

First Hyland Greens Association

Board of Directors Meeting

July 18, 2017; 7:00 – 9:00 pm

Hyland Hills Golf Clubhouse - 9650 Sheridan Blvd., Westminster, Colorado 80021

MEETING MINUTES – DRAFT

Call Meeting to Order with a Quorum of Directors

President Mike McCurdy called the meeting to order at 7:01 PM. Board members Dane Ernsberger, Tyler Urruty, Alan Meers, Bill West, Linda Mollard, Pam Moores, Matt Brozovich, Mark Mischke, David Simmons, Chuck Smith and Monte Thompson were present. Board members Joe Armstrong and Julie Oldham were absent. Jenny Singleton and Jacki Rivera represented HAVEN Community Managers.

David Simmons advised that his house is being sold and is scheduled to close in the next two weeks. Because of his house selling, he is resigning from the board. Dane Ernsberger made a motion to accept the resignation. Mike McCurdy seconded the motion and all were in favor.

Approval of June 20, 2017 Summary Minutes

Tyler Urruty made a motion to approve the minutes of the June 20, 2017 Board meeting. Linda Mollard seconded. Motion to approve carried unanimously.

Introduction of Homeowners & Invited Guests Present

There were no homeowners in attendance. The Board went around the room and introduced themselves and provided a brief background on their time in the community and on the board. Jenny Singleton and Jacki Rivera also provided a brief background and introduced themselves.

President

Final Pool Fence Project

Mike McCurdy provided an update regarding the pool fence project, totaling \$32,771 for the fence install and advised the total cost for the big pool renovation project including the new grill deck, restroom remodel, new in-pool light fixtures, fence replacement, and repair of the failed fence light circuit was expected to total \$65,000. This amount does not include the replacement of the Federal Pacific electrical panel (from 1977) and other miscellaneous repairs.

Mike also explained that there is some potential confusion at the City in that it is holding up electrical work for a commercial permit for the neighborhood pool. This work will include moving the boxes for the pool lights as well as replacing the box to bring up to code. The panel replacement work will likely need to go out to bid as the cost is expected to exceed the sole source threshold in the Board's bidding policy.

The remaining Board members expressed their appreciation regarding the fence being completed and how well it turned out. The Board provided approval to pay the invoice in full.

Vice President

Dane Ernsberger advised that he did not have anything to report on, but inquired regarding when an owner sells their home, what happens to their login information through the website. Jacki advised that when we create a transfer of ownership, it will automatically deactivate the website login for the previous owner.

Secretary

Board Expenditure Policy

Request for Action

The Board members reviewed the request for action from Joe Armstrong and advised that they will review the draft policy and advise Joe directly of any revisions they would like made.

Draft Expenditure Bidding and Contracting Procedure

Mike McCurdy provided an update on where Joe Armstrong is with the draft policy revisions. Bill advised that paragraph 2 addressing expenditure limits is conflicting and that it will need to be clarified. Dane agreed and the remaining Board members advised that they would send any input and revisions they would like made directly to Joe.

Treasurer

June 2017 Financial Statements

Tyler Urruty presented the financial statements for the period ending June 30, 2017. First Hyland Greens has assets totaling \$218,070.28 in the operating accounts and \$551,718.59 in the reserve accounts. Tyler noted that a reserve expenditure was paid out of the operating account for the bathroom remodel from Better Construction. Haven to correct.

Items brought up included the grounds and maintenance having May and June both paid in June, a monthly transfer of \$1100 made at the end of June, reserve expenses totaling \$7,000 (\$1500 fence maintenance, \$2500 for pool light and \$3000 for the bathroom remodel). The aging report was looked at and HAVEN was advised to research and advise Board of findings in order for the Board to decide on a course of action.

The Board advised HAVEN to determine cause of delay for the enhancement project of sod being installed on Sheridan.

Budget Meeting

Tyler reminded the Board members in attendance that the budget meeting is set for Tuesday; August 8, 2017 beginning at 6:00 PM. This meeting will be held at the Hyland Hills Golf Course and homeowners are welcome to attend. It was advised to the committee members in attendance to be prepared with items they would like in the budget for 2018 to this budget meeting.

A reserve project spreadsheet was handed out. Items listed for 2017 were discussed and whether some of these items would be pushed to 2018. Alan advised that certain items, such as the small pool boiler, should be budgeted for year after year in case of replacement being necessary at a time other than anticipated.

Activities

Linda Mollard provided an update regarding the 4th of July event, advising that it was a huge success and the other Board members were in agreement. The board also expressed their appreciation of the work that Linda put in to make the event a success.

Linda also advised regarding the upcoming events that are scheduled for the rest of the year.

- National Night Out – scheduled for August 1, 2017. Management to send an E-Blast out to residents. Food Trucks will also be present.
- Luau – scheduled for August 26, 2017. There will be a live band in attendance. Linda requested approval for a waiver of the insurance requirement from the band, if they are not able to provide. Linda made a motion to approve the waiver of the insurance requirement, so long as the band signs a waiver of liability. Alan seconded the motion and all were in favor.
- Beans & Booze – scheduled for October 13, 2017 at 5:30 PM. This will be a chili cook off and beer tasting event. Will be held on the play court by the large pool and Linda will ask either Front Range to be in attendance or an off duty police officer.

Communication & Technology

Website update and support

Matt Brozovich advised that the top 3 pages on the website that are visited are the calendar, the forms and documents page and the projects page. Matt requested that the website address be added to the newsletter so that more residents are aware and will start visiting. Matt also inquired if he could sit down with Jacki and Jenny to go over Caliber to determine functionality.

The Board discussed claiming a page on Facebook and Nextdoor for the Association to help address items with the community residents.

Matt advised that he is working on digitizing forms, such as an ACC Request, and will draft a volunteer form.

Pools

Alan Meers advised that the pump went out on the large pool. Alan advised Management to advise him if there is a locksmith on site to address an item as he may have additional items to be addressed during the same visit. Alan also advised that the new chairs are in, which they will label and date prior to putting out.

Alan advised that the gas and electricity looks normal. He advised that he has seen the invoices for additional cleanups of the pool areas and has received reports of non-residents entering the pool area.

The dog swim will be held on September 10, 2017 from 2-6pm.

Other

Bill West advised that a neighbor of his received a fine for lighting of \$50 and would like it to be waived. Haven to research and advise Board of findings.

Matt Brozovich advised that he received a complaint from a neighbor stating that the neighbors rear neighbor has a light that turns on all night and shines in their bedroom. Matt will send the information to Management for the issue to be addressed.

Linda requested Haven to advise the Board on when letters go out, complaints coming in, etc. so that the Board is aware of any issues.

Chuck Smith advised that he has been in contact with an insurance broker regarding volunteer coverage. The broker is checking on whether there is coverage and will provide an update once received.

Adjournment

Monte Thompson made a motion to adjourn the meeting at 8:51 PM. Dane Ernsberger seconded the motion and all were in favor.

Joe Armstrong
Secretary, First Hyland Greens Association

Date Approved by Board of Directors