

**ADRIEL HILLS CONDOMINIUM ASSOCIATION
BOARD OF DIRECTORS
MEETING AGENDA
APRIL 20, 2021 6:00 PM**

<https://us02web.zoom.us/j/89760170600?pwd=cnNjVitjT0FJREhIT29UOFV3YUhudz09>

Meeting ID: 897 6017 0600 Passcode: 520437

CALLED TO ORDER 6:00 PM VIA ZOOM – Jim

APPROVAL OF MEETING AGENDA - Jim

HOMEOWNERS' CORRESPONDENCE- Jim

APPROVAL OF MARCH MINUTES – Jim (*Attached*)

TREASURER'S REPORT – Paul (*March Attached*)

MANAGER'S REVIEW – Ralph (*April Attached*)

COMMITTEE/WORKGROUP REPORTS

- Area Development – Ski
- City/County Planning Liaison - Isabel
- Ad Hoc Committee - Clubhouse Remodel – Chris
- Community Activity Committee – Deborah Kohler
- Other Committees

OLD BUSINESS:

- Adopt 2021-2022 Operating Budget (*Attached*) - Jim & Ralph
- Adopt 2021-2022 Reserve Plan & Funding (*Attached*) – Jim & Ralph
- Adopt 2021-2022 Schedule of Fees (*Attached*) – Jim & Ralph
- Approve 2021-2022 Services/Contracts (*Attached*) - Jim & Ralph

NEW BUSINESS:

- 1737 Elim Ct. Deck (common area encroachment) - Jim

HOMEOWNER COMMENTS:

ADJOURNMENT

**ADRIEL HILLS CONDOMINIUM ASSOCIATION
BOARD OF DIRECTORS MINUTES
MARCH 16, 2021**

Board Members Present: Jim Fry (President, 2021), Chris Wells (Vice President, 2023), Paul Bruck (Treasurer, 2023), David "Ski" Cismoski (Secretary, 2022), Ken Baldwin (2021), Isabel Garity (2023), and Sam Solt (2022). *The number by each director, indicates the last year of their term.*

Board Members Absent: None

Property Manager: Ralph Pankey

Homeowners Present: David Cunningham, Don Homan, Jim O'Neill, Mark Silhasek and Laurie Sneider.

2021 Committee Members:

- * Area Development Committee: Ski Cismoski, Ken Baldwin & Sam Solt
- * Management Committee: Sam Solt, Charlie Doggett & Diane Kenning
- * Ad Hoc Clubhouse Remodel Committee: Paul Bruck, April Kemerling, Dave Peel, Laurie Sneider & Chris Wells
- * Nominating Committee: TBD
- * City/County Planning Liaison: Isabel Garity

Call to Order: Jim called the meeting to order at 6:04 pm. via Zoom

Approval of Agenda: Moved, Seconded and Approved (**MSA**) to approve agenda.

Homeowner Comments/Correspondence:

Two letters were received about amenities: sauna, etc. and library. Also, for no increase in the dues for 2021-2022. They were discussed later.

Approval of Minutes –

February 2021: MSA with no corrections.

Treasurer's Report: Paul presented the report; we are in good shape on the Operating Budget. No expenses for the month from the Reserve Fund. Adriel Hills Auditor, Jarrod Kilburn, will be addressing the long-awaited removal of note for water issue. With extensive leg work by Bonita, the final 2019-2020 audit data has been provided to auditor and he will complete the audit as soon as he can.

Manager's Review:

- * Ralph provided a written report to the Board.
- * Chris will include a request for a member that might have website design experience in the next newsletter. The HOA website is in need of a refresh, update or replacement; **high priority, as our website, as it is now, will not be available due to website host updates to take effect within the next few months.**

- * Ralph reported on the snow plowing for the record storm we had last Saturday and Sunday. Thanks to farmer Tim Kerbs (farmer to the east of Adriel Hills) for bringing his big John Deere tractor with man-sized plow to get the roads cleared.
- * Lots of tree damage from the snow. They're being worked on as quickly as possible.
- * Ralph reported that a gas-powered generator was purchased a few years ago which can power the circulating pumps which keep the pool water pipes thawed. It can also provide some heat to the clubhouse
- * Jim asked Ralph to pass on kudos to the staff for their snow removal efforts.

Committee Work Groups:

Area Development:

- * Ski will consider asking County Commissioner, John Kefalas, about the frequent power disruptions. Residents have mentioned to Ski, that the outages have been beyond Xcel's control; therefore, Ski will defer on this interaction for now.
- * No new proposals from the Moore property development.
- * Ski would like to invite the two Fort Collins City Council candidates running for District 1 (to which we are adjacent) seat to discuss their thoughts on the Turnberry extension. It was noted that we are in the county and cannot vote in the election. Sam knows both candidates and volunteered to contact them.

Management: (Will be covered in Executive session)

City/County Planning Liaison:

Isabel reported that 46.9% of all housing in the City of Fort Collins is occupied by renters. She was not sure the source or if it included CSU students.

Ad Hoc Committee - Clubhouse Remodel/Vision: *(please see attached report)*

Chris presented a written report; highlights include:

- * Added April Kemerling (licensed interior designer) to the committee.
- * The clubhouse remodel survey has been sent out and results are coming in slowly (~30% have been returned). The most desired amenities so far (in order) include ADA bathrooms, kitchen update, AV equipment and exercise equipment. Hopefully more surveys will be received.
- * Sauna and 24/7 mail station option have received little support so far.

Old Business:

* Audit Status: See above (Treasurer's report)

* COVID-19 Protocol – Amenity Use

Two requests received from members:

1) Open Library seven days a week as of 3/18/21 **MSA**

Thanks to Sharon Siman and Sara Fry for the work they've done in the library!

2) Request to open the sauna, hot tub, increase number of people allowed in the pool and the possibility of hosting guests there.

As of 4/1/21:

two people in the sauna;
two people in the hot tub,
two people in the changing rooms
One shower stall open in each of the two shower rooms.
No guests, no use of pool table or ping-pong table **MSA**

- * Finalize Proposed 2021-22 Operating Budget
- * Finalize Proposed 2021-22 Reserve Fund Plan & Funding
- * Schedule of Fees (***all three are covered together below***)

A long discussion ensued about the proposed increase to dues for both the Operating Expenditures and Reserve Fund funding. It was suggested that there was little to cut from either if we are to keep the community desirable and to stay ahead of scheduled repairs and maintenance. Suggestions were made for cuts; they will be investigated.

Sam commented, that on a per person basis and the amenities that are available, living at Adriel Hills is a bargain compared to other neighborhoods.

Ralph was asked for an estimate for non-budgeted cleanup from the storm; he won't be able to guess until Davey Tree service can come by to assess tree damage. Isabel suggested it come from the Reserve Fund.

Ralph pointed out the Reserve Fund is set for specific projects, not for emergency use. Perhaps an emergency line item should be included in the Operating Budget. There is a line item "Board designated items" showing about \$18,000.

Five board members mentioned that the increase to fees is necessary so we don't fall behind in keeping up the property. Isabel suggested that we not increase HOA fees by \$20 for the Reserve Fund due to the unprecedented; COVID caused economic depression. Isabel said Adriel Hills would be allocating \$110.00 per month per homeowner for a total of \$233,640 into the Reserve Fund this coming year. She also said, we have a responsibility to reflect the needs and wants of the residents we were elected to serve and can maintain Adriel Hills as a first-class residence with existing funds. Two board members mentioned the three members that wrote letters asking for no increase this year (COVID consequences) and the likelihood that they represent many more.

MSA to distribute the proposed 2021-2022 FY Operating Budget and Reserve Fund with dues increase to homeowners for review and comment prior to approval at the April board meeting.

New Business:

By consensus, request Bonita to set up Zoom meeting reservations per homeowner/resident's request for personal use (similar to clubhouse reservations). Chris will put a note in the newsletter announcing this new amenity.

Homeowner Comments: * David Cunningham reported that before buying here, he estimated the costs of similar amenities, (including things like painting, snow plowing, golf course, trash, etc.) were

he to buy them separately while living in a free-standing house. His conclusion was that the cost to live here is relatively inexpensive.

* Don Homan:

- 1) Kudos for how the HOA handled the snow storm.
- 2) His experience over the years living here is that most power outages are caused by a car hitting a power pole. It takes about six hours to fix once it is found.
- 3) He is generally supportive of the Reserve Fund.

* Laurie Sneider:

She appreciates the work put in on both the Operating Budget and Reserve Fund Plan. She noted that over the years the board has tried to be mindful of those for whom the fees are onerous. But our priority must be long-term care of the HOA. Without maintenance, the desirability will erode.

* Jim O'Neill

Jim noted that an emergency/contingency line should be built into the Reserve Fund. He believes that by increasing dues we are potentially locking out new members. There are smaller units that might be relatively overpaying dues. He supports not raising the fees.

* Mark Silhasek

- 1) Thanks for the fast response on his concerns on fee increase. Suggests more detail (as was presented in this meeting) be presented in the newsletter as it might make residents more comfortable with the increase.
- 2) Re: amenities – needs vs. wants; he's concerned that use of items may be minimal (such as exercise equipment has been in the past).

Executive session – Personnel

* **MSA** for the board went into executive session at 7:55.

* The board came out of executive session at 8:35.

Adjournment: MSA for adjournment at 8:37.

Recorded and Submitted by Mark Kenning

Clubhouse Committee Report on Initial Results of Clubhouse Survey

During the week of March 8-14, 2021, the Clubhouse Committee asked Adriel Hills owners to complete a preference survey about clubhouse amenities (copy attached). The survey was put in the owner pigeonholes or emailed to owners known to be absent. The survey was not distributed to renters. Owners were asked to return the survey to their drop boxes or to committee members or to email electronic versions to Bonita by Sunday, March 14. As of Monday, March 15, 54 surveys were returned completed. The survey did not ask for owners' names or addresses because of concern over maintaining privacy and promoting candor. (One resident criticized this choice, concerned that there would be significant fraud in the form of some owners copying the survey and submitting multiple surveys.)

Because some owners own more than one unit here, the return of 54 surveys represents more than 30% of distinct owners of the 177 units. That should be a meaningful return to gauge owner preferences. But because the survey period ended with the snowpocalypse of 2021, the committee has decided to extend the return period until March 26 in an effort to hear from more owners.

Some returns included comments and suggestions, which are set out below. Some comments came in phone calls and conversations. Among other things, they tell us that we need to address a few concerns, such as the timing (not likely to start renovation work before fall and perhaps later); probable scope of the potential renovations (include paint, flooring, and furniture but not playground and community garden); and owner feedback and discussion opportunities (planned publication of survey results and open meetings). We can do that when we publish the survey results to owners.

The four most popular amenities so far, in order of preference, are ADA bathrooms, kitchen, A/V, and exercise area. Their rankings as "Important" or "Most Important" ranged from a high of 5/6 (83%) down to almost 2/3 (65%). In other words, no more than one out of three returns ranked any of these as "Least Important" (which the committee understands as often meaning "unimportant" to the owner). Only one out of six owners ranked the ADA bathrooms as "Least Important." The pool and ping-pong tables got strong support also, close to 3/5 (almost 60%).

On the other hand, the sauna, 24/7 mail, and library location were majority "Least important." Interpreting the library and 24/7 mail responses will take follow up. For example, we think there is strong support for the library, but few care where it is located. The mail responses leave questions about whether mailbox location is important.

Comments and suggestions on surveys included the following:

Upgrade electrical	Keep game tables but location unimportant
Upgrade main room	Larger hot tub or 2 nd hot tub outside
Eliminate library	Steam shower
Key card access to library door	Dog run, dog park
ADA showers unneeded	Playground for children
Community garden	More xeriscape
Walking trail	Insulation. Uninhabitable in summer with a/c on

--Amenities are fine. Will Improvements increase use? —likely not. Don't spend money for the sake of spending money. Keep dues low. A/V for Bronco games. (all one response)

--Build new building near machinery garage and move all staff there to free up space in clubhouse. (No suggestions for how to use new available space)

--One absentee owner emailed his strong support for a clubhouse renovation but did not complete the survey because he had not been on the property for 20 years.

Submitted by Chris Wells, Chair

Adriel Hills Condominium Association Budget Performance March 2021

	Mar 21	Budget	\$ Over Budget	% of Budget	May '20	Mar 21	YTD Budget	\$ Over Budget	% of Budget	Annual Budget
Ordinary Income/Expense										
Income										
1	49,560.00	49,560.00	0.00	100.0%	545,160.00	545,160.00	0.00	100.0%	594,720.00	
2	140.00	508.00	-368.00	27.56%	4,925.21	5,592.00	-666.79	88.08%	6,100.00	
3	49,700.00	50,068.00	-368.00	99.27%	550,085.21	550,752.00	-666.79	99.88%	600,820.00	
Expense										
Administrative										
4	77.97	66.67	11.30	116.95%	331.31	733.33	-402.02	45.18%	800.00	
5	0.00	41.67	-41.67	0.0%	0.00	458.33	-458.33	0.0%	500.00	
6	562.99	708.33	-145.34	79.48%	6,210.52	7,791.67	-1,581.15	79.71%	8,500.00	
7	0.00	541.67	-541.67	0.0%	5,813.88	5,958.34	-144.46	97.58%	6,500.00	
8	675.00	750.00	-75.00	90.0%	7,425.00	8,250.00	-825.00	90.0%	9,000.00	
9	0.00	33.33	-33.33	0.0%	164.54	366.67	-202.13	44.87%	400.00	
10	0.00	541.67	-541.67	0.0%	11,185.00	5,958.33	5,226.67	187.72%	6,500.00	
11	1,315.96	2,683.34	-1,367.38	49.04%	31,130.25	29,516.67	1,613.58	105.47%	32,200.00	
Amenities										
12	237.89	458.33	-220.44	51.9%	6,048.02	5,041.67	1,006.35	119.96%	5,500.00	
13	0.00	666.66	-666.66	0.0%	4,277.15	7,333.33	-3,056.18	58.33%	8,000.00	
14	1,730.06	583.35	1,146.71	296.57%	6,472.84	6,416.80	56.04	100.87%	7,000.00	
15	0.00	41.67	-41.67	0.0%	80.00	458.33	-378.33	17.46%	500.00	
16	1,967.95	1,750.01	217.94	112.45%	16,878.01	19,250.13	-2,372.12	87.68%	21,000.00	
Equipment										
17	353.87	583.33	-229.46	60.66%	6,617.64	6,416.67	200.97	103.13%	7,000.00	
18	494.68	791.67	-296.99	62.49%	4,036.52	8,708.34	-4,671.82	46.35%	9,500.00	
19	1,754.80	0.00	1,754.80	100.0%	2,953.45	1,666.00	1,287.45	177.28%	2,500.00	
20	2,603.35	1,375.00	1,228.35	189.34%	13,607.61	16,791.01	-3,183.40	81.04%	19,000.00	
Grounds										
21	4,506.25	4,506.25	0.00	100.0%	49,568.75	49,568.75	0.00	100.0%	54,075.00	
22	0.00	0.00	0.00	0.0%	12,906.87	13,000.00	-93.13	99.28%	13,000.00	
23	332.16	125.00	207.16	265.73%	1,387.65	1,375.00	12.65	100.92%	1,500.00	
24	-383.75	0.00	-383.75	100.0%	16,526.60	10,714.00	5,812.60	154.25%	12,500.00	
25	0.00	625.00	-625.00	0.0%	1,676.28	4,375.00	-2,698.72	38.32%	5,000.00	
26	19.49	1,055.00	-1,035.51	1.85%	11,259.27	8,444.00	2,815.27	133.34%	9,500.00	
27	1,435.27	416.00	1,019.27	345.02%	3,741.79	2,292.00	1,449.79	163.25%	2,500.00	
28	300.00	0.00	300.00	100.0%	22,820.76	21,500.00	1,320.76	106.14%	21,500.00	
29	6,209.42	6,727.25	-517.83	92.3%	119,887.97	111,268.75	8,619.22	107.75%	119,575.00	

Adriel Hills Condominium Association Budget Performance March 2021

	Mar 21	Budget	\$ Over Budget	% of Budget	May '20	Mar 21	YTD Budget	\$ Over Budget	% of Budget	Annual Budget
Payroll										
30 Payroll	20,908.57	22,179.75	-1,271.18	94.27%	230,749.96	243,977.25	-13,227.29	94.58%	266,157.00	
31 Payroll Taxes	1,749.96	1,885.25	-155.29	92.82%	18,747.93	20,737.75	-1,989.82	90.41%	22,623.00	
32 Total Payroll	22,658.53	24,065.00	-1,406.47	94.16%	249,497.89	264,715.00	-15,217.11	94.25%	288,780.00	
Roads/Infrastructure										
33 Concrete Repair	0.00	0.00	0.00	0.0%	9,385.25	7,000.00	2,385.25	134.08%	7,000.00	
34 Road Maintenance	0.00	5,500.00	-5,500.00	0.0%	13,722.71	18,000.00	-4,277.29	76.24%	18,000.00	
35 Utilities Common	0.00	250.00	-250.00	0.0%	2,042.70	2,750.00	-707.30	74.28%	3,000.00	
36 Total Roads/Infrastructure	0.00	5,750.00	-5,750.00	0.0%	25,150.66	27,750.00	-2,599.34	90.63%	28,000.00	
Structures										
37 Building Maintenance	0.00	0.00	0.00	0.0%	7,496.66	14,000.00	-6,503.34	53.55%	14,000.00	
38 Building Painting	205.26	0.00	205.26	100.0%	22,728.10	27,000.00	-4,271.90	84.18%	27,000.00	
39 Deck Maintenance	0.00	0.00	0.00	0.0%	8,193.80	5,000.00	3,193.80	163.88%	5,000.00	
40 Roof & Gutter Maintenance	0.00	208.00	-208.00	0.0%	1,127.39	2,292.00	-1,164.61	49.19%	2,500.00	
41 Total Structures	205.26	208.00	-2.74	98.68%	39,545.95	48,292.00	-8,746.05	81.89%	48,500.00	
Utilities										
42 Gas & Electric	1,315.32	2,041.66	-726.34	64.42%	21,711.27	22,458.33	-747.06	96.67%	24,500.00	
43 Telephone & Internet	128.05	130.00	-1.95	98.5%	3,308.57	3,870.00	-561.43	85.49%	4,000.00	
44 Trash	996.12	1,125.00	-128.88	88.54%	13,922.63	12,375.00	1,547.63	112.51%	13,500.00	
45 Water & Sewer	84.87	82.34	2.53	103.07%	1,176.95	1,289.67	-112.72	91.26%	1,500.00	
46 Total Utilities	2,524.36	3,379.00	-854.64	74.71%	40,119.42	39,993.00	126.42	100.32%	43,500.00	
47 Total Expense	37,484.83	45,937.60	-8,452.77	81.6%	535,817.76	557,576.56	-21,758.80	96.1%	600,555.00	
48 Net Income	12,215.17	4,130.40	8,084.77	295.74%	14,267.45	-6,824.56	21,092.01	-209.06%	265.00	

Adriel Hills Condominium Association

Balance Sheet

As of March 31, 2021

Mar 31, 21

ASSETS

Current Assets

Checking/Savings

Cash

Operating Bank Account 10,252.89

Petty Cash 639.22

Reserve Fund Bank Account 379,551.92

Seasonal/Oper Reserve 251,766.97

Total Cash 642,211.00

Total Checking/Savings 642,211.00

Accounts Receivable

Accounts Receivable Members 1,217.64

Total Accounts Receivable 1,217.64

Other Current Assets

Prepaid Insurance 8,602.00

Undeposited Funds 9,610.04

Total Other Current Assets 18,212.04

Total Current Assets 661,640.68

Fixed Assets

Accumulated Depreciation

Acc. Dep. Building Improvements -59,332.94

Acc. Dep. Equipment -147,242.62

Acc. Dep. Furniture -15,337.10

Acc. Dep. Site Improvements -220,553.34

Total Accumulated Depreciation -442,466.00

Property and Equipment

Building Improvements 80,678.41

Equipment Capitol Expense 170,858.28

Furniture 15,680.48

Site Improvements 381,557.97

WSSC 1/4 Qtr Share 175,000.00

Total Property and Equipment 823,775.14

Total Fixed Assets 381,309.14

TOTAL ASSETS 1,042,949.82

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Accounts Payable

Accounts Payable 32,254.53

Total Accounts Payable 32,254.53

Other Current Liabilities

Deferred Inc-Mbrs-Ins Ded 10,763.18

Deferred Inc-Reserve Fund 376,390.41

Deferred Income-Members 6,326.77

Ins. Billings in Excess of Cost 8,602.00

Adriel Hills Condominium Association

Balance Sheet

As of March 31, 2021

Mar 31, 21

Payroll Liabilities	
FUTA / SUTA Payable	658.30
State W/H	-2,480.00
Total Payroll Liabilities	-1,821.70
Proximity Card Deposits	5,630.00
Total Other Current Liabilities	405,890.66
Total Current Liabilities	438,145.19
Total Liabilities	438,145.19
Equity	
Opening Bal Equity	-896.91
Operating Fund	
Board Designated Reserve	18,951.92
Reserve - Insurance Deductibles	27,268.94
Reserve - Operating Contingency	43,000.00
Reserve - Seasonal Operations	100,000.00
Total Operating Fund	189,220.86
Retained Earnings	402,487.97
Net Income	13,992.71
Total Equity	604,804.63
TOTAL LIABILITIES & EQUITY	1,042,949.82

**ADRIEL HILLS
2020-2021 FISCAL YEAR
RESERVE FUND ACCOUNT**

Date	Invoice/Bill	Name	Memo	Amount	Balance
					239,072.30
05/01/2020	Invoice	177 units	Reserve fund for capital improvements	19,470.00	258,542.30
05/01/2020	Bill	Gilsdorf	Pool cover	-2,780.00	255,762.30
05/10/2020	Bill	Brown Dog	#6 & 10 dumpster enclosures	-105.00	255,657.30
05/23/2020	Bill	Davey Tree	1st EAB treatment	-14,204.00	241,453.30
06/01/2020	Invoice	177 units	Reserve fund for capital improvements	19,470.00	260,923.30
06/05/2020	Bill	A Concrete, Inc.	B-86 2047 SVC retaining wall	-7,950.00	252,973.30
06/05/2020	Bill	A Concrete, Inc.	Dumpster # 6 & 10 concrete for enclosure	-12,050.00	240,923.30
06/15/2020	Bill	Bentgrass	Retaining wall reinforcement	-1,264.82	239,658.48
06/29/2020	Bill	Brown Dog	construction of 2 dumpster enclosures	-8,750.00	230,908.48
07/01/2020	Invoice	177 units	Reserve fund for capital improvements	19,470.00	250,378.48
08/01/2020	Invoice	177 units	Reserve fund for capital improvements	19,470.00	269,848.48
08/26/2020	Bill	Many Colors	Dumpsters 6 & 10	-1,500.00	268,348.48
09/01/2020	Invoice	177 units	Reserve fund for capital improvements	19,470.00	287,818.48
09/17/2020	Bill	Traffic Safety Store	Dumpsters 6 & 10 bollards	-174.17	287,644.31
09/18/2020	Bill	Cloud Industries	Dumpsters 6 & 10 bollards installation	-750.00	286,894.31
10/01/2020	Invoice	177 units	Reserve fund for capital improvements	19,470.00	306,364.31
10/09/2020	Bill	Quality Well & Pump	Well #1 new pump and installation	-3,093.00	303,271.31
11/01/2020	Invoice	177 units	Reserve fund for capital improvements	19,470.00	322,741.31
11/25/2020	Bill	Lakeside Mechanical	replace pool heater	-6,372.00	316,369.31
12/01/2020	Invoice	177 units	Reserve fund for capital improvements	19,470.00	335,839.31
01/01/2021	Invoice	177 units	Reserve fund for capital improvements	19,470.00	355,309.31
02/01/2021	Invoice	177 units	Reserve fund for capital improvements	19,470.00	374,779.31
03/01/2021	Invoice	177 units	Reserve fund for capital improvements	19,470.00	394,249.31
					394,249.31
					394,249.31
					394,249.31
					394,249.31

ENDING BALANCE AS OF MARCH 31, 2021

MANAGER'S REVIEW

APRIL 2021

Snow Storm: Do you still remember the 19.6" snow storm we had in March? The staff continues to hear positive comments regarding our timely and effective snow removal. Believe me we greatly appreciate each and every positive thought and gesture. In addition to frequent comments and thank yous in passing, we received several emails; sharing just a couple as follows:

- Wednesday, March 17th a.m. "Compliments on all the snow removal! I walked for the first time this morning and had no trouble, WOW!"
- Thursday March 18th a.m. "I also wanted to thank the management team and the cleanup crew for the work after this storm. After listening to the horror stories from my colleagues about the delayed road cleanups in their neighborhoods, I am very thankful to be a resident of Adriel Hills."

In addition to comments and emails; we had a most wonderful hot lunch delivered to the shop including lasagna fantastic garlic bread and a 10 lb. cherry pie. No, we did not nap afterwards. 😊

The appreciation continues with brownies, cookies and some St. Patrick's Day favors and a contribution to the crew lunch fund. Each and every gesture of thanks and appreciation, is sincerely embraced by the staff and others involved in our snow removal effort.

Having not seen a snow event of this magnitude for quite a few years, it would be easy to get caught off guard. Our crew did some pre storm, brain storming and came up with several pre storm measures that helped tremendously. We all also reached out to any and all acquaintances that could be available to shovel.

We fielded a great team of hard-working snow shovelers and actually had to pick several of them up at their homes as they were ready to shovel but could not get across town. In addition to the large volume of snow it was extremely heavy. Our shovelers got a heck of a work out and conventional snow removal equipment was challenged and struggled to be effective. That said, Max, Tyrus and Danny started early on in the storm. They were extremely effective in getting at least one lane open throughout the community with our in-house equipment including skid steer, tractor and Bobcat cart. This effort by itself, would have ultimately gotten us taken care of; we were not waiting and hoping a costly snow removal contractor would show up. The skid steer is our primary piece of snow removal equipment (along with everything else it does year-round) and the cost of the lease is reasonable but not in-expensive. Very frankly, at as much as \$200/hour for a contractor's skid steer, it all but paid for itself for the year with this storm. To really be prepared for this type of storm (they actually forecast quite a bit more snow and wind than received) and minimize the possibility of a helpless feeling of being overwhelmed, big equipment on standby is a must.

When I called the man with the big tractor the week before the storm, he answered by saying "I know why you are calling". The man with the big tractor is Tim who he and his family have farmed the land east of Adriel Hills for years. Tim has also been the most phenomenal neighbor to Adriel Hills. In addition to going above and beyond

to come to our aid in a huge snow storm, we work very closely on our shared irrigation water delivery source. Believe me; as I know from experience, some long-time farmers are not very welcoming to those who use raw water irrigation to grow grass, but Tim has always been very helpful. Another above and beyond neighborly thing Tim has done for Adriel Hills for years is let us dump mountains of leaves from fall cleanup on the perimeter of his field. This accommodation has saved Adriel Hills hundreds of dollars; by not having to truck loads of leaves for disposal, off site each year.

When I called Tim Sunday, morning, he said, "You bet I will be there this afternoon. Which piece of equipment should I bring?" We/he decided, the really huge one that will plow the biggest part of the full width of our roads. Tim was here for us for several hours both Sunday and Monday and plowed snow that would have taken us at least a couple more long days to clear. I don't know how we can say a huge enough thank you to Tim and I am personally forever grateful!

Some of you may be saying, enough Ralph, by now, but I appreciate the opportunity to share this information to the many of you that I believe are interested and appreciate it. One more note; I know a lot of you shoveled very hard at your home and in many cases at your neighbor's home and possibly a mail hut and/or dumpster or two. This too is greatly appreciated! Thank You.

Amenities: Per the Board of Directors meeting in March a decision was made to significantly reduce COVID-19 restrictions regarding amenity use. Please see the following list of changes and remaining restrictions that are effective **beginning April 1st**. Our thanks to the Board of Directors for their year long attention and deliberations in maintaining a safe environment for our community members and staff.

Library – Open seven days a week during clubhouse operating hours as of Thursday, March 18, 2021; enter through the library door only.

Administrative Office – By advance appointment only.

Clubhouse Access – Continue through lower floor north gate only. Front door to remain locked.

Hot Tub – Maximum two (2) people, unless from same house hold (UFSH).

Sauna – Maximum of two (2) people, UFSH

Changing Room – Maximum of two (2) people, UFSH

Showers – One shower stall only; open in each of the two shower rooms.

Pool Table – No use allowed.

Ping Pong Table – No use allowed.

Guest – Not allowed at this time.

Clubhouse Reservations – Tentatively allowed as of or after May 1, 2021. (Subject to state and county guidelines)

Golf Course: Green's aeration is currently scheduled for April 26, 27 and 28th; conditions permitting. Regularly scheduled applications will begin in April also.

Roadways: The last of the crack fill on the north side of the community is scheduled for April 2nd; conditions permitting.

Spring Cleanup: Lawn Pro will begin gutter cleaning and spring cleanup the week of April 12th and/or week of April 19th; as conditions permit.

Operations Report: I greatly appreciate Danny's Operations Report and him being willing to contribute to the newsletter.

Covenant Enforcement: Call it what you want as long as it is family friendly. Some say we are too strict; some say we are not strict enough on covenant and/or Rules and Regulations enforcement. We are going to be on a spring cleanup push. If there are items outside your home that do not belong, are not in good repair or are unsightly, etc., etc.; you are encouraged to address it this month. We won't recite or include rhyme and verse of the many references in our By-Laws, Declaration or Rules and Regulations regarding residents' responsibilities to maintain the appearance of the outside of their homes. We encourage you to review our documents if you have questions regarding what is and is not allowed. Please know there will be a new Sheriff in town as of the first of May for enforcement of the Association guidelines for outdoor areas.

Please don't be the person on your block to get a letter. We request you look closely around the exterior of your home and address any/all concerns accordingly. If you have questions, please contact me.

Thank you for your cooperation and efforts in this matter.

Ralph

ADRIEL HILLS EXPENDITURE HISTORY 2021-2022 PROPOSED OPERATING BUDGET

INCOME		2017-2018 Actuals	2018-2019 Actuals	2019-2020 Actuals	2020-2021 Budget	2020-2021 Projected Year End	2021-2022 Proposed Op. Budget
1	Regular Homeowner Fees (\$10.00/unit/month increase)	573,480	573,480	594,720	594,720	594,720	615,960
2	Miscellaneous Income	7,347	7,556	7,165	6,100	6,100	6,000
3	Total - Operating Income	580,827	581,036	601,885	600,820	600,820	621,960

OPERATING EXPENDITURES

4	Administrative						
4	Auto Reimbursement	1,163	1,316	565	800	450	500
5	Hospitality/Social Activities	462	199	304	500	500	500
6	Office Expenses	8,045	8,079	9,003	8,500	7,000	7,000
7	Professional Services	5,044	5,002	5,589	6,500	10,000	11,700
8	Security	7,150	6,800	8,025	9,000	8,000	9,000
9	Taxes/ Licenses	162	389	247	400	300	300
10	Worker's Comp Insurance	7,854	3,598	5,941	6,500	11,200	9,000
11	Total Administrative	29,880	25,382	29,673	32,200	37,450	38,000
	Amenities						
12	Clubhouse	5,688	6,885	9,402	5,500	6,300	5,500
13	Golf Course	6,636	9,681	10,780	8,000	7,500	8,000
14	Pool	8,032	8,004	6,154	7,000	6,700	7,000
15	Tennis Courts	38	249	465	500	200	400
16	Total Amenities	20,394	24,819	26,801	21,000	20,700	20,900
	Equipment						
17	Equipment Maintenance	7,301	9,145	6,824	7,000	7,500	7,500
18	Equipment Lease/Purchase	4,920	3,995	12,526	9,500	5,000	10,000
19	Fuel	1,982	2,514	2,461	2,500	3,000	2,500
20	Total Equipment	14,204	15,654	21,811	19,000	15,500	20,000
	Grounds						
21	Contracted Landscape	57,628	47,208	57,006	54,075	49,600	55,450
22	Fertilizer & Weed	2,381	12,953	12,636	13,000	13,000	13,300
23	Goose & Pest	1,597	1,526	1,510	1,500	1,500	1,500
24	Irrigation	14,313	16,971	14,486	12,500	17,500	14,500
25	Landscape Maintenance	2,048	5,219	2,078	5,000	4,000	4,000
26	Landscape Projects	13,656	14,958	6,887	9,500	11,500	11,000
27	Snow Removal	2,346	2,235	3,323	2,500	4,000	2,500
28	Trees	22,931	35,757	29,625	21,500	23,000	22,000
29	Total Grounds Maintenance	116,900	136,827	127,551	119,575	124,100	124,250

ADRIEL HILLS EXPENDITURE HISTORY 2021-2022 PROPOSED OPERATING BUDGET

OPERATING EXPENDITURES

2017-2018
2018-2019
2019-2020
2020-2021
2020-2021
2021-2022

Actuals
Actuals
Actuals
Budget
Year End
Proposed

Op. Budget

Payroll	2017-2018	2018-2019	2019-2020	2020-2021	2020-2021	2021-2022
30	Actuals	Actuals	Actuals	Budget	Year End	Proposed
Payroll	204,792	211,975	233,068	266,157	254,000	272,704
31 Payroll Taxes	16,769	17,487	19,078	22,623	19,304	21,015
32 Total Payroll	221,561	229,462	252,146	288,780	273,304	293,719
Medical Benefits						
33 Employee Health Insurance						TBD
34 Total Medical Benefits						TBD
Roads/Infrastructure						
35 Concrete Repair	13,345	1,062	7,000	7,000	9,500	5,000
36 Road Maintenance	10,301	5,406	13,391	18,000	19,000	20,000
37 Utilities Common	2,701	2,262	9,108	3,000	2,100	3,000
38 Total Roads/Infrastructure	26,347	8,729	29,499	28,000	30,600	28,000
Structure						
39 Building Maintenance	21,933	35,755	53,922	14,000	10,000	17,000
40 Building Painting	18,434	32,187	37,740	27,000	28,500	28,000
41 Deck Maintenance	9,168	3,889	6,011	5,000	8,200	4,000
42 Roof & Gutter Maintenance	4,729	1,283	3,586	2,500	1,500	2,500
43 Total Structure	54,264	73,115	101,259	48,500	48,200	51,500
Utilities						
44 Gas & Electric	23,960	25,253	23,522	24,500	23,500	24,500
45 Telephone	3,402	3,262	3,384	4,000	3,700	4,000
46 Trash Removal	12,573	14,528	13,971	13,500	15,500	15,200
47 Water & Sewer	1,353	1,939	1,355	1,500	1,500	1,500
48 Total Utilities	41,288	44,982	42,232	43,500	44,200	45,200
49 Total Operating Expenditures	524,838	558,970	630,973	600,555	594,054	621,569
50 Total Income	580,827	581,036	601,885	600,820	600,820	621,960
51 - OVER/+UNDER	55,989	22,066	-29,088	265	6,766	391

ADRIEL HILLS CONDOMINIUM ASSOCIATION

PROPOSED RESERVE FUND PLANNED EXPENDITURES

Fiscal Year	Annual Expenditure Items	\$ Amount
2016-2017	Computer	1,295
	Road Overlay - Phase 1	153,820
	Water Purchase Payment #1	87,500
Sub Total		242,615
2017-2018	Road Overlay - Phase 2 (incl. Dumpster 5 & 7)	228,925
	Water Purchase Payment #2	43,750
	7 Canal Decks	10,525
	Clubhouse AC	12,350
Sub Total		295,550
2018-2019	Water Purchase Payment #3	43,750
	Hot Tub	20,000
	8 Canal Decks	12,896
	Drainage Issues	37,626
	Tennis Courts	60,675
Sub Total		174,947
2019-2020	Drainage Issues	45,800
	Clubhouse Renovation - Window Coverings	8,164
	Computer	1,734
	Rebuild 2 Dumpster Enclosures	993
	Tennis Courts	63,992
Sub Total		120,683
2020-2021	Pool Water Heater	6,372
	Retaining Walls	9,215
	Tree Health & Replacement - Emerald Ash Borer concern	14,204
	Rebuild 2 Dumpster Enclosures 6 & 10	23,329
	Winter Pool cover	2,780
	Well Pump Well #1	3,093
Sub Total		58,993
2021-2022	Drainage B-25, Adriel Dr. & D-10 grate	4,000
	Emerald Ash Borer Treatment - Small Trees	2,000
	Retaining Walls	83,000
	Rough Mower	15,000
	Tree Planting	3,000
Sub Total		107,000

ADRIEL HILLS CONDOMINIUM ASSOCIATION

PROPOSED RESERVE FUND PLANNED EXPENDITURES

2022-2023	Clubhouse Remodel	360,000
	Dumpster 8 & 9 Enclosures	25,000
	Emerald Ash Borer Treatment - All	13,000
	Greens Mower	3,000
	Indoor Pool Area Heater	4,300
	Irrigation Filter	13,000
	Irrigation Skid Pump	25,000
	Irrigation Skid Pump Controls	27,000
	Pump System Design	2,500
	Sub Total	472,800
2023-2024	Clubhouse Boiler	12,000
	Emerald Ash Borer Treatment - Small Trees	2,000
	Road Overlay Area 2	70,000
	Tree Planting - 2nd Round	3,000
	Well Pump Replacement	3,500
	Work Cart	10,000
	Sub Total	100,500
2024-2025	Canal Take-Off Structure and Legal Agreement (10/2025)	75,000
	Clubhouse Water Heater	1,300
	Computer	1,600
	Emerald Ash Borer Treatment - All	13,000
	Fairway Mower	15,000
	Greens Mower	3,000
	Irrigation Replacement Design	50,000
	Sauna Heater	1,500
	Sub Total	160,400
2025-2026	Clubhouse Door Lock System	12,000
	Emerald Ash Borer Treatment - All	2,000
	Golf Cart	6,000
	Irrigation System Replacement Phase 1	433,000
	Pool Water Heater	6,500
	Retaining Wall	30,000
	Road Overlay - Area 3	84,000
	Sub Total	573,500
2026-2027	Emerald Ash Borer Treatment - All	13,000
	Irrigation System Replacement Phase 2	433,000
	Tractor	35,000
	Well Pump Replacement	3,500
	Sub Total	484,500

ADRIEL HILLS CONDOMINIUM ASSOCIATION

PROPOSED RESERVE FUND PLANNED EXPENDITURES

2027-2028	Emerald Ash Borer Treatment - Small Trees	2,000
	Greens Mower	3,000
	Irrigation System Replacement Phase 3	433,000
	Wrought Iron Fencing	20,000
	Sub Total	458,000
2028-2029	Emerald Ash Borer Treatment - All	13,000
	Hot Tub	17,000
	Pool - Replaster & Tile Replacement	33,000
	Road Overlay - Area 4	45,000
	Sub Total	108,000
2029-2030	Computer	1,700
	Emerald Ash Borer Treatment - Small Trees	2,000
	Rough Mower	15,000
	Tennis Court Re-Surface	16,000
	Well Pump Replacement	3,500
	Winter pool cover	3,000
	Sub Total	41,200
2030-2031	Dumpster Enclosures: Older - #'s? (disperse over yrs.?)	55,000
	Emerald Ash Borer Treatment - All	13,000
	Pool Water Heater	6,500
	Sub Total	74,500
2031-2032	Clubhouse Floor Coverings	10,000
	Clubhouse Interior Paint	15,000
	Emerald Ash Borer Treatment - Small Trees	2,000
	Road Overlay - Area 5	80,000
	Sub Total	107,000
2032-2033	Emerald Ash Borer Treatment - All	13,000
	Irrigation - Filter	18,000
	Irrigation - Skid Pump	34,000
	Irrigation - Skid Pump Controls	36,000
	Retaining Walls - Concrete	25,113
	Retaining Walls - Concrete Block	38,040
	Road Overlay - Area 6	58,000
	Vinyl Fencing	29,016
	Well Pump Replacement	3,500
	Sub Total	254,669

ADRIEL HILLS CONDOMINIUM ASSOCIATION

PROPOSED RESERVE FUND PLANNED EXPENDITURES

2033-2034 Emerald Ash Borer Treatment - Small Trees	2,000
Sub Total	2,000
2034-2035 Computer	2,000
Retaining Walls (year 15)	42,000
Emerald Ash Borer Treatment - All	13,000
Mower 1	15,000
Sauna - Wood Replacement	4,000
Sauna Heater	2,200
Sub Total	78,200
2035-2036 Clubhouse Door Lock System	15,157
Pool Heater	6,300
Well Pump Replacement	3,500
Sub Total	24,957
2036-2037 Clubhouse Water Heater	1,608
Mower 2	13,000
Solid Board Wood Fence	16,000
Sub Total	30,608
2037-2038 Clubhouse - AC	16,500
Lake Liner	139,452
Sub Total	155,952
2038-2039 Hot Tub Replacement	17,000
Mower 3	15,000
Well Pump Replacement	3,500
Sub Total	35,500
2039-2040 Clubhouse - Carpet	9,924
Computer	2,000
Pool - Replaster & Tile Replacement	44,379
Tennis Courts Re-Surface	16,000
Tractor	47,793
Sub Total	120,096

ADRIEL HILLS CONDOMINIUM ASSOCIATION
PROPOSED RESERVE FUND PLANNED EXPENDITURES

2040-2041 Clubhouse Interior Painting	9,591
Clubhouse Restroom Partitions	15,147
Clubhouse Restroom Plumbing Fixtures	6,268
Exercise Room, Ceramic Tile, Shower	5,401
Kitchen Appliances	7,661
Kitchen Cabinet & Counter Tops	2,961
Kitchen Sink	609
Mower 4	13,928
Winter Pool Cover	6,694
Sub Total	68,260

2041-2042 Pool Heater	7,103
Spa Heater	2,664
Well Pump Replacement	3,500
Sub Total	13,267

2042-2043

Sub Total

2043-2044

Subtotal

2044-2045 Computer	2,000
Re-Roof First Half	1,150,000
Well Pump Replacement	3,500
Subtotal	1,155,500

2049-2050 Re-Roof Second Half	1,150,000
Subtotal	1,150,000

ADRIEL HILLS RESERVE PLAN FUNDING

Version Date: Thursday, March 4, 2021

Fiscal Year	Beginning Balance	Monthly Assessment	FY Dollars Collected	Proposed FY Expenditures	Ending Balance
2016-2017	201,783	80	169,920	242,615	129,088
2017-2018	129,088	100	232,400	295,550	65,938
2018-2019	65,938	110	233,640	174,947	126,116
2019-2020	126,116	110	233,640	120,683	239,073
2020-2021	239,073	110	233,640	58,993	413,720
2021-2022	413,720	130	276,120	107,000	582,840
2022-2023	582,840	135	286,740	472,800	396,780
2023-2024	396,780	135	286,740	100,500	583,020
2024-2025	583,020	135	286,740	160,400	709,360
2025-2026	709,360	135	286,740	573,500	422,600
2026-2027	422,600	135	286,740	484,500	224,840
2027-2028	224,840	135	286,740	458,000	53,580
2028-2029	53,580	135	286,740	108,000	232,320
2029-2030	232,320	135	286,740	41,200	477,860
2030-2031	477,860	135	286,740	74,500	690,100
2031-2032	690,100	135	286,740	107,000	869,840
2032-2033	869,840	135	286,740	254,669	901,911
2033-2034	901,911	135	286,740	2,000	1,186,651
2034-2035	1,186,651	135	286,740	78,200	1,395,191
2035-2036	1,395,191	135	286,740	24,957	1,656,974
2036-2037	1,656,974	135	286,740	30,608	1,913,106
2037-2038	1,913,106	135	286,740	155,952	2,043,894
2038-2039	2,043,894	135	286,740	35,500	2,295,134
2039-2040	2,295,134	135	286,740	120,096	2,461,778
2040-2041	2,461,778	135	286,740	68,260	2,680,258
2041-2042	2,680,258	135	286,740	13,267	2,953,731
2042-2043	2,953,731	135	286,740	0	3,240,471
2043-2044	3,240,471	135	286,740	0	3,527,211
2044-2045	3,527,211	135	286,740	1,155,500	2,658,451
2045-2046	2,658,451	135	286,740	0	2,945,191
2046-2047	2,945,191	135	286,740	0	3,231,931
2047-2048	3,231,931	135	286,740	0	3,518,671
2048-2049	3,518,671	135	286,740	0	3,805,411
2049-2050	3,805,411	135	286,740	1,150,000	2,942,151

ADRIEL HILLS CONDOMINIUM ASSOCIATION

PROPOSED SCHEDULE OF FEES

EFFECTIVE MAY 1, 2021

Per Board of Directors Meeting; April 20, 2021

Adriel Hills Monthly Association Fee \$290

The monthly association fee is for regular operating expenditures.

Adriel Hills Monthly Reserve Fund Fee \$130

The monthly Reserve Fund fee is for long term expenses and is separate from the Fiscal Year Operating Budget.

TOTAL MONTHLY ASSOCIATION & RESERVE FEES \$420

DUE & PAYABLE ON THE FIRST DAY OF EACH MONTH & PAST DUE AFTER THE 25TH OF EACH MONTH. ANY ASSESSMENT NOT PAID BY THE 25TH WILL BE SUBJECT TO A LATE FEE.

Resident Transfer Fee \$200

An administrative fee will apply whenever there is a change of the resident in a Unit. This will apply when there is a change of ownership as well as a change of tenant. The fee will cover the costs related to administrative time and expenses to setup a new resident and close out a previous resident in the accounting systems, mail labels, prox cards, addressing misc. questions, providing community information, etc.

Proximity (Prox) Card Deposit \$ 25

The Adriel Hills clubhouse is secured by a monitored access system whereby each Unit is issued an access card called a proximity or "prox" card. Each resident homeowner will be issued one prox card at no charge per unit, however each additional card will require a deposit. **Non-owner residents are required to pay a deposit for each card issued.**

PROX CARDS MUST BE RELINQUISHED TO THE OFFICE UPON VACATING ADRIEL HILLS. PROX CARDS MAY NOT BE TRANSFERRED UNDER ANY CIRCUMSTANCE!

I-Dana \$ 25

***I-Danas (currently designated colored bandana with Adriel Hills' logo)* are to be visibly displayed at all times by resident or guests of residents utilizing the Adriel Hills' golf course or tennis courts. RESIDENT MUST HAVE SPECIFIC KNOWLEDGE OF GUEST AMENITY USE; THE INTENT IS FOR FRIENDS, FAMILY OR GUEST TO NOT HAVE CART BLANC USE OF AMENITIES. One I-Dana is issued per unit and is available at the Association office. I-DANA MUST BE**

RELINQUISHED TO THE OFFICE UPON VACATING ADRIEL HILLS. I-DANAS MAY NOT BE TRANSFERRED UNDER ANY CIRCUMSTANCE!

Clubhouse Reservation Fee \$ 25

Cost to reserve upper floor of the clubhouse including fire place room, library and kitchen. You are required to make advanced booking and completion of the Reservation Agreement and payment of the current fees.

BBQ Area Reservation Fee \$ 25

The outdoor patio and barbeque area may be used without a reservation for up to ten (10) persons if residents are willing to share the area with other residents. Use by eleven (11) or more persons will require advanced booking and completion of the Reservation Agreement and payment of the current fees.

Clubhouse and BBQ Area Reservation Fee \$ 50

Clubhouse/BBQ Area Reservation Deposit \$100

A refundable one hundred dollars (\$100) deposit is required for reservation of clubhouse, BBQ area or both. Any violation of the terms of the reservation agreement can result in forfeiture of the deposit.

Late Fee \$ 50

Homeowner assessments which include all of the following; regular monthly Association dues, special assessments, utility or maintenance invoices, annual property and liability insurance premiums, and/or any other assessment due to the Association; are due and payable on the first day of each month and past due after the 25th of each month. Any assessment not paid by the 25th will be subject to a late fee. This applies to any outstanding amount due. (*See Collections Policy*)

Annual Property and Liability Insurance Billing: Adriel Hills' Condominium Association Property and Liability insurance policy annual renewal is August 1st. Homeowner's are invoiced their prorated portion of the insurance premium (**based on Larimer County Assessor's assessed value of their unit**). This amount is billed annually to homeowners typically in early August and due by the 25th of the month. Checks are to be made out to Adriel Hills and **turned in directly to the office, placed in office door drop box or drop boxes at the mail hut locations.** **Insurance assessments are not automatically deducted from your bank as your dues may be.**

Parking Fee \$45/Month

It is mandatory that all residents register all vehicles with the office and receive an Adriel Hills' parking sticker for each vehicle registered. Each resident will have use of 1 (one) common parking space for an authorized vehicle. Any resident requiring additional common parking spaces for an authorized vehicle(s) must pay \$45.00/month/per extra space.

Mail Box Lock Replacement \$ 35

Adriel Hills is responsible for the mail boxes located in the clubhouse and the mail hut located

at Adriel Way and Adriel Drive. In case of lost keys or keys that no longer work, the lock can be replaced by Adriel Hills' Management. For concerns with the maintenance and key or lock issues of the mail boxes located at Adriel Drive and Adriel Drive you need to contact the Post Office.

Insufficient Funds **\$ 30 + Bank NSF Charge**

A homeowner/resident who submits an insufficient funds check (NSF) will be required to pay an Adriel Hills insufficient funds charge plus the Bank's NSF charge. The homeowner/resident will also be subject to a late fee if assessment becomes past due. Late fees will accrue monthly until full payment in the form of "good funds" (cashier check, money order or cash) has been received. If recurring NSF checks are received, then "good funds" (as listed above) will be the only acceptable future form of payment from that homeowner/resident.

Violation Fine **\$100 + \$5/Day**

A fine can only be implemented by the Board of Directors as a final alternative to correct or penalize for a violation as indicated in the Adriel Hills Violation Enforcement Policy. The board encourages prompt and clear communication between the homeowner, manager and board members to minimize the need to assess fines. The daily fine rate is \$5.00 and will be applied to the homeowner's statement of account and collection policy will apply. The daily fine is not in place of and may be applied in addition to a \$100.00 fine per the current rules and regulations.

Exterior Additions & Alterations Fine **\$100 Minimum**

Homeowners are required to submit a Homeowner Request Form at least ten (10) days prior to the next regularly scheduled Operations Committee Meeting (if active) or Board of Directors meeting if they wish to make **any** exterior modifications to their unit, including, but not limited to, satellite dish installation, and door or window replacement. Homeowners may be fined a minimum of \$100.00 for doing modifications prior to approval.

ADMINISTRATIVE FEES

Copy Fee **\$.20**

Copy fee per printed page

Notary **No Charge**

Please call office before you bring in a document to be notarized.

Faxes/Emails **Not Available**

Faxing and/or emailing personal documents from the Adriel Hills office is not available. This includes printing personal email items or faxes.

**BOARD OF DIRECTORS MEETING
TUESDAY, APRIL 20, 2021
2021-2022 SERVICE/CONTRACT EXPENSES**

The 2021-2022 Operating Budget is based on the following contractor and service providers rates, proposals/contracts and expenses. The budget narrative has information regarding these services, let me know if there are any questions so these services can be approved for the year. Thanks, Ralph

VENDOR	SERVICE PROVIDED	ANNUAL AMOUNT
Air Master	Clubhouse air freshener	\$480
All Copy Products	Copier/laser printer lease and service agreement	\$3,120
Cat Financial Services	Skid steer lease	\$5,900
Cloud Industries	Building repairs	\$14,350
Davey Tree	Pruning/tree removal	TBD
Davey Tree	Tree spraying and deep root feeding	\$1,500
Code 4 Security	Security services	\$9,000
Ft. Collins Country Club	Aeration and verticut (2 times each included in amount)	\$3,900
Shane Haga	Greens applications (including golf)	\$2,100
Integrity Technologies	Host virtual machine, monitor & manage IT services	\$960
Jarrold Kilburn	CPA, annual audit (increased per recent information)	\$4,200
Lawn Dr.	Fertilizer and grub treatment	\$12,814
Lawn Pro	Landscape maintenance service	\$55,450
Many Colors	Building painting	\$28,000
Many Colors	Deck staining	\$4,000
Morning Glory Gardening	Entry and clubhouse bed maintenance	\$1,400
Ring Central	Fax and emergency pager service	\$435
S & S Improvements	Crack fill	\$5,000
Northern Colorado Pest Control	Pest control-clubhouse and mail huts	\$1,200
TDS	Phone and internet	\$1,560
Wagner Cat	Skid steer one year maintenance agreement	\$530
Waste Management	Trash removal, recycle & roll-off on call	\$15,200
Website	TBD	TBD
Wilbur Ellis	Greens products	\$1,795

