

**GNHOA BOARD MEETING MINUTES**  
**November 2, 2022**

**Board Members Present:** John Rickman, Mark Keller, Brian Bleike, Lisa Cole, Bill Goettlicher, Bob Swedenburg, Andy McNabb, John Horvath, and Don Richardson.

**Guests Present:** Bill Hoffman

**Board Members Excused:** Tim Marburger, Bob Dahl, Carroll Clabaugh, and Blair Dinkins

A quorum was present.

**Meeting Location:** The meeting was held at the Bethesda Board Room.

**Opening Remarks:** The meeting was called to order at 7:02 pm by President John Rickman.

**Meeting Minutes:**

- The October 2022 meeting minutes were approved.
- The draft 2022 Annual Meeting Minutes were approved for publishing on the website.

**Election of 2022/2023 Officers:**

- The current Board officers were reelected unanimously.

**Treasurer's Report (Brian):** Brian provided a detailed report on the Treasurer's activities and finances through October 2022. This is a summary of his presentation and the board discussion – the full financial details are in the monthly Treasurer's report.

1. Checking Account balance: \$81,607.56. Savings Account balance: \$85,281.00.
2. Brian noted that the HOA is about 94% complete for the July 2022 billing cycle.
3. Delinquent account status:
  - a. Continuing to receive two scheduled monthly payments for account 8113 according to the payment plan.
  - b. Delinquent account 4099 update – The HOA received a statement request for a potential home sale in November. Delinquent funds and interest will be recovered based on the GNHOA assessment lien on the property. If it is not sold, a foreclosure auction is scheduled for Jan 2023, and the GNHOA will file an "Intent to Redeem" letter to recover funds.
  - c. No recent payments or communications from delinquent account 3011.
  - d. Brian mailed delinquent account warning letters to 8 homeowners, including a warning about recycling service cancellation. The letters stated that payment or communication regarding a payment plan is due by Nov 4. So far, the HOA has received full payment on 4 of the 8 accounts, with no communications yet from the others.

4. Brian reported that he resolved a data issue with Quickbooks.
5. Brian noted that he completed the paper filing rotation for the last fiscal year.
6. Brian worked with Bob Dahl to post the budget and financial reports on the website.
7. Brian also reviewed checks, deposits, income, and expenses for October 2022 and answered questions from the Board.

**Webmaster Report:** Bob was absent from the meeting but provided the following input:

- Email:
  - Added John Horvath as the owner of the AtLargeDirector4@gnhoa.com email account
  - Moved John Rickman to the owner of the Filing8@gnhoa.com email account
  - Current Email Server Usage - 53%
  - Top 5 Email Accounts in Disk Usage:
    - treasurer@gnhoa.com - 572 MB
    - filing3@gnhoa.com - 206 MB
    - filing8ac@gnhoa.com - 116 MB
    - filing4ac@gnhoa.com - 95 MB
    - atlargedirector3@gnhoa.com - 23 MB
- Website Updates:
  - Added Annual Meeting Presentation, 2021 Meeting Minutes, and 2021-2022 Financial Documents to the Website ahead of the Annual Meeting in October
  - To do items in November:
    - Update the Documents Page on the Website to have a separate section for Annual Meeting documents, and monthly Board Meeting documents
    - Finish up work on the Residents Database Form
    - Update the About Us page to include new board member John Horvath
- Webmaster availability in November
  - Out of Town 11/1 to 11/5 - Limited access to email/ability to edit website
  - Out of Town 11/20 to 11/27 - Will be available to handle most website/email issues

**Alert System Manager Report (Lisa):** One alert was sent this past month.

**Welcome Packages Report (Lisa):** Lisa sent or delivered four welcome packages this past month.

**NEPCO Report (Bob):**

- The next NEPCO General Membership Meeting will be held at the Woodmoor Barn on Saturday, 12 Nov. Guest speakers are County Commissioners Stan VanderWerf and Holly Williams speaking on county achievements and county issues in the northern part of El Paso County. Also, Board elections will occur – any member of the GNHOA Board interested in also serving on the NEPCO Board can please contact Bob.

## **ACC Reports:**

### Filing 3 (Blair):

- Complaints / Violations
  - 15115 Jessie Drive - camper in driveway - it has been taken care of
  - 15350 Churchill Place - landscaping issues - it is being taken care of
- Requests / Approvals
  - 15455 Copperfield Drive - new roof

### Filing 4 (Tim):

- Complaints / Violations
  - None
- Requests / Approvals
  - None

### Filing 8 (Andy):

- Complaints / Violations:
  - 15530 Desiree – 1<sup>st</sup> Letter – Unsightly Yard/Landscaping Maintenance
  - 15420 Desiree – 1<sup>st</sup> Letter – Visible Trash Cans
  - 15435 Desiree – 1<sup>st</sup> Letter – Visible Trash Cans and Dead Tree
  - 15510 Curwood – 1<sup>st</sup> Letter – Trailer Parked in Driveway
  - 15505 Curwood – 1<sup>st</sup> Letter – Dead Tree on Property
  - 15535 Desiree – 1<sup>st</sup> Letter – Visible Trash Cans and Mower Stored in Yard
  - 15475 Curwood – 1<sup>st</sup> Letter – Visible Trash Cans
  - 15560 Desiree – Email – Visible Trash Cans
  - 15450 Curwood – Email – Dead Tree on Property
  - Several 2<sup>nd</sup> letters are slated to go out this week or next.
- Requests / Approvals:
  - 410 Alcott Ct – Approved Deck Replacement
  - 15450 Curwood – Approved Temporary RV parking

### Filing 9 (Carroll):

- Complaints / Violations
  - None
- Requests / Approvals
  - None

## **Landscaping and Maintenance Report:**

### 1. Underground Spring and Drainage Issues:

- a. Bill Hoffman briefed the Board on the three test holes that were drilled. The groundwater level varies but is as close as 6” from the surface. Bill noted that part of the issue was that the surface isn’t properly sloped. Mitigation could be accomplished by filling low areas and/or putting a drain pipe in place. However, the test holes need to continue to be monitored to see if there is another source of the water.

- b. Bill noted that the time to implement a solution is late spring 2023. Until then, monitoring and analysis will continue. He will send graphics and charts of the test hole analysis to board members soon.
- 2. Trail Stairs Replacement:
  - a. Don briefed the board on the successful completion of this project. He talked to the board about potentially adding some road base to stabilize the path in nearby areas. Don will get a bid to price how much this would be.
  - b. Brian will have a sign made to keep people off the areas that have been reseeded to allow them to grow and not be disturbed.
- 3. Mowing/Area Maintenance Contract:
  - a. Don briefed the board on the new maintenance contract, which expanded the list of areas and provided more granularity and detail into the work scope. An email vote was previously taken to approve this contract.
- 4. Snow Removal Contract:
  - a. Brian noted that we are waiting on the final numbers.
- 5. End of Season Maintenance:
  - a. The Board is waiting for the contract finalization.

### **Improvement Projects:**

- 1. Signpost Replacement:
  - a. The contractor, Work Zone Traffic Control (WZTC), notified Bob yesterday that they hope to start next week, 7 Nov. WZTC asked for the plan where the locations for replacement are identified so he can call in those locates. Bob sent the spreadsheet of locations to WZTC.
- 2. Filing 3 Entrance Improvements:
  - a. Brian stated there is no further progress at this time. The permitting from El Paso County would require a variance for a monument in this area. Brian is trying to determine the process and any costs to find out if it's even realistic to attempt to get a variance.

### **Old Business:**

- 1. Resident Directory:
  - a. John briefed the board on updates to this effort and noted that webmaster Bob Dahl is assisting.
- 2. Jesse Drive Resurfacing
  - a. Bob said he heard that the resurfacing of west Jessie should be completed by the end of the year. Churchill and Bovary cul-de-sacs are not on this year's list for resurfacing.
- 3. Short Term Rentals:
  - a. Prior to the meeting, John Rickman sent the amended proposed rule to the board. The board then discussed the issue, particularly regarding exceptions for major local events, and how to define "short term." Problems with how to enforce the rule were also discussed.

- b. John will revise the rule and discuss it with Board members over the next month.

**New Business:**

1. Proposal to fund Newsletters:

- a. The Board received an offer from a realtor who lives in the neighborhood to fund the cost of the HOA newsletter in exchange for an advertisement in the newsletter. The cost for mailing the newsletter is approximately \$1,600 a year.
- b. The Board discussed whether this was a good idea in general and also this specific offer. The Board also discussed the idea of opening up advertising in the newsletter.
- c. Bob noted that in his experience with NEPCO, most HOA newsletters have sponsored advertisements.
- d. The Board decided to put a notice in the November newsletter to gauge interest in advertisements.

**Topics from the Floor:**

1. Lisa – asked for funding for solar lights for entrance monuments. Lisa and Andy will coordinate on this to determine the models needed and the price.
2. Lisa noted that she needs newsletter inputs from the board no later than November 11<sup>th</sup>.

**Next Board Meeting:** The next Board meeting will be at 7:00 pm Wed, December 7th, 2022.

**Adjournment:** The meeting was adjourned at 8:52 pm.

//signed//

Andrew P. McNabb  
Secretary, GNHOA