

Meeting Minutes

May 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

May 15, 2012

6:30 PM – 8:30 PM

Guests: Lois Keifer, Elaine Lay, Katrin Woolridge, Jeff Diutsch, and Pat Eich.

1. Call to Order, Establishment of Quorum: The meeting was called to order at 6:42 PM. Members present were: Todd McMahon, Alan Engels, Tom Brandhorst, Troy Haller, and Barb Wahl. Quorum was established. Changes to the agenda: Zoning Code and “Engage Aurora” items were added.
2. Open Members' Forum: There was a question about joint sewer lines – the homeowners will check with the city about the pipe location and Todd will follow up with the city.
3. Approval of Minutes and Review of Financial Matters: Minutes from the last meeting were not available – approval was postponed until the next meeting. Alan presented the Reconciliation Detail and Summary: current balance is \$8704.92; amounts for two checks had been corrected; payments for a UPS shipment and shrub removal by Ironwood had been made. Budgeted items for the 4th of July event were discussed. Tom moved to approve the financial report; motion was seconded by Troy. There was a question about the Ironwood cost – Alan explained that it included \$500 for street lane closure and \$70 per bush for stump grinding. All voted in favor of the motion.

4. Committee Reports:

- a. 4th of July Event: Katrin Woolridge is helping to recruit student volunteers,
- b. Welcome Committee: There was no report from Tricia Roush; information about a new family was forwarded to her.
- c. Heritage Committee: Todd reported that there were no volunteers yet.
- d. Garden Committee: Todd acknowledged that he had received a funds request of \$350-500. There is no chair for the committee; Lois Keifer agreed to be the contact person. Interested volunteers can sign up on the HOA web site – Todd encouraged the committee to announce its meetings so new volunteers can attend. Lois reported that they may be ready to plant by the end of May so they will need funds. Troy moved to provide \$500 for the committee with any unused money to go to the 4th of July event. Tom seconded the motion. Alan explained the need to get invoices to him for payment; Troy suggested a table at the 4th of July event for donations. All voted in favor of the motion.

5. Unfinished Business:

- a. Right of Way Weed Control and Tree/Bush Trimming: Todd reported that during the first week of April and May, a second application of emergent was applied to all areas including cracks along Chambers and Hampden and the inner circle. The next application will be in June. Next year we will have to pre-pay in April for the 10% discount. The sidewalk section between Marguerite and Memphis on the school side was done last year due to the tall weeds. The sidewalk section between the school and Marguerite is the adjacent property owner's responsibility – code enforcement becomes involved when the weeds impede the sidewalk area; information could be placed in the newsletter about homeowners' responsibilities.
- b. Preliminary Resident Survey Results: Todd reported that the surveys are available until June 9th; he shared several responses – there was discussion about several suggestions regarding board meeting days and times and decorating the

neighborhood on holidays.

- c. 4th of July Event Planning and Needs: Todd reported that the band, “Ugly Rumor”, could be available from 10 AM to 1 PM, including time to set up the PA system, for \$450 with \$50 for the cost of the generator rental. The Parks and Recreation Dept. has approved music, although the ordinance sound limit is 80 decibels. Todd stated that we needed to amend the motion from last month’s meeting. Troy moved to contract with the band, Barb seconded the motion. Alan asked that there be an agreement with the band to use the PA system during the event for various announcements. All voted in favor of the motion. Troy reported that there will be clowns from the Shriners, free hot dogs, and an Air Force fly-over. The food and snacks, including water, are all arranged. Food will include macaroni and cheese, chili dogs, fruit, chex mix, and cookies. Games from the storage shed that will be used are bag toss and horse shoes. He’s working on getting a dunk tank. Prizes will be gift cards and sidewalk chalk. The Home Depot at Saddle Rock is donating gas for the grills. He is continuing to organize volunteers with Katrin.
 - d. Recreation Center Update: Todd recently spoke with Brad Askren, the new owner. He is planning to open June 1st with a Grand Opening on June 9th. He has had painting done and new carpets and equipment, including new pumps for the pools, installed. He is planning to use “Swim Advantage” for the swim program. The membership will be \$29 per month per person for 6 months or \$44 month-to-month or \$600 per year for a family. Brad is looking at a special agreement with the HOA. There was a question about handicapped accessibility.
6. New Business:
- a. Pro-Disposal Meeting: Todd and Alan met with RJ about the program growth. We are 50% now and should reach 80%. They are planning promotions and a newsletter column. They discussed how to reach new home owners – the HOA could send information letters to closing companies. Pro-Disposal will have a raffle at the July 4th

event for active and new members. They will be targeting those not on the program.

- b. BBB Complaint: Todd reported that a former covenant issue person wants the HOA to pay for RV storage – he apparently feels that he was treated unfairly. Todd responded by specifying the covenant rules. The BBB response was that both parties need to move to middle ground. Todd stated that HOA covenants can be enforced even if the HOA is not mandatory. Our HOA has no inspection rights, but the HOA responds to member’s complaints.
- c. Covenant Issues Updates/Future Actions: Todd reported that property A involves a large boat which has been moved and the person who filed the complaint seems satisfied. Property B involves a camper – they have been given an extension until June 17; we will continue to monitor. Property C involved a complaint on property under foreclosure and the complaint has been dropped. Property D involves a boat in the driveway – may be a possible code enforcement issue. Alan moved to send a letter and contact code enforcement. Tom seconded the motion. All voted in favor of the motion. Property E involves a camper trailer in the yard – may be a violation since it is on grass. Alan moved to notify code enforcement. Tom seconded the motion and also requested to send a letter to home owners. The motion was amended. All voted in favor of the motion. The next property involves a camper trailer in the driveway – this is rental property. Tom moved to send a letter to the owner and renter. Alan seconded the motion. All voted in favor of the motion. Todd noted that there are additional complaints but we need photos before further discussion.
- d. Covenant Policy Review and Possible CC&R Assignment: Todd presented written proposed changes to the policy; he is proposing the changes to clarify the policy and moved that the Board accept the changes. Alan seconded the motion. Tom asked if there had been a legal review; Todd responded that there had not been. Tom requested to amend the motion to include a legal review. Alan asked to change paragraph 4 from “two days prior to the next scheduled Mission Viejo HOA meeting”

to “4 days. . .”. Alan also requested that the “Effective Date” be changed after the legal review is completed. Todd stated that if, after the legal review, other minor changes in language were suggested, we could rely on the legal suggestions, but if major changes were recommended, we would hold final approval until the next meeting. All voted in favor of the motion.

- e. Garage Sale: Todd reported that the annual community garage sale will be on June 22 and 23. Todd stated that we will have signs to put up – some signs need to be replaced, but we will use the current signs for now and ask for donations. Alan moved to work with Pro-Disposal to have a trash truck available at no cost. Tom seconded the motion but amended it to include a truck from Good Will, for example, to take useable items. All voted in favor of the motion.
 - f. Future Meeting Place: There was a brief discussion of possibilities. Barb moved to continue at our current location for at least the next 6 months. Alan seconded the motion. All voted in favor of the motion.
7. City of Aurora Project Plan Reviews: Todd reported that there will be internet reviews vs. on paper so anyone can comment on the plans – there is no distinction made between home owners and the HOA.
8. Announcements/End of Regular Meeting: Todd announced that the city is asking for comments to the Parks and Recreation Dept – Todd will post information on the email service. Also, Todd will post information about the mayor’s proposal to elicit comments from the community thru “Engage Aurora” to inform the city council about various issues. Todd announced that there is a new law about records kept by mandatory HOAs: detailed records and receipts, tax records for the past 7 years, minutes, etc. must be available to home owners on request. It also includes all financial records, names and addresses of HOA Board members, resolutions, any action taken without a formal meeting, and any meeting information except information from executive sessions. Even though we are not required to, we have complied with most of these requirements.

There was a question from Elaine Lay about trimming trees on Hampden – on the street side of the fence. Todd will ask the city. Alan and Tom will not be here for the June meeting. Alan moved to adjourn the meeting. Tom seconded the motion. All voted in favor of the motion.