved pandemic conditions by summer 2022.
- Management fees increased by \$35/month to \$435/month.
- Snow removal budget will remain static.
- Budget for landscape service contract slightly higher (\$668 Increase).
- Lindgren is new provider; Precision contract ends in 2021
- Lindgren will start in 2021 with snow removal; landscape services in 2022

Rosann Mavers noted that she had replaced her clock for less than the \$400 budgeted for replacement by an irrigation contractor. Jack noted that the installation by a contractor would be warrantied for installation errors, but owners installing a clock themselves would not have the same assurance, and would be responsible for installation errors. Jack also explained that the budgeted amount has not built in the likely increases in the cost of controllers and installation which will inevitably occur in the future. It was also noted that the reserve budget allowed the Association the flexibility to pay for other unanticipated budget over-runs, such as snow

removal. Rosann Mavers made a motion to approve the 2022 budget; Mike Valdez seconded. 2022 Budget approved unanimously.

### **Review of Landscape Contract:**

It was noted that Precision's service had improved and could serve as a possible back-up provider in the future. Lindgren was selected by the Board for the new landscape service contract. Tom Hannon concurred with the selection. Precision will complete their contract obligations in 2021 with lawn-mowing, the fall sprinkler blowout and fall clean-up. October 16 was designated for sprinkler blowout. Fall clean-up is scheduled for November. Lindgren's snow removal contract will begin with the first snowfall after October 1. The Board requested that Tom Hannon send Lindgren the desired wording for billing language for repairs/service at specific PPS residences. Tom Hannon stated the common protocol is for the provider to state on the invoice which address irrigation repairs were completed at, if the repair (Irrigation Clock or sprinkler head/emitter related) is an Association responsibility. In the event a repair is determined to be an owner responsibility (underground break, etc), the contractor has been instructed to shut off the applicable zone, as needed, and to seek approval from the homeowner prior to proceeding with repairs, which are to be billed to the owner directly.

### **Snow Removal:**

Snow removal from the streets are the responsibility of the city; the city plows have a propensity to block in driveways with plowed snow berms. Responsibility for removal of berm segments to permit driveway access is a gray area.

### **Architectural Review Committee (ARC) Report:**

Ping-Hui Kao has accepted membership to the committee to replace Debi Barrett. Tom Thornton and Mike Valdez will continue to serve on the ARC. ARC members noted that residents desiring driveway ramps should check with the Town of Windsor with respect to actions needed for snowplowing or street/curb repair, as the ARC's responsibility does not extend into the Town streets.

### **Owner Concerns:**

-A possible noise buffer for County Rd 5 was discussed. A member noted that the Master HOA Board is holding a virtual meeting and had asked for input on the agenda. Any buffer would have to be erected on common land. With local development (school, residential area) there is a possible width expansion for CR 5. Possible actions discussed included a PPS Board petition to the Town of Windsor to address the noise problem. Curtis Templeman was recommended as a good contact with the Town of Windsor: 970-674-2413; [ctempleman@windsorgov.com](mailto:ctempleman@windsorgov.com). Upon further discussion, it was agreed that such a buffer would likely need to be approved by the Master HOA first, then Larimer County and Windsor/Fort Collins. Specific concerns of residents include noise, access, and home values.

-The occurrence of a possible shut off of power for the day by PVREA on October 14 at 8 am. Inquiry by phone indicated this was not going to happen.

Motion to adjourn passed unanimously.