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# RECORD OF PROCEEDINGS

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## ANNUAL MEMBER MEETING OF TWO RIVERS HOMEOWNERS ASSOCIATION, INC.

November 14, 2019

A meeting of the members of the Two Rivers Homeowners Association, Inc. was duly noticed and called at the Two Rivers Community Center, 80 Lake Shore Dr., Gypsum, CO 81637, in accordance with the applicable statutes of the State of Colorado.

### ATTENDANCE

#### **The following property owners were present and acting:**

- Luke Bray (President)
- Esgar Acosta (Director)
- Mike Pearson (Director)
- James Scott Harrison (Director)
- Koren O'Neill
- Travis Padgett
- Kelli Ludwig
- Shelby & Chris Keys
- Samuel Lewis
- Sheila Sanchez
- Stephanie Koller
- Christina Rudow
- Augustin Gonzalez
- Anne Leavitt
- April Buskirk
- Crisie Bateman
- Leo Jimenez
- Delia Hernandez
- Fernando Hernandez
- Jason & Haley Leffler
- Jose Hernandez Guzman

#### **The following property owners were in attendance by proxy:**

- Charles & Amy Most

#### **Also in attendance were:**

- Ken Marchetti, C.P.A.
- Meghan Hayes, Recording Secretary for the meeting
- Craig Plizga, Community Operations Manager

### Call to Order

The member meeting of the Two Rivers Homeowners Association was called to order on November 14, 2019 at 6:11 p.m., noting a quorum was not present. It was reported for the record by Mr. Marchetti that proper

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notice as required by the Associations bylaws had been duly sent on October 30, 2019, to all members of the Association. In the absence of a quorum, no official action can be taken at the meeting but the meeting was conducted and this record of items discuss was maintained for documentation purposes.

## **MIRA / Community Food Market**

Suzie Davis and Melina Valsecia from the Multi Intercultural Resource Alliance (MIRA) and the Eagle Valley Community Food Market attended the meeting to present information on the programs for the community. MIRA offers assistance related to medical care, dental, financial as well as various other programs. They are mobile 4 days a week and partner with Eagle County. A Community Market is held every Thursday from 4:30-6:00 in the Two Rivers Community Center.

## **Declaration of Quorum**

Mr. Marchetti reported that according to the Bylaws of the Association, the presence in person or by proxy of 20% of the votes entitled to be cast at such meeting shall constitute a quorum. Mr. Marchetti noted that 31 of 49 required lots were represented either in person or by proxy so a quorum was not represented at the meeting.

## **Introduction**

Beginning October 1<sup>st</sup>, Marchetti & Weaver took over the management of the HOA. Meghan Hayes, Administrator, introduced herself and Ken Marchetti. Ms. Hayes also introduced Craig Plizga, Community Operations Manager. Together, Ms. Hayes and Mr. Plizga will be managing the HOA and Metro District. Ms. Hayes spoke about the issues facing the community and her strategies for tackling them such as covenant enforcement, updating policies and procedures, parking, design guidelines and communication within the community.

## **Minutes**

The minutes for the October 25, 2018 Annual member meeting were distributed with the meeting packet. Since a quorum was not represented, the minutes will be added to the next Member meeting for approval.

## **2019 Financials**

Mr. Marchetti reviewed the financial statements ending September 30, 2019, explaining the layout and accounting method used. Mr. Marchetti reviewed the Association's expenses which remained consistent year over

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year with increases commensurate with the growth in the number of units in the Association.

**Owner Education** Mr. Marchetti presented an analysis of services provided by the HOA, Metro District and those services that are jointly funded. In addition, he presented the breakdown of the costs that make up the HOA Contribution to the Metro District.

**2020  
Budget**

Mr. Marchetti reviewed the 2020 budget approved by the Board noting that the annual assessments are remaining flat. Mr. Marchetti reviewed the 2020 expenses pointing out the new billing expense related to the transition to AmCoBi for HOA billing and the increase in Landscaping due to additional houses being built.

Following discussion, Mr. Marchetti explained the veto process of the budget, and, since a quorum was not represented, announced that the 2020 budget stands approved as previously approved by the Association Board of Directors.

**Two Rivers Metro  
District 2020  
Infrastructure  
Usage Fee**

Historically, Two Rivers Metro District has collected a 40 mill property tax, made up of 20 mills for operations and 20 mills for debt service. It was determined that the need for infrastructure maintenance was paramount so the District is eliminating the 20 mill debt service levy and in lieu of the debt service levy will be imposing an Infrastructure Usage Fee that will be approximately equivalent to the decrease in the property taxes, calculated at \$35/month. This fee will pay for road repairs and maintenance, snow plowing, road landscaping and similar costs of providing necessary infrastructure to promote health, safety, prosperity, security and the general welfare of the community. The property tax reduction will be shown on the 2019 property tax bill which will be received in January 2020. Most property owners' property taxes are paid by their mortgage servicing agency and then paid by the mortgage servicing agency either in two equal installments, one on February 28, 2020 and the other half on June 15, 2020 or the full amount may be paid on April 30, 2020.

In order to allow everyone sufficient time to pay their property taxes before the infrastructure fee begins, the infrastructure fee won't begin until

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July 1, 2020. The intent is for this transition to be as smooth as possible and for no one to be paying both the debt service property taxes and the infrastructure fee at the same time. In the event someone needs more time to begin paying the infrastructure fee when it begins next July, they can contact Meghan Hayes to set up a payment plan.

## **Election of Board Members**

Since a quorum was not represented, a formal election of a board member could not be conducted and the procedure for Board vacancies under the bylaws is for the remaining Board members to fill the vacancy. Mr. Marchetti recommended that a “Community Feedback” election be held to provide input to the Board regarding who to appoint at the next Board Meeting. Director James Scott Harrison’s board term expires in 2019 and Director Amy Yandle resigned from her position in October 2019. Three candidates, Director Harrison, Samuel Lewis and Cristina Rudow nominated themselves for the two open positions. Ms. Hayes confirmed that ballots were handed out at the beginning of the meeting during sign in. Each candidate was given the opportunity to introduce her- and himself and explain why they were interested in serving on the Board. Immediately following, a secret ballot election was conducted. Ms. Hayes and Ms. Sanchez counted the ballots. Ms. Hayes presented the results/feedback for the Board noting that Mr. Harrison and Ms. Rudow received the most votes. The Board vacancy will be an agenda item on the upcoming Board meeting agenda.

## **Public Input**

The following issues were addressed during public input:

- Mail Delivery- Packages frequently missing/lost (Metro District working on a solution)
- Spring Cleanup was a huge help to the Community
- Landscaping- Landscapers responsibility and issues with being mindful of trees/bushes while working (Ms. Hayes to have discussion with Fresh Mtn Lawn care)
- Snow removal-getting better but issues with piling snow around fire hydrants (Ms. Hayes to have discussion with D3 Concrete)
- Parking/Covenant Enforcement (Ms. Hayes will address issues when updating/revising the Policies and Procedures)

## **Adjournment**

There being no further matters for discussion, the meeting was adjourned at 8:00 p.m.

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Respectfully submitted,  
*/s/ Meghan Hayes*  
Meghan Hayes  
Recording Secretary for the Meeting