

**Walnut Grove  
Board Meeting Minutes  
January 2006**

**Roll Call:** Dstry Torrez, Bob Pyle, Debbie Slavinski, John Quam,  
**Management:** Carol Bowers Colorado Management & Realty, Inc

Dstry called the meeting to order at 6:31 p.m.

**Financials:**

Checking \$4798.84 Saving \$19,965.89

Moving the money from Checking to savings was discussed and will be on hold until projects are done

Delinquencies – Dstry would like 9708 to go over to the attorney in 10 days for the collection process.

**Unfinished Business:**

Staining the Fences – Dstry would like a letter to all homeowners to stain the fences or violations notices will be sent by a certain date. We need to define how it is going to look. We may want to look at having a stricter guidelines and giving homeowners the choice of products.

In the newsletter we need to inform the homeowners we are going to be enforcing the staining. We need to clarify the color. Natural Cedar.

Rules and Regulations will meet this month for the fences.

Soliciting Signs are in but not installed and need to be done by the end of the week.

Jack is doing a great job with the changing the bags.

**New Business:**

Setting our calendar for volunteer projects.

- Mulch needs to be done and cleaning the retention pond on the last Saturday of the Month in the month of June.
- Trees as a grant and volunteer through the water company through the plant-a-tree program from the city. Bob will find out about the program.
- We need to water the trees – John will water the trees this weekend.
- Trail behind the houses, we need to work closer with the city and make a meeting with the city. Debbie will use her contact and the Board is interested in meeting with the city.
- Look at applying for a grant for the coltasac on Jellison

Ideas for notifying the residents would be in signs in individual yards. John will look into some signs.

Look at late summer volunteer project will be March

Curb week before Memorial Day

Contract with the landscape company. Having it renew CMR will renew the contract if there is a price increase we would like to keep the same fertilizing schedule  
Everything must be bagged for the trash the rules committee will make the rule.

Waste Management need to be supplied to the Association. It should save time. Carol needs to contact Waste Management to see what they are going to do. Service provides trash can 1 trash can per resident with a lid and a bulk discount for a second trash can. Contact the trash management. Town and Country, BFI, Two to three weeks.

Colorado Management would like to have CMR to do the contract.

Dstry needs a new list of homeowners for walnut Grove

E-mail Board E-mail and Phone numbers.

**Committee Updates:**

**DCR request. No request**

Dstry will send an e-mail to Jack and find someone to come to the meetings. Organizing and following up on project and follow through.

John needs a copy of the disk. Needs for the disk

Dstry will e-mail a walk around

**Rules and Regulations Committee**

There will be a meeting set fences, Mike Leeper  
Frank Duran  
Dstry  
Debbie

**Announcements:**

March 14, 2006.

**Adjournment:**

Bob motions to adjourn, Debbie seconds, all in favor.

**Walnut Grove  
Board Meeting Minutes  
March 14, 2006**

**Roll Call:** Dstry Torrez, Bob Pyle, Debbie Slavinski, John Quam,  
**Management:** Carol Bowers Colorado Management & Realty, Inc

Dstry called the meeting to order at 6:33 p.m.

**Financials:**

Checking \$8242.23 Saving \$20063.00

Carol needs to find out what the \$5.00 is on the prepaid dues.

Go forward with collections on 9708.

**Meeting Minutes:** The Board reviews the meeting minutes from February 2006. Bob motions to approve the minutes, John seconds, all in favor.

**Unfinished Business:**

CMR Reserve Study needs to follow through

Fence issue the neighborhood has a black stain fence due to the non preparation of the fence prior to staining. The Board would like a rule made for the. Wood fences viewable from the walkway that they must be sealed. The fence must be cleaned to manufactures instruction and have a date so from the date set forward any fence not stained correctly will receive a letter from the HOA.

No soliciting signs are installed. The Board will make sure that an additional sign is not needed;

**New Business:**

Industrial Trash Container located at the property. CMR needs to find out the time frame when it will be removed or emptied. Carol will make the call.

Flower Seeds – Are ordered and Debbie will contact the city to get us on there calendar once we have received the seeds.

John will get the signs for the volunteer projects and pick them up on Thursday. He will get a total of 10 signs.

Adopt a trail-- Debbie has the trash bags and can schedule a volunteer project sometime in June.

June24th is the at 10:00 a.m. to 12:00 p.m. will be the volunteer project to mulch around the trees

Plant-A-Tree program. Bob sent out the information via e-mail. The Board is in agreement that the Landscape Company needs to do this. A good number would be 3 or 4 trees per year. We need to replace the two trees at the entrance and these should be 1<sup>st</sup>. Dstry will get the pricing on the trees and will vote via e-mail.

Vehicles that have maintenance problems or are not street worthy was a discussion. Dstry notes that we need to education the homeowners on all rules and regulations for the city and the association.

In the Newsletter we will talk about the violation process.

Debbie notes we have received a letter from the city on community pride day. This will take place on May 13<sup>th</sup> and we need to be registered by May 3<sup>rd</sup>. Debbie will submit the registration

Black Jack pizza flyer. Dstry would like CMR to follow up with the distribution of flyers.

**Committee Updates:**

***DCR request:*** No requests

***Rules and Regulations Committee***

Trash containers will not be purchased and the real issue is how homeowners are disposing of trash vs. the actual containers.

One area to be addressed regarding trash would be, "no trash would aloud to be out any earlier than 6 p.m. Thursday."

Trash cans must be taken in Friday evening.

Trash cans must not be visible public view

Rules and Regulations committee will work on the above rules. The Board will vote on the addition rule. The Board will vote will be via e-mail.

We need to send to all homeowners an updated copy of the rules and regulations, design and review committee needs to send a manufactures requirements for staining the fences. The cover letter needs to be in bold print, very simple and state, this replaces the old rules and regulations.

**ATTENTION HOMEOWNERS CHANGE IN RULES AND REGULATIONS**  
**DESIGN AND REVIEW SUBIMMTION FORM ATTACHED**  
**PROPER FENCE STAINING TECHNIQUES**

April 1<sup>st</sup> the mailer will be to CMR so it can go out in the mail

**Announcements:**

The next meeting will be May 9<sup>th</sup> at 6:30 p.m. at Dstry

**Adjournment:**

Bob motions to adjourn at 7:53 p.m., John seconds, all in favor.

Walnut Grove  
Board Meeting  
May 9, 2006

**Roll Call:** Dstry Torrez, Bob Pyle, Debbie Slavinski, John Quam, Laura

**Minutes** are for February, June 15<sup>th</sup> Dstry motions to accept the minutes, Laura seconds, all in favor.

**Financials**

Financials Carol went over the delinquencies

**Unfinished Business**

The board would like the reserve study done before the annual meeting so we can present this to the membership. CMR is to go forward and have the underground drainage system included.

Flower Seeds the city was done Debbie notes and the ground was prepared. Our Adopt a trail sign has been done.

Signs for Volunteer projects, John got 10 signs and if there we need more contact john.

Adopt a Trail we need to set the day June 24<sup>th</sup> it will coincided will be part of the mulch day.

Plant-A-Tree program Bid review, Carol submitted the bid to the Board and John moves to accept the bid, Debbie seconds all in favor.

Community Pride Day will be May 13 and Dstry will put up a banner and Debbie will put out signs. Debbie needs to get the bags and BBQ tags.

**Committee Updates**

**DCR Requests**

9707 W. 107<sup>th</sup> Drive landscaping of bed on west side of driveway we need a completion date. ACC action as submitted white rocks need to be typed and size and need to have a weed barrier under. We also need to find out what type of decorative edging. John will follow up with the above.

Rules and Regulations the letter was not sent for the fencing and the trash cans. Let's e-mail wording for approval and the letter will state it is effective now.

**New Business**

Watering the park needs to be on a schedule. Dstry will contact the city for watering schedule and let them know that the grass area is very spongy in the in the open space.

Flood lights 9737 needs a letter to remove the flood light and CMR needs contact him regarding the declaration 9.8 suggesting it needs to be submitted to DRC and get them to adjust the light.

Curb appeal will be done in July 1<sup>st</sup> and 2nd. Free HOA dues for one month for the winner.

DRC files were given to Dstry and they were submitted to Jack. We need to get guidelines and go through the requests and see if things are not completed and how to proceed.

Solicitation/literature we can add space in our newsletter. It will need to be a J-peg advertisement, 3x5 \$5.00 per month or \$25.00 for six months.

Walk around will be on Sunday May 21<sup>st</sup> at 10:00 a.m.

We will explain the walk around in the newsletter

**Announcement.** The next meeting will on July 11, 2006 at 6:30 p.m. at John's house.

**Adjournment.** John moves to adjourn Laura seconds, all in favor

Approved

# Walnut Grove Board Meeting August 8, 2006

- Roll Call : Dstry, Deb, John, Bob, Laura, Jack
- Colorado Management: Kathy
- Call to order - John motions to begin meeting at 6:36p Deb seconds.
- Minutes – Motion was made by Deb to approve John seconds
- Financials
  - Cash-Main Account \$7,454.37
  - Saving Account/Reserves \$20,301.39
- Unfinished Business
  - Action Log
- Committee Updates
  - DRC Requests Bob Pile – Sidewalk from the front to the back - John , Deb & Dstry approve as submitted Jack to sign & return to Bob.
  - DRC Handling Procedures - Homeowner submits three copies to DRC, once final decision is made by the board they will sign and give a copy to CMR & return to homeowner with decision. Approval.
- New Business
  - **Newsletter** ( Info due to CMR by 20<sup>th</sup> of the month)
  - **Open Space Easement** - owners allowed to weed but no chemical spraying Deb to talk to city regarding weeds. Remind of cost to dress up that area.
  - **Tree Donation** - John would like to donate a Mountain Ash tree that he has out back if the board will approve to remove and replace with grass. Dstry addressed the cost to remove and replant could be as high as \$900. John doesn't want the board to spend that much money. Will work on volunteers to move. Liked the idea of donating to the park.
  - **Revitalization of east retention pond** – John brought up the topic that his area is nothing but a swamp and very marshy, Laura added that she thinks it is being watered twice a day everyday. CMR to contact landscape company and get current watering schedule. Board asked

CMR to check to see if they have a copy of the irrigation plans (believe installer was TNT) if not Dstry has a set of plans. Once plans are located the board would like CMR to have the system evaluated with the boards concerns, what is actually happening (missing the trees, no drip system, etc) and have each company bid based on their evaluation. Board wants three bids with one coming from a CU intern/student. It was also mentioned that the grade around the ponds is not deep enough if there is any change to the grading something should be done around Toms. John will take ownership of appointments. Looking for efficient sprinkler usage, how to maintain tree watering. Want to know the how & whys explain based on their evaluation.

- Snow Removal - Kathy raised the topic of snow removal. CMR does
- Tree & Shrub Replacement – Walk property to determine where and what kind. Walk around scheduled for this Sunday, August 13<sup>th</sup> (time to be determined) will give to results to CMR to contact Accent to buy trees and install (also see if they will throw in the moving of John's donated tree). **Shrubs** part of invoice 4200 dig up 6 exist shrubs and replant. Already paid for. when will it be done??
- **Motorized Vehicles** – Laura addressed the issue of dirt bikes in the park, Deb to talk to city.
- **Sign at west entrance** – spot light broken (have Accent to repair); board wants an explanation if it has to be replaced.
- **Fall Clean-up Adopted Trail** - September 30<sup>th</sup> at 10:00am. Ask for volunteers, maybe mulch that day.
- **Reserve Study** – John motions to accept the computer reserve, Laura seconds, Dstry to sign.
- **Signage at 106<sup>th</sup> and Johnson** - get bids similar design smaller scale similar lettering, possible solar
- **Curb Appeals Winners – Steve & Bryan.** Respond so it can be added to the newsletter on the 20<sup>th</sup> (if behind on dues non eligible).
- Announcement
  - Next meeting October 10<sup>th</sup> at 6:30pm
- Adjournment @ 8:37pm

Walnut Grove  
Board Meeting  
October 23, 2006

- Roll Call : Dstry, John, Debbie,
- Colorado Management: Kathy & Steve
- Call to order – 6:32pm
- Minutes – John motions to approve Deb seconds
- Financials
  - Cash- Main Acct. \$5,783.06
  - Saving Account/Reserves \$20,301.39
- Unfinished Business
  - Action Log
  - CoCal meeting with John Wednesday at 8:00am Dstry will also be part of the meeting.
  - Approved tree planting hold off on drain work.
  - Check with Rick for winter services vinyl fencing getting tire mark. Landscape mtnc. contract approved.

10722 Jellison Circle Karyn & Stanley Kretzel are the Curb Appeal Winners (Newsletter)

Water from Tom Acierno 9497 W 107<sup>th</sup> Drive (Newsletter)

Response time from Attorney - need quick re: Amy Mann Letter

American Flag needs to be added to the rules and regulations. John makes a motion to change the rules to state that according to Federal or state statue American Flags will be permitted, Debbie 2nds. CMR will draft response letter to Amy stating regarding decorative flags and we are changing the rules to reflect the above statement. Add to newsletter the change in the rules regarding American flag. Discussion was had about open view vs. open space in regard to the fence staining. There was also some discussion in regard to the window covering, will await outcome from attorney.

Unauthorized vehicles – signage will be in place two to three weeks from letter dated 10/20/06.

- Committee Updates
  - DRC Requests
- New Business
  - Web Site - Violation Steve to check out how to e-mail.
  - Action Log – Password protected.
  - Agenda & Meeting announcement on the web vs. posted in the building & private info needs to stay private
  - Draft minutes not on the web until board approves. Send minutes with the action log. Month end is when minutes get posted to the web. All board members review minutes send changes corrections to Dstry to submit to Kathy.
  - Fence deadline to prep and stain then subject to rules and regulations. Answer from attorney by November 14<sup>th</sup>.
  - Flyers can advertise for \$5.00 month in the newsletter.

Action items for Board Member

Deb – Calendar

Dstry – Administrative

John - Landscape

John – Complete standardized walk around report

- Announcement
  - Next meeting, Nov. 14<sup>th</sup> at 6:30pm at Johns
- West View Recreation Center scheduled for December 5<sup>th</sup>, 2006
- Adjournment @ John motions to adjourn Debbie 2<sup>nd</sup> all in favor meeting adjourned @ 7:56pm

Walnut Grove  
Board Meeting Minutes  
November 14, 2006

- Roll Call : Dstry, Bob, & John, Deb
- Colorado Management: Kathy
- Call to order – at 6:25pm
- Minutes – October minutes were approved via e-mail
- Financials
  - Cash- Main Acct. \$5,167.87
  - Saving Account/Reserves \$20,433.24
  - 2007 Budget- Dstry moves to approve John 2<sup>nd</sup> with plumbing and heating clarification.
- Unfinished Business/ Action Log
  - Newsletter Advertising Agreement
  - Web site info
  - Signage 106<sup>th</sup> & Johnson
  - Shrub Movement & Trees – ok for 6ft trees, shrubs will be planted at the same time as the trees
  - Amy Mann – HindmanSanchez John moves to have attorney write letter, Deb 2<sup>nd</sup> all in favor
  - Reserve study
  - Audit
  - Irrigation Evaluation
  - Accent Landscaping – Winter Services Dstry makes a motion to include winter services Bob 2<sup>nds</sup>, all in favor.
  - Amended flag rule to be included in the newsletter & also a flyer with the amended rule will be included with annual meeting announcements.
  - Dstry needs the newsletter template. Make sure to include in the newsletter directions on how to get to the Walnut Grove section of the web site.
  - City Voucher for tree planting, to be credited to the water bill.

- Fence staining - Include reminder in bold along with annual meeting announcement.
- Committee Updates
  - DRC Requests
- New Business
  - No New Business Enjoy the Holidays
- Announcement
  - Meeting Calendar on web site
  - Annual Meeting - West View Recreation Center scheduled for December 4<sup>th</sup>, 2006 @7:00pm
- Adjournment – Dstry moves to adjourn at 7:20pm, Debbie 2<sup>nd</sup>, all in favor.
- ***Closing note: Ask in the newsletter if homeowners want to provide e-mail address so they can get updates or by contacted by e-mail.***

**Walnut Grove  
Annual Meeting Minutes  
December 4, 2006**

**Roll Call:** John & Debbie Slavinski (9527) Dstry Torrez (9528) Miguel Jedi (9548) Michael Leeper (9578) Frank Goyette (9607) Amy & John Scott Mann (9687) Jefferson Singleton (9707) Bob Pyle (9745) Boyd Pitcher (9845) Valerie Ku (9885) John & Laurie Quam (10680) Jack & Laura Nichols (10690) Hendrik Moorri (10741) Mike Ojeda (9548)

**Proxy:** Doug Vitta (9828), Jack Bumgardner (9768) both proxies appointed a board vote

**Management:** Kathy Andersen & Steve Smalley

A quorum was present and in proxy so Dstry called the meeting to order at 6:54 p.m.

**2005 Annual Meeting Minutes:** It was determined that the minutes are from 2004 not 2005. The 2005 minutes will be presented to the board for corrections and once corrected they will be mailed to the membership.

Kathy,

Please correct names to John and Debbie Slavinski and Mike Ojeda and I suggest revising the 2006 accomplishments as follows. I also suggest rewriting the notes so they flow like a report or letter. It's sometimes hard to understand unless you were at the meeting. If you need help, I'm available. Thanks.

2006 Accomplishments

The Walnut Grove HOA was very successful in accomplishing the following tasks during 2006. In addition, all of this was done without raising your HOA fees from the current \$45 a month!

\* Trees were planted in accordance with the City of Westminster "Tree Replacement Program." A refund was received which will go towards the Walnut Grove water bill. Homeowners can also use the plant a tree program. Also, there is an auction where you may receive trees.

\* A "Reserve Study" is underway for all the Walnut Grove common areas. This study will be conducted by \_\_\_\_\_ to determine \_\_\_\_\_

\* "No Solicitation" signs are in place at the 107th Drive and the Hoyt Street entrances to the neighborhood. Please feel free to contact Colorado Management Company at 303-433-2325 to report infractions. The management company will contact the solicitor regarding the HOA Rules and Regulations concerning soliciting in Walnut Grove and ask them if they'd prefer to advertise in the Walnut Grove newsletter for \$5 a month.

\* The open space trail located behind the houses on 107th Drive was adopted and a sign installed at the edge of the trail behind the West retention pond. Community projects were scheduled throughout the year to pick up trash and debris on the trail and the open space.

\* A "No Motor Vehicle" sign was installed at the entrance of the 108th & Johnson Street trail to deter automobiles, motorcycles, and other motorized vehicles from driving down the trail. Only City of Westminster vehicles are authorized to drive on the trail.

\* The HOA and the City worked together to beautify the trail behind the houses on 107th Drive. Wildflower seed was planted along the easement and even with the little bit of precipitation, most of the seed flowered. They should fill out and be more colorful next

Spring. We ask homeowners to please not spray weed killers or mow down the flowers as they grow. Thanks!

\* Various community projects were completed during the year including mulching around the trees in the Walnut Grove parks and common areas.

Mulch is free from the city and the HOA takes advantage of this service with the help of neighborhood volunteers with trucks. Please contact the HOA to volunteer.

\* Two neighborhood contests are conducted each year - "Curb Appeal" and the "Holiday Lights" contests. Curb appeal is judged during the summer and the lights are viewed during the Christmas holiday season. This year's holiday contest will start around December 20th. The winner receives a free month of dues.

\* The HOA Board strives to maintain the community areas and encourage homeowners to participate. Two committees are in place to accomplish these efforts: The "Design Review Committee" reviews requests for landscape and structural changes, e.g., decks, landscaping, etc. The "Rules and Regulations" committee determines the need for rules and regulations to maintain uniformity and attractiveness in the neighborhood.

**Financials & Budget:** Steve introduced himself as owner of CMR and Kathy as the Community Manager.

Balance sheet:

Cash-Main Acct.	\$4,253.06
Savings Account/	\$20,433.24
Total Current Assets	\$24,686.30

Steve explains the purpose of the Reserve Study and the importance it has to your property value.

Cash Flow is included in the packet which shows how the money has been spent over the year.

Budget Comparison: Transfer to reserve has not been completed over spent by \$600.00 in area of landscape & water.

Proposed Budget: Same as last year, no new huge project to make any changes for. The board feels they can operate the same as last year.

Questions:

Over usage of water especially in the common areas. Technology out there to over ride rain days. Board has discussed rain sensors

Everyone was in agreement that the rain sensors would save a lot of money especially in the retention area.

Budget can be rejected with 67% of membership which equals 43votes, Steve made a call for a vote to reject, and hearing no rejections the budget is ratified.

Steve announced to the community that there is a wealth of information on the web site such as financials, declaration, by laws and community events. Steve discussed a little bit of what a board does and how lucky Walnut Grove is to have a board that is good at what they do.

**General Discussion:**

Everyone is welcome to take part of committee's. Design & Review Committee, Mike is chair & Rules & Regulations Committee, Debbie is chair..

Hendrik Moori brought up discussion regarding the landscaping, 108<sup>th</sup> & Johnson, would like to have the dead tree their replaced. Dstry stated, that tree was an extra, were not sure if this one was going to be replaced what does the community thing should it be replaced? Hendrik votes to replace this tree.

The subject of the underground drainage system was address and noted that it would be the largest cost in the reserve study to maintain. Need to assess the value and maintenance. A request for mapping of the system to be on web site so that they have info before any major work to their landscape. PDF file would be good. Need true facts before publishing. Publishing should come with a lot of thought as to the reason why it is here and what it does could affect the resale value of any one person's home.

East retention pond, very un-level causes problems with drainage & also with standing water. There is a project to assist with drainage. Jack & Laura's landscaping not done due to the standing water, ground also sinking. Board will address further in 2007.

**Election of Directors:** Laura & Bob's terms are up. Dstry, John & Deb have another year left, with their terms ending in 2007.  
Amy Mann & Michael Leeper have volunteered to hold a board position.  
Amy stand is to keep everything fair & uniform  
Michael has been part of the board since inception, feels he will provide good community representation and would like to be part of the control.  
Board member's basic duties are to serve a two year term, meeting every two months, usually at 630pm for 1 to 2 hours. Try to have each board member take on projects between themselves. Majority of the business is conducted via e-mail  
Congratulations to Mike Leeper and Amy Mann the new board members, with terms ending in 2008

**Announcements:** Next board meeting February 13<sup>th</sup> at 6:30pm and location to be determined. Web site now has the schedule for community events thru July and a calendar showing meeting dates.

**Adjournment:** Boyd motions to adjourn Mike 2nds, all in favor. At 7:41pm

E-mail addresses:

<a href="mailto:hmoorlag@comcast.net">hmoorlag@comcast.net</a>	Hendrik Moori
<a href="mailto:bpitcher@att.net">bpitcher@att.net</a>	Boyd Pitcher
<a href="mailto:mojedi@aol.com">mojedi@aol.com</a>	Mike Ojeda
<a href="mailto:dog-j@hotmail.com">dog-j@hotmail.com</a>	Jeff Singleton
<a href="mailto:Jscottmann@gmail.com">Jscottmann@gmail.com</a>	Scott Mann
<a href="mailto:Valerie.ku@gmail.com">Valerie.ku@gmail.com</a>	Valerie Ku
<a href="mailto:mikeleeper@remax.com">mikeleeper@remax.com</a>	Mike Leeper
<a href="mailto:arbyerly@yahoo.com">arbyerly@yahoo.com</a>	Amy Mann

*Walnut Grove  
Board Meeting Minutes  
December 4, 2006*

**Roll Call:** Dstry, Debbie, John, Amy, Michael

**Management:** Kathy Andersen & Steve Smalley

Dstry called the meeting to order at 7:45 p.m.  
Steve explains the positions of the board  
Dstry talked about walk around & violations  
President – Dstry Torez  
Vice President – John Quam  
Treasurer- Mike Leper  
Secretary- Amy Mann  
Member at Large – Debbie Slavinski  
Motions were made all were in favor of these nominations

Remove Bob and Laura from e-mail group and add Amy and Mike, request new signature cards for February meeting.

**Announcements:** Next Board Meeting will be February 13<sup>th</sup> at 7:00pm at Dstry's.  
Meeting notice will be going out as a flyer with billing to announce meeting dates, ease into E-mail meeting notices will begin in June along with the newsletter, will eliminate expense. Suggestion was made to do billing by e-mail also. Form to be sent with billing to gather information needed to make decisions.

**Adjournment:** John motions to adjourn Debbie 2nds, meeting adjourned at 8:37pm