

DRAFT (updated 4/9/19 to correct pool hours)
First Hyland Greens Association
Board of Directors Meeting
March 19 2109 7:00 – 9:30 pm
MSI, 11002 Benton Street
Westminster, Colorado 80031

Call Meeting to Order with a Quorum of Directors

President Matt Brozovich called the meeting to order at 7:00 pm with a quorum established.

Members Present: Matt Brozovich (President), Pam Moores (Vice President), Tyler Urruty (Treasurer), Joe Armstrong (Secretary), Allan Meers, Chuck Smith, Linda Mollard, Kathleen Dodaro, Jim Gilmer, Chuck Smith, Kevin Murphy, Courtney Mollard, Heather LaPuma and Valerie Westmark.

Lewis Moses represented MSI.

Introduction of Homeowners & Invited Guests Present

Homeowner Hillary Holland, Dick Borchers, John Van Royen, John and Barb Malley, David Glabe and Candis Chain were present.

Hillary opposed a notice she had received on her trashcans being visible, specifically that the recycle can is not noted in the covenants, that the wording of the letter was threatening and that the Association does not have a defined process for a hearing. She asked to have the fine waived. It was noted that corrective action has been taken and that cans are no longer visible. The board will research the hearing process and will review the request to have fine waived at the April board meeting.

Candice Chain offered her opinion that the board should not make the neighborhood trash service mandatory for all. She also commented on perimeter fencing options that she likes the wood fence at the Environs over stone and that fines should be equitable for all.

Three other residents had requested to be on the agenda, but did not attend the meeting. For one, disputing late fees, relevant emails will be resent to the board.

Matt provided current status of two properties. One house on Hyland Greens place is undergoing renovation and the other, the house on Yates Court that suffered fire damage earlier in the year. Both properties are being worked by City of Westminster Code Enforcement. Resident David Glabe volunteered to be the eyes watching the progress on Hyland Greens Place.

Approval of January Summary Minutes

The minutes were amended to reflect big pool guarded hours from 11 am to 8:00 pm most weekdays. Revised per Linda’s email sated 4/3/19.

Pool hours will be:

Big Pool

Open: 7 am – 9 pm

Guarded: 10 am – 6 pm, Sunday/Thursday
10 am – 8 pm, Friday and Saturday

Small Pool

Open: 7 am – 7 pm

Guarded: 11 am – 5 pm, daily

Approval of February Summary Minutes

The minutes were approved with the following changes:

- ACTIVITIES: ~~Matt~~ Courtney will send out a flyer
- ~~WELCOME~~ ACTIVITIES COMMITTEE
Courtney submitted her resignation effective May 1. 2019 changed to Courtney resigned from the Welcome Committee January in will leave the board on May 1.

Treasurer’s Report

Tyler provided a summary of the financials for January and February.

| | <u>Beginning Balance</u> | <u>Ending Balance</u> |
|----------------|------------------------------|---------------------------|
| Operating fund | | |
| January | 183,435 | 250,781 |
| February | 250,781 | 269,038 |
| Reserve fund | | |
| January | 599,871 | 592,591 |
| February | 592,591 | 604,067 |

Tyler noted that we have exceeded out FDIC coverage limits and he is exploring options with Edward Jones.

Secretary Report

Joe reviewed and there was discussion on proposed updates for two policies.

Collection Policy: The proposed update cleans up language and makes our policy and the timing of actions consistent with those used by the management company. It was also the sense of the board that the trigger for a lien and the notice of intent to send to the attorney would be a past due amount of \$1,000.

Expenditure Policy: The proposed update cleans up and clarifies language, slightly relaxes the conditions for acceptance of bids, provides specific guidance for the use of work orders and pay in advance, if necessary. The management company has capabilities for handling the last two items.

Both policies will be presented to the board for approval at the April meeting.

Management Report

Lewis reported that he is still waiting for additional quotes for a CPA for audit. They should be received within a few days.

While our association has had our financials audited annually, Lewis stated that most associations have this done only every three to four years. The sense of the board was that we wanted to continue with our annual audit.

MSI, per contract, did our taxes for 2018. The board voted to file these forms and review as part of the audit.

A request was made by a homeowner asking for a delay in repairing their non-functioning post light due to 1) a medical issue and 2) ground frozen. The board voted to allow a sixty-day extension.

Newsletter

Matt reported emails are sent to 725 people on the email list.

Architectural Control Committee

Jim requested that the list of requests and violations be sent to him.

Jim and Lewis will make arrangements for a joint drive through of the neighborhood.

Greenbelts

Valerie reported that our proposal for a grant from the City's neighborhood grant program was accepted with 50% (4,250) of our total grant proposal of \$8,500 for new trees will be reimbursed by the City. This is the third year in a row we have

been awarded a grant.

Valerie also noted that it is time to get bids for resurface work of the parking lots at both pools estimated to cost between \$6,000 and \$7,500. After discussion as to have MSI handle or handle internally, the board voted to first, do the resurface research internally. Valerie will work with Gerry Mooney and Julie Oldham on this.

Valerie will get with Kevin on finalization of the Memorial Policy.

Kathleen indicated she met with Rod of Landmark Engineering, John Van Royen and Ed Mooney on the 104th rock wall and the tributary channel that runs from Wolfe to the small pool area. They expect to have a recommendation to present at the April board meeting.

Kathleen and John presented a proposal for the purchase of three (3) tables at a cost of \$4,044.68 for the Tot Lot and greenbelt areas. The motion was approved.

Tot Lot

Pam presented a Tot Lot improvement plan with additions of equipment and features not to exceed \$6,200. The plan was approved by the board.

POOLS

Allan presented bids and documentation for lifeguarding at both pools. The recommendation was for APM to guard the big pool at a projected cost of \$27,100 and for Carousel to handle the small pool at a cost of \$18,320. The contracts need to have guarded hours verified and projected costs amended if required by changes to the hours. The board approved both contracts with one nay vote for the large pool and one abstention for Carousel.

Allen advised that bids are out for new signage at the pools, sport court, tot lot and tennis court. Linda volunteered to work on the rules for the signs.

ACTIVITIES

Courtney reported:

- The Easter Egg hunt will be April 20th
- The fire truck is scheduled and confirmed for the 4th of July
- The food truck contract has been signed and the trucks will be in the neighborhood once a month starting on May
- Linda is the point person for the food trucks.
- A chair for Activities is needed since Courtney is leaving the board effective May 1.

Matt advised he is working with other neighborhoods to coordinate the garage sale. The sale will be the weekend of June 1 in conjunction with the Windings.

The meeting was adjourned at 9:30 pm