

**Enchanted Forest Estates (EFE) HOA  
Meeting Minutes  
August 11, 2024**

EFE HOA President, Ken Huls, distributed the NOTICE & AGENDA to all Members, via email, on August 7, 2024.

**AGENDA**

1. Introduction, Attendance, and Quorum
2. Thank You!
3. New Members
4. Financial Report – Laura Klump, Treasurer
5. Committee Reports
  - a. Road Committee & Special Assessment Update- Sean Hembree; Tom Richards (and Ken Huls)
  - b. Architectural Committee Update - Peggy Lewis; Barb Hembree
  - c. Community Wildfire Protection Plan (CWPP) Committee Update - Elliott Rice
6. Old Business
  - a. EFE Email Group - Reminder (to participate, contact Karen Facompre, Host/Coordinator: k.facompre@gmail.com)
  - b. HOA Assets Not in Books – follow up
7. New Business
  - a. Delinquent Member Accounts: Update and Anticipated Commencement of Legal Remedies and Compliance Measures - Ken Huls
  - b. Format for Meetings Going Forward: discussion re: possibly offering both virtual and in-person options at all 4 meetings per year - Ken Huls
  - c. Community Ambassador: discussion regarding possible new EFE Community position - Ken Huls
  - d. 2024-2025 Budget: Proposed New Budget for Discussion, Approval, and Adoption by the Board - Ken Huls; Laura Klump
8. Member’s Comments: Time permitting, the Board President may at his or her discretion provide an opportunity for Members to bring up brief ideas, thoughts, questions, or concerns regarding topics not on the current meeting agenda but relevant to the EFE Community and its Members. This is not a forum for lengthy discussion but may result in future agenda items.

## 9. Adjournment

- Website – <https://enchantedforestestateshoa.org/>
- Facebook Group – There is a private Facebook group for residents only called “Enchanted Forest Estates HOA”. Go to this link: <https://www.facebook.com/groups/237667986993523> and click “Join Group”. Christine Richards will confirm if you are a resident and grant access.
- EFE Email Group - To participate, contact Karen Facompre, Host/Coordinator: [k.facompre@gmail.com](mailto:k.facompre@gmail.com)

**NEXT EFE HOA MEETING: Sunday, December 1, 2024 @ 4-5pm MTN**

## **1. Introduction, Attendance, and Quorum**

The meeting was an in-person meeting hosted by Roy and Hillary Parker at their home on 18 Enchanted Forest Drive. Ken noted that there were all Board Members present, so Ken officially declared a quorum and called the meeting to order at 5:15 PM MDT.

The Board Members and Members identified below were present.

### **The following EFE Board Members were present:**

Ken Huls - President  
Elliott Rice - Vice President  
Laura Klump – Treasurer  
Mike Neith - Secretary  
Mary Lasser – Member-at-Large

### **36 Members present:**

Lot 48 – Ken Huls & Micah Goldfeder  
Lot 62 - Mary Lasser  
Lot 39 - Hillary Parker  
Lot 71 - Paul Landrum  
Lot 45 - Patrick & Josie Milan  
Lot 17 - Don and Sheri McCullough  
Lot 13 - Elliott & Amy Rice  
Lot 6 - Jim & Peggy Lewis  
Lot 61 - Pat & Laura O’Hara  
Lot 68 - Tony & Laura Klump  
Lot 54 - Chad & Lisa Knipp  
Lot 63 - Jimmy & Sonja Funderburk  
Lot 64 - Amy & Dan Paylor  
Lot 10 - Sean & Barb Hembree  
Lot 37 - Joe & Jan Pielech  
Lot 73 - Joey Hattis & Aanchal Tiwari  
Lot 16 - Mike Neith & Paty Zavala Kugler  
Lot 72 - Kelli Koskela & Chuck Bertrand  
Lot 22 - Brian Lessels & Hannah Nusz  
Lot 59 – Sarah Chapman

## **2. Thank You**

Ken asked that everyone introduce themselves and where they live in EFE. Ken recognized Hillary Parker for hosting the meeting for the second year in a row. Ken acknowledged the work Dave Barthel did on refurbishing the EFE entrance signs with the help of several generous

donors. Ken also thanked the various committee members for their continued work supporting the community.

### **3. Welcome New Members**

Ken noted that there were no new members since the last meeting.

### **4. Financial Report – Laura Klump, Treasurer**

Ken mentioned that he had already met with Laura and developed a proposed budget to be presented and discussed later in the meeting with a goal of having next year's budget in place at the end of the meeting.

Laura reported that on the Balance Sheet as of 31 July, we currently have a combined balance of \$41,741.07 in the Operating and Money Market accounts.

Laura reported that on the Profit and Loss Report as of 31 July, the Total Income is \$68,150, with \$18,900 collected from the Special Assessment and \$49,250 collected from Homeowners Dues. The report also shows \$35,296.77 in Total Expenses, including \$21,000 for "Snow Removal", \$12,250 for "Known Road Problems", \$1,069 for "Liability Insurance", \$750.00 for Accounting Fees", \$202.82 for "Website Expense", and \$24.95 for "Postage & Delivery" to mail the taxes. The report also shows \$32.96 in "Interest Income" which results in a Net Income of \$32,886.19. Laura noted that we did have any expense for annual "Road Maintenance" in Fiscal Year 2023-24.

Laura discussed the Accounts Receivable Aging Summary Report as of 31 July and explained that this report shows outstanding revenue due of \$9,950. Ken noted that this number includes both unpaid Special Assessments and unpaid Annual Assessments.

Laura then presented the Budget vs. Actuals for 2024. Despite collecting \$6,450 less than budgeted, the net result was \$31,195.97 under budget, primarily due to Expenses coming in much lower than expected by \$37,645.97. This was largely due no "Road Maintenance" expense, reduced "Known Road Problems" expense, and no "Emergency Road Winter Repair" expense.

Ken discussed the annual road maintenance and pointed out that it has yet to be done this year. The road committee, Sean & Tom, have been trying to contact the contractor to schedule the maintenance but have been unsuccessful in getting a response. Ken discussed the possibility of changing contractors for both snow removal and road maintenance. Ken has been in discussions with the contractor that did the road repair work on upper Blue Spruce and hopes to have a proposal soon.

Laura presented the proposed new Budget for 2025. The budgeted Total Income is \$94,121.07 which includes \$52,380 from "Homeowners Dues" and \$41,741.07 from "Cash Available" in our bank accounts. Initial budgeted Expenses are \$67,329.74 with the major planned expenses of \$25,000 each for "Snow Removal" and "Road Maintenance", \$9,950 for "Known Road Problems" and \$5,000 for "Emergency Road Winter Repair". The proposed budget would result in a "Net Income" of \$26,971.33.

## **5. Committee Reports**

### **a. Road Committee Report**

Ken reported that he has been working with Sean and Tom in identifying known road issues. Ken stated that he has also met with Neils, the contractor that repaired upper Blue Spruce, and drove the neighborhood with him inspecting current road conditions. Ken noted that it was Neils opinion that drainage was the most important factor to consider and was the primary contributing factor to all our road issues.

Ken stated that Neils will be doing our snow removal this winter and that he has agreed to the same basic guidelines we've had with McCarty, coming out with a minimum of 6 inches of snow and arriving by 6:00 AM. The new contract will be different than McCarty's contract and will not be a fixed price for the season but will be per event.

Ken and Laura decided that \$25,000 would be budgeted for this year's "Snow Removal" expense which is a slight increase over last year's expense.

Mary brought up the issue of the current road conditions with many potholes and drainage areas needing attention and asked who will be doing those repairs. Ken responded that we still have a road maintenance contract with McCarty and that he is still responsible for addressing those issues. Ken stated that if McCarty does not respond soon, he will be sending him a letter stating that he is in breach of our contract, material breach, for non-performance and he will hire Neils to get the work completed.

Sean stated that typically the routine has been that we have spring maintenance that's generally repairing damage from the plows, and then we have fall maintenance that's post monsoon and prepping the roads for the snow season. He noted that the last two summers, that arrangement just has been really fragile, the communication has been poor and that the last chunk of work that we had done, McCarty did more work than we had authorized.

Peggy asked if Ken's conversation with Neils also included doing the individual driveways and the price for that service. Ken confirmed that it has been part of his discussions with Neils.

Jim encouraged people to take a look at their homeowner's policy because a number of the homeowner insurance companies require you to have your driveway cleared or your coverage is no good.

Mary expressed concern about whether the driveway plowing would be fixed cost for the season or per event. She was concerned that a per event model could be prohibitively expensive.

Ken responded that he did not have that information available from Neils yet but expected it soon and would provide to all members as soon as possible.

The next 15 minutes included various members thoughts & opinions on snow plowing options and price models.

Brian asked a question concerning FedEx & UPS drivers contributing to our current road conditions and suggested having a central location, by the current mailboxes, where bigger packages could be delivered. Brian confirmed it was Hannah's idea! Ken asked Brian to send him an email and Ken stated he would look into it.

#### **b. Architectural Committee Update**

Peggy stated that we've had eight properties this past year that have requested some type of confirmation from the Architecture Committee for work being done and that for the past eight years, that if we have a new build, we actually physically get a copy of the contractor's road bond, which typically is \$5,000. She reported that in the last two years the committee has created a personal bond form that is sent to people who are subcontracting themselves.

She stated that the committee is trying to make sure that all the new construction gets approval from the road committee and someone from the road committee actually goes and looks at how the driveway is going to enter our communal roads, and they inform them if a culvert is required.

Peggy stated that all new builds are required, per the Covenants and Bylaws, to send building plans to the committee. The Covenants also require a \$10,000 construction bond for each new lot development. Peggy reported that the construction bond requirement has never been enforced, to her knowledge.

Peggy and Barb will work on clarifying the architectural requirements in the Covenants and Bylaws and define responsibilities more clearly between the Board and the committees. Ken agreed and suggested the Road and Architectural Committees get together to propose an updated document to the Board for review.

#### **c. Community Wildfire Protection Plan (CWPP) Committee Update**

Elliott informed the group that he had brought multiple brochures and other information regarding fire mitigation provided by the Wildfire Adaptive Partnership (WAP). He also suggested that homeowners reach out to Ryan Cook from WAP for a free property assessment. He recommended that all homeowners obtain the blue, reflective address markers and also

register for Code Red. Elliott also requested that homeowners provide him with any money spent on fire mitigation on their properties.

Elliott informed the group that although we have spent a lot of money on fire mitigation along the community roads in the past, we were never able to finish the project due to funding. The 3<sup>rd</sup> phase of the project, which includes Mountain Shadow to Enchanted Forest and over to Blue Spruce, was never completed.

Elliot stated that WAP had already come out to do an assessment and that John Westbrook the contractor that we work with, had provided an estimate. Ryan informed Elliott that a government grant was available that would reimburse the community 80% of the cost. Because of the past relationship that Amy & Jan had developed with WAP, EFE would not have to come up with the entire amount of ~ \$25,000 and wait for the reimbursement of 80%, but that John would do the work and then the community would only be responsible for 20% or approximately \$5,000, and WAP would pay John the remaining 80% directly.

Ken recommend we take advantage of this opportunity and get this work started as soon as possible and add a new line item in this year's budget for fire mitigation. Elliott will confirm with John that the work will start this year.

## **6. Old Business**

### **a. EFE E-mail Group**

Karen F has suggested starting an EFE e-mail group for all EFE members. It would be totally voluntary, and she has volunteered to run and coordinate it. To participate, contact Karen: k.facompre@gmail.com.

### **b. HOA Assets Not in Books**

Ken stated that there was a laptop computer that was purchased by the board some years ago and its whereabouts are unknown. Mary stated she had contacted the last Secretary, Louise Westerfeld, and she informed Mary that she never had a computer that was purchased by EFE. Laura stated that she has a receipt for a computer and Ken stated he will follow-up with Laura to determine how to resolve the issue.

## **7. New Business**

### **a. Delinquent Member Accounts: Update and Anticipated Commencement of Legal Remedies and Compliance Measures**

Ken stated that we have several members that have fallen behind on dues. Ken sent an email to all Members on August 5<sup>th</sup> detailing the situation. He stated that he had contacted a local

HOA attorney to review our policies and procedures to ensure they are up to date with current Colorado statutes.

Ken outlined the basic process we will likely be following but stated he still needs to meet with the attorney again before any actions are taken.

- Once a member is 30 days past due, they will be contacted and given an opportunity to set up a payment plan that must be a minimum of six months' worth of monthly payments.
- If they fail or fall short on any month, the plan is terminated.
- The next step would be giving legal, formal notice that the lien process would be started.

Ken stated that he hopes to get results by just communicating our intent without having to file any liens.

**b. Format for Meetings Going Forward: discussion re: possibly offering both virtual and in-person options at all 4 meetings per year**

Ken proposed that all future meetings would be both in-person, for those interested and available, and would also have a Zoom capability for those not available or not interested in attending in-person. Ken will work out the logistics with the Board but hopes to have it in place for the next meeting in December.

**c. Community Ambassador: discussion regarding possible new EFE Community position**

Ken proposed establishing a Community Ambassador position in charge of getting people's ideas, setting up socials, welcoming new residents, etc. and asked if anyone was interested in volunteering.

Laura asked about what to do with old records, financial and others. Ken stated he will discuss it with the HOA attorney to determine what should be retained and for how long and what can be destroyed.

**d. 2024-2025 Budget: Proposed New Budget for Discussion, Approval, and Adoption by the Board**

Ken presented the proposed budget for this year and asked Laura to add \$5,050 for Fire Mitigation and increase Legal Expenses to \$2,500. Ken solicited the group for any other recommendations or changes to the budget.

Mary asked if the budget allocates any funds going back into the reserve. Ken stated and Laura confirmed that there is nothing specifically allocated to a reserve account. It was agreed that a line item would be created and labeled as "Reserve".

Ken made a motion to adopt the proposed, amended budget. Mary seconded the motion, and all Board members voted to approve the motion.

### **8. Member's Comments**

Ken thanked everyone for their attendance and participation in the meeting.

Mary commented that Ken has done a fabulous job in his first full year as President.

### **9. Adjournment**

Ken adjourned the meeting at 6:42 PM.

**NEXT EFE HOA MEETING: Sunday, December 1, 2024 @ 4-5pm MTN**