

**GNHOA BOARD MEETING MINUTES**  
**June 7, 2023**

**Board Members Present:** John Rickman, , Brian Bleike, Lisa Cole, Andy McNabb, Bob Swedenburg, Bob Dahl, Bill Goettlicher, Blair Dinkins, Carroll Clabaugh, and John Horvath.

**Guests Present:** Bill Hoffman, Jim Anderson (Filing 9)

**Board Members Excused:** Mark Keller, Don Richardson, Tim Marburger

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.

**Guest Presentation (Jim Anderson):** Jim relayed his experience attempting to have a shed approved on his property, and wanted to discuss a variance or other options for allowing a shed.

John explained that the Board does not have the authority to grant a variance and that the variance process would need to go through the ACC. Furthermore, the variance process is not appropriate for a shed as sheds are specifically prohibited in the covenants.

Getting a shed approved would require changing the covenants to allow for sheds, which was attempted in Filing 9 last year. The HOA secretary got Jim's contact information and promised so send him the information on covenant changes. Jim Anderson then thanked the HOA Board and excused himself from the rest of the meeting.

**Meeting Minutes:** The May 2023 meeting minutes were approved.

**Treasurer's Report (Brian):** Brian provided a detailed report on the Treasurer's activities and finances through May 2023. 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: \$59,227.21. Savings Account balance: \$87,625.54.
2. Brian continues to process the January 2023 payments, which are approximately 96% complete at the end of May. Brian is preparing for the July billing cycle.
3. Delinquent account status:
  - a. Account 3011 – The HOA received another partial payment in May. The account balance is now under the amount for one billing cycle. No communications have been received regarding the remainder of the balance. A lien was filed in mid-2022 and will be released when the balance reaches zero.
  - b. Accounts 4147 and 4121 remain in delinquent status. In early April, Brian sent delinquent warning letters with a due date of May 5<sup>th</sup> for full payment or

communications to set up a payment plan. The home for account 4102 sold in May and full payment was provided at closing. No response has been yet received from 4147 and 4121. Recycling was cancelled for 4121 on May 29<sup>th</sup>.

- c. Brian requests Board approval to for a lien filing on accounts 4147 and 4121 which the Board unanimously approved.
4. Brian provided an analysis of QuickBooks upgrade options and costs, as the existing desktop version the HOA uses is no longer supported. The board approved transitioning to QuickBooks Online.
5. The HOA received the last two prorated refund checks from USI Insurance as part of the conversion to American Family Insurance.
6. Brian also reviewed checks, deposits, income, and expenses for May 2023 and answered questions from the Board.

#### **Webmaster Report:**

1. Website Activities
  - a. Bob updated the Board on changes and updates to the website, including new documents and events. Bob also broke out and separated the annual meeting minutes from the monthly minutes. Bob also added an HTML FAQ page instead of the existing word document to improve usability.
2. Email Server
  - a. Current Email Server Usage is within norms.

**Alert System Manager Report (Lisa):** Five alerts were sent this past month.

**Welcome Packages Report (Lisa):** One welcome package was delivered this past month.

#### **NEPCO Report (Bob):**

1. Bob noted updated the Board on the last NEPCO meeting including proposed changes in the State legislature that affect HOA's. Bob had previously sent a summary to Board members via email.
2. The next NEPCO meeting will concern water issues in the area and planned and proposed water projects.

#### **ACC Reports:**

##### Filing 3 (Blair):

- Complaints / Violations
  - None
- Requests / Approvals
  - 20 Seagull – Approved paint

##### Filing 4 (Tim):

- Complaints / Violations
  - None

- Requests / Approvals
  - None

Filing 8 (Andy):

- Complaints / Violations:
  - 15435 Desiree – landscaping/unkept yard
  - 15535 Desiree – landscaping/unkept yard, trailer in backyard.
- Requests / Approvals:
  - 15515 Desiree – Approved landscaping
  - 15550 Benchley – Approved temporary RV parking
  - 15455 Desiree – Approved temporary construction debris in the yard

Filing 9 (Carroll):

- Complaints / Violations
  - None
- Requests / Approvals
  - Granted a variance for artificial grass
  - Disapproved a shed

**Landscaping and Maintenance Report:**

1. Area Maintenance

- a. Don was unavailable to attend the meeting but sent this input via email, which is summarized below:
  - i. Don walked and drove the area the maintenance contractor to review requirements per our contract. The contractor has hit all areas at least once, though there are some “Quality Assurance” shortfalls which Don discussed with the contractor.
  - ii. After walking the green belt w/ Mark Keller, Don added two additional areas for mowing - the north side of the gravel trail between the playground and the lower retention pond so that it is uniformly cut back to the adjoining home property lines. And, the area east of the newly improved Jessie / Steinbeck walkway just south of the storm water creek.
  - iii. Don relayed that the wet spring may require additional weed spraying and cutting over the summer.
  - iv. Don noted that we still need to add “playground mulch” to the playground area.
  - v. Don would like the board to consider allocating funds for adding “trail mix/ pea gravel” to selected areas within the green belt, the Pristine loop, and the Steinbeck to the lower retention pond trail, where erosion and bare trails have become a bit dangerous. This item will be considered at a future meeting.

**Improvement Projects:**

1. Sidewalk & Trail Renovation:

- a. Brian said the project was finished last week and that the final payment had been made. The Board agreed that the result looks very good. John noted that the contractor would need to come back to address one issue of loose dirt.
2. 2023 Project/Priority Review:
  - a. The Board had no new updates on the priority spreadsheet beyond updating completed projects.

**Old Business:**

1. Underground Spring and Drainage Issues:
  - a. Bill Hoffman and John briefed the board that the cause of the water had been found. The problem was an old diversion pipe that diverted water from the drainage channel next to Gleneagle drive to the affected area. This old diversion pipe was plugged to stop the flow which almost immediately dropped the water level in the affected areas.
  - b. Additionally, another underdrain in the area that affected the wet basements of nearby neighbors was scoped and water jetted to clear it out. There was a mass of roots that blocked the pipe at a location where the pipe had been compromised and broken at the top, likely due to a nearby tree. Once the pipe was clear, and water drained out of the pipe, the neighbor's sump pump stopped.
  - c. John then briefed the board about discussions regarding who is responsible for maintaining these legacy underdrain, which is a question the HOA has not been able to definitively determine yet. The HOA may request assistance from the HOA lawyer to determine next steps.
2. Resident Directory:
  - a. John is still working with Bob on the resident directory.
3. Clean-Up Weekend:
  - a. John briefed the Board that the preparations were ready for this weekend's event. John encouraged Board members to assist with as much time as they are able.

**New Business:**

1. Colorado Legislation – SB23-178:
  - a. John briefed the board this new law regarding planter designs, which the HOA must have official designs for. John asked the Board to consider the various design elements to be discussed and approved at future meetings.

**Topics from the Floor:**

1. Beaver – John Horvath noted that a beaver has been sighted in a lower retention pond and had chewed down some trees. The HOA will contact the contractor about getting the beaver trapped and relocated.

**Next Board Meeting:** The next Board meeting will be at 7:00 pm Wed, July 12th, 2023.

**Adjournment:** The meeting was adjourned at 8:19 pm.

//signed//  
Andrew P. McNabb  
Secretary, GNHOA