

Meeting Minutes

February Executive Board (Board of Directors) Meeting
Mission Viejo Homeowners' Association, Inc.

The executive board meeting was held at Holy Love Lutheran Church,
4210 South Chambers Road
Aurora, CO 80014
February 15, 2011

Guests: Therese Pierce, George Robinson, Louis Moreno, David Brisk, Jacki Jensen, Bob Broom, C. Funrer (?), Darin Payne, Michael Garland, Alan Krasnow

Meeting called to Order: 6:32, Board members present: Tom Brandhorst, Alan Engels, Todd McMahon, Jeremiah Banigan, Tricia Roush, Ron Costa

1. George Robinson, a Real Estate agent, representing Denver First Methodist Church – the church wants to establish a church at the Recreation Center; they would open some of the Recreation Center to activities for the neighborhood and another part for the “church” activities. This would be a purchase and primary location for the Church.
2. Approval of Minutes – Alan moved to accept the December minutes, Jeremiah seconded. Added an item 10 that the final 2010 Financial Statement was sent to the board members before the January annual meeting and approved by the board. Alan moved to accept with changes. Todd seconded the motion. All approved.
3. Review of Financial Matters – Received October and November checks from ProDisposal. Our current membership is 974. Current bank balance: \$11387.15; January expenses include printing for Annual Meeting; insurance; Library Defense for Mediation expenses; and flowers for Elaine. February expenses include: the Volunteer Party. Income over the last two months: ProDisposal - \$3882.00; Homeowners dues - \$165. Jeremiah moved to approve financials. Tricia seconded the motion. All in favor of financials as presented.
4. Committee Reports (Welcome, others)
 - a. Welcome Committee – 5 residents visited in January for November and December new residents. We have not heard from our real estate agent for January closings.
 - b. Landscaping – we need a committee to look at the weed control issue and are asking someone to step forward to help with that.
 - c. Volunteer party – good group of people came.
5. Unfinished Business
 - a. Annual Meeting Review – Information – Thanked Bob Broom for coming and bringing Skip Noe. Mr. Pearson talked about his school programs. There is a Neighborhood Watch meeting this Thursday at Holy Love at 7:00pm.
 - b. Review of Board Protocols – Information – New board member Tom Brandhorst. All policies are on the HOA website.
 - c. Library Lawsuit Update – Information – we have a settlement from the mediation. We are waiting for the city to approve the settlement. Will hear toward the end of February on the City's decision.
 - d. Recreation Center Update – Information – There are several proposals on the Recreation Center – mostly churches. Aurora Task Force for Recreation is looking at possibly renting it as a teen center. Therese Peirce – looking at the Recreation Center to use for an Animal Center – dog diving, Frisbee, Doggy Day Care, off-leash dog park, “swim with your dog,” etc. Would bring a lot business to the area. Would be willing to open the outdoor pool during the summer and hire life guards. The HOA is looking at forming a committee to look at the use of the Recreation Center.
 - e. Covenant Issues Updates for:
 - 1) 4123 S Naples Way – we have sent a friendly letter from HOA, 2nd notice from our attorney; has 3 boats; attorney has file a complaint against the part; having trouble serving the property owner; we can go back to the judge and the judge will most likely decide with us. Todd moved to accept the complaint, Alan

seconded. Is this a property where no one is residing, and this is a “dumping ground?” We don’t know the costs to remove, store and retrieve the items. Are there license plates on the boats? We can’t legally lift the cover on the boats to check the plates. Can we check whether the water at the property is on? Tom amends the motion to table it until we can confirm costs. Jeremiah seconded the motion. All in favor of amended motion.

- 2) 4183 S. Naples Way – conversation with our Attorney and a written letter; they are waiting to move the boat into Heather Gardens. Jeremiah moved to give them more time. Todd seconded the motion. Alan amends the motion adding to ask them to provide proof that they are on the waiting list. Hold over the time limit until next month and ask them to give us a time frame of when the boat would get stored. Direct them to take a look the policy. Trish seconded. All approved.
- 3) 4091 S. Nucla Way – The got letter from the Attorney. The boat was removed.
- 4) 3902 S Joplin Way – Sent the friendly letter; has not moved. Todd moved to have a letter sent from the attorney; Tom seconded. Alan is wondering if it is a rental property. Letter needs to go to both the owner & renter. Will cost \$80 - \$85. All approved.

6. New Business

- a. Purchase of Slump Block bricks – Motion and Approval – Todd moved to purchase slump block: Total cost \$4019.29 from Angels Block Co. Comes from Indio, CA. Thomson’s building company can transport it to here. This is cheaper freight than a local company can get from Arizona. We hope this will last us 5 to 10 years. Tom seconded the motion. This is lower than the previous proposal. All in favor. We are removing the previous acceptance of Orco’s Block proposal from October 2010.
- b. Storage Agreement with Seville Townhomes HOA (Seville) – Motion and Approval - Agreement with Seville: Seville has access to the blocks and can purchase it from us; they will store it for free but control access; we will be paying for ½ the cost of cleaning up the garage (it has vinyl siding stored there). We don’t know the cost of cleanup. Seville is guessing \$300 to pay for cleanup, but not 100% sure on that cost. Tom suggests changing all references from Mission HOA to Mission Viejo HOA – at least make sure we’re clear on who “Mission” is through-out the contract. This is about \$1800 savings over us storing at a storage facility. We are also going to have to rent a forklift to get the pallets off the truck into the garage and we will need an operator for the forklift. Todd moved that we propose this agreement with the changes Tom suggested. Tom seconded the motion. All in favor.
- c. HOA Trash Program – Information/Motion and Approval – ProDisposal has not asked for a rate increase. We have 974 participants, which is up from December at 916. We would like to aim for 80% of the neighborhood participating. Do we need to do a door-to-door campaign? We have a 3 year agreement with ProDisposal that will be up in March. Either party can decide to renew or not. Alan moves to target the 800 homes that are owners that reside in Mission Viejo with a letter written with ProDisposal to sway them to join the trash program, maybe with a promotion. Set aside \$500 dollars to target these people. Tom seconded the motion. All in favor.
- d. Tax Preparation Needs\D&O, Liability Insurance Updates – Information – need to meet with our accountant soon. Quote on our liability insurance is \$716 for the year. They sent a certificate holder list for the liability, and we will add Holy Love to the list. Alan moved since we have enough in the bank account to make a one-time payment on the liability, that we make that payment as a lump sum as this will save us some money over the year. Jeremiah seconded the motion. All in favor.
- e. HOA Registration with the Department of Regulatory Agencies & Department of Real Estate – Information/Motion and Approval - We are not required to register because we are a voluntary HOA and there are no costs to the HOA. It would provide a resource for “consumers” to get information on our HOA. It would be second resource without going to our website. Todd moves to add Mission Viejo to the registry. Trish seconded the motion. All in favor.
- f. Board Elections – Motion and Approval -

- 1) Alan moved to retain Todd as president. Ron Seconded.
 - 2) Todd moved to retain Alan as second. Jeremiah seconded.
 - 3) Tom moved to retain Trish as secretary; Ron seconded.
 - 4) Alan would like a assistant treasurer. Jeremiah volunteered to be. Tom seconded.
 - 5) Ron volunteered be assistant secretary.
 - 6) Todd moved for Tom to be vice-president; Ron seconded.
 - 7) Troy vice president; Todd seconded.
 - 8) Alan as vice president; Todd seconded.
 - 9) All approved.
- g. Assignment of HOA Tasks and Board Committees – Motion and Approval
- 1) Landscape committee – need someone on the board to run it: will address only weed control; general improvements; Ron volunteered.
 - 2) Need someone to take over the web-site and e-mail. Jeremiah volunteered. Todd will train him.
 - 3) We have a newsletter coordinator for the next couple months. But we need a coordinator that will be permanent. Therese Pierce volunteered.
- h. New signage – get new larger signs where can swap out the location; Alan moves to start the process of getting new signs. Jeremiah seconded the motion. All approved.
- i. Second debit card with the Bank account – used to make small purchases for the HOA. the state requires a license in good standing and we save by doing it online with a credit/debit card. The first year both cards were free, now they are charging \$2-\$3 a month for it. Alan moves that we retain the second card. Jeremiah seconded. All approved.
7. City of Aurora Project Plan Reviews – 7 Hills Veterinary Center – we have no position.
 8. Announcements/End of Regular Meeting – April 14th is City Budget meeting.
 9. Meeting adjourned – 8:25pm.