

**The Forest Park of Lafayette Lotowner's Association
Minutes of the January 15, 2013
Annual Lotowner's Association Meeting**

(APPROVED 02/11/14)

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 January 15, 2013.

Call to Order:

The meeting was called to order at 6:05 p.m. (MDT) on Tuesday, January 15, 2013 by Doug Tiefel, Treasurer, who presided.

Roll Call of Members Present: Twenty lots were represented with the following members present: Fred Dunlap, Michael O'Day, Scott Gresser - Hospice, Bud & Robin Kelt, John Beechen and Doug Tiefel. Proxies were submitted from the following: Doug Meyers. Per the Covenants, 20% attendance is required to have a quorum. It was confirmed that the minimum required are 8 lots and 20 are represented above. The property manager, Allan Orendorff was also present.

Minutes of The Association's Annual Meeting held on February 13, 2012: Those members that were present at the 2012 meeting agreed that they had read the Minutes from that Meeting and they were acceptable as written. There was a motion by Michael O'Day to approve the minutes, with a second by Robin Kelt, with unanimous approval.

Minutes of The Meeting held on December 4, 2012: Unfortunately Norb Hattendorf was not in attendance at the annual meeting, however he was one of three board members at the December 4th meeting. It was decided that the LOA will get written approval from Norb and motion to approve these minutes at our next Board meeting.

Officers Reports:

President's Report: The Norb Hattendorf, the President of the LOA was unable to attend this meeting; so Doug Tiefel presided over the meeting. Norb Hattendorf also submitted his resignation from the Board.

Doug Tiefel summarized the plans for the Fairways project on Trailridge East. Doug is awaiting direction from the City of Lafayette as to how they intend to administer their growth plan. Doug will keep the LOA updated.

Property Manager's Report:

1. Al Orendorff presented the Income and Expense report for 2012 and reviewed the 2013 Budget.
2. There are NO delinquencies on any properties in 2012.
3. At the December 4, 2012 meeting the Board of Directors met and approved the 2013 budget with a recommendation for the Association members to ratify the 2013 Annual Budget. The overall budget remained unchanged at \$55,000 for 2013. The LOA dues structure has remained the same for the past 3 years. Assessments will be prepared and sent out to all Lotowners no later than February 1, 2013.
4. Major 2012 Accomplishments are as follows:
 - Refurbished Park signage
 - Installed fake rock cover over backflows in Park area
 - Repaired main line leak in irrigation system behind Nissi's, & along 95th Street
 - Completed tree trimming after storm for structure
 - Increased reserves by \$2,500 in 2012

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Forest Park Lotowners Association
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5. Common area perimeter areas and internal lots were mowed monthly and the LOA plans to continue this practice through 2013.
6. Although the LOA suffered through the hottest July on record, and a very hot August the LOA managed to stay within the water budget set for 2012.
7. An outside audit of the financials by Bottom Line Business Solutions LLC will be completed once all 2012 financials have been completed and 1099's received – prior to the taxes being completed. The results will be sent to the Board.

Motion to approve the 2012 financial report: Fred Dunlap, 2nd by Michael O'Day. - passed with unanimous approval.

New Business:

1. The election of 2013 Officers – Norb Hattendorf advised that he is no longer able to be on our board. Robin Kelt is planning to move once her home sells and therefore should not be a board member and therefore these members will no longer be Forest Park board members. Scott Gresser and John Beechen offered to serve on the board and were accepted by all members present. All other officers from the 2012 Board of Directors remained. 2013 board is as follows: Fred Dunlap – President, Scott Gresser – Vice President, Doug Tiefel - Treasurer, Michael O'Day - Secretary, and John Beechen – Member at Large. The same Board Members will also serve as the Architecture Control and Landscape Committee.
2. The 2013 Budget was reviewed by all present and no objections were voiced – the 2013 Budget was ratified by the members present.
3. The Property Manager reviewed HB12-1237 that takes affect on January 1, 2013 regarding the retention of documents. The Property Manager indicated areas where further clarification is required and has scheduled a meeting with the Association attorney to review. The Property Manager will report back to the Board once all his concerns have been addressed.
4. Michael O'Day discussed the perimeter fence painting and will discuss this with his neighbors to see if this activity can be coordinated.
5. It was suggested that a summer BBQ be held in the Park if we can secure the cooperation of the various restaurants in the development. The Park area and Pavilion could be used. Possibly restaurants could either donate or sell food in the Park during the event.

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 Trioproperty@comcast.net.

Note: Please provide your email address to our Property Manager

Adjournment: Motion to adjourn by Robin Kelt, 2nd by Mike O'Day. The meeting was adjourned at 7:15 P.M.