

**The Forest Park of Lafayette Lotowner's Association**  
**Minutes of the February 16, 2010**  
**Annual Lotowner's Association Meeting**

**(Approved 02/24/11)**

An annual meeting of The Forest Park Lotowner's Association (the "Association") was held at the Clubhouse of The Cottages at 1340 Forest Park Circle in Lafayette, Colorado on February 16, 2009.

**Call to Order:**

The meeting was called to order at approximately 7:00 p.m. (MDT) on Thursday, February 16, 2010 by Doug Tiefel, Treasurer, who presided.

**Roll Call of Members Present:** Ten lots were represented with the following members present: Fred Dunlap, Norbert Hattendorf, Brian Hoag, Michael O'Day and Doug Tiefel. Proxies were submitted from the following: Flathead Development. It was determined that a quorum was present. The property manager, Allan Orendorff was also present.

**Minutes of The Association's Annual Meeting held on February 26, 2009:** Those members that were present at the 2009 meeting agreed that either they had read the Minutes from that Meeting and they were acceptable as written. There was a motion by Norbert Hattendorf, with a second by Fred Dunlap, with unanimous approval.

**Officers Reports:**

**President's Report:** The President was unable to attend this meeting; however this note from the previous President, Doug Tiefel is still valid. During the 2009 annual meeting Doug Tiefel summarized the legal situation of the forest area. It is owned by the City of Lafayette; however, the maintenance obligation rests with the lot owners of Forest Park. If anyone wishes to reserve, the forest and/or pavilion they can contact the City of Lafayette Parks Department at 303-665-5588.

**Property Manager's Report:**

1. Al Orendorff presented the Income and Expense report for 2009 and reviewed the 2010 Budget.
2. There are delinquencies on two properties in 2009, although the outstanding amounts are late fee and financial assessments and NOT the actual dues for 2009. Sage Telecom owes for the repair of the common elements damaged while installing the Comcast fiber line. Dog Tiefel committed to follow up with Sage Telecom on the outstanding balance.
3. Prior to the Annual Meeting, the Board of Directors met and approved the 2010 budget with a recommendation for the Association members to ratify the 2010 Annual Budget. The budget remained unchanged at \$55,000 for 2010. Assessments will be prepared and sent out to all Lotowners in the next couple of weeks. It was noted that one property was successful in challenging the County and his square footage was reduced. This means that although the 2010 budget remains the same, there will be a slight increase in annual dues for all other Lotowners.
4. Major Accomplishments are as follows:
  - Documents updated and 8 policies adopted
  - A web site has been created for the development [www.forestparkloa.org](http://www.forestparkloa.org) please note .com works as well
  - Replaced irrigation clock to and added more control zones
  - All irrigation zones now have their own timer
  - Added rain sensor to new clock that will automatically shut off water when it is raining
  - Documented and mapped the entire irrigation system
  - Changed landscape company (Firethorn Services)
  - Hired Nitro-Green to handle weed control and fertilization

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- Collected ALL 2008 outstanding LOA dues
  - Closed the year \$6.2K under projected budget
  - Transferred \$10K to the reserve Money Market account.
5. Al Orendorff provided an overview/review of the eight policies adopted by the HOA in 2010. These policies are posted on the LOA web site.
  6. It was request that the financial overview wording of “Uncategorized Income and Expense” be re-worded to: Uncategorized items are items from 2008 that were collected in calendar year 2009. This was done to avoid possible confusion in the future. Uncategorized items will not show in any financial documents going forward.

Motion to approve the 2009 financial report: Brian Hoag, 2<sup>nd</sup> by orb Hattendorf.

**Committee Reports:**

A discussion was had regarding maintenance contracts for 2010. The Association has retained Goose Haven Sand & Gravel for 2010 for general clean-up and snow removal. The Association has agreed to retain Firethorn Services Company for the maintenance of the irrigation system as well as the lawn for the forest with Nitro-Green handling the lawn fertilizing and weed control.

Doug Tiefel asked for volunteers to review and audit the financial records prior to handing the books over to Trio Property Management. Brian Hoag and Fred Dunlap volunteered to review the records for 2008 and 2009. The date for the review is February 23<sup>rd</sup> at 2 PM at the Cottages.

**New Business:**

1. The election of 2010 Officers - A request was made for a new 2010 Board of Directors. Five members agreed to serve. They are Norbert Hattendorf, Brian Hoag, Michael O’Day, Fred Dunlap and Doug Tiefel. The new Board will agree amongst themselves for the positions of President, Vice President, Secretary, Treasurer and one other position. The same Board Members will also serve as the Architecture Control and Landscape Committee. After discussion, there was a motion and a second with a unanimous vote to elect all five individuals as the 2010 Board of Directors. It was expected that Steve Hehnen would also remain on the board; Doug Tiefel will contact Steve to confirm.
2. The members present also unanimously approved the 2010 budget Motion to approve: Norb Hattendorf, 2<sup>nd</sup> Michal O’Day.

**Announcements:**

Please direct all correspondence regarding Forest Park LOA business to Allan Orendorff, Trio Property Management, P.O. Box 106, Niwot, CO 80544. To contact by telephone: office – 303-517-8486 and fax – 303-652-2161. The email address is Trio Technologies LLC [Trio-technologies@comcast.net].

**Note: Please provide your email address to our Property Manager**

**Adjournment:**

The meeting was adjourned at approximately 8:10 P.M.