

Meadow Hills Estates

Board Meeting Agenda

Tuesday, May 10th, 2022

6:00 PM 7:30 PM

Agenda

- I. Call to order
- II. Roll Call
- III. Open Forum - Members invited to be heard
- IV. Meet Stuart Foster ESQ.
- V. Reports
 - A. Treasurer, Claudia Van Buren
 - B. ACC, Stacey Elswick
 - C. Communications Sherry Sparks
 - D. Safety, Security Jake
- VI. Old Business
 - A. 2022 Budget Review,
 - B. Safe Deposit box status
 - C. Debit Card status
 - D. Contract for Roll off
 - E. Reserve Study Group
- VII. New business
- VIII. Other business
- IX. Open forum
- X. Meeting Close



Attendees

Jake Zambrano present
 Stacey Elswick present
 Claudia Van Buren
 present
 Curt Clifton present

Tim Parkhurst present
 Bobby Schiff present
 No absences, no
 unexcused
 1 board vacancy is unfilled

Residents
 Lynn Miller present
 Bill Warkentin present

Call to Order 6:05 pm- Jake Zambrano President

Roll Call - A Quorum is present

Open Forum - Members invited to be heard

Bill Warkentin spoke regarding his concerns and position that there was confusion regarding the Reserve Study and/or audit. Resolution 6 and Resolution 14 are written regarding the need for a Reserve Study. Based on what little communal property MHE owns he believes no reserve study or audit is necessary. Resolution 14 was signed by Bill Warkentin November 5th 2020. He notes he does not believe there is understanding of what the Resolution means. The Resolution 14 as written was "jargon" written by Mark Payne Attorney at Law. He would appreciate meeting offline to discuss this further. His position is that there has been a lack of transparency by the board over the first 6 months, sending money and bringing in outside agencies.

JZ notes that the Resolution is permissive and allows the Board to use fiduciary and discretionary powers to institute a reserve study. Clarification an Audit and Reserve Study are two separate actions. A reserve study has been engaged. It is a snap shot of our financial health. As a new board, there have been requests to raise dues and by others lower the dues. A Reserve study will help to determine our financial health and determine appropriate dues and reserve funds. Resolution 14 article 2 gives the board authority to complete this study, and investing \$1500 in some education was authorized in order to make an informed decision regarding the setting of dues at year's end.

SE Notes a lack of appreciation that (she or) the board doesn't understand the resolution. Resolution 14 Article 2 is read. In Resolution 14 Article 2. It states... "the Association will conduct periodic reserve studies either by engaging a third party to perform a professional reserve study or based on an internal examination of the items and improvements to be replaced from time to time, and a financial analysis of the requisite reserves as required by this policy.

CVB This topic could go offline. It is not the bulk of our meeting. I appreciate that you want to lend your expertise as a previous Board President and writer of this Resolution. We have already signed a contract, submitted documents and paid a deposit towards the completion of the reserve study. We as a board voted in favor of completing a study.

CC We have a \$10,000 budget and we are spending \$1600 on the reserve study. That's over 10% of the budget.

JZ Mr Warkentin while entitled to his opinion, I must note the process has begun. The vote was unanimous to complete the reserve study and we look forward to a third party review that gives some direction related to the setting of dues and reserve fund amounts.

LM It is unfortunate that the Meeting Minutes were not published as we could have weighed in on the subject. Minutes were slow to be published.

JZ As we had a resignation. Sherry was the Communications lead for the Board. We now have a vacancy, and we are looking for volunteers to fill that Communications Director position. These items were on the agenda and these were published on two occasions. So any resident could have read the Agenda attended the meeting and spoken on the subject and that did not happen.

Treasurer's Report Claudia Van Buren

A bookkeeper Melissa Haines, has been hired. She signed a contract for the budgeted amount of \$2400 a year. She is the key Executive for our banking account, she is now the registered agent with the Secretary of State. One delinquent account was identified and a letter created to request late fees. The dumpster days account was paid, and ½ of the reserve contract \$750 was paid. Quick Books in the Cloud has been established and Balance information for 2022 Q1, Q2, and the Year End 2021 balance information previously posted incorrectly will be uploaded when possible.

ACC Report Stacey Elswick

A few remodel requests have come in. One request was related to a solar project, We have several solar projects in the neighborhood. The CCR's do not cover these. It was approved by variance. Everything (every request) that fell within the CCRs have been approved. Slowly I will be sending out notification of violation letters, since the Spring letter has gone out.

Communications Report - Claudia Van Buren

In the absence of a Communications Director - Report by Claudia Van Buren

Posting of contracts and minutes has been delayed due to the lack knowledge of the Squarespace platform leading to a back log of items that need to be posted, also impacted by the resignation of our Communications Director, Sherry Sparks.

Sherry left her position as of June 1 due the sale of her home and move to Murphy Creek. Despite a tutorial left by Sherry Sparks on how to post, the posting of contracts and minutes has not been accomplished. Recommendation: We utilize a web master for the posting of these documents.

Action Item: TP notes Harvey was our previous webmaster, he will provide his contact information to CVB, in addition TP will also provide Bellaire's HOA President contact information.

Safety and Security Jake Zambrano

JZ: On the platform Nextdoor there was a report of vehicle stolen from the Condominiums on Hampden and Dawson, in early May. I have developed a working relationship with Counselman Zvonek. As of last night there has been initial approval of a minimum mandatory sentencing for car thefts. Colorado's car thefts have risen 89% in the last 12 months, while Aurora's car thefts have risen 234% in the last 12 months, so we are # 1 city and the # 1 State in the Union for car thefts.

Counselman Zvonek has taken what was just "a summons and probation" penalty and now (if apprehended) offenders will go to jail. Hopefully with punishment now attached to the crime, car thieves will think twice. That is progress.

Old business

The Reserve study has been referenced. Aspen Reserve Group has been engaged.

They have received 50% payment. There are some outstanding pieces and electronic Platt map, and some financials that need to be sent. Otherwise it will be roughly 9 weeks before we get our report.

Dumpster Report. Thank you to the hosts, and those that coordinated with Spartan. At the Jefferson location the dumpster filled quickly while at Elkhart the refuse came more slowly. Chipper service was discussed. TP - Chipper service became out of control due to cost, going over budget. This caused dissension in the neighborhood. The chipper service was short handed on one occasion, then were charging a Sprinkler repar rate for chippers. One suggestion was to rent a chipper from Home Depot, however the liability seems steep. So another Dumpster service this year and perhaps 3 times a year next year -May -July- Sept. For this year we will supply one more round in second week of July or after school starts, which is what we are budgeted for. Delivery and set up were not as discussed with Spartan. Tim Parkhurst agrees to run the dumpster service next time.

Beautification Grants - Neighborhood Services confirmed the strip between the golf course parking lot and Dawson are owned by the City and a beautification grant to improve this space would not be granted. Suggestion - petition the City to improve that strip, replace the missing rock, trim the tree blocking the view of exiting traffic, and apply concrete barriers to each parking spot to prevent the frequent 1am to 2am wheelies/doughnuts in the golf course parking lot experienced by the nearby neighbors. There is a neighborhood calming program form on the city website. Recent traffic/speed audits were conducted on Daswon and Elkhart. Soon we may know the results of that.

Action Item: JZ notes he will address the need for beautification of the golf course strip and concrete barriers in the golf course parking lot with the City representation he is connected to.

New business

Webmaster- TP will approach Harvey Starr our previous Webmaster to determine if he can help us in lieu of a Communications Director. SE Requests that we approach the hiring of a Webmaster in the same way we approached the hiring of a bookkeeper ie we do an interview and we come to agreement as to terms of hire.

Action Item: TP will approach Harvey Starr our previous Webmaster to determine if he can help us in lieu of a Communications Director.

Vacancy - Communications Director

SE, JZ No one in the neighborhood has volunteered to back fill the position, with either the ACC committee or the Communications Director position. Presumably due to the amount of time this takes, it is a huge responsibility. The filling of requests for letters of HOA compliance with dues and fines has been completed by CVB and that has been working out well.

Action Item: TP will provide JZ with the names of people who came forward to him and noted they were willing to serve.

TP Spartan is beginning new trash service including recycling. SE Could we get information regarding this service? Identifying who has their trash cans out on the wrong days- this is more difficult due to multiple trash services going through the neighborhood on multiple days.

CC notes this was tried in the past without success.

Pathway for success on this would include presentation at the annual meeting with quorum $\frac{2}{3}$ voting in favor. Still neighbors could opt to pay for other waste management services, but only above the waste services fees inclusive to HOA annual fees.

Action Item: TP and BS will form a subcommittee to explore the possibility of creating one neighborhood trash service throughout the neighborhood.

Other business

Notification of recent passing of a long time resident of the community, Jeff Waldman. His parents built the home where he resided, he sat on the HOA board numerous times. He co-authored the history of Meadow Hills Estates that is on our opening web page. Recommended a condolence basket of some sort sent to his spouse. Request to explore opportunities to plant a tree on the Meadow Hills Golf course to honor members of our community that have passed.

Request (for Board) to work towards creating community through community events such as a annual BBQ or regular Community dinners at the Club house.

Action Item: CVB Send gift basket to Jeff Waldman's surviving spouse. JZ Explore ways in which we can honor those of our community that have passed by planting a tree on the Meadow Hills Golf course.

Open Forum - Members invited to be heard

Bill Warkentin - What are the preferred emails for the board?

Jake Zambrano: jzambrano@meadowhillsestates.com

Stacey Elswick: selswick@meadowhillsestates.com

Claudia Van Buren: cvanburen@meadowhills.com

Curt Clifton: curtclifton@hotmail.com

Bobby Schiff: zaniekids@aol.com

Tim Parkhurst: lagoondr@gmail.com

Has anyone asked Lynn Miller if she would be our Webmaster? She is who set up all of the website we have. Response: SE Lynn was present throughout the conversation for our meeting tonight regarding webmaster and she did not volunteer. She just resigned from her position on the 2021 board and again from the ACC formed in 2022. BW I would ask that she be put on the short list.

The CCRs were just reviewed, in July of 2020 by our then attorney Mark Payne. Have we changed legal? If we have, why was that?

JZ Our new attorney is about 1/3 the cost of our previous representation.

Discussion: An exchange ensued regarding documentation of this CCR review work (per Bill Warkentin a comprehensive review by the attorney Mark Payne, in July 2020.) The legal meaning and process of passing bylaws, and creation of CCRs was noted. Disagreement regarding whether this work would continue under the previous committee chair due to a lack of a ratified vote to accept this review, which failed to occur at the annual meeting held in Dec 2020 or Dec 2021. Now in 2022, gaps have been identified and the work is over two years old.

A motion to adjourn was entertained. The motion was made, seconded. Motion adopted 6-0

Meeting Adjourned 7:29 pm

