

Meeting Minutes

June 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

June 19, 2012

6:30 PM – 8:30 PM

Guests: Storm Hortman, Celeste Marsh, Jeff Diutsch, Pat Eich, and Carol Tobiassen.

1. Call to Order, Establishment of Quorum: The meeting was called to order at 6:36 PM. Members present were: Todd McMahon, Troy Haller, and Barb Wahl. Todd reported that he had received a proxy from Alan Engels for tonight's meeting. Quorum was established. Changes to the agenda: New Covenant Issues was added to new business.
2. Open Members' Forum: Jeff Diutsch reported that their property does share the sewer line with their neighbor but the problems have been resolved. Todd reported that he did not receive a response from the city. Celeste Marsh stated that this was her first HOA meeting – she recently moved to Mission Viejo. Storm Hortman announced that as a 16-year resident of the neighborhood, she wants to give a boost to the community. Her proposal is to gather names of people who “want to teach” and those who “want to learn” a variety of skills – cooking, sewing, dancing, calligraphy, for example. The name for the program is SHARE. The library has agreed to let her use their rooms for free if the HOA approves. She has also talked with Thrive about using their rooms for dance classes. Todd reported that he had spoken with Patti Bateman, Library Director, and she is supportive. Troy suggested that Storm set up a table at the 4th of July event, and Todd asked her for a small memo for the July newsletter. Todd will add this item to the

July meeting agenda to discuss further.

3. Approval of Minutes and Review of Financial Matters: Troy moved to approve the May 15 meeting minutes; Todd seconded the motion; all, including the proxy from Alan, voted in favor of the motion. Todd presented the financial report – the current balance is \$6138.79. 2011 taxes were paid. Alan purchased a grill for the 4th of July event which could possibly be available for HOA members. Ironwood was paid for the June weed control around the perimeter and inner circle. The yearly rent for the storage unit is due – we may need a larger unit. Troy moved to accept the report; Barb seconded the motion. All, including Alan’s proxy, voted in favor of the motion.

4. Committee Reports:
 - a. Welcome Committee: Todd has a report from Tricia Roush – 18 homes have been visited – 9 in March and April and 9 in May.
 - b. Neighborhood Watch Committee: Carol Tobiassen reported that there was a presentation about the photo/red light program by the Aurora Police Dept. at last month’s meeting. The next meeting will be on the third Tuesday in Sept. Ideas for agenda items can be routed to Carol and Tom. Todd mentioned an on-line reporting program called “Nation of Neighbors”.
 - c. 4th of July committee: to be discussed under Unfinished Business.
 - d. Heritage Committee: Todd reported that there is a need to recruit members.
 - e. Garden Committee: There was not a committee representative present. Todd reported that no check had been issued to the committee yet.

5. Unfinished Business:
 - a. Garage Sale: Todd reported that the sale will be this Friday and Saturday, June 22 and 23, from 8 AM to sunset. He noted that homeowners are to have personal garage sales only twice a year. He reported that Pro Disposal was not able to coordinate in time to have a truck available – also they would have to pay overtime for the truck,

but they will revisit this plan and may be able to use a truck for the Fall clean-up.

Todd mentioned that there was a notice on Craig's List about the sale and a response from someone about picking up all unsold items. He did not receive a response from Good Will about their having a truck here to pick up unsold items. He plans to put out the signs for the garage sale on Thursday night.

- b. Additional Survey Responses: Todd distributed copies of the survey responses. He plans to also publish the responses, without names, on our web site. To follow up the suggestions, he would like to work some of the ideas into a 5-year plan – it could also be part of our application for 501-3C status.
- c. Covenant Enforcement Policy: Todd announced that the draft policy, which was approved at our last HOA Board meeting, was reviewed by our attorney and is on our web site. Covenant issues must come from residents, not the HOA Board. The complaint should be made to the Board at least four days before the Board meeting to allow time for the Board to look into the issue. The complaints are confidential. Carol Tobiassen suggested that a complaint form be provided on our web site. Barb moved to accept the suggestion; Troy seconded the motion. All, including Alan's proxy, voted in favor of the motion.
- d. BBB Complaint Closure: Todd reported that an issue went to the BBB for a third-party settlement. A resident, who had been found in violation of a covenant two years ago, had complained to the BBB. The BBB determined that the HOA had acted with positive customer service and had tried to resolve the issue administratively. The BBB closed the issue.
- e. Right-of-Way Weed Control and Tree/Bush Trimming: Todd reported that Alan received an estimate of \$8000 from Ironwood for trimming the trees along Hampden and Chambers. Todd stated that the area from the street up to the fence is actually city property and the city took care of the area in the past. The city now states that the adjacent homeowners are responsible for the area. Todd

left a message for the mayor last week and has not yet received a response. He has not talked with Bob Broom or other city representatives but plans to do so and will request that the decision be made in writing.

f. Recreation Center Opening: Todd reported that the Grand Opening will be on June 1. Per Troy, there are now 120 members and the center wants to work with the HOA on discounted rates. There are special rates now for two-year memberships. The center is hiring local teens and will be at the July 4th event. Todd stated that he will provide more information to members at the next meeting.

g. 4th of July Event Planning and Needs: Troy reported that the band, "Ugly Rumor", has signed the contract. There will be a volley-ball net, dunk tank, "fight" machine, and 3-5 jumping castles. The Coldstone Creamery and several restaurants will have tables for coupons. The food is organized. There will be about 20 student volunteers to help. Todd reported that Plains Conservation, Morrison Nature Center, the Fire Dept., Jumpoline, and Pro-Disposal will be at the event. Troy stated that he still needs to buy prizes – six \$10 Target gift cards, water, ice, and propane, and rent the dunk tank and tanks for the ice. The total is about \$295. Todd moved to approve \$300 for now; Troy seconded the motion. All, including Alan's proxy, voted in favor of the motion. Troy announced that participants need to be at the park at 9 AM to set up and anyone else who wants to participate should call him.

6. New Business:

a. Historic Survey Grant Proposal: Todd reported that he presented the proposal at the Aurora Historical Preservation Center. The \$15,000-20,000 grant would be for a consultant to survey Mission Viejo for historic integrity – mostly in the original areas. \$1000 would come from the HOA with the balance of the money from the state. There would be tax credits for homeowners for exterior restoration; and there tends to be increases in home values. Homeowners could also apply for grants to repair walls, etc.

- b. Sponsorship/Advertising Inquiries: Todd reported that “82 Realty” sponsors an ad on our web site that shows all homes for sale in Mission Viejo. He also reported that Walgreens staff are making presentations at the library about their services. He stated that our newsletter publisher has said that they would have to pay for advertising in the newsletter; but Todd stated that Walgreens could do an ad for their presentation on our web site for free. Todd moved to offer the web site ad to Walgreens; Troy seconded the motion. All, including Alan’s proxy, voted in favor of the motion.
- c. Neighborhood News, Parks and Recreation Input: Todd reported that the city will resurface Mission Parkway from the school to the library in August. Marguerite will also be resurfaced. Todd also reported that there will be a Parks and Recreation meeting on Wed. June 27 from 6-8 PM at the library to discuss a 5-year plan for “what does the community want”.
- d. New Covenant Issues: Todd reported that property A is an old issue. There is a personal watercraft in the driveway and multiple cars parked on the street. Previously, two letters and an attorney letter were sent to the resident. Todd moved to send a letter to the resident from the HOA; Troy seconded the motion. All, including Alan’s proxy, voted in favor of the motion. Property B involves a boat in the driveway. Todd moved to send a letter to the resident; Troy seconded the motion. All, including Alan’s proxy, voted in favor of the motion.
7. City of Aurora Project Plan Reviews: Todd reported that there were currently no plans in our area.
8. Announcements/End of Regular Meeting: Storm Hortman commented that in another community, university students from a horticultural program helped prune city-owned trees. Todd announced that there were multiple confidential covenant issues that needed to be discussed in a Closed Door Executive Session. Barb moved to adjourn the regular meeting and move into an Executive Session. Troy seconded the

motion. All, including Alan's proxy, voted in favor of the motion.

9. Executive Session: Three confidential covenant issues were discussed. Troy moved to take the following action: a letter will be sent to each of the residents involved – one letter will be from our attorney and the other two will be from the HOA Board. Barb seconded the motion. All, including Alan's proxy, voted in favor of the motion.