

**Hill Pond on Spring Creek (Wallenberg Drive) HOA Board of Directors Meeting Minutes**  
**Tuesday, January 29, 2019 at 1804 Wallenberg Drive**

**Quorum Established and Meeting Called to Order**

The meeting was called to order by President Rick Hoffman.

Board members present: Rick Hoffman, Julie Savidge, Diane Crews, Doug Hinerfeld, and Dick Thomas

Other HOA members present: David Dornan, Rachel Mueller, and Larry Paroz

**Approval of Minutes**

A motion was made by Dick Thomas and seconded by Doug Hinerfeld to approve the minutes of the November 25, 2018, HOA Board meeting. The minutes were approved unanimously.

**Old Business**

Julie Savidge reported that **no trespassing signs** have been posted at four entrance locations to the common areas. HOA members have been reminded that members and their guests are welcome to use these common areas.

During the period after the previous Board meeting of November 25, 2018, the Board communicated via e-mail regarding the appropriate time to mail the **roster information form**. It was agreed that Bonnie Helgeson would mail the form at the same time that the yearly invoice and current roster are mailed. Any revised information would be prepared in the form of a summary and distributed with the notice of the annual HOA meeting.

**New Business**

Based on input from the previous HOA Board, it was decided that an **operating document** defining the roles of the Finance Committee and the managing agent (Bonnie Helgeson), and miscellaneous procedures should be prepared. Julie Savidge agreed to prepare a preliminary list of tips and possible projects for future Boards. Other Board members will contribute to the list once the draft has been prepared.

Rick Hoffman reported that an **audit** must be conducted each year before the annual meeting. Doug Hinerfeld will check with Marshall Frasier to see if he is willing to do this again.

Rick Hoffman reported that the HOA is in compliance with the annual requirement for an **insurance review** and that this requirement will be discussed with the attorney in relation to the covenants.

Rick Hoffman reported that HOA member Kate Forgach has volunteered to do a survey of rates by various **trash services** to bring to the Board for review.

Dick Thomas reported on a **sustainability workshop** that was offered by Neighborhood Services, City of Fort Collins, which was designed to inform associations on ways they could be more proactive.

Rick Hoffman relayed the concern of an HOA member regarding the **trimming of tree branches that are blocking street lights**. The City will trim if they have the permission of property owners, and, in a general discussion by the Board, it was decided that Rick would follow up with the HOA member to determine if there continues to be a need to pursue further action.

Rick Hoffman reported that the development directly to the east of Landmark Apartments, which was previously approved by the Planning and Zoning Board, has been sold to a California developer and it is expected that groundbreaking will take place sometime in the spring.

Dave Dornan brought a concern to the Board regarding the **amendments to the by-laws** which were approved by the HOA at last year's annual meeting. Specifically these amendments dealt with appointing people to vacancies on the Board and the quorum required for meetings of members. Following a general discussion, the Board agreed to revisit these amendments at the next annual meeting.

Rick Hoffman reported on the deliberations of the **Covenants Advisory Committee** including a list of questions for the attorney to review, and the Board agreed to take these questions into consideration. Doug Hinerfeld offered to contact his brother-in-law, an attorney who has dealt extensively with HOAs and covenants, and ask for his input on the issues currently being discussed. The Board agreed that any advice offered would be forwarded for consideration by the Covenants Advisory Committee.

### **Adjournment**

Diane Crews moved and Julie Savidge seconded a motion to adjourn; the motion passed unanimously.