

Meeting Notes
Westridge Estates Board Meeting
Tuesday January 7th, 2025

Location: 4606 Valley Ridge Ct
Meeting Start: 7:00 PM

Notes from last meeting approved by:

Meeting started at: 7 PM

Attendance:

	Attendance	'1/7				
Michael McBride	michael@mjmcbride.net	x			970-631-1353	4711 Valley Ridge Ct
Elsa Nervik	e.nervik@gmail.com	x			303-502-3272	5100 Westridge Dr
Kevin DeGarmo	kcubbear@rconnect.com	x			651-238-0391	4606 Valley Ridge Ct
Kelley Branson	kelley.branson@colostate.edu	a			970-223-4974	2715 High Plains Ct
Judy McKernan	Resigning					2709 High Plains Ct

Additional Attendees: none

Upcoming Meeting Schedule: See overall 2025 Calendaring for details. Board meetings are generally speaking the first Tuesday of each month @ 7 PM. Anyone in the community may attend. For 2025, March 4th, May 6th, July 1st, Sept 9th, Nov 4th, Annual Meeting Nov 11th.

HOA Support Neighbors 2025

Architectural Board –

Peter Ulrich peterkulrich@me.com (970) 377-2449

Scott Griffin gscott@frii.com (970) 290-4800

Susan Shattuck susanruthshattuck@gmail.com (970) 223-1607

PID Committee

Scott Griffin gscott@frii.com (970) 290-4800

Ben Kimbell ben@kimbellhouse.net

Pierce Hasler pierce.hasler@gmail.com

Newsletter – Dean Schilling dsnjsch@gmail.com

Weed Management - Jack Morgan, Doug Meadows and Gary Callahan

Waster Management Liaison – Linda Kennedy lkbighorn@comcast.net

2025 Annual Budget – Approved w/ 4th Party
 Annual Dues: \$200

2025 Budget Options

	2025 Budget for Approval		Comments
	w/o 4th party	w/ 4th party	
Income			
HDA Fees stay @ \$150	\$8,400		
HDA fee increase from \$150 to \$200		\$11,200	2024: Owner paid addl \$600 in advance, addressed in Balance sheet as Liability
Application Fees	\$350	\$350	
Interest	\$1,000	\$1,000	Interest rates have dropped
Total Income	\$9,750	\$12,550	
Expenses			
Repair and Maintenance			
Fences	\$0	\$0	No Fence work planned for 2025
Sign Repair	\$500	\$500	Damaged Street sign(s)
Weed Management	\$2,000	\$2,000	Jack, Doug, and Gary continue to volunteer
Cleanup/Trail	\$900	\$900	Plan to make dumpster available again
Insurance	\$1,940	\$1,940	
Electricity	\$0	\$0	
Special Charge: Entry sign solar			
Property Management			
Buildium	\$1,200	\$1,200	
Tax Prep			
Tax Services	\$350	\$350	
Taxes and State Fees	\$150	\$150	
Legal	\$300	\$300	
Neighborhood Activities			
4th of July	\$0	\$2,500	2023 spend \$2500, 2024 spend \$2100
Night-out	\$600	\$600	
Halloween	\$100	\$100	
Misc	\$500	\$500	
Contingency	\$1,200	\$1,200	New Budget Line item to cover unexpected costs
Total Expenses	\$9,740	\$12,240	
Net Income (Loss)	\$10	\$310	

Property Transfer Fee: \$365

A. Finance Update

1. Treasurer role vacated – Judy resigning after many years on the board
 - a) Evaluate Bylaws, appointment of mid year new member, rules, guidelines
 - b) Create newsletter announcement of open role, summarize HOA guidelines
 - Position term will be from when selected through to Nov annual meeting
 - Michael will be the contact point for anyone interested
 - c) Select at next board meeting
2. Budget Status – Budget above in place now for 2025
3. Current Balance – 9563.60
4. CD Status – Kevin will work on getting updated statements
5. Income & Dues: Dues notice out, 13% already recieved
6. Expenses – refund from Fort Collins Recreation – deposit back, new reservation being made

B. Calendaring - Westridge Event Schedule

1. Board Meeting Schedule – First Tuesday each month, 7 PM
 - a) Jan 8th
 - b) March 4th – Invite Insurance Agent to review current common space policy
 - Prepare summary of bylaws regarding insurance requirements
 - c) May 6th - Invite ACC to attend – discuss communication strategy
 - d) July 1st – right before July 4th celebration
 - e) Sept 9th (9/1 is Labor Day)
 - f) November 4th (Election Day, we vote by mail, meeting starts after polls close) Invite PID

- g) HOA Annual Meeting – Nov 11th – requested same room as last year
- 2. Neighborhood Service Day – May 17th (Alt 24th if needed)
- 3. 4th of July
- 4. Neighborhood Night Out – August 5th
- 5. Halloween Trick or Trunk – October 31st
- 6. HOA Annual Meeting: Room Reservation – Nov 11th (reservation requested 1-10-2025)

New Action Items from Annual Meeting

Check Buildium seller docs for Joe's name	Elsa	“status letter” No document identified, however the seller/realtor documentation could use a significant update
Kevin to talk to Jack for \$\$ this year	Kevin	For annual budget purposes, ongoing
Provide Judy McKernan with admin access in Buildium	Kelley	For accounting work by Tom – Done. With Judy stepping down, we will need to unassign and reassign with permissions to the new treasurer.
Insurance policy appears to be unchanged for many years – renews last day of June	Board	Revisit overall policy with the agent. Make sure fences are covered in case of fire. Evan's address is called out in the policy as the covered address, this appears to be a deficiency in the policy description of properties insured. Review Bylaw guidelines Invite our insurance agent to the next Board Meeting
Make sure stairs gravel is sorted during Neighborhood Service Day	All	Add to service day work list

List of Action Items from September:

Investigate Utilization of Westridge Open Spaces – Goal this year, establish ownership	Michael	10 foot easement - HOA owns property which currently is fenced by an adjacent property owner 3 years ago At end of 7 years can request to vacate easement HOA Board responsible for protecting community assets Survey to confirm Establish ownership Communications initial step in process to correct this issue – in process, talk to both sides Next Step – Demand Letter if needed	In process Annual Meeting Topic
Getting away from westridge.net	Elsa	Paid until October 1, 2025 – gain access at that time Notice received from Squarespace by P Ulrich. Working to gain access and develop management/successor strategies, multi step process	P Ulrich Elsa

Sign for bikes before STOP sign on Westridge	Kevin, Elsa	Have 4 designs, additional entries requested with newsletter, could use help from neighborhood youth! Gift certificate for winning design - \$50 approved Have a non-binding vote for winner at annual meeting	
Covenant Violations		Milan - On Garage side, landscaping should have been immediately completed. Driveway needs hardscape. Mimi - has had her boat in the driveway frequently this summer	Michael
ACC communications	Elsa	Develop communication Strategy – Add ACC to May 6 th meeting and discuss this strategy	Done
Digitalize ACC records	Scott, Elsa	Future – add to budget for next year Need quote for services to complete this work	Obtain quotes
Open Space Weed Spraying	Kevin	Discuss with Jack & Doug Q2yr open space spraying by the county. This was fairly expensive – evaluate and let board know recommendations -Request document of good and bad weeds for us to look out for	Evaluate what's needed for next year
Check on CD Balances	Kevin		

Meeting Adjourned: 8:15 PM