

October 2, 2020

Hello Residents of the Carlson Farm Homeowners Association,

This letter is the official notice of the annual member meeting of the Carlson Farm Homeowners Association. This year we will be holding the meeting virtually using Zoom. This letter will be emailed to all the HOA members we have email addresses for, and it will also be printed and mailed to every member address per state law. If you are not on the HOA email list and would like to be please send me an email at [scottkenyon454@gmail.com](mailto:scottkenyon454@gmail.com).


The Zoom meeting will be hosted by Sandra at Poudre Property Services on November 17<sup>th</sup> at 7pm. Included with the letter is the info for the Zoom meeting. HOA members can participate in the Zoom conference for free using a laptop, mobile device, or even just a plain old telephone line.

Also enclosed with this letter is the official ballot for the annual board election. Because we are having the meeting virtually, the ballots need to be returned to Sandra at Poudre Property Services prior to November 13<sup>th</sup>. You can email or mail your ballot to Sandra but it must be received in her office prior to November 13<sup>th</sup> in order to be included in the election.

And, finally, the budget proposal for 2021 is included. Please review it and vote on whether you accept or reject the budget. Sandra will tally the votes received by November 13<sup>th</sup> and report the election results at the virtual meeting on November 17<sup>th</sup>.

If you have any questions, please reach out to Sandra or to me.

Sincerely,

  
Scott Kenyon  
President

Annual Member Meeting Zoom information

Meeting Time: November 17<sup>th</sup> at 7pm

Website: [zoom.us](https://zoom.us)

Zoom Meeting ID: 991 5337 2726

Passcode: 784280

To Join Zoom Meeting via the web, go to [zoom.us](https://zoom.us) and click "join a meeting". Enter the meeting ID and click Join. Enter the Passcode when prompted. You can also directly access the meeting by going to this web address:

<https://zoom.us/j/99153372726?pwd=SFFSd3YzbysvNm1hZ2tEakNadUZ4UT09>

To Join Zoom Meeting using a phone line to participate in the audio portion only, dial one of these phones numbers and follow the prompts for entering the meeting ID and passcode.

+1 253 215 8782 US (Tacoma)  
+1 346 248 7799 US (Houston)  
+1 669 900 9128 US (San Jose)

+1 301 715 8592 US (Germantown)  
+1 312 626 6799 US (Chicago)

Carlson Farms Homeowners Association  
Annual Election Ballot  
November 17<sup>th</sup> 2020

To reach a quorum for this meeting, we will need 10% of the homeowners in good standing to vote and turn in their ballot to Sandra prior to November 13<sup>th</sup>. This equates to 37 ballots. Please completely fill out the ballot including your name and address and sign the ballot in the box below. Ballots without name, address, and signatures won't be included in the voting.

You can fill out the ballot and scan it or take a picture of it and email it directly to Sandra at [soldenburg@poudreproperty.com](mailto:soldenburg@poudreproperty.com). You can also mail your completed paper ballot to

Carlson Farm Homeowners Association c/o  
Poudre Property Services  
2900 S College Ave., Suite 3E,  
Fort Collins CO 80525

This election has 3 vacant board seats available with 4 candidates running. Bio's for each candidate are included in this mailing. To preserve continuity, the candidate that receives the most votes will serve on the board for 3 years. The candidate with the 2<sup>nd</sup> most votes will serve 2 years, and the candidate with the 3<sup>rd</sup> most votes will serve 1 year.

Question 1:

Which of the 4 candidates named below would you like to see serve on the board? There are three open board seats, please vote for no more than 3 of the candidates by putting a check or x in the box next to the name of each candidate you are voting for. Voting for 4 candidates will invalidate the ballot.

<input type="checkbox"/>	Matthew Bailey
<input type="checkbox"/>	Matt Beck
<input type="checkbox"/>	Joe Ciancio
<input type="checkbox"/>	Brad Hutchings

Question 2:

Do you approve or reject the proposed budget for 2021:

<input type="checkbox"/>	Approve
<input type="checkbox"/>	Reject

Name and Address of Homeowner voting on this ballot:  Name: _____  Address: _____  Signature of Homeowner:  _____
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Proposed Budget 2021:

Income: HOA Assessment Income \$212,280

Quarterly Assessment: the board recommends that the assessment amount stays the same for 2021

Expenses:

<u>Expenses</u>		
4400	Utilities - Electricity	\$ 8,000.00
4420	Utilities - Gas	\$ 1,500.00
4440	Utilities - Water	\$ <b>25,000.00</b>
4500	Outside Mtce - Contract Services (Timberwolf)	\$ 56,450.00
4600	Outside Mtce - Other (electrical, plumbing, etc.)	\$ 3,000.00
4620	Spring Cleanup - Trash Removal	\$ 000.00
4640	Outside Mtce - Sprinkler Repair/Maint	\$ 7,000.00
4680	Outside Mtce - Grounds	\$ 2,000.00
4700	Outside Mtce - Snow Removal	\$ 5,000.00
4800	Outside Mtce - Pool Service - PVP contract	\$ 4,000.00
4820	Outside Mtce - Pool Supplies & Repair	\$ 7,000.00
4860	Outside Mtce - Payroll - Contracted (Pool Attendants)	\$ 10,500.00
5000	Admin - Legal Fees - General	\$ 10,000.00
5020	Admin - Legal Fees - Fine collections	\$ 2,500.00
5050	Admin - Management Fees to PPS	\$ 9,500.00
5100	Admin - General Office	\$ 2,000.00
5200	Admin - Board Expenses and Reimbursements	\$ 1,500.00
5220	Admin - Barbeque	\$ 1,600.00
5300	Admin - Tax Consulting Fees	\$ 400.00
5320	Admin - Other Expense	\$ 1,200.00
5330	Admin - Flag maintenance and repair	\$ 500.00
5340	Admin - PPS supplies and expenses	\$ 3,500.00
7500	Fixed Expenses - Insurance	\$ 7,500.00
7600	Fixed Exp - Property Taxes	\$ 500.00
Total	Operating Expenses	\$ <b>170,150.00</b>
	Special Projects	
	Shrub & Tree Replacement	\$ <b>15,000.00</b>
	Mulch Replacement	\$ <b>5,000.00</b>
	Fence repair	\$ <b>5,000.00</b>
	Miscellaneous Projects - Over runs	\$ <b>2,000.00</b>
Total Special	Projects	\$ <b>27,000.00</b>

Summary for 2021:

Income: 212,280

Total Expense: 197,150

Budget surplus: 15,130



### **Matthew Bailey**

Matt has worked in the power industry for over 17 years. He holds a bachelor's degree in Computer Science. As a Systems Engineer, he has been responsible for ensuring maximum uptime for the software that runs portions of the power grid reaching across twelve states, ensuring systems meet compliance regulations. Matt is currently leading his organization in capturing power grid and IOT data for making business decisions and future data analytics. Mr. Bailey has led and successfully implemented multiple complex projects, and holds his Lean Six Sigma Green Belt certification which enables him to improve and refine processes by cutting waste. Matt has lived in Carlson Farms since 2012 and lives on Becker Circle. His passion for engineering and technology can be seen each Christmas

season at his home, where L.E.D. lights go to holiday music.

“Being a part of the HOA board would allow me to use my strengths in problem solving and innovation to work through some of the issues I see within our neighborhood. Ensuring our neighborhood stays in good condition is important to me because it not only shows a sense of pride, but also ensures our neighborhood stays competitive with other housing markets within Johnstown. We have a lot going for our neighborhood!

I want to improve Carlson Farm's complex sprinkler issues, strengthen and enhance landscape contractual duties, increase the planning and prioritization of projects, and improve the communication and transparency between the board and the residents of Carlson Farms.”



### **Matt Beck**

My name is Matt Beck and I am submitting my name as a candidate for the Carlson Farm Homeowners Association Board.

I am a Colorado native. My wife Amanda and I moved our family here seven years ago from Arvada. We have 3 children. Our family quickly fell in love with our neighborhood and community.

I have worked in the IT field for 20 plus years. The past 5 years have been spent working for Air Methods managing the IT department.

I enjoy golfing, spending time with family, traveling, being up in the mountains, watching my children participate in sports and serving others.

This past year I have enjoyed volunteering on the Carlson Farm HOA board. I understand the responsibility we have as a Board to be fiscally sound. I would like to continue volunteering as a Board member and help keep our neighborhood a place where people are proud to live.



### **Joe Ciancio**

Grounds Supervisor for Weld County / Turf Manager / Horticulture Specialist / Irrigation Specialist

Joe Ciancio is the grounds supervisor for Weld County, Colorado and his skills and knowledge with horticulture, turf management, and irrigation specialty has made him known in the horticulture community. He has developed and implemented first of its kind mowing, fertilizing, herbicide and irrigation programs for Weld county that has increased jobs, lowered budgets and minimized the use of harsh herbicides.

Joe Ciancio wasn't always elbow deep in grass or dirt, he served 13 years in the United States Air Force from 2001 to 2014. Deployed numerous times for natural disaster missions like hurricane Katrina, overseas for operations and relief assignments, and for other missions. He has received presidential citation medals, Meritorious service award and medal, along with the key to the city of Warner Robbins, GA.

Joe Ciancio is a family man and believes full heartedly in community. It's not just something he talks about but something he practices daily. He is always willing to jump in and help someone in need, scoop snow on countless sidewalks and driveways, assist neighbors in their lawn care programs, and introduce himself to the new neighbors on the block. He has been a member of 3 volunteer fire departments and currently umpires little league and high school baseball. Joe would bring experience and knowledge to the HOA board in the areas of lawn care and landscaping, especially water management. He would love the opportunity to help the community of Carlson Farms continue to grow and foster the sense of family that all neighborhoods should have.



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### **Brad Hutchings**

Hello, my name is Brad Hutchings and I am currently a board member of the Carlson Farms HOA. Earlier this year I was appointed to fill a vacant seat on the board and now I am on the ballot to be officially elected. I have been a homeowner for over 10 years in Carlson Farms and joined the board to help with the daily functions that Scott, Matt & Deb have been managing. I have been happy with the board's performance as they keep the integrity of our community intact, along with ensuring our property values continue to increase.

I am a business owner, operating as a Realtor for RE/MAX Alliance which has given me unique exposure to different HOA's and what they offer along with how some of the community amenities in other neighborhoods are funded. I feel that the current board has been doing a great job managing the funds and operations placed into their trust. The current board has operated with foresight in regards to managing costs while maintaining standards we are accustomed to. In addition, the current board has been responsible and mindful of keeping the overall cost to the homeowners in the community at a reasonable rate without raising quarterly dues.

I joined the board to understand the operations and challenges addressed on a consistent basis and to help continue managing what is a successful HOA. I appreciate your vote to continue to expand and grow our ideals which have been conducive to increasing home values.