



Minutes
Board of Directors (BOD)
Highland Park Neighborhood Association, Inc.
(referred to as "HPA")

Date: September 19, 2016

Place: Village Inn, Woodmen Rd

Meeting Called to order at 6:30 PM

1. Attendance: Greg Smith, Jim Ver Meer, Cameron Garner, Joe Bonnet, and Marge Shuger
2. Approval of Minutes: Minute for August 11, 2016 stand as submitted. Minutes were approved by email and posted on the website soon after the previous meeting.
3. Member's Forum: No Members attended.
4. Reports of Committees:
 - a. Finance Committee: Joe Bonnet reported.
 - i. Joe presented the latest modifications to the 2017 budget. After extended discussion, a few amendments were agreed upon. **A motion was made to approve the budget as amended, this was seconded and approved unanimously.** This budget will go out with the Annual Meeting Notice to be mailed and emailed to Members the week of September 26, 2016.
 - b. Compliance Committee: Greg Smith reported.
 - i. New Complaints:
 1. Two Members were requested to mow some high grass and weed area that they share. They are working on a solution.
 2. A Member with a trailer parked outside was contacted and has resolved the issue by putting the trailer in the garage and parking a car outside.
 3. One vacant lot needs a mow of the high weeds. They will be contacted.
 - ii. Recurring issues:
 1. One Member had been sent a formal notice by email and USPS to correct extra vehicles, lawn equipment, and trash outside of the garage. They have complied, but continue to leave a tractor out. The CC will work with them to comply.
 2. Trash bins were being stored outside of garages and not behind structures. This was addressed by a message to all Members. Almost 100% have complied.
 3. A Member received a formal notice of a recurring violation for having extra vehicles, excavation equipment, boat and trailer. This Member complied, but then has again parked a bobcat outside. They will be contacted.
 - c. Architectural Control Committee: Greg Smith reported
 - i. A new build for a new home was submitted and approved.



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- ii. A request for Preliminary Approval for a new build foundation location was submitted. The original submission was not approved due to bunching of homes at a corner of three lots. Neighbors are contacted for input.
 - iii. ACC Covenant change: This is still being worked on. We hope to have a submission that is approved by an attorney for the Annual Meeting.
 - iv. Cameron suggested that we change the covenant design regulations to suggest 3.5 to 4 car attached garages be built, thus perhaps eliminating the need for a second detached garage/outbuilding. Also, he suggests that the secondary structure size be increased from a maximum of 1000sf. See “New Business Executive BOD meeting” in which this suggestion was made.
 - v. On 8-13-2016 it was brought to the BOD attention that construction for a new patio was underway. See “Votes taken outside of a meeting”.
 - d. Maintenance Committee: Cameron Garner reported.
 - i. The present company, Blade to Blade, has tried a different combination of weed killer for the trails and it is a bit more successful.
 - ii. Cameron is working with Blade to Blade and two other companies for bids for next season.
 - iii. Cameron had requested plans for the round-about makeovers, but has yet to receive a bid. He will contact other companies.
 - e. Communication Committee: Marge Shuger reported:
 - i. Marge is researching software for member voting concerning the upcoming covenant changes. Two look promising. **A Motion was made to allot up to \$500 for an online voting software company. This was seconded and approved unanimously.**
 - ii. Marge has been researching online “safe” storage for the association permanent records, combined with a solution for document collaboration for BOD and committees, as well as a way to share documents with Members who request viewing specific association records.
 - iii. We have a new Meet ‘N Greet Committee! Mary Owens and Liane Wilson have volunteered to work together to welcome new neighbors. Thank you!!
 - f. Social Committee: No report
 - g. Government Affairs Committee/Policies: Jim Ver Meer reported.
 - i. **A motion was made to accept a Bylaw amendment for dues payment as presented by Marge Shuger. This was seconded and approved unanimously.** The final draft will be dated September 22, 2016 and signatures collected prior to that date. The amendment will be presented to membership at the Annual Meeting October 12, 2016 for ratification and subsequent recordation.
 - ii. Jim will be amending the HPA Collection of Fines Policy to reflect the upcoming Bylaw change regarding dues payments.
5. Water Augmentation: Marge Shuger and Jim Ver Meer reported



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- a. Marge contacted Deputy Water Commissioner Director Dave Diedrich of our district Water Commission regarding collecting past yearly reports. He submitted those they had on record for our Association Permanent Records.
- b. Jim will be collecting the Oct. 31, 2016 readings and sending our yearly report to our district Water Commission.
6. Votes taken outside of Meeting:
 - a. On 8-13-2016 it was brought to the BOD attention that construction for a new patio was underway. **On August 16-2016 a Motion was made to deliver a "Stop Building Letter" to this Member. The motion was seconded and approved unanimously.** The member was contacted personally with a letter to stop construction until such time a plan was submitted and reviewed by the ACC. This action was ratified at this meeting. The Member complied and the ACC approved the construction on 8-18-2016.
 - b. **A motion was made September 14, 2016 to amend the Bylaws changing the date dues payments would be late. This was seconded and approved unanimously.** This was ratified at this meeting.
7. Continuing Business: See discussions above
8. New Business:
 - a. A BOD Executive Meeting ,with BOD members Greg Smith, Jim Ver Meer, Cameron Garner, and Marge Shuger, was held with our association lawyer, Jack Scheurman, on September 15, 2016 to discuss meeting with Doug Barber (Little London LLC, the developer of Highland Park Subdivisions Filing 1 and 2) about his intentions to begin Filing 3 and record covenants. It has always been the vision of Highland Park to be three filings and the Water Augmentation Decree includes that parcel of land. Discussed were the BOD's intentions to amend our covenants regarding the ACC (how its membership is selected, plus add a BOD review of a decision if requested by an affected member), needed covenant amendments to clarify ambiguities relating to names and relationship of Filings 1 and 2 and suggestions of compromise with Little London to work toward an agreement (with approval by our Filings1 and 2 membership) for annexation of a Filing 3 with Filings 1 and 2 covenants applying to Filing 3 (subject to agreed upon amendments that are specific only to Filing 3).
9. Next Meeting: The next meeting will be after the Annual Meeting Oct. 12, 2016 in which the BOD will discuss and decide officers. No specific date is as yet set.
10. Meeting adjourned: 8:25 PM

Submitted by:

Marge Shuger, Secretary/Director
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