

HPHOA BOARD MEETING

July 6, 2022 | Zoom Meeting

CALL TO ORDER

The HPHOA Board Meeting was called to order by Sabrina Brown at 7:00 pm on July 6th, 2022.

ATTENDANCE

Sabrina Brown – President

Gary Jordan – Vice President

Deirdre A. McCormack – Treasurer

Connie Dueker – Architectural Committee Chair

Dimitri Kostin – Secretary

SECRETARY | Dimitri

- Discussion about level of details most appropriate for board meeting minutes. Sabrina referred to what was previously available on the HOA website when the board meeting minutes were shorter and had lists of topics rather than details. Dimitri expressed reservations about reports from the architectural committee chair included in the minutes and supported an inclusion of reports from the treasurer. Sabrina disagreed and explained that board meetings were open to all members of the association if they wanted to join except for more sensitive topics. Such sensitive topics might be hard to define formally; however, members of the board should be able to recognize them.
- Consequently, the minutes of the June meeting should be edited and re-send for an approval of the board.

TREASURER | Deedee

- A summary of June year-to-date financial results and July outlook has been provided by the Treasurer prior to the meeting and incorporated herein as a part of the minutes.
- June YTD 2022 Financial Reporting for HP.
 - Other than interest/dividend income on investments, no other income for June was recorded.
 - Other than routine expenses for utilities and trash, the following expenses of note:
 - Tree maintenance expense YTD is at \$10,825 versus a budgeted amount of \$3,100.
 - Common area maintenance included some irrigation repair.
 - Insurance: annual premium of \$2,226 within budget and paid in June.
 - Net Income is \$36,827 is in line with YTD results but will continue to shrink as monthly expenses are recognized throughout the year.
 - Balance Sheet shows Current Assets of \$236,474.

- Insurance Policy Review. The follow-up questions from the previous board meeting were about the gazebo (covered up to \$30K) as well as the playground (covered up to \$45K). We paid the annual premium in the meantime. We might ask for an increase next quarter, however, we could not get an estimate. Sabrina suggested to ask a vendor or an installer for a reliable estimate. Still needed to clarify if the tennis court fence was included in the policy (the court was covered up to \$75K).
- Reserve Study. Deedee discussed the topic with Ken last month and made an overall good progress with the reserve analysis spreadsheet.
- Given the tree maintenance expense overrun Deedee wanted to project cash expenditures through the year, then possibly make a case to use Capital Fund to pay for the trees. Sabrina added that in lieu of the unforeseen tree maintenance expenditures we postponed the zero scaping project for the time being.
- Additionally, Deedee looked into the option of short-term CD's for the Private Drive fund.

COMMON AREA MAINTENANCE | Gary

- Completed the tree cleanup after the late winter storm in May. The charge from *719 Tree Service* was \$7,500.
- *Rafter Three* asked for the new snow removal map. Sabrina noted that per the request from Ken we should check if there was a way to contract a service that was licensed to plow city-owned streets. Gary should research the topic. Sabrina in turn would try to reach out to other HOA's on the west side and solicit information on how they dealt with this situation.
- Private Drive Curb Repair. Sabrina asked to find a contractor that could do a concrete, curb, and gutter repair.
- Oak Hills Drive Entrance S: postpone for now because of the tree repair project; plan for next year
- Sabrina noted that the common areas had weeds in the rocks and some dead plants, HOA should lead by example; so, if we had to adjust the contract with "Rafter 3", we should do that.
- Gary asked if we agreed on scope for the zero-scape project. Sabrina said that we had conversations and an alignment, could walk Gary over it.

ARCHITECTURE COMMITTEE | Connie

- Connie re-visited the topic of level of details appropriate for the meeting minutes. Sabrina explained that board meetings were open to all members of the association if they wanted to join except for a few sensitive topics. Such sensitive topics might be hard to define formally; however, members of the board should be able to recognize them. The level of details provided by Connie makes perfect sense.
- A summary of June improvement applications and approvals has been provided by the Architectural Committee Chair prior to the meeting and incorporated herein as a part of the minutes.
- Applications received since last Board Meeting - 1
 - 1875 Trappers Glen – Solar Panels with pest control
- Approvals since the last board meeting - 1
 - 1875 Trappers Glen – Solar Panels with pest control

- Covenant Enforcements – none
- Emails/Telecom/Site visits for courtesy - 6
 - 1920 Oak Hills Dr – Plantings are due soon
 - 2120 Oak Hills Dr – Discuss eliminating dogs from yard
 - 1615 Stoney Point Ct – Poor yard conditions
 - 1650 Pinnacle Ridge – Discuss Walk-around write-ups
 - 2360 Oak Hills Dr – Sharp fence points along sidewalk
 - 1850 Oak Hills Dr – Branches/pick-up on property
- Walk-around Letters in Emails – 89
 - Chateau Point – 4
 - Hunters Point – 5
 - Oak Hills Dr – 44
 - Oak Valley – 5
 - Pinnacle Ridge – 10
 - Squire Ridge – 6
 - Stoney Point – 5
 - Summit Point – 6
 - Trappers Glen - 4

FIRE MITIGATION

- The second chipper service this year starts on August 15 and continues over the following 2 weeks.

OTHER BUSINESS

- PayHOA : Q&A with the platform team next Tuesday. Once we get acclimated, we evaluate if the current e-mail addresses be needed going forward.
- If an e-mail message from another board member looks like spam it may be a spam. Please do not open and check by phone or via text message if needed.
- Policy Letter Review and Updates. Altitude Law charges \$395 for 3 different issues where we need to ensure we are in a compliance. Deedee did not notice an obvious miss in the language. Sabrina said that we might want to explore if we should hire an attorney to look over all of our policy letters
- Summer Party | August 20

COMMUNITY PROJECTS & MAINTENANCE

- Park & Common Area Landscaping
- Ravine maintenance | Pinnacle Ridge Trailhead
- Repaint sign posts & posts at Ravine Trailhead on Oak Hills : 2 gallons of paint
- “Shortcut” Maintenance

NEXT MEETINGS

- August 10 | Gary's
- September 14 | Review Budget/Suggest Changes | Deedee
- October 12 | Board Approves Budget | Sabrina | Dimitri
- November 9 | Budget Ratification | CSFD? / PayHOA demo session
- December 7? | Holiday gathering | Sabrina

ADJOURN

The meeting was adjourned at 8:27 pm.