



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

Date: January 16, 2020

Place: Village Inn

Meeting called to order at 6:45pm

1. **Attendance:** Greg Smith (President) Jim Ver Meer (Vice President) Joe Bonnet (Treasurer) Aaron Horn (Secretary) Cameron Garner (Director of Maintenance)
2. **Approval of Minutes:** Jim provided Aaron with notes on changes to Annual Meeting (10.16.19) and BOD Meeting (9.26.19) notes. Aaron to update and send to Marge for posting.
 - a. Motion made by Jim to approve meeting notes from 9.26.19 approved, Cameron Seconded, motion passed unanimously.
 - b. Motion made by Greg to approve Annual Meeting notes, Jim seconded, motion passed unanimously.
3. **Member Guests:** none
4. **Elections of 2020 Officers** – Motion made by Cameron to keep officers the same in 2020 as they were in 2020, seconded by Joe, motion passed unanimously. Aaron informed board that he does not plan to continue on the board when his term expires in 2021. Discussion was had about his replacement and the possibility of getting a professional management company to assist with the board member responsibilities. This would increase HOA dues. Discussed possibility of getting additional assistance from members. Discussion tabled for next meeting.
5. **Reports of Committees:**
 - a. **Finance Committee:** Finance reports were presented by Joe Bonnet. 50% of 2020 Annual Dues are in. Late fees will be assessed to those members who haven't sent annual dues in by February 15th.

Thank you to James Ferrier has been instrumental in picking up mail, updating those who have paid and depositing fees.

Lot 110 had questions about getting trash service set up for new builds. It was decided that owners of new-builds would contact HPA and a board member would call waste management and set up service.

Joe to File HOA taxes for 2019.

The board is due for another reserve study. Discussed reducing trail maintenance costs and reducing reserve for vinyl perimeter fencing and monument signs. Discussed

possibility of using some of reserves for community amenities such as a gazebo by pond and extending walking trail system as well as funding round-about improvements.

- b. **Compliance Committee:** Compliance report was provided by Jim. Lot 6 was assessed a \$300 fee in October which has not been paid. Members noted significant improvement in compliance.

Lot 50 has an unapproved structure on it. Discussions with the residence reveal that they are building a mobile coffee shack. They were given two weeks to complete and remove but the structure remains. Jim to send notice to the landlord.

Lot 91 new fence was approved by ACC.

Lot 102: it has been noted that there are consistently more than two cars parked at the residence. No action to be taken at this time.

- c. **Maintenance Committee:** - Maintenance report was provided by Cameron. Cameron is looking into additional bids for updating the round-about. He will head committee in the spring with member involvement to come up with recommendations and budget for round-about updates. Discussed potential of installing statue or monument at the Black Forest round-about.
- d. **ACC:** Lot 83 remains the only lot in FIL 2 to remain undeveloped. There are five homes under construction in FIL 3.

Discussion continue to take proposal to membership for covenant change to increase accessory buildings from an allowable 1,000 SF to 1,500 SF. A pros and cons document to be created and distributed to the members and then voting will be done. Topic to be discussed at next meeting.

Discussed bringing the ACC under the board's guidance. Discussed that this too could be voted on with the accessory building topic.

- e. **Government Affairs:** Nothing to report.
- f. **Communication/Social:** Communication and Social updates was presented by Aaron. Nothing to report on Social Committee.

Annual Due communication. Aaron sent out email of Annual Dues Notice to membership the first week of January. Annual Dues were also sent via US Postal Service. Cost of mailer was \$112.49 (\$66.00 for postage, \$46.49 for labels and envelopes). Aaron was reimbursed for out-of-pocket expenses for mailing.

Further discussion on when to send communication to members regarding covenant changes regarding accessory building size amendment and topic of bringing ACC under the board will take place in subsequent meetings.

Annual Meeting notes, BOD meeting notes from 9.26.19 and BOD notes for 1.16.20 meeting will be sent to Marge for posting along with next BOD meeting date and time (March 12th, 6:30pm at Village Inn).

- g. **Education** – Nothing to report
 - h. **Government Affairs:** Government Affairs reported by Jim: Owners by Black Forest Road had been contacted by city for survey. City has backed off on conducting survey at this point. Reserve Study needs to be reviewed every three years. Joe to take look at reviewing Reserve.

Jim to get legal advice on bringing ACC under board governance.
 - i. **Water Augmentation:** Next water readings due February 28th. Jim to put out signs. Martin and Hilda to help Jim with recording again. Thank you, Martin and Hilda!
- 6. **Votes Outside of Meeting:** No Votes outside of the meeting
 - 7. **Next Meeting:** Thursday March 12th. 6:30pm at Village Inn
 - 8. **Adjournment:** Motion made by Aaron, seconded by Jim, motion carried unanimously to adjourn the meeting at 8:15pm.

Submitted by:

Aaron Horn
HPA Secretary
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These notes are preliminary and have not been approved by the board.