

**GNHOA BOARD MEETING MINUTES**  
**February 3, 2021**

**Board Members Present:** John Rickman, Mark Keller, Bob Swedenburg, Brian Bleike, Carroll Clabaugh, Lisa Cole, Andy McNabb, Bob Dahl, Gaines Burns, Tim Marburger, and Don Richardson

**Guests Present:** Bill Hoffman, Blair Dinkins

**Board Members Excused:** Bill Goettlicher

A quorum was present.

**Meeting Location:** The meeting was held via Zoom teleconference.

**Opening Remarks:** The meeting was called to order at 7:01pm by President John Rickman.

**Minutes (Andy):** The minutes of the January 6, 2021, meeting were approved as presented.

**Treasurer's Report (Brian):** Brian provided a detailed report on the Treasurer's activities and finances through end-of-month January 31, 2020. This is a summary of his presentation and board discussion – the full financial details are in the monthly Treasurer's report.

- a. Checking Account balance: \$ 65,908.44. Savings Account balance: \$ 131,442.76.
- b. January 2021 billing cycle started with 38% collection so far.
- c. There are three phase 2 tree removal payments outstanding.
- d. Account 3039 is paid off and the lien release was filed on January 12<sup>th</sup>.
- e. Recycling service was discontinued for account 8004 due to delinquent payment. Additional delinquent accounts may have recycling service ended pending the March payment deadline.
- f. There are currently five remaining delinquent accounts – we are in communication with one owner, but no payment has yet been received.
- g. The new Treasurer laptop was purchased and is working well.
- h. GNHOA Insurance payments were completed.
- i. The GNHOA has not received the NEPCO renewal notice yet – they are late, but it is expected soon and will be paid once it arrives.
- j. Savings will start getting transferred to the checking account to pay for storm water drainage work, so expect account balances to change accordingly.

Brian also reviewed deposits, income, and expenses for January 2021.

**Webmaster Report (Bob Dahl):** Bob provided an update on the website and discussed the following issues:

- Comcast email issue: During January, emails from GNHOA addresses were getting bounced back and rejected for Comcast users. After some research it was determined to be a Comcast issue. Bob contacted Comcast about the issue a week ago and the Comcast representative promised to white-list the GNHOA domain. Comcast called last week to confirm the white-list change was made. The issue appears to be resolved, but board members should report any issues to Bob.
- At the recommendation of the President and the board, Bob will make small change to the website for greater clarity. Specifically, he will change the “Architectural Review” to “Architectural Control Committee” on the “about us” link.

**Alert System Manager Report (Lisa):** Lisa reported there were no alerts sent this past month.

**Welcome Packages Report (Lisa):** Lisa mailed one Welcome Package in January.

**Newsletter (Lisa):** Lisa reported the newsletter will come out this month. The final deadline for submissions is Friday February 5<sup>th</sup>, 2021.

**NEPCO Report (Bob):** Bob reported that the 23 January NEPCO meeting covered stormwater drainage and was highly informative. Minutes for the NEPCO meeting were previous sent to board members and are also on the NEPCO website (nepco.org). The next meeting is scheduled for the 13<sup>th</sup> of March and the guest speaker is the CEO of the Pikes Peak Library district.

In relation to discussion of stormwater drainage, John noted there would be a walkthrough of our storm drainage system for board members tentatively scheduled for Monday Feb. 8<sup>th</sup>. John will message the board to confirm the date and time.

Bill Hoffman, present as a guest, is an expert on stormwater drainage and was instrumental in designing the original GNHOA system. He provided some additional details and background on the history of the system.

### **ACC Reports:**

#### Filing 3 (Gaines):

- 15285 Jessie – derelict/unsightly vehicle. After a notification was sent last month, the tenant replied via voicemail. The owner also replied via email in defense of the car, stating it was a “classic” car and not an issue or violation. However, the owner asked for time to remove the vehicle. Gaines noted that the car was no longer there as of 30 January 2021. The Filing 3 ACC will continue to monitor but for now this violation is resolved.
- 15259 Jessie – Unsightly lawn – No violation letters were sent. Bob Swedenburg is working with the owners to make improvements come spring.
- 73 Seagull – Basement remodel - approved.
- 15055 Copperfield – driveway replacement – approved.
- 15335 Steinbeck – garage door replacement – approved.

- Gaines announced that he is moving out of the neighborhood and will no longer be serving on the ACC effective immediately. The board thanked him for his efforts and wished him well.
- Blair Dinkins, in attendance at the meeting, volunteered will take over the Filing 3 ACC position from Gains. Blair will contact the Secretary via email so the board roster can be updated.

Filing 4 (Tim):

- 15252 Paddington – roof replacement – approved.
- Tim received a report of a fire at Jake’s lake. After investigating, he confirmed there was a burn patch about the size of a serving plate near the lake. Tim called the Sherriff who advised that the Sherriff should be contacted immediately if it happens again. Tim also notified residents in the area to keep a look out.

Filing 8 (Andy): No activity reported this past month.

Filing 9 (vacant): No activity reported this past month.

**Old Business:**

1. Landscaping and Maintenance Report:

- Alcott Court Ice Patch:* In mid-January the board became aware of an area of ice build-up on a path in the HOA-managed open space below Alcott Ct. After consultation with the board, the President authorized work to correct the unsafe condition and asked Don to manage it. Don reported that the area was repaired with a French drain and that water is no longer pooling on the path and freezing.
- Restoration of Trail Steps Near Dam:* Don had no significant updates. At this point project completion is waiting for fill to be removed from lower retention pond as part of the stormwater drainage repair. The fill will be added to the area where the stairs were located to lessen the slope. Don noted the current condition of the area is still good with hard-packed dirt.

2. Storm Water Damage Repair Update:

- John reported that the project will be in two phases starting with dredging and drying the silt followed by moving the silt to where it is needed. The project is still on schedule with work expected to start in the spring.

3. Baptist Road Sound Wall Repair: John reported that he is still waiting on the contractor to get the repair scheduled and will hopefully hear something this month.

4. Proposal to Formalize HOA violation Process:

- John submitted a refined proposal that included input from the previous meeting as well as some other changes. John asked for any further comments on the proposal. The board did not have any further comments or corrections. The proposal was then approved by unanimous voice vote.
- After approval, the board discussed whether the approved proposal should be officially signed and dated by the Secretary. That was agreed to.

5. Owner Email List Proposal:

- i. John discussed the email list proposal with the GNHOA lawyer, who said that the HOA can maintain and use an owner email list as long as the list is not provided to anyone else.
- ii. John noted there were not enough details and information to create a formal proposal yet, but the goal is to try to get a list started before the next invoice cycle.

### **New Business:**

#### 1. ACC Approval Tracking Process:

- i. Based on comments and suggested revision from the previous meeting as well as by board members over the last month, John submitted the refined proposal to the board for additional comments.
- ii. John answered several questions regarding details on the process by board members. Several board members noted that ACC approvals are typically made via email and asked if a copy of the approval email was sufficient for retention. The board members agreed that it was.
- iii. With no further questions or concerns, the proposal was voted on and approved by unanimous voice vote. The Secretary will sign and date the document and distribute to ACC representatives.

#### 2. Neighborhood Watch Program:

- i. Lisa brought up the idea of a Neighborhood Watch Program to specifically discuss whether this required any GNHOA involvement or approval and if neighborhood watch signage would be a problem. After some discussion, the board concluded that the HOA doesn't have any role in such a program and that it would be coordinated and run by interested neighbors.

#### 3. Bylaws Review:

- i. Over the previous month, John received many inputs for changes and corrections to the existing bylaws. He submitted a consolidated document incorporating all proposed changes, including the three previous amendments.
- ii. John went through the updated document and explained the changes and consolidations along with the rationale for each. John also had some questions for board members to provide additional input on.
- iii. Board members had several suggested changes and provided some additional corrections and errors to be fixed. John noted all the changes and will work this month to incorporate them all into a final proposal for the next meeting.
- iv. Additionally, it was discussed whether the changes should be promulgated as a fourth amendment or if all previous amendments and the proposed changes should be incorporated into a consolidated and revised document. The board unanimously supported the consolidated option.

### **Topics from the Floor**

#### 1. County Snowplow Complaints:

- i. Carroll explained that several residents complained to him about the county snowplows pushing snow from the street onto sidewalks that residents had shoveled. Carroll contacted the county which said they are only responsible for the road and not sidewalks. They indicated to him that resident push or shovel snow into the road and that plows can't help it if the snow gets pushed back onto the sidewalk. The county representative said that residents should not shovel snow onto the roads or into gutters.
  - ii. The board discussed what might be done to assist residents and concluded the board does not have any authority over this matter since the HOA has no authority over county snowplows. Instead, it was suggested that ACC and other board representatives ask residents to contact the county to complain directly.
2. Baptist Road Noise Study:
  - i. Bob and Lisa informed the board about a noise study being conducted by Fox Run – a neighboring HOA. The study is ongoing and is intended to measure noise levels on Baptist Road in order to get greater enforcement noise ordinances especially by commercial vehicles. Fox Run HOA are looking for support from other area HOAs to improve noise abatement.
  - ii. After some discussion it was not clear what GNHOA could do to directly assist with this effort, but Lisa will add some basic information and a point of contact in the next newsletter to let residents know about this program.

Next Board Meeting: The next Board meeting will be at 7:00 pm **Wed, March 3, 2021** via Zoom videoconference.

**Adjournment**: The meeting was adjourned at 9:01pm.

**Approved by a majority vote of the Board of Directors on March 3<sup>rd</sup>, 2021.**

//signed//

Andrew P. McNabb  
Secretary, GNHOA