

**HUNTERS POINT BOARD MEETING**  
**June 9th, 2021**

**CALL TO ORDER**

The HPHOA Board Meeting was called to order by Sabrina Brown at 7:03 pm on June 9th, at Sabrina Brown's home.

**ATTENDANCE**

Sabrina Brown - President  
Michael Park - Vice President  
Deirdre McCormack - Treasurer (virtual)  
Victoria Young - Secretary  
Connie Dueker - Architectural Committee Chair  
Ken Riley - Fire Mitigation/Covenant Update

**REPORTS OF ASSOCIATION ACTIVITY**

**Secretary: Victoria Young**

Vote to approve April 2021 Board Meeting Minutes carried with following change:

- Welcome Committee update - change address to 1620 Pinnacle Ridge

Vote to approve May 2021 Board Meeting minutes carried

May Annual Meeting Minutes - mark "Draft" and post on website. Will vote to approve during 2022 Annual Meeting.

**Treasurer: Deedee McCormack**

**Financial Summary**

- General Fund = \$54,577
- Capital Fund = \$62,867
- Private Drive = \$104,013

Deedee recognized Steve Helm for all of his support and assistance over the past two months in the transition of the Treasurer duties. Steve has made himself available for one-on-one training as well as emergency phone support. Thank you, Steve!

No outstanding payables from May.

USPS PO Box: The USPS lost the check mailed on 5/14/2021 to pay for the po box. As it was due by 5/31/2021, the postal service promptly locked the box. In order to retrieve mail, the payment had to be made. The postal clerks assured Deedee that if the original check surfaces, the system would not be able to process it and the check would be returned. However, a stop payment on this check is appropriate just in case it falls into wrong hands. \$204

Actual to Budget on Total General Fund Income is lower than budget due to prior year deficit of (\$4,670) for legal fees.

June Payables: All approved payables have been scheduled for payment. Two Rafter Three invoices are pending approval for payment.

*Treasurer Transition* - The Quickbooks software, gmail accounts, USPS box, and Ent accounts have all been transferred. The only remaining items are to update the Wells Fargo and Fidelity accounts to reflect the new treasurer/president. Also, I have questions on the Fidelity statements and presentation on current balances, and this is noted on the report "Update Needed."

## **Architectural Committee: Connie Dueker**

### **Committee Appointments**

Connie reported that she sent emails to committee members and all wanted to stay on as part of the committee. There is one open position. Connie recommends - Dimitri Kostin. The current committee is comprised of:

- Ed Jonas-Morrison
- Constance Hendrix
- Bill Galloway

A motion passed to approve the new committee. Sabrina will send out a committee appointment letter.

### **Improvement Applications**

- 2460 Oak Hills Drive
- 1615 Stoney Point Court
- 1660 Pinnacle Ridge Lane

- 1935 Chateau Point Court
- 2235 Oak Hills Drive
- 1690 Stoney Point Court

### **Approvals**

- 1950 Oak Hills Drive - Update Landscaping
- 2560 Oak Hills Drive - Update Landscaping
- 1615 Stoney Point Ct - Double Garage Door only
- 1660 Pinnacle Ridge - Replace front wall in front and along driveway
- 1935 Chateau Pt - Paint house and deck, clean up yard
- 2235 Oak Hills Drive - Update Landscaping front yard
- 1995 Hunters Point Lane - Deck expansion and railing replacement

### **Under Review**

- 2460 Oak Hills Drive - questions on cactus color|removed sod and xeriscaping
- 1690 Stoney Point Ct - driveway wall and flower bed

### **Covenant Enforcement**

- 1635 Stoney Point Court - received email that they've contacted someone for stucco, waiting on app
- 1935 Chateau Point Court - received app and approved including items in previous covenant enforcement letter
- 2525 Oak Hills Drive - homeowner working diligently, changes due by July 1
- 1615 Stoney Point Court - double garage door application approved. Only app. Connie will send homeowner email on remaining covenant enforcement items.

### **Neighborhood Walk-Around**

The annual Neighborhood Walk-Around is scheduled for June 14-20. Sabrina will help Connie since the entire committee is gone.

## **Vice President: Michael Park**

### **Common Area Maintenance**

1. Every year the HPHOA is required to pass a back-flow test at the park, this is required by the city. Michael asked Rafter3 to coordinate with a testing company that the HOA has used in the past. Test was performed and we did NOT pass the test. Rafter3 is going to replace some parts to the back-flow system to resolve and retest. Michael will forward the billing statements to Deedee for payment. Improvement to back-flow system (higher pressure) caused problems in park which they are handling as well.
2. Michael had the arborist come out last week and look at the pine tree in the park. NOT great news. The dead parts at the top are a result of winter shock. He received a bid on trimming back (though good chance it will look funny) for \$250 and an additional bid for

\$650 to remove the entire tree. Michael asked if we should remove the entire tree and suggested waiting to see if the tree will come back (as another did in the past). Sabrina suggested sending out a message to let homeowners know we are waiting to see if it comes back before making a decision to trim or remove the tree.

3. Michael has the arborist bidding a standard trim to the 2 trees surrounding the play set. He has received complaints about the limbs hanging over the play set. He reported that the HOA did not address these trees last year. He is also looking at a trim of the two ash trees to the south of the tennis court. This is between the courts and the neighbor who lives on Stoney Point. Michael recommends we trim these trees.

4. Michael has another bid on trimming the ash tree at the entrance of OHD. Again, the HOA did not address this tree last year in an attempt to spread out these costs. There are sections of that tree that have snapped due to wind.

The quote for trimming of 6 trees is \$2400 with a contingency on the pine tree in the park for \$250 or \$650. The board approved the request.

5. Plantings and irrigation improvements by Rafter3 are complete at the entrance to OHD and the west-side of the park. Where the gravel/mulch is complete at OHD entrance, we have had a problems matching the gravel at the park, we found a solution late week and that work will be started this week. \$1900 (previously approved and received great homeowner feedback) \$ 2700. Ken suggested these funds come out of capital fund.

6. We are still waiting on Rafter3's proposal to reduce the turf footprint at the OHD entrance. Michael will follow up this week, in order to review at the next board meeting.

7. Michael would like to discuss the OVD entrance at July's meeting.

8. OHD entrance and bid - Michael would like to reduce our water footprint and will speak to neighbors about changes that could potentially affect them and their view. Ken suggested a bench in that area, Michael agreed. The board discussed the potential savings of removing turf and water maintenance in this area, and recommended getting several bids on the work to be done.

## **Welcome**

- 2020 Hunters Point - new homeowners moving in mid-June
- 1620 Pinnacle Ridge - new homeowners moving in mid-June
- 1755 Oak Hills Drive - under contract
- 1895 Trappers Glen - under contract

## **Fire Mitigation: Ken Riley**

- Next chipper day scheduled for Aug 16
- 452 hours of work on the last one. 38 residents participated.

## **OTHER BUSINESS**

### **Declarations/Covenants Update: Ken Riley**

Vote packages went in the mail yesterday. Ken delivered about 20 - \$1.80/package to mail with a total cost around \$740. Received 7 back so far. He will give folks a few weeks, then start sending email reminders.

Voting will commence Tuesday, June 6 - July 31, 2021.

The attorney informed Ken that if someone has a trust the HOA must have an appointment for trustee. Ken reported out of 31 residences with trusts, 13 have trustees listed. For those that did not have trustees, Ken sent out a form for them to appoint to vote. He will update the database as he goes.

He suggested adding to the duties of the database manager: Change of ownership - review the county assessors site for each new homeowner to determine who owns the property and record in the database.

IF someone wants to mail their ballot they can stamp and mail. They can also email their vote to [votehphoa@gmail.com](mailto:votehphoa@gmail.com) or drop it in the ballot box at his home. Ken is saving hard and soft copies plus putting them into a pdf in one file.

### **Directory: Victoria Young**

Victoria thanked Ken for his work in updating the Directory while working with Covenant Update mailings. He also cross-referenced the data with that which Jim uses to send communications to our community email list.

Victoria asked if we should create a regular process for sending out the updated neighborhood directory. The board agreed quarterly would suffice with the addition of a neighborhood newsletter that Sabrina is looking into.

Victoria announced we are using the new Directory and Alert Authorization google form. She will attempt to add this form to the website. Her current process involves emailing

the form to new homeowners once the information is received from Deedee (Treasurer), then forwarding the completed form to Debi (Welcome Committee).

### **Neighborhood Watch: Victoria Young**

Victoria reported that she has not made further progress on launching the Neighborhood Watch program due to time constraints. She has received interest in the program from a neighbor - Alfredo LaMont.

### **Second Clean-Up Day in Ravine: Sabrina Brown**

Sabrina announced there are a few people very excited to do a second clean up day. She will reach out to see who would like to participate prior to the next chipper (Aug). Michael agreed.

### **Social Events: Sabrina Brown**

The board agreed they would like to see a summer party resume this year - post Covid restrictions. Sabrina will send out email for people to help volunteer and plan the party.

Cars & Coffee - Sabrina also mentioned that some homeowners at the clean-up suggested a cars & coffee social for the neighborhood. Will Brown will plan something in the park.

### **Update HOA Communications System: Sabrina Brown**

Sabrina suggested a new platform for emails to the community with board access. This would include a more stylized letter for attention. She suggested a free service through mailchimp.

She also suggested a quarterly newsletter from the board with each member having a section, and to help Connie and the Architectural Committee with their duties. The board agreed this is the right direction. The secretary (or database manager) would be in charge of updating email addresses from the database. The VP and other board members would also then be able to use this system for announcements to the community such as delayed trash, etc. Sabrina will look into this.

## **HOMEOWNER FORUM**

Ken Riley clarified Board Member terms:

- Sabrina - 2023
- Michael - 2022
- Deedee - 2024
- Victoria - 2022
- Connie - 2024

Sabrina suggested cancelling Zoom - Michael will cancel

## **NEXT MEETING**

The Board decided to begin meeting in person and rotate houses. The schedule is as follows:

7 PM -

July 7 | Michael's

August 11 | Connie's

September 8 | Budget Review | Victoria's

October 13 | Budget Approval | Deedee's

November 10 | Budget Ratification | Michael's

December 8 | Holiday Party | Sabrina's

## **ADJOURNED**

The meeting was adjourned at 8:34 pm.