

**TOWN AND COUNTRY VILLAGE  
HOMEOWNERS ASSOCIATION, INC.**

**ANNUAL BOARD MEETING MINUTES**

**Date: July 18, 2002**

**Time: 7:00 P.M.**

**Place: Senior Center**

**Attendees: President – Kathy Glendenning - present  
Vice President – Len Price - present  
Treasurer – Alan Hahne – present  
Secretary – Position Available  
Member At Large – Ray Aduddell  
Sheryl Heidenreich – Property Manager – present**

**Note Taker: Sheryl Heidenreich**

**I. CALL TO ORDER**

The meeting was called to order at 7:30 PM

**II. FILING OF PROOF OF NOTICE AND ESTABLISHMENT OF QUORUM**

The Chairperson of Teller Committee (Ruth Ann Watts) confirmed a quorum was present for the meeting to proceed. Proof of notice of the meeting was submitted to the Board. There was no challenge.

**III. PRESIDENTS REPORT**

- A. History of TCHOA presented along with Significant Events 9/1/01 to 8/31/02.
- B. There were constant interruptions from the attendees who wanted to overthrow the current Board of Directors and to overthrow the management.

**IV. INTRODUCTION OF GUESTS**

- Myra J. Lansky Attorney at Law, Powers Phillips, P.C.
- Andrew W. Cobb. CIC, Senior V.P., Van Gilder Insurance Corp.
- Jan Rowland CPA
- Laura Williams, Bookkeeper

**V. APPROVAL OF PRIOR ANNUAL MINUTES**

The Annual Board Meeting Minutes for July 19, 2001 were distributed to attendees as they entered the meeting. Ruth Ann Watts moved to approve the minutes, Tonya Price seconded. The minutes were approved unanimously.

**VI. ELECTION OF BOARD MEMBERS**

Nominating Committee coordinators counted all votes, quorum established, ballots marked and collected. There were no nominations from the floor.

**TOWN AND COUNTRY VILLAGE  
HOMEOWNERS ASSOCIATION, INC.**

Angie Eberhart, Kathy Glendenning and Sharon Roybal were on the ballot to fill two vacant positions. Angie Eberhart and Kathy Glendenning were elected.

**VII. FINANCIAL REPORT**

Financial report presented by Treasurer-Alan Hahne.

**VIII. OLD BUSINESS**

- A. Amending and Restating the Articles of Incorporation and the Bylaws (CCIOA) tabled until more information can be presented to homeowners.
- B. Special Assessment was presented. After Special Assessment was presented, there was a vote taken where the Special Assessment was defeated.

**IX. NEW BUSINESS**

- A. CPI Increase -- Glendenning moved to increase the Monthly Assessment as allowed under the Associations Declarations (Article IV Covenant For Maintenance Assessment, Section 3, Maximum Annual Assessment, (a) and (b) page 8) as granted without a vote by the Homeowners effective September 1, 2002:

By \$4 a month, from \$149 to \$153, for the Country Series (\$48 annual increase) and by \$4 a month, from \$130 to \$134, for the Town Series – (\$48 annual increase).

Motion passed unanimously.

- B. Budget: Glendenning moved to accept the 9/1/2002 to 8/31/2003 Budget as proposed and presented tonight, July 18, 2002, at the Annual Homeowners Meeting.

Motion passed unanimously.

**X. APPOINT NOMINATING CHAIRPERSON FOR 2003**

Ruth Ann Watts was nominated, and approved.

**XI. SET NEXT ANNUAL MEETING DATE, TIME AND PLACE:**

Meeting set for July 17, 2003 at the Parker Senior Center at 7:00 P.M.

**XII. ADJOURNMENT**

The meeting was adjourned at 8:45 PM.

**XIII. OPEN FORUM**

Too many different discussions ensued enabling it impossible to keep track of who was discussing which issue.

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**SIGNIFICANT EVENTS**  
**9/1/01 TO 8/31/02**

August	<p><b>Reserve Study Presented</b></p> <ul style="list-style-type: none"> <li>• Steve Bradley of Bradley Property Consultants presented the updated Reserve Study. The last study had been completed in 1994.</li> <li>• The study indicated the total replacement cost of \$2,729,521 with total desired reserves of \$1,695,602. This would be with a total initial contribution of \$1,187,191, and an average annual contribution of \$271,022”</li> </ul>
September	ACC Hearing Committee Installed
	Ruth Ann Watts volunteered to head up the Teller Committee for the Special Assessment.
	Steve Bradley of Bradley Property Consultants informed the board that he could not complete the bid specification due to personal reasons and resigned without charging for the specifications compiled to date.
October	Associations Insurance Program renewed with Van Gilder/Travelers. Travelers indicating TCHOA still needs to “Continue to plan to replace roofs”.
October through January	Various Engineering and Construction Management firms were interviewed to complete the Facelift Specifications. In January Gillians was selected as the successful bidder.
January	Special Assessment Workshops were held the second Tuesday of every month through June. These workshops were initiated to solicit Homeowner input, address any of their specific concerns, and to keep the community informed of the progress of the Facelift project.
February	<p><b>The contract for the Associations Engineering Consultant, Gillians Incorporated was signed.</b></p> <p>Received CCIOA documents from Powers Phillips, P.C. for review and amendments.</p>
February through May	Gillians reviewed the previous work done by Bradley and completed the specifications, including writing the Scope of Work. Gillians presented the bid specifications to the board for approval on May 7, 2002.

**TOWN AND COUNTRY VILLAGE  
HOMEOWNERS ASSOCIATION, INC.**

March	<p>Board was advised of a 4.5% increase in water charges, that at the lowest averages out to be an increase of <b>\$15,120</b> for the year if the homeowners use the lowest amount of water.</p> <p>Waste Management wanted an increase of \$3.50 per 501 homes for an increase of \$21,042. The Association reminded Waste Management that we are on an annual contract basis, thus this increase wasn't charged. The contract renews in November at which time the board will consider alternatives.</p> <p>Returned CCIOA documents to Powers Phillips, P.C. with the boards request for amendments and approval.</p>
April	<p>Board approved Gillian's Scope of Work and requested Gillians bid the project. The Board requested bids from a minimum of 5-6 construction contractors. Their bids to include one of the top three recommended painting manufactures.</p>
June	<p>Gillians presented final Bids to the board.</p> <p>Board reviewed and awarded Osborn Company, pending approval of Special Assessment/Homeowner approval, the contract.</p> <p>Special Assessment and Consent To the Amended And Restated Declaration Of Covenants, Conditions and Restrictions; Articles of Incorporation; and Bylaws were forwarded to Homeowners for their vote at the Annual HOA Meeting to be held July 18, 2002.</p>
July	<p>Two final Special Assessment/Consent Homeowners meetings were held prior to the Annual HOA meeting to answer questions regarding these votes.</p>

**Virtually all areas of the everyday Association business experienced significant change.**

**FUTURE CONSIDERATIONS  
9/1/02 TO 8/31/03**

	<p>Tonight we have asked you to consider and vote on two major issues confronting our community. The Board wishes to thank everyone that has participated in this process. We have listened to your concerns and pending the outcome of these votes we'll work to incorporate, where possible, your requests.</p>
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